

# **Township of Selwyn Regular Council Meeting**

**Tuesday, February 23, 2021 – 6:00 PM**

Council Chambers  
**Virtual Council Meeting**

Watch the meeting via livestreaming

<https://www.youtube.com/user/SelwynTownship>

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- **5:15 PM – Committee of Adjustment**
  - **6:00 PM – Regular Council Meeting Begins**
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## **Moment of Silent Reflection**

*Please stand for a moment of silence, so that Council, staff and members of the public can quietly reflect on our duty to the community that we are trying to serve.*

## **Notification to Members of the Public**

*Members of the public, staff, presenters and members of Council please be advised that meetings are broadcast and recorded and made available on the internet.*

## **Declaration of Pecuniary Interest and the General Nature Thereof**

### **1. Minutes**

#### **(a) Minutes – Open Session**

- Motion to adopt the minutes of the Regular Council meeting of February 9, 2021 and the Special Council meeting of February 9, 2021.
- Discussion out of the minutes

### **2. Deputations and/or Invited Persons and/or Public Meetings**

### **3. Question Period**

15 minutes, one question per person at a time, on a rotating basis

If a member of the public has a question please send an [email](#) by 4:30 PM on the day of the meeting noting your question which will be read into the public record and responded to during the meeting. An email will be sent following the meeting with a link to the recording.

#### **4. Municipal Officer's & Staff Reports - Direction**

(a) Robert Lamarre, Manager of Building and Planning – 44 Bridge Street, Lakefield – Heritage Designation Report

- Attachment - Heritage Designation Evaluation
- Attachment - Summary of feedback/correspondence – 44 Bridge Street

(b) Jeannette Thompson, Planner - Regulating Rooming/Boarding Houses

#### **Consent Items**

All matters listed under Consent Items are considered to be routine, housekeeping, information or non-controversial in nature and to facilitate Council's consideration can be approved by one motion

#### **5. Municipal Officer's & Staff Reports – Information/Housekeeping/Non-Controversial**

(a) Gord Jopling, Fire Chief - 2020 Annual Report

- Attachment 1 - Total Calls
- Attachment 2 - Calls per Hall
- Attachment 3 - OFM Report
- Attachment 4 - 2008 – 2020 Incident Count

(b) Kim Berry, Human Resources Coordinator – Administrative Assistant – Fire Department

(c) Angela Chittick, Manager of Community & Corporate Services /Clerk  
Tarriff of Fees Consolidation – 2021 Update

- Attachment – Amending By-law 2016-026
- Attachment - Schedule A - By-law 2016-026 – Consolidated Version (updated February 23, 2021)

## **6. Correspondence for Discussion and/or Decision**

### **(a) Correspondence Report – February 23, 2021**

#### **Correspondence for Direction**

##### **Recommendation:**

That the following items of correspondence be received for information and that staff proceed with the recommended direction therein:

#### **1. Peterborough Utilities Services Inc. - Annual Reports**

##### **Recommendation:**

That the following annual and summary reports prepared by Peterborough Utilities Services Inc. be received for information; and that the reports be made available for the public at the Township administrative offices for viewing and on the Township's website; and that the public be notified of the availability of the reports through a newspaper advertisement.

- Attach 1 - 2020 Annual Report on Drinking Water Quality
- Attach 2 - Lakefield Waterworks – 2020 Annual Report
- Attach 3 - City of Peterborough Waterworks – 2020 Annual Report
- Attach 4 - Woodland Acres Water Distribution System – 2020 Annual Report
- Attach 5 - Lakefield Wastewater Treatment Plant – 2020 Report

#### **2. Ennismore Horticultural Society – Update on the Cairn Project and Pictures**

##### **Recommendation:**

That the letter from the Ennismore and District Horticultural Society and the Cairn Sub-Committee providing a summary of the Ennismore Military Commemorative Monument be received for information; and that a letter of thanks be sent by the Mayor on behalf Council and the Township of Selwyn to the Society and the Cairn Subcommittee to recognize the hard work and dedication of the many community volunteers who made this very worthy commemorative project such a success.

#### **3. Peterborough Public Health – Paid Sick Leave**

##### **Recommendation:**

- **Direction Required –**

## **Correspondence for Information**

### **Recommendation:**

That the following items of correspondence be received for information:

4. AMO Update – Gradual Return to COVID-19 Response, Conservation Authorities Act Update
5. AMO Update – Social Assistance Vision, March Break Delayed
6. AMO Update – Access of Persons with Disabilities to Recreational Facilities and Greenbelt Consultation
7. AMCTO - An Open Letter to Ontario Municipal Councils
8. Ministry of Municipal Affairs and Housing - Growing the Size of the Greenbelt
9. PRHC - Patient Care in Unprecedented Times
10. Board of Health Meeting Summary – February 12, 2021
11. Peterborough Public Health - Medical Officer of Health to Retire Later This Year and Paid Sick Leave During an Infectious Disease Emergency
12. Health Canada - Cannabis Regulations - Response
13. Kawartha Chamber of Commerce & Tourism – NewsFlash! February 9<sup>th</sup> and February 16<sup>th</sup> 2021
14. Opposition of Proposed Cannabis Licence Application - 290 Cork Line
15. Permitting Goes Online in Selwyn Township!
16. MP Monsef - New Housing Developments in Peterborough-Kawartha, Investment to Support Women Impacted by the Pandemic and New 46 Unit Residential Housing Development
17. Conservation Authorities Act – Frequently Asked Questions
18. Ontario Fire College Closure – Draft Motion
19. Township of Douro-Dummer - Welcomes New CAO
20. Guelph Eramosa Township - MFIPPA Reform
21. Conmee Township - The Municipal Act and Municipal Elections Act
22. St. Catharines - Universal Paid Sick Days in Ontario
23. Town of Orangeville - Greenhouse Gas Emissions
24. Township of Perth South – Conservation Authorities
25. Georgian Bay - Insurance Premiums
26. Town of Gravenhurst - Ontario Fire College Closure
27. Township of Emo - Support for Reopening of Small Businesses

## **7. Peterborough County Report**

- (a) Peterborough County Report – February 23, 2021

### **County Correspondence for Direction:**

None.

## **County Correspondence for Information:**

### **Recommendation**

That the following items of correspondence from the County of Peterborough be received for information:

1. Peterborough and Kawarthas Economic Development
  - 4<sup>th</sup> Quarter Update Report and Presentation
  - 2021 Business Plan Report and Presentation
  - Executive Summary Report and Presentation
2. 2021 Budget Approved
3. 2021 Peterborough County Recognition Awards Rescheduled to 2022
4. County Road 20 (Selwyn Road) Posted Speed Limit Reduction
5. Waste Management Committee - Composition
6. County Official Plan Project: Focus on Healthy Communities
7. Regular Minutes and Special Minutes (Budget) – February 3, 2021
8. Special Minutes (Appointment of CAO) – February 9, 2021

## **8. Committee Reports**

- (a) Peterborough Police Services Board Meeting – January 12, 2021

## **9. Petitions**

## **10. Council Portfolio Updates**

Council to provide brief verbal update related to the following portfolios where necessary:

- Community Services, Transportation and Housing – Councillor Donna Ballantyne
- Economic Development, Business Retention and Attraction, Planning and Building Client Services – Deputy Mayor Sherry Senis
- Public Works and Recreation – Councillor Gerry Herron
- Sustainability, Culture and Senior Services – Councillor Anita Locke
- Governance and Inter-Governmental Relations – Mayor Andy Mitchell

## **11. Other, New & Unfinished Business**

- (a) Closed Session - Conference Call

- i) Litigation matters, potential litigation matters affecting the municipality – Section 239.(2) (e)

## **12. By-laws**

- (a) 2021-009 - Appointment/Resignation - Trail Committee - Michele Kadwell-Chalmers, James Nelson, Bruce Bellchambers
- (b) 2021-010 - By-law to Amend Tariff of Fees (2016-026)
- (c) 2021 – 011 – Confirming By-law

## **Adjournment**

**Draft Subject to Approval**

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**Corporation of the Township of Selwyn**

**Regular Council Meeting  
Tuesday, February 9, 2021**

**Virtual Council Meeting**

A regular meeting of the Council of the Township of Selwyn was held on Tuesday, February 9, 2021.

**Council Present (Virtual):**

Mayor Andy Mitchell  
Deputy Mayor Sherry Senis  
Councillor Donna Ballantyne  
Councillor Gerry Herron  
Councillor Anita Locke

**Staff Present (Virtual):**

Janice Lavalley, Chief Administrative Officer  
Angela Chittick, Manager of Community & Corporate Services /Clerk  
R. Lane Vance, Manager of Finance/Treasurer  
Robert Lamarre, Manager of Building and Planning  
Jeannette Thompson, Planner  
Mike Richardson, Manager of Recreation  
Rick Dunford, Manager of Public Works  
Gord Jopling, Fire Chief  
Michelle Thornton, Deputy Treasurer/I. T. Coordinator  
Tania Goncalves, Deputy Clerk

The Council meeting commenced at 5:00 PM with Mayor Mitchell in the Chair.

**Declaration of Pecuniary Interest**

None.

**Minutes****Resolution No. 2021 – 026 – Minutes**

Deputy Mayor Sherry Senis – Councillor Anita Locke –

That the minutes of the regular Council meeting of January 19, 2021 and the special Council meetings of January 29, 2021 (Dashboard Review) and January 29, 2021 (2021 Draft Operations Budget) be adopted.

Carried.

**Deputations and/or Invited Persons and/or Public Meeting**

Board Chair Fred Bennett and CEO Sarah Budd from Habitat for Humanity - Peterborough & Kawartha Region made a presentation to Council regarding their property at 44 Bridge Street, Lakefield. Mr. Bennett and Ms. Budd addressed the impacts to Habitat for Humanity should Council proceed with an Intent to Designate 44 Bridge Street.

Michael Chappell and Jackie Ouellette of "Friends of the Old Stone Mill House" made a presentation to Council regarding the heritage value of 44 Bridge Street, Lakefield.

Sabrina Hall, a supporter of Habitat for Humanity - Peterborough & Kawartha Region, made a presentation to Council regarding her personal experience with Habitat for Humanity and the impact that it has had on her life and the lives of her family members.

**Resolution No. 2021 – 027 – 44 Bridge Street, Lakefield - Various Deputations and staff report**

Councillor Anita Locke – Deputy Mayor Sherry Senis –

That the presentation from Habitat for Humanity - Peterborough & Kawartha Region Board Chair Fred Bennett and CEO Sarah Budd regarding 44 Bridge Street, Lakefield; and

That the presentation from Michael Chappell and Jackie Ouellette of “Friends of the Old Stone Mill House” regarding 44 Bridge Street, Lakefield; and

That the presentation from Sabrina Hall, a supporter of Habitat for Humanity - Peterborough & Kawartha Region regarding her personal experience with Habitat for Humanity; and

That the report prepared by the Manager of Building and Planning regarding 44 Bridge Street – Heritage Designation be received information.

Carried.

**Question Period**

Council entertained questions from the public from 5:36 PM to 5:53 PM.

**Municipal Officers & Staff Reports – Direction**

**Resolution No. 2021 – 028 – PSAB Budget 2021 Compliance Report**

Deputy Mayor Sherry Senis – Councillor Donna Ballantyne –

That the report of the Manager of Financial Services entitled PSAB Budget 2021 Compliance Report be received for information; and

That the Township of Selwyn adopt the Budget Compliance Report for expenses excluded from the 2021 budgets as outlined in and as a requirement of Ontario Regulation 284/09; and

That the 2021 Taxation Budget be adopted as presented and discussed on January 29, 2021.

Carried.

**Consent**

**Resolution No. 2021 – 029 – Municipal Officer’s and Staff Reports – Information/Housekeeping/Non-Controversial**

Councillor Anita Locke – Councillor Donna Ballantyne –

That the report of the Manager of Community & Corporate Services/Clerk outlining the insurance claims history for the past ten years be received for information; and

**Correspondence for Direction**

That the following items of correspondence be received for information and that staff proceed with the recommended direction therein:

**1. 2021 Census**

That the letter from Geoff Bowlby, Director General, Census Management Office Statistics Canada / Government of Canada regarding the 2021 Census be received for information; and

That the Township of Selwyn supports the 2021 Census, and encourages all residents to complete their census questionnaire online at [www.census.gc.ca](http://www.census.gc.ca); and

**2. The Canada Pharmacare Act**

That the letter from Peter Julian, MP regarding Private Member's Bill C-213, an Act to Enact the Canada Pharmacare Act be received for information; and

That the Township of Selwyn supports Bill C-213, which seeks to establish a universal, publicly administered pharmacare program based on the same principles as Canada's universal health care program; and

**3. Asphodel Norwood – Support – Extend Deadline – Community Well Being Plan Preparation**

That the letter from Candice White, CAO/Clerk/Treasurer with the Township of Asphodel Norwood regarding an extension request for a Community Safety and Well-Being Plan be received for information; and

That the Township of Selwyn supports the Township of Asphodel-Norwood's deadline extension request to adopt and complete a Community Safety and Well-Being Plan in consultation with local governments to address the unique challenges faced by individual regions during the COVID-19 pandemic; and

**Correspondence for Information**

That the following items of correspondence be received for information:

4. AMO Update – Community Safety, Policing Grants, Broadband in Northern Ontario
5. AMO Update – 2021 OCIP Funding, 2nd Intake of Municipal Modernization Program and Provincial Emergency Extension
6. AMO Update – Library Broadband and Response to Long-Term Care COVID-19 Commission
7. Kawartha Chamber of Commerce & Tourism – Winter Newsletter and 2021 Annual General Meeting Invitation and Details
8. Kawartha Chamber of Commerce & Tourism - NewsFlash! January 19<sup>th</sup> , January 26<sup>th</sup> and February 2<sup>nd</sup> , 2021
9. Board of Health Meeting Summary – January 13, 2021
10. Peterborough Public Health - Thanking Community Health Care Workers
11. Ministry of Municipal Affairs and Housing - Municipal Modernization Program (2<sup>nd</sup> Intake)
12. MPAC Update - Municipal Partnership Agreement
13. Trent Lands & Nature Areas Plan - The Final Plan
14. Selwyn Library – Newsletter – February 2021
15. Town of Augusta, Lake of Bays, Township of Baldwin, Terrace Bay and Letter from Save OFC – Closure of Ontario Fire College
16. Perth County and Plympton-Wyoming - Extension of Deadlines
17. Plympton-Wyoming and West Nipissing - Municipal Drainage Matters and Coordination for National Railways
18. Mississippi Mills and Lake of Bays - Request for Revisions to the Municipal Act
19. Stormont, Dundas & Glengarry, North Glengarry and South Stormont – Re-opening of Small Businesses
20. Township of South-West Oxford - Automatic Speed Enforcement
21. West Grey and Lake of Bays - Bill 229 Protect, Support & Recover from COVID-19 Act
22. City of Port Colborne - Amending the AGCO Licensing and Application Process for Cannabis Retail Stores, Amending the Tile Drainage Installation Act , Drainage Matters on CNR Lands and Unlicensed and Unmonitored Cannabis Grow Operations
23. Perth County - Negative Impacts of Current Value Assessments

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- 24. Grey Highlands and Town of Gore Bay - Insurance Premiums
- 25. Bracebridge and Lake of Bays - Infrastructure Funding Protect
- 26. West Nipissing - Emergency Operational Funding
- 27. Lakefield Farmers Market - Letter of Thanks; and

**County Correspondence for Information**

That the following items of correspondence from the County of Peterborough be received for information:

1. Letter from Peterborough County Warden Re: CAO Update
2. 2021 Draft Budget Report
  - Preliminary Report
  - Summary
  - Change in Tax Requirements by Department
  - Reserves
  - Questions from County Council
3. County Road 20 (Selwyn Road) Speed Limit Evaluation Report and Public Comments
4. Consolidated Municipal Service Management Report and Agreement
5. County Official Plan Project: Focus on Waterfront Development Report
6. Organizational and Service Delivery Review Working Group – Recommendations to Council Report
7. Waste Management Committee – Considerations Report
8. County Council Minutes – Regular Meeting January 13, 2021 and Special Meeting January 21, 2021
9. Letter to Premier Ford Re: Community Safety & Wellbeing Plan and Diversity, Equity & Inclusion Plan; and

**Committee Reports**

That the minutes of the Library Board of December 15, 2020; and

That the minutes of the Peterborough Police Services Board of December 22, 2020; and

That the minutes of the Parks and Recreation Committee January 13, 2021; and

That the minutes of the Heritage Committee January 13<sup>th</sup> and 28<sup>th</sup>, 2021 be received for information.

Carried.

**Resolution No. 2021 – 030 – Support for Frontline Workers**

Councillor Donna Ballantyne – Councillor Anita Locke –

That the Township of Selwyn support the resolution passed by the Peterborough Health Unit thanking Community Health Care Workers for their extraordinary efforts during the COVID19 pandemic.

Carried.

**Petitions**

None.

**Council Portfolio Updates**

Verbal updates were provided by Council members regarding the following Council Portfolios:

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- Community Services, Transportation and Housing – Councillor Donna Ballantyne
- Economic Development, Business Retention and Attraction, Planning and Building Client Services – Deputy Mayor Sherry Senis
- Public Works and Recreation – Councillor Gerry Herron
- Sustainability, Culture and Senior Services – Councillor Anita Locke
- Governance and Inter-Governmental Relations – Mayor Andy Mitchell

**Other, New & Unfinished Business****Resolution No. 2021 – 031 – Notice of Motion - Cannabis Cultivation**

Councillor Donna Ballantyne – Deputy Mayor Sherry Senis –

Whereas the Township of Selwyn has a potential cannabis agriculture crop operation that is very close to residential areas being considered in Selwyn; and

Whereas this is the first such operation that the Township has considered; and

Whereas the proposal has resulted in many quality of life concerns being expressed by residents and although this proposal must move forward under the Township's current cannabis regulations, it has raised the need to consider a review of best practices and the Township's current regulation; and

Whereas there was a session at the 2021 ROMA Convention entitled, "Cannabis a Growing Concern!" indicating that there are other communities that also have concerns about the impacts of cannabis cultivation and production in their communities;

Now therefore be it resolved that staff be authorized to contact Meridian Planning Consultants, the firm that provided the original report to regulate cannabis in the Township to determine their interest in being engaged to review the Township's current regulations and that the review be funded using funds from the OCLIF Reserve and that the review also examine best practices in the Province of Ontario related to the ability of the Municipality to have the greatest control possible over crop growth and/or production within close proximity to residential properties; including reviewing minimum distance setbacks, requirements for light pollution, vegetative buffers and the removal of the waste cannabis by-product with a view to changing our current By-law as it relates to growing Cannabis outdoors on agriculture and rural zoned lands; and that a report be brought back to Council by April 27th, 2021 providing an update for Council's consideration on the possible recommendations.

Councillor Donna Ballantyne - yes

Councillor Gerry Herron - yes

Councillor Anita Locke - yes

Mayor Andy Mitchell - yes

Deputy Mayor Sherry Senis – yes

Carried.

**By-laws****Resolution No. 2021 – 032 – By-laws First, Second & Third Reading**

Deputy Mayor Sherry Senis – Councillor Anita Locke –

That By-law 2021-004, being a By-law to authorize the execution of an agreement between W.S. Morgan Construction Limited and the Township of Selwyn for renovations to the former Scout Building

Carried.

**Resolution No. 2021 – 033 – Closed Session**

Councillor Anita Locke - Councillor Donna Ballantyne

That the next portion of the meeting be closed to the public pursuant to Section 239. (2) (b) - Personal Matters Regarding Identifiable Individuals; Section 239.(2)

(e) - Litigation matters, potential litigation matters affecting the Municipality and Section 239. (2) (a) - Security of the Property of the Municipality (7:07 PM).

Carried.

**Resolution No. 2021 – 034 – Rise Closed Session**

Deputy Mayor Sherry Senis – Councillor Anita Locke –  
That Council now rise from closed session (9:00 PM).

Carried.

**Resolution No. 2021 – 035 – Trail Committee Resignation and Appointments**

Councillor Anita Locke - Councillor Donna Ballantyne  
That the Township of Selwyn accept the resignation of Bruce Bellchambers as a member of the Trail Advisory Committee with regret and that Mr. Bellchambers be thanked for his service to the Committee; and

That Michele Kadwell-Chalmers and James Nelson be appointed to the Trail Advisory Committee and further that a By-law formalizing the appointments and resignation be brought forward at a future Council meeting.

Carried.

**Resolution No. 2021 – 036 – Confirming By-law**

Deputy Mayor Sherry Senis – Councillor Anita Locke –  
That By-law 2021-008, a By-law to confirm the proceedings of the meeting of Council held on February 9, 2021 be read a first, second and third time and finally passed.

Carried.

**Adjournment**

**Resolution No. 2021 – 037 – Adjournment**

Councillor Gerry Herron - Deputy Mayor Sherry Senis  
That the meeting be adjourned. (9:05 PM)

Carried.

**Draft Subject to Approval**

1. a)  
Special Council Meeting – CAO Performance Evaluation  
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**Corporation of the Township of Selwyn**

**Special Council Meeting  
Tuesday, February 9, 2021**

**Via Conference Call**

A special meeting of the Council of the Township of Selwyn was held on Tuesday, February 9, 2021 in order that Council may discuss the performance evaluation of the CAO.

Present: Mayor Andy Mitchell  
Deputy Mayor Sherry Senis  
Councillor Donna Ballantyne  
Councillor Gerry Herron  
Councillor Anita Locke

Staff Present: Emily Hunt (LLF Lawyers), Acting Deputy Clerk

The Council meeting commenced at 3:01 PM with Mayor Mitchell in the Chair.

**Declaration of Pecuniary Interest**

None.

**Minutes**

None.

**Deputations and/or Invited Persons and/or Public Meeting**

None.

**Question Period**

None.

**Municipal Officers & Staff Reports – Direction**

None.

**Consent Items**

None.

**Committee Reports**

None.

## **Draft Subject to Approval**

1. a)  
Special Council Meeting – CAO Performance Evaluation  
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### **Petitions**

None.

### **Other, New & Unfinished Business**

#### **Resolution No. 2021 – 023 – Closed Session**

Councillor Anita Locke – Councillor Donna Ballantyne –

That the next portion of the meeting be closed to the public pursuant to Section 239 (2)(b) of the Ontario Municipal Act, 2001, S.O. 2001, c.25, as amended, in order that Council may discuss matters regarding an identifiable individual for the purposes of conducting the performance evaluation of the CAO (3:04 PM).

Carried.

#### **Resolution No. 2021 – 024 – Rise Closed Session**

Councillor Anita Locke – Councillor Gerry Herron –

That Council now rise from closed session (3:49 PM).

Carried.

### **By-laws**

None.

### **Adjournment**

#### **Resolution No. 2021 – 025 – Adjournment**

Councillor Gerry Herron – Councillor Donna Ballantyne –

That the meeting be adjourned. (3:50 PM)

Carried.



**Date:** February 23, 2021

**To:** Mayor Andy Mitchell and Council Members

**From:** Robert Lamarre Manager of Building and Planning

**Subject:** Heritage Brief - 44 Bridge Street Lakefield

**Status:** For Direction

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## Recommendation

That the report from the Manager of Building and Planning regarding the Heritage Brief related to 44 Bridge Street and related correspondence from various interested parties be received for information; and

That the recommendation of the Selwyn Township Municipal Heritage Committee (MHC) to designate the property at 44 Bridge Street in Lakefield as a heritage property under Part IV, Section 29 of the Ontario Heritage Act (OHA) (R.S.O. 1990, c.O.18) being of "cultural heritage value or interest" be considered; and

That Council determine whether or not it would like to move forward with the designation of the subject property by providing Notice of Its Intention to Designate.

## Information

At their meeting of February 9, 2021 Council heard numerous delegations and received a staff report which summarized the ongoing debate surrounding the redevelopment of 44 Bridge Street, the relevant Ontario Heritage Act provisions that apply in this context and the next steps in consideration of this matter.

Fortunately, the Heritage Designation Evaluation (heritage brief) was completed in time for it to be forwarded to each MHC member on February 17<sup>th</sup> so that the Committee members could complete their evaluation independently ahead of their scheduled meeting on February 18<sup>th</sup>. The Heritage Brief was completed by Emily Turner, M.A., PhD, who is a municipal heritage planner with a wide range of knowledge and experience in the architectural and heritage sectors. She has worked as the heritage planner for the City of Kawartha Lakes since 2019, coming from the City of Peterborough. Prior to her work in municipal heritage planning, she worked in the academic sector, undertaking research and teaching on the history of architecture. She holds a PhD in Architecture from the University of Edinburgh and an MA from the University of Toronto.

The result of the heritage evaluation, which was completed in accordance with Ontario Regulation 9/06, concluded that *“the property exhibits cultural heritage value and merits designation under Part IV of the Ontario Heritage Act”*.

The list of heritage attributes apply to the entire structure save and except the one storey addition located on the east side of the main stone structure.

All four members of the Committee and one staff member were tasked with reviewing the Brief and evaluating the structures cultural or heritage value or interest using the Township’s Heritage Building Evaluation Score Sheet. The Committee collectively considered the evaluations at its February 18th meeting.

The overall average score for the building based upon the evaluation criteria was 82%. This score puts the structure into category A in the scale of designation categories.

Category A properties are defined as *“individually outstanding and have the broadest heritage significance by virtue of architectural, historical, and environmental criteria.”*

Category A properties are of the highest priority for heritage designation. Consequently, the Committee has recommended as follows:

*That Council designate the property at 44 Bridge Street in Lakefield as a heritage property under Part IV, Section 29 of the Ontario Heritage Act (R.S.O. 1990, c.O.18) being of “cultural heritage value or interest”; and*

*That Council’s intention to designate be advertised in a newspaper having general circulation in the municipality as per the Ontario Heritage Act R.S.O. 1990, c.O.18, s.31; and*

*That the owners of the property to be designated, and the Ontario Heritage Trust, be served with a Notice of Intention to Designate as per the Ontario Heritage Act R.S.O. 1990, c.O.18, s.29 (3).*

The MHC’s recommendation is consistent with their mandate which is to provide Council with their assessment of the value or interest of the property from a cultural heritage perspective. Their assessment is focussed on determining if the criteria set out in the regulations made under the Ontario Heritage Act to determine whether a property is of cultural heritage value or interest have been met.

The MHC came to their opinion after having reviewed the Heritage Designation Evaluation (heritage brief) and having scored the property in accordance with the Township’s Designation Evaluation Manual.

In accordance with the OHA, Township Council must consult with its Municipal Heritage Committee prior to giving Notice of its Intention to Designate. The receipt and consideration of the Committee’s recommendation fulfills that obligation.

Council is now tasked with determining whether or not to issue a Notice of Intention to Designate. It is not bound by the recommendation made by its advisory Municipal Heritage Committee any more than it is bound by the dissenting opinions. It must consider the broader implications associated with each option before rendering its decision.

In addition to the Heritage Designation Evaluation (Heritage Brief) and the MHC recommendation, Council has had the benefit of numerous letters, emails and oral deputations from several sources with varying interests in the property. A number of these were received as part of the February 9<sup>th</sup> agenda and additional items are included in the attached Summary of Feedback/Input. The input received from community members states their desire to preserve the structure due to its historical and cultural significance. The feedback from the property owner, Habitat for Humanity, expresses their concern about the financial impact on the organization should the current real estate transaction not be finalized. Input was also been received from some members of the public in support of Habitat for Humanity goals and the importance of their efforts to provide affordable housing in the region. Correspondence was also received from the Peterborough and the Kawartha Home Builders Association Inc. expressing concern about the impact designation would have on the development potential of the property.

### **Option 1 – Giving Notice of its Intention to Designate**

We have established that this a viable option supported by the research detailed in the attached Heritage Designation Evaluation (Heritage Brief) and subsequent evaluation undertaken by the MHC completed in accordance with our policies.

The immediate effect of this decision would be to void the demolition permit that has been issued on the subject property (effective once Notice is given in accordance with the regulation).

This decision is subject to appeal for 30 days. Should an appeal be launched, the matter would be heard by the Conservation Review Board (CRB). Decisions rendered by the CRB are not binding on Council.

If the property is formally designated, any decisions related to the alteration or demolition of the structure would be made by Township Council in consultation with its MHC. This does not mean that any future development of the property is precluded. As part of a development proposal, any proposed changes to the part of the structure that is subject to the designation (in this case the two-storey stone building, the two-storey addition and the sunroom addition) would have to be detailed and provided to Council for approval prior to any work being undertaken.

## **Option 2 – No Notice of Intention to Designate**

In consideration of all of information that has been received, Council has the authority to conclude that it will not move forward with the formal designation of the property.

This decision would result in the structure/property not having any protections from demolition/alteration under the OHA.

If Council were to move forward with this option, staff would work with the land owner with a view to preserving the structure, in whole or in part, as part of any development proposal that is brought forward. However, there would be no requirement for the owner to do so.

## **Financial Impact**

The subject property, if designated would be eligible for a tax incentive of 40% of the taxes for municipal and school purposes levied on property assessed in the residential class; and 20% of the taxes for municipal & school purposes levied on property assessment in the commercial & multi-residential classes.

## **Strategic Plan Reference**

Support a sustainable, balanced, and investment-ready community.

## **Attachments**

- Heritage Designation Brief – 44 Bridge Street
- Summary of feedback/correspondence – 44 Bridge Street

## **Robert Lamarre**

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Prepared By: Robert Lamarre, Manager of Building and Planning

## ***Janice Lavalley***

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Reviewed By: Janice Lavalley, CAO

# 44 Bridge Street, Lakefield

## Heritage Designation Evaluation

Township of Selwyn

Plan 26 Blk A Lot 3 Pt Lot 9 (Village of Lakefield)

February 2021



Prepared by Emily Turner, M.A. PhD for the Township of Selwyn

## Executive Summary

In February 2021, the Township of Selwyn requested a Heritage Evaluation Report be completed for the property known municipally as 44 Bridge Street in the village of Lakefield. The report was intended to establish whether the property had cultural heritage value as defined by Ontario Regulation 9/06 and merited designation under Part IV of the Ontario Heritage Act. The subject property is a mid-nineteenth century stone home associated with a number of prominent local citizens.

Background research, field survey research and site analysis were undertaken to evaluate the property's cultural heritage value and document the site in its present condition. Using the data from the research and on-site analysis, the property was evaluated based on the Ontario Regulation 9/06 criteria and it was determined that the property exhibits cultural heritage value and merits designation under Part IV of the Ontario Heritage Act.

A full explanation of how the property fulfils each of the Ontario Regulation 9/06 criteria, a statement of reasons for designation and a list of heritage attributes are included as part of this report. Historic and contemporary images of the property are included as Appendix A, as is a bibliography of sources consulted as Appendix B.

## Statement of Cultural Heritage Value or Interest

The subject property has been researched and evaluated in order to determine its cultural heritage significance under Ontario Regulation 9/06 of the Ontario Heritage Act R.S.O. 1990. A property is eligible for designation if it has physical, historical, associative or contextual value and meets any one of the nine criteria set out under Regulation 9/06 of the Act. An evaluation of the subject property has determined that 44 Bridge Street, Village of Lakefield has cultural heritage value or interest and merits designation under the Ontario Heritage Act.

### 1. The property has design value or physical value because it:

#### i. is a rare, unique, representative or early example of a style, type, expression, material, or construction method:

The subject property is a unique example of a Georgian-style house constructed in stone in Lakefield. Although it has been modified since its original date of construction in 1858, the house demonstrates the key characteristics of this architectural type. The house is the only residential property of this type in Lakefield.

#### ii. displays a high degree of craftsmanship or artistic merit:

The subject property displays a typical degree of craftsmanship for a house of this type.

#### iii. demonstrates a high degree of technical or scientific achievement:

There are no specific technical or scientific achievements associated with the subject property.

### 2. The property has historical or associative value because it:

#### i. has direct associations with a theme, event, belief, person, activity, organization, or institution that is significant to the community:

The subject property has direct associations with significant local figures, Frank Hyde D'Arcy and John Hull, the first two owners of the house, who owned and operated the flour mill constructed on the Smith Township side of the Otonabee River, beginning in 1858. The flour mill was a key economic driver in the village of Lakefield in the mid-nineteenth century and both D'Arcy and Hull prominent men in the community. Hull, in particular, was an important figure in the second half of the century serving on the village Council and as Reeve.

#### ii. yields, or has the potential to yield, information that contributes to an understanding of a community or culture:

The property yields information on the economic growth of Lakefield in the mid-nineteenth century through its relationship to the D'Arcy-Hull flour mill. The construction of the property is directly related to the

construction of the mill and the growth in population and prosperity of the community in the 1850s and 1860s.

iii. demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to the community:

The designer and builder of the property are not definitively known.

3. The property has contextual value because it:

i. is important in defining, maintaining or supporting the character of an area:

The subject property is important in supporting the wider historical character of the village of Lakefield. The house is one of a range of historic houses, beginning the mid-nineteenth century which characterize the residential character of this area of the village. More generally, the house supports the Victorian character of Lakefield as a whole which has retained many of its historic residential and commercial properties intact from the nineteenth century.

ii. is physically, functionally, visually, or historically linked to its surroundings:

The subject property is historically linked to its surrounds as part of the larger parcel originally owned by Frank D'Arcy which included the house and the grist mill site. The grist mill was located on the present-day site of Curtis Park, in close proximity to the house. The property also has historical links to the river in its role as the residential property associated with the mill.

iii. is a landmark.

The property is a local landmark and has been recognized as such by the local community.

## Design and Physical Value

44 Bridge Street has design and physical value as an excellent and unique example of a Georgian-style house constructed in the stone in Lakefield. The house, which was constructed around 1858 and is the only example of this type in the village, demonstrates the key characteristics of the Georgian style including the symmetrical three-bay massing and centre hall plan. Despite its later additions, it retains the important elements of this architectural style as it was adapted in North America in the early to mid-nineteenth century. It is unique as one of very few nineteenth century stone buildings extant in the village.

The rise of the Georgian style, both in Britain and its colonies, came during a period of British strength and stability from the early eighteenth to mid-nineteenth century. Specifically, this was between 1714 and 1830 with the reigns of the four Hanoverian Kings, George I to George IV. It was a period of rapid expansion of empire and of military strength and the architecture that arose during this period reflected new British national attitudes. It also corresponded with the Enlightenment era and its focus on logic, order and balance across a range of disciplines and the rejection of excess in favour of sober stability, in government, academic life, religion and the arts.

In the built environment, British architecture moved away from the Baroque and Neoclassical traditions popular in Europe at this time, rejecting the heavily decorative and ornate style of architecture in favour of a more stripped version of Classicism. Of the various classical styles, it drew most heavily on Palladianism and its emphasis on proportionality, balance and symmetry, particularly on the front façade, and limited ornamentation. Notably, Georgian architecture was based on a formalized system of proportions, which gave it an incredible flexibility to be adapted to a range of different sized buildings and types. Although the Georgian period is seen to have ended around 1830, the architectural style named after it continued to be used well into the mid-nineteenth century.

This flexibility was a key part of the reason for its popularity in North America. The style arose at a time when the British Empire was expanding in the mid-eighteenth century and settlers and military personnel were dispatched across the globe, particularly to the American colonies. New residents, notably those of the upper and middle classes, aimed to replicate the architecture of their homeland and turned to the Georgian style. On one hand, it was the popular style of the time and could be used to denote taste, class and wealth. On the other, the basis of the Georgian style on a proportional system and its lack of ornamentation made it an extremely flexible style that could easily be adapted to colonial conditions.

Although it is based on the same set of principles, Georgian architecture in North America, including Ontario, differs significantly from its British antecedents and has regional variations across the United States and Canada. The adaptation of Georgian in North America depended heavily on a range of factors including available materials and the ability to procure labour. It was also significantly less urban than its British counterparts, where the style became widely adopted in cities such as Bath and Edinburgh for terraces. The majority of Georgian residences in North America were single family detached homes, both in towns and in rural areas. However, in essence, this architectural style was based on the same principles on both sides of the Atlantic: simplicity, symmetry, and solidity.

North American Georgian, in general, used a much wider range of materials than its contemporaries in Britain which were primarily constructed in dressed ashlar. The needs and limitations of the colonial environment required adaptation to local materials. The majority of Georgian homes in North America are constructed in brick and wood; stone examples, such as 44 Bridge Street, exist but they are the exception. They are most commonly found in areas of abundant and easily accessible stone, including along the St. Lawrence River, and include examples using a range of different stone treatments including rubble stone construction, rusticated stone, and ashlar. The most well-known example of a stone Georgian house in Ontario is likely the Ermatinger house in Sault Ste. Marie, constructed in 1813 from rubble stone.

By the end of the eighteenth century, a typical North American Georgian residence had emerged. It was a detached home built on a basic rectangular plan, generally one-and-a-half to two storeys in height with either a low hipped or gable roof. The façade was divided into three, five or seven bays depending on the size of the house and arranged symmetrically around a central entrance. Rear or side additions were not uncommon, although generally added after the original date of construction. The sash windows were generally of a consistent size on both stories and reasonably large. Two identical chimneys flanked the house, one on each end. Ornamentation was limited and generally confined to around the entrance. Inside, the house was usually laid out on a centre hall plan with symmetrical arrangement of rooms on the ground floor. This basic form was constructed across the United States and Canada with local modifications, but retaining the emphasis on balance and proportionality found in all Georgian architecture.

The Georgian style was first introduced to Upper Canada with the arrival of the United Empire Loyalists in the 1780s. Soon after their arrival in Canada, these new settlers began to construct houses in the style, which was familiar to them and drew on the prevalent architectural styles in Britain and their interpretation in American vernacular architecture. For many people, this meant constructing Georgian houses and soon towns and villages across what

would eventually become Ontario contained many different examples of this types of residence. It is most commonly seen in communities with large Loyalist populations and those which were settled in the late eighteenth and early nineteenth century. The common form found in the United States – the symmetrical centre hall plan – was transplanted directly to new towns and villages in Ontario and adapted to suit local needs.

The Georgian style was at its peak in Ontario from about 1780 to 1820, but continued to used throughout the province even as it was supplanted by new architectural trends in the mid-nineteenth century. There are a significant number of examples of this style constructed in the 1840s and 1850s in communities across Ontario, primarily southern Ontario, demonstrating the enduring appeal of the style, particularly for the business and professional class. Examples can even be seen from the final decades of the century. In areas where settlement came later, including Peterborough County, the adoption of the Georgian style was less prevalent than elsewhere but it nevertheless was transplanted and endured into the mid-nineteenth century.

44 Bridge Street is a representative example of this style executed in stone and the main body of the house demonstrates the 3-bay massing found in most smaller examples. It is constructed on the typical centre hall plan, with symmetrically placed 6-over-6 sash windows, flanking chimneys and a gable roof. When viewed from Bridge Street, the centre hall plan which characterized Georgian homes of this type is not immediately evident because the original entrance to the house is on the rear elevation, facing the north side of the lot. It is currently obscured by a sunroom, a later addition. Historic photographs of the house show its original entrance on the northern elevation of the building. Although its profile has been altered by changes made after its initial construction in the late 1850s, it retains the basic form and key elements of this residential type and is immediately recognizable as such. In this way, it is representative of the Georgian style in its mid-nineteenth century form and as it was interpreted in Ontario communities at this time.

The home is unique because of its construction material. In Ontario as a whole, stone Georgian style homes are more common in some areas than others, but, by the mid-nineteenth century, brick was gaining prominence as the construction material of choice, particularly in central Ontario. There are several contemporaneous homes to 44 Bridge Street in Selwyn Township constructed in stone, but none that are similar architecturally. A similar regional example to the subject property which was constructed at about the same time can be seen at Concession 2, Lot 22 in Ops Township, but this is located at a distance from Lakefield. In Lakefield itself, the subject property is the only stone Georgian home located in the village and one of only a few buildings constructed in stone.

As with most stone homes from Victorian Ontario, the stone used in the construction of the property was obtained locally and speaks to the diverse geological features present in the local area. Both cut granite and limestone have been used in its construction and are reflective of the location of Lakefield in what is often called “the land between”, or the area of geological transition between the granite of the Canadian shield and the limestone of the St. Lawrence lowlands. Stone houses with a mix of granite and limestone are not common throughout Ontario as a whole, but they are found throughout central and northern sections of both Peterborough and Victoria Counties where both granite and limestone are available. 44 Bridge Street speaks to very localized conditions in its construction materials, further emphasizing its uniqueness.

The house has had a number of changes since its construction in 1858, namely the construction of two additions on either side of the house. The 1911 Fire Insurance Plan of Lakefield shows the house as it appeared in the early twentieth century with the first of these additions, built in wood. This addition, on the western side of the house, is believed to have been constructed around 1867 and echoes the profile of the main house in its rectangular massing and gable roof, albeit with a lower roofline. It also retains details such as its 6-over-6 sash windows which match those in the main house. The addition of wings in this manner was not uncommon in Georgian houses as families expanded and required more space. The second, eastern addition was added at some point during the twentieth century and is a one-storey wing. The final addition, for which the date is not definitively known, is the rear sunroom, which obscures the original entrance of the house. This addition, although not original, has a historic connection to the architectural of the village in that it is made from salvaged materials from a Victorian storefront in Lakefield, the former Margaret Leonard’s Ladies Wear. Although these have changed its appearance, they have not changed the fact that 44 Bridge Street is representative of the Georgian style and the uniqueness of its construction material, nor have they altered its architectural significance in the village.

### **Historical and Associative Value**

44 Bridge Street has historical and associative value through its relationship to its first two owners and occupants: Frank Hyde D’Arcy and John Hull. The two men were the first two owners, consecutively, of the Katchewanooka Mill, the flour mill constructed in 1858 and the only mill on western side of the Otonabee River. The house holds significance as the home associated with the mill and its owners which was an important economic driver in the mid-nineteenth century. Through its association with the mill and its owners, the property yields information regarding the economic growth of Lakefield in the mid-nineteenth century.

The house, and the mill which with it is associated, was constructed for Frank Hyde D'Arcy in about 1858. D'Arcy was born in 1838 in Milford, Hampshire in England to Colonel Joseph D'Arcy and his second wife, Katherine Hyde. His parents were acquainted with Colonel Samuel Strickland and this appears to have been the reason he came to Lakefield in the mid-1850s, along with his brother William. Both boys attended Strickland's school in the village and may have accompanied him on his return to Canada in 1855 after a visit to England. It appears that Katherine Hyde was the original purchaser of the property on which the mill was eventually constructed and her son worked in Lakefield in the establishment of the mill as her agent. Hyde came from a merchant family who owned properties throughout England and in the West Indies and appears to have been well connected to the wider upper and upper middle class colonial networks of the time. Joseph D'Arcy, who died in 1848, was himself a military man and member of the British elite abroad, having served in the Peninsular Wars and in what was then known as Persia (Iran). Frank D'Arcy came to Canada a well-connected and well-resourced young man. By 1861, he had returned to Hampshire, and died only seven years later at the age of 29.

The opening of the D'Arcy mill, located on the current site of Curtis Park, was a significant event in mid-nineteenth century Lakefield and was reported on in the *Katchewanooka Herald*, the local newspaper at the time. Of the opening of the new mill, the *Herald* wrote that it was "an event in itself of immense importance to the Town of Lakefield and to all the numerous settlers around it. We allude to the opening of F. H. D'Arcy's Grist mill, it is one step, one very long step, up the ladder which will raise Lakefield into a town."<sup>1</sup> The opening, which was attended by most of the town's prominent citizens, was clearly recognized as a key indicator of, as well as a catalyst for, the growth of the community during this period.

Mill sites were essential to the economic development and expansion of Ontario communities in the mid-nineteenth century. Many communities across the province were defined in the nineteenth century by their mills, both saw and grist, and often settlements formed around these mill sites. Particularly in the early days of settlement, settlers would travel from their homesteads to mill locations to have their grain ground into flour and for sawn boards. Recognizing the importance of these sites, businesses, often inns, taverns, and general stores, would establish themselves around the mill. From this, residential settlement would occur and the nucleus of towns and villages was formed. For colonial authorities, who often reserved mill sites as part of settlement surveys, mills were seen as an investment in economic growth because of the vital role they played in day to day life and their role as a focal point for the surrounding countryside. It is telling that in colonial surveys the

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<sup>1</sup> *Katchewanooka Herald* (1859).

mill and town site reserves were generally located next to one another, in clear recognition of the symbiotic relationship between mills and urban settlement.

At the same time, the construction of new mills after the period of initial settlement generally took place at locations where there was seen to be an established community with the potential to be a commercial and population centre. By the middle of the nineteenth century, businessmen looking for opportunities were establishing new mills at locations which had already established as centres for the local agricultural communities, anticipating further growth as the towns continued to expand. Flour mills, in particular, both represented a measure of settlement and fueled increased expansion through the provision of a vital local service around which agricultural communities and their associated settlement sites could coalesce. Without them, flour, the most important commodity in day to day life, could not be processed locally, which was inconvenient and expensive for both farmers and consumers. A local flour mill changed the supply chain and created local opportunity and was one of the most important facilities in rural society.

The first mill in Lakefield was a sawmill, constructed on the Douro side of the river in 1834 by Scottish settler James Herriot and is consistent with prevalent settlement patterns in relation to mill sites in Ontario at this time. Lakefield, then known as Selby, was ideally placed along the Otonabee River for this type of industry. By September of that year, Catherine Parr Traill reported in a letter that “we have now within a short distance of us an excellent saw-mill, a grist mill, and store, with a large tavern and many good dwellings.”<sup>2</sup> These mills, which were taken over by James Thompson in 1836, burnt in 1838. New saw mills were eventually constructed in the 1840s, but the grist mill was not replaced until the opening of D’Arcy’s mill in 1858.

In Lakefield, the construction of D’Arcy’s mill corresponded directly with a period of economic consolidation and growth in the village. In 1851, the townsite had been laid out by Zacheus Burnham and, throughout the 1850s, the town was expanding with new residential and commercial growth. The construction of the mill was both a symptom of this expansion and fuel for its continued growth which continued throughout the 1860s and 1870s. During this period, residential and commercial development increased, as did the construction of new industry in the community and the establishment of institutions, namely church and school. The Midland Railway and telegraph line arrived from Peterborough in 1870. By 1874, the population had grown to 750 and the community was formally incorporated. This pattern of development is consistent with that of other similar towns and villages in Ontario and the establishment of Lakefield as the commercial and industrial centre, with a

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<sup>2</sup> Catherine Parr Traill, *The Backwoods of Canada* (London: Charles Knight, 1836), 257.

larger and operational grist mill, further consolidated its vital economic role in the rural landscape of both Douro and Smith Townships.

Although D'Arcy was the mill's original owner, he did not own or operate it for long. D'Arcy soon returned to England and the mill was leased by John Hull around 1863; Hull would soon after purchase the establishment. According to Charles Mulvany's 1884 *History of the County of Peterborough, Ontario*, Hull was born in the former Whitby Township in 1842, the son of the Rev. T.R. Hull, a Bible Christian minister from Norfolk County in England. At the age of fifteen, the younger Hull had begun his career as a miller in Tweed, Ontario and worked in several mills in Ontario and Quebec over the next six years. In 1863, he came to Lakefield and leased the flour mill from the now-absent D'Arcy. Hull formally purchased the property in 1868.

Hull lived in the community until his death in 1917 and, over the course of nearly half a century, developed the mill into a significant economic driver in the community. By 1884, Hull had expanded the mill, doubling its capacity and built a storage facility by the railway station; Mulvany reports that by the mid-1880s, the mill was turning out 100 barrels of flour a day. Hull operated it until his retirement in 1906, when it was sold. The 1911 Fire Insurance map outlines the capacity of the mill and storage facility in the early twentieth century, noting its seven sets of rollers and a smutting machine. The storage facility and grain elevator by the railway station is noted as having a capacity of 30,000 bushels. The flour itself was of no mean quality; in 1893, Hull was awarded a medal for it at the World's Columbian Exposition in Chicago. Hull's business ambitions were not limited to the village, as he also owned a circular saw mill on Stoney Lake and 700 acres of property in Burleigh Township. He was also highly involved in the local community, serving as a village councillor for fourteen years in the final decades of the century, included a stint as reeve from 1899-1900.

The economic impact of a large and expanding flour mill on a village the size of Lakefield cannot be understated. Prior to the construction of the D'Arcy-Hull mill, flour milling services were not available locally, because the Herriot mill was not replaced after it burnt down in 1838. Grain had to be transported to Peterborough and, in reverse, the processed flour to Lakefield. In the nineteenth century, this was a significant distance and the shift to a local service provider focussed the agricultural community around the village. Its continued growth and expansion throughout the second half of the nineteenth century solidified and increased the prominence of the village in the rural economy and provided additional local jobs. This was the pattern found in communities across Ontario and Lakefield would not have been an exception. In this way, D'Arcy and Hull were key figures in the economic growth and development of the village in the second half of the nineteenth century.

As the house occupied by the mill owner from the late 1850s to late 1910s, the history of 44 Bridge Street mirrored that of the mill. Geographically and functionally, the house was intimately connected with the establishment and expansion of the mill. The house itself was constructed for D'Arcy around 1858, developing at the same time as his new mill. When Hull took over the mill, he also moved into the house. Prior to the construction of the Trent-Severn Canal and the expropriation of land from Hull to build the canal in the mid-1880s, the mill and house were located on a single, unbroken parcel of land and formed one geographic unit. They were sold and transferred together from the 1850s until Hull's retirement. The mill was eventually sold and dismantled in 1920, but the house remained in the Hull family until 1945.

At present, the house is the remaining built resource from the mill complex. Through its association with two prominent members of the business community and the mill site, it yields information about the history of the village and its economic growth in the village from the mid-nineteenth century.

### **Contextual Value**

44 Bridge Street has contextual value as part of the former flour mill site owned consecutively by Frank D'Arcy and John Hull. Although it is the only remaining built resource from the former mill site, the house retains its relationship with the wider landscape that informed this industrial development, including the Otonabee River. The house is also important in supporting the wider historical character of the local residential neighbourhood and the village of Lakefield as a whole. It is recognized by the community as a local landmark.

When it was originally constructed, the house formed part of a complex that included the flour mill, its associated industrial buildings, and the mill owner's residence. Originally one parcel of land, the house and mill were built together as part of the introduction of a new commercial development into the village. The physical relationship between the mill and the house can be seen in a number of historic sources. These include the 1911 Fire Insurance Plan of Lakefield which shows the proximity of the house to the mill, then owned by W.J. Charlton. A late nineteenth century photo of the mill also shows the correlation between the two, showing the mill in the foreground and the house in the background.

The mill is no longer extant but the mill site, the present day Curtis Park, remains and the house retains its relationship to the site through its proximity. It also retains its proximity to the Otonabee River, the key natural feature which allowed for the development of the mill and, by extension, the construction of the house.

The property also supports the Victorian character of the local residential neighbourhood and of Lakefield as a whole. The property is located in an area that contains a range of historic homes dating from the mid-nineteenth century. The Selwyn Township Cultural Resource mapping shows a preliminary overview of some of these properties. The immediate area shows the location of several of these properties, including Westcove (the Catherine Parr Traill house). However, visits to the site demonstrate a much wider range of historic homes located in this area. These homes are all detached single family homes, constructed in a range of architectural styles dating from the mid-nineteenth century and representing a cross section of residential architecture from the village's past. These homes are located along Bridge Street to the west of the subject property, on Clementi Street and on the side streets both north and south of Bridge Street. This area is predominantly comprised of historic residential properties and the subject property supports this character.

More generally, the property supports the historic character of the village as a whole and its historic core on both the east and west sides of the Otonabee River. As a community, Lakefield is defined in large part by its Victorian character and architecture. There is a significant amount of extant built heritage from this period and it contributes to the distinctiveness and uniqueness of the community. 44 Bridge Street, as a prominent nineteenth century home, contributes to and supports this overall character.

The property has long been recognized as a landmark in the local community and a well-known building. Throughout the nineteenth century, it was the home of two important citizens and occupied a prominent corner location in the village on a corner lot. At the time, it would have been a well-recognized local home. After the purchase of the property by Dr. Reginald Campbell in 1945, a portion of the home was converted into a dentist office and many local patients came through the door.

Its identification as a local landmark had been confirmed through the discussion of and activity around the property in more recent times. The property has been identified in a variety of sources as an important home in the village. These include the local history text published by the Lakefield Historical Society in 1999, *Nelson's Falls to Lakefield: A History of the Village* which discussed the home and Selwyn Township's cultural resource mapping exercise in 2013 which identify the home as the Mill House as part of its built heritage inventory.

More recently, concern over the proposed demolition of the property has caused the local community to rally around the property because they explicitly see it as a landmark in the village. Arguments regarding the rationale for retaining the property from community members hinge, in part, on the property's status as a local landmark. Landmark status is often conferred on

built heritage properties by their significance to the local community and its members and its longstanding recognition and prominence in the village has continued into the twenty-first century.

## Summary of Reasons for Designation

The statement of significance and the description of the heritage attributes of the property, along with all other components of the Heritage Evaluation Report, constitute the Reasons for Designation required under the Ontario Heritage Act.

### Statement of Significance

44 Bridge Street has cultural heritage value as a unique example of a Georgian house constructed in stone in Lakefield and in its associations with prominent local figures, Frank Hyde D’Arcy and John Hull. The house, which was built in 1858, is the only example of a Georgian residence constructed in stone in the village and displays the key characteristics of this architectural style which was popular in Ontario from the late eighteenth to the mid-nineteenth century. Although it has a number of later additions, the main body of the house retains its Georgian features and styling which include: symmetrical, three-bay massing; a gable roof with matching chimneys; 6-over-6 sash windows; limited ornamentation; and an overall simplicity of design. Historically, the house has direct associations with prominent local men Frank Hyde D’Arcy and John Hull, who consecutively owned and operated both the house and the grist mill located in the west side of the Otonabee River. The mill was the only mill located on the west side of the Otonabee River and the only grist mill in the village at the time of its construction in 1858. The construction of the mill had a direct impact on the economic growth of Lakefield in the middle of the nineteenth century and the subject property is related to and yields information regarding this period of economic and industrial growth in the village. The house also has contextual significance as part of the wider nineteenth century landscape of Lakefield as a whole and in its historic relationship to the mill property and the Otonabee River. The house is also a well-known local landmark and recognized by local residents as such.

### Summary of Heritage Attributes to be Designated

The Reasons for Designation include the following heritage attributes and apply to all elevations, unless otherwise specified, and the roof including: all façades, entrances, windows, chimneys, and trim, together with construction materials of wood, brick, stone, stucco, concrete, plaster parging, metal, glazing, their related building techniques and landscape features.

- Two-storey construction
- Symmetrical massing and centre hall plan
- Granite and limestone construction
- Gable roofs
- Symmetrically placed chimneys
- Central entrance
- Fenestration including:

- 6-over-6 sash windows
  - Limestone sills
  - Limestone lintels
- Western two-storey addition
- Rear sunroom including:
  - Salvaged windows

## Appendix A: Figures



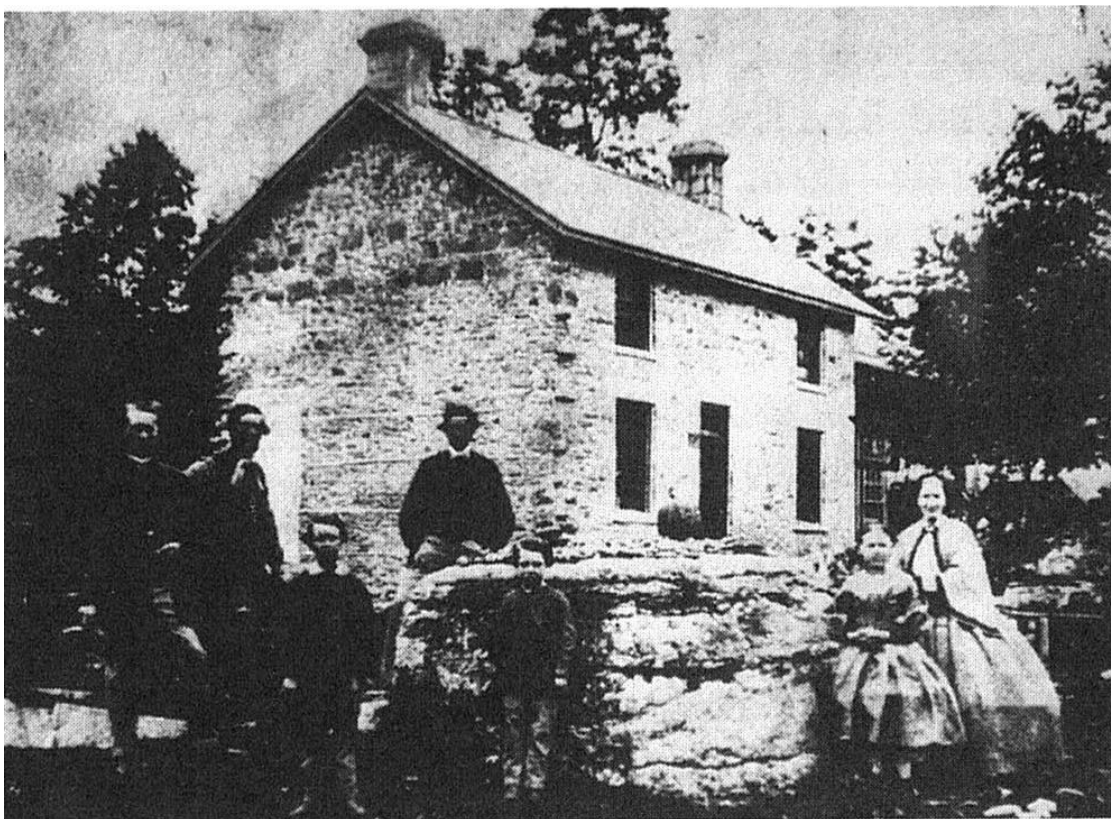
44 Bridge Street, February 2021



44 Bridge Street, February 2021



44 Bridge Street, February 2021



44 Bridge Street, with John Hull c. late 1860s, from *Nelson's Falls to Lakefield*

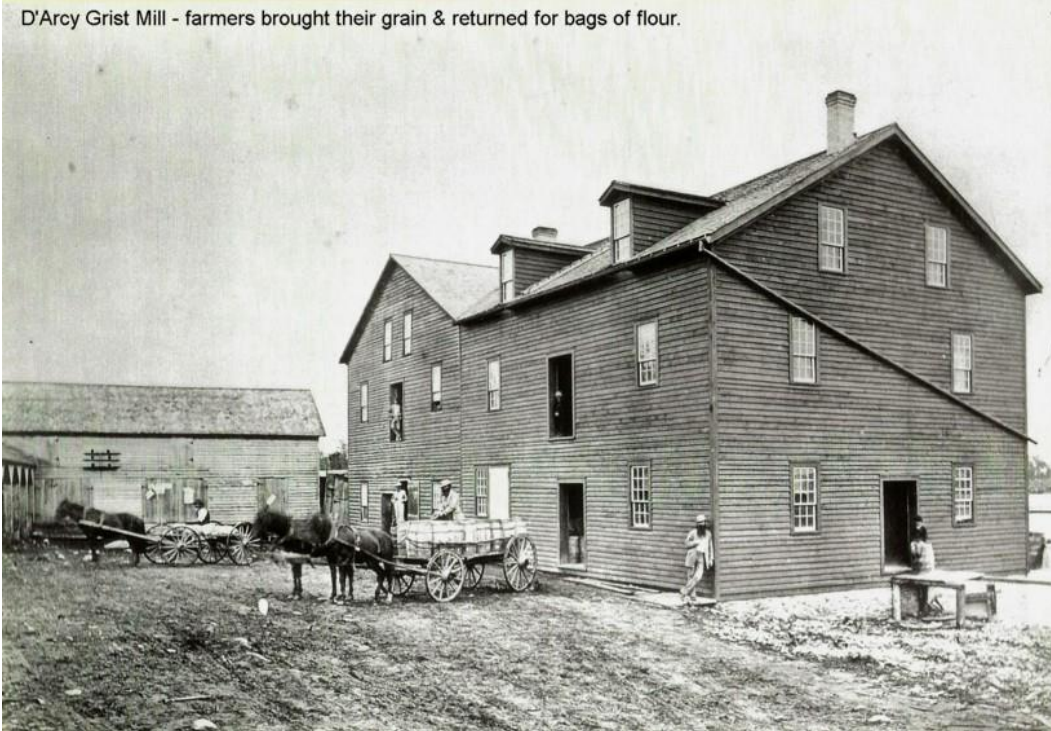


44 Bridge Street, likely early 20<sup>th</sup> century. Image courtesy of Lakefield Historical Society Archives



D'Arcy-Hull Grist mill with 44 Bridge Street in the background, n.d. Image courtesy of Lakefield Historical Society Archives

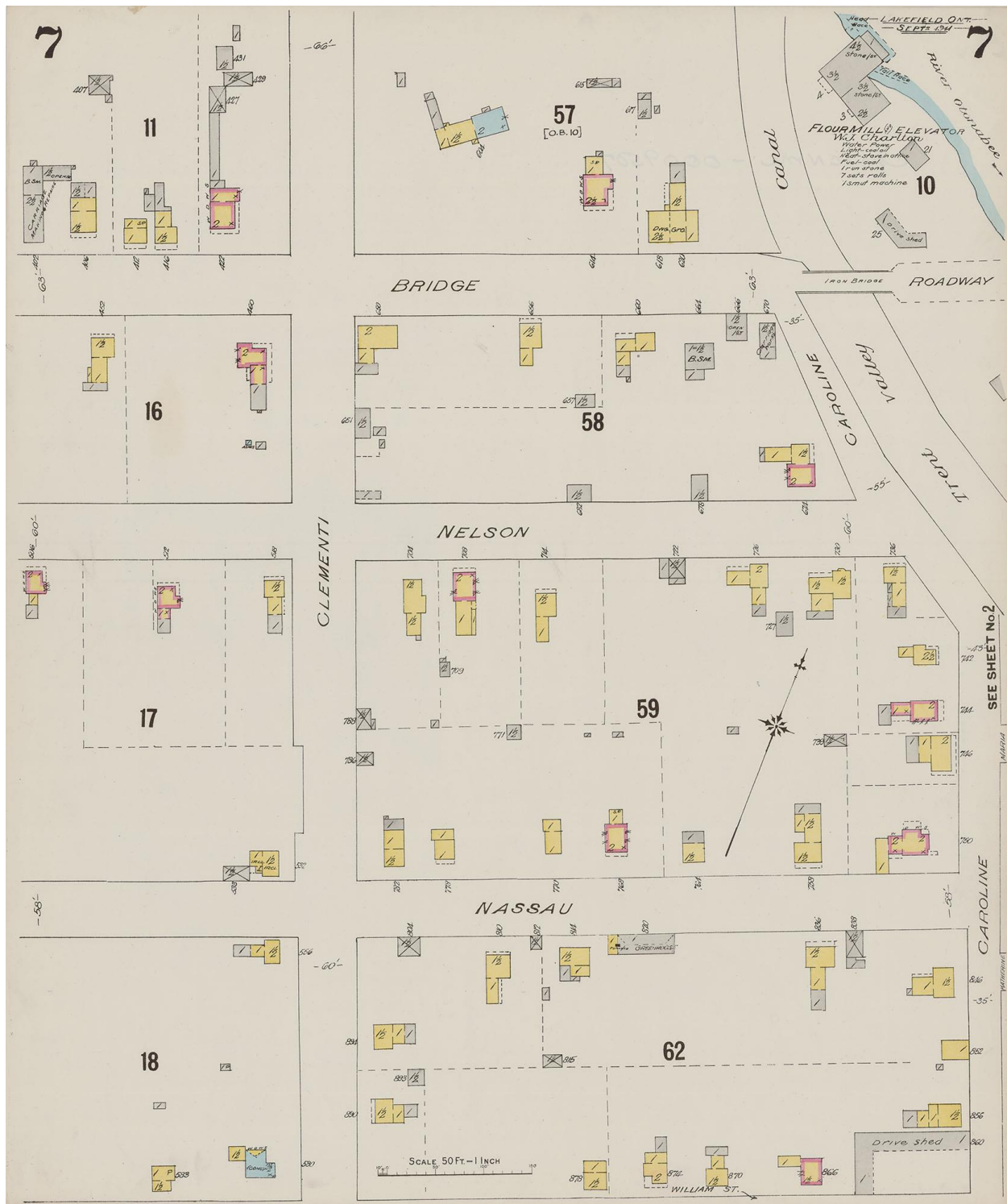
D'Arcy Grist Mill - farmers brought their grain & returned for bags of flour.



D'Arcy-Hull Grist mill, n.d. Image courtesy of Lakefield Historical Society Archives.



Frank D'Arcy, n.d., courtesy of Tim Anderson



1911 Fire Insurance Plan of Lakefield, showing 44 Bridge Street. Library and Archives Canada

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Wood, J. David. *Making Ontario: Agricultural Colonization and Landscape Re-Creation before the Railway*. Montreal: McGill-Queen's University Press, 2000.

From: Michael Chappell [REDACTED]  
Sent: Sunday, January 10, 2021 12:03 PM  
To: Anita Locke  
Subject: 44 Bridge Street, lakefield

I have recently become aware that the Township has issued a Demolition permit for 44 Bridge Street in Lakefield. This home was built in 1860 by Frank Hyde D'Arcy who operated the first grist Mill in the village. The home is nearly as old as Christ Church which has a recognized public Historical significance. As the President of lakefield Historical Society, I am shocked and saddened that this historic property will be lost and that no public input was obtained from the citizens of Lakefield. The fact that this property was not listed as a historic property or designated is the real failure, and I hope the Township can take steps to ensure that more effort is placed in protecting the history and heritage of our community. There was so much potential with this property and it saddens me to think that so little has been done to protect our heritage and an opportunity has been lost.

Michael Chappell  
President, Lakefield Historical Society

January 20,2021

Dear Mayor Mitchell and Ward Councillor Anita Locke:

We are writing this letter to you in haste, only being informed last evening of the conditional offer to purchase 44 Bridge Street, which expires this Friday January 22. Since there was no For Sale sign on the property, we had no idea that it was being sold.

We are dismayed to learn that a demolition permit was issued in August 2020, to facilitate the sale of the property, without informing the Municipal Heritage Committee, even though you, Anita, and Robert Lamarre, who issued the demolition permit, are both members of that committee. We understand that the Heritage Committee had expressed interest in adding 44 Bridge Street to the registry.

We didn't know until yesterday that 44 Bridge Street wasn't on the Heritage registry. We assumed it must be, being built as it was in the 1860s, by the builder/owner/operator Frank Hyde D'Arcy of the first grist mill in Lakefield.

We object vigorously to the demolition of this beautiful home. We want this important piece of Lakefield's history to be preserved. If the property is to be sold, we believe the house should be incorporated into the redevelopment of the site. We believe the home should be added to the Heritage registry.

Please allow time for the Heritage Committee to add the house to the registry and please consider reversing the demolition permit order.

Sincerely,

Dr Bruce Evans

Dr Susan Gleeson

[REDACTED]

From: [REDACTED]  
Sent: January 20, 2021 4:59 PM  
To: amitchell@selwyntownship.ca  
Cc: alocke@selwyntownship.ca; ssenis@selwyntownship.ca  
Subject: 44 Bridge Street

January 20, 2021

Attention members of Township of Smith- Ennismore - Lakefield :

I am saddened to hear that the Heritage Committee was not informed that an application was approved to demolish the historical stone building at 44 Bridge Street , Lakefield .

Our village is based upon our rich historical past which draws people to our area to see buildings that have a unique style . There are very few stone buildings in our area and it deserves to be protected . No public consultation was given prior to approving the application to demolish it.

I am very disappointed that members of Selwyn Council have put future progress over preserving the uniqueness and history of our charming village . There still is time to allow this building to be protected and registered by the Municipal Heritage Committee .

It is disappointing and shocking that some members of Selwyn Township stated that this building has " no historical value " . This is not the first time that this attitude has been taken by members such as Robert Lamarre and others on council resulting in other buildings being destroyed .

We the public are the caretakers and protectors of our past for future generations.

Do the right thing and protect this historical building by having it added to the registry of cultural and archeological sites.

Sincerely

Sandy McCracken

[REDACTED]

From: Bonnie Morrison  
Sent: January 19, 2021 6:40 PM  
To: Selwyn Info <[info@selwyntownship.ca](mailto:info@selwyntownship.ca)>  
Subject: Demolition of heritage home

I'm so shocked to here there is a demolition order in affect for the heritage home on the corner of Bridge street. Why on earth has a heritage designation not been placed on this 160 year d home not been in place for this gem. As a business owner as well as a home owner I think our council has let us down and ask that they consider stopping the destruction of Lakefield's long and important history. We have too few examples of the past architecture in our beautiful village. Please forward this to our representatives.

**From:** Sonja Miller [REDACTED]  
**Sent:** January 20, 2021 11:54 AM  
**To:** Anita Locke; Andy Mitchell; Rob Lamarre  
**Cc:** [REDACTED]; 'Tom McAllister'; [REDACTED]  
**Subject:** 44 Bridge Street

To: Anita Locke, Andy Mitchell, and Robert Lamarre:

Re: 44 Bridge Street, Lakefield

This letter is in regards to the proposed purchase and possible demolition at the property on 44 Bridge Street in Lakefield.

I was shocked and saddened to hear that a demolition permit has been granted for this 160 year old property that is so rich in local heritage. If residents were aware of what was about to happen to a cherished local icon, I have no doubt that the vast majority of them would be opposed to this action.

The Municipality does have the power to protect heritage sites such as this one and as two members of council actually sit of on the Municipal Heritage Committee, I find it incomprehensible that these members could somehow come to the conclusion that this site has no historical value.

We, the people surrounding 44 Bridge Street did not receive any notification that a demolition permit was quietly being sought or that the property was even for sale.

If the historical building is to be demolished and the property developed, is the municipality not obliged to let the neighboring properties know about the proposed development? At least then we can have the opportunity to assess whatever negative impact this may have on our own properties and voice our opinions before irreversible damage is done.

Regards,

Sonja Miller

**From:** Callie Stacey [REDACTED]  
**Sent:** Friday, January 15, 2021 3:28 PM  
**To:** 'Anita Locke' <[alocke@selwyntownship.ca](mailto:alocke@selwyntownship.ca)>  
**Subject:** 44 Bridge St.

Hello Anita

I have just read, with considerable shock and sadness, a letter to the editor in today's Herald.

It's with regard to the fate of 44 Bridge St., which property has been declared commercial and thus available for demolition and development. And now currently for sale as such.

I've tried to stay informed about what's going on in our lovely little town and wonder how I missed this, if it was indeed reported. Is this a unanimous Council decision? Where is the Lakefield Heritage Society in all this? Were they consulted?

Little by little our town's history is being eroded. Luckily, we seem to have spared the old church's cemetery from being a parking lot. I'll believe that when I see it, for sure.

Is anything being said or done about saving the old stone house? Does anyone care anymore? What does the Mayor have to say about it?

Just what we need in these desperately sad days....NOT.

Callie Stacey and Chuck Richard  
[REDACTED]

**From:** Joe Latour-  
**Sent:** January 19, 2021 4:47 PM  
**To:** Rob Lamarre; Anita Locke  
**Cc:** Sherry Senis; Andy Mitchell  
**Subject:** 44 Bridge Street

Hello Rob and Anita,

I understand that the old stone house at 44 Bridge St., Lakefield is slated for demolition. Unfortunately, this property does not appear to be on the Municipal Heritage Register. During my term on the Heritage Committee, I added no less than 15 properties to the Register, but it seems I missed this one, as did the other members of the committee.

Having done some research on this house, it is apparent there is significant heritage value. It was constructed in the early 1860's of local granite and limestone, and was owned by the first Grist Mill operator in the village, Frank Hyde D'Arcy. The next owner, John Hull, was also a prominent Lakefield resident, active in Municipal politics, including as Village Reeve at one time.

I realize that since this property is not on the Heritage Register, there is no protection from demolition. However, I wonder if some discussion could be initiated with the applicant for the demolition permit to consider alternatives; i.e. relocation of the building, retaining the facade or some portion of the structure? Failing that, could a plaque be placed on the premises to commemorate the house and mill?

**16 Smith and 8 Regent Streets:** While it might be too late to save 44 Bridge, I would strongly recommend that the Township and the Municipal Heritage Committee take the necessary steps to designate 16 Smith Street and 8 Regent Street as Heritage Properties, to be protected under the Ontario Heritage Act. These two houses were added to the Heritage Register in November 2016. It would be a shame to see either of them demolished.

**16 Smith – Westove:** This one and a half story house was the home of Catharine Parr Traill, one of Canada's foremost authors and a literary icon from 1862 to 1899. There is an historic plaque in front of the house attesting to the cultural value. Further, it is one of the most visited tourist attractions in the village. Countless visitors to Christ Church Community Museum ask the whereabouts of this home.

**8 Regent:** This house, a 2 story stone/brick structure was the home of Margaret Laurence from 1975 - 1987. She remains one of Canada's most accomplished authors and her books continue to be staples of Canadian Literature scholars. Laurence wrote her memoirs while living in this house. An historic plaque out front attests to its cultural significance.

Thank you for your kind consideration,

I remain, Yours Truly  
JOE LATOUR

From: [REDACTED]  
Sent: January 21, 2021 12:44 PM  
To: amitchell@selwyntownship.ca  
Cc: alocke@selwyntownship.ca; ssenis@selwyntownship.ca  
Subject: 44 Bridge Street

January 21, 2021 - Demolition of 44 Bridge Street, Lakefield

Dear Mayor Mitchell, Councillor Locke & Councillor Senis:

First off, I need to declare my personal bias - I am a fan of old houses. I grew up in one and I own one. I believe old houses and old commercial buildings are the heart and soul of a community. They have stood the test of time: a witness to another era and a testament to those who came before us. Preserved and marketed they can be an economic boom for a municipality – just look at Niagara-on-the-Lake, Port Hope, the distillery district in downtown Toronto, and Dawson City, Yukon to name but a few.

In fact in 1975, the preservation of old buildings both residential and commercial, were considered so important to a community that the Ontario Heritage Act became law to provide a municipality with the necessary clout to protect heritage properties and archaeological sites from demolition. The kicker in this statement is the word “heritage” for it must be determined that the building is significant either architecturally, culturally, or historically to merit this designation.

This brings me to the reason for writing - the demolition of 44 BRIDGE Street as part of the deal when this stone house changes ownership in the very near future.

In the early 1980s I was a member of the Local Architectural Conservancy advisory committee (LACAC) for Lakefield. (now known as the Municipal HERITAGE Committee). We were tasked with completing a thorough assessment of all the potential “heritage” buildings in Lakefield. That was 40 years ago and I don't have documents to prove it and I would love to know why the old LACAC records filed with the Lakefield Village Council prior to the township amalgamation don't seem to exist. I clearly remember that 44 BRIDGE Street was assessed and considered by the committee worthy of heritage designation as it met a number of the criteria.

Yet with no designation or even a listing on a potential designation list, 44 BRIDGE Street has no heritage protection and can be demolished at the will of the new owner. This is so wrong on many levels. Even without the LACAC documentation, clearly this house has historical significance and I would argue architectural significance to the village. For the history just look up the house in the Lakefield Historical Society's book from Nelson's Falls to Lakefield. I add architecturally as I believe it is the last remaining field stone vernacular architecture in the village.

I find upsetting the way this has been handled. The property was quietly put up for sale and a demolition permit issued by the Planning Department in August. Was the Municipal HERITAGE Committee privy to the pending sale and demolition permit and failed to act or were they in the dark? The Planning Department and council have representation on the Municipal HERITAGE Committee, clearly a conflict of interest in my mind. Which hat are they wearing planning or heritage conservation?

It is said that we lose our history one building at a time. Some may argue what good is history that we should look to the future. We can and should look to the future but we owe it to our community to preserve our past to honour those who came before us and use the past to determine where we came from and where we are going.

PLEASE take action and stop this senseless demolition of 44 Bridge Street.

Sincerely, Susan Twist, [REDACTED]

**From:** Fran Pereira [REDACTED]  
**Sent:** January 21, 2021 4:48 PM  
**To:** [REDACTED]  
**Subject:** 44 Bridge Street, Lakefield.

Dear Sherry,

Thank you for your time and explanation about the designation of heritage sites and the proposed demolition of 44 Bridge Street, Lakefield.

While I realise that the demolition process is in the works as a relatively new resident in Lakefield I wish to express my concern regarding the demolition of historical buildings within the Township.

My concern is that the village's history will disappear as old buildings are removed. I understand about the need to increase density for housing but at the same time it would be wonderful if historical buildings could be preserved by moving them to a designated area, similar to the Lang Pioneer Village, or in Durham Region historical buildings may have been moved to the Cullen Gardens site in Whitby or Pickering Museum Village.

Once these buildings are destroyed their importance to a community's development may be lost forever.

My other concern is that many people were unaware that this was taking place until it came to light now as the sale of the building and land are about to close.

Thank you for forwarding my concerns to other Council members and the township historical board members.

Fran Pereira

[REDACTED]

[REDACTED]

[REDACTED]

**From:** Stan <[REDACTED]>  
**Sent:** Thursday, January 21, 2021 4:27 PM  
**To:** Anita Locke; Andy Mitchell  
**Subject:** 44 Bridge St

Dear Anita and Andy,

My wife Mary and I are relatively new residents to Lakefield. We purchased our home just 8 years ago knowing the value of living in a lovely little village accentuated with historic homes. Astonishingly, have just been informed that you have been covertly involved in negotiations to demolish a heritage home in Lakefield @ 44 Bridge Street. How this has gotten this far without neighbours knowing seems very sly, in our opinion. How can such a significant historical structure be razed without any input from the public? How can an elected, local government sit by and turn a blind eye to such an injustice! Apparently, this home was conveniently not included on the Selwyn Township Historical Committee's list, for some strange reason. No real estate sign was ever erected to alert local citizens of it's impending sale. To make matters worse, *Habitat for Humanity*, an organization with deep ties to community is the clandestine owner! This charitable organization relies on public donations to run it's agenda but has no problem flipping an irreplaceable piece of local history to a commercial developer for a tidy profit. Anita and Andy please do your utmost to pause this sale until we local village residents have time to voice our concerns and present possible other uses for this quaint property. Hopefully, it's not too late.

*Stan & Mary Garason*

[REDACTED]

**From:** sandi shortt [REDACTED]  
**Sent:** Thursday, January 21, 2021 2:50 PM  
**To:** Anita Locke  
**Subject:** re 44 Bridge St.

Hi Anita,

I would like to address the demolition permit granted to the owners of 44 Bridge St.

I was amazed to find that the building on 44 Bridge St., being as old as it is and having the historical background that it does, has no historical designation and is, in fact, possibly up for demolition!

That, I can't believe.

One wonderful thing about Lakefield is its history and, with that, its historical buildings.

A town with all the history of Lakefield must preserve its old buildings and its history.

I would hate to see this building demolished and if there is anything that can be done to stop this, it would be greatly appreciated.

I understand we can't keep everything 'old' and we do have to maintain history.

It is from history, that we can move into the future.

Thanks for hearing me on this.

Sandi

**From:** Sara Reid [REDACTED] >

**Sent:** Thursday, January 21, 2021 2:42 PM

**To:** Sharon Clancy

**Cc:** Anita Locke; Andy Mitchell; Michael Chappell; RSGarrett; Nancy Hanes; [REDACTED]  
[REDACTED]

**Subject:** Re: 44 Bridge street

I agree with you. and i appreciate this there is going to be a walk by for as many as possible today at 4;00 pm in support of saving this.

hope and prayers for our village

s

On Thu, Jan 21, 2021 at 12:53 PM Sharon Clancy [REDACTED] <[m](#)> wrote:

To all:

I wanted to support everything Sara Foster Reid stated in her email below. As a 6th generation resident of Lakefield, I am appalled that our elected officials are not protecting our historical village from demolition. I hope that you will listen to our feedback and stop the demolition of 44 Bridge.

Sharon Jewell Clancy

On Wednesday, 20 January 2021, Sara Reid [REDACTED] > wrote:

Good morning; I wish to express my deep concern for the lack of historical value or pride regarding the house and property at [44 Bridge Street, Lakefield](#), On. It feels that the general public has been left in the dark about the sale of this property and it's demise. Thank goodness for some of our residents who have recently acknowledged what is trying to take place. With some of our council being aware that Lakefield was to lose this important historical part of our village without informing us, is a very terrible, terrible thing to have happened. The people that we as members of this village voted to guide, protect, preserve and enhance our community, appear to have neglected to do so. Why was there not real estate sign posted, why was there no visible information forwarded to taxpayers, the Lakefield Historical Society, Mr. James Forrester as a member of the Heritage Committee or any person who is a resident of our quaint, historical village. Some of our history has been destroyed in the past and it appears that we are about to have this happen again. I do NOT approve or do I wish to see this happen. If this house "had no historical value", then am I to believe that the information in books such as 'Nelson Falls to Lakefield' etc are lies. I was born and raised in this village. My parents raised 9 children, ran a business and my mother was voted Citizen of the Year. As a member of this family, I took pride in how I was raised, taught about Lakefield's history, the residence, the uniqueness, as well as the sharing and caring of our neighbours but now I see how things are changing and not necessarily for the best.. All I can say is ' Shame on us!'. If you have any compassion, any desire to stop this destruction, then now is the time to speak up to step forward. What else will happen in our village of Lakefield!

Sara Foster Reid

From: carol ingleton [REDACTED]

Sent: Thursday, January 21, 2021 1:50 PM

To: Anita Locke; Andy Mitchell

Subject: Proposed demolition of 44 Bridge Street home.

Dear Mayor of Selwyn Township, Ms. Locke, Mr. Mitchell, and Council, Only yesterday, I was shocked to learn that a demolition permit has been issued for the "old Stone Millhouse" at 44 Bridge street in Lakefield, and cannot understand why it was not given an historical designation, especially knowing there are those on council who have been on the Municipal Heritage Committee.

I knew previous owners of this house and had visited it many times. I wish I had access to the research I am sure John Macrae would have made into the history of his home. John was a well loved and respected history teacher at LCS, and later on the school's board of directors.

Our village/ town is diminished each time it loses part of its history. That aside, the prosperity, reputation, history of Lakefield is very much a factor in the success of its economy. It is one of the very important reasons people choose to make their lives here.

I would ask you to reconsider your decision to grant this permit, so the community has the opportunity and time to consult and confer with the community.

I am sure in doing so there could be a solution that would mutually satisfy the present owners and the members of the community.

Time for this is needed.

I ask for your careful reconsideration.

Thank you.

Carol Ingleton

TO THE MAYOR, THE COUNCIL & THE PLANNING DEPT.

MY NAME IS DENNIS DAVENPORT AND I LIVE IN THE VILLAGE OF LAKEFIELD. MY WIFE RUTH & I WERE BOTH RAISED IN THE NORTH END OF PETERBOROUGH AND AS TEENAGERS OFTEN MADE THE BIKE RIDE TO HAMLIN'S FOR ICECREAM... WHAT A GREAT VILLAGE ON A RIVER...

I AM CONCERNED THAT THE PERSONS INVOLVED IN THE FUTURE PLANNING OF LAKEFIELD WOULD BE SO CARELESS AS TO ALLOW THE DEMOLITION OF A BUILDING LIKE 44 BRIDGE ST. THAT IS IN SUCH A UNIQUE PHYSICAL POSITION AT THE ENTRANCE TO THE VILLAGE AND SPEAKS OF VILLAGE HISTORY. THE BUILDING APPEARS SOUND AND COULD EASILY LIVE ON AS A RESIDENCE OR BE RE-INTERPRETED WITH A NEW USE TAKING ADVANTAGE OF ITS ZONING.

TO THE TOWN "PLANNERS"... BE MINDFUL WITH WHAT ARE "LANDMARKS" FOR THE VILLAGE BECAUSE OF WHERE THEY ARE SITUATED AND THEIR PHYSICAL APPEARANCES... I, FOR ONE AM NOT HAPPY WITH THE "FIT" OF THE 2 DOWNTOWN BANKS OR POST OFFICE AS EXAMPLES OF "INFILL" NEW CONSTRUCTIONS. DO WE WANT OUR SOUTHERN "GATEPOSTS" TO BE GAS STATIONS, MCDONALDS AND STORAGE FACILITIES? THESE DO NOT WELCOME ME TO, OR SPEAK OF A RIVERSIDE VILLAGE.

I AGREE WITH ALL TOM McALLISTER'S RESEARCH AND OPINIONS... WAKE UP LAKEFIELD, BEFORE ITS TOO LATE AND PLAN/WORK WITHIN THE ORIGINAL "FABRIC" OF THE VILLAGE, TAKING FULL ADVANTAGE OF WHAT ORIGINAL BUILDINGS ARE LEFT AND THE STORIES THAT ARE TOLD BY THEM EVEN THOUGH THEIR USES HAVE BEEN RE-INTERPRETED WITH THE TIMES.

I APPLAUD TOM AND OTHER "LIKE THINKERS" FOR EXPOSING THIS SITUATION AND THE DETAILS INVOLVED... I ONLY HOPE & PRAY THAT THERE IS STILL TIME FOR RECONSIDERATION.

HERE'S HOPING...

DENNIS DAVENPORT

**From:** Michael deCat [REDACTED]

**Sent:** Thursday, January 21, 2021 12:13 PM

**To:** Anita Locke

**Subject:** 44 Bridge Street

Hi Anita. PLEASE PLEASE Put a stop to the 44 Bridge Sreet demolition. Once it's gone, it's gone forever.

Thank you,

Michael deCat

**From:** Alice Gibson [REDACTED]  
**Sent:** Thursday, January 21, 2021 12:04 PM  
**To:** Andy Mitchell; Anita Locke  
**Subject:** 44 Bridge Street

Please: While I understand the need for housing, I also respect and understand the need for preserving our heritage. This is important. History does matter.

This building is part of Lakefield, a village with a long history. There are other areas for developers to choose to erect buildings.

It is to be hoped that the council and the developers and the permit-issuers respect, understand and support the need to preserve our heritage.

Alice Gibson, [REDACTED]

**From:** Kristin M [REDACTED]  
**Sent:** Thursday, January 21, 2021 11:47 AM  
**To:** Anita Locke; Andy Mitchell  
**Cc:** Trina Macrae  
**Subject:** 44 Bridge Street

Dear Mayor Mitchell and Councillor Locke,

I have been informed of the pending sale of the property at 44 Bridge Street, and that the home at that address is not protected despite its historical significance. I hope that you will consider taking steps to delay the sale, and ensure that appropriate work can be done to assess its historical value to the Village of Lakefield. It is a tragedy that this historic home may be allowed to be torn down, despite its importance in the history of the community.

This news of a potential demolition of the house at 44 Bridge Street is of particular interest to me and my family. My grandparents (John "Bubs" and Helen "Gilly" Macrae) owned the home at 44 Bridge street in the 1980s. I have fond memories of holiday dinners in the dining room with the enormous stone fireplace (pictured below). My grandfather added salvaged church windows to build the sunroom at the back of the house, and planted the trees out front to provide privacy.

My Grandad was a historian, teaching History and English at Lakefield College School, and lived in Lakefield as a boy in the 1920s and 30s, and again from the mid-60s to his death in 2007. It was through him that I learned about the significance of the house at 44 Bridge street, and the importance of preserving such properties. The home plays a central role in the history of Lakefield in general, and more specifically in the operation of the Mill that was at the heart of the growing village. This home should be designated a Heritage Property by the Township of Selwyn, and should be protected under the Ontario Heritage Act.

We must take steps to preserve Lakefield's history. It is not too late to consider the historical significance of the stone house at 44 Bridge street and ensure that it is protected. I would ask that you take the necessary time to consider what this demolition could mean in saving Lakefield's built history. Once it is gone, there is no going back. There are other opportunities for commercial expansion in Lakefield, and I would ask that those be considered rather than destroying one of our historical landmarks.

Sincerely,

Kristin Macrae



**From:** john.draper john.draper [REDACTED]  
**Sent:** Thursday, January 21, 2021 11:00 AM  
**To:** Anita Locke  
**Subject:** Protecting 44 Bridge Street from Demolition

Hello Anita,

I know that you have received numerous appeals from many Lakefield residents urging you to find a way to stop the demolition of this 160 year old historical building.

As an active member of of the Lakefield Christchurch Historical Museum I find it particularly distressing to see this happen without a fight. I hope that you will make every effort to save this building which is considered by myself and many others as an important part of our historical heritage.

Best Wishes, John Draper

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[REDACTED]

rom: merrilyn.lindsay <[REDACTED]>

Sent: Thursday, January 21, 2021 10:32 AM

To: Andy Mitchell; Anita Locke

Subject: 44 Bridge St

Hello,

As a Lakefield resident, I am dismayed that a demolition permit has been issued for such an heritage property as this building. I really don't know why no effort has been expended to have this designated as an heritage building. As documented in the book Nelson's Falls to Lakefield, it is clear that this beautiful building reflects the history of the village. There are many empty locations in the village where a multi-family dwelling could be constructed and likely at a lower property cost. There is another town nearby to Lakefield, Perth Ontario. Although Perth has grown and new buildings constructed, the heart of the village and particularly adjacent to the Tay River retains its old-fashioned flavor and charm. Unfortunately the same does not seem to be the track the Lakefield is following. This has commercial impacts as it will likely decrease tourist appeal. I don't see that this proposed multi-family dwelling offers commercial benefit to the community.

I know that the location has been zoned commercial but I can image the traffic issues this will caused as building occupants exit onto the already busy Bridge St.

I doubt that my concerns will result in any direction change but I feel strongly that I need make my concerns known.

Merrilyn

On Thu, Jan 21, 2021 at 8:42 AM Derek Doucet [REDACTED] > wrote:

Dear Ms. Locke and Mr. Mitchell,

I write to you today as a concerned citizen who values the history and quaintness of the Lakefield Village. We moved here in 2010 with our son who was 10 months old and fell in love with everything Lakefield. We are not Costco shoppers, we don't go to Ptbo to do our grocery shopping, we visit our local businesses to offer our support and thanks to our small business owners.

I think we're making a mistake in not preserving this house and property. My wife grew up in Lakefield and she LOVES (yes it's said with much exclamation) this house. It's her favourite and we would buy it if we had the means and if it were zoned residential. Sure it's easy to bulldoze old buildings but with each one, you lose a bit of that village charm and you erase a piece of our important history.

We own a house at [REDACTED]. We bought it back in 2011 and renovated it. We could have bulldozed the whole thing but we kept the original building intact and in its original glory. We spent over \$ 300 k with a Kawartha Lakes Construction and other local tradespeople to maintain the charm and honour the history of the home. We didn't think twice about bulldozing despite professionals telling us it would be cheaper and easier. Not good happens when things are cheap and easy.

We believe this can't simply go to sale and then to demolition. We believe that our townspeople should have a voice in this property being sold to a developer to put up what? We believe that growth is important, but we also believe that it can't be at the expense of the heritage of our town, and without consulting those who shop, eat, and live in the village. It seems that should be the process, however, it's not being followed because of a lie. All we ask is that we slow the sale and follow a process whereby we can hear and voice concerns about the property having "No Historical Value" because I think we all know that this is salesperson speak and not at all the truth. I also question, who gets to define the property as such and what processes were followed to arrive at that distinction. Especially in a village like Lakefield, a village where heritage matters and is valued.

I welcome the opportunity to clarify and expand on anything in this email.

I look forward to connecting soon,

D

**From:** Ed Paleczny <[REDACTED]>  
**Sent:** Thursday, January 21, 2021 5:25 PM  
**To:** Andy Mitchell; Anita Locke  
**Subject:** Fwd: Stop the demolition of Old Stone Millhouse - 44 Bridge Street Lakedfield - Habitat for Humanity - Selwyn Township

Hi Andy and Anita,

My sincere apologies. In our haste in organizing a community response (given such short notice) I missed including your email on the distribution list. Please see note below. I will follow up with an update on the peaceful demonstration today and plans for further community engagement on this issue tomorrow.

thanks,

Ed

On Thu, Jan 21, 2021 at 12:05 PM Ed Paleczny <[REDACTED]> wrote:

Dear Selwyn Township Mayor and Council, Ms. Locke, Mr. Mitchell,

We write to you today as concerned citizens who value the history and quaintness of Lakefield Village. We believe the Township Selwyn is making a mistake in not preserving the "Old Stone Millhouse" at 44 Bridge Street that is a significant cultural heritage site for Lakefield. We understand that it's easy to bulldoze old buildings to aid a developer, but with each one, you lose a bit of that village charm and you erase a piece of important history in this village.

\Jackie and I purchased [REDACTED] heritage house built at the time of Confederation within view of the Old Stone Millhouse property. The heritage protection provided through agreement with Selwyn Township protects the stone construction and style of building from the 1860's. We have committed a significant amount of our personal time and resources to restore and protect this house as an important cultural heritage value for Lakefield. As requested by Selwyn Township we work through the Selwyn Township Heritage Committee to ensure this house and heritage value is protected. We understand that the Selwyn Township Heritage Committee was not advised or consulted on the proposed demolition of this site. If this is truly the case, then there appears to be a conflict of interest within the Township in executing development activities over heritage protection. **Perhaps there has been incorrect information provided by Selwyn Township or the seller about the historical value of this site which may affect the condition of sale (in progress). Either way our community intends to raise public opposition to the demolition of this important site.**

Furthermore there has been no notice or consultation with the community about this. It appears to be a quiet effort to get this through and removed without people knowing about it. This really needs community input before proceeding. Many people in Lakefield and beyond are concerned and will be expressing these concerns to you over the next few days.

We believe this can't simply go to sale and then to demolition. We believe that our townspeople should have a voice in this property being sold to a developer. Lakefield has plenty of existing commercial space for use in the 'downtown area' that is currently under utilized. WE do not need another 'strip mall'. We believe that growth is important, but we also believe that it can't be at the expense of the heritage of our town, and without consulting those who shop, eat, and live in the village.

We are asking the Township of Selwyn to seek response via community consultation and follow a process whereby we can hear and voice concerns about the property having "No Historical Value/Significance" as well as our community response on possible other uses for the existing building and site. We also question the process by which Selwyn Township has defined the property "No Historical Value/Significance" as such and what processes

were followed to arrive at that distinction. In a village like Lakefield, a village where heritage matters and is valued, this is a conflict.

We are interested in working with the Selwyn Township and Habitat for Humanity, Selwyn Township Heritage Committee to acquire, protect and explore opportunities to use "The Old Stone Millhouse" as a historical site for community benefit.

**A peaceful public protest is planned for today at 4pm at the corner of Bridge St and Clementi St, Lakefield.  
Please Join us.**

Thank-you,

Ed Paleczny and Jackie Ouellette

[REDACTED]

[REDACTED]

**From:** Alistair Wray [REDACTED]  
**Sent:** Thursday, January 21, 2021 8:49 AM  
**To:** Anita Locke  
**Cc:** Andy Mitchell  
**Subject:** Heritage property- 44 Bridge Street

Dear Anita Locke and Mayor Mitchell

It is with real concern that I learn that the existing original house at 44 Queen Street is threatened with eminent demolition. It is an oversight that this property is not listed on the Municipal heritage register, as it has significant local historic importance. It is one of the few remaining properties in Lakefield with clear links to the original economic development of the community, it is contemporary with the historic Lakefield Christ Church and sits on a site of a unique local prominence. Pre-emptory demolition of the original 1860's granite building should be deplored.

While recognising that this large plot has certain economic value, I would respectfully request that Selwyn Township insists on a full examination of all the options for the development of this site, including integration of the original granite building into any future development, and there is a full and transparent local consultation, before allowing arbitrary demolition and the clearance of the site, with no sanctioned future development plan. Failure to recognise this heritage within Selwyn Township and also its relevance to Ontario's wider heritage and early settler development, and allowing demolition to proceed at this stage, would be a sad failure of reasonable civic oversight.

Yours

Alistair Wray

[REDACTED]

[REDACTED]

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From: Deborah Hodgkinson <[REDACTED]>  
Sent: Thursday, January 21, 2021 10:28 AM  
To: Andy Mitchell; Anita Locke; Rob Lamarre  
Subject: 44 Bridge Street, Lakefield

I am dismayed that such an important building to the early history of Lakefield would be given a demolition permit with no opportunity for the public to attempt to save it or at least ensure that the original is respected during any renovation.

I understand that a town must continually work to renew and upgrade in order to grow but Lakefield's charm comes from the heritage of its character buildings. New structures can be done to respect this heritage while adding additional accommodation. An excellent example is the extension of 97 Queen Street which has been done to a very high standard.

I implore you to reconsider this permit and ensure that Lakefield's early heritage is preserved.

Sincerely,

Deborah Hodgkinson  
[REDACTED]

**From:** Gord Young <[REDACTED]>  
**Sent:** Wednesday, January 20, 2021 9:01 PM  
**To:** Andy Mitchell  
**Cc:** Anita Locke; Angela Chittick; Rob Lamarre  
**Subject:** Attention: Andy Mitchell, Mayor SEL Twp RE: 44 Bridge Street

Dear Mayor Andy:

The building at 44 Bridge Street is of heritage value and needs to be saved.

I have mentioned this in the letter to Terry at the Herald.

This was "d'Arcy's first hotel before, the family moved to the larger area where the post office is today.

And, it was during Bob Helsing's term, as Village Reeve that the Lakefield Heritage Committee was created since the Lakefield Historical Society was, at that time, without membership and not functioning.

The committee was not meant to create two separate historical societies, and, indeed we have remained outside of that by staying online to assist inquiries, about not just the village, but, the city and county of Peterborough.

Indeed, we even answer questions that go outside into most of Ontario if we can help answer.

The only building to get a plaque out of that heritage register list, is the Memorial Hall.

Rob LaMarre assisted in that heritage list back 20-whatever years ago.

He might know where that list is that the Village Council approved that what buildings were to be of "Heritage Value to the Village". Then the village got amalgamated and nothing happened after that.

But, 44-Bridge was approved by Village Council to be of historical importance.....it just never got its plaque.

BTW: the property from Bridge to southside Smith was Garbutt Property, above that to d'Eyencourt St. was owned by the Strickland brothers.....the brothers built the house for their sister, Catharine. Across the road, is the Chamberlin/Chittick home.....that too was built the Strickland brothers for Mary Agnes Moodie-Fitzgibbon-Chamberlin.....Susanna's daughter. She and her second husband, Brown Chamberlin retired to the village.

In any event, this building "anchors" a very important "quadrant" of early Lakefield. Please do what you can to save this building, as its as nearly as old as Christ Church. Anita should be aware of this, Mary Smith should be, as well as Bob Helsing. Thank you for your consideration.

Sincerely,

Gord

**P.S.:** d'Eyencourt street is named for the laast of the brothers' families to own the full block of property behind CPT's house....before it got divided up. He spelled his name with the "small D", as did Inspector d'Arcy Edward Strickland NWMP....he was named for the d"Arcy family.

#### **Walter D'Eyencourt Strickland**

Birthdate: 1864

Death: 1940 (75-76)

Immediate Family: Son of [John Percy Strickland](#) and [Susan Strickland](#)

----- Forwarded Message -----

**Subject:**Attention: Terry McQuitty Editor Lakefield Herald RE: 44 Bridge Street

**Date:**Wed, 20 Jan 2021 19:21:05 -0500

**From:**Gord Young [REDACTED]

**To:**Terry McQuitty <[tmcquitty@lakefieldherald.com](mailto:tmcquitty@lakefieldherald.com)>

## Letter to the Editor

Dear Editor Terry:

44 Bridge Street that is looking to be summarily demolished was on the Village's list of buildings of heritage value. That was 20-whatever years ago, and, before the amalgamation. Bill Twist did much of the research for that list, and, his notes should be somewhere. Stan Hampton, myself and a couple of others were on the Village's Heritage Committee at the time, and, assisted Bill in compiling that list. Mary Smith and Bob Helsing should remember that, listing exercise and where those notes might be. Our neighbor in Lakefield across on Simons/Samis, Wellie Garbutt, had, the history of that large lot. It was the Garbutt property right up to Smith Street, with some of the property being used by the Hull family for the mill complex. Wellie wasn't sure of the exact details. R.B.Rogers C.E., negotiated for that property when building the canal, and, thus some of that property's heritage could be traced by searching the TSW-Archives somehow. Wellie Garbutt also allowed that one point the large house was a small hotel. The stone for that building came from the area where the real estate office is now...so a short drag west to build it. Councillor Locke who is the SEL-Twp Heritage rep. should be looking to save this house and have it repurposed along with the other Garbutt house, which is adjacent, but, has had many a career in the last 20-years. Somehow, this house needs to be saved and cherished. The heritage buildings in the village, are the village's family album. Families, typically do not toss their family albums, but, pass them down, generation-to-generation, its incumbent upon the SEL-Twp to save the village's family album with the same care.

Sincerely,

Gord Young

Lakefield Heritage

**From:** corbett&corbett [REDACTED]

**Sent:** Wednesday, January 20, 2021 8:40 PM

**To:** Anita Locke; Andy Mitchell

**Cc:** corbettandcorbett

**Subject:** Fw: Fwd: URGENT: Protecting the history of Lakefield - 44 Bridge Street

**Dear Mayor Andy and Anita,**

**RE Village Heritage: 44 Bridge St. Lakefield..1860**

**We are sure you are both aware that those of us who care for Village heritage are very disappointed in the threat to the original granite and limestone house (1860) at 44 Bridge ( see below)...Rob Grab More should be fired... from Heritage. and what a surprise that Habitat for Humanity is insensitive to our Village Heritage. Please get rid of the money grab people who seek to destroy this villages' unique heritage.**

**Gail and Bill Corbett,** [REDACTED]

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

From: Lynda Saxby [REDACTED]

Sent: January 21, 2021 9:03 PM

To: [alocke@sewlyntownship.ca](mailto:alocke@sewlyntownship.ca); [amitchell@selwntownship.ca](mailto:amitchell@selwntownship.ca); Rob Lamarre

Subject: 44 Bridge Street

Councillor Anita Locke, Mayor Andy Mitchell and Robert LaMarre

We would like to state our concern over the issuing of a demolition permit for the historic property at 44 Bridge Street. We have learned that the Heritage Committee was not informed by either Council or Mr. LaMarre of this application for demolition despite one of the members, James Forrester, expressing interest in adding it to the heritage registry, thereby giving the community 60 days to react to demolition of properties of historical or cultural significance in accordance with the Ontario Heritage Act (1975).

We have seen the lost of heritage properties before in Lakefield and believe our elected members whom we have voted for have a role to play in protecting such properties. The property is identified in Chapter 4 Vintage Buildings 'Nelson's Falls to Lakefield - A History of the Village' and was built of local stone in the early 1860s by Frank Hyde D'Arcy who "also built and operated the first grist mill on the west side of the river". It was subsequently purchased in the mid 1860s by John Hull who served on Council and was also Reeve from 1899-1900. It stayed in the Hull name until 1945.

Surely this is a property of historical or cultural significance. We urge that 44 Bridge Street be granted immediate addition to the registry so the community and Council can have time to respond and react.

Lynda and Alan Saxby  
[REDACTED]

**From:** Sonja Miller [REDACTED]  
**Sent:** January 20, 2021 11:54 AM  
**To:** Anita Locke; Andy Mitchell; Rob Lamarre  
**Cc:** [REDACTED]; 'Tom McAllister'; [REDACTED]  
**Subject:** 44 Bridge Street

To: Anita Locke, Andy Mitchell, and Robert Lamarre:

Re: 44 Bridge Street, Lakefield

This letter is in regards to the proposed purchase and possible demolition at the property on 44 Bridge Street in Lakefield.

I was shocked and saddened to hear that a demolition permit has been granted for this 160 year old property that is so rich in local heritage. If residents were aware of what was about to happen to a cherished local icon, I have no doubt that the vast majority of them would be opposed to this action.

The Municipality does have the power to protect heritage sites such as this one and as two members of council actually sit of on the Municipal Heritage Committee, I find it incomprehensible that these members could somehow come to the conclusion that this site has no historical value.

We, the people surrounding 44 Bridge Street did not receive any notification that a demolition permit was quietly being sought or that the property was even for sale.

If the historical building is to be demolished and the property developed, is the municipality not obliged to let the neighboring properties know about the proposed development? At least then we can have the opportunity to assess whatever negative impact this may have on our own properties and voice our opinions before irreversible damage is done.

Regards,

Sonja Miller

Hello,

Please note the following response to Complaint Form has been submitted at Sunday January 24th 2021 10:40 AM with reference number 2021-01-24-001.

- **Full Name:**  
Marcel Van Der Mark
- **Your Address:**  
[REDACTED]
- **Municipality (City, Town, Village)**  
Lakefield
- **Province:**  
Ontario
- **Postal Code:**  
K0L 2H0
- **Phone number**  
[REDACTED]
- **Email:**  
[REDACTED]
- **The complaint is regarding property located at:**  
44 Bridge St
- **Reason for Complaint: Long Grass, Junk in Yard, Motor Vehicles, Illegal Use, Other**  
Other
- **Please provide the details of your complaint (e.g. date, time, location, etc.)**  
I am completely against this home being demolished for commercial purposes. Last thing we need is a strip plaza, when we already have empty store fronts in the village.MM

**From:** Kathryn White [REDACTED] >  
**Sent:** Sunday, January 24, 2021 6:24 AM  
**To:** Anita Locke; Andy Mitchell  
**Subject:** URGENT: 44 Bridge Street

[REDACTED]

Jan 24, 2021

Dear Mayor of Selwyn Township, Ms. Locke, and Council,

Just two days ago I was deeply saddened to learn of the potential demolition of 44 Bridge Street, Lakefield.

A decade ago, I moved from Toronto to Lakefield, and one of the main reasons I did so is that I greatly appreciate the historic character of the village, and of this neighbourhood in particular. I purchased and reside in one of the oldest homes in the neighbourhood, just minutes from 44 Bridge Street. And while I am not opposed to development per se, I think it would be a terrible shame to see Lakefield go the route of careless expansion and possible overcrowding, as so many of Toronto's neighbourhoods have over the past two decades. Worse is the thought of losing one of Lakefield's oldest stately homes and a significant piece of its history.

What is also disturbing is that the demolition permit appears to have been issued with little or no input from the community or the Municipal Heritage Committee. In fact, I was shocked to discover that this building had not previously been given a historical designation, given that it was built around 1858, is one of the oldest in Lakefield, and is the largest stone house in the village, constructed with local stone. In light of this, I would urge you to rethink this decision and, at the very least, delay action until there is time for community consultation and input.

I hope you will keep me informed as this proposal moves through the various channels. And please do feel free to contact me if you have any further questions or if you would like to set up a meeting.

Sincerely,

Kathryn White

From: JODY ELLIS [REDACTED]  
Sent: Saturday, January 23, 2021 9:05 AM  
To: Anita Locke; Andy Mitchell  
Cc: dorian ellis; [REDACTED]  
Subject: 44 Bridge Street

Dear Councillor Locke and Mayor Mitchell,

We are new homeowners at [REDACTED]. We choose the village of Lakefield for its charm and tranquility. We are concerned about the pending development at 44 Bridge Street and the loss of the historically-significant Stonemill House.

We hope you will reconsider developing this site.

Sincerely,

Jody and Cathy Ellis

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From: Jeff Kemp [REDACTED]  
Sent: Friday, January 22, 2021 7:17 PM  
To: Andy Mitchell; Selwyn Building Department; Anita Locke  
Subject: 44 Bridge St., Lakefield, ON

I am writing about the proposed sale and demolition of Dr. Campbell's former home at 44 Bridge St., Lakefield.

I am appalled to hear that our Regional Council and the Lakefield and Peterborough Historical Organizations have not already protected this home and property as Historical. What on earth have you been waiting for, It was built in 1860!

The 44 Bridge Street residence was built in 1860 two years before the Catherine Parr Trail residence built in 1862 which is already designated as Historic.

Is anyone actually paying attention to the massive number of Historical properties located in Lakefield? What about the rest of Selwyn Township? Who should be responsible for saving our Historical buildings?

Why was the community not advised about this sale and demolition of 44 Bridge Street?

What happened to the notices in the local papers advising the community about this proposed transaction?

What happened to the signs that would normally be posted on the property advising the community about the proposed changes?

Please stop and talk to the community - you owe it to us!

Thank you,  
Nancy & Jeff Kemp

From: Stephenson [REDACTED]  
Sent: Friday, January 22, 2021 4:53 PM  
To: Anita Locke; Andy Mitchell  
Cc: Tom McAllister; Susan Twist; Gail Twist  
Subject: 44 Bridge Street, Lakefield, Ontario

Councilor Anita Locke  
Mayor Andy Mitchell

It is with sadness & surprising shock that I found out this morning that 44 Bridge Street in the village of Lakefield is to be sold with the expectation that the old stone home is to be demolished.

My first question would be - why did this information & the ultimate intention not become public knowledge to the community in the early planning stages. It would be of interest & concern to those of us presently living in the village & those of us in the past that have called Lakefield our home.

Old Doc Campbell's house (as it was known when I was growing up in Lakefield) & it's surrounding property is a home of historical interest. It is one of the founding homes of the village of Lakefield. It is one of the oldest homes in the village. This historic community building & it's landscape embody the lives of those who built it & the lives that came after. It is unique & has community significance. 44 Bridge Street is the beginning of Lakefield & it's story should be celebrated not torn down. It has value to those who grew up passing it & to future generations who are yet to learn the story. Lakefield is a beautiful village, a place that is sought out by homeowners, cottage owners on nearby lakes & destination tourists. All support local business. It is the quaintness & character that attracts all.

My family grew up with a great sense of community presence & a respect for the past in regards to the village.

My father J. John Twist started the committee that restored Christ Church that is a gem today within in the village. He worked tirelessly documenting Lakefield history in print & in photographs. I grew up caring about the historic integrity of the village.

Please reconsider the demise of this historic home. Once gone it can never be replaced.

I hope it is not too late for the developer to reconsider this historic Lakefield home in his plans.

With regards,  
Catherine Stephenson

**From:** jennifer guertin <[REDACTED]>  
**Sent:** Friday, January 22, 2021 3:05 PM  
**To:** Anita Locke  
**Subject:** Demolition of Heritage House

Dear Anita,

It has recently come to my attention that the stone house on Queen street is slated for demolition. This is a house of significant historic importance. Few of these old stone houses are left in the area. It would be a shame to tear this one down in order to build more commercial property. It should be put on the list of heritage properties and protected from demolition.

Sincerely,

Jennifer Guertin

[REDACTED]

[REDACTED]

[REDACTED]

From: josephine munar [REDACTED]  
Sent: Friday, January 22, 2021 2:51 PM  
To: Anita Locke; Andy Mitchell  
Subject: Stop Demolition-OLD MILL HOUSE LAKEFIELD

Mayor Mitchell and Councilor Locke,

It has come to my attention that the old mill house located at 44 Bridge St in Lakefield is at risk of falling to demolition WE CANNOT ALLOW THIS TO HAPPEN

This building is an important piece of Lakefield's history we must get creative here and explore all viable options here to ensure the history of this house is preserved. Redevelopments of the site should incorporate the history of the building and location NOT DESTROY IT.

As per the purpose of the Ontario Heritage Act (1975) municipalities are given the power to protect heritage properties and archeological sites. THE TIME TO ACT IS NOW. We cannot afford to sit idle and allow developers to bulldoze away our history.

Ask yourself what would Lakefield look like without our iconic town hall, police station, Christ Church, downtown strip of businesses or our Lock system?

I ask that you please take action immediately and add 44 Queen Street to the registry to protect it's heritage and historical significance.

Regards,  
Josephine

On Fri, Jan 22, 2021 at 2:35 PM [REDACTED] wrote:

I, Robert Green of the Lakefield Historical Society Executive agree with all the comments sent by our Executive including the one below.

Bob Green, former member of the Peterborough Architectural Conservation Advisory Committee

--- Original message ---

**Subject:** DEMOLITION OF 44 BRIDGE STREET

**From:** Sheila Garrett [REDACTED]

**To:** [amitchell@selwyntownship.ca](mailto:amitchell@selwyntownship.ca) <[amitchell@selwyntownship.ca](mailto:amitchell@selwyntownship.ca)>, [alocke@selwyntownship.ca](mailto:alocke@selwyntownship.ca) <[alocke@selwyntownship.ca](mailto:alocke@selwyntownship.ca)>

**Date:** Friday, 22/01/2021 10:09 AM

It is hard to believe how this process has been handled with no public input or 'for sale' signs posted on the property at 44 Bridge Street. This property should have been on a heritage registry many years ago.

Back in 1983 village council established the Lakefield Architectural Conservation Advisory Committee to research and evaluate properties in Lakefield, to publicize the historic value of these properties, to promote their conservation and where merited to recommend their designation to village council. They established a list of properties with details about each property and 44 Bridge Street was included in that list; why it wasn't included on a heritage registry almost 40 years ago, I don't know.

The secrecy and decision to grant permission to demolish rather than preserve this 160 year old stone home built from local stone is so wrong! This important piece of Lakefield history should be saved.

Roy & Sheila Garrett

Lakefield Historical Society

**From:** Sheila Garrett [REDACTED]  
**Sent:** Friday, January 22, 2021 10:09 AM  
**To:** Andy Mitchell; Anita Locke  
**Subject:** DEMOLITION OF 44 BRIDGE STREET

It is hard to believe how this process has been handled with no public input or 'for sale' signs posted on the property at 44 Bridge Street. This property should have been on a heritage registry many years ago.

Back in 1983 village council established the Lakefield Architectural Conservation Advisory Committee to research and evaluate properties in Lakefield, to publicize the historic value of these properties, to promote their conservation and where merited to recommend their designation to village council. They established a list of properties with details about each property and 44 Bridge Street was included in that list; why it wasn't included on a heritage registry almost 40 years ago, I don't know.

The secrecy and decision to grant permission to demolish rather than preserve this 160 year old stone home built from local stone is so wrong! This important piece of Lakefield history should be saved.

Roy & Sheila Garrett

Lakefield Historical Society

From: Samantha Overall [REDACTED]  
Sent: Friday, January 22, 2021 8:49 AM  
To: Anita Locke  
Subject: Stone Mill house - Lakefield

Good morning,

Sending this note as a concerned member of the community. I have recently been made aware that the stone mill house on bridge road is being torn down for future development. I urge you to reconsider, as this is an important part of Lakefield's heritage. In a town like Lakefield that is steeped in history and family values, it's is vital that we preserve what we can. To tear down this beautiful piece of architecture would truly be a disgrace. If you are unable to leave the home where it is, Please consider preserving the structure and moving it to a new location.

Thank you for your time  
Samantha

From: Bruce and Lisa Macrae [REDACTED]  
Sent: Thursday, January 21, 2021 11:23 PM  
To: Anita Locke  
Subject: 44 Bridge St

My parents , John and Helen Macrae owned this house for many years. Although I was married and had children in [REDACTED] and never lived there with my parents we visited and stayed over many times. I can't believe that the Village of Lakefield would be that short sighted to let such a beautiful and historical building be demolished. Shame on Lakefield if this is allowed.

Montye Bruce Macrae  
[REDACTED]

**From:** Trina Macrae [REDACTED]  
**Sent:** Thursday, January 21, 2021 10:42 PM  
**To:** Anita Locke; Andy Mitchell  
**Subject:** 44 Bridge St

Dear Ms. Locke and Mr. Mitchell,

I am writing to express my concerns regarding your decisions regarding an important historical site in Lakefield and to ask again that this decision be reconsidered. As a property owner in the Lakefield area and a previous Lakefield resident, I am concerned about the loss of Lakefield's character.

I would like to reiterate Mr. Palecny's request in his email: "We are asking the Township of Selwyn to seek response via community consultation and follow a process whereby we can hear and voice concerns about the property having "No Historical Value/Significance" as well as our community response on possible other uses for the existing building and site. We also question the process by which Selwyn Township has defined the property "No Historical Value/Significance" as such and what processes were followed to arrive at that distinction. In a village like Lakefield, a village where heritage matters and is valued, this is a conflict."

Further, as stated by Mr. McAllister: "In a discussion with Robert Lamarre, Manager of Building and Planning, Selwyn Township, he said that because 44 Bridge Street was not listed on the heritage registry, he had no option but to issue the demolition permit. **NOTE: Robert Lamarre and ward councillor Anita Locke are both on the Municipal Heritage Committee. Neither of them gave a heads up to the other members of the Heritage Committee that an application for demolition for one of Lakefield's oldest houses had been received even though one of the other members of the committee, James Forrester, had expressed interest in adding 44 Bridge Street to the registry.**"

Ms. Locke, how would you respond to these remarks? Was this an oversight? I would be interested to hear your comments on this specifically.

These decisions cannot be undone, and they will create permanent changes to this once charming village. I would like to propose, again, that proper consideration be given to this important decision that will forever affect the streetscape of Lakefield. Erasing important artefacts of Lakefield's history will risk further loss of identity and charm of this village, which is already at risk of being overtaken by the generic vernacular of stripmalls.

Sincerely,

Dr. Trina Macrae

From: Patricia Piggott [REDACTED]  
Sent: Thursday, January 21, 2021 8:24 PM  
To: Anita Locke  
Subject: 44 Bridge Street. Lakefield

I sincerely hope and suggest that the property at 44 Bridge street in Lakefield be properly classed and keep as a Heritage Site in Lakefield. It was a very early building in Lakefield and handcrafted with local stone. Please see that it is preserved Sincerely. Patricia Piggott nee Jakins.

I was brought up in Lakefield, had primary and high school education here and have lived in the area for the last 33 years.

**From:** Larissa N [REDACTED]  
**Sent:** Thursday, January 21, 2021 8:10 PM  
**To:** Anita Locke; Andy Mitchell  
**Subject:** 44 Bridge Street

Dear Mayor Mitchel, Council, and Ms. Locke,

We write to you today as concerned Lakefield citizens who value the history and quaintness of Lakefield Village. We believe that Selwyn Township is making a mistake in not preserving the "Old Stone Millhouse" at 44 Bridge Street that is a significant cultural heritage site for Lakefield. By demolishing this historic property, you would add to the on-going erosion of the unique charm and important history of this village that we all treasure so deeply.

As residents of the neighbourhood, we did not receive any notification that a demolition permit was quietly being sought or that the property was even for sale. If residents were aware of what was about to happen to a cherished local icon, I am certain that a large number would be opposed to this action as we are.

We are asking the Township of Selwyn to seek community consultation and follow a transparent process whereby we can hear and voice concerns about the property having "No Historical Value/Significance" as well as to seek our community input on possible other uses for the existing building and site. The Municipality has the power to protect heritage sites such as this one and as two members of council that sit on the Municipal Heritage Committee, we find it baffling that these members could somehow conclude that this site has no historical value. Some of our local history has already been destroyed and it appears that we are about to have this happen again.

We object to the demolition of this beautiful historic home without proper evaluation and consultation. We want this important piece of Lakefield's history to be preserved. Lakefield has lots of existing commercial space for use that is currently under-utilized. We believe that growth is important, but we also believe that it can't be at the expense of the heritage of our village, and without consulting its citizens. It is inexcusable that, The Old Stone Millhouse, one of the oldest houses in Lakefield and the only surviving home dating to one of the original mill owners, was never added to this register however there is still time to right this wrong.

We are interested in working with the Selwyn Township, Habitat for Humanity, and Selwyn Township Heritage Committee to protect and explore opportunities to use "The Old Stone Millhouse" as a historical site for community benefit. In the meantime, please allow time for the Heritage Committee to add the house to the registry and consider reversing the demolition permit order.

Thank you in advance for your support.

Larissa Nituch & Matthew Purvis

**From:** Susan Jardine [REDACTED]  
**Sent:** Thursday, January 21, 2021 7:29 PM  
**To:** Anita Locke  
**Subject:**

Hi Anita, can you please help raise awareness to have 44 Bridge Street deemed a historic site? I understand that it's not practical to expect the township to purchase it but I'm hoping something could be done to save the original part of the building surely it could be incorporated into a new endeavor especially if taxes were lowered reflecting cost incurred. Perth Ontario did this and the results were amazing.

**From:** Sharon Ragaz [REDACTED]  
**Sent:** Wednesday, January 20, 2021 4:47 PM  
**To:** Andy Mitchell  
**Cc:** Anita Locke  
**Subject:** 44 Bridge Street

Dear Mr Mitchell

It's come to my notice that the property at 44 Bridge Street is in the process of being sold and that the 1860s stone house--built by the early owner of a Lakefield grist mill--is almost certainly going to be demolished. Is it too late to stop this? It's very surprising to me that the house does not have Heritage designation since it seems likely to qualify for that. I'm of course aware that not all old buildings can or should be saved, but the house's unique character, its stone construction, and historical significance in the community all seem to warrant preserving it if possible.

I realise this is eleventh hour since I believe the sale is due to be finalised at the end of this week. But I think this matter warrants your attention.

with kind regards and thanks,

Sharon Ragaz

[REDACTED]  
[REDACTED]  
[REDACTED]

From: Myra Collins [REDACTED]  
Sent: Wednesday, January 20, 2021 9:31 AM  
To: Anita Locke  
Subject: 44 Bridge Street

Hi Anita: I would like to add my support to preserving the home at 44 Bridge St. I cannot believe that it has not been declared as historically significant. Its appearance alone tells one otherwise. I had understood that it was built for one of the first doctors in Lakefield.

It would be terrible to allow it to be demolished.

Myra Collins

**From:** Chris or Lynda Wells [REDACTED]  
**Sent:** Wednesday, January 20, 2021 9:23 AM  
**To:** Anita Locke  
**Subject:** 44 Bridge Street

Dear Ms Locke,

Please save 44 Bridge Street. Essential.

Cheers

Chris Wells

**From:** Shirley Ralston [REDACTED]  
**Sent:** Tuesday, January 19, 2021 10:19 PM  
**To:** Anita Locke  
**Subject:** 44 Bridge St. Lakefield

Dear Ms Locke

It has come to my attention that this historic property is in danger of being demolished. What a loss this would be to such a lovely village. I grew up in Lakefield, and my family has very strong connections to the community. My father was the Vice Principal at the high school for over 20 years ( Clair Sisson). I know that it is often easier to choose the more convenient and economical solution to these matters, but preserving history should take precedence. I hope you will consider carefully and that a piece of Lakefield's past can be saved for future generations.

Thank-you

Shirley Ralston

**From:** wendyzelsman <[REDACTED]>

**Sent:** Tuesday, January 19, 2021 6:54 PM

**To:** Anita Locke

**Subject:** 44 Bridge St

I cant even imagine the streetscape of Lakefield without this spectacular stone building. Have you been inside I have ,it is stunning and such a period piece. It would be a stain on your credibility if you were to allow this to proceed. Rob Lemar always has an ulterior motive unbecoming of someone in his position. Think about this travesty and how you want to be a part of it.

Sincerely.

Wendy Zelsman

**From:** Lucille Strath [REDACTED]  
**Sent:** Tuesday, January 19, 2021 4:27 PM  
**To:** Anita Locke  
**Subject:** 44 Bridge Street

Dear Councillor Locke,

Please save 44 Bridge Street from demolition. Historic building such as this one are the heart and soul of what makes Lakefield unique.

Add this property to the registry. Protect it. Please save it.

Lucille Strath

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

From: On Behalf Of John Marsh

Sent: January 24, 2021 10:18 PM

To: Selwyn Info <[info@selwyntownship.ca](mailto:info@selwyntownship.ca)>

Subject: 44 Bridge Street

I urge Council to ensure the designation of the historic house at 44 Bridge Street, Lakefield as a heritage property and ensure it is not demolished but given appropriate protection. There is plenty of land available for development in the Township without sacrificing our heritage.

**From:** Lizzie Shanks [REDACTED]  
**Sent:** January 25, 2021 10:57 AM  
**To:** Councillors <[Councillors@selwyntownship.ca](mailto:Councillors@selwyntownship.ca)>  
**Subject:** Proposed demolition of 44 Bridge Street, Lakefield

Good morning,

Mayor Andy Mitchell, Deputy Mayor Sherry Senis, Lakefield Ward Councillor, Anita Locke, Smith Ward councillor, Gerry Herron, Ennismore Ward Councillor, Donna Ballantyne,

I am writing to you all about 44 Bridge Street, the Old Stone Mill-House in Lakefield, Ontario. We've lived in Lakefield for many years and recently were made aware of the very disappointing news that Habitat for Humanity, as the current owner of the property, has plans to demolish this heritage building. While I realize that heritage preservation isn't Habitat's mandate, and creating affordable housing is, the two agendas are not mutually exclusive, or certainly ought not be. Respect for the past has to be part of building any future endeavour, no matter the mandate in question. We are destined to continue to repeat past mistakes if we refuse to acknowledge the wisdom of the past. Buildings of historical value are most assuredly part of a sense of continuity that is fundamental to any healthy, vibrant community. Beyond the preservation of a mere building—that is what is being preserved in the serious considerations usually given such buildings.

We are wondering why Council did not set the proper legal protections in place in this instance, as well as for similar heritage properties that have been torn down despite community outcry in the past, such as the Ice House. The community clearly would like its heritage preserved, and yet it seems no one is listening. Whether this is the result of an ongoing clerical error, an oversight, a lack of vision, or the result of something more self-serving; perhaps even underhanded—all of this has the community questioning, with good reason.

Troubling here is the lack of transparency in this situation, murkiness that has kept the community in the dark as to what was planned. At any rate, for Habitat for Humanity to have any part in the home's ultimate demise would be a dark spot on that organization's reputation as a helper of communities. In truth, the organization must have been green-lit to proceed with demolition by Council. Since the community was not privy to any of this as they should have been, we would like Council to reconsider their decision before it is too late. This is not what the community at large wants whatsoever, proof of which is evidenced in the pushback you must be now receiving.

We would also like further protections placed on *all heritage properties* in the jurisdiction of Selywn Township going forward, so that repetition of this pattern of mistakes ceases to be at issue.

We hope that you will reconsider your current position given the ire of the community, and make it right. The preservation of this property, ensures that Lakefield maintains its unique appeal—one whose ties to its own history make it so. While affordable housing is essential in every community, it must not come as the result of annihilating history. Personally, we would very much dislike having to witness Lakefield slowly devolve into a yet another bedroom community—one of new builds and charmlessness.

Thank you for your further consideration in this matter that means so much to our community.

Sincerely,

Lizzie and Peter Shanks, [REDACTED]

From: M-A Johnston [REDACTED]

Sent: January 25, 2021 12:13 PM

To: Councillors <Councillors@selwyntownship.ca>

Cc: sarah@habitatpkr.ca

Subject: 44 Bridge St.

Dear Mayor Mitchell, Ms. Senis, Ms. Ballantyne, Mr. Herron, and Ms. Locke,

I am really concerned about the situation at 44 Bridge St. in Lakefield, not only for the leveling of another historic building but the cutting of a group of beautiful mature trees.

The lot is in a strategic location for our town. Since our main income is tourism, one would think that the beauty, the natural features and historicity would be of paramount importance. Presently, the entrance to the village is a strip mall, storage sheds, derelict buildings, gas stations and McDonalds. I would hope that this model of urban planning doesn't proceed to include the destruction of this little oasis.

These decisions have a huge impact on the look and appeal of a place-- and they last forever. So many in the community are depending on council to designate this property and have regard for the gateway location it holds for our downtown core. I would hope you will rescind the demolition permit and designate the building as an historical property.

Going forward, many of us in the community would appreciate a review your criteria for building in town to include protection for mature trees and historic structures so we don't have to mobilize time after time, as we make desperate attempts to try to stop the destruction of the beautiful features of this area by developers.

Sincerely,

Mary-Anne Johnston

**From:** Martha Whatley [REDACTED]  
**Sent:** Monday, January 25, 2021 5:40 PM  
**To:** Andy Mitchell; Anita Locke; Councillors  
**Cc:** Tom McAllister; [sarah@habitatpk.ca](mailto:sarah@habitatpk.ca)  
**Subject:** Protecting the history of Lakefield - 44 Bridge St.

Dear Selwyn Township Mayor and Council,

Three words leapt to mind when I heard that a demolition permit had been granted for the irreplaceable building at 44 Bridge Street, a historical treasure which has existed for 160 years right in the heart of our village.

PUZZLING - How is it that Habitat for Humanity, current owner of the property, was informed at the time of purchase that the property was of "No historical value"? Was the structure in question ever formally assessed as such? Any stone building built in the early 1860's is intrinsically of potential value from a historical perspective, **whether it has been formally designated or not**, a fact which brings me to my next question.

Who is the person responsible for providing the buyer with such a misleading impression? That the individual in question holds a position of influence and exhibits a tendency to making cavalier unsubstantiated claims, indicates the need for further training in matters of heritage and cultural sensitivity.

Why did the Municipal Heritage Committee neglect to assess this property long before its historical significance became an issue, especially given that the Committee had been encouraged to do so by James Forrester, one of its own members?

INFURIATING - Lakefield is a village beloved by its residents and enjoyed by the throngs of tourists who make a point of visiting to savour all the village has to offer. As a former small business owner, I was privy to many admiring comments about the architectural charm of our hometown. It's difficult to understand the drive that seems to emanate from developers, helped along by Selwyn Township on occasion, to demolish the built treasures we have, only to replace them with unimaginative and utterly un compelling strip malls and apparently requisite treeless parking lots.

Given that the current situation was based on a false assumption, and given that the community it affects is deeply concerned and willing to work hard to come up with a solution beneficial to all, immediate community consultation is the only reasonable and positive way to proceed. The claim that the property is of "No historical value" could be re-examined and perhaps altered to more closely reflect the truth. Community members could share and discuss the many ideas already in circulation about how best to save this piece of architecture that harkens from the past, and ultimately help to render it **a lively and profitable presence** in the village landscape today.

HEARTBREAKING - The original building is made of both limestone and granite, a perfect reflection of the land on which it stands, right on the cusp of the Saint Lawrence Lowlands and the Canadian Shield. Once demolished, it will be gone forever - no insight into its builder, no history of the house and its inhabitants, an end to the place it has held in the village for such a long time. The bulldozing of built heritage always involves such loss.

There are other losses, equally significant. The potential of this property to become an integral part of the Lakefield community is tremendous. Once the building has vanished, so too will all of those unrealized possibilities and yes, dreams. No strip mall will ever reflect the nature of this village, or encourage visitors to explore it further. Saving The Old Stone Millhouse opens the door to endless possibilities. Demolition slams that door shut on the entire community.

Sincerely and with cautious optimism,

Martha Whatley

**From:** j w [REDACTED]

**Sent:** Wednesday, January 27, 2021 1:02 AM

**To:** Selwyn Info

**Subject:** 44 Bridge St Lakefield/Heritage Committee Meeting January 28th 2021

Attn: the CBO and the Deputy Clerk and the Committee Members....

I understand that Micheal Chappell President of Lakefield Historical Society will be making a presentation to the Committee regarding the above noted property.....I am in agreement with what he presents as a representative for the opposition of the demolition of the above noted property...

I would ask the Committee to consider the fact that the CBO had knowledge of the Historical Significance of the subject property before he issued the Demolition permit simply because he was told that there were persons wanting this property on the protected list....

I would respectfully ask the Committee to refer or recommend to the Council that they refer the decision to issue the Demolition Permit to the Chief Building Official of Ontario for a review of decision to issue a Demolition Permit for a home he was aware was being considered by some for an application for a Heritage Designation

Because of the current circumstances and the addition of so much more historical knowledge of the subject building I would respectfully request Rob Lamarre, the Chief Building Official to cancel the Demolition Permit or cause the said permit to be put in abeyance until ALL matters related to the subject property are resolved knowing full well that a new Demolition Permit can be issued at a later date.....

Respectfully submitted

John W Millage

[REDACTED]—

(4th generation citizen of Lakefield and Smith Township until 2011)

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

From: On Behalf Of Sara R Reidjar

Sent: January 27, 2021 2:34 PM

To: Selwyn Info <[info@selwyntownship.ca](mailto:info@selwyntownship.ca)>

Subject: 44 Bridge street lakefield On

This old stone millhouse built in 1860 should NOT be demolished and council and residents should be ashamed to have this even thought of. Where is our heritage going, history being destroyed. S

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

From: NoristheCat [mailto: [REDACTED]]  
Sent: Wednesday, January 27, 2021 4:42 PM  
To: Tania Goncalves; Councillors  
Cc: Marianne Urke  
Subject: Objection to Proposed Demolition, Old Mill Stone House, 44 Bridge Street, Lakefield

Without Prejudice:

To: Mayor, Andy Mitchell and Selwyn Council:

Re: 44 Bridge Street, Lakefield Ontario  
Objection to Proposed Demolition of Old Mill Stone House

From: Norm Sultmanis and Marianne Urke,  
[REDACTED]

We, Norm Sultmanis and Marianne Urke,  
respectfully submit our concerns and with this email;  
voice our objection to the proposed demolition of the Old Mill Stone House,  
situated on lands known as 44 Bridge Street, in Lakefield.

Our belief is that preserving heritage and culture is paramount  
to the well being of a community and citizens.  
A vintage building, of over 160 years, as documented in the book,  
Nelson's Falls to Lakefield, by the Lakefield Historical Society, at 44 Bridge Street;  
surely is significant to be documented further and designated for protection,  
under the Ontario Heritage Act RSO 1990, amended 2002, 2005.

In closing we, Norm Sultmanis and Marianne Urke,  
OBJECT TO THE PROPOSED DEMOLITION,  
of The Old Mill Stone House, located at 44 Bridge Street in Lakefield Ontario.

Yours Truly,  
Norm Sultmanis

Norm Sultmanis & Marianne Urke  
[REDACTED]

**From:** NoristheCat [REDACTED]  
**Sent:** Thursday, January 28, 2021 7:47 PM  
**To:** Tania Goncalves; Councillors  
**Subject:** 44 Bridge Street. - Perhaps a 4th Option for Consideration?

Without Prejudice:

Dear Tania,

Thank you very much for receiving myrequest and providing the link to listen to the MHC meeting of January 28th 2020.

I wish to thank all members of MHC, Anita Locke and Rob Lamarre for their due diligence and professional unbiased best practices.

The issues surrounding the preservation of the 44 Bridge Street, The Old Mill Stone House" is not an easy solution to be had. Unfortunately, the loss of heritage valued homes and lands, was also a challenge in Toronto, before proper documentation and registry was initiated many years ago.

My tenure with the City of Toronto, of over 36 years, the last 31 in City Planning, exposed me to many issues surrounding development and Heritage Preservation.

If I may suggest the following "Option to Consider", moving forward thru Council to Planning Staff and Rob Lamarre Manager, CBO. As we all know, Habitat for Humanity / new purchaser, owns this parcel of land with enormous historical significance, albeit not designated or registered. It is very clear, that the new owner seeks to develop and make same gain/profit from sale and proposed development.

POSSIBLE OPTION FOR CONSIDERATION -The parcel of land wherein the Old Mill Stone House is situated could be severed from the rest of lands known as [44 Bridge Street](#). The Township could purchase, own the land with the "Heritage House" along with an easement to either Bridge Street, Clementi Street or Curtis Park. Fundraising Option to fund severed parcel with Heritage House. Not sure if any monies could be received thru Heritage Grants from province.

INCREASE DENSITY IN LIEU - In lieu of the owner agreeing to the sale/transfer of Lands with the "heritage house", to Selwyn Township and thereby provide the Historical safekeeping and public access; Selwyn Township could grant a further increase in density to the remaining portion of commercial lands "in lieu of" the Heritage House transfer. Perhaps more density% to buildings, less open space coverage but NOT height.

FOR EXAMPLE: In Toronto, options have been used whereby Planning Staff, Council work with developer, to provide some type of incentive..density transfer. CITY - More density granted in development ... DEVELOPER builds a new senior residence, new high school..., monies toward park, public realm amenity. TORONTO EXAMPLE at YONGE and EGLINTON: Broadway Avenue DEVELOPER - RIALTO built -2 Tower Condominium Development AND New High School, "North Toronto Collegiate Institute".

Habitat for Humanity/new owner objective is to get the most value as owners of the current property. That is their legal right. The new owner could achieve their objective, if the density provisions are altered within the remaining portion of lands "in Lieu" of transferring the heritage home/land parcel.

NET OUTCOME - Heritage Home/Lands are Protected- Rezoned HERITAGE AND Remaining Commercial Lands are REZONED with a higher Commercial Density; Heritage Committee involved - keeping the proposed new Commercial Development to compliment the heritage home".

Would this option not be the desired outcome? The building would be preserved, developer does not have to incur demolition or transfer fees of disposal. SELWYN TOWNSHIP -The building would be preserved, relocating would cost, with no guarantee to possible damage of structure in move. Do not need to look for new site of Heritage Designated Old Mill Stone House.

Thank you for your consideration.

Your Truly,

Norm Sultmanis

**From:** NoristheCat [REDACTED]  
**Sent:** Friday, January 29, 2021 9:31 AM  
**To:** Rob Lamarre  
**Cc:** Councillors; Tania Goncalves  
**Subject:** 44 Bridge Street Follow up - Section 37 of The Planning Act

Without Prejudice:

Good Morning Rob,  
Thank you for all the hard work that you are doing in addressing the heritage component of the subject property - 44 Bridge Street.

As you mentioned at the MHC meeting, January 28, 2021 and in your excellent report, (I have read a ton of planning reports), this sale and development can proceed legally as per the status quo.

A small chance that I thought could be pursued as long as the applicant is on board is increase in density, "in kind" or in lieu as per Section 37 of the Planning Act. I am aware that every municipality can administer/interpret the Section 37 in their own way. An example of Implementation Guidelines and Protocol in the City of Toronto  
Link: <https://www.toronto.ca/wp-content/uploads/2017/08/8f45-Implementation-Guidelines-for-Section-37-of-the-Planning-Act-and-Protocol-for-Negotiating-Section-37-Community-Benefits.pdf>

PAGE 14 on Document from above link.

"4.1 Heritage Conservation - Relevant Official Plan Policies: Section 3.1.5 (Heritage Resources)

The use of Section 37 of the Planning Act can assist the City in conserving its valuable heritage resources, often in conjunction with the Ontario Heritage Act (OHA). Section 37 may be used to protect, restore or commemorate on-site heritage resources or off-site heritage resources in the local area. The preservation or restoration of on-site resources as a community benefit is in most cases considered to be a policy requirement of the Official Plan, whereas the addressing of matters pertaining to off-site heritage resources is in most cases considered to be an optional or negotiable community benefit. The Heritage Resources policies of the Official Plan (policy 3.1.5.8) provide that additional gross floor area can be permitted as an incentive to conserve an on-site heritage building, in specified land use designations, subject to a number of conditions including a maximum density increase. Whether used in accordance with that policy, or as an independent initiative with respect to a heritage resource, Section 37 can be used to secure a range of heritage objectives, including but not limited to the following:

S.37 Implementation Guidelines & Negotiating Protocol Page 14 of 35

- The preservation, restoration and/or adaptive reuse of heritage buildings;
- The designation of the heritage resource and/or the execution of Heritage Easement Agreements under the Ontario Heritage Act;
- Funds toward the conservation, preservation, restoration, and/or commemoration of off-site heritage/archaeological resources, preferably in the local area, including, upon the consent of the owner, contributions to the City's heritage grant fund; and
- Public access to heritage buildings"

This creative model that I respectfully submit for consideration, whereby; the applicant of the development would sever and release the portion of 44 Bridge Street, with the "Old Mill Stone House" and in return receive an increase in density as outlined in Section 37, perhaps may be an Option 4.

Again, as long as the owner, applicant submitting the development proposal, and Selwyn Township, Planning Department and Council are all on board.

Sincerely,

Norm

Norm Sultmanis

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

From: Lynda Gadd [REDACTED]  
Sent: Thursday, January 28, 2021 9:48 AM  
To: Councillors  
Subject: 44 Bridge Street - another perspective

Dear Councillors all,

By now, if you have read the editorial page of the Lakefield Herald, you know of my strong opposition to the proposed demolition of our Heritage House at 44 Bridge St. Lakefield.

Of course it is on my mind, and over and above the tragedy around the possibility of losing that portion of Lakefield's very rich heritage, I would like to add a point of practicality to the issue.

In the past I have had occasion to visit friends who lived at that location. I must say that even during off-peak traffic times, it was extremely difficult to have access to and from that site onto Bridge Street. When leaving the property, there is very poor visibility to the east such that one can barely see traffic approaching from the bridge.

The same lack of visibility was an issue when approaching from the east and trying to make a left turn into the property. I really do have concerns that if it should become a commercial property, the traffic congestion on Bridge St. will only increase, and possibly become even greater than that which is currently seen at the east end of the bridge.

These are not safe situations given the current traffic patterns, and/or the impatience, and lack of courtesy shown by some drivers these days.

To my mind, that section of Bridge St. is already congested enough, and a commercial property at this site would only make traveling across our only bridge even worse.

In closing, I do ask each of you once again, to reconsider your permit to allow demolition of the buildings at 44 Bridge St. and to commit to giving the buildings on the site their rightful heritage designation.

Sincerely

Lynda Gadd

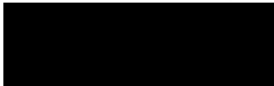
From: [REDACTED]  
Subject: 44 Bridge Street, Lakefield  
Date: Feb 1, 2021 at 6:34:52 AM  
To: amitchell@selwyntownship.ca  
Cc: "alocke@selwyntownship.ca."  
<alocke@selwyntownship.ca.>

---

I feel compelled to send this email to you regarding the demolition of 44 Bridge Street. My husband and I moved to Lakefield over the summer of this year. We are very excited to be here and share in the many assets that Lakefield has to offer. We have walked all of the village and have noticed many of the historical parts of it. What a history!! I have read several accounts of the area when it was settled by the Stricklands and Catherine Parr Traill. You should be very proud of this heritage.

Imagine loosing this beautiful historical home. This would be a mistake never to be rescinded once done. We surely support Susan Twist in her effort to gather people together in order to make a difference on such an important part of "our" village.

John and Penny Noble



A handwritten signature in blue ink that reads "Penny Noble".

Sent from my iPad

Friends of the Old Stone Mill House

February 4, 2021

To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

I am writing as a resident of Selwyn Township, to confirm my position and request for action by the Selwyn Council to stop the demolition and protect the Old Stone Mill House, 44 Bridge St., Lakefield, as an important cultural heritage value to our community. I support the Municipal Heritage Committee advice to Council on Jan. 28, 2021, to proceed with option 3 tabled in the Selwyn report to designate and protect 44 Bridge St. property under s. 29 of the Heritage Act.

Based on advice of our community experts, I request that the Selwyn Township Council take immediate action to:

- 1) Pass a motion and Issue a 'Notice of Intent to Designate' the 44 Bridge St. Property under s.29 of the Heritage Act at Council meeting on Feb. 9, 2021. I support Robert Lamare in his email response to a community member of Feb.1, 2020, that the "The Committee's recommendation will come before Township Council, who are authorized to issue the Notice of Intention to Designate, at their meeting to be held February 9<sup>th</sup>." (see email inserted below).
- 2) Rescind the current demolition permit. The historical significance of the property is common knowledge to the Municipal Heritage Committee and the previous Lakefield Architectural Advisory Committee (LACAC) that proposed designation of the property in 2002 - 03. The Heritage Act as amended clearly states that the Mayor and Council is the approval authority for issuing a demolition permit for a building with known historical significance. Any new application for a demolition permit for 44 Bridge St. (by the current or new owner) should not be issued until the heritage assessment has been completed and a motion to proceed with intent to designate the property is considered by the Mayor and Council.
- 3) Finalize the designation of the 44 Bridge Street property by Feb. 23, 2021 Council meeting, after receiving the Heritage brief and recommendation from the Municipal Heritage Committee. Council has a moral and ethical responsibility to support the community in the protection of an important cultural heritage property based on the advice provided by the Municipal Heritage Committee and other experts in the community.

I encourage Selwyn Township to act on the community concerns by engaging in active discussions with 'Friends of the Old Stone Mill House' to support activities that protect this property from development. Our concerns and solutions are not fully represented

by the Municipal Heritage Committee. I would ask that the Mayor meet with Jackie Ouellette, Friends of the Old Stone Mill House, as soon as possible, to explore potential partnership solutions that will greatly increase the benefits to our community.

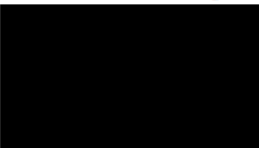
'The Friends of the Old Stone Mill House' [www.friendsoftheoldstonemillhouse.ca](http://www.friendsoftheoldstonemillhouse.ca) are committed to raising the funds needed to purchase, maintain and protect the known cultural heritage value of this building and property. We believe that this heritage property could be repurposed as a hub of not-for profit organizations that promote both cultural and natural heritage awareness and protection in Lakefield and surrounding area. Such a vision inspires pride in our community as a vibrant centre of arts and culture which makes it a desirable place to live.

I believe that, now more than ever, Selwyn Council must demonstrate greater transparency, accountability and involvement of our community to protect cultural heritage.

Sincerely,

*Jackie Ouellette*

Jackie Ouellette,



Attach. Email from Rob Lamarre, CBO Selwyn Township to a community member dated Feb. 1, 2021:

From: Rob Lamarre <[rlamarre@selwynthownship.ca](mailto:rlamarre@selwynthownship.ca)>  
Date: Mon, Feb 1, 2021 at 7:11 AM  
Subject: RE: 44 Bridge Street  
To: (removed for privacy)  
Cc: Councillors <[Councillors@selwynthownship.ca](mailto:Councillors@selwynthownship.ca)>, Janice Lavalley <[jlavalley@selwynthownship.ca](mailto:jlavalley@selwynthownship.ca)>, Tania Goncalves <[tgoncalves@selwynthownship.ca](mailto:tgoncalves@selwynthownship.ca)>

Hello (removed for privacy),

The Heritage Committee met on the 28<sup>th</sup> and resolved to advise Township Council that the MHC considers the property worthy of consideration for designation, subject to completion of the required Municipal Heritage Brief, and requesting that Council confirm that it would consider the matter upon receiving a final recommendation from the Committee subsequent to the completion of the Brief and evaluation thereof by the MHC.

The Committee's recommendation will come before Township Council, who are authorized to issue the Notice of Intention to Designate, at their meeting to be held February 9<sup>th</sup>.

Robert Lamarre MAATO CBO CRBO  
Manager of Building and Planning  
The Corporation of the Township of Selwyn (p) 705 292-9507 (f) 705 292-649

Friends of the Old Stone Mill House

February 4, 2021

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'The Friends of the Old Stone Mill House' [www.friendsoftheoldstonemillhouse.ca](http://www.friendsoftheoldstonemillhouse.ca) are committed to raising the funds needed to purchase, maintain and protect the known cultural heritage value of this building and property. We believe that this heritage property could be repurposed as a hub of not-for profit organizations that promote both cultural and natural heritage awareness and protection in Lakefield and surrounding area. Such a vision inspires pride in our community as a vibrant centre of arts and culture which makes it a desirable place to live.

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Sincerely,

*Ed Paleczny*

Ed Paleczny



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Cc: Councillors <[Councillors@selwynthownship.ca](mailto:Councillors@selwynthownship.ca)>, Janice Lavalley <[jvalley@selwynthownship.ca](mailto:jvalley@selwynthownship.ca)>, Tania Goncalves <[tgoncalves@selwynthownship.ca](mailto:tgoncalves@selwynthownship.ca)>

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Robert Lamarre MAATO CBO CRBO  
Manager of Building and Planning  
The Corporation of the Township of Selwyn (p) 705 292-9507 (f) 705 292-649

Friends of the Old Stone Mill House  
February 4, 2021  
To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

I am writing as a resident of Selwyn Township, to confirm my position and request for action by the Selwyn Council to stop the demolition and protect the Old Stone Mill House, 44 Bridge St., Lakefield, as an important cultural heritage value to our community. I support the Municipal Heritage Committee advice to Council on Jan. 28, 2021, to proceed with option 3 tabled in the Selwyn report to designate and protect 44 Bridge St. property under s. 29 of the Heritage Act.

Based on advice of our community experts, I request that the Selwyn Township Council take immediate action to:

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I believe that, now more than ever, Selwyn Council must demonstrate greater transparency, accountability and involvement of our community to protect cultural heritage.

Sincerely,

Valerie Kuch  


As an addition, I strongly support this action and still shaking my head in absolute astonishment that this property has not been, at minimum, listed as well as designated by this council and previous councils and their associated heritage committees in the past 30 years! Furthermore, as a mayor, as a council member or as a staff member of Selwyn Township, many of you in elected positions, isn't it your responsibility to be well versed in the heritage and history of the township in which you represent and make every effort to protect, preserve and represent the communities best interests? It seems that the 'process' has failed both at the township and sadly for our community.

Attach. Email from Rob Lamarre, CBO Selwyn Township to a community member dated Feb. 1, 2021:

From: **Rob Lamarre** <[rlamarre@selwyntownship.ca](mailto:rlamarre@selwyntownship.ca)>  
Date: Mon, Feb 1, 2021 at 7:11 AM  
Subject: RE: 44 Bridge Street  
To: (removed for privacy)

Cc: Councillors <[Councillors@selwyntownship.ca](mailto:Councillors@selwyntownship.ca)>, Janice Lavalley <[jlavalley@selwyntownship.ca](mailto:jlavalley@selwyntownship.ca)>, Tania Goncalves <[tgoncalves@selwyntownship.ca](mailto:tgoncalves@selwyntownship.ca)>

Hello (*removed for privacy*),

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(p) 705 292-9507  
(f) 705 292-6491

**From:** Shelagh Gillespie [REDACTED]  
**Sent:** Thursday, February 4, 2021 2:14 PM  
**To:** Tania Goncalves  
**Subject:** Old Mill House

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Sincerely,

Dr Susan Gleeson



**From:** Stephanie Ford Forrester [REDACTED]  
**Sent:** Thursday, February 4, 2021 2:21 PM  
**To:** Councillors  
**Subject:** Old Stone Mill House

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I believe that, now more than ever, Selwyn Council must demonstrate greater transparency, accountability and involvement in our community to protect cultural heritage and demonstrate a vision for the future that includes this fine example of built heritage.

Sincerely,

Stephanie Ford Forrester

[REDACTED]

[REDACTED]

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**Sent:** February 4, 2021 2:12 PM  
**To:** Councillors <[Councillors@selwyntownship.ca](mailto:Councillors@selwyntownship.ca)>  
**Subject:** Old Mill House

February 4, 2021

To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

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**From:** [REDACTED]

**Sent:** February 4, 2021 2:30 PM

**To:** Councillors <[Councillors@selwyntownship.ca](mailto:Councillors@selwyntownship.ca)>; Janice Lavalley <[jlavalley@selwyntownship.ca](mailto:jlavalley@selwyntownship.ca)>; Anita Locke <[alocke@selwyntownship.ca](mailto:alocke@selwyntownship.ca)>; Tania Goncalves <[tgoncalves@selwyntownship.ca](mailto:tgoncalves@selwyntownship.ca)>

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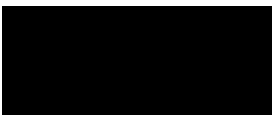
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Dr Susan Gleeson



**From:** Sara Reid [REDACTED]  
**Sent:** February 4, 2021 2:32 PM  
**To:** Councillors <[councillors@selwyntownship.ca](mailto:councillors@selwyntownship.ca)>  
**Subject:** Old Stone Mill House.

Dear Councillors;

I wish to express my frustration at the thought of the Old Stone House built appropriately 1860, being demolished. We have already lost so much of our quaint village's buildings, history and we should be ashamed. Also, I feel the way some of this was done, appears to be underhanded and without the town's people's approval. We need to be better informed of such matters when there is time to help preserve our heritage, our history.

Please do NOT allow this to happen. Set an example for further generations to cherish our history.

Thank you.

Sara Reid

**From:** Sonja Miller [REDACTED]  
**Sent:** Thursday, February 4, 2021 3:39 PM  
**To:** Councillors; Janice Lavalley; Tania Goncalves; Anita Locke; Andy Mitchell  
**Subject:** 44 Bridge Street

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February 4, 2021

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Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

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Sonja Miller  
[REDACTED]

**From:** Lizzie Shanks [REDACTED]  
**Sent:** Thursday, February 4, 2021 3:47 PM  
**To:** Tania Goncalves  
**Subject:** Intent to Designate and Protect 44 Bridge St.

From: Friends of the Old Stone Mill House

February 4, 2021

To: Tania Goncalves

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- 2) Rescind the current demolition permit. The historical significance of the property is common knowledge to the Municipal Heritage Committee and the previous Lakefield Architectural Advisory Committee (LACAC) that proposed designation of the property in 2002 - 03. The Heritage Act as amended clearly states that the Mayor and Council is the approval authority for issuing a demolition permit for a building with known historical significance. Any new application for a demolition permit for 44 Bridge St. (by the current or new owner) should not be issued until the heritage assessment has been completed and a motion to proceed with intent to designate the property is considered by the Mayor and Council.
- 3) Finalize the designation of the 44 Bridge Street property by Feb. 23, 2021 Council meeting, after receiving the Heritage brief and recommendation from the Municipal Heritage Committee. Council has a moral and ethical responsibility to support the community in the protection of an important cultural heritage property based on the advice provided by the Municipal Heritage Committee and other experts in the community.

I encourage Selwyn Township to act on the community concerns by engaging in active discussions with 'Friends of the Old Stone Mill House' to support activities that protect this property from development. Our concerns and solutions are not fully represented by the Municipal Heritage Committee. I would ask that the Mayor meet with Jackie Ouellette, Friends of the Old Stone Mill House, as soon as possible, to explore potential partnership solutions that will greatly increase the benefits to our community.

'The Friends of the Old Stone Mill House' [www.friendsoftheoldstonemillhouse.ca](http://www.friendsoftheoldstonemillhouse.ca) are committed to raising the funds needed to purchase, maintain and protect the known cultural heritage value of this building and property. We believe that this heritage property could be repurposed as a hub of not-for profit organizations that promote both cultural and natural heritage awareness and protection in Lakefield and surrounding area. Such a vision inspires pride in our community as a vibrant centre of arts and culture which makes it a desirable place to live.

I believe that, now more than ever, Selwyn Council must demonstrate greater transparency, accountability and involvement of our community to protect cultural heritage.

Sincerely,

Lizzie Shanks  
[REDACTED]

**From:** Sheila Garrett [REDACTED]  
**Sent:** Friday, February 5, 2021 4:26 PM  
**To:** Janice Lavalley; Anita Locke; Andy Mitchell; Councillors; Tania Goncalves  
**Subject:** The Old Stone House at 44 Bridge Street

Hi Folks:

It's hard to believe that we have come to this where the citizens of the village and area have to work to save a wonderful old home. Too many of these historic buildings are being hit with the wrecking ball - instead these buildings and homes should be retro-fitted to meet the needs of the community.

This lovely 160 year old home was recommended to be labelled as a historic home as far back as 1983-94 when the former Village Council formed a Committee L.A.C.A.C. and were asked to prepare a list of buildings and homes with significant historical value. Here we are 35 years later and this home which was built before the corporation of the Village still is not listed as a historical building.

These homes and business buildings need to be saved keeping their historical character rather than being demolished. If all these old homes and businesses could be re-purposed, we too, could become a greater tourist attraction and follow in the footsteps of the many historic towns such as Port Perry & Cobourg.

Sadly it seems that the process for handling this property has been kept quiet for some time with no for sale signs posted, no notification sent out to area residents or the Heritage Committee notified and speaking up.

Please re-think your decision before another historic building is lost.

Sincerely,

Roy & Sheila Garrett

**From:** Tom McAllister [REDACTED]  
**Sent:** Saturday, February 6, 2021 10:15 AM  
**To:** Councillors; Janice Lavalley; Tania Goncalves; Rob Lamarre; [REDACTED]  
**Cc:** Patti McAllister; Jacqueline Ouellette; Ed Paleczny; valerie kuch; Michael Chappell; j w  
**Subject:** 44 Bridge Street

One thing is glaringly absent in all of the CYA discussions about 44 Bridge Street. The current owners, Habitat for Humanity, are arguing that they engaged a wide range of stakeholders. Councillors and township staff are arguing that they followed process. No one involved is arguing that 44 Bridge lacks historical, architectural and cultural significance. Not, one, person.

Ignorance is the passive state of not knowing something. On the other hand, willful ignorance is the deliberate act of not knowing something. Inasmuch as members of township staff acted in the role of staff liaison to the Lakefield Architectural Conservation Advisory Committee (LACAC) and subsequently as staff liaison on the Municipal Heritage Committee, it is absolutely inconceivable that they were unaware of past and current discussions about the heritage value of this property. Yet, in the two years of discussions with the current owners before the issuance of a demolition permit, absolutely no one gave a heads up to the Municipal Heritage Committee. Not, one, person.

No one is arguing against economic development or the need for affordable housing. These are very important. It is a mistake however to argue that you can either protect heritage or have economic development, or that you can either protect heritage or have affordable housing. This is a false argument.

Council has the authority and indeed the obligation to protect 44 Bridge. While we cannot change the past, we can protect it. Without delay, Council needs to pass a motion of intent to designate 44 Bridge. They must act now to prevent this travesty from becoming a tragedy.

Tom and Patti McAllister

Friends of the Old Stone Mill House

February 7, 2021

To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

I am writing as a resident of Selwyn Township, to confirm my position and request for action by the Selwyn Council to stop the demolition and protect the Old Stone Mill House, 44 Bridge St., Lakefield, as an important cultural heritage value to our community. I support the Municipal Heritage Committee advice to Council on Jan. 28, 2021, to proceed with option 3 tabled in the Selwyn report to designate and protect 44 Bridge St. property under s. 29 of the Heritage Act.

Based on advice of our community experts, I request that the Selwyn Township Council take PLEASE immediate action to protect this property. This can be done in the following ways:

1) Pass a motion and Issue a 'Notice of Intent to Designate' the 44 Bridge St. Property under s.29 of the Heritage Act at Council meeting on Feb. 9, 2021. I support Robert Lamarr in his email response to a community member of Feb.1, 2020, that the "The Committee's recommendation will come before Township Council, who are authorized to issue the Notice of Intention to Designate, at their meeting to be held February 9th." (see email inserted below).

2) Rescind the current demolition permit. The historical significance of the property is common knowledge to the Municipal Heritage Committee and the previous Lakefield Architectural Advisory Committee (LACAC) that proposed designation of the property in 2002

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I encourage Selwyn Township to act on the community concerns by engaging in active discussions with 'Friends of the Old Stone Mill House' to support activities that protect this property from development. Our concerns and solutions are not fully represented by the Municipal Heritage Committee. I would ask that the Mayor meet with Jackie Ouellette, Friends of the Old Stone Mill House, as soon as possible, to explore potential partnership solutions that will greatly increase the benefits to our community.

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I believe that, we have lost far too much of our built heritage which makes our village unique. Please take the right action to stop this demolition and give greater support to our cultural heritage for once it is gone it can never be reclaimed.

Sincerely, Susan Twist

Attach. Email from Rob Lamarre, CBO Selwyn Township to a community member dated Feb. 1, 2021:

From: Rob Lamarre <[rlamarre@selwyntownship.ca](mailto:rlamarre@selwyntownship.ca)>  
Date: Mon, Feb 1, 2021 at 7:11 AM  
Subject: RE: 44 Bridge Street  
To: (removed for privacy)  
Cc: Councillors <[Councillors@selwyntownship.ca](mailto:Councillors@selwyntownship.ca)>, Janice Lavalley <[jlaalley@selwyntownship.ca](mailto:jlaalley@selwyntownship.ca)>, Tania Goncalves <[tgoncalves@selwyntownship.ca](mailto:tgoncalves@selwyntownship.ca)>

Hello (removed for privacy),

The Heritage Committee met on the 28th and resolved to advise Township Council that the MHC considers the property worthy of consideration for designation, subject to completion of the required Municipal Heritage Brief, and requesting that Council confirm that it would consider the matter upon receiving a final recommendation from the Committee subsequent to the completion of the Brief and evaluation thereof by the MHC.

The Committee's recommendation will come before Township Council, who are authorized to issue the Notice of Intention to Designate, at their meeting to be held February 9th.

Robert Lamarre MAATO CBCO CRBO  
Manager of Building and Planning  
The Corporation of the Township of Selwyn  
(p) 705 292-9507  
(f) 705 292-6491

**From:** Michael Chappell [REDACTED]  
**Sent:** Saturday, February 6, 2021 11:33 AM  
**To:** Tom McAllister  
**Cc:** Councillors; Janice Lavalley; Tania Goncalves; Rob Lamarre; [REDACTED]; Patti McAllister; Jacqueline Ouellette; Ed Paleczny; valerie kuch; j w  
**Subject:** Re: 44 Bridge Street

I agree with you. Tom, it is inconceivable, and one should never have to give up heritage for negligible societal gains. It might have been argued that affordable housing benefits the community and is at least a "worthwhile goal" compared to the preservation of a heritage home, but a strip mall and apartments lack even the most basic weight that societal good would somehow outweigh preserving the heritage of Old Mill House.

I have travelled all over the world, and marvelled at the structures of antiquity that have been preserved and somehow exist today after hundreds or even thousands of years. Years ago when the Taliban dynamited the ancient buddha statues in Afghanistan, it was a crime against humanity, and we all knew it.

Selwyn has a difficult choice and unfortunately there is opposition on either side if we consider this as a zero sum equation. The reality is that this is bigger than all of us, and I don't want to take my grandchildren to a strip mall and see a sign that says, "on this spot was the house of Frank D'Archy, the first Mill owner in Lakefield to construct a Grist Mill."

On Sat, Feb 6, 2021 at 10:15 AM Tom McAllister [REDACTED] wrote:

One thing is glaringly absent in all of the CYA discussions about 44 Bridge Street. The current owners, Habitat for Humanity, are arguing that they engaged a wide range of stakeholders. Councillors and township staff are arguing that they followed process. No one involved is arguing that 44 Bridge lacks historical, architectural and cultural significance. Not, one, person.

Ignorance is the passive state of not knowing something. On the other hand, willful ignorance is the deliberate act of not knowing something. Inasmuch as members of township staff acted in the role of staff liaison to the Lakefield Architectural Conservation Advisory Committee (LACAC) and subsequently as staff liaison on the Municipal Heritage Committee, it is absolutely inconceivable that they were unaware of past and current discussions about the heritage value of this property. Yet, in the two years of discussions with the current owners before the issuance of a demolition permit, absolutely no one gave a heads up to the Municipal Heritage Committee. Not, one, person.

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Tom and Patti McAllister

Michael Chappell, Professor

Chang School

Ryerson University

Dear Councillors and Township staff:

The letter which Habitat for Humanity has posted on its website regarding 44 Bridge Street raises two very concerning issues. I am therefore writing to you again about the fate of this property.

The concerns raised by Habitat's letter are:

1. Habitat ends its letter with this: "We are confident that Council will consider all implications of this decision, beyond heritage, including the resulting impacts on affordable housing in its communities." Ontario Government documents about Heritage Designation make it clear that the *only* consideration of merit in determining designation or not is the historical value of the property. In reaching a decision about designation, municipalities must not be swayed by the economic benefit or detriment to the owner, current or future. Page 10 of the government brochure "Designating Heritage Properties" states: *In some cases, council may have to act in the public interest to conserve a significant property, despite objections by the owner.* The matter must be decided solely on its own historical and heritage merits.

2. Habitat seems keen to shift responsibility for the current situation onto the Township. However, Habitat is disingenuous in its claims of transparency. It did not, for example, allow signage on the property when it was put up for sale. Despite its extensive experience as a global organisation in the field of property development, over several years of ownership it never considered whether a very obviously old stone house (unusual in this area) would have any historical significance. "Buyer beware" is surely an expression they should take to heart in managing funds which, after all, are donated from the community. Moreover, the letter skates alarmingly close to offering Council a *quid pro quo*: that is, "don't vote for a Heritage designation, it implies, and we'll continue to have cordial relations with Selwyn which may in the future lead to affordable housing." The letter ends by jogging Council's memory about the two houses they have provided in the past (the most recent 7 years ago). The letter also implies that voting for Heritage designation would somehow lead to the collapse of the financial standing of Habitat in Peterborough with the resulting loss of future affordable housing in the community. How can that be? Presumably at the core of their concern is that the current contract for sale will be withdrawn, leaving Habitat with 44 Bridge Street and a large loan on their hands. That is not an issue for Council and Habitat is wrong to imply that it is.

In voting on a Heritage designation, the only matter at issue is heritage. To muddy the waters with other concerns is, to adapt a phrase from Habitat's letter, to set an alarming precedent.

Kind regards,

Sharon Ragaz

Dr Sharon Ragaz



**From:** Cindy Windover [mailto: [REDACTED]]  
**Sent:** Sunday, February 7, 2021 12:16 PM  
**To:** Andy Mitchell; Sherry Senis; Gerry Herron; Anita Locke; Donna Ballantyne; Tania Goncalves  
**Cc:** Angela Chittick  
**Subject:** \*\*\*SPAM\*\*\* Heritage Committee and 44 Bridge St.

[If this email is not spam, click here to submit the signatures to FortiGuard - AntiSpam Service.](#)

Happy Superbowl Sunday everyone,

I've been getting lots of calls and emails regarding the press release and letter Habitat sent out and everyone seems mostly happy just to have heard both sides.

However, the Mill House Group keeps putting the "blame" on Habitat regarding the fact that the local Heritage/Historical society was not aware of this process, or of anything to do with the property over the years.

Currently, Habitat is building all over Ptbo County, and in other Counties. We are in numerous municipalities and towns within those Counties. In the past 2 years, and into the next few, we are in the City of Ptbo, Frazerville, Bobcaygeon, Lindsay, Warsaw and Haliburton, with more reaching out all the time due to the housing crisis.

We do what every other builder or homeowner would do, ask the local Council what the parameters are on a piece of property: zoning, setbacks, and other restrictions. We have to rely on that information as being correct, the same as anyone else would. We don't have the time or resources to be asking every different town we're in if there are other outside groups that have an interest in a property, we have to (the same as anyone) rely on the information given by the Municipality or County.

Now, it's not been the norm to have a property with this kind of building on it, and it was always our intention to have public input.

So, that gets me to a point that nobody seems to be addressing, with all due respect, why isn't the Lakefield Heritage Committee getting the heat for this? I've been at hundreds of Council meetings over the past 12 years, and not once have I ever seen any kind of presentation by them, or a list of potential heritage properties presented to Council.

Can someone look up and see when the last time was that any kind of list of properties was presented by the Heritage Committee?

If anything, I assume the local Heritage and Historical societies will have volunteers coming out of the woodwork, and hopefully they come up with a plan to get these properties somehow listed so nobody has to go through this again.

Go Bucs!

Cindy

Friends of the Old Stone Mill House

February 7, 2021

To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

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I believe that, now more than ever, Selwyn Council must demonstrate greater transparency, accountability and involvement of our community to protect cultural heritage.

Sincerely,

Your name: Marcel Van Der Mark

A black rectangular redaction box covering the signature of Marcel Van Der Mark.

Friends of the Old Stone Mill House

February 7, 2021

To: Mayor and Council, Selwyn Township

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I believe that, now more than ever, Selwyn Council must demonstrate greater transparency, accountability and involvement of our community to protect cultural heritage.

Sincerely,

Your name: Arthur Eaton

[Redacted signature]

February 7, 2021

To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

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Sincerely,

Larissa Nituch & Matthew Purvis



Attach. Email from Rob Lamarre, CBO Selwyn Township to a community member dated Feb. 1, 2021:

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To: *(removed for privacy)*  
Cc: Councillors <[Councillors@selwyntownship.ca](mailto:Councillors@selwyntownship.ca)>, Janice Lavalley <[jlavalley@selwyntownship.ca](mailto:jlavalley@selwyntownship.ca)>, Tania Goncalves <[tgoncalves@selwyntownship.ca](mailto:tgoncalves@selwyntownship.ca)>

Hello *(removed for privacy)*,

The Heritage Committee met on the 28<sup>th</sup> and resolved to advise Township Council that the MHC considers the property worthy of consideration for designation, subject to completion of the required Municipal Heritage Brief, and requesting that Council confirm that it would consider the matter upon receiving a final recommendation from the Committee subsequent to the completion of the Brief and evaluation thereof by the MHC.

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Robert Lamarre MAATO CBCO CRBO  
Manager of Building and Planning  
The Corporation of the Township of Selwyn  
(p) 705 292-9507  
(f) 705 292-6491

Friends of the Old Stone Mill House

February 4, 2021

To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

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Sincerely,

Stan & Mary Garason



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Hello (removed for privacy),

The Heritage Committee met on the 28<sup>th</sup> and resolved to advise Township Council that the MHC considers the property worthy of consideration for designation, subject to completion of the required Municipal Heritage Brief, and requesting that Council confirm that it would consider the matter upon receiving a final recommendation from the Committee subsequent to the completion of the Brief and evaluation thereof by the MHC.

The Committee's recommendation will come before Township Council, who are authorized to issue the Notice of Intention to Designate, at their meeting to be held February 9<sup>th</sup>.

Robert Lamarre MAATO CBCO CRBO  
Manager of Building and Planning  
The Corporation of the Township of Selwyn  
(p) 705 292-9507  
(f) 705 292-6491

**From:** Susan Hardill [REDACTED]  
**Sent:** Monday, February 8, 2021 8:34 AM  
**To:** Councillors  
**Subject:** 44 Bridge Street/Habitat issue

Hello Mayor Mitchell, Deputy Mayor Senis and Councillors:

I am writing regarding the issue at 44 Bridge Street, Lakefield. I understand council is meeting to review this tomorrow evening. I have been involved in both Lakefield Habitat for Humanity builds, and I received a copy of the letter they recently sent to council regarding 44 Bridge Street.

**I wish to voice my support for the Habitat organization.** They have acted in good faith throughout their ownership of the property, and have fairly fulfilled their obligations as set out by the existing rules of the township. Altering the status of the property at this point would, as outlined in their letter, seriously harm the financial stability of this organization. While I am sympathetic to those who wish to see the property given heritage designation, I do not believe that a local charitable organization should be punished financially while Selwyn township is trying to correct what is obviously an unfortunate but long standing oversight by local heritage officials.

There was an option mentioned in the letter from Habitat that I support: designating the structure, but not the property at 44 Bridge Street as heritage would allow the historic stone building to be moved elsewhere, but still allow for the potential sale of the property to occur. This option may come as close to satisfying both parties as is possible.

I hope that you will consider my opinion as you discuss this issue Tuesday evening. I strongly object to hanging a local charity "out to dry" because of previous inaction regarding heritage designation. As they state in their letter, Habitat for Humanity has done nothing wrong. I am hopeful that an equitable solution can be found.

Sincerely,

Susan Hardill

[REDACTED]

[REDACTED]

[REDACTED]

**From:** Trina Macrae [mailto: ]  
**Sent:** Tuesday, February 9, 2021 6:02 AM  
**To:** Councillors; Janice Lavalley; Tania Goncalves  
**Subject:** Urgent: Save 44 Bridge Street from Demolition

To the Selwyn Township Councillors,

I am writing to express my concerns regarding the demolition of 44 Bridge Street, an important historical site in Lakefield and to ask again that this property be designated as historic. As a property owner in the Lakefield area and a previous Lakefield resident, I am concerned about the loss of Lakefield's character and built history.

Lakefield is a village where heritage matters and is valued. These historical sites are what truly distinguish Lakefield from any other village and destruction of history is not a responsible path forward. While it may seem that building generic strip malls is a financially sound action in the short term, this is not what will enrich the village in the future, and is not what 'matters' in a town with such a rich history. I ask that you truly ask yourselves what the right decision is.

These decisions cannot be undone, and they will create permanent changes to this once charming village. I would like to propose, again, that proper consideration be given to this important decision that will forever affect the streetscape of Lakefield. Erasing important artefacts of Lakefield's history will risk further loss of identity and charm of this village, which is already at risk of being overtaken by the generic vernacular of stripmalls.

Sincerely,

Dr. Trina Macrae

**From:** jennifer guertin [REDACTED]  
**Sent:** Tuesday, February 9, 2021 8:17 AM  
**To:** Councillors  
**Subject:** 44 Bridge St.

Dear Councillors,

I am writing in support of saving 44 Bridge Street as a heritage building. Regardless of the situation with Habitat for Humanity, this property has historical value and it should be saved from demolition. One would think that the pandemic has taught us that some things have more value than money and a strip mall certainly doesn't carry much value in my books.

It seems logical that the property would be better saved and used as a destination to build our tourist industry than a commercial property that may even remain vacant.

I also feel that there is a bit of a conflict of interest with Rob Lamarre being on the heritage committee.

Please save this building for our future. There will never be another one like it once it's gone.

Jennifer Guertin

[REDACTED]

[REDACTED]

--- Original message ---

**Subject:** Fwd: 44 Bridge St Lakefield Ward Selwyn Township

**From:** j w [REDACTED]

**To:** Tom McAllister [REDACTED]

Anita Locke [REDACTED]

[<info@selwyntownship.ca>](mailto:info@selwyntownship.ca)

**Date:** Monday, 08/02/2021 2:17 AM

copy of a letter regarding 44 Bridge St Lakefield Ward for Selwyn Twp Council Meeting February 9th 2021

----- Forwarded message -----

**From:** j w [REDACTED]

**Date:** Sun, Feb 7, 2021 at 11:04 PM

**Subject:** 44 Bridge St Lakefield Ward Selwyn Township

**To:** [<info@habitatpkr.ca>](mailto:info@habitatpkr.ca)

Mr Fred Bennett and Ms Sarah Budd

I have read your letter dated February 4th, 2021 to Selwyn Township Council regarding the above noted property..Let me say at once there is no one that I am aware of , including myself, that does not support the aims and purpose of Habitat for Humanity. I and the vast majority of people across the country are well aware of the non affordable living crisis. Living in the lower mainland of BC I see it's effects in my neighborhood every day...The homeless crisis is tragic and is growing worse in every community...the Covid crisis only adds to all the current problems

I have knowledge of the history of the Historical value of the D'Arcy home at 44 Bridge St.having served on the LHS twice and was involved in the creation of the.Lakefield History Book Nelson's Falls to Lakefield. I presently run a 4100 private member group page dedicated to Lakefield and area history.

Until I moved west in 2011 I was a 5th generation resident of Lakefield and in my mind and memory I still am . I also have some knowledge of how the system of land development works in all its various phases and an understanding of the legal and regulatory aspects....I was a Municipal Clerk and CAO in the County of Peterborough from 1967 to 2004..

You mention in the letter that you purchased the property in July 2018 after doing your due diligence by meeting with Township staff and a consultation with a number community stakeholders...Who were the stakeholders and were any of them from the Lakefield Historical Society or any one of the former Lakefield Heritage Committee (LACAC) in attendance...was this support in writing or verbal...did anyone indicate there was historical value that needed to be preserved?

I take it, at this meeting, you were still planning to keep the old Mill house and work it into your development plans. In the ensuing months, you would have looked at all the ramifications of moving forward having regard for the financial feasibility and the doability of the plans you had.

This time included a July 2018 meeting after which you purchased the property..There was a pre-consultation meeting in August of 2019 with Township staff...those in attendance are listed in your letter including a representative of Curve Lake First Nation and the Township Risk Management Officials. There were also experts in many fields There is no mention of someone with any interest in historical preservation at the meeting.

This property has fieldstone home on it over 160 years old, I would ask why someone (s) from the LHS or the former LACAC was not invited...I understand the Chief Building Official and advisor to the Selwyn Heritage Committee would be in attendance...Did you know he was the CBO of the former Village of Lakefield and the advisor to LACAC and as such would have known about the interest in protecting this Heritage Home. As noted there was a follow up meeting in October 2019.....no information as to who was there and what was discussed is mentioned....

According to your letter on Jan 14, 2021 Township Officials requested, on behalf of the Township's Heritage Committee, permission to take photos so as to document the property's Heritage features...they indicated to you that the property was not "on the list" and further that a demolition permit had been issued..I am just wondering why they would want to photo document a doomed building. Or perhaps the committee or at least some of the members

were planning to go for a designation....do you know if they followed through with this as I understand that least one of them mentioned to the Heritage staff advisor that the subject property would or should be considered for Heritage protection.

Now to the Commercial Zoning...you were advised, by Township staff, that any development of 44 Bridge St had to include commercial space, but residential units could be developed in addition to the commercial space.. Did the staff advise you that in any zone nothing prevents the owner to repair or restore any existing building provided the work meets all of the relative provisions of The OBCA...It is not unusual for a commercial zoning for any land next to the main street of all small municipalities as the Official Plan Policies would provide policies for....I am not familiar with Selwyn Township's OP but normally there would be a policy in the OP regarding Heritage Protection in order to satisfy Provincial Government policies of both the Planning Act and Heritage Acts of Ontario....both Ministers have to approve a Township Official Plan...

There is no doubt in my mind that Habitat did everything it could with respect to due diligence and after consideration nevertheless decided to put the property on the MLS market in order to recoup their investment...As stated earlier the dire Covid plague caused people to perhaps "take their eye of the ball" and woke up on the Wednesday before the first Saturday closing to find, by chance, that the purchaser, with the demolition permit in hand, could easily demolish this 162 year old building any time. This developer didn't close but the demolition permit still exists. There now is a March 15th closing with no information as to what this "owner" plans do with the property.

I would like to summarize as follows:

1. Habitat is a credible corporation that does great work always using due diligence with limited resources
2. 44 Bridge Street, WHETHER DESIGNATED OR NOT, should NOT be demolished or moved to another location
3. Every effort should be made by the SOLM group, the community and the Council to ensure Habitat recoups it's financial investment in 44 Bridge St.
4. The Council, as the ultimate authority, should pass (asap) the necessary and appropriate resolution that will protect and save 44 Bridge St and the D'Arcy home for the generations to follow and further if any study or information is yet to come pass a resolution indicating that it intends to designate the subject property under the Heritage Act of Ontario..

I am forwarding a copy of this to the Clerk of Selwyn Township thereby requesting it to be placed on the Council's agenda for February 9th 2021. A copy to Tom McAlister of the SOMH group, Michael Chappell President of the Lakefield Historical Society. and Anita Locke Lakefield Ward Councillor..  
All of this is respectfully submitted

John W Millage



**From:** Dave & Judith Hyland [REDACTED]  
**Sent:** February 16, 2021 8:20 PM  
**To:** Councillors <[Councillors@selwyntownship.ca](mailto:Councillors@selwyntownship.ca)>; Janice Lavalley  
<[jlavalley@selwyntownship.ca](mailto:jlavalley@selwyntownship.ca)>  
**Subject:** thoughts for consideration on 44 Bridge Street, Lakefield

Tuesday, February 16, 2021

Dear Selwyn Council,

I am aware that a conversation has recently erupted about the property at 44 Bridge Street in Lakefield. As a resident of Lakefield who takes a great deal of pride in my community, I am taking this opportunity to offer my thoughts on the future of this property, so thank you for taking the time to read my letter.

I understand that the current owner had thoughts of building some housing on the property - something that is badly needed in Lakefield for sure. Yet we have strategically identified the Lakefield South area as a place to focus our housing developments. In my view, this particular site at 44 Bridge Street would be better used as a cultural and historical hub which will be appreciated for generations to come.

I do not know who the prospective buyer of this property is, or what their vision for it entails, so I can not comment on whether or not I think it would be suitable for the community. However, I have heard about an inspiring vision put forward by some community members to "support cultural and natural heritage protection and other not-for profit community uses of the site (e.g., arts, literary, music)" (as stated on the 'Friends of the Old Stone Mill House' website). Lakefield has a good foundation of cultural, as well as historical and natural heritage assets which contribute significantly to making this community an attractive place to live. I think the building and landscape of 44 Bridge Street present a rare opportunity to add to these assets in a way that builds on and supports the vibrancy of our community. It would be a shame to miss out on this exceptional opportunity.

I am grateful that we have well considered policies and procedures that guide us in such important matters as land use, transfer of property, and cultural heritage preservation decisions. I hope these procedures allow for the creativity and vision to develop not only our housing and commercial stock, but also the historical, cultural, and natural heritage of our community.

As a final note, I admire very much the work of Habitat for Humanity and am prepared to make a financial contribution to this project in order to alleviate any financial burden they may face from changes to the uses of this property.

Again, thank you for taking the time to read my letter. I wish you well in your considerations.

Sincerely,

Judy Hyland

**From:** Lynda Gadd [REDACTED]  
**Sent:** Tuesday, February 16, 2021 12:15 PM  
**To:** Councillors; Rob Lamarre; Angela Chittick; Mike Richardson  
**Subject:** what's really at the heart of the request to save 44 Bridge St.

Dear Mr. Mayor, Mr Lamarre, Angela, and Mike,

At the end of the recent Council meeting with presenters from Habitat, and from the MHC, I was quite struck by your heartfelt appeal to stop the attacks which you had received. Actually I was quite shocked that a) you had received strong messages, and b) that each of you individually, felt the need to speak up about them. I was quite puzzled at to what lies beneath the surface of such desperation - on the part of those who sent the messages, and by you yourselves. Each of you were quite right - negotiations "should" not have to reach such "heights".

Then I happened across this documentary over the weekend, and was also struck by the content. In particular by the scientific findings of the professor who is researching the effects of modern buildings vs. ancient ones. As well, I was also struck by the words of those being studied.

My point??? I am sending this to you with the hopes that each of you will take the time - approx. 35 - 40 minutes - to watch this doc. To listen to the words of the presenters such that you can and will perhaps be able to better make the decisions you have to make in regards to our own local heritage buildings and heritage parkland sites. I truly do not envy your position, and wish each of you all the best in your efforts to be able to make fair and honest decisions.

Sincerely.

Lynda Gadd

**From:** [REDACTED]

**Sent:** February 11, 2021 10:13 AM

**To:** [Councillors@selwyntownship.ca](mailto:Councillors@selwyntownship.ca)

**Subject:** 44 Bridge Street

20021 02 11

Mayor Mitchel and Counsellors,

Like many, I watched the council session on Tuesday evening. And like many, I was appalled to hear of the abuse that has been levelled at council and staff. That was certainly not appropriate. It is, however, a normal sequence of events - shock, anger/ranting, understanding, collaboration, conclusion - to many surprise events or situations. In the past 4-5 weeks, the bandwagoners, the hypers and the seriously committed on all sides have had the spotlight. Now let's move to the understanding and collaboration stages and discuss the case for the heritage designation of 44 Bridge Street, Lakefield with the serious committed.

First of all, I understand the process that has been followed regarding the current designation of the building and the issuance of the demolition permit. I have asked many questions about this site and most have been answered. All legal steps have been followed, and the proposed purchaser has every right to buy the property.

I also understand how the designation of the Old Mill House has fallen through the cracks. There are many sites that have suffered the same fate. For example, in our township many cheese factories served the local farmers, merchants and the community, but we have lost those to progress. None, that I know of, are designated as historic sites. They were very important to the economic growth of the township.

It's not up to council to search these sites out. The heritage committee must have many sites to study and recommend for designation. In the case of the Old Mill House, council does have the chance to slow down the demolition with a motion of "intent to designate". That would give all parties a chance to work together on a solution. The end result could be a win-win for all parties. Council could approve or not approve designation in the future.

The legal, regulatory steps have been followed. I'd ask council to consider the moral aspect of the decision. The Old Mill House, once gone is gone. It would be a wise, moral decision to identify the site as "internet to designate".

Sincerely,

Wayne Greenley

[REDACTED]

[REDACTED]

[REDACTED]

**From:** Sharon Ragaz [REDACTED]  
**Sent:** February 10, 2021 12:12 PM  
**To:** Councillors; Rob Lamarre  
**Subject:** Thank you

Dear Councillors and Mr. Lamarre

Thank you for your contributions to last night's Council meeting in regard to 44 Bridge Street. I recognise that this matter is being taken very seriously, that due process is being observed, and I am content that the outcome will be the result of serious reflection and genuine concern for this community.

I was very disappointed to learn of some of the overheated rhetoric that has been used and, in particular, of the personal attacks on Rob Lamarre. If anything I have written to you about this matter has seemed to participate in that, I apologise. I know this: no building, historic or not, is in any way equal in importance to cordial and constructive relations within our communities, particularly during these difficult times.

Thank you for the work you do.

kind regards

Sharon Ragaz

Dr Sharon Ragaz  
[REDACTED]

**From:** Michael Chappell [REDACTED]  
**Sent:** Wednesday, February 10, 2021 1:00 PM  
**To:** Councillors  
**Subject:** Last Nights Delegation to council

To Mayor and Council

*Friends of the Old Stone Millhouse want to thank Council for the opportunity to present to them on the Feb 9, 2021 council meeting regarding the future of 44 Bridge Street. Our group recognizes that there are complex considerations and that some of the rhetoric to date has been heated, hurtful and unhelpful.*

*Residents in our community have come together in a large way with a shared interest in saving this historic property for the future, and it is a necessary part of democrat process that everyone can express their voice as an individual. This applies to all parties involved. For any personal remarks made and directed at members of Selwyn Council and staff we apologize as a group while at the same time respecting the passion of the individuals who made these statements.*

*Solutions are only reached with meaningful discussion and a sharing of information. One way communication and social media posts are not the way forward. We would welcome the opportunity to be involved in discussion with all involved parties and to provide constructive input to the process going forward.*

*Each one of us has a personal responsibility to preserve and respect the past for future generations, and we only have to look outside our own community to see wonderful examples where history has been preserved as a teaching moment and inspiration for future generations.*

*We have every confidence that the findings of the heritage assessor, the recommendation made by the Municipal Heritage Committee, and the ultimate decision made by Council will be in the best interest of the community.*

*Respectfully,*

*Michael Chappell, President*

*Lakefield Historical Society*

*Friends of the Old Stone Millhouse*

February 6, 2021.

To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

I am writing as a resident of Lakefield, to present my position and request for action by the Selwyn Council to stop the demolition and protect the Old Stone Mill House, 44 Bridge St., Lakefield, as it has important cultural heritage value in our community.

I support the Municipal Heritage Committee advice to Council on January 28, 2021, to proceed with option 3 tabled in the Selwyn report to designate and protect 44 Bridge Street property under s. 29 of the Heritage Act.

Based on advice of our community experts, I request that the Selwyn Township Council take immediate action to:

1) Pass a motion and Issue a 'Notice of Intent to Designate' the 44 Bridge St. Property under s.29 of the Heritage Act at Council meeting on Feb. 9, 2021. I support Robert Lamarre in his email response to a community member of Feb.1, 2020, that the "The Committee's recommendation will come before Township Council, who are authorized to issue the Notice of Intention to Designate, at their meeting to be held February 9th." (see email inserted below).

2) Rescind the current demolition permit. The historical significance of the property is common knowledge to the Municipal Heritage Committee and the previous Lakefield Architectural Advisory Committee (LACAC) that proposed designation of the property in 2002 - 03. The Heritage Act as amended clearly states that the Mayor and Council is the approval authority for issuing a demolition permit for a building with known historical significance. Any new application for a demolition permit for 44 Bridge St. (by the current or new owner) should not be issued until the heritage assessment has been completed and a motion to proceed with intent to designate the property is considered by the Mayor and Council.

3) Finalize the designation of the 44 Bridge Street property by February 23, 2021 Council meeting, after receiving the Heritage brief and recommendation from the Municipal Heritage Committee. Council has a moral and ethical responsibility to support the community in the protection of an important cultural heritage property based on the advice provided by the Municipal Heritage Committee and other experts in the community.

I encourage Selwyn Township to act on the community concerns by engaging in active discussions with 'Friends of the Old Stone Mill House' to support activities that protect this property from development. Our concerns and solutions are not fully represented by the Municipal Heritage Committee. I would ask that the Mayor meet with Jackie Ouellette, Friends of the Old Stone Mill House, as soon as possible, to explore potential partnership solutions that will greatly increase the benefits to our community.

'The Friends of the Old Stone Mill House' [www.friendsoftheoldstonemillhouse.ca](http://www.friendsoftheoldstonemillhouse.ca) are committed to raising the funds needed to purchase, maintain and protect the known cultural heritage value of this building and property. We believe that this heritage property could be repurposed as a hub of not-for profit organizations that promote both cultural and natural heritage awareness and protection in Lakefield and surrounding area. Such a vision inspires pride in our community as a vibrant centre of arts and culture which makes it a desirable place to live.

I believe that, now more than ever, Selwyn Council must demonstrate greater transparency, accountability and involvement of our community to protect cultural heritage.

Although I have only lived in Lakefield for about 18 months I have been a summer resident in nearby cottage country for over 50 years and have enjoyed the beautiful surroundings and architecture that Lakefield has to offer. The Old Stone Mill House is an important piece of architecture and history for the

area. If council allows it to be destroyed an integral part of the village's history will be lost forever. Please seriously consider our request.

Yours truly,

*Fran Pereira*

Fran Pereira  


From: Rob Lamarre <[rlamarre@selwyntownship.ca](mailto:rlamarre@selwyntownship.ca)> Date: Mon, Feb 1, 2021  
@7:11 AM

Subject: RE: 44 Bridge Street

To: (removed for privacy)

Cc: Councillors <[Councillors@selwyntownship.ca](mailto:Councillors@selwyntownship.ca)>, Janice Lavalley <[jlavalley@selwyntownship.ca](mailto:jlavalley@selwyntownship.ca)>, Tania Goncalves <[tgoncalves@selwyntownship.ca](mailto:tgoncalves@selwyntownship.ca)>

Hello (removed for privacy),

The Heritage Committee met on the 28th and resolved to advise Township Council that the MHC considers the property worthy of consideration for designation, subject to completion of the required Municipal Heritage Brief, and requesting that Council confirm that it would consider the matter upon receiving a final recommendation from the Committee subsequent to the completion of the Brief and evaluation thereof by the MHC.

The Committee's recommendation will come before Township Council, who are authorized to issue the Notice of Intention to Designate, at their meeting to be held February 9th.

Robert Lamarre MAATO CBCO CRBO

Manager of Building and Planning

The Corporation of the Township of Selwyn (p) 705 292-9507 (f) 705 292-649

Sent from my iPad

**From:** Bruce Evans [REDACTED]  
**Sent:** Friday, February 5, 2021 8:06 AM  
**To:** Councillors  
**Subject:** Intent To Designate 44 Bridge Street, Lakefield, Old Stone Mill House

Dear Councillors, Janice, Tania and Anita,

I am writing as a resident of Selwyn Township, to confirm my position requesting action by the Selwyn Council to stop the demolition and protect the Old Stone Mill House, 44 Bridge St, Lakefield as a building of important cultural value to our community. I support the Municipal Heritage committee's advice to Council on January 28, 2021 to proceed with option 3 tabled in the Selwyn report to designate and protect 44 Bridge St property under section 29 of the Heritage Act.

I request that the Selwyn Township Council take immediate action to:

- 1) Pass a motion and issue a Notice of Intent to Designate the 44 Bridge St Property at the Council meeting on February 9, 2021.
- 2) Rescind the current demolition permit and not reissue a new demolition permit until the heritage assessment has been completed and a motion to proceed with intent to designate the property is considered by the Mayor and Council.
- 3) Finalize the designation of the 44 Bridge St property by the February 23, 2021 Council meeting, after receiving the Heritage brief and recommendation from the Municipal Heritage Committee.

I encourage Selwyn Township to act on the community's concerns by engaging in active discussions with the 'Friends of the Old Stone Mill House' committee to support activities that protect this property from development. Our concerns and solutions are not fully represented by the Municipal Heritage Committee. I would ask that the Mayor meet with Jackie Ouellette, of the Friends of the Old Stone Mill House committee, as soon as possible, to explore potential partnership solutions that will benefit our community.

The Friends of the Old Stone Mill House at [www.friendsoftheoldstonemillhouse.ca](http://www.friendsoftheoldstonemillhouse.ca) are committed to raising the funds needed to purchase, maintain and protect the known cultural heritage value of this building and property. We believe this heritage property could be repurposed as a hub of not for profit organizations that promote both cultural and natural heritage awareness and protection in Lakefield and surrounding area. This will help inspire pride in our community as a vibrant center of the arts and culture, which will make Lakefield an even more desirable place to live!

Sincerely,

Dr Bruce Evans

[REDACTED]

[REDACTED]

Friends of the Old Stone Mill House

February 7, 2021

To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

I am writing as a resident of Selwyn Township, to confirm my position and request for action by the Selwyn Council to stop the demolition and protect the Old Stone Mill House, 44 Bridge St., Lakefield, as an important cultural heritage value to our community. I support the Municipal Heritage Committee advice to Council on Jan. 28, 2021, to proceed with option 3 tabled in the Selwyn report to designate and protect 44 Bridge St. property under s. 29 of the Heritage Act.

Based on advice of our community experts, I request that the Selwyn Township Council take PLEASE immediate action to protect this property. This can be done in the following ways:

1) Pass a motion and Issue a 'Notice of Intent to Designate' the 44 Bridge St. Property under s.29 of the Heritage Act at Council meeting on Feb. 9, 2021. I support Robert Lamarre in his email response to a community member of Feb. 1, 2020, that the "The Committee's recommendation will come before Township Council, who are authorized to issue the Notice of Intention to Designate, at their meeting to be held February 9th." (see email inserted below).

2) Rescind the current demolition permit. The historical significance of the property is common knowledge to the Municipal Heritage Committee and the previous Lakefield Architectural Advisory Committee (LACAC) that proposed designation of the property in 2002 -

03. The Heritage Act as amended clearly states that the Mayor and Council is the approval authority for issuing a demolition permit for a building with known historical significance. Any new application for a demolition permit for 44 Bridge St. (by the current or new owner) should not be issued until the heritage assessment has been completed and a motion to proceed with intent to designate the property is considered by the Mayor and Council.

3) Finalize the designation of the 44 Bridge Street property by Feb. 23, 2021 Council meeting, after receiving the Heritage brief and recommendation from the Municipal Heritage Committee. Council has a moral and ethical responsibility to support the community in the protection of an important cultural heritage property based on the advice provided by the Municipal Heritage Committee and other experts in the community.

I encourage Selwyn Township to act on the community concerns by engaging in active discussions with 'Friends of the Old Stone Mill House' to support activities that protect this property from development. Our concerns and solutions are not fully represented by the Municipal Heritage Committee. I would ask that the Mayor meet with Jackie Ouellette, Friends of the Old Stone Mill House, as soon as possible, to explore potential partnership solutions that will greatly increase the benefits to our community.

'The Friends of the Old Stone Mill House' [www.friendsoftheoldstonemillhouse.ca](http://www.friendsoftheoldstonemillhouse.ca) are committed to raising the funds needed to purchase, maintain and protect the known cultural heritage value of this building and property. We believe that this heritage property could be repurposed as a hub of not-for profit organizations that promote both cultural and natural heritage awareness and protection in Lakefield and surrounding area. Such a vision inspires pride in our community as a vibrant centre of arts and culture which makes it a desirable place to live.

I believe that, we have lost far too much of our built heritage which makes our village unique. Please take the right action to stop this demolition and give greater support to our cultural heritage for once it is gone it can never be reclaimed.

Sincerely, Susan Twist

Attach. Email from Rob Lamarre, CBO Selwyn Township to a community member dated Feb. 1, 2021:

From: Rob Lamarre <[rlamarre@selwyntownship.ca](mailto:rlamarre@selwyntownship.ca)>

Date: Mon, Feb 1, 2021 at 7:11 AM

Subject: RE: 44 Bridge Street

To: (removed for privacy)

Cc: Councillors <[Councillors@selwyntownship.ca](mailto:Councillors@selwyntownship.ca)>, Janice Lavalley <[jlavalley@selwyntownship.ca](mailto:jlavalley@selwyntownship.ca)>, Tania Goncalves <[tgoncalves@selwyntownship.ca](mailto:tgoncalves@selwyntownship.ca)>

Hello (removed for privacy),

The Heritage Committee met on the 28th and resolved to advise Township Council that the MHC considers the property worthy of consideration for designation, subject to completion of the required Municipal Heritage Brief, and requesting that Council confirm that it would consider the matter upon receiving a final recommendation from the Committee subsequent to the completion of the Brief and evaluation thereof by the MHC.

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Robert Lamarre MAATO CBCO CRBO  
Manager of Building and Planning  
The Corporation of the Township of Selwyn  
(p) 705 292-9507  
(f) 705 292-6491

**From:** [REDACTED]  
**Sent:** Thursday, February 4, 2021 12:08 PM  
**To:** Anita Locke  
**Subject:** old mill house

Hi Anita,

I want to add my voice to the many who I'm sure are contacting you to ask that you intervene on behalf of the Old Mill House. The idea of it being demolished is very upsetting, and I can't imagine by what oversight this situation has even arisen. It is a historic building and speaks volumes to all of us, residents and visitors alike, of the genesis of the settlement of Lakefield. It would be a tragic loss if it is torn down. In the 40 years that I have lived on the western edge of the village I have driven by this home thousands of times, and so very often have felt moved and comforted by it. It speaks to us all of stability, continuity, and endurance.

It is in fact the very kind of place that should be promoted from a tourist perspective.....something with character and historic significance. It is a wonderful introduction to our early settlers and to our values.

Thank you,

Judith Nicholas

[REDACTED]

**From:** Sara Reid [REDACTED]  
**Sent:** Thursday, February 4, 2021 3:09 PM  
**To:** Anita Locke  
**Subject:** The Old Stone Mill house

Dear Ms Locke:

Please stop the demolition of the Old Stone Mill House as it is so wrong. This property should have been protected by the council, especially the representatives. I was born and raised in the village and used to be proud to tell people . The history, the grace, the homes and the people were all trying to help each other.

Not any more. It appears that saving our history, our heritage doesn't even matter to the people who are supposed to care for us, inform us. Why would the council members who are on the heritage committee, you our representative not inform us in a better way that this might happen. We do not need to lose any more of our history, our heritage. Shame on what is happening and what is not being done.

Please stop this and allow people to save this beautiful, historical home. We need to protect such homes for the generations that will follow in our footsteps. Listen to the community, let our historical village gown and flourish as the quaint village we should be. If we lose this home, everyone who has not tried to save it, should be very, very, ashamed of themselves.,

Thank you

Sara Reid

From: al [REDACTED]  
Sent: Friday, January 22, 2021 9:50 AM  
To: Anita Locke  
Subject: 44 BridgeSt.

Hi Anita:

I think the township should do everything it can to retain this property and make it a heritage property.

-Al Jackson

[REDACTED]

To: Mayor and Council of Selwyn Township  
CEO of Habitat for Humanity, Peterborough  
Century 21 Peterborough  
The Province of Ontario - Minister responsible for implementing COVID restrictions

There is growing ground swell of public outrage aimed at stopping the demolition of the "Old Stone Mill House" at 44 Bridge St. in Lakefield.

Yesterday, about 15-20 concerned citizens of the community participated in a public protest that received media coverage in the Peterborough Examiner. We did interviews today with both Global TV and The Lakefield Herald sharing our concerns about the demolition of this invaluable historic building. Today we also had a Zoom call with concerned citizens, the Lakefield Historical Society and experts on heritage protection.

Our collective position is that Selwyn Township, Habitat for Humanity and the Real Estate company listing this property (Century 21) share responsibility and accountability to the community to address the following concerns ASAP:

1) COVID State of Emergency, schedule 3 of Ontario regulation 82/20, restricts any new development from proceeding. Our position is that the demolition of this site would constitute a new construction activity and that the Township should provide notice to the owner of the property that the demolition permit is withdrawn until the COVID restrictions are lifted. The Township of Selwyn must ensure that the demolition permit is put on hold or a stop work order is issued to the owner ASAP.

2) Century 21 is ethically obligated to disclose to any prospective buyer the ground swell of community opposition to the proposed demolition of the Old Stone Mill House given experts' views regarding its significant architectural and historic value to Lakefield.

3) The Chief Building Officer for the Township of Selwyn, who is also the Township liaison with the Selwyn Township Municipal Heritage Committee, issued a permit for demolition of the Old Stone Mill House apparently without consulting the Selwyn Township Municipal Heritage Committee and did not share relevant information in a timely manner in follow-up meetings. **We believe** that the Chief Building Officer is in a direct conflict of interest and not **representing** the interest of heritage protection for the Township.

4) We respectfully ask the Chair of the Peterborough Habitat for Humanity to work with this community to find a solution to protect and preserve this site.

5) **Ontario Regulation 278/05 requires:**

| **6. (1) The demolition of all or part of machinery, equipment, a building, aircraft, locomotive, railway car, vehicle or ship shall be carried out or continued only when any asbestos-containing material that may be disturbed during the work has been removed to the extent practicable. O. Reg. 278/05, s. 6 (1).**

| **(2) Subsection (1) does not apply so as to prevent work necessary to gain access to the asbestos-containing material that is to be removed, if the workers doing the work are protected from the hazard. O. Reg. 278/05, s. 6 (2).**

**We have no confirmation that a report has been completed or that the location of designated substances in this structure have been determined, and demolition cannot legally proceed without this step.**

We encourage that timely action be taken by those involved and request a response to our concerns and assurances that the demolition of this site be suspended until there is an opportunity to work with the community towards preservation of this site.

Sincerely,

Michael Chappell, Patti McAllister, Tom McAllister, Jackie Ouellette, Ed Paleczny, Susan Twist

Cc\* James Forrester, Laura Elliot, Valerie Kuch, Dennis and Ruth Davenport, Matt Purvis, Rick and Sonja Miller, Alistair Wray, Derek and Eric Doucett,

cc: Global News, Peterborough Examiner, Lakefield Herald

*\*All have expressed support for the development of this letter, but in the interest of time have not had the opportunity to see the final version.*

**From:** Linda Marlene Eales [REDACTED]  
**Sent:** Thursday, January 21, 2021 10:50 AM  
**To:** Anita Locke; Andy Mitchell  
**Subject:** URGENT: Protecting the history of Lakefield - 44 Bridge Street

Dear Mayor and Councillor,

I agree with many other of Lakefield's citizens that it is important to stop the demolition of 44 Bridge Street and include more transparency and public consultation in respect to the historical significance and decisions about this property moving forward.

I look forward to your response.

Best,

Linda Eales

[REDACTED]

[REDACTED]

Friends of the Old Stone Mill House

February 7, 2021

To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

We are writing as residents of Selwyn Township who are most concerned about the possible demolition of the Old Stone Mill House at 44 Bridge Street, Lakefield.

We recently became members of the group lead by Jackie Ouellette which is working diligently to have the above mentioned property designated a Heritage property and subsequently, be protected from demolition.

We have read and heartily endorse the letter written to Mayor and Council by Jackie Ouellette, leader of the *Friends of the Old Stone Mill House*, dated Feb 4, 2021 regarding the designation of this property as a Heritage property, and the group's request to rescind the current demolition permit .

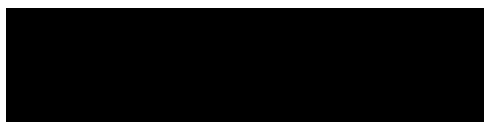
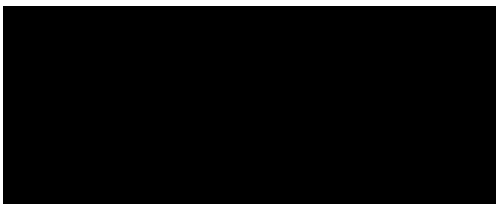
Our community is well loved and admired, not only for being progressive and having a plethora of activities and events but also for its beauty. It is a community rich in history which delights and intrigues residents and out of town visitors alike. Although we have capitalized on some of our historical assets such as the Literary Festival, Christ Church, etc., we could do more.

In embracing and enhancing the Old Stone Mill House, which is both significant in it's history and charm, we have an opportunity to further enhance the profile of our community from both an economic and cultural perspective . We believe that the demolition of this property would be a message to residents and visitors that our history and heritage are not important to us and sadly, would be an opportunity lost.

We respectfully request that you, as leaders of our community, consider our requests and help make Lakefield an example of what can happen when all parties work together to maintain and enhance the important historic nature of our community.

Sincerely,

Janice Wuerch and John Britton



Friends of the Old Stone Mill House

February 4, 2021

To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

I am writing as a resident of Selwyn Township, to confirm my position and request for action by the Selwyn Council to stop the demolition and protect the Old Stone Mill House, 44 Bridge St., Lakefield, as an important cultural heritage value to our community. I support the Municipal Heritage Committee advice to Council on Jan. 28, 2021, to proceed with option 3 tabled in the Selwyn report to designate and protect 44 Bridge St. property under s. 29 of the Heritage Act.

Based on advice of our community experts, I request that the Selwyn Township Council take immediate action to:

- 1) Pass a motion and Issue a 'Notice of Intent to Designate' the 44 Bridge St. Property under s.29 of the Heritage Act at Council meeting on Feb. 9, 2021. I support Robert Lamarre in his email response to a community member of Feb.1, 2020, that the "The Committee's recommendation will come before Township Council, who are authorized to issue the Notice of Intention to Designate, at their meeting to be held February 9<sup>th</sup>." (see email inserted below).
- 2) Rescind the current demolition permit. The historical significance of the property is common knowledge to the Municipal Heritage Committee and the previous Lakefield Architectural Advisory Committee (LACAC) that proposed designation of the property in 2002 - 03. The Heritage Act as amended clearly states that the Mayor and Council is the approval authority for issuing a demolition permit for a building with known historical significance. Any new application for a demolition permit for 44 Bridge St. (by the current or new owner) should not be issued until the heritage assessment has been completed and a motion to proceed with intent to designate the property is considered by the Mayor and Council.
- 3) Finalize the designation of the 44 Bridge Street property by Feb. 23, 2021 Council meeting, after receiving the Heritage brief and recommendation from the Municipal Heritage Committee. Council has a moral and ethical responsibility to support the community in the protection of an important cultural heritage property based on the advice provided by the Municipal Heritage Committee and other experts in the community.

I encourage Selwyn Township to act on the community concerns by engaging in active discussions with 'Friends of the Old Stone Mill House' to support activities that protect this property from development. Our concerns and solutions are not fully represented

by the Municipal Heritage Committee. I would ask that the Mayor meet with Jackie Ouellette, Friends of the Old Stone Mill House, as soon as possible, to explore potential partnership solutions that will greatly increase the benefits to our community.

'The Friends of the Old Stone Mill House' [www.friendsoftheoldstonemillhouse.ca](http://www.friendsoftheoldstonemillhouse.ca) are committed to raising the funds needed to purchase, maintain and protect the known cultural heritage value of this building and property. We believe that this heritage property could be repurposed as a hub of not-for profit organizations that promote both cultural and natural heritage awareness and protection in Lakefield and surrounding area. Such a vision inspires pride in our community as a vibrant centre of arts and culture which makes it a desirable place to live.

I believe that, now more than ever, Selwyn Council must demonstrate greater transparency, accountability and involvement of our community to protect cultural heritage.

Sincerely,

*Ed Paleczny*

Ed Paleczny  
[REDACTED]  
[REDACTED]

Attach. Email from Rob Lamarre, CBO Selwyn Township to a community member dated Feb. 1, 2021:

From: **Rob Lamarre** <[rlamarre@selwyntownship.ca](mailto:rlamarre@selwyntownship.ca)>  
Date: Mon, Feb 1, 2021 at 7:11 AM  
Subject: RE: 44 Bridge Street  
To: (removed for privacy)  
Cc: Councillors <[Councillors@selwyntownship.ca](mailto:Councillors@selwyntownship.ca)>, Janice Lavalley <[jlavalley@selwyntownship.ca](mailto:jlavalley@selwyntownship.ca)>, Tania Goncalves <[tgoncalves@selwyntownship.ca](mailto:tgoncalves@selwyntownship.ca)>

Hello (removed for privacy),

The Heritage Committee met on the 28<sup>th</sup> and resolved to advise Township Council that the MHC considers the property worthy of consideration for designation, subject to completion of the required Municipal Heritage Brief, and requesting that Council confirm that it would consider the matter upon receiving a final recommendation from the Committee subsequent to the completion of the Brief and evaluation thereof by the MHC.

The Committee's recommendation will come before Township Council, who are authorized to issue the Notice of Intention to Designate, at their meeting to be held February 9<sup>th</sup>.

Robert Lamarre MAATO CBCO CRBO  
Manager of Building and Planning  
The Corporation of the Township of Selwyn (p) 705 292-9507 (f) 705 292-649

Friends of the Old Stone Mill House

February 4, 2021

To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

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I believe that, now more than ever, Selwyn Council must demonstrate greater transparency, accountability and involvement of our community to protect cultural heritage.

Sincerely,

Deborah Hodgkinson



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Robert Lamarre MAATO CBCO CRBO  
Manager of Building and Planning  
The Corporation of the Township of Selwyn  
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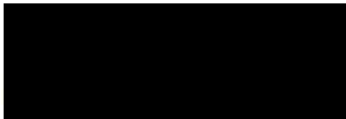
From: [REDACTED]  
Subject: 44 Bridge Street, Lakefield  
Date: Feb 1, 2021 at 6:34:52 AM  
To: amitchell@selwyntownship.ca  
Cc: "alocke@selwyntownship.ca."  
<alocke@selwyntownship.ca.>

---

I feel compelled to send this email to you regarding the demolition of 44 Bridge Street. My husband and I moved to Lakefield over the summer of this year. We are very excited to be here and share in the many assets that Lakefield has to offer. We have walked all of the village and have noticed many of the historical parts of it. What a history!! I have read several accounts of the area when it was settled by the Stricklands and Catherine Parr Traill. You should be very proud of this heritage.

Imagine losing this beautiful historical home. This would be a mistake never to be rescinded once done. We surely support Susan Twist in her effort to gather people together in order to make a difference on such an important part of "our" village.

John and Penny Noble



A handwritten signature in blue ink that reads "Penny Noble".

Sent from my iPad



**Gord Young**

e-mail: [REDACTED]

This letter is written to support the.....  
**Friends of the Old Stone Mill House**

February 4, 2021

To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

I am writing as a resident of Selwyn Township, to confirm my position and request for action by the Selwyn Council to stop the demolition and protect the Old Stone Mill House, 44 Bridge St., Lakefield, as an important cultural heritage value to our community. I support the Municipal Heritage Committee advice to Council on Jan. 28, 2021, to proceed with option 3 tabled in the Selwyn report to designate and protect 44 Bridge St. property under s. 29 of the Heritage Act.

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I believe that, now more than ever, Selwyn Council must demonstrate greater transparency, accountability and involvement of our community to protect cultural heritage.

Thank you most sincerely,

*Gord Young*

**PS:** Attached is the. Email from Rob Lamarre, CBO Selwyn Township to a community member dated Feb. 1, 2021:

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Hello *(removed for privacy)*,

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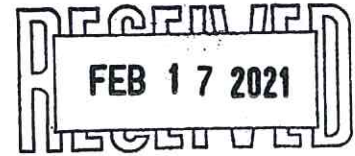
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Robert Lamarre MAATO CBCO CRBO  
Manager of Building and Planning  
The Corporation of the Township of Selwyn  
(p) 705 292-9507  
(f) 705 292-6491

Feb. 16, 2021

Mayor, Deputy Mayor and Councillors

Selwyn Township



I would like to propose a compromise on the property located at 44 Bridge Street, Lakefield. It would be as follows: The original stone portion of the house be included in the heritage designation only, with the understanding that the interior may be renovated as required. The two additions [aluminum sided areas] be allowed to be removed as they are not part of the original stone house. The balance of the property would still carry its commercial designation. This would allow a commercial development which the village needs for tax revenue and would preserve a heritage building. I am sure that an enterprising developer/architect working with the Township Building Department, could blend the stone house portion into a pleasing commercial development.

Hoping that a compromise can be reached, I am,

Randy Kingdon

February 17, 2021

Dear Mayor Mitchell and Members of Council,

I write to provide some input regarding the heritage designation of the property at 44 Bridge Street, Lakefield.

I have lived in Lakefield since 1976 and am very familiar with that property as a landmark in the community. For many years, the house was well cared for. Over the past couple decades, the house seemed to appear less tended and due to the fact that the trees hide the house from being seen easily from the street, people became less aware of its presence. The Lakefield Historical Society's History Book of Lakefield titled "Nelson's Falls to Lakefield" describes the historical significance of the home and property. Sitting next to the historical Trent Severn Waterway, the Old Stone Millhouse, as it is called, is of tremendous significance to our community.

I feel it is important to provide you with the background of my concerns about possible development on that property. Several years ago, during my tenure as Mayor, I was made aware that Habitat for Humanity was considering purchasing or had purchased the property for future multi-residential housing development for low-income families. As you probably know, my husband Al has been a volunteer on each of the Habitat for Humanity builds that have occurred in Lakefield. As an elected official and community leader, I made every effort to support Habitat for Humanity as they provided home ownership to families who are struggling with housing insecurity.

During one of the Habitat for Humanity Christmas Volunteer Recognition Dinners, provided at chairperson Brian Kelly's home, Al and I were pleased to enjoy the celebration of another year of hard work by all to provide housing for those who needed it. I made a point of speaking directly to Brian Kelly about my concerns with respect to 44 Bridge Street property. I explained that the property had historical significance in the community and that when citizens found out about any destruction of the house, there would be a great deal of backlash. Brian accepted my input and advice however I was not contacted by Habitat nor am I aware of any public consultation in the community. At the time, I informed Selwyn Township Clerk Angela Chittick that I had engaged in this brief conversation with Brian Kelly.

Shortly after, I learned that three local Habitat volunteers were asked to attend the office of Sarah Burke, to give their feedback to the idea of the development and demolition of the house at 44 Bridge Street. I was told that one of the volunteers carried with him the Lakefield Historical Society book Nelson's Falls to Lakefield a History of the Village, and actually read aloud to Sarah the reference in the book about the historical significance of 44 Bridge Street. Is this what Habitat considered a public consultation? Clearly to me this group of volunteers did not in any way encourage the development of the property, knowing how the community of Lakefield would feel if the building was to be demolished.

For an organization that prides itself on being responsive to the struggles faced by communities and their residents, it seems that Habitat in fact, did not engage in any community consultation regarding this property and in failing to do so, has triggered this most unfortunate situation.

Habitat purchased the property, without any public consultation that I am aware of and now, in 2021, Habitat has proceeded with the sale of the property. I understand the financial concerns that COVID has

put upon the Habitat Corporation. With the re-stores closed and thus no revenue coming in, and the Leahy's Lane project in Peterborough becoming the focus, it made sense to sell the property.

I feel strongly that everyone can win in this situation. Council can proceed to do the right thing and upon recommendation by the Heritage Committee of Council, designate the property. Habitat is in a contractual situation whereby they have accepted an offer of purchase. If by chance the purchaser chooses not to proceed with the purchase, I would hope that Habitat would show goodwill and give the community a chance to raise the funds and purchase the property.

This community has accomplished amazing things over the years, raising millions of dollars for all the right causes and I have no doubt it will happen again when the opportunity to purchase this property occurs.

Current members of Council may not be aware of a very similar scenario in the mid 1990's when a property was sold to a developer and the community fundraised to purchase it. It is now the "Imagine the Marsh" public space, next to a Class 1 Wetland and protected from development. "Imagine the Marsh" is an example of a property where it's highest and best use is as environmentally protected public open space and it is treasured by the community.

The community will make sure that Habitat is not financially penalized. If Habitat can just think outside the box, the right thing will happen. This heritage building will be preserved and enjoyed by the community in perpetuity.

Democracy is hard work at the best of times. During this pandemic, it faces even greater challenges. Had we not been under a lock-down order, myself and many other concerned community members would have attended your most recent council meeting as well as the Heritage Committee meeting. Given COVID restrictions, the many citizens who want to organize to propose a purchase of the property are struggling to meet and inform other community members about this issue. Yet as difficult as it has been there is a growing number of residents of our Lakefield community who are outraged at the prospect of losing this property and are dedicated to working towards protecting it.

Myself and many other members of the community are ready to step in and do what needs to be done to solve this problem.

I ask Council to take immediate action to designate this heritage property as soon as possible in order that the highest and best use of the property can be guaranteed.

Thank you for taking the time to consider my thoughts on this matter.

Regards,

Mary Smith

[REDACTED]

[REDACTED]

[REDACTED]

Friends of the Old Stone Mill House

February 4, 2021

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Sincerely,

*Jackie Ouellette*

Jackie Ouellette,  
  


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Date: Mon, Feb 1, 2021 at 7:11 AM  
Subject: RE: 44 Bridge Street  
To: (removed for privacy)  
Cc: Councillors <[Councillors@selwyntownship.ca](mailto:Councillors@selwyntownship.ca)>, Janice Lavalley <[jlavalley@selwyntownship.ca](mailto:jlavalley@selwyntownship.ca)>, Tania Goncalves <[tgoncalves@selwyntownship.ca](mailto:tgoncalves@selwyntownship.ca)>

Hello (removed for privacy),

The Heritage Committee met on the 28<sup>th</sup> and resolved to advise Township Council that the MHC considers the property worthy of consideration for designation, subject to completion of the required Municipal Heritage Brief, and requesting that Council confirm that it would consider the matter upon receiving a final recommendation from the Committee subsequent to the completion of the Brief and evaluation thereof by the MHC.

The Committee's recommendation will come before Township Council, who are authorized to issue the Notice of Intention to Designate, at their meeting to be held February 9<sup>th</sup>.

Robert Lamarre MAATO CBCO CRBO  
Manager of Building and Planning  
The Corporation of the Township of Selwyn (p) 705 292-9507 (f) 705 292-649

**From:** Kathryn White [REDACTED]  
**Sent:** Sunday, January 24, 2021 6:24 AM  
**To:** Anita Locke; Andy Mitchell  
**Subject:** URGENT: 44 Bridge Street  
[REDACTED]

Jan 24, 2021

Dear Mayor of Selwyn Township, Ms. Locke, and Council,  
Just two days ago I was deeply saddened to learn of the potential demolition of 44 Bridge Street, Lakefield.

A decade ago, I moved from Toronto to Lakefield, and one of the main reasons I did so is that I greatly appreciate the historic character of the village, and of this neighbourhood in particular. I purchased and reside in one of the oldest homes in the neighbourhood, just minutes from 44 Bridge Street. And while I am not opposed to development per se, I think it would be a terrible shame to see Lakefield go the route of careless expansion and possible overcrowding, as so many of Toronto's neighbourhoods have over the past two decades. Worse is the thought of losing one of Lakefield's oldest stately homes and a significant piece of its history.

What is also disturbing is that the demolition permit appears to have been issued with little or no input from the community or the Municipal Heritage Committee. In fact, I was shocked to discover that this building had not previously been given a historical designation, given that it was built around 1858, is one of the oldest in Lakefield, and is the largest stone house in the village, constructed with local stone. In light of this, I would urge you to rethink this decision and, at the very least, delay action until there is time for community consultation and input.

I hope you will keep me informed as this proposal moves through the various channels. And please do feel free to contact me if you have any further questions or if you would like to set up a meeting.

Sincerely,  
Kathryn White

From: [REDACTED]  
Sent: January 20, 2021 4:59 PM  
To: amitchell@selwyntownship.ca  
Cc: alocke@selwyntownship.ca; ssenis@selwyntownship.ca  
Subject: 44 Bridge Street  
January 20, 2021

Attention members of Township of Smith- Ennismore - Lakefield :

I am saddened to hear that the Heritage Committee was not informed that an application was approved to demolish the historical stone building at 44 Bridge Street , Lakefield .

Our village is based upon our rich historical past which draws people to our area to see buildings that have a unique style . There are very few stone buildings in our area and it deserves to be protected . No public consultation was given prior to approving the application to demolish it.

I am very disappointed that members of Selwyn Council have put future progress over preserving the uniqueness and history of our charming village . There still is time to allow this building to be protected and registered by the Municipal Heritage Committee . It is disappointing and shocking that some members of Selwyn Township stated that this building has “ no historical value “ . This is not the first time that this attitude has been taken by members such as Robert Lamarre and others on council resulting in other buildings being destroyed .

We the public are the caretakers and protectors of our past for future generations.  
Do the right thing and protect this historical building by having it added to the registry of cultural and archeological sites.

Sincerely  
Sandy McCracken

[REDACTED]

Friends of the Old Stone Mill House

February 21, 2021

To: Mayor and Council, Selwyn Township

Subject: Intent to Designate 44 Bridge St, Lakefield, Old Stone Mill House

I am writing as a resident of Selwyn Township, to confirm my position and request for action by the Selwyn Council to stop the demolition and protect the Old Stone Mill House, 44 Bridge St., Lakefield, as an important cultural heritage value to our community. I support the Municipal Heritage Committee advice to Council on Jan. 28, 2021, to proceed with option 3 tabled in the Selwyn report to designate and protect 44 Bridge St. property under s. 29 of the Heritage Act.

Based on advice of our community experts, I request that the Selwyn Township Council take immediate action to:

- 1) Pass a motion and Issue a 'Notice of Intent to Designate' the 44 Bridge St. Property under s.29 of the Heritage Act at Council meeting on Feb. 9, 2021. I support Robert Lamarre in his email response to a community member of Feb.1, 2020, that the "The Committee's recommendation will come before Township Council, who are authorized to issue the Notice of Intention to Designate, at their meeting to be held February 9<sup>th</sup>." (see email inserted below).
- 2) Rescind the current demolition permit. The historical significance of the property is common knowledge to the Municipal Heritage Committee and the previous Lakefield Architectural Advisory Committee (LACAC) that proposed designation of the property in 2002 - 03. The Heritage Act as amended clearly states that the Mayor and Council is the approval authority for issuing a demolition permit for a building with known historical significance. Any new application for a demolition permit for 44 Bridge St. (by the current or new owner) should not be issued until the heritage assessment has been completed and a motion to proceed with intent to designate the property is considered by the Mayor and Council.
- 3) Finalize the designation of the 44 Bridge Street property by Feb. 23, 2021 Council meeting, after receiving the Heritage brief and recommendation from the Municipal Heritage Committee. Council has a moral and ethical responsibility to support the community in the protection of an important cultural heritage property based on the advice provided by the Municipal Heritage Committee and other experts in the community.

I encourage Selwyn Township to act on the community concerns by engaging in active discussions with 'Friends of the Old Stone Mill House' to support activities that protect this property from development. Our concerns and solutions are not fully represented by the Municipal Heritage Committee. I would ask that the Mayor meet with Jackie Ouellette, Friends of the Old Stone Mill House, as soon as possible, to explore potential partnership solutions that will greatly increase the benefits to our community.

'The Friends of the Old Stone Mill House' [www.friendsoftheoldstonemillhouse.ca](http://www.friendsoftheoldstonemillhouse.ca) are committed to raising the funds needed to purchase, maintain and protect the known cultural heritage value of this building and property. We believe that this heritage property could be repurposed as a hub of not-for profit organizations that promote both cultural and natural heritage awareness and protection in Lakefield and surrounding area. Such a vision inspires pride in our community as a vibrant centre of arts and culture which makes it a desirable place to live.

I believe that, now more than ever, Selwyn Council must demonstrate greater transparency, accountability and involvement of our community to protect cultural heritage.

Sincerely,

A handwritten signature in black ink, appearing to read 'K Duffin', with a long horizontal flourish extending to the right.

Kirk Duffin



Attach. Email from Rob Lamarre, CBO Selwyn Township to a community member dated Feb. 1, 2021:

From: **Rob Lamarre** <[rlamarre@selwyntownship.ca](mailto:rlamarre@selwyntownship.ca)>  
Date: Mon, Feb 1, 2021 at 7:11 AM  
Subject: RE: 44 Bridge Street  
To: *(removed for privacy)*  
Cc: Councillors <[Councillors@selwyntownship.ca](mailto:Councillors@selwyntownship.ca)>, Janice Lavalley <[jlavalley@selwyntownship.ca](mailto:jlavalley@selwyntownship.ca)>, Tania Goncalves <[tgoncalves@selwyntownship.ca](mailto:tgoncalves@selwyntownship.ca)>

Hello *(removed for privacy)*,

The Heritage Committee met on the 28<sup>th</sup> and resolved to advise Township Council that the MHC considers the property worthy of consideration for designation, subject to completion of the required Municipal Heritage Brief, and requesting that Council confirm that it would consider the matter upon receiving a final recommendation from the Committee subsequent to the completion of the Brief and evaluation thereof by the MHC.

The Committee's recommendation will come before Township Council, who are authorized to issue the Notice of Intention to Designate, at their meeting to be held February 9<sup>th</sup>.

Robert Lamarre MAATO CBCO CRBO  
Manager of Building and Planning  
The Corporation of the Township of Selwyn  
(p) 705 292-9507  
(f) 705 292-6491



**Date:** February 23, 2021

**To:** Mayor Andy Mitchell and Council Members

**From:** Jeannette Thompson, Planner

**Subject:** Regulating Rooming/Boarding Houses

**Status:** For Direction

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## Recommendation

That the report of the Planner related to Regulating Rooming/Boarding Houses be received for information; and

That staff be directed to prepare a further report for Council's consideration which outlines the process required to achieve the goal as outlined in Option 3 in the report; and

That staff include regulations related to minimum landscaped open space in front yards of residential lots be included as part of the Housekeeping Amendment to be completed in Quarter 2 (2021).

## Information

### Rooming & Boarding Houses

Following concerns raised by property owners living in a residential neighbourhood close to Trent University, related to houses within the subdivision being utilized as student housing, Council resolved the following:

- 6) *That residents report complaint(s) related to parking on grass through the Township's complaint process, to determine applicability to the Township's current minimum open space requirements and that if there is non-compliance, the issue be resolved in accordance with the Township's Zoning and Property Standards By-laws; and*

*Further that Township staff review the adequacy of our current minimum landscaped open space requirement to address issues related to driveways / parking areas being expanded onto existing grassed areas, which would be part of the report provided to Council noted in #7 below.*

- 7) *That Council provide direction to staff to explore opportunities to regulate rooming/boarding houses through the Township's Zoning By-law; and to provide*

*Council with a report in Quarter 1 of 2021 which would provide options for regulating the use.*

Further, the Planner's Work Plan (2021) includes the following:

- *Explore opportunities to regulate rooming/boarding houses through the Township's Zoning By-law; and provide Council with a report which would provide options for regulating the use.*
- *Prepare and process an amendment to the Township's Comprehensive Zoning By-law in order to regulate the use.*

The intent of this report is to outline the ways in which different university/college municipalities regulate rooming/boarding houses (i.e. student housing); and to provide a recommendation to Council related to the regulation of rooming/boarding houses.

### Planning Information

#### *Provincial Policy*

Section 1.1.1 b) of the Provincial Policy Statement, 2020 (PPS) indicates that municipalities are to accommodate an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons). Further, Section 2.2.6.1 a) i. of the Growth Plan for the Greater Golden Horseshoe indicates that municipalities should provide for a diverse range and mix of housing options and densities, including additional residential units and affordable housing.

#### *County of Peterborough Official Plan*

It is a goal of the County of Peterborough Official Plan (the Plan) *"to provide opportunities for a range of housing by type and density to be built throughout the County to respond to the varying needs of the permanent population based on demographic, income, market and special needs considerations"*.

The Plan considers the creation of rooming, boarding and lodging houses as a form of residential intensification.

### Options to Regulate Rooming/Boarding Houses

#### *Option One – Status Quo*

The Township's Zoning By-law currently does not define boarding or rooming house; nor are rooming or boarding houses specifically permitted within the Township's zoning

by-law. Therefore, Township staff have relied on the fact that rooming/boarding houses are not listed as a specific permitted use in any zone, as an indication that they are not a permitted use. However, given the lack of definitions in the Township's By-law it can be argued that such use is in fact permitted.

It was noted through staff's research, that most municipalities with universities and/or colleges regulate the use in some manner.

As the absence of regulations or a definition specific to this use in the Township's Zoning By-law makes it difficult for the Township to regulate the use, this option is not recommended.

#### *Option Two – Define and Prohibit Rooming/Boarding Houses*

As noted above, without a definition of rooming/boarding houses there is no clear direction in the by-law related to rooming/boarding houses. Therefore, it is staff's opinion that rooming/boarding houses, at the very least, should be defined. However, in this option rooming/boarding houses would not be a permitted use in any residential zone.

Staff did not find any examples of this approach being taken by other university and/or college municipalities.

As noted above, the PPS, Growth Plan and County Plan indicate that municipalities should be providing for a mix and range of housing, including affordable units. Prohibiting rooming/boarding houses would not be consistent with Provincial direction and the County Official Plan.

Further, it has been staff's experience that property owners can be fairly creative in finding ways to work around the limitations of the zoning by-law as it relates to rooming/boarding houses.

Staff does not recommend this option.

#### *Option Three – Define and Regulate Rooming/Boarding Houses*

Staff's research of other municipalities with universities and/or colleges has shown that a majority of these municipalities permit and regulate rooming/boarding houses in some manner. Some jurisdictions regulate by defining the use, and then permitting the use in specific zones that are strategically placed throughout the municipality (i.e. in neighbourhoods near the post-secondary institution). Some jurisdictions also regulate the use by identifying a maximum number of rooms permitted; ensuring share cooking facilities (i.e. cooking facilities not permitted within individual rooms); minimum number

of washrooms; minimum distances between rooming/boarding houses; parking requirements, amenity space, minimum room size, etc.

After reviewing regulations in number of municipalities and considering the policies of the PPS, Growth Plan and County Official Plan, staff believes that the appropriate approach for Selwyn would be to define and permit rooming/boarding homes in residential zones that are municipally serviced. This will require an amendment to the Township's Zoning By-law. In addition to defining the use, the amendment will address compatibility issues by regulating items such as the number of rooms permitted, required parking, amenity space, etc.

I have recommended that staff draft a further report to Council that will include a detailed summary of the potential Zoning By-law regulations and any other criteria that may be considered appropriate such as licensing.

### **Parking Areas/Minimum Landscapes Areas on Residential Lots**

The language in the Township's Zoning By-law is fairly consistent with contemporary zoning by-laws. However, staff has been able to find a few examples where there is a minimum percentage of landscaped open space required in the 'front yard' of residential zones. I believe that the intent is to ensure that the entire front yard of a residential lot is not converted into a driveway/parking area. Staff would recommend that a similar approach be used within the Township's Zoning By-law; and that this be included as part of the upcoming Housekeeping Amendment.

### **Strategic Plan Reference**

Goal 3: Support a sustainable, balanced, and investment-ready community.  
Official Plan and Zoning By-law updates that support environmental and agricultural stewardship, housing diversity and economic investment.

### **Environmental Impact**

The recommendation in this report has no environmental impact.

### **Financial Impact**

Staff resources required to initiate, prepare, process and implement the zoning by-law amendment.

*Jeannette Thompson*

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**Prepared By:** Jeannette Thompson, Planner

**Robert Lamarre**

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**Reviewed By:** Robert Lamarre, Manager of Building & Planning

*Janice Lavalley*

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**Reviewed By:** Janice Lavalley, CAO



**Date:** Tuesday February 23, 2021

**To:** Mayor Andy Mitchell and Council Members

**From:** Fire Chief Gord Jopling

**Subject:** 2020 Annual Report

**Status:** For Information

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## Recommendation

That the report from the Fire Chief dated Tuesday February 23<sup>th</sup>, 2021 regarding the 2020 Annual Fire Report be received for information.

## Information

The following report provides Council with information on the operational division and major capital expenditures for the Fire Department in 2020.

### Incident Calls

Total calls for the year 2020 were **1244** compared to **1305** in 2019, a decrease of 61 calls. Our medical calls again account for 67% of the years call volume. This percentage has been relatively stable for the past four years. See **Table 1** for breakdown of calls in attachments below.

Total Fire calls this past year were up over last year at 103 for 2020 versus 74 for 2019. Fire losses over the last few years are noted below:

2020 - \$ 1,682,000.00  
2019 - \$ 66,177  
2018 - \$ 2,932,200  
2017 - \$ 2,216,000  
2016 - \$1,014,650  
2015 - \$7,585,400

The loss number seems high, but as costs are rising dramatically for building products and land costs, so are the structures insured costs. See **Table 2**, OFM breakdown call numbers and fire losses.

Motor vehicle accidents were down by almost half from the previous year – 2020 62 calls vs 2019 115 calls. False and CO alarm calls were both down compared to the past 3 years.

**Table 3** shows the breakdown of the number of calls per each fire hall.

**Table 4** shows total call numbers since 2008 to present

### **Personnel**

The Fire Department currently (Jan 2021) has a roster of 95 personnel. All firehalls currently have a relatively healthy complement of personnel after the hiring in late 2020. 14 individuals were appointed as Township of Selwyn Volunteer Firefighters.

- |                       |     |                           |
|-----------------------|-----|---------------------------|
| • Joshua Hunter       | H#1 | EOETA training required   |
| • Jesse Villeneuve    | H#1 | EOETA training required   |
| • Charlie Kangas      | H#1 | Pre fire service training |
| • Beth Barbosa        | H#1 | Pre fire service training |
| • Arun Brar           | H#2 | Pre fire service training |
| • Emily Dickinson     | H#2 | Pre fire service training |
| • Tim Jansson         | H#2 | Firefighter               |
| • Owen Farmer         | H#3 | EOETA training required   |
| • Theresa Butwell     | H#3 | EOETA training required   |
| • Keely McCue-Whetung | H#4 | EOETA training required   |
| • Jack Morgan         | H#4 | EOETA training required   |
| • David Groves        | H#5 | returning Firefighter     |
| • Ella Verner         | H#5 | Pre fire service training |
| • Racheal Reese       | H#5 | Pre fire service training |

There were numerous resignations from the Fire Department in 2020 also. The resignations of the following firefighters were accepted and their service to the Selwyn Fire Department and our community was recognized:

- |                    |     |
|--------------------|-----|
| • Mike Telford     | H#1 |
| • Emily Mann       | H#1 |
| • Charles Murphy   | H#1 |
| • Ian Bolton       | H#2 |
| • Keirsten Hamblin | H#2 |
| • Melissa Pede     | H#3 |
| • Nadine Reichelt  | H#4 |
| • Kevin Lanigan    | H#4 |
| • Aaron Fallis     | H#5 |
| • Tim Cavanagh     | H#5 |
| • Tyler Ferguson   | H#5 |

Year eight of our Christmas service awards dinner was interrupted by the COVID-19 pandemic. It was salvaged somewhat by a Zoom celebration to congratulate our long service winners this past year.

**30 yrs-** Dave Robinson, John Young

**40 yrs,** Ted Jackman, Jim McIntosh, Todd Wilson

**50 yrs-** George Jackman, Randy Jopling

The four recognition awards for outstanding service - the Mitchell Pogue Award, Outstanding Service Award, Excellence in Training Award, Exemplary Leadership Award - were also cancelled due to the impacts of the pandemic.

### **Fire Prevention Division - Andrew Bowyer, FPO**

The outbreak of COVID-19 had a rippling affect across the province and impacted Fire Prevention education immensely. All in person Selwyn Fire Department events, including Fire prevention week Hall tours, school visits, pancake breakfast, festivals, and Swim to Survive were cancelled for the year.

The Covid-19 outbreak restrictions changed the way fire safety education was conducted. New initiatives were established so that the educational messages could reach as many people as possible.

Selwyn Fire Department once again partnered up with Community Safety Net to provide educational books on Fire Safety, Rural Safety, Babysitter Safety, Senior Safety, Water Safety, and Boater Safety. These books were provided free to the public and were displayed in various locations throughout the township.

On October 9, 2020 a Fire Prevention Week video was uploaded for residents in the community, in particular, students to watch. The 2020 Fire Prevention Week theme was "Serve up Fire Safety in the Kitchen". The video reminded residents of important safety tips. With the help of Firefighters Corey Stoodley and Steve Heinz, a tour of the apparatus and Personal Protective Equipment was included as well. Radio advertisements were also broadcast throughout the week.

Selwyn Fire Department also team up with Peterborough Fire Services for the annual 12 Days of Holiday Safety radio messages. This year Firefighter Drew Goble was the Departments representative. These messages played at various times throughout the day from December 12 – 23, 2020.

On December 22, 2020 550 brochures on Smoke Alarms, Carbon Monoxide Alarms, and Holiday Safety were distributed through Canada Post throughout Selwyn Township as a reminder to home owners. Also, there were various fire safety messages included throughout the year as part of the Township's ongoing social media campaign.

76 Burn Permits, were issued pre-Covid-19 restrictions, and 42 Smoke Alarms were purchased by residents.

### **Apparatus and Equipment**

The replacement for the 1994 GMC topkick pumper P#51 was started in 2019 with the purchase of the chassis. Carl Thibault fire trucks was awarded as the company to build the truck. Delivery was in May. The new pumper was placed in service in Hall #1 Bridgenorth. The 2006 pumper in Hall #1 was moved to Hall #4 and the 2002 pumper in Hall #4 was placed in service in Hall #5 as a second out pumper. This pumper was originally placed in service in Hall #5 when it was purchased new in 2002.

The tanker, returning from a call in the late summer experienced a front tire blow out. While the driver was able to keep control of the truck, avoiding a more serious incident, extensive repairs were required. At that time fire and roads personnel, and the health and safety committee undertook a study to look at tire replacement for the fleet. While the Township fire apparatus do not see a lot of mileage and are more or less protected from the elements, the material in construction of tires does break down over the years. In order to keep personnel safe it was decided that all fire apparatus would see a tire replacement of 7 years for the smaller half ton types and 10 years for the heavy trucks. This was based on manufacturer's recommendations and NFPA best practices. If tires at the 10 year interval were sound they could be used on the Township roads trucks as they see continuous use and are changed quite regularly. The future replacement of the tires will come from a staggered schedule in the operations budget starting in 2023.

### **Training Division**

With the onset of the COVID-19 pandemic and the first lockdown in March our traditional training sessions changed drastically. We could no longer train together as groups in the training room or firehalls. Our Training Coordinator Mike Goble along with a number of officers and firefighters overcame this challenge in record time to continue a semblance of normality for our personnel. As Mike was using WebEx with his school students, it was a natural fit for continued training for the department. There is training of the same topic each week for two weeks, with follow up and signoffs using the MILO learning management system. The Coordinator has put in a huge amount of effort and hours to produce the WebEx training. There has been great attendance from all personnel from the start. This platform allows all in attendance to ask questions or share thoughts and ideas. I believe this will carry on well into 2021.

### **Strategic Plan Reference**

Achieve excellence in governance and service delivery

## **Financial Impact**

None related to this report.

## **Environmental Impact**

None related to this report.

## **Attachment**

Table 1, breakdown of calls 2020

Table 2, OFM breakdown call numbers and fire losses

Table 3, breakdown of the number of calls per each fire hall

Table 4 shows total call numbers since 2008 to present

*Gord Jopling*

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**Prepared By: Gord Jopling, Fire Chief**

*Janice Lavalley*

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**Reviewed By: Janice Lavalley, CAO**

		2020					Monthly Totals	2020 Total	2019 Total
<u>Date</u>	<u>Fires</u>	<u>MVA.s</u>	<u>MED</u>	<u>FALSE Alarms</u>	<u>Co Alarms</u>	<u>Other</u>			
Jan.	4	4	69	2	2	11	92	92	119
Feb.	4	4	70	3	3	10	94	186	225
March	<u>4</u>	<u>1</u>	<u>61</u>	<u>2</u>	<u>4</u>	<u>20</u>	<u>92</u>	278	347
<b>1st Q</b>	<b>12</b>	<b>9</b>	<b>200</b>	<b>7</b>	<b>9</b>	<b>41</b>	<b>278</b>		
April	14	2	61	4	3	7	91	369	438
May	17	3	50	3	4	12	89	458	563
June	<u>11</u>	<u>9</u>	<u>74</u>	<u>6</u>	<u>2</u>	<u>22</u>	<u>124</u>	582	661
<b>2nd Q</b>	<b>42</b>	<b>14</b>	<b>185</b>	<b>13</b>	<b>9</b>	<b>41</b>	<b>304</b>		
<b>Total All</b>	<b>54</b>	<b>23</b>	<b>385</b>	<b>20</b>	<b>18</b>	<b>82</b>	<b>582</b>	<b>582</b>	<b>661</b>
July	21	7	83	3	0	14	128	710	792
Aug.	9	4	95	5	0	19	132	842	899
Sept.	<u>1</u>	<u>5</u>	<u>75</u>	<u>3</u>	<u>0</u>	<u>10</u>	<u>94</u>	936	1012
<b>3rd Q</b>	<b>31</b>	<b>16</b>	<b>253</b>	<b>11</b>	<b>0</b>	<b>43</b>	<b>354</b>		
<b>Total All</b>	<b>85</b>	<b>39</b>	<b>638</b>	<b>31</b>	<b>18</b>	<b>125</b>	<b>936</b>	<b>936</b>	<b>1012</b>
Oct.	4	8	73	6	2	8	101	1037	1101
Nov.	12	9	64	9	3	12	109	1146	1195
Dec.	<u>2</u>	<u>6</u>	<u>67</u>	<u>2</u>	<u>6</u>	<u>15</u>	<u>98</u>	1244	1305
<b>4th Q</b>	<b>18</b>	<b>23</b>	<b>204</b>	<b>17</b>	<b>11</b>	<b>35</b>	<b>308</b>		
<b>Total All</b>	<b>103</b>	<b>62</b>	<b>842</b>	<b>48</b>	<b>29</b>	<b>160</b>	<b>1244</b>	<b>1244</b>	

Calls Per Hall 2020

	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Total 1st</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total 2nd</u>	<u>Total All</u>	<u>July</u>	<u>Aug</u>	Sept	Total 3rd	Total all	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Total 4th</u>	<u>Total All</u>	
<u>Hall #1</u>																				
Fires	1	0	0	1	2	3	1	6	7	5	2	0	7	14	2	2	1		19	
MVA	1	3	0	4	1	1	3	5	9	2	3	1	6	15	2	5	1		23	
MED	11	16	8	35	13	9	22	44	79	17	22	17	56	135	10	19	17		181	
Alarms	1	4	3	8	4	4	1	9	17	0	1	1	2	19	1	3	3		26	
<u>Other</u>	<u>3</u>	<u>0</u>	<u>4</u>	<u>7</u>	<u>3</u>	<u>1</u>	<u>7</u>	<u>11</u>	<u>18</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>6</u>	<u>24</u>	<u>2</u>	<u>4</u>	<u>4</u>		<u>34</u>	
Totals	17	23	15	55	23	18	34	75	130	26	30	21	77	207	17	33	26		283	
<u>Hall#2</u>																				
Fires	1	3	0	4	5	3	3	11	15	2	1	1	4	19	1	4	0		24	
MVA	1	0	1	2	0	1	3	4	6	1	0	2	3	9	2	1	3		15	
MED	30	19	21	70	15	13	15	43	113	24	20	22	66	179	18	15	15		227	
Alarms	3	0	1	4	0	0	5	5	9	2	3	1	6	15	1	6	1		23	
<u>Other</u>	<u>2</u>	<u>6</u>	<u>13</u>	<u>21</u>	<u>2</u>	<u>6</u>	<u>10</u>	<u>18</u>	<u>39</u>	<u>6</u>	<u>7</u>	<u>4</u>	<u>17</u>	<u>56</u>	<u>4</u>	<u>2</u>	<u>6</u>		<u>68</u>	
Totals	37	28	36	101	22	23	36	81	182	35	31	30	96	278	26	28	25		357	
<u>Hall#3</u>																				
Fires	0	0	1	1	0	3	1	4	5	7	3	0	10	15	0	0	0		15	
MVA	1	0	0	1	1	0	2	3	4	1	0	0	1	5	0	2	1		8	
MED	2	4	0	6	2	1	3	6	12	8	8	3	19	31	3	4	2		40	
Alarms	0	1	0	1	0	0	1	1	2	0	0	0	0	2	2	1	0		5	
<u>Other</u>	<u>3</u>	<u>0</u>	<u>3</u>	<u>6</u>	<u>2</u>	<u>1</u>	<u>2</u>	<u>5</u>	<u>11</u>	<u>2</u>	<u>4</u>	<u>0</u>	<u>6</u>	<u>17</u>	<u>0</u>	<u>1</u>	<u>3</u>		<u>21</u>	
Total	6	5	4	15	5	5	9	19	34	18	15	3	36	70	5	8	6		89	
<u>Hall#4</u>																				
Fires	0	0	1	1	2	6	3	11	12	2	0	0	2	14	0	2	1		17	
MVA	0	0	0	0	0	0	0	0	0	1	0	2	3	3	3	1	1		8	
MED	12	15	9	36	15	7	14	36	72	15	14	13	42	114	24	10	22		170	
Alarms	0	0	1	1	3	3	0	6	7	1	0	1	2	9	3	1	0		13	
<u>Other</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>6</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>2</u>	<u>8</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>4</u>	<u>12</u>	<u>1</u>	<u>1</u>	<u>0</u>		<u>14</u>	
Total	14	17	13	44	20	17	18	55	99	21	16	16	53	152	31	15	24		222	
<u>Hall#5</u>																				
Fires	2	1	2	5	5	2	3	10	15	5	3	0	8	23	1	4	0		28	
MVA	1	1	0	2	0	1	1	2	4	2	1	0	3	7	1	0	0		8	
MED	14	16	19	49	16	20	20	56	105	19	31	20	70	175	18	16	11		220	
Alarms	0	1	1	2	0	0	1	1	3	0	1	0	1	4	1	1	4		10	
<u>Other</u>	<u>1</u>	<u>2</u>	<u>2</u>	<u>5</u>	<u>0</u>	<u>3</u>	<u>2</u>	<u>5</u>	<u>10</u>	<u>2</u>	<u>4</u>	<u>4</u>	<u>10</u>	<u>20</u>	<u>1</u>	<u>4</u>	<u>2</u>		<u>27</u>	
Total	18	21	24	63	21	26	27	74	137	28	40	24	92	229	22	25	17		293	
																		Year-end	Total	1244

Your data was received and has been processed.

13-Jan-21

Please review the reports below, and contact OFM with any questions or revisions.

## Monthly Call Summary This data is currently under review, and subject to revision.

FDID: 1515 00 Township of Selwyn Fire Department

	Total Calls	Injuries reported FF	Civilian	Estimated loss
<b>2020</b>	1242	2	0	\$1,682,000
<b>January</b>	92	1	0	\$9,000
Fire	1	0	0	\$9,000
Non fire call	91	1		\$0
<b>February</b>	94	0	0	\$120,000
Fire	2	0	0	\$120,000
Non fire call	92	0		\$0
<b>March</b>	92	1	0	\$500,000
Fire	3	0	0	\$500,000
Non fire call	89	1		\$0
<b>April</b>	91	0	0	\$96,000
Fire	2	0	0	\$96,000
Outdoor, no loss fire	4	0		\$0
Non fire call	85	0		\$0
<b>May</b>	89	0	0	\$0
Fire	1	0	0	\$0
Outdoor, no loss fire	1	0		\$0
Non fire call	87	0		\$0
<b>June</b>	124	0	0	\$652,500
Fire	3	0	0	\$652,500
Outdoor, no loss fire	3	0		\$0
Non fire call	118	0		\$0
<b>July</b>	128	0	0	\$13,500
Fire	5	0	0	\$13,500
Outdoor, no loss fire	3	0		\$0
Non fire call	120	0		\$0
<b>August</b>	132	0		\$0
Non fire call	132	0		\$0
<b>September</b>	93	0		\$0

Non fire call	93	0		\$0
<b>October</b>	100	0	0	\$4,000
Fire	1	0	0	\$4,000
Outdoor, no loss fire	1	0		\$0
Non fire call	98	0		\$0
<b>November</b>	109	0	0	\$17,000
Fire	2	0	0	\$17,000
Outdoor, no loss fire	2	0		\$0
Non fire call	105	0		\$0
<b>December</b>	98	0	0	\$270,000
Fire	1	0	0	\$270,000
Non fire call	97	0		\$0

# All Call Summary

This data is currently under review, and subject to revision.

FDID: 1515 00 Township of Selwyn Fire Department

	Total Calls	Injuries reported FF Civilian	Estimated loss
<b>2020</b>	1242	2 0	\$1,682,000
<b>Fire</b>	21	0 0	\$1,682,000
<b>Property fires/explosions</b>	21	0 0	\$1,682,000
Explosion (including during fire, excluding codes 3 and 11-13)	1	0 0	\$0
Fire	20	0 0	\$1,682,000
<b>Outdoor, no loss fire</b>	14	0	\$0
<b>Property fires/explosions</b>	14	0	\$0
NO LOSS OUTDOOR fire (see exclusions)	14	0	\$0
<b>Non fire call</b>	1207	2	\$0
<b>Burning (controlled)</b>	46	0	\$0
Authorized controlled burning - complaint	8	0	\$0
Open air burning/unauthorized controlled burning (no uncontrolled fire)	38	0	\$0
<b>CO False calls</b>	29	0	\$0
CO false alarm - equipment malfunction (no CO present)	19	0	\$0
CO false alarm - perceived emergency (no CO present)	10	0	\$0
<b>False fire calls</b>	50	0	\$0
Alarm System Equipment - Accidental activation (exc. code 35)	5	0	\$0
Alarm System Equipment - Malfunction	31	0	\$0
Human - Accidental (alarm accidentally activated by person)	5	0	\$0
Human - Perceived Emergency	5	0	\$0
Other False Fire Call	4	0	\$0
<b>Medical/resuscitator call</b>	840	1	\$0
Accident or illness related - cuts, fractures, person fainted, etc.	46	0	\$0
Alcohol or drug related	14	1	\$0
Asphyxia, Respiratory Condition	322	0	\$0
Burns	3	0	\$0
Chest pains or suspected heart attack	170	0	\$0
CPR administered	1	0	\$0
Medical/resuscitator call false alarm	2	0	\$0

Other Medical/Resuscitator Call	223	0	\$0
Seizure	32	0	\$0
Vital signs absent, DOA	27	0	\$0
<b>Other response</b>	<b>131</b>	<b>0</b>	<b>\$0</b>
Assistance not required by other agency	2	0	\$0
Assistance to Other Agencies (exc 921 and 922)	6	0	\$0
Assistance to Police (exc 921 and 922)	2	0	\$0
Assisting Other FD: Automatic Aid	47	0	\$0
Assisting Other FD: Mutual Aid	4	0	\$0
Call cancelled on route	45	0	\$0
Incident not found	8	0	\$0
Other Public Service	14	0	\$0
Other Response	3	0	\$0
<b>Pre fire conditions/no fire</b>	<b>19</b>	<b>0</b>	<b>\$0</b>
Other Cooking/toasting/smoke/steam (no fire)	5	0	\$0
Other pre fire conditions (no fire)	8	0	\$0
Overheat (no fire, e.g. engines, mechanical devices)	5	0	\$0
Pot on Stove (no fire)	1	0	\$0
<b>Public Hazard</b>	<b>28</b>	<b>0</b>	<b>\$0</b>
Gas Leak - Natural Gas	7	0	\$0
Other Public Hazard	1	0	\$0
Power Lines Down, Arcing	15	0	\$0
Public Hazard call false alarm	2	0	\$0
Spill - Gasoline or Fuel	2	0	\$0
Spill - Toxic Chemical	1	0	\$0
<b>Rescue</b>	<b>64</b>	<b>1</b>	<b>\$0</b>
Persons Trapped in Elevator	2	0	\$0
Rescue no action required	1	0	\$0
Vehicle Collision	58	1	\$0
Water Ice Rescue	2	0	\$0
Water Rescue	1	0	\$0

## Call Summary by Location/Municipality Attended

\*\*NEW report created May-2019: This data is currently under review, and subject to revision.

FDID: 1515 00 Township of Selwyn Fire Department

	Total Calls Attended in Location
2020	1242
Cavan-Monaghan	2
Curve Lake 35	82
Douro-Dummer	50
Kawartha Lakes	14
North Kawartha	1
Otonabee-South Monaghan	1
Selwyn	1091
Trent Lakes	1

**Fire losses: Estimated losses of < \$4 or \$500,000+**

Please confirm with a check or revise the estimate and email to OFMstatistics@ontario.ca.

Note: \$0 for fires is accepted, but a confirmation is required.

FDID: 1515 00 FDName: Township of Selwyn Fire Department

Fire dep incident #      Date:      Estimated loss, address, property type, possible cause reported      Est loss confirmed

200000140000	13-Feb-20	\$0	1931	PRATT'S MARINA RD	SELWYN	<input type="checkbox"/>
				Detached Dwelling	Unknown, not reported	
200000243000	17-Mar-20	\$0		YOUNGS POINT RD	LAKEFIELD	<input type="checkbox"/>
				Other specialty vehicle	Other unintentional cause, not classifie	
200000423000	20-May-20	\$0	757	ALEXANDER DR	ENNISMORE	<input type="checkbox"/>
				Detached Dwelling	Improperly Discarded	
200000528000	15-Jun-20	\$0	1320	SCOLLARD LI	ENNISMORE	<input type="checkbox"/>
				Private or Business Watercraft	Undetermined	
200000574000	28-Jun-20	\$650,000	827	KIMBERLY DR	ENNISMORE	<input type="checkbox"/>
				Attached Dwelling (e.g. rowhouse, townhouse, etc.)	Unintentional, cause undetermined	
200000662000	18-Jul-20	\$0	100	EDENDERRY LI	Ennismore	<input type="checkbox"/>
				Residential Camp	Other unintentional cause, not classifie	

**Incident Count**

<u>Date</u>	<u>Fires</u>	<u>MVA,s</u>	<u>MED</u>	2008 -2020		<u>Other</u>	<u>Totals</u>
				FALSE <u>Alarms</u>	Co <u>Alarms</u>		
2020	103	62	842	48	29	160	1244
2019	74	115	878	72	34	132	1305
2018	98	73	808	68	33	165	1245
2017	83	77	743	67	32	174	1174
2016	88	102	642	56	39	110	1037
2015	77	86	552	51	35	113	914
2014	57	90	551	55	27	105	885
2013	71	103	510	48	17	127	876
2012	160	152	1393	103	56	265	820
2011	72	112	458	62	34	170	908
2010	77	109	440	64	51	84	825
2009	82	101	422	58	29	105	797
2008	71	118	388	77	16	108	778



**Date:** February 23, 2021

**To:** Mayor Andy Mitchell and Council Members

**From:** Kim Berry, HR Coordinator

**Subject:** Administrative Assistant – Fire Department

**Status:** For Information

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### **Recommendation**

That the report from the HR Coordinator regarding the Administrative Assistant - Fire recruitment be received for information.

### **Information**

An internal recruitment process was conducted to fill the vacant position of Administrative Assistant - Fire. Applications for this position were being accepted from January 18<sup>th</sup> through February 1<sup>st</sup>. We received two internal applications and both candidates were invited to participate in an interview based on their qualifications and experience as demonstrated through their resumes. Both internal candidates accepted the invitation for an interview and the candidates met with the interview committee consisting of Gord Jopling, Fire Chief and myself.

The interview process concluded with Gwen Walker being the successful candidate. Gwen brings with her over 20 years' experience in office administration, including her most recent experience working in the contract position of Administrative Assistant with the Fire Department since July 2019. Working in this position has given Gwen the opportunity to learn the day-to-day responsibilities of the position and has allowed her to demonstrate her ability to work with all members of the Fire Department. Her strong attention to detail in all aspects of her work has been greatly appreciated and she has introduced several efficiencies to help the department administration be more time effective. Her strong customer service and organizational skills make her a great fit with our team.

### **Strategic Plan Reference**

- Achieve excellence in governance and service delivery.

### **Financial Impact**

The cost of the position is included in the approved budget for the Fire Department.

Kim Berry

Prepared By: Kim Berry, HR Coordinator

Janice Lavalley

Reviewed By: Janice Lavalley, CAO



**The Corporation of the  
Township of Selwyn**

**By-law Number 2021 - 010**

**Being a By-law to Amend By-law 2016-026, a By-law to provide for User  
Fees and Charges**

**Whereas** the Municipal Act, 2001, S.O. 2011, C. 25, as amended, authorizes a municipality or local board to impose fees or charges on persons; and

**Whereas** it is desirable to formally adopt the fees and charges presently in existence, provide for some future increases for some of the fees and charges and to formally adopt the list that will be available for public inspection; and

**Whereas** the Council for The Corporation of the Selwyn passed By-law 2016-026, a By-law to provide for User Fees and Charges and now deems it advisable to amend By-law 2016-026;

**Now therefore** the Council for The Corporation of the Selwyn hereby enacts as follows:

1. That the following Section 8. be added to By-law 2016-026:

8. That any person who has unpaid fees/fines, if such amounts remain unpaid sixty (60) days following notification of the amounts owing, the Township has the right to collect any unpaid costs, including interest, as authorized by this By-law by adding such charges to the tax roll where they may be collected in a like manner as municipal taxes, all of which is in accordance with Section 398 of the Municipal Act, 2001, c. 25, as amended.

Read a first, second and third time and finally passed this 23<sup>rd</sup> day of February, 2021.

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Mayor, Andy Mitchell

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Clerk, Angela Chittick

Corporate Seal

Department and Type		Fees	By-law/Policy/Resolution Reference
1.	Building	Effective March 1, 2021 (no rate increase 2021, 2020, 2019, or 2018)	By-law - 2014-008
Building - Classes of Permits and Fees		Permit fees for 2021	
a) Demolition Permit	\$76.50 for first 5,000 sq feet (464.5 sq m) of gross floor area or portion thereof; Plus \$10.20 for each additional 1,000 sq feet (92.9 sq m) of gross floor area or part thereof	\$76.50	up to 5,000 sq ft; \$10.20 for each 1,000 sq ft
b) Building Construction Value or Portion Thereof; includes	\$14.54 per \$1,000 of estimated value; \$76.50 minimum	\$14.54	per \$1000 of estimated value
Assembly, Institutional, Residential, Business and Personal Service Mercantile, Industrial, Agricultural, Parking Garages, Relocation of existing structure, factory built-house, mobile home, model trailer, Minor residential structures, alterations including decks, gazebos, Wind turbines regulated by the EPA and alterations	* building without a permit - applicable fee above PLUS additional 100% * partial building permit - 10% of applicable fee above (\$100min/\$500 max) * conditional building permit - 10% of applicable fee above (\$100min/\$1000 max)		
c) Plumbing Permit Fees	\$25.50 per fixture; \$76.50 minimum	\$25.50	per fixture (min. \$76.50)
d) Swimming Pool Permit Fees - Above and In-ground	\$8.50 per \$1,000 of estimated value; \$50.00 minimum	\$8.50	per \$1,000 of estimated value (min. \$50)
e) Occupancy Permits (unfinished without permit)	\$127.50	\$127.50	
f) Transfer Permit *	\$102.00	\$102.00	
g) Plumbing Permit	\$204.00 flat fee	\$204.00	flat fee
h) Re-inspection to correct identified deficiency	\$102.00	\$102.00	
i) Minor Revision to Plans (already examined)	\$102.00	\$102.00	
j) Retrieval of building permit from archives	\$25.50; plus \$51.00 if request results in inspection being required	\$25.50	plus \$51.00 if request results in inspection being required
k) Liquor licence approval request	\$51.00 (in addition to Fire Dept. Charge)	\$51.00	(in addition to Fire Dept. Charge)
l) Site inspection to determine occupancy load	\$51.00	\$51.00	
m) Deferral of revocation on a permit	\$153.00	\$153.00	
n) Discharge of posted orders	\$51.00	\$51.00	
o) Site Servicing	\$76.50 per unit	\$76.50 per unit	
p) Fireplace/wood stove	\$102.00	\$102.00	
q) Tents	\$76.50	\$76.50	
r) Water and sewer connection	\$76.50	\$76.50	
s) Temporary school portable	\$204.00 per structure	\$204.00 per structure	
t) Temporary tent	\$102.00 per tent	\$102.00 per tent	
u) Sign related to the OBC	\$102.00 per sign	\$102.00 per sign	
v) Minimum Fee	\$76.50	\$76.50	
* This fee for initial evaluation only			
* This fee covers transfer without changes to original permit.			
Department and Type		Fees	By-law/Policy/Resolution Reference
2.	Development Charges	Effective Sept. 1, 2020 (indexed per CPI Ontario - Construction Price Statistics, catalogue number 62-007)	By-law 2018-044
General Municipal		Will apply Consumer Price Index (CPI) Construction Price Stat - Sept. 1st.	
	Residential development fee \$3,011.00		
	Commercial development fee \$1.41 square foot		
Specific Municipal			
	Lakefield stormwater \$322.00		
	Lakefield south development lands (secondary planning area) \$9,256.00		

3.	Planning	Effective March 1, 2021 (No rate increase in 2021)	By-law 2016-026
	Planning Application fees and deposits		
	Severance Review	\$108.12	\$108.12
	Minor Variance Application (Committee of Adjustment)	\$865.09	\$865.09
	Amended Application	\$265.05	\$265.05
	Zoning By-law Amendment		
	Residential - Minor	\$1,081.34	\$1,081.34
	Residential - Major	\$2,162.68	\$2,162.68
	Commercial - Minor	\$1,622.01	\$1,622.01
	Commercial - Major	\$2,703.40	\$2,703.40
	Removal of Holding Provision	\$540.67	\$540.67
	Amended Application	\$540.67	\$540.67
	Deposit on all Applications	\$3,784.74	\$3,784.74
	Site Plan Control Applications		
	Minor	\$1,081.34	\$1,081.34
	Major	\$2,162.68	\$2,162.68
	Waterfront Lots	\$540.67	\$540.67
	Deposit on all Applications	\$3,784.74	\$3,784.74
	Amended Minor Application	\$265.05	\$265.05
	Amended Major Application	\$530.05	\$530.05
	Amended Waterfront Lot Application	\$159.02	\$159.02
	Registration Fee	\$626.69	\$626.69
	Plan of Subdivision		
	Application Fee	\$3,784.74	\$3,784.74
	Deposit	\$8,110.16	\$8,110.16
	Agreement Fee	\$2,162.68	\$2,162.68
	Cash-in-lieu of Parkland	\$1,351.70	\$1,351.70
	Telecommunications Tower		
	Township Administrative Fee	\$532.71	\$532.71
	CRINS Fee/Security deposit	\$4,794.16	\$4,794.16
4.	Sign Permits		By-law 2012-092
	Ground Signs	\$80.00	\$80.00
	Awning or Fascia Sign	\$50.00	\$50.00
	Sandwich Board Sign	\$30.00	\$30.00
	Mobile Sign	\$50.00	\$50.00
	All other signs	\$50.00	\$50.00
	*When several permits are made concurrently one fee will apply (most expensive)		
	Variance Application Fee	\$100.00	\$100.00

Department and Type		Fees	By-law/Policy/Resolution Reference
5.	<b>Dog Licences/Tags - 2021</b>	<b>Effective January 1, 2021</b>	<b>Total</b> <b>By-law 2019-104</b>
	<b>Microchipped Dogs (With Proof) - One Time Fee</b>		
	- Spayed/neutered (with proof)	\$60.00	\$60.00
	- Unaltered	\$100.00	\$100.00
	<b>Annual Renewal Life Time Tag (not microchipped)</b>		
	- Spayed/neutered (with proof) - Licence - Paid before March 31st	\$15.00	\$15.00
	- Spayed/neutered (with proof) - Licence - Paid after March 31st	\$25.00	\$25.00
	<b>Annual Renewal Life Time Tag (not microchipped)</b>		
	- Unaltered - Licence - Paid before March 31st	\$20.00	\$20.00
	- Unaltered - Licence - Paid after March 31st	\$30.00	\$30.00
	Replacement Dog Tag (all Types)	\$10.00	\$10.00
	New dog obtained after March 31st (not microchipped)	\$15.00	\$15.00
	Licence - Kennel	\$125.00	\$125.00
	<b>Effective January 1, 2021, all existing dog licences will be billed at the \$20.00 unaltered, not microchipped rate, until proof of alteration and/or microchipping is received*.</b>		
	<b>Dog Licences/Tags - 2022</b>	<b>Effective January 1, 2022</b>	<b>By-law 2019-104</b>
	<b>Microchipped Dogs (With Proof) - One Time Fee</b>		
	- Spayed/neutered (with proof)	\$60.00	\$60.00
	- Unaltered	\$100.00	\$100.00
	<b>Annual Renewal Life Time Tag (not microchipped)</b>		
	- Spayed/neutered (with proof) - Licence - Paid before March 31st	\$15.00	\$15.00
	- Spayed/neutered (with proof) - Licence - Paid after March 31st	\$25.00	\$25.00
	<b>Annual Renewal Life Time Tag (not microchipped)</b>		
	- Unaltered - Licence - Paid before March 31st	\$20.00	\$20.00
	- Unaltered - Licence - Paid after March 31st	\$30.00	\$30.00
	Replacement Dog Tag (all Types)	\$10.00	\$10.00
	New dog obtained after March 31st (not microchipped)	\$15.00	\$15.00
	Licence - Kennel	\$125.00	\$125.00
	<b>All licence types - Effective January 1, 2022, there will be no refunds on a Dog Licence of any kind.</b>		
	<b>All licence types - Effective January 1, 2022, there will be no refunds on a Dog Licence of any kind.</b>		
	<b>*Annual Tag Renewals - Effective January 1, 2022, dog owners requesting a licence type change must submit proof by December 31st to be eligible for the new rate the following year. There will be no refunds issued or additional charges billed in the current year.</b>		

6. Fire		HST	Total	
Open Air Burning Permits	\$20.00/year		\$20/year	<b>Adopted by Resolution March 22/16</b>
Contravention of the Open Air Burning Permit	1) Current MTO rate for service per truck for the 1st hour and 1/2 the hourly fee for every 1/2 hour thereafter PLUS additional costs for special supplies 2) Current MTO rate for service per truck for the 1/2 hour for a fire department officer required to attend an open air burning ** Interest on unpaid amounts (30 days from issuance) - 24% per annum, calculated monthly			By-law 2010-054
Propane Licence Level 1 - Inspection New Refill Facility	\$160.00		\$160.00	<b>Adopted by Resolution March 22/16</b>
Propane Licence Level 2 - Inspection of New Facility (large)	\$160.00 plus an hourly charge for over 4 hours and cost recovery for additional expenses such as peer review costs			
Liquor Licence Review - new/re-established establishment	\$80.00 ((in addition to Building Dept. Charge)		\$80.00	Plus Building Dept. Charge
False Alarm Response	Fees based on 2 trucks for one hour (min)			<b>By-law 2010-062</b>
- 3rd Alarm	2 times the current MTO hourly rate			
- 4th Alarm	4 times the current MTO hourly rate			
- Each Alarm thereafter	8 times the current MTO hourly rate ** Interest on unpaid amounts (30 days from issuance) - 24% per annum, calculated monthly			
Motor Vehicle Accident Billing	Current MTO hourly rate X each responding apparatus			<b>Adopted by Resolution No. 2016-157</b>
- Motor Vehicle Accidents / Extrication				<b>Passed June 7, 2016</b>
- Hazardous materials including but not limited to fires, spills and associated clean-up operations				
-Vehicle fires, danger of fire, accident, extrication, environmental spill or any other emergency situation				
Request for Fire Incident Report	\$50.00		\$50.00	<b>Adopted by Resolution March 22/16</b>
Smoke Detectors - Type 2	\$44.25	\$5.75	\$50.00	<b>Adopted by Resolution Jan 20/17</b>

Department and Type		Fees	By-law/Policy/Resolution Reference
7.	<b>Licences</b>		
	<b>Refreshment Vehicle Licences</b>		
	Refreshment Vehicle - Annual Fee	\$600.00	<b>By-law 2011-117</b>
	Hot Dog Carts	\$200.00	
	Ice Cream Carts	\$200.00	
	Special Events - Per Day	\$25/day	
	<b>Bed and Breakfast Establishments</b>		<b>By-law 2002-05</b>
	Annual Licence Fee (Licence expires December 31st)	\$75.00 for the 1st bedroom; \$10.00 for each additional bedroom	1st bedroom and \$10 for each additional
	Late Filing Fee	\$50.00	
	<b>Trailer Park Licences</b>		
	Annual Fee	\$150.00	<b>By-law 2013-083</b>
	New Campground Licence/Permit	\$200 plus \$10 for each new campsite	
	<b>Exhibitions for Hire or Gain - Application Fee</b>	\$250.00	<b>By-law 2002-060</b>
	<b>Lottery Licence issuing Fee</b>	3% of value of prizes	<b>By-law 2001-003</b>
	<b>Secondary Dwelling/Garden Suite Licence - Application Fee</b>	\$250.00	<b>By-law 2009-088</b>
	<b>Marriage Licence</b>	\$120.00	
8.	<b>General Fees - Municipal Office</b>	<b>Total</b>	
	Blue Boxes	\$5.31	\$6.00
	Kitchen Composters	\$4.42	\$5.00
	Commissioner of Oath Services	\$10.00	\$10.00
	Burial Permit Registration	\$15.00/permit	\$15.00/permit
	Fee for Processing of NSF Cheque	\$25.00	\$25.00
	Photocopies	\$0.18/page	\$0.20/page
	Township Pins	\$1.77	\$2.00
	Ennismore Holy Land Book	\$17.70	\$20.00
	Lakefield Historical Book	\$30.97	\$35.00
	County Map	\$4.42	\$5.00
	Fence Variance Fee	\$100.00	<b>By-law 2016-032</b>
	Digester	\$48.68	
	Composter	\$26.55	
		\$3.45	
9.	<b>Tax Certificates and Zoning Compliance</b>		
	Tax Certificate	\$40.00	\$40.00
	Work Order and Building Permit Information	\$70.00	\$70.00
	Zoning Information/Compliance	\$40.00	\$40.00
	Subdivision Agreement Compliance	\$40.00	\$40.00
	Rush Request/ Less than 10 days response	Add 25% to each request	
	Tax Sale Tender Package	\$10.00	\$11.30
	Capital Gains Request	\$45.00 (Additional \$7.50 per 15 minutes of research/preparation beyond 90 minutes)	\$45.00 (Additional \$7.50 per 15 minutes of research/preparation beyond 90 minutes)

Department and Type		Fees		By-law/Policy/Resolution Reference	
10.	Public Works - Township Roads	Total			
	<b>Culvert Installation</b>	<b>Effective March 1, 2021 (annually indexed per CPI Ontario - All Items at Dec. 2020)</b>		<b>Effective March 1, 2021</b>	
	400mm x 8 m (apprx 16" Diametre X 26')	\$1,067.58		\$1,067.58	
	450mm x 8m (apprx 18" Diametre X 26')	\$1,104.95		\$1,104.95	
	600mm x 8m (apprx 24" Diametre X 26')	\$1,206.38		\$1,206.38	
	800mm x 9m (apprx 30" Diametre X 30')	\$1,441.21		\$1,441.21	
	900mm x 9m (apprx 36" Diametre X 30')	\$1,569.31		\$1,569.31	
	2m extensions add 25% to above			2m extensions add 25% to above	
	4m extensions add 50% to above			4m extensions add 50% to above	
	Additional 1 load of gravel for installation only	\$170.73		\$170.73	1 load gravel, install only
	Used Culvert	\$4.22/ft	\$0.55	\$4.77	per foot
11.	Unopened Road Allowance			By-law 2009-02	
	Shoreline Road	\$2500 (min up to 100 feet); and \$25.00 each foot thereafter	plus applicable tax	\$2,500	up to 100' and \$25/ft thereafter
	Inland Road	\$1000 (min up to 100 feet); and \$10.00 each foot thereafter	plus applicable tax	\$1,000	up to 100' and \$10/ft thereafter
	Processing deposit	\$2,100		\$2,100	includes \$150 admin fee
12.	Landfill Rates			By-law 2019-088	
	<b>Disposal Fees</b>				
	Waste weighing less than 50 kgs (minimum charge)	\$3.50		\$3.50	
	Waste per tonne (includes large appliances and large furnishings)	\$100.00		\$100.00	
	Compactor Waste per tonne	\$100.00		\$100.00	
	Construction Debris per tonne	\$100.00		\$100.00	
	Asbestos material per tonne	\$250.00		\$250.00	
	Appliances containing Freon surcharge plus per tonne rate	\$12.50		\$12.50	
	Leaf and yard waste less than 100 kg's	No Charge		No Charge	
	Aquatic Vegetation (including wild rice) - all weights	No Charge		No Charge	
	Leaf and yard waste 100 kg's and more / tonne	\$45.00		\$45.00	Resn 2017-225
	Brush weighing less than 50 kg's (minimum charge)	\$3.50		\$3.50	
	Brush weighing 50 kg's and more / tonne	\$100.00		\$100.00	
	Disaster Debris	40% of the current approved rates			
	<b>Various Other Landfill Rates</b>				
	Replacement Landfill Cards	\$10.00		\$10.00	
	Vehicle Weights	\$10.00		\$10.00	
	Bag Tags (each)	\$4.00		\$4.00	
	Mattresses and Box Springs	No longer accepted (must dispose of at the Bensfort Road landfill)			

Department and Type		Fees		By-law/Policy/Resolution Reference
13.	<b>Arenas &amp; Parks</b>	<b>Excluding Tax</b>	<b>HST</b>	<b>Total</b>
	<b>Ice Rates</b>	<b>Effective April 1, 2021</b>		
	Adult Prime Rate - Weekdays 5pm-11pm / Weekends 8am-11pm	\$182.30	\$23.70	\$206.00
	All Non-Prime (Adult/Minor) - Weekdays 7-9am / Weekends 7-8am & 11pm-12am	\$124.78	\$16.22	\$141.00
	Junior Hockey Club			
	Practice	\$156.84	\$20.39	\$177.23
	Game	\$182.30	\$23.70	\$206.00
	Minor (Prime) - Weekdays 5pm-11pm / Weekends 8am-11pm	\$156.84	\$20.39	\$177.23
	Lakefield College School - All hours	\$156.84	\$20.39	\$177.23
	Day Rate - Weekday 9am-3pm	\$87.61	\$11.39	\$99.00
	Youth Shinny (Per Person)	\$5.00		\$5.00
	Public Skating (Per Person)	\$2.00		\$2.00
	<b>Summer Floor Rate (Sports)</b>	<b>Effective April 1, 2021</b>		
	Ennismore & Lakefield (Daily Floor Rental) - All hours	\$82.08	\$10.67	\$92.75
	<b>Adult Lacrosse</b>			
	Practice	\$70.35	\$9.15	\$79.50
	Game	\$219.03	\$28.47	\$247.50
	Play-off Game	\$241.59	\$31.41	\$273.00
	<b>Meeting Rooms</b>	<b>Effective April 1, 2021</b>		
	Meetings - \$38.00 for the first hour and \$17.00 for every additional hour after - for continuous rentals deduct 15%	\$33.63	\$4.37	\$38.00
	Receptions (to 1am) - includes \$80 bartender fee in cost			
	Auditorium - Ennismore	\$384.96	\$50.04	\$435.00
	Neils Pind Room	\$331.86	\$43.14	\$375.00
	Marshland Centre	\$318.58	\$41.42	\$360.00
	Arena Floor	\$606.19	\$78.80	\$684.99
	Bridgenorth Community Hall	\$411.50	\$53.50	\$465.00
	Receptions (Ending by 11pm)			
	Auditorium - Ennismore	\$203.54	\$26.46	\$230.00
	Neils Pind Room	\$172.57	\$22.43	\$195.00
	Marshland Centre	\$141.59	\$18.41	\$160.00
	Bridgenorth Community Hall	\$225.66	\$29.34	\$255.00
	Bartender Fee - Per Event (4 hours)	\$55	\$7.15	\$62.15
	Bartender Fee - Per Event (over 4 hours)	\$80	\$10.40	\$90.40
	Half Day Reception Rate (ALL Halls)	\$125.66	\$16.34	\$142.00
	<b>Ball Fields (All)</b>	<b>Effective April 1, 2021</b>		
	Adult			
	One day	\$181.42	\$23.58	\$205.00
	One hour	\$30.09	\$3.91	\$34.00
	One hour - with lights	\$63.72	\$8.28	\$72.00
	Child/Youth			
	Minor Sports	N/C		N/C
	Minor Sports - with lights	\$31.42	\$4.08	\$35.50
	<b>Soccer Fields</b>	<b>Effective April 1, 2021</b>		
	Adult - One hour	\$30.97	\$4.03	\$35.00
	One Day	\$182.30	\$23.70	\$206.00
	Child/Youth Minor Sports	N/C		N/C
	<b>Parks</b>	<b>Effective April 1, 2021</b>		
	Picnic Area/Park Under 50 people	\$35.40	\$4.60	\$40.00
	Picnic Area/Park 50-100 people	\$68.14	\$8.86	\$77.00
	Picnic Area/Park 100+ people	\$151.33	\$19.67	\$171.00
	Major Event for profit	\$508.85	\$66.15	\$575.00
	Water	\$51.33	\$6.67	\$58.00
	Hydro	\$51.33	\$6.67	\$58.00
	Additional fees may be applicable for tables/chairs/insurance			
	Farmers' Market Fee	\$55.00 per day	\$7.15	\$62.15

Department and Type	Fees	By-law/Policy/Resolution Reference
<b>Lakefield Marina</b>		
<b>Effective April 1, 2021</b>		
25ft minimum charge		
Seasonal		
30amp Electrical service	\$50.60	\$6.58 \$57.18
50amp Electrical service	\$58.85	\$7.65 \$66.50
Transient		
30amp Electrical service	\$2.09	\$0.27 \$2.36
50amp Electrical service	\$2.80	\$0.36 \$3.16
Weekly		
30amp Electrical service	\$8.58	\$1.12 \$9.70
50amp Electrical service	\$9.79	\$1.27 \$11.06
Monthly		
30amp Electrical service	\$20.90	\$2.72 \$23.62
50amp Electrical service	\$28.60	\$3.72 \$32.32
Day Rate - No Electrical service	\$17.52	\$2.28 \$19.80
Pump-out		
With slip rental	\$17.52	\$2.28 \$19.80
Without slip rental	\$24.34	\$3.16 \$27.50
Unserviced (Hague Boulevard) - Dock only, No services	\$486.73	\$63.27 \$550.00
<b>Facility Advertising Rates</b>		
<b>Effective April 1, 2021</b>		
Lakefield Marina - Exterior Map Board	\$156.00	\$20.28 \$176.28
Lakefield-Smith Community Centre		
Wall Boards	\$376.11	\$48.89 \$425.00
Ice Resurfacer (max. 4 spots)	\$309.73	\$40.26 \$349.99
Scoreboard Sign	\$420.35	\$54.65 \$475.00
Arena Board Advertising	\$500.00	\$65.00 \$565.00
Ennismore Community Centre		
Wall Boards	\$500.00	\$65.00 \$565.00
Ice Resurfacer (max. 4 spots)	\$309.73	\$40.26 \$349.99
In-Ice Logos (max. 6 spots per rink)	\$500.00	\$65.00 \$565.00
Arena Board Advertising	\$500.00	\$65.00 \$565.00
<b>TV Room Assignment Monitors</b>		
Month to Month (per advertisement / per month)	\$41.59	\$5.41 \$47.00
6 Months (per advertisement / per month)	\$36.28	\$4.72 \$41.00
Annually (per advertisement / per month)	\$30.97	\$4.03 \$35.00
<b>14. Municipal Inspection Fees - Regulatory By-laws</b>		
		<b>HST Total</b>
First Occurrence Inspection	No charge	No Charge
Second Occurrence Inspection	\$250.00	\$250.00
Third Occurrence Inspection	\$500.00	\$500.00
Fourth Inspection Occurrence Inspection	\$1,000.00	\$1,000.00
Fifth and further inspections	\$2,000.00	\$2,000.00



**Date:** February 23, 2021  
**To:** Mayor Andy Mitchell and Council Members  
**From:** Angela Chittick, Manager of Community & Corporate Services /Clerk  
**Subject:** Fees Consolidation – 2021 Update  
**Status:** For Direction

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### **Recommendation**

That the report of the Manager of Community & Corporate Services /Clerk regarding the 2021 Tariff of Fees consolidation update be received for information; and

Whereas By-law 2016-026, the consolidated list of Township Fees and Charges was adopted on March 22, 2016; and

Whereas By-law 2016-026 includes the provision for identified fees to be increased by the relevant Consumer Price Index as well as other identified fee increases;

That Schedule A to By-law 2016-026 be updated as outlined in the February 23, 2021 Fees Consolidation report noted as follows:

- Building fees - no change;
- Development Charges Fees - identified CPI adjustments (effective September 1<sup>st</sup>);
- Planning fees - no change;
- Dog licencing fees (effective January 1<sup>st</sup>, 2022) – no fee changes, clarification of billings and refunds;
- Fire fees – no change;
- General municipal fees – no change;
- Entrance Permits/Culvert installations and a Used Culvert Fee - identified CPI adjustments (effective March 1<sup>st</sup>);
- Parks and Recreation rates – adjustments to mooring rates (effective April 1<sup>st</sup>); and

That By-law 2021- 010 to amend By-law 2016-026, the Township's Fees and Charges By-law, to include the addition of Section 8, that permits outstanding amounts owing to be added to the tax roll and collected in the same manner as municipal taxes be brought forward to the By-laws section of the agenda for approval.

### **Information**

The Township has a variety of fees and charges to provide for some cost recovery for a variety of services and goods that range from the sale of a blue box and dog tags to

building and planning fees. In March of 2016, a consolidated Fee By-law was approved by Council. Staff provide an updated version of Schedule A of the consolidated Fees By-law annually for Council's consideration.

The By-law includes provision for a number of fees to be increased by the Consumer Price Index (CPI) on an annual basis in an effort to maintain a stable revenue source. Annually, the Parks and Recreation Department develops its operations budget to include any proposed fee increases.

***Consumer Price Index (CPI) Ontario – All Items as of December 2020 – 0.7%***

Below is a brief overview of the relevant updates:

- **Building Fees (Section 1)** – fees are established as part of the Building By-law 2014-008 including the provision to increase fees annually by the *Consumer Price Index (CPI) Ontario – All Items*. In accordance with Council direction there is no increase to building fees in 2021.
- **Development Charges (Section 2)** – fees are established as part of the Development Charges By-law 2018-044. Development Charges fees will increase by the *Construction Price Index (CPI) – Catalogue 62-007* as defined by the Development Charges Act. Development Charge fee increases are updated effective September 1<sup>st</sup> each year. The Manager of Financial Services/Treasurer will provide an information report to Council advising of the new fees.
- **Planning Fees (Section 3)** – fees are established as part of the consolidated Fee By-law 2016-026. In accordance with Council direction there is no increase to planning fees in 2021.
- **Dog Licences (Section 5)** – fees are established as part of the consolidated Fee By-law 2016-026. Council approved a new Animal Control By-law 2019-104 on December 10, 2019 that included a new fee structure that became effective on January 1, 2021. There are no changes to the fees. Language has been added to the fees schedule to clarify how billing changes and requests for refunds will be managed.
  - All licence types - Effective January 1, 2022, there will be no refunds on a Dog Licence of any kind.
  - All licence types - Effective January 1, 2022, there will be no refunds on a Dog Licence of any kind.
  - Annual Tag Renewals - Effective January 1, 2022, dog owners requesting a licence type change must submit proof by December 31st to be eligible

for the new rate the following year. There will be no refunds issued or additional charges billed in the current year.

- **Public Works** – Entrance Permits/Culvert Installation (Section 10) - fees are established as part of the consolidated Fee By-law 2016-026. Culvert fees will increase by the Consumer Price Index (CPI) Ontario – All Items as of December 2019 (rate is 0.7%). These fees will become effective March 1, 2021.
- **Arenas and Parks (Section 13)** – fees are established as part of the consolidated Fee By-law 2016-026. There are no fee increases for ice rentals, facilities, sport fields or advertising. There are mooring rate increases at the Lakefield Marina (approximately 10%) which will be effective April 1, 2021.

It is also proposed that the Township's Tariff of Fees By-law 2016-026, that establishes fees and charges be amended to include a specific section to allow for the collection of unpaid fees to be added to the tax roll and collected as municipal taxes.

## **Strategic Plan Reference**

Achieve excellence in governance and service delivery.

## **Financial Impact**

The 2021 budget has been prepared based on these rates and fees.

## **Attachment**

- Schedule A - By-law 2016-026 – Consolidated Version (updated February 23, 2021)
- By-law 2021 – 010– Amending By-law 2016-026

*Angela Chittick*

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Prepared By: Angela Chittick, Manager of Community & Corporate Services /Clerk

*R. Lane Vance*

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Reviewed By: R. Lane Vance, Manager of Financial Services/Treasurer

***Janice Lavalley***

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Reviewed By: Janice Lavalley, Chief Administrative Officer

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# 2020 Annual Report on Drinking Water Quality

January 1 – December 31, 2020

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## Peterborough Water Treatment System

Drinking Water System Number 220000497

Municipal Drinking Water Licence 145-101, Issue 5

Owner: Peterborough Utilities Commission

Operating Authority: PUG Services Corp.



Peterborough Utilities Commission is the owner of the Peterborough Municipal Water System. PUG Services Corp. is under contract with the owners to operate and maintains the System, as the Operating Authority. We are committed to providing safe drinking water to all our customers. This report has been prepared in accordance with Section 11 of Ontario Regulation 170/03 and as mandated by the Safe Drinking Water Act 2002. Free copies of this report are available on our website [www.peterboroughutilities.ca](http://www.peterboroughutilities.ca) Further

information on the Drinking Water Regulations can be found on the Ministry of the Environment website at [www.ene.gov.on.ca](http://www.ene.gov.on.ca).

### Inside this Report

System Description	Page 2
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Adverse Water Quality Report	Page 4
Water Usage	Page 5
Water Quality	Page 5

## ***System Description***

### **Raw Water**

The source of raw (untreated) water for Peterborough's drinking water is the Otonabee River. The Otonabee River Water is of good quality and can be described as a moderately coloured water of low turbidity. The river water temperature ranges from 0°C (winter) to approximately 26°C (summer). The raw river water is what we call a surface water supply, which means that it is considered to be an unprotected source.

Accordingly, we assume that raw water always requires full treatment at the Peterborough Water Treatment Plant to make it drinkable or potable.

The river water quality is monitored by staff at the plant as well as the Otonabee Region Conservation Authority (ORCA) and the Peterborough Health Unit (beaches only). The watershed is protected by planning and approvals processes through the City of Peterborough and ORCA. Since 1998, ORCA has monitored water quality in the Otonabee watershed under the Watershed 2000 Program and the Provincial Water Quality Monitoring Network.

### **Water Treatment Plant**

The plant is located at 1230 Water Street North, Peterborough, adjacent the Riverview Park & Zoo. The plant was initially built in 1922 and expanded in 1952, 1965, 1995 and 2016. The conventional treatment process includes coagulation, flocculation, sedimentation, filtration and chlorine disinfection and a process waste treatment facility to dewater the backwash sludge.

Aluminum sulphate (alum) is used as the primary coagulant. The current rated capacity of the plant is 104 ML/day.

### **Water Storage Tanks and Reservoirs**

Treated water is stored at various locations throughout the City in underground reservoirs and elevated storage tanks. Storage is used to supplement supply during times of high water demand and in emergency situations such as firefighting. The water storage capacity in the system is 48.2 ML.

### **Water Pumping Stations**

There are three individual pressure zones in Peterborough. Water supply is pumped from the plant or from the Water Street Pumping Station. Approximately one half of the City's water supply is pumped using water-driven turbine pumps powered by the Otonabee River flow. There are four water booster pumping stations around the city, which pump water from lower pressure zones to higher pressure zones. Two of the most critical stations have diesel-powered backup in case of an electrical power outage.

### **Water Distribution Piping Systems**

The water distribution system consists of approximately 469 kilometers of pipe (water mains), 2,394 hydrants and 27,323 individual water services. Hydrants are colour-coded according to the Ontario Fire Code requirements to indicate the available flow rate at a 20 psi residual pressure.

The following chemicals were used in the drinking water treatment process:

- ◆ Chlorine
- ◆ Alum (Aluminum Sulphate)
- ◆ Hydrofluosilicic Acid

Woodland Acres Drinking Water System (# 210001503) receives drinking water from the Peterborough Drinking Water System, and is considered to be a connected system.

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## *Legislation*

Since the issuance of the Walkerton Reports I and II in 2002, many legislative and regulatory changes have occurred for those supplying drinking water in Ontario. The following are the primary pieces of legislation that have directly affected the operation of the City of Peterborough's municipal water system.

### **Safe Drinking Water Act**

As recommended by Commissioner O'Connor in the Walkerton Inquiry Report Part 2, the government passed the Safe Drinking Water Act in 2002, which expands on existing policy and practice and introduced new features to protect drinking water in Ontario. The Act's purpose is to protect human health through the control and regulation of drinking-water systems and drinking-water testing. The Act also provides legislative authority to implement the recommendations made in Commissioner O'Connor's Walkerton Part One and Two Reports. As of August 2007, all 28 recommendations made in Part One, and all 93 in Part Two have been implemented. The Act also has the benefit of gathering in one place all legislation and regulations relating to the treatment and distribution of drinking water. Parts of the Act address:

- ◆ Accreditation of operating authorities
- ◆ Municipal drinking water systems
- ◆ Drinking water testing
- ◆ Inspections
- ◆ Compliance and Enforcement

### **Drinking Water Quality Management Standard (DWQMS)**

On October 30, 2006, the finalized standard was issued on the Environmental Bill of Rights Registry. The purpose of this Standard is to assist owners and operating authorities in the effective management and operation of their municipal residential drinking water systems. This Standard outlines requirements for a Quality Management System (QMS) to ensure high quality drinking water. In the development of a QMS, the Operating Authority must create an Operational Plan; this document will define the QMS and will be subject to external audits for accreditation. Staff developed and implemented a QMS specific to the Peterborough municipal water system, which received full scope accreditation in June 2011.



## 2020 Water Quality Report

### **Ontario Regulation 435/07: Financial Plans**

In 2007, Ministry of Environment, Conservation & Parks (MECP) developed the Financial Plans Regulation (O. Reg. 453/07) under the SDWA that prescribes the requirements for Financial Plans. The Financial Plans Regulation requires all owners of municipal residential drinking water systems to prepare Financial Plans that detail the system's financial information

projected forward for at least six years. The Financial Plans must include income statements (which set out revenues and expenses), as well as balance sheets (which include financial assets, non-financial assets, total liabilities, cash flow, etc.). The Financial Plans must then be formally approved by the owner of the municipal system through a resolution of the municipal council. The Financial Plan requires regular updates before every license renewal application (every 5 years).

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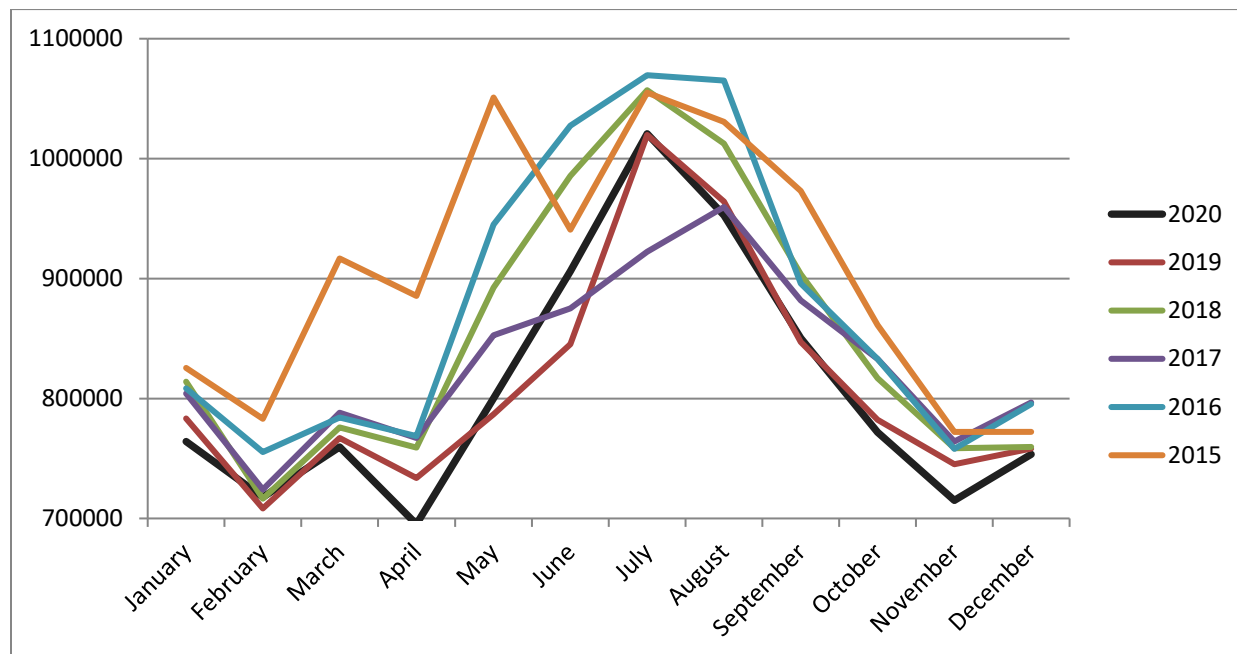
### ***Adverse Water Quality Results***

There were no incidents of adverse drinking water quality test results in 2020, under Schedule 16 of O. Reg. 170/03.

## ***Water Usage***

From January 1 to December 31, 2020, the Peterborough Water Treatment Plant produced 9,709,122 cubic metres of water. This compares to 9,741,716 cubic metres from the previous year (a decrease of less than 1%).

### Monthly Water Consumption



## ***Water Quality***

### Microbiological Parameters Sampling Summary – Schedule 10, O Reg. 170/03

	Number of Samples	Range of E.Coli Results	Range of Total Coliform Results	Number of HPC Samples	Range of HPC Results
Raw	249	0 - 75	12-770	248	12 - 2190
Treated	250	0 - 0	0 - 0	249	0 - 17
Distribution	1284	0 - 0	0 - 0	1284	0 - 14

### Operational Sampling Summary - Schedule 7, O Reg. 170/03

	Number of Grab Samples	Range of Results	Unit of Measure	Number of Exceedances
Turbidity	11 x 8,760	0.02 – 1.82	NTU	0
Chlorine	8,760	0.798 – 2.40	mg/L	0
Fluoride	365	0.01 – 0.85 LIMS	mg/L	0



# 2020 Water Quality Report

## Additional Sampling

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure	Number of Exceedances
Aug 16, 2006	Suspended Solids waste process	Quarter 1 Quarter 2 Quarter 3 Quarter 4	0 2 1 2	mg/L	0

## Inorganic Sampling Summary – Schedule 23, O Reg. 170/03

Parameter	Sample Date	Result Value	Unit of Measure	Number of Exceedances
Antimony	Jan 29	<0.09	µg/L	0
Arsenic	Jan 29	<0.02	µg/L	0
Barium	Jan 29	26.2	µg/L	0
Boron	Jan 29	2	µg/L	0
Cadmium	Jan 29	<0.003	µg/L	0
Chromium	Jan 29	0.13	µg/L	0
Lead	Jan 29	<0.0005	µg/L	0
Mercury	Jan 29	<0.09	µg/L	0
Selenium	Jan 29	<0.04	µg/L	0
Sodium	Jan 29	10.0	mg/L	0
Uranium	Jan 29	0.030	µg/L	0
Nitrite	Jan 07 Apr 21 Jul 14 Oct 21	0.05 0.05 0.05 0.05	mg/L	0
Nitrate	Jan 07 Apr 21 Jul 14 Oct 21	0.09 0.32 0.07 0.05	mg/L	0

## Organic Sampling Summary - Schedule 24, O Reg. 170/03

Parameter	Sample Date	Result Value	Unit of Measure	Number of Exceedances
Alachlor	Jan 29	0.02<MDL	µg/L	0
Atrazine + N-dealkylated metabolites	Jan 29	0.01<MDL	µg/L	0
Atrazine	Jan 29	0.01<MDL	µg/L	0
Azinphos-methyl	Jan 29	0.05<MDL	µg/L	0
Benzene	Jan 29	0.32<MDL	µg/L	0
Benzo(a)pyrene	Jan 29	0.004<MDL	µg/L	0
Bromoxynil	Jan 29	0.33<MDL	µg/L	0
Carbaryl	Jan 29	0.05<MDL	µg/L	0
Carbofuran	Jan 29	0.01<MDL	µg/L	0
Carbon Tetrachloride	Jan 29	0.16<MDL	µg/L	0

Parameter	Sample Date	Result Value	Unit of Measure	Number of Exceedances
Chlorpyrifos	Jan 29	0.02<MDL	µg/L	0
Diazinon	Jan 29	0.02<MDL	µg/L	0
Dicamba	Jan 29	0.20<MDL	µg/L	0
1,2-Dichlorobenzene	Jan 29	0.41<MDL	µg/L	0
1,4-Dichlorobenzene	Jan 29	0.36<MDL	µg/L	0
1,2-Dichloroethane	Jan 29	0.35<MDL	µg/L	0
1,1-Dichloroethylene (vinylidene chloride)	Jan 29	0.33<MDL	µg/L	0
Dichloromethane	Jan 29	0.35<MDL	µg/L	0
2-4 Dichlorophenol	Jan 29	0.15<MDL	µg/L	0
2,4-Dichlorophenoxy acetic acid (2,4-D)	Jan 29	0.19<MDL	µg/L	0
Diclofop-methyl	Jan 29	0.40<MDL	µg/L	0
Dimethoate	Jan 29	0.06<MDL	µg/L	0
Diquat	Jan 29	1<MDL	µg/L	0
Diuron	Jan 29	0.03<MDL	µg/L	0
Glyphosate	Jan 29	1<MDL	µg/L	0
HAA – Annual Average		72.50	µg/L	0
Malathion	Jan 29	0.02<MDL	µg/L	0
2-Methyl-4-chlorophenoxyacetic acid (MCPA)	Jan 29	0.00012<MDL	µg/L	0
Methoxychlor	Jan 29	<0.01	µg/L	0
Metolachlor	Jan 29	0.01<MDL	µg/L	0
Metribuzin	Jan 29	0.02<MDL	µg/L	0
Monochlorobenzene	Jan 29	0.3<MDL	µg/L	0
Paraquat	Jan 29	1<MDL	µg/L	0
Pentachlorophenol	Jan 29	0.15<MDL	µg/L	0
Phorate	Jan 29	0.01<MDL	µg/L	0
Picloram	Jan 29	1<MDL	µg/L	0
Polychlorinated Biphenyls(PCB)	Jan 29	0.04<MDL	µg/L	0
Prometryne	Jan 29	0.03<MDL	µg/L	0
Simazine	Jan 29	0.01<MDL	µg/L	0
THM - Annual Average		76.50	µg/L	0
Terbufos	Jan 29	0.01<MDL	µg/L	0
Tetrachloroethylene	Jan 29	0.35<MDL	µg/L	0
2,3,4,6-Tetrachlorophenol	Jan 29	0.20<MDL	µg/L	0
Trillate	Jan 29	0.01<MDL	µg/L	0
Trichloroethylene	Jan 29	0.44<MDL	µg/L	0
2,4,6-Trichlorophenol	Jan 29	0.25<MDL	µg/L	0
Trifluralin	Jan 29	0.02<MDL	µg/L	0
Vinyl Chloride	Jan 29	0.17<MDL	µg/L	0



## 2020 Water Quality Report

### Lead Sampling Summary – Schedule 15.1, O Reg. 170/03

\*The Peterborough Municipal Water Treatment System was granted relief from regulatory lead sampling in Schedule 15.1 of O. Reg. 170/03, as described in Schedule D of the Municipal Drinking Water Licence #145-101, Issue #5, dated November 7, 2019.

Location Type	Number of Samples	Range of Lead Results	Unit of Measure	Number of Exceedances
Plumbing	32	<0.0005 - 0.0262	mg/L	1 homes
Distribution	49	<0.0005 - 0.0005	mg/L	0

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#### *Questions or comments*

Please contact us either by mail, phone or email.

PUG Services Corp.

1867 Ashburnham Drive, Peterborough, ON K9L 1P8

705-748-9300 ext. 1258

Patricia Skopelianos, Water Quality Manager

[pskopelianos@peterboroughutilities.ca](mailto:pskopelianos@peterboroughutilities.ca)

PUG SERVICES CORP.

# Annual Report

FOR

LAKEFIELD WATERWORKS

**PERIOD: January 1, 2020 – December 31, 2020**



January 20, 2021  
MECP Waterworks # 220000488

<b>Drinking-Water System Number:</b>	220000488
<b>Drinking-Water System Name:</b>	Lakefield Water Treatment Plant
<b>Drinking-Water System Owner:</b>	Township of Selwyn
<b>Drinking-Water System Category:</b>	WT Class 2
<b>Period being reported:</b>	January 1, 2020 to December 31, 2020

<p><b><u>Complete if your Category is Large Municipal Residential or Small Municipal Residential</u></b></p> <p><b>Does your Drinking-Water System serve more than 10,000 people? Yes [ ] No [X ]</b></p> <p><b>Is your annual report available to the public at no charge on a web site on the Internet? Yes [ X ] No [ ]</b></p> <p><b>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.</b></p> <p>Township of Selwyn 1310 Centre Line Selwyn, ON K9J 6X5 www.selwintownship.ca</p>	<p><b><u>Complete for all other Categories.</u></b></p> <p><b>Number of Designated Facilities served:</b></p> <p><b>Did you provide a copy of your annual report to all Designated Facilities you serve? Yes [ ] No [ ]</b></p> <p><b>Number of Interested Authorities you report to:</b></p> <p><b>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility? Yes [ ] No [ ]</b></p>
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**Note: For the following tables below, additional rows or columns may be added or an appendix may be attached to the report**

**List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:**

<b>Drinking Water System Name</b>	<b>Drinking Water System Number</b>
None	

**Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?**

Yes [ ] No [ ] N/A

Indicate how you notified system users that your annual report is available, and is free of charge.

☒ Public access/notice via the web

☒ Public access/notice via Government Office

☒ Public access/notice via a newspaper

☐ Public access/notice via Public Request

☐ Public access/notice via a Public Library

☒ Public access/notice via other method Bill Stuffers

### **Describe your Drinking-Water System**

The Lakefield Water Treatment Plant and distribution system is operated by PUG Services Corp. under contract with the Township of Selwyn.

Lakefield municipal water system generally consists of five elements:

#### **1) Raw Water Source**

The source of raw (untreated) water for Lakefield's drinking water is the Otonabee River. The Otonabee River water is of good quality and can be described as a moderately coloured water of low turbidity. The river water temperature ranges from 0°C (winter) to approximately 29°C (summer). The raw river water is a surface water supply, which means that raw water always required full treatment at the Lakefield Water Treatment Plant to make it drinkable or potable.

The river water quality is monitored by staff at the plant as well as the Otonabee Region Conservation Authority (ORCA) and the Peterborough County-City Health Unit (beaches only). The watershed is protected by planning and approvals processes through the Township of Selwyn and ORCA. Since 1998, ORCA has monitored water quality in the Otonabee watershed under the Watershed 2000 Program and the Provincial Water Quality Monitoring Network.

#### **2) Water Treatment Plant**

The Lakefield plant is located at 13 Water Street North and consists of an intake from the Otonabee River, a low lift pumping system located within the water treatment plant, a treatment plant employing the process of chemical coagulation, ballasted flocculation/sedimentation (Actiflo®), dual media filtration and disinfection. The filters and low lifts have a capacity of 3,700 m<sup>3</sup>/d. The Actiflo® units have a capacity of 4,500 m<sup>3</sup>/d. The plant has a two-celled baffled clearwell with a total capacity of 1,000 m<sup>3</sup> and a high lift pumping facility discharging to the distribution system. There is a washwater surge tank and a wastewater clarifier to treat all clarifier and filter washwater discharges.

**3) Water Storage Tanks & Reservoirs**

Water storage provides a supplemental supply during times of high water demand and in emergencies such as firefighting. Treated water is stored at two distribution system reservoirs.

The Standpipe is located at 121 Strickland St., providing 2700 m<sup>3</sup> total volume and 900 m<sup>3</sup> effective volume. Currently this is off-line

The Elevated tank located at 3362 Lakefield Rd., providing 2750 m<sup>3</sup> total volume and 2750 m<sup>3</sup> effective volume.

**4) Water Pumping Stations**

There are two individual pressure zones in Lakefield. Water supply is pumped directly from the highlift pumping facility at the plant to serve most of Lakefield. There is one water booster pumping station at the corner of Strickland Street and Rolliston Street, which pumps water from the lower pressure zone to the higher pressure zone. The pump station was taken off-line, as of October 2019.

**5) Water Distribution Piping System**

The water distribution system consists of approximately 22,000 metres of underground pipes (water mains), 110 hydrants and 1,100 individual water services.

**List all water treatment chemicals used over this reporting period**

Alum (Aluminum Sulphate)  
Sodium Hypochlorite (Chlorine)  
MagnaFloc LT22S& LT22 Polymer  
Caustic Soda 25%  
Hydrex 3613 polymer

**Were any significant expenses incurred to?**

- ☐ Install required equipment  
☐ Repair required equipment  
☒ Replace required equipment

**Please provide a brief description and a breakdown of monetary expenses incurred**

- Replaced sodium hypochlorite tank
- Installation of sand re-circulation pump

**Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre**

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
none					

**Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period.**

	Number of Samples	Range of E.Coli Or Fecal Results (min #)-(max #)	Range of Total Coliform Results (min #)-(max #)	Number of HPC Samples	Range of HPC Results (min #)-(max #)
<b>Raw</b>	52	0-28	0-1580	---	---
<b>Treated</b>	52	0-0	0-0	52	0-6
<b>Distribution</b>	232	0-0	0-0	52	0-104

**Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.**

	Number of Grab Samples	Range of Results (min #)-(max #)	Unit of Measure
<b>Turbidity</b>	8760	0.03 – 0.36	NTU
<b>Chlorine</b>	8760	1.36 – 2.20	mg/L
<b>Fluoride</b> (If the DWS provides fluoridation)			

**Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.**

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure
Nov 30, 2005	Suspended Solids waste process	3 times monthly	8 Annual Average	mg/L

**Summary of Inorganic parameters tested during this reporting period or the most recent sample results**

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
<b>Antimony</b>	Aug 18	0.11	µg/L	No
<b>Arsenic</b>	Aug 18	0.2 <MDL	µg/L	No
<b>Barium</b>	Aug 18	30.3	µg/L	No
<b>Boron</b>	Aug 18	14	µg/L	No
<b>Cadmium</b>	Aug 18	0.003<MDL	µg/L	No
<b>Chromium</b>	Aug 18	0.17	µg/L	No
<b>Mercury</b>	Aug 18	0.01 <MDL	µg/L	No

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Selenium	Aug 18	0.05	µg/L	No
Sodium	Aug 18	19.0	mg/L	No
Uranium	Aug 18	0.006	µg/L	No
Fluoride	Aug 18	0.06	mg/L	No
Nitrite	Feb 12 May 13 Aug 18 Nov 17	0.003<MDL 0.003<MDL 0.003<MDL 0.003<MDL	mg/L	No
Nitrate	Feb 12 May 13 Aug 18 Nov 17	0.356 0.242 0.068 0.030	mg/L	No

**Summary of lead testing under Schedule 15.1 during this reporting period**

Location Type	Number of Samples Required	Range of Lead Results (min#) – (max #)	Unit of Measure	Number of Exceedances
Private Plumbing	4	0.08 – 0.16	µg/L	0
Plumbing Public	0*	n/a	µg/L	0
Distribution	4	<0.04 - 0.33	µg/L	0

\*The Lakefield Municipal Water System was granted relief from regulatory lead sampling in Schedule 15.1 of O. Reg. 170/03, as described in Schedule D of the Municipal Drinking Water Licence #149-102, Issue #6, dated January 25<sup>th</sup>, 2019.

**Summary of Organic parameters sampled during this reporting period or the most recent sample results**

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	Aug 18	0.02<MDL	µg/L	No
Atrazine + N-dealkylated metabolites	Aug 18	0.01<MDL	µg/L	No
Atrazine	Aug 18	0.01<MDL	µg/L	No
Azinphos-methyl	Aug 18	0.05<MDL	µg/L	No
Benzene	Aug 18	0.32<MDL	µg/L	No
Benzo(a)pyrene	Aug 18	0.004<MDL	µg/L	No
Bromoxynil	Aug 18	0.33<MDL	µg/L	No
Carbaryl	Aug 18	0.05<MDL	µg/L	No
Carbofuran	Aug 18	0.01<MDL	µg/L	No
Carbon Tetrachloride	Aug 18	0.17<MDL	µg/L	No
Chlorpyrifos	Aug 18	0.02<MDL	µg/L	No
Diazinon	Aug 18	0.02<MDL	µg/L	No
Dicamba	Aug 18	0.20<MDL	µg/L	No
1,2-Dichlorobenzene	Aug 18	0.41<MDL	µg/L	No
1,4-Dichlorobenzene	Aug 18	0.36<MDL	µg/L	No
1,2-Dichloroethane	Aug 18	0.35<MDL	µg/L	No

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
1,1-Dichloroethylene (vinylidene chloride)	Aug 18	0.33<MDL	µg/L	No
Dichloromethane	Aug 18	0.35<MDL	µg/L	No
2-4 Dichlorophenol	Aug 18	0.15<MDL	µg/L	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	Aug 18	0.19<MDL	µg/L	No
Diclofop-methyl	Aug 18	0.40<MDL	µg/L	No
Dimethoate	Aug 18	0.06<MDL	µg/L	No
Diquat	Aug 18	1<MDL	µg/L	No
Diuron	Aug 18	0.03<MDL	µg/L	No
Glyphosate	Aug 18	1<MDL	µg/L	No
HAA (NOTE: show latest annual average)	Average	50.2	µg/L	No
Malathion	Aug 18	0.02<MDL	µg/L	No
2-Methyl-4-chlorophenoxyacetic acid MCPA	Aug 18	0.00012 <MDL	µg/L	No
Metolachlor	Aug 18	0.01<MDL	µg/L	No
Metribuzin	Aug 18	0.02<MDL	µg/L	No
Monochlorobenzene	Aug 18	0.30<MDL	µg/L	No
Paraquat	Aug 18	1<MDL	µg/L	No
Pentachlorophenol	Aug 18	0.15<MDL	µg/L	No
Phorate	Aug 18	0.01<MDL		
Picloram	Aug 18	1<MDL	µg/L	No
Polychlorinated Biphenyls(PCB)	Aug 18	0.04<MDL	µg/L	No
Prometryne	Aug 18	0.03<MDL	µg/L	No
Simazine	Aug 18	0.01<MDL	µg/L	No
THM (NOTE: show latest annual average)	Average	71	µg/L	No
Terbufos	Aug 18	0.01<MDL	µg/L	No
Tetrachloroethylene	Aug 18	0.35<MDL	µg/L	No
2,3,4,6-Tetrachlorophenol	Aug 18	0.20<MDL	µg/L	No
Triallate	Aug 18	0.01<MDL	µg/L	No
Trichloroethylene	Aug 18	0.44<MDL	µg/L	No
2,4,6-Trichlorophenol	Aug 18	0.25<MDL	µg/L	No
Trifluralin	Aug 18	0.02<MDL	µg/L	No
Vinyl Chloride	Aug 18	0.17<MDL	µg/L	No

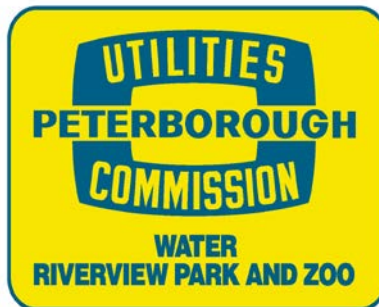
List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.

Parameter	Result Value	Unit of Measure	Date of Sample
Sodium	15.2	mg/L	Feb 12
	16.1		May 13
	19.5		Aug 18
	15.2		Nov 17

# **2020 SUMMARY REPORT FOR MUNICIPALITIES**

## **Peterborough Water Treatment Plant**

**PERIOD: JANUARY 1, 2020 – DECEMBER 31, 2020**



**Municipal Drinking Water Licence: 145-101, Issue No. 5**

**Municipal Waterworks No: 220000497**

January 27, 2021

### **Capability of Water System**

The annual summary of water delivered in 2020 is as follows:

<b>Month</b>	<b>Average Day (M<sup>3</sup>/d)</b>	<b>Maximum Day (M<sup>3</sup>/d)</b>	<b>Peak Flows (L/m)</b>
January	24,647	33,157	23,026
February	24,753	30,979	21,513
March	24,502	28,903	20,072
April	23,172	24,746	17,185
May	25,814	31,109	21,603
June	30,205	34,889	24,228
July	32,927	38,315	26,608
August	30,731	35,741	24,820
September	28,347	30,413	21,120
October	24,899	26,808	18,617
November	23,835	30,156	20,942
December	24,302	36,729	25,506
Rated Capacity	----	104,000	----
Maximum Taken per day (Permit to Take Water 5167-9BVR6A)	----	190,680	132,743 L/m

The Municipal Drinking Water Licence rates the plant at 104,000 M<sup>3</sup>/day; therefore there were no exceedences of this Licence. The Permit to Take Water allows a maximum raw water taking of 190.68 ML/day, therefore there were no exceedences of this permit. The Permit to Take Water also stipulates a maximum allowable limit of 132,743 L/m, again there were no exceedences.

### **Submission of this Report**

Schedule 22, section 22-2(1) of O. Reg. 170/03 under the Safe Drinking Water Act requires this report be submitted to the Peterborough Utilities Commission as it is the Peterborough drinking water system owner and a municipal service board under the Municipal Act, 2001.

### **Period Covered by this Report**

Schedule 22, section 22-2(5) of O. Reg. 170/03 under the Safe Drinking Water Act requires this report cover the period of January 1, 2020 to December 31, 2020.

**Failure to Meet Requirements of the Safe Drinking Water Act and Regulations**

There are no known failures to meet the requirements of the Safe Drinking Water Act, 2002 or any current regulation made under this Act.

**Failure to Meet Requirements of the Municipal Drinking Water Licence**

There are currently no known failures to meet the requirements of the terms and conditions of Municipal Drinking Water Licence, number 145-101, Issue No.5.

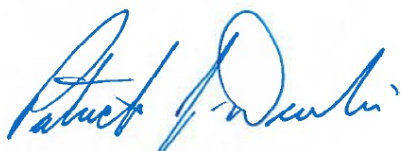
**Failure to Meet Requirements of Provincial Officer Orders**

There were no Provincial Officer's Orders issued during the period covered by this report. Any previously issued orders have been addressed. There are currently no known failures to meet the requirements of the terms and conditions of any Provincial Officer's Orders.

**Water Supplied to Others**

The Township of Selwyn's Woodland Acres development receives all of its drinking water from the Peterborough municipal water system. A copy of this report has been provided to the Township of Selwyn as required by Schedule 22, section 22-2(4) of O. Reg. 170/03 under the Safe Drinking Water Act.

This report has been prepared by Patrick J. Devlin, HBSc., PUG Services Corp., representative of the contracted operating authority.



Patrick J. Devlin, HBSc.  
Vice-President, Water Utility Services  
PUG Services Corp.

PUG SERVICES CORP.

# ANNUAL REPORT

FOR

## WOODLAND ACRES WATER DISTRIBUTION SYSTEM

PERIOD: January 1, 2020 – December 31, 2020



MECP Waterworks  
# 210001503  
January 20, 2021

<b>Drinking-Water System Number:</b>	210001503
<b>Drinking-Water System Name:</b>	Woodland Acres
<b>Drinking-Water System Owner:</b>	Township of Selwyn
<b>Drinking-Water System Category:</b>	WD Class 1
<b>Period being reported:</b>	January 1, 2020 – December 31, 2020

**Complete if your Category is Large Municipal Residential or Small Municipal Residential**

**Does your Drinking-Water System serve more than 10,000 people?** Yes [ ] No [X]

**Is your annual report available to the public at no charge on a web site on the Internet?**  
Yes [ X ] No [ ]

**Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.**

Township of Selwyn Office  
1310 Centre Line  
Selwyn, ON K9J 6X5  
www.selwyntownship.ca

**Complete for all other Categories.**

**Number of Designated Facilities served:**

**Did you provide a copy of your annual report to all Designated Facilities you serve?**  
Yes [ ] No [ ]

**Number of Interested Authorities you report to:**

**Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility?**  
Yes [ ] No [ ]

**Note: For the following tables below, additional rows or columns may be added or an appendix may be attached to the report**

**List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:**

<b>Drinking Water System Name</b>	<b>Drinking Water System Number</b>

**Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?**

Yes [ ] No [ ] N/A

Indicate how you notified system users that your annual report is available, and is free of charge.

- ☒ Public access/notice via the web  
☒ Public access/notice via Government Office  
☐ Public access/notice via a newspaper  
☐ Public access/notice via Public Request  
☐ Public access/notice via a Public Library  
☒ Public access/notice via other method Bill Stuffers\_\_\_\_\_

**Describe your Drinking-Water System**

The Woodland Acres distribution system is operated by PUG Services Corp. under contract with the Township of Selwyn.

The Woodland Acres municipal water distribution system generally consist of three elements:

**1. Drinking Water Supply**

The Woodland Acres water distribution system obtains its water from the City of Peterborough's municipal water system. This system is operated under contract by PUG Service Corp. The Peterborough water system (MECP # 220000497) and the Annual Report for this system may be viewed on the PUG Services Corp. web page at [www.peterboroughutilities.ca](http://www.peterboroughutilities.ca)

**2. Water Pumping Stations**

There is a water booster pumping station at Woodland Drive and Woodward Avenue.

**3. Water Distribution Piping System**

The water distribution system consists of approximately 4,651 meters of pipe (water mains), 26 hydrants and 334 individual water services.

**List all water treatment chemicals used over this reporting period**

--

**Were any significant expenses incurred to?**

- ☐ Install required equipment  
☐ Repair required equipment  
☐ Replace required equipment

**Please provide a brief description and a breakdown of monetary expenses incurred**

None
------

**Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre**

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
none					

\*Commencing June 16, 2015, The Township of Selwyn authorized the Operating Authority, Peterborough Utilities Services Inc. to treat the Woodland Acres subdivision as an extension of the water distribution system. Testing results after that date reflect results from the Peterborough Municipal Drinking Water System.

**Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period.**

	Number of Samples	Range of E.Coli Or Fecal Results (min #)-(max #)	Range of Total Coliform Results (min #)-(max #)	Number of HPC Samples	Range of HPC Results (min #)-(max #)
Raw					
Treated					
Distribution*	146	0-0	0-0	252	0-7

**Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.**

	Number of Grab Samples	Range of Results (min #)-(max #)	Unit of Measure	<i>NOTE: For continuous monitors use 8760 as the number of samples.</i>
Chlorine	108	0.53 – 1.60	mg/L	

**Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.**

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure
None				

**Summary of Inorganic parameters tested during this reporting period or the most recent sample results**

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Nitrite	Jan 07	0.05	mg/L	No
	Apr 21	0.05		
	July 14	0.05		
	Oct 21	0.05		
Nitrate	Jan 07	0.09	mg/L	No
	Apr 21	0.32		
	July 14	0.06		
	Oct 21	0.05		

**Summary of lead testing under Schedule 15.1 during this reporting period**

The Woodland Acres distribution system was granted relief from regulatory lead sampling in Schedule 15.1 of O. Reg. 170/03, as described in Certificate of Approval PB21001503RR-01, dated September 8, 2008.

Location Type	Number of Samples	Range of Lead Results (min#) – (max #)	Unit of Measure	Number of Exceedances
Plumbing	0			
Distribution	4	<0.0005 – 0.0012	mg/L	0

**Summary of Organic parameters sampled during this reporting period or the most recent sample results**

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
<b>THM</b> (NOTE: show latest annual average)	Annual Average	65.75	µg/L	No
<b>HAA</b> (NOTE: show latest annual average)	Annual Average	59.50	µg/L	No

**List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.**

Parameter	Result Value	Unit of Measure	Date of Sample
None			

# **2020 SUMMARY REPORT FOR MUNICIPALITIES**

## **Lakefield Water Treatment Plant**

**PERIOD: JANUARY 1, 2020 – DECEMBER 31, 2020**



**Municipal Drinking Water Licence: 149-102, Issue No.6**

**Municipal Waterworks No: 220000488**

January 27, 2021

### **Capability of Water System**

The annual summary of water delivered in 2020 is as follows:

Month	Average Day (m <sup>3</sup> /d)	Maximum Day (m <sup>3</sup> /d)	Peak Flows (L/m)
January	1,481.72	1,836.30	1,275.21
February	1,362.71	1,764.80	1,225.56
March	1,259.27	1,553.60	1,078.89
April	1,084.13	1,355.80	941.53
May	1,126.52	1,809.60	1,256.67
June	1,564.49	2,173.70	1,509.51
July	1,716.75	2,552.80	1,772.78
August	1,356.76	1,890.80	1,313.06
September	1,229.79	1,554.00	1,079.17
October	1,248.81	1,907.50	1,324.65
November	1,275.80	1,642.70	1,140.76
December	1,365.34	1,676.60	1,164.31
Rated Capacity	----	3,594.24 m <sup>3</sup> /day	----
Maximum Taken per day (Permit to Take Water 1661-98BHHG)		3,594.00 m <sup>3</sup> /day	2,500

### **Submission of this Report**

Schedule 22, section 22-2(1) of O. Reg. 170/03 under the Safe Drinking Water Act requires this report be submitted to the Township of Selwyn Council as it is the Lakefield drinking water system owner.

### **Period Covered by this Report**

Schedule 22, section 22-2(5) of O. Reg. 170/03 under the Safe Drinking Water Act requires this report cover the period of January 1, 2020 to December 31, 2020.

### **Failure to Meet Requirements of the Safe Drinking Water Act and Regulations**

There are no known failures to meet the requirements of the Safe Drinking Water Act, 2002 or any current regulation made under this Act.

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**Failure to Meet Requirements of the Municipal Drinking Water Licence**

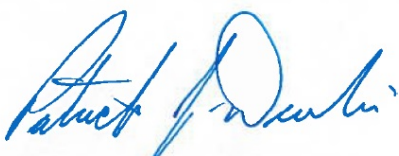
There are currently no known failures to meet the requirements of the terms and conditions of Municipal Drinking Water Licence, number 149-102, Issue No.6.

**Failure to Meet Requirements of Provincial Officer Orders**

There were no Provincial Officer's Orders issued during the period covered by this report. Any previously, issued orders have been addressed. There are currently no known failures to meet the requirements of the terms and conditions of any Provincial Officer's Orders.

The Municipal Drinking Water Licence rates the plant at 3,594.24 m<sup>3</sup>/day therefore there were no exceedences of this rating. The Permit to Take Water allows a maximum taking of 3,590 m<sup>3</sup>/day; therefore there were no exceedences of this permit.

This report has been prepared by Patrick J. Devlin, HBSc., PUG Services Corp., representative of the contracted operating authority.



Patrick J. Devlin, HBSc.  
Vice-President, Water Utility Services  
PUG Services Corp.

# Board of Health February 10 Meeting Summary

Written by [Communications](#), February 12, 2021

## **Collaborative Action to Address the Gap in Access to Paid Sick Days**

Locally, the age bracket with the highest number of COVID-19 cases so far is 20-29 year olds, and this group also has the highest proportion of individuals living on low-income, often in precarious employment. Other Ontario municipalities and boards of health, such as Peel Region and KFL&A Public Health, have requested that paid sick day supports should immediately be enhanced for workers who have COVID-19 or need to isolate because they may have been exposed to the virus. Insufficient paid sick days, financial/income supports, and sick leave protection are known barriers to compliance to COVID-19 control measures, including testing and self-isolation. Due to the lack of paid sick days, many of these workers simply cannot afford to take time off work when sick, fearing income-loss and financial hardship. While the federal and provincial governments have implemented some supports for these workers, these measures have limitations and are barriers. A private member's bill, **Bill 239 "Stay Home if You Are Sick Act"**, was introduced to the Ontario legislature and has passed first reading. The Board of Health passed a motion to endorse the principle of supporting paid sick day legislation within the context of an Infectious Disease health emergency, and to request that the province address the broader issue of paid sick days outside of health emergencies after the pandemic has been resolved.

## **Local COVID-19 Update**

Dr. Salvaterra presented the current local pandemic situation. A large portion of cases are the result of contacts to existing cases, and community spread (where no epidemiological link was identified) has dropped, due in part to the strong work of PPH nurses in case and contact management and their support of high-risk contacts to help them self-isolate. Global data was shared that showed countries about to prevent transmission of the COVID-19 variants of concern when public health measures were maintained.

The first dose of COVID-19 vaccine has been completed in all local long-term care homes, with an average uptake rate of 94%. We are now awaiting the next vaccine shipment, due the week of February 22.

The Peterborough Interagency Vaccine Planning Team is meeting weekly to develop our vaccine roll-out plan. It provides regular updates to the community [here](#). The local target is to vaccinate 75% of the eligible population, which is just over 94,000 individuals.

### **Advocacy for School Nutrition Programs**

Student nutrition programs are increasingly seen as vital contributors to students' physical and mental health. Growing research demonstrates the potential of these programs to improve food choices and support academic success (including increased ability to learn, improved student behaviours and greater attention spans) for all students. Recently, the Council of Directors of Education/Council of Medical Officers of Health ([CODE/COMOH](#)) with support from the Ontario Dietitians in Public Health, submitted six recommendations to strengthen Ontario's Student Nutrition Program's reach and impact, and provide much needed supports to address numerous program challenges, many that have been further exacerbated due to COVID-19 (see [pages 24-27](#) of the Board of Health agenda package).

### **Next meeting:**

The Board of Health meets next virtually on **Wednesday, March 10, 2021 at 5:00 p.m.** Please click [here](#) for a list of Board of Health meeting dates and location details.



## MEDIA RELEASE

### FOR IMMEDIATE RELEASE

Thursday, February 11, 2021, Peterborough

## Medical Officer of Health Dr. Rosana Salvaterra to Retire Later This Year

### *Board of Health Will Recruit New Medical Officer of Health; Dr. Salvaterra to Assist in Transition*

Local Medical Officer of Health Dr. Rosana Salvaterra has announced her plans to retire from Peterborough Public Health later this year.

“We are deeply grateful for Dr. Salvaterra’s tireless service and passionate leadership that have contributed significantly to the public health of our local community over these past 13 years,” said Andy Mitchell, Mayor of Selwyn Township and chair of the Peterborough County-City Board of Health. “Thousands of local lives are better off thanks to her care, and the Board’s focus now is to recruit her replacement as soon as possible so these successes can continue.”

“Serving the communities of Curve Lake, Hiawatha, the County and City of Peterborough as their medical officer of health for what will be 13 years has been such a privilege. I am grateful to the Board of Health for offering me this opportunity,” said Dr. Salvaterra. “I will cherish forever the outstanding team of dedicated public health champions at Peterborough Public Health with whom I have had the good fortune to work with, literally day and night. Together, I think we have been strong and effective advocates for the health and wellbeing of our communities.”

Mayor Mitchell reassured the community that despite the ongoing pandemic, operations at Peterborough Public Health will not be affected. The Board of Health has already struck a search committee to recruit a new medical officer of health, and Dr. Salvaterra is committed to ensuring a smooth transition. “I will be eligible to retire as early as July, but I have assured the board and my staff that I will be here until the board has recruited a successor. That means I don’t have a fixed departure date in mind at the moment – I am prepared to stay until the end of the year if needed.”

Dr. Salvaterra has served as the Medical Officer of Health for Peterborough Public Health since 2008. Her scientific acumen and ability to mobilize the talents around her have advanced the quality of public health across the region, earning her a deep level trust and respect throughout the community. Dr. Salvaterra has proven herself a passionate community leader through her tireless advocacy with policy makers, regular presentations at council meetings and local events, and frequent media appearances. She has continued to practice clinical medicine in PPH’s Sexual Health Clinic, and stayed active in the community as guest lecturer at Trent University, and chair of the Peterborough Food Action

Network. In November 2013, the Ontario College of Family Physicians bestowed an Award of Excellence to Dr. Salvaterra in recognition of her outstanding service.

“Retirement will be bittersweet. Being a medical officer of health has been more than a fulltime job, especially for the past year. I welcome the time and space to pursue other interests and projects. But there are so many people that I will miss deeply. I am hoping these relationships that I have forged over the years will endure and thrive.”

-30-

**For further information, please contact:**

Brittany Cadence  
Communications Manager  
705-743-1000, ext. 391

February 16, 2021

Honourable Doug Ford  
Premier of Ontario  
[premier@ontario.ca](mailto:premier@ontario.ca)

Honourable Christine Elliott  
Deputy Premier and Minister of Health  
[christine.elliott@pc.ola.org](mailto:christine.elliott@pc.ola.org)

Honourable Monte McNaughton  
Minister of Labour, Training and Skills Development  
[monte.mcnaughton@pc.ola.org](mailto:monte.mcnaughton@pc.ola.org)

Dear Premier Ford, Ministers Elliott and

**Re: Paid Sick Leave During an Infectious Disease Emergency**

The battle to contain COVID-19 and bring the pandemic to an end has been waged on many fronts. The regulatory framework introduced by the Province, the development and dissemination of important public health guidelines and the imminent rollout of vaccines are all positive steps that have been contributing to the local efforts in the Peterborough region.

Despite governments, public health's and residents' best efforts, it has been our experience in Peterborough that the COVID-19 pandemic continues to smoulder and spread among young and precariously employed adults in our community.

These individuals, when interviewed, report their inability to stay home when sick. They describe to our nurses, going to work with symptoms of COVID-19. They explain delaying or avoiding testing in order not to jeopardize their incomes, their housing, and their food security. Often, these barriers result in cases not being identified until they become known to us as contacts. By then they have often transmitted the virus to many others.

We know that staying home when sick, getting tested, and isolating as soon as symptoms develop are key to containing this pandemic. It is clear, however, that without appropriate policies in place, behavioural recommendations alone are limited in their effectiveness. When faced with a choice between continued employment, securing food and paying rent or limiting the possibility of spreading the infection, it is not surprising that an individual's economic and security considerations take precedence.

As a result, in communities throughout Ontario, workplaces with precarious jobs and lack of paid sick leave have become hotspots for COVID-19 transmission and outbreaks. COVID-19 data also demonstrates that this burden is being borne more heavily by the racialized members of our community. Lack of access to paid sick leave is amplifying the inequities and vulnerabilities already present in our society. Current Federal programs,

although welcomed, are often inaccessible or not timely, and are of limited immediate value to the precariously employed.

For these reasons, the Board of Health for Peterborough Public Health supports the introduction of paid sick leave during an infectious disease emergency. It is requesting that the Ontario government immediately introduce paid sick leave as an essential component to the legislated emergency unpaid leave currently available as per Regulation 228/20. We further urge the government to provide funding to enable all employers to provide this important public health measure to their employees as per the principals outlined in Bill 239 (Stay Home If You Are Sick Act, 2020).

The Board of Health also supports the need to provide paid sick leave as a continuing measure once the current emergency is over. Such a measure will significantly assist in our health promotion and prevention mandate. We would urge the government to examine models to introduce and fund such a continuing initiative.

Thank you for considering our position.

Stay safe and be well.

***Original signed by***

Mayor Andy Mitchell  
Chair, Board of Health

cc: Dave Smith, MPP Peterborough-Kawartha  
David Piccini, MPP Northumberland-Peterborough South  
Laurie Scott, MPP Haliburton-Kawartha Lakes-Brock  
Peggy Sattler, MPP London West  
France G  linas, MPP Nickel Belt, Critic, Health Care  
Local Councils  
Association of Local Public Health Agencies  
Ontario Boards of Health

**From:** Cannabis (HC/SC) [<mailto:cannabis@canada.ca>]  
**Sent:** Friday, February 12, 2021 10:57 AM  
**To:** Tania Goncalves  
**Subject:** Health Canada's response to your inquiry - 20-010670-353

Dear Ms. Goncalves:

I am writing in response to your correspondence of September 25, 2020, concerning the Township of Selwyn's endorsement of a resolution from the Municipality of Tweed regarding the personal production of cannabis for medical purposes. Your letter was forwarded by the Office of the Prime Minister to the Honourable Patty Hajdu, Minister of Health. I have been asked to reply to you directly. I apologize for the delay in responding.

I appreciate that you have taken the time to express your concerns. Please allow me to take this opportunity to provide you with some information that may be helpful.

The [Cannabis Act](#) and the [Cannabis Regulations](#) create a strict framework for controlling the production, distribution, sale, and possession of cannabis in Canada.

The attached fact sheet provides some general information about the different forms of cannabis production and may be helpful in understanding the existing legal framework for cannabis production in Canada.

As noted in the fact sheet, Health Canada has made it easier for individuals to report a complaint about cannabis, including concerns with cannabis production sites. For future reference, your officials or citizens in your municipality are encouraged to use the [Cannabis Reporting Form](#) available on the Department's website to report concerns, which also helps us review and address concerns in a timely manner.

While Health Canada cannot share information on individuals who access cannabis for medical purposes with municipalities, for reasons of personal privacy, we take all complaints seriously. The Department is prepared to act on any evidence we receive that individuals who are registered to grow a limited amount of cannabis for medical purposes are not respecting the terms and conditions of their registration.

I would also like to share information on the medical program and the federal, provincial and municipal roles with respect to the personal production of cannabis for medical purposes.

### **Cannabis for Medical Purposes**

The rights of individuals to have reasonable access to cannabis for medical purposes have been established through successive court decisions. Consequently, the regulations which Health Canada administers to provide access have evolved over time in response to these decisions.

The legal framework allows Canadians authorized by their health care practitioner to access cannabis for medical purposes in three ways:

1. purchase quality-controlled cannabis and cannabis products from a wide variety of federally licensed sellers inspected by Health Canada;
2. produce a limited amount of cannabis for their own medical purposes; or,
3. designate someone to produce it for them.

The amount of cannabis that an individual is allowed to grow is based on a formula that takes into account both the individual's daily amount, as authorized by their health care practitioner, and the average yield of a plant under normal growing conditions.

All persons authorized to produce a limited amount of cannabis for medical purpose must abide by the law and operate at all times within the limits set out when they were registered or licensed by Health Canada. No person is permitted to grow in excess of the number of plants specified by Health Canada on their registration document.

Individuals are only authorized to produce and possess cannabis for their own medical purposes (or for the individual they are designated to produce for), and it is illegal for them to distribute or sell cannabis to anyone else.

### **Health Canada's Role**

All issues and complaints brought to Health Canada's attention are taken seriously. With all complaints that we receive regarding an individual registered to grow cannabis for medical purposes, we review the information provided and determine the appropriate course of action. As part of this review, officials re-open the file(s) in question and consider all relevant information to determine whether there have been breaches of regulatory requirements. If non-compliance is found, Health Canada has a range of enforcement tools at its disposal, from sending a compliance letter with a reminder of the individual's legal obligations up to and including sending them a notice of intent to revoke their registration.

If deemed necessary, the Department may also conduct an inspection of the registered individual's or designated producer's site. Health Canada's inspectors have authority, under the *Cannabis Act*, to verify compliance or prevent non-compliance with the Act and its regulations, including the terms of the registered person or designated person's authorization to produce and store cannabis for medical purposes.

Inspections are conducted based on the Department's risk-based approach to compliance and enforcement. Generally, inspections of registered individuals or designated producers are conducted at sites that may pose a higher risk such as those with a high number of plants or multiple registrations, or those where the Department has received a number of complaints from the public.

More information on Health Canada's [approach to compliance and enforcement](#) of the *Cannabis Act* and its regulations can be found on the Department's website.

As in any regulatory framework, there will be instances where individuals choose to operate outside of the law. Anyone who suspects activity that may violate a law or a by-law, including the *Cannabis Act* and *Criminal Code*, should immediately contact their local law, or municipal by-law, enforcement authority.

Health Canada actively supports law enforcement representatives by providing a dedicated service 24 hours a day and seven days a week. Through this service, Health Canada can provide information to support active investigations, including the status of an individual's registration and plant limits. Please note that Health Canada has assisted federal, provincial and municipal law enforcement agencies with this service, including the Ontario Provincial Police.

Health Canada continues to strengthen its oversight and reduce the risk of abuse, using authorities under the *Cannabis Regulations*, by:

- conducting additional verification of applications when warranted, including where the healthcare practitioner has authorized a high amount and those applications with multi-unit alternative production sites (i.e., not a primary residence);
- enhancing engagement and collaboration with important stakeholders, such as law enforcement and municipalities on the overall medical access regime;
- proactively sharing information with provincial and territorial health professional licensing authorities about the authorizing practices of physicians in their jurisdiction, to inform any action they decide to take, such as investigations;
- increasing the focus on compliance promotion with registrants; and,
- conducting inspections of personal registration sites to further verify compliance with the regulations.

Under the *Cannabis Regulations*—where there is sufficient evidence—Health Canada may refuse or revoke a registration if the registration is likely to create a risk to public health or public safety, including the risk of cannabis being diverted to an illicit market or activity.

### **Provincial, Territorial and Municipal Roles**

It is important to note that different levels of government and law enforcement have roles in maintaining public safety with respect to cannabis. It is the responsibility of municipalities to enforce their by-laws with respect to cannabis production, and law enforcement has the authority to take action against illegal cannabis activity under the *Cannabis Act* and against those who operate outside of the legal framework.

Health Canada encourages all provinces, territories, and municipalities to use the tools at their disposal to confirm that individuals meet all standards and by-laws. This includes implementing any limitations on zoning, location and nuisances such as noise and lighting that they feel are appropriate in their jurisdictions. Municipalities could for example, require building permits and inspections of electrical work at personal production sites. For example, the City of Calgary actively coordinates inspections to enforce by-laws amongst personal registration holders.

Municipalities may also want to refer to the [Municipal Guide to Cannabis Legalization](#) developed by the Federation of Canadian Municipalities, which provides guidance in areas such as odour and other nuisances.

Should you have any further questions, you may contact the Controlled Substances and Cannabis Branch directly at [cannabis@canada.ca](mailto:cannabis@canada.ca), or toll-free at 1-866-337-7705.

Thank you for writing. I hope that my comments are helpful in addressing your concerns.

Joanne Garrah  
Director General  
Licensing and Medical Access Directorate  
Controlled Substances and Cannabis Branch  
Health Canada

# kawartha

## CHAMBER of COMMERCE & TOURISM

### In this NewsFlash:

- Chamber Updates
- Member News & Updates
- Business News & Resources

## CHAMBER UPDATES

### ANNUAL GENERAL MEETING

#### Kawartha Chamber's First Virtual AGM

Registration is now available for the Kawartha Chamber of Commerce & Tourism's Annual General Meeting. The meeting will be taking place virtually on Zoom. We ask that participants begin to login early, around 4:45 pm, to ensure we have quorum and can start in a timely manner. **The meeting will begin at 5:00 pm on February 17.** We hope to have an engaging, informative and efficient AGM. Vote on our Board of Directors for 2021/22 and elect the executive.

This year we will also be having a guest speaker! [Rhonda Keenan, President & CEO of Peterborough & the Kawarthas Economic Development](#) will provide a local update. Stay tuned for more information.

We hope all our members can come together once again (virtually) for our AGM!

*If you cannot attend the AGM you can appoint a proxy by emailing [generalmanager@kawarthachamber.ca](mailto:generalmanager@kawarthachamber.ca) The proxy must be a Kawartha Chamber Member in good standing.*



**kawartha**  
CHAMBER of COMMERCE & TOURISM

**ANNUAL GENERAL MEETING**

Wednesday, February 17th  
via Zoom

**4:45 OPENING - 5:00 PM START**

- Board of Directors Election
- 2019-20 Annual Report
- Guest Speaker - Rhonda Keenan, PKED
- 2020 Overview
- Networking
- Gift Certificate Giveaway

REGISTER ONLINE AT [KAWARTHACHAMBER.CA](http://KAWARTHACHAMBER.CA)



[Register Here!](#)

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## FAMILY DAY LONG WEEKEND

### Kawartha Chamber & Lakefield ServiceOntario Closed

The Kawartha Chamber of Commerce & Tourism and [Lakefield ServiceOntario](#) will be closed on Monday, February 15 for Family Day.

Both offices will reopen on Tuesday, February 16.

We hope everyone has a safe and happy holiday!



## KAWARTHA CHAMBER UPDATES

#KeepingYouUpdated

[COVID-19 Updates Page](#)

[info@kawarthachamber.ca](mailto:info@kawarthachamber.ca)

[@KawarthaChamber](#)



The Kawartha Chamber is dedicated to keeping you up to date on news and resources during these difficult times.

We want our community to know that we are here for you. If you wish to share the challenges you are having and the support you are needing, we can communicate this to all levels of government via the Chamber network. Please send these thoughts to [info@kawarthachamber.ca](mailto:info@kawarthachamber.ca) or [generalmanager@kawarthachamber.ca](mailto:generalmanager@kawarthachamber.ca)

Also visit our COVID-19 Local Updates webpage, email us your updates and questions, and follow us on social media!

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## KEEPING YOU UPDATED

### Local Services Open/Closed List

With new COVID-19 restrictions in place, help us keep local customers updated. We have revamped our [Open/Closed List](#). Businesses have been sorted into six categories for easier access.

We encourage member & non-member businesses in Peterborough County to [email](#) us with your updated business information! This includes hours, services, closures, etc.

We will be updating lists regularly. Keep us updated as things evolve.



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## GUEST BLOG - LANG PIONEER VILLAGE MUSEUM

### Taking A New (Virtual) Path



In the last year, parents have become educators, educators have become virtual teachers and school buildings have been temporarily closed. With such instability, Lang knew that traditional field trips were not on the horizon so they needed to bring Lang's 19th-century experience into a 21st century-format.

Read more on how [Lang Pioneer Village Museum](#) embarked on a new virtual path in this [KCCT Guest Blog!](#)

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## SHOW SMALL BUSINESS LOVE

### KCCT Valentine's Day Blog

Valentine's Day is the perfect time to tell loved ones how special they are to you. Whether it's your family, your friends or your partner – Valentine's Day is a time to share how much you care! Share that you care for your community too by choosing local!

The Kawartha Chamber has collected some special Valentine's Day offers from local businesses to help you show a small business some love! Read more in this [KCCT Blog!](#)



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## MEMBER NEWS & UPDATES

### NATIONAL CUPCAKE DAY

#### Peterborough Humane Society



If staying at home has you needing a project, here's a sweet opportunity!

[Peterborough Humane Society's](#) National Cupcake Day (Feb. 22nd) is going virtual this year, asking community members to bake a difference at home with a virtual cupcake decorating contest while helping to raise funds online for animals in need. Throw in some awesome prizes and bragging rights on best cupcake, and you've got the makings for one sweet event!

[More Info](#)

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## HIRING CONTENT CREATOR

### Tribal Trade

[Tribal Trade](#) is currently hiring a Content Creator. This position will be responsible for brainstorming and executing retail marketing strategies with a focus on social media content creation for the online retail store.

The ideal candidate will support the creative vision of Tribal Trade. In addition, will have excellent creative and time management skills. Looking for a candidate passionate about social media and are comfortable owning the entire process from brainstorming to customer engagement. Tribal Trade is a rapidly growing company, and over time this role will grow in scope and responsibility.

[Job Posting](#)

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## TRAVEL THE WORLD... WITH TAKEOUT!

### Buckhorn Community Centre

[The Buckhorn Community Centre](#) is offering Take Away Tuesday! Travel to Italy, Ukraine, Ireland and the USA... with food!

Support the BCC while making dinner easy! New meals to choose from every Tuesday! From Chicken Parmesan, to Sausage & Perogies to Meatloaf - there is so much to choose from!

Check out their [offerings](#)!



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## TOURISM RESILIENCY FUNDING

### Peterborough & the Kawarthas

[Peterborough & the Kawarthas Economic Development](#), together with their partners at [Community Futures Peterborough](#) will be launching a new fund to support tourism-dependent businesses in the Peterborough & Kawarthas region. They will be administering non-repayable financial support ranging from \$2,500 - \$20,000 for eligible tourism-dependent businesses in the City of Peterborough, the County of Peterborough, Hiawatha First Nation and Curve Lake First Nation.

Eligible businesses can apply for a non-repayable contribution of up to \$20,000 to support one-time business adaptation and re-opening costs incurred by tourism-oriented businesses (20% match by the applicant is required).

[Applications Are Now Open!](#)



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## BUSINESS NEWS & RESOURCES

# ONTARIO EXTENDING STAY-AT-HOME ORDER

## Until At Least February 16 For Peterborough Public Health Area

In consultation with the Chief Medical Officer of Health, the government is moving to a regional approach and maintaining the shutdown in the majority of the public health regions in Ontario, including the Stay-at-Home order and all existing public health and workplace safety measures. When it is safe to do so, the province will gradually transition each region from the shutdown measures to a revised and strengthened COVID-19 Response Framework.



To support the province's economic recovery, the government has updated the Framework to allow for a safer approach to retail. Limited in-person shopping in Grey-Lockdown zones will be permitted with public health and safety measures, such as limiting capacity to 25 per cent in most retail settings. In addition, public health and safety measures in retail settings will be strengthened for other levels of the Framework. Individuals will also be required to wear a face covering and maintain physical distance when indoors in a business, with limited exceptions.

[More Information](#)

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## PETERBOROUGH PUBLIC HEALTH

### Update Following Provincial Announcement

Peterborough Public Health (PPH) has provided some updates following the provincial announcement. At the press conference it was noted that the colour we open in next week, will be determined by the number of new cases this week.

Plainly – it isn't known what colour Peterborough will be in yet, but it will be our collective actions this week that will help chart the course in the weeks ahead.

**Please also note that the Stay at Home order remains in place until Feb. 16.**

As details become available PPH will be sure to share them with you.

Updates:

- The [workplace section](#) of the website has been overhauled, and getting familiar with it, will help you prepare for re-opening, regardless of the colour designation
- The [screening section](#) of the website has also been overhauled
- The vaccine website has been updated with two new categories of information:
  - [Local COVID-19 Vaccine Status](#)

- [Ontario's COVID-19 Vaccine Distribution Plan](#)
  - [Peterborough Inter-Agency Vaccination Planning Team \(PIVPT\)](#) has been struck and now has a new website. This committee will be posting regular up-dates on their webpage, including information on local vaccine distribution plans once those plans have been finalized. [By clicking this link](#), you will see that 2 PIVPT updates have been posted.
- 

## STATISTICS CANADA HIRING

### Filling 9,000 Positions



Statistics Canada is looking to fill 9,000 positions across Ontario in order to assist in the collection of census data. When you work for Statistics Canada, you gain valuable work experience at one of the top statistical agencies in the world. Most census jobs involve doing the field work associated with data collection.

The job start and end dates vary by position and location, but will be between March and July 2021 and available across the country.

Statistics Canada is committed to ensuring the safety of its employees at all times, including those working for the 2021 Census. When a Statistics Canada census employee is sent in person to a dwelling for non-response follow-up, the employee will be required to wear personal safety equipment (provided by Statistics Canada) as well as maintain proper physical distancing, in accordance with guidelines from public health authorities.

Be part of the team that collects the data that will shape Canada's future! For more information and to apply, please visit the [website](#)!

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## ONTARIO'S NEW SKILLS DEVELOPMENT FUND

### Applications Open!

Applications are now open for the Ontario government's new two-year \$115 million Skills Development Fund. The fund, which will support workers and apprentices, is specifically

designed to address the challenges brought on by COVID-19 and help reduce obstacles to hiring, training and retaining while preparing workers for the province's economic recovery.

The Skills Development Fund will accept applications from a wide range of employment and training organizations in Ontario, and the focus will be on:

- giving laid-off workers immediate access to training supports or new jobs
- improving the quality of training
- reaching out to traditionally underrepresented groups
- increasing apprentice registrations and completion
- better serving local communities
- supporting the talent needs of small businesses

[More Information](#)

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## ONTARIO SMALL BUSINESS SUPPORT GRANT

### Following Provincewide Shutdown

The new Ontario Small Business Support Grant will provide a minimum of \$10,000 and up to \$20,000 to eligible small business owners.

Small businesses required to close or restrict services under the Provincewide Shutdown will be able to apply for this one-time grant. Each small business will be able to use the support in whatever way makes the most sense for their individual business. For example, some businesses will need support paying employee wages or rent, while others will need support maintaining their inventory.

[More Information](#)

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#### Apply Now for the Ontario Small Business Support Grant

You could be eligible for up to \$20,000



## WEBINARS

### Information for Businesses

February 11 @ 12PM: [Canada-US Relations Moving Forward](#)

February 11 @ 1PM: [Introducing Alibaba Group's Cross-Border B2C Platform](#)

February 17 @ 8:45AM: [Canada 360° Economic Summit](#)

February 17 @ 1PM: [Cannabis Act Review: Ancillary Businesses](#)

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# kawartha

## CHAMBER of COMMERCE & TOURISM

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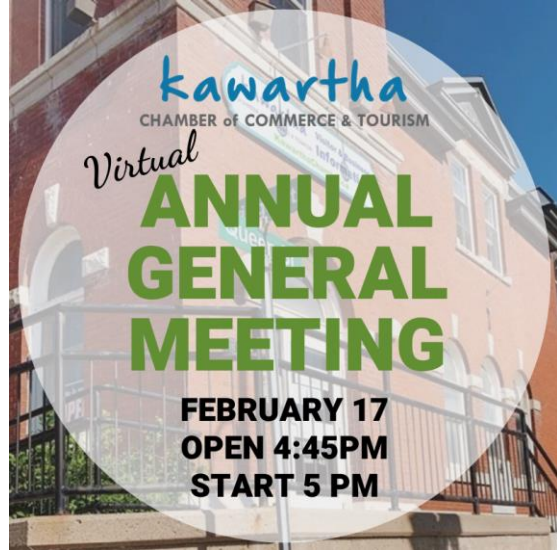
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## KAWARTHA CHAMBER UPDATES

### #KeepingYouUpdated

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[COVID-19 Updates Page](#)

[info@kawarthachamber.ca](mailto:info@kawarthachamber.ca)

[@KawarthaChamber](#)



Also visit our COVID-19 Local Updates webpage, email us your updates and questions, and follow us on social media!

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## KEEPING YOU UPDATED

### Local Services Open/Closed List



With new COVID-19 restrictions in place, help us keep local customers updated. We have revamped our [Open/Closed List](#). Businesses have been sorted into six categories for easier access.

We encourage member & non-member businesses in Peterborough County to [email](#) us with your updated business information! This includes hours, services, closures, etc.

We will be updating lists regularly. Keep us updated as things evolve.

---

## CANADA UNITED REOPENING FEBRUARY 16

### Grants Up To \$5,000 Available!

Applications will be accepted again starting next week on February 16th, 2021 at 1 p.m. EST.

Grants of up to \$5,000 are still available to small businesses to cover expenses related to personal protective equipment (PPE), renovations to accommodate re-opening guidelines and developing or improving website and e-commerce capabilities.

Read more about the Canada United Small Business Relief Fund on the [Ontario Chamber of Commerce website...](#)

---



## TALENT OPPORTUNITIES PROGRAM

### Hire A Co-Op Student & Access Funding

Join the Ontario Chamber of Commerce and the University of Waterloo on Wednesday, February 17 from 1:30 - 2:30pm ET for a webinar to learn how your company can tap into post-secondary talent and apply for a valuable wage subsidy. [Click here to register.](#)



## MEMBER NEWS & UPDATES

### HIRING MULTIPLE POSITIONS

#### Logan Tree Experts

[Logan Tree Experts](#) is an established and well-respected tree service operating in the Kawartha region. They offer an excellent work-life balance opportunity with great company benefits including an RRSP matching program and a Health Benefits program.



Our team includes an ISA Board Certified Master Arborist, ISA Tree Risk Assessor, and ISA Certified Arborists. Their mission is to care for their client's trees in a safe, efficient and ethical manner while raising awareness of proper tree care within the community.

They are now hiring hardworking, self-motivated, and safety-conscious individuals to join our team in the following positions:

- Production Arborist/Crew Leader

- Assistant Tree Climber (Arborist 2)
- Arboriculture Co-op Placement
- Ground Support/Groundsperson

[Click here for details...](#)

---

## PETERBOROUGH HUMANE SOCIETY

### Donate Securities To Help Build New Centre



There are many ways to support the [Peterborough Humane Society's](#) journey to their new Centre and **making a donation of stock** is one of the most advantageous ways to support animals in need. By donating publicly traded securities, you eliminate the capital gains tax that you'd have to pay if you sold the securities and then donated the proceeds. You'll also receive a charitable tax receipt for your donation.

Securities can include stocks, mutual funds, segregated funds, bonds, and flow-through shares. You can give now, or as part of your estate and Will planning.

Giving is simple. Consult your financial advisor to decide which investments make the most financial and philanthropic impact. Then ask your broker to transfer your securities to the Peterborough Humane Society. [Give online through Canada Helps.](#)

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## 12 NEW STARTER COMPANY PLUS APPLICANTS

### Peterborough & the Kawarthas Economic Development

[The Peterborough & the Kawarthas Business Advisory Centre](#) (BAC) has selected 12 successful applicants to take part in the Winter 2021 intake of Starter Company Plus. This program runs for 8 weeks and aims to teach new entrepreneurs the necessary skills to start and grow their business. Six of the participating businesses will be selected and awarded a grant of \$5,000 based on creativity, strength of business plan and viability.

[Read more](#) to meet the newest entrepreneurs!

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## LAKEFIELD TRAIL ANNIVERSARY PHOTO CONTEST

### Celebrating 20 Years!



The Lakefield Trail Stewardship Committee invites you to help celebrate the 20th anniversary of the Lakefield Trail in 2021, by entering your photos in a year-long photo contest!

The Lakefield Millenium Trail was officially opened in December 2000, as a way to celebrate the new Millenium and the 125th anniversary of the Village of Lakefield. So many natural and historic locations along the trail, result in wonderful photo opportunities. The Lakefield Trail photo contest will run for all four seasons of 2021.

Photos must be taken with at least one foot on the Trail and then emailed to [lakefieldtrailphotocontest@gmail.com](mailto:lakefieldtrailphotocontest@gmail.com) . [Click here](#) for contest details.

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## TOURISM RESILIENCY FUNDING

### Peterborough & the Kawarthas

[Peterborough & the Kawarthas Economic Development](#), together with their partners at [Community Futures Peterborough](#) will be launching a new fund to support tourism-dependent businesses in the Peterborough & Kawarthas region. They will be administering non-repayable financial support ranging from \$2,500 - \$20,000 for eligible tourism-dependent businesses in the City of Peterborough, the County of Peterborough, Hiawatha First Nation and Curve Lake First Nation.

Eligible businesses can apply for a non-repayable contribution of up to \$20,000 to support one-time business adaptation and re-opening costs incurred by tourism-oriented businesses (20% match by the applicant is required).

[Applications Are Now Open!](#)



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## BUSINESS NEWS & RESOURCES

### POWER BREAKFAST Innovation Cluster Event



On February 26 @ 8am discuss the Innovation and Research institutions in Peterborough and the Kawartha Lakes as well as the advancements taking place at Trent University's Office of Research and Innovation, and the Centre for Advancement of Water and Wastewater Technologies.

If you are interested in accessing these resources, this is the perfect opportunity to understand what is available and how you can take advantage of the incredible research facilities in the region. [Register today...](#)

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### TIAO COMPLIMENTARY MEMBERSHIP Extended Another Year



The Tourism Industry Association of Ontario will be extending complimentary membership to the entire tourism industry in Ontario for 2021. Become a TIAO member or extend your membership for free! You can also continue to pay membership as a grass roots sponsor to support TIAO and other businesses in the Ontario Tourism Industry.

[Click here to learn more...](#)

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## STATISTICS CANADA HIRING

### Filling 9,000 Positions

Statistics Canada is looking to fill 9,000 positions across Ontario in order to assist in the collection of census data. When you work for Statistics Canada, you gain valuable work experience at one of the top statistical agencies in the world. Most census jobs involve doing the field work associated with data collection.

The job start and end dates vary by position and location, but will be between March and July 2021 and available across the country.



Statistics Canada is committed to ensuring the safety of its employees at all times, including those working for the 2021 Census. When a Statistics Canada census employee is sent in person to a dwelling for non-response follow-up, the employee will be required to wear personal safety equipment (provided by Statistics Canada) as well as maintain proper physical distancing, in accordance with guidelines from public health authorities.

Be part of the team that collects the data that will shape Canada's future! For more information and to apply, please visit the [website](#)!

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## NEW FINANCIAL SUPPORT

### Highly Affected Sectors Credit Availability Program (HASCAP)

The Honourable Mary Ng, Minister of Small Business, Export Promotion and International Trade, announced the launch of the Highly Affected Sectors Credit Availability Program, or **HASCAP** to provide financial support to businesses that have been hardest hit by the pandemic.

Through HASCAP, the Business Development Bank of Canada (BDC) will work with participating Canadian financial institutions to offer government-guaranteed, low-interest loans of up to \$1 million. Hard-hit businesses, like a chain of hotels or restaurants with multiple locations under one related entity, could be eligible for up to \$6.25 million. HASCAP will help businesses with their day-to-day operating costs during the COVID-19 crisis and enable them to invest in their longer-term prosperity

Learn more on the [Business Development Bank of Canada Website...](#)

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## ONTARIO SMALL BUSINESS SUPPORT GRANT

### Following Provincewide Shutdown

2021 will require our collective talents, creativity, and ideas to continue to adapt to COVID-19. To help fast-track your thinking, get insights from others, and share ideas, RTO8 is offering nine different Ideas Labs with speakers from 5 provinces, in February and March.



Each topic showcases innovative solutions on how businesses are tackling the pandemic. Everyone participates in the discussion, everyone takes away tactical, practical ideas. This offer is available, for **free**, for any businesses within the Kawarthas Northumberland region.

[Register today...](#)

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## WEBINARS

### Information for Businesses

February 17 @ 8:45AM: [Canada 360° Economic Summit](#)

February 17 @ 1PM: [Cannabis Act Review: Ancillary Businesses](#)

**February 17 @ 1:30PM:** [TOP: Hire a co-op student and access funding from the student program](#)

**Various from February to March:** [Ideas Labs, Peer-to-Peer Learning](#)

February 12, 2021

Health Canada  
Address Locator 0900C2  
Ottawa, ON K1A 0K9

By email to:

[HC.licensing-cannabis-licences.SC@canada.ca](mailto:HC.licensing-cannabis-licences.SC@canada.ca)  
[cannabis@canada.ca](mailto:cannabis@canada.ca)  
[hcinfo.infosc@canada.ca](mailto:hcinfo.infosc@canada.ca)  
[hc.sp-licensing-cannabis-licences-sp.sc@canada.ca](mailto:hc.sp-licensing-cannabis-licences-sp.sc@canada.ca)

Dear Health Canada:

**Re: CannDelta – Proposed Cultivation Licence – 290 Cork Line, Ennismore, Ontario**

We, the undersigned, are residents of Ennismore Township and we are in opposition of the proposed Cannabis Licence Application that has/will be forwarded to Health Canada by CannDelta, a consulting firm on behalf of an unnamed applicant for a proposed Outdoor Cannabis Grow Operation at 290 Cork Line, Hamlet of Ennismore, Township of Selwyn, Ontario. (Maps 1 and 2 attached)

**Our History**

Ennismore is a small township within the Township of Selwyn. It is bordered by 3 lakes of the Trent Severn Waterway; Pigeon Lake, Buckhorn Lake, and Chemong Lake. It is rich in history with early Irish Settlements dating as far back as early 1800's. These farms and families continue to live and remain in this area. It is a very sought after area due to the lakes, the history and the small town feel. Although a quiet area, it is a favourite cottage vacation spot during the summer for visitors far and wide.

The undersigned are all residents of Ennismore and for the reasons outlined below, are in opposition of the proposed Cannabis Grow Operation at 290 Cork Line.

**Background**

The Township of Selwyn mailed some residents with a Cannabis Survey that requested some of the resident's thoughts on Retail Cannabis in the Township of Selwyn. Not every resident received this survey, or was aware of this survey. On September 17, 2019 the Township of Selwyn announced an open presentation on Cannabis Cultivation on their Facebook Page and by an e-letter. Nothing appeared in resident's mailboxes. Apparently, the notice of presentation included a survey. The end result is that no one completed the survey and no one attended the meeting. The population of the Township

of Selwyn is 17,500 residents. We, the residents of Ennismore contend that if 17,500 residents were adequately notified of the survey and meeting, it is unlikely that not one resident attended and not one resident completed the survey with respect to Cannabis in the Township of Selwyn. Subsequently, a public meeting was held and The Cannabis By-law was approved.

On January 21, 2021, the Township of Selwyn held a Committee of Adjustment meeting where the proposed CannDelta application was brought before Council/Committee. It was at this meeting that Council Members stated they were surprised by the lack of attendance or any opposition to the proposed Cannabis By-law, as no residents attended to speak or to appeal the proposed Cannabis By-law. We believe residents did not appear due to the fact that a majority were unaware.

The morning after the January 21, 2021 Committee of Adjustment meeting a local paper, MyKawartha, posted an article on Facebook, outlining the meeting, the proposal, and the opposition to the grow-op. Nothing was mentioned on the Township of Selwyn Facebook Page. They do in fact, post about local issues that are of importance to residents, meetings, etc., but nothing was posted about something as controversial as cannabis.

On January 28, 2021, The Township of Selwyn finally passed By-law 2020-002 allowing, among other things, an outdoor cannabis grow operation.

#### **By-Law 2020-002 – Issues**

1. Although our local Health Unit, **Peterborough Public Health, recommended a 150m setback for an outdoor cannabis grow operation** in their report to the Township of Selwyn, Council instead followed the advice of their consultants, Meridian Planning Consultants from Barrie, Ontario. Meridian did state in their preliminary report that other municipalities passed by-laws with setbacks between 150m – 500m. For some reason however, they recommended that a 50m setback would be sufficient for the Township of Selwyn, contrary to Peterborough Public Health's recommendation.

The Provincial Policy Statement indicates "distance is the only effective buffer to mitigate adverse effects". The setback distance imposed by the Township of Selwyn is not enough to mitigate adverse effects and therefore not consistent with the Provincial Policy Statement.

In making their decision to pass Cannabis By-law 2020-002, **we believe Council erred by not following the Peterborough Public Health guideline of 150m setback for an outdoor cannabis grow operation.** Peterborough Public Health's main focus is to keep local residents safe. The Township of Selwyn is

required to ask PPH for their input on such matters but Council erred by ignoring the recommended guidelines and the guidelines of the Provincial Policy Statement. Council has deemed our health and the opinion of our local Health Department not important.

2. **We believe Council erred when passing By-law 2020-002 as they did not stipulate or consider any minimum land size requirement** for any cannabis operation. The within proposal is located on a mere 14.5 acres. Although there are no other size requirements for other agricultural uses, we feel that due to the potential for leaching, harsh odours and other nuisances, a cannabis grow operation **should require at least 50 acres along with the 150m setback**. It is during the January 21, 2021 meeting that Councillor Anita Locke stated "...I envisioned a 100 acre grow op and not in a residential neighbourhood..." It is clear Council erred in overlooking a size requirement.
3. **Council erred when they did not designate specific allowable zoning areas.** Not only is the proposal in close proximity to Pigeon Lake, it is directly beside a residential neighbourhood where **some resident's front yards and side yards are directly beside the grow area. It is not good planning** to mix a cannabis grow operation so close to a residential neighbourhood. In our opinion, this type of use should remain in an area surrounding similar uses, not near the lake or residential neighbourhoods.

To be clear, the undersigned are not opposed to an outdoor cannabis grow operation in our Township. However, unlike growing corn, it has extra considerations that were not considered when Council passed By-law 2020-002. An operation of this nature should require at least 50 acres and should have a 150m setback in an appropriate zone (Council agreed to 150m for schools, churches, etc.). It is unknown why these 3 important factors were overlooked.

### **Environmental Issues**

#### **1) Soil**

**The Applicant owns 14.5 acres of Rural Land as well as a section of Commercial Land to the west which fronts along Pigeon Lake.** After harvesting the cannabis, the soil is tilled and the chemicals released from the plant are turned back into the soil. This is compounded by the insecticides, pesticides and fertilizers used on the plants. The run-off effects being close to Pigeon Lake are unknown.

At this time, the onus is up to each individual municipality to address/oversee the issue of waste management and are advised to manage it 'in an acceptable manner'. That 'acceptable manner' has not yet been defined.

Federal Legislation requires the Applicant to destroy the by-product of harvesting but warns not to come into contact with cannabis or its vapour. We have been told it will likely get tilled back into the soil.

## 2) Air Quality

It is a well-documented that grow ops release an unpleasant pungent odour, *something not conducive in a residential neighbourhood area*. Recent illegal grow-ops in a neighbouring township were described by residents as smelling like 'rotting skunk'. It was this smell that lead to the discovery of these illegal operations.

### Other Negative Impacts

It is easy to suppose what negative activity might result in an area of a cannabis grow operation. Unfortunately, these impacts are real and they are facts. It does come with increased crime, as licenses are not monitored. They are given and then forgotten. Again, some illegal grow operations in neighbouring townships did have licenses. However, they were growing well in excess of what the license permitted. The OPP have been burdened with the task of shutting down these cannabis grow operations for either not having a license or growing in excess.

The Township of Selwyn By-law Enforcement have been put on notice. This is in preparation for any and all illegal activity that these sites produce. All for a 14.5 acre grow operation perpendicular to a residential neighbourhood.

We have been advised by the Township of Selwyn that it "is out of their hands". We are advised to send our opposition of this proposal to Health Canada. However, we feel if Council did its job and did what they are supposed to do by implementing simple guidelines and listen to our own Health Department, we would not have to be appealing to Health Canada. The local residents should not be penalized because of Council's mistake.

Thank-you,

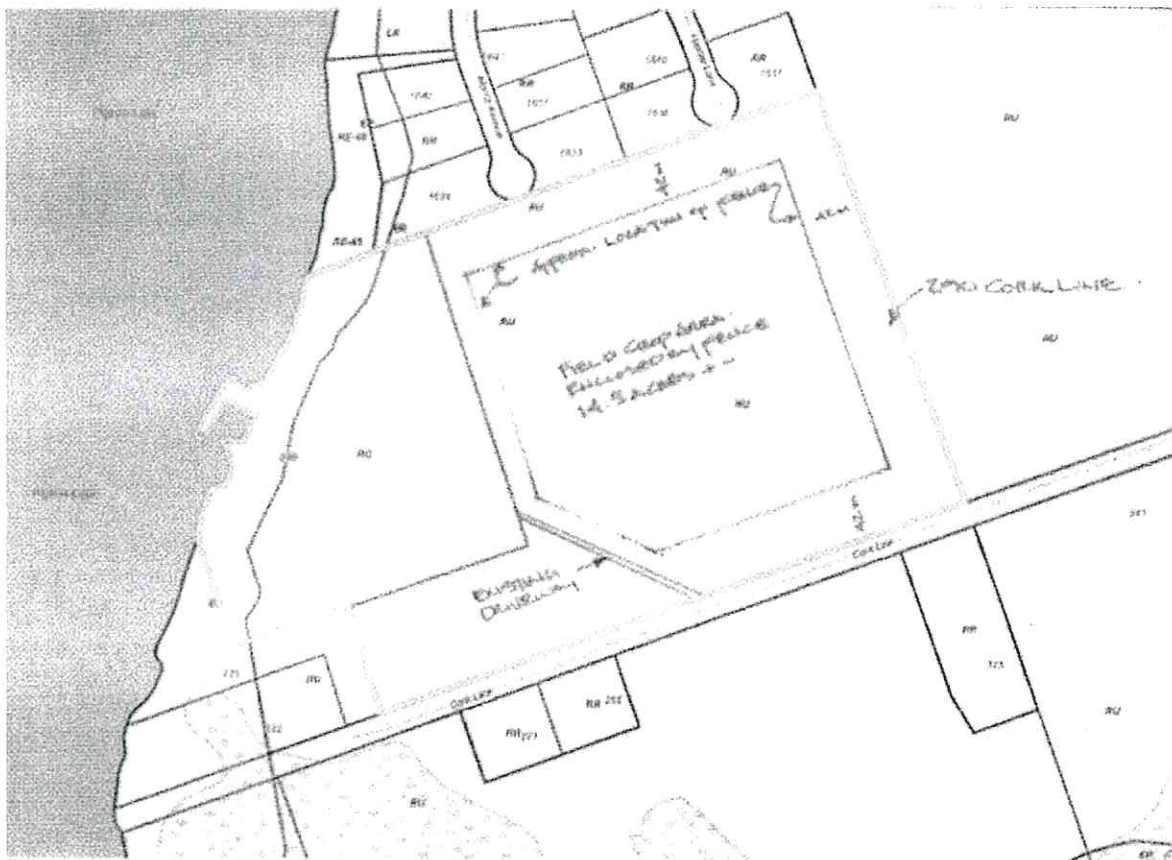
Local Residents of Ennismore

c.c.

Angela Chittick, Clerk-  
Donna Ballantyne, Councillor –  
Janice Lavalley, CAO –  
Andy Mitchell, Mayor –  
Sherry Senis, Deputy Mayor –  
Garry Herron, Councillor –  
Anita Locke, Councillor –  
Robert Lamarre – C.B.O.  
David Smith, MPP  
J. Murray Jones, Warden  
Maryam Monsef, MP

[achittick@selwyntownship.ca](mailto:achittick@selwyntownship.ca)  
[dballantyne@selwyntownship.ca](mailto:dballantyne@selwyntownship.ca)  
[jlavalley@selwyntownship.ca](mailto:jlavalley@selwyntownship.ca)  
[amitchell@selwyntownship.ca](mailto:amitchell@selwyntownship.ca)  
[ssenis@selwyntownship.ca](mailto:ssenis@selwyntownship.ca)  
[gherron@selwyntownship.ca](mailto:gherron@selwyntownship.ca)  
[alocke@selwyntownship.ca](mailto:alocke@selwyntownship.ca)  
[rlamarre@selwyntownship.ca](mailto:rlamarre@selwyntownship.ca)  
[dave.smithco@pc.ola.org](mailto:dave.smithco@pc.ola.org)  
[info@ptbocounty.ca](mailto:info@ptbocounty.ca)  
[Maryam.Monsef@parl.gc.ca](mailto:Maryam.Monsef@parl.gc.ca)





Susan Sladky

Email address (optional)'

Feb 11/21

Ron S Padley

Email address (optional)

Signature

Date \_\_\_\_\_

I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line, Ennismore and are an undersigned to the within objection.

Nichole Way

Names

[Redacted Address]

Address

Email address (optional)

Nichole

Signature

Feb 10 2021

Date

Rob Way

Names

[Redacted Address]

Address

Email address (optional)

Rob Way

Signature

Feb 10 2021

Date

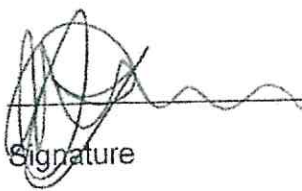
I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line,  
Ennismore and are an undersigned to the within objection.

DAVID BENN

Names

Address

Email address (optional)

  
Signature

FEB 16 2021

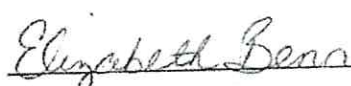
Date

ELIZABETH BENN

Names

Address

Email address (optional)

  
Signature

FEB 11, 2021

Date

I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line,  
Ennismore and are an undersigned to the within objection.

Marilyn Reid

Names

[Redacted Address] N.

Address

Email address (optional)

M Reid

Signature

Feb 9, 2021

Date

La Reid

Names

[Redacted Address] O.

Address

Email address (optional)

La Reid

Signature

Feb 10, 2021

Date

We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line,  
Ennismore and are an undersigned to the within objection.

Rosemarie Decher

Names

Address

[Redacted]

Email address (optional)

Signature

February 10, 2021

Date

MARTURIE DECHER

Names

Address

[Redacted]

Email address (optional)

Signature

February 10, 2021

Date

**I/We are in opposition to the proposed Cannabis Grow Operation at 290 Cork Line, Ennismore and have undersigned to the within objection.**

Michael Drews

\_\_\_\_\_  
*Names*

\_\_\_\_\_  
*Address*

\_\_\_\_\_  
*Email address (optional)*

\_\_\_\_\_  
*Signature*

Feb. 9, 2021

\_\_\_\_\_  
*Date*

Kerry Treen-Drews

\_\_\_\_\_  
*Names*

\_\_\_\_\_  
*Address*

\_\_\_\_\_  
*Email address (optional)*

\_\_\_\_\_  
*Signature*

Feb. 9, 2021

\_\_\_\_\_  
*Date*

I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork  
Line, Ennismore and are an undersigned to the within objection.

\_\_\_\_\_  
\_\_\_\_\_  
Names Address

Dr. Richard C. Rosatte \_\_\_\_\_  
0 \_\_\_\_\_

e-mail \_\_\_\_\_ Rick Rosatte \_\_\_\_\_  
Email address (optional) Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
\_\_\_\_\_  
Names Address

\_\_\_\_\_  
\_\_\_\_\_  
Email address (optional) Signature

\_\_\_\_\_  
Date



Terry McDonald

Address

S. McDonald

Date,

Date Feb. 10, 2021

BRAD McDONALD

0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99

FEB 10, 2021

Date \_\_\_\_\_

I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line, Ennismore and are an undersigned to the within objection.

Robert Vallance

Names

Address

Robert Vallance

Signature

Email address (optional)

Feb 9, 2021.

Date

Leona Vallance

Names

Address

Leona Vallance

Signature

Email address (optional)

Feb. 9, 2021

Date



Search mail

11 of 238

Compose

Inbox

44

Grow op.

Inbox x

Starred

Mon, Feb 8, 9:47 PM (3 days ago)

Snoozed

Important

Irene Dennis  
to me  
To Whom it May Concern.

Sent

Please note I am in opposition to a grow being established near Parkwood Shores.

Drafts

Irene Dennis



Categories

Social

Meet

susan slacky

Tue, Feb 9, 6:24 PM (2 days ago)

New meeting

Thanks Irene: I will attach this with the others.

Join a meeting

Tue, Feb 9, 7:55 PM (2 days ago)

Hangouts

Irene Dennis  
to me

Great, thanks!



susan



I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line,  
Ennismore and are an undersigned to the within objection.

Jody Hull

Names

Address

Jody Hull

Signature

Email address (optional)

Feb. 9, 2021

Date

Kelly Hull

Names

Address

Kelly Hull

Signature

Email address (optional)

Feb. 9, 2021

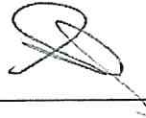
Date

I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line,  
Ennismore and are an undersigned to the within objection.

Scott Sladky

Names

Address



Signature

Email address (optional)

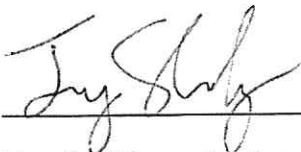
Feb 10, 2021

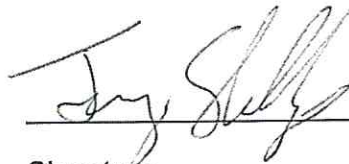
Date

Jason Sladky

Names

Address





Signature

Email address (optional)

Date

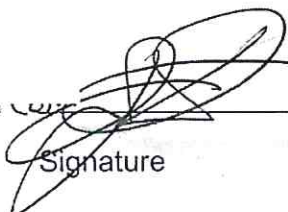
I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line,  
Ennismore and are an undersigned to the within objection.

Curt Commodore

Names

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email address (optional)

  
Signature

Feb 7 2021

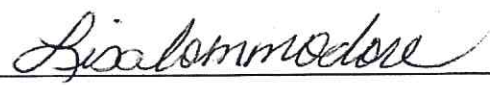
Date

LISA COMMODORE

Names

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email address (optional)

  
Signature

February 7, 2021

Date


I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line,  
Ennismore and are an undersigned to the within objection.

ANTOINE VANCREY

Names

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email address (optional)

  
Signature

FEB. 8. 2021  
Date

JUDY VANCREY

Names

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email address (optional)

  
Signature

FEB. 8. 2021  
Date



I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line, Ennismore and are an undersigned to the within objection.

WILLIAM ROGERS

Names

Address

\_\_\_\_\_  
Email address (optional)

Signature

William C Rogers

FEB 08/2021

Date

ROSALIE ROGERS

Names

Address

\_\_\_\_\_  
Email address (optional)

Signature

Rogers

FEB 08/2021

Date

I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line,  
Ennismore and are an undersigned to the within objection.

MARY LAROCQUE

Names

Address

Email address (optional)

Signature

M. Larocque

Feb 8/2021

Date

Mark Carrig

Names

Address

Email address (optional)

Signature

Mark E. Carrig

FEB 7/21

Date

Van & Art Lewis

Address

Signature

Feb 7 / 2021

Date \_\_\_\_\_

## Names

Address

Email address (optional)

Signature

Date \_\_\_\_\_

I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line, Ennismore and are an undersigned to the within objection.

Lyne Davis

Names

Address

Lyne Davis

Signature

\_\_\_\_\_  
Email address (optional)

Feb. 9, 2021

Date

Cameron Brown

Names

Address

Cameron Brown

Signature

\_\_\_\_\_  
Email address (optional)

Feb. 9, 2021

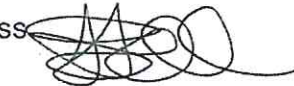

Date

I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line,  
Ennismore and are an undersigned to the within objection.

Tracy Bell  
Doug Bell

Names

Address

Email address (optional)

Signature

Feb. 8, 2021

Date

Jess Charmley

Names

Address

Jess Charmley

Signature

Email address (optional)

Feb. 9 2021

Date

Julie Stephenson

Feb 9/21

Mark Stephenson

FEB 9 2021

Date \_\_\_\_\_

I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line,  
Ennismore and are an undersigned to the within objection.

CAROL PETERSON

Names

Address

Email address (optional)

Signature

Date

Names

Address

Email address (optional)

Signature

Date

WENDY CLARK-SPALDING

Address

Signature

Feb. 9, 2021

Date \_\_\_\_\_

Address

Signature

Date \_\_\_\_\_

TAL DUNKLEY

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FEB 7/2021

Вистав ларр

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V. V. V. V.

Feb 9/21

Date \_\_\_\_\_

I/We are in Opposition to Proposed Cannabis Grow Operation at 290 Cork Line,  
Ennismore and are an undersigned to the within objection.

Bill and Glynis Devitt

\_\_\_\_\_

Names

Address

\_\_\_\_\_ *Bill Devitt W Devitt*

Email address (optional)

Signature

\_\_\_\_\_

Date

Feb 12/2021

*Feb. 12/2021*

*Glynis Devitt*

Names

Address

\_\_\_\_\_ *Glynis Devitt*


Email address (optional)

Signature

*Feb 11/21*

Date

Scott Sladky



Feb 10, 2021

Jason Slodky

Tracy Shelby

Tracy Shultz

Date



## Permitting Goes Online in Selwyn Township!

Council and Members of the Adhoc Building Review Committee:

**The on-line e-permitting system to submit a building permit is now live!** The following information (below) was emailed directly to past builders who have applied for a building permit.

In addition, a press release was issued as well as promotions through our social media platforms. We will also be promoting it through our monthly e-newsletters, annual publications, the Selwyn Spotlight ad in the Herald, on our website etc... Please share!

The company providing the e-permitting software for building applications is also working on a program for on-line Planning Applications.

In addition, some other items recommended in the Building and Planning Services Review that are underway include:

- Council approved of the **addition of a Development Approval Technician** to assist customers with Planning Applications – the recruitment for this position should be complete in the next month
- Council approved of a **revamped position in the Building Department called Building Intake Technician** to assist customers with Building Applications – the recruitment for this position will follow the recruitment of the Development Approval Technician
- A monthly update on the progress of the recommendations in the Building and Planning Services Review is also taking place – a copy of the last monthly update is attached for your information.

Hope you find this update helpful.



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

*Maryam Monsef*

Member of Parliament  
Peterborough-Kawartha

**For Immediate Release**

**February 5, 2021**

## **New housing development brings number of Federal Government supported units in Peterborough-Kawartha past 1,600**

**Peterborough-Kawartha** – Today, the Honourable Maryam Monsef, Member of Parliament for Peterborough–Kawartha and the Minister for Women and Gender Equality and Minister of Rural Economic Development, on behalf of the Honourable Ahmed Hussen, Minister of Families, Children and Social Development and the Minister responsible for Canada Mortgage and Housing Corporation (CMHC), announced that the federal government is financing \$8.5 million to help construct a three-storey, 27 rental unit building located at 888 Whitefield Drive in Peterborough.

The 888 Whitefield Drive development by Parkview Homes is receiving financing through the Government of Canada's Rental Construction Financing initiative (RCFi), a National Housing Strategy program delivered by CMHC that supports rental housing construction projects. The program encourages a stable supply of rental housing for middle-class families struggling in expensive housing markets.

Parkview Homes, one of the largest residential homebuilders in the Peterborough area, has built thousands of homes over 30 years of work, including single detached homes, executive townhomes, low rise condos and active adult lifestyle condominiums, all nestled in unique neighbourhoods and desirable locations.

Since 2019, the Government of Canada has now invested nearly \$25 million to build housing in Peterborough-Kawartha with other projects at the Brock Mission, Habitat for Humanity Peterborough, and Water Street.

That is in addition to prior housing investments for projects at The Mount Community Centre, Ontario Aboriginal Housing Services, and Peterborough Housing Corporation's McRae project.

In total, the Government of Canada has invested more than \$30 million to help renovate, subsidize, and construct more than 1,600 units in Peterborough-Kawartha.

## **Quotes**

"COVID-19 has reminded us that nothing is more important than a home. As we all do our part to contain the spread, homes have become a sanctuary – a place of safety and refuge in challenging times. Today's announcement means more than \$30 million has been invested by the Government of Canada to renovate, subsidize and build 1,600 housing units in Peterborough-Kawartha. That's 1,600 families with a safe roof over their head, 1,600 families who get to live, grow, and excel in this community we are all fortunate to call home. And there is more to come."

**– Maryam Monsef, Member of Parliament for Peterborough–Kawartha**

"Peterborough has a significant need for more safe and accessible housing. I would like to thank MP Monsef for her work to push this project forward, as well as CMHC and Parkview Homes for their commitment to providing secure, energy efficient units that meet the needs of our community."

**– Diane Therrien, Mayor of Peterborough**

"Parkview Homes and its Creative Team are pleased to have been awarded financing under the National Housing Strategy to build a high quality 27-unit apartment building. Providing 1, 2 and 3-bedroom options in a family-oriented neighbourhood, these apartments will also have many other modern features - High Energy Efficiency, Barrier Free Accessibility in addition to Universal and Adaptable housing options. Housing Affordability is a top priority to Parkview Homes and we achieve this objective by building housing at all levels of affordability, from small to family-sized homes within the Peterborough Community. Parkview Homes would also like to acknowledge the support of Taylorwood Realty Advisors in promoting the CMHC RCF initiative and helping us navigate through the application and due diligence process. We are thankful of the collaboration and look forward to supporting the goals of the National Housing Strategy."

**– Paul Dietrich, Owner, Parkview Homes**

## **Quick Facts**

- The project offers deep affordability with 100% of units falling below 90% of 30% of Peterborough's median income. In keeping with the borrower's commitment, for a period of 11 years, 6 units will be maintained at 90% of 30% of the median income, and an additional 11 units will be maintained at 30% of the median income.
- The project surpasses the minimum requirement of 10% of accessible units. A total of 3 units will have a universal design.
- The building is designed to achieve a minimum 16.6% decrease in energy intensity and 18.5% decrease in greenhouse gas emissions relative to the 2015 National Energy Code of Buildings.
- Construction commenced in July of 2019, and substantial completion is expected soon.
- Canada's National Housing Strategy (NHS) is a 10-year, \$70+ billion plan that will give more Canadians a place to call home—this includes more than \$13 billion committed through the 2020 Fall Economic Statement.
- The RCFi, a National Housing Strategy (NHS) initiative delivered by CMHC, supports rental housing construction projects to encourage a stable supply of rental housing across the country for middle-class households struggling in expensive housing markets.
- New measures introduced in the Fall Economic Statement on November 30, 2020, build on the Government's previous investments to enhance housing affordability for those who need it most, including an expansion of the RCFi by \$12 billion over 7 years, starting in 2021-22, to support the construction of an additional 28,500 rental units. This additional funding will now support the construction of 71,000 affordable rental units, bringing the program to a total of \$25.75 billion in low-cost loans.

## Associated Links

- [Monsef announces \\$7.6 million to build 25 rental units for families in Peterborough](#)
- [Monsef convenes Q&A session for those interested in building housing](#)
- [Peterborough Habitat for Humanity to build 35 affordable housing units with federal government investment](#)
- [Brock Mission redevelopment set to begin with \\$5.02 million from federal government](#)
- [Housing subsidy will help most vulnerable](#)
- To find out more about the National Housing Strategy, visit [www.placetocallhome.ca](http://www.placetocallhome.ca)

**For more information:**

Ryan Young

Special Assistant (Communications) to the Hon. Maryam Monsef  
Member of Parliament for Peterborough-Kawartha

Cell: 705-927-7315

Maryam.Monsef.C1C@parl.gc.ca



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

*Maryam Monsef*

Member of Parliament  
Peterborough-Kawartha

**For Immediate Release**

**February 11, 2021**

## **MP Monsef announces Government of Canada to Invest \$100 Million to Support Women Impacted by the Pandemic**

*Funding for projects helping those in greatest need to ensure a more inclusive response and recovery*

**Ottawa –** The COVID-19 pandemic has magnified systemic and longstanding inequalities, with women and girls disproportionately affected by the crisis. The Government of Canada is taking strong action to prevent the pandemic from rolling back progress or reversing the hard-won gains of women in Canada.

Today, Maryam Monsef, Member of Parliament for Peterborough-Kawartha, in her capacity as Minister for Women and Gender Equality and Rural Economic Development, launched a new call for proposals through Women and Gender Equality Canada's Women's Program. The call, entitled "Feminist Response and Recovery Fund", will provide \$100 million for projects helping those in greatest need. The funding will allow recipient organizations to launch new projects or scale up past projects that increase women and girls' participation in Canada's economic, social, democratic and political life.

Eligible projects will tackle barriers, address harmful gender norms and attitudes, or improve policies, practices, resource distribution, networks and relationships. Recognizing the need for a feminist, intersectional response to COVID-19, Women and Gender Equality Canada will direct funding to projects supporting marginalized or underrepresented people, including Indigenous women, Black women, women of colour, women who are members of LGBTQ2 communities, and women living with disabilities or in rural or remote communities.

The call for proposals aims to provide flexibility, allowing organizations to respond to a wide range of issues in order to accelerate progress on gender equality and ensure that Canada's

response to and recovery from COVID-19 is inclusive of diverse women. These projects will serve as building blocks for long-term, lasting change to advance women's equality.

The women's program provides funding to eligible organizations in three priority areas:

- Ending violence against women and girls
- Improving women's and girls' economic security and prosperity
- Encouraging women and girls in leadership and decision-making roles

Today's announcement builds on previous steps taken to ensure an intersectional response to the pandemic, including commitments in the 2020 Speech from the Throne to create an Action Plan for Women in the Economy and move forward on a Canada-wide early learning and childcare system.

Recognizing that COVID-19 has increased the rates and severity of gender-based violence (GBV), the Government of Canada has provided \$100 million directly to organizations that support survivors and their families. Combined with new flexibilities to existing programs, this funding has supported over 1500 organizations, helping them keep their doors open at this challenging time.

The call for proposals is open until March 25, 2021 at 12:00 p.m. (Noon) Pacific Standard Time). Visit [women.gc.ca](https://women.gc.ca) for more information and for details on how to apply.

Earlier today, Monsef joined the Honourable Bardish Chagger, Minister of Diversity and Inclusion and Youth, in announcing approximately \$15 million in funding for 76 LGBTQ2 community-led projects across Canada through the LGBTQ2 Community Capacity Fund.

The Government of Canada is committed to better supporting LGBTQ2 individuals in Canada and building a society where everyone has equal rights and opportunities to be their true, authentic selves. Along with LGBTQ2 communities across Canada, we are working to strengthen LGBTQ2 organizations and support the critical work they do to create an equitable and consciously more inclusive Canada. That's why Budget 2019 allocated funding for the first ever Government of Canada fund for LGBTQ2 organizations.

## Quotes

"The feminist response and recovery fund will support local; regional and national efforts to end violence against women and girls, improve women's economic security and to increase the participation of women and girls in decision making roles. Women have been hardest hit by COVID. They continue to take on the majority of the work on the frontlines of the pandemic. The secession is real and unless Canadian women are working, safe, with their families cared for, we will not fully recover from the pandemic. Our government is investing in women's and equity seeking orgs because it's one of the best ways to advance gender equality. Each year, our partners across the country improve the lives of millions of women, children and families and we thank them for their essential work."

- *Maryam Monsef, Member of Parliament for Peterborough-Kawartha, Minister for Women and Gender Equality and Rural Economic Development, on Feminist Response and Recovery Fund*

“LGBTQ2 organizations from coast to coast to coast offer key services and do important work to create a more equal Canada, especially during the COVID-19 pandemic, which has exacerbated inequalities and created additional challenges for LGBTQ2 individuals. Today’s announcement, the result of first-ever federal fund specifically dedicated to LGBTQ2 equality, will help LGBTQ2 organizations strengthen their operations, increase partnerships, share knowledge, and build stronger networks to support LGBTQ2 communities across Canada. Since 2015, WAGE has provided over \$14 million in direct support to 64 LGBTQ2 organizations across the country to help support their vital work. We know there is a lot more work to do and we are proud to work together with them to help ensure an inclusive future and opportunities for everyone—regardless of who they love or how they identify—so that all Canadians have an equal and fair chance at success.”

- *Maryam Monsef, Member of Parliament for Peterborough-Kawartha, Minister for Women and Gender Equality and Rural Economic Development, on LGBTQ2 Community Capacity Fund*

## Quick Facts

- In June 2020, Canada was recognized by CARE as having the most gender-responsive plan to address COVID-19
- Budget 2019 committed \$160 million over five years to the Women’s Program to enable further community action to tackle systemic barriers impeding women’s progress, while recognizing and addressing the diverse experiences of gender and inequality across the country.
- Projects funded by Women and Gender Equality Canada are estimated to have reached approximately six million people in 2019-20, reducing barriers in areas of economic equality and gender-based violence, and building capacity and confidence in the areas of leadership.
- Between 2015 and 2019, the Government of Canada increased funding to support the work of women’s and gender equality seeking organizations from under \$20 million per year to over \$100 million available in 2021/22.
- In the Fall Economic Statement, the Government of Canada committed to sustaining investments in early learning and accessible, affordable child care, including by proposing to make funding permanent at 2027-2028 levels, providing \$870 million per year and ongoing, starting in 2028-2029.
- The Government of Canada is helping women entrepreneurs through the pandemic by providing up to \$15 million in additional funding through the Women Entrepreneurship Strategy (WES).

## Associated Links

- [Call for proposals - \*Feminist Response and Recovery Fund\*](#)
- [Women and Gender Equality Canada – Women’s Program](#)
- [Gender-Based Violence Program](#)
- [Gender-Based Violence Knowledge Centre](#)
- [Backgrounder: LGBTQ2 Community Capacity Fund](#)
- [LGBTQ2 Community Capacity Fund](#)
- [Canada’s COVID-19 Economic Response Plan](#)
- [Human Rights of LGBTQ2I Persons](#)
- [LGBTQ2 Secretariat](#)
- [LGBTQ2 Survey and Action Plan](#)

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**For more information:**

Ryan Young

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HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

*Maryam Monsef*  
Member of Parliament  
Peterborough-Kawartha

**For Immediate Release**

**February 12, 2021**

## **New 46 unit residential housing development brings Federal investments in housing to \$45 million**

**Peterborough-Kawartha** – Maryam Monsef, Member of Parliament for Peterborough-Kawartha, on behalf of the Honourable Ahmed Hussen, Minister of Families, Children and Social Development and the Minister responsible for Canada Mortgage and Housing Corporation (CMHC), announced today that the federal government is financing \$14 million to help construct 46 residential units for families in Peterborough to call home.

This second phase of the 3789 Water Street development by Greenleaf/Cor-Plan is receiving financing through CMHC's Rental Construction Financing initiative (RCFi), a National Housing Strategy program that supports rental housing construction projects. The program encourages a stable supply of rental housing for middle-class families struggling in expensive housing markets.

The development includes a unique partnership with Kawartha Participation Projects (KPP), which provides services, supports and housing to people with physical disabilities living in Peterborough, Kawartha Lakes, Haliburton and Northumberland.

Phase 1 of the project, in which the federal government is financing \$7.6 million to help construct a new four-storey building with 25 residential units at the same Water Street location, was announced in August 2020.

Since 2015, the Government of Canada has now invested more than \$45 million in Peterborough-Kawartha to help renovate, subsidize and build more than 1,600 units of housing.

### **Quotes**

“Housing is a major part of the solution to many of our community’s greatest challenges – mental health, addiction, inequity. Our Government understands this and is committed to doing our part to ensure all Canadians have a safe place to call home. We need innovative partners and solutions to address the housing needs in our community and projects like this one do just that. With this investment, since 2015, our Government of Canada has now put forward more than \$45 million to renovate, subsidize, and build more than 1,600 housing units in Peterborough-Kawartha.”

**– Maryam Monsef, Member of Parliament for Peterborough – Kawartha**

“Peterborough has a significant need for more safe and accessible housing. I would like to thank MP Monsef for her work to push this project forward, as well as CMHC and Kawartha Participation Projects for their commitment to providing secure, energy efficient units that meet the needs of our community.”

**– Diane Therrien, Mayor of Peterborough**

“We have utilized the best available construction materials and assemblies to achieve significant reductions in energy consumption and greenhouse gas emissions. As an added benefit, the same construction methods will meaningfully enhance personal comfort and soundproofing. Barrier-free access will be extended to the future commercial plaza, traffic signals with pedestrian crossing, and walkways and bike path all the way to Nassau Mills Road, assuming relevant agreements can be reached with the City.”

**– Sheldon Rokin, President, Greenleaf/Cor-Plan**

“This partnership is evidence of the ability of all sectors to come together and work toward the goal of providing appropriate quality housing. This project will not only provide suitable housing but will further Kawartha Participation Projects mission to increase the supply of accessible units and health care supports to people who would otherwise be housed in inappropriate housing or care facilities. People will receive the health care supports they need to live safely in their own homes in their own community.”

**– Katherine Blackwood, Director of Housing, Kawartha Participation Projects**

## **Quick Facts**

- The majority of the units (95.7%) will have rents well below 30% of median household income in the area, including 26 units (56.5%) with rents at or below 70% of 30% of median household income. The rent levels for at least 21 units will be maintained for a minimum of 16 years.
- At least 5 units (10%) meet the municipal accessibility requirements, and will include units with universal and adaptable design.

- The building is designed to achieve energy-efficiency savings of 17% and reduction in greenhouse gas emissions of 21% relative to the 2015 National Energy Code of Buildings.
- Construction is expected to commence in early 2021, and substantial completion expected by October 2022.
- Canada's National Housing Strategy (NHS) is a 10-year, \$70+ billion plan that will give more Canadians a place to call home—this includes more than \$12 billion additional funds committed in the 2020 Fall Economic Statement.

#### **Associated Links**

- [New housing development brings number of Federal Government supported units in Peterborough-Kawartha past 1,600](#)
- [Monsef announces \\$7.6 million to build 25 rental units for families in Peterborough](#)
- [Monsef convenes Q&A session for those interested in building housing](#)
- [Peterborough Habitat for Humanity to build 35 affordable housing units with federal government investment](#)
- [Brock Mission redevelopment set to begin with \\$5.02 million from federal government](#)
- [Housing subsidy will help most vulnerable](#)
- To find out more about the National Housing Strategy, visit [www.placetocallhome.ca](http://www.placetocallhome.ca)

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#### **For more information:**

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# **Implications of Proclamation of Various Provisions: Frequently Asked Questions**

## **Implications of Proclamation of Various Provisions: Frequently Asked Questions**

### **1. Do participating municipalities have to appoint new members to conservation authorities now in order to meet the 70% requirement?**

Immediate action is not required on the part of conservation authorities or by municipalities related to the provision requiring 70% of municipally appointed members be elected officials.

Current members should complete the remaining duration of their appointments. As new members are appointed, participating municipalities should be appointing members in a way that complies with this new requirement.

A participating municipality may also apply to the Minister of the Environment, Conservation and Parks requesting an exception to this 70% requirement. The request should include the rationale for the request, and what proportion of members the municipality is proposing to be elected officials. Requests should be sent to [minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca).

### **2. Does a conservation authority need to immediately initiate the term limits of chair/vice-chairs and rotate amongst participating municipalities?**

Immediate action is not necessarily required. Implementation of this provision could begin at the first meeting held this year (following the proclamation date of February 2, 2021), or at such other meeting as may be specified by the authority's by-laws.

A participating municipality or conservation authority may also apply to the Minister of the Environment, Conservation and Parks requesting an exception to the term limit or rotation. The request should include the alternative approach being proposed, and the rationale for the request. Requests should be sent to [minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca).

### **3. When should conservation authorities transition to the use of generally accepted accounting principles?**

If not already the practice, conservation authorities will transition to the use of generally accepted accounting principles for local government and ensure that key conservation authority documents are made available to the public (i.e., minutes of authority or executive committee meetings, auditor reports) following proclamation of these provisions on February 2, 2021.

# Implications of Proclamation of Various Provisions: Frequently Asked Questions

## 4. When do copies of municipal member agreements need to be sent to the Minister and made public?

Please submit any existing agreements (on the number of total conservation authority members and number of members per participating municipality in a conservation authority) to the Minister within 60 days of February 2, 2021 (i.e., by April 3, 2021).

If no such agreement is in place as of February 2, 2021, but such an agreement is entered into at a future date, please provide it to the Minister within 60 days of executing the agreement. These agreements should also be made available to the public through the conservation authority's website or other appropriate means within these same timelines.

## 5. Which provisions of the *Conservation Authorities Act (CAA)* are you proclaiming in this first phase?

Provisions in the CAA that come into effect February 2, 2021, as part of this first phase include:

### **Housekeeping Amendments**

- Clarifying "Minister" means the Minister of the of the Environment, Conservation and Parks (rather than the Minister of the Natural Resources and Forestry) (Bill 108, 2019).
- Administrative change by striking out "of the Environment" from "Minister of the Environment" (in the section on CA dissolutions – clause 13.1(6)(c)) (Bill 108, 2019).
- Remove a legislative date (now stale) for a past transition period for conservation authorities (CAs) to up-date administrative by-laws (Bill 229, 2020).

### **Government Requirements**

- Non-derogation provision to recognize existing Aboriginal or treaty rights (Bill 229, 2020).
- Enable the Minister to delegate his or her powers to an employee of the Ministry of the Environment, Conservation and Parks (Bill 229, 2020).

### **Governance**

- Changes to the CA municipal membership provisions including requiring 70 per cent of municipally appointed members to be elected officials with provision for the Minister to permit less than 70 per cent on application by a participating municipality (Bill 229, 2020).
- Requiring copies of municipal member agreements on number of total CA members agreed upon and numbers per participating municipality in a CA agreed upon, to be made public and provided to the Minister (Bill 229, 2020).
- Removal of the regulation making authority regarding the composition of the CA (Bill 229, 2020).

## **Implications of Proclamation of Various Provisions: Frequently Asked Questions**

- Minister's power to appoint a member from the agricultural sector with limitations added to the member's voting rights (Bill 229, 2020).
- Limiting the term of the chair/vice-chair and rotating of the chair/vice-chair among a CA's participating municipalities with provision for the Minister to permit an exception to these requirements upon application of the CA or participating municipality. If an exception is granted, this would allow a chair/vice-chair to hold office for more than one year or two terms, or a member to succeed an outgoing chair, vice-chair, appointed from the same participating municipality (Bill 229, 2020).
- Minor amendments to the 'powers of authorities': integrating the CA power to "cause research to be done" with the CA power to "study and investigate the watershed" in order to support the programs and services the CA delivers; to require consent of the occupant or owner of the land before a CA staff can enter the land for the purpose of a CA project (such as land surveying); and to remove the power of a CA to expropriate land (Bill 229, 2020).
- Require CAs to follow generally accepted accounting principles for local governments, make key documents (annual audit, meeting agendas and minutes and member agreements) available to the public (Bill 229, 2020).

### **Minister's Power**

- Enable the Minister to issue a binding directive to a CA following an investigation (Bill 229, 2020).
- Enable the province, upon recommendation by the Minister, to appoint a temporary administrator to assume control of a CA's operations following an investigation or the issuance of a binding directive, if the directive is not followed. Immunity is provided for the administrator (Bill 229, 2020).

DRAFT MOTION:

WHEREAS the Ontario Fire College Campus has been in operation in Gravenhurst since 1958; and

WHEREAS the Ontario Fire College Campus is one of the primary sources of certified training for Ontario Firefighters; and

WHEREAS the Ontario Fire College Campus has built a reputation of integrity, credibility, and reliability in providing some of the best training to our Fire Services within the Province of Ontario; and

WHEREAS the Ontario Fire College Campus has been used to train and certify both Volunteer, Part-Time and Career firefighters throughout Ontario; and

WHEREAS the Regional Training Centers are not all created equal and similar in function to the Ontario Fire College Campus; and

WHEREAS the Ontario Fire College Campus gives Ontario Firefighters another option other than Regional Training Centers to obtain National Fire Protection Association (NFPA) certifications; and

WHEREAS the Ontario Fire College Campus is the most cost-effective method for municipalities to certify Firefighters to NFPA Standards in Ontario; and

WHEREAS the Ontario Government enacted and revoked O. Reg. 379/18: Firefighter Certification in 2018; and

WHEREAS when the Ontario Government revoked O. Reg. 379/18: Firefighter Certification, it was made known by the Office of the Solicitor General that the act would be amended and brought back in the future; and

THEREFORE, BE IT RESOLVED THAT the **TOWNSHIP/MUNICIPALITY** requests that the Province of Ontario reverse their decision to close the Ontario Fire College Campus in Gravenhurst as the OFC is one of the best and most cost-effective methods for municipalities to train their firefighters which assists us in protecting our residents; and

BE IT FURTHER RESOLVED THAT this Resolution is forwarded to the Honourable Doug Ford Premier of Ontario, the Honourable Sylvia Jones; Ontario Solicitor General, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Ontario Fire Marshal; Jon Pegg, and all municipalities within the Province of Ontario.



**MEDIA RELEASE**  
For Immediate Release

**February 12, 2021**

## **Township of Douro-Dummer Welcomes New CAO**

**Township of Douro-Dummer** – The Township of Douro-Dummer is pleased to announce that Elana Arthurs has been hired as the new Chief Administrative Officer (CAO) for the Township.

Elana brings a wealth of knowledge and experience to the role of CAO. In her current role as Clerk for the Township of Cavan-Monaghan, Elana was the first to introduce internet and telephone voting in 2014 and led the way for its implementation throughout the County of Peterborough in the 2018 municipal election. She has been responsible for ushering in change and modernization initiatives such as a corporate wide records retention system and major cost savings in regards to the municipal insurance program. Elana has also held the position of Deputy Clerk at the Town of Prescott and has experience in the private sector.

Mayor J. Murray Jones said that “We welcome Elana to the Douro-Dummer family. Her wide range of municipal experience will serve us all very well as we move forward.”

Elana is a Certified Municipal Officer (CMO) and holds the designation of Accredited Ontario Municipal Clerk (AOMC). She is active in promoting and improving the municipal sector through a variety of volunteer roles with the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO), including her current role as a member of the Board of Directors.

“I am honoured to have been chosen to serve as CAO for the Township of Douro-Dummer and thrilled to be joining this vibrant community, rich in heritage and natural beauty.” Said Elana Arthurs. “I look forward to building strong and respectful relationships with residents and businesses across the Township and leading the dedicated municipal team.

There are many opportunities and great things yet to come in Douro-Dummer and I am committed to working diligently for the community, staff and Council.”

The appointment of Elana to the position of CAO for the Township of Douro-Dummer will take effect on Monday, March 15, 2021.

### **For more information please contact:**

Mayor J. Murray Jones  
Township of Douro-Dummer  
894 South Street, Warsaw, ON, K0L 3A0  
Phone: (705) 652-6325  
E-mail: [jjones@dourodummer.on.ca](mailto:jjones@dourodummer.on.ca)









10/29/2020









09 22 2020



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11 05 2020



11 11 2020

Ennismore and District Horticultural Society  
Ennismore Ontario  
February 13, 2021

Mayor Andy Mitchell, Deputy Mayor Sherry Senis, Councillor Donna Ballantyne, Councillor Gerry Herron and Councillor Anita Locke,

The Ennismore and District Horticultural Society and the Cairn Subcommittee wish to report that we have completed our Ennismore Military Commemorative Monument and have received our final payment from Veterans Affairs Canada. As you know VAC covered half the cost of the project.

In keeping with our club's dry stone wall theme we had John Shaw Rimmington , renowned stone mason, design and build the structure. With the help of a few of our members the monument was completed in a record 3 days.

A variety of enhancements followed. A wall was constructed at the base of the construction site to aid in drainage. An eight foot wide cement pad around the monument was poured as well as an eight foot wide sidewalk. Sod was laid and lighting was installed. We thank the township for their assistance with the electrical component. The military Trilogo Badge was proudly displayed on the structure and a commemorative plaque installed near the entrance. We erected a new flagpole and flag overlooking the site.

We budgeted for \$47,577.93 and came in at \$ 44,168.11 almost \$3500.00 below budget. A large part of this was due to the efforts of two local contractors who not only donated the aggregate material and heavy machinery but did a big portion of the work themselves. We were thrilled that Public Health allowed us to hold a small group of 15 members to commemorate November 11th, 2020.

It was a challenge getting this project done during the pandemic when fundraising activities were curtailed. We as other clubs, really appreciated the extra municipal grant that the township awarded.

We want to thank Angie for here encouragement and advice and Mike Richardson and Scott Warren for their insight and suggestions.

The dedication and hard work of the cairn subcommittee members who worked tirelessly (around 6000 hours) completing the application to VAC, obtaining quotes and assisting at the site made all this a reality.

We are eagerly looking forward to having a dedication service in 2021 when the Covid 19 environment is favourable.

The community of Ennismore is proud to have its own Monument and are looking forward to many memorable Remembrance Day services.

Lest We Forget.

Regards,

President Ethel Shackleton

Report by Helen Young --Chair Cairn Subcommittee

Members of Committee Gail Murray---Pat Sinka---Deb Smith----Mary Claire Moher

February 8, 2021

**Ministry of Municipal Affairs and Housing**

17<sup>th</sup> Floor, 777 Bay Street  
Toronto, ON  
M7A 2J3

**Attention: The Hon. Steve Clark**

**Re: Advocacy for Reform – MFIPPA Legislation**

At the Township of Guelph/Eramosa's Regular Meeting of Council held on Monday February 1, 2021, the following resolution was put forward and passed:

Be it resolved that the Council of the Township of Guelph/Eramosa has received Clerk's Department Report 21/03 regarding Advocacy for Reform – MFIPPA Legislation; and

That that the following motions be passed in support of a request to review and reform of the Municipal Freedom of Information and Protection of Privacy Act:

WHEREAS the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 (MFIPPA) dates back 30 years;

AND WHEREAS municipalities, including the Township of Guelph/Eramosa, practice and continue to promote open and transparent government operations, actively disseminate information and routinely disclose public documents upon request outside of the MFIPPA process;

AND WHEREAS government operations, public expectations, technologies, and legislation surrounding accountability and transparency have dramatically changed and MFIPPA has not advanced in line with these changes;

AND WHEREAS the creation, storage and utilization of records has changed significantly, and the Municipal Clerk of the Municipality is responsible for records and information management programs as prescribed by the Municipal Act, 2001;

AND WHEREAS regulation 823 under MFIPPA continues to reference antiquated technology and does not adequately provide for cost recovery, and these financial shortfalls are borne by the municipal taxpayer;

AND WHEREAS the threshold to establish frivolous and/or vexatious requests is unreasonably high and allows for harassment of staff and members of municipal councils, and unreasonably affects the operations of the municipality;

AND WHEREAS the Act fails to recognize how multiple requests from an individual, shortage of staff resources or the expense of producing a record due to its size, number or physical location does not allow for time extensions to deliver requests and unreasonably affects the operations of the municipality;

AND WHEREAS the name of the requestor is not permitted to be disclosed to anyone other than the person processing the access request, and this anonymity is used by requesters to abuse the MFIPPA process and does not align with the spirit of openness and transparency embraced by municipalities;

AND WHEREAS legal professionals use MFIPPA to gain access to information launch litigation against institutions, where other remedies exist;

AND WHEREAS there are limited resources to assist administrators or requestors to navigate the legislative process;

AND WHEREAS reform is needed to address societal and technological changes in addition to global privacy concerns and consistency across provincial legislation;

BE IT RESOLVED THAT the Ministry of Government and Consumer Services be requested to review the MFIPPA, and consider recommendations as follows:

1. That MFIPPA assign the Municipal Clerk, or designate to be the Head under the Act;
2. That MFIPPA be updated to address current and emerging technologies;
3. That MFIPPA regulate the need for consistent routine disclosure practices across institutions;
4. That the threshold for frivolous and/or vexatious actions be reviewed, and take into consideration the community and available resources in which it is applied;
5. That the threshold for frivolous and/or vexatious also consider the anonymity of requesters, their abusive nature and language in

requests to ensure protection from harassment as provided for in Occupational Health and Safety Act;

6. That the application and scalability of fees be designed to ensure taxpayers are protected from persons abusing the access to information process;
7. That administrative practices implied or required under the Act, including those of the IPC, be reviewed and modernized;
8. That the integrity of the Act be maintained to protect personal privacy and transparent governments.

Please accept this for your information and any necessary action.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jenni Spies', with a stylized, cursive script.

Jenni Spies  
Deputy Clerk

Cc. Ted Arnott, MPP Wellington-Halton Hills  
Michael Chong, MP Wellington-Halton Hills  
Minister of Consumer Services  
Information and Privacy Commissioner of Ontario  
Association of Municipalities of Ontario  
Association of Clerks and Treasurers of Ontario  
Ontario Clerks



19 Holland Rd W. RR.#1  
Kakabeka Falls, ON P0T 1W0

[www.conmee.com](http://www.conmee.com)

**The following resolution was passed by the Council of the Township of Conmee at its regular meeting on January 26<sup>th</sup> 2021:**

**Resolution No. 2021-022**

Moved by: Councillor Arnold

Seconded by: Councillor MacMaster

WHEREAS duly elected Officials of a Municipality, or a Township are expected to be above reproach and to conduct themselves with integrity, truth, justice, honesty, transparency and courtesy.

AND WHEREAS there are people of dubious character who have a Criminal Record, having been convicted of a Federal Offence of any of the Federal Statutes of Canada, but not limited to the Criminal Code or Narcotic Control Act, who are currently on Council of a Municipality or have let their name stand for election for Mayor, Reeve or Councillor as a municipal candidate.

NOT WITHSTANDING the provisions of the Ontario Human Rights Code

THEREFORE BE IT RESOLVED that the Township of Conmee lobby the Provincial Government to amend The Municipal Act and Municipal Elections Act, as may be, so that people with a criminal record who have not had their record cleared from the RCMP Data Base by order of the Governor General of Canada, be prohibited from becoming a candidate in municipal elections.

AND THAT an elected local government official be disqualified from office upon conviction of a serious criminal offense and must resign

AND THAT Council of the Township of Conmee direct the Clerk to send a copy of this resolution to the Ontario Premier Doug Ford, Attorney General Doug Downey, Solicitor-General Sylvia Jones, Minister of Municipal Affairs Steve Clark, Association of Municipalities of Ontario, Rural Ontario Municipal Association, Northern Ontario Municipal Association, Thunder Bay District Municipal League, MPP Judith Monteith-Farrell, and all Ontario municipalities

**CARRIED**



February 9, 2021

The Honourable Doug Ford, M.P.P.  
Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto, ON M7A 1A1

Sent via email: [premier@ontario.ca](mailto:premier@ontario.ca)

**Re: Universal Paid Sick Days in Ontario  
Our File 35.31.99**

Dear Premier Ford:

At its meeting held on February 1, 2021, St. Catharines City Council approved the following motion:

“WHEREAS workers in Ontario without paid sick leave often feel forced to work when unwell so they can feed and support their families and are at risk of losing a paycheque or even their jobs if they stay home; and

WHEREAS the Canada Recovery Sickness Benefit is temporary, not accessible to all and not usable for the crucial first few days of an illness; and

WHEREAS had legislated paid sick leave been in place before the global pandemic, lives would have been saved because infection rates would have been reduced; and

WHEREAS the lack of paid sick days has especially hurt Black, Indigenous, workers of colour, women and migrant workers who are over-represented in low-paying frontline jobs with few benefits and a reduced ability to work from home; and

WHEREAS the Ontario Medical Association, 11 GTHA Mayors and Chairs representing Ontario's largest municipalities, the editorial board of the Toronto Star, the Toronto Board of Health, the Decent Work and Health Network, the Ontario Nurses Association, and several other professional associations representing thousands of healthcare workers have all called on the provincial government to legislate paid sick days;

THEREFORE BE IT RESOLVED that the City of St. Catharines endorses legislated sick leave and calls on the government of Ontario to permanently legislate universal paid sick days for all workers in Ontario during the pandemic and beyond, regardless of workplace size, type of work or immigration status; and

BE IT FURTHER RESOLVED that this motion be forwarded to the Premier of Ontario, Minister of Labour, all Regional MPPs, Niagara Region, and all Ontario Municipalities.”



If you have any questions, please contact the Office of the City Clerk at extension 1506.

A handwritten signature in blue ink, appearing to read 'Bonnie Nistico-Dunk'.

Bonnie Nistico-Dunk, City Clerk  
Legal and Clerks Services, Office of the City Clerk  
:ra

Cc Minister of Labour, Hon. Monte McNaughton, [Minister.MLTSD@ontario.ca](mailto:Minister.MLTSD@ontario.ca)  
Jennifer Stevens, MPP - St. Catharines, [JStevens-CO@ndp.on.ca](mailto:JStevens-CO@ndp.on.ca)  
Jeff Burch, MPP - Niagara Centre, [JBurch-QP@ndp.on.ca](mailto:JBurch-QP@ndp.on.ca)  
Wayne Gates, MPP - Niagara Falls, [wgates-co@ndp.on.ca](mailto:wgates-co@ndp.on.ca)  
Sam Oosterhoff, MPP - Niagara West-Glanbrook, [sam.oosterhoff@pc.ola.org](mailto:sam.oosterhoff@pc.ola.org)  
Niagara Region  
Ontario Municipalities

## **Subject: Town of Orangeville Resolution - Greenhouse Gas Emissions**

Good afternoon,

Please see below a resolution passed by the Town of Orangeville on February 8, 2021 regarding greenhouse gas emissions.

**2021-069**

Moved: Councillor Peters

Seconded: Councillor Andrews

Whereas the Town of Orangeville prides itself on being a municipal leader with respect to sustainability, including the endorsement of the Sustainable Neighbourhood Action Plan and a community greenhouse gas (GHG) inventory;

And whereas the Town will be establishing a long term carbon goal later this year;

And whereas municipalities account for 50% of global emissions thus necessitating further action by all sectors and other levels of government;

And whereas the Ontario government recently purchased 3 gas plants, a move that could lead to the increase of provincial greenhouse gas pollution by more than 400% by 2040;

And whereas a number of municipalities, as partners in government, have passed motions to ask Queen's Park to reverse this decision in keeping with the need to reduce, not increase, greenhouse gas emissions;

Therefore Be It Resolved That the Town of Orangeville write to the Minister of Municipal Affairs and Housing and the Minister of Environment, Conservation, Energy, and Parks to request that the Government of Ontario develop and implement a plan to phase-out all gas-fired electricity generation as soon as possible, with an emphasis on proven renewable energy technologies and energy storage, to ensure that Orangeville and other municipalities are enabled to achieve climate action goals (or "GHG emission reduction targets"); and

That the Town of Orangeville write the respective portfolio critics, all party leaders in the Legislature, and the Association of Municipalities of Ontario, requesting that the Government of Ontario develop and implement a plan to phase-out all gas-fired electricity generation, and direct the IESO to accelerate the use of renewable electricity supply, energy storage, and energy efficiency in all sectors, in order to reduce provincial greenhouse gas emissions as soon as possible and bolster our competitiveness in the global cleantech marketplace and overall emerging low-carbon economy.

Result: Carried

Regards,

**Tracy Macdonald | Assistant Clerk | Corporate Services**  
**Town of Orangeville** | 87 Broadway | Orangeville ON L9W 1K1  
519-941-0440 Ext. 2256 | Toll Free 1-866-941-0440 Ext. 2256



**Corporation of the Township of Perth South**

3191 Road 122  
St. Pauls, ON N0K 1V0  
Telephone 519-271-0619  
Fax 519-271-0647  
[mayor@perthsouth.ca](mailto:mayor@perthsouth.ca)

February 2, 2021

**Via Email:** [minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca)

Honourable Jeff Yurek  
Minister of Environment, Conservation, and Parks  
777 Bay Street  
College Park - 5th Floor  
Toronto, ON M7A 2J3

**Re: ONTARIO ANNOUNCES WORKING GROUP TO BETTER FOCUS  
CONSERVATION AUTHORITIES**

Dear Minister,

The Municipality of Perth South ("Perth South") is pleased to see your Ministry's development of regulations for the *Conservation Authorities Act*, 1990 R.S.O. 1990, c. C.27 (the "Act"). Perth South supports the proposed changes your government passed respecting conservation authorities in schedule 6 of Bill 229, the *Protect, Support and Recover from COVID-19 Act* (Budget Measures), 2020 ("Bill 229"). I expressed this support in my email to you on November 5, 2020.

Our municipality, like many others across Ontario, has encountered longstanding conflicts regarding operational scope and costs with our principal conservation authority the Upper Thames River Conservation Authority ("UTRCA"). Despite requests made in writing and through delegations at annual Board Budget meetings no resolution has been found. It is for this reason that Perth South was pleased to see the changes made through Bill 229; however, we were disappointed when the Working Group composition was announced as it is dominated by conservation authorities who are tasked with recommending the very regulations that govern them. I am sure you can agree that the initial optics of the governed designing the governance of themselves is concerning. Conservation authorities, most of whom opposed your reforms, should not be relied upon to develop fair and objective recommendations on their own.

Further to my email of January 12, 2021, I am writing to you to confirm and clarify your full intent and scope for the Working Group your Ministry announced on December 16, 2020 to develop updated regulations. We are hopeful that you will direct this Working Group with clear, limited, and specific instructions that will focus on the intent of changes included in Bill 229.

Perth South seeks your clarity that this Working Group's tasks will be built on the following principles in the areas of focus highlighted:

1. *Mandatory core programs and services conservation authorities would be required to provide.*
  - (a) That 'mandatory' core programs are limited to the changes included in schedule 6 of Bill 229: conservation lands solely owned by conservation authorities, flood-control, erosion, and natural hazards;
  - (b) That conservation authorities are not permitted any discretion via regulations to exit those defined and strict categories; and
  - (c) That 'services' must be concise, limited, and have obvious direct need to fulfil core mandates not merely 'link' or 'complement' the same.
2. *The agreements between municipalities and conservation authorities and the transition period associated with non-mandatory programs and services*
  - (a) That the regulations establish a clear, consistent, and template pro-forma for these agreements that includes at a minimum:
    - i. a specified time limitation to prevent perpetuity;
    - ii. clear intent and objectives;
    - iii. clear definitions, terms, and conditions;
    - iv. the identified necessity for it/them;
    - v. accurate, evidence-supported budget forecasting;
    - vi. the impact of items (i-iv) on each participating municipality;
    - vii. supporting science-based evidence that meets or exceeds the standard(s)/threshold(s) applied to any third party deemed an applicant and/or subject to an

agreement's provisions including on any items requiring peer review;

- viii. municipal and public input mechanisms and timelines;
- ix. dispute resolution processes that adhere to the legislation and the timelines proscribed therein; and
- x. municipal refusal/opt-out clause(s) where proposals do not have the support of the participating municipality and/or do not reasonably benefit a participating municipality or municipalities given their geographical extent or limit within the watershed of the conservation authority in question.

- (b) That the "transition period," associated cannot be greater than one (1) fiscal year from the date of Bill 229's passage in the case of any pre-existing agreement and no more than two (2) years from the date of Bill 229's passage; and
- (c) That the Working Group must understand the principle that one "cannot do by regulation what one cannot do in law."

3. *How local members of the community can participate in their conservation authorities through community advisory boards*

- (a) That these advisory boards and the conservation authorities that they 'advise' are not delegated responsibilities or tasks that are a normative function of a conservation authority's operations and not delegation(s) or devolution(s) of a conservation authority's board and its committees' obligations and normal work;
- (b) That voluntarily submitted proposals for programs, projects, and services cannot be for activities either not contemplated or permitted under either conservation authorities' mandated functions or approved non-mandatory agreements;
- (c) That advisory committee's recommendations and work are neither binding nor required under a conservation authority's administrative by-laws;
- (d) That any aspect of an advisory committee's work that requires public consultation becomes a function of the conservation authority's board or its approved board-fulfilled committees not the advisory committee/group;
- (e) That membership on any advisory committee or group must be balanced and reflect its composition to watershed citizens who are

resident and contributing ratepayers in participant municipalities of the conservation authority in question;

- (f) That conservation authorities' obligations to conduct deliberate, regular, thorough, and transparent public consultation on matters of policies, programs, and services cannot be delegated to an 'advisory' committee or group. That such functions remain a core and mandatory function of a conservation authority's board; and
- (g) That community advisory boards neither relieve nor substitute a conservation authority's obligation to incorporate citizens into consultative and/or input processes that are board-led or directed.

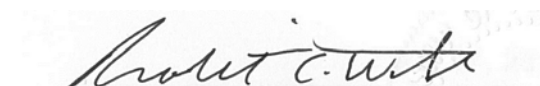
We understand and agree that partnerships and collaboration are critical but want to ensure that there is balance in the parties that will represent the Working Group.

Perth South also looks forward to greater clarity from the Ministry with respect to conservation authority budget and levy processes in the regulation updates. We are very pleased with the avenues of appeal Bill 229 will now provide, after recently exploring the costly and difficult appeal process that previously existed.

As you work to reach the final outcome on these long overdue changes, Perth South and its residents are relying on you to ensure that the development of regulations will align with the spirit of the changes requested by Perth South and other municipalities across the province during the consultations that occurred in early 2020.

I thank you for the work you are undertaking and trust our comments will be received and conveyed with your support to this Working Group. I am confident many more municipalities in this province would echo our points of view.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Robert C. Wilhelm", is written over a faint, light blue circular official stamp.

Robert Wilhelm  
Mayor  
Township of Perth South

cc: All municipalities in Ontario

Ministry of Environment, Conservation, and Parks Working Group members on  
Proposed Regulations under the Conservation Authorities Act.

Randy Pettapiece, MPP Perth-Wellington

**THE TOWNSHIP OF GEORGIAN BAY**  
**Council**

DATE: 9 February 2021

	YEA	NAY	
Councillor Bochek	_____	_____	MOVED BY: <u>Hazelton</u>
Councillor Cooper	_____	_____	
Councillor Douglas	_____	_____	SECONDED BY: <u>Jarvis</u>
Councillor Hazelton	_____	_____	
Councillor Jarvis	_____	_____	
Councillor Wiancko	_____	_____	
Mayor Koetsier	_____	_____	

**DEFERRED** \_\_\_\_\_ **CARRIED** X **DEFEATED** \_\_\_\_\_ **REFERRED** \_\_\_\_\_

BE IT RESOLVED THAT Council send a letter of support to the Municipality of Charleton and Dack to immediately review the recommendations to investigate the unethical practice of preferred vendors who are paid substantial amounts over industry standards, despite COVID-19 delays, as insurance premiums will soon be out of reach for many communities;

AND THAT this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable Peter Bethlenfalvy, Minister of Finance, the Honourable Doug Downey, Attorney General of Ontario and all other Ontario municipalities.

**Peter Koetsier**  
Mayor



***Sent via Email***

February 11, 2021

**RE: TOWN OF GRAVENHURST RESOLUTION – ONTARIO FIRE COLLEGE**

At the Town of Gravenhurst Committee of the Whole meeting held on February 9, 2021 the following resolution was passed:

**Moved by Councillor Lorenz  
Seconded by Councillor Murray**

**WHEREAS** the site of the Ontario Fire College has been in institutional use since 1902 as the Muskoka Free Hospital for Consumptives and the site of many heritage buildings that require protection;

**AND WHEREAS** the Town of Gravenhurst has been home to the Ontario Fire College since 1957, providing world-class training and camaraderie to thousands of Firefighters from across the Province in a unique setting;

**AND WHEREAS** the Ontario Fire College has established the reputation to certify both Volunteer and Career firefighters in a cost effective manner, offering top-tier training to all Fire Departments in Ontario;

**AND WHEREAS** there is concern from several municipalities and firefighters across the Province that the closure is detrimental to their training and that downloading of training is simply too expensive for municipalities and not included in their 2021 budgets;

**AND WHEREAS** the Fire Marshal has a duty (F.P.P.A.S 9.2(e)) to operate and maintain a central fire college and that regional training facilities are unproven and the closure of the Ontario Fire College was implemented with no stakeholder consultation;

**AND WHEREAS** the community of Gravenhurst has benefitted from the employment opportunities that the Ontario Fire College has provided;

**AND WHEREAS** the closure of the facility will result in significant job losses and would be a detriment to the broader community;

**THEREFORE BE IT RESOLVED THAT** the Province of Ontario reconsider the closure of the Ontario Fire College;

**AND THAT** if the closure occurs, the facility and site in the Town of Gravenhurst be considered to be the location of a Regional Training Centre for Fire and Emergency Services, for all the people of Ontario;

**AND THAT** the Province engage the Town of Gravenhurst and community partners to use the site in a matter that fosters growth of the community in a responsible way;

**AND FINALLY THAT** this motion be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Sylvia Jones, Ontario Solicitor General, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, MPP Norm Miller, the Ontario Fire Marshal, Jon Pegg and all Ontario Municipalities.

**CARRIED**

Sincerely,



Kayla Thibeault  
Director of Legislative Services / Clerk  
Town of Gravenhurst



# The Corporation of the Township of Emo

P.O. Box 520, Emo, Ontario, P0W 1E0

Website: [www.emo.ca](http://www.emo.ca)  
E-mail: [township@emo.ca](mailto:township@emo.ca)

Phone: 807-482-2378  
Fax: 807-482-2741

February 12, 2021

Via email: [ashley@southstormont.ca](mailto:ashley@southstormont.ca)

Township of South Stormont,  
2 Mille Roches Rd., P.O. Box 84,  
Long Sault, ON,  
K0C 1P0

ATTENTION: Ashley Sloan,  
Deputy Clerk.

Dear Ashley Sloan,

RE: **Support for Reopening Small Business.**

Please be advised at the regular meeting of the Council of the Township of Emo held on February 10, 2021, the following resolution was passed:

*"BE IT RESOLVED that the Township of Emo hereby received correspondence from the Township of South Stormont regarding support for re-opening small businesses; AND FURTHER THAT Council endorses and supports the Township of South Stormont in their efforts to request the Province of Ontario to allow for small businesses to immediately reopen with the required health guidelines and protocols in place."*

Council fully recognizes the importance of this matter and felt strongly about supporting this matter.

Yours truly,

Bridget Foster,  
CAO/Clerk-Treasurer

BF/ss

cc. Doug Ford, Premier of Ontario, [premier@ontario.ca](mailto:premier@ontario.ca);  
Steve Clark, Minister of Municipal Affairs, [steve.clark@pc.ola.org](mailto:steve.clark@pc.ola.org)

February 8, 2021

## **AMO Policy Update – Gradual Return to COVID-19 Response Framework, *Conservation Authorities Act* Update**

### **Gradual Return to COVID-19 Response Framework**

Ontario has announced that we are moving to a regional approach and maintaining the shutdown in the majority of the public health regions in Ontario, including the Stay-at-Home order and all existing public health and workplace safety measures.

When safe to do so, the Province will gradually transition each region from the shutdown measures to a revised and strengthened *COVID-19 Response Framework: Keeping Ontario Safe and Open* (the "Framework").

With improving local trends of key health and public health indicators, **3** regions will be moving back to the Framework at the Green-Prevent level on Wednesday, February 10, 2021 at 12:01 a.m. and will no longer be subject to the Stay-at-Home order:

- Hastings Prince Edward Public Health;
- Kingston, Frontenac and Lennox & Addington Public Health; and
- Renfrew County and District Health Unit.

The Stay-at-Home order will continue to apply to **28** public health regions until Tuesday, February 16, 2021.

For Toronto, Peel and York regions, it is expected that the Stay-at-Home order will continue to apply until Monday, February 22, 2021. Final decisions by the Province will be subject to review of the trends in public health indicators at that time.

The Framework has been updated to allow a safer approach to retail. Limited in-person shopping in Grey-Lockdown zones will be permitted with public health and safety measures, such as limiting capacity to 25 per cent in most retail settings. In addition, public health and safety measures in retail settings will be strengthened for other levels of the Framework. All public health measures such as wearing a face covering and maintaining physical distancing will continue to be required.

The Province is also introducing an "emergency brake" to allow for immediate action if a public health unit region experiences rapid acceleration in COVID-19 transmission or if its health care system risks becoming overwhelmed. If this occurs, the Chief Medical Officer of Health, in consultation with the local medical officer of health, may advise immediately moving a region into Grey-Lockdown to interrupt community COVID-19 transmission.

The provincial emergency declared under s 7.0.1 of the *Emergency Management and Civil Protection Act* (EMPCA) will end as of 11:59 pm, Tuesday February 9, 2021.

The 31 orders currently in force under the EMCPA have been extended to February 23, 2021 and will be extended further if necessary. O.Reg.55/21 (Compliance Orders for Retirement Homes) is currently in effect until February 19, 2021. 30-day extensions of these orders can occur after February 19 with Cabinet (LGIC) approval. These extended orders should be posted in the next day or so.

### **Parts of *Conservation Authority Act* Proclaimed**

On February 2, 2021, some specific provisions in the *Conservation Authorities Act* were proclaimed to start changes to conservation authority governance, for consistency in administration, transparency, and financial accountability, as well as increased municipal and provincial oversight of conservation authority operations. These provisions include those requiring 70 per cent of municipally appointed members to be elected officials, with provision for the Minister to permit less than 70 per cent on application by a participating municipality.

Immediate action is not required on the part of conservation authorities or by municipalities related to the provision requiring 70% of municipally appointed members be elected officials. Current members should complete the remaining duration of their appointments. As new members are appointed, conservation authorities should be appointing members in a way that complies with this new requirement.

A participating municipality may also apply to the Minister of the Environment, Conservation and Parks requesting an exception to this 70% requirement. The request should include the rationale for the request, and what proportion of members the municipality is proposing to be elected officials. Requests should be sent to [minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca).

AMO's COVID-19 Resources page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to [covid19@amo.on.ca](mailto:covid19@amo.on.ca).

February 11, 2021

## **AMO Policy Update – Social Assistance Vision Paper Released and March Break Delayed**

### **Province Outlines New Social Assistance Vision with Municipal Role Changes**

Today the provincial government released a paper outlining a vision for social assistance transformation. The Province is proposing a significant change to the municipal social assistance delivery role. A new division of labour would see the Province assuming responsibility for financial assistance administration. Municipal governments will focus on life stabilization services to people, including persons with disabilities. Employment services would be delivered by third party service system managers through the Employment Ontario network.

AMO has engaged in conversations and advocacy with successive provincial governments about social assistance transformation for decades. The discussions with the current government about the new vision are ongoing in a productive and collaborative manner. As part of the announcement, the Province is committing to working with municipal partners to co-design the implementation of the new vision over the next few years. This is welcome.

AMO will provide a more detailed note for members with an impact analysis of these changes in the coming weeks.

### **March Break Delayed**

As a method to reduce community COVID transmission, Ontario has announced that they are postponing March break until April 12-16, 2021.

It was noted that this challenging decision was made with the best advice of Ontario's Chief Medical Officer of Health and public health officials, including consultations with many local Medical Officers of Health.

## **AMO Policy Update – Access of Persons with Disabilities to Sports/Recreational Facilities during COVID-19 and Greenbelt Consultation**

### **Access of Persons with Disabilities to Sports/Recreational Facilities during COVID-19**

Recent amendments made to O.Reg 82/20 under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020*, provide that facilities for sports and recreational fitness activities may open to enable individuals of all ages with a disability to access public or private indoor and/or outdoor facilities for physical therapy. Disability is defined under the *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)* and its regulations. To be eligible, individuals are required to have written instruction from a qualified regulated health professional and the physical therapy is not available elsewhere.

It is not mandatory for operators of public or private indoor and/or outdoor sports and recreational fitness facilities to open for this purpose. However, facilities are encouraged by the government to consider the requests of persons with disabilities to help remove accessibility barriers based on their obligations under the *Ontario Human Rights Code*. Persons with disabilities are being encouraged by the government to contact their municipality for a list of the municipally owned and operated indoor and/or outdoor sports and recreational fitness facilities or they may contact facilities directly.

These facilities must check with their local public health unit for any additional advice, recommendations or instructions and must have safety protocols in place. There is also a requirement for a workplace safety plan to be made available to users of the facility. There is a guidance document available.

*The Reopening Ontario (A Flexible Response to COVID-19) Act, 2020* does not have an appeals process. Municipalities may need to seek independent legal advice concerning the implementation of Ontario Regulation 82/20 or the relationship with other legislation or regulations. General questions may be directed to the Ministry of Seniors and Accessibility.

### **Greenbelt Consultation**

The Ontario government has launched a 60-day public consultation to grow the Greenbelt and protect more of the natural environment from future development. Input is being sought on how best to grow the size and quality of the Greenbelt including the Paris Galt Moraine and adding, expanding, and further protecting urban river valleys and the Greenbelt's footprint into high density urban areas.

February 18, 2021



**AN OPEN LETTER TO ONTARIO MUNICIPAL COUNCILS**

Dear Council,

As a vital municipal association with membership roots that reach deep into each and every part of Ontario, we know the challenges you have faced in continuing to provide essential municipal services within your community during the COVID-19 pandemic.

As elected officials, we know that you recognize the contribution made by your municipal staff, many of whom are members of AMCTO. Municipal professionals across this entire province have been at the forefront of service delivery, applying their knowledge and skills to innovate processes and procedures to meet the evolving needs of residents and businesses.

One key point that is often overlooked in this pandemic is that many municipal staff were prepared to act and innovate BECAUSE of the professional municipal training and development they receive from organizations like AMCTO. The leadership skills, education and technical training prepare your staff in getting ahead of immediate community needs, reacting and responding to new challenges brought on by COVID-19. This unique and sought-after skillset has allowed your staff to provide council with options and solutions for keeping your municipality running.

In these challenging financial times, there will be temptation to divert operational funding away from staff training budgets. Now more than ever, it is crucial that municipalities continue to invest in your most valuable resource – your staff.

In addition to increased levels of employee retention, engagement and empowerment, investments in staff professional development strengthens your council's ability to provide reliable, effective and efficient services to your community, both today and in the future. The question is no longer "if" you innovate but "when". Innovation comes with knowledge, training, and exposing municipal staff to new opportunities to grow and develop professionally.

On behalf of AMCTO and its over 2,200 members, please accept my heartfelt thank you for your service during these difficult times. As "Municipal Experts", AMCTO will continue to be at your service to help you and your staff meet the needs of your community.

Sincerely,

Robert Tremblay, President, AMCTO



**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M5G 2E5  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M5G 2E5  
Tél. : 416 585-7000



234-2021-813

February 17, 2021

Dear Head of Council,

**RE: Consulting on growing the size of the Greenbelt**

---

I am writing today to announce that my ministry is launching a consultation on **growing the size of the Greenbelt**.

The government has been clear that we are protecting the Greenbelt for future generations. We are committed to growing the Greenbelt and will not consider any proposals to remove any lands or changes to the existing Greenbelt Plan policies.

The Ministry of Municipal Affairs and Housing is seeking feedback on ways to grow the size and further enhance the quality of the Greenbelt, with a priority of:

- i. A study area of lands focused on the Paris Galt Moraine, which is home to critical groundwater resources.
- ii. Ideas for adding, expanding and further protecting Urban River Valleys.

The maps available for this consultation are for discussion purposes only and do not represent a proposed boundary.

For more information on this consultation, please visit <https://ero.ontario.ca/notice/019-3136> where you will find information about growing the Greenbelt:

- Proposed principles for growing the Greenbelt
- Discussion questions for consideration
- Context map of the Paris Galt Moraine area

The consultation is open for 61 days and ends on April 19<sup>th</sup>, 2021.

I look forward to receiving your input on this proposal. If you have any questions about the consultation, please contact the ministry at [greenbeltconsultation@ontario.ca](mailto:greenbeltconsultation@ontario.ca).

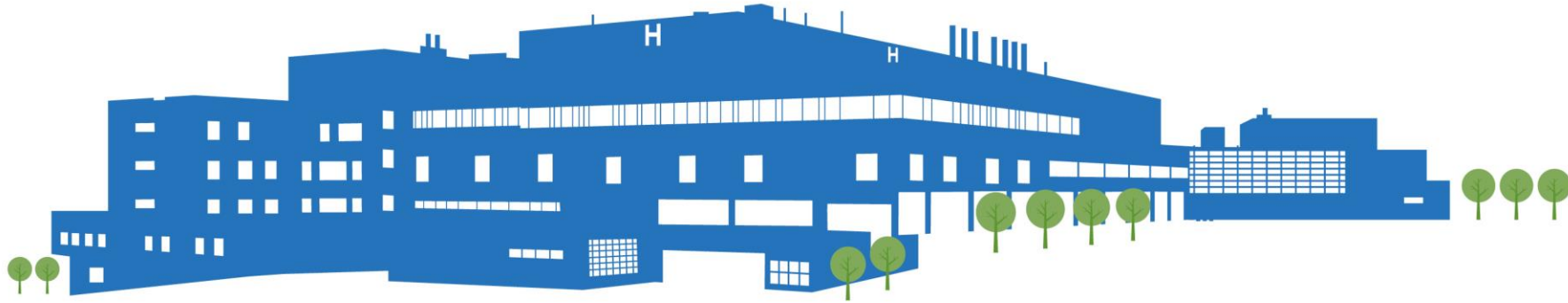
Sincerely,

A handwritten signature in blue ink that reads "Steve Clark".

Steve Clark  
Minister

c: Planning Head and/or Clerks

# Delivering world-class patient care in unprecedented times



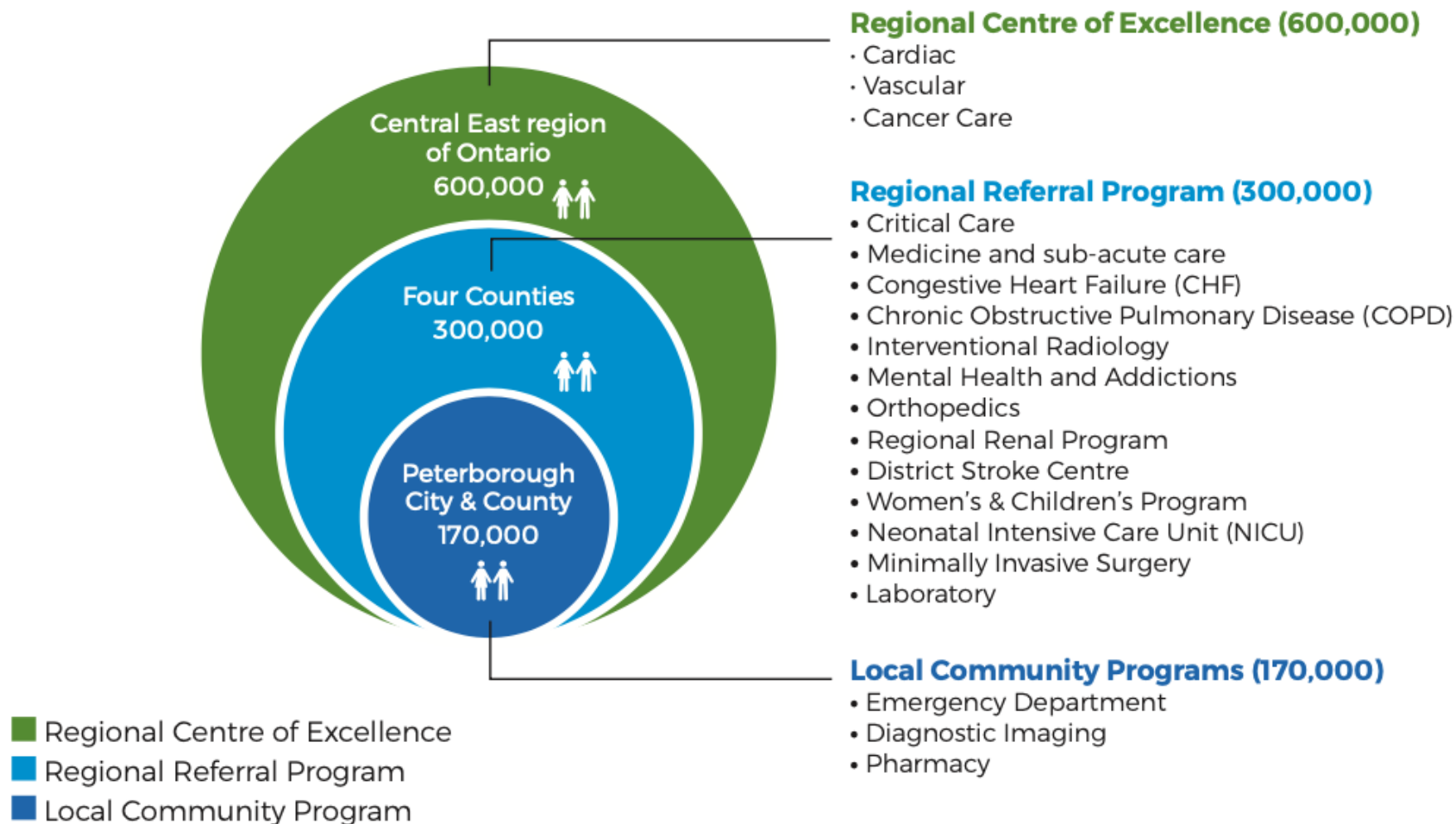
**Louis O'Brien**  
**Chair, Board of Directors**

**Dr. Peter McLaughlin**  
**President & CEO**

**PRHC**  
Peterborough Regional  
Health Centre

Guided by you · Doing it right · Depend on us  
[www.prhc.on.ca](http://www.prhc.on.ca)



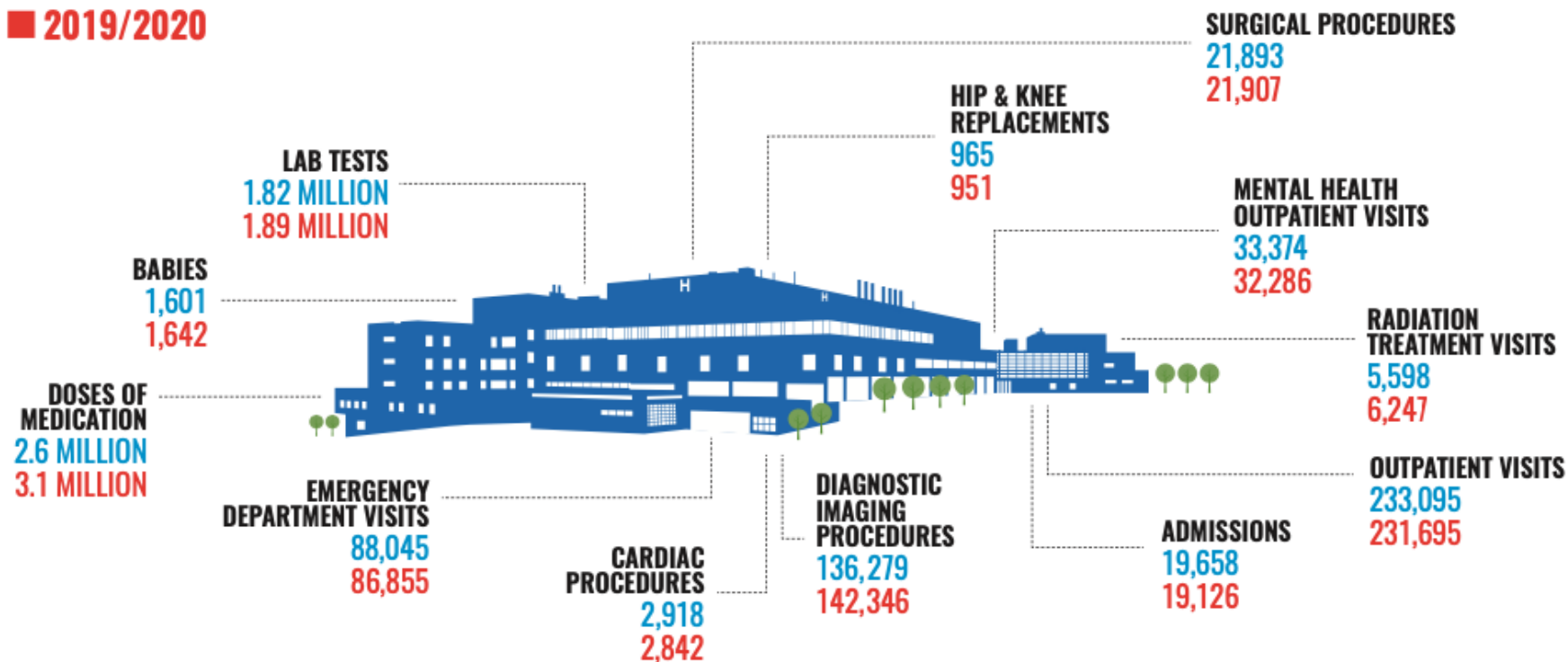


# PRHC BY THE NUMBERS

## 2018/2019 vs 2019/2020

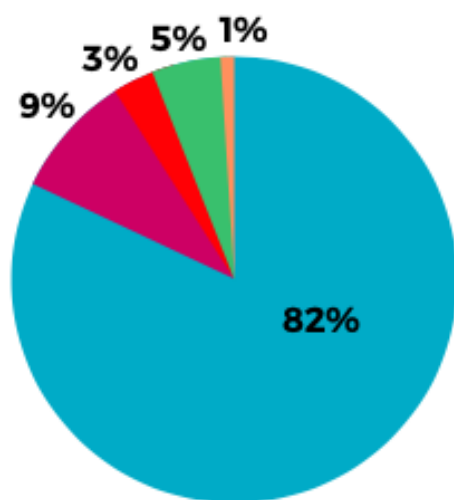
■ 2018/2019

■ 2019/2020



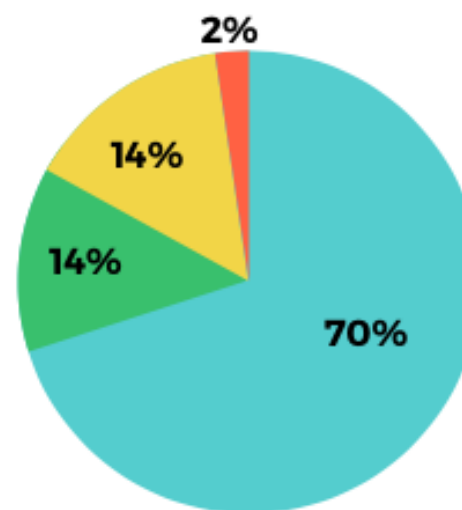
*Statistical data based on the 2018 – 2019 fiscal year compared to the 2019 – 2020 fiscal year*

## PRHC FINANCIALS 2019/20



### REVENUES (\$ THOUSANDS)

<span style="color: #00AEEF;">■</span> Ministry of Health	266,109 (82%)
<span style="color: #E91E63;">■</span> Cancer Care Ontario	30,758 (9%)
<span style="color: #F44336;">■</span> Other insurers and self-pay	8,024 (3%)
<span style="color: #4CAF50;">■</span> Other revenue	16,441 (5%)
<span style="color: #FF9800;">■</span> Deferred contributions	2,506 (1%)



### EXPENSES (\$ THOUSANDS)

<span style="color: #00AEEF;">■</span> Salaries, wages and benefits	215,683 (70%)
<span style="color: #4CAF50;">■</span> Supplies and other expenses	42,996 (14%)
<span style="color: #FFEB3B;">■</span> Drugs and medical supplies	42,258 (14%)
<span style="color: #F44336;">■</span> Amortization of equipment	7,307 (2%)

# COVID-19 Pandemic:

## Providing healthcare in unprecedented times

- The COVID-19 pandemic has been a major disruptor to PRHC and the broader healthcare sector.
- From March to June 2020, it consumed most of our energies, and we expect it will continue to bring additional disruption throughout the months to come
- In many ways, our challenge now is harder than it was during the first wave. We now must balance hospital operations with the need to maintain all of our pandemic practice changes.
- We do not expect to get back to “business as usual” for quite some time.

# COVID-19 Pandemic:

## Providing healthcare in unprecedented times

- The pandemic has also provided us with new opportunities to lead and collaborate with our partners. We have made the most of these:
  - Taking on a regional leadership role for the C5 hospitals (PRHC, Campbellford, Haliburton, Lindsay, Northumberland)
  - Stronger relationships with paramedics, primary care, LTC homes and other healthcare providers
  - Outreach and collaboration with First Nation partners (Curve Lake and Hiawatha)

# COVID-19 Pandemic:

## Our challenges moving forward

- Our chief constraints are staffing and bed occupancy; a great deal of work has been going on to develop innovative strategies to address these issues
- Enhanced infection control measures will continue for the foreseeable future – for example, limited building access, entrance screening and universal masking
- Throughout the winter/surge season, we anticipate additional pressures on staffing, beds, testing capacity, our IPAC and Occupational Health, Safety & Wellness teams, clinicians and support workers



PHOTOS: MARY ZITA PAYNE [www.maryzitapayne.ca](http://www.maryzitapayne.ca)

# Financial outlook

- In general, the provincial funding formula requires hospitals to find efficiencies every year
- Funding does not increase each year with inflation; at PRHC, inflation adds about \$3 to \$6M annually in new costs
- Funding also does not increase on par with volume growth; this is significant, as our patient volumes have increased substantially over the years
- Despite these constraints, all hospitals must produce a balanced budget and balanced operations each year
- The provincial healthcare budget is fixed unless funds are taken from another portfolio or taxes are raised

# Providing high-quality, safe patient care

- In December 2019, PRHC received our highest-ever patient satisfaction score in response to our post-discharge phone survey: **98% of patients said they “would definitely recommend PRHC to friends and family.”**
- This result highlights the excellent patient care that continues to be provided across PRHC, even as we work to address complex issues being seen across the healthcare system.



# International recognition for surgical quality

- Of more than 600 hospitals participating in the National Surgical Quality Improvement Program (NSQIP), PRHC has again been recognized among 89 hospitals deemed “Meritorious” for our surgical quality composite score in 2019.
- The hospital was previously recognized with this designation in 2017
- Of the 89 hospitals recognized with Meritorious standing in 2019, only 12 are located in Canada.
- Other hospitals deemed Meritorious for this year include: Sunnybrook, St. Michael’s, Johns Hopkins, Cleveland Clinic, Mayo Clinic and Mount Sinai (New York)



# Milestone:

## Peterborough Ontario Health Team (OHT)

- Peterborough OHT consists of 25 partners, all of whom are healthcare and service providers in the Peterborough area.
- In Year 1 of operation, the target populations we propose to focus on are:
  - (1) Frail, complex, elderly patients, including patients with CHF, Diabetes, COPD and palliation
  - (2) Patients requiring care for mental health & addictions.
- At maturity, every OHT will operate under a single clinical and fiscal accountability framework, guided by the *Patient Declaration of Values for Ontario* and the provincial *Quadruple Aim*.

# Milestone:

## Transitional Care partnership with Rubidge Retirement Residence for patients designated Alternate Level of Care (ALC)

- In spring 2019, PRHC launched a pilot program to relocate qualifying patients from the hospital to a transitional care unit at Rubidge Retirement Residence.
- In September 2019 and again in November 2020, the Ministry of Health committed additional, one-time funding to support this partnership, which has grown from 10 beds to 30 in order to accommodate very high volumes of ALC patients at PRHC.
- Today, PRHC has approximately 100 patients designated Alternate Level of Care (ALC) occupying inpatient beds, and an additional 26 ALC patients in the transitional care unit at Rubidge Retirement Residence.

# Investments

## Clinical Information System (CIS)

- The implementation of a new Clinical Information System (CIS) will be the single most important quality and safety initiative in PRHC's history, and will transform the way clinical care is delivered for generations to come.
- The creation of a single, integrated digital patient record will impact nearly every aspect of the organization.
- Our staff, physicians and community providers will need to adjust to new ways of delivering care, and patients and families will experience new ways of accessing their medical information.
- CIS implementation will continue to be a focus for our organization over the next 18 months

# Investments

## Mental Health & Addictions care

- We have continued to invest in improving the physical environment we provide for patients receiving care for mental health and addictions, including substantial safety and design upgrades within the hospital's Psychiatric Intensive Care Unit (PICU) in 2019.
- In the same year, work was completed on a courtyard for the Child & Adolescent Psychiatric Unit (CAPU), providing a safe, dedicated outdoor space for patients under the age of 18.

# Investments

## Mental Health & Addictions care

- TALK NOW is a mental health counseling service offered through a partnership among PRHC, Canadian Mental Health Association (HKPR), Four Counties Addiction Services Team, Kinark Child and Family Services and the Peterborough Family Health Team.
- The clinic is staffed by a Nurse Practitioner, counsellors and a social worker.
- In response to the pandemic, TALK NOW has been transitioned to a virtual service and is now available to people of all ages.

# Strategic Plan 2020-2023

## CONTINUING TO LIVE OUR VISION, MISSION AND VALUES

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PRHC  
**STRATEGIC  
PLANNING**  
2020 - 2023



Our vision, mission and values will continue to guide us as we implement our new strategy.

### **VISION**

Exceeding your expectations, every day.

### **MISSION**

We are a regional hospital building healthier communities with our patients and partners.

### **VALUES**

Guided by you  
Doing it right  
Depend on us

# Strategic Plan 2020-2023

## Our Strategic Directions

1. Deliver culturally safe, outstanding care
2. Deliver seamless care transitions
3. Deliver regional programs in collaboration with our care partners
4. Build strong foundations to achieve our mission





# The road ahead

## Master Planning

- Although our building is about 12 years old and was designed more than 20 years ago, we find ourselves running out of space.
- Patient volumes have increased year over year, our community and surrounding catchment region have grown, and our patients are increasingly complex.
- We have also been adding programs and services to support better care closer to home
- Our Alternate Level of Care (ALC) patient population has risen to approximately 100 patients at any given time, representing more than 20 per cent of our inpatient beds

# The road ahead

## Master Planning

- PRHC's Master Plan is currently in development, and will address the current and projected 20-year space needs of the hospital. A master plan is required to gain Ministry of Health approval for almost any new construction.
- Development of a Master Plan begins with a Master Program. The Master Program identifies the clinical and service functions we have, what we project to have, and what may change in future years.
- The Master Plan will contemplate our roles in the region, changes in technology for delivery of care, and areas we know will require future investment.



# The future of patient care

**Over the coming years, we will continue to invest in:**

- Our regional Centres of Excellence, including Cardiac Care, Cancer Care and Surgery
- Ongoing collaboration with our healthcare partners to improve programs and services for patients
- Technology, infrastructure and equipment hospital-wide
- Our People Strategy: Ongoing education and professional development, recognition programs, health and wellness supports
- Recruitment: Attracting top talent to join our team
- The generous support of Foundation donors will continue to play a critical role in making great care possible at PRHC by funding the vital technology our professionals use every day to provide the best possible patient care.

# Thank you.



**Photo credit:**  
*Jay Callaghan*  
*June 3, 2020*

February 16, 2021

Honourable Doug Ford  
Premier of Ontario  
[premier@ontario.ca](mailto:premier@ontario.ca)

Honourable Christine Elliott  
Deputy Premier and Minister of Health  
[christine.elliott@pc.ola.org](mailto:christine.elliott@pc.ola.org)

Honourable Monte McNaughton  
Minister of Labour, Training and Skills Development  
[monte.mcnaughton@pc.ola.org](mailto:monte.mcnaughton@pc.ola.org)

Dear Premier Ford, Ministers Elliott and

**Re: Paid Sick Leave During an Infectious Disease Emergency**

The battle to contain COVID-19 and bring the pandemic to an end has been waged on many fronts. The regulatory framework introduced by the Province, the development and dissemination of important public health guidelines and the imminent rollout of vaccines are all positive steps that have been contributing to the local efforts in the Peterborough region.

Despite governments, public health's and residents' best efforts, it has been our experience in Peterborough that the COVID-19 pandemic continues to smoulder and spread among young and precariously employed adults in our community.

These individuals, when interviewed, report their inability to stay home when sick. They describe to our nurses, going to work with symptoms of COVID-19. They explain delaying or avoiding testing in order not to jeopardize their incomes, their housing, and their food security. Often, these barriers result in cases not being identified until they become known to us as contacts. By then they have often transmitted the virus to many others.

We know that staying home when sick, getting tested, and isolating as soon as symptoms develop are key to containing this pandemic. It is clear, however, that without appropriate policies in place, behavioural recommendations alone are limited in their effectiveness. When faced with a choice between continued employment, securing food and paying rent or limiting the possibility of spreading the infection, it is not surprising that an individual's economic and security considerations take precedence.

As a result, in communities throughout Ontario, workplaces with precarious jobs and lack of paid sick leave have become hotspots for COVID-19 transmission and outbreaks. COVID-19 data also demonstrates that this burden is being borne more heavily by the racialized members of our community. Lack of access to paid sick leave is amplifying the inequities and vulnerabilities already present in our society. Current Federal programs,

although welcomed, are often inaccessible or not timely, and are of limited immediate value to the precariously employed.

For these reasons, the Board of Health for Peterborough Public Health supports the introduction of paid sick leave during an infectious disease emergency. It is requesting that the Ontario government immediately introduce paid sick leave as an essential component to the legislated emergency unpaid leave currently available as per Regulation 228/20. We further urge the government to provide funding to enable all employers to provide this important public health measure to their employees as per the principals outlined in Bill 239 (Stay Home If You Are Sick Act, 2020).

The Board of Health also supports the need to provide paid sick leave as a continuing measure once the current emergency is over. Such a measure will significantly assist in our health promotion and prevention mandate. We would urge the government to examine models to introduce and fund such a continuing initiative.

Thank you for considering our position.

Stay safe and be well.

***Original signed by***

Mayor Andy Mitchell  
Chair, Board of Health

cc: Dave Smith, MPP Peterborough-Kawartha  
David Piccini, MPP Northumberland-Peterborough South  
Laurie Scott, MPP Haliburton-Kawartha Lakes-Brock  
Peggy Sattler, MPP London West  
France G  linas, MPP Nickel Belt, Critic, Health Care  
Local Councils  
Association of Local Public Health Agencies  
Ontario Boards of Health



**To:** Warden and Members of County Council

**From:** Sandra Dueck, Board Chair  
Rhonda Keenan, President & CEO  
Peterborough & the Kawarthas Economic Development

**Meeting Date:** February 17, 2021

**Subject:** PKED 2020 Fourth Quarter Metrics

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## **Purpose**

A report to inform Council of Peterborough & the Kawarthas Economic Development's 2020 Fourth Quarter Metrics.

## **Recommendation**

That Report PKED 21-002 providing the Peterborough & Kawarthas Economic Development 2020 Fourth Quarter Metrics and presentation be received for information.

## **Budget and Financial Implications**

The quarterly metrics do not have financial implications for the City, however the economic uncertainty surrounding the COVID-19 global pandemic will have significant financial impacts on PKED, the City and the overall Peterborough business community.

## **Background**

The three-party Memorandum of Understanding agreement between the City, County and Peterborough & the Kawarthas Economic Development (PKED), endorsed by City Council in December 2019, requires PKED to provide quarterly updates to City and County Council.

## Analysis

### Number of Businesses Started – 7

Certainly, the impacts of COVID-19 have limited the number of businesses that were launched in Q4, however, despite COVID-19, 7 new businesses were started.

Noteworthy, is that PKED signed an agreement to form a provincial Small Business Enterprise Network with the other Small Business Enterprise Centres from around the Province.

This September, the Business Advisory Centre had 41 Applicants apply online for the Fall intake of our Starter Company Plus program. Fourteen business were accepted into the 6-week entrepreneurship training program. In December 2020, seven businesses were awarded \$36,000 in micro grants. This program was completed virtually, using video meetings for workshops and the participants submitted videos for their final pitch to judges.

The winter 2021 intake applications opened January 1.

This program has been a key stepping-stone for businesses and entrepreneurs looking to grow in the region and since 2017 has resulted in the creation of 74 start-ups and supported 47 business expansions. The program has also seen the opening of 22 brick-and-mortar locations in the region and has created 141 jobs in the local community.

Virtual Advisor services has also been created to provide virtual support and information to entrepreneurs in the region through a virtual platform with a focus on connecting start-ups with assistance and resources to launch their business.

Also launched in Q4 were the two new E-Learning Courses: Business Planning and Branding & Marketing your Small Business to add to the roster of E-Learning for BAC clients.

### Number of Businesses Assisted – 42

12	New Venture E-learning course
11	Inquiries for initial assistance from small businesses or potential startups through our <a href="mailto:info@peterboroughed.ca">info@peterboroughed.ca</a>
24	Virtual consultations with small business operators
36	Follow up requests from the Business Count Survey
24	Scheduled appointments to assist business operators.

## Number of Visitors Served – 299

COVID-19 continues to impact the level of visitation usually experienced at this time of year. In following the provincial mandate and public health officials, the tourism team has focused on hyperlocal campaigns and not encouraging visitation from outside the region during the pandemic. As a result, visitation has been drastically reduced over 2019. The Visitor Centre temporarily re-opened in September 2020, with health and safety provisions in place, but closed again in December as COVID case numbers continued to rise.

### **Culinary Tourism Strategy:**

In Q4, although not open to visitors, PKED, with support from the Tourism Industry Association of Ontario (TIAO), the Tourism Industry Association of Canada (TIAC) and the Culinary Tourism Alliance (CTA) worked to create a three year culinary tourism strategy, as part of the national project, **Elevating Canadian Experiences**.

Peterborough & the Kawarthas was selected as one of four destinations across the country to participate in the national pilot. Learnings from this pilot project will inform the creation of a strategic tool to be used by destinations across Canada. The Strategy presents the direction and actions that Peterborough & the Kawarthas Economic Development will take to develop culinary tourism in the destination over the next three years.

### **Winter/Shoulder Season Development:**

As part of the Elevating Canadian Experiences pilot, Peterborough & the Kawarthas Tourism hosted virtual workshops for tourism businesses on November 23rd and 24th, 2020. The topic being Winter and Shoulder Season Tourism Development. The workshop provided participants with an opportunity to learn about the importance of building winter and shoulder season tourism to attract future year-round visitors.

### **Great Taste of Ontario Road Trip:**

PKED participated in the new provincial culinary tourism recovery initiative called 'The Great Taste of Ontario'. The program was designed to inspire Ontarians to explore the food and drink experiences found in our region. A series of local itineraries to inspire hyper-local travel were created and curated on a digital passport. In total, 17 tourism businesses were featured in the digital passport and many others featured in the itineraries. This initiative will continue until end of 2021.

### **Safe Travels Stamp and FeastOn Certification:**

FeastON Certification is a certification program that recognizes businesses committed to sourcing and celebrating Ontario grown food and drink. To date, Peterborough & the Kawarthas has 4 FeastOn certified businesses. Work will continue to have more businesses certified in 2021.

Consumer confidence will continue to be a challenge and significant work was undertaken to encourage tourism-based businesses to adopt worldwide industry protocols created through the World Travel and Tourism Council (WTTC) – the SafeTravel Stamp. To date 11 businesses have received the SafeTravels Stamp, a designation to identify for visitors that the business is committed to safe health and safety practices and cleaning protocols.

## Number of Leads – 52

In Q4 we had 52 new leads received from regional partners, direct inquiries, as well as the business count survey. From the business count, we asked businesses if they planned on expanding their floor space in the next 12 months to which 44 businesses responded positively and we have been tracking and assisting their expansion efforts. Of those, three businesses have successfully expanded, while 41 are still working on their plans.

The majority of businesses looking for assistance to expand or re-locate to Peterborough consisted of those in the retail industry, followed by manufacturing and agriculture.

Unfortunately, we had 4 requests from regional partners and direct inquiries, typically, large manufacturing companies from Ontario East and Cushman and Wakefield, looking to expand their operations by building new facilities or buying up existing buildings. At the time, Peterborough was unable to support requests for large industrial and serviced lands (ranging from 3-5 acres and 100-350k square foot buildings). These inquiries were generally manufacturing and wholesale trade companies looking for these large parcels.

We saw the successful setup of a ridesharing company, an expansion of a food manufacturing company, as well as a signed agreement with an investment company looking to pursue rural opportunities in the area.

## Conferences and Tournaments Attracted - 0

It is expected that sports tourism, meetings and conferences will have a long and slow recovery from the COVID-19. There were a number of cancellations identified in 2020 as well as 2021. However, it was encouraging to see tournament organizers beginning to inquire about potential tournaments to be held in 2022.

Staff have been working closely with all City Hotels as the cancellation of meetings, conferences, and sporting events has had a significant effect on hotel room nights in the City. A marketing campaign to pursue room-night business for City-based hotels had been developed in partnership with other businesses and the DBIA. This campaign a stay-and-shop program which was intended to be launched in November 2020 for the Holiday shopping period. As a result of health unit advice and travel warnings/restrictions it was postponed but will be relaunched when travel is permitted again.

With the state of travel during the pandemic, groups and event coordinators are pausing and working to figure out when and /or how they will replace cancelled or planned events.

Pending the ability to welcome guests/visitors the following sporting events are being planned:

1. The 2021 Provincial Ball Hockey Tournament (Mite/Tyke) - tentatively scheduled for early July 2021
2. The Ontario 55+ Summer Games- tentatively scheduled for Aug 10-12th, 2021

## Number of Challenges – 4

Understandably, COVID-19 continues to be the biggest challenge facing local businesses in this region. The reality of the second wave and the impacts felt by businesses as holiday shopping and the provincial lockdown occurred.

Similar to reports in Q3, businesses continue to report that they are having challenges to fill open positions, particularly in the manufacturing and warehousing/distribution/logistics sectors. As of December 31, 2020, there were 362 active job postings in the City and County of Peterborough. Businesses are also continuing to report concern for broadband infrastructure and available land and buildings.

## Promoting the Destination in Q4 2020

Clearly, 2020 has presented some unusual circumstances to adapt to. In an ordinary year, intentional marketing and promotion is underway to:

1. Market to key audiences for business growth, investment and visitation.
2. Stakeholder communications and media relations.

In Q4, PKED continued to support the activities and events for PKED., such as promoting Starter Company Plus intakes, the TD Economic Outlook event, culinary workshops for tourism-based businesses, supporting Virtual Learning, and identifying and promoting available funding to businesses, through the PKED website, tourism website and all social media handles.

Given the nature of the pandemic, it was inappropriate to promote the destination to Visitors. Campaigns were refocused on supporting local business and encouraging residents to safely explore and discover this region as a visitor.

This focus will likely remain for the foreseeable future in 2021 as well.

## Overview of 2020

While 2020 was certainly one of the most difficult years for economic development, there were a number of activities that were still undertaken to advance the objectives of the PKED Future Ready Economic Development Strategy. Notable activities include:

- Launched the region's first Business Count Survey and learned many things about our business community
- Completed an Aggregation and Distribution Feasibility Study to develop our plan to support Ag producers to expand and grow.
- Applied for and received funding to refresh the Kawartha Choice Farm Fresh website and strengthened our partnerships with City of Kawartha Lakes Economic Development Team
- Had 1,206 interactions with our local companies throughout 2020.
- Have 67 projects in the pipeline to support for expansion and investment opportunities
- Launched multiple surveys to check on our businesses throughout the pandemic
- Developed a new Culinary Tourism Strategy with partners from Culinary Tourism Alliance
- Developed a Visitor Pledge encouraging visitors to be respectful of our communities

- Received funding through the Regional Relief and Recovery Fund to support Tourism marketing initiatives and built an entire year's worth of marketing plans into many multi-faceted campaigns almost overnight.
- Launched a Dream Book embedded with Virtual Reality to showcase this beautiful region
- Supported local business throughout the year with successful marketing campaigns and supported local media as well.
- Worked with the Mayor and Warden on their Economic Recovery Task Force to help businesses overcome the pandemic challenges and identified critical initiatives that are needed to grow our regional economy
- Built a portal on our website to support businesses with up to date information so they could adapt to the everchanging conditions brought about by COVID-19.
- Tracked all of the challenges that our businesses were facing and created a report card to manage these ever-present challenges.
- Created a new position of Virtual Advisor to support entrepreneurs
- Launched the EDO roundtable to ensure that we stay connected with each community in the region and are able to share economic development activities with each other.
- Supported our partners at the Chambers of Commerce, BIAs, Community Future and Innovation Cluster
- Hosted a Spring Business Summit, TD Economic Outlook event, Customer Service Workshop, Camptech Workshop, Shoulder Season and Culinary Tourism workshops, not to mention Business Fundamentals and New Venture/Growth Wheel sessions. We also supported the Virtual Aerospace Summit at the airport and the Tri-Association Conference with Kawarthas Manufacturing Association
- We launched an online portal for entrepreneurial training

Submitted by,

Sandra Dueck  
Board Chair  
Peterborough & the Kawarthas  
Economic Development

Rhonda Keenan  
President & CEO  
Peterborough & the Kawarthas  
Economic Development

Contact:  
Rhonda Keenan  
President & CEO  
Peterborough & the Kawarthas Economic Development Phone:  
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Fax: 705-743-3093  
E-Mail: [rkeenan@peterboroughed.ca](mailto:rkeenan@peterboroughed.ca)



*Peterborough*  
&  
THE KAWARTHAS

ECONOMIC DEVELOPMENT

**Q4 2020**

Quarterly Update to  
City and County Council

# PROMOTE



Support local  
campaigns

Recovery  
Portal

Promoting  
Services

# START

We received

**41**

Applicants for  
Starter Co.  
Plus

We accepted

**14**

To the Training  
Programs

We Assisted

**7**

Businesses to  
Open

# GROW

We Assisted

42

Existing  
Businesses

We Conducted

107

Businesses  
Interactions

We Identified

4

Barriers to  
Growth

# ATTRACT

We Generated

52

Leads

No. Expanded

3

While 41 are in  
planning  
phase

We Served

299

Visitors

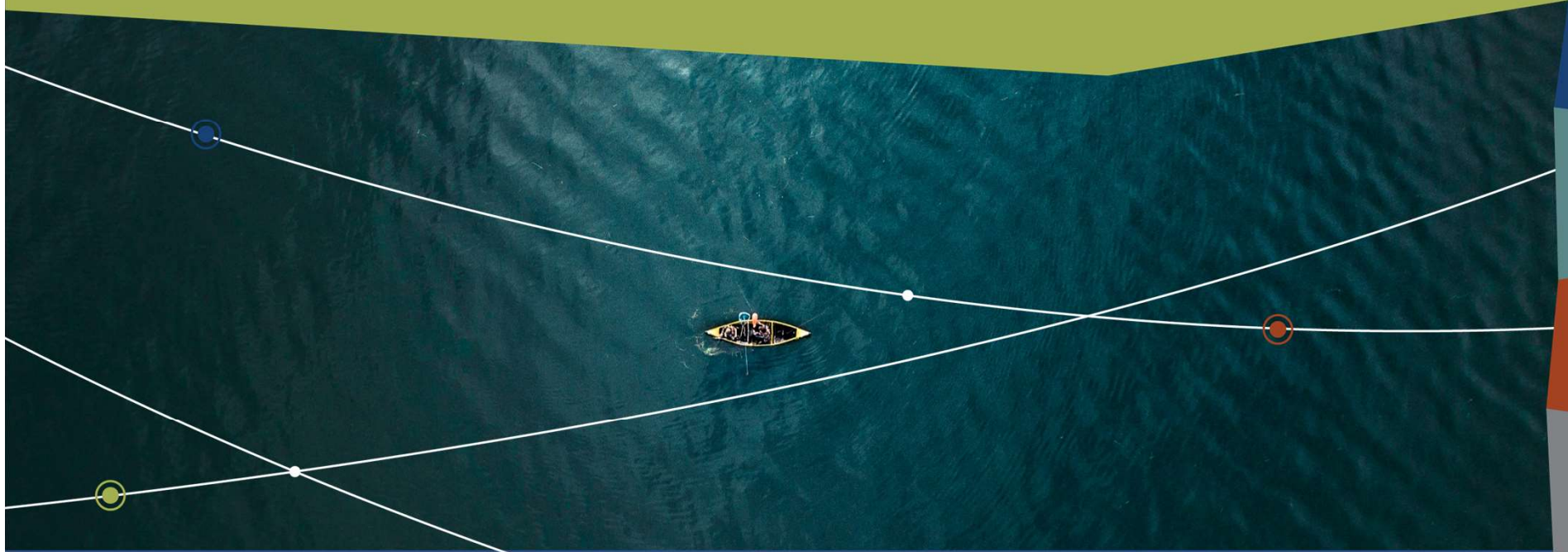


# Online Learning

# Culinary Tourism Strategy



# Look ahead to 2021



## 2021 Business Plan

- Presentation to Peterborough Regional Liaison Committee February 11, 2021
- Presentation to County Council February 18, 2021
- Presentation to Peterborough City Council March 1, 2021



Questions





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**To:** Warden and Members of County Council

**From:** Sandra Dueck, Board Chair  
Rhonda Keenan, President & CEO  
Peterborough & the Kawarthas Economic Development

**Meeting Date:** February 17, 2021

**Subject:** PKED 2021 Business Plan

---

## **Recommendations**

That Council receive Peterborough & the Kawarthas Economic Development 2021 Business Plan.

## **Budget and Financial Implications**

All identified activities can be delivered through the current 2021 budget; however, additional funding programs continue to be explored to amplify these projects throughout 2021.

## **Background**

Peterborough & the Kawarthas Economic Development (PKED) is the lead regional economic development agency for the City and County of Peterborough.

PKED is governed by a Board of Directors through a Memorandum of Understanding with the City and County of Peterborough which delegates the responsibility for the delivery of economic development, promotion, entrepreneurship, and tourism services.

The three-party Memorandum of Understanding agreement between the City, County and PKED, requires PKED to provide quarterly updates to City and County Council, as well as annually to the Peterborough Regional Liaison Committee on the annual budget and annual business plan. This report focuses on the PKED 2021 Business Plan.

### **MOU Core Economic Development Activities**

The MOU identifies a general mandate for PKED to facilitate an environment which will contribute to the creation of wealth, the growth of new employment and the development of an improving quality of life for area residents. The General Mandate also calls for PKED to promote, facilitate and develop a strong unified economic development presence for the Greater Peterborough Area. PKED is required to work cooperatively with local municipalities and other organizations to ensure that investment opportunities throughout the entire Region are effectively developed.

The MOU also identifies core economic development activities that need to be performed as well as a requirement for PKED to report these activities quarterly. The chart below highlights the Core activities and their expectations.

<b>Core Economic Development Activity</b>	<b>Comments</b>
<b>PROMOTE</b>	Promote this destination to multiple audiences for business growth, investment and visitation
<b>START</b>	Support new business and start-ups through the start and early growth phases.
<b>GROW</b>	Business retention and expansion activities for local existing businesses.
<b>ATTRACT</b>	Attracting new investment and assessment throughout the region with a focus on established key sectors: Agriculture, Aerospace, Clean technology, Industry 4.0 and Tourism.

### **2021 Business Plan**

The impacts of COVID-19 will continue to be felt throughout the entire region for the majority of 2021. As an organization, PKED was impacted by switching focus from the Future Ready Economic Development Plan to trying to understand the challenges from and assist businesses across the region with the impacts of COVID-19.

Planning for 2021 needed to re-evaluate staff's workload capacity, 2021 budget limitations and identify what will have the strongest positive impact on the regional economy in 2021.

## **Business Advisory Centre Activities for 2021**

- Launch January and September Intake of Starter Company Plus Program
- Launch Summer Company program for youth
- Review and update the Toolkit for Entrepreneurs
- Work with the Small Business Enterprise Centre (SBEC) Network to launch regional programming in support of entrepreneurs.
- Launch New Venture Sessions as well as Business Fundamental Workshops delivered in online platform
- Subject to COVID-19 limitations, plan the Business Summit event in the Spring, in collaboration with the Greater Peterborough Chamber of Commerce
- Launch a full suite of Growth Wheel training sessions. Grow the number of Growth Wheel PKED client advisors and provide enhanced advisor services in both the County and the City of Peterborough
- Plan and implement an Entrepreneurship event in the Fall
- Active outreach and follow up with clients
- Build stronger connections with New Canadians Centre and Indigenous communities to help entrepreneurs in under- represented groups launch businesses successfully.

## **Business Development Activities for 2021**

- Execute Annual Business Count Survey to be completed May – September
- Plan and execute Economic Outlook Luncheon in partnership with TD Financial Group and Baker Tilley
- Support Aerospace Summit at YPQ in the Fall
- Participate on Ontario East Marketing and Foreign Direct Investment Leads Teams
- Connect with Invest Ontario Teams in each of our key sectors to promote the key advantages of doing business in Peterborough & the Kawarthas
- Work with Executive Director at Cleantech Commons to plan for a Cleantech Conference in 2022
- Work with key businesses in the manufacturing sector and education institutions to develop a Skills Advance Ontario (SAO) program to address deficiencies in the manufacturing sector workforce
- Continue to participate on the Workforce Development Board's Labour Force Task Force
- Research and identify new tourism businesses that have opened in the region. Provide them with a Welcome Package
- Participate in the Green Economy Hub with GreenUp Peterborough
- Participate on the Industry Council for Homeward Bound Project with Peterborough Housing Corporation
- Continue to participate with the New Canadians Centre as a member of the Peterborough Immigration Partnership
- Participate in the City and First Nations Quarterly Planning Meetings
- Host monthly Economic Development Officer EDO roundtable meetings with the purpose to share ongoing programs and initiatives as well as learn about key projects in each municipality
- Respond and track inquiries with customized materials to encourage investment throughout Peterborough & the Kawarthas

- Become trusted advisors to all local and rural businesses by providing expertise to find areas of growth and expansion solutions
- Support the Innovation Cluster and the Start Up Visa initiative to encourage international start-ups to remain in this region
- Meet regularly with Peterborough Kawartha Association of Realtors (PKAR) representatives, maintain an inventory of available land and buildings
- Create content for Welcome Package to provide to new businesses on Supports and Services available in the region.
- Work with Kawartha Manufacturing Association (KMA) and Tri-Association for Manufacturing to strengthen the overall manufacturing sector in this region
- Plan and host an Engineering Day to connect Manufacturers with Engineering Schools for coop placements
- Work with student projects for Rural Financial Closure projects as well as Future Ready Planning project deliverables.

## **Rural Business Development Activities for 2021**

- Continue to advance the Aggregation and Distribution Centre project for local producers
- Refresh and relaunch the Kawartha Choice website and e-commerce platform with local producers, in partnership with City of Kawartha Lakes Economic Development.
- Continue to work with rural businesses and become a trusted advisor through corporate calling, identifying challenges and expansion opportunities
- Meet with Farmers Market organizers and key farm support agencies, such as Ontario Ministry Agriculture, Food and Rural Affairs (OMAFRA) and Peterborough County Federation of Agriculture
- Collaboration with Tourism on the development of the Region's Culinary Tourism Strategy

## **Tourism Services Activities for 2021**

In typical years, Tourism Services focuses on promoting the region as a destination of choice for visitors as the Destination Marketing Organization, however due to the impacts of COVID, it is inappropriate to encourage external visitation at this time. The activities for Tourism Services have adapted and will focus on the following for 2021:

- Advance Tourism Resiliency Funding program through FEDDEV. Ensure tourism operators are aware of the program and apply for funding when applicable
- Complete a Municipal Accommodation Tax business plan and prepare an outreach plan for County municipalities in Q1. Prepare an advocacy program to encourage townships to adopt the MAT tax in support of regional marketing
- Support tourism dependent businesses to develop four season and shoulder season experiences to attract visitors year-round, through collaborative/bundling packages, Authentic Adventures, and new product offerings
- Implement Year 1 of the three-year Culinary Tourism Strategy created in collaboration with Tourism Industry Association of Canada (TIAC) through the Elevating Canadian Experiences program and the Culinary Tourism Alliance

- Working with Business Development Team, identify key tourism businesses that are missing from this destination and develop a plan to recruit them to the region in the future
- Continue to work with Peterborough Hotel Association to attract meetings, conferences and sports tourism to the City of Peterborough, post COVID-19
- Align with and work with key Federal and Provincial Tourism Industry Associations
- Work with OTEC to develop workforce training to address deficiencies in the tourism sector workforce
- Become trusted advisors to local tourism businesses by providing expertise in areas of growth and expansion as well as solutions to pandemic issues

## Visitor Services Activities for 2021

- In collaboration with Regional Tourism Organization 8 and Parks Canada, participate in the Trent Severn Trail Town Initiative
- Launch a Visitor Pledge as a commitment made by visitors to make good choices and respect this destination and as an educational tool to increase awareness of and appreciation for the tremendous natural, cultural and historical values of a particular place.
- Research and identify new tourism businesses that have opened in the region. Provide them with a Welcome Package
- Align with and support key Federal, Provincial and Industry programs that focus on regional tourism recovery initiatives including:
  - Culinary Tourism Alliance/Tourism Industry Association of Canada/ Tourism Industry Association of Ontario/Destination of Ontario
  - Great Taste of Ontario Road Trip (GTOO) Project
- Research and prepare a report for best practices and changes to Visitor Services in the tourism industry. Prepare recommendations on any changes required to adapt and innovate the Visitor Centre and Visitor Services
- Further develop [thekawarthas.ca](http://thekawarthas.ca) website as a key marketing platform for visitors to the region as well as a tourism business resource portal with industry data, workshops and sector resources and links
- Subject to funding program availability, re-apply for funding to advance the Tourism Wayfinding project for 2022-2024

## Marketing and Communications Activities for 2021

- Lead plans in collaboration with the CEO, Business Development (BD), Business Advisory Centre (BAC) and Tourism teams to create digital marketing content for multiple target audiences: Tourism (visitor audience); BD (existing small and medium sized business focused – all sectors); Investment lead generation (target attraction) and community audiences
- Establish and implement marketing plans to achieve goals and objectives as established for BAC, BD and Tourism through Instagram, Twitter, Facebook, LinkedIn, and thekawarthas.ca websites – consideration to be given for renaming website and email address for InvestPeterborough from peterboroughed.ca
- Lead an annual training exercise for staff for their role in delivering the marketing and communications plan as developed in collaboration with Business Development, Rural Business Development, Business Advisory Centre, and Tourism Services teams.

- Identify and promote good news/success stories to local media
- Follow Starter Company Plus businesses and Tourism FedDev funding recipients – write success stories and find unique ways to share these success stories
- Follow and engage with key business targets (working with Business Development Services and Tourism Services Teams) through their digital media presence and show value of operating in Peterborough & the Kawarthas
- Aggressively promote the annual Business Count survey work to ensure as many businesses as possible participate in the annual survey
- Identify, assess and create tourism focused publications to increase future (post COVID) overnight stays and visitors. (focus on culinary tourism, Great Taste of Ontario, winter, shoulder season development)
- Create a digital and printable Welcome Package outlining Supports and Services available in the region for new businesses
- Aggressively promote PKED key business events such as the TD Economic Outlook event, Fall Entrepreneurship Event, BAC workshops, Tourism workshops and events as well as share key partner business events such as Airport, BIAs, Chambers of Commerce, Cleantech Commons, Community Futures Peterborough, Innovation Cluster and Kawartha Manufacturing Association (KMA).
- Support the successful launch of a Visitor Pledge through robust public relations and media relations activities.
- Create a quarterly digital publication on key good news stories – as well as strong distribution channels to share for this quarterly publication.

## Reporting

PKED currently undertakes and meets the following annual reporting obligations:

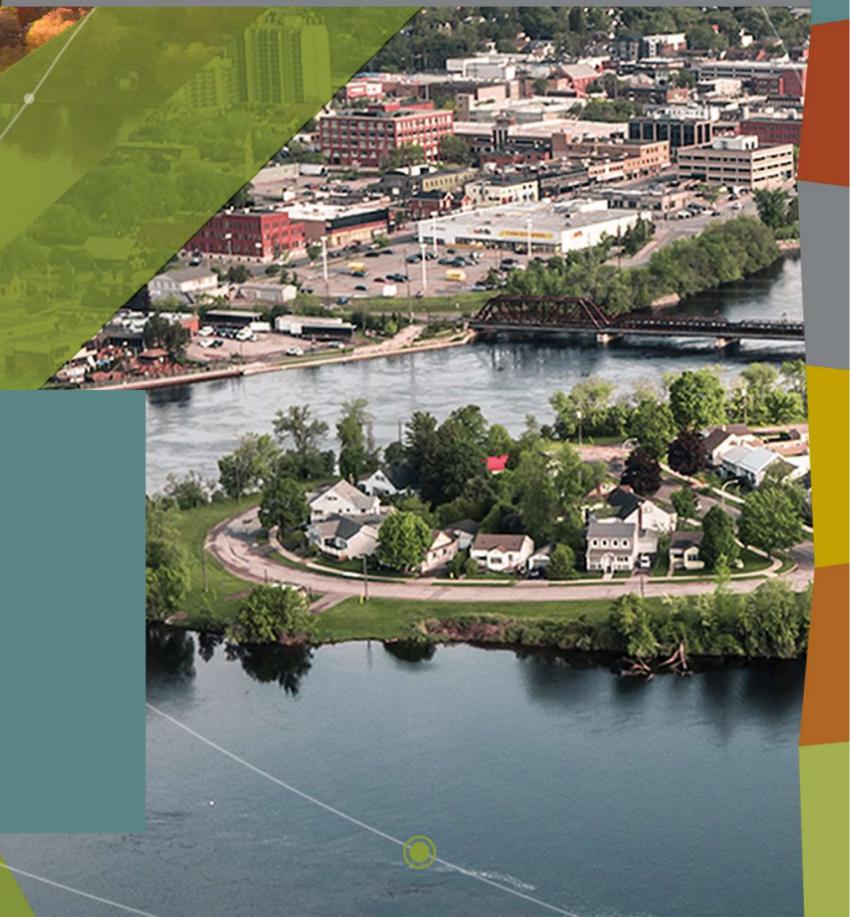
Frequency	Content	Report to:
<b>Monthly</b>	President's Report to the Board	PKED Board of Directors
<b>Annually</b>	Draft Budget	PKED Board of Directors (June) Peterborough Region Liaison Committee (October) City Council (November) County Council (November)
<b>Annually</b>	Financial Audit	Board (Mar.25) Public – AGM (Apr.29)
<b>Annually</b>	Business Plan	Peterborough Regional Liaison Committee (Feb.11) City Council (Mar.1) County Council (Feb.17)
<b>Quarterly</b>	PKED Quarterly Report: Metrics and progress	2021-Q1 City (May3) and County (May5) Councils 2021-Q2 City (Sep.7) and County (Sep.8) Councils 2021-Q3 City (Nov.8) and County (Nov.3) Councils 2021-Q4 City and County (Jan.2022) Councils
<b>Every 5 years</b>	Economic Development Strategy	<b>COMPLETED: Q1 2020</b> <a href="#"><u>2020-2024 Future Ready Economic Development Strategy</u></a>

Submitted by,

Sandra Dueck  
Board Chair  
Peterborough & the Kawarthas  
Economic Development

Rhonda Keenan  
President & CEO  
Peterborough & the Kawarthas  
Economic Development

Contact:  
Rhonda Keenan, President & CEO  
Peterborough & the Kawarthas Economic Development  
Phone: 705-743-0777 ext. 2120  
Fax: 705-743-3093  
E-Mail: [rkeenan@peterboroughed.ca](mailto:rkeenan@peterboroughed.ca)



*Peterborough*  
&  
THE KAWARTHAS

ECONOMIC DEVELOPMENT

2021 Business Plan

# Core Activities for Economic Development

**PROMOTE** – Promote this destination for business growth, investment and visitation

**START** – Support new business and start-ups through the early growth phases

**GROW** – Business retention and expansion activities for local existing businesses

**ATTRACT** – Attracting new investment and assessment throughout the region with a focus on established key sectors: Agriculture, Aerospace, Clean Technology, Industry 4.0, and Tourism

# 2021 Business Plan

- Ensures that the Mandate of the MOU is met
- Considers the focus of the Future Ready Economic Development Plan
- Recognizes the ongoing challenges and impacts from COVID-19



# 1 objective

Promote  
Peterborough &  
the Kawarthas as a  
**Destination of Choice**  
for Visitors, Business,  
Entrepreneurs,  
Investors and  
Students



# Promote

- Amplify good news and success stories
- Highlight “Why Peterborough” to key target markets
- Promote 2021 Business Count Survey
- Create publications and packages for visitors and business
- Promote annual events such as Spring Summit and TD Economic Outlook event
- Promote resources for business such as funding and training



# 2 objective

**Leverage** the  
Region's Mix of Rural  
and **Urban Assets**  
and **Business**



# Business Development

- 2021 Business Count Survey
- Participate with Ontario East Ec Dev for FDI
- Engage with Invest Ontario to share Peterborough advantages
- Respond and track inquiries
- Facilitate businesses to create new products in tourism
- Agriculture Aggregation/Distribution Hub
- Kawartha Choice Farm Fresh
- Culinary Tourism Strategy



# 3 objective

Build A  
Job-Ready  
**Highly Skilled**  
and  
**Innovative**  
Workforce of  
the future



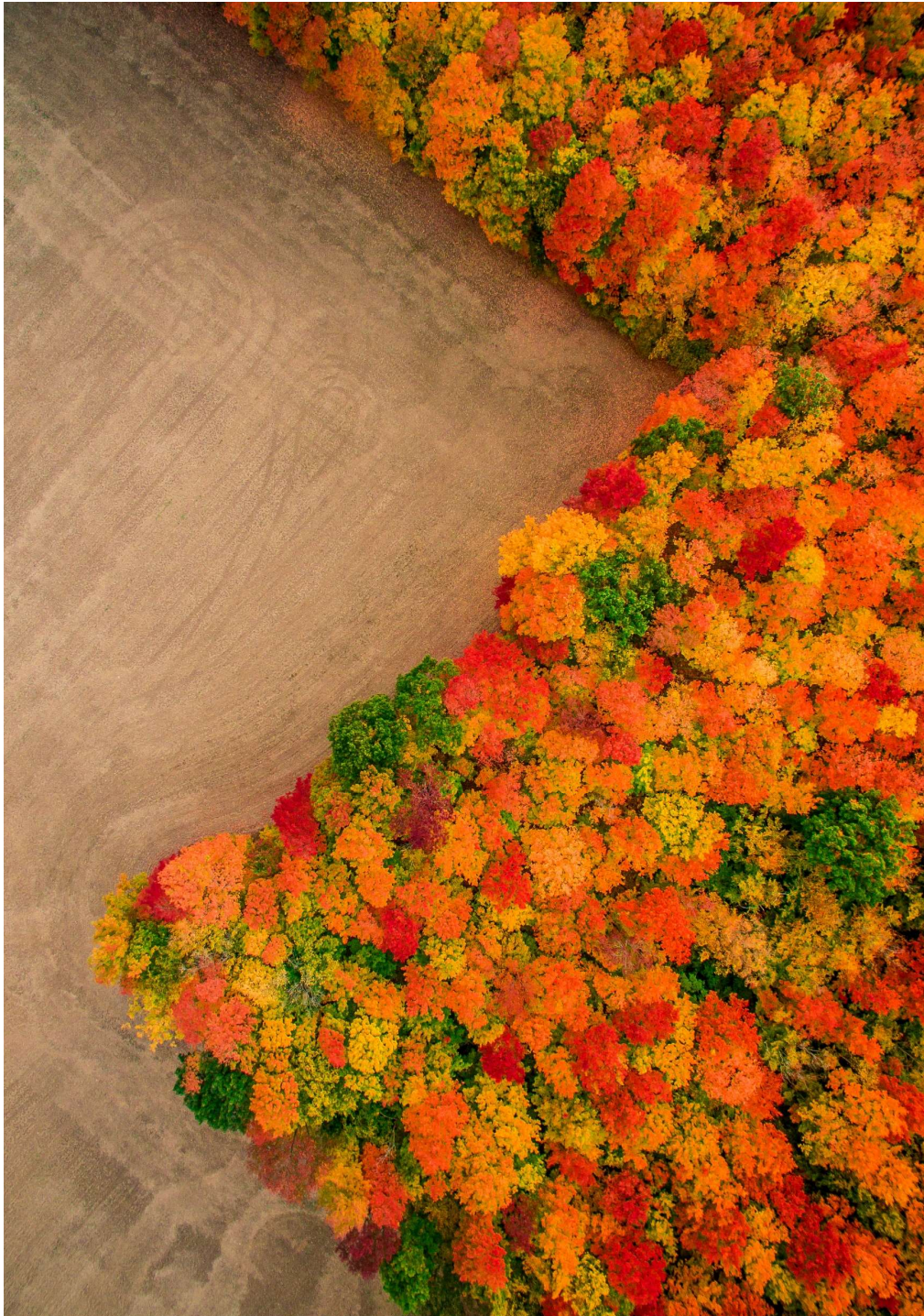
# Workforce

- Labour Force Task Force with WDB
- EOLC Workforce Development and Deployment working group
- OTEC – Training for Tourism Industry
- SAO Project for Aerospace
- Workforce for Manufacturers
- Host an Engineering Day for Manufacturers



# objective

**Support All** Phases  
of Entrepreneurship,  
While Also  
Supporting Existing  
Businesses



# START UPS

- Starter Company Plus Programming
- Summer Company
- Toolkit for Entrepreneurs
- Growth Wheel training
- E-Learning and Virtual Advisory Services



2021 will be another  
challenging year for business.

The background is a solid teal color. On the left side, there is a vertical dark blue rectangular shape. On the right side, there is a vertical stack of several colored rectangular shapes: a light blue one at the top, followed by a dark blue one, then a red one, a grey one, a yellow one, an orange one, and a light green one at the bottom.

# Tourism Resiliency Project



# Visitor Pledge



A solid dark blue vertical bar is positioned to the left of the title text.A vertical bar on the right side of the slide, composed of several colored segments: light blue at the top, dark blue, orange, grey, yellow, and green at the bottom.

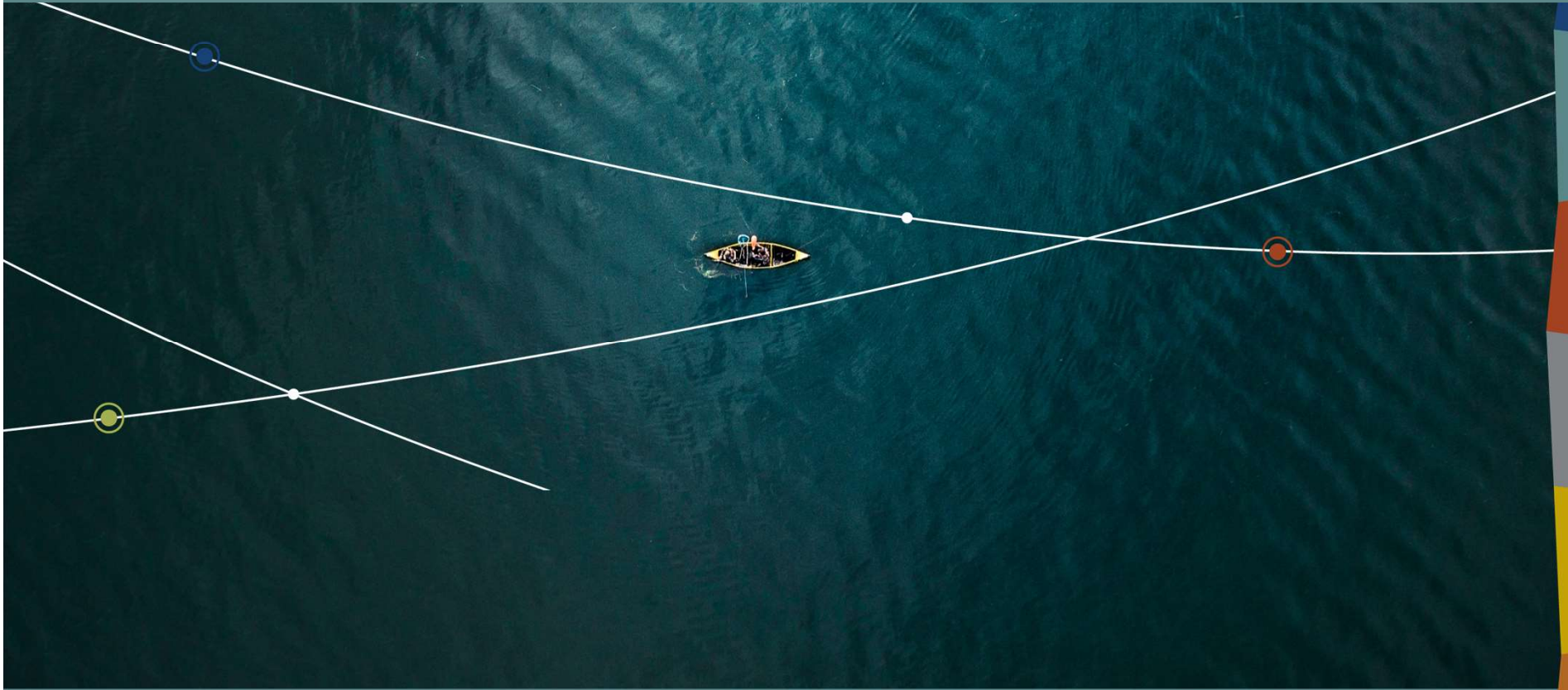
# Visitor Services Review and Tourism Strategy



# Inventory of Available Land and Buildings



# 2021 Business Plan



Collaboration – Sustainability – Innovation



Questions



# News Release



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## For Immediate Release

Date: February 17, 2021  
To: Representatives of the Media  
From: Karen Jopling, Manager, Corporate Projects & Services  
Subject: Peterborough County Council Approves 2021 Budget

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February 17, 2021 – At the electronic County Council meeting held today, Council approved the 2021 Budget. The total increase is 2.23% which includes a dedicated infrastructure levy of 2.5%.

The increase equates to \$7.15/\$100,000 of residential assessment.

“The implementation of the finance committee was pivotal to a smooth budget process this year!”, said Warden J. Murray Jones. “Staff have brought forward an extremely fiscally responsible budget this year, especially in light of the current pandemic we all face”.

“Peterborough County staff and members of the Finance Committee have put in a lot of time and effort into modernizing the budget presentation and improving the accessibility of the budget process”, said Finance Committee Chair, Councillor Matthew Graham. “I believe these improvements will be beneficial to Council, Staff and members of Peterborough County for years to come, and there are still more improvements we are working on”.

To view the 2021 budget view our website. [www.ptbocounty.ca/budget2021](http://www.ptbocounty.ca/budget2021).

For further information, contact: [kjopling@ptbocounty.ca](mailto:kjopling@ptbocounty.ca)

Karen Jopling, Manager, Corporate Projects & Services  
Peterborough County  
705-743-0380 ext. 2502

# News Release



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## For Immediate Release

Date: February 12, 2021

To: Representatives of the Media

From: Lynn Fawn, Manager, Legislative Services/Clerk

Subject: **2021 Peterborough County Recognition Awards Rescheduled to 2022**

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February 12, 2021 – At its Regular County Council meeting held on February 3, 2021, Council made the decision to reschedule the 2021 Recognition Awards Ceremony to 2022 with Cavan Monaghan being the host community. This difficult decision was made in response to COVID-19 and to follow Public Health recommendations.

We thank everyone who has submitted nomination forms and advise that any nominations received by the March 15<sup>th</sup>, 2020 deadline will be carried forward and provided to the Committee for consideration in 2022.

For further questions, you may contact me at Extension 2102, the Deputy Clerk at Extension 2101, or send an email to [clerksoffice@ptbocounty.ca](mailto:clerksoffice@ptbocounty.ca)

-30-

## The County of Peterborough

### County Council

To: Warden and Members of Council  
From: Doug Saccoccia, Manager, Engineering and Design  
Date: February 17<sup>th</sup>, 2021

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**Subject: INF 2021-007 County Road 20 (Selwyn Road) Posted Speed Limit Reduction**

**Recommendation:** Whereas on February 3<sup>rd</sup>, 2021, County Council directed staff to immediately change the existing 70 km/hr posted speed limit on County Road 20 (Selwyn Road) to 60 km/hr.

Be it resolved that the report of the Manager, Engineering and Design, entitled "INF 2021-007 County Road 20 (Selwyn Road) Posted Speed Limit Reduction" be received, and further

That the speed limit on County Road 20 (Selwyn Road) be reduced from seventy kilometres per hour (70 km/h) to sixty kilometres per hour (60 km/h) from 370 metres south-west of Birch island Road to 420 metres south-west of 12<sup>th</sup> Line Smith.;

That the Clerk be directed to prepare a By-Law to that effect, and further;

That the Clerk be directed to notify the Ontario Provincial Police and the Smith-Ennismore Police Service Board.

---

### Background

On February 3<sup>rd</sup>, 2021, County Council adopted a resolution directing staff to immediately change the existing 70 km/hr posted speed limit on County Road 20 (Selwyn Road) to 60 km/hr.

### Analysis

In accordance with the Council resolution on February 3<sup>rd</sup>, 2021, the following table provides the proposed posted speed limit for CR 20 from CR 18 north-easterly to CR 23:

Proposed Posted Speed Limit		
Posted Speed	From	To
50 km/hr	Intersection at County Road 18	100m north-east of Long Point Road
60 km/hr	100m north-east of Long Point Road	420m south-west of 12th Line of Smith
50 km/hr	420m south-west of 12th Line of Smith	Intersection at County Road 23

The Ontario Provincial Police (OPP) would be responsible for enforcement as identified in the Ontario Highway Traffic Act.

### Financial Impact

No financial impact in excess of 2021 budget

### Link to County of Peterborough Strategic Plan Priorities

**To provide high quality services to residents, businesses and Townships.**

- |  |   |
|--|---|
| <input type="checkbox"/> Communications            | <input type="checkbox"/> Financial Responsibility   |
| <input type="checkbox"/> Housing                   | <input type="checkbox"/> Industry & Business        |
| <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Organizational Development |

### In consultation with:

1. Acting CAO Sheridan Graham
2. Director, Infrastructure Services Grant Murphy

### Communication Completed/required:

Upon endorsement of this report by County Council, the OPP and Selwyn Township be notified of amendments to the County By-laws.

Respectfully Submitted,

Original Signed by:  
Doug Saccoccia, P.Eng.  
Assistant Manager, Engineering & Design

For more information, please contact  
Doug Saccoccia, P.Eng.  
Assistant Manager, Engineering & Design  
[dsaccoccia@ptbocounty.ca](mailto:dsaccoccia@ptbocounty.ca)

705-775-2737 ext. 3201

The County of Peterborough  
County Council

To: Warden and Members of Council  
From: Sheridan Graham, CAO  
Date: February 17, 2021

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**Subject:** CAO 2021-008 Waste Management Committee - Composition

**Recommendation:** That County Council receive report CAO 2021-008 regarding the recommendations for appointment to the County Waste Management Committee; and

That, Council approve the appointments of Councilor Bonneau, Councilor Clark, Councilor Graham and Councilor Senis to the County Waste Management Committee.

---

## Overview

This report is to provide County Council with the recommended appointees to the County Waste Management Committee.

## Background

At the February 3 meeting, Council approved moving forward with a hybrid approach to addressing waste management concerns and discussions.

The hybrid approach involves:

1. The creation of a County Waste Management Committee; and
2. Request to PRLC for changes to frequency and format of meetings; and
3. Request to PRLC to remove Waste Management from PRLC and create a stand-alone City-County Waste Management Committee of both Councils

At the meeting, it was requested that County Councilor's with interest in being a member of the County Waste Management Committee, express their interest to the CAO.

## Analysis:

Based upon the expressions of interest received, it is recommended that the following Council members be appointed to the Waste Management Committee:

Councilor Bonneau

Councilor Clark

Councilor Graham

Councilor Senis

Upon approval, staff will draft a Terms of Reference for the Waste Management Committee and a first meeting will be called to appoint a Chair and Vice Chair and to move the Committee forward.

### **Anticipated Impacts on Local and/or First Nations Communities**

The provision of waste management services impacts all our local Townships and First Nations communities.

### **Link to County of Peterborough Strategic Plan Priorities**

**To provide high quality services to residents, businesses and Townships.**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Communications | <input checked="" type="checkbox"/> Financial Responsibility |
| <input type="checkbox"/> Housing                   | <input checked="" type="checkbox"/> Industry & Business      |
| <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Organizational Development          |

### **In consultation with:**

Grant Murphy, Director of Infrastructure Services

**Communication Completed/Required:** None at this time, however appropriate communications will occur with City staff as required based upon the decision of Council in this regard.

### **Attachments**

None.

Respectfully Submitted,  
Original Signed by  
Sheridan Graham, CMO  
CAO

For more information, please contact;

Sheridan Graham, CMO  
CAO  
E: [sgraham@ptbocounty.ca](mailto:sgraham@ptbocounty.ca)  
T: 705.743.0380 ext. 2500

## Staff Report

### County Council

To: Warden and Members of Council  
From: Bryan Weir, Director of Planning  
Date: February 17, 2021

---

**Subject:** **PLG 2021-004 County Official Plan Project: Focus on Healthy Communities**

**Recommendation:** That County Council receive Report PLG 2021-004 "County Official Plan Project: Focus on Healthy Communities" from the Director of Planning for information, and,  
  
That this report be forwarded to all local Councils and First Nations in the County.

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### Overview

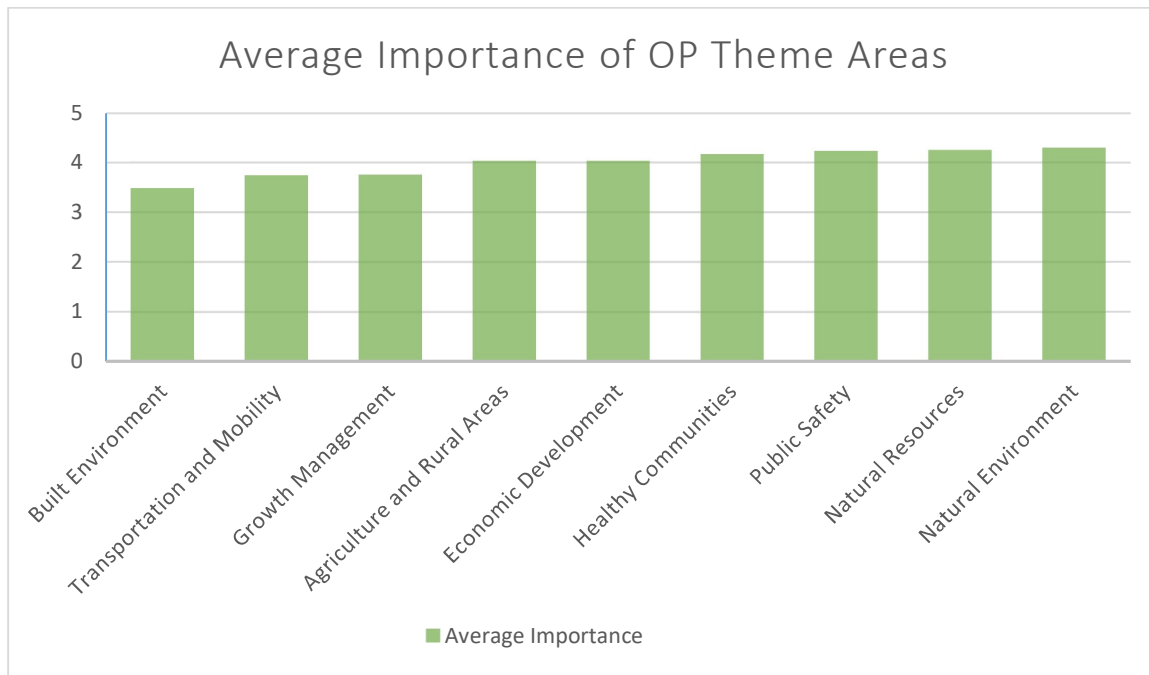
This report is intended to provide Council with information on the inclusion of waterfront development policies in the new County Official Plan.

### Background

Prior to releasing a draft Official Plan document and commencing full-scale public consultation, County staff, together with the Technical Advisory Committee (TAC), intend to provide a series of reports to County Council which will be organized by the key Official Plan theme areas. These reports will review background information, the considerations that were had by the TAC and the intended means of implementation for policies as they relate to the goals and objectives of the new Official Plan. Provincial policy requirements will also be highlighted.

During the initial launch of the County Official Plan Project in 2017, a survey was conducted to determine which theme areas were of importance to the residents of Peterborough County. In that survey, nine theme areas were identified and respondents were asked to rank each of these theme areas on a scale of "1" (meaning "Not Important") to "5" (meaning "Extremely Important"). 92 respondents completed the survey and the results showed that all areas were of high importance, as illustrated in the chart below, meaning that the development of a new Official Plan would need to carefully balance these considerations.

## Staff Report



The Technical Advisory Committee (TAC), made up of staff from all eight local Municipalities and representatives from both Curve Lake and Hiawatha First Nations, have been meeting regularly to develop the new Official Plan and balance these community priorities, while also maintaining conformity with the Provincial Policy Statement and Provincial Growth Plan. The role of the TAC is to review and provide direction and advice on both broad, County-wide policies and mapping, as well as the more detailed local policies and land use mapping. TAC members are responsible for the regular flow of information to and from local Councils and are the voice of local area interests and/or concerns.

On August 26, 2020, Council received report PLG 2020-012 which outlined the goals and objectives of the Official Plan, and further broke those goals down into sections which broadly reflect the theme areas recognized in the initial 2017 survey.

### Analysis

This is the fourth report in a series and relates to the OP theme areas 'Healthy Communities', 'Built Environment' and 'Transportation and Mobility'.

## Staff Report

### Key Policy Objectives from Existing Official Plan(s)

- Encourage a full range of living and employment opportunities through the creation of complete communities.
- Encourage a density of new development that is energy efficient, sustainable and makes the most efficient use of existing services and infrastructure.
- Encourage the provision of a wide range of public and private parkland, and recreational and cultural facilities.
- Encourage building siting and design to reduce energy consumption.

These key objectives are quite general, and some Official Plans are not as up-to-date as others in aiding the development of complete and healthy communities.

### Current Provincial Policy Context

In developing the new Official Plan, all policies must conform to the Growth Plan and be consistent with the Provincial Policy Statement.

The Provincial Policy Statement (PPS, 2020) states that healthy communities are strong, liveable, healthy and resilient communities, which protect the environment and public health and safety, and facilitate economic growth. The PPS contains a number of high level requirements to ensure new developments are contributing to healthy, complete communities. These requirements include requiring an appropriate range and mix of housing types, employment, institutional, recreation, parks and open space, and other uses to meet long-term needs; avoiding development and land use patterns which may cause environmental or public health and safety concerns; and improving accessibility for persons with disabilities and older persons.

The PPS states that settlement areas shall be the focus of growth and development. Land use patterns in settlement areas must efficiently use land and resources, must be appropriate for the infrastructure that is planned or available, promote energy efficiency and support active transportation. Public streets should meet the needs of pedestrians, foster social interaction and facilitate active transportation. Healthy, active communities should also be promoted by planning and providing for a full range and equitable distribution of publicly-accessible built and natural settings for recreation.

The PPS, 2020 now contains several policies related to climate change and the need to prepare for impacts of a changing climate through land use and development patterns. The PPS intends to achieve this by promoting active transportation between residential, employment and other land uses, encouraging intensification to improve the mix of employment and housing uses to shorten commute journeys and decrease transportation congestion, and by promoting building design and orientation which maximizes energy

## Staff Report

efficiency and conservation, and considers the mitigating effects of vegetation and green infrastructure.

The Growth Plan, 2019, also requires that settlement areas be the focus of future growth and further directs the development of complete communities by requiring upper-tier Municipalities to set minimum intensification and density targets. Although these targets will be determined through the Land Needs Assessment, they will need to be achieved by identifying a range and mix of housing options and densities, including additional residential units and affordable housing, thereby diversifying the housing stock across the whole Municipality.

Municipalities are encouraged to implement regional strategies aimed at maintaining and improving the agri-food network. The Growth Plan recommends providing opportunities for increased access to healthy, local and affordably food and providing supports for urban agriculture.

Like the PPS, the Growth Plan also has a host of new policies to address climate change. Healthy communities must be resilient to climate change and offer ways to mitigate these effects in the long term. The Growth Plan recommends reducing dependence on the automobile and supporting planned transit and active transportation; promoting local food, food security and protecting the agricultural land base; recognizing the importance of key hydrologic features and protecting them and undertaking stormwater management in a manner that assesses impacts of extreme weather events and incorporates green infrastructure and low impact development where appropriate.

### Key Considerations

In implementing the Provincial policies described above, the TAC has to carefully consider the following:

- Healthy communities ranked highly important by residents during the project launch
- Healthy communities ties several key objectives together, such as the physical construction of buildings, different housing types, climate change, accessible spaces, food access and a robust economy – all of which need to be balanced
- New Provincial policies encourage healthy community considerations in new development and require Official Plans to address climate change
- How new policies will be implemented and which planning tools are available to ensure their success
- Community plans, local Active Transportation Master Plans and submissions received contain numerous recommendations relating to healthy communities

## Staff Report

Healthy communities are places that are safe, contribute to a high quality of life, provide a strong sense of belonging and identity, and offer access to a wide range of health-promoting amenities, infrastructure, and opportunities for all residents.

County residents ranked 'Healthy Communities' as highly important to them. This theme area also relates to 'Built Environment' and 'Transportation and Mobility' since it includes, among other things, increasing diversity of housing stock and energy efficiency of buildings and encourages active transportation and accessibility for all. The Accessibility Advisory Committee has recently submitted comments which reflect these community priorities and made several recommendations. Peterborough Public Health (PPH) also made a submission full of recommendations spanning five different focus areas, including community design, transportation, housing, food systems and natural environments. Similar recommendations are made in the Greater Peterborough Area Community Sustainability Plan and the Climate Change Action Plan, Peterborough Housing and Homelessness Plan and the Age Friendly Peterborough Plan. It's clear, based on the number of comments received to date and direction provided from Council-endorsed plans, that additional policy must be included in the new Official Plan. These policies must then be carried out and be able to be implemented at the local level using available planning tools.

### What to Expect Going Forward

County staff, together with the TAC, will be developing policies based on the Provincial policies and implementing the recommendations as described above. These new policies will be encouraging and permissive in nature and may further direct local Municipalities to develop and rely on local plans or guidelines (e.g. Active Transportation Master Plan, Parks and Recreation Plans, Tree Preservation Plans, Design Guidelines). By relying on other local plans or guidelines, each local Municipality maintains the flexibility to direct development in a way that is consistent with their community needs.

New policies may also be used to assess new developments and encourage healthy community design or infrastructure. These items can be discussed during pre-consultation and any requirements from local plans can be brought up at that time.

### **Financial Impact**

None at this time.

### **Anticipated Impacts on Local and/or First Nations Communities**

None at this time. All 8 municipalities as well as Curve Lake and Hiawatha First Nations communities are represented on the Technical Advisory Committee and have

## Staff Report

collaboratively worked on consultation policies and strategies for inclusion in the new Official Plan.

### **Link to County of Peterborough Strategic Plan Priorities**

**To provide high quality services to residents, businesses and Townships.**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Communications | <input type="checkbox"/> Financial Responsibility       |
| <input checked="" type="checkbox"/> Housing        | <input checked="" type="checkbox"/> Industry & Business |
| <input type="checkbox"/> Infrastructure            | <input type="checkbox"/> Organizational Development     |

### **In consultation with:**

1. Acting CAO, Sheridan Graham
2. Iain Mudd, Manager of Planning
3. Keziah Holden, Senior Planner

**Communication Completed/required:** Report to be forwarded to all local Municipal Councils and First Nations in Peterborough County.

**Attachments:** None.

Respectfully Submitted,  
Original Signed by:

Bryan Weir  
Director of Planning

For more information, please contact  
Bryan Weir, Director of Planning  
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(705) 743-0380 ext. 2400

# Minutes County Council - Regular Meeting



9:30 AM - Wednesday, February 3, 2021

Electronic Participation

**The Council Chambers were closed due to COVID-19 precautionary measures.**

The meeting was held electronically and was streamed live on the County of Peterborough's YouTube channel ([Part 1](#) and [Part 2](#)).

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**Present:** Warden J. Murray Jones, Deputy Warden Andy Mitchell, Councillors J. Murray Jones, Andy Mitchell, Carolyn Amyotte, Rodger Bonneau, Lori Burt, Bonnie Clark, Janet Clarkson, David Gerow, Matthew Graham, Jim Martin, Scott McFadden, Karl Moher, Sherry Senis, Joe Taylor and Ron Windover

**Regrets:** Councillor Jim Whelan

**Staff Present:** Chris Allen, Purchasing Supervisor; Trena DeBruijn, Director of Finance/Treasurer; Lynn Fawn, Manager, Legislative Services/Clerk; Michelle Fisher, Deputy Treasurer; Sheridan Graham, Acting CAO/Director, Corporate Projects & Services; Randy Mellow, Chief of Paramedics; Grant Murphy, Director, Infrastructure Services; Peter Nielsen, Manager, Infrastructure Programs; Doug Saccoccia, Manager, Engineering & Design; Tammy Sikma, Manager of GIS; Mary Spence, Director of Human Resources; Kari Stevenson, Deputy Clerk; Dan Sutherland, Asset Management Analyst; Bryan Weir, Director of Planning and Janet Young, Manager, Accounting Services

**Guests:** Inspector Lisa Darling, Detachment Commander, Ontario Provincial Police

## 1. Call To Order

A quorum of Council being present, Warden Jones called the meeting to order at 9:34 a.m.

## 2. Land Acknowledgement

The Warden recited the Land Acknowledgement.

## 3. Moment of Silent Reflection/Silence

Council observed a moment of silence to reflect on the duties and responsibilities required as Peterborough County Councillors.

**4. Adoption of Addendum Agenda**

**39-2021**

Moved by Councillor Windover  
Seconded by Councillor Clark

Be it resolved that County Council adopts the addendum agenda as circulated.

**Carried**

**5. Disclosure of Interest**

There were no Disclosures of Interest.

**6. Adoption of Minutes**

**40-2021**

Moved by Councillor Moher  
Seconded by Councillor Martin

Be it resolved that County Council adopts the minutes of the Regular County Council meeting of January 13, 2021 and the minutes of the Special County Council meeting (Budget) of January 21, 2021 as circulated.

**Carried**

**7. Delegations and Presentations**

- a. **Trena DeBruijn, Director of Finance/Treasurer**  
**Re: Introduction of Michelle Fisher, Deputy Treasurer**

**41-2021**

Moved by Councillor Bonneau  
Seconded by Councillor Clark

Be it resolved that County Council receives the delegation of Trena DeBruijn, Director of Finance concerning the introduction of Michelle Fisher, Deputy Treasurer.

**Carried**

- b. Trena DeBruijn, Director of Finance/Treasurer (1 hour)**  
**Re: 2021 Draft Budget Discussion and Answers**

**42-2021**

Moved by Councillor Bonneau  
Seconded by Councillor Graham

Be it resolved that County Council receives the delegation from Trena DeBruijn, Director of Finance/Treasurer regarding the 2021 Draft Budget Discussion and Answers.

**Carried**

- c. Louis O'Brien, Chair, Board of Directors and Dr. Peter McLaughlin, President & CEO**  
**Re: Peterborough Regional Health Centre Update**

**43-2021**

Moved by Councillor Gerow  
Seconded by Councillor Burt

Be it resolved that County Council receives the presentation from Louis O'Brien, Chair, Board of Directors and Dr. Peter McLaughlin, President & CEO regarding the Peterborough Regional Health Centre Update.

**Carried**

**8. Business Arising from a Previous Meeting**

**9. Staff Reports**

- a. Planning**  
**Report prepared by: Iain Mudd, Manager of Planning**  
**Re: PLG 2021-003 County File No. 15OP-21001 being OPA No. 6 for the Township of Cavan Monaghan**

**44-2021**

Moved by Councillor Amyotte  
Seconded by Councillor Taylor

Be it resolved that County Council receives report PLG 2021-003 County File No. 15OP-21001 and that Amendment No. 6 to the Township of Cavan Monaghan Official Plan be approved, and the required notice of decision be circulated in accordance with the provisions of The Planning Act; and,

Further that the Planning Director be authorized to sign the approval certificate if no appeals are received at the conclusion of the appeal period.

**Carried**

- b. Infrastructure Services - Engineering & Design**  
**Report prepared by: Peter Nielsen, Manager, Infrastructure Programs**  
**Re: INF 2021-001 - Gannon's Narrows Bridge - Vehicle Impact Damage**

**45-2021**

Moved by Councillor Bonneau  
Seconded by Councillor Martin

Be it resolved that the report of the Manager, Infrastructure Programs, titled "INF 2021-001 Gannon's Narrows Bridge - Vehicle Impact Damage" be received; and further

That staff are directed to proceed with repairs to the Gannon's Narrows Bridge related to recent vehicle impact damage on upper sway bracing and portal struts and the installation of advanced warning signage; and further

That the scope of work for the repair of Gannon's Narrows Bridge be assigned to Larson Brothers Limited, in accordance with the provisions of Request for Supplier Qualifications No. SQ-01-2020 Equipment and Resources for Bridge Repairs at an estimated cost of \$190,000; and further

That \$190,000 for the repairs to Gannon's Narrows Bridge be allocated from the County's 2021 Ontario Community Infrastructure Fund grant; and further

That staff be directed to report back to Council on options for an advance warning system for the protection of the Gannon's Narrows Bridge structure, as part of the 2022 review of the 10 Year Roads Capital Forecast. **Carried**

- c. Infrastructure Services - Engineering & Design**  
**Report prepared by: Doug Saccoccia, Manager, Engineering and Design**  
**Re: INF 2021-002 County Road 20 (Selwyn Road) Speed Limit Evaluation**

**46-2021**

Moved by Councillor Senis  
Seconded by Deputy Warden Mitchell

Whereas, in 2020 Council endorsed the County Road 20 (Selwyn Road) Environmental Study Report (ESR) which represents the completion of the Engineering component of the recommended interim improvements to address substandard road widths, improved road geometry, drainage and intersection improvements while mitigating impacts to property; and

Whereas, County Road 20 improvements were substantially completed in September 2020, in accordance with the Council approved interim alternative as outlined in the County Road 20 (Selwyn Road) Environmental Study Report, and

Whereas, Council received a delegation from Danielle Donnelly and Michael Barrett on December 11, 2020, residents of the Township of Selwyn regarding County Road 20 (Selwyn Road) issues and referred this matter to the Director, Infrastructure Services for a report back to Council within the next 60 days with a view of looking at reducing the speed limit along the entire route to 60 km/h with no passing”.

Be it resolved that the report of the Manager, Engineering and Design, entitled “INF 2021-002 County Road 20 (Selwyn Road) Speed Limit Evaluation” be received, and further

That Council extends the reporting period to December 11, 2021, to provide appropriate time to collect, assess and report on the effectiveness of traffic safety components along Selwyn Road and provide recommendations for potential safety enhancements to the County Road 20 (Selwyn Road) Environmental Study Report, and further

That staff be directed to immediately change the existing 70 km/hr speed zone on County Road 20 (Selwyn Road) to 60 km/hr and to address the quality of the road during the spring of 2021; and further

That the speed limit by-law be brought forward to the February 17, 2021 meeting.

**Carried**

- d. Infrastructure Services - Operations**  
**Report prepared by: Peter Nielsen, Manager, Infrastructure Programs**  
**Re: INF 2021-003 County Road 9 at Best Road - Property Transfer**

**47-2021**

Moved by Councillor Bonneau  
Seconded by Councillor Moher

Be it resolved that County Council approves the By-law to authorize the Warden and Clerk to execute the Acknowledgement and Direction to permit the transfer to the Corporation of the County of Peterborough from Irene Barbara Best and Deborah Louise Best, with the property legally described by PIN 28000-0406(LT).

**Carried**

- e. Administration - Corporate Projects & Services**  
**Report prepared by: Sheridan Graham, A/CAO, Director, Corporate Projects & Services**  
**Re: CPS 2021-004 Organizational and Service Delivery Review Working Group - Recommendations to Council**

## **48-2021**

Moved by Deputy Warden Mitchell  
Seconded by Councillor Moher

Be it resolved that County Council receive report CPS 2021-004 regarding the Organizational and Service Delivery Review (OSDR) Sub-Committee recommendations, which have been endorsed by the OSDR Working Group for consideration to Council; and

That Council endorse the recommendations of the OSDR Working Group, being that:

1. No change be made to Council composition at this time.
2. The Count conduct our strategic planning re-write after the completion of the OSDR.
3. An annual governance refresher be held for Council (similar to the recent Integrity Commissioner Session).
4. The matter regarding consolidation of Waste Management Services (County and Townships) be referred from the Shared Services Subcommittee to the ISD Review Subcommittee for follow-up.
5. Consideration be given to re-establishing the Waste Management Committee (see Report CPS 2021-006 - February 3, 2021). **Carried**

- f. **Administration - Corporate Projects & Services**  
**Report prepared by: Sheridan Graham, A/CAO, Director, Corporate Projects & Services**  
**Re: CPS 2021-006 Waste Management Committee - Considerations**

## **49-2021**

Moved by Councillor Clark  
Seconded by Councillor Amyotte

Be it resolved that County Council receive report CPS 2021-006 regarding options for consideration by Council regarding a Waste Management Committee, and that Council approves option #4 being the Hybrid solution.

**Carried**

- g. **Administration - Clerk's Division**  
**Report prepared by: Kari Stevenson, Deputy Clerk**  
**Re: CPS 2021-005 - Rescind Outdated Policies**

## **50-2021**

Moved by Councillor Clarkson  
Seconded by Councillor Taylor

Be it resolved that County Council receive report CPS 2021-005 - Rescind Outdated Policies; and further

That Council rescinds policies CA-1, CA-2, CA-4, CA-6, CA-7, CA-8, CA-10, LPV-01, PR-CH&G-8, PR-CH&G-9, PR-O-2 and R-1; and further

That Council approves the deletion of unused or missed numbers CA-9, CA-12, CA-13, PR-CH&G-4, PR-CH&G-6 and PR-CH&G-7.

**Carried**

## **10. Staff Reports - Information Only**

**a. Finance**

**Report prepared by: Chris Allen, Purchasing Supervisor**

**Re: FIN 2021-005 Purchasing Awards - December 2020 - January 2021**

**b. Administration - Clerk's Division**

**Report prepared by: Sarah Boyd, Administrative Services Assistant**

**Re: CPS 2021-008 Correspondence Report**

**c. Administration - CAO**

**Report prepared by: Karla Sampson, Executive Assistant to the CAO and Warden**

**Re: CAO 2021-001 Fourth Quarter Report**

**d. Administration**

**Report prepared by: Warden J. Murray Jones**

**Re: CAO 2021-002 Meetings Attended during November 2020**

**e. Administration**

**Report prepared by: Warden J. Murray Jones**

**Re: CAO 2021-003 Meetings Attended during December 2020**

**f. Administration**

**Report prepared by: Deputy Warden Andy Mitchell**

**Re: CAO 2021-004 Meetings Attended during November 2020**

**g. Administration**

**Report prepared by: Deputy Warden Any Mitchell**

**Re: CAO 2021-005 Meetings Attended during December 2020**

**h. Planning**

**Report prepared by: Bryan Weir, Director of Planning**

**Re: PLG 2021-002 County Official Plan Project: Focus on Waterfront Development**

**51-2021**

Moved by Councillor Windover

Seconded by Councillor Moher

Be it resolved that County Council receives the Staff Reports - Information Only items 10.a. through h.

**Carried**

## **11. Action Correspondence**

- a. Municipality of Charlton and Dack resolution dated December 18, 2020  
Re: Insurance Premiums**

**52-2021**

Moved by Councillor Martin  
Seconded by Councillor Burt

Be it resolved that County Council supports the Municipality of Charlton and Dack's resolution dated December 18, 2020 regarding Insurance Premiums.

**Carried**

- b. Municipality of West Grey resolution dated January 13, 2021  
Re: Schedule 8 of the Provincial Budget Bill 229, Protect, Support and Recover from COVID-19 Act**

**53-2021**

Moved by Councillor Clark  
Seconded by Councillor Senis

Be it resolved that County Council supports the Municipality of West Grey's resolution dated January 13, 2021 regarding Schedule 8 of the Provincial Budget Bill 229, Protect, Support and Recover from COVID-19 Act. **Carried**

- c. Ministry of Transportation letter dated January 14, 2021  
Re: Dedicated Gas Tax Funds for Public Transportation Program**

**54-2021**

Moved by Deputy Warden Mitchell  
Seconded by Councillor Gerow

Be it resolved that County Council supports the Ministry of Transportation letter dated January 14, 2021 requesting the signed Letter of Agreement and supporting by-law for eligibility to receive an allocation of \$40,846 for the period April 1, 2020 to March 31, 2021 under the Dedicated Gas Tax Funds for Public Transportation Program and that the necessary by-law be prepared authorizing the signing of the agreement. **Carried**

- d. **Town of Plympton-Wyoming resolution dated January 18, 2021**  
**Re: Support of Resolution from Township of Matachewan regarding Grant Application Deadlines**

**55-2021**

Moved by Councillor Taylor  
Seconded by Councillor Bonneau

Be it resolved that County Council supports the Town of Plympton-Wyoming resolution dated January 18, 2021 regarding Support of Resolution from Township of Matachewan regarding Grant Application Deadlines. **Carried**

- e. **United Counties of Stormont, Dundas & Glengarry resolution dated January 18, 2021**  
**Re: Allow Small Businesses to Reopen Immediately**

**56-2021**

Moved by Councillor Bonneau  
Seconded by Councillor Graham

Be it resolved that County Council receives the United Counties of Stormont, Dundas & Glengarry resolution dated January 18, 2021 regarding Allow Small Business to Reopen Immediately. **Carried**

- f. **Township of Douro-Dummer letter dated January 20, 2021**  
**Re: Letter to MTO - Highway 28 and County Road 4 Intersection**

**57-2021**

Moved by Councillor Moher  
Seconded by Councillor Amyotte

Be it resolved that County Council receives the Township of Douro-Dummer letter dated January 20, 2021 regarding the Letter to MTO - Highway 28 and County Road 4 Intersection; and

Refers this matter to the Director, Infrastructure Services for a report back to Council. **Carried**

- g. Letter dated February 2, 2021 from Michael and Maureen Barrett  
Re: Proposed Report, February 3, 2021 from Doug Saccoccia, Manager,  
Engineering and Design**

**58-2021**

Moved by Councillor Gerow  
Seconded by Councillor Burt

Be it resolved that Council receives the letter dated February 2, 2021 from Michael and Maureen Barrett regarding the Proposed Report, February 3, 2021 from Doug Saccoccia, Manager, Engineering and Design. **Carried**

- h. Email received February 2, 2021 from Michael Rosen and Brenda Allen  
Re: Agenda - February 3, 2021**

**59-2021**

Moved by Councillor Clark  
Seconded by Councillor Graham

Be it resolved that County Council receives the email received February 2, 2021 from Michael Rosen and Brenda Allen regarding the Agenda - February 3, 2021. **Carried**

## **12. Committee Minutes**

- a. Councillor Senis  
Awards and Bursaries Committee  
Re: Minutes of January 15, 2021**

**60-2021**

Moved by Councillor Burt  
Seconded by Councillor Windover

Be it resolved that County Council receives and adopts the Awards and Bursaries Committee meeting minutes of January 15, 2021; and further

That the 2021 Recognition Awards Ceremony, hosted by the Township of Cavan Monaghan be rescheduled to 2022 and that Policy CO-06 (County Recognition Awards) be revised to reflect this change; and further

That the nomination forms received by the March 15, 2020 deadline be carried forward to 2022 for consideration by the Committee; and further

That the Awards and Bursaries Committee meet to develop a plan which recognizes First Responders, essential workers, and County of Peterborough residents for the year 2021. **Carried**

- b. Councillor Graham  
Finance Committee  
Re: Minutes of January 11, 2021 and January 22, 2021**

**61-2021**

Moved by Councillor Martin  
Seconded by Councillor Amyotte

Be it resolved that County Council receives and adopts the Finance Committee meeting minutes of January 11, 2021 and January 22, 2021. **Carried**

### **13. Liaison Reports from External Committees, Boards and Agencies**

- a. Fairhaven Committee of Management - Councillor Moher**
- a. Peterborough Housing Corporation - Councillor Clarkson**
- b. Peterborough Public Health - Deputy Warden Mitchell**

**62-2021**

Moved by Councillor Bonneau  
Seconded by Councillor Graham

Be it resolved that the Liaison Representative Reports and supporting documentation be received for information. **Carried**

- c. Referrals to Peterborough Regional Liaison Committee (if applicable)**

There were no referrals brought forward.

### **14. Notices of Motion**

There were no Notices of Motions.

### **15. Announcements**

- a. Councillor Clark advised that Otonabee-South Monaghan will be seeking assistance from other municipalities through their communications with residents, asking if they have any land available to rent, or alternatively, people who are looking for land, in order to increase the portfolio of land in production in the County, to get more ag products out locally.**

She further noted that both she and Councillor Burt have been asked to sit on the Ag Round table and they will be attending their first meeting on Thursday, February 4<sup>th</sup> at 7:00 p.m.

- b. Councillor Burt advised that the Peterborough Ag Round table is hosting a mental health night for farmers via zoom on Wednesday, February 17<sup>th</sup> at 7:00 p.m. The email will be circulated to Council to share with anyone they feel may be interested.

## **16. Closed Session**

**63-2021**

Moved by Councillor Graham  
Seconded by Councillor Moher

Be it resolved that under the authority of the Municipal Act, 2001, S.O. 2001, c. 25, s. 239(2) County Council move into closed session at 11:06 a.m. to consider:

(b) personal matters about an identifiable individual, including municipal or local board employees (Municipal employees).

(c) a proposed or pending acquisition or disposition of land by the municipality or local board (Shared facility opportunity). **Carried**

## **17. Rise from Closed Session**

**64-2021**

Moved by Councillor Windover  
Seconded by Councillor Gerow

Be it resolved that County Council rise from closed session at 11:44 a.m. **Carried**

## **18. Matters Arising from Closed Session**

**65-2021**

Moved by Councillor Moher  
Seconded by Councillor Graham

Be it resolved that County Council adopts the Closed Session minutes dated January 13, 2021; and further

That staff be directed to issue a communication related to the absence and retirement of the CAO immediately. **Carried**

## **19. By-laws**

- a.** A By-law to appoint Michelle Fisher as Deputy Treasurer for The Corporation of the County of Peterborough and to repeal By-law 2009.92 (By-law No. 2021-05)
- b.** A By-law to authorize the Corporation of the County of Peterborough to enter into a Letter of Agreement with Her Majesty the Queen in Right of Ontario, represented by the Ministry of Transportation related to funding provided by the Province of Ontario under Dedicated Gas Tax Funds for Public Transportation Program (April 1, 2020 to March 31, 2021). (By-law No. 2021-06)
- c.** A By-law to authorize the execution of all required documentation to permit the transfer of property located at the intersection of County Road 9 (Mount Pleasant Road) and Best Road from Irene Barbara Best and Deborah Louise Best to the Corporation of the County of Peterborough. (By-law No. 2021-07)

### **66-2021**

Moved by Councillor Moher  
Seconded by Councillor Clark

Be it resolved that County Council passes By-law Nos. a. through c. and that these by-laws shall be signed by the Warden and the Clerk and sealed with the Seal of the Corporation. **Carried**

## **20. Confirming By-law**

### **67-2021**

Moved by Councillor Senis  
Seconded by Councillor Graham

Be it resolved that County Council passes the confirming by-law to adopt, ratify and confirm the actions of Council at today's meeting in respect to each report, motion, resolution or other action passed and taken by Council and that this confirming by-law shall be signed by the Warden and the Clerk, sealed with the Seal of the Corporation and Numbered. **Carried**

## 21. Adjournment

**68-2021**

Moved by Councillor Bonneau  
Seconded by Councillor Amyotte

Be it resolved that the County Council meeting adjourn at 11:47 a.m. **Carried**

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J. Murray Jones, Warden

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Lynn Fawn, Clerk

# Minutes County Council - Special Meeting - Budget (Public Meeting)



6:00 PM - Wednesday, February 3, 2021

Electronic Participation

**The Council chambers were closed due to COVID-19 precautionary measures.**

[The meeting was held electronically and was streamed live on the County of Peterborough's YouTube channel.](#)

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**Present:** Warden J. Murray Jones, Deputy Warden Andy Mitchell, Councillors Carolyn Amyotte, Rodger Bonneau, Lori Burt, Bonnie Clark, Janet Clarkson, David Gerow, Matthew Graham, Jim Martin, Scott McFadden, Karl Moher, Sherry Senis, Joe Taylor and Ron Windover

**Regrets:** Councillor Whelan

**Staff Present:** Trena DeBruijn, Director of Finance/Treasurer; Courtney Dunn, GIS Analyst; Lynn Fawn, Manager, Legislative Services/Clerk; Michelle Fisher, Deputy Treasurer; Sheridan Graham, Acting CAO/Director, Corporate Projects & Services; Randy Mellow, Chief of Paramedics; Grant Murphy, Director, Infrastructure Services; Tammy Sikma; Manager of GIS; Mary Spence, Director of Human Resources; Kari Stevenson, Deputy Clerk; Dan Sutherland, Asset Management Analyst; Bryan Weir, Director of Planning and Janet Young, Manager, Accounting Services

## 1. Call To Order

A quorum of Council being present, Warden Jones called the meeting to order at 6:00 p.m.

## 2. Land Acknowledgement

The Warden recited the Land Acknowledgement.

### **3. Adoption of Agenda**

**69-2021**

Moved by Councillor Bonneau  
Seconded by Councillor Gerow

Be it resolved that County Council adopts the agenda as circulated. **Carried**

### **4. Disclosure of Interest**

There were no Disclosures of Interest.

### **5. Public Meeting**

#### **a. Opening of Public Meeting**

**70-2021**

Moved by Councillor Senis  
Seconded by Councillor Clark

Be it resolved that County Council open the Public Meeting at 6:04 p.m. **Carried**

#### **b. Purpose of Meeting and Notice**

The Clerk reported the purpose of this special meeting is to provide the public with an opportunity to offer comments and ask questions on the 2021 draft budget.

She advised a notice was placed in the Peterborough This Week, placed on the County's website and pushed out through social media requesting any interested participants to register by 12 noon today. No registrations were received.

Councillor Windover joined the meeting at 6:12 p.m.

#### **c. Presentation from Sheridan Graham, Acting CAO, Director, Corporate Projects & Services and Trena DeBruijn, Director of Finance/Treasurer**

**71-2021**

Moved by Councillor Burt  
Seconded by Councillor Martin

Be it resolved that County Council receives the presentation from Sheridan Graham, Acting CAO, Director, Corporate Projects & Services and Trena DeBruijn, Director of Finance/Treasurer. **Carried**

**d. Public Comments/Questions**

There were no public registrants.

**e. Conclusion of Public Meeting**

**72-2021**

Moved by Councillor Moher  
Seconded by Councillor Bonneau

Be it resolved that the Public Meeting concerning the Peterborough County Council Draft Budget be adjourned at 6:53 p.m. **Carried**

**6. Confirming By-law**

**73-2021**

Moved by Councillor Amyotte  
Seconded by Councillor Graham

Be it resolved that County Council passes the confirming by-law to adopt, ratify, and confirm the actions of Council at today's meeting in respect to each report, motion, resolution or other action passed and taken by Council and that this confirming by-law shall be signed by the Warden and the Clerk, sealed with the Seal of the Corporation and Numbered. **Carried**

**7. Adjournment**

**74-2021**

Moved by Councillor Clark  
Seconded by Councillor Gerow

Be it resolved that the County Council meeting adjourn at 6:54 p.m. **Carried**

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J. Murray Jones Warden

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Lynn Fawn Clerk

# Minutes

## County Council - Special Meeting Minutes

### (Appointment of CAO)



8:30 AM - Tuesday, February 9, 2021

Electronic Participation

**The Council Chambers were closed due to COVID-19 precautionary measures.**

[The meeting was held electronically and was streamed live on the County of Peterborough's YouTube channel](#)

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- Present:** Warden J. Murray Jones, Deputy Warden Andy Mitchell, Councillors, Carolyn Amyotte, Rodger Bonneau, Lori Burt, Bonnie Clark, Matthew Graham, Jim Martin, Scott McFadden, Karl Moher, Sherry Senis, Joe Taylor, Jim Whelan, and Ron Windover
- Regrets:** Councillors Janet Clarkson and David Gerow
- Staff Present:** Trena DeBrujin, Director of Finance/Treasurer; Lynn Fawn, Manager, Legislative Services/Clerk; Sheridan Graham, Chief Administrative Officer; Grant Murphy, Director, Infrastructure Services; Mary Spence, Director of Human Resources; Kari Stevenson, Deputy Clerk; and Bryan Weir, Director of Planning

#### 1. Call To Order

A quorum of Council being present, Warden Jones called the meeting to order at 8:32 a.m.

#### 2. Land Acknowledgement

The Warden recited the Land Acknowledgement.

#### 3. Moment of Silent Reflection/Silence

Council observed a moment of silence to reflect on the duties and responsibilities required as Peterborough County Councillors.

#### **4. Adoption of Agenda**

**75-2021**

Moved by Councillor Amyotte  
Seconded by Councillor Clark

Be it resolved that County Council adopts the agenda as circulated. **Carried**

#### **5. Disclosure of Interest**

There were no Disclosures of Interest.

#### **6. By-laws**

**76-2021**

Moved by Councillor Whelan  
Seconded by Councillor Graham

A by-law to appoint Sheridan Graham as Chief Administrative Officer/Deputy Clerk/Deputy Treasurer for the Corporation of the County of Peterborough (By-law No. 2021-10). **Carried**

Councillor Bonneau joined the meeting at 8:37 a.m.

Mrs. Graham expressed words of appreciation to Council for providing her with the opportunity to be appointed as Chief Administrative Officer/Deputy Clerk/Deputy Treasurer for the County of Peterborough.

Warden Jones welcomed Sheridan to the permanent role.

#### **7. Confirming By-law**

**77-2021**

Moved by Councillor Bonneau  
Seconded by Councillor Moher

Be it resolved that County Council passes the confirming by-law to adopt, ratify, and confirm the actions of Council at today's meeting in respect to each report, motion, resolution or other action passed and taken by Council and that this confirming by-law shall be signed by the Warden and the Clerk, sealed with the Seal of the Corporation and Numbered. **Carried**

## 8. Adjournment

78-2021

Moved by Councillor Windover

Seconded by Councillor Martin

Be it resolved that the County Council meeting adjourn at 8:38 a.m. **Carried**

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J. Murray Jones Warden

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Lynn Fawn Clerk



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**To:** Warden and Members of County Council

**From:** Sandra Dueck, Board Chair  
Rhonda Keenan, President & CEO  
Peterborough & the Kawarthas Economic Development

**Meeting Date:** February 17, 2021

**Subject:** PKED 2020 Business Count Survey Project

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## **Purpose**

A report to inform Council of Peterborough & the Kawarthas Economic Development's 2020 Business Count Survey.

## **Recommendation**

That the Peterborough & Kawarthas Economic Development 2020 Business Count Survey Project Report and accompanying presentation be received for information.

## Budget and Financial Implications

An annual Business Count Survey is a significant undertaking and uses considerable staff time and financial resources. The cost to deliver the 2020 annual business count survey was \$51,590.00. Expenses included marketing, wages and software.

The cost of the survey was covered by core funding received by the City and the County of Peterborough in 2020, as well as through Canada Summer Jobs to help offset the costs of the summer students hired to complete the surveys.

## Background

From June 15th to August 31st, 2020, PKED staff identified and contacted businesses to conduct a brief survey.

PKED's business count survey asked questions such as:

- How many people do you employ?
- What is the square footage of your business?
- Do you import or export?
- What is the legal status and ownership of your company?

Employment data was collected with three objectives:

- To establish a solid and dependable employment database.
- To create a comprehensive internal business directory.
- To facilitate the regular collection of employment data in the future.

The COVID pandemic meant that PKED had to do the project virtually. PKED hired three students that were assigned businesses to call and e-mail to complete surveys. Given the nature of the pandemic, businesses were given the option to elevate any concerns regarding their business operations to an economic development specialist, immediately.

The information gathered will explore what industries are most important in the City of Peterborough, and each Township in the County of Peterborough. This will complement stronger and more informed decision-making related to support growth across the region.

## Analysis

The virtual delivery of the project hampered our ability to identify vacancies for rent which was one of the objectives for the project. The virtual delivery also attributed to a lower completion rate of contacted businesses completing the surveys. The Business Count Survey was also competing with numerous other surveys from many different organizations that also sought to speak to business owners. This led to the owners of businesses being fatigued, and smaller businesses were already taking on additional tasks making their time that much more valuable and subsequently more likely to hesitate to take the voluntary survey.

Attachment No. 1 is the 2020 Business Count Survey publication.

## Looking ahead to 2021

In May, PKED will commence the second iteration of this project. PKED is hopeful that pandemic restrictions are lifted that allow the team to physically visit businesses rather than rely on electronic communication. This will allow for stronger data collection and a higher survey completion rate.

Submitted by,

Sandra Dueck  
Board Chair  
Peterborough & the Kawarthas  
Economic Development

Rhonda Keenan  
President & CEO  
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Attachment No. 1 2020 Business Count Survey publication

Peterborough & the Kawarthas

# 2020

## BUSINESS COUNT REPORT



*Peterborough*  
— & —  
THE KAWARTHAS

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# Executive Summary and Acknowledgements

In 2020, the Peterborough and the Kawartha Economic Development team conducted the region's first annual Business Count. Originally taking place over 16 weeks with 4 dedicated students, the plan was for students to visit each and every business within the City and County. Due to the nature of the pandemic, the Business Count team made the adaptations necessary to continue with the project without physically visiting businesses, by communicating over the phone and electronically. The objective was simple. To record a comprehensive inventory of the businesses and their associated industry and employment figures throughout the City and County. The original initiative to collect data was reconfigured and the emphasis of connecting and communicating information to our regional businesses quickly became the main priority of the project.

I would like to express a special thank you to our businesses that took part in the survey and encourage the participation of many more business owners for the years to come. I'd also like to thank our partner municipal economic development officers throughout the County that assisted us in the process in finding the businesses we identified and promoting the project with your locale. A sincere thank you also goes out to our excellent City and County G.I.S. departments that provided valuable information that the project could not be finished without.

Although not a perfect data set, the information uncovered will prove to be a useful and landmark snapshot of the regional economy as we enter into 2021. We look forward to uncovering more businesses next year and connecting with the business community as we push our economy forward.



**Suzanne McCrimmon**  
**Director of Business Development**

Peterborough & the Kawartha  
Economic Development

## Fun Facts

1

**Pride of Place** - We identified more than 50 businesses that incorporated "Kawartha" into their operating name

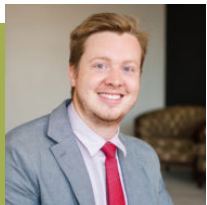
2

More than **120 business owners** consented to receiving directed messaging from PKED.

## Final Note

Please note all surveys were completed voluntarily and were conducted over the phone and online between June 15th and September 30th. The more survey data we collect the better PKED can serve it's regional business community. Peterborough and the Kawathas Economic Development practiced extreme care and diligence in obtaining and reporting this information.

For any questions related to the project please contact project manager,



**Steven Tripp**  
**Business Retention & Expansion Officer**

Office: 705-743-0777 x.2123

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**We look forward  
to speaking with  
you next year!**

## Glossary

### Export:

Goods and services that are produced and shipped to other locations that can include regional, provincial, national or international locations.

### Floor space in square feet:

The total floor space used by a business (covered area).

### Import:

Goods and services that are received and shipped from other locations that can include regional, provincial, national, or international locations that are intended to be re-sold or inputted as a portion of a final or intermediate commodity.

### Legal Status:

The legally recognized framework for conducting commercial activities including sole-proprietor, partnership, corporation, cooperative/non-profit and government.

### N.A.I.C.S. Codes:

The North American Industry Classification System (NAICS) is an industry classification system developed by the statistical agencies of Canada, Mexico and the United States.

### Ownership Form:

The legally recognized framework for conducting commercial activities including sole-proprietor, partnership, corporation, cooperative/non-profit and government.

For further clarification on terms and definitions related to the business count please visit our website: <https://peterboroughed.ca/real-results/business-count/>

# Peterborough & the Kawarthas Results



For the businesses identified within the City and County  
We counted **2,023 business** which included **460** retail  
businesses, **287** accommodation & food businesses, **254**  
service-based businesses amongst many more. (table below).

**60 out of the 624 businesses**  
surveyed reported exporting  
products as part of their  
business operations

We gathered information on the commercial  
space utilized by **425 businesses**.

\*Please note we did not include square footage  
for residential home-based businesses.

## Business Composition Identified by Industry in Peterborough & the Kawarthas by NAICS Code

**TOTALS** ————— **2,023**

Retail Trade (44-45)	<b>460</b>
Accommodation & food services (72)	<b>287</b>
Other Services (81)	<b>254</b>
Arts, entertainment & recreation (71)	<b>134</b>
Construction (23)	<b>132</b>
Professional, scientific & technical Services (54)	<b>125</b>
Manufacturing (31-33)	<b>106</b>
Health care & social assistance (62)	<b>84</b>
Agriculture, forestry, fishing & hunting (11)	<b>68</b>
Wholesale Trade (41-42)	<b>64</b>
Administrative & support, waste management & remediation services (56)	<b>62</b>
Real estate, rental & leasing (53)	<b>58</b>
Educational Services (61)	<b>51</b>
Transportation & warehousing (48-49)	<b>47</b>
Finance & insurance (52)	<b>46</b>
Information & cultural industries (51)	<b>33</b>
Mining, quarry oil & gas extraction (21)	<b>4</b>
Utilities (22)	<b>3</b>
Management of companies & enterprises (55)	<b>2</b>
Public Administration (91)	<b>3</b>

624 ————— 60

<b>144</b>	<b>16</b>
<b>81</b>	<b>4</b>
<b>62</b>	<b>1</b>
<b>41</b>	
<b>43</b>	
<b>43</b>	<b>1</b>
<b>47</b>	<b>15</b>
<b>28</b>	
<b>31</b>	<b>14</b>
<b>10</b>	<b>5</b>
<b>13</b>	
<b>22</b>	
<b>11</b>	
<b>11</b>	<b>4</b>
<b>13</b>	
<b>20</b>	
<b>1</b>	
<b>1</b>	
<b>1</b>	
<b>1</b>	

## Floor Space Overview

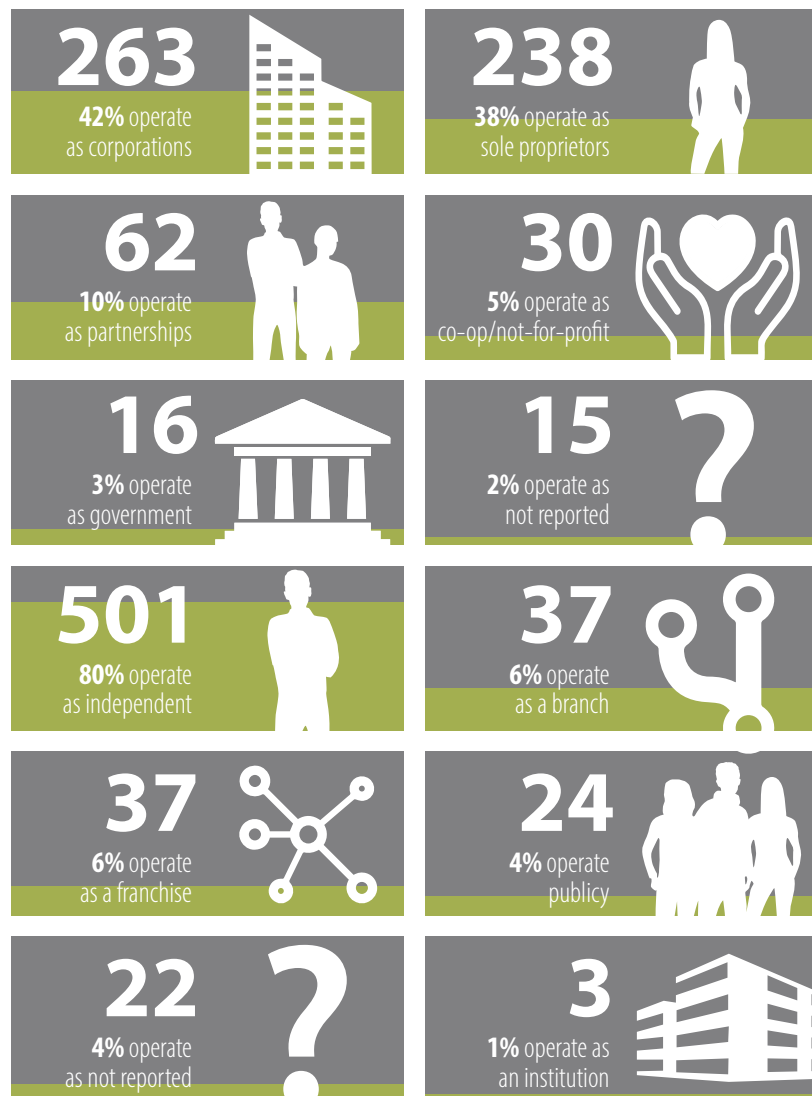
425 ————— 6,690,323

<b>143</b>	<b>2,325,997</b>
<b>47</b>	<b>295,688</b>
<b>37</b>	<b>139,450</b>
<b>27</b>	<b>609,142</b>
<b>7</b>	<b>10,450</b>
<b>29</b>	<b>165,600</b>
<b>44</b>	<b>1,396,728</b>
<b>21</b>	<b>93,150</b>
<b>1</b>	<b>800</b>
<b>16</b>	<b>119,800</b>
<b>3</b>	<b>22,800</b>
<b>13</b>	<b>23,750</b>
<b>10</b>	<b>769,120</b>
<b>3</b>	<b>21,100</b>
<b>13</b>	<b>89,260</b>
<b>8</b>	<b>72,988</b>
<b>1</b>	<b>50,000</b>
<b>2</b>	<b>484,500</b>

Of the total businesses we counted, we successfully **surveyed 624** businesses. **1 in 3 businesses** were responsive in providing answers to our survey over the phone and through e-mail.

We counted more than **14,500 jobs** and accounted for just under **7 million square feet** dedicated to business.

Of the **624 businesses** we completed surveys with:



At the end of our survey we asked businesses if they would like to be put in touch with an economic development officer, **36 businesses requested assistance.**

The most common requests were for

- 1 Navigating and accessing COVID-19 financing.
- 2 Workforce development and retention assistance.
- 3 Marketing and networking opportunities.

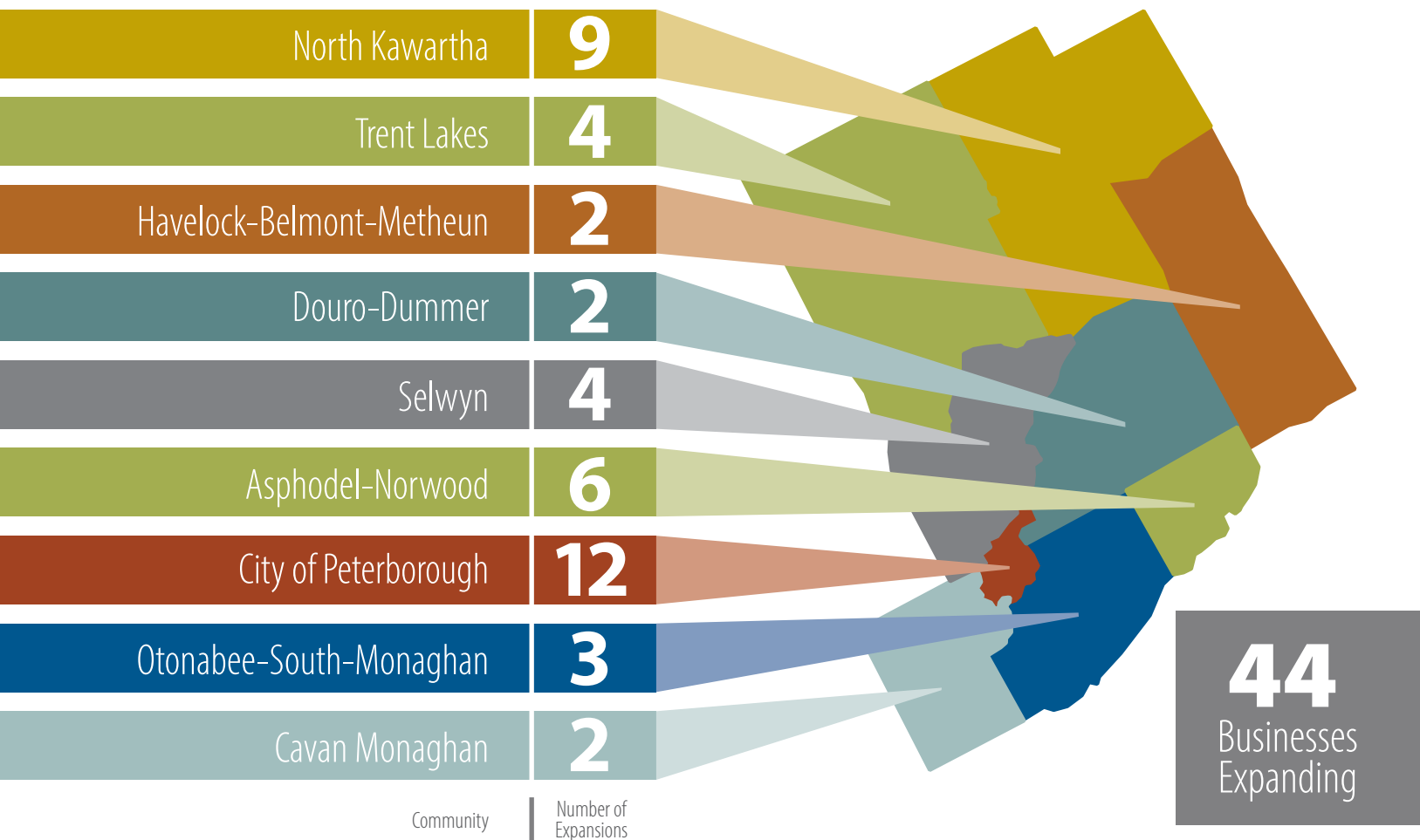
**141 businesses** out of the **624** we completed surveys with noted shortages when hiring. Here is a breakdown of what these shortages were:

Percent of Noted Shortages	Skill Shortage	Times Noted
25.34%	Tradespeople	35
17.81%	Customer service	25
13.70%	Scientific & technical services	19
8.90%	Culinary	13
6.85%	Auto mechanics	10
6.16%	General labour	9
4.79%	Trucking transportation	7
4.11%	Financial & accounting related skills	5
2.74%	Health professionals	4
2.05%	Cleaners	3
1.37%	Agricultural knowledge	2
1.37%	Engineering	2
1.37%	Estheticians	2
0.68%	Administrative work	1
0.68%	Construction	1
0.68%	Leadership	1
0.68%	Marketing	1
0.68%	Sales	1

# Expansion Overview



We asked businesses if they planned on expanding their operations within the next 12 months. **44 businesses indicated they were.** The number of expansions indicated per community are listed below.



The industry composition of these **businesses planning to expand** are listed beside.

Expansions by Industry in Peterborough & the Kawarthas



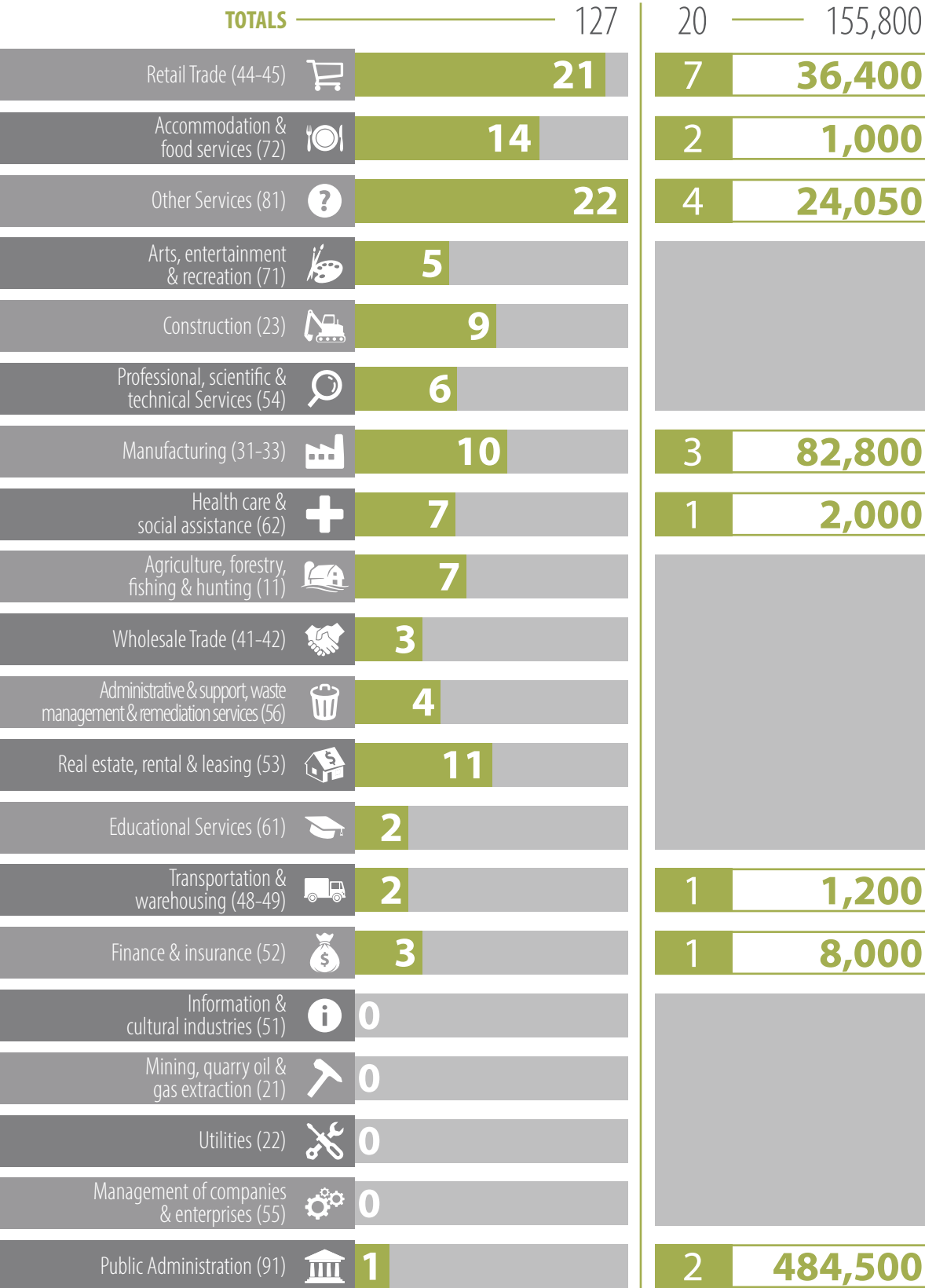
# Asphodel Norwood Results

We counted **127 businesses** in Asphodel Norwood.

Of those 127 businesses, **44 completed** a survey with us.

**20 businesses** accounted for just under **156,000 square feet** in Asphodel Norwood.

The business composition is listed below.\*



Industry (NAICS Code) — # of Businesses Identified

# of Businesses Included — Square Footage



Noted skills shortage  
**9 businesses** noted skills shortages when hiring including:

- Trucking transportation  3
- Health professionals  3
- Tradespeople  2
- Customer service  1

Of those **44 businesses** that completed a survey **3 asked** to speak with an economic development officer for assistance.

## Most requested EDO services:

COVID-19 financing,  
Networking opportunities,  
General business

Looking to expand:  
**6 businesses** are planning on expanding within the next 12 months.

# Cavan Monaghan Results

We counted **135 businesses** in Cavan Monaghan.

Of those 135 businesses, **49 completed** a survey with us.

**28 businesses** accounted for just under **225,000 square feet** in Cavan Monaghan.

The business composition is listed below.\*



TOTALS	135	28	224,200
Retail Trade (44-45)	28	7	24,600
Accommodation & food services (72)	5		
Other Services (81)	18	3	3,200
Arts, entertainment & recreation (71)	10	4	123,300
Construction (23)	5		
Professional, scientific & technical Services (54)	8	2	1,750
Manufacturing (31-33)	10	4	19,250
Health care & social assistance (62)	7		
Agriculture, forestry, fishing & hunting (11)	10		
Wholesale Trade (41-42)	6	3	37,000
Administrative & support, waste management & remediation services (56)	2		
Real estate, rental & leasing (53)	4	1	400
Educational Services (61)	3	1	1,920
Transportation & warehousing (48-49)	12		
Finance & insurance (52)	4	2	2,800
Information & cultural industries (51)	2	1	10,000
Mining, quarry oil & gas extraction (21)	1		
Utilities (22)	0		
Management of companies & enterprises (55)	0		
Public Administration (91)	0	2	484,500

Noted skills shortage  
**12 businesses** noted skills shortages when hiring including:

Customer service	2
Scientific & technical services	2
General labour	2
Culinary	1
Auto mechanics	1
Tradespeople	1
Trucking transportation	1
Leadership	1
Marketing	1

**Most requested EDO services:**  
COVID-19 related financing, Workforce retention, General business concerns

Looking to expand:  
**2 businesses** are planning on expanding within the next 12 months.

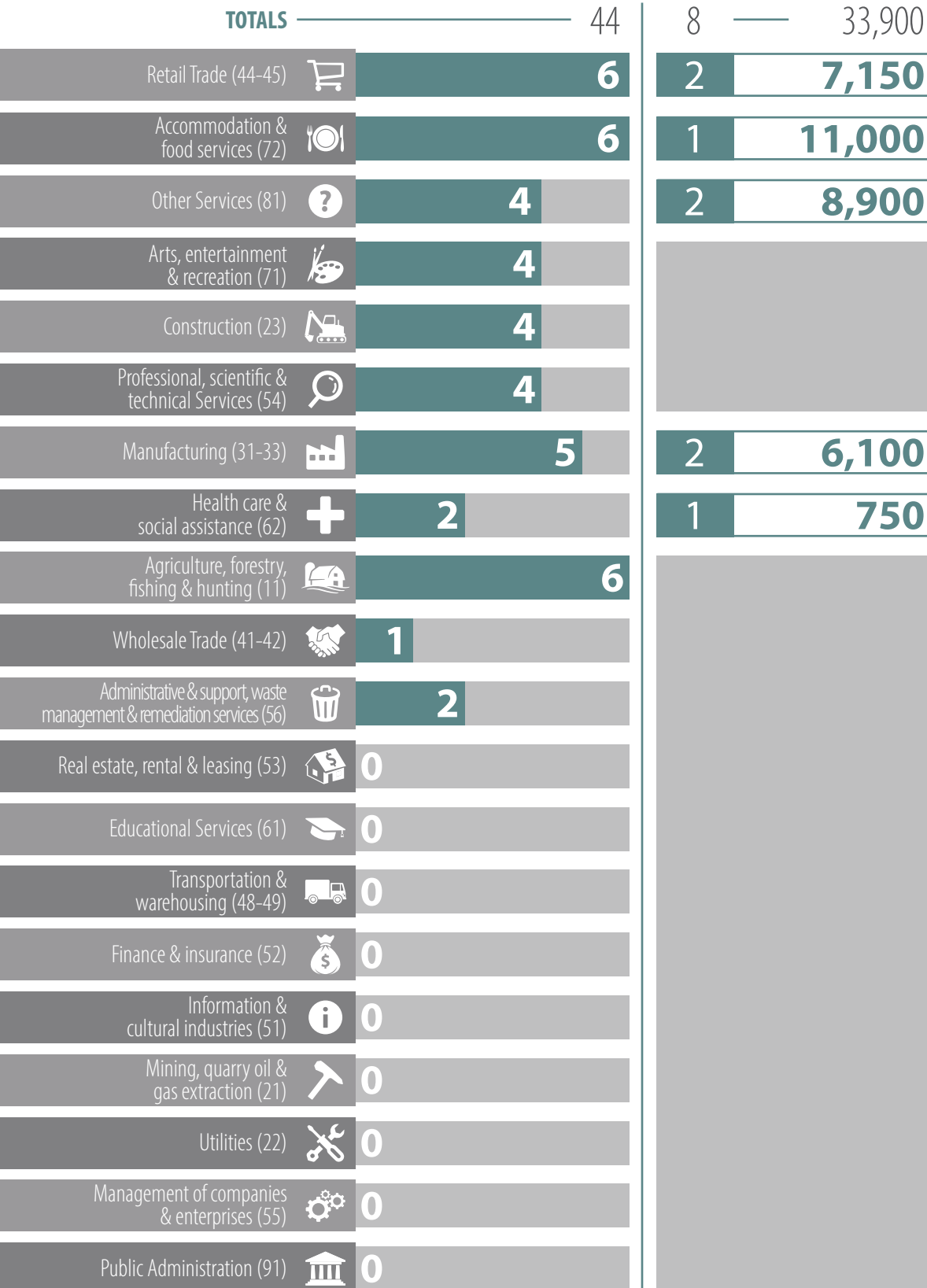
# Douro-Dummer Results

We counted **44 businesses** in Douro-Dummer.

Of those 44 businesses, **21 completed** a survey with us.

**8 businesses** accounted for just under **34,000 square feet** in Douro-Dummer

The business composition is listed below.\*



Noted skills shortage  
**3 businesses** noted skills shortages when hiring including:

Tradespeople **2**  
Auto mechanics **1**  
Sales **1**

**Most requested EDO services:**  
Networking, COVID-19 financing, General business concerns

Looking to expand:  
**2 businesses** are planning on expanding within the next 12 months.

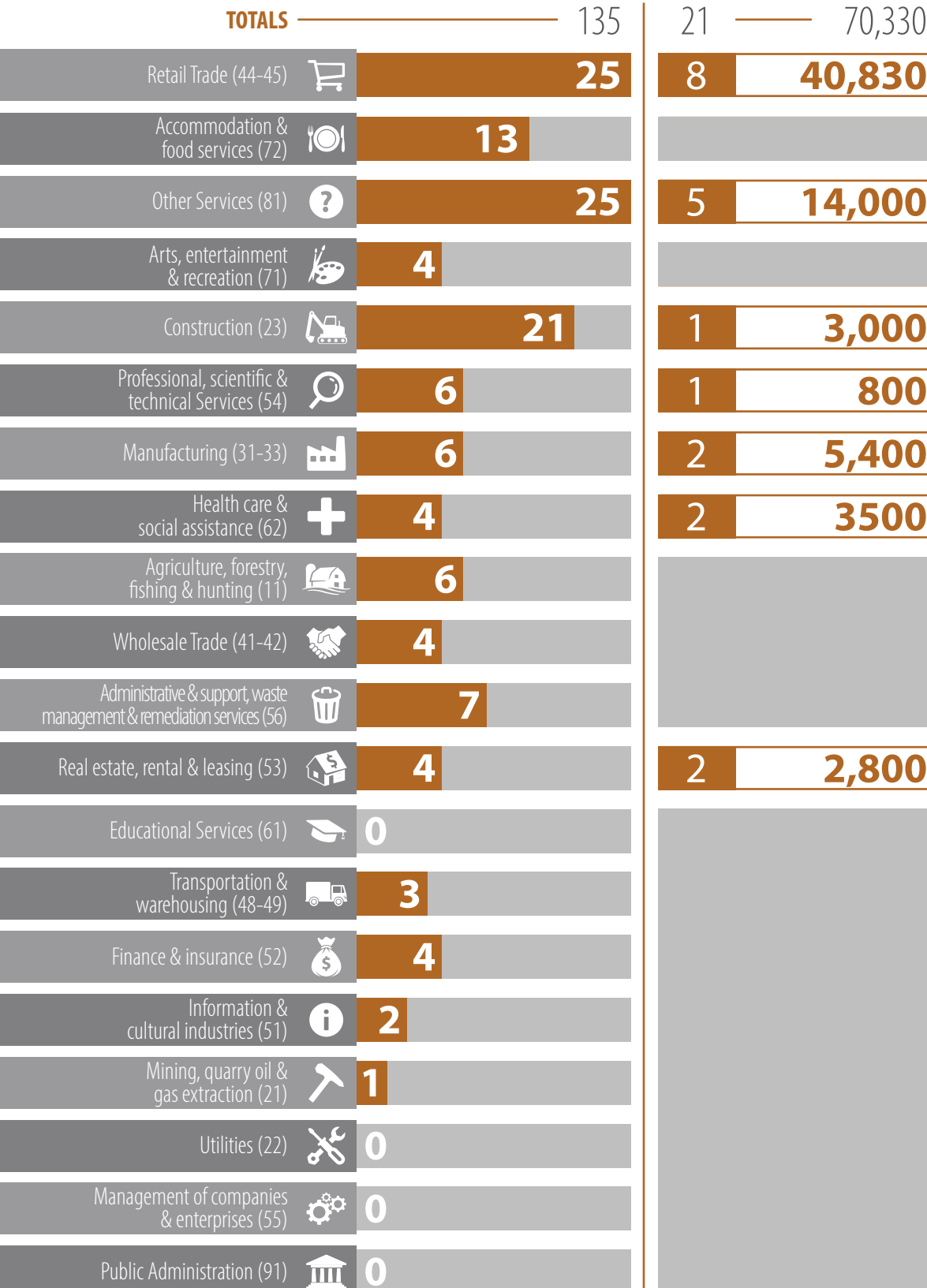
# Havelock-Belmont-Metheun Results

We counted **135 businesses** in Havelock-Belmont-Metheun.

Of those 135 businesses, **50 completed** a survey with us.

**21 businesses** accounted for just under **71,000 square feet** in Havelock-Belmont-Metheun.

The business composition is listed below.\*



Noted skills shortage  
**9 businesses** noted skills shortages when hiring including:

- Tradespeople 2
- Customer service 2
- Scientific & technical services 1
- Health professionals 1
- Auto mechanics 1
- General labour 1
- Engineering 1

**Most requested EDO services:**  
Workforce development,  
Networking,  
COVID-19 Financing.

Looking to expand:  
**2 businesses**  
are planning on expanding within the next 12 months.

# North Kawartha Results

We counted **148 businesses** in North Kawartha.

Of those 148 businesses, **61 completed** a survey with us.

**27 businesses** accounted for just under **218,000 square feet** in North Kawartha.

The business composition is listed below.\*



TOTALS	148	27	217,600
Retail Trade (44-45)	23	7	36,900
Accommodation & food services (72)	20	6	144,400
Other Services (81)	13	2	2,400
Arts, entertainment & recreation (71)	30	4	18,200
Construction (23)	27	1	900
Professional, scientific & technical Services (54)	3	1	900
Manufacturing (31-33)	5	1	2,000
Health care & social assistance (62)	7	2	8,500
Agriculture, forestry, fishing & hunting (11)	0		
Wholesale Trade (41-42)	2		
Administrative & support, waste management & remediation services (56)	6		
Real estate, rental & leasing (53)	7	2	1,400
Educational Services (61)	0		
Transportation & warehousing (48-49)	1		
Finance & insurance (52)	2		
Information & cultural industries (51)	1		
Mining, quarry oil & gas extraction (21)	0		
Utilities (22)	1		
Management of companies & enterprises (55)	3	1	50,000
Public Administration (91)	0		

Noted skills shortage  
**18 businesses** noted skills shortages when hiring including:

Tradespeople 8

Culinary 4

General labour 4

Trucking transportation 1

Financial & accounting related skills 1

**Most requested EDO services:**  
COVID-19 financing,  
Workforce retention,  
General business concerns

Looking to expand:  
**9 businesses**  
are planning on expanding within the next 12 months.

# Otonabee-South-Monaghan Results

We counted **132 businesses** in Otonabee-South-Monaghan.

The business composition is listed below.\*

Of those 132 businesses, **40 completed** a survey with us.

**14 businesses** accounted for just under **636,000 square feet** in Otonabee-South-Monaghan.



TOTALS		132
Retail Trade (44-45)		22
Accommodation & food services (72)		28
Other Services (81)		6
Arts, entertainment & recreation (71)		19
Construction (23)		9
Professional, scientific & technical Services (54)		4
Manufacturing (31-33)		5
Health care & social assistance (62)		2
Agriculture, forestry, fishing & hunting (11)		20
Wholesale Trade (41-42)		6
Administrative & support, waste management & remediation services (56)		6
Real estate, rental & leasing (53)		0
Educational Services (61)		2
Transportation & warehousing (48-49)		0
Finance & insurance (52)		1
Information & cultural industries (51)		2
Mining, quarry oil & gas extraction (21)		0
Utilities (22)		0
Management of companies & enterprises (55)		0
Public Administration (91)		2

14	635,900
6	53,250
1	5,000
2	159,000
1	1,350
2	411,300
1	5,000
1	1,000

Noted skills shortage  
**8 businesses** noted skills shortages when hiring including:

Tradespeople		3
Customer service		1
Scientific & technical services		1
Auto mechanics		1
Cleaners		1
Administrative work		1

## Most requested EDO services:

COVID-19 financing,  
Marketing, Networking.

Looking to expand:  
**3 businesses**  
are planning on expanding within the next 12 months.

# City of Peterborough Results

We counted **907 businesses** in City of Peterborough.

Of those 907 businesses, **218 completed** a survey with us.

**238 businesses** accounted for just under **4,000,000 square feet** in City of Peterborough

The business composition is listed below.\*



TOTALS	907	238	3,972,954
Retail Trade (44-45)	239	74	1,706,863
Accommodation & food services (72)	118	29	118,798
Other Services (81)	133	15	65,700
Arts, entertainment & recreation (71)	33	15	271,842
Construction (23)	24	3	4,400
Professional, scientific & technical Services (54)	71	20	153,850
Manufacturing (31-33)	50	24	765,253
Health care & social assistance (62)	43	13	70,100
Agriculture, forestry, fishing & hunting (11)	68		
Wholesale Trade (41-42)	38	12	77,800
Administrative & support, waste management & remediation services (56)	17	2	22,000
Real estate, rental & leasing (53)	21	6	15,800
Educational Services (61)	39	7	14,900
Transportation & warehousing (48-49)	23	2	19,900
Finance & insurance (52)	26	6	68,260
Information & cultural industries (51)	24	7	62,988
Mining, quarry oil & gas extraction (21)	0		
Utilities (22)	1		
Management of companies & enterprises (55)	2	1	50,000
Public Administration (91)	2	2	484,500

Noted skills shortage  
**50 businesses** noted skills shortages when hiring including:

Customer service	16
Scientific & technical services	12
Tradespeople	9
Culinary	3
Financial & accounting related skills	3
Estheticians	2
Trucking transportation	1
Auto mechanics	1
Cleaners	1
Engineering	1
General labour	1

**Most requested EDO services:**  
COVID-19 financing, Business Development, Networking.

Looking to expand:  
**12 businesses** are planning on expanding within the next 12 months.

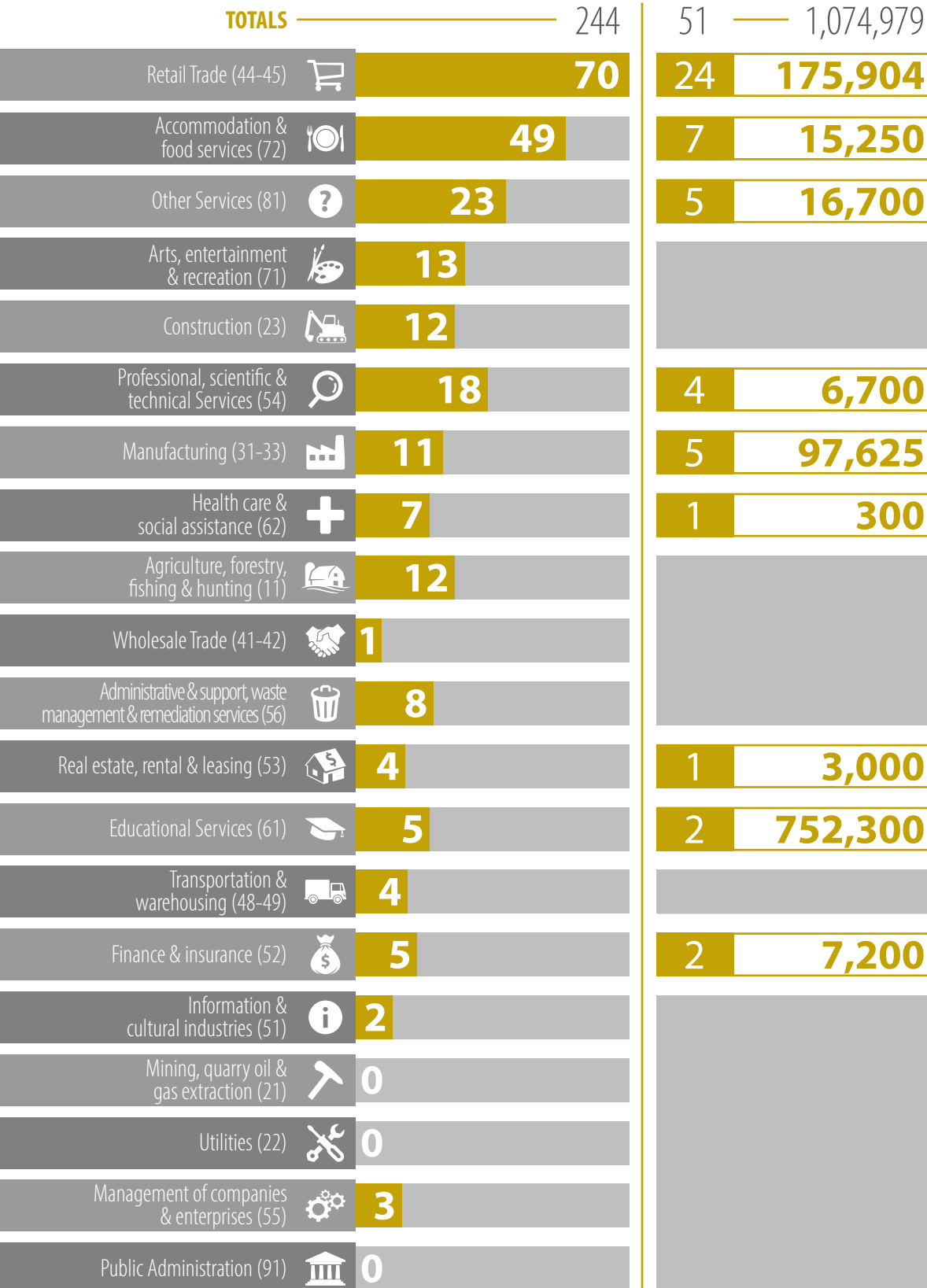
# Selwyn Results

We counted **244 businesses** in Selwyn.

The business composition is listed below.\*

Of those 244 businesses, **95 completed** a survey with us.

**51 businesses** accounted for just under **1,100,000 square feet** in Selwyn.



Noted skills shortage  
**21 businesses** noted skills shortages when hiring including:

- Culinary 5
- Tradespeople 4
- Auto mechanics 4
- Scientific & technical services 3
- Customer service 2
- General labour 1
- Trucking transportation 1
- Financial & accounting related skills 1

## Most requested EDO services:

COVID-19 financing,  
General business,  
Networking.

Looking to expand:  
**4 businesses**  
are planning on expanding within the next 12 months.

# Trent Lakes Results

We counted **151 businesses** in Trent Lakes.

Of those 151 businesses, **46 completed** a survey with us.

**18 businesses** accounted for just under **305,000 square feet** in Trent Lakes.

The business composition is listed below.\*



TOTALS	151
Retail Trade (44-45)	26
Accommodation & food services (72)	34
Other Services (81)	10
Arts, entertainment & recreation (71)	16
Construction (23)	21
Professional, scientific & technical Services (54)	5
Manufacturing (31-33)	4
Health care & social assistance (62)	5
Agriculture, forestry, fishing & hunting (11)	4
Wholesale Trade (41-42)	3
Administrative & support, waste management & remediation services (56)	10
Real estate, rental & leasing (53)	7
Educational Services (61)	0
Transportation & warehousing (48-49)	2
Finance & insurance (52)	1
Information & cultural industries (51)	0
Mining, quarry oil & gas extraction (21)	2
Utilities (22)	1
Management of companies & enterprises (55)	0
Public Administration (91)	0

18	304,640
8	244,100
1	240
1	4,500
2	36,800
1	800
1	1,600
1	7,000
1	8,000
1	800
1	800

Noted skills shortage  
**15 businesses** noted skills shortages when hiring including:

Tradespeople 6

Customer service 2

Agricultural knowledge 2

Auto mechanics 1

Financial & accounting related skills 1

Cleaners 1

Scientific & technical services 1

Construction 1

**Most requested EDO services:**

COVID-19 financing,  
Business Development,  
Networking.

Looking to expand:  
**4 businesses**  
are planning on expanding within the next 12 months.

*Peterborough*  
— & —  
THE KAWARTHAS

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**8:30am – 4:30pm**

**peterboroughed.ca**



Peterborough  
&  
THE KAWARTHAS

ECONOMIC DEVELOPMENT

**Business Count  
Executive Summary**

# Overview of Presentation

- The project
- How we did it
- What we learned
- What we pass on to you
- Looking forward
- Questions

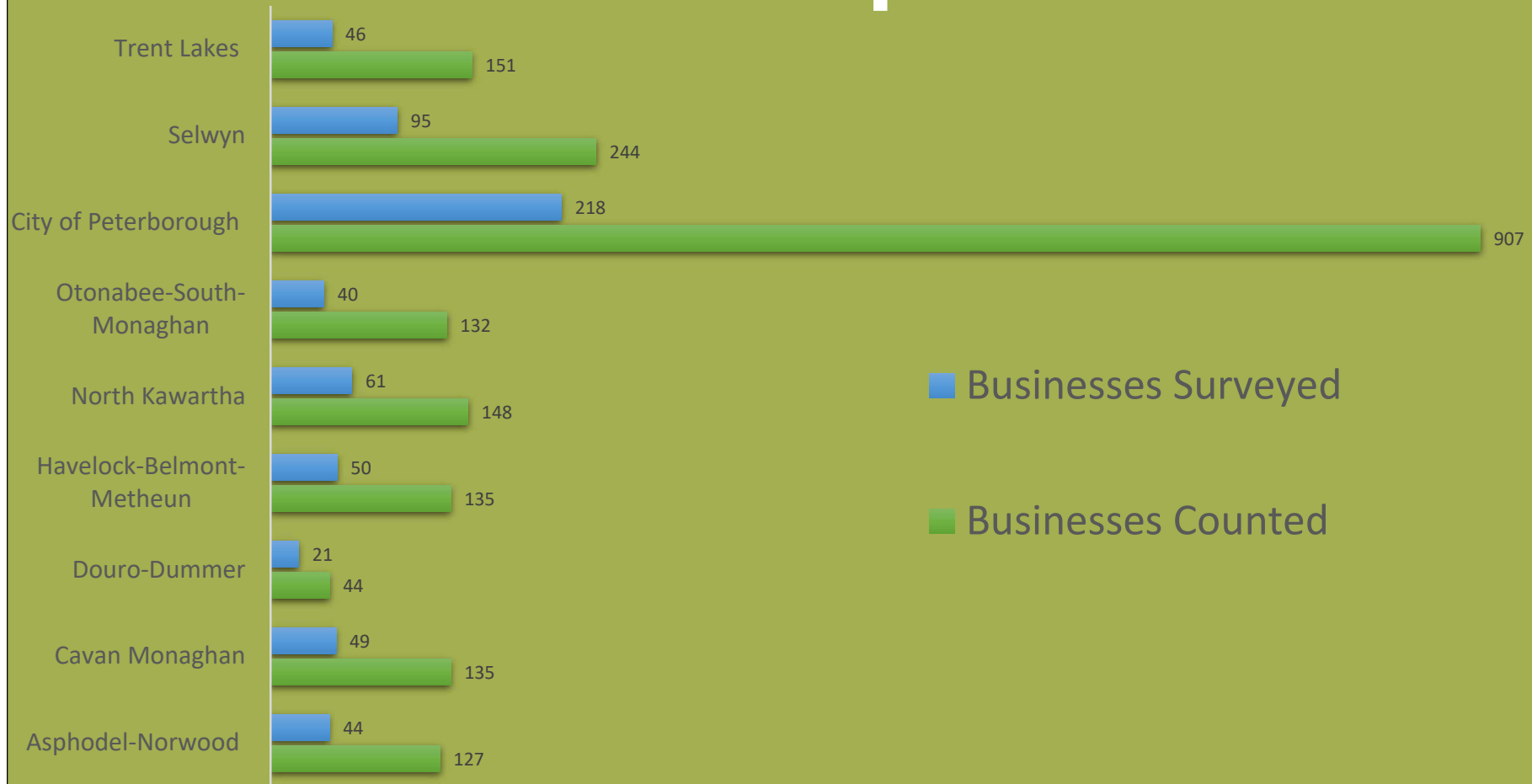
# The Project



# Results Overview

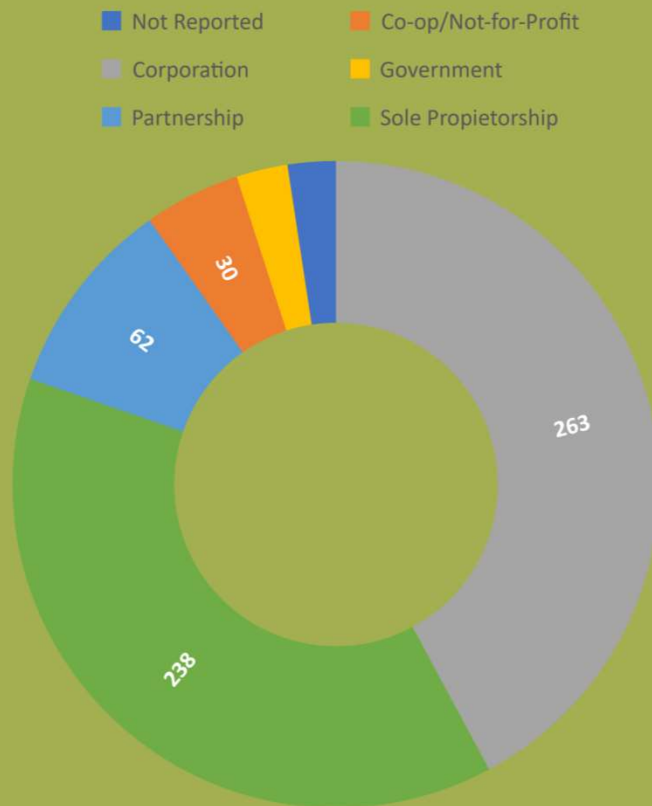
- We identified and contacted **2,023** businesses which included 460 retail businesses, 287 accommodation & food businesses, 254 service-based businesses amongst many more .
- Of the total businesses we counted, we successfully surveyed **624** businesses.
- We accounted for over **14,000** full time jobs as well as just under **7 million** square feet of commercial activity.
- **36** business owners requested immediate assistance from the PKED team regarding their business.
- Over the next 12 months, **44** of the businesses surveyed indicated they have plans on expanding their floorspace.

# Businesses Identified & Completed

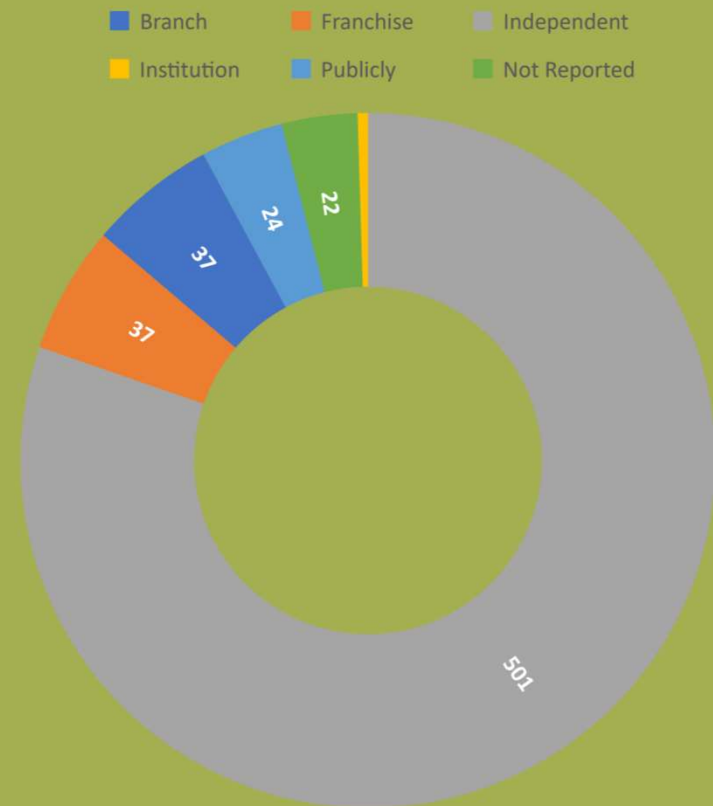


# Businesses Legal Status and Ownership

LEGAL STATUS



OWNERSHIP FORM

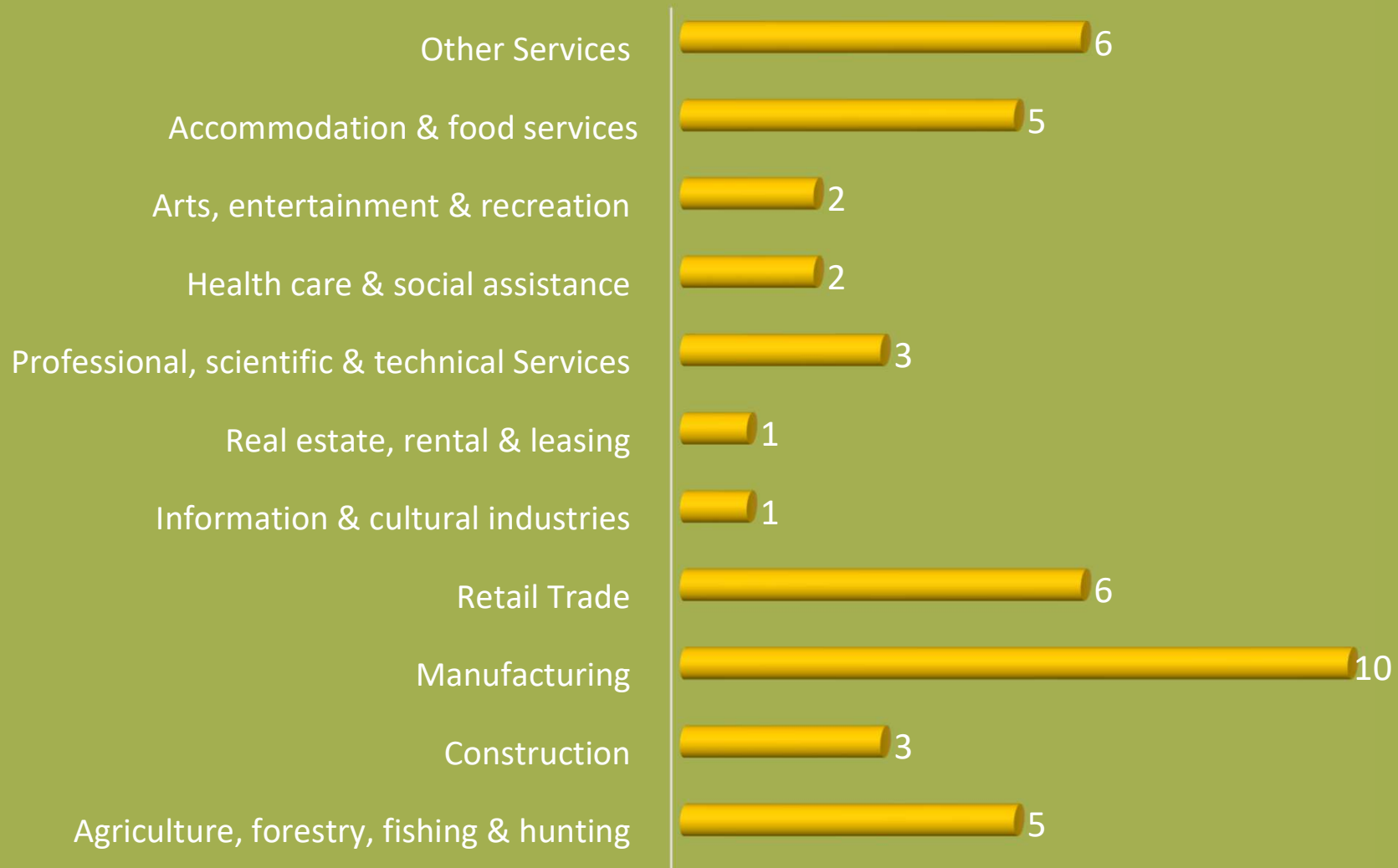


NAICS Code	Reported Square Footage (ft <sup>2</sup> )	# of Businesses Included
Agriculture, forestry, fishing & hunting (11)	800	1
Mining, quarry oil & gas extraction (21)	0	0
Utilities (22)	0	0
Construction (23)	10,450	7
Manufacturing (31-33)	1,396,728	44
Wholesale Trade (41-42)	119,800	16
Retail Trade (44-45)	2,325,997	143
Transportation & warehousing (48-49)	21,100	3
Information & cultural industries (51)	72,988	8
Finance & insurance (52)	89,260	13
Real estate, rental & leasing (53)	23,750	13
Professional, scientific & technical Services (54)	165,600	29
Management of companies & enterprises (55)	50,000	1
Administrative and support, waste management & remediation services (56)	22,800	3
Educational Services (61)	769,120	10
Health care & social assistance (62)	93,150	21
Arts, entertainment & recreation (71)	609,142	27
Accommodation & food services (72)	295,688	47
Other Services (81)	139,450	37
Public Administration (91)	484,500	2
<b>Total</b>	<b>6,690,323</b>	<b>425</b>

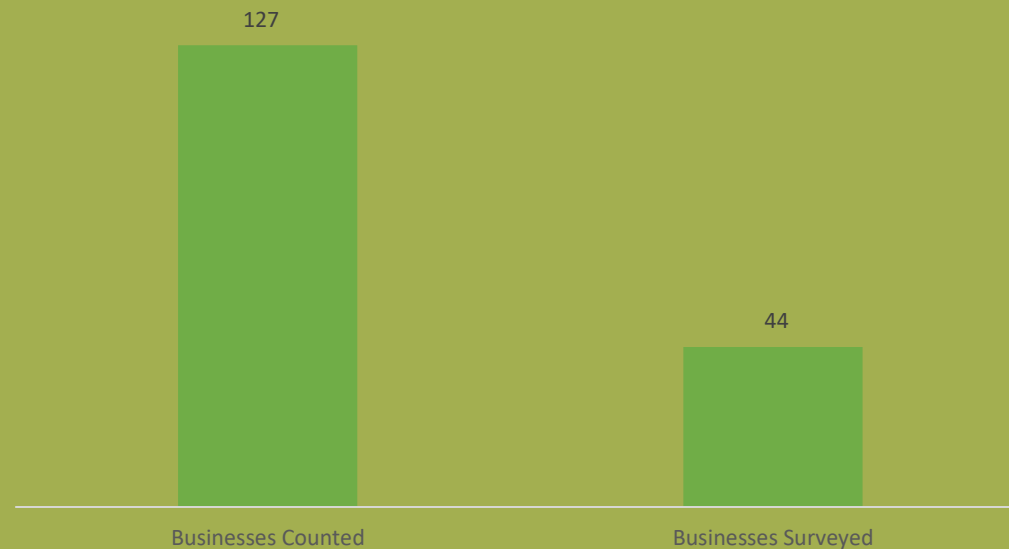
# Planning Expansions

Community	Frequency
Asphodel-Norwood	6
Cavan Monaghan	2
Douro-Dummer	2
Havelock-Belmont-Metheun	2
North Kawartha	9
Otonabee-South-Monaghan	3
City of Peterborough	12
Selwyn	4
Trent Lakes	4

# Planning Expansions



# Asphodel-Norwood



3 business owners asked to speak with a PKED Officer.



4 business owners requested to receive direct targeted messaging from PKED.

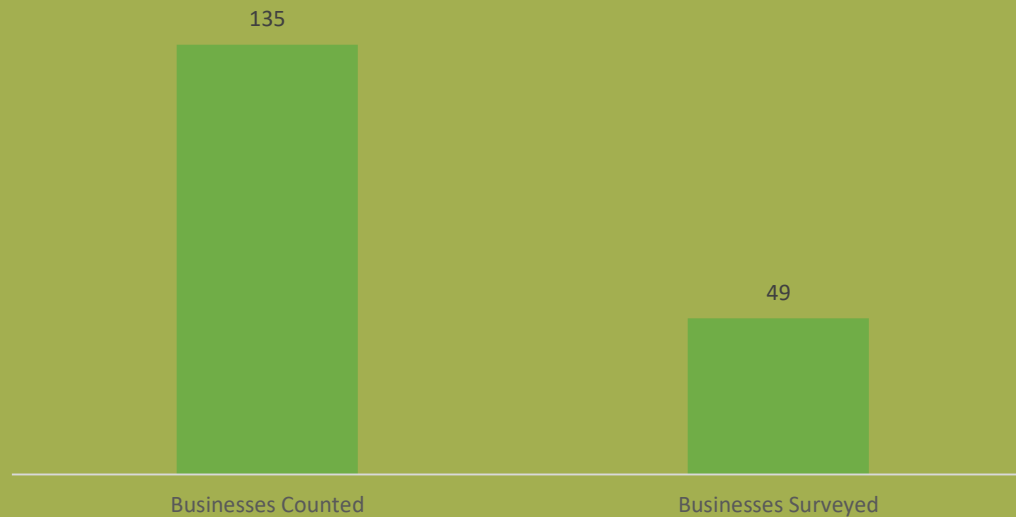


9 business owners identified and noted specific skill shortages when hiring.

# Asphodel-Norwood



# Cavan Monaghan



4 business owners asked to speak with a PKED Officer.



11 business owners requested to receive direct targeted messaging from PKED.

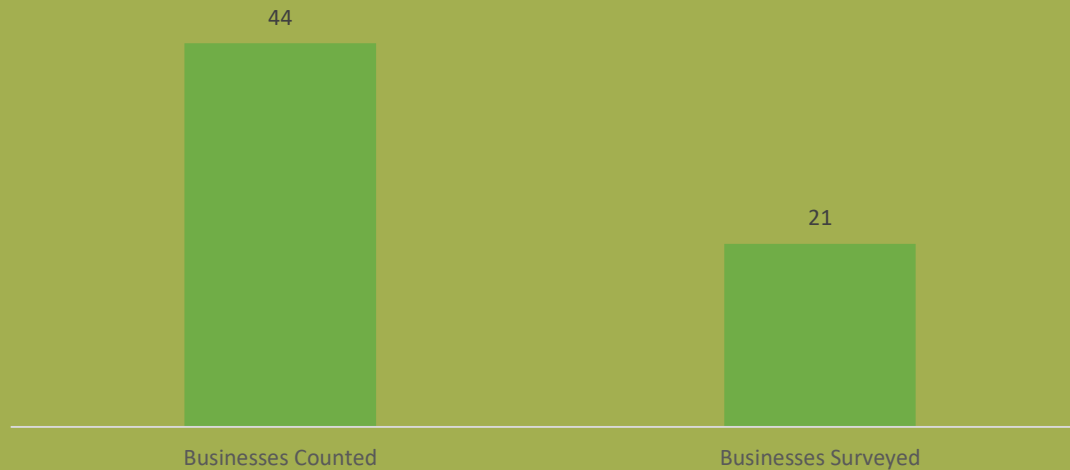


12 business owners identified and noted specific skill shortages when hiring.

# Cavan Monaghan



# Douro-Dummer



2 business owners asked to speak with a PKED Officer.



8 business owners requested to receive direct targeted messaging from PKED.



3 business owners identified and noted specific skill shortages when hiring.

# Douro-Dummer



# Havelock-Belmont-Methuen



4 business owners asked to speak with a PKED Officer.

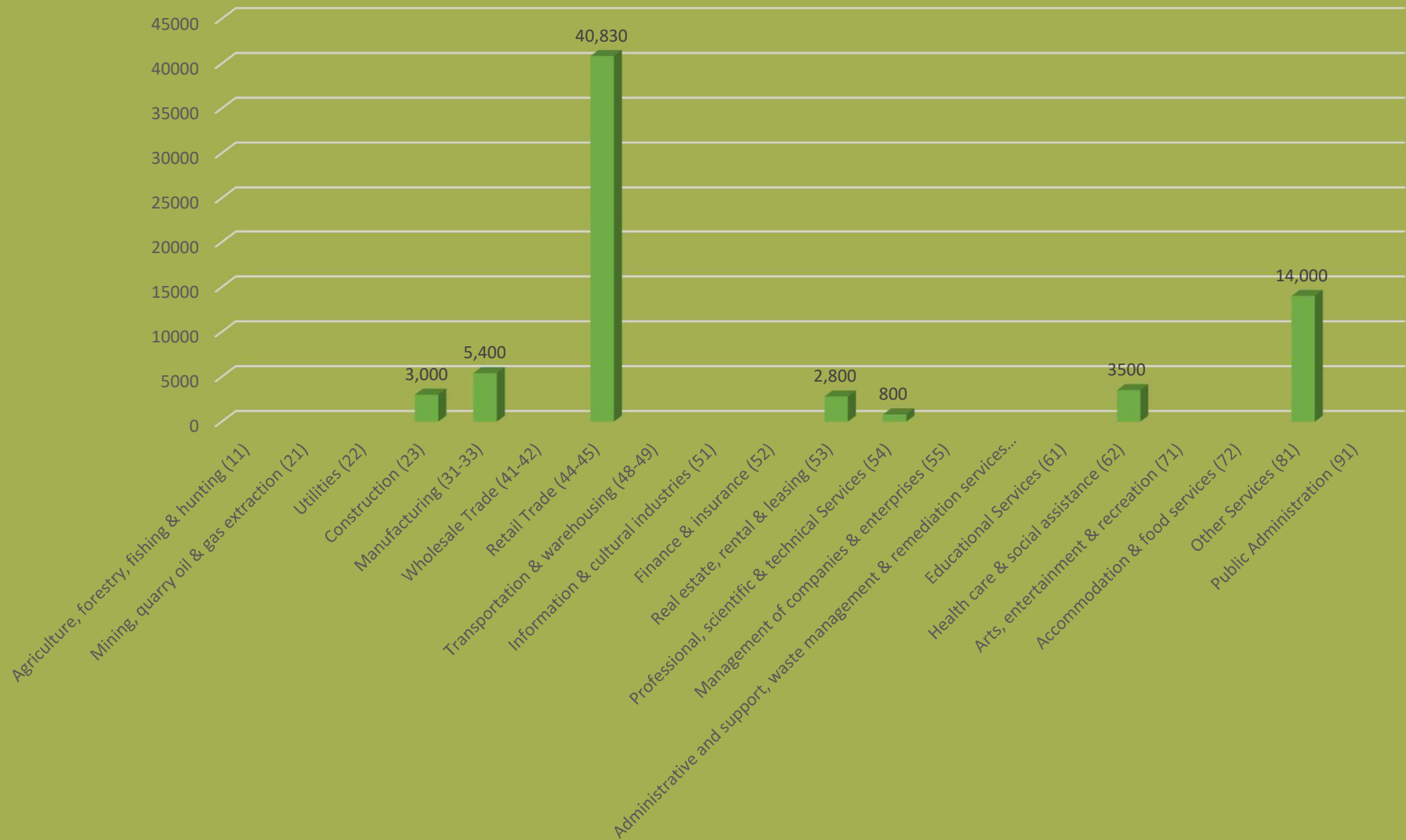


3 business owners requested to receive direct targeted messaging from PKED.

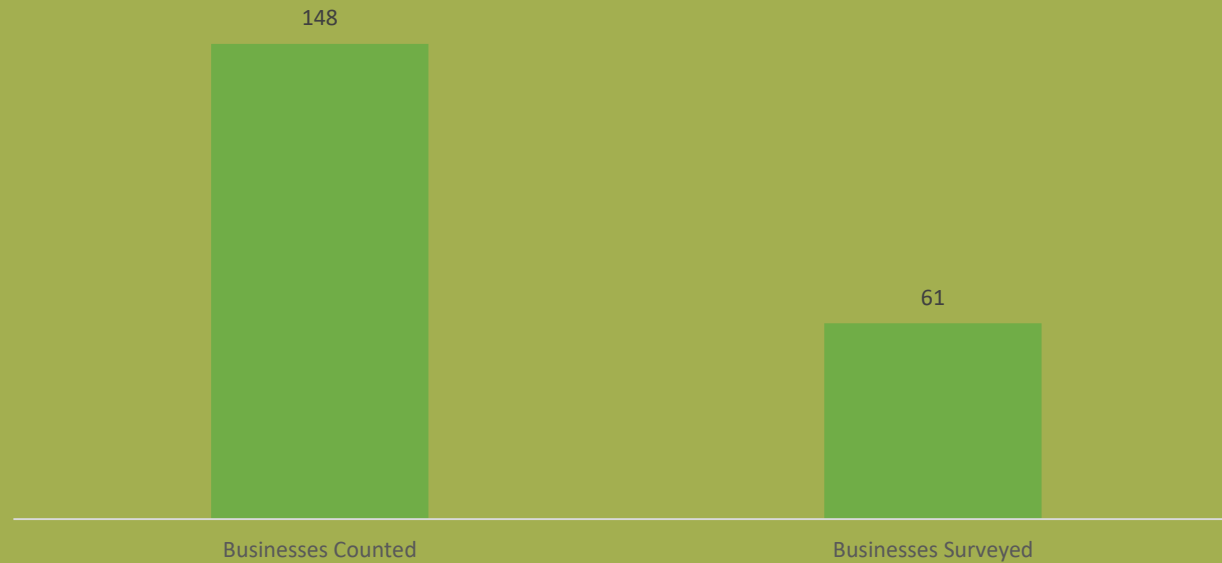


9 business owners identified and noted specific skill shortages when hiring.

# Havelock-Belmont-Methuen



# North Kawartha



3 business owners asked to speak with a PKED Officer.



4 business owners requested to receive direct targeted messaging from PKED.

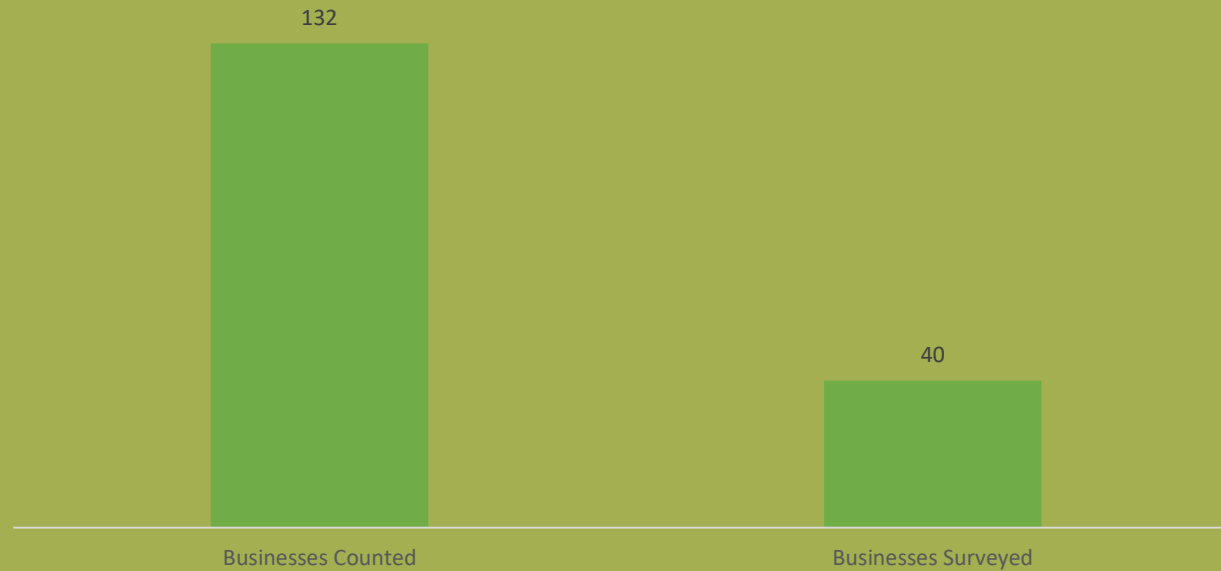


18 business owners identified and noted specific skill shortages when hiring.

# North Kawartha



# Otonabee-South-Monaghan



3 business owners asked to speak with a PKED Officer.



10 business owners requested to receive direct targeted messaging from PKED.

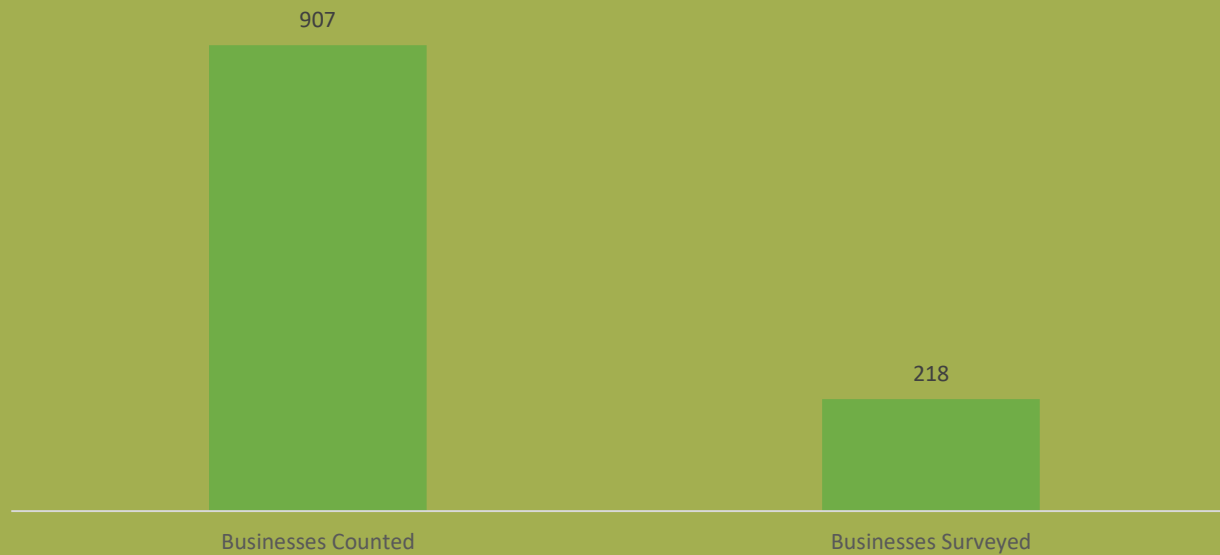


8 business owners identified and noted specific skill shortages when hiring.

# Otonabee-South-Monaghan



# City of Peterborough



7 business owners asked to speak with a PKED Officer.



106 business owners requested to receive direct targeted messaging from PKED.

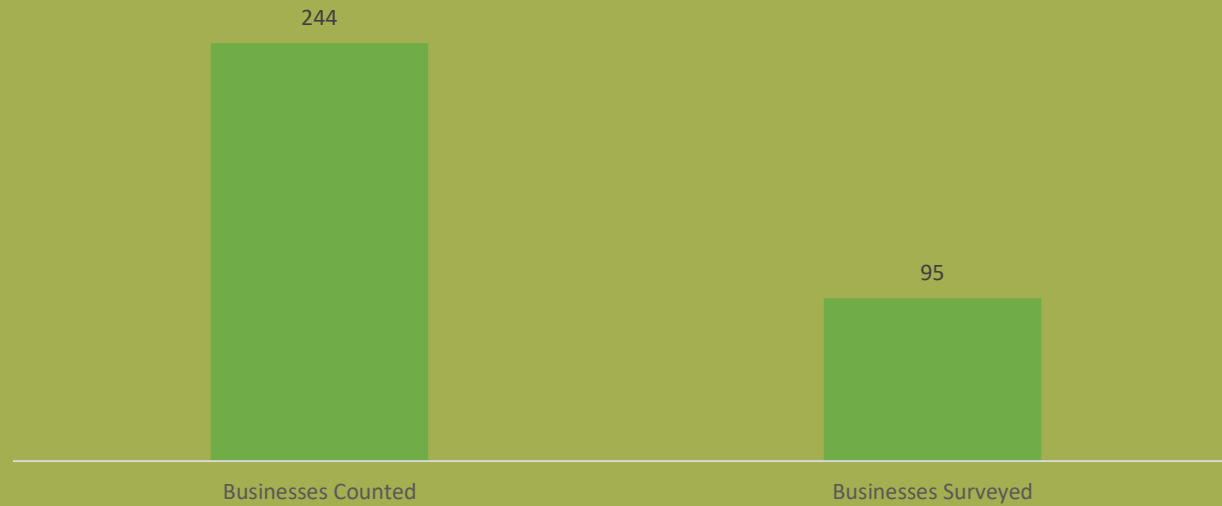


50 business owners identified and noted specific skill shortages when hiring.

# City of Peterborough



# Selwyn



5 business owners asked to speak with a PKED Officer.

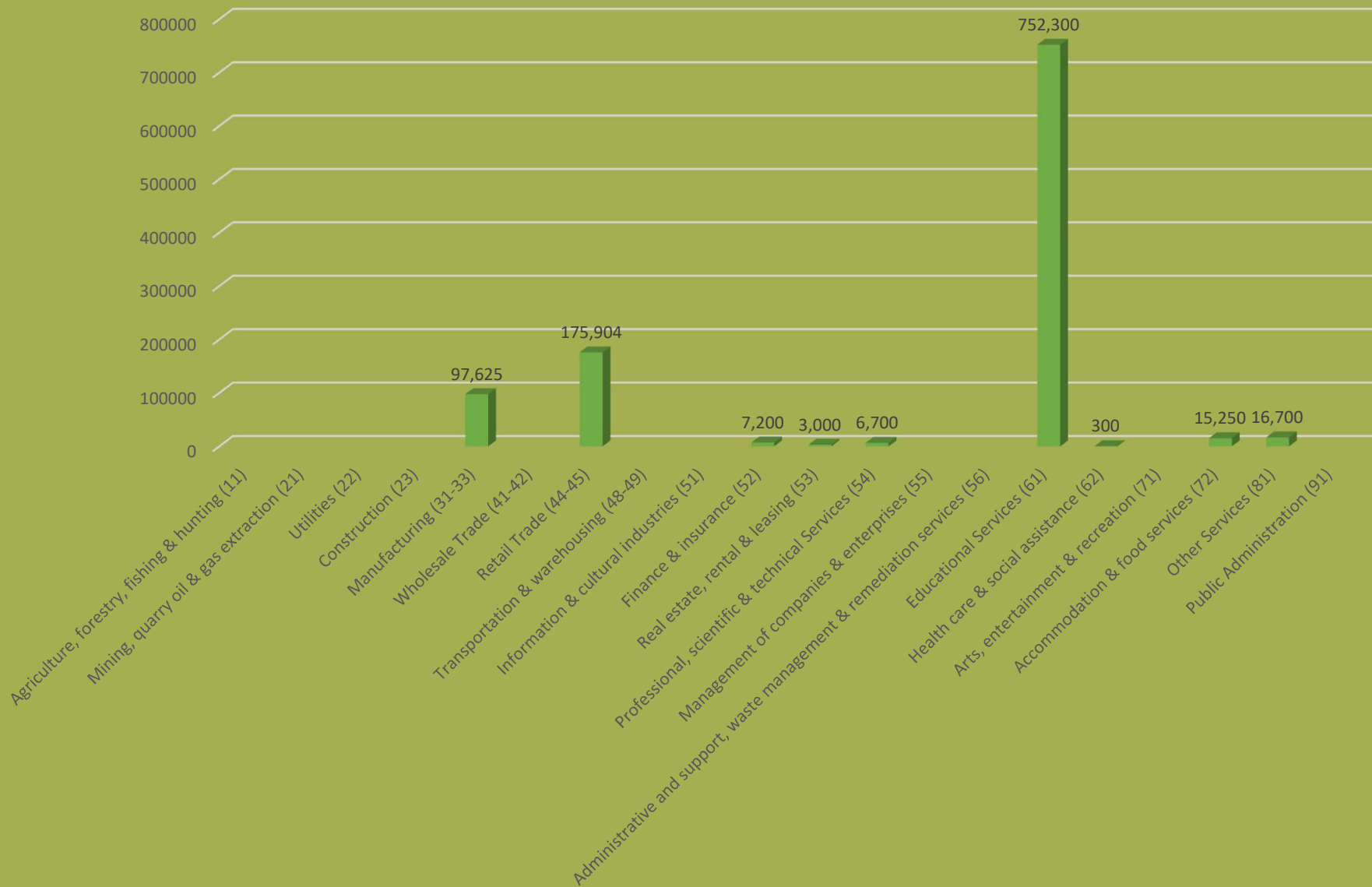


18 business owners requested to receive direct targeted messaging from PKED.

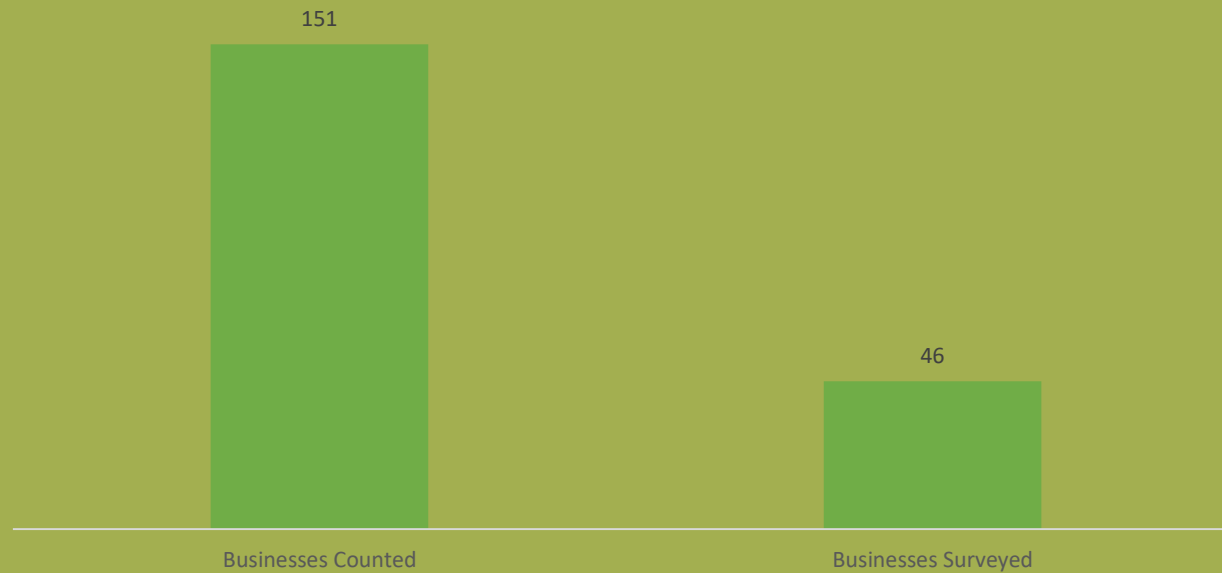


21 business owners identified and noted specific skill shortages when hiring.

# Selwyn



# Trent Lakes



4 business owners asked to speak with a PKED Officer.

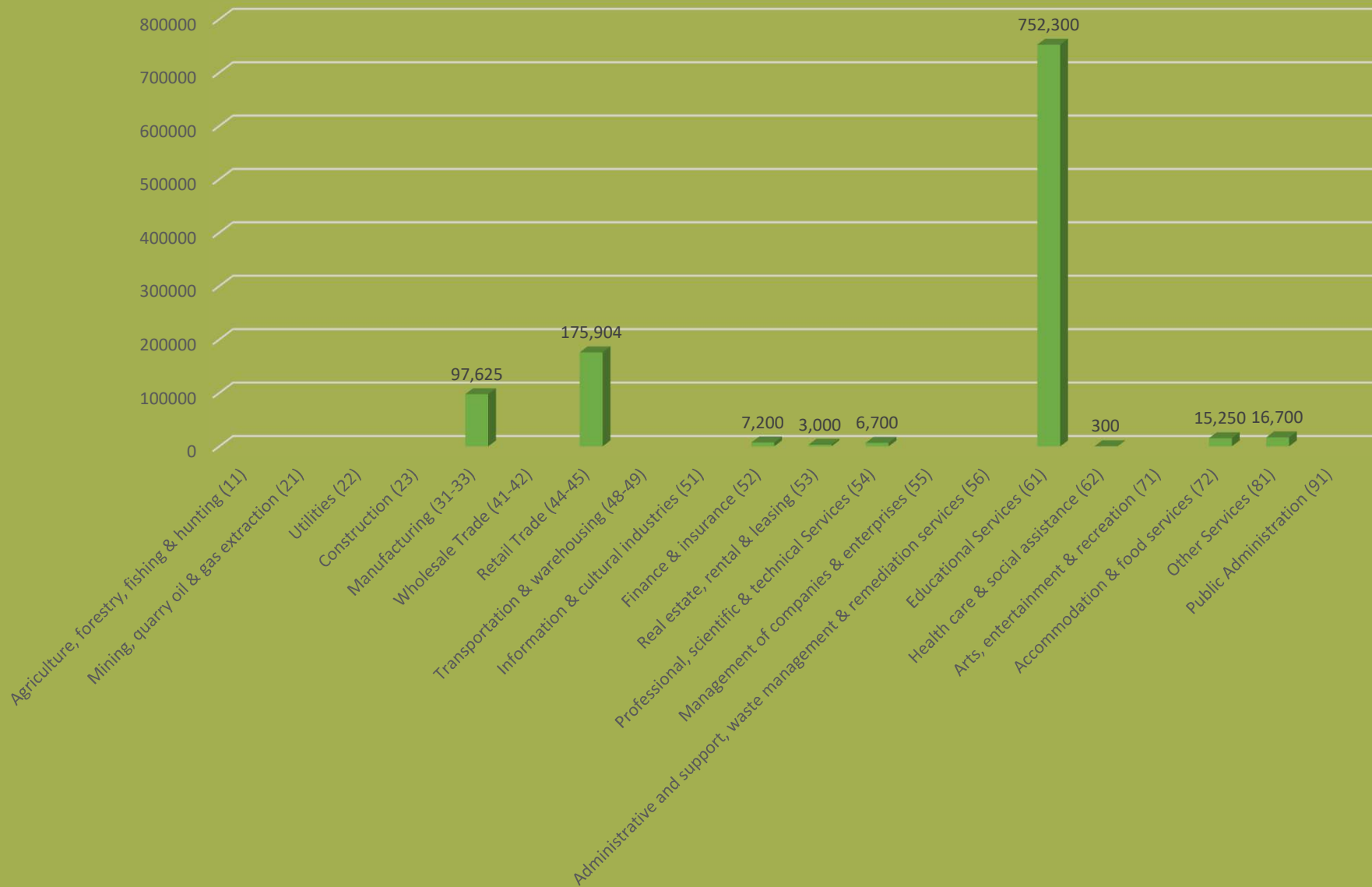


7 business owners requested to receive direct targeted messaging from PKED.



15 business owners identified and noted specific skill shortages when hiring.

# Trent Lakes



# Most Requested Services

The most common requests were for

- Navigating and accessing COVID-19 financing.
- Workforce development and retention assistance.
- Marketing and networking opportunities.

# Skill Shortages when Hiring

Skill Identified	Times Noted	Percent of Noted Shortages
<i>Administrative work</i>	1	0.68%
<i>Agricultural knowledge</i>	2	1.37%
<i>Auto mechanics</i>	10	6.85%
<i>Cleaners</i>	3	2.05%
<i>Construction</i>	1	0.68%
<b>Customer service</b>	<b>25</b>	<b>17.81%</b>
<b>Culinary</b>	<b>13</b>	<b>8.90%</b>
<i>General labour</i>	9	6.16%
<i>Health professionals</i>	4	2.74%
<i>Engineering</i>	2	1.37%
<i>Estheticians</i>	2	1.37%
<i>Financial &amp; accounting related skills</i>	5	4.11%
<i>Leadership</i>	1	0.68%
<i>Marketing</i>	1	0.68%
<i>Sales</i>	1	0.68%
<b>Scientific &amp; technical services</b>	<b>19</b>	<b>13.70%</b>
<b>Tradespeople</b>	<b>35</b>	<b>25.34%</b>
<i>Trucking transportation</i>	7	4.79%

# Directories and Communication Consent

- 544 of the 624 businesses surveyed (87%) requested to be listed in their local municipal business directory
- More than 120 business owners consented to receive direct messaging from PKED

# Looking Forward

- Following up again with the businesses that required immediate assistance
- We will be working with businesses to assist in their expansion plans.
- Excited for the level of data we can collect next year.
- Next year, hoping we can go out in person, we expect a higher completion rate.

An aerial photograph of a large body of water, likely a lake, with a long bridge crossing it. The sun is setting on the right side of the image, creating a warm, golden glow and reflecting on the water. The bridge has several vehicles on it. The surrounding landscape is covered in trees with autumn foliage. A white diagonal line runs from the top left towards the bottom right, and a small orange circle is located near the top left corner.

# Thank you

For any questions contact Steven Tripp  
E-mail: [Stripp@peterboroughed.ca](mailto:Stripp@peterboroughed.ca)  
Phone: 705-930-6281

**Peterborough Police Services Board****January 12<sup>th</sup> 2021 – Public Minutes**

Minutes of the public meeting of the Peterborough Police Services Board held in the Hugh Waddell Boardroom and via Teams.

**Members Present:** Bob Hall, Chair  
(Via Teams) Les Kariunas, Vice Chair  
Mayor Diane Therrien  
Councillor Gary Baldwin  
Mary ten Doeschate

**Also Present:** Scott Gilbert, Chief of Police  
(In the Boardroom) Tim Farquharson, Deputy Chief of Police  
Niquel Pritchard Pataki, Executive Assistant

**Regrets:** Councillor Anita Locke, Advisor for Lakefield  
Mayor Scott McFadden, Advisor for Cavan Monaghan

1. The Executive Assistant called the meeting to order. (4:08 PM)

Jeeti Sahota, Policing Services Advisor from the Ministry, was in attendance via Teams.

2. Election of the Chair and Vice Chair

- a) Call for Nominations for Chair

Moved by Les Kariunas  
Seconded by Mary ten Doeschate

That Bob Hall be the Chair of the Peterborough Police Services Board for the year 2021. –  
CARRIED

- b) Call for Nominations for Vice Chair

Moved by Les Kariunas  
Seconded by Mary ten Doeschate

That Les Kariunas be Vice Chair of the Peterborough Police Services Board for the year 2021. –  
CARRIED

The Executive Assistant turned the meeting over to the Chair.

3. Appointments to the Committees

- a) Labour Relations

- i) Moved by Les Kariunas  
Seconded by Diane Therrien

That Gary Baldwin be appointed as the Chair of the Labour Relations Committee for 2021. –  
CARRIED

- ii) Moved by Mary ten Doeschate  
Seconded by Diane Therrien

That Les Kariunas be appointed as a Member of the Labour Relations Committee for 2021. –  
CARRIED

b) Policy/Planning

- i) Moved by Diane Therrien  
Seconded by Mary ten Doeschate

That Les Kariunas be appointed as the Chair of the Policy/Planning Committee for 2021. –  
CARRIED

- ii) Moved by Gary Baldwin  
Seconded by Les Kariunas

That Diane Therrien be appointed as a Member of the Policy/Planning Committee for 2021. –  
CARRIED

c) Finance/Budget

- i) Moved by Gary Baldwin  
Seconded by Les Kariunas

That Mary ten Doeschate be appointed as the Chair of the Finance/Budget Committee for 2021. –  
CARRIED

- ii) Moved by Mary ten Doeschate  
Seconded by Diane Therrien

That Bob Hall be appointed as a Member of the Finance/Budget Committee for 2021. –  
CARRIED

d) Facility Review Committee

- i) Moved by Les Kariunas  
Seconded by Gary Baldwin

That Mary ten Doeschate be appointed as a Member of the Facility Review Committee. –  
CARRIED

- ii) Moved by Gary Baldwin  
Seconded by Les Kariunas

That Bob Hall be appointed as a Member of the Facility Review Committee. –  
CARRIED

4. Approval of the Agenda

Moved by Diane Therrien  
Seconded by Les Kariunas

That the agenda of the Peterborough Police Services Board meeting of January 12<sup>th</sup> 2021 be approved as circulated. –  
CARRIED

5. A declaration of conflict of interest was not noted.

6. Approval of the Minutes

Moved by Les Kariunas

Seconded by Mary ten Doeschate

That the Minutes of the December 22<sup>nd</sup> 2020 public meeting be approved as circulated. –  
CARRIED

7. Chief's Remarks

Moved by Diane Therrien  
Seconded by Gary Baldwin

That the Board receive the Chief's verbal remarks. –  
CARRIED

Chief Gilbert wished everyone a happy New Year and is looking forward to working with the Board.

The Chair asked about the enforcement of the Emergency Orders.

The Chief explained that Members are reviewing the information and will do what we were doing in March. We have applied to the Ministry for enhanced powers for our Special Constables in order to assist with enforcement. We are asking people to comply with the rules or enforcement will take place and there will be fines.

8. Chair's Remarks

Moved by Les Kariunas  
Seconded by Diane Therrien

That the Board receive the Chair's verbal remarks. –  
CARRIED

The Chair informed everyone that the upcoming year will be very busy. We have negotiations, a comprehensive transportation bylaw and staffing review to complete.

9. Delegations and Presentations

Nil

10. Correspondence

Moved by Mary ten Doeschate  
Seconded by Les Kariunas

That the following correspondence be received as one omnibus motion:

a) Ministry of the Solicitor General

- i) The notification about expanding the use of certified evidence in **Provincial Offences Act** courts.
- ii) The information and proclamation of the **Security from Trespass and Protecting Food Safety Act, 2020**.
- iii) The memo regarding fingerprinting of accused persons during COVID-19.
- iv) The amendments under the **Reopening Ontario Act**.
- v) The extension of the temporary exemptions under the **Police Record Checks Reform Act, 2015** which extend the exemptions until July 1<sup>st</sup> 2021.
- vi) The information about the **Reserved Parking for Electric Vehicles Charging Act, 2019** which amends the **Highway Traffic Act**.

- vii) The new deadline of July 1<sup>st</sup> 2021 for municipalities to prepare their Community Safety and Well-Being Plan and the letter from Minister Sylvia Jones.
- viii) The changes regarding dealer plates made under **R.R.O. 1990, Reg. 628 Vehicle Permits** under the **Highway Traffic Act**.
- ix) The information regarding the February 16<sup>th</sup> deadline for the submission of the 2020 Use of Force reports.
- x) The annual reporting deadline of February 28<sup>th</sup> for the Violent Crime Linkage Analysis System and Major Case Management.
- xi) The rules and information regarding the December 26<sup>th</sup> province wide shutdown.

b) Canadian Association of Police Governance (CAPG)

- i) The 2021 webinar series.
- ii) The notification of the January 26<sup>th</sup> webinar about Victim's Rights and Police Governance.

c) MP Maryam Monsef

The email from Peter Mitchell, Casework Manager and Chief of Staff to the Honorable Maryam Monsef, informing the Board and Chief Gilbert that she has spoken with the Justice Minister regarding their concerns with Bill C-75.

d) Blueline Magazine

The December edition of Blueline magazine.

e) City of Peterborough

The December 17<sup>th</sup> letter from John Kennedy, Clerk for the City of Peterborough, informing the Board that the 2021 budget has been approved by Council and that the additional \$66,170 be drawn from the City's general contingency fund. –  
CARRIED

Gary Baldwin noted the Blueline magazine article featuring Emily Jones, Community Development and Engagement Coordinator, for the Service.

11. Annual Assessment of the Workplace Violence and Prevention Program

Moved by Gary Baldwin  
Seconded by Mary ten Doeschate

That the Board receive the report from Karen Howran, HR Manager, and Chief Gilbert regarding the assessment of the effectiveness of the Workplace Violence Prevention Program. –  
CARRIED

12. Policy/Planning Committee:

a) Limousine Licensing Renewals

Moved by Mary ten Doeschate  
Seconded by Diane Therrien

That the Board receive the information from the Executive Assistant regarding the limousine licensing postponement. Further, that the Board approve the recommendation to delay the limousine licensing renewals to May 28<sup>th</sup> due to the pandemic. –  
CARRIED

b) Update on the Staffing Study

Moved by Les Kariunas  
Seconded by Diane Therrien

That the Board receive the update from Les Kariunas and Diane Therrien on the status of the Staffing Study. –  
CARRIED

Les Kariunas told the Board that he spoke with Chief Gilbert and the scope of work needs to be defined for the RFP which will include a review of the existing structure, crime trends and projections, sharing resources and looking at what other comparable police services are doing.

Gary Baldwin added that data from the Strategic Plan could be used for this project as it is recent and up to date so the scope of work shouldn't be too large.

13. 2021 Schedule of Board Reports

Moved by Gary Baldwin  
Seconded by Diane Therrien

That the Board receive the 2021 schedule of reports from the Executive Assistant. –  
CARRIED

The Chief suggested possibly moving the March 16<sup>th</sup> meeting as that is March Break. The Board will revisit this at a future meeting.

14. Authorization for the Chair to Sign Any Grant Requests and Reporting Requirements in 2021

Moved by Gary Baldwin  
Seconded by Mary ten Doeschate

That the Chair be authorized to sign the grant applications and any necessary reporting requirements in 2021 on behalf of the Board. –  
CARRIED

15. OAPSB, Annual Membership Fees

Moved by Gary Baldwin  
Seconded by Mary ten Doeschate

That the Board receive the information from the Executive Assistant regarding the OAPSB's annual membership fees and that she be authorized to pay the 2021 dues in the amount of \$5,811.12. –  
CARRIED

16. PAO Labour Conference

Moved by Gary Baldwin  
Seconded by Diane Therrien

That the Board receive the information from the PAO regarding the upcoming labour conference being held virtually on March 1<sup>st</sup> and 2<sup>nd</sup>. –  
CARRIED

17. Board Training

Moved by Gary Baldwin  
Seconded by Mary ten Doeschate

That the Board will have a virtual training session with the Ministry on February 2<sup>nd</sup> at 4:00 PM. –  
CARRIED

Gary Baldwin explained that this was arranged in 2020. He had requested that it be done in person; however, due to COVID, it did not happen. 60% of the Board Members have had no training so this must proceed.

18. Approval To Go In-Camera

Moved by Diane Therrien  
Seconded by Les Kariunas

That the Peterborough Police Services Board move in-camera to discuss items contained in the agenda package. (4:46 PM) –  
CARRIED

**Police Services Act:**

35 (4): The board may exclude the public from all or part of a meeting or hearing if it is of the opinion that,

- (a) matters involving public security may be disclosed and, having regard to the circumstances, the desirability of avoiding their disclosure in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public; or
- (b) intimate financial or personal matters or other matters may be disclosed of such a nature, having regard to the circumstances, that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public. R.S.O. 1990, c. P.15, s. 35.

The Chair reconvened the public meeting at 8:10 PM.

19. Ratification and Adjournment

Moved by Gary Baldwin  
Seconded by Les Kariunas

That the Board ratify all actions of today's date. –  
CARRIED

Moved by Mary ten Doeschate  
Seconded by Diane Therrien

That the public meeting be adjourned. (8:11 PM) –  
CARRIED

Read and approved this 2<sup>nd</sup> day of February 2021.

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Niquel Pritchard Pataki, Executive Assistant

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Bob Hall, Chair