



**The Corporation of the Township of Tay
Committee of all Council Meeting**

**January 10, 2018
10:00 a.m.**

**Municipal Office Council Chambers
Agenda**

- 1. Call to Order:**
- 2. Adoption of the Agenda:**
- 3. Disclosure of Interest:**
- 4. Delegations**

10:00 – Gary Molnar, Sainte Marie Among the Hurons – Re: First Light 2017

10:15 – William Simpson, Canacrafted – Re: Marihuana Production Facility

- 5. Standing Committee Business:**
 - A: Protection to Persons & Property**
 - B: General Government & Finance**
 - C: Public Works**
 - D: Planning & Development**

- 6. Closed Session:**
- 7. Adjournment:**

Note: Delegations will commence at the schedule time; however, commencement time for each Committee will be adjusted as the meeting takes place.

First Light

Sainte-Marie among the Hurons & Martyrs' Shrine

2017 Results



SAINTE-MARIE
AMONG THE HURONS
MARTYRS' SHRINE

2017 Attendance

- 15,832 visitors attended First Light in 2017
- Increase of 4% or 664 visitors over 2016
- First Ever online ticket sales through Martyrs' Shrine partnership – over 1,000 tickets sold
- Midland Transit partnership doubled the ridership from 2016 with close to 350 patrons
- Over 100 overnight packages sold



2017 Economic Impact

- Economic impact to Simcoe County of \$1,353,324.00 from visitor data input to the Ministry of Tourism, Culture and Sport – Tourism Regional Economic Impact Model
 - Increase of 8% or \$103,000.00 from 2016
 - Food and Beverage at restaurants and bars; \$399,766.00
 - Recreation and Entertainment while in the County; \$378,344.00
 - Food and Beverage at stores; \$84,770.00
 - Accommodation; \$71,271.00
 - Private Transportation, fuel, services and maintenance; \$286,370.00



2017 Visitor Survey Snapshot

- ✓ It was a very good family-friendly experience. The kids had a great time walking around and seeing all the events and exploring a new culture
- ✓ We visited First Light , stunning lit candles , wonderful setting , and the CANNON definitely startled everyone , THANK YOU FOR SUCH A WONDERFUL TIME , and Martyrs' Shrine was beautiful



2017 Visitor Survey Snapshot

- ✓ Amazing experience for our whole family. Certainly a tradition we look forward to each year
- ✓ Coming back with more family and friends next year
- ✓ We really enjoyed the entire experience I loved walking to the Martyrs' Shrine



2017 Analytics

- 25% of user sessions were from the GTA – 12,000 visits
- Increase of 22% in user sessions from Collingwood
- Multiple cities in Southern and Southwestern Ontario such as Waterloo, Oshawa, & Mississauga presented double digit percentage increases in user sessions
- 8% increase in visitation from 905 / GTA
- 6% decrease in visitation from Simcoe County


2017 Analytics

- Use of Social Media to initiate user sessions increased by 16% in 2017 over 2016
- Instagram sessions went from 0 in 2016 to 16% of all Social activity in 2017
- Facebook referrals to initiate user session increased by 27%
- The RTO 7 digital campaign generated over 500,000 impressions, resulting in almost 8,000 user sessions

2017 Huffington Post

www.huffingtonpost.ca/2017/09/18/midland-winter_a_23207755/

Sponsored Feature
HuffPost Canada



SAINTE-MARIE AMONG THE HURONS

ADVERTISEMENT
ONTARIO
Yours to discover
AdChoices

This November, over 15,000 people will flock to Midland's Sainte-Marie among the Hurons where they will be captivated by a night sky illuminated by candles and lanterns. It will be a scene taken straight from the 17th Century. Historic buildings will be lit with the glow of over 5,000 candles and visitors will be delighted by re-enactments, intricate costumes and reconstructed churches and longhouses.

The experience is called [First Light](#), and our friends at [Ontario Tourism](#), [Ontario150](#) and [Sainte Marie among the Hurons](#) invite you to join the annual celebration. It's been named a "Top 100 Festival & Event" in Ontario and Wheels.ca has previously recognized the event as one of the "Top Eight Christmas Light Shows in Canada."

Jeramie Jenkins and his family attend First Light every year. "It's how we know it's Christmas," he tells HuffPost Canada.

WHERE AM I?
FIND OUT
ONTARIO CANADA
AdChoices

TRENDING

- LOOK: Women Unrecognizable After Using Makeup
- Meghan Markle's Half-Sister Fires Back At Prince Harry Over Family Comments
- Private Investigators Are Looking Into Barry And Honey Sherman's Deaths
- Netflix Canada: What's Good For January 2018?
- These Are The Best Restaurants In Kamloops
- People Can't Afford New Single-Family Homes In The GTA Anymore

SUBSCRIBE AND FOLLOW LIVING

Total Story Views:
11,095
Average Dwell Time:
.51 (vs. benchmark
of .50)
Total Social
Engagements: 663
(likes, comments,
shares)



**SAINTE-MARIE
AMONG THE HURONS
MARTYRS' SHRINE**

First Light at Sainte-Marie among the Hurons
& Martyrs' Shrine

2017 Community Partnerships

- Over 16,000 pounds of food was donated to Salvation Army Family Services and St. Vincent de Paul Society
- Partnership with Town of Midland and Downtown Midland BIA for Shuttle Service from downtown Midland First Light activities
- 16 Community and local school Choirs performed at First Light 2017
- The annual School Christmas Card Competition highlighted past winners, celebrating Sainte-Marie's 50th Anniversary year



SAINTE-MARIE
AMONG THE HURONS
MARTYRS' SHRINE

2017 Partners

- Tay Township
- Newmarket-Tay Hydro
- Tourism Simcoe County
 - Heart of Georgian Bay
- ShopMidland and Midland BIA
- Regional Tourism Organization 7 – BruceGreySimcoe
 - ROCK 95 and Kool FM of Central Ontario Broadcasting
- KICX and The Dock from Larche Communications
- The Beach FM and Sunshine FM from Bayshore Broadcasting
 - Comfort Inn Midland
 - Sugar Ridge Retreat
 - H. S. St. Amant and Sons
- Garraway's Electric
- Fresh FM and the PEAK FM – Corus Entertainment
- Construction Rental Supply (CRS Orillia)
 - Wal-Mart Midland
 - Horseshoe Resort
- OPA Catering – Nick Boudouris and Restaurant Sainte-Marie
 - The Boathouse Eatery
 - The Queen's Quay Pub
 - Lot 102
 - Mom's Restaurant
- St. Vincent de Paul Society
- Salvation Army Family Services



SAINTE-MARIE
AMONG THE HURONS
MARTYRS' SHRINE

2017 Media Samples

First Light

**SAINTE-MARIE
AMONG THE HURONS
and MARTYRS' SHRINE**

**November 23rd, 24th & 25th
November 30th - December 1st & 2nd
December 7th, 8th & 9th**

5:30 p.m. to 9:00 p.m.

See this wonderful historic site
lit by the warm beauty of candle glow
as over 6,000 candles light up
the winter night skies. Follow the candle-lit
path to extended programming at Martyrs' Shrine.

Indigenous drummers & singers; Traditional French Canadian music;
Local choirs; Take home crafts; Arts & Crafts Show and so much more.

Make this event a family tradition!

hhp.on.ca/firstlight
705-526-7838

\$10.00 per person
Children 5 and under FREE
Please bring a non-perishable food item
Service animals ONLY allowed

ONTARIO Ontario

In cooperation with
ROCK 95 CLASSIC ROCK
107.5 KODFM NEW ROCK
K100 100% CLASSIC
SIMCOE Country
Bruce Grey Simcoe
Comfort ST. THOMAS
Hydro HYDRO-QUEBEC
7-11

Yonge/Dundas Digital Ad Billboard



First Light at Sainte-Marie among the Hurons
& Martyrs' Shrine

2017 Media Samples



First Light

HHP.ON.CA

Paid for by the Government of Ontario
Annonce payée par le gouvernement de l'Ontario



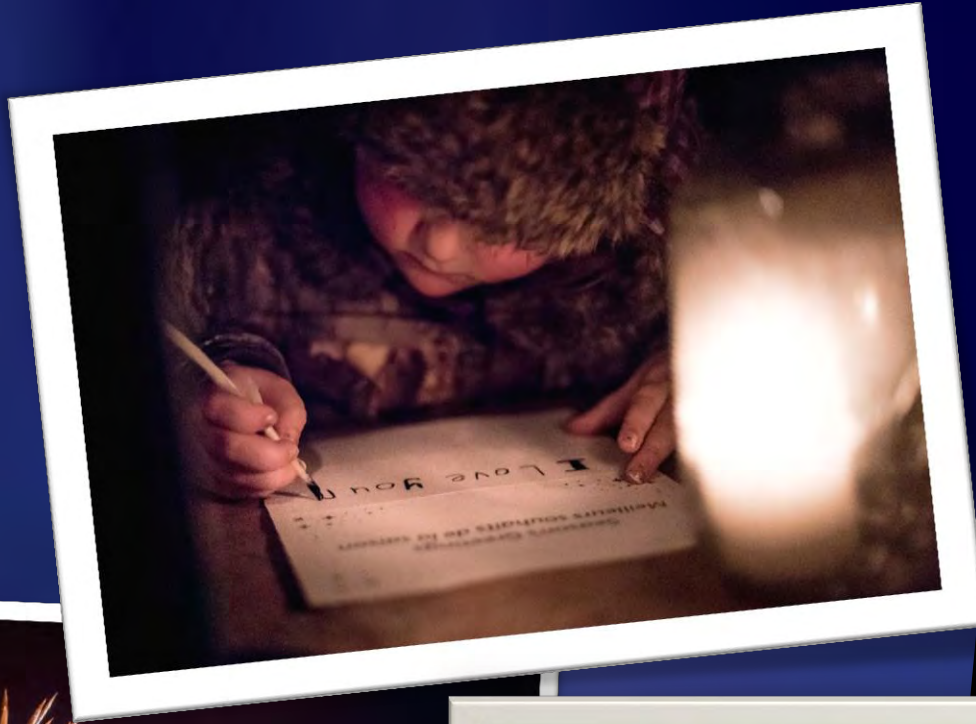
SPONSOR SUPPORT FOR Event, Signs & Fireworks

Huronia Historical Parks greatly appreciates all of our sponsors for their generosity and support for this event.



First Light at Sainte-Marie among the Hurons
& Martyrs' Shrine

Thank you for your ongoing support!



SAINTE-MARIE
AMONG THE HURONS
MARTYRS' SHRINE

Canacrafted Inc
William Simpson, President
705 229-0704
bullit@bell.net
PO Box 715
Waubauskene, ON
L0K 2C0

Re: Purpose of Delegation:

William Simpson, President of Canacrafted Inc would like to present to Mayor Scott Warnock and councillors Canacrafted's proposal to allow Canacrafted to

1. Grow medical marijuana following licensing guidelines of ACMPR: specifically to become a licensed producer under Health Canada's *Access to Cannabis for Medical Purposes Regulations*
2. Discuss acceptable zoning locations for this activity
3. Discuss bylaw compliance

Canacrafted

Core Beliefs

Good news /S good news. Put ability ahead of dis-ability.

- To put both the earth's wellbeing, as well as societal wellbeing ahead of capitalism
- We believe passion, experience and wisdom produce good results for all.
-

Core Values

Honesty, integrity, respect, good moral standing, organic farming practices, education

Mission

Canacrafted is committed to produce high quality natural organic medical marijuana within a business model of collaboration and flow, staffed with passionate stakeholders who are specialists within each process of plant care following our beliefs and values every step of the way.

Vision

To apply principles of **our** philanthropy in action to "teach the world to sing in perfect harmony". Our local small scale medical marijuana crafted nurseries and pharmacies will provide a collection of exclusive proprietary strains of marijuana plants specific to our clients' medical needs while maintaining a manner consistent with holistic care and following regulatory laws.

Goals

One person's disability is another person's ability.

We want to be an organization that promotes community through circle of friends

We want our exclusive, elite clientele to have the option of joining 'Circle of friends' which will be a voluntary, non-judgmental supportive group whose goal is to complement each other.

We want to have a business where people are passionate about their work, who will be nurtured throughout their career; whose input is valued; who are part of the whole; who struggle with us and celebrate with us. Together we are AWESOME!

Together we can climb any mountain

PLEASE NOTE: Your request must be received by noon on the Monday prior to the meeting, outlining the subject matter of the delegation and submitting an electronic version of any Microsoft PowerPoint presentation proposed to be used.

Ten (10) minutes will be set aside for your presentation. A question period is also allowed for.

CANACrafted PLEASE PRINT

Name: <i>William Simpson</i>	E-mail: <i>bwil1t@bell.net</i>
Bus. Phone:	Home/Cell Phone: <i>705 229 0704</i>
Bus./Org. Name: <i>CANACrafted INC.</i>	
Address <i>43 MEADOWS AVE, WARBURGH, ONT.</i>	
SUBJECT MATTER: <i>See Attached letter</i>	

--

HISTORY/BACKGROUND

--

ACTION/SOLUTION REQUESTED

<i>Approval for ACMPR in Twp Township,</i>
--

<i>Notice to Municipality and fire chief of pending application to</i>
--

<i>Please use a separate sheet if more space is needed</i>
--

<i>Heath Canada.</i>

The presenter will be as above <input checked="" type="checkbox"/> OR

Date delegation requested for: <i>Jan 10 @ 10:15</i>
--

Equipment to be used: <input type="checkbox"/> Projector <input type="checkbox"/> Township Laptop <input type="checkbox"/> My Laptop <input type="checkbox"/>

USB Key

<input type="checkbox"/> Other: _____

Please submit your completed request to the Township Clerk, Mrs. Alison Gray by email (agray@tav.ca), by fax (705) 534-443 or by mail to 450 Park Street, P.O. Box 100, Victoria Harbour, ON, L0K 2A0.

Notice of Collection/Use/Disclosure: All information submitted in support of meetings of Council is collected in accordance with the *Municipal Act, 2001*, and may be used in deliberations, and disclosed in full, including email, names and addresses to persons requesting access to records of Council. All information submitted to the municipality is subject to disclosure under the *Municipal Freedom of Information Act (MFIPPA)*. Questions about this notice of collection should be directed to the Clerk's Office 705-534-7248 ext. 240.

Cannabis – What's Hot, What's New and What All Pharmacists Ought to Know

Office of Medical Cannabis

Canadian Society of Hospital Pharmacists Ontario Branch

November 18, 2017

YOUR HEALTH AND SAFETY... OUR PRIORITY.



Purpose

- Provide context and background of medical use of cannabis in Canada
- Share information on how individuals access cannabis for medical purposes
- Update on the progress towards legalization and regulation of cannabis

Medical Use Of Cannabis

- Cannabis has been in use in Canada as a therapeutic product since 2001 and medical use is becoming more commonplace
- There is some evidence of beneficial effects for a limited number of medical conditions/symptoms such as:
 - Nausea and vomiting in patients undergoing chemotherapy
 - HIV/AIDS-associated loss of appetite and wasting
 - Chronic neuropathic pain caused by various medical conditions
- The evidence of efficacy is still evolving
- Dried cannabis and cannabis oil products do not currently have a Drug Identification Number (DIN)
 - Cesamet and Sativex are the only two cannabis-based products with a DIN

Access To Cannabis For Medical Purposes

- Canada has had a program for medical access to cannabis since 2001.
 - 2001: *Marihuana Medical Access Regulations* (MMAR) – repealed
 - 2013: *Marihuana for Medical Purposes Regulations* (MMPR) – repealed
 - 2016: *Access to Cannabis for Medical Purposes Regulations* (ACMPR)
- Regulations have evolved in response to Court decisions that individuals must have reasonable access to a legal source of cannabis for medical purposes.

The Access to Cannabis for Medical Purposes Regulations (ACMPR)

- Under the ACMPR, Canadians are able to access cannabis for medical purposes with the authorization of their health care practitioner in three ways:
 - they can purchase quality-controlled cannabis from a commercial licensed producer (LP);
 - they can register with Health Canada to produce a limited amount for their own medical purposes; or,
 - they can register with Health Canada to designate someone to produce it for them.
- In all cases, a patient must first get a medical document (similar to a prescription) from an authorized health care practitioner.

Obtaining Cannabis From Licensed Producers

- Individuals may access cannabis for medical purposes by registering with a LP of their choice.
 - Orders are placed using a secure website or by phone, per the terms of their medical document
 - Fresh or dried marijuana or cannabis oil is then shipped directly to the registered client
 - Shipping by mail provides access to rural and remote communities throughout Canada
- The product label and an accompanying client document sent by the LP are clients' proof of authority to possess.

Licensed Producers And Applicants In Canada

- Health Canada has received 1800 applications, with over 400 currently in progress.
- 73 licenses have been issued for the production of cannabis for medical purposes.
- As of June 30, 2017, there were 201,398 client registrations with LPs

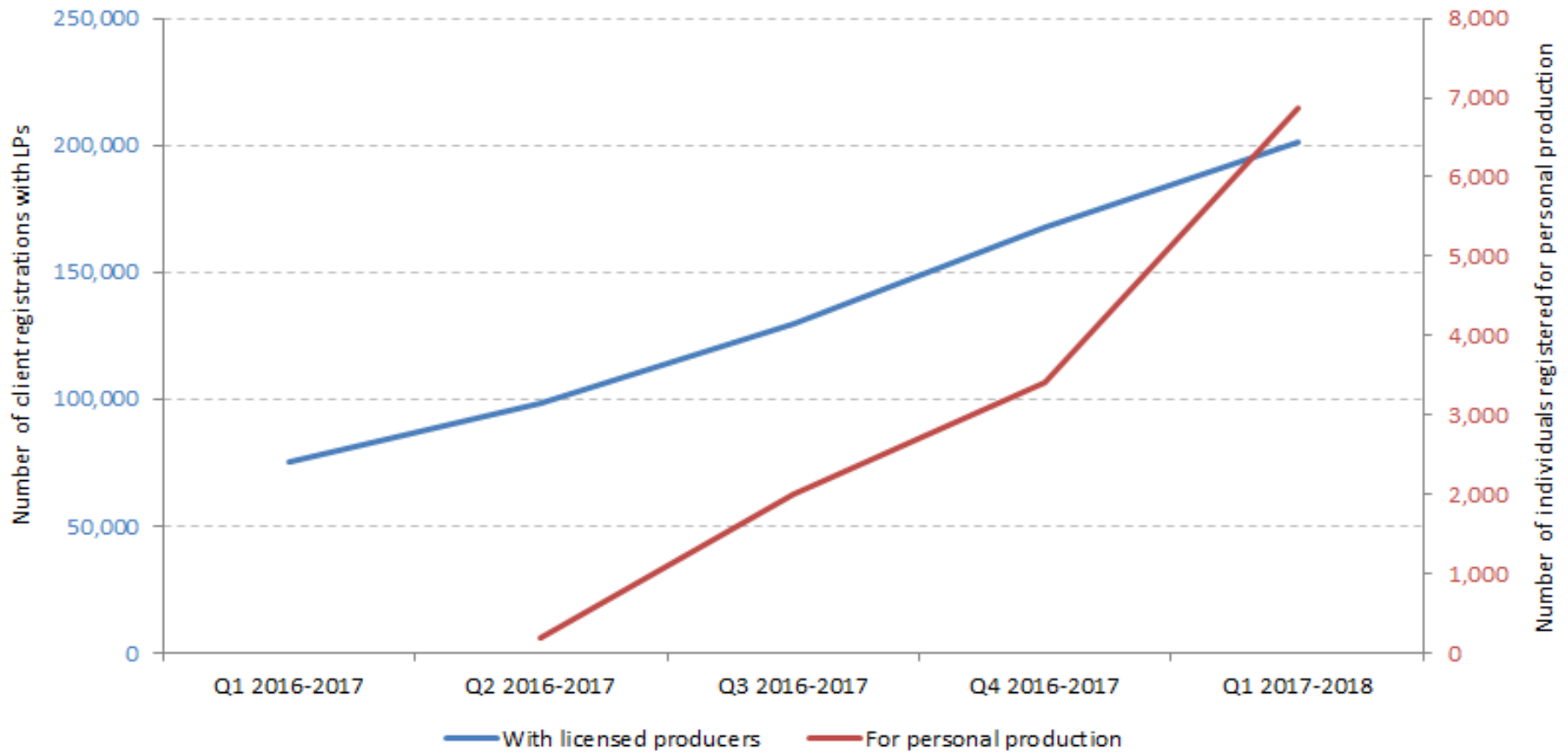


Personal Production Of Cannabis

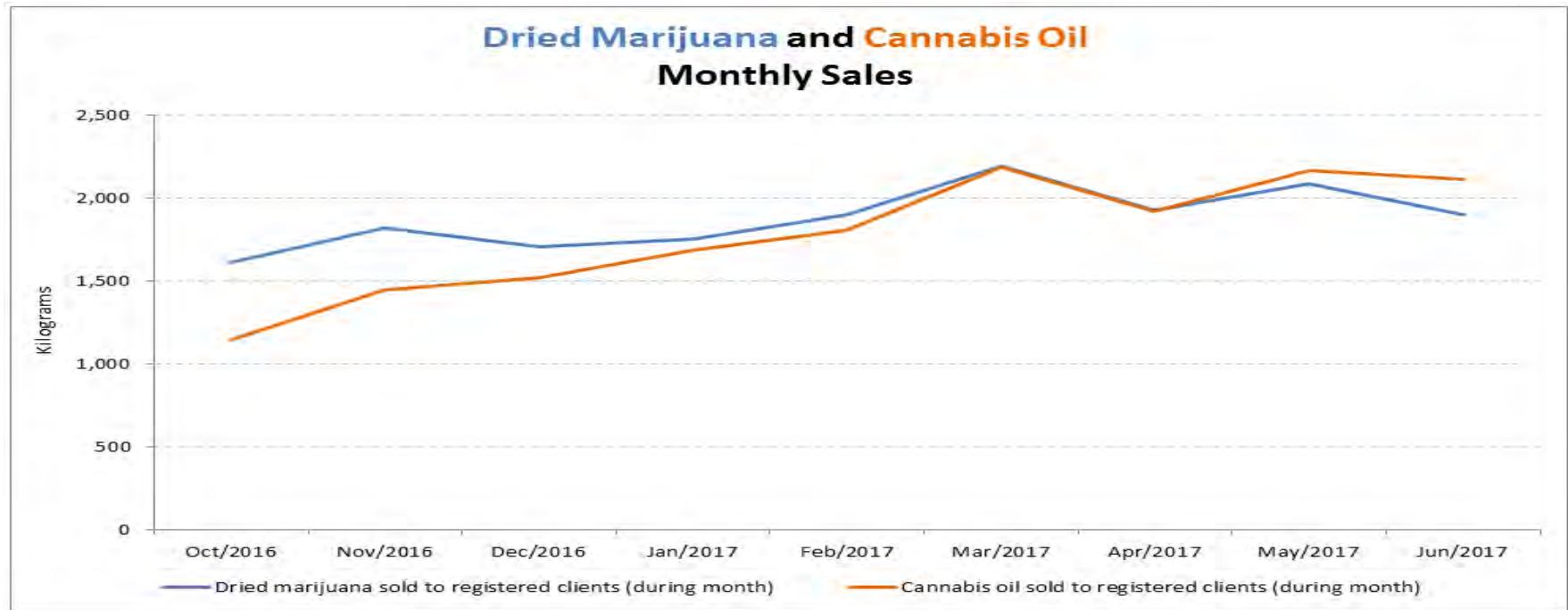
- Individuals with a medical document from a health care practitioner may apply Health Canada for a registration to:
 - produce a limited amount for their own medical purposes; or,
 - designate someone to produce it for them.
- If Health Canada registers a person, the Health Canada-issued registration certificate can be used to demonstrate proof that an individual may legally possess/produce cannabis.
 - A designated person will receive their own documentation from Health Canada
 - A registered person may also designate a responsible person who may help them administer cannabis, and this person is permitted to possess their cannabis (i.e. parent of a child who is registered)
- Production activities with plants (i.e. growing, harvesting, propagation, alteration) must occur at the identified production site.
 - A designated person may send or transport the maximum possession amount from the production or storage location to the registered person

Cannabis for Medical Purposes Market Data

Number of Active Registrations Under the ACMPR



Cannabis For Medical Purposes Market Data (cont.)

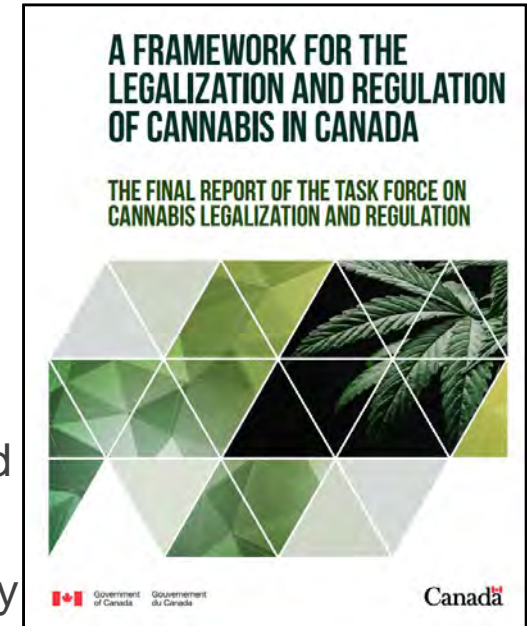


- Client demand for cannabis oil continues to rise.
- Q1 2017-18 marked the first quarter in which sales of cannabis oil by weight exceeded sales of dried marijuana (6,194 kg of cannabis oil vs. 5,895 kg of dried marijuana)

LEGALIZATION AND REGULATION OF CANNABIS

The Task Force On Cannabis Legalization And Regulation

- June 30, 2016: The Task Force is created to advise on a new system for cannabis.
- Guiding principles for the Report released December 2016:
 - **Precautionary Approach:** start restrictive, monitor and
 - **Public Health:** reduce harms and risks of use
 - **Public Safety:** focus on serious offences, enforceability



The Government Of Canada's Approach To Legalize, Strictly Regulate And Restrict Access to Cannabis

Federal Framework Objectives

Create a new legal framework to legalize, strictly regulate and restrict access to cannabis, in cooperation with provinces, territories, municipalities and Indigenous people.

Policy objectives

- Keep cannabis out of the hands of children and youth
- Keep profits out of the hands of criminals and organized crime
- Reduce burdens on police and justice system
- Avoid criminal records for minor offences
- Strengthen laws and enforcement against serious offences
- Enhance public education and awareness
- Ensure strict regulation of production, sales and product safety
- Provide legal access for medical purposes
- Monitor and evaluate impacts



Proposed Legislation – Bill C-45

- On April 13, 2017, Bill C-45 (the **Cannabis Act**) was introduced in the House of Commons by the Minister of Justice.
- The Act would use federal criminal law power to create a strict framework to control and regulate the production, distribution, sale and possession of cannabis.
- Federal, provincial and territorial governments would all have roles under the new system.
- The federal government would:
 - License and set strict requirements for producers who **grow and manufacture** cannabis
 - Set industry-wide **rules and standards**, such as:
 - Types of cannabis products that will be allowed for sale
 - Prohibiting the use of certain ingredients
 - Restrictions on promotional activities

Proposed Legislation – Bill C-45 (cont.)

- The provinces and territories would set strict requirements for the **distribution and sale** of cannabis, subject to federal conditions.
- They could also:
 - Increase the minimum age in their province or territory (but not lower it)
 - Lower the personal possession limit
 - Create additional rules for growing cannabis at home, such as lowering the number of plants per residence
 - Restrict where adults can consume cannabis, such as in public or in vehicles
- Access to **cannabis for medical purposes** would be maintained.

Proposed Legislation – Bill C-45 (cont.)

- **Protecting Youth:** two **new criminal offences** with maximum penalties of 14 years in jail for:
 - Giving or selling cannabis to any person **under the age of 18**, and
 - Using a youth to commit a cannabis-related offence
- The Act would also **prohibit**:
 - Selling products that are appealing to youth
 - Packaging or labelling cannabis in a way that makes it appealing to youth
 - Selling cannabis through self-service displays or vending machines
 - Promoting cannabis, except in narrow circumstances where the promotion is factual and could not be seen by a young person

Public Education And Awareness Activities

- Work has begun with social media activities delivering **credible, consistent, evidence-informed messages** to:
 - Raise awareness of health and safety risks, especially for youth
 - Provide advice to parents for talking with their teens
 - Inform the public of the dangers of drug impaired driving
 - Convey what is legal and what is not (and when)



In the coming months, targeted approaches for key groups will be developed.

The Future Of The Medical Cannabis Program

- As recommended by the Task Force on Cannabis Legalization and Regulation, Canadians will continue to have access to cannabis for medical purposes under the proposed Cannabis Act, should it be approved by Parliament, in a manner consistent with the current framework established by the ACMPR.
- To ensure that individuals who have the support of their health care practitioner continue to have access to cannabis for medical purposes, new regulations will need to be published under the Cannabis Act.
- The Government is also committed to monitoring and evaluating patient access to cannabis for medical purposes following the implementation of the proposed Cannabis Act, and evaluating the medical access framework within five years of its implementation.

Next Steps

- Over the coming months, Bill C-45 (the Cannabis Act) and Bill C-46 (on drug- and alcohol-impaired driving) will be debated in both the House of Commons and the Senate, and studied by Parliamentary committees.
- Work on regulations to support the proposed Cannabis Act.
- The results of the Canadian Cannabis Survey will be released in fall 2017.

Ontario's Cannabis Retail and Distribution Model

September 8, 2017 11:15 A.M.

The federal government's [Cannabis Act](#), if passed, would make it legal to produce, use and sell cannabis across Canada by July 2018.

Once legalized, cannabis will be a carefully controlled substance in Ontario - subject to strict rules when it comes to retail and distribution.

Ontario is proposing a safe and sensible approach to the retail of recreational cannabis, overseen by the LCBO through a subsidiary corporation. This would meet the standards of control and social responsibility that people expect, while responding to consumer demand and eliminating the illegal market.

Under the proposed approach, approximately 150 standalone stores will be opened by 2020, including 80 by July 1, 2019 servicing all regions of the province. Online distribution will be available across the province.

These decisions have been guided by Ontario's extensive experience and expertise with substances like alcohol and tobacco, input from the public and experts, and lessons drawn from other jurisdictions that have legalized cannabis.

Retail Stores

Dedicated stores will be set up to sell only cannabis. Cannabis will not be sold alongside alcohol.

Trained and knowledgeable staff will sell products in a safe and socially-responsible manner to restrict access for minors and give consumers the information they need.

These stores will operate with the same socially-responsible retailing standards that apply to alcohol, as well as additional federal requirements for cannabis sales. For example:

- Ontario will comply with federal requirements that restrict advertising, do not permit products to be visible to youth and require a behind-the-counter type of retail environment similar to how tobacco is now sold.

- All sales will be assisted via counter service, and there will be no self-service. Retail staff will follow strict requirements for age verification.
- There will be mandatory training for retail staff. Staff will have knowledge of the individual products and public health information about how to use cannabis responsibly.
- Product types and formats will need to meet the federal government's requirements, including forthcoming federal regulations on packaging and labelling information.
- Ontario would work closely with municipalities to consider community priorities when choosing store locations (e.g., proximity to schools).

Illicit cannabis dispensaries, including those representing themselves as legal retailers of medical cannabis, are now and will continue to be illegal under the new rules. Ontario will work with and support law enforcement to shut down these illegal operations.

Medical cannabis can only be purchased directly from a federally licensed producer online or over the phone and delivered by secure mail. This federal program would continue under the new model.

Online sales

Online sales will allow for secure and safe delivery across the province.

Products would be stored, packed and distributed in a safe and controlled manner. All of the same delivery safeguards that exist now for online alcohol sales would apply, including:

- ID checks
- signatures upon delivery
- no packages left unattended at the door.

Next steps

Ontario intends to consult closely with municipalities, Indigenous communities and stakeholders to determine additional details about the retail and distribution system, which will ensure a safe and sensible approach to this new marketplace.

This approach will support Ontario's priorities of protecting youth and vulnerable populations, focusing on public health and safety, promoting prevention and harm reduction, and eliminating the illegal market.

Jessica Martin Minister's Office

jessica.martin@ontario.ca

416-212-5181

Scott Blodgett Ministry of Finance

scott.blodgett@ontario.ca

416-325-0324

For public inquiries: 1-866-668-8297

TTY: 1-800-263-7776

Andrew Rudyk Attorney General's Office

andrew.rudyk@ontario.ca

416-326-4019

Emilie Smith Ministry of the Attorney General

[Available Online](#)
[Disponible en Français](#)

**PROTECTION TO PERSONS & PROPERTY COMMITTEE
JANUARY 10, 2018**

**MUNICIPAL OFFICE COUNCIL CHAMBERS
AGENDA**

1. CALL TO ORDER:

2. REPORTS OF MUNICIPAL OFFICIALS:

- 2.1 Report from the Fire Chief
Report No. PPP-2018-01
Re: Fire Chief Monthly Report – December 2017
- 2.2 Report from the Deputy Fire Chief/FPO
Report No. PPP-2018-03
Re: Deputy Fire Chief/FPO Monthly Activity Report - December
- 2.3 Report from the Municipal Law Enforcement Officer
Report No. PPP-2018-04
Re: MLEO/Canine Activity Report December 2017
- 2.4 Report from the Municipal Law Enforcement Officer
Report No. PPP-2018-05
Re: By-law Activity Report December 2017
- 2.5 Report from the Municipal Law Enforcement Officer
Report No. PPP-2018-06
Re: Year End By-law Activity Report for 2017

3. OTHER BUSINESS:

4. ITEMS FOR INFORMATION:

- 4.1 Correspondence Ministry of Finance
Re: Federal Legalization of Cannabis



STAFF REPORT

Department/Function: Protection to Persons and Property

Chair: Councillor Sandy Talbot

Meeting Date: January 10, 2018

Report No.: **PPP-2018-01**

Report Title: Fire Chief Monthly Report: December 2017

RECOMMENDATION:

That Staff Report No. PPP-2018-01 regarding the Fire Chief's Monthly Report: December 2017 be received for information;

The Chief Attended:

- 1 Haz Mat Call
- 3 MVC Call
- 2 Medical Calls
- 2 False Alarms
- 2 Fire Calls

In early January I will be meeting with our lawyers to discuss potential litigation regarding the purchases of the Rescue Truck and Pumper Truck for the Fire Department.

I have attended meetings with the Director of Planning and Development regarding both the Coldwater Road Grow Op and the West Service Arctic Cat Dealership.

Department Heads recently held a tabletop emergency exercise in which the Victoria Harbour Water Treatment Plant was deemed inoperative due to a fire in the electrical room. Once again a number of shortcomings were observed, and changes to our Emergency plan will be made to assist in rectifying them. One item noted was the requirement for higher limits on our purchasing cards. A procedure will be put into place so that in an emergency this can be done quickly and efficiently.

Recruitment:

Interviews have been completed and a total of 8 individuals have been made an offer to continue on forward with the scholastic and practical training. One individual recently graduated from a Fire Service College course and will be brought in immediately.

Monthly Training:

Staff completed training on our Forcible Entry Tool. Training also involved reviewing our Operating Guidelines for Carbon Monoxide Calls as well as Emergency Patient Care at these calls.

Tay Fire & Emergency Services were dispatched to 25 emergency calls during the month of December.

Year to Date Totals:

2017	272
2016	241
2015	263
2014	282
2013	241

Year in Review:

Here is a partial breakdown of calls dispatched:

Call Type	2016	2017
Fire	59	39
Medical	59	69
Motor Vehicle Collision	48	52
False Alarms	40	42
Carbon Monoxide	13	24
Hazardous Material	8	11

Over the year there have been promotions to replace staff that have resigned or retired, including two Captains.

The Grand Opening of the Old Fort Fire Hall was a highlight of 2017, there was great support from all of the Township Departments, Council, Deputy Aymer, and the firefighters themselves.

By-law

By-law staff has done very well in catching up and closing a large number of open files, and as every year, we will have a property standards in-camera session in March or April depending on the wishes of Council.

We are continuing our prosecution of the medical marijuana establishment.

Canine Control

The December Canine report will give you up to date numbers of calls, etc. The 2018 dog tag renewals have been mailed out, and a new follow up inspection system will be tried in 2018 regarding Dog Kennel Licensing.

Prepared By: Brian Thomas, Fire Chief/CEMC

Recommended By: Date: January 2, 2018

Brian Thomas
Fire Chief

Reviewed By: Date:

Robert J. Lamb, CECd, Ec.D.
Chief Administrative Officer



STAFF REPORT

Department/Function: Protection to Persons and Property Committee

Chair: Councillor Sandy Talbot

Meeting Date: January 10, 2018

Report No.: **PPP-2018-03**

Report Title: Deputy Fire Chief/Fire Prevention Officer
Monthly Activity Report - December

RECOMMENDATION:

That Staff Report No. PPP-2018-03 regarding Deputy Fire Chief/FPO Monthly report – December be received for information;

INTRODUCTION/BACKGROUND:

Activity	This Month	YTD 2017	YTD 2016	YTD 2015
Routine Inspections	3	34	31	32
Request Inspections	0	9	7	9
Complaint Inspections	0	3	6	10
Information Inspection	0	4	5	6
Follow up Inspections	4	47	53	55
Courses Attended	0	3	5	3
Fire Calls Attended	8	86	81	78
Meetings (PIP/OP-co-op etc)	8	56	51	41
Orders issued	0	5	9	28
Immediate threat to life	0	0	0	0
Burning Complaint(s)	0	9	8	6
Training Presented	0	22	7	12
Pub Ed Performed	0	5	9	15
Hall Meetings	3	44	40	39
Hall Practices	0	0	4	2
Council	0	2	3	2
Misc. (dept related)	7	81	89	70
Court	0	0	0	0
Fire safety plans reviewed	3	39	31	46
TOTAL	36	449	439	454

[illegible]

Prepared By: Shawn Aymer, Deputy Fire Chief/ Fire Prevention Officer

Recommended By:

Date: January 3, 2018

Brian Thomas
Fire Chief

Reviewed By:

Date:

Robert J. Lamb, CEcD, Ec.D.
Chief Administrative Officer



STAFF REPORT

Department/Function: Protection to Persons and Property Committee

Chair: Councilor Sandy Talbot

Meeting Date: January 10, 2018

Report No.: **PPP-2018-04**

Report Title: **MLEO/Canine Activity Report December 2017**

RECOMMENDATION:

That Staff Report No. PPP-2018-04 MLEO/Canine Activity Report December 2017 be received for information.

MLEO/ Canine Activity Report

Activity	Count
Complaints and Investigations	7 (4 barking dogs, 3 dogs running at large)
Pound and Seizure	0
DOLA Orders	1
Dog Tags Sold	73
Dog Tags Sold YTD	73
Fines Issued	2
Files Opened	2

December 2017	Tags Sold
Total	73
2018 Tags	57
2019 Tags	7
2020 Tags	9

Prepared By:

Ethan Dyer,
Municipal Law Enforcement Officer

Date: January 2, 2018

Recommended By:

Brian Thomas
Fire Chief

Date: January 2, 2018

Reviewed By:

Robert J. Lamb, CEcD, Ec.D.
Chief Administrative Officer

Date:



STAFF REPORT

Department/Function: Protection to Persons & Property Committee

Chair: Councillor Sandy Talbot

Meeting Date: January 10th, 2018

Report No.: **PPP-2018-05**

Report Title: **By-law Activity Report December 2017**

RECOMMENDATION:

That Staff Report No. PPP-2018-05 regarding By-law Activity Report December 2017 be received for information.

COMPLAINT OVERVIEW - December 2017

By-Law	Open this Month	Closed this Month	Ongoing/Working towards Compliance
Clean Yards	0	2	19
Dogs	4	2	3 (1 Court pending)
DOLA	1	0	3 (Court pending)
Long Grass	0	0	0
Noise	0	0	0
Property Standards	0	1	5
Zoning	1	1	7
Fill	0	0	1
Signs	1	1	0

Total files opened YTD	Total files closed YTD
196	158

Notable Cases:

- There are multiple files that are now awaiting a trial date in order to be finished
- All “working towards compliance” files other than a select few are now within the “winter months extension” and will be revisited when the spring time arrives

Type of Actions Taken

<u>Actions</u>	<u>December 2017</u>
Notice of Violation	3
Order to Comply	0
Charges	1
Warning/Caution	11

PON/Tickets Issued

<u>Type of Ticket</u>	<u>Quantity</u>	<u>By-law</u>
Part 1	3	Dog, Snow
Part 2	31	Parking
Part 3	1	DOLA

Winter Parking Updates/ Toys for Tickets

<u>Type of Parking Ticket</u>	<u>Tickets written</u>	<u>Paid by Toy</u>	<u>Paid by Fine</u>	<u>No Payment</u>
Park on/within 3.05M of road	24	8	3	11 (2 cancelled)
Interfere with Snow removal	0	0	0	0
Other parking fines	7	2	1	4

Our Toys for Tickets campaign was a big success compared to last year. Over the month of December, another 10 tickets were paid either by a toy or food donation. That brings the total of 59 tickets written in between November 15 to December 15, 2017 with 19 of those tickets being paid by a toy or food donation.

Additional Items/ Future Considerations

There was a court date held on December 7th which consisted of the following resolutions/decisions:

- 1 Building Code violation that resulted in a guilty plea being entered and a \$300 fine imposed on the accused.

Prepared By:

Date: January 2, 2018

Rob Kennedy
Municipal Law Enforcement Officer

Recommended By:

Date: January 3, 2018

Brian Thomas
Fire Chief/CEMC

Reviewed By:

Date:

Robert J. Lamb, CECd, Ec.D.
Chief Administrative Officer



STAFF REPORT

Department/Function: Protection to Persons & Property Committee

Chair: Councillor Sandy Talbot

Meeting Date: January 10, 2017

Report No.: **PPP-2018-06**

Subject: **Year End By-law Activity Report for 2017**

RECOMMENDATION:

That Staff Report No. PPP-2018-06 regarding Year End By-law Activity Report for 2017 be received for information;

INTRODUCTION/BACKGROUND:

The year 2017 has been a year of change for by-law staff in the Township. With a staff member leaving the Township and the MLEO Canine Officer off on a long-term basis, there were a few months in the middle of the year where the Township did not have a dedicated by-law officer to attend complaints. During those months, the Fire Chief took the responsibility of investigating any by-law matters that arose, and made sure that the Township was still providing a service to the residents. He did a fantastic job at handling the complaints. On August 22nd, I joined the Township as the new MLEO, and started by reviewing all open files that were still to be closed. In addition, I was able to follow up on all files to continue the work that had already been done. For legal purposes, some open investigations had to be restarted due to new evidence being gathered upon re-attending some properties. Over the last four months of the year, 61 new files were opened in addition to the past files that were still open and needed to be resolved. In total for 2017, there were 196 files opened based on complaints received by the by-law department.

Due to the change in staff, it is difficult to discern how many total complaints were received by the by-law department, and how many files were opened from complaints received, versus how many files were opened proactively.

For this coming year, the by-law department will continue to do proactive enforcement during patrols around the Township.

Many of the past files that were still open have been closed with a few outstanding matters. There were 31 files still open and needed to be either closed, or the investigation continued or restarted. Of those open files, 24 are now closed, and the by-law department is working towards compliance on all matters of the remaining seven files. Of the 61 files that were opened since I joined the Township, 26 have been closed. Four of the files will remain open until the matter has been dealt with through the courts. All other files are still ongoing and working towards compliance with the by-law department.

In addition to the routine enforcement duties, by-law also had many matters before the courts this year. Over the course of the year, six charges were laid by way of Part 3. Of those six charges, five of them are awaiting the first appearance date which is set for February 15th, 2018. There were also 14 Part 1 charges laid which consisted of dogs, snow removal, fill, and noise violations. Of those charges, one is awaiting trial which is set for April 12th, 2018. All other matters that have been through the courts over the course of the year have now been resolved, and there are no other matters outstanding from past court dates. As a result of those charges and convictions registered, many homeowners have complied and a fine was imposed by the Justice at the Provincial Offences Court.

The Township continued the Toys for Tickets campaign which ran from November 15th, 2017 to December 15th, 2017. Drivers who received a parking ticket during this time had the opportunity to pay their fine by donating a toy and/or non-perishable food items of equal or greater value to the fine. During that time frame, 59 tickets were written for various parking violations and a total of 19 tickets were paid by way of a toy or food donation.

TOWNSHIP OF TAY BY-LAW ENFORCEMENT

ANNUAL REPORT 2017- TOTAL FILES OPENED

By-law	Open YTD 2017	Closed YTD 2017	Open in 2016
Clean Yards	80	61	101
Dogs	15	12	12
DOLA	3	0 (court pending)	N/A
Long Grass	26	26	71
Noise	7	7	5
Property Standards	14	9	14

Zoning	26	19	40
Fill	3	2	N/A
Signs	1	1	1
Burning	0	0	17
House Numbering	13	13	1
Heavy Garbage	4	4	38
Encroachment	1	1	N/A
Other	3	3	6

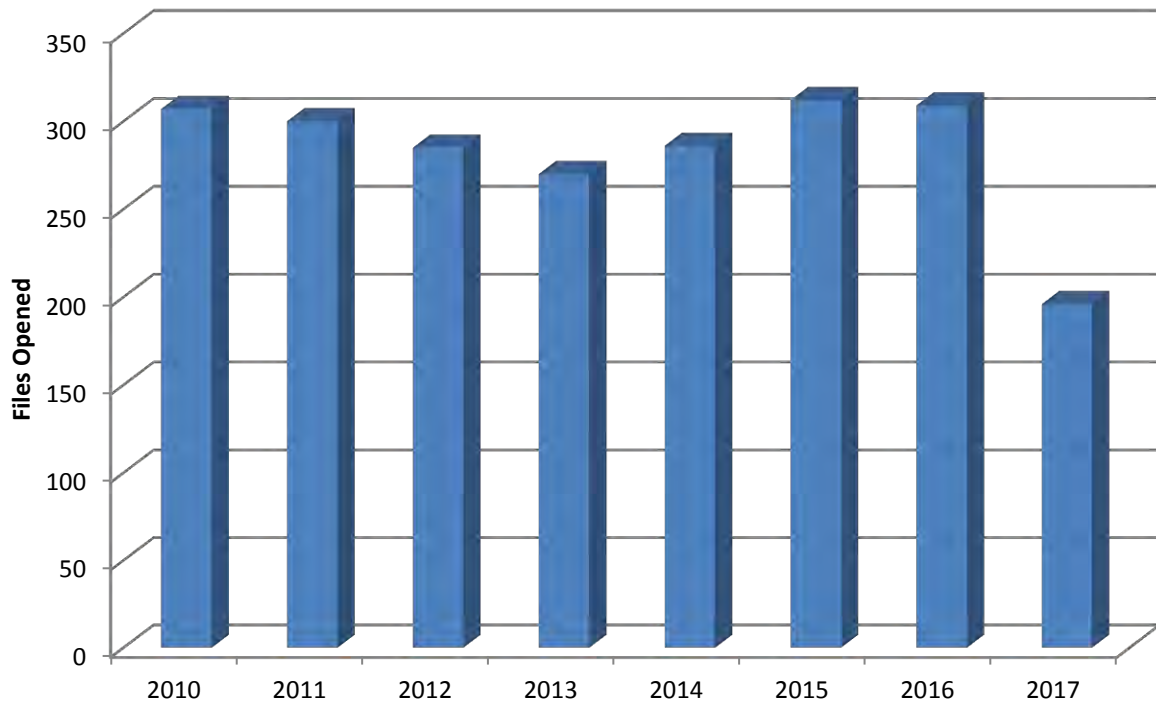
The total number of by-law enforcement files that were opened this year decreased from 2016 due to the two month period without a dedicated MLEO. Part 1 charges, including burning, dog and snow removal stayed relatively the same as 2016. A total of 19 charges were issued in 2016 compared to 14 charges in 2017. Parking tickets were up from 2016, with a total of 79 parking tickets issued in 2017 compared to 35 parking tickets issued in 2016. This is in part to an increase in winter parking violations enforcement with regards to winter parking violations as the previous year.

TOWNSHIP OF TAY 2017 **CANINE ENFORCEMENT ANNUAL REPORT**

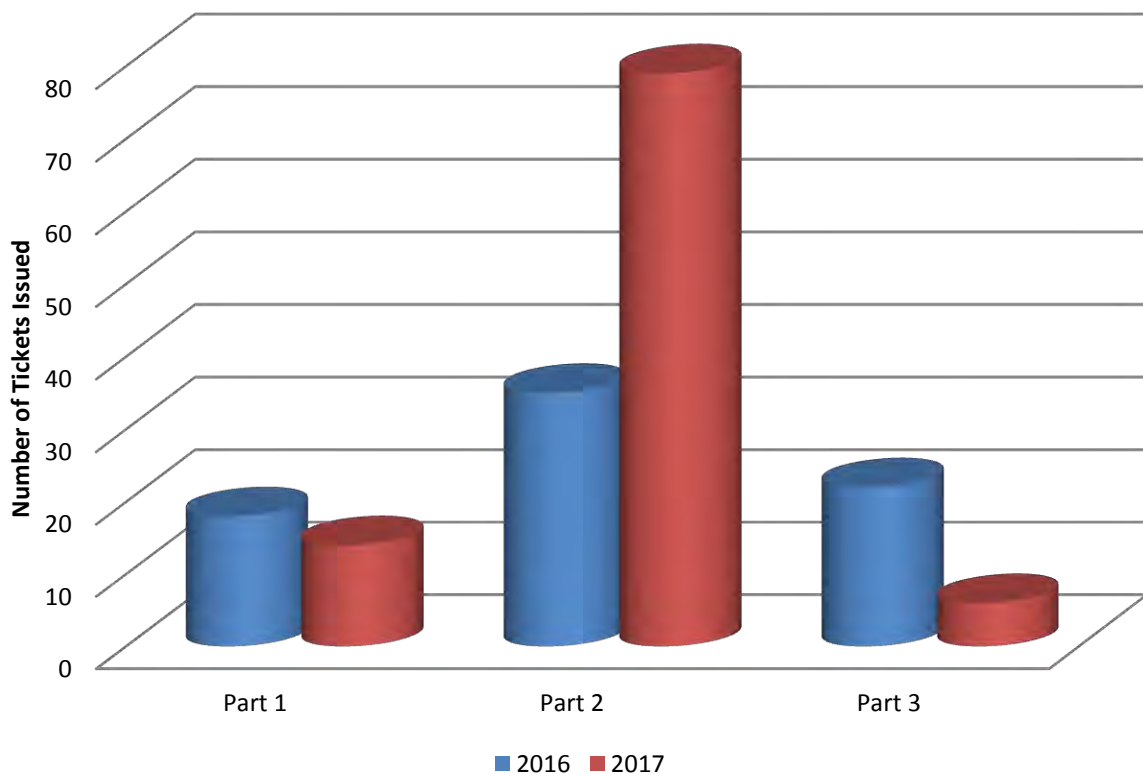
With the Canine reports only being done up until May 2017 there is limited information that can be given for year end numbers. For the last few months of 2017, the Canine numbers were added into the by-law reports as staff was handling both canine and other by-law matters. Over the course of the year, 15 dog files were opened along with three files being opened due to dog bites being reported. Two of the three dog bite files are awaiting the first appearance date which is on February 15th, 2018. From the 15 dog files that have been opened, only three are still outstanding due to those files being opened near the end of the year. Our new Canine Control Officer is working towards compliance with those dog owners. The amount of dog files that were opened are relatively the same as 2016, with 15 being opened in 2017 compared to 12 being opened in 2016.

In addition, dog tag sales were up from 2016, which had a total of 810 dog tags sold compared to 921 that were sold in 2017, which is an overall increase of 13 percent. For the future, the Township has decided to offer a dog tag that can be bought up to 2020 as long as the dog owner can provide rabies vaccinations are current up to the year they want to purchase for. Tag numbers will now be broken down by year in future reports.

Comparison of Total Enforcement 2010-2017



Comparison 2016-2017 Tickets Issued



Prepared By:

Date: January 2, 2017

Rob Kennedy, Municipal Law Enforcement Officer

Recommended By:

Date: January 3, 2017

Brian Thomas
Fire Chief/CEMC

Reviewed By:

Date:

Robert J. Lamb, CECd, Ec.D.
Chief Administrative Officer



7th Floor, Frost Building South
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Telephone: 416-325-0400
Facsimile: 416-325-0374

7^e étage, Édifice Frost Sud
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Téléphone: 416-325-0400
Télécopieur: 416-325-0374

Dear Heads of Municipal Councils:

Ontario continues to prepare for federal legalization of cannabis by moving ahead with its safe and sensible framework to govern the lawful use and retail distribution of cannabis as a carefully controlled substance within the province. On December 12, 2017, Ontario passed legislation that will regulate the lawful use, sale and distribution of recreational cannabis by the federal government's July 2018 deadline.

I am writing to provide you with an update on the provincial work underway to establish a retail and distribution channel for legal cannabis. I would also like to confirm the Province's commitment to engaging with municipalities on funding to help address the incremental costs associated with the implementation of cannabis legalization in Ontario.

Our objectives in the establishment of the retail and distribution system for legal cannabis are to protect youth and eliminate the illegal market. Municipalities are essential partners in the efforts to achieve these goals.

As noted in my October 27 letter, the various engagements the province has had with municipalities have been beneficial. Over the course of November and December, staff from the Ministry of Finance and the Liquor Control Board of Ontario (LCBO) met with staff of the municipalities identified for the initial cannabis retail stores for July 2018. These meetings provided valuable insights on provincial guidelines and areas of local interests that will inform store siting. I would like to thank the staff of these municipalities for their thoughtful feedback.

With the conclusion of the federal government's consultation with provinces and territories on the tax framework, we now have a better understanding of the revenue share to address the costs of legalization. During those discussions, we negotiated for a greater share of revenue on the basis that both the province and municipalities bear incremental costs. We now look forward to engagement with municipalities on a reasonable distribution of the province's share of the federal excise tax revenue. Given the federal government's forecasts of modest revenue and the Federation of Canadian Municipalities' estimated cost projections, our engagement will need to acknowledge that it appears unlikely there will be enough revenue to fully cover the incremental municipal and provincial costs associated with legalization.

.../cont'd

In January 2018, the Ministry of Finance will work with the Association of Municipalities of Ontario and the City of Toronto to launch an engagement process with municipalities on cannabis-related funding. This process will consider what is known about incremental municipal and provincial costs and set out a proposed approach to funding for municipalities that supports our shared policy objectives.

To help guide this engagement, I would like to propose the following principles:

- Address Implementation Costs – An approach to funding should acknowledge that the province and municipalities will incur upfront incremental costs as a result of the federal government's decision to legalize cannabis and that a funding approach should focus on helping to address these costs.
- Respect the Role of Municipalities – An approach to funding should recognize the efforts of municipalities in their areas of jurisdiction associated with the legalization of cannabis.
- Align with the Term of the Federal Tax Framework – An approach to funding should align with the two-year term agreed to between the federal, provincial and territorial governments on the federal excise tax.

As we conclude the holiday season and reflect on the past year, I would like to thank you again for your meaningful engagement with the province as we all prepare for the legalization of cannabis in July 2018. Please accept my best wishes for the New Year.

Sincerely,



Charles Sousa
Minister

c: The Honourable Yasir Naqvi, Attorney General of Ontario
The Honourable Bill Mauro, Minister of Municipal Affairs
Ali Ghiassi, Chief of Staff, Minister's Office, Ministry of Finance
Scott Thompson, Deputy Minister, Ministry of Finance
Nicole Stewart, Executive Lead, Cannabis Retail Implementation Project,
Ministry of Finance
Lynn Dollin, President, Association of Municipalities of Ontario
Pat Vanini, Executive Director, Association of Municipalities of Ontario
Municipal CAOs and City Managers

**GENERAL GOVERNMENT & FINANCE COMMITTEE
JANUARY 10, 2018**

**MUNICIPAL OFFICE COUNCIL CHAMBERS
AGENDA**

1. CALL TO ORDER:

2. REPORTS OF MUNICIPAL OFFICIALS:

- 2.1 Verbal Report from the C.A.O.
Re: CAO's Report - December 2017
- 2.2 Verbal Report from the Clerk
Re: Clerk's Report – December 2017
- 2.3 Report from the Clerk
Report No. GGF-2018-01
Re: 2018 Council Schedule
- 2.4 Report from the Clerk
Report No. GGF-2018-02
Re: Policy Update: Freedom of Information & Protection of Privacy Policy
- 2.5 Report from the Clerk
Report No. GGF-2018-03
Re: Inquiry to Purchase Vacant Land – Laneway, Hayes (Lindsay & Cascagnette)

3. OTHER BUSINESS:

4. ITEMS FOR INFORMATION:

- 4.1 Correspondence - Simcoe Muskoka District Health Unit
Re: Extreme Cold Response
- 4.2 Correspondence - Ministry of Municipal Affairs
Re: Bill 59 Update – Putting Consumers First Act
- 4.3 Correspondence – Ministry of Community Safety/Correctional Services
Re: Expansion of the Ontario Naloxone Program
- 4.4 Correspondence – President & CEO Trans Canada Trail
Re: The Great Trail



STAFF REPORT

Department/Function: General Government & Finance

Chair: Deputy Mayor David Ritchie

Meeting Date: January 10, 2018

Report No.: GGF-2018-01

Report Title: 2018 Council Schedule

RECOMMENDATION:

That Staff Report GGF-2018-01 regarding the 2018 Council Schedule be received;

And that the 2018 Council and Committee of all Council meeting schedule as attached be approved.

INTRODUCTION/BACKGROUND:

In accordance with the Council Procedural By-law there will be no regular meetings held in July. Further, per the By-law no Council or Committee meetings will be held in November, as it is an election year.

In looking into 2018, the October Council meeting would be held on October 24th, two days following the election.

The current meeting schedule would have recommendations from the December 12th Committee of All Council Meeting be brought forward to the December 26th Council Meeting. As a result, this will put the regularly scheduled Council meeting in the holiday season.

ANALYSIS:

As a result of the above-noted elements and items, the following schedule is proposed for 2018:

Committee of the Whole

January 10
February 14
March 14
April 11
May 9
June 13

July – summer break/no meetings

August 8

September 12

September 13 – Long Term Plan

October 3

October 17 – 2019 Preliminary Budget

November – no meetings

Council

January 24
February 28
March 28
April 25
May 23
June 27

July – summer break/no meetings

August 22

September 26

October 10

November – no meetings

End of Current Council Term

December 6 – Inaugural Council Meeting

December 12 – 1st Regular Committee of the Whole

December 19 – 1st Regular Council

Further, it should be noted that due to the absence of November meetings this will be used to facilitate the orientation and training for the incoming new Council as well as planning for the Inaugural Council meeting on December 6th, 2018.

FINANCIAL/BUDGET IMPACT:

There is no financial impact as a result of this report.

CONCLUSION:

Staff is recommending that the 2018 meeting schedule be adopted.

Recommended By: Alison Gray, Clerk

Prepared By;

Date Prepared:

Alison Gray, BAH, CMO, AOMC
Clerk

Reviewed By:

Robert J. Lamb, CEcD, Ec.D.
Chief Administrative Officer



STAFF REPORT

Department/Function: General Government & Finance

Chair: Deputy Mayor David Ritchie

Meeting Date: January 10, 2018

Report No.: **GGF-2018-02**

Report Title: Policy Update: Freedom of Information & Protection of Privacy Policy

RECOMMENDATION:

That Staff Report No. GGF-2018-02 regarding a Policy Update: Freedom of Information & Protection of Privacy Policy be received;

And that the amendments to the Freedom of Information & Protection of Privacy Policy be approved.

INTRODUCTION/BACKGROUND:

In July 2017 the Township received notice of a Privacy Complaint from the Information & Privacy Commissioner of Ontario (IPC) related to the publication of addresses online within meeting minutes from public meetings under the Planning Act.

ANALYSIS:

The Township is required under the Planning Act to collect the name and address of those making comments on an application at a public meeting as the matter and resulting decision may be appealed to the Ontario Municipal Board.

Following months of discussion with the IPC, their review of the legislation, and the Township's practices, the IPC recognizes the requirement that the name and address be recorded in the original copy of the minutes and acknowledges that the Township's practices meet the legislation.

That stated, the IPC requested that, if possible, that the name and address of an individual be severed from the online version of the minutes upon request. As a result of these discussions, staff is willing to accommodate concerned individuals respecting requests for redaction of personal

information from the online version of minutes only provided the request is made in advance or following the meeting with a reason for the request (i.e. personal safety). Due to legislative requirements, the individual's names and addresses will still be included in the printed official copy.

In order to facilitate this accommodation it is necessary to add a new section within the Township's existing Freedom of Information & Protection of Privacy Policy as follows:

5.1 Communications/Delegations to Council

- During a Public Meeting, not the regular Council or Committee of all Council meetings, an individual making comment on any matter or planning application may request that their address be severed from the online version of the meeting minutes. The individual's address will remain in the original copy of the minutes. Requests under this section must be received in advance or following the meeting to the Clerk, not during, with a general reason for the request (i.e. personal safety).

On December 11th, 2017 the Township received correspondence from the IPC that this accommodation would satisfy the complaint and as a result the following amendment to the policy is being brought forward for Council's consideration.

FINANCIAL/BUDGET IMPACT:

There is no financial impact as a result of this report.

CONCLUSION:

Staff is recommending that the Freedom of Information & Protection of Privacy Policy be amended to include the new provision.

Prepared By: Alison Gray, Clerk

Recommended By: Date: January 3, 2018

Alison Gray, BAH, CMO, AOMC
Clerk

Reviewed By: Date:

Robert J. Lamb, CEC, Ec.D.
Chief Administrative Officer

Attachment: Amended Freedom of Information & Protection of Privacy Policy



THE CORPORATION OF THE TOWNSHIP OF TAY APPROVED COUNCIL POLICIES MANUAL

SUBJECT: Administration Freedom of Information & Protection of Privacy	EFFECTIVE DATE: September 10, 2008
REVISION DATE: January 9, 2013	PAGE: 1 of 14

PURPOSE/DEFINITION:

To ensure that the Township of Tay complies with the intent and requirements of the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) and other privacy legislation by implementing practices that will facilitate open access to public records, while protecting the privacy of personal information which is within the custody of the municipality.

APPLICATION:

This policy applies to Members of Council and all Township employees, Committees, Affiliates, Agents and Contractors.

POLICY GUIDELINES:

1.0 OBJECTIVES

1. To ensure that the manner in which information is collected, used, retained, disclosed and destroyed by the Municipality is consistent with the requirements of legislation and the Township's Records Management Policy and Records Retention By-Law.
2. To ensure that exemptions applied pursuant to the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) are limited and specific.
3. To establish an accountability framework defining the roles and responsibilities of members of Council, senior officials and staff.
4. To ensure that processes are in place to protect the integrity and privacy of personal information within the custody and control of the Municipality.



THE CORPORATION OF THE TOWNSHIP OF TAY APPROVED COUNCIL POLICIES MANUAL

SUBJECT: Administration Freedom of Information & Protection of Privacy	EFFECTIVE DATE: September 10, 2008
REVISION DATE: January 9, 2013	PAGE: 2 of 14

2.0 DEFINITIONS:

“Disposal” refers to the process of eliminating or deleting data, documents and records so that the recorded information no longer exists.

“Personal Information” means any recorded information that can be linked directly or indirectly to an identifiable individual, including Township employees, the public, or clients of Township programs. The term includes, but is not restricted to, a person’s home address or home telephone number, ethnic origin, race, religion, age, sex, sexual orientation, criminal, medical, psychological, psychiatric, identifying numbers, i.e. SIN, financial, education or employment information, personal correspondence, the individual’s name where it appears with or reveals other personal information; and opinions of, or about an individual or about or from the person. Notes by Township staff about a client are the client’s personal information. A record may also be personal information if the information contained in it may be used to deduce the identity of a person.

Records related to a business, proprietorship or trade union are not personal information. Information about individuals acting in their business or professional capacity is NOT personal information, your name, position and records about routine work matters do not usually constitute personal information. Certain staff information (e.g. job description, salary range or benefits) does not qualify for protection as personal information.



THE CORPORATION OF THE TOWNSHIP OF TAY APPROVED COUNCIL POLICIES MANUAL

SUBJECT: Administration Freedom of Information & Protection of Privacy	EFFECTIVE DATE: September 10, 2008
REVISION DATE: January 9, 2013	PAGE: 3 of 14

"MFIPPA" means the *Municipal Freedom of Information & Protection of Privacy Act*, R.S.O. 1990, c. M.56 as amended.

"Record" means any record of information however recorded, whether in printed form, on film, by electronic means or otherwise, and includes,

- (a) correspondence, a memorandum, a book, a plan, a map, a drawing, a diagram, a pictorial or graphic work, a photograph, a film, a microfilm, a sound recording, a videotape, a machine readable record, any other documentary material, regardless of physical form or characteristics, and any copy thereof, and
- (b) subject to the regulations, any record that is capable of being produced from a machine readable record under the control of an institution by means of computer hardware and software or any other information storage equipment and technical expertise normally used by the institution; ("document")

"Routine Access (Disclosure)" refers to the process of providing requesters with a copy of records or providing a means in which the requester may examine or view records outside of the *Municipal Freedom of Information and Protection of Privacy Act* process.

3.0 ACCOUNTABILITY:

In order to ensure that there is a collaborative approach to collecting, using, accessing, disclosing and destroying records and information, accountability guidelines have been established.

The "Head" shall be accountable and responsible for:

- ensuring overall compliance with all applicable privacy legislation.

Township Clerk shall be responsible for:

- overseeing administration of the Township's Freedom of Information & Protection of Privacy Program (as delegated by the "Head") as well as compliance with all privacy legislation.



THE CORPORATION OF THE TOWNSHIP OF TAY APPROVED COUNCIL POLICIES MANUAL

SUBJECT: Administration Freedom of Information & Protection of Privacy	EFFECTIVE DATE: September 10, 2008
REVISION DATE: January 9, 2013	PAGE: 4 of 14

CAO/Directors shall be responsible for:

- ensuring that all departments/divisions within their area of responsibility are maintaining compliance with the Township's Policy objectives as well as privacy legislation.
- overseeing the routine disclosure of information and records associated with their area of responsibility. This would include informal requests from the public and requests from individuals wishing access to their own personal information;
- ensuring that proper notice is given to the public prior to the collection of any personal information;
- ensuring the accuracy of personal information collected and retained;
- ensuring that all personal information is managed and protected in accordance with this policy and all applicable privacy legislation;

Staff shall be responsible for:

- ensuring that all personal information collected (s) is accurate and complete;
- protecting personal information to which they have access or custody of;
- assisting the public with requests for access to information and the routine disclosure of records and information;
- adhering to the disposal requirements contained in this and other records management policies of the Township.

4.0 PERSONAL INFORMATION:

To protect individual privacy, the Act places restrictions on the collection, use, disclosure, retention and disposal of the personal information. Sharing of personal information both within and outside the Township organization is limited by the Act. The privacy protection standards are in effect constantly. Township staff is individually responsible for meeting the privacy requirements. The Clerk will provide assistance to Township staff to ensure compliance.



THE CORPORATION OF THE TOWNSHIP OF TAY APPROVED COUNCIL POLICIES MANUAL

SUBJECT: Administration Freedom of Information & Protection of Privacy	EFFECTIVE DATE: September 10, 2008
REVISION DATE: January 9, 2013	PAGE: 5 of 14

4.1 Collection Of Personal Information

Staff may collect personal information only with legal authority. Legal authority is present under the following situations:

- legislation or regulations require the collection of personal information. Examples include: applications for employment, planning permissions, health & safety, parks & recreation programs, a private sewage system, and documentation of workplace injuries;
- the personal information is necessary for law enforcement. Examples include: by-law enforcement, fraud investigations, licensing, and complaint investigations;
- staff must have the personal information to operate legally mandated Township functions, or Township by-laws allow the collections. There are many situations where this occurs, including: Payroll and benefit administration and performance appraisal of employees, and workplace investigations.

In addition, personal information collected by Township staff shall be done in accordance with the provisions of MFIPPA and other privacy legislation. The collection of information shall be limited to only that information which is required in order to administer the programs and services of the Township.

Wherever possible, personal information is to be collected directly from the individual to whom the information relates. If using an indirect or alternative manner of collection, staff must adhere to the guidelines stipulated in Section 29(1) of MFIPPA.

4.2 Notice Of Collection

On the initial collection of personal information from a Township employee/client, or when information is collected for a new, unrelated purpose, the individual to whom it relates must be notified of:



THE CORPORATION OF THE TOWNSHIP OF TAY APPROVED COUNCIL POLICIES MANUAL

SUBJECT: Administration Freedom of Information & Protection of Privacy	EFFECTIVE DATE: September 10, 2008
REVISION DATE: January 9, 2013	PAGE: 6 of 14

- the legal authority for collecting the information (statute, regulation, or by-law);
- the principal purpose(s) of the collection; and
- the contact information of an employee who can answer questions about the collection.

This information is referred to as the Notice of Collection.

5.0 USE OF PERSONAL INFORMATION

Personal information collected by the Township will be used for the purpose or activity for which it was originally collected or for a 'consistent purpose'. A 'consistent purpose' means that the individual to whom the information relates might reasonably have expected the use/disclosure.

The use of personal information for any other purpose shall only be permitted with the consent of the individual to whom the information relates, or in accordance with the provisions of Section 31 of MFIPPA.

In cases where personal information is used or disclosed for a non-routine purpose (e.g. information disclosed to a by-law officer for an investigation) the irregular use or disclosure must be documented in the affected person's file or records.

Staff and/or individual members of Council do not have an automatic right to use or to access personal information by virtue of their employment/office. Use and disclosure of personal information must be directly related to their job duties/office.



THE CORPORATION OF THE TOWNSHIP OF TAY

APPROVED COUNCIL POLICIES MANUAL

SUBJECT: Administration Freedom of Information & Protection of Privacy	EFFECTIVE DATE: September 10, 2008
REVISION DATE: January 9, 2013	PAGE: 7 of 14

5.1 Communications/Delegations to Council

The following process shall be applied when dealing with Communications/Delegations to Council:

- Communications/delegations directed to the Township for the purposes of Council or Committee consideration shall include the name and/or address of the sender/delegate, if the name and/or address pertains to the matter before Council or Committee, and shall be considered public record;
- The name of the sender, their signature, and the property address of the sender (if relevant) shall form part of the public record;
- Any additional personal information on communications (i.e. personal telephone numbers, personal e-mail addresses, etc.) shall be severed, prior to disclosure, unless the information belongs to a business entity or an individual acting in a business capacity;
- Such communications and information shall form part of Committee/Council agendas and be used to assist Council and Committee members with properly addressing and responding to individuals' requests or inquiries;
- Any communications presented to Council in public session shall be made available for public viewing;
- Discretion pertaining to the disclosure of personal information may be exercised by the Township Clerk where the personal information relates to highly sensitive or confidential matters and/or relates to one of the designated criteria for a "closed" session;
- Where an individual has specifically expressed that the communication be treated as "confidential", the Clerk's Department shall contact the individual to request consent to disclose the communications in order to allow Council to deal with the matter.



THE CORPORATION OF THE TOWNSHIP OF TAY APPROVED COUNCIL POLICIES MANUAL

SUBJECT: Administration Freedom of Information & Protection of Privacy	EFFECTIVE DATE: September 10, 2008
REVISION DATE: January 9, 2013	PAGE: 8 of 14

- During a Public Meeting, not the regular Council or Committee of all Council meetings, an individual making comment on any matter or planning application may request that their address be severed from the online version of the meeting minutes. The individuals address will remain in the original copy of the minutes. Requests under this section must be received in advance or following the meeting to the Clerk, not during, with a general reason for the request (i.e. personal safety).

5.2 Parks & Recreation Programs

The following shall be applied when dealing with Parks & Recreation Programs:

- personal and health information, collected for the purposes of parks and recreation programs, may be used by municipal staff and designated volunteers who are responsible for the organization and health & safety of the participants;
- any photographs or images of program staff and participants shall be authorized **in advance** by designated municipal staff.

6.0 DISCLOSURE AND PROTECTION OF PERSONAL INFORMATION:

6.1 Protecting Personal Information

Protecting the privacy of individuals and any personal information which has been collected and used by the Municipality is a requirement of privacy legislation and a primary focus of the Township of Tay.

To ensure that every precaution is taken to protect the privacy of personal information, the following processes shall be adhered to:

- o Access to personal information shall be restricted to 'only' those employees requiring access in order to carry out their duties.
- o No personal information shall be disclosed to members of the public, Council or other staff without the consent of the



THE CORPORATION OF THE TOWNSHIP OF TAY APPROVED COUNCIL POLICIES MANUAL

SUBJECT: Administration Freedom of Information & Protection of Privacy	EFFECTIVE DATE: September 10, 2008
REVISION DATE: January 9, 2013	PAGE: 9 of 14

individual to whom the information relates (except where permitted by legislation or within this policy).

- o Personal information shall not be discussed in public areas where it may be overheard by others who are not otherwise authorized to have such information.
- o Personal information should not be left exposed or visible on desks or computer screens.
- o Records/files containing personal information should not be removed from Township worksites unless the employee is 'on call'.
- o Sensitive personal or confidential information should, wherever possible, be sent by regular mail or courier. If transmitting such information by e-mail or fax, e-mail addresses and fax numbers must be verified to ensure that they are accurate prior to sending the information.
- o Confidentiality and privacy statements shall be included on all communications.
- o Cabinets or storage locations containing personal or confidential information should be locked or secured at the end of each day.

6.2 Access to one's own personal information

MFIPPA further provides that individuals have the right to access and correct their own personal information if they believe there is an error or omission.

Once access has been granted to their personal information, an individual has the right to:

- o request a correction of their personal information.
- o require that a statement of disagreement be attached to the information reflecting any correction that was requested but not made; and
- o require that notification be sent to any person or body to whom the personal information has been disclosed (within the



THE CORPORATION OF THE TOWNSHIP OF TAY APPROVED COUNCIL POLICIES MANUAL

SUBJECT: Administration Freedom of Information & Protection of Privacy	EFFECTIVE DATE: September 10, 2008
REVISION DATE: January 9, 2013	PAGE: 10 of 14

year before) advising them of the correction or statement of disagreement.

Access to one's own personal information shall be at the discretion of the Head (or delegate). Certain exemptions affecting access may be applied pursuant to Section 38 of MFIPPA.

6.3 Disclosure of Information

Although a primary focus of MFIPPA is to facilitate access to government information, there are limitations to that access. These limitations are in place to protect personal information, as well as sensitive information, in the custody and control of government.

Under MFIPPA, there are two types of exemptions that must be considered when assessing whether information is to be disclosed:

- (1) Mandatory exemptions** – requiring the institution to refuse disclosure of the record. Such records include:
 - information pertaining to intergovernmental relations; if the information was received in confidence;
 - third party information that reveals a trade secret or scientific, technical, commercial, financial or labour relations information, if supplied in confidence, and where disclosure could prejudice the interests of a third party;
 - personal information about individuals other than the requester.
- (2) Discretionary exemptions** – requiring an institution to apply discretion and good judgment when determining



THE CORPORATION OF THE TOWNSHIP OF TAY APPROVED COUNCIL POLICIES MANUAL

SUBJECT: Administration Freedom of Information & Protection of Privacy	EFFECTIVE DATE: September 10, 2008
REVISION DATE: January 9, 2013	PAGE: 11 of 14

whether or not to disclose the record. Such records include:

- draft by-laws, records of closed meetings where such are authorized by statute;
- advice or recommendations within the organization;
- law enforcement records;
- information which could prejudice the financial or other specified interests of the organization;
- solicitor-client privileged information;
- information which could endanger the health or safety of an individual;
- information already available to the public or soon to be published.

Although the above noted exemptions provide direction as to what must or may be considered when assessing whether or not to disclose, there are times when the above exemptions do not apply.

Certain exemptions (above) do not apply:

- (a) if a compelling **public** interest outweighs the purpose of the exemption; or
- (b) if there is a **grave** environmental, health or safety hazard, regardless of whether or not a formal request for information has been made.

6.4 Disclosure of Personal Information

Under MFIPPA, there are limited circumstances where disclosure of personal information is permitted:

- 1) With the consent of the individual to which the information pertains;
- 2) Where disclosure to another employee is required in order for he/she to carry out the duties of their position (where the



THE CORPORATION OF THE TOWNSHIP OF TAY APPROVED COUNCIL POLICIES MANUAL

SUBJECT: Administration Freedom of Information & Protection of Privacy	EFFECTIVE DATE: September 10, 2008
REVISION DATE: January 9, 2013	PAGE: 12 of 14

disclosure is necessary and proper in the discharge of the employee's functions);

- 3) For the purpose for which the information was obtained or compiled or for a 'consistent purpose';
- 4) For the purposes of complying with an Act of the Legislature or an Act of Parliament, an agreement or arrangement under such Act or a treaty;
- 5) To an institution or a law enforcement agency in Canada to aid in an investigation;
- 6) In compelling circumstances affecting the health and safety of an individual;
- 7) In compassionate circumstances, to facilitate contact with the next of kin or a friend of an individual who is injured, ill or deceased;
- 8) To the Minister;
- 9) To the Information and Privacy Commissioner;
- 10) To the Government of Canada or the Government of Ontario in order to facilitate the auditing of shared cost programs (R.S.O. 1990, c.M.56, s. 32).

Members of the public seeking access to records which contain another individual's personal information must complete and submit a formal Access Request in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*.

6.5 Routine Disclosure

There are a number of records and types of information which are available via Routine Disclosure, meaning that a formal access request is not necessarily required in order to obtain or view the information.

Access to Township information and records will, wherever possible, be made available to the public via the Township website, orally, or through public inspection at the Township's Municipal Offices.



THE CORPORATION OF THE TOWNSHIP OF TAY APPROVED COUNCIL POLICIES MANUAL

SUBJECT: Administration Freedom of Information & Protection of Privacy	EFFECTIVE DATE: September 10, 2008
REVISION DATE: January 9, 2013	PAGE: 13 of 14

The following are examples of such records where routine disclosure may be permitted:

- Information related to Township-owned Surplus Lands
- Corporate Policies
- Demographic and statistical information
- By-Laws
- Agendas
- Minutes
- Reports
- Resolutions
- General community information (i.e. licensing, permits, waste disposal information, etc.)
- Annual (approved) budgets
- Audited Financial Statements
- Summary of total tender results (not the pricing details)
- Tax Certificates
- Committee of Adjustment Notices and Decisions
- Planning related documents and development records (as per the *Planning Act*)
- Subdivision/Site Plan Agreement Information
- Construction information
- Building Services reports or compiled statistics
- Recreational programming and facility rental information
- Information pertaining to leisure events and activities

Requests that meet the requirements of this section may be released by all municipal personnel; however, prior to the disclosure of any records, staff should consult with their manager/supervisor and where uncertain about disclosure, contact the Clerk.

In addition, any request for building, planning or engineered drawings should be reviewed by the manager/supervisor, in



THE CORPORATION OF THE TOWNSHIP OF TAY APPROVED COUNCIL POLICIES MANUAL

**SUBJECT: Administration
Freedom of Information
& Protection of Privacy**

**EFFECTIVE DATE:
September 10, 2008**

**REVISION DATE:
January 9, 2013**

**PAGE:
14 of 14**

consultation with the Clerk, prior to disclosure due to copyright protection laws.

7. Privacy Breach

7.1 Township personnel found to have contravened the confidentiality, access and privacy regulations set out in the Freedom of Information & Protection of Privacy Policy or any other related Township policy shall be dealt with in accordance with the provisions of the Township's Discipline Policy.



STAFF REPORT

<u>Department/Function:</u>	General Government & Finance
<u>Chair:</u>	Deputy Mayor David Ritchie
<u>Meeting Date:</u>	January 10, 2018
<u>Report No.:</u>	GGF-2018-03
<u>Report Title:</u>	Inquiry to Purchase Vacant Land – Laneway, Hayes (Lindsay & Cascagnette)

RECOMMENDATION:

That Staff Report No. GGF-2018-03 regarding an Inquiry to Purchase Vacant Land – Laneway, Hayes (Lindsay & Cascagnette) be received;

Whereas pursuant to the Township's Sale of Land Policy the Township is interested in selling the laneways within Port McNicoll;

And whereas the owner abutting the laneway is interested in acquiring the portion of the laneway abutting their properties;

Now therefore be it resolved that the Council of the Township of Tay stop up, close, sell and declare surplus the laneway and lands described as Part 1 on Plan 51R-41311;

And that the lands be sold and merged with 413 Hayes Street (Roll Number 4353005000133901) and that the required by-law be brought forward.

INTRODUCTION/BACKGROUND:

In May 2016, staff received an inquiry to purchase the laneway abutting the property from the owner of 413 Hayes Street.

Per the Township's Policy, correspondence was sent the other abutting landowners to determine whether or not they were also interested, and replies were received advising that they were not interested. As a result, staff has been working with the inquirer to process the inquiry and received the completed survey in late December 2017.

ANALYSIS:

Upon receipt of the letter of interest a circulation was sent to all departments for their comments/concerns.

Comments on the Sale:

Chief Administrative Officer – No concerns or issues.

Building – No concerns or issues.

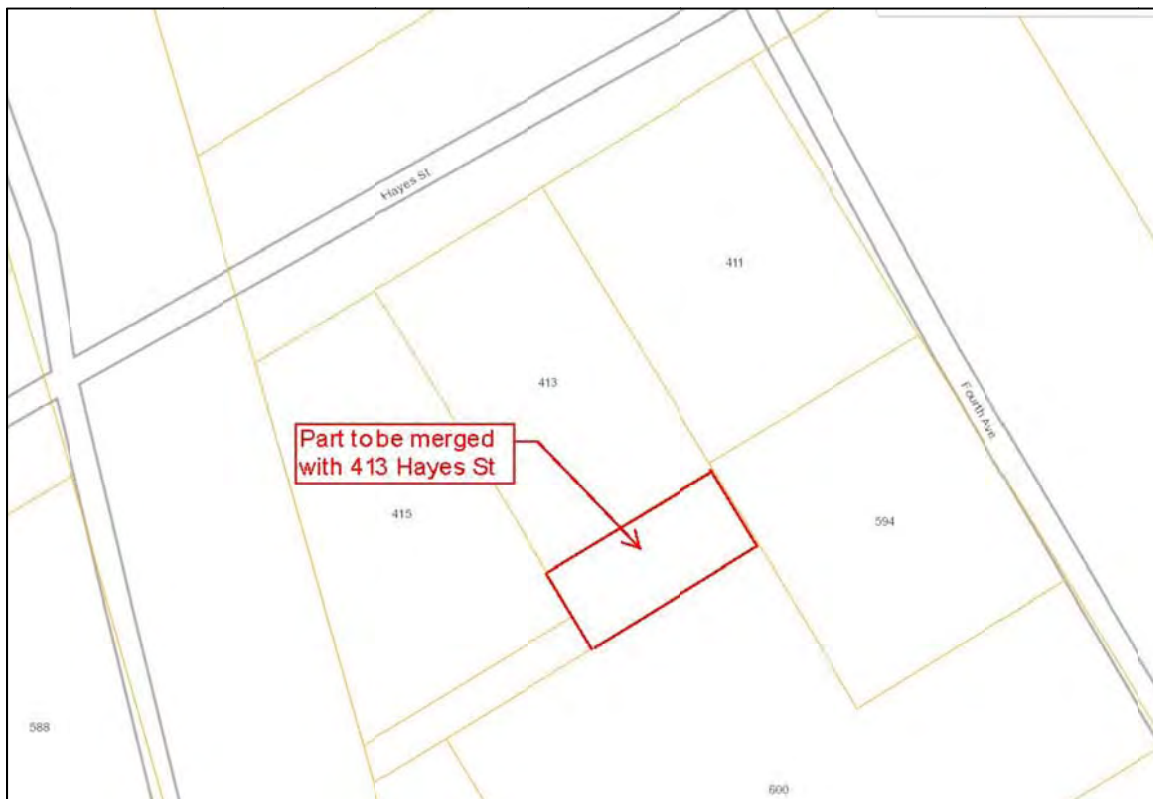
Fire – No fire concerns or issues.

Treasury – No concerns or issues.

Public Works – No concerns or issues and recommended sale of the laneway.

Environmental – No services present in laneway, no concerns or issues.

Planning & Development – Planning staff note that the lands are zoned Village Residential (R2) and the Official Plans designates the lands as Village Residential.



At this time, the required survey work has been completed and staff is seeking to have the lands declared surplus so that the required land sale notice may be published. Once sold, the laneway parcels will merge with the abutting land as described in the recommendation.

If approved, it is anticipated that the resulting land sale by-law will be brought forward to the February 28, 2018 Council meeting for passage.

FINANCIAL/BUDGET IMPACT:

The purchasers are responsible for the costs of the survey, legal, and advertising costs.

Per the Sale of Land Policy, the laneways portion shall be sold for \$1.00.

CONCLUSION:

Staff is recommending that the laneway portion be declared surplus to the needs of the municipality so that the proposed land sale transaction may proceed.

Prepared By: Alison Gray, Clerk

Recommended By: Date: January 3, 2018

Alison Gray, BAH, CMO, AOMC
Clerk

Reviewed By: Date:

Robert J. Lamb, CEcD, Ec.D.
Chief Administrative Officer

Sent via email: rlamb@tay.ca

December 14, 2017

Robert Lamb
Chief Administrative Officer
Township of Tay
450 Park Street, P.O. Box 100
Victoria Harbour, ON L0K 2A0

Dear Mr. Lamb:

Re: Extreme Cold Event Response

I am writing to inform you of the Simcoe Muskoka District Health Unit's (SMDHU) Extreme Cold Event Response for the 2017/2018 cold season. The SMDHU will continue to act in a consultative and supportive manner to recommend extreme cold mitigation strategies to our community partners, municipalities and the public during reported extreme cold warnings.

Extreme Cold Events (ECE) according to the Ministry of Health & Long-term Care "occur when winter temperatures drop significantly below average for that time of year". When the public, especially those considered most vulnerable, are exposed to these temperatures, they may be at an increased risk of serious or life threatening conditions.

In 2016, research was completed by Public Health Ontario which indicates that during cold seasons, each 5°C decrease in daily temperature was associated with a 3.0% increase in non-accidental deaths. This effect persisted for over 7 days with the cold-related effects being strongest for cardiovascular-related deaths. A review of hospital visits at Simcoe Muskoka hospitals (2003 to 2014) during the winter months indicated that significantly more cold exposure illness occurs on days where the minimum daily temperature (without wind chill) is -18°C or lower. When factoring in wind chill, significant increases are observed when the apparent temperature falls below -24C and cases increase exponentially with colder wind chill values. Research has also identified that further work is required to better define high-risk subgroups, which might include the homeless and people with inadequately heated housing.

To help protect Canadians, Environment and Climate Change Canada (ECCC) issues 'extreme cold warnings' to warn the public of situations where temperatures are going to drop to levels which may present an increased risk of exposure to illnesses such as frostbite and hypothermia. These warnings and response activities are extremely important for individuals who spend time or work outdoors; are homeless or under-housed; and those who suffer from conditions which put them at an increased risk of cold-related illnesses. Within Simcoe

□ Barrie: 15 Sperling Drive Barrie, ON L4M 6K9 705-721-7520 FAX: 705-721-1485	□ Collingwood: 280 Pretty River Pkwy. Collingwood, ON L9Y 4J5 705-445-0804 FAX: 705-445-6498	□ Cookstown: 2-25 King Street S. Cookstown, ON L0L 1L0 705-458-1103 FAX: 705-458-0105	□ Gravenhurst: 2-5 Pineridge Gate Gravenhurst, ON P1P 1Z9 705-684-9090 FAX: 705-684-9887	□ Huntsville: 34 Chalfey St. Huntsville, ON P1H 1K1 705-789-8813 FAX: 705-789-7245	□ Midland: B-665 Hugel Ave. Midland, ON L4R 1X8 705-526-9324 FAX: 705-526-1513	□ Orillia: 120-160 Front St. S. Orillia, ON L3V 4S8 705-325-9565 FAX: 705-325-2091
---	--	---	--	--	--	--

Muskoka, extreme cold warnings are issued by ECCC when the temperature falls for a minimum duration of 2 hours to -30°C (Simcoe County) and -35°C (District of Muskoka).

In the event that an extreme cold warning is issued by ECCC within our region, SMDHU will increase messaging through social media, PSAs, and the SMDHU website to increase awareness of the decreased temperatures. In addition, SMDHU will monitor the weather on an ongoing basis and will increase public messaging when temperatures are predicted to move below -15°C. This will ensure that our response to extreme cold events supports vulnerable populations, while also providing targeted messaging to those groups which are identified as higher risk for illnesses related to extreme cold.

In the upcoming years, we anticipate a provincial initiative related to public health response to extreme cold events and will continue to take an evidence-based approach in determining appropriate notification and response systems during extreme cold warnings. We will also continue to provide advice and consultation regarding potential health risks and preparation and response strategies relating to extreme cold events.

If you have any questions regarding the SMDHU's 2017/2018 extreme cold response activities, please contact Brenda Armstrong, Manager, Health Hazard and Vector-Borne Disease at 705-721-7520 ext. 7489 or Brenda.Armstrong@smdhu.org.

Sincerely,

ORIGINAL Signed By:

Charles Gardner, MD, CCFP, MHSc, FRCPC
Medical Officer of Health

CG:LH:cm

**Ministry of
Municipal Affairs**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-7000
Fax: 416 585-6470

**Ministère des
Affaires municipales**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. : 416 585-7000
Téléc. : 416 585-6470



**Ministry of Government and
Consumer Services**

Office of the Minister

6th Floor, Mowat Block
900 Bay Street
Toronto, ON M7A 1L2
Tel.: 416-212-2665
Fax: 416-326-1947

**Ministère des Services
gouvernementaux et des
Services aux
consommateurs**

Bureau du ministre

6^e étage, Edifice Mowat
900, rue Bay
Toronto, ON M7A 1L2
Tél. : 416 212-2665
Téléc.: 416 326-1947

MGCS3766MC-2017-797

December 15, 2017

Dear Heads of Municipal Councils:

We are pleased to provide an update on Bill 59, Putting Consumers First Act (Consumer Protection Statute Law Amendment), 2017. Bill 59 made amendments to the City of Toronto Act, 2006 and the Municipal Act, 2001. Upon proclamation, these amendments will allow local municipalities to regulate the location and number of payday loan establishments. We would like to inform you that the government has proclaimed these sections into force effective January 1, 2018.

During consultations to inform the development of Bill 59, the government heard from municipalities that there was interest in an expanded municipal authority to regulate payday lenders. As a government we have listened. We thank municipal leaders for your contributions to protecting consumers and your communities.

Additional regulatory changes to strengthen protection for consumers using payday loans and cheque-cashing services will come into force on July 1, 2018 and include the following:

- It will be mandatory for payday lenders to provide borrowers with an extended payment plan if borrowers take out three or more loans with the same lender within a 63-day period.
- Payday lenders can only lend up to 50 per cent of a borrower's net pay per loan.
- The cost of borrowing a payday loan must be disclosed as an annual percentage rate in advertisements and agreements.
- The maximum fee for cashing government-issued cheques will be capped at \$2 plus one per cent of the face value of the cheque, or \$10, whichever is less.
- It will be mandatory for cheque cashing service providers to provide a receipt when cashing government-issued cheques.

If you have any questions about the amendments, you may contact Ann Missetich, Manager of Consumer and Business Policy via email at Ann.Missetich@ontario.ca or by telephone at 416-326-8868.

Thank you for your continued support of strengthening financial protection for consumers in Ontario's communities. We look forward to continuing to work with you on this important initiative in the future.

Sincerely,

A handwritten signature in black ink, appearing to read "Tracy M. Charles", with a stylized flourish at the end.

Tracy MacCharles
Minister of Government and Consumer Services

A handwritten signature in black ink, appearing to read "Bill Mauro", with a stylized flourish at the end.

Bill Mauro
Minister of Municipal Affairs

c: Municipal Clerks/CAOs

From: MCSCS Feedback [mailto:MCSCS.Feedback@ontario.ca]

Sent: December-15-17 2:28 PM

To: MCSCS Feedback

Subject: A Message from Deputy Minister Matthew Torigian on the Expansion of the Ontario Naloxone Program

Dear CAOs/Clerks:

I am pleased to inform you that on December 7, 2017, the government of Ontario announced an expansion to the Ontario Naloxone Program to provide access to police and fire services.

The expansion will be to the Public Health Unit (PHU) Harm Reduction Program Enhancement, under which PHUs distribute naloxone to eligible community organizations.

Naloxone kits will be offered to interested police services, including municipal and First Nations police services as well as the Ontario Provincial Police. The kits will also be available to interested municipal full-time, composite, and volunteer fire departments, and all northern fire departments.

The intent of this expansion is to make naloxone available to police and fire services to prevent overdoses.

To enroll in this program, police and fire services will need to contact their public health unit, complete a form indicating their interest and enter into an agreement with their local PHU.

Police and fire services have received an All Chiefs Memo/Communique providing further details regarding enrolling in the program. Services will be eligible to order naloxone in early 2018.

For further information on the Ontario Naloxone Program, please visit the Ministry of Health and Long-Term Care website at: <http://www.health.gov.on.ca/en/pro/programs/drugs/naloxone/>.

The Ministry of Community Safety and Correctional Services is committed to keeping communities safe and working together with local partners.

Sincerely,

Matthew Torigian
Deputy Minister of Community Safety
Ministry of Community Safety and Correctional Services

Confidentiality Warning: This e-mail contains information intended only for the use of the individual named above. If you have received this e-mail in error, we would appreciate it if you could advise us through the Ministry of Community Safety and Correctional Services' website at http://www.mcscs.jus.gov.on.ca/english/contact_us/contact_us.asp and destroy all copies of this message. Thank you.

If you have any accommodation needs or require communication supports or alternate formats, please let us know.

November 29, 2017

DEC - 6 2017

His Worship Scott Warnock
450 Park Street, PO Box 100
Tay Township, ON L0K 2A0

Dear Mayor Warnock,

We are very pleased to share with you this year's Trans Canada Trail Globe and Mail supplement, and to report that Canada's national trail – The Great Trail – is now connected from coast to coast to coast! This incredible achievement would not have been possible without the dedication of our Trail partners and countless volunteers, the support of our generous donors, a matching grant from the Government of Canada, and partnerships with many provincial, territorial and municipal governments across the country. We are so grateful for the support that you have shown for this iconic national project.

Connecting with Canadians

The last few months were filled with festivities as we celebrated connection events in Manitoba, Nova Scotia, Ontario and the Northwest Territories, and in British Columbia with the help of David Foster! And, on August 26, we were pleased to be involved with almost 200 events celebrating the cross-Canada connection of The Great Trail. Thanks to a grant from Canadian Heritage, over 25,000 people attended events in every province and territory on that day. We heard from many of our frontline Trail partners about their celebrations, which included guided walks or bike rides on the Trail, ribbon cutting ceremonies, a "dog day afternoon" party, water events with canoeing and kayaking, community BBQs and live musical entertainment.

Our main event in Ottawa drew a crowd of almost two thousand and featured performers representing many cultures, including a gospel choir, throat singers, a francophone band and indigenous hip-hop artists.

All of these activities were supported by media and digital campaigns designed to maximize awareness. Thanks to these efforts, we reached four million people across all our channels and drew the attention of international journalists from Australia, Germany, China and the US, among others.

This set the stage for the next chapter in The Great Trail story, which includes reaching out to local and international trail lovers through our tourism strategy. Our Globe and Mail insert, as you will note, showcases the beauty of The Great Trail as we continue to work with our tourism partners to draw attention to the many breathtaking journeys that Canada's national trail has to offer.

Board of Directors Conseil d'administration

Trans Canada Trail
Sentier Transcanadien
Neil Yeates (Chair/Président)
Japman Baja
Jim Bishop
Jasmine Brown
James Goulden
Graham Green
Ron Hicks
Michael Lindsay
Carolyn MacKay
Michele McKenzie
Emma Mohns
Valerie Pringle
Patrice Ryan
Robyn Seetal
Kim Wynn

Trans Canada Trail Foundation Fondation du sentier Transcanadien

Valerie Pringle, C.M., LL.D.
(Co-Chair/Coprésidente)
Hartley Richardson, O.C., O.M., LL.D.
(Co-Chair/Coprésident)
David Aisenstat
David Cottingham
(Treasurer/Trésorier)
Kirby Gavelin
Anthony Graham, LL.D.
David Hoffman
Amanda Lang
Pierre Lassonde, C.M., O.Q.
Ian Pearce
Aidan Richardson
Bruce Simpson
Wendy Southall
Ed Steeves
Neil Yeates

President & CEO
Présidente et chef de la direction
Deborah Apps

**Trans Canada Trail
Sentier Transcanadien**
321, de la Commune Ouest
Suite 300
Montréal, QC H2Y 2E1

Support for the Trail

We were extremely grateful to work, over the summer, with iconic Canadian retailer – Hudson's Bay Company. As part of their multi-faceted Grand Portage program, Hudson's Bay helped to make the bold dream of connecting The Great Trail a tangible reality. They captured the hearts of people in communities across the country with commemorative fundraising merchandise, as well as an inspiring journey that saw a team of adventurers portage from British Columbia to Nova Scotia. These initiatives culminated in an announcement, at the national connection celebration in Ottawa, of a gift of \$1 million from the HBC Foundation.

The *Chapter 150* Campaign continues to work toward its \$75 million goal, and we look forward to announcing realization of this goal early next year.

Trail Progress – A New Chapter

As we celebrated the momentous achievement of cross-country connection of The Great Trail in August, we were reminded that while the Trail is connected, it will never be completed and must now move into its next phase of development. This multi-generational project will be improved upon for years to come.

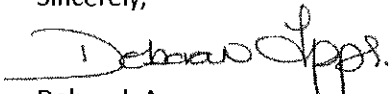
In July, the Trail team had already begun gathering new project submissions from groups across the country; these submissions included projects to improve and enhance existing Trail sections; to expand on The Great Trail network with the addition of loops and spurs, providing more opportunities for exploration and adventure; to make sections more accessible through the installation of guidewires, benches and other amenities; and to convert roadways to greenways.

With the holiday season and colder weather just around the corner, I hope that you are able to take some time to discover your section of The Great Trail; bundle up and try some cross-country skiing, a walk under snow-covered trees, winter biking or a quiet amble on horseback along forested paths. There is no better way to connect with our country, with one another and with ourselves.

If you have any questions, or would like additional information on the Trail, please feel free to contact my office at ceo@tc Trail.ca or at 800-465-3636 x. 4341.

Thank you for your continued support.

Sincerely,



Deborah Apps
President & CEO

Encl. The Globe and Mail Supplement – November 18, 2017 – *The Great Trail*

**PUBLIC WORKS COMMITTEE
JANUARY 10, 2018**

COUNCIL CHAMBERS – VICTORIA HARBOUR

AGENDA

1. CALL TO ORDER

2. REPORTS OF MUNICIPAL OFFICIALS

- 2.1 Report from Superintendent of Water/Wastewater Operations
Report No.: 2018-06
Re: December Activity Report
- 2.2 Report from Manager of Parks, Recreation & Facilities
Report No.: 2018-04
Re: December Activity Report
- 2.3 Report from Manager of Roads & Fleet
Report No.: 2018-05
Re: December Activity Report
- 2.4 Report from Director of Public Works
Report No.: 2018-01
Re: December Activity Report

3. OTHER BUSINESS:

4. ITEMS FOR INFORMATION:



STAFF REPORT

Department/Function: Public Works

Chair: Councillor Jim Crawford

Meeting Date: January 3, 2018

Report No.: PW-2018-06

Report Title: Monthly Activity Report –
Water/Wastewater Operations

ORIGIN:

Superintendent of Water & Wastewater Operations for the period of December 1, 2017 to January 3, 2018.

TENDERED PROJECTS:

The Grandview Beach – Paradise Point watermain upgrades are currently underway. The servicing along Patterson Blvd. to Limestone and along Limestone to Woodland back to First Ave. is now complete. The excavation work is continuing along Woodland to Silver Birch currently. This work was put on hold through the Christmas period but construction is expected to resume January 8, 2017

TREATMENT PLANTS:

During the December we experienced a number of power failure instances some of which caused a number of serious faults requiring our immediate response. On December 24, 2017 the Pall system Blower "B" faulted and was out of service until we were able trouble shoot the fault and put it back in service on January 3, 2018. On December 26, 2017 the UV treatment unit on Train 1 failed and had no power further investigation revealed that the disconnect switch for the UV controller had failed and we repaired the disconnect switch and put the unit back into service.

On Dec 30 the Victoria Harbour Water Treatment Plant SCADA System failed and was out of service from 1915 on December 30 until 0230 on December 31, 2017 which was due to a software issue that we were able to address through a complete hard system reset which cleared the fault and then allowed us to re commence operations at the Water Treatment Plant.

In addition on the 30th of December one of our newly installed Variable frequency drives at the Victoria Harbour Wastewater Treatment Plant also failed and we were unable to reset this unit and we have therefore contacted the Contractor on this matter as it would appear to be a warranty issue.

We also had both surge suppressors on the main disconnects at the Victoria Harbour Wastewater Plant fail during the same event and have also included this as a warranty claim with the Contractors. We are awaiting a response from the contractors on these issues and they have indicated they will be onsite to investigate the damages on January 4, 2018.

DISTRIBUTION & COLLECTIONS SYSTEMS:

Due to the extreme cold temperatures we have had a number of frozen water service reports. These would appear to be at residences that were not properly winterized and they have been notified to contact a plumber to address the issues.

We had no sanitary service backups reported in December.

ADVERSE DRINKING WATER:

We have not had any adverse water quality issues this month.

Prepared By:

Date Prepared: January 3, 2018

Mike Emms,
Water/Wastewater Superintendent



STAFF REPORT

Department/Function: Public Works

Chair: Councillor Jim Crawford

Meeting Date: January 10, 2018

Report No.: PW-2018-04

Report Title: Monthly Activity Report - Parks,
Recreation & Facilities

ORIGIN Manager of Parks, Recreation & Facilities for the period of December 7, 2017 to January 2, 2018.

RECREATION

Fall Recreation Programs Wrap-Up

Fall Recreation Programs wrapped up the week of December 11th. During the fall program session we had 85 participants take part in 6 programs.

Winter Recreation Programs

The Winter Session of Recreation Programs begins the week of Jan 8th and run until the week of March 12th.

Recreation Software

Staff has been working hard with PerfectMind (Recreation Software Company) in order to move through the different stages and milestones of the recreation software project. Configuration Sessions 1 & 2 was held during the third week of December. Configuration Sessions 3 & 4 are scheduled for early January 2018.

Youth Dances

Youth dances are hosted by Community Volunteers in Victoria Harbour on the following dates from 7pm to 10pm at the Oakwood Community Centre. The fee is \$5 at the door.

Oakwood Community Centre

January 19, February 16, March 9, April 13 & May 4

PARKS

Hogg Creek Trail Bridge Rehabilitation

The Hogg Creek Trail Bridge Rehabilitation project is very near completion. Concrete placement was completed during the final two weeks of December. There is a walk through for the completion of the project scheduled for the second week of January.

Outdoor Rinks

The weather this winter has been very conducive for the three outdoor rinks the Township operates. The Outdoor Rinks in Waverley, Waubauskene and Victoria Harbour were all opened mid-December and have stayed open over the holiday season. If the weather continues to cooperate with cold temperatures it will be a very successful season for the Outdoor Rinks.

Fall Equipment Maintenance

Fall Equipment maintenance was completed on all Parks riding mowers and tractors.

FACILITIES

Tay Community Rink Operations

The Tay Community Rink opened for the 2017/2018 season on Monday November 20th. To date everything at the facility has been operating smoothly and a good mix of free public time and private rental time have been seen at the facility.

The end of November & all of December proved to be very busy at the facility. There was high traffic for both public and private times. The last week of December and first week of January, when schools are out, are always extra busy at the rink.

Private bookings in December 2014: 41
Private bookings in December 2015: 41
Private bookings in December 2016: 45
Private bookings in December 2017: 69

2018 Energy Retro-Fit Program

2018 will see the Township focus the energy retro-fit program on the ball diamond and outdoor rinks lights at Oakwood Park.

Date Prepared: January 2, 2018

Prepared By:



Bryan Anderson
Manager of Parks, Recreation & Facilities

Dates to remember:

April 7th – Volunteer Appreciation Event

May 18th – 20th - Portarama

June 16th - Tay Bike Day

June 22nd & 23rd – Canada Day Celebrations

November 25th – Santa Claus Parade

December 2nd – Township Tree Lighting Event



STAFF REPORT

Department/Function: Public Works

Chair: Councillor Jim Crawford

Meeting Date: January 10, 2018

Report No.: PW-2018-05

Report Title: Monthly Activity Report Roads & Fleet

ORIGIN

Manager of Roads and Fleet from December 5, 2017 to January 3, 2018.

OPERATIONS

Staff has been completing service requests and correcting deficiencies noted through regular road patrolling.

WINTER CONTROL

The Township responded to twenty winter events. With the amount of snow over the Christmas holidays and snow clearing operations by private contractors at residential and commercial properties had made the sidewalk clearing challenging. The sidewalk clearing was delayed for those reasons. Staff has been hauling snow at areas where there is little storage and has begun clearing snow from around fire hydrants.

TENDERS

The tender for the Facility Maintenance Coordinator's cargo van and quotation for the multi position plough for the bi-directional tractor have been developed and issued for bidding. The closing date for both is January 16, 2018.

DEVELOPMENT/BUILDING APPLICATION

I have been reviewing lot grading designs and completing pre-inspections of the municipal infrastructure at the building sites.

UPCOMING WORK FOR JANUARY

- Complete service requests
- Winter control

Prepared By:

Date Prepared: January 3, 2018

Bryan Ritchie
Manager of Roads and Fleet



STAFF REPORT

Department/Function: Public Works

Chair: Councillor Jim Crawford

Meeting Date: January 10, 2018

Report No.: **PW-2018-01**

Report Title: **Monthly Activity Report
Public Works Department**

ORIGIN

Director of Public Works for the period from December 5, 2017 to December 22, 2017.

ROADS/PARKS

- Georgia's Walk storm pond approval transfer to the Township
- Meetings on transition of duties for recreation administration
- Meeting and discussion on Lighthouse driveway issues
- Midnorth cleaning contract review and options memo

WATER/WASTEWATER OPERATIONS

- Wastewater capacity evaluation – property counts
- Grandview Beach and Paradise Point: site meetings, utilities discussion, road closures and construction updates
- Simcoe/Assiniboia/Alberta site meeting and winter review

DEVELOPMENT

- Victoria Glen Phase 2 – street light initiation
- Victoria Woods Phase 3 – review of winter control – confirmation that the Township will not be involved
- Wye Heritage Marina – site plan follow-up

GENERAL

- Meetings to review 2018 capital projects and tasks
- Engineering Technologist position interviews and evaluation
- Staff Reviews

MEETINGS

- Department Heads' meetings
- Public Works Managers' meetings
- COAC
- Council

Prepared By:

Date Prepared: December 22, 2017

Peter Dance
Director of Public Works

**PLANNING & DEVELOPMENT COMMITTEE
JANUARY 10, 2018**

**MUNICIPAL OFFICE COUNCIL CHAMBERS
AGENDA**

1. CALL TO ORDER:

2. REPORTS OF MUNICIPAL OFFICIALS:

- 2.1 Report from the Chief Building Official
Report No. PD-2018-01
Re: Building Services Division Monthly Update – December 2017
- 2.2 Report from the Chief Building Official
Report No. PD-2018-02
Re: Building Services Division Year End Report for 2017
- 2.3 Report from the Director of Planning & Development
Report No. PD-2018-03
Re: Planning and Development Director Update
- 2.4 Report from the Director of Planning & Development
Report No. PD-2018-04
Re: Planning and Development Director Year End 2017 Update

3. OTHER BUSINESS:

- 3.1 Correspondence from Allan Mantel
Re: Resignation from the Tay Heritage Committee

4. ITEMS FOR INFORMATION:

- 4.1 Correspondence Ministry of Municipal Affairs
Re: Protecting Water for Future Generations – Public Consultation
- 4.2 Correspondence EDCNS
Re: Economic Development Office Update



STAFF REPORT

Department / Function: Planning and Development Committee

Chair: Councillor Heinrich Naumann

Meeting Date: January 10, 2018

Report No: **PD-2018-01**

Subject: Building Services Division Monthly Update Report December 2017

RECOMMENDATION:

That Report No. PD-2018-01 regarding Building Services Division Monthly Update Report December 2017 be received.

INTRODUCTION/BACKGROUND

The following is an overview of the activities of the Building Services Division for the December 2017 calendar month.

PERMITS	DECEMBER 2016	DECEMBER 2017
Number of Permits Issued this Month	52	21
Number of Permits Issued to Date	423	438
New Dwelling Units	24	6
Total New Dwelling Units to Date	79	70
Accessory Buildings(garages,sheds,gazebos etc.)	2	1
Additions	0	3
Decks	2	1
Demolition	2	1
Water line services/Plumbing	8	4
Farm Buildings	0	0
Renovations	5	3
Solid Fuel-Fired Appliances	0	0
Swimming Pool / Fence Permits	0	0
Commercial/Industrial/Institutional	3	2
Transfer	0	0
Temporary Structures	0	0

Other Government New	0	0
Residential Solar Panel/Mechanical	0	0
Change of Use	0	0
Septic System	6	0
Inspections and Orders		
Inspections Conducted	102	125
Site Inspections/Consultations Conducted without a Permit	54	33
Inspections Conducted to Date	2002	2151
Orders to Comply Issued	0	0
Stop Work Orders Issued	0	0
Orders to Remedy Unsafe Building Issued/Prohibited Use	0	0
Orders to Uncover	0	0
Permits Closed	31	23
Total Permits Closed to Date	386	403
Total Permits Outstanding	619	668
Fees and Construction Value		
Permit Fees	\$54,325.27	\$21,061.06
Total Permit Fees to Date	\$235,443.41	\$289,871.80
Construction Value	\$7,121,603.04	\$2,680,400.00
Total Construction Value to Date	\$31,325,060.54	\$32,138,513.97

Prepared by: Terry Tompkins, CBCO, CRBO, CPSO
Chief Building Official

Recommended by:

Date:

Steven Farquharson, B.URPL, MCIP, RPP
Director of Planning and Development

Reviewed by:

Date:

Robert J. Lamb, CEcD, Ec.D.
Chief Administrative Officer



STAFF REPORT

Department/Function: Planning and Development Committee

Chair: Councillor Heinrich Naumann

Meeting Date: January 10, 2018

Report No: **PD-2018-02**

Subject: Building Services Division –
Year End Report for 2017

RECOMMENDATION:

That Report No. PD-2018-02 regarding Building Services Division Year End Report for 2017 be received.

INTRODUCTION/BACKGROUND

The following is an overview of the activities of the Building Services Division for the 2017 calendar year.

STATISTICS	2017	2016	2015
Total Building Permits Issued	438	413	344
New Dwelling	70	79	40
Building Permits Closed	403	386	366
Inspections Conducted	2151	2002	1857
Value of Construction	\$32,138,513.97	\$31,325,030.54	\$21,445,487.75
Permit Fees Collected	\$289,871.80	\$234,443.41	\$174,733.90
SERVICE VEHICLES	Kilometers (as of 12/31/17)	Kilometers (as of 12/31/16)	Total Usage 2017
2012 Ford Escape	105,460	92,339	13,121
2007 Pontiac G6 replaced with 2017 Ford Escape	3,567	0,044	3,523

RETENTION OF PERMIT INFORMATION

The Retention By-Law requires that the Building permits be kept in the Building Services department for 2 years and all remaining permits in storage for an indefinite period. Building Services staff will be re-locating all completed residential permits that were closed prior to January 1, 2015.

SEPTIC RE-INSPECTION PROGRAM

6 Septic re-inspection files were closed. 3 convictions were obtained in court on Septic matters resulting in \$900.00 in fines levied by the court.

LEGAL PROCEEDINGS

On September 7, 2017 the Building Department undertook a court ordered demolition of 3 buildings at 378 William Street. The work was completed at a cost of \$15,036.26 which was added to the tax roll of the property as authorized by Superior Court Judge Healey.

EDUCATION

In addition to regular attendance at the County chapter meetings and training seminars with the Ontario Building Officials Association, the following courses and seminars were completed:

Ontario Building Officials Association	Attended by: Terry
Ontario Plumbing Inspectors Association	Attended by: Terry and Steve W
Tarion Stakeholders	Attended by: Terry and Steve W
Heat Recovery Ventilator Balancing	Attended by: Terry and Steve W

Prepared by:

Terry Tompkins, CBCO, CRBO, CPSO
Chief Building Official

Recommended by:

Steven Farquharson, B.URPL, MCIP, RPP
Director of Planning and Development

Reviewed by:

Robert J. Lamb, CECd, Ec.D.
Chief Administrative Officer



STAFF REPORT

Department/Function: Planning and Development Committee

Chair: Councillor Heinrich Naumann

Meeting Date: January 10th, 2018

Report Number: **PD-2018-03**

Report Title: **Planning and Development Director Update**

The following are the highlights from December 1, 2017 to December 22, 2017:

Zoning Certificates

1. For the month of December, 5 applications, 1 has been reviewed and issued within 2 days. The remaining applications are currently being reviewed.

Bill 139 Proposed Transition Regulation for the Planning Act and introduce new legislation to replace the Ontario Municipal Board Act.

2. The Province has provided a 45 day commenting period (until January 21, 2018) to comment on the proposed regulation. The following is a link to the Environmental Registry (EPR page) <http://www.ebr.gov.on.ca/ERS-WEB-External/displaynoticecontent.do?noticeId=MTMzODk5&statusId=MjAzNjY4&language=en>
3. Planning Staff provided comments to the Province prior to the deadline.

Proposed Methodology for Land Needs Assessment for the Greater Golden Horseshoe:

4. The Province released on December 19, 2017 the proposed methodology for upper and single-tier municipalities to use in accordance with the Growth Plan a provincially-developed process to calculate the lands needed for development until 2041. The following is a link to the Environmental Registry (EPR page) <https://www.ebr.gov.on.ca/ERS-WEB-External/displaynoticecontent.do?noticeId=MTM0MTMO&statusId=MjA0MDcx&language=en>
5. Deadline to provide comments are February 28, 2018. Staff will review the proposed methodology and provide comments back to the Province on how it may impact Tay Township.

Development

6. Draft Plan Extension for Phase 4 of Huron Bay Estates (Love Joy Extension) was granted for a term of 2 years (December 31, 2019).
7. Working with the consultant to finalize the EIS for Oakwood Park. Anticipated completion is January 2018.
8. Meeting with the owners their consultants of 400 Newton Street to finalize what is required for a site plan application to be submitted in 2018.
9. Final report submitted to Province for SPMIF. Province has announced that municipalities can apply for an extension, which the Township will be completing a request for projects such as Septic re-inspection program for the Rope Subdivision area and Risk Management services of the SSEA, etc. Our partners at the SSEA also have additional educational programs with would like us to participate in, so we will be reviewing those request and including some in the extension request to the Province.

Meetings/Training

10. Attended Department Head Meetings

Prepared and Recommended By;

Steven Farquharson, B.URPL, MCIP, RPP
Director of Planning and Development



STAFF REPORT

Department/Function: Planning and Development Committee

Chair: Councillor Heinrich Naumann

Meeting Date: January 10th, 2018

Report Number: **PD-2018-04**

Report Title: **Planning and Development Director Year End 2017 Update**

The following are a summary of the Planning Applications processed in 2017:

Zoning Certificates

1. Planning Staff received and processed 165 certificates. The average turn around for a zoning certificate 2.4 business days. **With Council's** endorsement of the Zoning Certificate process as part of the Building Permit process, it has allowed Planning and Building staff to review and issue permits in a timely manner. It is anticipate that with the hiring of the CET position in Public Works, this service level will continue to be maintained and improved.

Plans of Subdivision

2. There were two plans of subdivisions that were registered in 2017.
 - o Victoria Woods Phase 3 (22 lots)
 - o Victoria Glen Phase 2 (19 lots)
3. Draft Plan Extension
 - o Staff through their delegated authority granted a draft plan extension to December 31, 2019 for the Huron Bay Estates Phase 4 (extension of Lovejoy).
4. Draft Plans that will Lapse in 2018
 - o Golf Course Subdivision in Victoria Harbour (July 10, 2018)
 - o Heights of Victoria Harbour (December 31, 2018)

Planning Staff will be sending letters to the owners by February 2018 advising them of the lapsing date and that if they wish to request an

extension to the draft plan approval a letter outlining the reasons for the extension and when registration is anticipating to occur.

Official Plan Amendments (OPA)

5. There was one Official Plan Amendments finalized in 2017. OPA 39 for 449 Assiniaboia Street was processed in 2016 and finalized and approved in January 2017.
6. The Township is finalizing the Environmental Impact Study for Oakwood Park as it relates to OPA 37 to permit an affordable seniors housing development.

Zoning By-law Amendments

7. Processed
 - o 2016-ZBA-09 (449 Assiniaboia St)
 - o 2017-ZBA-01 (Kennel Provisions)
 - o 2017-ZBA-02 (400 Newton Street)
 - o 2017-ZBA-03 (Victoria Glen Subdivision)
 - o 2017-ZBA-04 (6789 Highway 93) Dewar
 - o 2017-ZBA-08 (112 Coldwater Road)
 - o 2003-ZBA-10 (Victoria Harbour Golf Course Subdivision)
8. In Process for 2018
 - o 2016-ZBA-04 (Oakwood Park)
9. Removal of Hold
 - o 2017-ZBA-05 (Victoria Glen Phase 2)
 - o 2017-ZBA-06 (328 Browns Line)
 - o 2017-ZBA-09 (Triple Bay Road-Shaw)

Site Plan Control

10. Staff received 3 site plan application 2 of which have been processed and completed. Staff are presently waiting for the applicant on the remaining application to sign the site plan agreement and return to staff for final processing.

Committee of Adjustment

11. The Committee of Adjustment considered 12 consent applications in 2017, all of which received provisional approval, subject to the conditions being fulfilled within one year from the decision. As a comparison, the

Committee received and approved 7 application in 2016 and 5 applications in 2015.

12. The Committee of Adjustment considered 13 applications in 2017, of which 12 were approved and 1 denied. In 2016 the Committee considered 14 applicants and in 2015 the Committee considered 2 applications.

Prepared and Recommended By;

Steven Farquharson, B.URPL, MCIP, RPP
Director of Planning and Development

From: Allan Mantel
To: T FEGARTY
Sent: Tuesday, January 2, 2018 2:12 PM
Subject: Tay Heritage

Dear Terry

This is to inform you that I will not be returning as a member of the Tay Heritage committee in 2018.

I'd like to thank the Committee for giving me the opportunity to serve with the Tay Heritage Committee these last five years. It was informative and fun and I also learned something. All the best for 2018 and keep up the good work done by the Tay Heritage Committee for the community.

Sincerely
Allan Mantel



DEC 07 2017

Dear Head of Council:

Re: Protecting Water for Future Generations – Public Consultation

The Ministry of Municipal Affairs is undertaking a consultation on a study area for a potential Greenbelt expansion to protect important water resources in the outer ring of the Greater Golden Horseshoe (GGH). The study area is based on locations where water resources are under pressure from current or forecasted urban development.

The purpose of this consultation is to seek input on:

- The province's approach to identifying moraines, coldwater streams and wetlands as important features for protecting water in the outer ring
- The process followed for mapping a study area based on the locations of these features
- Other factors to be considered when mapping a proposed Greenbelt boundary.

The study area is not a proposed boundary. The province is not consulting on a proposed Greenbelt boundary at this time. Input received through this consultation will help inform decisions on how to move from a study area to a proposed Greenbelt boundary. In keeping with the requirements of the Greenbelt Act, 2005, we would consult further on a proposed boundary before any boundary changes are made.

For more information about the consultation, please visit **Ontario.ca/greenbelt** where you will find:

- A consultation document that describes this proposal in more detail and includes discussion questions related to each of these topics.
- Maps of the study area
- Information about the upcoming public open houses.

My Ministry will hold consultation meetings in the study area to get input from municipalities, conservation authorities, Indigenous communities and organizations, stakeholders and the public. I encourage participation by your municipality and look forward to hearing your feedback. More information will be available in the near future.

Consultation Submissions

We will accept input and feedback about the study area and the parameters for potential Greenbelt expansion until March 7, 2018. Input received through this consultation will help inform decisions on how to move from a study area to a proposed Greenbelt boundary.

Submissions on the consultation document may be made in writing to the Ministry by:

- Filling out our online web form at: **Ontario.ca/greenbelt**
- Emailing us at: protectingwater@ontario.ca
- Responding to the Environmental Registry posting by searching the registry number 013-1661 on the following website: **Ontario.ca/EBR**
- Writing us at:

Protecting Water
Ministry of Municipal Affairs
Provincial Planning Policy Branch
777 Bay Street, 13th Floor
Toronto, ON M5G 2E5

If you have any questions about the consultation or the upcoming public open houses, please contact us by sending an email to protectingwater@ontario.ca or calling 1-877-711-8208.

We appreciate your feedback and look forward to hearing your views and recommendations as the consultation progresses.

Sincerely,



Bill Mauro
Minister

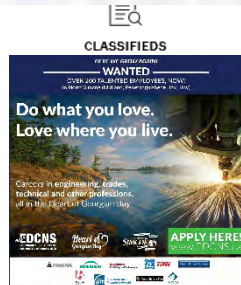
c. Municipal Clerk
Planning Department

Objective

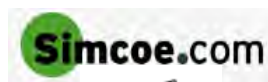
To Create Awareness of North Simcoe in the “Heart of Georgian Bay” resulting in Business Growth, Productivity, Innovation and Investment

SKILLED TRADES TALENT RECRUITMENT CAMPAIGN PHASE II

mid October 2017 to January 2018



HERE WE GROW AGAIN!



LOCAL NEWS



Browse Jobs

Featured Employers

Browse Employers



SKILLED TRADES INITIATIVE PHASE II

- Statistics far exceed industry standard with the online digital impressions, demonstrating strong engagement in the ads.
- The main focus is digital complemented by print advertisements in the Midland/Penetanguishene Mirror, the Toronto Sun, and distribution to nine Ontario Colleges.

WEBSITE AND SOCIAL MEDIA MARKETING

- The EDCNS website steadily generates new traffic with 709 sessions in October, 2017, an 82 % increase in new visitors vs October 2016. Our social media channels recorded over 1,000 views. Increased traffic is attributable to EDCNS earned media with intensification attributed to the Skilled Trades campaign, media awareness at the Streit Manufacturing investment and Premier Kathleen Wynne's visit to Weber Manufacturing Technologies Inc. announcing the Southwestern Ontario Development Fund (SWODF) award. EDCNS and the four North Simcoe Mayors attended both investment media events.

INVESTMENT DEVELOPMENT

- North Simcoe's interested overseas business investor continues to undergo their long-term global strategy discussions. EDCNS remains in communication with the company and North Simcoe continues as an investment option.
- The sale of 187 Robert Street, Penetanguishene is in progress with expected outcomes in Q1-2018.

2018 PLANNING AND ADMINISTRATION

- Impact on investment readiness (greenfield and brownfield site development), job creation and continued awareness through marketing presence is planned for 2018.

**Five hundred thousand
online impressions**