



Media Release

For Immediate Release
September 19, 2018

Preparation for Potential Postal Disruption

Peterborough, ON -- The City of Peterborough has made arrangements to minimize the impact that a potential labour disruption at Canada Post later this month may have on City business.

Social Services

The Social Services Division advises clients and community partners of the following plan:

- The end of September monthly Ontario Works payments (dated September 28) will be sent to Canada Post on September 25, 2018 and are expected to be delivered by September 28, 2018. A reminder that clients can use their health card or other government identification at the pharmacy for prescriptions;
- Direct bank deposit payments will not be impacted;
- Social Services will monitor the status of any possible postal disruption and an updated communication will be issued on Monday, September 24 to provide details about the pick-up of all Ontario Works payments from that date forward;
- Ontario Works clients who do not currently receive direct bank deposit for their payments are strongly encouraged to speak with their case manager and sign up for this service. Direct bank deposit forms may be dropped off at reception during business hours (Monday to Friday – 8:15 a.m. to 4:30 p.m.).

Property Tax

The final installment of the 2018 Final Property Taxes is due September 28, 2018. In the event of a Canada Post labour strike, payments made by mail may not be received by the due date. Payment of this final installment is still due and payable by September 28 and late payment fees will be charged on any overdue payments.

The following payment options are available:

- in person (cash, cheque, debit) at City Hall, Tax Office, 500 George St. N.;
- after-hours drop-off box located in front of City Hall. No cash please;
- at any Canadian financial institution;
- pre-authorized payment plans - contact the Tax Office for more information;
- through your financial institution via online or telephone banking.

For further information, please phone: 705-742-7777 ext. 1865 or toll free 1-855-738-3755 ext. 1865 or via email at tax@peterborough.ca.

Planning and Development Services

The Planning Division will continue to process applications in accordance with the legislative requirements of the Ontario Planning Act, c.P.13, R.S.O 1990.

With respect to planning applications heard by General Committee and Council, respective Notices of Public Meeting and Decisions will be advertised in the Peterborough Examiner, posted on the City's website, and provided by email to anyone requesting a copy of the notice in writing and providing an email address.

With respect to applications heard by Committee of Adjustment, required notices will be advertised in the Peterborough Examiner, posted on the City's website, and provided by email to anyone requesting a copy of the notice in writing and providing an email address.

Provincial Offences Office

Fines are due and payable according to legislated time lines. If a postal strike is imminent or in progress, do not attempt to mail your payment. The following payment options are always available:

- in person (cash, cheque, debit, credit card) at POA office, 99 Simcoe St., Peterborough or at any other Provincial Offences office in the province of Ontario
- online at www.paytickets.ca
- by phone during business hours at 705-742-7777 ext. 2099

Human Resources

Recruitment activities will continue as normal through a potential postal disruption. The City provides several options for job applicants to apply for open positions as follows:

- Via e-mail to hr@peterborough.ca
- In person to Human Resources, located in the Carnegie Wing of City Hall
- Some positions will require the use of the online application process available on the website at www.peterborough.ca/jobs

Applicants are encouraged to review the job posting for specific instructions. For further information, please visit the website at www.peterborough.ca/jobs or call 705-742-7777, ext. 1875 or e-mail at hr@peterborough.ca.

Procurement

The City's procurement processes will continue throughout the potential Canada Post labour disruption. Procurement closing times/dates will not be extended. It is the responsibility of the respondent to ensure submissions are received prior to deadlines.

Accounts Payable

In the event of a labour disruption at Canada Post, it will be the responsibility of the supplier to ensure the City receives invoices for products and services rendered.

The City offers payment by direct deposit to all suppliers, except for Ontario Works related vendors. Direct deposit ensures no interruption of payment as a result of this labour disruption.

A Direct Deposit Registration Form is available on the City's website at <http://www.peterborough.ca/Business/Finance.htm>.

For suppliers who receive cheques, the City will offer cheque pick-up in the main lobby of City Hall, 500 George St. N., on Thursday afternoons, from 1 p.m. to 4 p.m. while the Canada Post labour disruption is ongoing. Suppliers are encouraged to call in advance.

For inquires related to delivery of invoices, pick-up of cheques or establishing direct deposit, please contact Accounts Payable at 705-742-7777 ext. 1623, fax 705-876-4615 or e-mail accountspayable@peterborough.ca.

This information is also available on the City of Peterborough website www.peterborough.ca.

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For further information, members of the media are invited to contact the undersigned:

John Kennedy, City Clerk
City of Peterborough
500 George Street North
Peterborough, ON K9H 3R9
705-742-7777 ext 1799
1-855-738-3755 ext 1799
jkennedy@peterborough.ca