



Township of Douro-Dummer Agenda for a Regular Meeting of Council

**Tuesday, September 19, 2023, 5:00 p.m.
Council Chambers in the Municipal Building**

Please note, that Council may, by general consensus, change the order of the agenda, without prior notification, in order to expedite the efficiency of conducting business.

Please contact the Acting Clerk if you require an alternative method to virtually attend the meeting. martinac@dourodummer.on.ca or 705-652-8392 x210

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15. Announcements:
16. Closed Session: None
17. Rise from Closed Session with or without a Report
18. Matters Arising from Closed Session
19. Confirming By-law - 2023-42
20. Next Meeting:
Regular Council Meeting - October 3, 2023
Committee of the Whole - October 10, 2023
21. Adjournment

Minutes of the Special Meeting of Council of the Township of Douro-Dummer

September 5th, 2023, 4:00 PM

Special Closed Session Council Chambers

**The open portions of this meeting will be recorded.
The recording of this meeting will be posted on the Township's YouTube
Channel as soon as possible after the meeting.
https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R_A?**

Member Present: Mayor Heather Watson
Deputy Mayor Harold Nelson
Councillor Thomas Watt
Councillor Adam Vervoort
Councillor Ray Johnston

Staff Present: CAO - Elana Arthurs
Acting Clerk - Martina Chait-Hartwig

1. Approval of Closed Session Agenda - September 5, 2023

With a quorum of Council in attendance, the Chair called the meeting to order at 4:01 p.m. and stated that the reasons for the Special Meeting is to allow Council to enter into Closed Session.

Resolution Number 254-2023

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the agenda for the Special Meeting of September 5th, 2023 be approved.

Carried

2. Land Acknowledgement

The Chair recited the Land Acknowledgement.

3. Declaration of Pecuniary Interest

The Chair reminded members of Council of their obligation to declare any pecuniary interest they might have. None were declared.

4. Move into Closed Session

Resolution Number 255-2023

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That Council enter into Closed Session at 4:04 p.m. for the Section 239 (2) of the Municipal Act, 2001, S.O. 2001, c. 25

(a) the security of the property of the municipality or local board;

(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Carried

5. Closed Session Items

5.1 Report to Council – C.A.O. 2023-22

Section 239 (2) of the Municipal Act, 2001, S.O. 2001, c. 25

(a) the security of the property of the municipality or local board;

(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

6. Rise from Closed Session with or without a Report

Resolution Number 256-2023

Moved by: Councillor Johnston

Seconded by: Councillor Watt

That Council come out of closed session at 4:22 p.m. with a report.

That the report, dated September 5, 2023, regarding a response to the City of Peterborough Mayor's letter be received; and

That Council authorize and direct that a letter be sent by Mayor Watson on behalf of Council and the Township of Douro-Dummer in response.

Carried

7. Adjournment

Resolution Number 257-2023

Moved by: Councillor Vervoort

Seconded by: Councillor Watt

That the meeting adjourn at 4:23 p.m.

Carried

Deputy Mayor, Harold Nelson

Acting Clerk, Martina Chait-Hartwig

Minutes of the Regular Meeting of Council of the Township of Douro-Dummer

**September 5, 2023, 5:00 PM
Council Chambers in the Municipal Building**

Member Present: Mayor Heather Watson
Deputy Mayor Harold Nelson
Councillor Thomas Watt
Councillor Adam Vervoort
Councillor Ray Johnston

Staff Present: CAO - Elana Arthurs
Acting Clerk - Martina Chait-Hartwig
Interim Treasurer - Paul Creamer
Manager of Recreation Facilities - Mike Mood
Planner - Christina Coulter

Staff Absent: Temporary CBO - Don Helleman
Manager of Public Works - Jake Condon
Fire Chief - Chuck Pedersen

1. Call to Order

With a quorum of Council being present, the Chair called the meeting to order at 5:01 p.m.

2. Land Acknowledgement

The Chair recited the Land Acknowledgement.

3. Moment of Silent Reflection

3.1 Moment of Silence - Alexander "Al" Rennie - County Council Member and Deputy Reeve, Former Township of Dummer - 1982-1991

Council observed a moment of silent reflection and a moment of silence for the recent passing of Alexander "Al" Rennie, County Council Member and Deputy Reeve.

4. Disclosure of Pecuniary Interest:

The Chair reminded members of Council of their obligation to declare any pecuniary interest they might have. None were declared.

5. Adoption of Agenda: September 5, 2023

Resolution Number 258-2023

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the agenda for the Regular Council Meeting, dated September 5, 2023, be adopted, as amended. Carried

6. Adoption of Minutes and Business Arising from the Minutes

6.1 Special Council Meeting Minutes - August 1, 2023

Resolution Number 259-2023

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That the Special Council Meeting minutes from August 1, 2023 be received and approved. Carried

6.2 Council Meeting Minutes - August 1, 2023

Resolution Number 260-2023

Moved by: Councillor Johnston

Seconded by: Councillor Watt

That the Regular Council Meeting minutes from August 1, 2023 be received and approved. Carried

7. Consent Agenda (Reports voted upon by ONE motion) - No Debate

7.1 County of Peterborough - Notice of Public Information Centre - Hickey
Bridge on County Road 32 (River Road)

Resolution Number 261-2023

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That the Consent Agenda dated September 5th, 2023 be received. Carried

8. Delegations, Petitions, Presentations or Public Meetings:

8.1 Public Meeting - Zoning By-law Amendment File R-04-23 (McMillan),
Planning-2023-26

Resolution Number 262-2023

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the Public Meeting regarding the proposed Zoning By-law
Amendment R-04-23 (McMillan) be declared open. (5:12 p.m.).

Carried

Christina Coulter, Planner, explained that the subject property is currently
zoned Rural. The Zoning By-law Amendment proposes to rezone the
subject lands from the Rural Zone to the Hamlet Residential Zone.

The rezoning is required as a condition of consent for severance
application Files B-179-22, B-180-22 and B-181-22, that were conditionally
approved by Peterborough County on April 6, 2023.

In attendance:

Cory McMillan, Applicant

Comment received:

- Enbridge Gas Inc.: No objections to the application.
- Kawartha Pine Ridge District School Board: No concerns or issues
related to their mandate.
- Otonabee Region Conservation Authority:
The subject property is located outside of any known natural
flooding/erosion hazards and the application is consistent with
Section 3.1 of the PPS referencing Natural Hazards.

Otonabee Conservation mapping shows the proposed new lots fall outside
of the regulated area. A permit is NOT required from the Authority for the
new development.

The subject lands are not located in a vulnerable area as per the Revised
Trent Source Water Protection Plan (SPP).

Resolution Number 263-2023

Moved by: Councillor Johnston

Seconded by: Councillor Vervoort

That the Public Meeting for Zoning By-law Amendment R-04-20 - McMillan be declared closed. (5:18 p.m.)

Carried

9. Staff Reports

9.1 Report and Capital Project Status

Resolution Number 264-2023

Moved by: Councillor Watt

Seconded by: Councillor Johnston

That the report and capital project status for August 2023 be received with thanks.

Carried

9.2 Severance Application B-116-21 Amended – Revised Report, Planning-2023-27

Resolution Number 265-2023

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That Report, be received and that Peterborough County Land Division be advised that the Township of Douro-Dummer has revised their comments as they pertain to Severance Application B-116-21 Amended – REVISED; and that

Based on additional information received from OMAFRA and County of Peterborough Staff, the proposed severance does not appear to conform to Minimum Distance Separation (MDS) requirements; and that

Should the proposed severed lot be relocated outside of the MDS Arc, but within 120 metres of a key hydrologic feature, confirmation is required, to the satisfaction of the Township and County of Peterborough, that a 30 metre vegetation protection zone (VPZ) has been identified and that the proposed lot is located outside of the VPZ as required by Section 4.2.4 of the Growth Plan; and that

The revised location of the severed parcel be reviewed by the Manager of Public Works to ensure that a safe entrance is possible; and that

The amended Municipal Appraisal Form (MAF) dated August 24, 2023 attached to this Report be provided to Peterborough County Land Division.

Carried

9.3 Request for Change to Procedural By-law – Public Comment Period, Clerk's Office-2023-24

Resolution Number 266-2023

Moved by: Mayor Watson

Seconded by: Councillor Vervoort

That the report, dated September 5, 2023 regarding a request for a public comment period at Council meetings be received and that Staff be requested to prepared an Amending By-law for Council approval at the next meeting.

Carried

9.4 OPP Amending Agreement – Contract Extension, C.A.O.-2023-21

Resolution Number 267-2023

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That the report, dated September 5, 2023 regarding the OPP Amending Agreement – Contract Extension be received; and

That Council approve the By-law to execute the agreement at the appropriate time during the meeting.

Carried

9.5 Advertising and Sponsorship Policy, Recreation Facilities-2023-06

Resolution Number 268-2023

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That the report, dated September 5, 2023, regarding Advertising and Sponsorship Policy and Procedure be deferred.

Carried

9.6 Financial Report – July 31, 2023, Treasurer-2023-20

Resolution Number 269-2023

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the report, dated September 5, 2023, regarding Financial Report – July 31, 2023 be received.

Carried

10. Committee Minutes and Other Reports:

10.1 Update on County Council Matters

Resolution Number 267-2023

Moved by: Councillor Johnston

Seconded by: Councillor Vervoort

That the verbal report from Deputy Mayor Nelson regarding an update on County Council matters be received.

Carried

10.2 Committee of Adjustment Meeting Minutes - April 21, 2023

10.3 Douro-Dummer Police Service Board Meeting Minutes - May 4, 2023

10.4 Township of Douro-Dummer Short-Term Rental Advisory Committee Meeting Minutes - May 18, 2023

10.5 Events Committee Meeting Minutes - June 19, 2023

Resolution Number 270-2023

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That the Committee of Adjustment minutes from April 21, 2023 and the Douro-Dummer Police Service Board meeting minutes from May 4, 2023 be received and further that the minutes from the Township of Douro-Dummer Short-Term Rental Advisory Committee meeting held on May 18, 2023 and the Events Committee minutes from June 19, 2023 both be received and approved.

Carried

10.6 Mayor Watson - Report to Council regarding 2023 CAO Performance Evaluation Process

Resolution Number 271-2023

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the report to Council, dated September 5, 2023 from Mayor Watson be received and that Council authorize the Acting Clerk to work with the Mayor to undertake a 2023 CAO performance review. Carried

11. Correspondence – Action Items:

11.1 Township of Severn - Climate Emergency Just Transition Transfers

Resolution Number 273-2023

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That the letter from the Township of Severn regarding Climate Emergency Just Transition Transfers not be received or supported. Carried

11.2 Municipality of South Huron - Support Time for Change - Municipal Freedom of Information and Protection of Privacy Act

Resolution Number 274-2023

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That the Resolution from the Municipality of South Huron requesting an update to the Municipal Freedom of Information and Protection of Privacy Act be received and supported. Carried

12. By-laws:

12.1 By-law 2023-35 - By-law to Appoint Clerk and Repeal Previous By-laws

Moved by: Councillor Johnston

Seconded by: Mayor Watson

That By-law 2023-35 - By-law to Appoint a Clerk and Repeal Previous By-laws be passed, in open council this 5th day of September, 2023 and that the Deputy Mayor and the Deputy Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

- 12.3 By-law 2023-37 - By-law to authorize the execution of an Agreement to Extend the OPP Police Services Contract for an Additional Two Years
Moved by: Councillor Watt
Seconded by: Councillor Johnston
That By-law 2023-37, a By-law to authorize the execution of an Agreement to Extend the OPP Police Services Contract for an Additional Two Years, be passed, in open council this 5th day of September, 2023 and that the Deputy Mayor and the Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

- 12.2 By-law 2023-36 - To amend By-law Number 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law" (R-04-23) (McMillan)
Moved by: Councillor Watt
Seconded by: Councillor Vervoort
That By-law 2023-36, a By-law to amend By-law Number 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law" (R-04-23) (McMillan), be passed, in open council this 5th day of September, 2023 and that the Deputy Mayor and the Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

14. Notices of Motion

- 14.2 Mayor Watson - Police Service Board Amalgamation - Presented August 1, 2023

Resolution Number 275-2023

Moved by: Mayor Watson

Seconded by: Councillor Watt

WHEREAS, The Community Safety & Policing Act received Royal Assent on March 26, 2019 but regulations have not yet been released and is not in force and effect; and

WHEREAS, Part 4, Section 24 is designed to create efficiencies through amalgamating Section 10 Police Services Boards throughout the province;

and WHEREAS, Section 22, Item 8 extends Section 10 Boards to include First Nations representation on these newly amalgamated Boards; and

WHEREAS, Under the Police Services Act (1990), Section 10 Police Services Boards have historically been administered through existing municipal resources; and

WHEREAS, The amalgamation process will consume considerable resources to recruit and train members, establish policies, create a strategic plan and establish communication tools, all of which are required by the province; and

WHEREAS, First Nations do not have an available tax base from which to help fund Police Service Board operations; and

WHEREAS, Municipalities and municipal tax payers are left to fund significant start-up costs to implement the requirements of the Community Safety & Policing Act governance and implementation of community safety initiatives; and

WHEREAS, To date there have been no funds confirmed from the province to assist with the amalgamation or start-up costs;

THEREFORE BE IT RESOLVED THAT; The Council of the Township of Douro-Dummer ask that the Ministry of the Solicitor General provide one-time funding to assist with the start-up costs related to the amalgamation of Section 10 Boards in the province; and

THAT, A copy of this Resolution be circulated to Minister Michael Kerzner, Hon. David Piccini, MPP Dave Smith, Association of Municipalities of Ontario, Ontario Association of Police Service Boards, all Municipalities and Williams Treaty First Nations. Carried

15. Announcements:

- Mayor Watson stated that St. Joseph Catholic School will be hosting a golf tournament on September 17, 2023 to raise money for the new playground.
- Councillor Johnston provided updates on the Warsaw and District Lions Club Car Show, the Douro Doings and an event for the Special Olympics that were all held in the Township.

16. Closed Session: None

17. Confirming By-law - 2023-38

Moved by: Councillor Vervoort

Seconded by: Councillor Johnston

That By-law Number 2023-37, being a By-law to confirm the proceedings of the Special and Regular Meetings of Council, both held on the 5th day of September, 2023, be passed in open Council and that the Deputy Mayor and the Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

19. Adjournment

Resolution Number 276-2023

Moved by: Councillor Watt

Seconded by: Councillor Vervoort

That this meeting adjourn at 6:25 p.m. Carried

Mayor, Heather Watson

Clerk, Martina Chait-Hartwig



COUNTY OF PETERBOROUGH
MUNICIPAL APPRAISAL FORM

APPLICANT: LDPYC Holdings Inc. c/o Jim Middleton (EcoVue Consulting)

FILE B – **70-23**

LOT: 31 & 32, CON.: 9 MUNICIPAL WARD: Dummer

911 address: Miles Road & Miles Shore Road, Roll #: 1522-020-005-43600, Island # or other: _____

APPLICATION FOR: Addition to a Lot - Roll # 1522-020-005-44800

RECOMMENDATION:

Application **conforms** to the Official Plan. Severed parcel **does not conform** to the Zoning By-Law. Retained parcel **conforms** to the Zoning By-Law. The Township **recommends** this application. If the application is approved, the following conditions are requested:

- ☒ Rezoning of the severed parcel to the satisfaction of the Municipality.
- ☒ A building location survey be prepared for the severed parcel and the parcel to which it is to be added to in order to assist with the Rezoning.
- ☒ A Merger Agreement is to be entered into between the Transferor, Transferee and Municipality, pursuant to Section 51(26) and Section 53(12) of the *Planning Act, R.S.O., 1990*, and registered on title to merge the severed parcel with the abutting (or separated) land identified by property roll # **1522-020-005-44800**, such that these 2 parcels shall be considered as one lot and shall not be dealt with separately. The current fee is \$250.00. *(To be used in the case of an addition to a lot which was previously created by severance, plan of subdivision or is physically separated).* **OR**
- ☒ The solicitor for the applicant is to provide an undertaking, whereby they inform the Committee, in writing, that the lands are being conveyed to an abutting property owner and a merger of title shall take place. *(To be used in the case of an addition to a lot which had not been created by severance – usually created before subdivision control began in 1979).*
- ☐ _____

Comments: _____

OFFICIAL PLAN:

Application **conforms** to the Township Official Plan policies, Section(s) **6.2.2.7 (a), 7.12.1, 7.12.10, 7.12.21, 7.12.5, 8.1(d)**.

Severed Parcel:

- Proposed Use: Lakeshore Residential.
- Land Use Designation(s): Rural.
- The proposed use **is** a permitted one.
- Special policies affecting the severed parcel (i.e. OPA): _____.

Retained Parcel(s):

- Proposed Use: Rural.
- Land Use Designation(s): Rural and Environmental Constraint.
- The proposed use **is** a permitted one.
- Special policies affecting the retained parcel (i.e. OPA): _____.

ZONING BY-LAW:

Severed Parcel:

- The severed parcel **does not conform** to the Township Zoning By-Law provisions, Section(s) **9.1**.
- ☒ A rezoning **is** required for the severed parcel.
- ☒ A minor variance **is not** required for the severed parcel.
- The existing zoning of the severed parcel is: Rural (RU).
- The recommended zoning of the severed parcel would be: Limited Service Residential (LSR).
However a Special District Zone may be required if the existing shed and the dwelling at 1442 Miles Shore Road E do not meet required setbacks (i.e. 3.1.2 (d) and 7.2.1).

Retained Parcel(s):

- The retained parcel **conforms** to the Township Zoning By-Law provisions, Section(s) **9.1.1, 9.1.3, 9.2.1 (a) & (b)**.
- ☒ A rezoning **is not** required for the retained parcel.
- ☒ A minor variance **is not** required for the retained parcel.
- The existing zoning of the retained parcel is: Rural (RU).
- The recommended zoning of the retained parcel would be: _____.

General:

- If the severed and/or retained parcel(s) do not conform to the Zoning By-Law, Council **supports** a rezoning and/or minor variance.

Completed By: Christina Coulter

Date: September 12, 2023

Amended Date: _____



COUNTY OF PETERBOROUGH
MUNICIPAL APPRAISAL FORM

APPLICANT: LDPYC Holdings Inc. c/o Jim Middleton (EcoVue Consulting)

FILE B – **71-23**

LOT: 31 & 32, CON.: 9 MUNICIPAL WARD: Dummer

911 address: Miles Road & Miles Shore Road, Roll #: 1522-020-005-43600, Island # or other: _____

APPLICATION FOR: Creation of a right-of-way

RECOMMENDATION:

Application **conforms** to the Official Plan. Severed parcel **conforms** to the Zoning By-Law. Retained parcel **conforms** to the Zoning By-Law. The Township **recommends** this application. If the application is approved, the following conditions are requested:

1. ☒ An Agreement is to be entered into between the Applicant & the Municipality and registered on title at the applicants expense which would recognize the recommendations of the Township Fire Chief outlined in Section 2 (1) (a) - (g) below.
2. ☒ In accordance with Section 7.12.10 of the Official Plan, the Township Fire Chief has provided the following comments:
 1. Although the new road (B-71-23) doesn't need to meet municipal road standards, in order to expect emergency services, the roadway needs to meet fire access route design. For the connecting road proposed, this is what we would expect:
 - (a) Have a clear width of not less than 6 m (19'8") unless it can be established by the Township that a lesser width is satisfactory.
 - (b) Have an overhead clearance of not less than 5 m (16'5") unless it can be established by the Township that a lesser clearance is satisfactory.
 - (c) Corner radius sufficient to allow fire department vehicles clear unobstructed turning
 - (d) Be designed to support the expected apparatus loads imposed by the equipment of the Municipal Service provider and be surfaced and/or treated with material designed to permit accessibility under all climate conditions.
 - (e) Bridges on Private Roads must be engineered to withstand the weight of the aforementioned apparatus.
 - (f) Private Roads are to be maintained free of Obstacles, as well as pot holes, snow, ice, and foreign debris.
 - (g) Private Roads that provide access to more than one property cannot be obstructed by an Obstacle (including parked cars) that may impede through traffic.

Comments: _____

OFFICIAL PLAN:

Application **conforms** to the Township Official Plan policies, Section(s) **6.2.2.7 (a), 7.12.1, 7.12.10, 7.12.21, 7.12.5.**

Severed Parcel:

- a) Proposed Use: Right-of-Way in favour of others.
- b) Land Use Designation(s): Rural.
- c) The proposed use **is** a permitted one.
- d) Special policies affecting the severed parcel (i.e. OPA): _____.

Retained Parcel(s):

- a) Proposed Use: Rural.
- b) Land Use Designation(s): Rural and Environmental Constraint.
- c) The proposed use **is** a permitted one.
- d) Special policies affecting the retained parcel (i.e. OPA): _____.

ZONING BY-LAW:

Severed Parcel:

- a) The severed parcel **conforms** to the Township Zoning By-Law provisions, Section(s) **3.51.**
- b) ☒ A rezoning **is not** required for the severed parcel.
- c) ☒ A minor variance **is not** required for the severed parcel.
- d) The existing zoning of the severed parcel is: Rural (RU).
- e) The recommended zoning of the severed parcel would be: _____.

Retained Parcel(s):

- a) The retained parcel **conforms** to the Township Zoning By-Law provisions, Section(s) **9.1.1, 9.1.3, 9.2.1 (a) & (b).**
- b) ☒ A rezoning **is not** required for the retained parcel.
- c) ☒ A minor variance **is not** required for the retained parcel.
- d) The existing zoning of the retained parcel is: Rural (RU).
- e) The recommended zoning of the retained parcel would be: _____.

General:

- a) If the severed and/or retained parcel(s) do not conform to the Zoning By-Law, Council **supports** a rezoning and/or minor variance.

Completed By: Christina Coulter

Date: September 12, 2023

Amended Date: _____

2023-09-12

This document is available in 12 pt. font for accessibility.

B-71-23 MAF

Recommendation:

That Report Planning-2023-32, dated September 19, 2023, regarding Zoning By-law Amendment – File R-05-23 be received; and

That Council receive all comments related to Zoning By-law Amendment File R-05-23; and

That the By-law to enact the amendment be passed at the appropriate time in the meeting.

Overview:

Michael and Marcy Mundell have applied to amend the existing zoning on their property located at 1513 County Road 4, being Roll No. 1522-020-003-28700. The subject property is currently zoned the Rural Zone (RU) as shown on Schedule B13 to By-law No. 10-1996, as amended.

The effect of the Amendment is to rezone a portion of the subject lands (Lot 1) from the Rural Zone (RU) to the Environmental Conservation Zone (EC) to recognize existing wetlands and their 30 m Vegetation Protection Zone (VPZ). The remainder of Lot 1 will be rezoned to the Special District 257 Zone (S.D. 257) in order to recognize the existing garage/shop in the absence of a primary structure (principle building).

The Special District 257 Zone (S.D. 257) will permit all of the uses and regulations outlined in Section 9 – Rural Zone (RU) of the By-law.

This rezoning is required as a condition of Consent Application (File B-08-22), that was conditionally approved by Peterborough County on August 2, 2022.

A copy of the draft By-law is attached to this Report.

Notice of the public meeting was given on August 25, 2023 by ordinary mail and/or e-mail to all prescribed public bodies and to every person and public body that has provided a written request for Notice.

Notice of the public meeting was posted on the subject property and on the Township Website.

A copy of the Notice is attached to this Report. The giving of Notice complies with the applicable Regulation of the Planning Act.

Conformity to Provincial Policy Statement (PPS) and A Place to Grow, Growth Plan for the Greater Golden Horseshoe (Growth Plan):

The application has demonstrated consistency with PPS Sections 2.1 and 2.2 referencing Natural Heritage and Water and Sections 4.2.3 and 4.2.4 of the Growth Plan referencing key hydrologic features, key hydrologic areas and key natural heritage features and lands adjacent to key hydrologic features and key natural heritage features.

In correspondence dated September 8, 2023, the Otonabee Region Conservation Authority indicated that the subject property is not located within a known flooding hazard and the application is consistent with Section 3.1 of the PPS referencing Natural Hazards.

A copy of the ORCA comments are attached to this Report and further comments are outlined below.

Conformity to Official Plan:

The subject property is designated Rural within the Local Component of the County Official Plan. Portions of the subject property are also located within an ANSI Earth Science (ES) overlay as illustrated on Schedule 'A4-2' to the Official Plan.

Peterborough County GIS mapping indicates the severed lot is located within a non-evaluated wetland and the Warsaw Caves Area of Natural and Scientific Interest (ANSI), a Life Science ANSI of Provincial Significance. There is a discrepancy between Schedule A4-2 to the Official Plan which identifies the ANSI as an Earth Science ANSI i.e. ES (ANSI Earth Science) and the GIS which identifies the ANSI as a Life Science ANSI i.e. LS.

The Official Plan prohibits development and site alteration within significant areas of natural and scientific interest until it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions (S. 7.28).

Due to the presence of the key natural heritage features and key hydrological feature, an Environmental Impact Study (EIS) was prepared by Cambium Inc., dated November 3, 2021 in support of the severance applications. The EIS outlined a number of recommendations to ensure impacts to the woodland associated with the ANSI are avoided and mitigated. A mitigation measures agreement is required to be registered on title to the severed parcel as a condition of the severance applications. In addition, the wetland and 30 m VPZ are being rezoned to Environmental Conservation (EC) in order to limit development.

The predominant use of land within the Rural designation may include all agricultural uses outlined in Section 6.2.1 of the Official Plan. Other permitted uses shall include

forestry, passive outdoor recreation uses and activities connected with the conservation of soil and wildlife (S. 6.2.2.2). Low density residential development as defined by the Policies of Section 6.2.2.3, home occupations and home industries shall be permitted (S. 6.2.2.2).

A very limited amount of small-scale commercial uses, or farm-related commercial/industrial uses will also be permitted. Commercial and industrial uses shall be subject to site plan control, and shall require a site-specific amendment to the implementing Zoning By-law, as part of the approval process (S. 6.2.2.2).

Based on the above, all of the uses permitted within the Rural (RU) Zone will be permitted within the Special District 257 Zone (S.D. 257). However, some of the uses (i.e. uses that are commercial or industrial in nature) may be subject to site plan control. For example, the existing shop/garage could be used for a veterinary clinic which would require a site plan approval application.

The existing approximately 5000 square foot (464.51 square metre) shop/garage could not be used for a Type 'B' home occupation or a Type 'A' or Type 'B' home industry until a single detached dwelling is constructed on the property and then, only in accordance with Sections 3.16 and 3.17 of the Zoning By-law.

A building permit for a single detached dwelling and the subsequent use of the existing shop/garage for a Type 'A' or Type 'B' home occupation or home industry would not require site plan approval, but must comply with the applicable sections of the Zoning By-law, including but not limited to Sections 3.16 and 3.17.

The rezoning application indicates there are no structures proposed at this time. The application appears to comply with the Official Plan.

Comments:

As of the writing of this Report, no comments have been received from members of the public.

Comments were received from the following agencies:

- Enbridge Gas Inc.: No objections to the application.
- Hiawatha First Nation: No concerns.
- County of Peterborough Public Works: No further comments than those provided for the Severance Review. No changes required to the existing entrance.
- Otonabee Region Conservation Authority:

The proposed rezoning is not located within a known flooding hazard and the application is consistent with Section 3.1 of the PPS referencing Natural Hazards.

The subject property is subject to Ontario Regulation 167/06 Otonabee Conservations "development, interference with wetlands and alterations to shorelines and watercourses" regulation. Permits from this agency will be required prior to any site alteration or construction in those areas regulated by Otonabee Conservation.

The subject lands are not located in a vulnerable area as per the Revised Trent Source Water Protection Plan (SPP).

Copies of these agency comments are attached to this Report.

The application was circulated to Senior Staff on August 25, 2023. As of the writing of this Report, there were no concerns identified by Senior Staff.

Conclusion:

The requested zoning by-law amendment, to rezone the subject lands from the Rural Zone (RU) to the Environmental Conservation Zone (EC) and the Special District 257 Zone (S.D. 257), is required in order to meet conditions of Peterborough County Land Division File B-08-22.

Given the size of the severed parcel (Lot 1), a survey illustrating the lot area has not been prepared. According to the severance application, Lot 1 is approximately 49.07 acres (19.85 hectares) in size with approximately 272.37 feet (83.02 metres) of frontage.

A single detached dwelling requires a minimum lot area of 0.4 hectares and a minimum lot frontage of 45 metres (S. 9.2.4). Lot 1 exceeds these minimums. The setbacks for the existing garage/shop are illustrated on the Plan of Survey prepared by JBF surveyors, signed August 10, 2023 and attached to this Report. Should the garage/shop be used for a permitted use in the (RU) Zone that requires greater setbacks, further amendment to the Zoning By-law would be required. However, as applied for, the proposed rezoning meets the intent of municipal and provincial policies.

Financial Impact:

All costs related to the application for a Zoning By-law Amendment are the responsibility of the Owner/Applicant.

Strategic Plan Applicability: N/A

Sustainability Plan Applicability: N/A

Report Approval Details

Document Title:	R-05-23 (Mundell).docx
Attachments:	<ul style="list-style-type: none"> - R-05-23 Application_Redacted.pdf - R-05-23 (Mundell) County Public Works (September 9, 2023).pdf - R-05-23 (Mundell) Enbridge Comments (August 28, 2023).pdf - R-05-23 (Mundell) HFN Comments (August 29, 2023).pdf - JBF Survey (Signed August 10, 2023).pdf - R-05-23 (Mundell) ORCA File No. PPLD-2282 (September 8, 2023).pdf - R-05-23 - ZBA Notice.pdf - R-05-23 - Draft By-law.docx
Final Approval Date:	Sep 12, 2023

This report and all of its attachments were approved and signed as outlined below:

Martina Chait-Hartwig

No Signature - Task assigned to Elana Arthurs was completed by workflow administrator Martina Chait-Hartwig

Elana Arthurs

Report Approval Details

Document Title:	R-05-23 (Mundell).docx
Attachments:	<ul style="list-style-type: none"> - R-05-23 Application_Redacted.pdf - R-05-23 (Mundell) County Public Works (September 9, 2023).pdf - R-05-23 (Mundell) Enbridge Comments (August 28, 2023).pdf - R-05-23 (Mundell) HFN Comments (August 29, 2023).pdf - JBF Survey (Signed August 10, 2023).pdf - R-05-23 (Mundell) ORCA File No. PPLD-2282 (September 8, 2023).pdf - R-05-23 - ZBA Notice.pdf - R-05-23 - Draft By-law.docx
Final Approval Date:	Sep 12, 2023

This report and all of its attachments were approved and signed as outlined below:

Elana Arthurs

**Office Use Only**

File No.	R-05-23
Date App. Submitted	Aug. 15, 2023
Application Fee	\$1500.00
Date Fee Received	Aug. 15, 2023
Date Application Deemed Complete	
Roll No.	020-003-2800

Township of Douro-Dummer Application for Amendment to Zoning By-law #10-1996, as amended

(Section 34 of the Planning Act, R.S.O. 1990, c. P. 13, as amended)

1.0 Applicant InformationRegistered Owner(s): Michael & Marcy Mundell(Please Indicate Name(s) *Exactly* as Shown on the Transfer/Deed of Land)Address: [REDACTED][REDACTED][REDACTED]

Phone: (home) _____

Phone: (cell) [REDACTED]Email: [REDACTED]

Phone: (work) _____

Fax: _____

2.0 Agent Information

Authorized Agent (if any): _____

Address: _____

Phone: (home) _____

Phone: (cell) _____

Email: _____

Phone: (work) _____

Fax: _____

3.0 Other Information – Charges Against the Land

If known, the name(s) and address(es) of holder(s) of any mortgages, charges or other encumbrance(s) in respect of the subject land: RBC Lakefield Branch

4.0 Legal Description/Location/Property Characteristics/Access to Subject Land:

County Peterborough		Township Douro Dummer	Ward (Former Township) Dummer
Concession Number(s) 2	Lot Number(s) 16	Legal Description: PIN 28196-0437	
Registered Plan No: 45R7869	Lot(s)/ Block No. PT 1-14	Civic/911 Address: 1513 County Road 4	
Reference Plan No:	Part Number(s):	Are there any easements or restrictive covenants affecting the property?	
Date subject land was purchased by current		January 2014	

4.1 Dimensions of the Subject Land

Frontage:	Depth:	Area: 57 acres
<input type="checkbox"/> Water: _____	<input type="checkbox"/> Min: _____	
<input checked="" type="checkbox"/> Road: 319.22m	<input checked="" type="checkbox"/> Max: 722.69m	

4.2 Access to the Subject Land

Access to Subject Property –		<input checked="" type="checkbox"/> Existing	or	<input type="checkbox"/> Proposed
<input type="checkbox"/> Municipal Road – maintained year round		<input type="checkbox"/> Private Road		
<input checked="" type="checkbox"/> County Road		<input type="checkbox"/> Right-of-way		
<input type="checkbox"/> Provincial Highway		<input type="checkbox"/> Water		
<input type="checkbox"/> Other public road (Specify):				
Name of Road/Street:		County Road 4		
If access to the land is by water only:				
Where are parking and docking facilities:				
Approximate distance from subject land:				
Approximate distance from nearest public road:				

5.0 Official Plan Designation and Zoning

Official Plan Designation: Rural, ANSI Earth Science

Please provide an explanation of how the application for rezoning will conform to the Official Plan
Permitted uses include conservation, limited small scale commercial uses and residential - section 6.2.2.2

Zoning By-law : RU

Is the subject land in an area where zoning conditions apply? ☐ Yes ☒ No. If yes, please explain how the application conforms to the Official Plan policies relating to zoning with conditions: _____

5.1 Density and Height Requirements

Are there minimum and maximum density requirements on the property: ☐ Yes ☒ No
If Yes, what are they and are they being met? _____

Are there minimum and maximum height requirements on the property: ☐ Yes ☒ No
If Yes, what are they and are they being met? _____

6.0 Purpose of the Application

Please describe the nature and extent of the rezoning request: To meet conditions of severance application
B-08-22.

Please explain the reason for the requested rezoning: To recognize the existing use and future use for residential
To implement recommendations to EIS.

7.0 Settlement/Employment Areas

Does the application propose to implement or alter a boundary of an area of settlement:
☐ Yes ☒ No If Yes, please explain the details of the Official Plan or Official Plan Amendment that deal with this matter? _____

Does the application propose to remove land from an area of employment (Hamlet or Special Industrial properties): ☐ Yes ☒ No If Yes, please explain the details of the Official Plan or Official Plan Amendment that deal with this matter? _____

8.0 Property Characteristics, Access and Servicing Information**Water Supply:**

☒ Existing
☐ Proposed

Please identify the type of water supply serving the subject property:

- ☒ Privately-owned/operated individual well
☐ Privately-owned/operated communal well
☐ Publicly-owned/operated piped water system
☐ Lake or other water body
☐ Other (specify): _____

Storm Drainage:

☒ Existing
☐ Proposed

Please identify the type of storm drainage serving the subject property:

- ☐ Sewers ☒ Ditches ☒ Swales
☐ Other (specify): _____

Sewage Disposal:

☒ Existing
☐ Proposed

Please identify the type of sewage disposal serving the subject property:

- ☒ Privately-owned/operated individual septic system
☐ Privately-owned/operated communal septic system
☐ Publicly-owned/operated sanitary sewage system
☐ Privy
☐ Other (specify): _____

If the sewage disposal system is proposed, have you obtained a permit from the Township of Douro-Dummer? ☐ Yes or ☐ No

Permit Number: _____

Does the application permit development on Privately-owned/operated individual or communal septic systems and more than 4500 Litres of effluent would be produced per day as a result of the development being completed?

(this is usually anything above or beyond a regular single family dwelling)

☐ Yes or ☐ No

If yes, the following are required:

- a) A servicing options report Date received: _____
b) A hydrogeological report Date received: _____

Source Water Protection Area:

Is your property within a vulnerable area as defined by the Source Water Protection Plan? ☐ Yes or ☒ No

If yes, have you attached the required clearance notice from the Risk Management Official with your application? ☐ Yes or ☒ No

9.0 Existing and Proposed Uses and Structures:What is the subject land currently used for? Residential, Home IndustryHow long have the existing uses of the subject land continued? 20yrsWhat are the proposed uses of the subject land? Same

In the tables below, please provide information regarding all existing and proposed structures (this information must also be included on the site plan provided with the application). **Please note** that an up-to-date location survey will be required.

Existing Structures (in metric)

Type of Structure	Ground Floor Area	Gross Floor Area	Number of Storeys	Length	Width	Height	Date Constructed
Garage	5000sq ft	5000sq ft	1	100ft	50ft	30ft	2000
House	3610sq ft	3610sq ft	2	95ft	38ft	30ft	1997

Please place an asterisk (*) beside any existing structure that will be demolished.

Proposed Structures (in metric)

Type of Structure	Ground Floor Area	Gross Floor Area	Number of Storeys	Length	Width	Height
None						

Will the proposal add any of the following?

	Yes	No	If yes, please provide:	Existing	Proposed
Total Living Area	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Size		
Bedrooms	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Number		
Bathrooms	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Number		
New Plumbing Fixtures	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Number of Fixtures		

10.0 Existing and Proposed Structures: Setbacks

In the tables below, please provide information regarding all existing and proposed structures (this information must also be included on the site plan provided with the application). **Please note** that an up-to-date location survey will be required.

Existing Structures (in metric)

Type of Structure	Front Lot Line	Rear Lot Line	Side Lot Line	Side Lot Line	Water yard	Other (specify)
Shop	151.78	541	16.90	43.95		
House	67.21	36.77	47.11			

Please place an asterisk (*) beside any existing structure that will be demolished.

Proposed Structures (in metric)

Type of Structure	Front Lot Line	Rear Lot Line	Side Lot Line	Side Lot Line	Water yard	Other (specify)
None						

Note: Information regarding the definitions of the requested dimensions and setbacks can be obtained from the Township's Zoning By-law 2010-55.

Lot Coverage (in metric and percentage)

	Existing	Proposed
Principle Use (i.e. Dwelling)	0.16%	0
Accessory Structures	0.20%	0
Total	0.36%	0

11.0 Other Information:

Please provide any additional information that you feel may be relevant in the review of this application on additional pages as necessary along with any required studies.

12.0 Other Planning Applications

Please indicate if the subject land is or has been the subject of an application under the Planning Act.

Type of Planning Application	Yes	No	File Number	Status
Approval of Plan of Subdivision (under Section 51)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Consent (Severance) (Section 53)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	B-08-22 B-09-22	
Minor Variance (Section 45)	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Other:	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

13.0 Provincial Plans

Is the application consistent with the Provincial Policy Statements? ☐ Yes or ☐ No

Is the subject property within an area of land designated under any provincial plan(s)? ☐ Yes or ☐ No
(Growth Plan applies to the entire County of Peterborough)

If yes, does the application conform to or meet the intent of the provincial plan(s)? ☐ Yes or ☐ No

14.0 Public Consultation Strategy:

Please provide a description of the Public Consultation Strategy that will be used by the applicant during the zoning by-law amendment process to ensure that the public is consulted, please attached additional pages if needed:

Public meeting as required by the Planning Act

15.0 Authorization by Owner to Appoint an Agent:

I/We _____, being the owner(s) of the subject land,
hereby, authorize _____ to be the applicant in the submission of this
application.

Signature _____

Date _____

Signature _____

Date _____

16.0 Freedom of Information:

For the purposes of the Freedom of Information and Protection of Privacy Act, I/We authorize and consent to the use by or the disclosure to any person or public body or publishing on the Municipal website any information that is collected under the authority of the Planning Act for the purposes of processing this application.

[Redacted Signature]

Owner/Applicant/Agent Signature

Aug 15/2023
Date

Owner/Applicant/Agent Signature

Date

17.0 Access to Property:

I/We Mike & Marcy Mundell, hereby, authorize the members of the Council of the Township of Douro-Dummer or their agent(s)/representative(s) to attend at the subject property located at [insert address] 1513 County Road 4, Douro Dummer.

[Redacted Signature]

Owner/Applicant/Agent Signature


Aug 15/2023
Date

18.0 Declaration of Applicant:

I/We Mike & Marcy Mundell of the Douro Dummer in the
(name of owner(s)/agent(s)) (city/town/township in which you reside)
County of Peterborough in Ontario solemnly
(County/Upper-tier municipality, if applicable) (Province/Territory)
declare that:

All the statements contained in this application and provided by me are true and I
make this solemn declaration conscientiously believing it to be true and knowing
that it is of the same force and effect as if made under oath

Declared before me at the Township of
Douro-Dummer in the County of Peterborough
this 15 day of August, 2023.


Signature of Commissioner, etc.
Carol Anne Nelson
Deputy Treasurer/Tax Clerk
Commissioner of Oath
Township of Douro-Dummer

**To be signed in the presence
of a Commissioner for taking affidavits**


Owner/Applicant Agent Signature


Owner/Applicant Agent Signature

This application must be accompanied by the Township of Douro-Dummer Zoning By-law
Amendment Fee (\$1500.00) plus the ORCA Fee in cash, by Interac or cheque made payable to
the Treasurer of the Township of Douro-Dummer).

Personal information contained on this form, collected pursuant to the Planning Act, will be used for the purpose of
responding to the initial application. Questions should be directed to the Freedom of Information and Privacy Coordinator at
the institution conducting the procedures under the Act.



Township of Douro-Dummer

Planning Application Costs Acknowledgement Form

I/We, Mike & Marcy Mundell
[Print Owner/Applicant/Agent name]

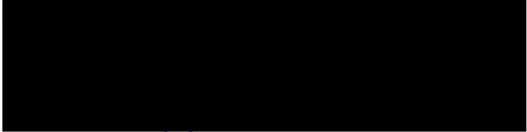
do hereby acknowledge and agree that the payment of the fee that is submitted with this application for a Zoning By-law Amendment, as being an application fee only, will be used to defray the costs of processing this application, and;

do also hereby acknowledge and agree to assume all costs** incurred by the Township of Douro-Dummer associated with the processing of this application that exceed the amount of the application fee, including, but not restricted to, Professional Planning Fees, Engineering Fees and Legal Fees, in addition to the municipal costs associated with this application, and;

do also hereby acknowledge and agree to assume all costs** incurred by the Township of Douro-Dummer associated with any Appeal to the Local Planning Appeal Tribunal with respect to this application.

Dated this 15th day of August, 2023.


Owner/Applicant/Agent Signature


** Written consent from the applicant will be obtained prior to any such additional costs being incurred.

File Name/No. _____
Roll No. _____

Affidavit

In the Matter of a **Zoning By-law** application to the Township of Douro-Dummer,

I/We, Mike & Marcy Mundell, make oath and say that:
[Print Owner/Applicant/Agent name]

1. I am: [Place a clear mark within the square opposite one of the following paragraphs that describes capacity of deponents.]
 - ☒ the applicant or one of the applicants in the Application(s).
 - ☐ the authorized agent acting in this matter for the applicant or applicants.
 - ☐ an officer of the corporate applicant named in the Application(s).
2. On or before the [Insert date] Public Meeting,
I will ensure that the notice or notices of the Application(s) provided to me (or the Applicant, as the case may be) by the Township of Douro-Dummer have been posted so as to be clearly visible and legible from a public highway, or other place to which the public has access, at every separately assessed property in the area that constitutes the subject land of the Application(s) or, where posting on the property was impractical, at a nearby location so as to adequately indicate to the public what property is the subject of the Application(s).
Should the notice(s) be removed, by any means from the posting area(s), I will immediately contact the Township of Douro-Dummer Planning Department for replacement copies of the notice(s).

Declared before me at the Township of
Douro-Dummer in the County of Peterborough
this 15 day of August, 2023.

[Redacted Signature]

Signature of Commissioner, etc.
Carol Anne Nelson
Deputy Treasurer/Tax Clerk
Commissioner of Oath
Township of Douro-Dummer

To be signed in the presence
of a Commissioner for taking affidavits

[Redacted Signature]

Owner/Applicant Agent Signature

[Redacted Signature]

Owner/Applicant Agent Signature

Note: Failure to post the notices, as required by this Affidavit, may result in additional costs and/or delays with your application.

PART	LOT	CONCESSION	PM	AREA
1		2	PART OF PM 28198-0487(L)	22873.7 Sq.m.
2		2	PART OF PM 28198-0487(L)	12.8 Sq.m.
3	PART OF LOT 18	2	PART OF PM 28198-0487(L)	8152.8 Sq.m.
4		2	PART OF PM 28198-0487(L)	12.8 Sq.m.
8		2	PART OF PM 28198-0487(L)	17.2 Sq.m.

-LINE BETWEEN NORTH AND SOUTH HALF OF LOT 16

-PART 14 PLAN 45R - 7869

PLAN 45R - 7889

PART 13 PLAN 45R - 7889

PLAN 45R - 7889

PART 12 PLAN 45R - 7859

PLAN 45R - 7889

PART 11 PLAN 45R - 7869

PLAN 45R - 7889

LOT 16

CONCESSION 2

PART 10 PLAN 45R - 7869

4

ART 9/ PLAN 45R - 7889

PART 2

27

PART 5

1.02 4
8.39

---PIN 28196--0280(LT)---
135 70

ROAD ALLOWANCE BETWEEN LOTS 15 AND 16 (NOT OPEN)

LOT 15 CONCESSION 2

**PLAN OF SURVEY OF
PART OF LOT 16, CONCESSION 2
GEOGRAPHIC TOWNSHIP OF DUMMER
TOWNSHIP OF DOURO-DUMMER
COUNTY OF PETERBOROUGH**

SCALE: 1:1000
THE INTENDED PLOT SIZE OF THIS PLAN IS 600mm IN WIDTH BY 450mm IN HEIGHT
WHEN PLOTTED AT A SCALE OF 1:1000

SURVEYOR'S CERTIFICATE

CERTIFY THAT:

1) THIS SURVEY AND PLAN ARE CORRECT AND ARE IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.

2) THE SURVEY WAS COMPLETED ON 23rd JUNE, 2023

SIGNED AT LAKEFIELD, ONTARIO
THIS 27TH DAY OF JUNE 2009

CHRISTOPHER E MUSCLOW
ONTARIO LAND SURVEYOR

LEGEND

1	DENOTES SURVEY MONUMENT FOUND
2	DENOTES SURVEY MONUMENT PLANTED
3	DENOTES WITNESS
4	DENOTES D.M. ROBERTSON, O.L.B.
5	DENOTES W.A. BENINGER, O.L.B.
6	DENOTES PLAN 46P-7608
7	DENOTES PLAN 46P-4233

MEASUREMENTS SHOWN HEREIN ARE UTM GRID, DERIVED FROM REAL TIME NETWORK DATA. DISTANCES SHOWN IN PARENTHESES ARE GROUND DISTANCES AND CAN BE USED TO CORRELATE WITH GRID DISTANCES BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.9998.

COORDINATES SHOWN HEREIN ARE POINT-A-BOAT OBSERVATIONS ON PLANT P1 AND P2 TO THE CENTRAL MOUNTAIN OF UTM ZONE 17 (EAST LONGITUDE) MAID 43 (CENTRE BOOTH 2610).

A ROTATION OF 1°18'57" COUNTER CLOCKWISE HAS BEEN APPLIED TO READINGS SHOWN ON PLANT P1 AND P2 FOR EPOCH COMPARISONS.



JBF SURVEYORS
3177 LAKEFIELD ROAD., BOX 70
LAKEFIELD, ON K0L 2H0
PHONE: 705-652-6198
INFO@JBFSURVEYORS.COM
WWW.JBFSURVEYORS.COM
PROJ. # 6814

POINT	UTM NORTHING	UTM EASTING
OSP ④	485770.78	727852.40
OSP ⑤	482888.90	727854.00

CAUTION: COORDINATES CANNOT BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

LOT 16 CONCESSION 2

PLAN OF SURVEY OF
PART OF LOT 16, CONCESSION 2
GEOGRAPHIC TOWNSHIP OF DUMMER
TOWNSHIP OF DOURO-DUMMER
COUNTY OF PETERBOROUGH



SURVEYOR'S CERTIFICATE

1) THIS SURVEY AND PLAN ARE CORRECT AND ARE IN ACCORDANCE WITH THE SURVEYORS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.

DESIGNED AT LAKEFIELD, ONTARIO
THIS 10th DAY OF AUGUST, 2023

THIS PLAN OF SURVEY IS RELATED TO AOLS PLAN
SUBMISSION FORM NUMBER V-49753.

LEGEND

■		DENOTES SURVEY MONUMENT FOUND
□		DENOTES SURVEY MONUMENT PLANTED
◻	WT.	DENOTES WITNESS
1468		DENOTES D.M. ROBERTSON, O.L.B.
373		DENOTES W.A. BENINGER, O.L.B.
P1		DENOTES PLAN GR-7699
P2		DENOTES PLAN GR-4233
P3		DENOTES PLAN GR-4233
P4		DENOTES PLAN GR-7857

LINE	BEARING	DISTANCE
L1	N86°42'50"E	6.00
L2	N18°39'20"W	2.50
L3	N18°39'20"W	2.50
L4	N86°42'50"E	6.00
L5	N18°39'20"W	2.50
L6	N18°39'20"W	2.50
L7	N86°42'50"E	6.00

BEARINGS SHOWN HEREON ARE UTM GRID, DERIVED FROM REAL TIME NETWORK (RTN) OBSERVATIONS ON POINTS A AND B LISTED HEREON AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 17 (81° WEST LONGITUDE) NAD 83 (CORS 2010.0).

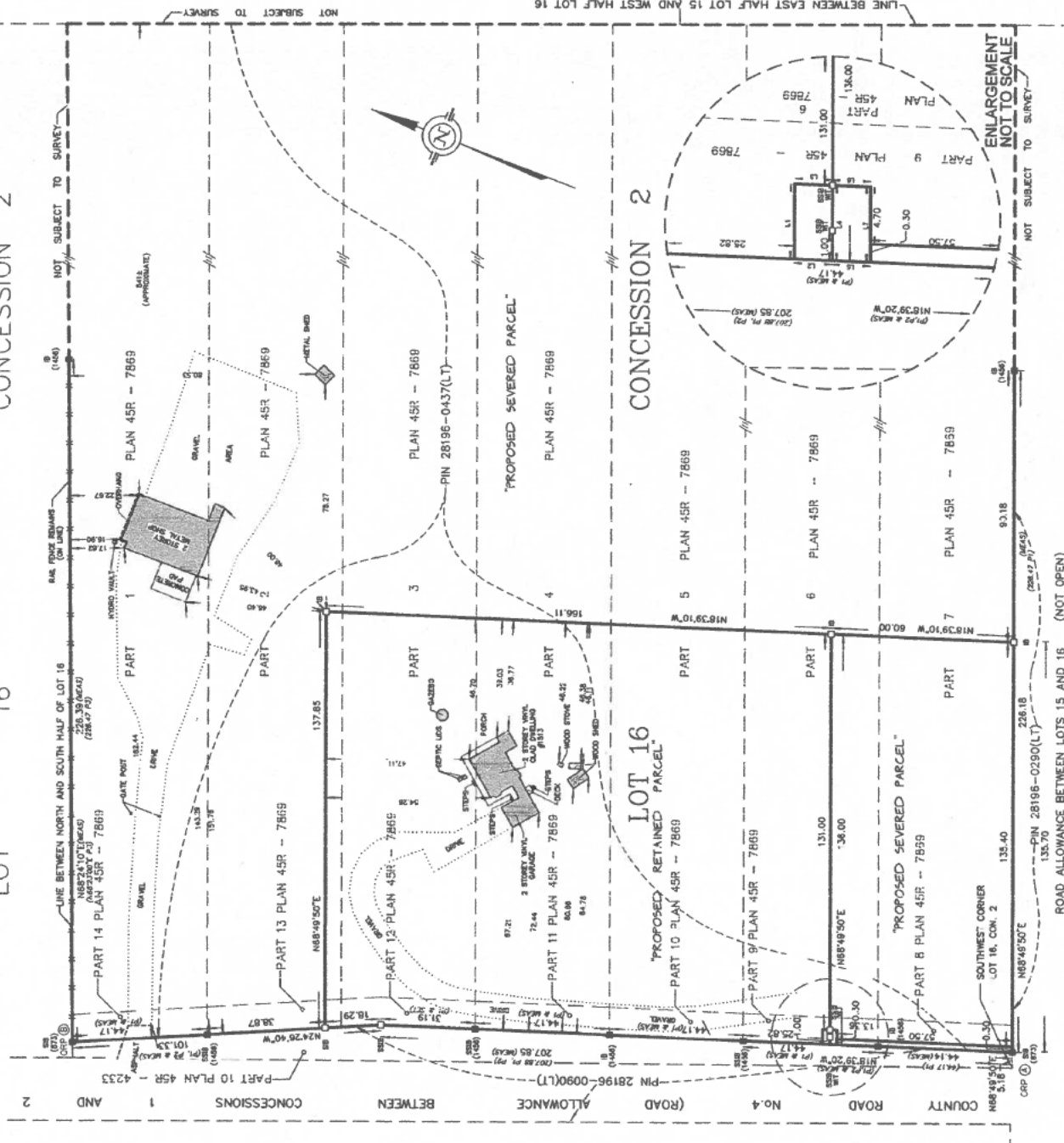
FOR BEARING COMPARISONS, A ROTATION OF 1°58'30" COUNTER CLOCKWISE WAS APPLIED TO BEARINGS SHOWN ON P.1, P.2 & P.3

BEARINGS SHOWN HEREON ARE GROUND DISTANCES AND CAN BE USED TO COMPUTE GROUND DISTANCES BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 1.0019655



JBF SURVEYORS
3177 LAKEFIELD ROAD., BOX 70
LAKEFIELD, ON K0L 2H0
PHONE: 705-652-6198
INFO@JBF.SURVEYORS.COM
WWW.JBF.SURVEYORS.COM

PROJ. # 8814



INTEGRATION DATA

COORDINATES ARE DERIVED FROM GPS RTK OBSERVATIONS USING THE SMARTNET CORRECTION DATA AND ARE REFERRED TO UTM ZONE 17 (81°W LONGITUDE) NAD83 (CSRS EPOCH 2010.0).

[illegible]

NOTE: NO PERSON MAY COPY, REPRODUCE, DISTRIBUTE OR ALTER THIS PLAN IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF JSF SURVEYORS.

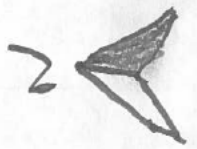
SET BACK DISTANCES FOR SKETCH

SEVER (LOT1)

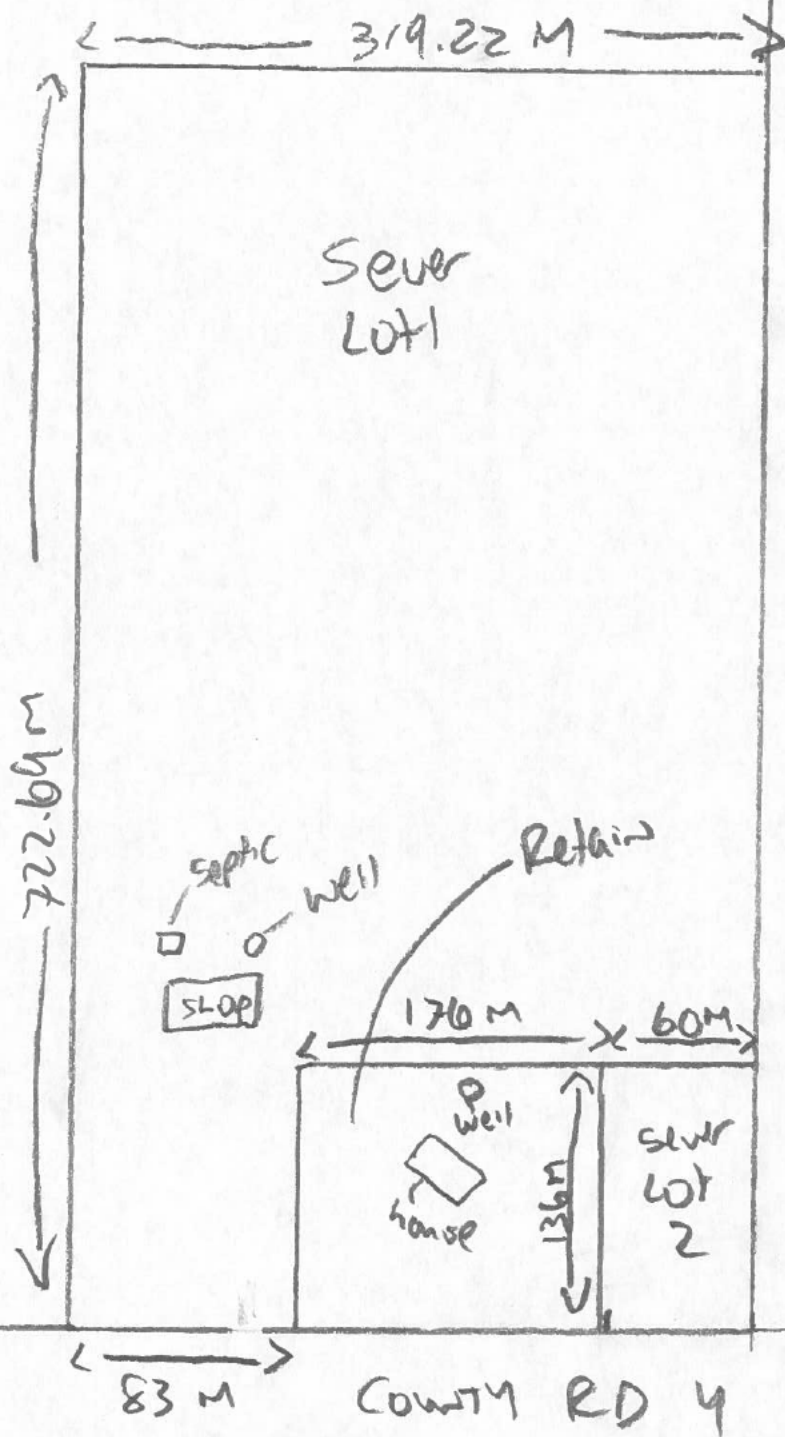
SEPTIC FROM STRUCTURE - 4 M
SEPTIC FROM WELL - 17 M
SEPTIC FROM LOT LINE - 23 M

RETAIN LOT

SEPTIC FROM STRUCTURE - 1.8 M
SEPTIC FROM WELL - 41 M
SEPTIC FROM LOT LINE - 43 M



ORCA



Walter and Gwendolyn Ray

ENVIRONMENTAL IMPACT STUDY

MIKE MUNDELL
1513 County Road 4
Warsaw, Ontario

LEGEND

- 30m Wetland Setback
- Confirmed Wetland Boundary
- Contour 5m Interval (Major)
- Contour 5m Interval (Minor)
- Wetlands
- 120m Adjacent Lands
- Developable Area (10.89 ha.)
- Site (10.89 ha. approximate)
- Subject Property (23 ha. approximate)

Notes:

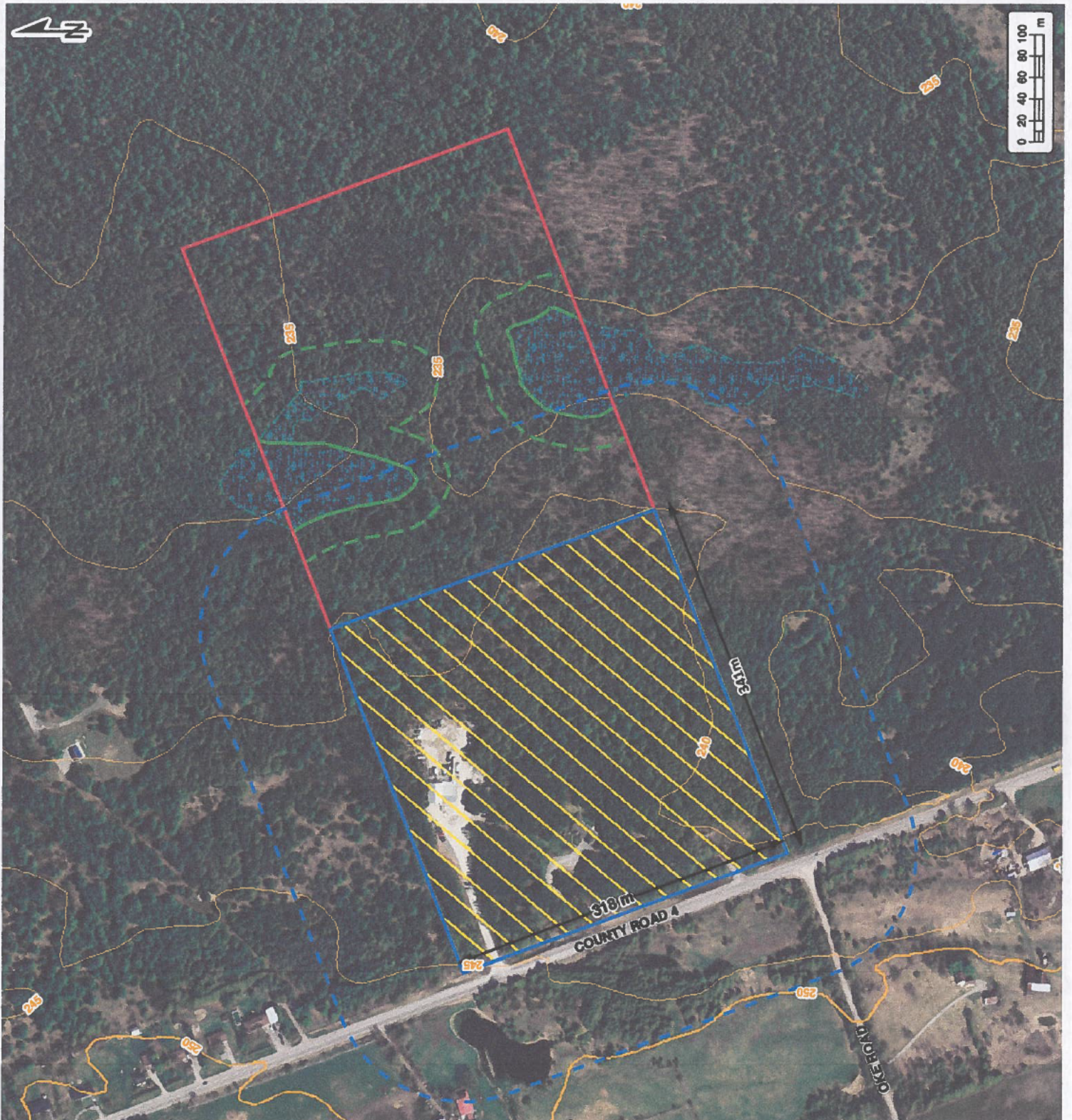
- Base mapping features are © Queen's Printer of Ontario, 2019. This does not constitute an endorsement by the Ministry of Natural Resources and Forestry.
- Distances on this plan are in metres and can be converted to feet by dividing by 0.3048.
- Cambium Inc. makes every effort to ensure this map is free from errors but does not warrant the accuracy of any data or information. This map should not be used for navigation or legal purposes. It is intended for general reference use only.



194 Sophia Street
Peterborough, Ontario, N9H 1E5
Tel: (705) 742.7000 Fax: (705) 742.7007
www.cambium-inc.com

NATURAL HERITAGE CONSTRAINTS

Project No.:	11880-001	Date:	September 2021
Scale:	1:5,000	Rev.:	
Projection:	NAD 1983 UTM Zone 17N	Created by:	TLC
Checked by:	KD	Figure:	4



From: [Hovinga, David](#)
To: [Christina Coulter](#)
Subject: RE: R-05-23 (Mundell)
Date: September 11, 2023 10:32:27 AM
Attachments: [image001.png](#)

Hi Christina,

No changes are required for the existing commercial entrance, however the existing and proposed lot 2 will have to have a mutual entrance. The existing residential entrance does not require changes if it can service the two lots (Existing and Prop 2).

Thanks,
David Hovinga
Engineering Technician, Design
County of Peterborough
Cell: 705-931-1876
Office: 705-775-2737 Ext. 3209

From: Christina Coulter <ChristinaC@dourodummer.on.ca>
Sent: Friday, September 8, 2023 10:46 AM
To: Hovinga, David <DHovinga@ptbocounty.ca>
Subject: RE: R-05-23 (Mundell)

Hi David;

Thank you for your comments. I note that the existing entrance for Lot 1 is a commercial entrance. Since the severance application (B-8-22) indicates the existing and proposed use for the severed lot is residential, am I correct in assuming that no changes are required to the existing entrance?

Sincerely,
Christina

Christina Coulter, B.Sc. (Hons)
Planner, Township of Douro-Dummer
705-652-8392 ext. 226

From: Hovinga, David <DHovinga@ptbocounty.ca>
Sent: September 7, 2023 8:34 AM
To: Christina Coulter <ChristinaC@dourodummer.on.ca>
Cc: Darling, Kyle <KDarling@ptbocounty.ca>; Hynes, Pete <PHynes@ptbocounty.ca>
Subject: FW: R-05-23 (Mundell)

Hi Christina,

I was previously forwarded the public hearing ZBA for R-05-23 for M. Mundell.

Based off the previous Severance Application (See attached) and the County Severance Review (See attached), I do not have any further comments other than what was mentioned in the Severance Review.

From Severance Review Form:

"The existing commercial entrance from County Road 4 onto the proposed severed lot #1 meets the requirements for an entrance under the County of Peterborough Entrance By-Law #2012-26 (entrance permit not required).

Access to the retained parcel and severed parcel #2 from County Road 4, can be permitted via a mutual entrance. The existing residential entrance is required to be removed to meet the minimum 150 metre spacing between adjacent entrances as per By-law #2012-26. The proposed mutual entrance shall straddle the shared property between the retained parcel and severed lot #2. The applicant shall lay out and dedicate by deed to the County of Peterborough a 0.3 meter (1 foot) reserve across the frontage of severed lot #2. The mutual entrance shall meet the 150 meter minimum spacing between adjacent entrances as per the County of Peterborough's Entrance By-Law #2012-26. (Entrance Permit required prior to removal and installation)."

If you have any questions, please feel free to let me know.

Thanks,
David Hovinga
Engineering Technician, Design
County of Peterborough
Cell: 705-931-1876
Office: 705-775-2737 Ext. 3209

From: Christina Coulter <ChristinaC@dourodummer.on.ca>
Sent: Friday, August 25, 2023 2:14 PM
Cc: Chait-Hartwig, Martina <MartinaC@dourodummer.on.ca>
Subject: R-05-23 (Mundell)

Good Afternoon;

The Township is in receipt of a rezoning application File R-05-23 (Mundell). A copy of the Notice of Complete Application and Public Meeting along with the Draft By-law are attached. The Notice and supporting documents will also be posted on the [Township website](#) today.

Please provide your comments to me no later than 8:30 a.m. on Friday, September 8, 2023.

Sincerely,
Christina

Christina Coulter B. Sc. (Hons.)
Planner

T: 705 652 8392 x 226 F: 705 652 5044

Township of

Douro-Dummer

From: [Municipal Planning](#)
To: [Christina Coulter](#)
Subject: RE: R-05-23 (Mundell)
Date: August 28, 2023 1:17:33 PM
Attachments: [image001.png](#)

Thank you for your circulation.

Enbridge Gas does not object to the proposed application however, we reserve the right to amend our development conditions.

Please continue to forward all municipal circulations and clearance letter requests electronically to MunicipalPlanning@Enbridge.com.

Regards,

Jasleen Kaur

Municipal Planning Coordinator
Engineering

ENBRIDGE
TEL: 437-929-8083
500 Consumers Rd, North York, ON M2J1P8
enbridge.com
Safety. Integrity. Respect. Inclusion.

From: Christina Coulter <ChristinaC@dourodummer.on.ca>
Sent: Friday, August 25, 2023 2:14 PM
Cc: Martina Chait <MartinaC@dourodummer.on.ca>
Subject: [External] R-05-23 (Mundell)

CAUTION! EXTERNAL SENDER

Were you expecting this email? TAKE A CLOSER LOOK. Is the sender legitimate?
DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Good Afternoon;

The Township is in receipt of a rezoning application File R-05-23 (Mundell). A copy of the Notice of Complete Application and Public Meeting along with the Draft By-law are attached. The Notice and supporting documents will also be posted on the [Township website](#) today.

Please provide your comments to me no later than 8:30 a.m. on Friday, September 8, 2023.

Sincerely,
Christina

Christina Coulter B. Sc. (Hons.)
Planner

T: 705 652 8392 x 226 F: 705 652 5044

Township of

Douro-Dummer

From: [Tom Cowie](#)
To: [Christina Coulter](#)
Subject: RE: R-05-23 (Mundell)
Date: August 29, 2023 5:27:49 PM
Attachments: [image003.png](#)
[image001.png](#)

Aaniin Christina,

Chi miigwech for the update. Have a great week.

Gichi manaadendamowin

Tom Cowie

Tom Cowie
Lands/Resources Consultation
Hiawatha First Nation
431 Hiawatha Line,
Hiawatha, On
K9J 0E6
705 295-4421 Ext. 216
Email tcowie@hiawathafn.ca



We, the Michi Saagiig of Hiawatha First Nation, are a vibrant, proud, independent and healthy people balanced in the richness of our culture and traditional way of life

From: Christina Coulter <ChristinaC@dourodummer.on.ca>
Sent: Friday, August 25, 2023 2:14 PM
Cc: Martina Chait <MartinaC@dourodummer.on.ca>
Subject: R-05-23 (Mundell)

ALERT: This message originated outside of HFN's network. **BE CAUTIOUS** before clicking any link or attachment.

Good Afternoon;

The Township is in receipt of a rezoning application File R-05-23 (Mundell). A copy of the Notice of Complete Application and Public Meeting along with the Draft By-law are attached. The Notice and supporting documents will also be posted on the [Township website](#) today.

Please provide your comments to me no later than 8:30 a.m. on Friday, September 8.

2023.

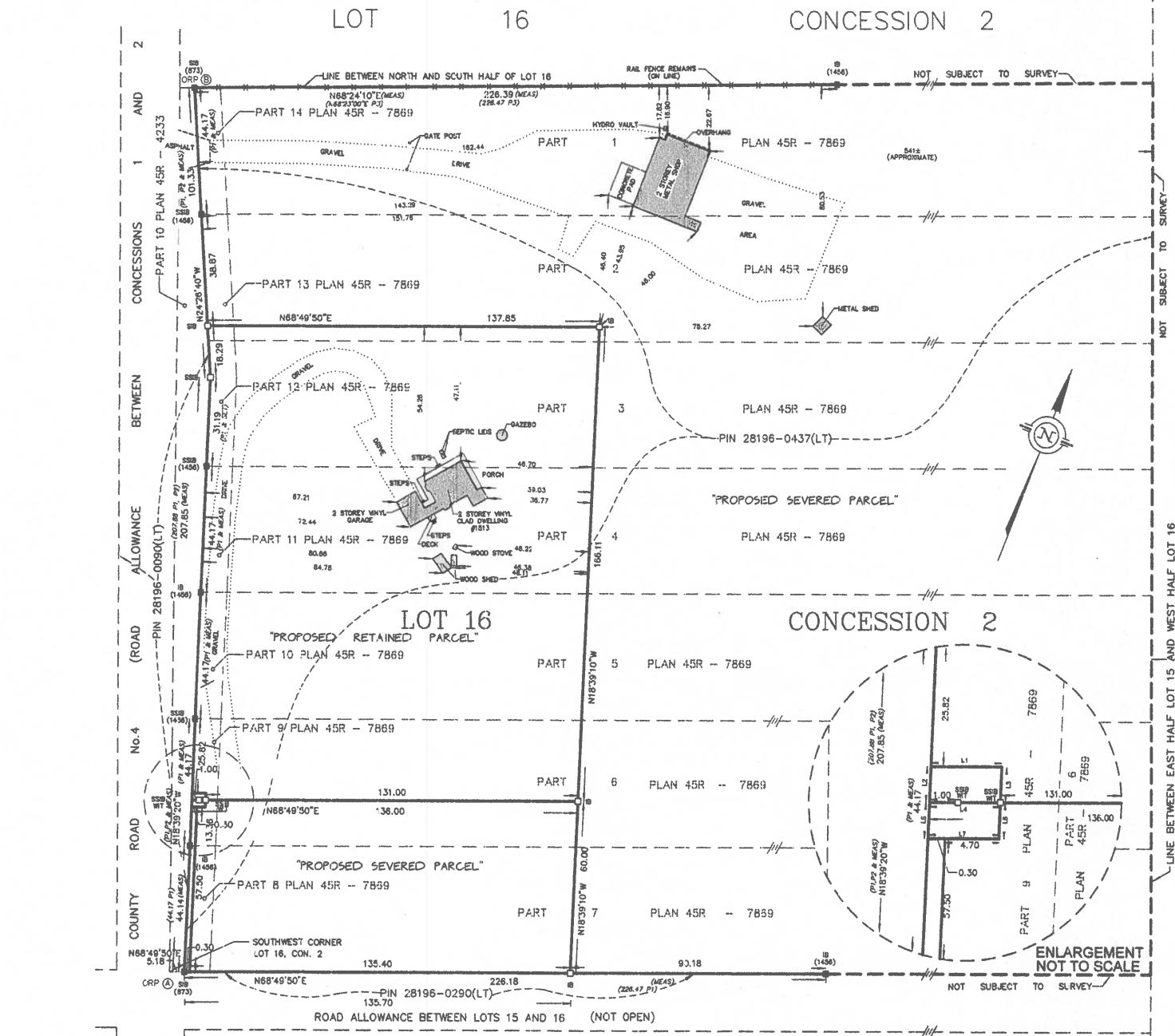
Sincerely,
Christina

Christina Coulter B. Sc. (Hons.)
Planner

T: 705 652 8392 x 226 F: 705 652 5044

Township of

Douro-Dummer



PLAN OF SURVEY OF PART OF LOT 16, CONCESSION 2 GEOGRAPHIC TOWNSHIP OF DUMMER TOWNSHIP OF DOURO-DUMMER COUNTY OF PETERBOROUGH



SURVEYOR'S CERTIFICATE

- I CERTIFY THAT:
- 1) THIS SURVEY AND PLAN ARE CORRECT AND ARE IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
 - 2) THE SURVEY WAS COMPLETED ON 23rd JUNE, 2023

SIGNED AT LAKEFIELD, ONTARIO
THIS 10th DAY OF AUGUST, 2023

CHRISTOPHER E. MUSCLOW
ONTARIO LAND SURVEYOR
THIS PLAN OF SURVEY IS RELATED TO AOLS PLAN
SUBMISSION FORM NUMBER V-49755.

LEGEND

- DENOTES SURVEY MONUMENT FOUND
- DENOTES SURVEY MONUMENT PLANTED
- WT. DENOTES WITNESS
- 1456 DENOTES D.M. ROBERTSON, O.L.S.
- 873 DENOTES W.A. BENINGER, O.L.S.
- P1 DENOTES PLAN 45R-7869
- P2 DENOTES PLAN 45R-4233
- P3 DENOTES PLAN 45R-7857

LINE TABLE

NUM	BEARING	DISTANCE
L1	N88°49'50"E	6.00
L2	N18°39'20"W	2.50
L3	N18°39'20"W	2.50
L4	N88°49'50"E	5.00
L5	N18°39'20"W	2.50
L6	N18°39'20"W	2.50
L7	N88°49'50"E	5.00

BEARINGS SHOWN HEREON ARE UTM GRID, DERIVED FROM REAL TIME NETWORK (RTN) OBSERVATIONS ON POINTS A AND B LISTED HEREON AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 17 (81° WEST LONGITUDE) NAD 83 (CSRS EPOCH 2010.0).

FOR BEARING COMPARISONS, A ROTATION OF 1°58'30" COUNTER CLOCKWISE WAS APPLIED TO BEARINGS SHOWN ON P1, P2 & P3

DISTANCES SHOWN HEREON ARE GROUND DISTANCES AND CAN BE USED TO COMPUTE GRID DISTANCES BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 1.00018665

INTEGRATION DATA

COORDINATES ARE DERIVED FROM GPS RTK OBSERVATIONS USING THE SMARTNET CORRECTION DATA AND ARE REFERRED TO UTM ZONE 17 (81°W LONGITUDE) NAD83 (CSRS EPOCH 2010.0). OBSERVED REFERENCE POINT (ORP) COORDINATE VALUES ARE TO 'RURAL' ACCURACY SPECIFICATION IN ACCORDANCE WITH SEC. 14(2) OF O. REG. 218/10

POINT	UTM NORTHING	UTM EASTING
ORP (A)	4925770.78	727692.40
ORP (B)	4926059.90	727584.00

CO-ORDINATE VALUES SHOWN HEREON ARE NOT TO BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

LOT 15

CONCESSION 2

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JBF SURVEYORS
3177 LAKEFIELD ROAD, BOX 70
LAKEFIELD, ON K0L 2H0
PHONE: 705-652-6188
INFO@JBF.SURVEYORS.COM
WWW.JBF.SURVEYORS.COM

PROJ. # 8814



September 8th 2023

Christina Coulter
Planner
Township of Douro-Dummer
894 South Street, P.O. Box 92, Warsaw
Ontario, K0L 3A0

Dear Christina Coulter,

Re: File: R-05-23, Owner: Michael and Marcy Mundell, 1513 County Road 4, Township of Douro Dummer, Roll# 1522-020-003-28700, ORCA File No: PPLD-2282.

The Otonabee Region Conservation Authority (Otonabee Conservation) has received the above noted circulation and the following documents in support of the application.

- Notice of Complete Application for Zoning By-law Amendment Application R-05-23, Prepared by the Township of Douro Dummer, Meeting Date Tuesday September 19, 2023.

Otonabee Conservation staff have reviewed the information in accordance with our mandate and policies and offer the following comments.

This application is proposing to rezone a portion of the subject lands (Lot 1) from the Rural Zone (RU) to the Environmental Conservation Zone (EC) to recognize existing wetlands and their 30 metre Vegetation Protection Zone (VPZ). The remainder of Lot 1 will be rezoned to the Special District 257 Zone (S.D. 257) in order to recognize the existing garage/shop in the absence of a primary structure (principle building).

This rezoning is required as a condition of Consent Application (File B-08-22), that was conditionally approved by Peterborough County on August 2, 2022.

Otonabee Conservation's interest in this application is three-fold:

1. *Otonabee Conservation has reviewed this application through our mandated authority under Ontario Regulation 686/21, pursuant to the Conservation Authorities Act, to ensure*

consistency to natural hazards policies in any policy statement or provincial plan issued under the Planning Act.

Otonabee Conservation mapping and previous Planning file review for B-8-22 indicates that the proposed rezoning is not located within a known flooding hazard. **Therefore, it is the opinion of Otonabee Conservations that the application remains consistent with section 3.1 (related to natural hazards) of the PPS.**

2. *Otonabee Conservation has reviewed the application through a regulatory lens. Pursuant to regulation under Section 28 of the Conservation Authorities Act, any development, interference with or alteration within a flooding hazard, erosion hazard, watercourse, wetland and their adjacent lands/areas of interference requires a permit from the Authority.*

Otonabee Conservation mapping indicates the subject property is subject to Ontario Regulation 167/06 Otonabee Conservation's "development, interference with wetlands and alterations to shorelines and watercourses" regulation. **Permits from this agency will be required prior to any site alteration or construction in those areas regulated by Otonabee Conservation.**

3. *Otonabee Conservation has reviewed the application for conformance with the provisions of the Revised Trent Source Water Protection Plan (SPP), prepared under the Clean Water Act. The SPP, intended to protect Ontario's drinking water at its source, came into effect on January 1, 2014 and contains policies to protect sources of municipal drinking water supplies from existing and future land use activities.*

The subject lands are not located in a vulnerable area as per the SPP.

Please contact me if you have any questions or concerns.

Best Regards,



Marnie Guindon
Planning and Regulations Officer



Township of Douro-Dummer Notice of Complete Application and Public Meeting Concerning a proposed Zoning By-law Amendment Application R-05-23

The meeting will be held in person and electronically

Take Notice that the Council of The Corporation of the Township of Douro-Dummer has received a complete application for Zoning By-law Amendment and will hold a public meeting to consider the proposed amendment to the Township of Douro-Dummer Comprehensive Zoning By-law under Section 34 of the Planning Act, R.S.O., 1990.

Date and Time: **Tuesday, September 19, 2023 at 5:00 p.m.**

Location: Council Chambers of the Municipal Office
894 South Street, Warsaw ON and
Electronic Meeting Site

Public Hearing: While the meeting will be held in person, given the ongoing Covid-19 concerns, any person wishing to make written and/or oral submissions either in support of or opposition to the proposal is invited to make arrangements to attend the hearing virtually. In order to make arrangements to attend the virtual (electronic) hearing please contact the Acting Clerk by email at martinac@dourodummer.on.ca no later than 9:00 a.m. on the day of the scheduled public hearing. Although it is possible for members of the public to "attend" a meeting electronically, and provide verbal submissions, we encourage you to communicate with Council by forwarding written comments in support or in opposition to martinac@dourodummer.on.ca.

If you wish to view the public meeting in real time, but do not wish to speak to the application, the meeting will be hosted on the [Township's YouTube Channel](#). The meeting will also be recorded and available after the meeting for public viewing on the same platform.

Legal Description/ Address:	1513 County Road 4 Part Lot 16, Concession 2 (Dummer Ward) Roll No.: 1522-020-003-28700 A key map is provided on the next page
Owner/Applicant:	Michael & Marcy Mundell
File Name:	R-05-23

Purpose and Effect of Application:

The owners have applied to amend the existing zoning of a portion of their property located at 1513 County Road 4, in the former Township of Dummer, (now the Dummer Ward of the Township of Douro-Dummer) in the County of Peterborough.

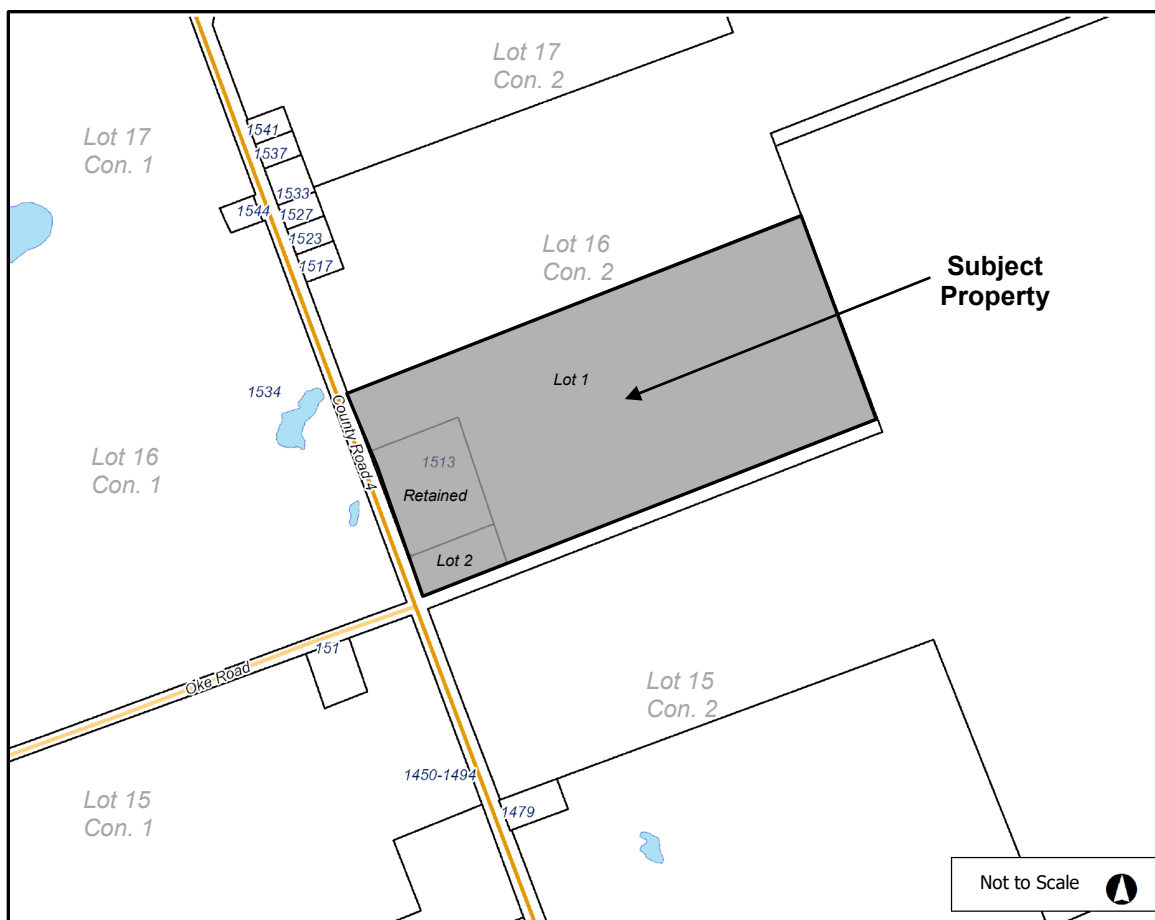
The subject property is currently developed with an approximately 3299 square foot single detached dwelling, 720 square foot attached garage and approximately 5000 square foot garage/shop. The effect of severance File B-08-22 separates the garage/shop from the dwelling.

The land in question is currently zoned the Rural Zone (RU) as shown on Schedule B13 to By-law No. 10-1996, as amended. The effect of the Amendment is to rezone a portion of the subject lands (Lot 1) from the Rural Zone (RU) to the Environmental Conservation Zone (EC) to recognize existing wetlands and their 30 m Vegetation Protection Zone (VPZ). The remainder of Lot 1 will be rezoned to the Special District 257 Zone (S.D. 257) in order to recognize the existing garage/shop in the absence of a primary structure (principle building).

The Special District 257 Zone (S.D. 257) will permit all of the uses and regulations outlined in Section 9 – Rural Zone (RU) of the By-law.

This rezoning is required as a condition of **Consent Application (File B-08-22)**, that was conditionally approved by Peterborough County on August 2, 2022.

Key Map:



Additional Information relating to the proposed zoning by-law amendment is available by contacting the undersigned or by visiting the Township Website at: <https://www.dourodummer.ca/modules/news/en>.

Accessibility: If you have accessibility needs and require alternative formats or other accommodations, please contact the undersigned.

Notification: If you wish to be notified of the decision of the Council of the Township of Douro-Dummer on the proposed zoning by-law amendment, you must make a written request to the Acting Clerk of the Township of Douro-Dummer using the contact information provided below.

The Right to Appeal

If a person or public body would otherwise have an ability to appeal the decision of the Township of Douro-Dummer to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Douro-Dummer before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Township of Douro-Dummer before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Any person may attend the electronic/virtual public meeting and make written and/or verbal submissions either in support of or in opposition to the proposed zoning by-law amendment. In order to make arrangements to attend the virtual meeting, please contact the Acting Clerk by email at martinac@dourodummer.on.ca no later than 9:00 a.m. on the day prior to the scheduled meeting. It is the responsibility of the interested member of the public to have technology in place to connect to the meeting.

Privacy Disclosure: All written submissions, documents, correspondence, e-mails or other communications (including your name and address) are collected under the authority of the *Planning Act* and become part of the public record and may be made available for public viewing or distribution. Please note that by submitting any of this information, you are providing the Township with your consent to use and disclose this information as part of the planning process.

Dated this 25th day of August, 2023 at the Township of Douro-Dummer.

Martina Chait-Hartwig
Acting Clerk
705-652-8392 Ext. 210
martinac@dourodummer.on.ca

Christina Coulter
Planner
705-652-8392 Ext. 226
christinac@dourodummer.on.ca

The Corporation of the Township of Douro-Dummer

By-law Number 2023-XX

Being a By-law to amend By-law Number 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law"

Whereas By-law Number 10-1996, as amended, regulates the use of land and the use and erection of buildings and structures within the Township of Douro-Dummer;

And Whereas Section 34 of The Planning Act, RSO 1990, as amended, permits the Council to pass an amending Zoning By-law;

And Whereas the Council of the Township of Douro-Dummer required the rezoning of the subject lands as a condition of Peterborough County Consent Application B-08-22;

And Whereas the Council of the Township of Douro-Dummer deems it advisable to further amend By-law No. 10-1996 as amended;

Now Therefore the Council of the Township of Douro-Dummer hereby enacts as follows:

1. Schedule B13 to By-law No. 10-1996, as amended, is hereby further amended by changing the zone category on a portion of lands known municipally as 1513 County Road 4 and described as Part Lot 16, Concession 2 (Dummer Ward) from the Rural Zone (RU) to the Environmental Conservation Zone (EC) and the Special District 257 Zone (S.D. 257) as shown on Schedule "1" attached hereto and forming part of this By-law.
2. Section 21 Special Districts is amended by the addition of a new subsection "21.257 Special District 257 Zone (S.D. 257)" immediately following subsection 21.256 Special District 256 Zone (S.D. 256)" which shall read as follows:

21.257 Special District 257 Zone (S.D. 255) – Roll No. 1522-020-003-28700 (Severed Lot 1)

No person shall within any Special District 257 Zone (S.D. 257) use any land, or erect, alter or use any building or structure except in accordance with the following provisions:

21.257.1 Permitted Uses

21.257.1.1 all uses permitted in Section 9.1 of the Rural Zone (RU) of By-law 10-1996, as amended.

21.257.1.2 an existing 5000 square foot garage/shop which may be used in accordance with any of the permitted uses in Section 9.1.

21.257.2 Regulations for Permitted Uses

21.257.2.1 All regulations of Section 9.2 of the Rural Zone (RU) of By-law 10-1996, as amended, shall apply.

21.257.2.2 All provisions of Section 3, General Zone Provisions, as they apply to the use of any land, buildings or structures permitted in the Special District 257 Zone (S.D. 257) shall apply and be complied with.

3. All other relevant provisions of By-law 10-1996, as amended, shall apply.

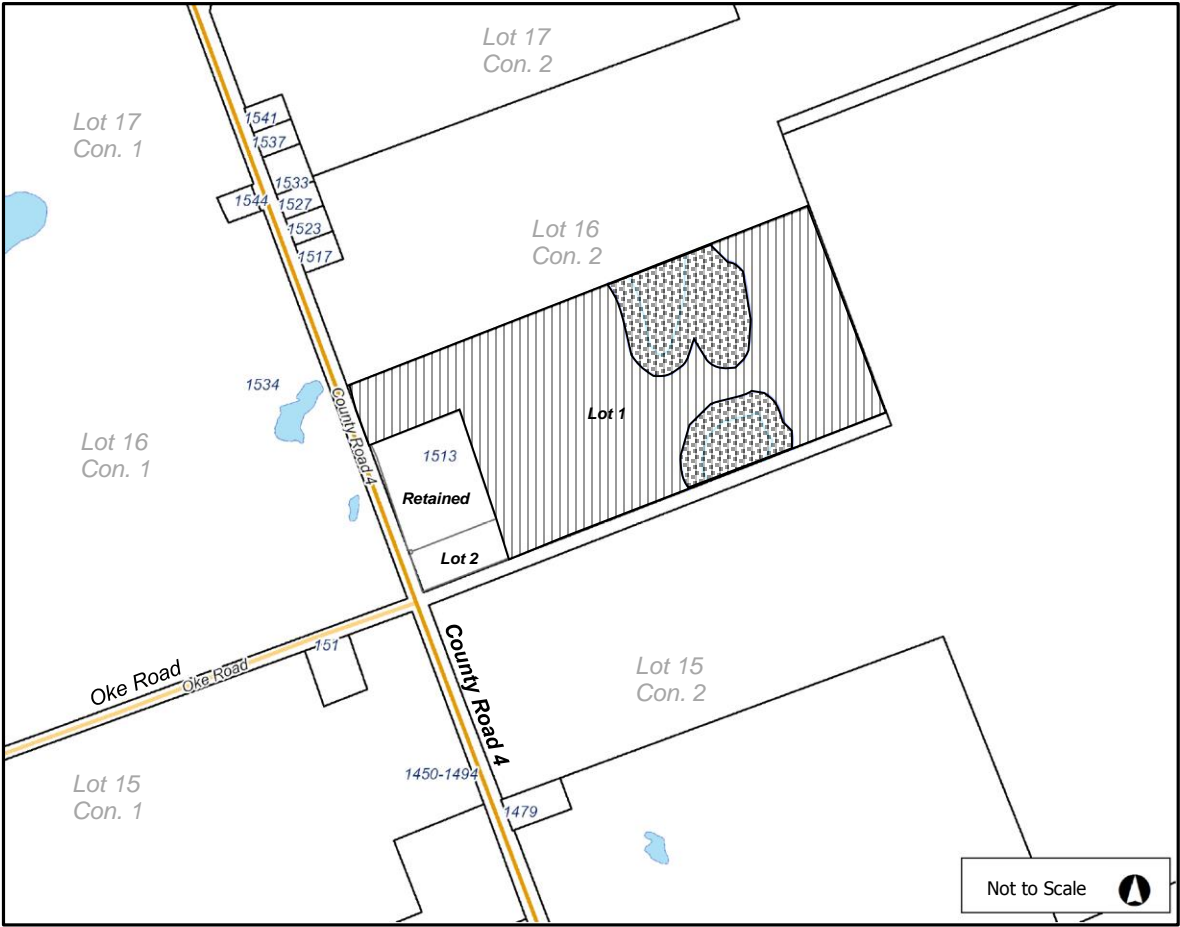
If no notice of objection is filed with the Acting Clerk within the time provided, this By-law shall become effective on the date of passing hereof, subject to the provisions of The Planning Act, RSO 1990, as amended.

Passed in Open Council this XX day of XXXXX, 2023.

Mayor, Heather Watson

Clerk, Martina Chait-Hartwig

Schedule "1" to By-law 2023-XX



Rezone from the 'Rural Zone (RU)' to the
'Environmental Conservation Zone (EC)'



Rezone from the 'Rural Zone (RU)' to the
'Special District 257 Zone (S.D. 257)'

This is Schedule '1' to By-law
No. 2023-XX passed this
XX day of XXXXXX, 2023.

Mayor, Heather Watson

Clerk, Martina Chait-Hartwig

Recommendation:

That the Planning-2023-28 report, dated September 19, 2023, regarding Zoning By-law Amendment – File R-06-23 be received; and

That Council receive all comments related to Zoning By-law Amendment File R-06-23; and

That the By-law to enact the Amendment be passed at the appropriate time in the meeting.

Overview:

At the June 20, 2023 Special Council Meeting, Staff were directed to develop Zone provisions to regulate sports courts and playing surfaces and to bring forward an amendment to the Township Zoning By-law at a future public meeting (Planning Department Report - Planning-2023-20).

The direction was based upon a legal opinion sought from the Township's current solicitor, Aird & Berlis, regarding the application of the accessory structure provisions to sports courts and playing surfaces.

In correspondence dated May 15, 2023, Aird & Berlis provided Staff with an opinion on this matter. Legal Counsel for the Township found that sports courts such as pickleball and tennis court would fall within the definition of "Recreation Use, Active" in the Township Zoning By-law and not within the definition of "Structure". Counsel confirmed that an "active recreational use" is considered a principle/primary use of a property.

Currently, there are no regulations or provisions in the Zoning By-law for an active recreational use. This means there are no minimum lot area requirements, no planting strip, no minimum yard setbacks and no maximum lot coverage limitations for example.

Report Planning-2023-20 recommended that Section 3.45 – Swimming Pools of the Township Zoning By-law be amended to include provisions for active recreational uses.

A copy of the Draft By-law is attached to this Report. The Draft By-law does not alter the existing swimming pool regulations (Sections 3.45.1 – 3.45.4). The Draft By-law introduces new regulations for active recreational uses (Sections 3.45.5 – 3.45.11), amends the definition of active recreational uses (Section 22.192) and maintains the existing definition of active recreational use as it is applicable to Section 18.6 Open Space – Three Zone (OS-3) to recognize Warsaw Caves which has a special exception to specifically permit an active recreational use as previously defined.

Notice of the public meeting was given on August 25, 2023 by ordinary mail and/or e-mail to all prescribed public bodies and to every person and public body that has provided a written request for Notice.

Notice of the public meeting was published in the Peterborough This Week on August 31, 2023 and in the Lakefield Herald on September 1, 2023. The Notice was posted on the Township Website.

A copy of the Notice is attached to this Report.

Conformity to Provincial Policy Statement (PPS) and A Place to Grow, Growth Plan for the Greater Golden Horseshoe (Growth Plan):

The Draft By-law is consistent with the Provincial Policy Statement and conforms to the Growth Plan.

Conformity to Official Plan:

The goal of the Official Plan is to ensure that residents and visitors of the County have access to a range of recreational activities (S. 4.5.1). Public parks, playfields and outdoor recreational activities are specifically permitted within the Recreational – Open Space designation (S. 6.2.14.2) of the Official Plan. The Draft By-law does not apply to public recreational uses, but rather to these types of uses on private properties.

Nevertheless, Section 6.2.14.3 provides that recreational and conservation developments intended for the use of the general public or private members be regulated by suitable provisions in the Zoning By-law, including setbacks from property lines and appropriate off-street parking requirements (S. 6.2.14.3 (b)).

Section 6.2.14.2 (e) states that regard shall be had for the compatibility of recreation and open space uses with adjacent land uses and, where necessary, those facilities shall be designed to provide adequate spatial separation, buffer planting, landscaping and fencing to ensure that any adverse effects associated with those uses are minimized.

The Draft By-law conforms to the existing Official Plan.

Comments:

As of the writing of this Report, no comments have been received from members of the public.

All department managers have been circulated for comment on this application and there were no comments or concerns identified.

Comments were received from the following agencies:

- Enbridge Gas Inc.: No objections to the application.

Conclusion:

Currently, active recreational uses are only permitted on one property within the Township and there are no provisions in the Zoning By-law to regulate them. The proposed amendment will permit active recreational uses in all of the Townships' Residential Zones as well as the Commercial Tourist and Commercial Tourist – Trailer Park Zone. The proposed regulations have been developed to provide adequate setbacks, buffer planting, landscaping and lighting provisions to ensure that any adverse effects associated with these uses are minimized.

Financial Impact:

The fee for the legal opinion from Aird & Berlis was \$4,141.45. The cost of advertising the public meeting in the Lakefield Herald was \$200.01 and the cost of advertising in Peterborough This Week was \$750.67.

Strategic Plan Applicability:

To ensure and enable an effective and efficient municipal administration.

Sustainability Plan Applicability:

N/A

Report Approval Details

Document Title:	R-06-23 (Active Recreational Uses).docx
Attachments:	- R-06-23 - ZBA Notice.pdf - R-06-23 Draft By-law final.pdf
Final Approval Date:	Sep 13, 2023

This report and all of its attachments were approved and signed as outlined below:

Martina Chait-Hartwig

Elana Arthurs



Township of Douro-Dummer
Notice of Application and Public Meeting
Concerning a proposed Zoning By-law Amendment
Application R-06-23

The meeting will be held in person and electronically

Take Notice that the Council of The Corporation of the Township of Douro-Dummer has initiated a Zoning By-law Amendment and will hold a public meeting to consider the proposed amendment to the Township of Douro-Dummer Comprehensive Zoning By-law under Section 34 of the Planning Act, R.S.O., 1990.

Date and Time: **Tuesday, September 19, 2023 at 5:00 p.m.**
Location: Council Chambers of the Municipal Office
894 South Street, Warsaw ON and
Electronic Meeting Site

Public Hearing: While the meeting will be held in person, given the ongoing Covid-19 concerns, any person wishing to make written and/or oral submissions either in support of or opposition to the proposal is invited to make arrangements to attend the hearing virtually. In order to make arrangements to attend the virtual (electronic) hearing please contact the Acting Clerk by email at martinac@dourodummer.on.ca no later than 9:00 a.m. on the day of the scheduled public hearing. Although it is possible for members of the public to “attend” a meeting electronically, and provide verbal submissions, we encourage you to communicate with Council by forwarding written comments in support or in opposition to martinac@dourodummer.on.ca.

If you wish to view the public meeting in real time, but do not wish to speak to the application, the meeting will be hosted on the [Township’s YouTube Channel](#). The meeting will also be recorded and available after the meeting for public viewing on the same platform.

Legal Description/ Address:	The amendment applies throughout the Township
Owner/Applicant:	Township of Douro-Dummer
File Name:	R-06-23

Purpose and Effect of Application:
The Zoning By-Law Amendment will introduce provisions to regulate active recreational uses such as sports courts and playing surfaces including pickleball, basketball and tennis courts within the Township.

Additional Information relating to the proposed zoning by-law amendment is available by contacting the undersigned or by visiting the Township Website at:
<https://www.dourodummer.ca/modules/news/en>.

Accessibility: If you have accessibility needs and require alternative formats or other accommodations, please contact the undersigned.

Notification: If you wish to be notified of the decision of the Council of the Township of Douro-Dummer on the proposed zoning by-law amendment, you must make a written request to the Acting Clerk of the Township of Douro-Dummer using the contact information provided below.

A Key Map is not attached as the amendment applies generally throughout the Township.

The Right to Appeal

If a person or public body would otherwise have an ability to appeal the decision of the Township of Douro-Dummer to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Douro-Dummer before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Township of Douro-Dummer before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Any person may attend the electronic/virtual public meeting and make written and/or verbal submissions either in support of or in opposition to the proposed zoning by-law amendment. In order to make arrangements to attend the virtual meeting, please contact the Acting Clerk by email at martinac@dourodummer.on.ca no later than 9:00 a.m. on the day prior to the scheduled meeting. It is the responsibility of the interested member of the public to have technology in place to connect to the meeting.

Privacy Disclosure: All written submissions, documents, correspondence, e-mails or other communications (including your name and address) are collected under the authority of the *Planning Act* and become part of the public record and may be made available for public viewing or distribution. Please note that by submitting any of this information, you are providing the Township with your consent to use and disclose this information as part of the planning process.

Dated this 25th day of August, 2023 at the Township of Douro-Dummer.

Martina Chait-Hartwig
Acting Clerk
705-652-8392 Ext. 210
martinac@dourodummer.on.ca

Christina Coulter
Planner
705-652-8392 Ext. 226
christinac@dourodummer.on.ca

The Corporation of the Township of Douro-Dummer
By-law Number 2023 - XX

**Being a By-law to amend By-law Number 10-1996, as amended,
otherwise known as "The Township of Douro-Dummer
Comprehensive Zoning By-law"**

Whereas By-law Number 10-1996, as amended, regulates the use of land and the use and erection of buildings and structures within the Township of Douro-Dummer;

And whereas Section 34 of The Planning Act, RSO 1990, as amended, permits the Council to pass an amending Zoning By-law;

And Whereas the Council of the Township of Douro-Dummer has initiated a zoning by-law amendment to amend By-Law No. 10-1996, as amended, insofar as it is necessary to regulate active recreational uses within the Township;

Now therefore the Council of the Township of Douro-Dummer hereby enacts as follows:

1. The area affected by this By-Law includes all lands within the Residential Zone (R), Hamlet Residential Zone (HR), Shoreline Residential Zone (SR) and Rural Zone (RU). As such, there is no schedule attached to this amendment.
2. Section 3 – General Provisions – is amended by deleting subsection 3.45 Swimming Pools in its entirety and replacing it with the following:

"3.45 Swimming Pools and Active Recreational Uses

Swimming Pools:

3.45.1 A swimming pool erected in any zone shall be permitted in the side yard or front yard of any lot provided that:

- (a) no part of any pool shall be located closer to any lot line or street line than the minimum distance required for the main building located on such lot;
- (b) the maximum height of such pool shall be 1.5 m above the finished grade level of the ground adjoining and within 5 m of such pool;
- (c) any building or structure, other than the main building, required for changing clothing or pumping or filtering facilities, or other similar accessory uses, shall be in accordance with the provision applicable to accessory buildings.

3.45.2 A swimming pool erected in any zone shall be permitted in the rear yard of any lot provided that:

- (a) no part of such pool shall be located closer to any lot line or street line than the minimum distance required for an accessory building on such lot;
- (b) any building or structure, other than the main or principal building, required for changing clothing, or pumping or filtering facilities, or other similar accessory uses, shall be in accordance with the applicable provisions of Section 3.1 - Accessory Buildings, Structures and Uses.

3.45.3 The maximum lot coverage of an outdoor swimming pool shall not exceed 2.5 percent of the total lot area and shall be considered part of the total lot coverage for accessory buildings, structures, or uses in accordance with Section 3.1.3 of this By-law.

3.45.4 Persons wishing to install indoor or indoor/outdoor swimming pools shall submit a professional engineer's design and specifications for such structure as a condition to the issuance of a building permit.

Active Recreational Uses:

3.45.5 Unless specifically indicated otherwise, an active recreational use shall be permitted in the Residential Zone (R), Hamlet Residential Zone (HR), Shoreline Residential Zone (SR), Limited Service Residential Zone (LSR), Island Residential Zone (IR), Rural Zone (RU), Commercial Tourist Zone (CT) or Commercial Tourist – Trailer Park Zone (CT-1).

3.45.6 When located in any of the above noted zones, an active recreational use shall be permitted in the front, side or rear yard, provided that:

- (a) no part of any active recreational use shall be located closer to any lot line or street line than the minimum distance required for the main building located on such lot;
- (b) the minimum side and rear yards shall not exceed 1.5 metres;
- (c) a minimum separation distance of 1.5 metres is maintained from any building, structure or part thereof, and the space will not be intruded upon by any awning, canopy, roof, wall or similar structure;
- (d) any building or structure, other than the main or principal building, required for changing clothing, or other similar accessory uses, shall be in accordance with the applicable provisions of Section 3.1 - Accessory Buildings, Structures and Uses.

3.45.7 The maximum lot coverage of an active recreational use shall not exceed 2.5 percent of the total lot area and shall be considered in addition to the total lot coverage for accessory buildings, structures, or uses in accordance with Section 3.1.3 of this By-law.

3.45.8 Active recreational uses shall comply with the illumination provisions outlined in Section 3.19 of this By-law.

3.45.9 Active recreational uses shall comply with the following planting strip provisions:

- (a) where an active recreational use abuts a Residential, Institutional, Open Space or Environmental Conservation Zone, a planting strip forming a visual barrier or screen and used for no other purpose but landscaped open space shall be provided along the lot line(s) so abutting these Zones;
- (b) where a planting strip is required by this By-law, it shall consist of an unpierced and unbroken hedgerow of evergreen or perennial shrubs;
- (c) where a planting strip is required such use shall have a minimum width of 3.0 metres measured perpendicularly to the lot adjoining such planting strip;
- (d) the minimum planted height of the hedgerow shall be 1.75 metres, except that no vegetation within a sight triangle shall exceed a height of 1 metre;
- (e) where a driveway or walk extends through a planting strip, it shall be permissible to interrupt the planting strip within 3 metres of the edge of such driveway or within 1.5 metres of the edge of such walk;
- (f) where a planting strip is required it shall be planted, nurtured and maintained by the owner of owners of the lot on which the strip is located;
- (g) a planting strip may form part of any landscaped open space required by this By-law.

3.45.10 An active recreational use shall not be used as a "private club" as defined in Section 22.44 of this By-law and any use of a property for a "private club" would require an amendment to this By-law.

3.45.11 An active recreational use shall not be used as a "recreation or athletic club" as defined in Section 22.188 of this By-law and any use of a property for a recreation or athletic club would require an amendment to this By-law.

3. Section 18.6 - Open Space - Three Zone (OS-3) – Roll No. 1522-020-003-30000 is amended by adding a second paragraph so that the section shall now read as follows:

"18.6 Open Space - Three Zone (OS-3) – Roll No. 1522-020-003-30000

All of the permitted uses, provisions and regulations of the "Open Space Zone (OS)" shall apply and be complied with, except that the "Permitted Uses" shall include "an active recreational use".

For the purposes of this zone, "an active recreational use" shall be defined as a recreational use or activity which is conducted within a building or requires alteration of natural, soil or topographical features and includes such activities as golf course, playing fields, trailer parks, campgrounds and conservation areas involving built structures."

4. Section 22 – Definitions is amended by deleting Section 22.192 in its entirety and replacing it with the following:

22.192 "Recreational Use, Active" means a recreational use or activity which requires alteration of natural, soil or topographical features and includes such activities as playing fields and sports courts including, but not limited to, basketball, pickleball and tennis courts, baseball diamond, soccer pitch, outdoor ice rink, athletic fields, or other like or similar uses. An active recreational use shall not include a "golf course", "park", "recreational establishment", "tourist trailer park", "camp", "camping ground", or "conservation use" as defined herein.

5. All other relevant provisions of By-law 10-1996, as amended, shall apply.

If no notice of objection is filed with the Clerk within the time provided, this By-law shall become effective on the date of passing hereof, subject to the provisions of The Planning Act, RSO 1990, as amended.

Passed in open council this XXth day of XXXX, 2023.

Mayor, Heather Watson

Clerk, Martina Chait-Hartwig



Age-friendly Peterborough

Report Card 2017-2022
Community Action Plan 2023-2027



Becoming Age-friendly

An age-friendly community is “one where policies, services and structures related to the physical and social environments are designed to support and enable older people to live in a secure environment, enjoy good health and continue to participate in their communities.”



Defining local principles - Age-friendly Peterborough

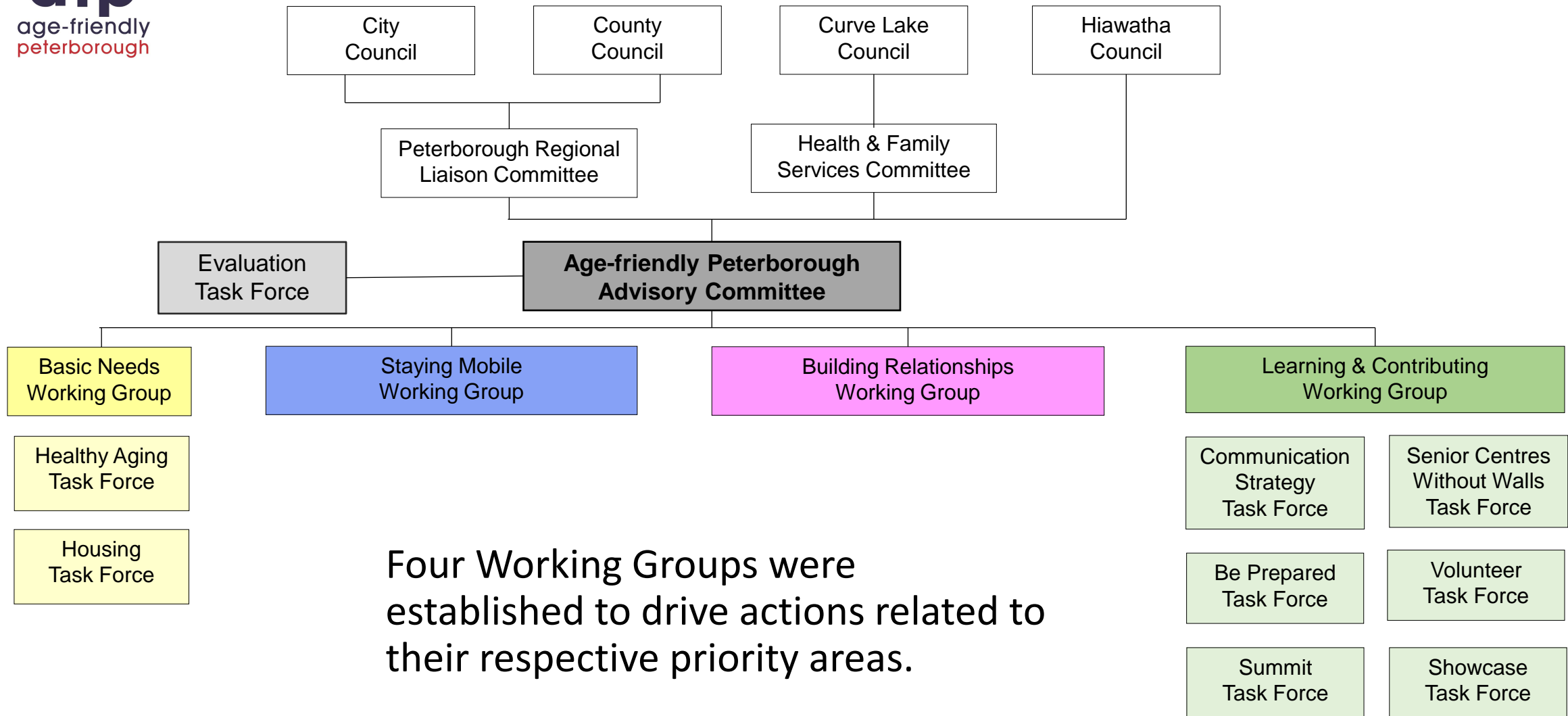
Age-friendly Peterborough Advisory Committee (AFPAC) was developed to oversee the development of the implementation of the AFP Community Action Plan.

Four Working Groups were established to drive actions related to their respective priority areas.





Age-friendly Peterborough Advisory Committee Structure

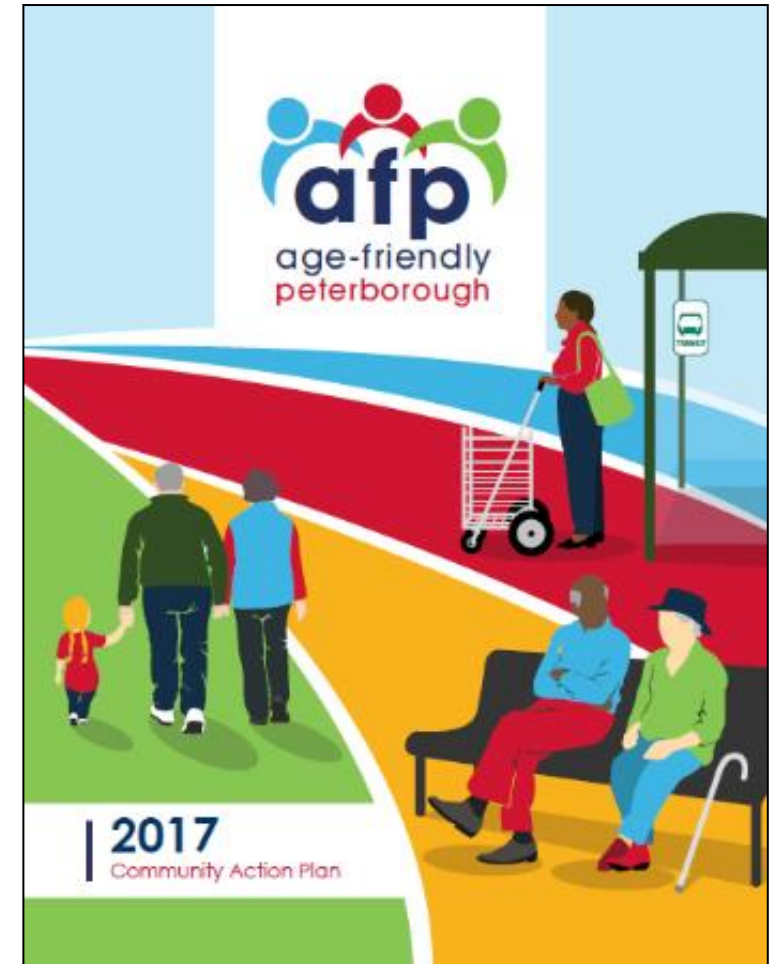


AFP Community Action Plan 2017

The Plan is organized into four goals:

- Basic Needs
- Staying Mobile
- Building Relationships
- Learning and Contributing

For each goal, 6-7 strategic directions are articulated. For each strategic direction, proposed activities are identified.



Defining local principles - Age-friendly Peterborough

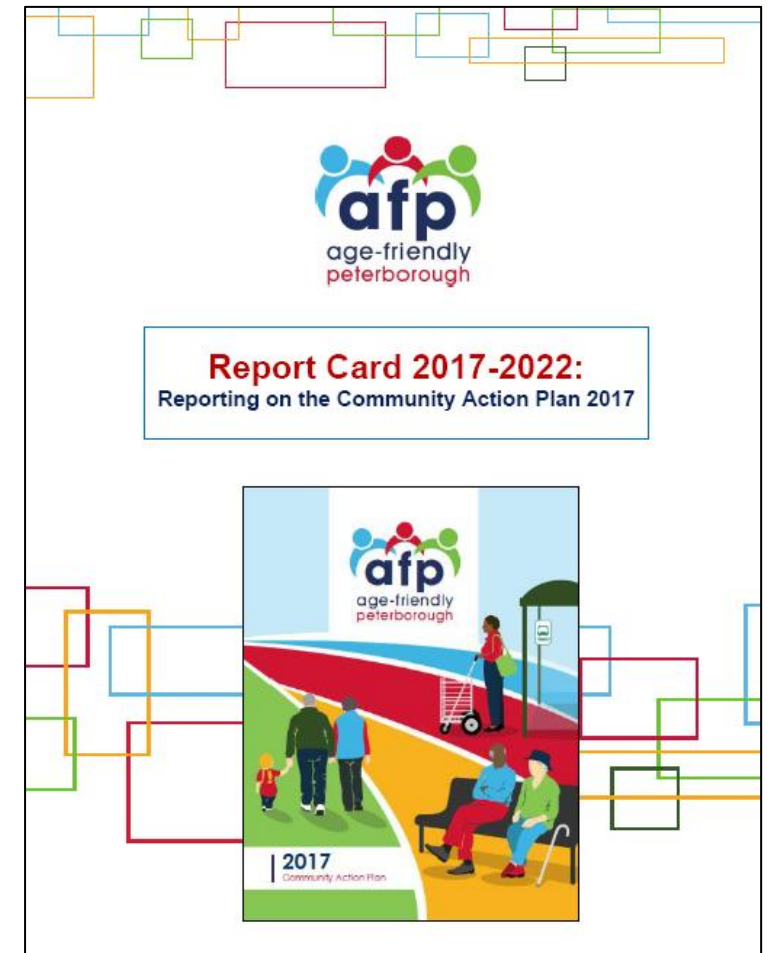
AFP is supported by the City of Peterborough, County of Peterborough, all 8 townships, Curve Lake First Nation, Hiawatha First Nation and United Way of Peterborough and District.



The greater Peterborough area

AFP Report Card 2017-2022

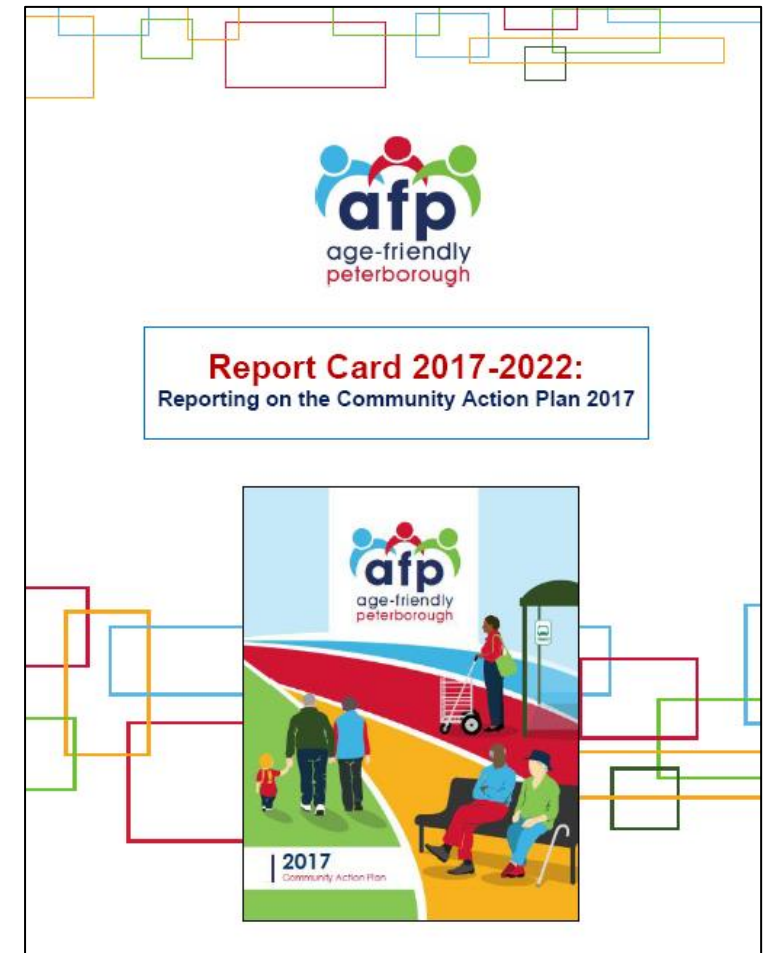
The AFP Report Card provides an update on the proposed actions and how the greater Peterborough area has become more age-friendly since the release of the Community Action Plan in 2017.



AFP Report Card 2017-2022

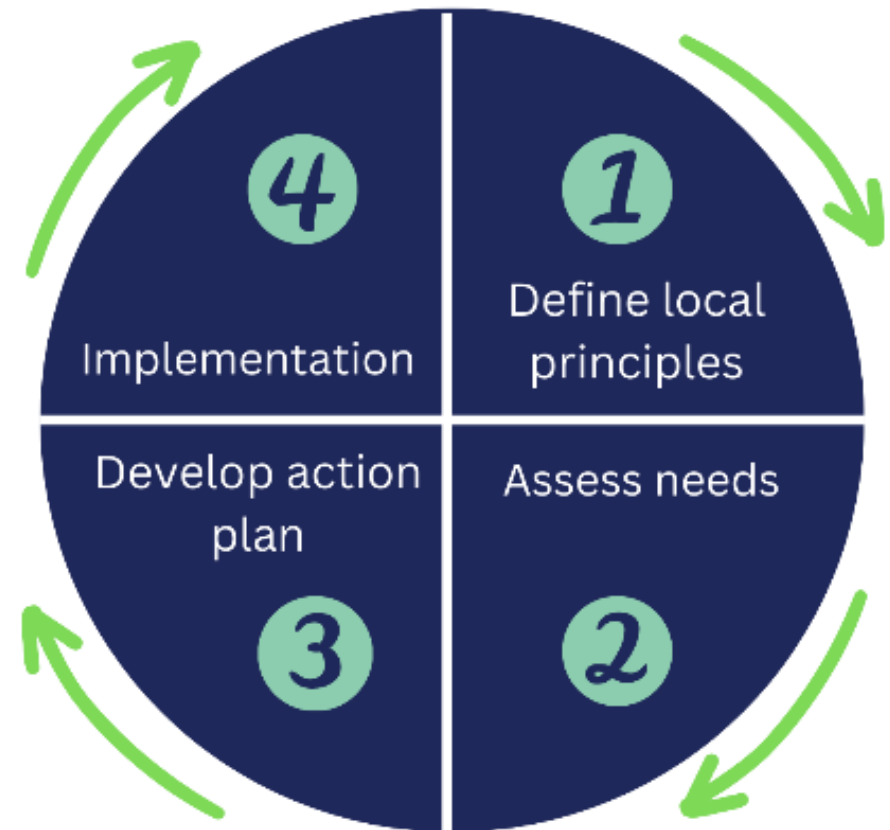
Highlights:

- Peterborough Senior Service Directory
- Innovative housing solutions
- In 2022, Community Care arranged 33,000 drives to 2,200 people
- The Link provided an opportunity for older adults to travel from Curve Lake and Selwyn to Peterborough.



The Process of Becoming Age-friendly

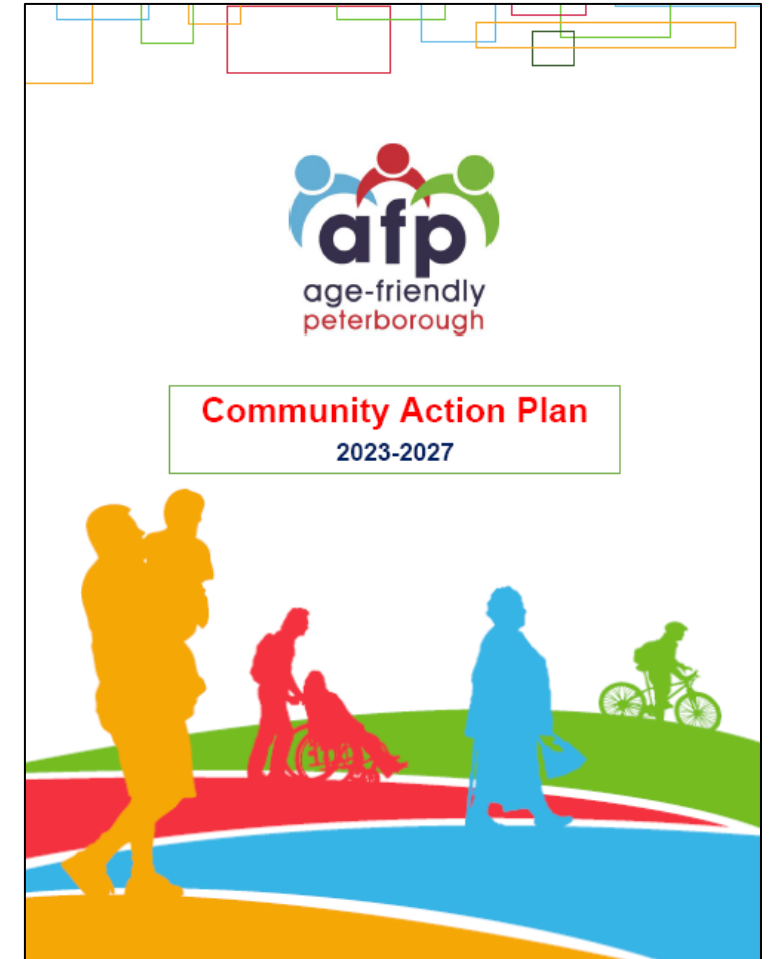
In 2021-2022, AFP utilized the lessons learned from the 2017 Plan to redefine local principles. AFP again conducted community engagement and stakeholder consultation to assess the current needs of local older adults.



AFP Community Action Plan 2023-2027

Results from research:

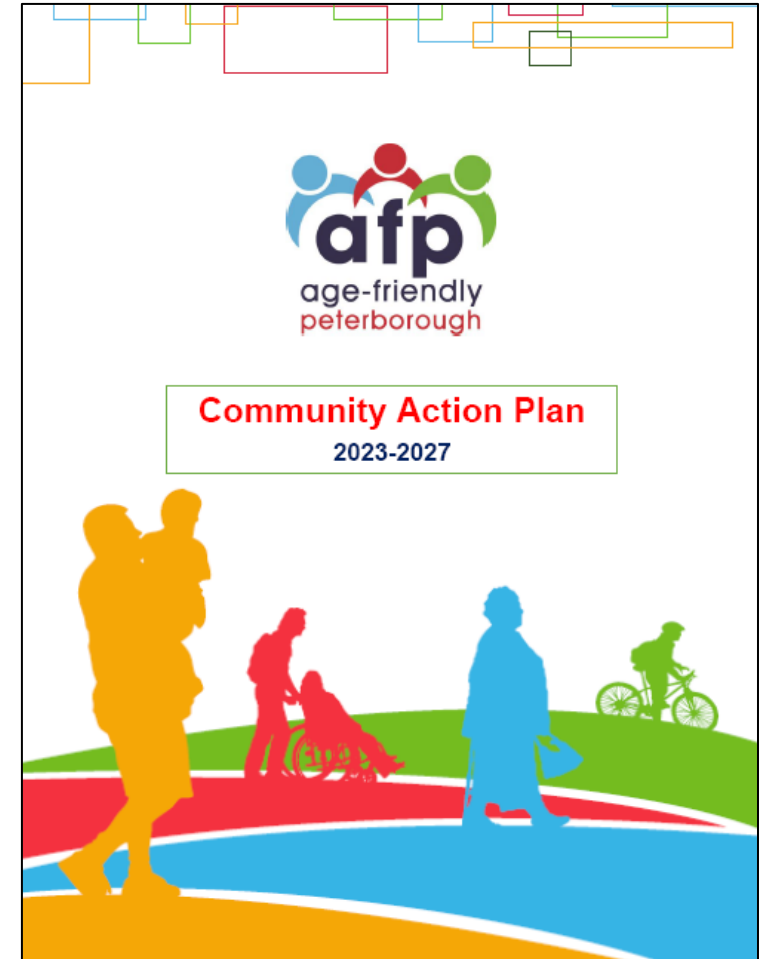
- The number of older adults living in Duuro-Dummer increased from 20.1% in 2016 to 23.1% in 2021 and that number will continue to grow
- Many older adults are living far below the Living Wage as indicated in the United Way 2021 Report



AFP Community Action Plan 2023-2027

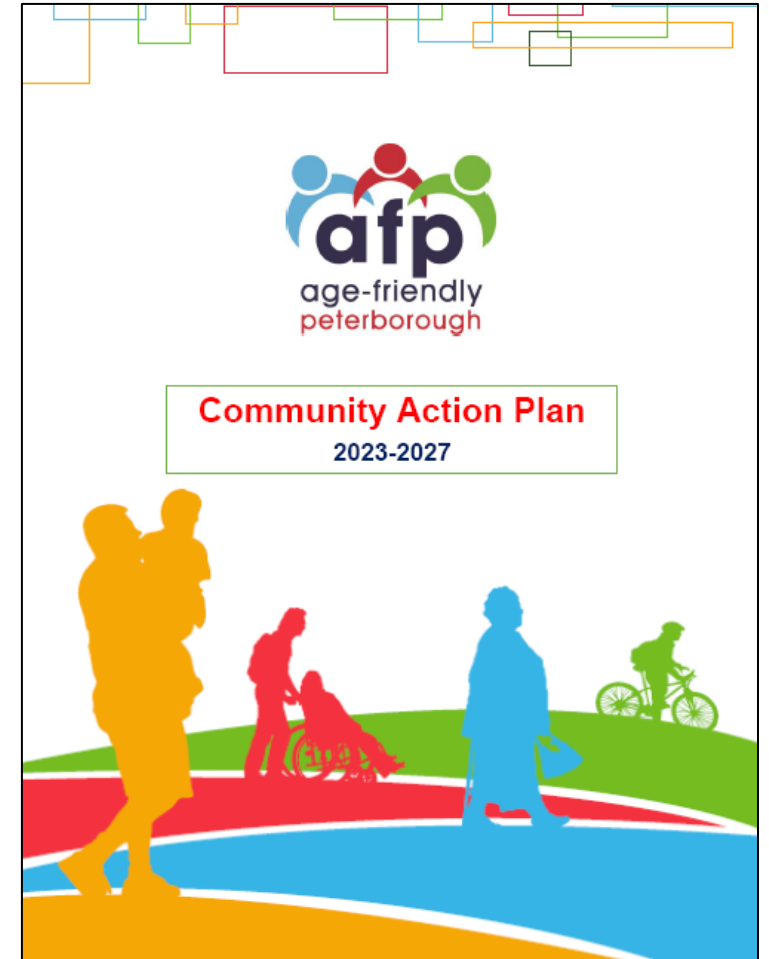
Results from community engagement:

- *“I’m on a fixed income and with rent costs increasing, I’m not sure where I would go.”*
- *“I told my family, I don’t need anything for Christmas, just buy me Depends as I can’t afford to buy them myself.”*
- *“No one comes to see if I’m okay. No regular community involvement. No one knows I’m here.”*



AFP Community Action Plan 2023-2027

The purpose of the 2023 Plan is to outline the identified needs of older adults in an action-oriented way and to provide local government, organizations, and businesses direction on how they can contribute to an age-friendly community.

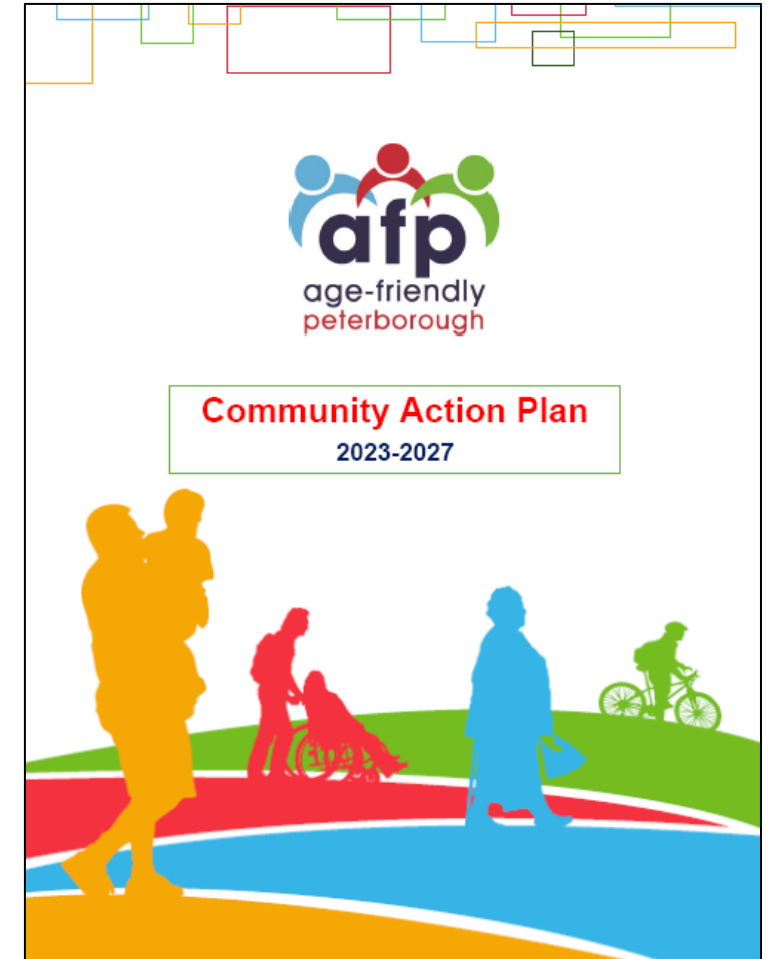


AFP Community Action Plan 2023-2027

Individuals and groups can align and embed their actions with the goals and strategies outlined in the 2023 Plan.

This is a different approach than the 2017 Plan where the proposed actions were stated.

A higher-level framework allows for additional actions to be included and more flexibility over a 5-year term.

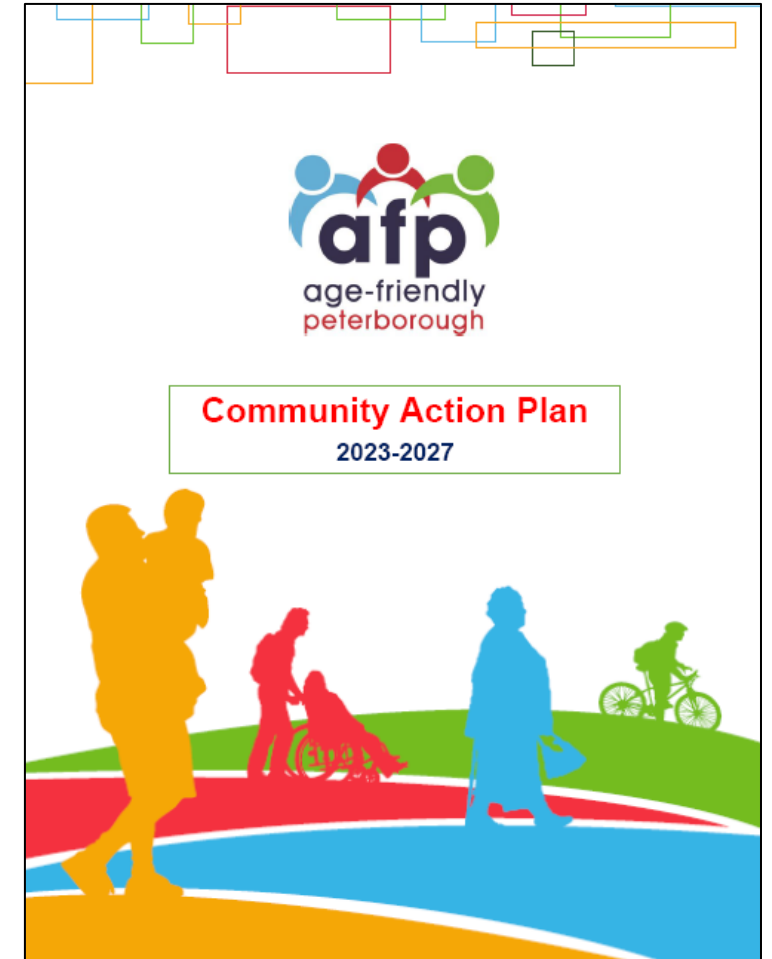


AFP Community Action Plan 2023-2027

Priority Areas are the principles of the Community Action Plan.

Goals are what will be done to accomplish the priority area.

Strategies are how the goals will be achieved. Each strategy will have a workplan that outlines specific actions. The workplans are living documents that support the flexibility in implementing the strategies.



AFP Community Action Plan 2023-2027

Priority Area 1: Basic Needs

Outcome:
Older adults' basic
needs are met.



AFP Community Action Plan 2023-2027

Priority Area 2: Staying Mobile

Outcome:

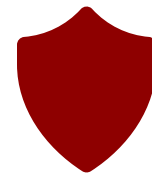
Transportation and infrastructure ensures older adults are able to Stay Mobile in the community.



AFP Community Action Plan 2023-2027

Priority Area 3: Building Relationships

Outcome:
Relationships are sustained to encourage collaboration and foster partnerships.



AFP Community Action Plan 2023-2027

Priority Area 4: Learning and Contributing

Outcome:

Older adults have the opportunity to Learn and Contribute.



Priority Area Workplans

APF Community Action Plan 2023-2027

Workplan Example

Priority Area	Learning and Contributing								
Outcome	Older adults have the opportunity to Learn and Contribute								
Goal	4.4 Promote and encourage volunteerism within our community								
Strategy	4.4.1 Promote the benefits of volunteerism and opportunities available.								
Workplan									
Action	Tasks	Lead	Partners	Timelines	Funding	Objective	Outcomes	Update	Result
<i>Name the action; project, program, service, initiative</i>	<i>Describe the action; Itemize the action into tasks</i>	<i>Lead organization/person of the action</i>	<i>Other than your organization, list who else is involved</i>	<i>What are action start and end dates</i>	<i>List grants or funding other than your budget that is received for this action</i>	<i>As a result of the action, what change will we see</i>	<i>List performance metrics (what is evaluated and how)</i>	<i>Annual update of outcomes for Impact Report</i>	<i>The extent to which the goal was met</i>
Volunteer hub	Older adults call or email the volunteer hub to learn about volunteer opportunities available in the community	Community Care, Darci Maude	AFP	ongoing	none	An increase in number of older adults volunteering	# calls to the hub # emails to the hub # volunteers matched		
Volunteer Peterborough website	The VP website provides a tool that matches a person to a volunteer opportunity	Volunteer Peterborough, Lois Tuffin	AFP Trent University School Boards	Sept 2022- July 2023	Senior Community Grant, \$25,000	An increase in number of older adults volunteering in meaningful experiences	# website users # vol opportunities posted # matches positive experience as indicated in survey		

Next Steps

The 2023 Plan can be a catalyst for community action and change.

AFP listened and will continue to listen to those with lived experience and knowledge, value their perspectives, and incorporate their voices. This ensures the outcomes and actions will benefit the older adults they are intended to support.

“*Nothing
about us,
without us*”

Next Steps

As projects continue to evolve and include a greater number of community organizations and volunteers, AFP will come closer to achieving the vision for Peterborough to be a thriving region that is inclusive, respectful, and accessible to people of all ages and abilities.





Next Steps

- Receive the AFP Report Card 2017-2022
- Approve the AFP Community Action Plan 2023-2027
- Support projects that contribute to an age-friendly community
- Report successes annually



Jayne Culbert

Age-friendly Coordinator

[p] 705-748-8830 ext. 3227

[e] jculbert@peterborough.ca

AFP webpage

www.peterborough.ca/aging

Thank You.





City of
Peterborough

To: Members of the General Committee

From: Sheldon Laidman, Commissioner, Community Services

Meeting Date: June 12, 2023

Subject: New Age-friendly Peterborough Community Action Plan 2023-2027, Report CSSS23-018

Purpose

A report to recommend approval of the Age-friendly Peterborough Report Card 2017-2022, the Age-friendly Peterborough Community Action Plan 2023-2027, and revised Terms of Reference for the Age-friendly Peterborough Advisory Committee.

Recommendations

That Council approve the recommendations outlined in Report CSSS23-018, dated June 12, 2023, of the Commissioner of Community Services as follows:

- a) That the Age-friendly Peterborough Report Card 2017-2022 be received for information;
- b) That the Age-friendly Peterborough Community Action Plan 2023-2027 be approved; and
- c) That the updated Age-friendly Peterborough Advisory Committee Terms of Reference be approved by repealing By-law 17-080 and By-law 18-072 and adopting the draft by-law attached as Appendix D in report CSSS23-018.

Budget and Financial Implications

There are no budgetary or financial implications associated with the recommendations of Report CSSS23-018. Any future costs associated with implementing the Age-friendly

Peterborough Community Action Plan 2023-2027 will be covered through existing budgets, grants, and support from local organizations.

Background

The Peterborough Regional Liaison Committee approved this Report at their meeting on May 25, 2023.

According to Statistics Canada 2021, people older than 65 represented 25.2% of the greater Peterborough area population, an increase from 22.8% in 2016. This is higher than the Ontario average of 18.5% and the Canadian average of 19%. North Kawartha has the highest older adult population per capita, with 35% of residents over 65. Hiawatha First Nation had the greatest increase from 20.7% in 2016 to 27.9% in 2021.

The [Age-friendly Peterborough Community Action Plan 2017](#) (2017 Plan) was adopted on February 27, 2017, through Report CSSS17-01 and subsequently adopted by the County of Peterborough, all 8 Townships, Curve Lake First Nation, and Hiawatha First Nation. The 2017 Plan is divided into four goals and contains 146 recommendations and actions.

The Age-friendly Peterborough Advisory Committee (AFPAC) was created on July 31, 2017, through Report CSSS17-006 with the mandate of implementing the Age-friendly Peterborough Community Action Plan 2017. AFPAC replaced the Peterborough Council on Aging, which replaced the Peterborough Seniors Planning Table in 2015. AFPAC has four Working Groups responsible for driving actions related to their respective goals: Basic Needs, Staying Mobile, Building Relationships, and Learning and Contributing. The AFP structure is shown in Appendix C.

These Working Groups are comprised of volunteers, organizations, businesses, institutions, and local government who contribute their time, expertise, and resources to implementing the 2017 Plan. Task Forces are formed to focus on a specific project.

City Council approved hiring an Age-friendly Coordinator in the 2018 Budget to implement the 2017 Plan and support AFPAC. The coordinator builds relationships and facilitates conversations about healthy aging, is a knowledge broker for the community and senior service sector and provides vital connections. They manage, support, and coordinate the multiple age-friendly projects. Collaboration with other City divisions has been vital and includes staff from Social Services, Housing, Transportation, Accessibility, Communications, Recreation, Infrastructure and Planning Services, and Emergency Management.

In 2017, the United Way of Peterborough and District (UWPD) approached the City of Peterborough with a funding opportunity to support seniors. A family bequeath of \$375,000 was offered to address seniors' issues in the greater Peterborough area.

AFPAC has worked closely with UWPD to identify priorities and implement approved projects.

Age-friendly Peterborough Report Card 2017-2022

In 2021, the City of Peterborough received funding from the Ministry for Seniors and Accessibility, Inclusive Community Program to evaluate the 2017 Plan and conduct community engagement to inform AFP future goals and strategies.

An intergenerational Evaluation Task Force of four youth and four seniors interviewed stakeholders. They summarized how AFP and community partners accomplished many proposed actions outlined in the 2017 Plan over the past 5 years. The Age-friendly Peterborough Report Card 2017-2022 (Report Card), attached as Appendix A, outlines some of the ways the greater Peterborough area has become more age-friendly since 2017.

Goal Update: Older adults Basic Needs are met

Older adults require housing that is diverse and helps support aging in place. They require housing choices to transition to appropriate housing as needed. The Report Card outlines how innovative housing models, such as Abbeyfield Lakefield, Canada HomeShare intergenerational program, and Senior Women Living Together have been introduced in the greater Peterborough area. Additional seniors housing has been added in Curve Lake and a new supportive seniors housing complex was constructed on Bonaccord Street in Peterborough.

Services such as home maintenance and in-home care can help older adults remain in their homes for as long as they want to stay. Community support programs that go beyond primary health care are needed to meet the unique needs of older adults. Some, especially those living in poverty, may benefit from specific programs and services to help them as they age. The Report Card explains how many agencies, organizations, and businesses have provided a diverse range of programs and services to help promote and support healthy aging.

Goal Update: Older adults are able to Stay Mobile and get around the community

Complete community design such as providing a mix of housing, transportation services, and community and social services supports help older adults to remain in their community as they age. A connected community has active transportation infrastructure that is safe, accessible, and connected. The roads are well maintained through all seasons and have pedestrian friendly safety features. The Report Card outlines how infrastructure has been improved to routes that encourage active transportation. Community-led transportation was especially important and appreciated during the pandemic as there were few options for many older adults.

Older adults require public transit that is reliable, affordable, accessible, and convenient so they can travel independently in the community. The Report Card describes how Peterborough Transit has upgraded bus stops to be more accessible and improved access to service through online trip planning tools, On-demand transit, and Trans-Cab services. The Link, a new rural transportation pilot project, provided a transportation option to those who live in Curve Lake and Selwyn Township.

Goal Update: Older adults are supported to build and Maintain Relationships

Recognizing the diversity of individuals' identities and experiences as they age creates an inclusive environment for older adults of varied cultures, races, genders, sexual orientation, abilities, and economic circumstances. By understanding a diverse representation of aging, the community can support commercial areas that are accessible and welcoming for older adults, and parks and community space that include age-friendly amenities and features so older adults remain socially connected and active as they age. Outreach and engagement, such as intergenerational programming, helps older adults re-engage in their communities and can mitigate the negative effects of isolation. The Report Card highlights several projects that have been developed to enhance community connections.

Goal Update: Older adults have the opportunity to Learn, Grow and Contribute

Opportunities for involvement enables older adults to contribute their unique perspectives, experiences, and skills in the community. Whether through volunteerism, employment, educational, social and recreation programs, it is important for older adults to remain active and engaged as they age. The Report Card outlines a number of social and recreation opportunities available for older adults and how the greater Peterborough area has promoted volunteerism.

It is crucial for the social fabric of the community to embrace the voices of older adults. Communicating in a variety of formats helps older adults obtain the information they need to stay informed. The Report Card explains how communication has been provided using traditional and non-traditional channels to ensure older adults receive information in a format they are comfortable using.

Age-friendly Peterborough Community Action Plan 2023-2027

The Age-friendly Peterborough Community Action Plan 2023-2027 (2023 Plan), attached as Appendix B, was developed after identifying lessons learned from the 2017 Plan and results from the Report Card, community trends and demographics, community and stakeholder consultation, and reviewing guiding documents and principles.

Lessons Learned from the 2017 Plan

The 2017 Plan was the first AFP Community Action Plan. Its objective was to support healthy and active aging; promote intergenerational connections; foster an appreciation

of the aging process; and enhance physical, social, and health related infrastructure. The 2017 Plan provided a roadmap toward the AFP vision where Peterborough is a thriving region that is inclusive, respectful, and accessible to people of all ages and abilities. The AFP vision, values, and structure as outlined in the 2017 Plan remain relevant and continue to be the foundation of the 2023 Plan.

From 2017-2022, AFP and its partners accomplished many proposed actions and as a result the community became more age-friendly. It must be acknowledged that during this time, the COVID-19 pandemic required organizations to pivot to other priorities and some projects, such as the Age-friendly Business program, were delayed and/or will be carried over to the 2023 Plan. Organizations and businesses were flexible, creative, and adapted services and programs to meet the frequently changing needs of the community. As a result, some actions outlined in the 2017 Plan may not have been completed as stated, yet many others were delivered.

Therefore, it was identified that having a Plan that only includes priority areas, goals and strategies provides the flexibility needed for a 5-year plan. The high-level framework allows individuals and groups to align and embed their actions with the goals and strategies outlined in the 2023 Plan. As community organizations are still recovering from the impact of the COVID-19 pandemic, their business models may change over time. It also allows new partners to align or incorporate their strategic directions with the 2023 Plan.

Community Trends and Demographics

The 2023 Plan includes a section that outlines the greater Peterborough area population by age group, the percentage of population of each community that are over the age of 65, and community trends. As noted above, the greater Peterborough area will experience higher than average population growth among those over the age 65 compared to Provincial and National trends.

The graphs shown on pages 13 to 16 in the 2023 Plan demonstrate that the number of older adults in the greater Peterborough area will increase through aging, living longer, and moving to the area. The community trends outline the current issues that will only be exacerbated as the population ages. The goals and strategies outlined in the 2023 Plan demonstrate how AFP and the senior service sector will strive to ensure older adults basic needs are met, they are able to stay mobile and connected with their community and have the opportunity to learn and contribute.

Community and Stakeholder Consultation

Older residents and stakeholders were asked if and how they felt the greater Peterborough area became more age-friendly since the 2017 Plan. The opportunity to respond was available from March to September 2022, through a survey, focus groups, individual interviews, and intentional discussion at events. A summary of the survey results is posted on the [AFP dashboard](#).

Informal evaluation included discussion with participants at events such as Mapleridge Open House, Activity Haven Lunch and Learn, and Pride in the Park. 1,399 people were engaged in age-friendly conversations about how the greater Peterborough area can become more age-friendly.

Comments and quotes were useful as they provided context, in-depth understanding of an issue, and examples of real-life stories. The 2023 Plan provides a summary of consultation results, and have been categorized under the following areas:

- Housing
- Community Support and Health Services
- Staying Safe and Secure
- Transportation
- Social Participation
- Civic Participation and Engagement
- Communication and Information
- Respect and Social Inclusion
- Impact of the COVID-19 Pandemic
- Aging in First Nations Adults
- 2SLGBTQI+
- New to Canada

Review of Guiding Documents and Principles

The 2023 Plan goals and strategies are aligned with internal and external plans and resources such as the World Health Organization Age-friendly Cities Framework, Peterborough Community Safety and Well-being Plan, Peterborough County Active Transportation Master Plan, and Ontario First Nations Aging Study.

The 2023 Plan also incorporates the principles of Diversity, Equity and Inclusion, and Collaboration. AFP respects and celebrates the diversity of experiences, backgrounds and cultures that makes a better, stronger, more vibrant community. AFP listened and will continue to listen to those with lived experience and knowledge, value their perspectives, and incorporate their voices. This ensures the outcomes and actions will benefit the older adults they are intended to support.

Implementation Strategy

The purpose of the 2023 Plan is to outline the identified needs of older adults in an action-oriented way and to provide local government, organizations, and businesses direction on how they can contribute to an age-friendly community.

The 2023 Plan has four Priority Areas:

1. Older adults' Basic Needs are met.
2. Transportation and infrastructure support older adults to Stay Mobile in the community.
3. Relationships are sustained to encourage collaboration and foster partnerships.
4. Older adults have the opportunity to Learn and Contribute.

Within each Priority Area, goals identify what will be done to accomplish the priority area, and strategies explain how the goals will be achieved. Each strategy will have a workplan that outlines specific actions. Workplans will be living documents that support the flexibility in implementing the strategies. Organizations will align and embed their actions with the goals and strategies outlined in the 2023 Plan. As a result, community organizations will have a shared responsibility in the implementation of the goals. This is a different approach than the 2017 Plan where the proposed actions were stated. A higher-level framework allows for additional actions to be included and more flexibility over a 5-year term.

At the end of each year, organizations will provide an update on each action. An annual AFP Impact Report will provide an update to demonstrate how the 2023 Plan goals have been achieved.

In 2027, AFP will complete a full review and publish the 2023-2027 AFP Report Card. The evaluation will once again include community and stakeholder consultation to demonstrate how the greater Peterborough area has become more age-friendly over the five years and report on demographics, trends, and needs.

Updated Terms of Reference for AFPAC

As mentioned earlier, the Age-friendly Peterborough Advisory Committee (AFPAC) was created on July 31, 2017, through Report CSSS17-006 with the mandate of implementing the Age-friendly Peterborough Community Action Plan 2017. Over the past 6 years, AFPAC has evolved and adjusted to meet the current needs of members and volunteers. As a result, the Terms of Reference, attached as Appendix D, are being modified to reflect minor changes made in processes and procedures. The following are a summary of the amendments:

- Updated the name of the Peterborough Regional Liaison Committee to the Greater Peterborough Joint Services Committee.
- Changed some responsibilities from the Community Development Program Manager to the Age-friendly Coordinator.

- Updated to reflect that the Community Development Program Manager and the Age-friendly Coordinator are now part of the Community Services division as opposed to Social Services.
- Added that Committee meetings may be held virtually.
- Modified the process to allocate annual operating budget to Working Group requests.
- Removed the starting date of AFPAC member appointments.

Summary

Age-friendly Peterborough is a collaborative that supports and enables local organizations and businesses in the senior service sector to improve the quality of life of seniors in the greater Peterborough area. The Age-friendly Peterborough Advisory Committee provides strategic direction to the Age-friendly Coordinator and four Working Groups.

The Age-friendly Peterborough Community Action Plan is the roadmap that provides direction to achieve the vision for “Peterborough to be a thriving region that is inclusive, respectful, and accessible to people of all ages and abilities”.

The Report Card 2017-2022 outlines what the community organizations have accomplished toward the AFP vision.

The Community Action Plan 2023-2027 builds on the current framework and strong foundations established by the 2017 Plan, but has incorporated lessons learned, current trends and needs, research, and feedback from the community and stakeholders.

Age-friendly Peterborough will make a difference in the lives of local older adults.

Submitted by,

Sheldon Laidman,

Commissioner of Community Services

Contact Name:

Jayne Culbert

Age-friendly Coordinator
Phone: 705-748-8830 Ext. 3227
Toll Free: 1-855-738-3755
Fax: 705-876-4620
E-Mail: jculbert@peterborough.ca

Attachments:

Appendix A: Age-friendly Peterborough Report Card 2017-2022
Appendix B: Age-friendly Peterborough Community Action Plan 2023-2027
Appendix C: Age-friendly Peterborough Structure
Appendix D: Draft Age-friendly Peterborough Advisory Committee Terms of Reference
By-law



Report Card 2017-2022: **Reporting on the Community Action Plan 2017**





Age Friendly Peterborough Report Card

About Age-friendly Peterborough

The Age-friendly Peterborough (AFP) Vision is that Peterborough is a thriving region that is inclusive, respectful, and accessible to people of all ages and abilities.

AFP is a collaborative of passionate individuals who contribute their time, expertise, resources, and provide an age-friendly lens through a diverse perspective. The network includes representatives from:

- First Nations
- Academia and research
- Planning
- Transportation
- Accessibility
- Not-for-profit agencies
- Government
- Health care professionals
- Senior centres and clubs
- Businesses that provide senior services
- Retirement residences
- Home care providers
- Older adult volunteers

AFP also supports initiatives from other organizations who serve seniors. Collaboratively, the aim is to improve the quality of life of seniors in the greater Peterborough area.

The greater Peterborough area includes City of Peterborough, Peterborough County including the Townships of Asphodel-Norwood, Cavan Monaghan, Douro-Dummer, Havelock-Belmont-Methuen, North Kawartha, Otonabee-South Monaghan, Selwyn, and Trent Lakes, Curve Lake First Nation, and Hiawatha First Nation.

Age-friendly Peterborough Advisory Committee

The Age-friendly Peterborough Advisory Committee (AFPAC) provides strategic direction for implementing goals and strategies outlined in the AFP Community Action Plan (the Plan). Through the Age-friendly Coordinator, AFPAC enhances effective coordination and communication between municipal departments, public and private partner organizations, councils, community members, and associations, in the implementation of the Plan activities.

AFPAC has four Working Groups which are responsible for driving actions related to their respective priority area: Basic Needs, Staying Mobile, Building Relationships, and Learning and Contributing. The AFP mandate is Action for Aging Well.

The current list of AFPAC members can be found on the AFP website www.peterborough.ca/aging.

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AFP Community Action Plan 2017

In 2017, Age-friendly Peterborough (AFP) developed a Community Action Plan that identified a clear path forward, to enhance programs, services, and infrastructure for older adults in the greater Peterborough area: City of Peterborough, Peterborough County including the Townships of Asphodel-Norwood, Cavan Monaghan, Douro-Dummer, Havelock-Belmont-Methuen, North Kawartha, Otonabee-South Monaghan, Selwyn, and Trent Lakes, Curve Lake First Nation, and Hiawatha First Nation.

The AFP Community Action Plan 2017 (2017 Plan) was organized with four goals and identified a series of strategic directions and proposed activities.

The goals are older adults’:

- **Basic Needs** are met,
- are able to **Stay Mobile** and get around the community,
- are supported to **Build Relationships**, and
- have the opportunity to **Learn and Contribute**.



Over five years, AFP and community partners accomplished many proposed actions outlined in the 2017 Plan.

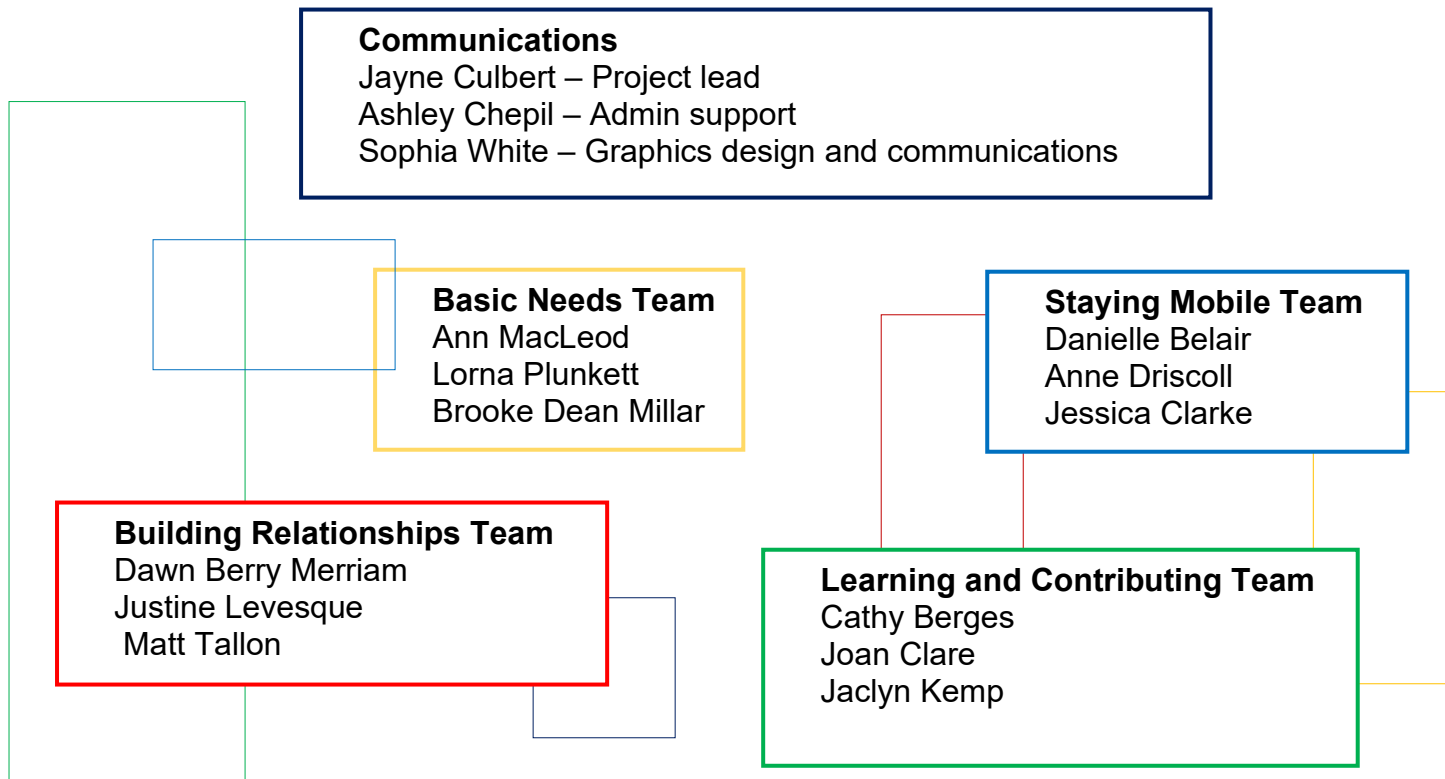
In 2021, AFP received funding from the Ministry for Seniors and Accessibility, Inclusive Community program to evaluate the 2017 Plan. An intergenerational Evaluation Task Force was established that conducted research and interviews, developed the community engagement survey and analyzed the results, and provided recommendations for actions to be included in the AFP Community Action Plan 2023-2027 (2023 Plan).

The Evaluation Task Force interviewed stakeholders and reported their progress on the 146 proposed actions listed in the 2017 Plan. This determined what actions were completed and what would be carried over to the 2023 Plan. This document is a summary of the evaluation results. It documents and demonstrates many ways the greater Peterborough area has become more age-friendly since 2017.

AFP acknowledges the many stakeholders who contributed to making Peterborough an age-friendly community and continue to support the AFP vision, strategies, and goals.

Evaluation Task Force

The multigenerational Evaluation Task Force consisted of older adults and youth.



Basic Needs Update

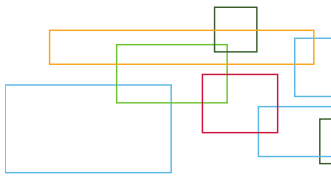
Goal: Older adults' basic needs are met.

Older adults require housing that is diverse and helps support aging in place. They require housing choices to transition to appropriate housing as needed. Services such as home maintenance and in-home care can help older adults remain in their homes for as long as they want to stay. Community support programs that go beyond primary health care are needed to meet the unique needs of older adults. Some older adults, especially those living in poverty, may benefit from specific programs and services to help them as they age.



Housing

- The updated [City of Peterborough Official Plan](#) contains subsection 5.2.4 Accessible, Assisted and Affordable Housing which identifies how the City will support the creation of affordable/accessible housing. This Plan also contains a section on Community Improvement Project Areas with considerations around accessibility upgrades to housing.
- [Peterborough Renovates](#) program for accessibility improvements was available prior to 2019 to eligible low-to moderate-income homeowners. The program was led by Habitat for Humanity.
- The [Housing Resource Centre](#) at the Community Counselling and Resource Centre (CCRC) helps older adults complete rent geared to income (RGI) housing applications, search for and find appropriate housing.
- [United Way Peterborough and District](#) supports organizations that address basic needs and the development of reports such as Housing is Fundamental, Living Wage Report for Peterborough City and County, and Point in Time Count: A Survey of People Experiencing Homelessness in the City of Peterborough.
- The [City of Peterborough Community Services Map](#) shows where Seniors' apartments, Peterborough community housing, housing help centres, and legal information and support for housing are located.
- [Senior Women Living Together](#) started in Peterborough. Women over 55 years, can learn about shared living, find compatible home mates, and find suitable rental accommodation together.

- 
- Peterborough is one of five locations in Canada to pilot an intergenerational home share program. Led by [Canada HomeShare](#) and in partnership with Trent Centre for Aging and Society, students are matched with older adults to live in their homes. In exchange for reduced rent of \$400-\$600 per month, the student provides up to seven hours of companionship and/or assistance with completing light household tasks, such as preparing and sharing meals, tidying up, carrying groceries, or walking a pet.
 - After years of planning, [Abbeyfield Lakefield](#) has started to build the 16 unit cohousing project on four acres of property. Abbeyfield is an international housing model with the mandate to provide affordable accommodation and companionship for local seniors. Each tenant has a private room with ensuite bathroom and the dining room, kitchen, laundry and living spaces are shared. A House Coordinator manages the property, provides meals and housekeeping services, and organize activities.
 - The [Age-friendly Peterborough Housing Report](#) outlines how local municipalities can support older adults to age in place. The research specifically addresses innovative housing solutions such as tiny homes, secondary suites, and granny flats, in combination with other community services.
 - Trent University is collaborating with peopleCare Communities to build a 224-bed not-for-profit long-term care home on its Symons Campus lands. It will be part of a [University-Integrated Seniors Village](#) (known also around the world as ‘a campus of care’). The Seniors Village is envisioned to be an integrated, community-based senior living facility where older adults can stay engaged in life-long learning, multi-generational interaction, the arts, research opportunities, and the life of the University. Additionally, the model provides experiential learning placement for students in programs such as nursing, kinesiology, social work, business, sustainable agriculture, and education.
 - Peterborough Housing Corporation, in collaboration with the City of Peterborough, Home and Community Care, Peterborough Regional Health Centre, and VON is opening a [new supportive seniors housing complex](#) in Peterborough. The 85-unit housing project at 555 Bonnacord is a mixture of supportive, affordable, and market units. All have a meal plan included in their package. VON is providing supportive services to 50 units through their Assisted Living for High-Risk Seniors program. Home and Community Care Support Services provides the assessment for the assisted living program and intake is through Peterborough Housing Corporation. The City of Peterborough will provide rent supplements and supports to 15 units dedicated to the By Name Priority List. Occupancy is March 2023.
 - [Curve Lake](#) has built six flats for seniors and has conducted a feasibility study for a 64-bed long-term care facility.

- [Hiawatha Council](#) approved a site for a potential seniors' residence based on the recommendation from the results of a survey they conducted.
- [Ontario Aboriginal Housing Services](#) oversees the Ontario Renovates Home Repair Program (OPHI) where low to moderate income indigenous off-reserve homeowners can apply for a forgivable loan to repair their home to acceptable standards while improving energy efficiency of the unit.

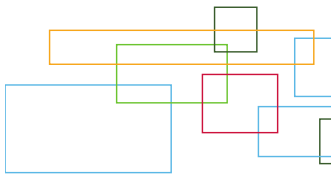
Health and Housing Navigation Study

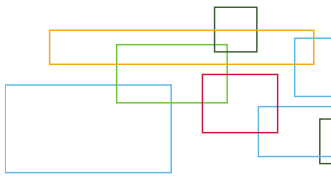
In 2019, United Way Peterborough and District provided funding to contract Peterborough Public Health staff to develop a healthy aging and housing service directory. Local older adults, their caregivers, and families can access the directory by telephone and calling 211, or through the AFP website at www.peterborough.ca/aging. In 2023, United Way Peterborough and District provided additional funding so AFP can develop and print the [Peterborough Senior Service Directory Guide](#).



Health

- The [Homemaker program](#) is administered by the City of Peterborough and provides support to clients who need help with light housekeeping to remain in their home, and who do not qualify for services provided by other agencies. In 2022, 79 clients were receiving service of which approximately half were over the age of 65.
- The Canadian Mental Health Association (CMHA) Living Life to the Full is a 10-week program that teaches people how to make helpful changes in their lives. AFP sponsored a [Living Life to the Full for Older Adults program](#) annually from 2019-2022.
- Geriatric Health developed the [Music of Your Life](#) project. The Rotary funded the purchase of iPods for the program and VON trained activity coordinators in six retirement homes.
- With support from the YWCA Peterborough Haliburton, the [Nourish Just Food program](#) provides fresh healthy food boxes for a low cost. The program is at capacity and is accepting a waitlist, showing the need in the community. Nourish also provides cooking programs, workshops on growing your own fruits and vegetables, and food insecurity training.

- 
- **Community Care Peterborough (CCP)** city and rural offices are community resource centres where older adults can access information about programs and services.
 - CCP partnered with the GAIN Clinic (Geriatric Assessment Intervention Network) where they provide support for comprehensive geriatric assessment in the following areas: memory and thinking, balance, mobility and falls risk, medication and supplement review, caregiver support, and navigation. Clinics are offered regularly at CCP Peterborough and Ennismore offices. Referrals for CCP services are addressed immediately.
 - The CCP mission is “Powered by volunteers and staff, CCP supports the health and wellbeing of individuals, caregivers, and communities. As a trusted health care partner, our high-quality programs allow people across the rural and urban region to maintain their independence and dignity”. This was particularly evident during the pandemic. CCP continued to deliver Meals on Wheels, provided drives to medical appointments, delivered activity and social programs through Zoom, and started grocery delivery. CCP arranged immunization appointments for over 800 seniors (80+) and provided transportation to those who needed it.
 - In 2022, CCP volunteers delivered 45,000 meals and about 5,000 grocery deliveries.
 - In 2020, CCP was quick to react to seniors in need of food, when Sayers Food grocery store in Apsley was destroyed by fire. CCP arranged transportation to other communities so people could shop and provided grocery delivery. CCP continues to provide support until the grocery store is rebuilt.
 - Peterborough Housing Corporation built a new residential building in Havelock. CCP relocated to this space and built in additional features to support the development of a Community Service Hub. The CCP office in Apsley also offers space for Community Service Hub.
 - Community Care facilitated a **Powerful Tools for Caregivers program** to help caregivers take better care of themselves while caring for others.
 - **Peterborough Family Health Team** offers programs and workshops on topics such as anxiety, living with chronic pain, diabetes prevention, quitting smoking, heart health, sleep and insomnia, mindful eating, mindfulness, and talking about medications. A Nurse Practitioner Led Clinic has opened in Lakefield and assists older adults to access services.
 - The **Peterborough Newcomer Health Clinic** is a transitional clinic for immigrants and refugees in Peterborough city or county. The clinic is a partnership between the New Canadians Centre, Peterborough Family Health Team, and the Greater Peterborough Health Services Foundation and provides short-term medical care for up to six months.
 - **Peterborough Public Health (PPH)** offers free cooking and food literacy sessions to develop skills and promote nutrition.

- 
- Peterborough Public Health facilitates the [Ontario Seniors Dental Care Program](#) at the Community Dental Health Clinic. It is designed to help meet the dental needs of low-income seniors.
 - Developed in 2019, [Peterborough Regional Health Centre](#) (PRHC) championed the Seniors' Action Plan with the goal to excel in care and services for older adults and their caregivers. This was demonstrated by:
 - Hiring a Senior Lead staff to oversee the Seniors' Action Plan
 - Developing the Geriatric Assessment and Intervention Network (GAIN)
 - Creating Psychiatric Assessment Services for the Elderly (PASE) outpatient clinics
 - Hiring a Geriatric Emergency Medicine nurse who provides leadership to eight fellowships
 - Starting the Assess and Restore program in the Emergency Department and Inpatient Units
 - Launching the Hospital Elder Life Program
 - Developed in December 2019, the [Peterborough Ontario Health Team](#) (OHT) is made up of local organizations, healthcare professionals and community members who come together to collaborate on how to improve local healthcare. The common goal is to break down barriers to provide better care for the people in the City of Peterborough, Peterborough County, and Curve Lake and Hiawatha First Nations. OHT priority projects include:
 - Creating the Finding Your Way guide that provides tips and tools to help people navigate healthcare.
 - Mental Health and Addictions
 - Seniors supportive Housing
 - Community Paramedicine
 - Barriers to Primary Care
 - Frail Older Adults
 - The 360 Nurse Practitioner Led Clinic and Peterborough Family Health Team have increased [support to vulnerable populations](#) and have improved access to healthcare by going to shelters when needed.
 - Introduced in 2022, [Health Connect Ontario](#) replaced the former Telehealth Ontario. By calling 811 or visiting the website, a person can connect to a nurse who provides symptom-based health information, navigation to programs and services, where doctors are accepting patients, and referrals to clinical services.
 - The Peterborough, [Community Hubs](#) Program was launched in late 2022 and has been established in nine locations across the County for agencies to deliver services and conduct outreach in rural and remote communities. The development of this program is linked to the implementation of the Community Safety and Wellbeing Plan. Older adults, who may not be mobile or have access to a vehicle may benefit from services being delivered in their local community.

- In 2021, The [Community Paramedicine Program](#) received funding from the Ministry of Health and Long-Term Care to help those experiencing health issues stay healthy at home and avoid trips to the doctor, emergency room, or a move into a long-term care home. The program is a non-emergency, community-based service assisting with public health, primary healthcare, and preventive services. 11 full-time staff conduct in-person visits and can remotely monitor a patient's health. They can detect and address health concerns quickly and pass health information onto physicians. The program creates an environment that is safe to age at home.
- Prior to COVID, the Local Health Integrated Network (LHIN) – Central East facilitated a [community seniors health provider roundtable](#). At the onset of the pandemic AFP partnered with Peterborough Public Health to engage the group in two-way communication about the fast-changing protocols. When the LHIN restructured in 2021 and became Home and Community Care Support Services Central East, AFP became the lead of the roundtable, now known as the Basic Needs Working Group.
- The [Spa and Clinic at Fleming College](#) partnered with AFP to launch a Senior Spa Day. The intergenerational aspect of this event provided students with insight into the needs of older adults when doing massage, and hand and foot care.
- In 2018, the [Basic Income Peterborough Network](#) facilitated a Financial Empowerment workshop to identify current programs; identify gaps, unmet needs and challenges, and opportunities and priorities for action.
- Through the City of Peterborough [Property Tax Assistance program](#), low-income seniors and people with disabilities receive a \$400 tax credit on their tax accounts.



Staying Mobile Update

Goal: Older adults are able to get around the community.

Complete community design such as providing a mix of housing, transportation services, and community and social services supports older adults to remain in their community as they age. A connected community has active transportation infrastructure that is safe, accessible, and connected. The roads are well maintained through all seasons and have pedestrian friendly safety features. Public transit is reliable, affordable, accessible, and convenient so older adults have the ability to travel independently in the community. Rural older adults are supported through public transit or community-led transportation.



Community-led Transportation

- **Community Care Peterborough (CCP)** provides four door-to-door transportation options to enable clients who reside in the City and County of Peterborough to attend medical appointments, social activities, day programs, planned special events, and manage daily errands.
 - **Volunteer Drivers** use their own vehicles to provide transportation.
 - Specialized Transportation can be arranged with the accessible vans known as City and County **Caremobiles**.
 - **Shopping Buddy or Attendant Volunteers** assist the client using any Transportation service to overcome specific barriers identified by the client.
 - **Access to Primary Care** employs Personal Support Workers (PSWs) to provide transportation and accompaniment for people who require support to attend primary care and other medical appointments.

CCP transportation options are designed to meet individual needs to support older adults to remain independent in their own home, connect them with the community, and remain out of the hospital and long-term care for as long as possible. In 2022, about 32,841 drives were provided to 2,169 clients.

- COVID posed a challenge for people to access transportation to medical appointments. In 2020, CCP received funding to subsidize clients for drives to dialysis. Even at the peak of COVID, CCP provided 23,406 drives to 2,068 clients.

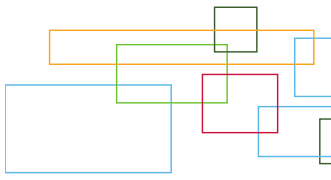
2020 Active Transportation and Health Indicators Report

The 2020 Active Transportation and Health Indicators Report provides local data and information on the benefits, barriers and opportunities to active transportation and transit use, with some discussion of how indicators have changed since the last census.



Active Transportation

- The [Council for Persons with Disabilities \(CPD\)](#) increases awareness and inclusion through programming and events.
 - The [Community Accessibility Evaluation Program](#) assesses physical spaces from a first-person perspective and provides useful tips and suggestions on making spaces more accessible.
 - The [Accessible Communications Evaluation](#) provides businesses with a first-person evaluation of electronic documentation and websites for usability.
 - The [Card and Equipment Labeling Service](#) provides local businesses with a way to provide a variety of accessible signs and other labeled products.
 - The [Time in My Shoes Program](#) provides participants with a first-person experiential learning opportunity which provides them with a realistic understanding of the challenges persons with disabilities encounter every day.
 - In 2022, the first annual [Capable Con](#) was held in downtown Peterborough. CPD featured local accessibility related businesses, accommodations and equipment, programs, and services for persons with disabilities. The event encouraged the community to learn about accessibility and inclusion so that we create a community where everyone can live, learn, work, and play in equality.
 - The [Active Together](#) program encourages people of all ages and abilities to take part in inclusive, community activities. It shows how existing programs like Pickleball can be adapted so everyone can take part.
- 900 signs were installed throughout the County of Peterborough, including upsized stop signs. Furthermore, 800 “[Share the Road](#)” signs were added, and paved shoulders were made one meter or wider when new roads were built or existing roads rehabilitated, to allow for active transportation.
- The City of Peterborough and County of Peterborough Official Plans have been updated and have [Transportation Plan Policies](#).

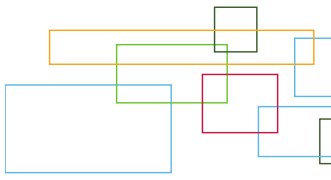
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- Transportation related updates are provided to registered users through the [Connect Peterborough](#) website.
 - GreenUp developed six [neighbourhood plans](#) and/or visions for improving active transportation. This created diverse partners, outreach strategies, and activities that allowed the projects to engage meaningfully with residents in each neighbourhood to better understand their current experience and future hopes.
 - GreenUp developed the following [cycling programs](#):
 - [Shop By Bike](#) helped people outfit their bikes to make it easier to run quick errands by bike.
 - [Winter Wheels](#) helped people equip their bike with studded tires and help new winter riders ride through their first winter. BIKE organized fun social events and peer support.
 - [Finding Balance](#) offered one-on-one lessons to adults who wanted to learn to ride or get more comfortable with riding in the city.
 - The [City of Peterborough](#) provided the following transportation highlights:
 - The City reviewed the process for planning applications and now includes a thorough assessment of walkway networks within sites, ensuring a connection from adjacent municipal sidewalks to main building entrances and an assessment of passenger drop-off/pick-up zones.
 - 50 pieces of street furniture (benches, garbage/recycling bins) added along various municipal sidewalks and transit stops as part of an advertising partnership project.
 - The Crawford trail has been extended from Lake Street to Romaine Street.
 - The Bethune Street trail is now a linear park from Townsend Street to McDonnell Street.
 - A multi-use trail added along Lansdowne Street from River Road to Ashburnham Road.
 - Trail lighting added on the Rotary Greenway trail from Hunter Street to Tivey Street.
 - Rotary Greenway trail connections improved at Tivey Street, Vinette Street, Moir Street, Frances Stewart Road.
 - A shade structure added on the Rotary Greenway trail at Hazlitt Street.
 - 2.1km of new trail added in the community by partners at Fleming College, Trent University, and Parks Canada
 - 4.1km of new multi-use trails and paths added including on Pioneer Road, Parkhill Road, Lansdowne Street, Crawford Drive, James Stephenson Park and Roper Park.
 - 1.5km of AAA bicycle infrastructure added along Bethune Street, the City's first bicycle boulevard.
 - A mid-block pedestrian crossing facility added on Monaghan Road near Kenner Collegiate.

- Safety features installed at arterial roads with higher pedestrian crossing volumes, such as upgrades were made at some railway crossings, new devices added at some mid-block locations to aid in pedestrian crossings, and pavement markings and countdown indicators added at traffic signals.
- The City of Peterborough now has sixteen mid-block pedestrian signals and has installed seven pedestrian crossovers, plus an additional ten at roundabouts and channelized right turn lanes.
- Five neighbourhoods piloted traffic-calming measures; a policy framework for processing future requests has been developed.
- Starting in 2020, a de-icing brine liquid spray applied to roads to improve safer winter driving.



Public Transit (City/County)

- **The Link** is a new rural transportation pilot project funded through the Province of Ontario in partnership with Selwyn Township, Curve Lake First Nation, Community Care Peterborough, and the City of Peterborough. The Link provides safe, reliable, and affordable public transit service across Selwyn Township and Curve Lake First Nation. The Link connects to the City of Peterborough's Transit system at Trent University. It has two routes that run daily Monday to Friday.
 - Route # 31: Curve Lake – Lakefield
 - Route # 32: Ennismore – Bridgenorth
- **Peterborough Transit** made changes to their services to improve planning a ride and offers more accessible and individualized options:
 - 150 bus stops upgraded to be more accessible and 50 new bus stops were added.
 - Transit routes integrated with Google maps and online trip planning tools.
 - The **Community Bus** is popular with people who may require the specialized van service from time to time or for people who have mobility constraints and other accessibility needs. It makes accessing a direct service to strategic locations around the city (malls, grocery stores, seniors and community facilities, hospital, medical centres, etc.) easier.
 - The **Peterborough Accessible Community Transit (PACT)**, formally known as Handivan, is suitable for those who cannot take the regular bus due to a mobility impairment. The service is provided door-to-door and all trips are made by reservation.
 - The **Trans-Cab Service** provides closer to the door access to areas of the city where it is not possible to provide regular bus service. From these areas, a taxi will go to and from the nearest Trans-Cab stop.
 - Peterborough Transit is piloting an **On Demand transit service** where users book the service by phone and by using the PTBOnDemand app. On Demand services do not follow a set route and schedule like regular route services. When a customer books a trip, the program looks at that request and may pair you with other customers travelling in the same direction. The route may change each day depending on the other requests travelling at the same time. Each trip proposal will offer the



nearest pick-up and drop-off stops available at the time of request. These trips serve bus stops with traditional bus stop signs plus some additional roads in the community using extra locations that do not have a sign. This means closer to the door service for many customers with mobility needs.

- As of May 2021, each bus on routes 4, 5 and 8 has a [bicycle rack](#) installed on the front that can hold two bicycles.
- “The [Ride With Me](#)” is an individualized program designed to assist customers in navigating transit through information packages, ride plans, and/or mentor assistance. The Transit Mentorship Program provides the opportunity for individuals or groups to receive training from Transit staff in a ‘train the trainer’ session who then provides support to new riders who want to learn how to map their route and take the bus or van. Peterborough Transit has partnered with AFP and Council for Persons with Disabilities to recruit people to be a mentor and those who wish to have assistance before and during their first transit experience.
- The [Offer Me a Seat Program](#) is available to customers who may require the use of a dedicated seat near the front of the bus (courtesy/priority seating). The program provides customers with a pin to wear to identify them as a priority seating customer so that customers using those seats may choose to offer that seat to the customer in need.



Building Relationships Update

Goal: Older adults are supported to build and maintain relationships.

Recognizing the diversity of individuals' identities and experiences as they age creates an inclusive environment for older adults of varied cultures, races, genders, sexual orientation, abilities, and economic circumstances. By understanding a diverse representation of aging, the community can support commercial areas that are accessible and welcoming for older adults, and parks and community space that include age-friendly amenities and features so older adults remain socially connected and active as they age. Outreach and engagement, such as intergenerational programming, helps older adults re-engage in their communities and can mitigate the negative effects of isolation.



Intergenerational Programs

- [Artful Connections](#) received grants for three intergenerational programs.
 - Children were paired with senior residents from Fairhaven Long-term Care Home for an intergenerational storytelling project. Lakefield College School students recorded the puppet shows.
 - An art workshop was facilitated at Fairhaven in which seniors collaborated on topics for their paint series.
 - Seniors and elementary school students collaborated to tell a story through different mediums of art.
- Many Age-friendly Peterborough network partners and older adult-serving organizations recruit Fleming College and Trent University [placement students](#) to conduct research and develop events and programs. This provides an intergenerational perspective and builds relationships



Outdoor Spaces and Facilities

- The Downtown Business Improvement Area communicates the City of Peterborough bylaw to businesses to [keep sidewalks clear](#) of sandwich boards and provide a clear travel path.
- Sustainable Peterborough's Future of Food & Farming Working Group completed an [Urban Agriculture Report](#). It emphasized the important role of green space and opportunities to grow food in community gardens. The need for accessible community garden features was identified to increase older adults' access to these spaces. In past years, Peterborough had the largest number of community gardens per capita across the country. Nourish partnered with Peterborough Public Health to have community gardens declared an essential service so they could still operate during the COVID-19 pandemic.
- The Township of Asphodel-Norwood and City of Peterborough have added [age-friendly features to parks and facilities](#) to provide comfortable space for older adults to be physically active and socialize.
 - Asphodel-Norwood installed age-friendly outdoor equipment at two parks, accessible picnic tables were installed in all parks, and a shade structure, updated lighting, and games table were installed outside the Norwood Library.
 - Asphodel-Norwood prioritized age-friendly principles in the renovation of municipal facilities.
 - In 2018, local Rotary clubs contributed to adding an outdoor gymnasium exercise area in Peterborough's Beavermead Park.



Community Connections

- Prior to COVID, AFP developed an [Age-friendly Business Program](#) that included a workshop, an age-friendly self-assessment tool, and recognition strategy. The objective of the program was to encourage businesses to provide practical, low-cost solutions to engage their older adult customers and staff. The pilot was scheduled in Millbrook with support from the Millbrook Business Improvement Association (BIA). The launch of the Age-friendly Business has been included in the Community Action Plan 2023-2027.
- The City of Peterborough and Peterborough County provide [Emergency Management](#) presentations and resources for older adults.
- [Fire Services](#) delivers education, awareness and training related to older adults:
 - Firefighter recruits receive training on senior fire safety.
 - Buildings with a high senior populations and vulnerable occupancies request fire training to ensure residents are prepared for evacuation in the event of fire.

- The [Social Isolation to Social Connection](#) project was developed during the first wave of the pandemic when most health and social services restricted in-person services. Trent Fleming School of Nursing conducted participatory action research and analyzed pandemic related guidelines and stories told by older adults, their families, and formal caregivers. The findings resulted in recommendations to mitigate the negative impacts of social isolation. A summary of the report and recommendation can be found on the AFP website.
- “[Bodies in Translation: Activist Art, Technology and Access to Life](#)” included eleven digital stories that were created by Anishinaabekwee Elders and settler elders. Researchers Nadine Changfoot and Sally Chivers developed the films that were screened at the 2020 ReFrame Film Festival to an audience of 300.
- Local events depict [positive diverse images of aging](#):
 - SPARK Photo Festival
 - Peterborough Theatre Guild productions
 - Trent Valley Archives projects
 - Peterborough Museum and Archives
 - ReFrame Festival
- AFP was a sponsor of the Rainbow Resource Centre, 2022 [Planning with Pride](#) three-day national, virtual conference for 2SLGBTQI+ older adults and those who support them. 45 speakers shared how participants can plan for future care and to inform and inspire strategies to live their best lives for the rest of their life. AFP has access to the session recordings and will develop a Planning with Pride workshop series.
- The New Canadian Centre Peterborough, [Living Library Project](#) was launched in 2018. The Living Library aims to share human stories of immigration and integration by highlighting diverse and compelling stories of transition, settlement and belonging. Stories are shared through podcasts, videos, and presentations.



Learning and Contributing Update

Goal: Older adults have the opportunity to learn, grow and contribute.

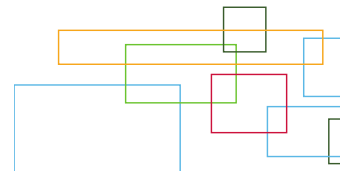
Opportunities for involvement enables older adults to contribute their unique perspectives, experiences, and skills in the community. Whether through volunteerism, employment, educational, social and recreation programs, it is important for older adults to remain active and engaged as they age. It is crucial for the social fabric of the community to embrace the voices of older adults. Communicating in a variety of formats will help older adults obtain the information they need to stay informed.



Volunteerism

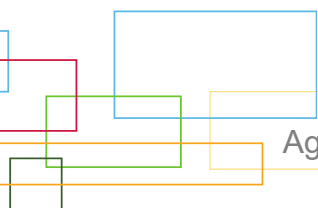
- Community Care Peterborough is the lead organization which manages the centralized [Volunteer Hub](#). Community members are encouraged to call Community Care, where the Volunteer Coordinator reviews their skills and interests and provides volunteer opportunities with an agency in the greater Peterborough area.
- In 2022, the AFP Volunteer Task Force launched the [Virtual Volunteer Fair](#) where in organizations can post videos about their organization and volunteer roles. It is posted on the AFP website.
- In 2022, [Volunteer Peterborough](#) (VP) was formed with a mission to “identify and overcome barriers to voluntarism while celebrating those who choose to participate”, with a vision for “a caring, connected community where every person finds it easy to find a role where they can contribute their time and talents”. VP is developing a website and planning an annual Volunteer Expo to promote volunteerism in the greater Peterborough area.





Social and Recreation

- When the [Peterborough Public Library](#) was renovated in 2018, accessible features were included, such as doorless washrooms, furniture and shelving spaced with wheelchair and walker clearance, computers with large print keyboards, meeting rooms with devices for audio and ASL, a lowered accessible counter and they added accessible reading material (audio, eBooks and large print, DVDs with closed captions).
- Each community has a [local library](#) to visit to enjoy programs, books, and social space. Libraries have expanded their lending items to now include things like toys, games, and passes to provincial parks.
- In 2022, the Lakefield Library expanded to include [Makerspace](#) where people can learn to use a Glowforge, 3D printer, Cricut, sewing machine, and a sound booth with digitization tools.
- The Peterborough Public Library [Visiting Library Service](#) has volunteer drivers to deliver books to homebound library members.
- In 2019, the [Peterborough Sport and Wellness Centre](#) adjusted the subsidy program rate to \$25 per month for individuals whose annual income is less than \$39,000/year.
- In 2019, with funding from United Way, AFP secured a consultant to develop the [Older Adult Recreation, Leisure and Facilities Report](#). They researched trends, demographics, service delivery models, reviewed existing programs at recreation and senior centres, and provided recommendations. The broad goal of the study was to increase participation in recreation and leisure activities of this region's aging population, by understanding and addressing barriers to participation. Unfortunately, the centres were closed during the COVID-19 pandemic and the project has been on hold. This action will be carried over in the AFP Community Action Plan 2023-2027.
- AFP launched the [Senior Centre Without Walls](#) (SCWW) telephone activity program in May 2021. SCWW appeals to older adults who do not have access to a computer or use the internet. The objective is to prevent and mitigate the negative impacts of social isolation by implementing a range of fun and stimulating activities for seniors that are inclusive and accessible by telephone. Activity Haven Senior Centre is the lead organization who accepts registrations and posts the calendar and activity descriptions on their website. Through funding from AFP, the Ministry for Seniors and Accessibility, Older Adult Centres Association of Ontario, and The Good Companions Centre, the program is offered at no charge. By the end of 2022, there have been 1,051 registrations.





Access to Information

- AFP provides information in a variety of ways to engage older adults such as [by phone](#), [in-print](#), [online](#), and [in-person](#).
 - At the onset of COVID, AFP created a newsletter that included a directory of available services. It was available on the AFP website and 3,000 copies were distributed in rural communities.
 - Printed copies of the Senior Centre Without Walls telephone program calendars are mailed to individuals, organizations, and facilities where older adults gather, and delivered through the Peterborough Visiting Library Service, Community Paramedicine program and Community Care Meals on Wheels. The calendar is also available online and by phone.
 - The community engagement survey was available online, in-print and by phone.
 - The Peterborough Senior Service Directory is available online and by phone. It will be printed in 2023.
 - AFP delivers workshops and events in the community to provide an opportunity for older adults to have in-person conversations with service providers.
- [Older adults were included](#) in the prototype of the community services map, the AFP website, and Peterborough Senior Service Directory to ensure the information is displayed in an easy-to-use manner.
- The [AFP website](#) was launched in 2021 and is a central repository of information on services, programs, and resources for local older adults. It includes the link to the Peterborough Senior Service Directory.
- 211 is a free, confidential information and referral service that connects people to government, and community-based programs and social services in their community. 1,672 calls were made to 211 in 2022. When a person dials [211](#), they are connected with a Community Navigator who is trained to listen and understand the full picture of the caller's unique situation and find support and programs available to help.
- Many organizations deliver [computer literacy programs](#).
 - The YWCA Digital Smarts program distributed tablets to seniors in two rent-geared-to-income buildings, provided training, and Wi-Fi.
 - Selwyn Libraries offer one-on-one assistance with computers, tablets, and mobile devices.
 - Peterborough Public Library has Tech Coaches who help with technical skills related to eBooks and other Digital Library resources as well as answer basic questions related to computers and mobile devices. They developed how-to technology training videos that are available on their website.

- The first [Seniors Showcase](#) was held in 2012 and continues to draw up to 1,000 people. The event is a collaboration between AFP and the Peterborough and Kawartha Chamber of Commerce. It involves a trade show where over 100 booths provide information and resources, and educational workshops. The Showcase was cancelled in 2020 and 2022 due to the COVID-19 pandemic. In 2021, presentations were recorded and available online through the month of June.
- The annual [Summit on Aging](#) focuses on a different topic each year. It is usually held at Trent University or Fleming College. Participants attend workshops and visit booths in the Information Village.
 - In 2022, the theme was “Be Prepared” where five panels presented information related to the Be Prepared Workbook: Emergency Preparedness, Personal Safety Planning, Next-step Housing, Advanced Care Planning, and Final Wishes. Geriatric Health was the lead organization.
 - A virtual Summit was held in 2021. Community Care Peterborough was the lead organization and of the 90 registrants, half participated at home through Zoom and half attended in small groups in their community: Lakefield, Millbrook, Havelock, Curve Lake, and Marycrest at Inglewood in Peterborough. The theme was “Be Inspired: Take Charge of Your Well-Being!” The workshops provided participants with information and encouraged physical, mental, and social activities that promoted healthy aging.
 - The Summit was cancelled in 2020 due to the COVID-19 pandemic.
 - In 2019, professionals working in the senior sector attended the daytime “Keep Me Safe” sessions to discuss capacity and risk. Community was invited to the evening workshop on Medical Assistance in Dying (MAID).
 - Kawartha Centre led the 2018 Summit, called “Dementia Dialogues; Living Life Fully”.
 - In 2017, the topic was “Grey Matters; Healthy Minds for Healthy Aging”.
- In 2022, AFP launched the [Be Prepared Workbook and Workshop](#) whereas 480 older adults received information about Emergency Preparedness, Personal Safety Planning, Next-step Housing, Advanced Care Planning, and Final Wishes. AFP received a Seniors Community grant from the Ministry for Seniors and Accessibility to develop the pilot program and due to its success, the United Way Peterborough and District funded the second edition that will be released in 2023.



Next Steps

The 2017 Plan was the first AFP Community Action Plan. Its objective was to support healthy and active aging; promote intergenerational connections; foster an appreciation of the aging process; and enhance physical, social, and health related infrastructure. The 2017 Plan provided a roadmap toward the AFP vision where Peterborough is a thriving region that is inclusive, respectful, and accessible to people of all ages and abilities.

From 2017-2022, AFP and its partners accomplished many proposed actions and as a result the community became more age-friendly. It must be acknowledged that during this time, the COVID-19 pandemic required organizations to pivot to other priorities and some projects, such as the Age-friendly Business program, were delayed and/or will be carried over to the 2023 Plan. Organizations and businesses were flexible, creative, and adapted services and programs to meet the frequently changing needs of the community. Although the actions outlined in the 2017 Plan may not have been completed as stated, many others were incorporated. This was a lesson learned in the development of the new AFP Community Action Plan for 2023-2027.

Through the evaluation process, it was identified that having a Plan that only includes priority areas, goals and strategies provides the flexibility needed for a 5-year term. The high-level framework will allow individuals and groups to align and embed their actions with the goals and strategies outlined in the 2023 Plan. As community organizations are still recovering from the impact of the COVID-19 pandemic, their business models may change over time.

AFP is committed to ongoing engagement with the community throughout the implementation of 2023 Plan. An annual Impact Report will be released to share progress and successes.





age-friendly
peterborough



Community Action Plan 2023-2027



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Land Acknowledgement

We respectfully acknowledge that the communities included in the Age-friendly Peterborough Community Action Plan are located on Treaty 20 Michi Saagiig Anishinaabeg territory and in the traditional territory of the Michi Saagiig and Chippewa Nations, known collectively as the Williams Treaty First Nations, which include Curve Lake, Hiawatha, Alderville, Scugog Island, Rama, Beausoleil, and Georgina Island First Nations.

We respectfully acknowledge that the Williams Treaty First Nations are stewards and caretakers of these lands and waters in perpetuity, and that they continue to maintain the health and integrity of these lands and waters for generations to come.

We recognize the unique histories, cultures, and traditions of the many Indigenous Peoples with whom we share this time and space. We strive to strengthen Indigenous-non-Indigenous relationships and to responsibly honour all our relations.

We acknowledge and deeply appreciate the knowledge, experiences and perspectives that were shared by representatives from Hiawatha First Nation, Curve Lake First Nation Health and Family Services, Nogojiwanong Friendship Centre, and Nijkiwendidaa Anishnaabekwewag Services Circle in the process of developing this plan.

We know that building safe, healthy, and strong communities depends on strong relationships between municipalities and Indigenous communities. We recognize that we all have a role to play in honouring the teachings of Indigenous Peoples.



Message from the AFPAC Chair

On behalf of the Age-friendly Peterborough Advisory Committee (AFPAC), we are pleased to present the **AFP Community Action Plan 2023-2027** for the City of Peterborough, Peterborough County including the Townships of Asphodel-Norwood, Cavan Monaghan, Douro-Dummer, Havelock-Belmont-Methuen, North Kawartha, Otonabee-South Monaghan, Selwyn, and Trent Lakes, Curve Lake First Nation, and Hiawatha First Nation.

Our communities are aging. In 2015, for the first time in Ontario the number of seniors over the age of 65 accounted for a larger share of the population than children aged under 14. In Peterborough, individuals over the age of 65 account for more than 24% of our regional population. The shift towards an older population will have profound implications for individuals, families, and communities. With this shift also comes new opportunities for community building and social development.

Since the release of the 2017 Plan, the greater Peterborough area demographics have changed and there is an increased need to support healthy aging. The AFP Community Action Plan 2023-2027 highlights how AFP plans to meet those needs now and in the future.

The Plan provides a roadmap, with goals that identify what will be done and strategies that outline how the goals will be achieved. AFP is a collaborative of passionate individuals and organizations who have a shared vision that *Peterborough is a thriving region that is inclusive, respectful, and accessible to people of all ages and abilities*. The Plan demonstrates the shared responsibility and commitment to the vision because together, we make a collective impact.

The Plan is a tool that will be used by many community organizations upon which to develop new programs and services. It recognizes that a variety of partnerships have been formed for our vision of an age-friendly community.

Finally, The United Nations Sustainable Development Goals (SDG) highlights the importance of aging in place for older adults (United Nations, 2017). AFP specifically relates to Goal 11: “Make cities and human settlements inclusive, safe, resilient, and sustainable by 2030.”

Dawn Berry Merriam
AFPAC Chair



Introduction and Acknowledgement

In 2017, Age-friendly Peterborough (AFP) developed a Community Action Plan that identified a clear path forward to enhance programs, services, and infrastructure for older adults in the greater Peterborough area: City of Peterborough, Peterborough County including the Townships of Asphodel-Norwood, Cavan Monaghan, Douro-Dummer, Havelock-Belmont-Methuen, North Kawartha, Otonabee-South Monaghan, Selwyn, and Trent Lakes, Curve Lake First Nation, and Hiawatha First Nation.

In 2021, AFP received funding from the Ministry for Seniors and Accessibility, Inclusive Community program to evaluate the 2017 Plan and conduct community engagement to inform AFP future goals and strategies. A summary of the results has been highlighted in the AFP Report Card 2017-2022.

Acknowledgement

Thank you to those who contributed to the development of the AFP Community Action Plan 2023-2027 (2023 Plan).

- Thank you to the intergenerational Evaluation Task Force members who conducted research and interviews, developed the community engagement survey and analyzed the results, and provided recommendations for actions to be included in the 2023 Plan.
- Thank you to Age-friendly Peterborough Advisory Committee and the AFP network for their strategic direction, guidance, and support.
- AFP acknowledges the partners who reported how they contributed to an age-friendly community and continued to support the AFP vision, strategies, and goals.
- The voice of older adults is incorporated in all we do. AFP is grateful for the volunteers who are on our committees and those who participated in our community engagement survey and focus groups. They have demonstrated the need for an age-friendly community and have provided the insight, experience, and expertise to shape the future.
- Thank you to United Way of Peterborough and District, and the Ministry for Seniors and Accessibility for generously funding AFP projects.

AFP is supported by the City of Peterborough, County of Peterborough, all 8 townships, Curve Lake First Nation, Hiawatha First Nation and United Way of Peterborough and District.



HAVELOCK-BELMONT-METHUEN

Background

Age-friendly Communities

The world is experiencing a significant demographic shift, with the number of individuals over 60 years of age growing faster than any other age group. In 2007, the World Health Organization (WHO), started a movement where active aging is regarded as a lifelong process shaped by several factors that improve health, participation, and security in older adult life.

WHO defines an age-friendly community as “one where policies, services and structures related to the physical and social environments are designed to support and enable older people to live in a secure environment, enjoy good health and continue to participate in their communities”.

WHO has identified eight domains to consider when planning for an age-friendly community. These eight theme areas have been found to directly impact quality of life as people age and have been incorporated into the Age-friendly Peterborough Community Action Plan.

Peterborough demonstrated its commitment to becoming age-friendly and was accepted into the WHO Global Network for Age-friendly Cities and Communities on August 24, 2016. Age-friendly Peterborough is proud to be part of this international movement and is actively involved in the Age-friendly Ontario Communities Network.

The United Nations Decade of Healthy Ageing (2021–2030) is a global collaboration to improve the lives of older people, their families, and the communities in which they live. WHO, as lead of the collaboration, encouraged communities to actively contribute to achieving the goals through direct action, partnering with others, and by participating in the Healthy Ageing Collaborative. AFP has incorporated the action areas and enablers into the 2023 Plan.



The AFP Community Action Plan 2017 was launched in 2017 with support from City of Peterborough, Peterborough County including the Townships of Asphodel-Norwood, Cavan Monaghan, Douro-Dummer, Havelock-Belmont-Methuen, North Kawartha, Otonabee-South Monaghan, Selwyn, and Trent Lakes, Curve Lake First Nation, and Hiawatha First Nation (the greater Peterborough area).

The World Health Organization Community Domains

Physical Environment



Outdoor spaces and public buildings – When people view a neighbourhood as safe and accessible, it encourages participation in outdoor activities and engagement with the community.



Transportation – The conditions and design of transportation-related infrastructure such as signage, traffic lights and sidewalks, affect personal mobility.



Housing - The availability of a range of appropriate, affordable, accessible, and supportive housing options that incorporate flexibility through adaptive features, style and location choices, are essential for age-friendly communities.

Social Environments



Social participation - Social participation involves the level of interaction that older adults have with other members of their community and the extent that the community itself makes this interaction and inclusion possible.



Respect and social inclusion - Community attitudes, such as a general feeling of respect and recognizing the role older adults play in our society, are critical factors for establishing an inclusive and age-friendly community.



Civic participation and employment - Civic engagement includes the desire to be involved in aspects of the community that extend beyond day-to-day activities, such as volunteering or working on committees. The ability to continue working or find new employment provides economic security.

Personal well-being



Communication and information - Age-friendly communities provide information about community events or important services that is both readily accessible and in formats that are appropriate for older adults.



Community support and health services - Access to and awareness of community support services and mental and physical health programs contribute to quality of life and age-friendliness.



About Age-friendly Peterborough

The Age-friendly Peterborough (AFP) Vision is that Peterborough is a thriving region that is inclusive, respectful, and accessible to people of all ages and abilities.

AFP is a collaborative of passionate individuals who contribute their time, expertise, resources and provide an age-friendly lens through a diverse perspective. The network includes representatives from:

- First Nations
- Academia and research
- Planning
- Transportation
- Accessibility
- Not-for-profit agencies
- Government
- Health care professionals
- Senior centres and clubs
- Businesses that provide senior services
- Retirement residences
- Home care providers
- And most importantly, older adult volunteers

AFP also supports initiatives from other organizations who serve seniors. Collaboratively, the aim is to improve the quality of life of seniors in the greater Peterborough area.

Age-friendly Peterborough Advisory Committee

The Age-friendly Peterborough Advisory Committee (AFPAC) provides strategic direction for implementing goals and strategies outlined in the AFP Community Action Plan (the Plan). Through the Age-friendly Coordinator, AFPAC strives for effective coordination and communication between municipal departments, public and private partner organizations, councils, community members, and associations in the implementation of the Plan activities.

AFPAC has four Working Groups who are responsible for driving actions related to their respective priority area: Basic Needs, Staying Mobile, Building Relationships, and Learning and Contributing. The AFP mandate is Action for Aging Well.

The current list of AFPAC members can be found on the AFP website www.peterborough.ca/aging.



History

Although Age-friendly Peterborough (AFP) was branded in 2017, the organization began in 2008 when the Peterborough Seniors Planning Table was formed. Below is a review of how AFP has evolved.

- In 2008, the Peterborough Seniors Planning Table was formed to create opportunities for integration and capacity building within the system of services that support seniors and their families. Members were cross-sectoral representatives from senior support service organizations and volunteers. The Seniors Planning Table was an informal group with City staff involvement and two co-chairs who provided leadership to the 60 members.
- In 2014, the Seniors Planning Table expanded to have older adults incorporated into the conversation, a new governance model was developed, and the new group was branded as the Peterborough Council on Aging. Ontario Trillium Foundation funding was received, and a Coordinator was hired to conduct research, community engagement and develop a Community Action Plan.
- In 2017, the Community Action Plan (2017 Plan) was completed, and endorsed by local councils (City of Peterborough, Peterborough County, all eight Townships, and Curve Lake and Hiawatha First Nations). The 2017 Plan was organized into four goals and 146 actions were proposed.
- In 2017, the organization was rebranded as Age-friendly Peterborough and the City of Peterborough agreed to be the lead organization.
- On July 31, 2017, the Age-friendly Peterborough Advisory Committee (AFPAC) was established by the City of Peterborough with the mandate of implementing the Plan. AFPAC reports to the Peterborough Regional Liaison Committee (previously the Joint Services Steering Committee).
- In 2017, the United Way of Peterborough and District (United Way) earmarked approximately \$377,000 toward the implementation of the Plan. These funds came from a family bequeath to support seniors in the greater Peterborough area.
- In 2018, the City of Peterborough and the County of Peterborough agreed to create the Age-friendly Coordinator position that would oversee the Plan and focus on aging issues in the community.
- In 2020, the COVID-19 pandemic had significant impact across the globe and adjustments to services were made to accommodate restrictions. AFP worked with senior sector service providers to keep older adults informed and engaged in their community.
- In 2021, AFP received an Inclusive Community grant from the Ministry for Seniors and Accessibility to evaluate the 2017 Plan and prepare a new Plan for 2023-2027.

Age-friendly Peterborough Values

Diversity – No two older adults are the same, and every person experiences the process of aging differently. Diversity of culture, race, gender, sexual orientation, physical and mental ability, and economic circumstance should be recognized and respected in all populations, including older adults.

Inclusion – To live is to age. Healthy and active aging is a process for everyone. Relationships across generations and across differences strengthen communities and support all residents to live and age well.

Collaboration – Supporting healthy and active aging is everyone's responsibility. Enhancing quality of life for older adults requires engagement of, and cooperation between older adults, all levels of government, service providers, community-based organizations, and civil society.

Equity – Older adults, particularly those who experience vulnerability or marginalization, may require specific supports to access services depending on their circumstances. All older adults should have access to the services they require regardless of income, ability, or geography.

Transparency -The Age-friendly Peterborough Advisory Committee is committed to ongoing reporting on progress measures and the outcomes of the Plan.

Interconnection – Creating age-friendly environments requires work across sectors which exist in relation to one another. Changes in one sector may impact access and service requirements in another.

Alignment – Meeting the goals of the Plan requires alignment with related community plans. Action will be achieved by integrating the Plan outcomes within existing service-delivery and planning and governing structures.



About the greater Peterborough area

Local Context

The greater Peterborough area offers a mix of rural and urban living with proximity to both Toronto and Ottawa.

The region borders on the City of Kawartha Lakes and the Counties of Haliburton, Northumberland, and Hastings, providing access to urban centres in those counties.

Community Trends

Peterborough is growing: Both the City and County are growing in population with a projected 41% increase of residents in the City alone by 2041. From 2011 to 2021, the City experienced a growth rate of 6.2% while townships in the County experienced growth rates ranging from 7.7% to as high as 26%.

An aging community: The percentage of seniors aged 65 and over is projected to increase substantially over the next 20 years. Currently, persons older than 65 make up more than 30% of the population in the Townships of Havelock-Belmont-Methuen, North Kawartha, and Trent Lakes. (See the chart and graphic on page 14 for details.) Challenges impacting seniors include the rising cost of housing, social isolation, and barriers accessing services due to transportation and connectivity.

High rates of dependency: Rates of dependency refers to “area-level concentrations of people who don’t have income from employment, and includes seniors, children, and adults whose work is not compensated.” Peterborough’s rates are among the highest in the province.

Housing is unaffordable: While housing affordability has been a long-standing issue in the region, the COVID-19 pandemic has highlighted the rising disparity between those who can afford housing and those who are finding it increasingly difficult to stay housed. Housing costs have increased dramatically since the onset of the pandemic. As well, the region has very low vacancy rates and rapidly increasing rents.

Limited incomes: In 2021, Peterborough’s living wage for one adult was calculated to be \$18.59/hr or just over \$32,000 annually. Having access to affordable and adequate housing leads to better physical, mental, and social outcomes by eliminating stress, reducing hazards in the home, and freeing up resources for other basic needs.

Health: As of January 2022, an estimated 13,000 people in the region lack a family doctor.

(This section is from the 2022 Peterborough Community Safety and Well-being Plan)

Scenario

The rising cost of housing in Peterborough is one of the biggest challenges seniors face. According to the Canadian Mortgage and Housing Corporation, in 2021 the average monthly rent in Peterborough was:

bachelor apartment - \$873
1 bedroom - \$1,090
2 bedroom - \$1,339

If a senior aged 65-74 living in Peterborough was only receiving the maximum Old Age Security (OAS) and Guaranteed Income Supplement (GIS) payments, their income would be \$20,568. That would mean if they were living in a bachelor apartment that costs \$873 a month in Peterborough, 50.9% of their income (\$10,476) would be spent on rent alone. Bachelor apartments are also the scarcest type of housing in Peterborough, so it is likely that a senior renting in Peterborough would be living in at least a one-bedroom unit and therefore spending 63.5% (\$13,080) of their income on housing. Financial institutions recommend that a person's monthly housing costs be no more than 30% of their gross (pre-tax) monthly income.

The Living Wages 2021 Report produced by United Way Peterborough and District provides a scenario for a single adult living in Peterborough. It states that the annual cost for shelter, insurance, hydro, internet and cable, phone, food, non OHIP medical, and an annual transit pass is \$29,065. Given that a person aged 65-74 receiving only OAS and GIS has an income of \$20,568, they would not be able to afford their basic needs.



The greater Peterborough area – older adult population

In 2021, people older than 65 represented 25.2% of the greater Peterborough area population, an increase from 22.8% in 2016. There were 65 centenarian residents reported. For the age groups of 95-99 and 100 and older, older adult women outnumber men 3 to 1. Figure 1 shows the greater Peterborough area by age group, according to Statistics Canada, 2021.

From 2016 to 2021, the proportion of older adults 65 and over has increased the greater Peterborough area. In 2016, Trent Lakes had the highest proportion of older adults at 30.2% however in 2021, North Kawartha reported 35.4% of their population being over age 65. Hiawatha First Nation saw the highest increase in the proportion of seniors in their population over the past five years, moving from 20.7% in 2016 to 27.7% in 2021.

Table 1 shows the percentage of the greater Peterborough area communities that are over the age 65, comparing 2016 to 2021. Figure 2 is a map of the greater Peterborough area displaying the percentage of population 65 years and better in 2021.

Figure 1: Greater Peterborough Area Population by Age Group

Statistics Canada 2021

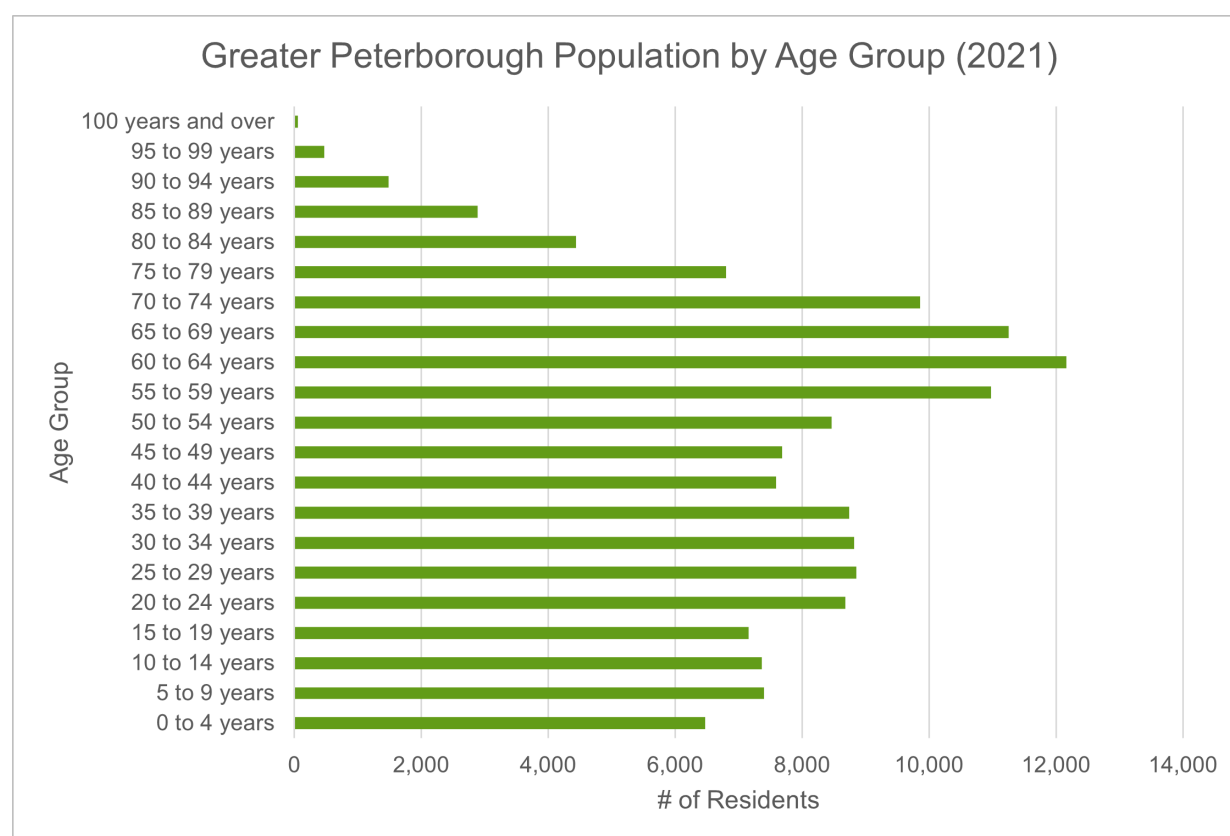


Table 1: Percentage of the population of the greater Peterborough area who are over age 65, comparing 2016 to 2021.

Statistics Canada 2016 and 2021

Community	2016	2021
Asphodel-Norwood	22.4	24.0%
Cavan Monaghan	19.3	21.1%
City of Peterborough	22.3	24.2%
Curve Lake FN	17.5	21.7%
Douro-Dummer	20.1	23.1%
Havelock-Belmont-Methuen	28.0	30.0%
Hiawatha FN	20.7	27.9%
North Kawartha	27.8	35.1%
Otonabee-South Monaghan	21.1	24.8%
Selwyn	24.6	28.7%
Trent Lakes	30.2	32.4%
Ontario		19.0%
Canada		18.5%

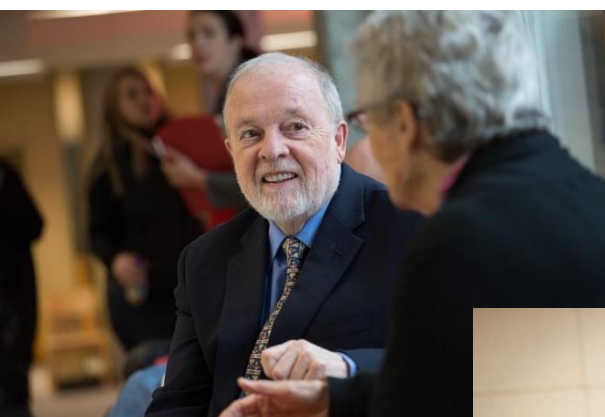
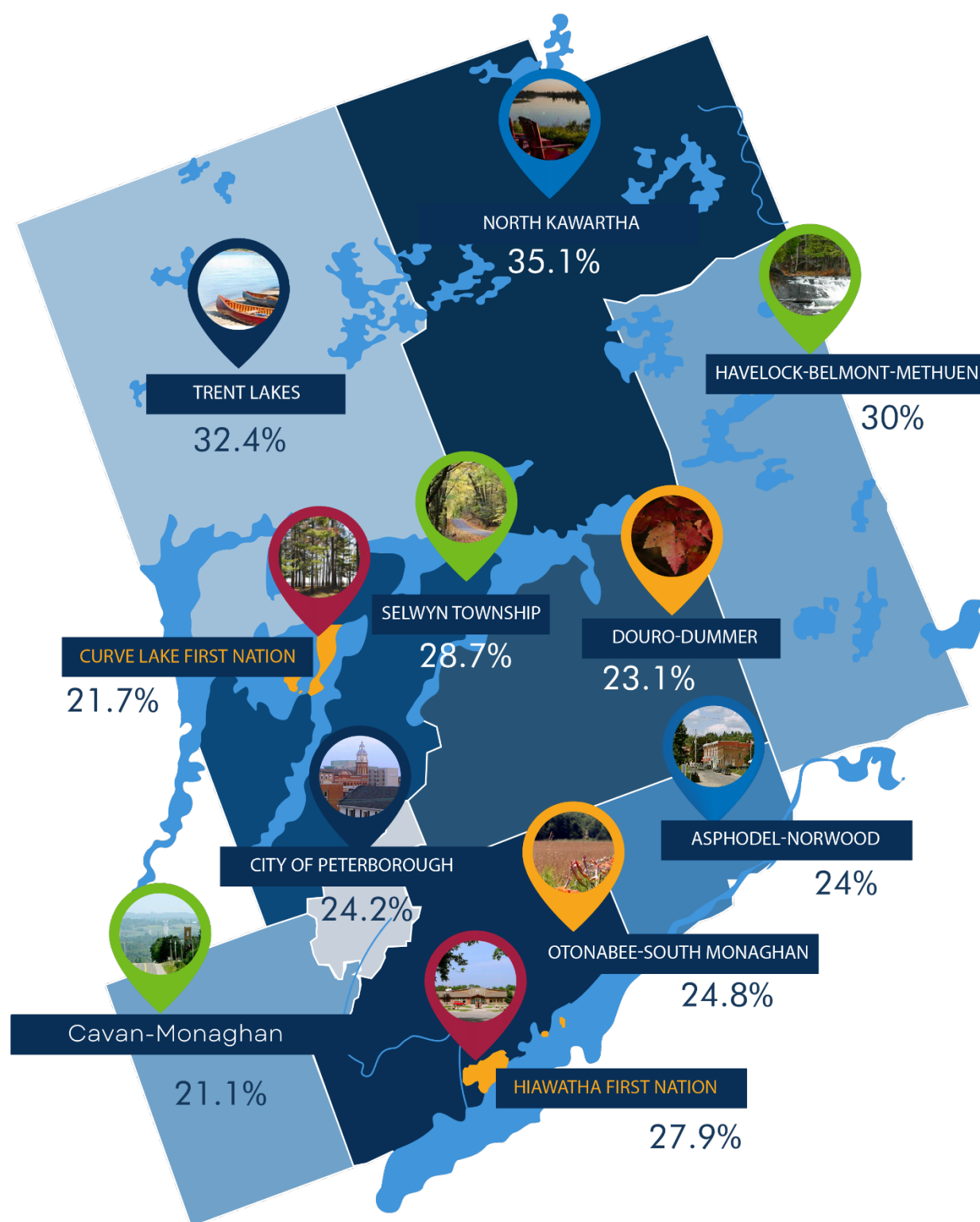


Figure 2: Map of Percentage of Population 65 years and Better in 2021

Statistics Canada 2021



The Number of Older Adults will Continue to Increase

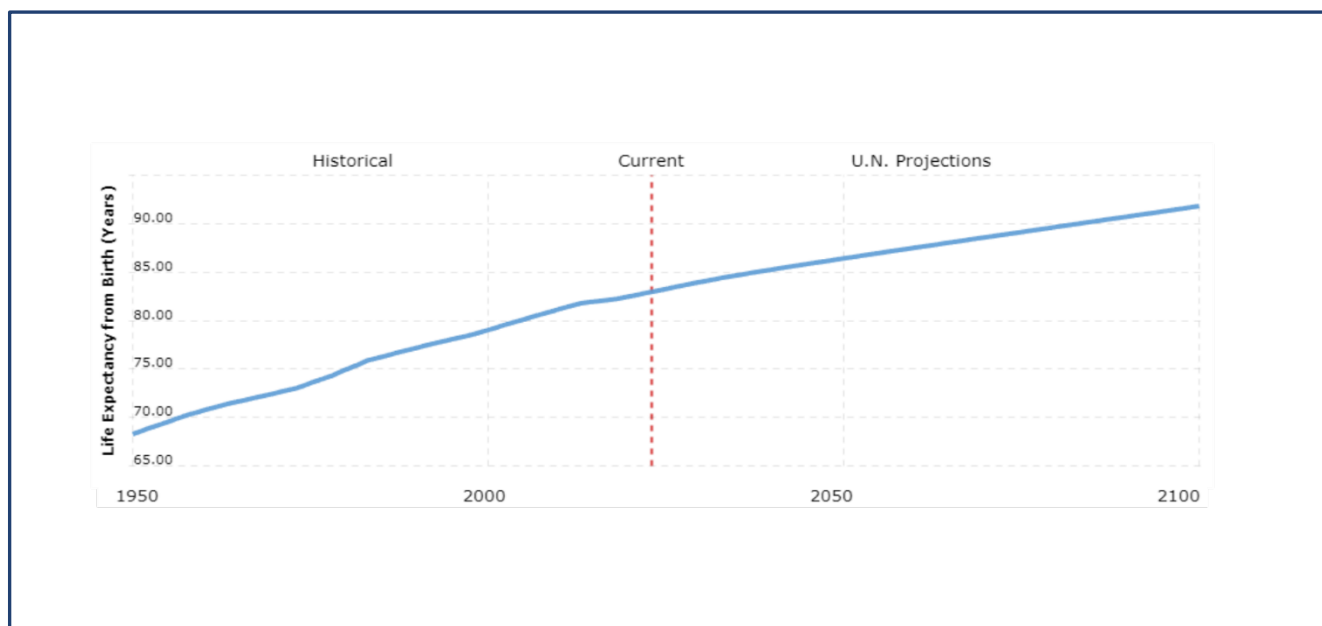
People who are a part of the Baby Boomer generation were born between 1946 and 1964, therefore in 2023 they are between the ages of 59 and 77. Many have not retired yet or require support services.

Many Baby Boomers purchased a cottage in the greater Peterborough area with the intention of using it as their retirement residence. As they retire and move to the cottage, they will add to the older adult population growth in the region.

According to Macrotrends, the average lifespan of a person living in Canada in 1950 was 68 years. In 2023, average lifespan has increased to age 83. It is projected that by 2100, we will live to 92. Figure 3. The World Health Organization states that even though we are living longer, we are living the latter years in poor health.

Figure 3: Life Expectancy from 1950 to 2100

Macrotrends





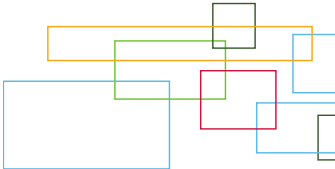
Community Consultation

In 2021, AFP received an Inclusive Community Program grant from the Ministry for Seniors and Accessibility to evaluate the 2017 Plan and conduct community consultation to prepare a new Plan for 2023-2027. Community organizations and stakeholders were consulted during the 2017 Community Action Plan Review (Review) and community individuals were engaged through a survey and in-person discussions.

Community Action Plan 2017 Review

The AFP Evaluation Task Force interviewed stakeholders and reported the progress on the 146 proposed actions listed in the 2017 Plan. The Review identified the actions that were completed and those to be carried over to the 2023 Plan. The results have been outlined in the AFP Report Card 2017-2022. The Report Card demonstrates how the greater Peterborough area has become more age-friendly over the last five years. The following are some highlights from the Report Card.

- In 2019, United Way Peterborough and District provided funding to contract Peterborough Public Health staff to develop a healthy aging and housing service directory. Local older adults, their caregivers, and families can access the directory by telephone and calling 211, or through the [Peterborough Senior Service Directory](#) on the AFP website www.peterborough.ca/aging.
- The Age-friendly Peterborough Housing Report outlines how local municipalities can support older adults to age in place. The research specifically addresses [innovative housing solutions](#) such as tiny homes, secondary suites, and granny flats, in combination with community services. Other housing models found in the greater Peterborough area are Abbeyfield Lakefield, Canada HomeShare, and Senior Women Living Together.
- Many organizations provide [programs and services that support healthy aging](#). They can be accessed virtually by phone or computer, or in-person at an office, community hub or at home.
- The greater Peterborough area has developed [better infrastructure](#) to support active transportation and age-friendly spaces by extending trails, pedestrian crossing safety features, traffic calming measures, and adding benches, trail lighting and shade structures.
- Community Care Peterborough provides [door-to-door transportation](#) options to enable clients who reside in the City and County to attend medical appointments, social activities, day programs, planned special events, and manage daily errands. In 2022, about 32,841 drives were provided to 2,169 clients.
- Peterborough [Transit](#) made changes to their services to improve planning a ride and offers more accessible and individualized options. The Link is a new rural transportation pilot project funded through the Province of Ontario in partnership with Selwyn Township, Curve Lake First Nation, Community Care Peterborough, and the City of Peterborough.

- 
- Each community has a [local library](#) to visit to enjoy programs, books, and social space. Libraries have expanded their lending items to now include things like toys, games, and passes to provincial parks. In 2022, the Lakefield Library introduced Makerspace where people can learn to use a Glowforge, a 3D printer, a Cricut, a sewing machine, and a sound booth with digitization tools. The Peterborough Public Library Visiting Library Service and Selwyn Public Library have volunteer drivers to deliver books to homebound library members.
 - AFP in partnership with Activity Haven launched the [Senior Centre Without Walls](#) telephone activity program in May 2021. SCWW appeals to older adults who do not have access to a computer or use the internet.
 - To promote [volunteerism](#), AFP in partnership with Community Care Peterborough developed the Volunteer Hub and Virtual Volunteer Fair. In 2022, Volunteer Peterborough was formed.
 - The [Seniors Showcase](#) and the [Summit on Aging](#) continue to be popular annual events where older adults receive information and resources and attend educational workshops.
 - In 2022, AFP received a Seniors Community grant from the Ministry for Seniors and Accessibility to develop the [Be Prepared Workbook](#). 480 older adults attended workshops and received information about Emergency Preparedness, Personal Safety Planning, Next-step Housing, Advanced Care Planning, and Final Wishes. United Way of Peterborough and District has funded the second edition of the Be Prepared Workbook.
 - The [Social Isolation to Social Connection](#) project was developed during the first wave of the pandemic when most health and social services restricted in-person services. Trent Fleming School of Nursing conducted participatory action research and analyzed pandemic related guidelines and stories told by older adults, their families, and formal caregivers. The findings resulted in recommendations to mitigate the negative impacts of social isolation. A summary of the report and recommendation can be found on the AFP website.

Impact of the COVID-19 Pandemic

From 2017-2022, AFP and its partners accomplished many proposed actions and as a result the community became more age-friendly. It must be acknowledged that during this time, the COVID-19 pandemic required organizations to pivot to other priorities and some projects, such as the Age-friendly Business program, were delayed and/or will be carried over to the 2023 Plan. Organizations and businesses were flexible, creative and adapted services and programs to meet the frequently changing needs of the community. Although the actions outlined in the 2017 Plan may not have been completed as expected, many others were incorporated. This was a lesson learned in the development of the new AFP Community Action Plan for 2023-2027.

Community Engagement

The objective of the community consultation was to ask older residents if they felt the greater Peterborough area became more age-friendly since the 2017 Plan and to assess their current needs. The opportunity to respond was available from March to September 2022, through a survey, focus groups, individual interviews, or intentional discussion at events.

Survey questions were from the 2016 AFP Community Engagement Survey and the Ministry for Seniors and Accessibility, Ontario's Seniors Strategy Survey. The survey was posted on the Connect Peterborough website and was distributed in print in the community. 244 survey responses were received.

The AFP Evaluation Task Force also reviewed the 2021 Community Safety and Well-being survey results of 283 older adult respondents.

Focus groups and interviews were scheduled to provide older adults with the opportunity to talk about how the greater Peterborough area can become more age-friendly and to validate the survey responses. Informal evaluation included discussion with participants at events such as Mapleridge Open House, Activity Haven Lunch and Learn, and Pride in the Park. 1,399 were engaged in age-friendly conversations.

Comments and quotes were useful as they provided context, in-depth understanding of an issue, and examples of real-life stories. Some impact statements are quoted below.



Summary of Results



Housing

Most older adults want to stay in their current residence as long as possible but recognize they may need support to do so. Home maintenance and renovations were reported as the most needed service. Concerns about isolation were apparent and the need for community engagement opportunities was stated.

Some older adults are considering moving to a collective dwelling like a condominium or apartment where most residents are older adults. It is more appealing if the complex had social activities and support services available.

Many were concerned if they needed to move, they would not have anywhere to go. The rent they have now may be manageable as it only increased slowly over time, but they can't afford rent in the current market. The survey and focus groups participants expressed the need for more accessible, affordable, safe, and supportive housing.

“ I'm on a fixed income, and with rent costs increasing, I'm not sure where I would go. ”



Community Support and Health Services

When referring to their health needs, inability to access required services was commonly identified by older adults. Access due to affordability, waitlists, lack of services in rural areas, and transportation were noted. Dental care and eye care were defined as basic needs, but many older adults do not have health benefits and they cannot afford these services. Hearing aids and incontinence underwear were also included as an unaffordable basic need.

22% of the survey respondents identified as a caregiver for a spouse, family member, or loved one and many who participated in a focus group identified as such. Unable to take time for themselves or be with other family members contributed to the inability for caregivers to manage the emotional or mental distress of caregiving. The physical requirement of caregiving also affects their health. Finding affordable options that meet their needs is a challenge.

“ I told my family, I don't need anything for Christmas, just buy me Depends as I can't afford to buy them myself. ”



Staying Safe and Secure

The good news is most older adults reported generally feeling safe. However, the fear of falling restricted many people's actions. They did not go out as much as they wanted, especially in the winter and this is leaving them isolated in their home. Living or being alone contributed to the feelings of being unsafe as many reported family and friends lived far away and they did not have anyone to go out with or check on them.

When asked, What services and resources older adults needed to help them feel safer in their community? the top three responses were:

- renovating their home with safety and accessible features,
- using home or personal technology devices such as fall detection sensors and smart lights activated by motion or voice command, and
- social opportunities like friendly visits or phone check-ins, Meals on Wheels delivery or attending a program where people would recognize you were missing.

“ I wish there was more help for people who are less fortunate than myself. Many people struggle with homelessness, substance abuse, and mental health. Unfortunately, there is a perception that downtown Peterborough is not safe as people see and interact with marginalized individuals. ”



Transportation

85% of survey respondents drive, but many also walk when possible. Availability of safe sidewalks and/or trails was noted as a challenge. This related to the earlier feedback that reported a significant number of older adults have a fear of falling.

Even though someone had access to a car, many indicated they only drove in certain conditions. For example, they don't drive at night, in the rain or snow, or on the highway. The survey reported out-of-town medical appointments as the number one unmet transportation need.

Those who take transit indicated the frequency of service was a barrier.

When asked, What would make active transportation (walking, rolling, cycling) a more appealing choice? respondents suggested ice removal such as salting or sanding the sidewalks, better lighting on trails, a greater police presence in downtown parks, and dedicated cycling infrastructure.

“ We need more benches in the community. Not only in parks, but along major streets where there is shopping and services. I saw an elderly woman stop and sit on a store step when she was tired. ”



Social Participation

Most older adults reported they use technology such as email, mobile phones, social media, and video calls to stay connected with others. About half depend on their land line telephone.

Socializing with friends and family and doing activities like walking or games on their own were equally important for older adults to stay physically and mentally active. A popular activity was visiting their local library and reading. Only 9% of survey respondents were members of a seniors' activity centre and 14% belonged to a faith-based organization.

When asked, "What prevents you from socializing and/or staying physically active?" respondents indicated that the COVID-19 pandemic has had a significant impact and has affected their outlook, routine, and comfort level. They also mentioned they don't want to go alone, can't afford a membership, don't have transportation, have physical or mental health challenges, and/or their work or caregiving schedule limits what they can do.

“ No one comes to see if I am okay. No regular community involvement. No one knows I am here. ”



Civic Participation and Engagement

Civic participation includes the desire to be involved in aspects of community life that extend beyond day-to-day activities, such as volunteering. Older adults, even after retirement, may chose to be engaged in the community through employment.

About half of the survey respondents volunteered. When asked why they don't, lack of time was the most common answer, followed by physical and mental health challenges that limit what they can do. Although there was a general positive outlook on volunteering in the greater Peterborough area, a significant number of people said they would volunteer if they knew what opportunities were available. Some suggested a central list of organizations who are recruiting and details about their volunteer roles. Others indicated the need for delivering better communication about the benefits of volunteerism to the individual, organization, and the community.

Some respondents who were retired indicated they are considering employment as they are concerned, they will not be able to afford the cost of living on their current means. However, they felt employers would not provide the flexible work arrangements they need. Thirty-two survey respondents indicated they were not aware of opportunities or where to go to look for employment. A significant number of people felt they experienced age discrimination in the workplace.

“ A central list of volunteer opportunities could help others who are looking to serve. ”



Communication and Information

More than half of the survey respondents indicated the first place they would go to get information about programs, services and resources is a local website dedicated to older adults. Some commented that the Age-friendly Peterborough website was easy to navigate, and the Peterborough Seniors Service Directory was useful. Older adults equally turned to traditional media like newspaper and radio, and non-traditional media like social media platforms and online searches. Participants cautioned that even though some have access to the internet, many do not. Printed resources, telephone access to live professionals, and in-person educational events were still very important.

When asked, “What do you feel you need to know more about?” most said community resources, local programs, and services: especially how to get more help at home for themselves or a loved one. Information about advanced care planning, wills, and Power of Attorney was also mentioned. A significant number of people indicated they were worried about being scammed and education about fraud was needed.

“Many older people do not have computers, either because of cost or inability to adapt. This is one of the biggest barriers to communication.”



Respect and Social Inclusion

When asked if they have been discriminated against because of age, an equal number of respondents said they have, as compared to the number who said they have not.

At the focus groups, many shared how they or someone they knew were discriminated against because of their age. It was felt that service providers and other customers were impatient and expressed frustration to older adults when they were slow or had difficulty with tasks, such as paying. Not hearing or seeing very well are seen as signs of mental incapacity. This was especially noticeable during the COVID-19 pandemic when people couldn't see the directional arrows and signs and couldn't hear others through masks and plexiglass. It caused older adults to not go into stores and resulted in further isolation.

One survey respondent stated, “there is a compassion gap when it comes to seniors.” People are in such a hurry and not paying attention to their surroundings, they unknowingly bump into older adults and when balance is a concern this can be harmful.

“I have frequently felt invisible.”

It was suggested that intergenerational programs could provide awareness of ageism. One respondent was grateful when her young neighbours offered to help during the COVID-19 pandemic, and they emphasized the need for a sense of community.

“It is very important to ensure all people are included and valued for what they bring to the table.”



Impact of the COVID-19 Pandemic

The isolation caused by the pandemic has had a lasting impact on older adults' mental health. Through the community consultation there were many stories shared about how older adults had difficulty accessing medical care and procedures were delayed. Many reported frustration and anxiety over trying to keep up with the changing protocols, especially vaccination procedures.

Although it was mostly perceived as negative, some reported positive changes to their quality of life. Many were forced to use technology for doctor visits, participating in social and physical activities, and connecting with family and friends. In some cases, they felt they had better access to information and people. They took the opportunity to improve their health and wellness. Most will continue to use the technology they learned during the COVID-19 pandemic to participate in virtual programs and workshops, order from home delivery services, and connect with family and friends.

It was noted that increased cleaning and precautionary measures like wearing masks has become more mainstream and therefore may decrease the spread of illness. Also, the acceptance of working from home that started during the pandemic made it possible for some to provide care for their loved one.

“ During COVID I felt isolation, a decrease in physical abilities and mental health. The lack of available supports intensified, and professionals were overworked and stressed which affected my care too. ”



Aging in First Nations Adults

Indigenous elders reported the importance of family and community to support their healthy aging. The Curve Lake First Nation Health and Family Services Team work together to support and educate the individuals and families of Curve Lake First Nation in their self-defined pursuit of a healthy and dignified life. The programs and services offered are appreciated by the community.

The most reported challenge was for food security. Use of food banks increased since the onset of the COVID-19 pandemic. Indigenous elders also experience issues with technology. The internet is slow and costly and there are no hot spots with Wi-Fi available in Curve Lake. The COVID-19 pandemic forced some people to learn to use tablets so they could stay connected, but it was not viewed as an effective tool.

“ We take care of each other; family is so important. But we have excellent programs when we need them. ”



2SLGBTQI+

According to the survey respondent demographics, very few identified as Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer/Questioning, and Intersex (2SLGBTQI+). Therefore, we looked to broader consultation results and participated in the Pride in the Park event in Peterborough to get local validation.

The greatest challenge and fear reported was discrimination, particularly repercussions of being 2SLGBTQI+ in the medical system, retirement residences, and long-term care. Egale Canada (Equality for Gays and Lesbians Everywhere) proposes that inclusion policies be developed in all institutions and inclusion training be mandatory for residents and workers in long-term care.

Those who identified as 2SLGBTQI+ reported facing many of the same issues as older adults, however the solutions may be more challenging. For example, if a person who was openly 2SLGBTQI+ and was looking to rent a room or home share, there is a fear that they would be discriminated against, therefore limiting their housing options in an already tight housing market.

“There are intersections of oppressions and discrimination based on having multiple minority identities.”



New to Canada

Older adults who are new to Canada, reported facing the same challenges many others have expressed, however, language was reported as a barrier to receiving services and participating in activities. Those who receive support at the New Canadians Centre Peterborough were grateful, but those with limited English proficiency stated they experienced discrimination in the community. Language was especially problematic during the COVID-19 pandemic as other factors such as masks and plexiglass screens impeded communication.

Those who have recently immigrated may experience psychological distress as they adjust and potentially face economic hardships, negative community experiences, lack of social support, and ethnic discrimination. As a result, older adults who are new to Canada reported feeling socially isolated and experienced related physical and mental health issues.

“More culturally appropriate services are needed in order to improve the aging experience, including financial aid and referral services.”

AFP Community Action Plan 2023-2027

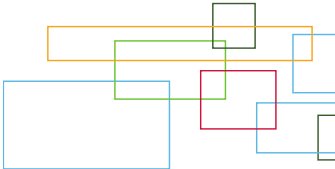
Introduction

The Age-friendly Peterborough Community Action Plan 2023-2027 (2023 Plan) builds on the extensive work done in the development of the 2017 Plan and when the Age-friendly Peterborough governance model was established.

AFP followed the process outlined in the Age-friendly Community Planning Guide for Municipalities and Community Organizations (2021) developed by the Province of Ontario. Age-friendly community planning and implementation is an ongoing cyclical process that follows four interconnected steps:

- Step 1: Define local principles
- Step 2: Assess need
- Step 3: Develop action plan
- Step 4: Implement and evaluate





The 2023 Plan builds on the current framework and strong foundations established by the 2017 Plan, while incorporating lessons learned, current trends and needs, research, and feedback from the community and stakeholders.

The purpose of the 2023 Plan is to outline the identified needs of older adults in an action-oriented way and to provide local government, organizations, and businesses direction on how they can contribute to an age-friendly community. Individuals and groups can align and embed their actions with the goals and strategies outlined in the 2023 Plan. This is a different approach than the 2017 Plan where the proposed actions were stated. A higher-level framework allows for additional actions to be included and more flexibility over a 5-year term.

The 2023 Plan provides a roadmap that outlines:

Priority Areas are the principles of the Community Action Plan.

Goals are what will be done to accomplish the priority area.

Strategies are how the goals will be achieved. Each strategy will have a workplan that outlines specific actions. The workplans are living documents that support the flexibility in implementing the strategies.

Priority Area 1: Basic Needs

Outcome: Older adults' basic needs are met.



Goal 1.1 Advocate for the development of appropriate, affordable, and sustainable housing options for older adults.

Strategies

1.1.1 Champion and support an increase of housing options.



Goal 1.2 Enhance support for older adults to age in the place of their choice.

Strategies

1.2.1 Champion and support the delivery of coordinated, appropriate, affordable, and timely community programs and services.



Goal 1.3 Enhance access to healthcare to support older adults to live their best quality of life possible.

Strategies

1.3.1 Support and promote affordable local options and the availability of integrated healthcare and services.



Goal 1.4 Address income barriers experienced by older adults.

Strategies

1.4.1 Champion increased support for persons living in poverty to ensure their basic needs are met.

Priority Area 2: Staying Mobile

Outcome: Transportation and infrastructure ensures older adults are able to Stay Mobile in the community



Goal 2.1 Enhance transportation options.

Strategies

2.1.1 Champion and support accessible, inclusive, affordable, and reliable transportation options.

2.1.2 Champion and support accessible, inclusive, user-friendly infrastructure to support older adults to ensure safe, year-round active transportation routes.



Goal 2.2 Enhance age-friendly infrastructure and accessible indoor and outdoor spaces.

Strategies

2.2.1 Champion and support age-friendly and accessible community facilities, commerce areas, and parks to support the needs of the aging population.



Goal 2.3 Support the implementation of complete and connected community design.

Strategies

2.3.1 Promote intentional age-friendly neighbourhood development planning.

Priority Area 3: Building Relationships

Outcome: Relationships are sustained to encourage collaboration and foster partnerships



Goal 3.1 Enhance community collaboration to improve system navigation so older adults are connected and have better access to programs and services that meet their needs.

Strategies

3.1.1 Develop relationships through roundtable conversations to promote networking and collaborative partnerships.



Goal 3.2 Promote intergenerational relationships.

Strategies

3.2.1 Champion and support intergenerational opportunities.



Goal 3.3 Develop relationships within the safety sector to build and maintain a safer community for local older adults.

Strategies

3.3.1 Foster collaborative partnerships and projects to ensure vulnerable local older adults feel safe in their community.



Goal 3.4 Promote a diverse representation of aging and inclusion of older adults.

Strategies

3.4.1 Promote positive language and images of aging.
3.4.2 Champion for the inclusion of older adults in decision-making and planning of an age-friendly community.

Priority Area 4: Learning and Contributing

Outcome: Older adults have the opportunity to Learn and Contribute



Goal 4.1 Support and increase connectivity and access to information.

Strategies

- 4.1.1 Provide communication to the community in a multi-modal way that meets the diverse needs of older adults.
 - 4.1.2 Support and champion affordable connectivity.
 - 4.1.3 Implement and promote technology training.
-



Goal 4.2 Support and increase access to leisure, recreation, and social activities that promote a better quality of life.

Strategies

- 4.2.1 Promote the benefits of physical and social activity.
 - 4.2.2 Support access to diverse cultural, social, and recreational opportunities.
 - 4.2.3 Support ongoing coordination and strategic planning between activity centres, facilities and organizations that offer older adult programs.
-



Goal 4.3 Lead, support, and encourage participation in lifelong learning.

Strategies

- 4.3.1 Promote the benefits and opportunities for lifelong learning.
 - 4.3.2 Plan and implement events that increase awareness of programs, services, and resources available to support healthy aging.
-



Goal 4.4 Promote and encourage volunteerism within our community.

Strategies

- 4.4.1 Promote the benefits of volunteerism and opportunities available.
 - 4.4.2 Collaborate with organizations that engage volunteers and encourage participation in the volunteer hub.
-



Goal 4.5 Support diverse and flexible employment opportunities

Strategies

- 4.5.1 Raise awareness of older adults need for flexible employment options and the advantages of hiring older persons.



Guiding Documents and Principles

The following Guiding Principles were utilized to inform the development of the Age-friendly Peterborough Community Action Plan 2023-2027.



Alignment with other local plans

- Community Safety and Well-being Plan, 2022
- 10-Year Housing and Homelessness Plan, 2019
- Active Transportation & Health Indicators Report, 2020
- City of Peterborough Transportation Master Plan 2022-2052
- Peterborough County Active Transportation Master Plan
- City of Peterborough Cycling Master Plan
- City of Peterborough Sidewalk Strategic Plan
- City of Peterborough Accessibility Plan, 2018



Resources consulted

- World Health Organization Age-friendly Cities Framework
- UN Decade of Healthy Ageing (2021-2030)
- Creating a More Inclusive Ontario: Age-friendly Community Planning Guide for Municipalities and Community Organizations, 2021
- Statistics Canada. Census Profile, 2016 and 2021
- CMHA Rental Market Report, 2021
- United Way Housing is Fundamental Report, 2021
- United Way Peterborough Annual Living Wage Report Peterborough City and County, 2021
- Peterborough City/County Paramedics 10-year Resources & Facilities Master Plan, 2016
- Peterborough Ontario Health Team Town Hall, 2021
- Peterborough Immigrant Needs Assessment, 2021
- Social determinants of health and health inequities, 2022
- 8 Dimensions of Wellness
- Evaluating Your Age-Friendly Community Program: A Step-by-Step Guide
- Age-friendly Communities Evaluation Guide: Using Indicators to Measure Progress
- Federal/Provincial/Territorial Ministers Responsible for Seniors, Age-friendly Rural and Remote Communities Guide
- Egale Community Engagement Consult for 2SLGBTQI+ Seniors, 2017
- Successful Aging among Immigrant and Canadian-born Older Adults, 2022
- Ontario First Nations Aging Study, 2019



Diversity, Equity, and Inclusion

AFP strives to prevent, identify, and remove barriers to ensure all of what is done is accessible, open, and welcoming to all people. AFP respects and celebrates the diversity of experiences, backgrounds and cultures that makes a better, stronger, more vibrant community.

AFP has and will continue to collaborate and seek clarification on matters from an inclusion, diversity, and equity perspective. AFP will broaden community awareness, knowledge, and respect for diverse community populations by sharing experiences and resources.

“Each person is unique, has value and is equally worthy of respect.”



Collaboration

AFP listened and will continue to listen to those with lived experience and knowledge, value their perspectives, and incorporate their voices. This ensures the outcomes and actions will benefit the older adults they are intended to support.

“Nothing about us, without us.”

AFP collaborates with organizations who support older adults. Through those strong partnerships there is collective impact. AFP welcomes and encourages the participation of all individuals who share the AFP vision for an age-friendly community.

“Partnerships and collaborations are seen as a way to have a more comprehensive and sustainable impact in the pursuit of communities that are safe and inclusive for all.”



Next Steps

The review and evaluation of the 2017 Plan confirmed that the greater Peterborough area has become more age friendly. The stakeholder consultation, community engagement and research provided a current snapshot of the community need. The 2023 Plan can be a catalyst for community action and change.

Statistics Canada reported the number of persons over the age of 65 who reside in the greater Peterborough area increased from 22% in 2016 to 25% in 2021. Over the next 20 years that demographic will continue to grow. The 2023 Plan identifies a clear path forward to enhance programs, services, and infrastructure for current and future local older adults.

Individuals and groups can align and embed their actions with the goals and strategies outlined in the 2023 Plan. As projects continue to evolve and include a greater number of community organizations and volunteers, AFP will come closer to achieving the vision for Peterborough to be a thriving region that is inclusive, respectful, and accessible to people of all ages and abilities.

To monitor and evaluate future progress, AFP will release an annual Impact Report.

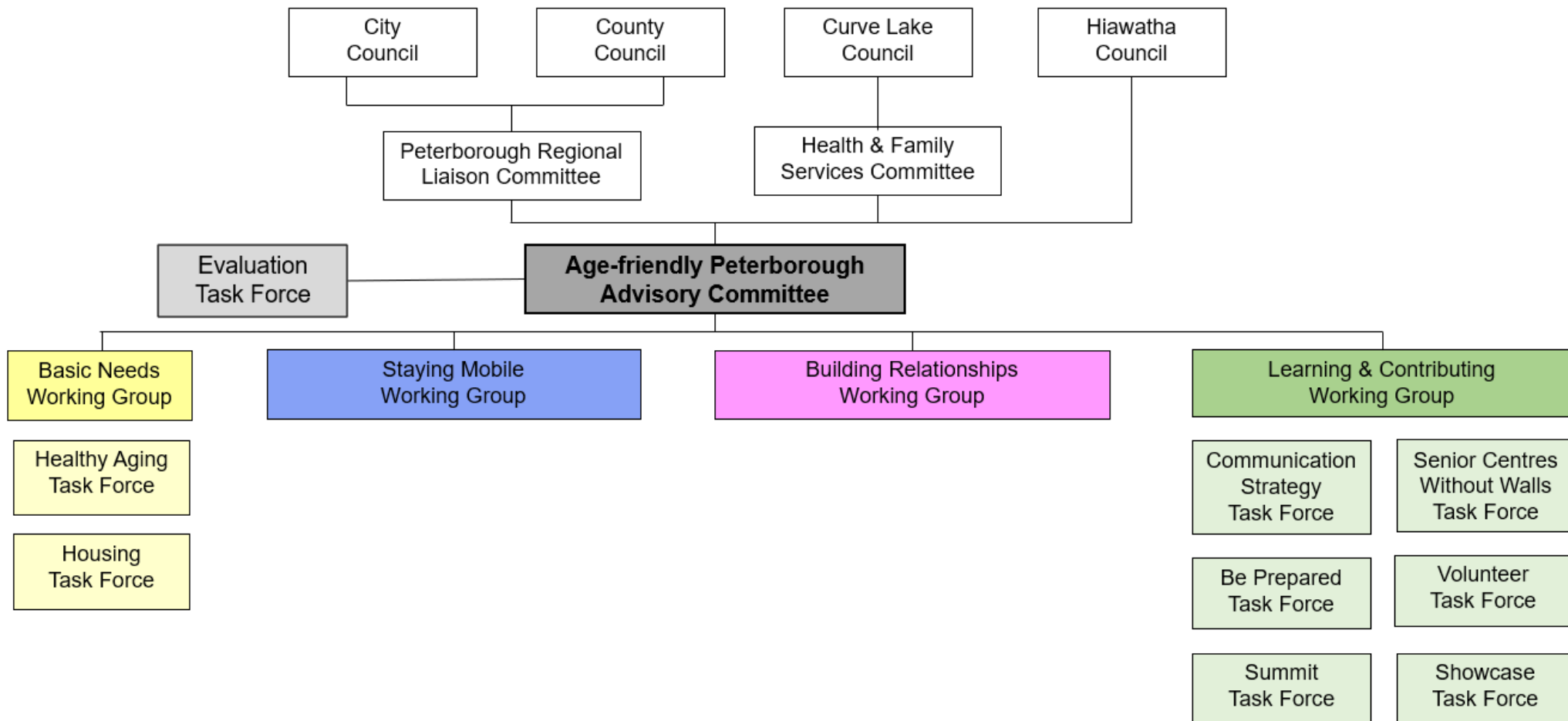
Past success can be attributed to leadership from AFPAC, passionate volunteers, strong partnerships with local organizations, dedicated staff, and generous support from funders. AFP envisions a bright future where in older adults Basic Needs are met; transportation and infrastructure ensures older adults are able to Stay Mobile in the community; older adults have the opportunity to Learn and Contribute; and community Relationships are sustained to encourage collaboration and foster partnerships whereas older adults are supported.

“ Collective dialogue about healthy aging can encourage and create positive change. ”





Age-friendly Peterborough Advisory Committee Structure





DRAFT

The Corporation of the City of Peterborough

By-Law Number 23-0XX

Being a By-law to repeal By-laws 17-080 and 18-072, and enact By-law 23-0XX, a by-law to establish the terms of reference for the Age-friendly Peterborough Advisory Committee.

Whereas it is desirable and in the public interest that an Advisory Committee be appointed to advise Council of the City of Peterborough, Council of the County of Peterborough, and the Peterborough Regional Liaison Committee, who's name may be amended from time to time, in respect of age-friendly matters;

Now Therefore, The Corporation of the City of Peterborough by the Council thereof hereby enacts as follows:

1. Definitions

Age-friendly Peterborough (AFP) – means the network of individuals and organizations who participate on the Age-friendly Peterborough Advisory Committee, a Working Group, or Task Force.

Age-friendly Coordinator – means the City of Peterborough staff person working in the Community Services Division who has the Seniors Portfolio.

Age-friendly Peterborough Community Action Plan (the Plan) – means the document that outlines the vision, priority areas, goals and strategies that are guided by a set of seven core values.

Community Development Program Manager – means the City of Peterborough staff person working in the Community Services Department who manages the Age-friendly Coordinator and has the Seniors Portfolio.

Council – means, as the context requires, County Council, City Council, Curve Lake Council and/or Hiawatha Council.

Greater Peterborough area – means, the City of Peterborough, Peterborough County, eight (8) Townships, Curve Lake First Nation, and Hiawatha First Nation.

Peterborough Reginal Liaison Committee (PRLC) – means the eight-member committee comprised of four members of City Council and four members of County Council. The PRLC is responsible for reviewing and approval of draft annual work plan and budget and recommends approval to the Councils of the City and the County as it relates to programs and services within the Municipal Consolidated Service Management Agreement.

2. Mandate

- 2.1. Age-friendly Peterborough Advisory Committee will make recommendations to the Peterborough Regional Liaison Committee concerning how the Age-friendly Community Action Plan and related matters can be implemented.

- 2.2. Through the Age-friendly Coordinator (or designate), the Advisory Committee will ensure effective coordination and communication occurs between municipal departments, public and private partner organizations, Councils, and community members and associations in the implementation of Age-friendly Plan activities.
- 2.3. AFPAC provides strategic direction to the four Working Groups who are responsible for driving actions related to their respective priority area: Basic Needs, Staying Mobile, Building Relationships, and Learning and Contributing.

3. Roles and Responsibilities

- 3.1. Through the Peterborough Regional Liaison Committee, the Advisory Committee shall advise City Council and County Council about:
 - a. Progress toward, or barriers to, achieving the goals of the Age-friendly Peterborough Community Action Plan;
 - b. Existing and proposed plans, policies, and by-laws related to the Age-friendly Peterborough Community Action Plan;
 - c. New and emerging community issues and opportunities that relate to the Age-friendly Peterborough Community Action Plan; and,
 - d. Such other matters for which the Councils may seek its advice.
- 3.2. Through the Health and Family Services Committee, the Advisory Committee shall advise Curve Lake First Nation Chief and Council about:
 - a. Progress toward, or barriers to, achieving the goals of the Age-friendly Peterborough Community Action Plan;
 - b. Existing and proposed plans, policies, and by-laws related to the Age-friendly Peterborough Community Action Plan;
 - c. New and emerging community issues and opportunities that relate to the Age-friendly Peterborough Community Action Plan; and,
 - d. Such other matters for which Chief and Council may seek its advice.
- 3.3. The Advisory Committee shall advise Hiawatha First Nation Chief and Council about:
 - a. Progress toward, or barriers to, achieving the goals of the Age-friendly Peterborough Community Action Plan;
 - b. Existing and proposed plans, policies, and by-laws related to the Age-friendly Peterborough Community Action Plan;
 - c. New and emerging community issues and opportunities that relate to the Age-friendly Peterborough Community Action Plan; and,
 - d. Such other matters for which Chief and Band Council may seek its advice.
- 3.4. The Age-friendly Coordinator (or designate) shall:
 - a. Support the roles and activities of the Advisory Committee and its Working Groups;
 - b. Prepare correspondence of the Advisory Committee;
 - c. Serve as lead resource for the Councils and their administrators on matters related to the development of age-friendly communities;
 - d. Deliver at least one update annually to each of the City and County Councils; and
 - e. Presentations to Township and First Nations Councils as needed.
- 3.5. The work of the Advisory Committee will be directed towards developing recommendations to assist each of:
 - a. Peterborough Regional Liaison Committee
 - b. City Council;
 - c. County Council;
 - d. Curve Lake First Nation Council; and

e. Hiawatha First Nation Council

to achieve the vision set out in the Age-friendly Peterborough Community Action Plan.

3.6. Members of the Advisory Committee agree to uphold the values set out in the Age-friendly Peterborough Plan.

3.7. In its role as steward of the Age-friendly Peterborough Plan, and through the activities of its Working Groups, the Advisory Committee commits to:

- a. Learning from older adults about their experience of aging;
- b. Educating the public about diverse experiences of aging and older adulthood;
- c. Informing decision-makers on issues related to the aging population and the development of age-friendly communities;
- d. Supporting the development of new and enhanced age-friendly programs and initiatives; and,
- e. Evaluating and measuring progress towards the goals of the Age-friendly Peterborough Community Action Plan.

4. Advisory Committee Membership

4.1. The Advisory Committee shall be composed of twelve (12) members, with representation based on the following seats:

- a. City Councillor: To be selected at the sole discretion and serve at the pleasure of Peterborough City Council.
- b. County Councillor: To be selected at the sole discretion and serve at the pleasure of Peterborough County Council.
- c. Curve Lake Councillor: To be selected at the sole discretion of Curve Lake Chief and serve at the pleasure of the Curve Lake Council.
- d. Hiawatha Councillor: To be selected at the sole discretion of Hiawatha Chief and serve at the pleasure of the Hiawatha Council.
- e. Community Representatives (4 seats): One seat each will be allocated to a community representative from the City of Peterborough, County of Peterborough, Curve Lake First Nation, and Hiawatha First Nation and each person shall and serve at the pleasure of the Council which appointed them.
- f. Working Group Chairs (4 seats): One seat each will be allocated to the Chairs of the Committee's four standing Working Groups.

4.2. Each Community Representative will be selected through the process established by their respective Council.

4.3. In addition to the selection criteria set out by a Council, each Council shall give preference to candidates for community representative seats to persons who:

- a. Are knowledgeable about the experiences of older adults living in the Greater Peterborough area;
- b. Have demonstrated previous interest and engagement in the work of the Age-friendly Peterborough Community Action Plan;
- c. Contribute to the full participation of groups which are found to be underrepresented including women, persons with disabilities, visible minorities, and aboriginal people; and,
- d. Represent diverse stakeholders and sectors.

4.4. The appointment of members to seats allocated to the Working Group Chairs will be determined through the process established by the respective Working Groups' Terms of Reference.

4.5. No one person shall occupy more than one seat on the Advisory Committee.

- 4.6. No staff member from the City, County, or Townships shall occupy a seat on the Advisory Committee.
- 4.7. The Advisory Committee will actively seek to identify and remove barriers to participation for all members, including:
 - a. Transportation access;
 - b. Physical accessibility; and,
 - c. Accessibility of information and materials.

5. Terms of Office

- 5.1. Community Representative members of the Advisory Committee shall be appointed for a two-year term.
- 5.2. A Community Representative is eligible to renew their appointment for two additional two-year terms.
- 5.3. Council members appointed to the Advisory Committee shall serve for the duration of the term of the Council upon which they serve, subject to continuing to hold a seat on that Council.
- 5.4. Council members of the Advisory Committee shall be eligible to renew their appointment for multiple terms, subject to continuing to hold a seat on that Council.
- 5.5. Working Group Chair members of the Advisory Committee shall be appointed for a two-year term.
- 5.6. Working Group Chair members of the Advisory Committee shall be eligible to renew their appointment for one additional two-year term.
- 5.7. The Advisory Committee shall declare a member's seat vacant and shall provide notice thereof to the Council which appointed the person through the appropriate offices, if a Committee member:
 - a. Is convicted of an indictable offence;
 - b. Becomes incapacitated; or,
 - c. Is absent from the meetings of the Advisory Committee for three (3) consecutive meetings, without leave of absence from the Advisory Committee or without reasons satisfactory to the Advisory Committee.

6. Remuneration

- 6.1. Members of the Advisory Committee shall serve without remuneration.
- 6.2. Members may be reimbursed for direct and appropriate expenses incurred in the fulfillment of their Advisory Committee responsibilities with prior approval by the Community Development Program Manager.

7. Officers

- 7.1. At the first meeting in a new term, the Advisory Committee shall elect from their number a Chair who shall hold office at the pleasure of the Advisory Committee for a one-year term and is eligible for re-election.
- 7.2. The Chair shall:
 - a. Lead, and assist in planning Advisory Committee meetings;
 - b. Uphold the vision and values of the Committee;
 - c. Act as the Advisory Committee's spokesperson for matters relating to policy and governance;

- d. Serve as a signing officer for Advisory Committee minutes and official documents as required;
 - e. Maintain regular liaison with the Age-friendly Coordinator and the Community Development Program Manager;
 - f. Fulfill other duties and responsibilities as assigned by the Advisory Committee; and,
 - g. Ensure that the City's Procedural By-law is adhered to while conducting meetings.
- 7.3. In addition to regular meeting attendance, the Chair may be expected to spend approximately five (5) additional hours between meetings supporting agenda setting, minute review, Committee communications, and public appearances.
- 7.4. The Advisory Committee shall also elect from their number a Vice-Chair who shall have all the powers and duties of the Chair when the Chair is absent or unable to act, and who shall hold office for a one-year term and is eligible for re-election.

8. Working Groups and Task Forces

- 8.1. There will be four standing Working Groups of the Advisory Committee:
- a. Meeting Basic Needs
 - b. Staying Mobile
 - c. Building Relationships
 - d. Learning and Contributing
- 8.2. The Advisory Committee may also, at its discretion, establish ad-hoc Task Forces on any matters considered by the Committee to require study.
- 8.3. Working Groups and Task Forces shall be governed according to their own respective Terms of Reference, to be approved by the Advisory Committee.
- 8.4. All Working Groups shall include at least one member of the Committee.
- 8.5. Working Groups will report regularly and recommend courses of action to the Committee; and otherwise fulfill their respective responsibilities in accordance with their Terms of Reference.

9. Advisory Committee Meetings

- 9.1. The Advisory Committee will hold meetings, at least four (4) times per year and at such other times as it considers necessary. A meeting schedule will be approved on an annual basis.
- 9.2. Committee meetings will be held virtually or in a meeting room in the city, county, or First Nations.
- 9.3. All meetings of the Advisory Committee will be held during the workday, at a time determined by the Advisory Committee.
- 9.4. The December meeting will serve as a general meeting between members of the Advisory Committee, Working Groups, and any active Task Forces.
- 9.5. The Chair or the Community Development Program Manager may summon a special meeting of the Advisory Committee giving reasonable notice in writing to each member, specifying the purpose for which the meeting is called.
- 9.6. A majority of members of the Advisory Committee shall constitute a quorum. Where a quorum is not present, the Advisory Committee may conduct the meeting without ratification of motions.

- 9.7. The meeting of the Advisory Committee shall be open to the public and shall be conducted in accordance with the City's Procedural By-law. A meeting, or part of a meeting, may be closed to the public only as specifically permitted by, and in accordance with the Municipal Act, 2001.
- 9.8. The agenda for meetings shall be prepared by the Age-friendly Coordinator in consultation with the Committee Chair and should be distributed no less than five days before the meeting.
- 9.9. Advisory Committee members wishing to raise an item of business at the Advisory Committee meeting shall notify the Chair or Age-friendly Coordinator prior to the meeting in order for that item to appear on the agenda.
- 9.10. The Advisory Committee may call upon experts in the field of aging and related sectors to provide advice on matters related to their expertise at meetings from time to time.

10. Role of other Municipal and First Nation Staff

- 10.1. The Community Development Program Manager (or designate) shall coordinate staff and municipal interactions with the Advisory Committee.
- 10.2. The Community Development Program Manager may attend the Advisory Committee meetings.
- 10.3. The Age-friendly Coordinator shall consult with the Advisory Committee Chair on matters relating to the Advisory Committee or its activities.
- 10.4. Other municipal and First Nation staff may attend the Advisory Committee meetings to provide advice or information as required. Staff will not have voting rights at meetings.
- 10.5. Prior to presenting recommendations to a Council on any matter which is within the mandate of the Advisory Committee, as set out in these Terms of Reference, staff should seek advice from the Advisory Committee.
- 10.6. Decisions of the Advisory Committee shall be communicated to the Community Development Program Manager only by resolution of the Advisory Committee and duly recorded in the minutes.

11. Resources and Budget

- 11.1. The Seniors' Portfolio line of the Community Development Program budget will constitute the annual operating budget of the Advisory Committee.
- 11.2. The Advisory Committee will advise on its annual operating budget allocations with consideration to submitted Working Group requests.
- 11.3. Working Groups are invited to pursue external sources of funding; all external grant applications must be approved in writing by the Community Development Program Manager.
- 11.4. The Advisory Committee may submit project-specific budget requests that fall outside the scope of annual Seniors' Portfolio budget through the Peterborough Regional Liaison Committee; such requests may be endorsed at the discretion of the Peterborough Regional Liaison Committee to be considered within the appropriate budget cycles of each Council.
- 11.5. Additional project-specific budget requests to support age-friendly initiatives may be brought forward through other municipal budgeting processes, at the discretion of the relevant staff.

12. Repeal

By-laws 17-080 and 18-072 shall be repealed upon passage of this By-law.

13. Effective date

By-law passed this 26th day of June, 2023.

Jeff Leal, Mayor

John Kennedy, City Clerk

Request to Address Council

If you would like to attend as a delegation before Council for the Township of Douro-Dummer or the Committee of the Whole, you must complete this form and submit it to the Municipal Office. Please note that the deadline for delegation requests is 12-noon, on the Tuesday prior to the meeting date (seven days before the meeting date).

A copy of any presentation or supporting materials is also required to be submitted at 12-noon, on the Tuesday prior to the meeting date. The only formats accepted are as follows: PFD, PowerPoint, Word, Excel or Jpeg.

Please note that as per Procedural By-law 2021-73, only three Delegations shall be scheduled for each meeting. The time limit of 10 minutes shall be strictly enforced.

Name of Individual(s) *

Donna Peacock

Name of Organization:

Please provide the name of the organization you may be representing.

Please Provide an Email Address:

Please provide an email address for contact

Please provide a phone number:

Please provide a phone number for contact

Nature of delegation request: *

Please provide information on what you wish to present or discuss with Council
I would like to address council about the Millinium Gardens

Please upload any additional information you wish to submit.

Please provide a signature *

For the purposes of the Freedom of Information and Protection of Privacy Act, by submitting this form, I/we authorize and consent to the use by, or the disclosure, to any person or public body or publishing on the Municipal website any information that is contained in this submission and recognize that my/our name may become part of the public record.

Thank You

Change the text for this message.

I hope this will help with the discussion on the gardens.

the Millinium Garden was opened in 2000 by a donation from Mainstreet Ont. Program.

Many volunteers made it happen.

Now when I walk by and see dead trees, broken fence, a field of weeds it makes me sad not to mention my blood pressure.

There are plaques in there somewhere with community members names on them that donated proudly to the gardens.

People that passed away also wished to have donations made on their behalf.

My wish is that we can form a committee and get this cleaned up and bring it back to the way it was.

Oh yes there is a capsule buried there to be open in 2050

Township of Douro-Dummer

Report and Capital Project Status

- Directed by Council and/or CAO
- Directed by the Province/legislation
- Directed by an Agency
- New items and updates are highlighted in Yellow

Report Status

Department	Date Requested	Directed By	Resolution/Direction	Est. Report Date
CAO	August 3, 2021	Council	Committee Recommendation on Short-Term Rentals	October 2023
CAO	June 20, 2023	Council	Approve the By-law to regulate use of Municipal Docks	Completed
Planning	June 20, 2023	Council	Develop Zone provisions to regulate sports courts and playing surfaces.	September 19, 2023
CAO	April 11, 2023	COW	Report regarding Tree Seedling Program	Complete
CAO and Clerk	April 11, 2023	COW	Report to Council re ORV use in Township	October 2023
Clerk	April 4, 2023	Council	Recruitment for Historical Committee	Complete

Clerk	February 14, 2023	Council	Review of Records Retention By-law	Early Fall 2023
Corporate	May 3, 2022	Council	Future Gravel Resources	Winter 2023/2024
Finance/Clerk	February 21, 2023	Council	Policy/Program for Community Grants	October 2023
Finance/Clerk	February 21, 2023	Council	Policy to allow for multi-year budgets	Fall 2023
Planning	June 7, 2022	Council/ Province	Bill 109 – Update to Site Plan Control By-law, Create Pre-Consultation By-law, ensure the language in Official Plan allows for Peer Review as part of Complete Application	Changes pending release of final provincial regulations
Public Works/CAO	March 7, 2023	Council	Indacom Drive Lot 3	Fall 2023
Corporate	September 5, 2023	Council	Buildings Naming Rights and Memorials Policy	Winter 2024
Recreation	September 5, 2023	Council	Advertising and Sponsorship Policy Updates	September 19, 2023
Clerk	September 5, 2023	Council	Public Comment Period and Agenda Release Amendment	September 19, 2023

Capital Project Status

Department	Capital Project List	Status
Fire	Douro Station Reconfiguration	Ongoing
Fire	Resurfacing of the parking lot at Fire Station 2	Fall 2023
Fire	Station 2 Pumper	Completed
Fire	Fans for the Trucks	Completed
Fire	Paging Infrastructure Fees	Fall/Winter 2023
Fire	Bunker Gear	Completed
Fire	Master Fire Plan & Community Risk Assessment	Due 2024
General Government	Demolition of Old House at Fifth Line	Barn removed – August 2022 Tender for house demolition and clean up – Waiting on results of contaminates test
General Government	New Sloped Roof - Town Hall	RFP in Fall 2023
General Government	Asset Management Plan	Ongoing

General Government	Computer Modernization	Ongoing
General Government	Finance Modernization	In progress – will continue into 2023 - New Payroll Module in place – Jan 2023
General Government	Municipal Office Front Door Replacement	Complete
General Government	Pay Equity Review	Complete
General Government	Development Charge Study	2023
General Government	Strategic Plan	Starting March 2023
General Government	Marriage License and Civil Marriage Ceremonies	Complete – Now working on internal procedures and for new staff to be in place
General Government	Public Conduct Policy and Procedure	Complete
Parks and Recreation	Parks and Rec Master Plan – Implementation	On hold due to Covid-19
Parks and Recreation	Tables and Chairs	Complete
Parks and Recreation	Lime Kiln Restoration – 2022 Budget	Spring 2023
Parks and Recreation	Consultant Fees - Arena Facilities Future Ad-Hoc Committee	Fall 2023 – Committee meeting September 12, 2023

Parks and Recreation	Back Dam Shelter Roof	Completed
Parks and Recreation	New Parks Mower	Complete
Parks and Recreation	Garage Door Replacement – Douro Community Centre	Ordered/waiting on installation
Parks and Recreation	Water Softener Replacement – Warsaw Community Centre	Completed
Parks and Recreation	Compressor Replacement Reserve Contribution	2024
Parks and Recreation	New Park Trailer	Complete
Planning	Zoning By-Law Update	On hold until Province Approves OP
Planning	Proposed Provincial Planning Statement	Comments provided to County and Province. Waiting on approval by Province.
Public Works	Spot Gravel Repairs - Centre Dummer Road	Complete
Public Works	Gravel Pit Purchase	Late 2023
Public Works	Excavator with Brush head (John Deere 190)	Waiting on delivery

Recommendation:

That the Recreation Facilities-2023-07 report, dated September 19, 2023, regarding Advertising and Sponsorship Policy be received, that the updated Policy and Procedure be approved and numbered as Policy R14 and R14a in the Township Policy Manual and further that an amendment to the User Fees and Charges By-law be brought forward to reflect the new advertising rates. The fees attached for the advertising options are the current 2023 fees, the fees for the advertising and sponsorship packages will be updated in the User Fees and Charges By-law.

Overview:

In June 2021, Staff were asked to look into advertising opportunities for the Township's parks and recreation facilities:

Resolution Number 363-2021

Moved by: Councillor Watt

Seconded by: Deputy Mayor Moher

That the Recreation Facilities-2021-14 report, dated June 8, 2021, regarding Douro Community Centre Ice Resurfacer be received and that Council approve the purchase of one Ice Resurfacer from Resurface Corp at a cost of \$82,465.00 plus the municipal portion of the HST at \$1,451.00 for a total cost of \$83,916.00 to be funded through the 2021 Capital Budget as approved by Council and that advertising opportunities be investigated. Carried

While staff started to review the current advertising policy they noticed that it was last completed in 2013. Staff felt that it was necessary to spend some time to update the current policy to reflect some of the changes in the Department as well as provide more opportunities to our advertising clients.

Staff reviewed surrounding municipalities practices and integrated some new features to the updated policy.

Conclusion:

After reviewing the current advertising policy and surrounding municipalities staff feel that we are able to provide a more complete advertising and sponsorship program.

The policy will feature different levels of packages to our advertising clients, from platinum to starter packages. The platinum, gold and silver packages provide discount incentives while boosting their advertising profiles. They will also have the ability to do one-off advertising or sponsorship if they choose to do so.

Staff feel by creating a more in-depth program they will be able to generate more revenue for the Parks and Recreation Department for years to come.

Financial Impact:

There will be an increase in advertising revenue generated by the updated Policy and Procedure.

Strategic Plan Applicability:

To develop and/or assist with the development and delivery of social and recreational programs as well as effectively maintaining and updating recreational facilities to promote healthy lifestyles and meet the broad range of community needs.

Report Approval Details

Document Title:	Advertising and Sponsorship Policy Update.docx
Attachments:	- 2023-24 Season Advertising Rates.docx - Advertising and Sponsorship Policy Procedures.docx - Parks and Recreation Advertising and Sponsorship Policy_FINAL.docx
Final Approval Date:	Sep 14, 2023

This report and all of its attachments were approved and signed as outlined below:

Elana Arthurs

Advertising and Sponsorship Policy

Approved By: Council
Approval Date:
Effective Date:
Revision Date:

Policy Statement

This policy is to standardize advertising and sponsorship opportunities at the Douro and Warsaw Community Centres and municipally owned Parks.

Purpose: The Township of Douro-Dummer welcomes mutually beneficial Advertising and Sponsorships as a mechanism to:

- Generate new non-tax revenue streams to help fund municipal priorities and offset municipal costs by leveraging Township investments in community programs and facilities.
- Support businesses and community groups in achieving their business objectives, increasing their visibility in the community, and reaching customers in unique environments.

This Policy, together with the related procedures, provides a clearly defined framework for advertising and sponsorship development that:

- Supports the Township's compliance with relevant federal, provincial, and municipal laws and regulations.
- Ensure openness, accountability and transparency while protecting the best interests of the Township of Douro-Dummer.
- Provide clear direction to Township staff who have Advertising and Sponsorship responsibilities.
- Establishes clear roles, responsibilities, and requirements for the Township and its Advertisers to follow when entering into Advertising and Sponsorship Agreements.
- Sets clear roles, responsibilities, and expectations within the Corporation for identifying, soliciting, developing, managing, and approving advertising and sponsorships.

Application: This Policy applies to:

- All advertising and sponsorship opportunities, as defined within this Policy.
- All Township staff involved in or responsible for generating, managing and/or approving advertising and sponsorships.
- All third-party agreements for use of a facility by an advertiser or sponsor.

Advertising and Sponsorship activities are coordinated by the Manager of Recreation Facilities in conjunction with the CAO and Township staff.

- The Manager of Recreation Facilities or a designate is responsible for advertising and sponsorship solicitation; managing relationships with advertisers and sponsors and prospective advertisers and sponsors; negotiating, administering, and activating Advertising and Sponsorship Agreements; and ensuring that advertising and sponsorships are in accordance with the Policy.
- Approval of Advertising and Sponsorship Agreements will be in accordance with the Approval Authority Table (page 8).

Exclusions: This Policy does not apply to:

- Unsolicited donations, philanthropic donations or gifts which are eligible for an income tax receipt.

Definitions:

Activation – The activities undertaken to leverage the advertising and sponsorship rights purchased (e.g. communications, marketing, production)

Advertiser – a signatory to an Advertising Agreement. Advertisers can be individuals, businesses, community groups, foundations, and other governments. Advertisers can be for-profit, or not-for-profit entities.

Advertising – A type of advertisement activation whereby space on Township property is used by a third party for placement of a message or communication for a specific period.

Advertising Agreement – A binding contract between the Township and one or more advertisers.

Advertising Bundling – The grouping together of advertising opportunities into a package which offers added value to the sponsor; creates efficiencies and increases revenue to the Township.

Approval Authority – The level of approval required within the Township to approve an Advertising or Sponsorship Agreement relating to an Advertising or Sponsorship Program.

Audience Fit – Alignment of an advertiser and/or sponsor’s target market and the audience associated.

Chief Administrative Officer (CAO) – The most senior staff position in the Township’s administrative structure.

Township – The Corporation of the Township of Douro-Dummer.

Council – The Council of the Township of Douro-Dummer.

Designate – The authorized designate of a person identified in this Policy who has specific approval or signing authority. Authorization to become a designate is effective only when made in writing by the person delegating the authority and must be approved by the Manager of Recreation Facilities or by the Chief Administrative Officer.

Facility – A Township property that houses a building, park, recreational structure, or other Township infrastructure.

Fulfillment – The specific activities the Township must complete to fulfill its obligations under an approved Sponsorship Agreement.

Gift (Donation) – A voluntary contribution, in the form of cash or an In-Kind Contribution, to the Township for which there is no reciprocal commercial benefit expected or required from the Township.

In-Kind Contribution – A contribution received in the form of goods and/or services rather than cash. In-Kind Contributions can be a Gift or included in an Advertising or Sponsorship Agreement.

Manager – The Manager of Recreation Facilities and is the position within the municipal corporation that has decision-making authority and responsibility for operating a Township facility, program, or service.

Sponsorship – A mutually beneficial arrangement between the Township and a sponsor wherein the sponsor contributes cash or an In-Kind Contribution to the Township in exchange for a sponsored program.

Strategic Fit – The extent to which there is alignment in goals, values, and strategic direction between a potential advertiser or sponsor and the Township.

Advertising and Sponsorship Guiding Principles:

General Guidelines

- Maximize non-tax revenues and target sustainable revenue growth.
- Enhance and improve Township facilities and services without adding to the tax burden.
- Enrich the lives of residents by improving their overall experience and enjoyment of Township facilities or services.
- Safeguard and promote the Township's brand, values, and image.
- Support business development and investment in the community.
- Optimize revenue growth through innovative and responsive approaches to Advertising and Sponsorship development.

Advertising and Sponsor Benefits and Commitments

- Advertising and Sponsorship benefits are limited to those expressly stated in the Agreement.
- Advertising and Sponsorships must not result in any competitive advantage, benefit, or preferential treatment for the Advertiser or Sponsor outside of the terms of the Agreement.
- Advertisers and Sponsors are prohibited from implying that their products, services, or ideas are sanctioned or endorsed by the Township.
- Activation and Fulfillment costs of an advertisement or sponsorship are above and beyond the Advertisement or Sponsorship rights fees and will be at the Advertiser's or Sponsor's expense, unless otherwise identified in the Agreement.

Advertising and Sponsorship Costs, Expenditures, and Revenues

Advertising or Sponsorships must not create ongoing financial obligations for the Township.

- Advertising or Sponsorships must not result in any added costs or expenditures for the Township outside of the terms of the Agreement.
- When activation or fulfillment of advertising or sponsorships results in a tangible product, ownership of that product will default to the advertiser or sponsor, unless specifically stated otherwise in the Agreement.

- When activation or fulfillment of an advertisement or sponsorship results in an intangible benefit, ownership of benefit will default to the Township, unless specifically stated otherwise in the Agreement.
- Expenses for products purchased from an advertiser or sponsor, where the advertiser or sponsor is the supplier or manufacturer of the product(s), may be single sourced where it is specifically stated within an Agreement.
- In-Kind advertisements or sponsorships will be administered and accounted for in a way to ensure Canada Revenue Agency tax compliance.
- In evaluating potential advertisements and sponsorships, the Township will consider all costs to be incurred when determining the viability of the revenue including, but not limited to, operating, maintenance, production/design fees, disposal value and disposal costs. Where appropriate, the net value of the annual revenues/costs will be considered.

Accessibility

- Supplied artwork and advertising materials should aim to meet the Accessibility for Ontarians with Disabilities Act (AODA) criteria.

Standards and Limitations

All Advertisements and Sponsorships must comply with the following industry standards and legislation:

- Must meet the Canadian Code of Advertising Standards, as amended from time to time.
- Must comply with the laws, statutes regulations and by-laws in force, as amended from time to time, including the *Canadian Criminal Code* and all Industry Advertising Regulations.

The Township reserves the right to refuse a sponsorship with a potential sponsor that, in the sole discretion of the Township, is an inappropriate sponsor for the Township. Examples of inappropriate sponsors may include, but are not limited to those that:

- Do not meet the requirements of this Policy.
- Could reflect negatively on the Township's public image or prove detrimental to the Township's integrity and/or reputation.
- Present a real or potential conflict of interest for the Township or for the potential Advertiser or Sponsor.

- Advertisements and Sponsorships that do not align with the audience or mandate of a specific asset.
- Involve an Advertiser or Sponsor who is not in good financial standing with the Township.
- Involve an Advertiser or Sponsor that is disqualified from doing business with the Township due to ongoing litigation, prior litigation, or other infringements against the Township.
- Given that our public spaces support healthy communities, involve products or services that do not uphold these values or may reflect negatively on the Township's public image or be detrimental to the Township's integrity or reputation.
- Involve an Advertiser or Sponsor that promotes political, or other potentially divisive messages specific to any group or faction. Township staff and Council have the right to deny advertising material.
- Involves companies' images or messages that are derogatory, prejudicial, harmful to or intolerant of any specific group or individual.
- Violates the Township's Election Signs By-law.

Any advertisers denied by staff have the right to make a request for special consideration by Council.

The Township, in its sole discretion, retains the right to approve the content of any sponsorship creative, branding, messaging, or other activation to be installed, placed, or deployed on any Township property, including any approved use or reference to the Township brand or logo. All Advertisers and Sponsors must obtain prior documented approvals of any proposed creative, branding, messaging, or other activations to be implemented as part of advertising and sponsorship of a Township program, facility, or service. Township's approvals of advertiser's and sponsor's content will be based on the following standards:

- Advertisers and Sponsors must not advocate violence, or terrorism.
- Advertisers and Sponsors must not undermine the Township's objectives of providing safe, and welcoming services and programs to the community.
- Advertisers and Sponsors must not expose or tend to expose any person or class of persons to hatred, or discrimination.

- Advertisers and Sponsors must not promote messages or images that are offensive or disturbing to community standards.
- Advertisers and Sponsors must not undertake marketing or communications that are, for any reason, demonstrably justified as being harmful, contradictory, or negatively impacting the delivery of community services or programs by the Township.

Cancellation of Agreement

If for any reason an advertiser or sponsor fails to uphold the requirements of this Policy as a result of a change in their business practices or has been found to violate the requirements, the Township reserves the right to remove all advertising and cancel the agreement with no notice.

Soliciting Advertising and Sponsorships

The Township recognizes that soliciting advertising and sponsorship is a strategic and competitive activity in which:

- The Township is in competition with other organizations also seeking advertising and sponsorship revenue.
- Prospective Advertisers and Sponsors are often overwhelmed with multiple requests and proposals from those seeking advertising and sponsorship revenues.
- The alignment of values and goals between Advertisers and Sponsors is paramount to the success and longevity of advertising and sponsorships.
- Advertising and Sponsorship development involves building key strategic relationships over time as well as responding to sudden and unexpected opportunities as they arise.
- An open exchange of ideas and expectations is required to determine if there is an alignment between the Township's and the prospective advertiser's or sponsor's objectives.

Advertisements and Sponsorships may arise from competitive processes, non-competitive processes, direct solicitation, or unsolicited proposals. Such activities may include, but are not limited to:

- Formal competitive processes where there are many interested and comparable potential Advertisers and Sponsors.
- Direct targeting of prospective Advertisers and Sponsors based on potential

Audience Fit and Strategic Fit.

- Responding to unsolicited proposals.
- Marketing, communications, and promotional activities intending to attract prospective Advertisers and Sponsors.
- Formal and informal networking, outreach, and relationship building activities.
- To support transparency about Advertising and Sponsorship activities and potential opportunities, applicable information will be available on the Township's website.

Approval Authority

Advertising and Sponsorship Approval Authority Table

Sponsorship Asset Level	Value	Approval Authority	Term
Platinum Package	per Fees & Charges By-law	Manager/CAO	2 years
Gold Package	per Fees & Charges By-law	Manager/CAO	2 years
Silver Package	per Fees & Charges By-law	Manager	2 years
Bronze Package	per Fees & Charges By-law	Manager	Annual
Starter Package	per Fees & Charges By-law	Manager	Annual
Public Ice-Skating Sponsorship	per Fees & Charges By-law	Manager	Annual
Parent & Tot Skating Sponsorship	per Fees & Charges By-law	Manager	Annual
Public Roller-Skating Sponsorship	per Fees & Charges By-law	Manager	Annual

* The fees are applicable each year but the space allocated to the sponsor is as per the term.

* Details of each sponsorship package are outlined in Appendix B.

Advertising and Sponsorship Agreement Approval Authority Table

Sponsorship Level	Approval Level
Platinum and Gold	CAO & Manager

Silver, Bronze, Basic, Starter, Skating Sponsors, Roller Skating Sponsors	Manager or Designate
---	----------------------

Agreements

An agreement is required for any advertising and sponsorship opportunity.

Although not an exhaustive list, an agreement typically will include:

- What the advertiser or sponsor is contributing and what the value of the contribution represents.
- The obligations of both the advertiser or sponsor and the Township.
- The dispositions and ownership of any assets resulting from the advertisement or sponsorship. Includes property that is obtained by the advertiser or sponsor or from advertising and sponsorship proceeds.
- The allocation of responsibility for the maintenance if applicable.
- The duration of the advertisement or sponsorship.
- Any payment amounts and schedule of payments.
- Termination and remedy provisions.
- Any other conditions that must be met.

Agreement Preparation

The Manager of Recreation Facilities or designate in consultation with CAO will prepare each agreement.

Agreement Signature

Notwithstanding the required approval levels outlined above, all agreements with a value of \$3,000.00 or more must be signed by the Township CAO.

The Manager of Recreation Facilities or designate can sign agreements with a value less than \$3,000.00

By-law Coordination

A specific By-law authorizing the execution of an agreement is not required if all the applicable requirements of this Advertising and Sponsorship Policy have been met.

Advertising and Sponsorship activation and fulfillment shall not proceed prior to the execution of an agreement.

Amendments and Renewals of Agreements

Any amendments, extensions or renewals to an agreement must be approved by the appropriate approval authority as set out in Phase 2 Approval Table

Where an agreement contains an option for renewal, such option may be exercised, if all the following apply

- a) The sponsor terms and conditions have been complied with, in the opinion of the approval authority as outlined in this policy.
- b) Approval authority as outlined in this policy agree that the exercise of the option is in the best interest of the Township.

References & Related Policies:

Consequences of Non-Compliance:

It is important that all Township employees follow the appropriate procedures as set out by the municipality. Failure to comply with this policy will result in not obtaining the advertising revenue as budgeted.

Review Cycle: This policy will be reviewed on an as needed basis.

Appendix A

Advertising & Sponsorship Asset Inventory

1. Lobby locations at Douro and Warsaw Community Centres
2. Olympia ice resurfacers
3. On ice advertisements
4. Wall boards
5. Rink boards
6. Public skating sponsorships
7. Public roller-skating sponsorships
8. Adult public skating sponsorships
9. Parent & tot public skating sponsorships
10. South Park Ball Diamond
11. Any other locations as mutually identified and agreed upon.

Appendix B

Platinum Package:

- 1 Olympia advertisement (one side)
- 1 Ice surface logo advertisement
- 1 Rink board or 4x8 wall mount advertisement
- 2 Sponsored Public Skates
- 2 Sponsored Public Roller Skates

Gold Package:

- 1 Ice surface logo advertisement
- 1 Rink board or 4x8 wall mount advertisement
- 2 Sponsored Public Skates
- 2 Sponsored Public Roller Skates

Silver Package:

- 1 Ice surface logo advertisement
- 1 Rink board or 4x8 wall mount advertisement
- 1 Sponsored Public Skate
- 1 Sponsored Public Roller Skate

Bronze Package:

- 1 Rink board or 4x8 wall mount advertisement
- 2 Sponsored Public Skates
- 2 Public Roller Skates

Starter Package:

- 1 Lobby board or 4x8 wall mount advertisement
- 1 Sponsored Public Skate
- 1 Public Roller Skate

Public Skate Sponsorship at Douro Community Centre

- Sunday | 2:30 - 3:30 pm (27 dates)

Public Skate Sponsorship at Warsaw Community Centre

- Sunday | 1:30 - 2:30 pm (28 dates)

Roller Skate Sponsorship at Douro Community Centre

- Wednesday | 6:00 – 7:00 pm (24 dates)

2023-2024 Advertising and Sponsorship Rates

Advertising Options – Community Centres	Fees (+HST)
Olympia Ice Resurfacer (per side)	\$500.00
Wall Mounted (4x8 sheet)	\$250.00
Board Mounted	\$250.00
In Ice Logo (per logo)	\$500.00
Viewing Lobby (Douro CC)	\$175.00
South Ball Diamond (4x8 sheet)	\$150.00
Sponsorship Options – Community Centres	Fees (+HST)
Public Ice Skating	\$138.79
Public Roller Skating	\$68.00
Advertising & Sponsorship Packages	Fees (+HST)
Platinum (15% discount)	\$1,414.04
Gold (10% discount)	\$1,047.22
Silver (5% discount)	\$908.95
Bronze	\$663.58
Starter	\$456.79

Appendix C — Advertising & Sponsorship Agreement

Agreement dates this: Day _____ Month _____ Year _____

Between: Township of Douro-Dummer
894 South Street, P.O. Box 92
Warsaw, ON K0L 3A0

And

Name of Business/Club/Organization:
Address:
Contact Person:
Phone:
Email:

The location of the advertising is: (check all that apply)

- ☐ Lobby (Douro Arena)
- ☐ Olympia
- ☐ On ice advertisements
- ☐ Wall Boards
- ☐ Rink Boards
- ☐ South Park Ball Diamond

The type of Sponsorship is: (check all that apply)

- ☐ Public Skating
- ☐ Public Roller-Skating
- ☐ Adult Public Skating
- ☐ Parent & Tot Public Skating

Advertising & Sponsorship Packages

- ☐ Platinum Package
- ☐ Gold Package
- ☐ Silver Package
- ☐ Bronze Package
- ☐ Starter Package

The above-mentioned Business/Club/Organization has purchased advertising or a sponsorship for the term of ____ years(s), for the sum of \$ _____ plus 13% H.S.T.

This agreement shall be binding upon, and operate to the benefit of the respective parties. Cancellation of any advertising or sponsorship opportunity must be provided in writing with 4-weeks' notice.

Township of Douro-Dummer

Business/Club/Organization

Advertising and Sponsorship Policy Procedure

Approved By:
Approval Date:
Effective Date:
Revision Date:

Procedure Statement

These procedures provide a clearly defined framework for advertising and sponsorship development at the Douro and Warsaw Community Centres and municipally owned Parks.

Application: This policy shall apply to all municipal employees of the Township of Douro-Dummer.

Consequences of Non-Compliance:

It is important that all employees are in compliance with the appropriate procedures as set out by the Township. Failure to comply with this procedure may result in disciplinary actions as per the HR Handbook.

Review Cycle: This procedure will be reviewed on an as needed basis.

Responsibilities

Employees are responsible for:

Complying with this procedure and speaking to their supervisor when it is not possible.

Procedures

- The cost of advertising will remain consistent with the Township of Douro-Dummer Fee Schedule unless a separate agreement has been made between the Business/Club/Organization and the Township of Douro-Dummer Fee Schedule and all agreements outside of the fee schedule will have the approval of the Manager of Recreation Facilities.
- The Township of Douro-Dummer is responsible for the installation and removal of all advertisements excluding the ice resurfacer. Installation and removal of advertising on the ice resurfacer must be completed by a professional that will be approved by the Manager of Recreation Facilities.
- Artwork, design and vinyl lettering shall be provided by the Business/Club/Organization as approved by the Township of Douro-Dummer and is consistent with all other advertisements within the Community Centres.
- The Township of Douro-Dummer may request additional funds for replacement of supplies or advertisements when original supplies have been damaged or used for their purpose.
- The location of the advertisement will be decided and agreed upon by both parties in this agreement.
- The location and size specifically pertaining to the Ice Surface Logos will be decided and agreed upon by both parties in this agreement.
- If at any time the Business/Club/Organization wishes not to renew their agreement with the Township of Douro-Dummer, Township staff will remove the advertisement. Cancellation notice must be in writing and received four (4) weeks prior to the removal date.

2023-24 Season Advertising Rates

Advertising Options – Community Centres	Fees (+HST)
Olympia Ice Resurfacers (per side)	\$500.00
Wall Mounted (4x8 sheet)	\$250.00
Board Mounted	\$250.00
In Ice Logo (per logo)	\$500.00
Viewing Lobby (Douro CC)	\$175.00
South Ball Diamond (4x8 sheet)	\$150.00
Advertising & Sponsorship Packages	Fees (+HST)
Platinum (15% discount)	\$1,414.04
Gold (10% discount)	\$1,047.22
Silver (5% discount)	\$908.95
Bronze	\$663.58
Starter	\$456.79
Public Ice Skating	\$138.79
Public Roller Skating	\$68.00

Township of Douro-Dummer Arena Facilities Future Ad-Hoc Committee Minutes

Date: March 14th, 2023 6:00 p.m.

Township Zoom Account

Committee Member: **Chair – Heather Watson**
 Vice Chair – Jim Bailey
 Committee Member – Gerard Sullivan
 Committee Member – Kerri Riel
 Committee Member – Liam Ryan

Committee Member Absent: **Councillor Ray Johnston**

Staff Present: **Manager of Recreation Facilities – Mike Mood**
 Legislative Assistant – Anu Mundahar

1. Chair to call meeting to order

Chair Mayor Watson called the meeting to order at 6:01 p.m.

2. Introduction to the New Committee Member

3. Disclosure of Pecuniary Interest

None were declared.

4. Approval of Agenda - March 14, 2023

Moved by: Kerri Riel

Seconded by: Jim Bailey

That the Agenda for March 14, 2023 be approved.

Carried

7. Other Business

7.1 Council Resolution for the Committee's Budget Request for 2023

Resolution Number 036-2023

Moved by: Deputy Mayor Nelson

Seconded by: Councillor Vervoort

That the request from the Arena Facilities Future Ad-Hoc Committee for \$50,000.00 be reduced to \$25,000.00 and that an action plan be presented to Council prior to the release of the funds. *Carried*

The Committee had a discussion regarding Council's Resolution and what a possible action plan could look like. The Committee is waiting on estimates on the cost for a feasibility study.

8. New Business

8.1 Green Municipal Fund - GHG Reduction Pathway Feasibility

The requirements of the Green Municipal Fund were discussed.

11. Adjournment

Moved by: Gerard Sullivan

Seconded by: Liam Ryan

That the meeting adjourn (6:37 p.m.). Carried

Township of Douro-Dummer Arena Facilities Future Ad-Hoc Committee Minutes

Date: March 14th, 2023 6:00 p.m.

Township Zoom Account

Committee Member: **Chair – Heather Watson**
 Vice Chair – Jim Bailey
 Committee Member – Gerard Sullivan
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 Committee Member – Liam Ryan

Committee Member Absent: **Councillor Ray Johnston**

Staff Present: **Manager of Recreation Facilities – Mike Mood**
 Legislative Assistant – Anu Mundahar

1. Chair to call meeting to order

Chair Mayor Watson called the meeting to order at 6:01 p.m.

2. Introduction to the New Committee Member

3. Disclosure of Pecuniary Interest

None were declared.

4. Approval of Agenda - March 14, 2023

Moved by: Kerri Riel

Seconded by: Jim Bailey

That the Agenda for March 14, 2023 be approved.

Carried

7. Other Business

7.1 Council Resolution for the Committee's Budget Request for 2023

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Moved by: Deputy Mayor Nelson

Seconded by: Councillor Vervoort

That the request from the Arena Facilities Future Ad-Hoc Committee for \$50,000.00 be reduced to \$25,000.00 and that an action plan be presented to Council prior to the release of the funds. Carried

The Committee had a discussion regarding Council's Resolution and what a possible action plan could look like. The Committee is waiting on estimates on the cost for a feasibility study.

8. New Business

8.1 Green Municipal Fund - GHG Reduction Pathway Feasibility

The requirements of the Green Municipal Fund were discussed.

11. Adjournment

Moved by: Gerard Sullivan

Seconded by: Liam Ryan

That the meeting adjourn (6:37 p.m.). Carried



**The Corporation of the Town of Grimsby
Administration**

Office of the Town Clerk

160 Livingston Avenue, Grimsby, ON L3M 0J5

Phone: 905-945-9634 Ext. 2171 | **Fax:** 905-945-5010

Email: bdunk@grimsby.ca

September 8, 2023

SENT VIA E-MAIL

Office of the Prime Minister
80 Wellington St.
Ottawa, ON, K1A

Attention: The Right Honourable Justin Trudeau

RE: Establishing a Guaranteed Livable Income

Please be advised that the Council of the Corporation of the Town of Grimsby at its meeting held on September 5, 2023 passed the following resolution:

Moved by: Councillor Korstanje

Seconded by: Councillor Freake

Whereas the Canadian livable wage for Niagara Region, two years ago was determined to be \$19.80. This was \$6000 below the annual income of a minimum wage employee; and

Whereas our residents on programs such as Ontario Works, receive targeted fixed monthly incomes of \$733, and ODSP recipients receive \$1376; and

Whereas at the current Ontario minimum wage rate, a person working 37.5 hours per week will earn approximately \$2,500 monthly (before tax); and

Whereas the median rent for one bedroom in Grimsby as of August 2023 is now \$2000 a month; and

Whereas rent is considered affordable, when it is less than 30% of income. In Niagara west, rent is approximately 272% of Ontario Works, 145% of Ontario Disability Support Services, 75% of minimum wage full-time, and 150% of minimum wage part time; and

Whereas an annual 2.5% allowable rent increase can be combined with an additional 3-6.5% capital investment increase, raising the cost of rental housing another minimum of \$110 monthly; and

Whereas there are no housing units under Niagara Regional Housing for single adults or families with dependents, including 2,3,4 or five bedrooms in our community; and

Whereas the Grimsby Benevolent Fund reported that in 2022:

- 70+ households received monthly rental supplement totaling \$237,744
- \$79,500 was invested into one time emergency housing support as of June 7, 2023
- 78 households are receiving monthly financial benefits to make rental housing more affordable; and

Whereas food inflation was 8.3% and groceries rose by 9.1%; and

Whereas the Grimsby Food Bank numbers from June 2023 reported:

- 19 new households
- 447 served households
- 1055 served individuals
- 7 emergency visits; and

Whereas the Grimsby Economic Strategic Plan identified the general high cost of living and housing affordability as primary obstacles in our workforce attraction.

Therefore be it resolved that The Corporation of the Town of Grimsby circulate correspondence to Ontario municipalities encouraging them not only to collect data of their housing and poverty statistics, but also to examine their pending economic vulnerability as a result.

Be it further resolved that The Corporation of the Town of Grimsby encourage these same municipalities to join us in advocating on behalf of our communities with this data, and by writing a letter to the Prime Minister, Premier, and local politicians calling for a united effort in establishing a Guaranteed Livable Income program.

Be it further resolved the Town of Grimsby Clerks Department circulates this resolution to Niagara West MP Dean Allison and Niagara West MPP Sam Oosterhoff, requesting a response on this matter within 30 days of receipt.

Be it further resolved that The Corporation of the Town of Grimsby, through its Finance and Human Resources departments, undertake a comprehensive assessment to explore the feasibility and implementation of a living wage policy for all Town of Grimsby employees, with the aim of ensuring that all municipal workers receive fair compensation that aligns with the principles of a living wage and that staff be directed to explore becoming a living wage employer.

If you require any additional information, please let me know.

Regards,

A handwritten signature in dark ink, appearing to read 'Bonnie Nistico-Dunk', written in a cursive style.

Bonnie Nistico-Dunk
Town Clerk

cc. Hon. Doug Ford, Premier of Ontario
Ontario Municipalities
Dean Allison, MP Niagara West
Sam Oosterhoff, MPP Niagara West

The Corporation of the Township of Douro-Dummer

By-law Number 2023-39

Being a By-law to amend By-law Number 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law"

Whereas By-law Number 10-1996, as amended, regulates the use of land and the use and erection of buildings and structures within the Township of Douro-Dummer;

And Whereas Section 34 of The Planning Act, RSO 1990, as amended, permits the Council to pass an amending Zoning By-law;

And Whereas the Council of the Township of Douro-Dummer required the rezoning of the subject lands as a condition of Peterborough County Consent Application B-08-22;

And Whereas the Council of the Township of Douro-Dummer deems it advisable to further amend By-law No. 10-1996 as amended;

Now Therefore the Council of the Township of Douro-Dummer hereby enacts as follows:

1. Schedule B13 to By-law No. 10-1996, as amended, is hereby further amended by changing the zone category on a portion of lands known municipally as 1513 County Road 4 and described as Part Lot 16, Concession 2 (Dummer Ward) from the Rural Zone (RU) to the Environmental Conservation Zone (EC) and the Special District 257 Zone (S.D. 257) as shown on Schedule "1" attached hereto and forming part of this By-law.
2. Section 21 Special Districts is amended by the addition of a new subsection "21.257 Special District 257 Zone (S.D. 257)" immediately following subsection 21.256 Special District 256 Zone (S.D. 256)" which shall read as follows:

21.257 Special District 257 Zone (S.D. 255) – Roll No. 1522-020-003-28700 (Severed Lot 1)

No person shall within any Special District 257 Zone (S.D. 257) use any land, or erect, alter or use any building or structure except in accordance with the following provisions:

21.257.1 Permitted Uses

21.257.1.1 all uses permitted in Section 9.1 of the Rural Zone (RU) of By-law 10-1996, as amended.

21.257.1.2 an existing 5000 square foot garage/shop which may be used in accordance with any of the permitted uses in Section 9.1.

21.257.2 Regulations for Permitted Uses

21.257.2.1 All regulations of Section 9.2 of the Rural Zone (RU) of By-law 10-1996, as amended, shall apply.

21.257.2.2 All provisions of Section 3, General Zone Provisions, as they apply to the use of any land, buildings or structures permitted in the Special District 257 Zone (S.D. 257) shall apply and be complied with.

3. All other relevant provisions of By-law 10-1996, as amended, shall apply.

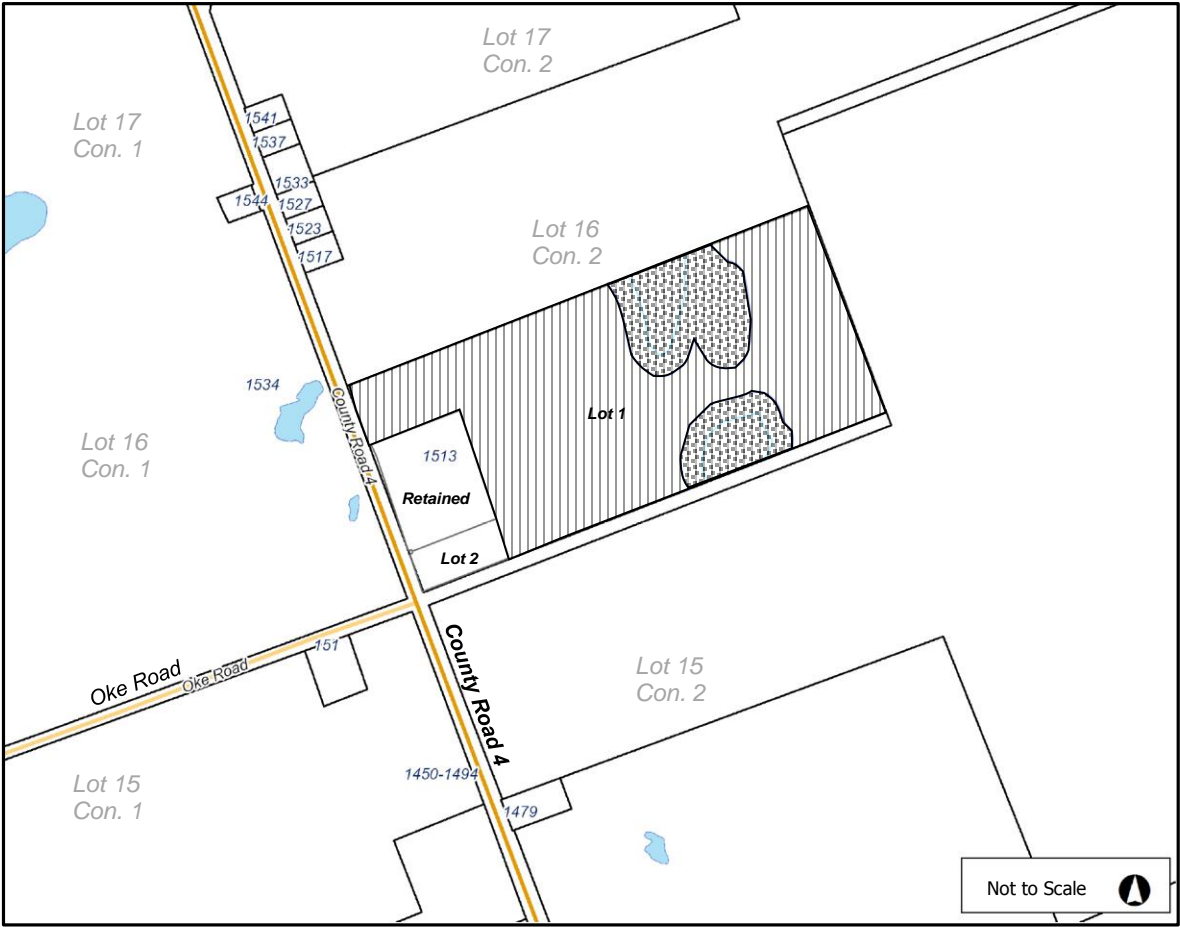
If no notice of objection is filed with the Clerk within the time provided, this By-law shall become effective on the date of passing hereof, subject to the provisions of The Planning Act, RSO 1990, as amended.

Passed in Open Council this 19th day of September, 2023.

Mayor, Heather Watson

Clerk, Martina Chait-Hartwig

Schedule "1" to By-law 2023-39



Rezone from the 'Rural Zone (RU)' to the
'Environmental Conservation Zone (EC)'



Rezone from the 'Rural Zone (RU)' to the
'Special District 257 Zone (S.D. 257)'

This is Schedule '1' to By-law
No. 2023-39 passed this
19th day of September, 2023.

Mayor, Heather Watson

Clerk, Martina Chait-Hartwig

The Corporation of the Township of Douro-Dummer
By-law Number 2023 - 40

**Being a By-law to amend By-law Number 10-1996, as amended,
otherwise known as "The Township of Douro-Dummer
Comprehensive Zoning By-law"**

Whereas By-law Number 10-1996, as amended, regulates the use of land and the use and erection of buildings and structures within the Township of Douro-Dummer;

And whereas Section 34 of The Planning Act, RSO 1990, as amended, permits the Council to pass an amending Zoning By-law;

And Whereas the Council of the Township of Douro-Dummer has initiated a zoning by-law amendment to amend By-Law No. 10-1996, as amended, insofar as it is necessary to regulate active recreational uses within the Township;

Now therefore the Council of the Township of Douro-Dummer hereby enacts as follows:

1. The area affected by this By-Law includes all lands within the Residential Zone (R), Hamlet Residential Zone (HR), Shoreline Residential Zone (SR) and Rural Zone (RU). As such, there is no schedule attached to this amendment.
2. Section 3 – General Provisions – is amended by deleting subsection 3.45 Swimming Pools in its entirety and replacing it with the following:

"3.45 Swimming Pools and Active Recreational Uses

Swimming Pools:

3.45.1 A swimming pool erected in any zone shall be permitted in the side yard or front yard of any lot provided that:

- (a) no part of any pool shall be located closer to any lot line or street line than the minimum distance required for the main building located on such lot;
- (b) the maximum height of such pool shall be 1.5 m above the finished grade level of the ground adjoining and within 5 m of such pool;
- (c) any building or structure, other than the main building, required for changing clothing or pumping or filtering facilities, or other similar accessory uses, shall be in accordance with the provision applicable to accessory buildings.

3.45.2 A swimming pool erected in any zone shall be permitted in the rear yard of any lot provided that:

- (a) no part of such pool shall be located closer to any lot line or street line than the minimum distance required for an accessory building on such lot;
- (b) any building or structure, other than the main or principal building, required for changing clothing, or pumping or filtering facilities, or other similar accessory uses, shall be in accordance with the applicable provisions of Section 3.1 - Accessory Buildings, Structures and Uses.

3.45.3 The maximum lot coverage of an outdoor swimming pool shall not exceed 2.5 percent of the total lot area and shall be considered part of the total lot coverage for accessory buildings, structures, or uses in accordance with Section 3.1.3 of this By-law.

3.45.4 Persons wishing to install indoor or indoor/outdoor swimming pools shall submit a professional engineer's design and specifications for such structure as a condition to the issuance of a building permit.

Active Recreational Uses:

3.45.5 Unless specifically indicated otherwise, an active recreational use shall be permitted in the Residential Zone (R), Hamlet Residential Zone (HR), Shoreline Residential Zone (SR), Limited Service Residential Zone (LSR), Island Residential Zone (IR), Rural Zone (RU), Commercial Tourist Zone (CT) or Commercial Tourist – Trailer Park Zone (CT-1).

3.45.6 When located in any of the above noted zones, an active recreational use shall be permitted in the front, side or rear yard, provided that:

- (a) no part of any active recreational use shall be located closer to any lot line or street line than the minimum distance required for the main building located on such lot;
- (b) the minimum side and rear yards shall not exceed 1.5 metres;
- (c) a minimum separation distance of 1.5 metres is maintained from any building, structure or part thereof, and the space will not be intruded upon by any awning, canopy, roof, wall or similar structure;
- (d) any building or structure, other than the main or principal building, required for changing clothing, or other similar accessory uses, shall be in accordance with the applicable provisions of Section 3.1 - Accessory Buildings, Structures and Uses.

3.45.7 The maximum lot coverage of an active recreational use shall not exceed 2.5 percent of the total lot area and shall be considered in addition to the total lot coverage for accessory buildings, structures, or uses in accordance with Section 3.1.3 of this By-law.

3.45.8 Active recreational uses shall comply with the illumination provisions outlined in Section 3.19 of this By-law.

3.45.9 Active recreational uses shall comply with the following planting strip provisions:

- (a) where an active recreational use abuts a Residential, Institutional, Open Space or Environmental Conservation Zone, a planting strip forming a visual barrier or screen and used for no other purpose but landscaped open space shall be provided along the lot line(s) so abutting these Zones;
- (b) where a planting strip is required by this By-law, it shall consist of an unpierced and unbroken hedgerow of evergreen or perennial shrubs;
- (c) where a planting strip is required such use shall have a minimum width of 3.0 metres measured perpendicularly to the lot adjoining such planting strip;
- (d) the minimum planted height of the hedgerow shall be 1.75 metres, except that no vegetation within a sight triangle shall exceed a height of 1 metre;
- (e) where a driveway or walk extends through a planting strip, it shall be permissible to interrupt the planting strip within 3 metres of the edge of such driveway or within 1.5 metres of the edge of such walk;
- (f) where a planting strip is required it shall be planted, nurtured and maintained by the owner of owners of the lot on which the strip is located;
- (g) a planting strip may form part of any landscaped open space required by this By-law.

3.45.10 An active recreational use shall not be used as a "private club" as defined in Section 22.44 of this By-law and any use of a property for a "private club" would require an amendment to this By-law.

3.45.11 An active recreational use shall not be used as a "recreation or athletic club" as defined in Section 22.188 of this By-law and any use of a property for a recreation or athletic club would require an amendment to this By-law.

3. Section 18.6 - Open Space - Three Zone (OS-3) – Roll No. 1522-020-003-30000 is amended by adding a second paragraph so that the section shall now read as follows:

"18.6 Open Space - Three Zone (OS-3) – Roll No. 1522-020-003-30000

All of the permitted uses, provisions and regulations of the "Open Space Zone (OS)" shall apply and be complied with, except that the "Permitted Uses" shall include "an active recreational use".

For the purposes of this zone, "an active recreational use" shall be defined as a recreational use or activity which is conducted within a building or requires alteration of natural, soil or topographical features and includes such activities as golf course, playing fields, trailer parks, campgrounds and conservation areas involving built structures."

4. Section 22 – Definitions is amended by deleting Section 22.192 in its entirety and replacing it with the following:

22.192 "Recreational Use, Active" means a recreational use or activity which requires alteration of natural, soil or topographical features and includes such activities as playing fields and sports courts including, but not limited to, basketball, pickleball and tennis courts, baseball diamond, soccer pitch, outdoor ice rink, athletic fields, or other like or similar uses. An active recreational use shall not include a "golf course", "park", "recreational establishment", "tourist trailer park", "camp", "camping ground", or "conservation use" as defined herein.

5. All other relevant provisions of By-law 10-1996, as amended, shall apply.

If no notice of objection is filed with the Clerk within the time provided, this By-law shall become effective on the date of passing hereof, subject to the provisions of The Planning Act, RSO 1990, as amended.

Passed in open council this 19th day of September, 2023.

Mayor, Heather Watson

Clerk, Martina Chait-Hartwig

The Corporation of the Township of Douro-Dummer

By-Law Number 2023-41

A By-law to amend By-law No. 2022-21, as amended, being "A By-law to govern the proceedings of the Council of The Corporation of the Township of Douro-Dummer" (Procedural By-law)

Whereas section 238 of the Municipal Act, 2001 (the "Act"), as amended, provides that every municipality and local board shall pass a Procedure By-law for governing the calling, place and proceedings of meetings;

And Whereas the Council of The Corporation of the Township of Douro-Dummer deems it expedient to amend Procedure By-law No. 2022-41;

Now therefore be it resolved that the Council of The Corporation of the Township of Douro-Dummer enacts as follows:

1. That By-law No. 2022-41 be amended by:

- a. Deleting subsection 4.2 Agenda – Regular meetings – to be delivered to Council – Thursday prior to meeting by 4:30 p.m. and replacing with a new subsection 4.2 as follows:

4.2 Agenda – Regular meetings - to be delivered to Council – Thursday prior to meeting by 4:30 p.m.

The Agenda and materials for meetings shall be sent electronically (unless otherwise requested for accessibility reasons) to each member of council, so as to be received no later than 4:30 p.m. on the Thursday prior to the meeting.

Access to Agenda materials for a regular Council meeting will be posted to the Township website on the Thursday prior to the meeting by 4:30 p.m.

- b. Deleting subsection 6.1 Order of Agenda and subsection 6.2 Deadline for material to be included, in their entirety and replacing them with new subsections 6.1 and 6.2 as follows:

6.1 Order of Agenda

The Clerk shall prepare the Council Agenda for all regular meetings consisting of the following:

1. Call Meeting to Order
2. Land Acknowledgement
3. Moment of Silent Reflection
4. Disclosure of Pecuniary Interest
5. Adoption of Agenda
6. Adoption of Minutes and Business Arising from the Minutes
7. Consent Agenda (reports voted upon by ONE motion) – No debate on these items
8. Delegations, Petitions, Presentations or Public Meetings
9. Public Comment Period – No Debate or Decision
10. Staff Reports
11. Committee Minutes and Other Reports
12. Correspondence – Action Items
13. By-laws
14. Accounts
15. Reports derived from previous Notice of Motions
16. Notices of Motion (No Debate)
17. Announcements

18. Closed Session
19. Rise from Closed Session
20. Matters Arising from Closed Session
21. Confirming By-law
22. Next Meeting
23. Adjournment

6.2 Deadline for material to be included

The deadline for receipt of material by the Clerk to be included in the regular Council Agenda except for submissions under Section 9. Public Comment Period – No Debate or Decision shall be 12:00 noon on the Tuesday prior to the meeting.

The deadline for submission for Section 9 – Public Comment Period – No Debate or Decision to the Clerk to be included in the regular Council Agenda shall be 12:00 noon on the Monday immediately prior to the meeting.

All written submissions shall be signed or contain a digital signature by the person who wishes to make a comment and may be submitted in its original form, electronically in Portable Document Format (PDF), through the Township website, via fax or hard copy.

- c. That subsection 12.18.1 shall be amended with the inclusion of the following at the end of the subsection:

A Motion to Reconsider is not possible for an action which has already been completed or acted upon.

- d. Introducing a new Part 15 and shifting all numbering accordingly. The new Part 15 shall read as follows:

Part 15

Public Comment Period – No Debate or Decision

15.1 Written request - to Clerk - for Council

Any person desiring to present a comment during the Public Comment Period – No Debate or Decision shall submit a signed written request on the Public Comment Period Request Form, attached to this By-law as Schedule 'C' and available on the Township website and in paper format at the Township Office, to the Clerk in accordance with the established submission deadline as set out in Section 6.2 of this By-law. Persons that fill out a Public Comment Period Request Form shall have their names shown on the meeting Agenda and in the Minutes. Supporting materials shall not be provided. Late Request Forms shall not be accepted.

15.2 Speaker – limited to 1 speaker

Persons appearing before Council during the Public Comment Period – No Debate or Decision shall have no more than one (1) person to speak on each request and shall make their presentation from the speaker's podium if the meeting is taking place in the Council Chambers.

15.3 Business - stated - matters - related to

Persons appearing before Council during Public Comment Period – No Debate or Decision shall confine their remarks to the business stated in their request which must be related to any item listed in Sections 10 through 15 on the Agenda for the meeting in question.

15.4 Speaking - limited - 5 minutes

No Public Commenter shall speak on a matter longer than a five (5) minute period.

15.5 Restrictions and permissions

Public Comment Period Requests shall not be permitted to appear before Council for the sole purpose of generating publicity for an event, or to promote their business.

a) Number of Commenters During Public Comment Period – No Debate or Decision – meetings

On any given scheduled Council meeting, there shall be a maximum of six (6) Commenters permitted to speak for a maximum time allotment of 30 minutes – divided amongst the Commenters. This time frame shall not be extended for any reason.

15.6 Questions – to Commenters

Members shall not be permitted to ask questions of Commenters and shall not make statements nor enter into debate with such persons.

15.7 Repetition - prevented – Public Comment Request declined - exception

In order to avoid repetition and to ensure an opportunity for the expression of different points of view, Council via a decision by the Clerk, may decline to hear any person who has an identifiable common interest or concern with any other person who has already appeared and spoken before Council during the Public Comment Period – No Decision or Debate.

15.8 Appearance - previous - limitation - new information

Any person appearing before Council during the Public Comment Period – No Debate or Decision, who has previously appeared before the same Council on the same subject matter shall be limited to providing only new information in their second and subsequent appearance within a 12-month period.

15.9 Public Comment Period Request – deemed – inappropriate for Council

When it is deemed inappropriate that a Public Comment Period Request come before Council, the Clerk shall so notify the Requester and Council with a supporting explanation. Such written explanation shall be delivered with the Agenda and the Council, if it so wishes to hear the Public Comment, shall, by a majority of the Council Members present and voting, introduce a motion to suspend the rules (see Section 2.1) to allow the Public Commenter to be heard at the next meeting.

15.10 Public Comment – statements – unsubstantiated - offensive

Whenever a Public Commenter in its deputation, offers comments or statements that are deemed to be erroneous, unsubstantiated or offensive, any Member of Council, or Staff Official, may be recognized by the Chair on a "Point of Order" whereby the Members of Council or Staff Official so recognized by the Chair may bring necessary corrections or clarifications to the comments or statement said by the Commenters.

15.11 Placards, signs and other paraphernalia – prohibited

Placards, signs and other paraphernalia of any type shall not be permitted in the Council Chambers without prior approval of Council via a two-thirds vote of the Council Members present and voting (see Section 2.1).

- e. That Schedule "C" – Request for Public Comment Deputation Form, attached here as "Appendix A" be added to By-law No. 2022-21, as amended.

Passed in open Council this 19th day of September, 2023.

Mayor, Heather Watson

Clerk, Martina Chait-Hartwig



Request for Public Comment Deputation

If you would like to attend a Council Meeting to make a Deputation regarding an Item listed on the Agenda, you must complete this form and submit it to the Municipal Office. Please note that the deadline for Public Comment requests is 12-noon, on the Monday prior to the meeting date.

Please note that as per Procedural By-law 2022-21, as Amended, only 6 Public Comments shall be allowed for each meeting. The time limit of 5 minutes shall be strictly enforced.

Name of Individual: _____

Email: _____

Phone number: _____

Item to Which to Public Comment relates to and General Nature of the Comment:

For the purposes of the *Freedom of Information and Protection of Privacy Act*, by submitting this form, I authorize and consent to the use by, or the disclosure, to any person or public body or publishing on the Municipal website any information that is contained in this submission and recognize that my name may become part of the public record.

Signature:

Name:

Please submit the completed application to: Martina Chait-Hartwig, Clerk

martinac@dourodummer.on.ca

Fax: 705-652-5044

Phone: 705-652-8392 Ext. 210

To Be Completed by Clerk's Department

Date Received: _____ *Time:* _____

The Corporation of the Township of Douro-Dummer

By-law Number 2023-42

Being a By-law of The Corporation of the Township of Douro-Dummer to confirm the proceedings of the Special Meeting of Council held on the 19th day of September, 2023 and the Regular Meeting of Council held on the 19th day of September, 2023, in the Municipal Building

The Municipal Council of The Corporation of the Township of Douro-Dummer Enacts as follows:

1. **That** the action of the Council at the Special Meeting of Council held on the 19th day of September, 2023 and the Regular Meeting of Council held on the 19th day of September, 2023, in respect to each motion, resolution, and other action passed and taken by the Council at its said meeting is, except where prior approval of the Local Planning Appeal Board is required, hereby approved, ratified, and confirmed.
2. **That** the Mayor and the proper officers of the Township are hereby authorized to do all things necessary to obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

Passed in Open Council this 19th day of September, 2023.

Mayor, Heather Watson

Clerk, Martina Chait-Hartwig