



TOWNSHIP OF
**North
Kawartha**

Connecting Community,
Nature and Spirit

2023–2026 Strategic Plan

Progress Report 2023



Infrastructure

Investments in municipal infrastructure

1.1 Ensuring that existing infrastructure is sustained prior to expanding and/or investing in new infrastructure, reflective of the Asset Management Plan (AMP)

Complete a long-term financial plan

- Sample plans have been collected to begin the creation of a Long Term Financial Plan

Complete an assessment of service levels and classifications on roads identified in the 2019 road tour including replacement of Tallan Lake Road culvert, providing notice of any change(s)

- Adopted the Provincial Minimum Maintenance Standards (MMS) and re-identified road classifications based on the MMS from numbers 1-6. Motion
- Housekeeping By-laws with respect to speed limits and stop signs are on plan for 2024/25
- A review has been conducted of the Tallan Lake Road culvert and development of a work plan has been developed based on the approval of an agreement by adjacent landowner in the vicinity of the culvert. Tallan Lake Road culvert replacement on plan for 2024/25
- Communication has been released to the Snowmobile club with the proposed direction of the Tallan Lake Road culvert project

Update the Road Minimum Maintenance Standard By-law (review discrepancies, and level of service)

- The MMS was adopted on – and put into use by the Roads Department for year round operations.
- Training has been implemented for Roads Department staff on the usage of the updated MMS by Snow Schools and Patroller Training.
- The updated MMS was implemented within the internal PDS Citywide Route Patrol software portable

Initiate a Request for Proposal (RFP) for 135 Burleigh St. renovations

- The renovation RFP is on plan for 2023/24



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1.1 Ensuring that existing infrastructure is sustained prior to expanding and/or investing in new infrastructure, reflective of the Asset Management Plan (AMP)

Complete the Mt. Julian/Viamede road project

- The road project was completed in November 2023

Initiate another Request for Proposal (RFP) for the NK Health Centre renovations

- After three (3) unsuccessful RFPs, staff are pursuing further options which are on plan for 2023/24. **Renovations under way at the NKHC. Second phase expected to be completed by end of October 2024 including new flooring throughout. New RFP to be sent out by Q4 2024 for third phase of work to be completed at the NKHC which will include an addition to the reception area of the building.**

Schedule a Roads tour for Council

- A special meeting of Council was approved for a Roads tour, the meeting is scheduled to commence on September 21, 2023 at 9:00 a.m. for the purpose of a Roads tour. Motion 23-234

Develop a five-year road surface treatment/paving plan in conjunction with the Capital Forecast

- The five-year road surface treatment/paving plan will be presented within the 2024 capital forecast/budget council meetings

Meet with the County of Peterborough to discuss the transfer of Balmer Rd. and the County's portion of Jack Lake Rd. to the Township, after the County brings the road(s) to an acceptable standard

- The Peterborough County has resurfaced Jack Lake Rd. with surface treatment and is scheduled to be capped with a micro surface within 2025
- The Peterborough County has provided notification of reconstruction to be had on Balmer Rd. and is to include the resurfacing with surface treatment.
- **County Council presented the Draft Road Transfer Rationalization Policy to North Kawartha Council at the September 17, 2024 Council meeting.**

Additional operational achievements 2023

- Completion of the Glen Alda Community Centre renovation project. Motion 23-166
- Completed analysis of North Kawartha Community Centre ice rental rates and implemented 5% increase within the 2023/24 rental rates. Motion 23-206
- Completed review of the North Kawartha Community Centre sidewalk deterioration, received written proposals, recommendations and approved to replace with asphalt. Motion 23-251

Additional operational achievements 2024

- **Obtained Quotations and completed new Municipal Office steel roof replacement. (1st quarter 2024)**
- **Obtained quotations and implemented plan to overhaul NKCC Cooling Tower, rather than replacement. (2nd quarter 2024 with installation in 4th quarter 2024).**

- Obtained quotations developed plan to replace the NKCC Heating Coil and Piping at the NKCC. (2nd quarter 2024 with installation in 4th quarter 2024).
- Obtained proposals for new NKCC arena safety netting. (1st quarter with installation in 3rd quarter 2024).
- Completed professional NKCC arena steel roof inspection, overhaul and maintenance. (2nd quarter 2024).
- Coordinated new flooring type and obtained quotations for new flooring at the NKHC in conjunction with NKHC renovation project. (3rd quarter 2024).
- Diagnosed and completed water disinfection system maintenance and water distribution upgrades for public safety at the NKCC. (2nd and 3rd quarter 2024).
- Completed Water Heater replacement and upgrades at the NKCC to include high-efficiency on demand water heaters. (3rd quarter 2024).
- Completed water distribution upgrades at WPCC, including new well pump, to better serve Fire Dept. Dorms at Stn. 1, and Public Washrooms for the Library and the WP Community Centre. (2nd quarter 2024).
- Renovations in the planning process for additional office space in the basement of the Municipal Office to address growing Departments

1.2 Plan infrastructure development with demographic needs

Schedule facility tours for Council

- Council facility tour is upon the planning horizon. Facility tours of Wilson Park Community Centre, Fire Halls including dorms (66 Northey's Bay Road, Woodview), Public Works / Roads Department Facility (10230 Highway 28, Apsley), North Kawartha Community Centre (340 McFadden Road, Apsley), Emergency Services Headquarters (10193 Highway 28, Apsley) were completed on January 30, 2024.

Additional operational achievements 2023

- Completed Glen Alda Community Centre renovation project with a focus on accessibility features, thereby meeting with demographic need of target market. Motion 23-166
- Completed the Riverview Park Plan design with the objective of meeting the future demographic of park users needs, as identified through public surveys. Motion 23-204
- The North Kawartha Community Centre main entrance sidewalk replacement was designed and approved with a "curb" delete, therefore improving facility accessibility. Motion 23-251

Additional operational achievements 2024

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1.3 Facilitate the creation of more housing including new builds, multi-residential, and secondary dwelling units for the following markets; seniors families, adorable housing options, and rental units.

Initiate a reserve starting in 2024 for the purpose of purchasing property and completing studies to prepare properties for municipal purposes beneficial to the community, including housing development

- The initiation of a reserve is on plan for 2024. A reserve for the purpose of purchasing property and completing studies to prepare properties for municipal purposes beneficial to the community, including housing development will be considered in the preparation of the 2025 budget in Q4 2024.

Host a meeting with local builders, contractors, and developers to discuss current pressures and opportunities

- Scheduling a meeting with local builders, contractors, and developers is on the planning horizon for staff

Utilize social media to attract developers

- Through the new branding, methods are being considered on how best to attract developers through social media

Additional operational achievements

- Approval was received to apply for the Canada Mortgage and Housing Corporation (CMHC), Housing Accelerator Fund (HAF) application to support development of

complete, low-carbon, and climate-resilient communities that are affordable, inclusive, equitable and diverse. Motion 23-235

1.4 Explore complete communities

Analyze demographic information and trends

- Analyzing of demographic information and trends is on plan for 2024

Develop a Downtown Master Plan

- The creation of a Downtown Master Plan is upon the planning horizon



Economy

Guide Economic growth for sustainable community

2.1 Refresh and promote the Community Improvement Plan (CIP)

Prioritize the CIP programs annually

- The CIP programs are prioritized annually

Review the budget annually base on an evaluation of the CIP successes

- Action item progress reported here

Review CIP identified areas and programs

- Action item progress reported here

Enact any revision

- Action item progress reported here

Advertise and promote the Community Improvement Plan (CIP)

- Action item progress reported here

2.2 Implement the Strategic Economic Development Plan, which includes initiatives under the areas of development, economic diversification, infrastructure, labour, and tourism



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Evaluate the Municipal property/surplus property list with regards to development opportunities and property usages

- Council has provided direction to staff on two large parcels of land in Municipal ownership within Apsley to support the Townships Housing Accelerator Fund (HAF) application. Motion 23-235

Additional operational achievements

- Through the implementation of the new branding project, vehicle and equipment colours were recommended and approved by Council to comply with new branding guidelines. Motion 23-106
- Council authorized a 50% refund totaling \$1,500.00 to the Creekside Music Festival for the cost of the one of two temporary use By-laws required to have the correct zoning in place for the 2023 music festival. Motion 23-135
- The Creekside Music Festival was issued a special event permit and provided approval as required under the Townships Special Even By-law 2019-48, as mended, for the music festival to run from September 8 to 11, 2023. Motion 23-151
- A noise exemption to the Township's Noise By-law 17/07 was granted for the Creekside Music Festival. Motion 23-152
- Shantilly's Place proposed events throughout the 2023 Summer season were deemed Municipally Significant for the purpose of obtain Special Occasion Permits (SOP) from the Alcohol and Gaming Commission of Ontario (AGCO). Motion 23-153



Governance

Maintain a strong, accountable municipal government

3.1 Maintain policies and processes that enable effective governance

Implement the recommendations in the Service Delivery Review and provide a status update

- Recommended item identified for the Roads Department within the Service Delivery Review has been completed and implemented throughout the Township.

Commence a Request for Proposal (RFP) for an organizational review

- [Action item progress reported here](#)

Commence a Request for Proposal (RFP) for a Business Continuity Plan

- [Action item progress reported here](#)

Review Policies in regards to employee retention, recruitment, and succession planning; amend policies as necessary

- [Action item progress reported here](#)

Foster relationships with local First Nations

- Through the Mt. Julian/Viamede road project, collaboration was had with local First Nations communities through the Aboriginal Consultation process required by Infrastructure Canada such as Archaeological Investigations
- Special Joint Council meetings with local First Nations, Curve Lake, have been established. Motion 23-134

Establish an Advisory Committee of Council for the purpose of the revision of the Comprehensive Zoning By-law

- Staff are awaiting the approval of the County of Peterborough Official Plan

Establish an Advisory Committee of Council regarding Short Term Rentals

- Council has established a committee of Council to study STR's in North Kawartha. Council has approved the terms of reference for the STR committee. Motion 23-213

Investigate options to bring Fibre internet to the Municipal Office



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- Quotes to bring Fibre Internet to the municipal office have been received, however currently awaiting further infrastructure investments for fiber internet within the Hamlet of Apsley and is on plan for 2024/25
- Investigated fibre internet to the office. Quotes have been requested from Bell and Nexicom in Q3 2024. Rogers does not have existing infrastructure and no plans in near future. Depending on the quotes that we receive, we also investigated Starlink as an additional option. Ongoing.

Additional operational achievements 2024

- Reviewed and amended the Fees and By-law Policy. (1st quarter 2024).



Governance

Maintain a strong, accountable municipal government

3.2 Provide quality community programs and services

Increase the budget amount for the donation policy to a total of \$1,500.00 within the 2024 budget

- On plan for 2023 to increase the budgeted amount within the donation policy. **The amount of \$1,500.00 for the donation account was included in the 2024 budget.**

Finalize the Riverview Park Plan, and implement the components

- Completed Riverview Park Plan and received approval for further development. Motion
- Received approval for further development of the Riverview Park Plan, thereby increasing quality recreation and services within walking distance of the village of Apsley. Motion

Complete the Canoe/Kayak parking area at the Eels' Creek Bridge

- The Encroachment agreement was approved and received from the Ministry of Transportation (MTO), and continued work to complete the Canoe/Kayak parking area is on plan for 2023/24

Enter a Memorandum of Understanding with the Apsley & District Lions Club regarding the Lions Park

- **Action item progress reported here**

Consider the Community Safety and Well-being plan implementation steps in future decision making

- [Action item progress reported here](#)

Implement the Virtual City Hall portal to enable property owners to have direct access to their accounts

- Currently obtaining quotes from payment service provided and is on plan for 2023/24. A report coming to October 1, 2024 Council meeting re payment platforms. Go live (soft launch), then presentation to Council, then launch to public.

Additional operational achievements 2024

- Overhauled and upgraded Township organized and operated youth and adult sport and recreation programs.
- Organized, implemented and operated a new 'before school' hockey clinics at the NKCC. (1st quarter 2024).
- Planned and implemented new delivery and fee structure for WPCCTennis and Pickleball Courts. Organized and scheduled reserved Club play, along with free play that is open to the public on the prime days from Friday to Monday. (2nd quarter 2024).
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3.2 Provide quality community programs and services

Implement PSD Citywide Customer Support Request software portal; service requests, work orders, inspections, route patrol, and asset management software

- PSD Citywide Maintenance Manager (CSR, work orders, inspections, quote patrol) portal has been piloted internally and on plan for 2024 to be public facing. PSD Citywide Assess Management (internal system) component is in the implementation stage, verifying calculations with the municipal auditors and is on plan for 2024. Citywide implementation completed. Live and available to public (soft launch). Presentation to Council forthcoming and then full promotion to public will transpire.

Install the Cloudpermit planning module software

- Cloudpermit is within the beginning phases of implementation and continues to be on plan

Explore options to expand the municipal grant program for boat cleaning stations, to include grants for environmental purposes in regards to local lake health

- The Environmental Initiative Grant was approved by Council in Q2 2024.

Continue to work on a safer Highway 28, including with KHPP, OPP, and MTO

- Initial meetings have been conducted between KHPP, Council and municipal staff
- A letter of support has been requested from Ontario Parks with regards to MTO improvement to KHPP access points

Additional operational achievements 2024

- Partnered with five other County Township's in a co-operative Public Education campaign for Blue Box Recycling. This included all facets of public communication including social media, radio and direct mail-out. (3rd quarter 2024).
- Completed free radon testing program available for up to 100 members of the public. Analysed the data to make recommendations installation of radon mitigation rough-in for all future building projects
- New recreational programs in 2024 included Spring Youth Basketball Program, Before School Hockey Skills Development Program and March Madness Youth 3 on 3 Hockey Clinic (March Break 2024)

3.2 Provide quality community programs and services

Additional operational achievements

- Complete Glen Alda Community Centre renovation project, thereby increasing facility programming capability.
- Organized and operated the 8th annual Yuk Yuk Comedy night, which is now recognized as an annual significant event, within the arts and entertainment community.
- The Apsley and District Lions Club were granted free use of Municipal resources for their annual Canada Day Parade. Motion 23-168

3.3 Provide effective, clear and transparent Township communication

Enable hybrid meetings within the Council Chambers and within the North Kawartha Community Centre (NKCC)

- Staff implemented the use of a "Meeting Owl 3" to facilitate hybrid meetings within the Council Chambers and NKCC. This technology allows councillors, members of public, staff or delegates to join an in-person meeting electronically, eliminating the need to travel to attend a meeting in-person

3.3 Provide effective, clear and transparent Township communication

Develop a Communications Plan to include Mayor videos on municipal services

- The Integrated marketing and communications plan is on plan for January 2024 and will include Mayor communication plans

Additional operational achievements

- Discussed analysis and overall impact of the North Kawartha Community Centre ice rental rate increase with local groups, prior to presenting recommendation to Council on July 18, 2023. Motion 23-206

- Joint Special Council meetings have been established with Curve Lake First Nations, Township of Selwyn, Township of Trent Lakes, and the Township of North Kawartha. Motion 23-134
- Chandos Lake Property Owner Association (CLPOA) was granted free use of municipal resources for their annual Firework display at Chandos Beach. Motion 23-167



Environment

Protect and enhance Environment

4.1 Promote responsible environmental stewardship

Investigate the ways in which shoreline preservation policies can be incorporated into the Township By-laws

- [Action item progress reported here](#)

In partnership with the County of Peterborough, investigate a solution to the collection of recycling from ineligible sources due to transition to producer responsibility

- Partnership planning is within discussion and will continue to be on plan for 2023

Examine organic waste solutions, including the FoodCycler program

- An organic curbside collection solution is being investigated by the County of Peterborough. Resident surveys were completed to gauge municipal interest

Additional operational achievements

- Successfully implemented two special clean-up weekends for North Kawartha residents, held at the Anstruther Transfer Station on the weekends of June 3 and October 9, 2023, **first weekend in June 2024 and the Thanksgiving weekend in October 2024.**
- Ordered and installed triple Bear Bin receptacles for garbage and recycling at identified Municipal locations including Chandos Beach, Chandos Beach Boat Launch, Haultain Canoe Park, Riverview Park, and Quarry Bay Beach (2023), **Mt. Julian Wharf (2024).**
- Negotiate depot recycling collection contracts with the Province, through CMO, for use of the Anstruther and Haultain Transfer Stations, in order to facilitate a seamless Provincial recycling initiative on plan to begin January 2024.
- Negotiate with the County of Peterborough for a curbside recycling collection solution for non-eligible sources, on plan for January 2024.
- **Annually** assist operationally and promote the County of Peterborough's Household Hazards Waste (HHW) Depot held at the Anstruther Transfer Station utilized by North Kawartha residents.
- **Organized and implemented the residential organic FoodCycler Program that significantly reduces household garbage waste, and thereby diverts from the**



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Bensfort Rd. Landfill Site. This program was sponsored by the Township and significant rebates were available to residents. (1st and 2nd quarter 2024).

- Replaced the NKCC commercial water heaters with high-efficiency commercial 'on-demand' water heaters, thereby reducing hydro consumption, maintenance and increasing safety. (3rd quarter 2024).
- Organized, approved and implemented the upgrades of monitoring wells at the Anstruther, Clydesdale, 620 and Apsley (504) Closed Landfill sites. Also approved the analysis of specific test data and updating of trigger values. This ensures the continued safe and accurate monitoring of each landfill site on a quarterly basis. (ongoing 2024).

4.2 Protect the human environment

Participate within the creation of a County-wide Diversity, Equity and Inclusion Plan

- The Clerk, and Deputy Clerk are members upon the County of Peterborough Diversity, Equity, and Inclusion committee
- On September 20, 2023 Council and senior staff attended the Diversity, Equity and Inclusion workshop held at the Douro-Dummer Community Centre

Create a Recreation Master Plan, to include an Open Space Master Plan including beaches, parks and future trail considerations

- Preparations are underway for the creation of a Recreation Master Plan

Explore options for accessible community gardens

- Accessible community gardens is on plan for 2024

Additional operational achievements

- Approval was received to provide Apsley Community Care a letter of support to the Alcohol and Gaming Commission of Ontario for their annual Casino Night held on June 17, 2023. Motion 23-105
- Approval was received to extend the Royal Canadian Legion, Branch 381, liquor licensed area to an outdoor patio effective May 19, 2023 to September 4, 2023. Motion 23-133
- Approved request for use of Municipal Facilities and/or resources without charge, to which meet already established Municipal Policies. Approval events include CLPOA annual firework display at Chandos Beach, Peterborough Public Health Unit vaccination clinics, North Kawartha resident celebration of life ceremonies', Apsley Community Care blood pressure clinics, and Apsley Community Care fundraising events.
- North Kawartha Community Centre sidewalk re-design and replacement. Motion

- Ordered and facilitated the replacement of the Desiccant Dehumidification Burner and Seniors at the North Kawartha Community Centre. Motion 23-251
- Three North Kawartha Volunteer Firefighters enrolled for the October 2023 Hazmat NFPA 1072 hazardous material awareness training
- The North Kawartha Emergency Service Department completed a draft Community Risk Assessment to be brought forward to council 4th quarter 2023.
- Established the Privacy Breach policy and procedures. Motion 23-170
- Approval was received to provide the Big Cedar Lake Stewardship Association a letter of support with respect to their application to the Fisheries and Oceans Canada Aquatic with respect to their Invasive Species Prevention Fund. Motion 23-228
- We schedule and document all scrap appliances collected at the Transfer Station that contain a refrigerant, and then arrange for the safe removal of that refrigerant before the appliance is crushed in scrap metal. The Township supports this program by providing all NK residents with the safe disposal of an appliance containing a refrigerant annually for free. (ongoing).
- Approved requests for use of Municipal Facilities and/or resources without charge, that meet established Municipal Policies. These events included:
- Apsley Community Care fundraising events to assist sustainability and level of services offered to local residents.
 - Apsley Community Care blood pressure clinics.
 - CLPOA annual fireworks display at Chandos Beach.
 - Peterborough Public Health Unit vaccination clinics.
 - North Kawartha residents Celebration of Life or Memorial events.
- Obtained proposals and schedule installation of new NKCC arena safety netting. (1st quarter and the installation in 3rd quarter 2024).
- Complete inspection and testing of all NKCC Honeywell sensors for public safety, including carbon monoxide, carbon dioxide and propane. New sensor with controller upgrade and calibration complete. (2nd quarter 2024).

4.3 Consider Climate change in decision making

Investigate options to include funding options for Electric Vehicle (EV) charging systems (Public and municipal)

- Staff continue to monitor for funding options for EV charging systems

Investigate Electric Vehicle (EV) options for the municipal fleet and equipment

- EV options is on plan for discussion during the 2024 Capital Forecast/Budget meeting

Additional operational achievements

- North Kawartha Community Centre sidewalk re-design and replacement with asphalt as opposed to concrete, due to premature deterioration. Motion 23-251
- North Kawartha Municipal Office received a new steel roof as opposed to asphalt shingle. (1st quarter 2024).
- The NKCC commercial water heaters are high-efficiency commercial 'on-demand' water heaters, thereby reducing hydro consumption. (3rd quarter 2024).