1. **Call To Order**

A quorum of Council being present, Warden Taylor called the meeting to order at 9:30 a.m.

2. **Moment of Silent Reflection**

The Warden invited Councillors to stand for a moment of silent reflection so that Council, staff and members of the public could quietly reflect on their duty to the community that they are trying to serve.

3. **Moment of Silence**

4. **Roll Call**

The Clerk conducted the roll call.

**Present:**  Warden Joe Taylor (Otonabee-South Monaghan), Deputy Warden Mary Smith (Selwyn), Councillors Rodger Bonneau (Asphodel-Norwood), John Fallis (Cavan Monaghan), Ronald Gerow (Havelock-Belmont-Methuen), Doug Hutton (North Kawartha), Terry Low (Asphodel-Norwood), Jim Martin (Havelock-Belmont-Methuen), Bev Matthews (Trent Lakes), Scott McFadden (Cavan Monaghan), Dave Nelson (Otonabee-South Monaghan), Sherry Senis (Selwyn), Ron Windover (Trent Lakes) and Rick Woodcock (North Kawartha).

**Absent:**  Councillors J. Murray Jones (Douro-Dummer) and Karl Moher (Douro-Dummer).

**Staff Present:**  Trena DeBruijn, Director of Finance/Treasurer; Sheridan Graham, Director, Corporate Projects & Services; Patti Kraft, Director of Human Resources; Randy Mellow, Chief of Paramedics; Peter Nielsen, Manager, Engineering & Design; Sally Saunders, Clerk; Tammy Sikma, Manager of GIS; and Troy Speck, Chief Administrative Officer.
5. Adoption of Agenda

411-2017 Moved by: Councillor Windover
Seconded by: Councillor Hutton

Be it resolved that County Council adopts the agenda as circulated. Carried

6. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

7. Adoption of Minutes

412-2017 Moved by: Councillor Gerow
Seconded by: Councillor Low

Be it resolved that County Council adopts the minutes of the Regular County Council meeting of September 20, 2017 as circulated. Carried

8. Delegations, Petitions and Presentations

a. Warden Joe Taylor
   Re: Introduction of Troy Speck, Chief Administrative Officer

Warden Taylor introduced CAO Troy Speck and provided Council with an overview of his career and educational experience. Mr. Speck responded with words of appreciation for the opportunity to work for the County.

413-2017 Moved by: Councillor Smith
Seconded by: Councillor Gerow

Be it resolved that County Council receives the presentation from Warden Joe Taylor regarding the introduction of Troy Speck, Chief Administrative Officer. Carried
b. **Smith-Ennismore Police Services Board**  
Re: **County Road 14 (Yankee Line) Speed Limit Reduction**  
Petition (Roy Ellison)

414-2017  
Moved by: Councillor Senis  
Seconded by: Councillor Matthews

Be it resolved that County Council receives from the Smith-Ennismore Police Services Board the July 11, 2017 petition addressed to Selwyn Township Council from Roy Ellison requesting a speed limit reduction from 80 km per hour to 60 km per hour on County Road 14 (Yankee Line) from Robinson Road to McAuley Road and directs staff to consult with the affected Townships and undertake assessment as necessary, with a subsequent staff report to Council responding to the petition.  
Carried

c. **Jo Flatt, Senior Project Manager, Evergreen City Works**  
Re: **Peterborough Green Economy Action Lab Outcomes**

The Senior Project Manager, Evergreen City Works, reviewed the PowerPoint presentation. Ms. Flatt noted that the Mid-Sized Cities Program is an interdisciplinary program to help Ontario’s mid-sized cities thrive with pilot programs established in Peterborough, Hamilton, London and Greater Sudbury. She reviewed the Peterborough process with the goal of collectively evaluating and developing actions to support the advancement of Peterborough as a green economy and sustainable community. She highlighted the lab process and informed Council of the workshop findings, concluding her presentation by advising of next steps, namely:

1. Present the findings to PKED & Sustainable Peterborough to identify opportunities to move forward.
2. PKED to create Clean Tech Advisory Committee.
3. Council can seek greater policy alignment around the green economy.

Ms. Flatt responded to Council questions.
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415-2017 Moved by: Councillor Martin  
Seconded by: Councillor Woodcock

Be it resolved that County Council receives the presentation from Jo Flatt, Senior Project Manager, Evergreen City Works regarding the Peterborough Green Economy Action Lab Outcomes. Carried

9. Staff Reports

a. Administration - Corporate Projects & Services  
Re: Results of the Mid-Sized Cities Program: The Peterborough Green Economy Action Lab

The Director, Corporate Projects & Services, referred to her report which updated Council on the results of the Mid-sized Cities Program through the presentation of The Peterborough Green Economy Action Lab. Mrs. Graham thanked the City Director of Community Services for involving the County in this project. She advised that PKED CEO/President Rhonda Keenan will be working on developing the Clean Tech Advisory Committee and Council will be updated on that progress through PKED’s quarterly reports. She responded to Council questions.

416-2017 Moved by: Councillor Smith  
Seconded by: Councillor Low

Be it resolved that, the Peterborough Green Economy Action Lab report and presentation by Jo Flatt, Senior Program Manager at Evergreen, be received for information; and

That, the Report be referred to Peterborough & the Kawartha Economic Development and Sustainable Peterborough for consideration. Carried

10. Delegations, Petitions and Presentations Cont'd

d. Len Bennett, Risk Analyst, Frank Cowan Insurance  
(Attending: Viano Ciaglia, Regional Manager, Frank Cowan Insurance and Marlene Morrison-Nicholls, President of Stewart Morrison Insurance Emily Avery-Graves, Business Development Manager)  
Re: Risk Management 101 for Council
The Director, Corporate Projects & Services, introduced the Risk Analyst from Frank Cowan Insurance as well as the Regional Manager. In addition, the President and the Business Development Manager of Stewart Morrison Insurance were introduced.

Mr. Bennett advised Council that risk management is the process of making and carrying out decisions that will minimize the adverse effects of accidental losses upon an organization. Mr. Bennett reviewed the process involved in risk management set out below:

1. Identify and analyze
2. Formulate options
3. Select the best technique
4. Implement the plan
5. Monitor and Modify.

He explained that in the past 30 years, a greater apportionment of liability against municipalities has risen from 10-25% to over 55% and even 100% as per case law.

Mr. Bennett highlighted the importance of record keeping, staff training in completing the documents, and having an insurer or a third party consultant or legal counsel review County documents. Photographs are paramount to provide measurements and to identify a specific area.

He discussed steps to mitigate risk including inspections, checklists, incident reports, claims history reviews, protocols, best practices and contracts. He concluded his presentation by quoting the former Auditor General of Canada who stated: “Without good risk management practices, government cannot manage its resources effectively. Risk management means more than preparing for the worst. It also means taking advantage of opportunities to improve services or lower costs.”

The Director, Corporate Projects & Services, confirmed with Council the steps the County has taken to mitigate risks.

Mr. Bennett responded to Council questions concerning:

1. Hand-written field notes.
2. Joint and several liability.
3. Impacts relating to personal liability of elected officials and the role of the Integrity Commissioner set out in Bill 68 and further that Bill 68 may preclude the insurance company’s ability to indemnify elected officials which could result in fewer candidates for municipal elections.

4. Contacting Stewart Morrison directly when elected officials are notified of an accident after hours or on the weekend.

5. Beaver dams which are the responsibility of the property owner under the Occupier’s Liability Act as it relates to damages that may arise if a beaver dam located on their property bursts. Steps municipalities can take to mitigate these damages can be accomplished by placing the property owner and Conservation Authority, if applicable, on notice by providing a picture of the beaver dam and notifying them that should the beaver dam burst, the property owner, or Conservation Authority if applicable, would be responsible for damages.

6. The insurance company’s road expert can provide an analysis of required sightlines under the Ontario Traffic Manual.

7. Possible cost benefits to having GPS monitors in fleets but too early to tell for dash cams which could go either way.

8. Warning signs must be clear, accurate and specific to bring awareness to the matter but signage does not remove the need for repair.

9. Training of Councillors being paramount.

Moved by: Councillor Gerow
Seconded by: Councillor Smith

Be it resolved that County Council:


2. Directs staff to continue to work with Frank Cowan Insurance to identify areas for further risk management and pending the passing of Bill 68, Modernizing Ontario’s Municipal Legislation Act, 2017, to provide a report to Council of the implication of this legislation.

3. Directs staff to review the current Indemnification By-law (By-law No. 2008-75, being a by-law to provide for the indemnity and defence of Councillors and employees of the Corporation of the County of Peterborough against liability incurred while acting on behalf of the Corporation of the County of
Peterborough) to inform Council what coverage this by-law provides. Carried

Council recessed from 11:08 a.m. until 11:19 a.m.

11. Referrals

There were no referrals brought forward.

12. Staff Reports Cont’d

b. Public Works - Waste Management
   Re: Declaration of Waste Reduction Week in the County of Peterborough

The Manager of Waste Management reviewed the report advising Council that the Recycling Council of Ontario (RC) leads an annual Waste Reduction Week campaign to encourage everyone to do their part to reduce waste in their homes, their businesses and their communities. Ms. Stephen elaborated on the scheduled public events and programs: The Recycle Rangers – School Program, the Leaf and Yard Waste Collection, the Social Media Campaign to provide waste reduction and diversion tips, and the Gold Star Recycler – Reuse Edition. She responded to Council questions.

418-2017 Moved by: Councillor Bonneau
Seconded by: Councillor Fallis

Be it resolved that Council declare the week of October 16-22, 2017, Waste Reduction Week in the County of Peterborough. Carried

c. Finance
   Re: Debt Management Policy

The Director of Finance/Treasurer reviewed her report advising that during the 2017 Strategic Planning session, Council asked staff to prepare a report for information purposes on debenture financing. Ms. DeBruijn informed Council that a debt management policy should be adopted by Council prior to considering debenture financing.

Ms. DeBruijn outlined that the policy sets out the parameters for issuing debt, managing the debt portfolio and providing
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guidance to decision makers. She reviewed the policy statements which, prior to incurring debt, should be adhered to. She explained that borrowing for capital expenditures purposes may be done through the use of debentures, mortgage loans or other equivalent debt instruments and that temporary borrowing for the purposes of short-term cash flow management, will be handled through a separate by-law for annual Council approval.

Ms. DeBruijn explained that for prudent financial planning purposes, debt should be undertaken when the size of a project is such that funding cannot be accommodated within the tax supported capital budget and when no other viable funding sources are available. She addressed that the amount of debt a municipality is able to hold is limited by the Annual Repayment Limit (ARL) provided by the Ministry of Municipal Affairs and represents the maximum amount available to commit to payments relating to debt and financial obligations.

The Director of Finance/Treasurer set out that while the County is permitted to borrow up to the maximum permitted under the ARL (current 2017 ARL is $9,028,840) doing so would severely hamper the County’s flexibility and ability to respond financially to future requirements, emergencies and/or funding opportunities. She advised that staff recommend that the annual debenture/debt payments should not exceed a maximum of 50% of the ARL or $4,514,420 annually. She added that borrowing to support long-term asset management planning needs not exceed 25% of the ARL (approximately $2,257,210 based on 2017 rates) leaving the County with flexibility to borrow up to an additional 25% of ARL, if required, to respond to emergencies and/or to meet senior government funding opportunities.

Ms. DeBruijn emphasized that a resolution should be passed by Council in open session if it decides to surpass the limitations set out in the policy, waiving the policy restriction to surpass the maximum capacity of 50% of ARL and that debt must be authorized by by-law. She explained that prior to a by-law being considered by Council, the Treasurer’s certification that the County has sufficient capacity within its debt repayment limit to incur additional debt must be obtained. She responded to Council questions.
Moved by: Councillor Woodcock  
Seconded by: Councillor Fallis  

Be it resolved that County Council adopt the Debt Management Policy and that it be administered through the Finance Department.  

Carried

13. Staff Reports for Information Only  

The Warden asked if any member of Council would like to deal with any staff reports for information separately.  

a. Finance  
Report prepared by: Trena DeBruijn, Director of Finance/Treasurer  
Re: Investment Report By-law 2010-68

b. Finance  
Report prepared by: Yvette Peplinskie, Deputy Treasurer  
Re: Accounts for the month of August, 2017

c. Finance  
Report prepared by: Trena DeBruijn, Director of Finance/Treasurer  
Re: Monthly Financial Update – August, 2017

d. Finance  
Report prepared by: Yvette Peplinskie, Deputy Treasurer and Chris Allen, Purchasing Coordinator  
Re: Purchasing Awards – August, 2017

e. Finance  
Report prepared by: Trena DeBruijn, Director of Finance/Treasurer  
Re: Debenture Financing

f. Administration - Clerk’s Division  
Report prepared by: Katie McLean, Administrative Services Assistant  
Re: Correspondence Report

Moved by: Councillor Senis  
Seconded by: Councillor Woodcock  

Be it resolved that County Council receives the above noted Staff Reports for Information Only items a. through f.  

Carried
Council discussed the Consent Agenda for Staff Reports for Information Only particularly when the information report includes pertinent financial information. The CAO responded that the current process includes discussions at Management Team Meetings during review of the draft Council Agenda. Mr. Speck advised that if financial items were included in the Consent portion of the Agenda, those Reports would be pulled and dealt with separately. The CAO added that Management Team will look at this current process for transparency improvements.

14. Correspondence - Action Items

a. City of Hamilton resolution dated September 13, 2017  
Re: Assessment Act Amendments - Providing a Property Tax Exemption to Non-Profit Long-Term Care Homes – Update

421-2017 Moved by: Councillor Gerow  
Seconded by: Councillor Matthews

Be it resolved that County Council supports the City of Hamilton’s resolution dated September 13, 2017 requesting:

1. The Province identify a plan to continue with the Transitional Mitigation Payment for a multi-year period.

2. The Honourable Charles Sousa, Minister of Finance grant an extension of the Transitional Mitigation Payment through the reassessment period of 2017 to 2020.

3. The unbudgeted transitional funds provided for 2017, in the amount of $972,307, be allocated to reducing the impact of 2017 assessment appeals. Carried

b. The Municipality of Killarney resolution dated September 13, 2017  
Re: Proposed Changes to the Ambulance Act and Fire Protection & Prevention Act

422-2017 Moved by: Councillor Nelson  
Seconded by: Councillor Smith

Be it resolved that County Council supports the resolution from the Municipality of Killarney dated September 13, 2017 regarding the proposed Provincial changes to the Ambulance Act and Fire Protection & Prevention Act and requests the Association of Municipalities of Ontario (AMO) keep all municipalities informed.
of this matter so that all stakeholders have input into these proposed changes which may result in additional costs to our municipalities (such as increased training, legal liability etc.).

Lost

423-2017  Moved by:  Councillor Senis
Seconded by:  Councillor Low

Be it resolved that County Council receives the resolution from the Municipality of Killarney dated September 13, 2017 regarding the proposed Provincial changes to the Ambulance Act and Fire Protection & Prevention Act and requests the Association of Municipalities of Ontario (AMO) keep all municipalities informed of this matter so that all stakeholders have input into these proposed changes which may result in additional costs to our municipalities (such as increased training, legal liability etc.).

Carried

15. Committee Reports

a. Councillor Scott McFadden
   Joint Services Steering Committee
   Re: Minutes of September 21, 2017

424-2017  Moved by:  Councillor Fallis
Seconded by:  Councillor Martin

Be it resolved that County Council receives and adopts the Joint Services Steering Committee meeting minutes of September 21, 2017. (Ontario Early Years System and Child and Family Centres Transformation Plan Update).

Carried

16. Liaison Reports from External Committees, Boards and Agencies

a. Peterborough and The Kawarthas Economic Development (PKED) – Troy Speck, CAO and PKED Board Member reported that he attended his first Board meeting last week at which time the Sustainable Peterborough annual report card was presented by the City Director of Community Services, Ken Doherty. County Council will be updated regarding the Clean Tech Advisory Committee at the November 15th Council Meeting during the PKED presentation. The Wayfinding Committee presented a signage strategy. There was no report from the Agricultural Advisory Committee. Mr. Speck advised that
Pioneer Road should be completed by the fall of 2018 and that Noblegen will be the first business located in the Trent Research Park. Mr. Speck concluded his report by advising that the City will market other sites.

b. Greater Peterborough Chamber of Commerce – Councillor Senis reported that the Chamber is again advocating for small and medium-sized businesses with regard to proposed federal tax changes which could impact businesses which employ family members, reinvests revenue or want to pass the business on to their children. Councillor Senis advised that the Love Local Peterborough Business Expo was a great success with over 100 exhibitors. She invited Councillors to attend the Carousel Restaurant on October 10\textsuperscript{th} at 7:00 a.m. for a Breakfast Meeting with guest speakers, the Peterborough and Kawarthas Economic Development. She concluded her report by advising that the tickets for the Chamber 2017 Business Excellence Awards being held on Wednesday, October 18\textsuperscript{th} at Showplace are now available from the Executive Assistant to the CAO and Warden.

c. Peterborough Housing Corporation (PHC) - Councillor Matthews reported that the Board met on September 20\textsuperscript{th} and that the Corporation will be the new owners and managers of Sunshine Homes (110 units) on Crystal Drive. Thirty-eight units are being constructed in the Fleming building on Bonaccord Street plus an additional 81 units of supportive housing for seniors at this site. She advised that the PHC will be the new owner of the new shelter and 15 single occupancy rooms on the former site of Brock Mission on Murray Street. She stated that PHC will have grown by 30% by the end of 2018. Councillor Matthews noted that the City has contributed one million dollars for the McRae build. She concluded her report by advising that the non-smoking designation for Trailview Terraces begins January 1, 2018.

Moved by: Councillor Bonneau
Seconded by: Councillor Hutton

Be it resolved that the Liaison Representative Reports and supporting documentation be received for information. Carried
17. Resolutions

There were no resolutions presented for Council consideration.

18. Notices of Motion

There were no notices of motion presented.

19. New Business

a. **Norwood Fall Fair** – Councillor Bonneau invited everyone to attend the annual Fall Fair this Thanksgiving Weekend.

b. **Peterborough County Plowmen’s Association** – Councillor Gerow advised that the 2017 Plowing Match took place in Belmont last weekend and that the VIP Match was won by Township of Asphodel-Norwood Councillor Debbie Lynch.

c. **Official Plan** – Councillor McFadden inquired about today’s deadline regarding providing the Province with agricultural land use mapping and comments. The Manager of GIS will follow up on this matter.

20. Closed Session

There were no closed session matters requiring Council consideration.

21. Rise from Closed Session With/Without a Report

There were no closed session items to report since County Council did not hold a closed session meeting.

22. Adoption of Amended Agenda to Add Closed Session Items Being Reported

There were no items being reported.

23. Reading and Passing of By-laws

There were no By-laws presented.
24. **Confirming By-law**

426-2017  Moved by:  Councillor Woodcock  
Seconded by:  Councillor Gerow  

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 By-law 2017-78.  

Carried

25. **Future Meeting Schedule**

**October**
- 4  9:30 a.m.  County Council (Council Chambers)
- 16  TBD  Waste Management Committee Pre-Meeting (County Court House, Committee Room)
- 16  2:00 p.m.  Waste Management Committee Meeting (City Hall, General Committee Room)
- 18  9:30 a.m.  County Council (Council Chambers)
- 26  10:30 a.m.  Land Division Committee (Council Chambers)
- 26  2:00 p.m.  JSSC Pre-Meeting (Boardroom) (Subject to Confirmation)
- 26  3:45 p.m.  JSSC Meeting (City Hall, General Committee Room)

**November**
- 1  9:30 a.m.  County Council (Council Chambers)
- 13  1:00 p.m.  Waste Management Committee Pre-Meeting (County Court House, Committee Room)
- 13  2:00 p.m.  Waste Management Committee Meeting (City Hall, General Committee Room)
- 15  9:30 a.m.  County Council (Council Chambers)
- 22  3:00 p.m.  Accessibility Advisory Committee (Meeting/Christmas Lunch - Chemong Lodge)
- 28  9:30 a.m.  Lang Pioneer Museum Advisory Committee (Location TBD with Christmas lunch to follow)

**December**
- 6  9:30 a.m.  County Council (Council Chambers)
- 20  9:30 a.m.  County Council (Council Chambers)

*Indicates a change to the date and/or time*
26. Adjournment

427-2017  Moved by: Councillor Windover
          Seconded by: Councillor Hutton

Be it resolved that the County Council meeting adjourn at 11:58 a.m.

Carried

Joe Taylor             Warden

Sally Saunders         County Clerk