

# MUNICIPAL SERVICES DIRECTORY

2007



City of  
**Peterborough**

## SOME QUICK CONTACTS

**MUNICIPAL OFFICES** are located at **City Hall, 500 George Street North, Peterborough, Ontario K9H 3R9** (Unless otherwise indicated).

General inquiries should be directed through the main switchboard at 742-7777.

### ***Common Inquiries***

- Property Tax Office - 742-7777 Ext 1865
- Recycling Programs - 742-7777 Ext 1657
- Public Works - 745-1386 or 745-1387  
(Garbage & Green Waste Collection)
- Recyclables Collection - 876 – 1600  
(HGC Recycling)
- Fire Hall - 745-3281
- Police – Business Services - 876-1122

### ***General Department Inquiries***

You may dial directly to a department or division by calling 742-7777 and then entering the following extension(s):

- Mayor .....1870
- City Administrator.....1810
- City Clerk .....1820
- Corporate Services (Finance) .....1860
- Property Taxes.....1865
- City Solicitor .....1896
- Human Resources .....1875
- Community Services .....1827
- Planning & Development Services.....1880
- Engineering & Utility Services .....1890
- Housing.....1843
- Building and Construction .....1892
- Recycling and Waste Management .....1898
- Purchasing .....1768
- Provincial Offences .....2099

Telephone inquiries should be made directly to the department or division to avoid delays.

Many City Departments have direct Fax lines that are noted throughout this booklet.

The City of Peterborough can be reached on the Internet at [www.peterborough.ca](http://www.peterborough.ca). Direct Email addresses are listed throughout this booklet.

**MUNICIPAL SERVICES DIRECTORY**  
**TABLE OF CONTENTS**

|  |    |
|--|----|
| CITY COUNCIL 2007 – 2010 .....                 | 4  |
| COUNCIL 2008 SCHEDULE OF MEETINGS .....        | 5  |
| ADMINISTRATIVE STRUCTURE .....                 | 7  |
| ORGANIZATIONAL CHART .....                     | 9  |
| CITY ADMINISTRATION .....                      | 10 |
| MAYOR'S OFFICE.....                            | 10 |
| CITY ADMINISTRATOR'S OFFICE .....              | 11 |
| CITY SOLICITOR'S OFFICE.....                   | 12 |
| CORPORATE SERVICES DEPARTMENT .....            | 13 |
| CITY CLERK'S OFFICE .....                      | 13 |
| HUMAN RESOURCES .....                          | 14 |
| FINANCIAL PLANNING & REVENUE SERVICES.....     | 15 |
| PROPERTY TAXATION.....                         | 15 |
| FINANCIAL REPORTING & ACCOUNTING SERVICES..... | 16 |
| INFORMATION SERVICES .....                     | 17 |
| UTILITY SERVICES DEPARTMENT .....              | 18 |
| ENVIRONMENTAL PROTECTION .....                 | 19 |
| PUBLIC WORKS.....                              | 20 |
| TRANSPORTATION DIVISION.....                   | 20 |
| PUBLIC TRANSIT .....                           | 21 |
| PARKING .....                                  | 22 |
| TRAFFIC.....                                   | 22 |
| WASTE MANAGEMENT .....                         | 23 |
| SOCIAL SERVICES .....                          | 24 |
| COMMUNITY SERVICES .....                       | 26 |
| LIBRARY SERVICES.....                          | 28 |
| HERITAGE PRESERVATION.....                     | 29 |
| ARENAS .....                                   | 31 |
| RECREATION.....                                | 33 |
| FIRE DEPARTMENT .....                          | 35 |
| PLANNING & DEVELOPMENT.....                    | 37 |
| HOUSING .....                                  | 38 |
| AIRPORT .....                                  | 39 |
| LAND INFORMATION SERVICES.....                 | 39 |
| BUILDING DIVISION.....                         | 40 |
| POLICE DEPARTMENT .....                        | 41 |
| ECONOMIC DEVELOPMENT & TOURISM.....            | 42 |
| POPULATION .....                               | 43 |
| WARD BOUNDARIES.....                           | 44 |
| BY-LAWS .....                                  | 45 |
| DOG LICENSING.....                             | 46 |

# CITY COUNCIL 2007 - 2010

## MAYOR

D. Paul Ayotte  
 486 Rogers Street, Peterborough, Ontario K9H 1W9  
 Mayor's Office - (705) 742-7777 Ex. 1870  
 Home - (705) 742-9835 Fax (705) 748-8861  
 E-Mail - [mayor@peterborough.ca](mailto:mayor@peterborough.ca)

|                              | Councillors  | Contact Information  |
|------------------------------|--|--|
| <b>Ward 1<br/>Otonabee</b>   | Eric Martin<br>C/o City Hall, 500 George St. N.<br>Peterborough, ON K9H 3R9      | Res (705) 743-7116<br>Voice Mail (705) 742-7777 Ext. 4619<br>E-Mail <a href="mailto:emartin@peterborough.ca">emartin@peterborough.ca</a>   |
|                              | J. Douglas Peacock<br>695 Whitaker St., Suite 14<br>Peterborough, ON K9J 7K3     | Res (705) 741-5435<br>Voice Mail (705) 742-7777 Ext. 4610<br>E-Mail <a href="mailto:dpeacock@peterborough.ca">dpeacock@peterborough.ca</a>   |
| <b>Ward 2<br/>Monaghan</b>   | Henry Clarke<br>1287 Bridle Drive<br>Peterborough, ON K9J 7J7                    | Bus (705) 743-3260, Ext. 3525<br>Res (705) 749-3149<br>Voice Mail (705) 742-7777 Ext. 4611<br>E-Mail <a href="mailto:hclarke@peterborough.ca">hclarke@peterborough.ca</a>                      |
|                              | Jack Doris<br>74 Greenhill Drive,<br>Peterborough, ON K9J 6E4                    | Res (705) 745-5939<br>Voice Mail (705) 742-7777 Ext. 4612<br>E-Mail <a href="mailto:jdoris@peterborough.ca">jdoris@peterborough.ca</a>   |
| <b>Ward 3<br/>Town</b>       | Ann E. Farquharson<br>161 Hunter Street W<br>Peterborough, ON K9H 2L1            | Fax (705) 741-1601<br>Res (705) 748-3852<br>Bus (705) 742-9241<br>Voice Mail (705) 742-7777 Ext. 4614<br>E-Mail <a href="mailto:afarquharson@peterborough.ca">afarquharson@peterborough.ca</a> |
|                              | Dean Pappas<br>C/o City Hall, 500 George St. N.<br>Peterborough, ON K9H 3R9      | Fax (705) 745-0133 (call prior to faxing)<br>Res (705) 745-0133<br>Voice Mail (705) 742-7777 Ext. 4613<br>E-Mail <a href="mailto:dpappas@peterborough.ca">dpappas@peterborough.ca</a>          |
| <b>Ward 4<br/>Ashburnham</b> | Patti S. Peeters<br>C/o City Hall, 500 George St. N.<br>Peterborough, ON K9H 3R9 | Res (705) 742-4508<br>Voice Mail (705) 742-7777 Ext. 4616<br>E-Mail <a href="mailto:ppeeters@peterborough.ca">ppeeters@peterborough.ca</a>   |
|                              | Len Vass<br>400 Ashburnham Drive<br>Peterborough, ON K9H 6X7                     | Fax (705) 743-9856<br>Res (705) 748-4411<br>Bus (705) 743-3199<br>Voice Mail (705) 742-7777 Ext. 4615<br>E-Mail <a href="mailto:lvass@peterborough.ca">lvass@peterborough.ca</a>               |
| <b>Ward 5<br/>Northcrest</b> | Shirley Eggleton<br>782 Fairbairn Street<br>Peterborough, ON K9H 6B8             | Res. (705) 742-8898<br>Voice Mail (705) 742-7777 Ext. 4617<br>E-Mail <a href="mailto:seggleton@peterborough.ca">seggleton@peterborough.ca</a>  |
|                              | Bob Hall<br>1337 Hilliard Street<br>Peterborough, ON K9H 5S3                     | Res (705) 749-0867<br>Voice Mail - (705) 742-7777 Ext. 4618<br>E-Mail <a href="mailto:bhall@peterborough.ca">bhall@peterborough.ca</a>   |

**COUNCIL OF CITY OF PETERBOROUGH  
2008 SCHEDULE OF MEETINGS  
ALL MEETINGS COMMENCE AT 6:30 PM  
UNLESS OTHERWISE STATED**

| <b>DATE</b> | <b>DAY</b> | <b>MEETING</b>                                |
|-------------|------------|---|
| JANUARY 14  | MONDAY     | COMMITTEE OF THE WHOLE                        |
| JANUARY 21  | MONDAY     | CITY COUNCIL                                  |
| JANUARY 28  | MONDAY     | PLANNING COMMITTEE                            |
| FEBRUARY 4  | MONDAY     | COMMITTEE OF THE WHOLE                        |
| FEBRUARY 11 | MONDAY     | CITY COUNCIL                                  |
| FEBRUARY 18 | MONDAY     | PLANNING COMMITTEE                            |
| FEBRUARY 25 | MONDAY     | COMMITTEE OF THE WHOLE                        |
| MARCH 3     | MONDAY     | CITY COUNCIL                                  |
| MARCH 10    | MONDAY     | PLANNING COMMITTEE                            |
| MARCH 17    | MONDAY     | COMMITTEE OF THE WHOLE                        |
| MARCH 25    | TUESDAY    | CITY COUNCIL                                  |
| MARCH 31    | MONDAY     | PLANNING COMMITTEE                            |
| APRIL 7     | MONDAY     | COMMITTEE OF THE WHOLE                        |
| APRIL 14    | MONDAY     | CITY COUNCIL                                  |
| APRIL 21    | MONDAY     | PLANNING COMMITTEE                            |
| APRIL 28    | MONDAY     | COMMITTEE OF THE WHOLE                        |
| MAY 5       | MONDAY     | CITY COUNCIL                                  |
| MAY 12      | MONDAY     | PLANNING COMMITTEE                            |
| MAY 20      | TUESDAY    | COMMITTEE OF THE WHOLE                        |
| MAY 26      | MONDAY     | CITY COUNCIL                                  |
| JUNE 2      | MONDAY     | PLANNING COMMITTEE                            |
| JUNE 3      | TUESDAY    | CIVIC AWARDS CEREMONY                         |
| JUNE 9      | MONDAY     | COMMITTEE OF THE WHOLE                        |
| JUNE 16     | MONDAY     | CITY COUNCIL                                  |
| JUNE 23     | MONDAY     | PLANNING COMMITTEE                            |
| JUNE 30     | MONDAY     | COMMITTEE OF THE WHOLE                        |
| JULY 7      | MONDAY     | CITY COUNCIL                                  |
| JULY 14     |            | NO MEETING                                    |
| JULY 21     |            | NO MEETING                                    |
| JULY 28     | MONDAY     | PLANNING COMMITTEE                            |
| AUGUST 5    | TUESDAY    | COMMITTEE OF THE WHOLE                        |
| AUGUST 11   | MONDAY     | CITY COUNCIL                                  |
| AUGUST 18   |            | NO MEETING                                    |
| AUGUST 25   |            | NO MEETING (AMO CONFERENCE<br>AUG.25, 26, 27) |

## 2008 Council Schedule of Meetings - continued

| <b>DATE</b>  | <b>DAY</b> | <b>MEETING</b>   |
|--------------|------------|--|
| SEPTEMBER 2  | TUESDAY    | PLANNING COMMITTEE   |
| SEPTEMBER 8  | MONDAY     | COMMITTEE OF THE WHOLE   |
| SEPTEMBER 15 | MONDAY     | CITY COUNCIL   |
| SEPTEMBER 22 | MONDAY     | PLANNING COMMITTEE   |
| SEPTEMBER 29 | MONDAY     | COMMITTEE OF THE WHOLE   |
| OCTOBER 6    | MONDAY     | CITY COUNCIL   |
| OCTOBER 14   | TUESDAY    | PLANNING COMMITTEE   |
| OCTOBER 20   | MONDAY     | COMMITTEE OF THE WHOLE   |
| OCTOBER 27   | MONDAY     | CITY COUNCIL   |
| NOVEMBER 3   | MONDAY     | PLANNING COMMITTEE   |
| NOVEMBER 10  | MONDAY     | BUDGET COMMITTEE (6:00 PM)<br>COMMITTEE OF THE WHOLE (6:30 PM) |
| NOVEMBER 17  | MONDAY     | CITY COUNCIL   |
| NOVEMBER 24  | MONDAY     | BUDGET COMMITTEE (5:00 PM)                                     |
| NOVEMBER 25  | TUESDAY    | BUDGET COMMITTEE (5:00 PM)                                     |
| NOVEMBER 26  | WEDNESDAY  | BUDGET COMMITTEE (5:00 PM)                                     |
| NOVEMBER 27  | THURSDAY   | BUDGET COMMITTEE (5:00 PM)                                     |
| DECEMBER 1   | MONDAY     | PLANNING COMMITTEE   |
| DECEMBER 8   | MONDAY     | COMMITTEE OF THE WHOLE   |
| DECEMBER 10  | WEDNESDAY  | BUDGET COMMITTEE – PUBLIC MEETING (7:00 PM)                    |
| DECEMBER 15  | MONDAY     | CITY COUNCIL   |

# CITY OF PETERBOROUGH

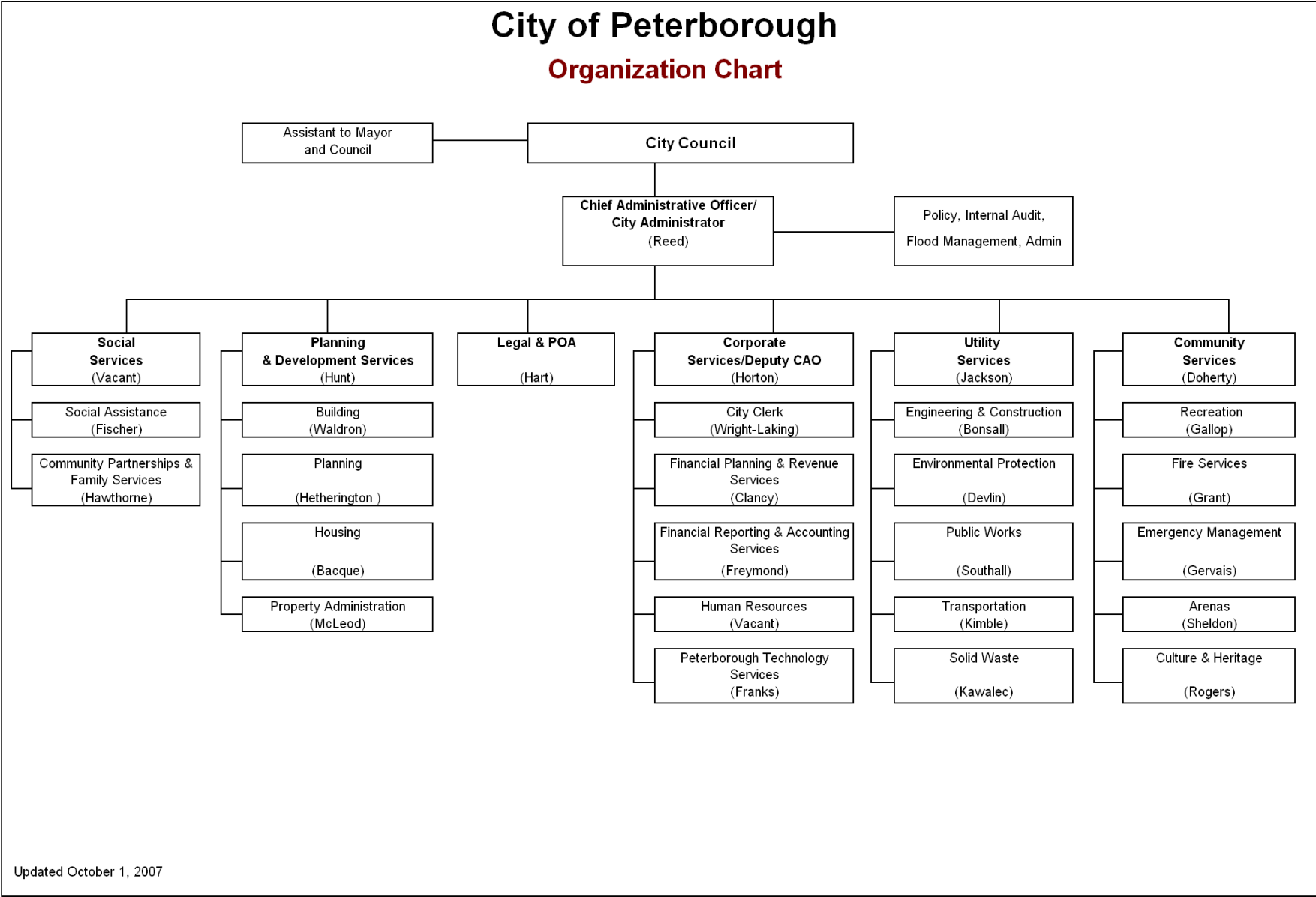
## ADMINISTRATIVE STRUCTURE

| POSITION  | CONTACT             | PHONE             |
|---|---------------------|-------------------|
| <b>CITY ADMINISTRATOR</b>   | Linda Reed          | 742-7777 Ext 1810 |
| <b>Flood Reduction Project Manager</b>  | Dan Ward            | 742-7777 Ext 1484 |
| <b>Corporate Policy Coordinator</b>   | John Kennedy        | 742-7777 Ext 1667 |
| <b>SENIOR DIRECTOR, CORPORATE SERVICES &amp; DEPUTY CITY ADMINISTRATOR</b><br><i>Includes accounts payable and receivable, taxation, payroll, purchasing, property, clerks, and human resources</i> | Brian Horton        | 742-7777 Ext 1863 |
| <b>City Clerk</b>   | Nancy Wright-Laking | 742-7777 Ext 1816 |
| <b>Manager, Financial Planning &amp; Revenue Services, Deputy Treasurer</b>   | Sandra Clancy       | 742-7777 Ext 1862 |
| <b>Manager, Financial Reporting &amp; Accounting Services</b>   | Richard Freymond    | 742-7777 Ext 1660 |
| <b>Division Head, Human Resources</b>   | Vacant              | 742-7777 Ext 1814 |
| <b>Property &amp; Energy Coordinator</b>  | Larry Curtis        | 742-7777 Ext 1852 |
| <b>DIRECTOR, PLANNING &amp; DEVELOPMENT SERVICES</b><br><i>Includes Planning, Development Engineering, Building, Housing, Airport</i>   | Malcolm Hunt        | 742-7777 Ext 1809 |
| <b>Manager, Building</b>  | Bob Waldron         | 742-7777 Ext 1795 |
| <b>Manager, Planning</b>  | Ken Hetherington    | 742-7777 Ext 1781 |
| <b>Manager, Land Information Services</b>   | Mike MacLean        | 742-7777 Ext 1761 |
| <b>Manager, Property Asset</b>  | Alex McLeod         | 742-7777 Ext 2100 |
| <b>Manager, Housing</b>   | Susan Bacque        | 742-7777 Ext 1843 |
| <b>DIRECTOR, COMMUNITY SERVICES</b><br><i>Includes Arenas, Recreation, Arts, Culture &amp; Heritage, Marina, Fire</i>   | Ken Doherty         | 742-7777 Ext 1823 |
| <b>Manager, Recreation</b>  | Mary Gallop         | 742-7777 Ext 1828 |
| <b>Manager, Arts, Culture &amp; Heritage</b><br><i>Peterborough Public Library, Art Gallery, Peterborough Centennial Museum &amp; Archives</i>  | Becky Rogers        | 742-7777 Ext 2380 |
| <b>Museum Coordinator</b><br><i>Peterborough Centennial Museum &amp; Archives</i>   | Susan Neale         | 743-5180          |

| <b>POSITION</b>   | <b>CONTACT</b>   | <b>PHONE</b>                  |
|---|------------------|-------------------------------|
| <b>Manager, Arenas</b>  | Harold Sheldon   | 876-8121                      |
| <b>Manager, Memorial Centre</b>   | Susan Warrington | 743-3561 Ext 2504             |
| <b>Manager, Art Gallery</b>   | Curtis Collins   | 742-7777 Ext 2027             |
| <b>Marina Coordinator</b>   | Vacant           | 745-8787                      |
| <b>Heritage Preservation Officer</b>  | Erik Hansen      | 742-7777 Ext 1489             |
| <b>Fire Chief</b>   | Lee Grant        | 745-3283 or 742-7777 Ext 2755 |
| <b>Emergency Management</b>   | Trent Gervais    | 745-3283 or 742-7777 Ext 2803 |
|   |                  |                               |
| <b>DIRECTOR, UTILITY SERVICES</b><br><i>Includes Engineering and Construction, Transportation, Parks and Public Works, Sewage Treatment, and Waste Reduction Programs</i> | Wayne Jackson    | 742-7777 Ext 1894             |
| <b>Manager, Public Works</b><br><i>Includes sanitation, landfill, roads, snow removal, mechanics, parks and trees</i>   | Peter Southall   | 745-1386                      |
| <b>Manager, Transportation</b><br><i>Includes transportation planning traffic control, public transit, parking</i>  | Jim Kimble       | 742-7777 Ext 1895             |
| <b>Manager, Environmental Protection</b><br><i>Includes Waste Water Treatment; sewer use by-law enforcement</i>   | Patrick Devlin   | 742-7777 Ext 2624             |
| <b>Manager, Engineering</b>   | David Bonsall    | 742-7777 Ext 1793             |
| <b>Manager, Waste Management</b>  | Melanie Kawalec  | 742-7777 Ext 1742             |
|   |                  |                               |
| <b>DIRECTOR, SOCIAL SERVICES</b><br><i>Includes Employment Services, Children's Services, Social Assistant, Ontario Works</i>   | Vacant           | 748-8830 Ext 3770             |
| <b>Manager, Social Assistance</b>   | Nancy Fischer    | 748-8830 Ext 3814             |
| <b>Manager, Community Partnerships &amp; Family Services</b>  | Joyce Hawthorne  | 748-8830 Ext 3495             |
|   |                  |                               |
| <b>CITY SOLICITOR</b>   | John Hart        | 742-7777 Ext 1603             |
| <b>Acting, Court Services Coordinator</b>   | RoseMary Reid    | 742-7777 Ext 2091             |
| <b>POLICE CHIEF</b>   | Terry McLaren    | 876-1122                      |

**CITY OF PETERBOROUGH ORGANIZATION CHART**

**City of Peterborough Organizational Chart – 2007**



Updated October 1, 2007

## **CITY ADMINISTRATION**

**MUNICIPAL OFFICES** are located at City Hall, 500 George Street North, Peterborough, Ontario K9H 3R9 (unless otherwise indicated). Telephone inquiries should be made directly to the department or division to avoid delays. General inquiries should be directed through the main switchboard at 742-7771.

Additional information on the City can be obtained on the City's Internet Home Page at [www.peterborough.ca](http://www.peterborough.ca)

**Hours of Operation:** Monday through Friday, 8:30 am to 4:30 pm  
(Closed Saturday, Sunday and all Statutory Holidays)

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## **MAYOR'S OFFICE**

The Council is comprised of the Mayor and ten Councillors, who hold weekly meetings on a three-week cycle of Planning Committee, Committee of the Whole and Council.

The Secretary to the Mayor provides administrative, reception and secretarial support to the Mayor and Members of City Council and provides continuity from one Council term of office to another.

### **MAYOR**

D. Paul Ayotte

742-7777 Ext 1871

[mayor@peterborough.ca](mailto:mayor@peterborough.ca)

### **SECRETARY TO THE MAYOR**

Lynn Clark

742-7777 Ext 1870

[lclark@peterborough.ca](mailto:lclark@peterborough.ca)

FAX 748-8861

## **CITY ADMINISTRATOR'S OFFICE**

The City Administrator is the chief administrative officer of the City and is responsible to the Mayor and Members of Council for the administration, coordination and direction of all the affairs of the Corporation in accordance with the policies established by Council.

### **CITY ADMINISTRATOR**

Linda Reed

742-7777 Ext 1810

[cao@peterborough.ca](mailto:cao@peterborough.ca)

### **ACTING, SECRETARY TO THE CITY ADMINISTRATOR**

Donna Wagner

742-7777 Ext 1810

[dwagner@peterborough.ca](mailto:dwagner@peterborough.ca)

### **CORPORATE POLICY COORDINATOR**

John Kennedy

742-7777 Ext 1667

[jkennedy@peterborough.ca](mailto:jkennedy@peterborough.ca)

### **MANAGER, FLOOD REDUCTION PROJECT**

Dan Ward

742-7777 Ext 1484

[dward@peterborough.ca](mailto:dward@peterborough.ca)

FAX 749-6687

## **CITY SOLICITOR'S OFFICE**

The City Solicitor provides legal advice and general legal services to the Corporation, members of Council and various local Boards on municipally related issues, as well as representing the City as counsel and advocate before the courts and administrative tribunals.

The Office of the City Solicitor provides and maintains various legal resources on statutes and regulations as well as a library of other reference materials.

### **CITY SOLICITOR**

John Hart

742-7777 Ext 1603

[ihart@peterborough.ca](mailto:ihart@peterborough.ca)

### **ASSISTANT CITY SOLICITOR**

Alan Barber

742-7777 Ext 1897

[abarber@peterborough.ca](mailto:abarber@peterborough.ca)

### **SECRETARY TO THE CITY SOLICITOR**

Lynn Fawcett

742-7777 Ext 1604

[lfawcett@peterborough.ca](mailto:lfawcett@peterborough.ca)

### **LAW CLERK**

Kimberley Beach

742-7777 Ext 1893

[kbeach@peterborough.ca](mailto:kbeach@peterborough.ca)

FAX 742-3947

## **PROVINCIAL OFFENCES OFFICE**

The Provincial Offences Office, a division of the Legal Department, is responsible for offences, under the Provincial Offences Act, in the Peterborough County Court Services Area. The Peterborough County Court Services Area is composed of all Townships within Peterborough County as well as the City of Peterborough.

### **Location**

99 Simcoe Street

Peterborough, Ontario K9H 2H3

### **ACTING, COURT SERVICES CO-ORDINATOR**

RoseMary Reid

FAX 743-9292

742-7777 Ext 2091

[rreid@peterborough.ca](mailto:rreid@peterborough.ca)

## **CORPORATE SERVICES DEPARTMENT**

### **SENIOR DIRECTOR, CORPORATE SERVICES & DEPUTY CHIEF ADMINISTRATOR**

Brian W. Horton

742-7777 Ext 1863

[bhorton@peterborough.ca](mailto:bhorton@peterborough.ca)

### **ADMINISTRATIVE ASSISTANT**

Bernadette Lawler

742-7777 Ext 1860

[blawler@peterborough.ca](mailto:blawler@peterborough.ca)

FAX 748-8839

### **Divisions Within Corporate Services:**

City Clerk's Office  
Human Resources  
Financial Planning & Revenue Services  
Financial Reporting & Accounting Services  
Property & Energy Division

### **CITY CLERK'S OFFICE**

The City Clerk is responsible for recording, without note or comment, all resolutions, decisions and other proceedings of the Council. The Clerk is required to keep records of all by-laws and the minutes of the Council.

The City Clerk is a Statutory Officer of the Corporation and is assigned duties by various Provincial Statutes, including the Municipal Act, the Municipal Elections Act, the Planning Act, the Local Improvement Act, the Ontario Heritage Act and the Vital Statistics Act.

The duties include issuing marriage licenses, the registration of births and deaths, issuing lottery licenses, conducting civil marriage ceremonies at City Hall and processing insurance claims for the Corporation of the City of Peterborough.

The Clerk is the Returning Officer for Municipal Elections.

The City Clerk and the Mayor are the signing officers for the Corporation of the City of Peterborough.

### **CITY CLERK**

Nancy Wright-Laking

742-7777 Ext 1816

[nwright-laking@peterborough.ca](mailto:nwright-laking@peterborough.ca)

**DEPUTY CLERK/  
ELECTIONS COORDINATOR**  
Leigh Doughty

742-7777 Ext 1818  
[ldoughty@peterborough.ca](mailto:ldoughty@peterborough.ca)

FAX 742-4138

## **HUMAN RESOURCES**

The Human Resources Division is responsible for providing ongoing services to all departments within the City organization, including recruitment and selection; salary administration and classification, staff training and development, succession planning, performance management, corporate health and safety programs and training and Workplace Safety and Insurance administration; employment standards; and maintenance of personnel records.

The division oversees the employee benefit programs; the development and maintenance of position descriptions; negotiates and administers all collective agreements, grievance handling and acts in an advisory capacity to all departments in the interpretation and administration of collective agreements and legislation.

### **DIVISION HEAD, HUMAN RESOURCES**

742-7777 Ext 1814

Vacant

### **EMPLOYEE RELATIONS/ TRAINING CO-ORDINATOR**

Bob Kidd

742-7777 Ext 1899

[bkidd@peterborough.ca](mailto:bkidd@peterborough.ca)

### **WELLNESS/SAFETY PROGRAM CO-ORDINATOR**

Mary Moher

742-7777 Ext 1803

[mmoher@peterborough.ca](mailto:mmoher@peterborough.ca)

### **BENEFITS OFFICER**

Lorraine Clifford

742-7777 Ext 1885

[lclifford@peterborough.ca](mailto:lclifford@peterborough.ca)

### **HUMAN RESOURCES ADMINISTRATIVE ASSISTANT**

Melanie Denham

742-7777 Ext 1875

[mdenham@peterborough.ca](mailto:mdenham@peterborough.ca)

FAX 742-7021

## FINANCIAL PLANNING & REVENUE SERVICES DIVISION

The Financial Planning & Revenue Division discharges some of the responsibilities and duties assigned to the Treasurer by the statutes and Council, including the collection of property taxes and other revenues, and co-ordination of the current and capital budget estimates.

### **City Budget**

The 2007 Current and Capital Budget estimates provide for gross current expenditures of \$185.5 million, gross capital expenditures of \$51.5 million, and a 2.7% overall increase in the combined municipal and garbage tax rate.

### **Property Taxation & Accounts Receivable**

The Tax Office within the department is responsible for the billing and collection of all property taxes for the City of Peterborough. Taxes are billed twice annually with quarterly instalments due the end of March, May, July and September. The City offers a Pre-Authorized Payment Plan and payments via telephone banking as well as accepting payments through the mail or through any Peterborough bank, credit union or trust company. Payments can be made in person by cash, cheque, post-dated cheque, money order, or debit card payment. Parking ticket, large article pickup ticket and accounts receivable payments are also accepted in the tax office.

### **MANAGER, FINANCIAL PLANNING AND REVENUE SERVICES, DEPUTY CITY TREASURER**

Sandra Clancy

742-7777 Ext 1862

[sclancy@peterborough.ca](mailto:sclancy@peterborough.ca)

### **TAX COLLECTOR**

Christine Heersink

742-7777 Ext 1622

[cheersink@peterborough.ca](mailto:cheersink@peterborough.ca)

FAX 748-8839

## FINANCIAL REPORTING & ACCOUNTING SERVICES DIVISION

The Financial Reporting & Accounting Division discharges the balance of the responsibilities and duties assigned to the Treasurer by the statutes of Council, including preparation of financial statements, maintenance of accounting records, payments to suppliers, provisions of payroll and auditing services, public sector accounting practices and asset management.

### Goods and Services

The Division provides general administrative services for the City including the issuing of City tenders/proposals/quotations, purchase of all goods and services, maintenance and management of stores inventory.

### MANAGER, REPORTING AND ACCOUNTING SERVICES

Richard Freymond

742-7777 Ext 1660

[rfreymond@peterborough.ca](mailto:rfreymond@peterborough.ca)

### CHIEF ACCOUNTANT

Darren Hancock

742-7777 Ext 1624

[dhancock@peterborough.ca](mailto:dhancock@peterborough.ca)

FAX 876-4615

## PROPERTY & ENERGY DIVISION

The Property & Energy Division Services division is responsible for the management and maintenance of City-owned property and buildings and the co-ordination of energy and conservation for all City-owned buildings.

### PROPERTY/ENERGY CO-ORDINATOR

Larry Curtis

742-7777 Ext 1852

[lcurtis@peterborough.ca](mailto:lcurtis@peterborough.ca)

FAX 748-8839

### CITY AUDITORS

Collins Barrow Kawarthas

## INFORMATION SERVICES DIVISION

The City's Information Services Division, in conjunction with Peterborough Technology Services, is responsible for the delivery of Information Technology resources to all City departments. This includes desktop office automation resources, access to corporate applications on various technical platforms across both local and wide area networks, and links to various external resources.

### V.P./DIRECTOR, TECHNOLOGY SERVICES

Larry Franks

748-9301 Ext 1202

[lfranks@puc.org](mailto:lfranks@puc.org)

### MANAGER, INFORMATION SERVICES

Jamie Hagg

742-7777 Ext 1618

[jhagg@peterborough.ca](mailto:jhagg@peterborough.ca)

## SUMMARY OF CORPORATE SERVICES GENERAL OFFICE INQUIRIES

City of Peterborough, City Hall  
500 George Street North  
Peterborough, Ontario K9H 3R9  
742-7777

|                     |          |              |
|---------------------|----------|--------------|
| Accounts Payable    | Ext 1623 | Fax 876-4615 |
| Purchasing          | Ext 1855 | Fax 876-4615 |
| Property Taxation   | Ext 1865 | Fax 748-8839 |
| Accounts Receivable | Ext 1817 | Fax 748-8839 |
| Corporate Services  | Ext 1860 | Fax 748-8839 |
| City Clerk's Office | Ext 1820 | Fax 742-4138 |

# UTILITY SERVICES DEPARTMENT

## UTILITY SERVICES DEPARTMENT

The Utility Services Department provides accurate and complete engineering work in accordance with professional practice, addressing changing political and social issues and meeting the expectations and requirements of approving authorities, the public and the operating divisions, in a cost-effective manner and meeting project schedule deadlines.

### **DIRECTOR**

Wayne H. Jackson

742-7777 Ext 1894

[wjackson@peterborough.ca](mailto:wjackson@peterborough.ca)

### **SECRETARY TO THE DIRECTOR**

Gillian Anderson

742-7777 Ext 1891

[ganderson@peterborough.ca](mailto:ganderson@peterborough.ca)

FAX 876-4621

### **Divisions Within Utility Services:**

Engineering/Construction  
Environmental Protection  
Public Works/Parks  
Transportation  
Waste Management/Recycling

## ENGINEERING

The Engineering and Construction Division is responsible for the design and construction of all new storm and sanitary sewers, sidewalks, streets, bridges and culverts. This includes the preparation of the contract documents and the administration of the construction in the field. In addition, the Division is also responsible for the operation and maintenance of the streetlight system.

### **MANAGER, ENGINEERING AND CONSTRUCTION**

David Bonsall

742-7777 Ext 1793

[dbonsall@peterborough.ca](mailto:dbonsall@peterborough.ca)

### **SECRETARY TO THE MANAGER**

Donna LaBrash

742-7777 Ext. 1890

[dlabrash@peterborough.ca](mailto:dlabrash@peterborough.ca)

## ENVIRONMENTAL PROTECTION DIVISION

The Environmental Protection Division operates the City's wastewater treatment plant (WWTP) and the 13 pumping stations and force mains used to convey sanitary sewage to the WWTP. The Division enforces the Sewer Use By-law and regulations as they pertain to the City. The Division operates an on-site laboratory which provides environmental analysis for both City operations and the public. The Division provides for the operation of one of Peterborough's major tourist attractions, the Centennial Fountain on Little Lake.

### Location

425 Kennedy Road  
Peterborough, Ontario

### MANAGER

Patrick Devlin

742-7777 Ext 2624

[pdevlin@peterborough.ca](mailto:pdevlin@peterborough.ca)

### ENVIRONMENTAL CLERK

Linda Ames

742-7777 Ext 2621

[lames@peterborough.ca](mailto:lames@peterborough.ca)

### CHIEF OPERATOR

Phoebe Eccles

742-7777 Ext 2631

[peccles@peterborough.ca](mailto:peccles@peterborough.ca)

### CHIEF ENVIRONMENTAL OFFICER

Kent Keeling

742-7777 Ext 2629

[kkeeling@peterborough.ca](mailto:kkeeling@peterborough.ca)

### CHIEF CHEMIST

Krista Thomas

742-7777 Ext 2632

[kthomas@peterborough.ca](mailto:kthomas@peterborough.ca)

FAX 743-0991

## PUBLIC WORKS DIVISION

This Division is responsible for the day-to-day operations of the following programs and services: solid waste collection, green waste collection, large article collections, snow plowing, road and sidewalk repairs and maintenance, street cleaning, storm sewers, sanitary sewers, weed control, animal control, landfill operation, maintenance and repairs to City vehicles, road marking, and signage. It also provides public works services to homeowners, other City departments, the Peterborough Utilities Commission and other City organizations on a cost-recovery basis.

The Division is also responsible for the maintenance and improvement of urban forestry resources and to preserve where practical, existing trees on parkland and other open space municipal lands. It serves to beautify the City through the design, planting and maintenance of flowerbeds. City parks are maintained by this division for year round recreational activities, as are all outdoor neighbourhood ice rinks in the winter months.

### Location

182 Townsend Street  
Peterborough, Ontario

### MANAGER

Peter Southall

745-1386

[psouthall@peterborough.ca](mailto:psouthall@peterborough.ca)

FAX 743-3223

## TRANSPORTATION DIVISION

The Transportation Division provides bus services for the City. In addition, the Division is responsible for the operation of the municipal off-street parking lots, including the King Street and Simcoe Street parking garages, as well as control over the on-street meter parking, parking by-law enforcement and adult crossing guards

### Location

City Hall  
500 George Street North  
Peterborough, Ontario

### MANAGER

Jim Kimble, C.E.T.

742-7777 Ext. 1895

[jkimble@peterborough.ca](mailto:jkimble@peterborough.ca)

FAX 876-4621

## **PUBLIC TRANSIT**

The Public Transit Section provides planning and delivery of conventional public transit and transit services for persons with disabilities.

Transit operations are coordinated at the Simcoe Street Terminal and the Transit section also manages the bus storage and maintenance garage on Townsend Street.

### **Location**

Public Transit  
190 Simcoe Street  
Peterborough, Ontario

### **TRANSIT OPERATIONS MANAGER**

Gary Noakes

742-7777 Ext 2895 or 745-0525  
[gnoakes@peterborough.ca](mailto:gnoakes@peterborough.ca)

### **OPERATIONS SUPERVISOR**

Andrew Burdett

742-7777 Ext 2889 or 745-0525  
[aburbett@peterborough.ca](mailto:aburbett@peterborough.ca)

### **OPERATIONS SUPERVISOR**

Paul Buck

742-7777 Ext 2890 or 745-0525  
[pbuck@peterborough.ca](mailto:pbuck@peterborough.ca)

### **OPERATIONS SUPERVISOR**

Paul Fitzgerald

742-7777 Ext 2888 or 745-0525  
[pfitzgerald@peterborough.ca](mailto:pfitzgerald@peterborough.ca)

### **HANDI-VAN SCHEDULING**

Jo-Anne Anderson

742-7777 Ext 2891 or 745-5801  
[janderson@peterborough.ca](mailto:janderson@peterborough.ca)

## **PARKING**

The Division plans and operates all municipal on-street and off-street vehicle parking including the management of the two City parking garages. The parking section also administers and enforces all municipal parking by-law regulations citywide.

The parking section administers an inventory, which includes 516 off-street at grade spaces, 1163 spaces in structures and 574 metered on-street spaces for a total of 2,253 parking spaces.

### **Location**

King Street Parkade  
202 King Street (west of George Street)

### **PARKING OPERATIONS SUPERVISOR**

Dennis VanAmerongen

742-7777 Ext 2758

[dvanamergongen@peterborough.ca](mailto:dvanamergongen@peterborough.ca)

### **PARKING OPERATIONS ASSISTANT**

Jo-Anne Little

742-7777 Ext 2802

[jlittle@peterborough.ca](mailto:jlittle@peterborough.ca)

## **TRAFFIC SECTION**

The Provision of Traffic Engineering Services and Adult Crossing Guard offers services for the City including the operation and maintenance of traffic signals, signs and pavement markings. The traffic section also provides special project service for transportation planning exercises, construction detours and community events.

### **TRANSPORTATION SERVICES**

#### **COORDINATOR**

Peter Malin

742-7777 Ext 1846

[pmalin@peterborough.ca](mailto:pmalin@peterborough.ca)

## TRANSPORTATION DEMAND MANAGEMENT

The role of Transportation Demand Management (TDM) Planning is to promote and facilitate walking, cycling, public transit and carpooling as modes of transportation. The purpose of TDM initiatives is to reduce demand on road infrastructure thereby reducing road congestion, minimizing road capital expenditures, improving air quality, increasing a sense of community and improving overall health.

Many of the programs are a joint effort of the City of Peterborough, Peterborough Green-Up and the Peterborough County/City Health Unit.

### TRANSPORTATION DEMAND MANAGEMENT PLANNER

Susan Sauve

742-7777 Ext 1485

[ssauve@peterborough.ca](mailto:ssauve@peterborough.ca)

## WASTE MANAGEMENT GROUP

Waste Management develops strategies and administers programs, which divert solid and hazardous wastes from the landfill. Examples of such programs include blue box and apartment recycling, home composting, the household hazardous waste depot, and green waste collection and central composting. Educating the general public about these programs and increasing their level of participation is a large component of this group's job. This group also coordinates landfill activities.

### MANAGER, WASTE MANAGEMENT

Melanie Kawalec

742-7777 Ext 1724

[mkawalec@peterborough.ca](mailto:mkawalec@peterborough.ca)

### WASTE REDUCTION OFFICER

Virginia Swinson

742-7777 Ext 1725

[vswinson@peterborough.ca](mailto:vswinson@peterborough.ca)

### SECRETARY

Karen Meekin

742-7777 Ext 1657

[kmeekin@peterborough.ca](mailto:kmeekin@peterborough.ca)

FAX 876-4621

## **SOCIAL SERVICES DEPARTMENT**

The Social Services Department provides financial assistance to persons in need; employment counselling and placement; children's services; homemakers and nurses services; family support program, and other municipal support services. All services are subject to eligibility and require City and County of Peterborough residency.

### **Location**

178 Charlotte Street (in the Charlotte Mews)  
PO Box 4138  
Peterborough, Ontario  
K9J 8S1

**After Hours Emergency call**

**745-4231**

### **DIRECTOR OF SOCIAL SERVICES**

742-7777 Ext 3770

Vacant

### **MANAGER, SOCIAL ASSISTANCE**

Nancy Fischer

742-7777 Ext 3814

[nfischer@peterborough.ca](mailto:nfischer@peterborough.ca)

### **SECRETARY TO THE DIRECTOR**

Laurie Horton

748-8830 Ext 3821

[lhorton@peterborough.ca](mailto:lhorton@peterborough.ca)

### **Ontario Works**

The Department provides employment and financial assistance to persons in need as defined under the Ontario Works Assistance Act. Benefits include dental, drugs, optical and other health care needs. These services are available based on eligibility to those living in the City and County of Peterborough.

### **Hostel Services**

The department arranges purchase of service contracts for a limited number of subsidized spaces at Rubidge Hall, Brock Mission, Ozanam House and Cameron House.

### **Discretionary Benefits**

The benefits are for assistance with extra needs such as heat and hydro continuations to eligible persons.

### **Homemakers**

Homemaking for needy persons during periods of sickness or absence of a parent may be available through the Homemakers and Nurses Services Act.

## **EMPLOYMENT SERVICES**

Employment Services assists Ontario Works clients by supporting their participation in a job search, training or education program and through the Community Placement and Employment Placement programs. Financial support may also be available.

### **Location**

178 Charlotte Street (in the Charlotte Mews)  
Peterborough, Ontario  
742-1105

### **EMPLOYMENT SERVICES COORDINATOR**

Mike Gannon

742-7777 Ext 3832

[mgannon@peterborough.ca](mailto:mgannon@peterborough.ca)

FAX 750-0542

## **COMMUNITY PARTNERSHIPS AND FAMILY SERVICES**

The Community Partnerships and Family Services Office for the City and County of Peterborough provides financial assistance for child care to eligible families who are working, attending school or have been referred for care from a child welfare agency. For Ontario Works clients, our Child Care Assessment Officers, in consultation with yourself and your caseworker, can also provide some assistance for some job search requirements, Community Placements, the Self-Employment Program and the Employment Placement Program.

### **MANAGER, CHILDREN'S SERVICES**

Joyce Hawthorne

742-7777 Ext 3495

[jhawthorne@peterborough.ca](mailto:jhawthorne@peterborough.ca)

FAX 748-8858

## COMMUNITY SERVICES DEPARTMENT

The Community Services Department is responsible for the Arts, Culture and Heritage Division - Centennial Museum and Archives, the Public Library, the Marina, the Arenas Division, Recreation Division and the Fire Department.

### **DIRECTOR OF COMMUNITY SERVICES**

Ken Doherty

742-7777 Ext 1823

[kdoherly@peterborough.ca](mailto:kdoherly@peterborough.ca)

### **SECRETARY TO THE DIRECTOR**

Cathy Gogo

742-7777 Ext 1822

[cgogo@peterborough.ca](mailto:cgogo@peterborough.ca)

FAX 748-8824

## ARTS, CULTURE AND HERITAGE

The Arts, Culture & Heritage Division preserves, presents, and promotes the arts, culture, and heritage of Peterborough by:

- Providing and coordinating municipal cultural facilities
- Guiding and supporting community projects and celebrations
- Encouraging communication, cooperation and coordination among organizations
- Providing advice and technical support
- Recognizing initiative and excellence
- Representing the sector

The Arts, Culture & Heritage Board is comprised of members of City Council, representatives of umbrella and/or stakeholder organizations, and concerned citizens. The Board is appointed by Council to assist in the governance of the Division/ Peterborough Centennial Museum & Archives; and to advise Council on arts, cultural and heritage matters.

### **Arts, Culture & Heritage Division Office**

Peterborough Public Library

345 Aylmer St. N.

Peterborough Ontario K9H 3V7

### **DIVISION MANAGER**

Becky Rogers

742-7777 Ext 2380

[brogers@peterborough.ca](mailto:brogers@peterborough.ca)

FAX 745-8958

## PETERBOROUGH CENTENNIAL MUSEUM AND ARCHIVES

The Centennial Museum is governed by the Arts, Culture and Heritage Board, and appointed by City Council. The museum holds a multi-million dollar collection of over 25,000 artifacts and natural history specimens relating to the history of the Peterborough area. The archives collection includes thousands of lineal feet of documents and manuscripts including the original Peter Robinson papers, assessment rolls, over 200 works of art, 6,000 photographs, maps and books.

Two galleries house permanent exhibits reflecting the community's unique heritage. Present themes include Early Settlement and Victorian Peterborough. Another gallery holds temporary exhibitions from other museums, galleries and community groups to reflect a local theme. These change every 6 - 8 weeks.

Museum staff and volunteers provide educational tours of both permanent and temporary exhibitions to an average of 130 school groups comprised of approximately 3,500 students (primarily elementary). The museum also organizes approximately 100 programs and special events a year with an average audience of 10,000.

The museum is open 7 days per week year around and attracts an annual audience of over 35,000 per year. The museum recently formed a unique partnership with the Friends of the Trent Severn Waterway to take over the museum's gift shop. In addition to serving as a campus for Fleming's Museum Management & Curatorship Program, the museum also rents space for many local organizations.

### **Location**

Centennial Museum and Archives  
300 Hunter Street East  
Peterborough, Ontario  
K9J 6Y5

### **MUSEUM CO-ORDINATOR**

Susan Neale

743-5180

[sneale@peterborough.ca](mailto:sneale@peterborough.ca)

FAX 743-2614

## PETERBOROUGH PUBLIC LIBRARY

The Library is governed by the Peterborough Public Library Board and has three supporting organizations: the Peterborough Library Foundation, the Friends of the Library and the DelaFosse Friends. The Library operates two branches: the Main branch (downtown) and the DelaFosse branch (south end).

The library provides adult information services to help adult patrons access the library's resources including the reference collection, microfilm and microfiche collections, and the Peterborough Collection.

Children's Services assists in collection development and offers programs specifically for children. With funding from Kiwanis, the Children's department also conducts tours and school programs.

### Location

345 Aylmer Street North  
Peterborough, Ontario  
K9H 3V7

### MANAGER

Becky Rogers

742-7777 Ext 2380

[brogers@peterborough.ca](mailto:brogers@peterborough.ca)

### ADMINISTRATIVE ASSISTANT

Barb Earle

742-7777 Ext 2360

[bearle@peterborough.ca](mailto:bearle@peterborough.ca)

FAX 745-8958

## ART GALLERY OF PETERBOROUGH

The Art Gallery of Peterborough (AGP) features artists from the Peterborough area and across Canada. The AGP cares for a unique collection of historical and contemporary art and presents changing exhibits of the art of our times. The programs offer studio workshops, tours, art classes, and lectures for all ages. Services include: The AGP Gift Shop, Art Rental & Sales, and a Visitors' Lounge. An active volunteer Program assists the AGP.

The Art Gallery of Peterborough is open six days a week year round with office hours Monday to Friday from 9:00 a.m. to 5:00 p.m.

## **Art Gallery of Peterborough**

250 Crescent St.  
Peterborough Ontario  
K9J 2G1

### **DIRECTOR**

Curtis Collins

742-7777 Ext 2027

[ccollins@peterborough.ca](mailto:ccollins@peterborough.ca)

### **CURATOR**

Pamela Edmonds

742-7777 Ext 2023

[pedmonds@peterborough.ca](mailto:pedmonds@peterborough.ca)

FAX 743-8168

## **HERITAGE PRESERVATION**

The Heritage Preservation Office (HPO) is charged with designing and administering programs relating to the preservation of historic places in the City including structures, landscapes and archaeological sites. The HPO also provides expert advice to Council and liaises with other staff on a range of issues relating to matters of built heritage.

Programs include:

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- Heritage Property Tax Relief Program, which provides a property tax reduction to owners of, designated heritage properties
- Preparation of Heritage Designation briefs and the administration of over 70 heritage properties in the City
- Education and public awareness for heritage through guest lectures, conference presentations and publications
- Administering federal and provincial incentive and recognition programs on behalf of the City
- Property Management for Market Hall including the exterior restoration and interior capital upgrades to this premier heritage landmark
- Coordinating archaeological services for all City Departments.

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### **HERITAGE PRESERVATION OFFICER**

Erik Hanson

742-7777 Ext 1489

[ehanson@peterborough.ca](mailto:ehanson@peterborough.ca)

### **HERITAGE RESEARCHER**

Susan Schappert

742-7777 Ext 1491

[sschappert@peterborough.ca](mailto:sschappert@peterborough.ca)

## **PETERBOROUGH MARINA**

Peterborough Marina is situated on Little Lake between Locks 19 and 20 of the Trent-Severn Waterway within Del Crary Park. This modern marine facility was built in 1985. The Marina facility is City-owned and operated under contract. The Marina has overnight boating accommodations for up to 100 vessels. Some 20 cruisers and smaller runabouts also occupy the marina on a seasonal basis.

The Marina is also home to the Lift Lock and River Cruises, a tour boat company offering sightseeing trips over the lift lock and evening cruises on the Otonabee River. More than 10,000 passengers are carried yearly from the Marina. Recently in cooperation with a core sponsor group, a Little Lake Water Taxi service was introduced at the marina to give non-boating visitors a chance to tour the downtown waterfront. The popular taxi service links the marina to Beavermead Park, the Otonabee Inn and the Holiday Inn.

**PETERBOROUGH MARINA COORDINATOR**

745-8787

Vacant

**FAX 745-9837**

## ARENAS DIVISION

### MANAGER, ARENAS

Harold Sheldon

876-8121

[hsheldon@peterborough.ca](mailto:hsheldon@peterborough.ca)

### Memorial Centre

The Memorial Centre was built in 1956 and refurbished in 2003, adding 24 luxury box suites, improved concessions, a licensed restaurant, scoreboard, and air conditioning. In 2005, a new full video scoreboard was also added. The first junior "A" hockey game was played on November 8, 1956. The ice surface is 85 feet x 190 feet. The seating capacity is 4,329 including the grey seats and an additional 1000 standing. The maximum capacity is 5,329. There are 400 parking spaces available. The main floor of the building is fully accessible. The Memorial Centre is the home to the Peterborough and District Sports Hall of Fame, the Peterborough Figure Skating Club and the Peterborough Petes Head office.

### Location

151 Lansdowne St. W.  
Peterborough, Ontario K9J 1Y4

### MANAGER

Sue Warrington

743-3561

[swarrington@peterborough.ca](mailto:swarrington@peterborough.ca)

FAX 743-2196

### Evinrude

The Evinrude twin pad arena was built in 1995-96. The two ice surfaces are 85 feet x 200 feet. There is seating on the Atom Liftlock Pad for 702 people and on the IGA pad there is bench style seating for approximately 300 people. The multipurpose room is 5,011 square feet and is booked for many recreational and social functions. The lobby and service areas are 6,000 square feet. The arena also has concessions, a fully equipped kitchen, tuck shop and sport shop and a video games arcade. There are 426 parking spaces available. The arena is fully accessible.

### Location

911 Monaghan Rd  
Peterborough, Ontario  
K9J 5K5

### EVINRUDE FOREMAN

Chris Fitzgerald

742-7777 Ext 2401

FAX 876-9263

### **Kinsmen Civic Centre**

The Kinsmen Civic Centre has two ice surfaces measuring 85 feet x 185 feet. The arena has eight change rooms and a lower lobby area. There is an upstairs viewing area from which both ice surfaces can be observed. Ice is in the Kinsmen arena for 9 months a year. The main users are hockey, lacrosse and ball hockey players. The upstairs area is not accessible to the handicapped. Approximately 500,000 to 600,000 spectators pass through the Kinsmen doors each year. The arena has 236 parking spaces.

### **Location**

777 Sherbrooke Street  
Peterborough, Ontario  
K9J 2R2

### **KINSMEN FOREMAN**

Ian Galbraith

742-5454

[igalbraith@peterborough.ca](mailto:igalbraith@peterborough.ca)

FAX 742-3078

### **Northcrest Arena**

The Northcrest Arena was built in 1967 and is a single pad ice surface. The floor surface is 80 feet x 180 feet. The arena also has a warm room area 20 feet x 80 feet, which can be booked for socials. Approximately 25,000 users go through the Northcrest doors in a single year. Ice is in the arena from September to April each year. The floor space is mainly used by lacrosse, ball hockey and special events. It is also home to the Northcrest skating school.

### **Location**

100 Marina Boulevard  
Peterborough, Ontario  
K9H 6M6

### **SEASONAL NORTHCREST FOREMAN**

Chris Sharp

745-0042

## RECREATION DIVISION

Recreation Services are provided to citizens of Peterborough through a variety of programs and services. These include seven instructional sport camps, lifeguard supervision at two municipal beaches and six wading pools, play programs at eight neighbourhood parks, day camp activities and swimming lessons. The Recreation Division coordinates the activities of the Peterborough Youth Commission that include a youth website ([www.ptboyouth.com](http://www.ptboyouth.com)), Youth Council, and numerous active subcommittees. The Division has also developed decentralized youth centres in neighbourhoods in Peterborough geared to youth 13 years of age and over.

The Recreation Division provides funding and advice to two community senior recreation organizations, Activity Haven Senior Centre and Mapleridge Senior's Recreation Centre. This funding assists to support the programs and services offered by these major providers of older adult recreation activities.

The Recreation Division also manages community centres. Staff oversees the management of tenants and facility operations at the Queen Alexandra Community Centre and Millennium Boathouse on the Otonabee River Trail.

The Peterborough Sport & Wellness Centre opened in June 2005 and offers over 500 programs each week, in addition to the drop-in activities at the centre. The centre has the area's most unique aquatic centre that includes a leisure pool and therapy pool with wheelchair access. Adjacent to the pool and fitness centre are three large change rooms for men, women as well as a family/special needs change room to accommodate the needs of other users to the facility. In total, 7 change rooms are available at the centre. Also included are a fitness centre with a 100 metre indoor track, workout rooms, a cardio and strength training centre, a youth room, three multipurpose spaces, and a triple gymnasium.

In the area of outdoor sport fields, the Recreation Division ensures the maximum, sustainable use of outdoor facilities for athletic and community activities. This includes permitting over 110 fields in 40+ locations to accommodate both community and school participation. Annually, in league and tournament play, over 2,000 teams play with 30,000 participants.

### RECREATION MANAGER

Mary Gallop

742-7777 Ext 1828

[mgallop@peterborough.ca](mailto:mgallop@peterborough.ca)

## RECREATION DIVISION (continued)

### **SECRETARY**

Cari-Anne Sterling

742-7777 Ext. 1827

[csterling@peterborough.ca](mailto:csterling@peterborough.ca)

### **SPECIAL PROJECTS OFFICER**

Vacant

742-7777 Ext. 1836

### **WELLNESS CENTRE SUPERVISOR**

Geoff Matthews

742-7777 Ext 2204

[gmatthews@peterborough.ca](mailto:gmatthews@peterborough.ca)

### **WELLNESS CENTRE CUSTOMER SERVICE ADMINISTRATOR**

Kim Darling

742-7777 Ext 2205

[kdarling@peterborough.ca](mailto:kdarling@peterborough.ca)

### **QUEEN ALEXANDRA CENTRE**

Stephanie Fraser

742-7777 Ext 1826

[sfraser@peterborough.ca](mailto:sfraser@peterborough.ca)

FAX 748-8824

## **PETERBOROUGH FIRE DEPARTMENT**

The Peterborough Fire Brigade came into being in February 1850 and continued until the Peterborough Fire Department was formed in 1908. Today's Peterborough Fire Department totals 99 personnel spread throughout the suppression and rescue division, public education, prevention, administration, communications, training and emergency, and management.

The department operates four Fire Halls with 12 emergency response vehicles. The goal is to reach any fire/accident scene inside the city within 6 minutes, while driving safely for the circumstances.

The Peterborough Fire Department provides a full range of emergency and support services to the community, which are outlined in the services at a glance chart.

### **Location**

Peterborough Fire Department Headquarters  
210 Sherbrooke Street  
Peterborough, Ontario  
745-3281

### **FIRE CHIEF**

Lee Grant

745-3283 or 742-7777 Ext. 2755  
[lgrant@peterborough.ca](mailto:lgrant@peterborough.ca)

### **SECRETARY TO FIRE CHIEF**

Margaret Hallock

745-3283 or 742-7777 Ext. 2755  
[mhallock@peterborough.ca](mailto:mhallock@peterborough.ca)

### **SUPPORT SERVICES SECRETARY**

Pamela Kelly

745-3284 or 742-7777 Ext. 2755  
[pkelly@peterborough.ca](mailto:pkelly@peterborough.ca)

### **FIRE PREVENTION**

Eric Chant  
Greg Simmons  
Steve Whitehill

745-3284  
[echant@peterborough.ca](mailto:echant@peterborough.ca)  
[gsimmons@peterborough.ca](mailto:gsimmons@peterborough.ca)  
[swhitehill@peterborough.ca](mailto:swhitehill@peterborough.ca)

### **PUBLIC EDUCATION**

Maureen Crowley, Public Educator

745-3284  
[mcrowley@peterborough.ca](mailto:mcrowley@peterborough.ca)

### **Training Division**

Coordinate and provide training and testing to the Emergency Response Division and the Fire Prevention Division.

Coordinate public events and training involving the Emergency Response Division.

### **CHIEF TRAINING OFFICER**

David Gillespie, CTO

742-7777 Ext 2755  
[dgillespie@peterborough.ca](mailto:dgillespie@peterborough.ca)

## **EMERGENCY MANAGEMENT**

Municipal emergencies can be defined as situations that are caused by forces of nature, accidents, intentional acts, and such that constitute a danger of major proportions to life or property. Situations, or the threat of impending situations, which abnormally affect the lives and property in our society, required a controlled and coordinated response by a number of agencies, both governmental and private. This response should be under the direction of appropriate elected officials, as distinct from routine operations carried out by an agency or agencies such as police forces, fire departments or hospitals.

Whenever an emergency occurs, which affect the lives and property of citizens, the initial and prime responsibility for providing immediate assistance rests with the local municipal government. Emergency planning is designed to ensure the co-ordination of municipal, private and volunteer services during an emergency to bring the situation under control as quickly as possible.

**DEPUTY FIRE CHIEF/  
EMERGENCY MANAGEMENT**  
Trent Gervais

745-3283 or 742-7777 Ext. 2803  
[tgervais@peterborough.ca](mailto:tgervais@peterborough.ca)

**EMERGENCY PLANNING COORDINATOR**  
Jodi Chittick-Denoble, Emergency Planner

745-3284  
[jdenoble@peterborough.ca](mailto:jdenoble@peterborough.ca)

**ASSISTANT EMERGENCY PLANNER**  
Sharon Jedlicka

745-3284  
[sjedlicka@peterborough.ca](mailto:sjedlicka@peterborough.ca)

## **PLANNING AND DEVELOPMENT SERVICES DEPARTMENT**

The Planning and Development Services Department includes the Planning Division, Housing Division, Land Information Services Division, and Building Division. The Planning Division oversees the purchase and sale of all municipal property, the operation of the Peterborough Municipal Airport and the development of the City's Industrial Parks. The department has a "development team" focus, tailored to each inquiry in order to act quickly on enquiries for new and expanding business opportunities as well as all planning and development matters. The department is a one-stop venue for all municipal government services that support the development industry.

**DIRECTOR**  
Malcolm Hunt

742-7777 Ext 1809  
[mhunt@peterborough.ca](mailto:mhunt@peterborough.ca)

**SECRETARY TO THE DIRECTOR**  
Shelagh Fry

742-7777 Ext 1844  
[sfry@peterborough.ca](mailto:sfry@peterborough.ca)

FAX 742-5218

### **PLANNING**

Services offered by the Planning Division include the processing of plans of subdivision, zoning, official plan amendments and site plans. The division's services also include development-related engineering, such as lot grading and stormwater management. The Planning Division's scope of responsibilities includes urban design such as downtown streetscapes, parks planning, the sale and purchase of municipal property and the development of the City's Industrial Parks.

City Council, other boards, commissions and departments are advised through the Planning Division of applications to change the Official Plan, Zoning by-law, Housing Policy and other planning documents.

The Committee of Adjustment, which considers minor variance and severance matters, is also administered by the Planning Division.

**MANAGER OF PLANNING/  
PLANNER, SUBDIVISION CONTROL &  
SPECIAL PROJECTS**  
Ken Hetherington

742-7777 Ext 1781  
[khetherington@peterborough.ca](mailto:khetherington@peterborough.ca)

**PLANNER, URBAN DESIGN**  
Brian Buchardt

742-7777 Ext 1734  
[bbuchardt@peterborough.ca](mailto:bbuchardt@peterborough.ca)

**PLANNER, LAND USE**

Caroline Kimble

742-7777 Ext 1735  
[ckimble@peterborough.ca](mailto:ckimble@peterborough.ca)

**PLANNER, POLICY & RESEARCH**

Richard Straka

742-7777 Ext 1733  
[rstraka@peterborough.ca](mailto:rstraka@peterborough.ca)

**LAND ASSET ADMINISTRATOR**

Alex McLeod

743-0777 Ext 232  
[amcleod@peterborough.ca](mailto:amcleod@peterborough.ca)

FAX 743-3093

**COMMITTEE OF ADJUSTMENT SECRETARY**

Carolyn Jobbitt

742-7777 Ext 1880  
[cjobbitt@peterborough.ca](mailto:cjobbitt@peterborough.ca)

FAX 742-5218

**HOUSING DIVISION**

The Housing Division administers the social housing portfolio for the City and County of Peterborough. Although not a direct housing provider, the City oversees the operations of approximately 22 publicly funded housing providers, including the Peterborough Housing Corporation. The Division also supports community development initiatives that promote affordable housing and access to housing including The Affordable Housing Action Committee and the Housing Resource Centre.

As a show of leadership in 2001, the City of Peterborough developed an Affordable Housing Strategy. The goal of the strategy was to stimulate the development of affordable housing and to complement the City's social housing responsibilities. To date, 11 new projects (totaling 354 units) are either occupied, under construction or are at the approval/design stages.

**MANAGER OF HOUSING**

Susan Bacque

742-7777 Ext 1824  
[sbacque@peterborough.ca](mailto:sbacque@peterborough.ca)

**SECRETARY**

Jo-Anne McLaren

742-7777 Ext 1661  
[jmclaren@peterborough.ca](mailto:jmclaren@peterborough.ca)

**HOUSING FINANCIAL OFFICER**

Vacant

742-7777 Ext 1496

## PETERBOROUGH MUNICIPAL AIRPORT

The Peterborough Municipal Airport is owned by the City of Peterborough.

The Airport has the longest paved, lighted runway between Ottawa and Toronto. This full service facility caters to both business and general aviation including fuel, oil, aircraft repairs, weather observation site, and charter service.

The 5,000-foot runway is equipped with new lighting and our PAPI (Precision Approach Path Indicator) approach system also provides reliable and safe approach assistance to aircrafts. The terminal operations feature Customs pre-clearance using CANPASS and a restaurant facility catering to local and transient traffic.

General aircraft movements play a very important role at the Airport. With approximately 31,000 aircraft movements per year, there are many recreational users as well as an increased commercial usage. The day-to-day activity also includes many corporate jets, medical flights, flight school activity and cargo shipments. There are no noise bylaws or operating hour curfews for freight and passenger flights.

The City is currently pursuing the development of a GPS (Global Positioning System) approach, which uses the characteristics of radio transmissions through satellite-based transmitters for location determination.

### Location

TRENT AIR AVIATION  
R.R. #5  
Peterborough, Ontario  
K9J 6X6

743-6708

George Johnston

[gjohnston@peterborough.ca](mailto:gjohnston@peterborough.ca)

Nancy Hewitt

[nhewitt@peterborough.ca](mailto:nhewitt@peterborough.ca)

## LAND INFORMATION SERVICES

Land Information Services (LIS) is a new division within the Planning and Development Services Department. LIS was created from a growing need to better maintain and develop the City's land-related or geographic digital data. Over the last 30 years, mapping has evolved from paper based, to digital, to Geographic Information Systems (GIS). GIS produces smart maps where digital map data is linked to data within a database so that maps may be queried for information or used for spatial analysis.

One of the Division's roles is to work with other departments, consultants, contractors, and the public to not only supply GIS services, technical assistance, graphic arts, and map products, but also to help clear up land-related data inefficiencies and develop policies and procedures for the collection and maintenance of geographic data. The scope of responsibilities also includes the development, evaluation, and recommendation of system standards and procedures for GIS and web related projects along with GIS data analysis and manipulation. It is also responsible for the documentation of GIS procedures and data sets, and the maintenance of corporate land-related information records.

**LIS MANAGER**

742-7777 Ext 1761

Mike MacLean

[mmaclean@peterborough.ca](mailto:mmaclean@peterborough.ca)

**GIS TECHNOLOGIST**

742-7777 Ext 1767

Kristine Muma

[kmuma@peterborough.ca](mailto:kmuma@peterborough.ca)

**BUILDING DIVISION**

The Building Division joined Planning & Development Services in 1997 and is an integral part of the "development team" approach in the City of Peterborough. The Building Division is responsible for ensuring compliance with the Building Code and various City by-laws. The technically trained staff of plans examiners and field inspectors are available to help with the public's building projects. Services include the administration, enforcement, education and dispersal of information to the public regarding the Building Code, Zoning, Minimum Property Standards, Development Charges, Parks Levy, Site Plan Control, Signs and fences to name a few.

**CHIEF BUILDING OFFICIAL**

742-7777 Ext 1795

Bob Waldron

[bwaldron@peterborough.ca](mailto:bwaldron@peterborough.ca)

**SECRETARY**

742-7777 Ext 1892

Dorothy Hansen

[dhansen@peterborough.ca](mailto:dhansen@peterborough.ca)

FAX 742-5218

## **THE PETERBOROUGH COMMUNITY POLICE SERVICE**

On January 1, 1999, the Peterborough Community Police Service and the Lakefield Police Service amalgamated to become the new Peterborough Lakefield Community Police Service. Our Municipal policing experience exceeds 275 years of delivering a professional, friendly and helpful service to our communities.

The Vision of this police service is to be the best Police Service, providing the highest standard of professionalism in partnership with our community. To that end, our members have been encouraged to interact with the community and develop partnerships among all citizens, businesses, and community organizations. Through these partnerships, we can jointly provide a safe community and create innovative solutions to specific problems that our unique to our policing jurisdiction.

The police service currently operates two police facilities. Police headquarters is located at 500 Water Street in the City of Peterborough and a detachment office is maintained at 12 Queen Street in the Lakefield Ward, of Smith-Ennismore Lakefield Township.

Our management team may be contacted directly by calling 876-1122 and asking for the extension number.

Our Web Site can be accessed at [www.peterboroughpolice.com](http://www.peterboroughpolice.com)

General e-mail address is available at [police@peterboroughpolice.com](mailto:police@peterboroughpolice.com)

### **Location**

500 Water Street, P.O. Box 2050  
Peterborough, Ontario  
K9J 7Y4

### **CHIEF OF POLICE**

Terry McLaren

876-1122 Ext 221

[tmclaren@peterborough.ca](mailto:tmclaren@peterborough.ca)

### **DEPUTY CHIEF OF POLICE**

Ken Jackman

876-1122 Ext 222

[kjackman@peterborough.ca](mailto:kjackman@peterborough.ca)

### **Total Authorized Strength**

Uniform Members 121

Auxiliary Members 27

Civilian Members 43

# **GREATER PETERBOROUGH AREA ECONOMIC DEVELOPMENT CORPORATION**

The Greater Peterborough Area Economic Development Corporation (GPA EDC) is mandated to sustain and develop existing and potential economic interests for the County and City, embracing all aspects of economic development including industry, agriculture and other commercial activity.

The other key component to the GPA EDC is tourism. Peterborough & the Kawarthas Tourism is the officially recognized tourism agency for the Greater Peterborough Area representing all tourism businesses in the Kawarthas.

## **Location**

210 Wolfe Street  
Peterborough, Ontario  
K9J 2K9

## **PRESIDENT & CEO**

Andy Mitchell

743-0777 Ext 233

[amitchell@gpaedc.on.ca](mailto:amitchell@gpaedc.on.ca)

## **VICE PRESIDENT**

Jay Amer

743-0777 Ext 222

[jamer@gpaedc.on.ca](mailto:jamer@gpaedc.on.ca)

## **EXECUTIVE ASSISTANT**

Debra Rimmington

743-0777 Ext 221

[drimmington@gpaedc.on.ca](mailto:drimmington@gpaedc.on.ca)

## **DIRECTOR OF RURAL & TOURISM DEVELOPMENT**

Ann-Marie Kelleher

743-0777 Ext 232

[amkelleher@gpaedc.on.ca](mailto:amkelleher@gpaedc.on.ca)

## **MANAGER, BUSINESS DEVELOPMENT**

Laura Lauzon

743-0777 Ext 227

[llauzon@gpaedc.on.ca](mailto:llauzon@gpaedc.on.ca)

## **BUSINESS CONSULTANT**

Ruth Van Vierzen

743-0777 Ext 225

[rvanvierzen@gpaedc.on.ca](mailto:rvanvierzen@gpaedc.on.ca)

## **TOURISM LOCATION**

Peterborough & the Kawarthas  
1400 Crawford Drive  
Peterborough, Ontario K9J 6X6

742-2201

[info@thekawarthas.net](mailto:info@thekawarthas.net)

## **MANAGER, TOURISM & VISITOR INFORMATION SERVICES**

Gail Henderson

742-2201

[ghenderson@gpaedc.on.ca](mailto:ghenderson@gpaedc.on.ca)

# POPULATION OF PETERBOROUGH

## (SETTLEMENT, TOWN AND CITY)

|            |         |
|------------|---------|
| 1824 ..... | 6*      |
| 1826 ..... | 200*    |
| 1832 ..... | 500*    |
| 1838 ..... | 900*    |
| 1850 ..... | 2,100*  |
| 1860 ..... | 4,000*  |
| 1870 ..... | 4,620   |
| 1880 ..... | 6,375   |
| 1890 ..... | 9,337   |
| 1900 ..... | 10,879  |
| 1910 ..... | 16,923  |
| 1920 ..... | 21,790  |
| 1930 ..... | 22,798  |
| 1940 ..... | 24,530  |
| 1950 ..... | 36,716  |
| 1960 ..... | 46,592  |
| 1971 ..... | 58,111* |
| 1976 ..... | 59,683* |
| 1981 ..... | 60,620* |
| 1986 ..... | 61,050* |
| 1991 ..... | 68,371* |
| 1996 ..... | 69,742* |
| 2001 ..... | 71,446* |
| 2006 ..... | 74,898* |

*\*From census information*



## **BY-LAWS**

The City of Peterborough has by-laws that regulate many issues. Some of these by-laws include:

- Solid Waste Collection (includes green waste and recyclable material and maximum containers permissible)
- Regulation of Animals
- Property Maintenance and Standards
- Noise
- Parking and Parking Fines

These By-laws, and others, are available on our City Website at [www.peterborough.ca](http://www.peterborough.ca)

If you require further information please contact regarding any of these by-laws or any other city by-law, please contact the City Clerk's Office at 742-7777 Ext 1820 to obtain the most updated reference.

## **DOG LICENSING**

On January 1st, 2000 the City handed over Animal Control Services and the Licensing of dogs to the **Peterborough Humane Society**. The Humane Society Administers and enforces Municipal Animal Care and Control By-Laws on behalf of the City. See below for the Society's contact information.

The following are the fees effective for the 2008 calendar year:

| Status of Dog                                   | Annual Dog Licence Fee | Annual Dog Licence Fee for Owner Over 65 Years of Age ( <b>proof of age required</b> ) | Late Fee (if paid after February 15 <sup>th</sup> in each year) |
|---|------------------------|--|---|
| <b>Unaltered</b>                                | <b>\$35.00</b>         | <b>\$20.00</b>   | <b>\$10.00</b>  |
| <b>Altered (satisfactory evidence required)</b> | <b>\$25.00</b>         | <b>\$10.00</b>   | <b>\$10.00</b>  |

### **Peterborough Humane Society**

385 Lansdowne Street East,  
Peterborough ON K9L 2A3

**Telephone:** (705) 745-4722

**Fax:** (705) 745-9770

**Website:** [www.peterboroughhumanesociety.ca](http://www.peterboroughhumanesociety.ca)

**Email:** [ptbospcan@nexicom.net](mailto:ptbospcan@nexicom.net)

#### **Hours of Operation:**

*Administration:* 8:00am - 4:30pm Daily

*Viewing & Adoption:*

Monday, Tuesday, Wednesday & Friday

10:00am - 4:30pm

Thursday

10:00am - 7:30pm

Saturday

11:00am - 3:30pm

- Closed Sundays -