



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

**March 11, 2020
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 – Debbie Kesheshian, Executive Director – Re: Hospice Huronia Update

10:15 – Myrosia Jejna, YMCA Job Developer – Re: YMCA Employment Service – Programs & Services for Employers

10:30 – Soren Klemmensen, Central Ontario ATV Club – Re: ATV By-law, Trails and Economic Development

10:45 – Jaelen Josiah, Township of Tiny – Re: North Simcoe Youth Symposium Event

5. Standing Committee Business:

A: Protection to Persons & Property

B: General Government & Finance

C: Public Works

D: Planning & Development

6. Closed Session:

6.1 Verbal from the Township Solicitor – Re: A proposed or pending acquisition or disposition of land by the municipality or local board (Albin Road)

6.2 Verbal from the Clerk – Re: A proposed or pending acquisition or disposition of land by the municipality or local board (Property Dispute/Sale);

7. Adjournment:

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



Midland Employment Service

Objective: Support employers who provide the unemployed worker with an entry point into the workforce and maintain employment

YMCA Midland Employment Service

334 King Street, Unit 1
Midland, ON L4R 3M8
705-528-0845

Cristan Cooper
Paul Santos
Samantha Gignac
Myrosia Jejna
Veronica Stanley

JOB DEVELOPERS





Programs in Simcoe/Muskoka

What programs or services do you think of when asked about the YMCA?

- Health, Fitness, Aquatics and Recreation

- Leadership Development

- Community Development

- Child Care

- Camping and Environmental Education

- Refugee and Services for Newcomers to Canada

- Youth Services

- Learning Services and Adult Education

- **Employment Services – Employers and Job Seekers**



Midland Employment Service

Objective: Support employers who provide the unemployed worker with an entry point into the workforce and maintain employment

Hiring Incentives & Employment Supports

- Unemployed or underemployed
- Not in full-time training/education
- Residents of Ontario
- Registered with our Employment Service and working with a Job Coach

Employer Eligibility

- Licensed to operate in Ontario
- Compliant with legislation
- Placement must be in Ontario
- Placement cannot displace current or laid-off employees



Outcomes for Employers

- To address immediate and long-term skills gaps
- Employers may be eligible to receive financial support for on the job training, apprenticeship training and work experience opportunities



Apprenticeships - Employer Apprenticeship Signing Bonus

Objective: Support employers who provide the unemployed worker with an entry point into the workforce and maintain employment

Apprentice Eligibility

- Unemployed or underemployed
- Not in full-time training/education
- Resident of Ontario
- Registered with Employment Ontario Service and working with a Job Coach

Employer Eligibility

- Licensed to operate in Ontario
- Provide the participant with adequate supervision and training
- Place participant on company's payroll and provide the same employment terms, conditions and benefits as all employees
- Employer must have insurance and comply with labour and human rights legislations



Available Funds

- Financial Support for employers (\$1000.00 at signing and \$1000.00 after 6 months)



Youth Job Connection - YJC

Objective: Support employers who provide the unemployed worker with an entry point into the workforce and maintain employment

Hiring Incentives & Employment Supports

- Unemployed or underemployed
- Not in full-time training/education
- Residents of Ontario
- Registered with our Employment Service and working with a Job Coach

Youth Job Connection

- Between 15-29 years old
- Unemployed or underemployed
- Not in full-time training/education
- Residents of Ontario
- Registered with our Employment Service and working with a Job Coach
- 60 hours spent in job preparation workshops



Youth Job Connection Summer

- Between 15-18 years old
- Unemployed
- In full-time training/education
- Residents of Ontario
- Registered with our Employment Service
- 20 hours spent in job preparation workshops



Canada-Ontario Jobs Grant - COJG

- Provides direct financial support to employers to train their employees and new hires to acquire new skills (owners ineligible)
- **Employers choose the individuals and the type** of training required to meet their workforce needs
- COJG is a **cost-sharing agreement** between employers and government
- Training costs up to \$10,000.00 for current employees and up to \$15,000 per new hires may be covered

Employer Driven Training Initiative



Available Funds

- Financial support for employers
- Short term training specific to job



Spring Job Fair - March 5, 2020

- Provide space and assistance in organizing employer job fairs at our location or yours
- Spring Job Fair at the Midland Cultural Center March 5, 2020
- Approximately 300+ job seekers in attendance
- Up to 40 employers participating
- Sponsorship and advertising opportunities
- Employer Workshops
“Using Mentorship to Retain Staff”



Available Funds

- Financial support for employers
- Short term training specific to job



Matching Employers and Job Seekers

- Beginning in 2011:
- Approximately **\$1 million** in hiring incentive funding has been allocated to local businesses.
- The funding has offsets the costs of training in the **Agriculture, Construction, Consumer, Manufacturing, Service and Technology** sectors.
- Approximately \$46,000.00 in **Employer Apprenticeship Signing Bonus** funding has been allocated to local employers.



Available Funds

- Financial support for employers
- Short term training specific to job



We build healthy communities!

Bringing Employers and Job seekers together!



Huron

Security & Monitoring
Fire & Safety
Audio Video
Lock, Key & Safe





We build healthy communities!



Bringing Employers and Job seekers together!



Joanne Charlebois
Employment Specialist

Myrosia Jejna
Job Developer

YMCA Employment Service/Service Employment d'emploi
334 King Street, Unit #1, Midland, ON
705-528-0845



COATV

Central Ontario ATV Club

Connecting the province



OFATV

Ontario Federation of All Terrain Vehicle Clubs



Introduction



Alain Pominville
President
alain@coatv.ca



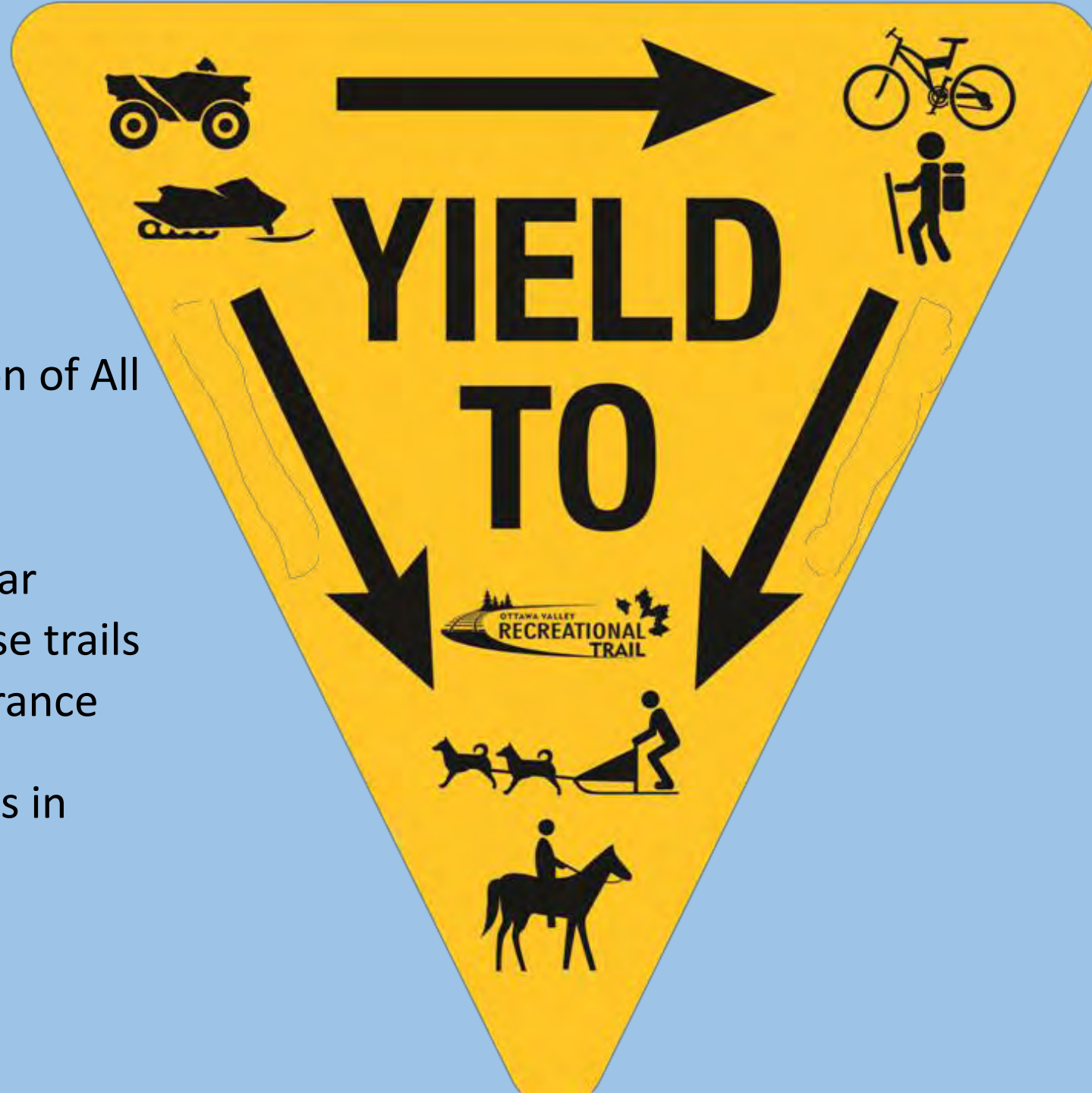
OFA TV

Ontario Federation of All Terrain Vehicle Clubs

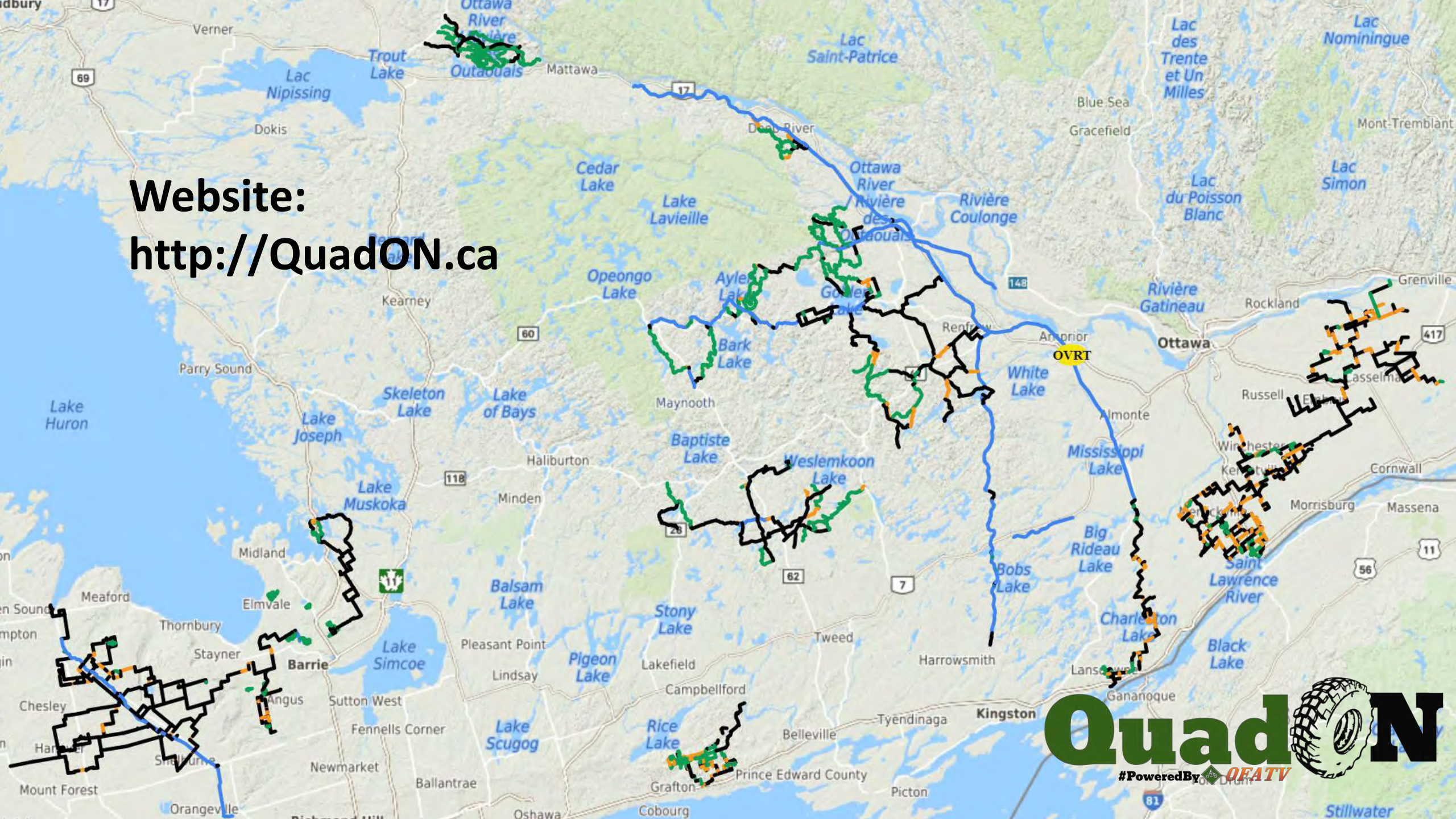
Soren Klemmensen
President
sklemmensen@QuadON.org

Who are we?

- Not for Profit Corporation
- Member of the Ontario Federation of All Terrain Vehicle Clubs (OFATV)
- 1150+ Permits sold last year
- Annual OFATV Permit & Club Membership – Currently \$150/Year
- We support sustainable shared use trails
- \$15 Million 3rd party liability insurance for our trails
- 12 month sport with peak seasons in spring and fall
- We never missed a season

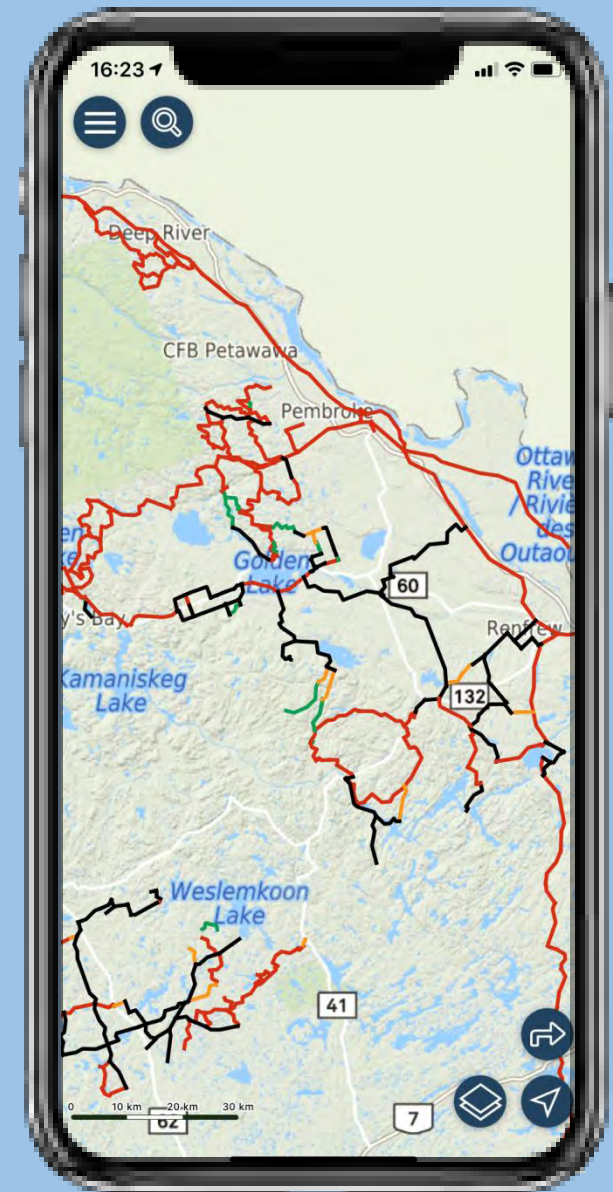
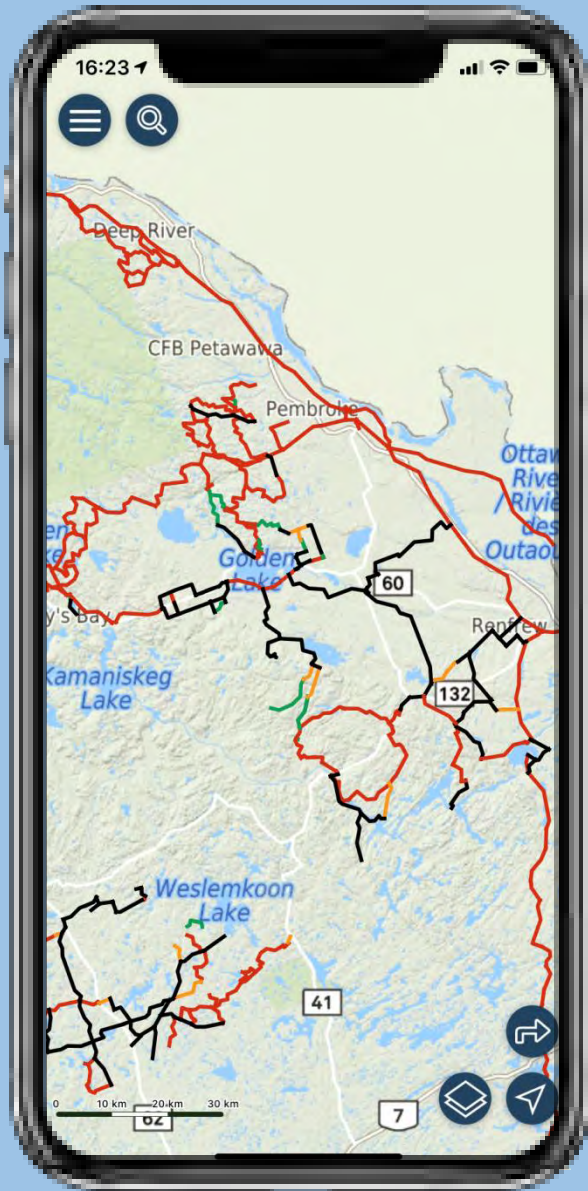


Website:
<http://QuadON.ca>



QuadON
#PoweredBy **OEATV**

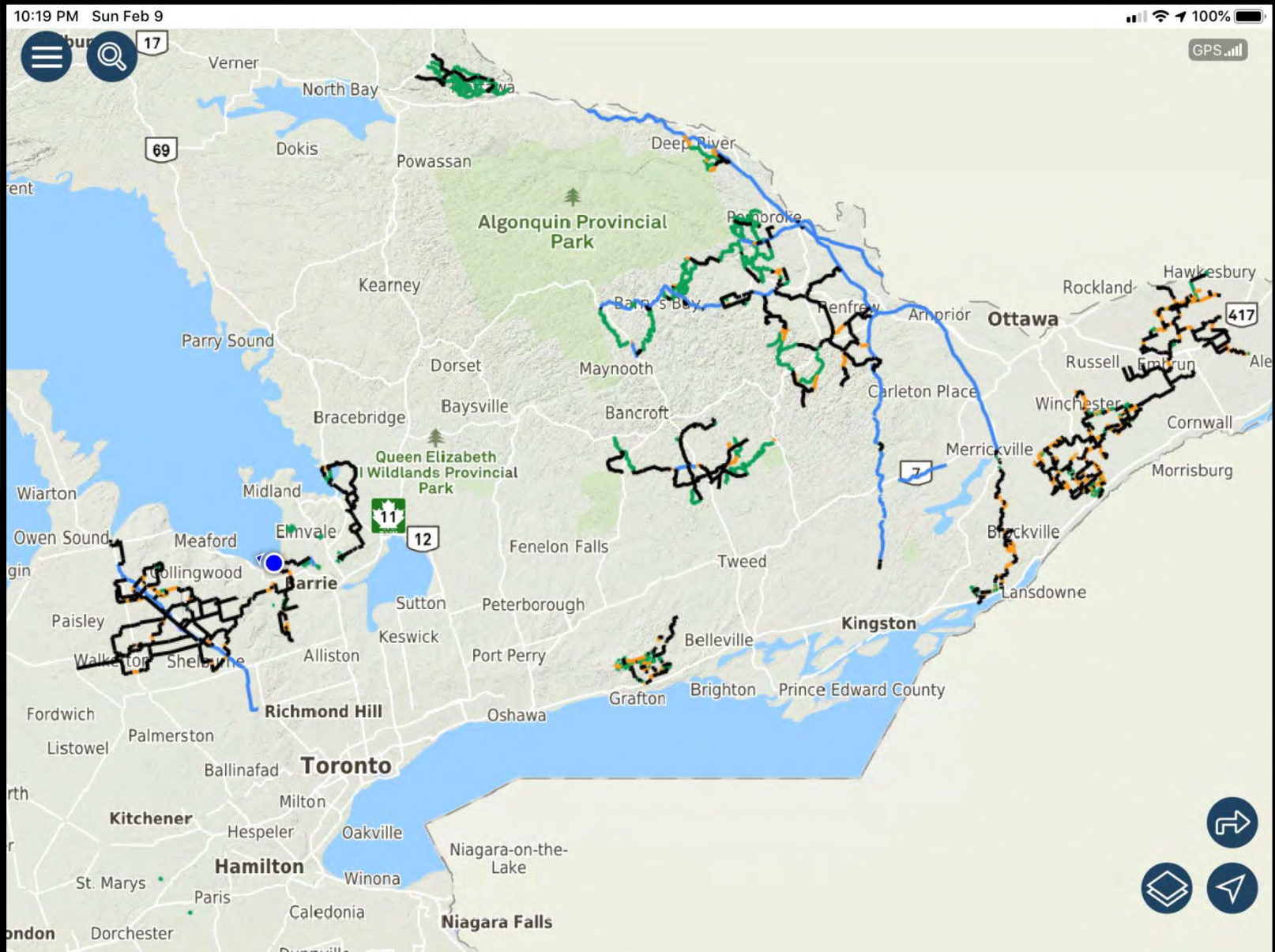
Smart Phone



Tablet

Download on the
App Store

GET IT ON
Google Play





Route planning

Navigation

3,724 Trails sections

All Landowner

Offline availability

Visibility

Alternative revenue
source

Risk management

Crowd sourcing

7,868 km of trails

Instant trail closures

\$4.99

19 Clubs

Location Sharing

Rider compliance

Economic
Development

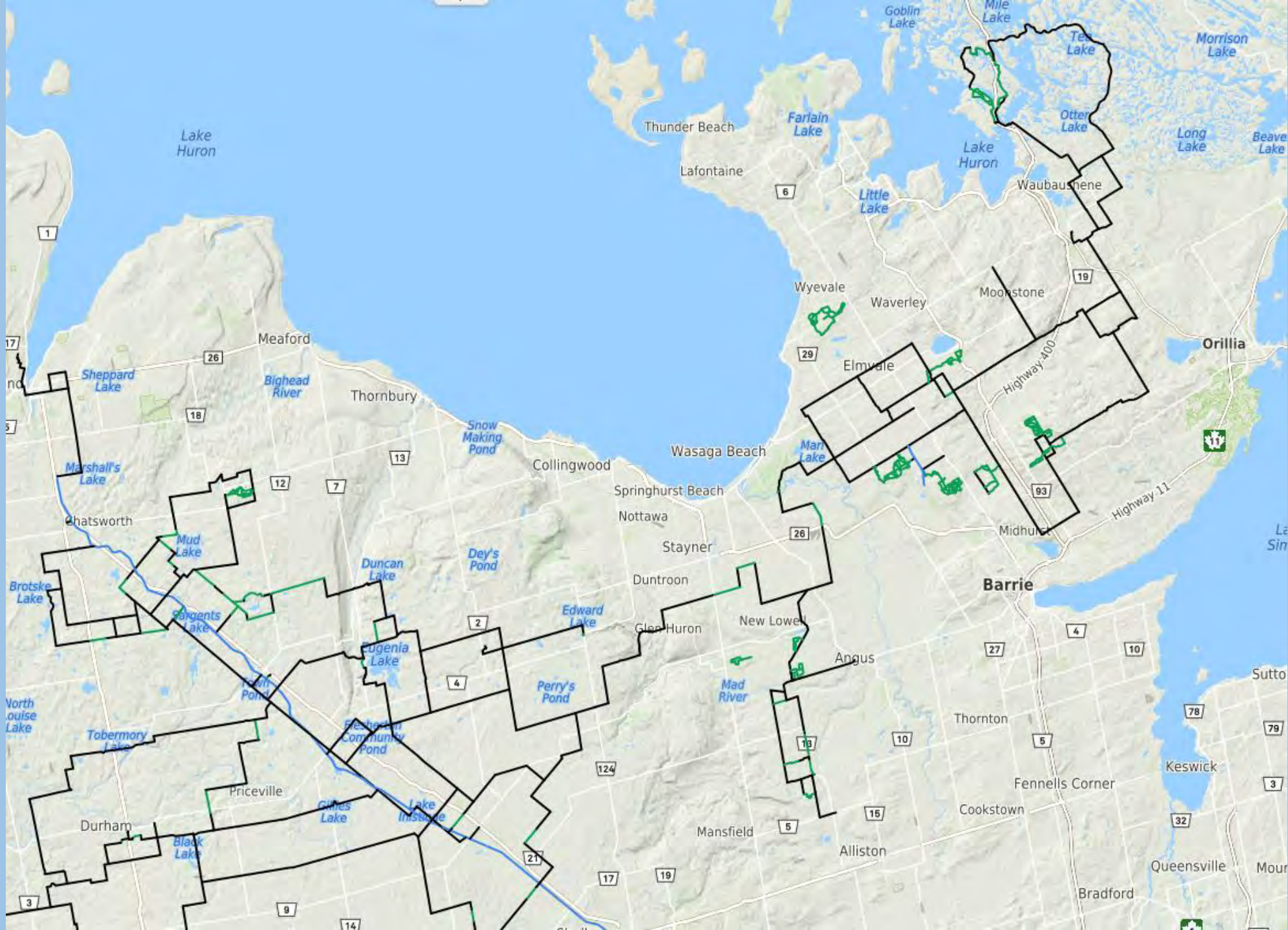
CURRENT

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CURRENT



OPPORTUNITIES



What do we do

- Build and maintain an environmentally sustainable trail system connecting people & communities while creating tourism opportunities
- NTC Grants available to for trail maintenance & development
- Paid-duty OPP officer enforcement
- COATV Trail Wardens steward the trail (Monitor, Educate & Report)
- Trail maintenance & development
 - Groomer to grade trails, Clearing of bush, Removing downed trees, ...



The Rules

Highway Traffic Act. ONTARIO REGULATION 316/03 OPERATION OF OFF-ROAD VEHICLES ON HIGHWAYS

http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_030316_e.htm

- Drivers license Class A, B, C, D, E, F, G, G2, M or M2 (§18)
- 16 years or above with Drivers License to drive on roads.
- Plates
- Ownership
- Insurance (§17)
- Approved Helmet (§19)
- No passengers under 8 years on the road (§19.3)
- Lights on at all times when on the road.
- Where to drive it (316/03 §24)
 - On shoulder based on size, legality and safety
 - On right side of traveled part of road otherwise
- Speed limit: (316/03 §22)
 - 20 km/h where the posted speed limit is 50km/h or below.
 - 50 km/h otherwise.

The Ask of Tay

In collaboration with Council, Staff & COATV to create a ATV By-law facilitating the creation of an environmentally sustainable trail system connecting people & communities while creating tourism opportunities in Township of Tay.



THANK YOU



Alain Pominville
President
alain@coatv.ca



OFA TV

Ontario Federation of All Terrain Vehicle Clubs

Soren Klemmensen
President
sklemmensen@QuadON.org

ATVs and other types of ORVs are popular, year-round utility and recreational vehicles that can offer hours of enjoyment for outdoor enthusiasts, if you obey the law and follow safety precautions.



Be a safe and responsible rider

- Always ride sober
- Take an ATV/ORV safety course
- Stay in control – ride within your abilities
- Ride in designated areas only
- Keep noise levels low
- Do a pre-ride safety inspection

Visit: Ontario.ca/atv
OFATV.org/bylaw-maps
Read: Smart Ride Safe Ride handbook

August 2019

Always Ride Sober

A police officer can stop ORV and ATV operators either on or off-road to demand a variety of tests to determine impairment by alcohol and/or drugs. If you fail any of these tests, or refuse to take them, you can be suspended immediately from driving and face criminal impaired driving or related charges.



Rules of the Road

ATVs/ORVs travelling along a road must have all their lights on and be driven in the same direction of traffic on the shoulder of the road. If the shoulder is unsafe or not wide enough, an ATV/ORV can be driven on the travelled portion of the road.

Permitted ATVs/ORVs **can** travel on:

- ☒ Highways 500 to 899
- ☒ many 7000-series highways
- ☒ highways with low traffic volumes

ATVs/ORVs **cannot** travel on:

- ☒ 400-series highways
- ☒ the Queen Elizabeth Way
- ☒ sections of the Trans-Canada Highway

Please refer to [Ontario Regulation 316/03](#) for a list of provincial highways where on-road ATV/ORV use is:

- ☒ **Prohibited** → see Schedule A
- ☒ **Permitted** → see Schedule B

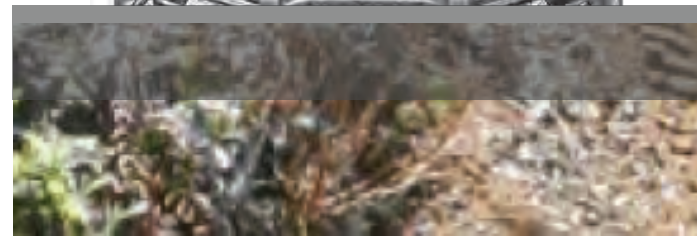
This is a guide only. For information on the legal requirements of driving an ATV/ORV in Ontario, consult the [Off-Road Vehicles Act](#) and the [Highway Traffic Act](#).

RIDE



OFATV
Ontario Federation of All Terrain Vehicle Clubs

What you need to know to operate an all-terrain vehicle (ATV) and an off-road vehicle (ORV) in Ontario



On-road Riding

Only an ATV/ORV that meets current standards and other equipment-related requirements can be used on the road. It must be insured under a motor vehicle liability policy.

ATVs/ORVs that meet these requirements can travel along certain provincial highways and municipal roads. Check with the local municipality for access on their road before heading out.

Who can ride

For on-road riding, an ATV/ORV driver must:

- hold at least a valid G2 or M2 licence
- wear a seat belt, where provided
- travel at speeds less than the posted speed limit
- carry the vehicle registration permit or a copy

For on-road riding, an ATV/ORV passenger must wear a seat belt or use foot rests, when applicable.

An ATV/ORV driver must be at least:



16 years old
for on-road riding



12 years old*
for off-road riding

A passenger on an ATV/ORV must be at least:



eight years old
for on-road riding

*unless directly supervised by an adult or while driving on land occupied by the ATV/ORV owner

ATV/ORV Speed Limits

ATVs/ORVs on the road must travel at speeds less than the posted speed limit:

- no more than 20 km/h on roads with a posted speed limit of 50 km/h or less
- no more than 50 km/h on roads with a posted speed limit greater than 50 km/h

Municipalities may set lower speed limits or additional rules for ATVs/ORVs.



Off-road Riding

An ORV must be registered and display a licence plate (*except in exempt areas like far northern Ontario). It must be insured under a motor vehicle liability policy.

These requirements also apply to other types of ORVs including two-up ATVs, side-by-side ORVs and utility terrain vehicles.

Who can ride

For off-road riding, an ATV/ORV driver must carry the ATV/ORV's registration permit or a copy.

The driver can directly cross a highway on an ATV/ORV where permitted **only if**:

- it's registered + displays a licence plate
- it's insured under a motor vehicle liability policy
- the driver is at least 16 years old and has a valid driver's licence of any class

Off-road Vehicle Types

Single-rider ATV



Four wheels
Steering handlebars
A seat that is straddled by the driver designed to carry only a driver
No passengers allowed when travelling on a roadway

Two-up ATV



Four wheels
Steering handlebars
A seat that is straddled by the driver
Seating for a passenger directly behind the driver
Separate foot rests for the passenger

Side-by-side ORV



Four or more wheels
Steering wheel
A driver's seat
Seating for passengers beside/behind driver
Seat belts for each seating position
Maximum engine displacement: 1,000 cm³

Utility-Terrain Vehicle (UTV)



Four or more wheels
Steering wheel
A driver's seat
Seating for passengers beside/behind driver
Seat belts for each seating position
A cargo box with minimum cargo capacity of 159 kilograms



A single-rider ATV that has been modified to carry a passenger by installing an after-market seat and foot rests is not considered a two-up ATV.

Drivers and passengers must always wear an approved motorcycle helmet, securely fastened under the chin with a chin strap



Utilisés par beaucoup de gens toute l'année, les VTT et d'autres types de VHR sont des véhicules récréatifs qui peuvent vous procurer des heures de plaisir, à condition que vous respectiez la loi et que vous preniez quelques mesures de sécurité.



Conduisez de façon sécuritaire et responsable

- Ne conduisez jamais avec les facultés affaiblies
- Suivez un cours sur la conduite sécuritaire d'un VTT/VHR
- Restez en contrôle – conduisez selon vos habiletés
- Conduisez dans les zones désignées seulement
- Gardez les niveaux de bruits faibles
- Faites une inspection de sécurité avant le départ

Consultez : Ontario.ca/vtt
OFATV.org/bylaw-maps

Lisez : Livret intitulé
Conduite responsable et sécuritaire

août 2019

Ne conduisez jamais avec les facultés affaiblies

Un agent de police peut arrêter les conducteurs de VHR et de VTT sur la route ou hors route afin d'exiger divers tests pour déterminer s'ils ont les facultés affaiblies par l'alcool et (ou) la drogue. Si vous échouez à l'un de ces tests ou si vous refusez de les passer, votre permis de conduire peut être immédiatement suspendu, et vous pourriez faire face à des accusations criminelles de conduite avec facultés affaiblies ou à des accusations connexes.



Règles de conduite

Si vous circulez sur la route avec un VTT/VHR, vous devez allumer tous les phares et circuler dans le même sens que le trafic sur l'accotement de la voie publique. Si l'accotement n'est pas sécuritaire ou n'est pas assez large, vous pouvez circuler avec votre VTT/VHR sur la voie.

Les VTT/VHR autorisés **peuvent** circuler sur :

- ☒ les routes 500 à 899;
- ☒ de nombreuses routes de la série 7000;
- ☒ les routes à faible débit de circulation.

Les VTT/VHR **ne peuvent pas** circuler sur :

- ☒ les autoroutes de la série 400;
- ☒ la Queen Elizabeth Way;
- ☒ certains tronçons de la route Transcanadienne.

Veuillez consulter le [Règlement de l'Ontario 316/03](#) pour obtenir une liste des routes provinciales sur lesquelles l'utilisation d'un VTT/VHR est :

- ☒ **Interdite** → voir l'annexe A
- ☒ **Autorisée** → voir l'annexe B

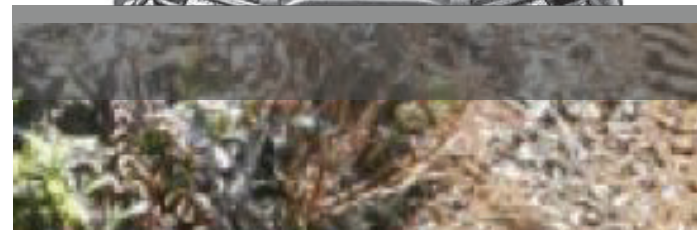
Il s'agit d'un guide uniquement. Pour obtenir des renseignements sur les exigences prévues par la loi associées à la conduite d'un VTT/VHR en Ontario, veuillez consulter la [Loi sur les véhicules tout-terrain](#) et le [Code de la route](#).

CONDUITE RESPONSABLE CONDUITE SÉCURITAIRE



OFATV
Ontario Federation of All Terrain Vehicle Clubs

Ce que vous devez savoir
pour conduire un véhicule tout
terrain (VTT) et un véhicule hors
route (VHR) en Ontario



Conduite sur route

Seul un VTT/VHR qui satisfait aux normes actuelles et aux autres exigences associées à l'équipement peut circuler sur la route. Il doit être assuré en vertu d'une police d'assurance-responsabilité de véhicule automobile.

Les VTT/VHR qui satisfont à ces exigences peuvent circuler sur certaines routes provinciales et municipales. Avant de partir, vérifiez l'accès aux routes auprès de la municipalité locale.

Qui peut conduire

Pour circuler sur la route, un conducteur de VTT/VHR doit :

- être titulaire d'un permis valide de la catégorie G2 ou M2 ou d'une catégorie supérieure;
- porter sa ceinture de sécurité, le cas échéant;
- circuler à des vitesses inférieures aux limites affichées;
- avoir en sa possession le certificat d'immatriculation du véhicule ou une copie de celui-ci.

Le passager d'un VTT/VHR circulant sur la route doit porter la ceinture de sécurité ou utiliser les repose-pieds, le cas échéant.

Un conducteur de VTT/VHR doit être âgé d'au moins :



16 ans
pour une conduite
sur la route



12 ans*
pour une conduite
hors route

Un passager sur un VTT/VHR doit être âgé d'au moins :



8 ans
pour une conduite
sur la route

* Sauf s'il est sous la supervision d'un adulte ou s'il conduit sur une terre occupée par le propriétaire du VTT/VHR

Limites de vitesse des VTT/VHR

Sur la route, les VTT/VHR doivent circuler à des vitesses inférieures aux limites de vitesse affichées :

- maximum de 20 km/h sur les routes affichant une limite de vitesse de 50 km/h ou moins;
- maximum de 50 km/h sur les routes affichant une limite de vitesse supérieure à 50 km/h.

Les municipalités peuvent établir des limites de vitesse inférieures ou mettre en place des règlements supplémentaires pour les VTT/VHR.



Conduite hors route

Un VHR doit être enregistré et une plaque d'immatriculation doit être installée (*sauf dans les régions où cette exigence ne s'applique pas comme dans le nord de l'Ontario). Il doit être assuré en vertu d'une police d'assurance-responsabilité de véhicule automobile.

Ces exigences s'appliquent également à d'autres types de VHR, notamment aux VTT biplaces, aux VHR biplaces et aux véhicules utilitaires tout terrain.

Qui peut conduire

Pour la conduite hors route, le conducteur de VTT/VHR doit avoir en sa possession le certificat d'immatriculation du VTT/VHR ou une copie de celui-ci.

Le conducteur peut traverser directement une route avec un VTT/VHR là où il est autorisé **seulement** si :

- le véhicule est immatriculé et une plaque d'immatriculation est installée;
- le véhicule est assuré en vertu d'une police d'assurance-responsabilité de véhicule automobile;
- le conducteur est âgé d'au moins 16 ans et est titulaire d'un permis de conduire valide, peu importe la catégorie

Types de véhicules hors terrain

VTT monoplace

Quatre roues
Guidon
Selle prévue pour une seule personne

Aucun passager n'est autorisé lors d'une conduite sur une voie publique



VTT biplace

Quatre roues
Guidon
Selle pour le conducteur
Siège passager situé directement derrière le conducteur
Repose-pieds distincts pour le passager



VHR biplace

Au moins quatre roues
Volant
Siège conducteur
Siège(s) passager à côté du conducteur ou derrière celui-ci
Ceinture de sécurité pour chaque place assise
Moteur d'une cylindrée maximale de 1 000 cm³



Véhicule utilitaire tout terrain

Au moins quatre roues
Volant
Siège conducteur
Siège(s) passager à côté du conducteur ou derrière celui-ci
Ceinture de sécurité pour chaque place assise
Caisse arrière pouvant transporter une charge minimale de 159 kilogrammes



N'est pas considéré comme un VTT biplace un VTT monoplace qui a été modifié, par l'installation d'un siège et de repose-pieds d'appoint, pour pouvoir transporter un passager.

Le conducteur et le passager doivent toujours porter un casque de motocyclette homologué, bien attaché sous le menton à l'aide de la sangle prévue à cet effet.



Township of Tiny

North Simcoe Youth Symposium

Youth Advisory Committee (YAC)

Aurora Desroches

Julia Sickinger

Kennedy Pestill

Naomi Hales

Samantha Mitchell

Tristan Drury

Steffen Walma

Deputy Mayor

YAC Council Resource

Jaelen Josiah

Recreation Administrative Coordinator

YAC Staff Resource

Bonita Desroches

Director of Recreation

Departmental Resource

Tiny's Youth Advisory Committee

- To act as a positive advocate for youth;
- To actively seek input from youth on important matters;
- To provide leadership experience for youth; and
- To occasionally facilitate youth initiatives to address concerns and needs that affect youth.



North Simcoe Youth Symposium

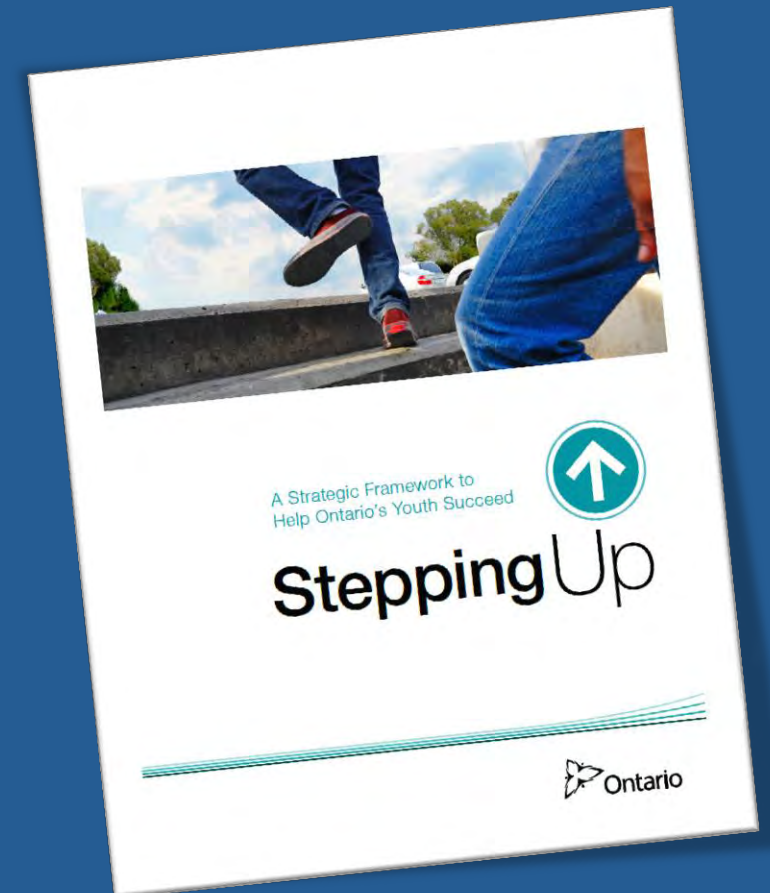
Tuesday, May 5th, 2020 (National Youth Week)

- Keynote speaker
- Break-out sessions
- Community panel
- Healthy-active living
- Exhibitors



Content & Topics

- Health & Wellness
- Strong, Supportive Friends & Families
- Education, Training & Apprenticeships
- Employment & Entrepreneurship
- Diversity, Social Inclusion & Safety
- Civic Engagement & Youth Leadership
- Coordinated & Youth-Friendly Communities



Tentative NSYS20 Speakers

- **Waypoint's TAY Program & North Simcoe Youth Wellness Hub** (positive youth mental health)
- **Sustainable Severn Sound Environmental Association** (environmental sustainability)
- **YMCA of Simcoe/Muskoka Youth Employment Programs** (future career opportunities and pathways to success)
- **Quest Art School + Gallery** (creative and artistic expression)
- **CHIGAMIK Community Health Centre** (diversity and social inclusivity)

Annual Youth of the Year Award

Recognize an outstanding young person who during or before the age of 18, has contributed to the enrichment of the social, cultural and civic life of the Township of Tiny.

Application deadline: **April 24th, 2020 @ 4:30pm**
Recipient awarded at Youth Symposium.



Township of Tiny Strategic Goal:
Support Community Health, Safety & Well-Being
Enhance community services for residents (youth & seniors)

Township of Tiny Youth Advisory Committee Terms of Reference:
Encourage the development of opportunities, programs and services that will enhance the life, health and well-being of the youth in the community.

Joint North Simcoe Initiatives

- **Cultural Alliance in the Heart of Georgian Bay** (cultural resources)
- **Economic Development Corporation of North Simcoe** (shared economic development focus)
- **Heart of Georgian Bay** (joint tourism approach)
- **Huronia Airport Commission**
- **Senior Services** (i.e. Directory of Senior Services)
- **North Simcoe Municipal Service Review** (municipal modernization program)

North Simcoe Municipal Services Review Scope:
Explore opportunities to make it easier for residents and businesses to access municipal services in a consistent manner, processes to deliver efficient and effective local services, and possibilities to reduce unnecessary and duplicate processes, to be more cost effective. It's the goal of the four municipalities to transform service delivery and identify more modern and efficient ways of operating to become more efficient and reduce expenditure growth (where possible) in the longer term.

Township of Tay Strategic Objective (Tay Active):

Support wellness & activity of underserved community groups

Review current recreational offerings to determine opportunities to introduce new programming for young residents (children/teens) and older (seniors) to ensure their recreational needs are met.

Township of Tay Strategic Plan SWOT Analysis:

Opportunity: Community Organization Partnerships

Availability of local community organizations and appetite to partner with the Township can support programming and services, while also satisfying citizen engagement commitments.

Township of Tiny

North Simcoe Youth Symposium

Youth Advisory Committee (YAC)

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Tristan Drury

Steffen Walma

Deputy Mayor

YAC Council Resource

Jaelen Josiah

Recreation Administrative Coordinator

YAC Staff Resource

Bonita Desroches

Director of Recreation

Departmental Resource



TO: Township of Tay Council
450 Park Street, Victoria Harbour, Ontario L0K 2A0

FROM: Township of Tiny: Jaelen Josiah, Recreation Administrative Coordinator
130 Balm Beach Road West, Tiny, Ontario L0L 2J0

DATE: March 11, 2020

RE: 2020 North Simcoe Youth Symposium

Organizational Background:

The Township of Tiny is an environmentally focused, diverse family of communities providing an economically sustainable and healthy lifestyle. It is committed to providing extraordinary municipal services that are affordable to ratepayers while protecting future generations from the burden of debts and deficits.

Being a municipal government, it is a lower tier to the County of Simcoe and is headed by a Mayor, Deputy Mayor and three Councillors. The Township is a small, rural community with a population of 11,787, but doubles during the summer months. As Francophones make up more than 10% of its population, Tiny is one of 25 designated areas under the French Language Services Act.

In 2019, the Township's comprehensive strategic plan (2020-2025) was review & updated which identified 5 strategic priorities. One of the goals is to enhance community services for residents, more particularly seniors and youth.

Youth Services Background:

In 2018, provincial funding was received to offer youth programming. The project hired a Youth Coordinator who designed and implemented scheduled physically active opportunities for youth in Tiny. Instructional lessons were held during each drop-in activity and focused on fundamental movement skills, embedding physical literacy for lifelong enjoyment of recreation activities. The program surpassed expectations, clearly indicating a need for youth programming in the community. In 2019, a full time staff was hired in the Recreation Department and was tasked to support youth.

In May 2019, a Youth Advisory Committee was appointed by Council. Its mandate is to provide a voice for the Township of Tiny youth, while advising Council of important recreational and social issues concerning the Township's younger population. The Committee encourages the development of opportunities, programs and services that enhances the life, health and well-being of the youth in the community. The Committee feels that the delivery of a symposium fulfills parts of its mandate and will provide members with a focused and targeted effort to deliver a tangible deliverable to local youth.

Project Details:

The 2020 North Simcoe Youth Symposium (NSYS20) will be offered during National Youth Week on Tuesday, May 5, 2020 from 9:30 am to 3:00 pm to over 200 youth in grades 7 to 10. Participants will be invited to select and attend relevant sessions offered by local experts, while engaging with leaders, organizations, practitioners and decision-makers on the issues and challenges that youth face every day. The Symposium will provide both educational sessions and networking opportunities.

Based on the seven designated themes provided in Ontario Stepping Up: A Strategic Framework to Help Ontario's Youth Succeed, the Symposium's content will be designed to engage, enlighten and empower youth in order to improve their quality of life and enable them to support each other and give back to the community. Sessions will touch on the need for youth services in regards to (1) health & wellness, (2) strong, supportive friends and families, (3) education, training & apprenticeships, (4) employment and entrepreneurship, (5) diversity, social inclusion, and safety, (6) civic engagement and youth leadership, and (7) coordinated and youth friendly communities.

Symposium presenters will include local organizations providing knowledge into potentially unknown services available to youth in the community (e.g. youth mental health and Waypoint Centre for Mental Health Care; environmental sustainability and the Sustainable Severn Environmental Association; future careers/professions and the YMCA employment specialists; banking and financial planning and a select banking institution; artistic expression with Art Quest, etc.).

The Symposium will be organized by the Township of Tiny Youth Advisory Committee and municipal staff and will include: keynote speakers, community panels, guest speakers, healthy active living, exhibits about local youth service providers, all sharing youth and volunteer opportunities in the Township of Tiny and North Simcoe. The Symposium will include healthy snacks and lunch, providing an opportunity for youth to network and socialize with each other. The North Simcoe Youth Symposium, including transportation to and from the North Simcoe Sports and Recreation Centre, will be offered to students at no cost to participating schools and school boards.

Anticipating an overwhelming success, the Youth Symposium will become an annual event and will be budgeted through the Youth Advisory Committee's annual budget. Its planning will be done through the Committee. This will enable the Township to foster initiatives and ideas and provide youth with opportunities to network and be part of the social fabric of North Simcoe. The annual event will also promote learning and the sharing of information as it relates to youth issues and will engage youth as volunteers.

Funding Background:

At its September 2019 meeting, the Township of Tiny Youth Advisory Committee passed the following motion: THAT the Township of Tiny Youth Advisory Committee supports an application to the RBC Future Launch Community Challenge to offer a Youth Symposium to Local Youth in the Spring 2020; AND THAT the Committee guide the application, plan the Youth Symposium day and support staff in its efforts to deliver the symposium. On November 28, 2019, the Township of Tiny received notification of its success in receiving funding for this project.

The RBC Future Launch Community Challenge is made possible thanks to a \$5 million donation from the RBC Foundation. It is part of RBC Future Launch, a commitment by RBC and the RBC Foundation to empower Canadian youth for the jobs of tomorrow. Over the next 10 years, RBC Future Launch is dedicating \$500 million to help young people access meaningful employment through practical work experience, skills development opportunities, networking solutions and mental well-being supports and services.

Conclusion:

The Township of Tiny looks forward to offering a symposium that offers local youth an opportunity for academic and professional development in a social atmosphere through educational sessions and networking opportunities.

We would be happy to answer any questions or concerns that arise while reading this document. Please contact Jaelen Josiah, Recreation Administrative Coordinator at jjosiah@tiny.ca or (705) 526-4204 ext. 288 or Bonita Desroches, Director of Recreation at bdesroches@tiny.ca or (705) 526-4204 ext. 230.

**Protection to Persons & Property Committee
March 11, 2020**

Agenda

1. Call to Order:

2. Reports of Municipal Officials:

- 2.1 Report from the Fire Chief
Report No. PPP-2020-14
Re: Fire Chief Monthly Report – February 2020
- 2.2 Report from the Fire Chief
Report No. PPP-2020-15
Re: Establishing & Regulating By-law Schedule “A” Amendment
- 2.3 Report from the Deputy FC/FPO
Report No. PPP-2020-16
Re: Deputy Fire Chief/Fire Prevention Officer Monthly Activity Report – February 2020
- 2.4 Report from the Municipal Law Enforcement Officer
Report No. PPP-2020-17
Re: By-law Monthly Activity Report – February 2020
- 2.5 Report from the Municipal Law Enforcement Officer
Report No. PPP-2020-18
Re: Parking By-law Report
- 2.6 Report from the Municipal Law Enforcement Officer
Report No. PPP-2020-20
Re: Littering By-law Fine Amendments
- 2.7 Report from the MLEO/Canine Control
Report No. PPP-2020-19
Re: MLEO/Canine Monthly Activity Report – February 2020

3. Other Business:

4. Items for Information:

- 4.1 Correspondence from Douglas Browne, OFMEM
Re: Emergency Management and Civil Protection Act
- 4.2 Resolution from the Township of Madoc
Re: 911 Misdials



STAFF REPORT

Department/Function: Protection to Persons and Property

Chair: Councillor Sandy Talbot

Meeting Date: March 11, 2020

Report No.: **PPP-2020-14**

Report Title: Fire Chief Monthly Report – February 2020

RECOMMENDATION:

That Staff Report No. PPP-2020-14 regarding the Fire Chief's Monthly Report – February 2020 be received for information.

The Chief Attended:

1	MVC Call
1	Medical Calls
0	Carbon Monoxide Calls
0	Haz Mat Call
2	False Alarm Calls
1	Perceived Emergency

This month I worked on an emergency response agreement with Georgian Bay Fire for the potential use of their boats for fire and water rescue.

I continued to work with property owners who had been placed on the No Burn List. Several properties have been removed from the list, while some requested to have their property remain on the list.

The RFP for the replacement Tanker Truck has an opening date for submissions set for March 5 2020. As of February 29 there were 10 different companies who have obtained the RFP documentation off Biddingo.

Recruitment:

This month, the recruits trained on donning and doffing PPE and SCBA, search & rescue, firefighter survival and then they wrote two tests covering these topics.

Monthly Training:

All volunteers completed training on Traffic Control set up and safety. In addition, they all took a refresher course on CPR training provided by the Simcoe County Paramedics.

Specialized training was also done on the Incident Management System, and the Ice Water team met for another practice session.

Emergency Management:

We have been working on the new HIRA reporting forms and will have them prepared for the Emergency Control Group for review at their next meeting. Shared training is being organized for June 2020 with a number of half day topics being offered to us and neighbouring municipalities.

Tay Fire & Emergency Services were dispatched to 14 emergency calls during the month of February.

Year to Date Totals:

2020	37
2019	42
2018	45
2017	47
2016	38

Year in Review:

Here is a partial breakdown of calls dispatched:

Call Type	Month	YTD
Fire	1	1
Medical	5	16
Motor Vehicle Collision	2	5
False Alarms	5	9
Carbon Monoxide	0	0
Hazardous Material	0	2

Prepared By: Brian Thomas, Fire Chief/CEMC

Reviewed By: Date: March 3, 2020

Lindsay Barron, CPA, CGA, HBCom.
Chief Administrative Officer/Deputy Clerk



STAFF REPORT

Department/Function: Protection to Persons and Property Committee

Chair: Councillor Sandy Talbot

Meeting Date: March 11, 2020

Report No.: **PPP-2020-15**

Report Title: Establishing & Regulating By-law Schedule "A" Amendment

RECOMMENDATION:

**That Staff Report No. PPP-2020-15 regarding Establishing & Regulating By-law Schedule "A" Amendment be received; and
That Council approve the increased level of service for marine access to Islands and water-based firefighting and other emergency services normally provided by Tay Fire & Emergency Services; and
That the required amending by-law be brought forward to the next regular meeting of Council.**

INTRODUCTION/BACKGROUND:

Council recently directed the Fire Chief to try and find an economical way for The Corporation of The Township of Tay to provide water-based Emergency and Rescue Services within the Municipality's borders.

ANALYSIS:

Careful analysis was done and a service agreement was presented to Council and passed at the February 26, 2020 Council meeting regarding access to Marine Units between the Corporation of The Township of Georgian Bay and The Corporation of The Township of Tay. As the level of service Council passed has been increased, the Township of Tay Fire Department Establishing and Regulating Bylaw requires updating to indicate that Fire Department staff are now allowed to participate in water-based firefighting, rescue, and medical response calls within the Municipality's boundaries.

FINANCIAL/BUDGET IMPACT:

Increases to the existing budget would be minimal, as the number of times that Tay Fire & Emergency Services has been requested to attend a water-based emergency has been less than once per year.

CONCLUSION:

It is recommended that the Establishing & Regulating By-law for Tay Fire and Emergency Services be amended to show the increased level of service that Council has approved to include water-based firefighting, rescue, and medical calls, as shown in the new Schedule "A" attached.

Prepared By: Brian Thomas, Fire Chief/CEMC

Reviewed By:

Date: March 04, 2020

Lindsay Barron, CPA, CGA, HB Com
Chief Administrative Officer/Deputy Clerk

SCHEDULE 'A' - APPROVED DELIVERY OF CORE SERVICES

YES	Service approved by Council - Presently trained, equipped, and providing service
NO	Service not approved by Council
FLS	Service approved by Council - Department not offering service until training is completed

Purpose:	To provide a summary of the core services that The Tay Fire Department provides.		
Emergency Response:			
	1	Basic Firefighting - no expected rescue component	YES
	2	Structural Firefighting – Including Rescue	YES
	3	Vehicle Firefighting	YES
	4	Wildland Firefighting	YES
	5	Marine Firefighting	YES
	6	Automatic / Mutual Aid – Per Council Approval	YES
	8	Tiered Medical Response – Per Agreement between Simcoe County Paramedic Services and Tay Council	YES
	9	Quality Care Medical Agreement	YES
	10	Hazardous Materials Response – Awareness Level	YES
	11	Hazardous Materials Response – Operations Level	YES
	12	Hazardous Materials Response - Technician Level	YES
	13	Vehicle Accidents including Extrication	YES
	14	Transportation Incidents including Aircraft, Trains and Watercraft	YES
	15	Water and Ice Rescue – Awareness Level	YES
	16	Water and Ice Rescue – Operations Level (Shore Base)	YES
	17	Water and Ice Rescue – Technician Level (Water Entry)	YES
	18	Other Public Assistance	YES
	19	Ambulance Assistance	YES
	20	Police Assistance	YES
	21	Public Utilities Assistance	YES
	23	Urban Search and Rescue	YES
	24	Rope Rescue – Awareness Level	YES
	25	Rope Rescue – Operations Level	YES
	26	Rope Rescue – Technician Level	NO
	27	Confined Space Rescue / Farm and Silo Rescue	FLS
	28	Water Based – Firefighting/ Search & Rescue/ EMS Response	YES

Fire Prevention and Education:			
	1	Complete Inspection on Complaint or Request	YES
	2	Complete Routine Inspections	YES
	3	Issue / Revoke Burn Permits	YES
	4	Prepare Reports and Written Responses to Inspections	YES
	5	Develop, Deliver and Maintain a Smoke Alarm Program	YES
	6	Provide Public Education Programs	YES
	7	Provide Media Releases and Media Access	YES
	8	Liaise with Municipal Departments to Ensure Code Compliance	YES
	9	Develop, Deliver and Maintain Educational Programs Unique to the Needs of The Corporation of the Township of Tay	YES
	10	Develop and Maintain a Residential Home Inspection Program	YES

Fire Investigation:			
	1	Determine Fire Cause and Origin for all Fires	YES
	2	Determine Fire Code Compliance	YES
	3	Determine Fire Suppression Effectiveness	YES
	4	Liaison with Ontario Fire Marshal Investigators	YES
	5	Liaison with Law Enforcement and Other Agencies	YES
	6	Support Criminal Prosecutions	YES
	7	Prepare for and Testify in Legal Proceedings	YES



STAFF REPORT

Department/Function: Protection to Persons and Property Committee

Chair: Councillor Sandy Talbot

Meeting Date: March 11, 2020

Report No.: **PPP-2020-16**

Report Title: Deputy Fire Chief/Fire Prevention Officer
Monthly Activity Report – February 2020

RECOMMENDATION:

That Staff Report No. PPP-2020-16 regarding Deputy Fire Chief/FPO Monthly Activity report –February be received for information.

INTRODUCTION/BACKGROUND:

The Deputy Chief attended: 1 Medical Calls
1 MVC
1 Perceived Emergency

Activity	This Month	YTD 2020	YTD 2019	YTD 2018
Routine Inspections	2	4	2	2
Request Inspections	1	1	0	0
Complain Inspections	1	1	2	2
Information Inspection	0	0	0	1
Follow up Inspections	4	7	4	3
Courses Attended	0	0	0	0
Fire Calls Attended	3	8	8	12
Meetings (PIP, Op Co-op, etc.)	2	6	7	4
Orders Issued	4	0	2	2
Immediate Threat To Life	0	0	0	0
Burning Complaint(s)	0	0	0	0
Training Presented	1	2	1	1
Pub Ed Performed	0	0	0	1
Hall Meetings	4	4	4	4
Hall Practices	1	0	0	0
Council	0	0	1	0
Misc. (dept related)	6	13	9	5
Court	1	1	0	0
Fire Safety Plans Reviewed	5	8	4	3
Total	35	55	44	40

TICKETS ISSUED:

Ticket	Quantity	Total
Part I	0	0
Part II	0	0
Part III	0	0
Total	0	0

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

Recommended By:

Date: March 2, 2020

Brian Thomas
Fire Chief

Reviewed By:

Date: March 3, 2020

Lindsay Barron, CPA, CGA, HBCom.
Chief Administrative Officer/Deputy Clerk



STAFF REPORT

Department/Function: Protection to Persons and Property

Chair: Councillor Sandy Talbot

Meeting Date: March 11, 2020

Report No.: PPP-2020-17

Report Title: By-law Monthly Activity Report – February 2020

RECOMMENDATION:

That Staff Report No. PPP-2020-17 regarding By-law Monthly Activity Report – February 2020 be received for information.

COMPLAINT OVERVIEW – February 2020

By-Law	Opened Files	Closed Files	Ongoing 2017-2018	Ongoing 2019	Ongoing 2020
Clean Yards	0	0	3	0	0
Dogs	5	3	0	3	5
DOLA	0	3	0	0	0
Long Grass	0	0	0	0	0
Noise	0	1	0	0	0
Property Standards	2	1	5	11	20
Zoning	0	0	3	1	0
Burning	2	41	0	0	1
House Numbering	0	0	0	0	0
Heavy Garbage	0	0	0	0	0
Parks and Trails	0	1	0	0	0
Building	1	1	0	1	1
Snow Removal	12	0	0	35	40
Business Licensing	0	0	0	0	3
Encroachment	0	0	0	0	3

Total files opened YTD	Total files closed YTD	Total Files Outstanding (2007-2020)
114	58	135

COMPLAINT OVERVIEW BY WARD- FEBRUARY 2020

WARD 1	#	WARD 2	#	WARD 3	#
Clean Yards	0	Clean Yards	0	Clean Yards	0
Dogs	1	Dogs	3	Dogs	1
DOLA	0	DOLA	0	DOLA	0
Long Grass	0	Long Grass	0	Long Grass	0
Noise	0	Noise	0	Noise	0
Property Standards	1	Property Standards	1	Property Standards	0
Zoning	0	Zoning	0	Zoning	0
Burning	0	Burning	0	Burning	2
House Numbering	0	House Numbering	0	House Numbering	0
Heavy Garbage	0	Heavy Garbage	0	Heavy Garbage	0
Parks and Trails	0	Parks and Trails	0	Parks and Trails	0
Snow Removal	8	Snow Removal	2	Snow Removal	2
Business Licensing	0	Business Licensing	0	Business Licensing	0
Encroachment	0	Encroachment	0	Encroachment	0

Type of Actions Taken

<u>Actions</u>	<u>February 2020</u>
Notice of Violation	16
Order to Comply	0
Charges	4
Muzzle Order	0
Caution Letter	0
No Burn List	2

Cautions- February 2020

<u>By-Law</u>	<u>Cautions issued</u>
Water Use	0
Burning	0
Parking	12
Dogs	3
Tay Trail	0

New to the monthly reports will be a separate table that will show a breakdown of all files opened within each Ward. This addition is an effort to show the specific issues in each Ward. For example, in 2019 Port McNicoll has had more burning complaints than the other two villages and rural area. This new table will allow Council members to see what types of issues by-law staff deal with in each Ward. We are unable to give specific addresses in this table due to privacy reasons.

One major issue to note to Council for this month is due to the new County waste collection schedule, there has been a steep increase in illegal dumping calls/complaints. Since the new collection started on February 3rd staff have received a total of 10 calls for illegal dumping and 1 addition one was found while on routine patrol. While searching through the garbage there have been times where evidence has been found of who has dumped it but staff have been unable to find the individuals on follow up. Staff will continue to be diligent in searching through the garbage to find evidence of who committed the infraction and hopefully curb any further issues.

Staff will also continue to monitor properties that have already been documented for snow removal violations. In total for this winter season we have now issued 75 Notice of Violations for Snow Removal. Along with that we are now up to 4 individuals that have been charged due to snow removal violations. It is staffs hope that property owners are aware of the many dangers that can be caused by depositing snow back onto the roadway and across the road.

Complaint/Inquiry Volume- February 2020

By-law	Complaints	Inquiries	Routine Patrols
Property Standards	2	3	5
Clean Yards	0	0	0
Parking	4	1	0
Dogs	11	2	1
Animals/Wildlife	1	0	0
Noise	2	0	0
Snow Removal	5	1	8
Littering	10	0	1
Burning	3	1	0
Firearms	0	3	0
Business Lic.	0	1	0
Encroachment	2	0	0
Parks and Trails	0	1	0
Zoning	1	3	0
Building	0	2	0
TOTAL	41	18	15

PON/Tickets Issued

<u>Type of Ticket</u>	<u>Quantity</u>	<u>By-law</u>
Part 1	3	Dogs/ Snow Removal
Part 2	10	Parking
Part 3	1	Building

For the month of February there have been three Part 1 charges laid (2 for snow removal related incidents and 1 for dogs). There has also been one Part 3 charge laid for a building matter where the first appearance in court is scheduled for March 5th, 2020.

A total of 10 parking tickets have been issued for the month of February with a majority of them being issued as a result of early morning patrols after snow has fallen where the plows were required to go out.

Parking Tickets Written – February 2020

<u>Type of Parking Ticket</u>	<u>Tickets written</u>	<u>Paid</u>	<u>No Payment</u>	<u>Cancelled</u>
Park with vehicle facing wrong direction	1	0	1(trial request)	0
Park on Boulevard/Sidewalk	2	0	2	0
Park in Prohibited Area	1	1	0	0
Park within 3 metres of fire hydrant	0	0	0	0
Park on Municipal Property Without Permission	0	0	0	0
Park within 3.05 m of roadway from Nov 15 to Apr 1 between 3am-12noon	6	1	5	0
Park as to interfere with snow removal	1	0	0	1
Park within 15 metres of an intersection	0	0	0	0
Park in a Fire Route	0	0	0	0
Parking obstructing traffic	0	0	0	0

Additional Items/ Future Considerations

There was a court date scheduled on February 20th, 2020 which dealt with a number of matters for the Township:

- Three matters related to Dog Owners Liability Act charges were heard with one matter being withdrawn and the other two agreed to a Court Order for greater control of the dog.
- One Noise By-law violation was heard which resulted in a guilty plea with a \$100 fine imposed.
- One individual attended for 7 separate charges under the Open Air Burning By-law. The individual plead guilty to 3 of the 7 charges and the other 4 were withdrawn. A fine of \$150 for each offence was imposed.
- One Fire Prevention and Protection Act charge was scheduled but the defendant did not appear and it was adjourned to June 4th, 2020 for an ex-parte trial.

- Two Building matters were heard, one was a guilty plea with a \$250 fine imposed and the other was adjourned to June 4th, 2020 and was set for trial.
- One matter for operating a motor vehicle on the Tay Trail was heard and the defendant plead guilty and a \$100 fine was imposed.
- One other burning matter was heard which resulted in a guilty plea and a \$75 fine was imposed.
- One clean yards matter was heard and was adjourned to March 5th, 2020 to be spoken to.
- One Property Standards matter was heard and was adjourned to March 5th, 2020 to set a trial date.

The next court date is scheduled for March 5th, 2020.

With an updated Parking By-law being finalized through staff report PPP-2020-18, the Committee is requesting that Council provide direction to staff to review the Sign By-law and Clean Yards By-law with the Committee, and provide recommendations on any changes that are required.

Prepared By: Rob Kennedy, Municipal Law Enforcement Officer

Recommended By: Date: March 4, 2020

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

Reviewed By: Date: March 4, 2020

Lindsay Barron
Chief Administrative Officer



STAFF REPORT

Department/Function: Protection to Persons and Property

Chair: Councillor Sandy Talbot

Meeting Date: March 11, 2020

Report No.: PPP-2020-18

Report Title: Parking By-law Report

RECOMMENDATION:

That Staff Report No. PPP-2020-18 regarding the proposed Parking By-law be considered by Council;

And that Council approves the proposed Parking By-law and that the required By-law be approved.

INTRODUCTION/BACKGROUND:

A committee was set up to review the by-laws that govern the Township. One of the by-laws that have been chosen is the Parking By-law. Through multiple meetings with the committee and staff members the proposed by-law is being brought forward for all of Council's consideration. Along with the by-law there are some items that have been discussed in the meetings that were decided that a broader discussion needed to happen with all Council members to ensure the by-law reflects what Council wants to include and remove from the Parking by-law.

There will be two attachments to the report. Appendix "A" will be the existing Parking By-law 2009-20, as amended. Appendix "B" will be the proposed By-law with certain sections highlighted to show the changes that have been made and the sections that are mentioned below that the Committee has elected to have a broader discussion on. Appendix "C" will be a set of photos to show safety hazards that arise when the manner that motorists park create.

The last meeting between the Committee and Staff was conducted on March 2nd, 2020 which proved to be quite valuable and there will also be

recommendations noted by the Committee within this report that were agreed within the last meeting.

ANALYSIS:

There have been some additions, deletions and small amendments to the by-law through the meetings between the committee and staff but there have been some larger items that both the committee members and staff felt it would be beneficial if they are brought forward to all of Council to discuss how they are utilized in the by-law. Multiple options will be provided to Council on each item to ensure that the by-law reflects what Council would like to include.

NOTE: These sections will be highlighted in green within Appendix "B"

Item 1: Section 2 (b) BLOCKING TRAFFIC

No person shall park any vehicle so as to obstruct a sidewalk or on any boulevard;

This has been brought forward with respect to the older houses within the villages that have sidewalks that split some residents' driveways in half which restricts anyone from parking within the driveway. If someone parks a vehicle within these driveways the vehicle will always block the whole sidewalk or a portion of the sidewalk. In the summer, discretion is used in these situations when a vehicle is blocking a portion of the sidewalk. The example that is used to determine whether a ticket is issued is if a person in a wheelchair is unable to easily maneuver around the vehicle blocking a portion of the sidewalk, that is when a ticket would be issued. If a vehicle is blocking half of the sidewalk but there is still ample room for a person in a wheelchair to move around the vehicle the ticket is not issued. Another example is children who are riding a bicycle down the sidewalk; if a vehicle is parked blocking a portion of the sidewalk which results in a child having to go around the vehicle and possibly enter the roadway that is a safety hazard to children and in that instance a ticket should be issued.

In the winter months blocking the sidewalk is more of a bigger issue as the Township utilizes a sidewalk plow to clear snow so residents and foot traffic can walk on the sidewalk easily. If a vehicle is blocking the sidewalk in any way where a sidewalk plow is unable to plow the entirety of the sidewalk that is when staff issue tickets. Since the Township offers the service of a sidewalk plow, when the sidewalk doesn't get plowed due to a vehicle blocking it, it now becomes a Township liability if someone injures themselves in that area where it was unable to be plowed due to a vehicle blocking the sidewalk.

Vehicles blocking sidewalks is in every Municipal Parking by-law so long as the municipality has sidewalks. All parking by-laws are written in a similar

fashion to state that no vehicle is allowed to obstruct a sidewalk. While staff does recognize that some of the older areas of the Township make it impossible to park a vehicle within a driveway without obstructing a portion of the sidewalk, there is no way that the by-law could be re-written to give an exemption to those properties. The following are two options that staff is bringing forward for this section of the by-law and the recommendation that the Committee has proposed for all of Council's consideration:

Option 1: Keep the section the same with no changes.

Option 2: Keep the section the same and give direction to staff that extra discretion and consideration be given to the properties that have a driveway with a sidewalk limiting the parking of a vehicle in the summer months only.

RECOMMENDATION: It is recommended by the Committee and staff that Option 2 be chosen.

It has also been requested by the Committee that staff report back with specific stats with regard to this section of the by-law at a later date.

Item 2: SECTION 6: PARKING ON LAND OWNED BY MUNICIPALITY

No person shall park or leave a vehicle on property owned or occupied by the Municipality or any local board thereof without the consent of the Municipality or local board, as the case may be.

This section of the parking by-law has been discussed during multiple meetings with the initial view that staff felt that it should be kept in the by-law with the committee feeling it should be removed. Through the most recent meeting on March 2nd, 2020 it was agreed between the Committee and staff that this section of the by-law be left in.

The reason staff felt that it needed to be in the by-law is that there are certain situations that staff have and will continue to come across where someone is parked in a manner on Municipal property where no section of the parking by-law specifically references the way the vehicle is parked. For example: At the present time, if a vehicle is parked in one of the spaces at the boat launch that are designated by sign that say vehicles with trailers only and that vehicle does not have a trailer the only ticket that applies is Parking on Municipal Property without permission. Another example is if someone parks a vehicle on municipal parkland such as on a baseball diamond there is nothing in the parking by-law that specifically prohibits people from parking on a ball diamond but with this section quoted above it would cover a situation like that. In doing research into other municipalities by-laws in the surrounding area, every single municipality has a section that states no person can park on municipal property without permission. This is a very broad section of every parking by-law because it is impossible for a

parking by-law to have a specified prohibition for every situation that could happen on a day to day basis.

Option 1- Leave the section the way it is with no changes

Option 2- Remove the section from the by-law completely

RECOMMENDATION: It is recommended by the Committee and staff that option 1 be selected.

Item 3: Section 8- MANNER OF PARKING

(c) Parking with vehicle facing wrong direction (Two-way Street Parking):

No person shall park or stop a vehicle on any street unless on the right side of the street, having regard to the direction in which the vehicle had been proceeding, with the right front and right rear wheels and runners not more than thirty centimetres (30 cm) from such curb, or in the winter, as near this as the conditions of the streets permit (30 centimetres = 11.8 inches).

This section of the parking by-law has also been brought up on multiple occasions inside and outside of the committee meetings. It is staffs view that this section is within the by-law due to safety hazards on the Township highways. There are situations within the Township that staff have come across where staff feels that the way some vehicles have been parked are a hazard to themselves and other drivers on the road. Motorists do not take the time to appropriately park their vehicles and cross the centre line of traffic which in turn endangers themselves, pedestrians and other motorists. Vehicles that are facing the wrong direction are also in violation of the Highway Traffic Act as follows:

Driving to left of centre prohibited under certain conditions

149 (1) No vehicle shall be driven or operated to the left of the centre of a roadway designed for one or more lines of traffic in each direction.

Additionally, there has been a prohibition within the by-law since 2009 that states that right wheels cannot be more than 30 cm from the curb/ edge of roadway. This addition of facing the wrong direction was added to easier define the prohibition of parking on the wrong side of the road.

Please refer to Appendix "C" for examples of the safety hazards caused by vehicles facing the wrong direction on highways.

Option 1: Leave the section the way it is with no changes

Option 2: Remove the section from the by-law completely

With regards to this section it is the recommendation from the Committee that Option 2 be selected while staff recommends that Option 1 be selected.

New Additions and amendments:

NOTE: These sections will be highlighted in yellow within Appendix "B"

There have also been some additions and amendments to the parking by-law to easier define some areas of the Township and to limit safety hazards that have continually been reported to staff by the public.

Addition 1: There has been a definition added to define what a Community Safety Zone is and that fines within the community safety zones for parking are increased. With the safety of children at a very high priority in school zones the increased fines will hopefully deter people from parking in a manner that puts children and parents at risk on the roadways near the schools.

Addition 2: There have been four (4) subsections added to Section 9-Manner of parking as follows:

- (e) **Parking within marked parking spaces:** Where parking is permitted and markings on the surface of the street or signs are visible to direct the manner in which parking shall occur, no person shall park a vehicle that is not completely within a single parking space or the vehicle occupies more than one parking space.
- (f) Notwithstanding section 8 (e), any vehicles with a trailer attached that are parked within 145 Albert Street are exempt from that section if only occupying two parking spaces due to the length of the vehicle and trailer attached during the permitted hours that vehicles with trailers are allowed to park at 145 Albert Street.
- (g) Where signs have been erected in a parking area designating that parking area is only for vehicles with trailers attached, no person shall park or stop a vehicle without a trailer attached within that parking area.
- (h) No person shall park or stop a vehicle on the parkland area of 91 or 110 Albert Street.

Subsection (e) has been added in response to issues that have been found at the library parking lot and other parking areas where the lines are clearly marked showing a designated parking space. There have been times when

the library parking lot is busy or the parking spaces along the trail are full but one or two people have parked in a manner where they occupy two spaces instead of just one. This subsection has been added to specify that prohibition and subsection (f) has also been added to exempt boats and trailers in the library lot during the permitted hours to avoid them being ticketed as the Township does allow for vehicles with trailers to be parked in that lot after certain times of the day.

Subsection (g) has been added to specify the prohibition of vehicles parking in the designated parking area at the boat launch that is only for vehicles with trailers. There has been an ongoing issue at that area with vehicles without trailers taking up those spots and further limiting the parking spaces available for people with a trailer attached. At this time the only ticket that can be issued to a vehicle being parking in those spaces without a trailer is "parking on municipal property without permission" and carries a \$20 fine. Staff also feels that it is unfair to the owners with trailers being given \$60 tickets while the vehicle owners who take up their spots only receive a \$20 fine, this set fine will be the same as the restricted area parking fine and is proposed to be set at \$60 for early payment and \$80 for a set fine.

Subsection (h) has also been added in response to numerous issues with vehicle owners deciding to create their own parking spaces on the parkland portion of the Albert Street Parkette. Vehicles with and without trailers have constantly been found parking on the parkland within the parkette rather than in an area designated for parking. Specifically there have been issues with where the new washrooms have been built with people ignoring the barricade that was installed and parking in that area anyway. There have also been instances where vehicles with trailers have jumped the concrete barriers and created their own space within the parkland. At this time again, the only ticket that can be issued is "parking on municipal property without permission" which carries a \$20 fine. Again, staff feels that it is unfair to others who receive a \$60 fine for essentially the same prohibition because where these vehicles park is not in the designated "restricted area" as per Schedule "E" within the parking by-law. This fine will also be proposed at \$60 for early payment and \$80 for set fine. This is also worded to be specific to the addresses that encompass the Albert Street Parkette.

Addition 3: The addition of a subsection in Section 18 which now prohibits the following:

- (a) No person shall park a vehicle, or permit a vehicle to remain parked on any portion of a highway within the signed portion of the entrance to the Tay Shore Trail.

Staff have continually received complaints in past summer months of vehicles parking right at the edge of the Tay Shore Trail where the trail intersects the highways. The main issue with vehicles parking in these areas

is that pedestrians whether they are on a bicycle, rollerblading or walking etc. cannot safely see around the vehicles unless they enter a live lane of traffic in order to look around the vehicles to see if it is safe to cross the road. This prohibition has been added to restrict vehicles from parking within the entrance to the trail from each section of highway it intersects. The Township of Oro-Medonte had the same issue with their "Rail Trail" and added the prohibition in to restrict people from parking close to the intersections of the trail. There is no set distance within this section as certain intersections of the Trail will need to be set at greater distances as some of the intersections are at the bottom of hills and on a bend in the road which should make the restriction larger to prevent safety hazards along the roads.

Addition 4: Within Schedule "C" there has been a new addition for a no parking area along Albert Street between Jephson Street and Maple Street for both sides of the road. Staff have been getting continuous complaints along this section of Albert Street specifically when parents are dropping off and picking up their children at the school. With the traffic hazards this posed, some motorists were not able to see any parked cars until coming over the hill on Albert Street and this became a major safety hazard for motorists and children. Additionally, with vehicles parked on both sides of the road this caused the section of Albert Street to go down to 1 lane traffic as well. At the most recent meeting on March 2nd, 2020 it was agreed between staff and the Committee that there will be the same prohibition on Albert Street as there is on Jephson Street which will be that both sides of the road will be no parking Monday-Friday 8:00am to 5:00pm from September 1st- June 30th excluding holidays.

RECOMMENDATION: It is the recommendation from the Committee and staff that Addition 1, 2, 3 and 4 be added into the by-law.

Amendment 1: In Section 5- Parking Near Bridges, the distance restriction has been changed from 100 metres down to 15 metres.

Amendment 2: In Section 9 subsection (a) the time restriction has been changed from a three hour limit to a three day limit.

Amendment 3: In Section 15- Accessible Parking Regulations- All items pertaining to how many parking spaces are needed in each lot and the size of the parking spaces has been removed as Provincial Statutes now govern those types of regulations that all municipalities must follow.

FINANCIAL/BUDGET IMPACT:

New signs and posts will need to be ordered to be installed at the Tay Shore Trail entrance and for some additional signage at the boat launch area.

CONCLUSION:

Staff recommends Council approve of the proposed additions and amendments.

There has also been a suggestion made by the Committee that the parking areas at 91 and 110 Albert Street be considered to be paved rather than the gravel/dirt spaces as they are at the present time

Appendix "A"- Existing Parking By-law 2009-20, as amended

Appendix "B"- Proposed new Parking By-law with Highlighted sections

Appendix "C"- Parking facing the wrong direction photographs

Prepared By: Rob Kennedy, Municipal Law Enforcement Officer

Recommended By:

Date: March 4, 2020

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

Reviewed By:

Date: March 4, 2020

Lindsay Barron, CPA, CGA, HBCom.
Chief Administrative Officer/Deputy Clerk

Appendix "A"- Existing Parking By-law 2009-20, as amended

**Amended by By-law 2010-02
& 2012-16 & 2014-42
& 2014-52 & 2015-74
& 2016-59 & 2017-124
& 2018-31 & 2019-36**

THE CORPORATION OF THE TOWNSHIP OF TAY

BY-LAW NO. 2009-20

Being a By-law to Regulate the Parking of Vehicles within the Township of Tay

WHEREAS the Municipality is authorized pursuant to Section 428 of the Municipal Act, R.S.O. 2001, Chapter 25, as amended, to pass by-laws prohibiting the parking, standing or stopping of motor vehicles within the Municipality.

NOW THEREFORE the Council of the Corporation of the Township of Tay enacts as follows:

SECTION 1: DEFINITIONS

- 1.1 **"ACCESSIBLE PARKING PERMITS"** shall mean a marker or permit consisting of the international symbol for a person with a disability, issued in connection with a parking permit by the Ministry of Transportation (Ontario);
- 1.2 **"ACCESSIBLE PARKING SIGN"** is a sign consisting of the international symbol for persons with disabilities to be used for the purpose of designating parking spaces for the sole use of vehicles operated by or conveying persons with a disability;
- 1.3 **"BOULEVARD"** shall mean the grassed area between the sidewalk and the curb or the curb to the nearest street line thereto;
- 1.4 **"CORNER"** is hereby defined as the intersecting angle point of the curbs, except where there is no curb, the corner is defined as the intersecting angle point of the edge of the pavement or traveled portion of gravel surface, as the case may be;
- 1.5 **"CROSS WALK"** shall mean:
 - (a) that part of a highway at an intersection that is included within the connections of the lateral lines of the sidewalks on

opposite sides of the highway measured from the curbs, or, in the absence of curbs, from the edges of the roadway; or

(b) any portion of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or other markings on the surface.

(c) but excludes pedestrian crossovers.

1.6 **"CURB"** shall mean the raised concrete edging which separates the paved street from the boulevard;

1.7 **"EMERGENCY VEHICLE"** shall mean:

a) A fire department vehicle while responding to a fire alarm or other emergency call.

b) A vehicle while used by a person in the lawful performance of his duties – a police officer or by-law enforcement officer.

c) An ambulance or cardiac arrest emergency vehicle while responding to an injured person in an emergency situation.

1.8 **"FIRE CHIEF"** shall mean the Fire Chief of the Township of Tay or such person as he may designate to carry out his duties under this by-law;

1.9 **"FIRE ROUTE"** shall mean any private roadway designated by the Fire Chief;

1.10 **"HIGHWAY"** includes a common and public highway, any part of which is intended for or used by the general public for the passage of vehicles and pedestrians and includes the area between the lateral property lines thereof;

1.11 **"INTERSECTION"** shall mean the area embraced within the prolongation or connection of the lateral curb lines or, if none, then of the lateral boundary lines of two (2) or more highways that join one another at an angle, whether or not one highway crosses the other;

1.12 **"LARGE VEHICLE"** shall mean any vehicle which is in excess of 7 metres in length;

1.13 **"MUNICIPALITY"** shall mean the Municipal Corporation of the Township of Tay;

1.14 **"OBSTRUCT SIDEWALK"** shall mean the parking or stopping of a motor vehicle in such a position that obstructs any portion of the sidewalk;

- 1.15 **"PARK OR PARKING"** when prohibited means the standing of a vehicle, whether occupied or not, except when standing temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers;
- 1.16 **"PERMIT"** shall mean an identifying marker issued by the Ministry of Transportation (Ontario);
- 1.17 **"PERSON WITH A DISABILITY"** shall mean any person who falls under the definition of having a disability as set out in the *Accessibility for Ontarians with Disabilities Act, 2005, R.S.O. 2005, c.11* as amended and the *Ontario Human Rights Code*.
- 1.18 **"SCHOOL BUS"** shall mean a bus used for the transportation of children to and from school that;
- (a) bears on the rear thereof the words "Do not pass when signals flashing";
 - (b) is equipped with two (2) red signal lights on the rear thereof and two (2) red signal lights on the front thereof;
 - (c) is painted chrome yellow with black lettering and trim.
- 1.19 **"SIDEWALK"** shall mean an improved portion of a highway between the curb line and the adjacent property line, intended for the use of pedestrians;
- 1.20 **"STREET"** includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct, or trestle designed and intended for, or based by, the general public for the passage of vehicles;
- 1.21 **"TOW AWAY ZONE"** shall mean any road area within 30 metres in any direction from the sign designating the tow away zone.
- 1.22 **"UNLICENSED MOTOR VEHICLE"** is a vehicle that does not have affixed to a number plate displayed on the vehicle, evidence of current validation of the permit;
- 1.23 **"UTILITY VEHICLE"** shall mean a vehicle owned or operated by the municipality or a public utility, while being used by a person in the lawful performance of his duties in the installation, inspection or repair of the utility, including sewer and water mains, storm drains, roads, sidewalks and trail networks, telephone, hydro, natural gas, and television cable;
- 1.24 **"VEHICLE"** includes a motor vehicle, trailer, traction engine, farm tractor, road building machine and any vehicle drawn, propelled or

driven by any kind or power, including muscular power, and including a motorized snow vehicle.

SECTION 2: BLOCKING TRAFFIC

- (a) No person shall park any vehicle on a street so as to blockade or obstruct the traffic of vehicles;
- (b) No person shall park any vehicle so as to obstruct a sidewalk or on any boulevard;
- (c) No person shall park a vehicle which is in excess of 7 metres (23.3 feet) in length or detached trailer on any street within the Municipality ;
- (d) No person shall park so as to obstruct the entrance to any land or driveway into private or public property or into any garage or other building.

SECTION 3: PARKING NEAR FIRE HYDRANTS

No person shall park or leave a vehicle within three metres (3 m) of a point on the curb or edge of the roadway opposite any fire hydrants (3 metres = 9.8 Ft.).

SECTION 4: PARKING NEAR INTERSECTIONS

No person shall park a vehicle near the corners of street intersections within a distance of fifteen metres (15 m) back from the corner on each intersecting street or such distance as may be designated by sign. (15 metres = 49.2 Ft.).

SECTION 5: PARKING NEAR BRIDGES

No person shall park a vehicle on any bridge or within 100 metres of a bridge over, under or across which the highway passes (100 metres = 328 Ft.).

SECTION 6: PARKING ON LAND OWNED BY MUNICIPALITY

No person shall park or leave a vehicle on property owned or occupied by the Municipality or any local board thereof without the consent of the Municipality or local board, as the case may be.

SECTION 7: LOADING AND UNLOADING

- (a) Where possible, vehicles shall be loaded or unloaded from the side and shall be parked as close as possible to the curb or to the edge of the traveled portion of the street. No person shall leave a vehicle backed up to the edge of a street except during the actual loading or unloading and in any case no longer than is reasonably required for the loading or unloading operation;
- (b) In loading or unloading a vehicle, the driver of such vehicle shall ensure that the vehicle is parked no farther than thirty centimetres (30 cm.) from the curb (30 centimetres = 11.8 inches).

SECTION 8: MANNER OF PARKING

- (a) **Angle Parking:** where parking is permitted and markings on the surface of the street or signs are provided to direct the manner in which parking shall occur, no person shall park a vehicle except in accordance with such signs or surface markings;
- (b) **Parking Parallel to curb:** No person shall stand or park a vehicle on any street where there is a curb unless he ensures that such vehicle is parallel to and the right wheels and runners thereof are not more than thirty centimetres (30 cm.) from such curb, or in the winter, as near this as the conditions of the streets permit (30 centimetres = 11.8 inches).
- (c) **Parking parallel where no curb exists:** No person shall stand or park a vehicle on uncurbed streets, unless he ensures that such vehicle is parallel to and the right wheels and runners of the vehicle are as close as circumstances and weather conditions permit to the edge of the boulevards or sidewalks as the case may be.
- (d) **Parking with vehicle facing wrong direction (Two-way Street Parking):**
No person shall park or stop a vehicle on any street unless on the right side of the street, having regard to the direction in which the vehicle had been proceeding, with the right front and right rear wheels and runners not more than thirty centimetres (30 cm) from such curb, or in the winter, as near this as the conditions of the streets permit (30 centimetres = 11.8 inches).

SECTION 9: RESTRICTED PARKING

- (d) **Three Hour Limit:** Except as provided otherwise by this by-law, no person shall park on any street within the Municipality for a period longer than 3 (three) hours at any one time, with or without a driver or operator. Where a person parks a vehicle and moves the same from time to time the cumulative time that the vehicle is left parked

during any 24 (twenty-four) hour period shall not exceed (3) (three) hours;

- (e) **Restricted 15 minute parking;** No person shall park any vehicle, with or without a driver or operator, for a period in excess of 15 (fifteen) consecutive minutes as set out in Schedule "C" attached hereto and forming part of this By-law.;
- (f) **Restricted 1 hour parking:** No person shall park any vehicle, with or without a driver or operator, for a period in excess of (1) one hour as set out in Schedule "C" attached hereto and forming part of this By-law;
- (d) **Parking during Prohibited Hours:** No person shall park any vehicle with a trailer attached, with or without a driver or operator outside of the permitted hours as indicated by signs and as set out in Schedule "C" attached hereto and forming part of this By-law;
- (e) **Restricted Area Parking:** No person shall park any vehicle and/or a trailer in the geographical area as defined by Schedule "E" on any highway or on municipal property unless otherwise designated by sign.

SECTION 10: WINTER PARKING CONTROL

- (a) From the 15th day of November in any year until the 1st day of April in the following year between the hours of 3:00 A.M. to 12:00 NOON, no person shall park a vehicle on any street/road or within 3.05 metres of the edge of any gravel, surface treatment or asphalt roadway (3.05 metres = 10 Ft.).
- (b) Notwithstanding any other provision of this by-law which permits the parking of vehicles on highways or on any municipal parking lots, no person shall park or stand a vehicle in such a manner as to interfere with the clearing of snow from the highway.

SECTION 11: EMERGENCY VEHICLES & UTILITY VEHICLES

All emergency vehicles or utility vehicles are exempt from this by-law.

SECTION 12: SCHOOL BUS LOADING AND DROP OFF ZONE

No person shall park, stand, or stop any vehicle in any school bus loading, or drop off zone where signs have been erected indicating the designation of a school bus loading or drop off zone.

SECTION 13: CROSSWALK/PEDESTRIAN CROSSOVER

No person shall park, stand, or stop on any portion of a crosswalk or pedestrian crossover.

SECTION 14: FIRE ROUTES

Following designation of fire routes by the Fire Chief and notice under the Fire Prevention and Protection Act, S.O. 1997, as amended.

- (1) the owner of a property shall erect signs marking private roadways thereon as fire routes;
- (2) before erecting signs as required, the owner of a property shall obtain direction from and the approval of the Fire Chief or the persons designated by him to give such direction and approval, for all such signs, the wording thereon and the location thereof;
- (3) each private roadway which is located on a property of which the municipal address or location is listed in Schedule "D" hereto and beside or near which there are signs marking it as a fire route is hereby designated as a fire route;
- (4) the owner of a property upon which there is a private roadway that has been designated as a fire route:
 - (a) shall maintain the signs marking it as a fire route; and
 - (b) shall keep such private roadway:
 - (i) in good repair;
 - (ii) clear of snow and ice;
 - (iii) free of all obstructions.
- (5) no person shall park or leave a vehicle at any time on or along any part of a private roadway designated as a fire route;

SECTION 15: ACCESSIBLE PARKING REGULATIONS

(1) Provision of Parking Spaces for Use by Persons with Disabilities

Every owner or operator of a public parking area shall provide accessible parking spaces in conformity with the provisions of this By-law for the exclusive use of vehicles operated or conveying persons with a disability and where an accessible parking permit as defined in this By-law is visible or properly displayed. The minimum number of designated parking spaces which must be provided shall be calculated in accordance with the following table:

Capacity of Public Parking Area (# of parking spaces)	Number of Designated Parking Spaces to be Provided
1 -10	0
11 -99	1
100 -199	2

200	-299	3
300	-399	4
400	-499	5
500	or more	6

- (2) Every owner or operator shall ensure that the designated parking spaces shall be:
- (a) 3.7 metres (12 feet) in width;
 - (b) 5.79 metres (19 feet) in length;
 - (c) hard surfaced;
 - (d) level;
 - (e) located so as to be readily accessible to persons with disabilities, whether via ramps, depressed curbs or other means and, where the public parking area is intended to serve a particular building or complex, located within easy access of said building or complex;
 - (f) kept free from obstructions, kept clear of snow, ice and slush, and be otherwise maintained to the same standards as all other parking spaces in the same public parking area;

Signs

- (3) (a) The accessible parking permit signs referred to in this by-law shall conform to the Ontario Regulation made under the Highway Traffic Act, as amended.
- (b) An accessible parking permit sign be mounted on a permanent post, or affixed to a wall or structure located within three (3) metres and adjacent to the designated parking space at the point marking the midpoint in width of the parking space and shall not be located so as to block vehicular access to the designated parking space.
- (c) Where such parking space is parallel, an accessible permit sign shall be mounted on a permanent post, or affixed to a wall or structure located within three (3) metres and adjacent to the designated parking space at the point marking the midpoint in length of the parking space and shall not be located so as to block vehicular access to the designated parking space.
- (d) Every owner or operator of each public parking area in which signs are located pursuant to this by-law shall be responsible for the procurement, installation and maintenance of said signs, and for ensuring that said signs conform to the Ontario Regulations made under the Highway Traffic Act, as amended.

Use of Parking Spaces

- (4) (a) No person shall park a vehicle in a designated parking space in a public area or on a highway or portion of a highway, unless a valid accessible parking permit is properly displayed upon the vehicle and is accompanied by or picking up a person with a disability.
- (b) No public parking area owner or operator shall authorize any person to park a vehicle which does not properly display a valid accessible parking permit in a designated parking space.

SECTION 16: TOWING AND REMOVAL OF VEHICLES

- (a) A Municipal Law Enforcement Officer or any person appointed by the Municipality upon discovery of any vehicle parked or standing in contravention of this By-Law, may cause it to be moved or taken to and placed or stored in a suitable place and all costs and charges for removing, care and storage thereof, if any, are lien upon the vehicle which may be enforced in the manner provided by Chapter R.25, Sec. 4(1) of the Repair and Storage Liens Act, R.S.O. 1990, as amended.
- (b) All costs and charges for removal, care and storage of the vehicle shall be in addition to any other penalties provided in this By-Law.

SECTION 17: TOW AWAY ZONE

No person shall park a vehicle at any time where appropriate signs regarding "Tow Away Zones" have been erected and on display as set out in Schedule "B" attached hereto and forming part of this By-law.

SECTION 18: WHERE SIGNS ARE ON DISPLAY

Where proper prohibitive parking signs have been erected and are on display, no person shall park a vehicle on any portion of any street.

SECTION 19: PARKING OF UNLICENSED MOTOR VEHICLES

No person shall park an unlicensed motor vehicle on a highway.

SECTION 20: PENALTIES

Where a vehicle is found parked in contravention of the provisions of this by-law, the enforcing official so finding the vehicle shall attach to the vehicle a ticket in the form of a numbered notice stating;

- i) the license number and concise description of the vehicle;
- ii) that the vehicle has violated the provisions of this by-law;
- iii) the date, time, place and nature of the alleged offence;

- iv) that the owner or operator thereof can report to the Municipal Office of the Township of Tay within seven days, exclusive of Saturdays, Sundays and Holidays, after the date when the ticket is attached to make the early payment;
 - v) after seven days the penalty becomes the set fine;
 - vi) payment not received within fifteen days excluding Saturdays excluding Saturdays, Sundays and Holidays after the ticket was issued the fine is subject to the provisions of the Provincial Offences Act.
- (a) The ticket shall be prepared in triplicate and the enforcing official shall attach one copy to the vehicle and deliver the other copies to the Municipal Office.
- (b)(1) The owner or operator of the vehicle may within seven days exclusive of Saturdays, Sundays, and Holidays, after the day when the ticket is issued, report to the municipal office, or to any person designated by the municipality to receive such penalties, the sum of the early payment for the offence in full satisfaction in respect of the alleged offence and receipt therefore shall be given to the person making the payment.
- (b)(2) The owner or operator of the vehicle may after seven days and within fifteen days excluding Saturdays, Sundays and Holidays, after the day when the ticket is issued, report to the municipal office and pay at the municipal office or to any persons designated by the municipality to receive such penalties, pay the set fine for the offence in full satisfaction in respect of the alleged offence and receipt therefore shall be given to the person making the payment.
- (c) The owner or operator of a vehicle that is parked, stopped or left standing in contravention of this by-law is guilty of an offence and on convictions is liable to a fine of not more than One Thousand (\$1,000.00) Dollars for every offence exclusive of costs.
- (d) Every person who contravenes any provision of this by-law is guilty of an offence and upon conviction is liable to a fine as provided for by the Provincial Offences Act, R.S.O. 1990, c.P.33.

SECTION 21: SEVERABILITY

Every provision of this By-Law is declared to be severable from the remainder of the By-law and if any provision of the By-Law shall be declared invalid by a court of competent jurisdiction, such declaration shall not affect the validity of the remainder thereof

- (a) This By-Law No. 2009-20 shall come into force on the date the Chief Judge of the Ontario Court of Justice (Provincial Division) issues an order approving set fines for By-Law No. 2009-20.

SECTION 22: REPEAL BY-LAW

(1) That By-law 1994-58 as amended is hereby repealed.

**BY-LAW READ A FIRST, SECOND AND THIRD TIME AND FINALLY
PASSED THIS 24th DAY OF APRIL, 2019**

THE CORPORATION OF THE TOWNSHIP OF TAY

MAYOR, Ted Walker

CLERK, Alison Gray

SCHEDULE "A"
TO BY-LAW 2009-20, as amended

NO PARKING

The following areas are designated as no parking zones:

COLUMN 1 Road	COLUMN 2 Side	COLUMN 3 Between
Albert Street	Southwest	Six (6) metres (20ft.) feet northwest of William Street
Albert Street	Northeast	Fifteen (15) metres (49ft.) southeast of William Street
Albert Street	Southwest	Fifteen (15) metres (49ft) southeast of William Street
Albert Street	Northeast	Sixty (60) metres (200ft.) northwest of Jephson Street
Albert Street	Southwest	Six (6) metres (20ft.) northwest of Waldie Ave
Albert Street	Northwest	Waldie Avenue to the boat launch
Albert Street	Northeast	Wycliffe Cove to boat launch
Ellen Street	Northeast	Fifteen (15) metres (49ft.) from Hoyt Ave
Fallowfield Lane	Northwest	From Pine Street to the opposite side of driveway to Bridgeview Park
Fallowfield Lane	Southeast	From Pine Street to the opposite side of driveway to Bridgeview Park
Grandview Road	North	Fifteen (15) metres (49ft.) east of Triple Bay Road
Hoyt Ave	Northwest	From 40 Ellen Street (Sewage Pump Station) to Juneau Road
Hoyt Ave	Southeast	Fifteen (15) metres (49ft.) from Ellen Street
Industrial Road	South	Park Street until lot line of 49 Industrial Road
Pine Street	East	Twelve (12) metres (40ft.) south of Tay Trail
Waldie Ave	North	Fifty eight (58) metres (190ft.) west of Albert Street

Waldie Ave	South	One hundred six (106) metres (350ft.) west of Albert Street
Talbot Street	North	From Ninth Ave to Triple Bay Road
Talbot Street	South	From Ninth Ave to Triple Bay Road
Talbot Street	North	Thirty (30) metres (100ft.) east of Fourth Ave
Talbot Street	South	Fifteen (15) metres (49ft.) east of Ney Ave
Triple Bay Road	East	Three hundred seventy five (375) metres from Hwy 12
Triple Bay Road	West	Three hundred seventy five (375) metres from Hwy 12
Winfield Drive	East	Thirty (30) metres (100ft.) from waters edge
William Street	Northwest	Fifteen (15) metres (49ft.) southwest of Albert Street
William Street	Southeast	Fifteen (15) metres (49ft.) northeast of Albert Street
Wycliffe Cove	Northeast	Albert St. & Ellen St.

SCHEDULE "B"
TO BY-LAW 2009-20, as amended

TOW AWAY

The following areas are designated as Tow Away zones:

COLUMN 1 Road	COLUMN 2 Side	COLUMN 3 Between
Alcove Drive	North	Thirty (30) metres, (100ft.) east of 100 Alcove Drive
Alcove Drive	South	Thirty (30) metres, (100ft.) east of 100 Alcove Drive
Duck Bay Road	East	From the driveway of 5 Duck Bay Road to a spot 200 meters north of the bridge
Duck Bay Road	West	From the driveway of 10 Duck Bay Road to a spot 200 meters north of the bridge

SCHEDULE "C"
TO BY-LAW 2009-20, as amended

TIME LIMIT PARKING

COLUMN 1 Highway	COLUMN 2 Side	COLUMN 3 Between	COLUMN 4 Hours	COLUMN 5
Albert Street	Southwest Side	212 Albert Street and 230 Albert Street	Monday to Sunday, between 8:00 a.m. & 6:00 p.m.	15 Minutes
Jephson Street	Southeast Side	Albert Street and property line of 95 Jephson Street	Monday to Friday between 8:00am & 5:00pm from September 1 st -June 30 th excluding holidays	Anytime between 8:00am and 5:00pm
145 Albert Street	Parking lot			

PROHIBITED HOUR PARKING

COLUMN 1 Location	COLUMN 2 Description	COLUMN 3 Permitted hours	COLUMN 4 Prohibited Time
145 Albert Street	Parking lot	Friday 5:30pm-11:00pm Saturday 1:00pm-11:00pm Sunday 7:00am-11:00pm	Anytime outside of the hours listed in Column 3

SCHEDULE "D"
TO BY-LAW 2009-20, as amended

FIRE ROUTE

The following areas are designated as Fire Route zones:

Location
445 Pine Street, Waubashene Fire Hall
460 Park Street, St Antoine Daniel Catholic School
125 Jephson Street, Victoria Harbour Public School
15979 Highway 12 East, Ontario SPCA Midland & District Branch
16164 Highway 12, Saint Marie Among The Hurons
16160 Highway 12, Wye March Wildlife Centre
311 Talbot Street
2529 Reeves Road
16163 Highway 12, Martyrs' Shrine

SCHEDULE "E"
TO BY-LAW 2009-20, as amended



THE CORPORATION OF THE TOWNSHIP OF TAY

PART II Provincial Offences Act

By-law No. 2009-20, as amended A by-law to regulate the parking of vehicles

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Early Voluntary Payment Payable within 7 days	COLUMN 4 Set Fine
1	Parking Obstructing Traffic	2(a)	\$20.00	\$25.00
2	Park Vehicle (excess of 7 metres in length)	2(c)	\$20.00	\$25.00
3	Parking on a Sidewalk, Boulevard	2(b)	\$20.00	\$25.00
4	Parking Obstructing Entrance to Driveway	2(d)	\$20.00	\$25.00
5	Parking within 3 metres of Fire Hydrant	3	\$20.00	\$25.00
6	Parking within 15 metres of Intersection	4	\$20.00	\$25.00
7	Parking on (or within 100 metres of) bridge	5	\$20.00	\$25.00
8	Unauthorized Parking on Municipal Property	6	\$20.00	\$25.00
9	Improper Parking during Loading, Unloading	7(b)	\$20.00	\$25.00
10	Improper Angle Parking	8(a)	\$20.00	\$25.00
11	Improper Parallel Parking (to curb)	8(b)	\$20.00	\$25.00
12	Improper Parallel Parking (no curb)	8(c)	\$20.00	\$25.00
13	Parking with vehicle facing wrong direction	8(d)	\$20.00	\$25.00
14	Parking Beyond Three Hour Limit	9(a)	\$20.00	\$25.00
15	Parking Beyond 15 Minute Limit	9(b)	\$20.00	\$25.00
16	Parking Beyond One Hour Limit	9(c)	\$20.00	\$25.00

17	Park vehicle with trailer during prohibited hours	9(d)	\$60.00	\$80.00
18	Restricted Area Parking	9(e)	\$60.00	\$80.00
19	Parking within 3.05 metres of Roadway from Nov. 15 to April 01 between 3:00 a.m. to 12:00 noon	10(a)	\$25.00	\$30.00
20	Park as to interfere with snow removal	10(b)	\$25.00	\$30.00
21	Park in School Bus Loading, Drop-off zone	12	\$20.00	\$25.00
22	Parking on a Crosswalk	13	\$20.00	\$25.00

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Early Voluntary Payment Payable within 7 days	COLUMN 4 Set Fine
23	Parking in a Fire Route	14.5	\$50.00	\$60.00
24	Parking in a Disabled Parking Spot-No permit displayed	15.4(a)	\$300.00	\$300.00
25	Parking in a Tow away Zone	17	\$35.00	\$40.00
26	Parking in a Prohibited Area	18	\$20.00	\$25.00

Note: The general penalty provision for the offences listed above is Section 20(d) of Bylaw 2009-20, as amended, a certified copy of which has been filed.

THE CORPORATION OF THE TOWNSHIP OF TAY

PART II Provincial Offences Act

**By-law No. 2009-20, as amended
A by-law to regulate the parking of vehicles**

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Note: The general penalty provision for the offences listed above is Section 20(d) of Bylaw 2009-20, as amended, a certified copy of which has been filed.

THE CORPORATION OF THE TOWNSHIP OF TAY

BY-LAW NO. 2020-XX

**Being a By-law to Regulate the Parking of Vehicles
within the Township of Tay**

WHEREAS the Municipality is authorized pursuant to Section 428 of the Municipal Act, R.S.O. 2001, Chapter 25, as amended, to pass by-laws prohibiting the parking, standing or stopping of motor vehicles within the Municipality.

NOW THEREFORE the Council of the Corporation of the Township of Tay enacts as follows:

SECTION 1: DEFINITIONS

- 1.3 **"ACCESSIBLE PARKING PERMITS"** shall mean a marker or **permit** consisting of the international symbol for a person with a disability, issued in connection with a parking **permit** by the Ministry of Transportation (Ontario);
- 1.4 **"ACCESSIBLE PARKING SIGN"** is a **sign** consisting of the international symbol for persons with disabilities to be used for the purpose of designating parking spaces for the sole use of vehicles operated by or conveying persons with a disability;
- 1.5 **"BOULEVARD"** shall mean the grassed area between the **sidewalk** and the **curb** or the **curb** to the nearest street line thereto;
- 1.4 **"COMMUNITY SAFETY ZONE"** means a part of a **highway** which is designated by **signs** as a community safety zone pursuant to the Highway Traffic Amendment Act (Community Safety Zones), 1998, being areas where public safety is of special concern, as identified by the **Municipality**, and where fines imposed upon conviction of any violation, are increased
- 1.5 **"CORNER"** is hereby defined as the intersecting angle point of the curbs, except where there is no **curb**, the corner is defined as the intersecting angle point of the edge of the pavement or traveled portion of gravel surface, as the case may be;
- 1.6 **"CROSS WALK"** shall mean:

- (a) that part of a **highway** at an **intersection** that is included within the connections of the lateral lines of the **sidewalks** on opposite sides of the **highway** measured from the curbs, or, in the absence of curbs, from the edges of the **highway**; or
 - (c) any portion of a **highway** at an **intersection** or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or other markings on the surface.
 - (c) but excludes pedestrian crossovers.
- 1.7 **"CURB"** shall mean the raised concrete edging which separates the paved street from the **boulevard**;
- 1.8 **"EMERGENCY VEHICLE"** shall mean:
 - a) A fire department **vehicle** while responding to a fire alarm or other emergency call.
 - b) A **vehicle** while used by a person in the lawful performance of his duties – a police officer or by-law enforcement officer.
 - c) An ambulance or cardiac arrest emergency **vehicle** while responding to an injured person in an emergency situation.
- 1.9 **"FIRE CHIEF"** shall mean the Fire Chief of the Township of Tay or such person as he may designate to carry out his duties under this by-law;
- 1.10 **"FIRE ROUTE"** shall mean any private roadway designated by the Fire Chief;
- 1.11 **"HIGHWAY"** includes a common and public highway, any part of which is intended for or used by the general public for the passage of vehicles and pedestrians and includes the area between the lateral property lines thereof;
- 1.12 **"INTERSECTION"** shall mean the area embraced within the prolongation or connection of the lateral curb lines or, if none, then of the lateral boundary lines of two (2) or more highways that join one another at an angle, whether or not one highway crosses the other;
- 1.13 **"LARGE VEHICLE"** shall mean any vehicle which is in excess of 7 metres in length;
- 1.14 **"MUNICIPALITY"** shall mean the Municipal Corporation of the Township of Tay;
- 1.15 **"OBSTRUCT SIDEWALK"** shall mean the **parking** or stopping of a motor vehicle in such a position that obstructs any portion of the sidewalk;

1.16 **"OWNER"** means:

- (1) a person with legal title to property,
- (2) the spouse of the person in (1),
- (3) a person authorized in writing by the legal title holder to act on his or her behalf to enforce or to request the enforcement of this by-law.

OWNED has a corresponding meaning when describing property.

1.17 **"PARK" OR "PARKING"** when prohibited means the standing of a vehicle, whether occupied or not, except when standing temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers;

1.18 **"PEDESTRIAN"** means a person on foot and invalids and children in wheeled carriages.

1.19 **"PERMIT"** shall mean an identifying marker issued by the Ministry of Transportation (Ontario);

1.20 **"PERSON WITH A DISABILITY"** shall mean any person who falls under the definition of having a disability as set out in the *Accessibility for Ontarians with Disabilities Act, 2005, R.S.O. 2005, c.11* as amended and the *Ontario Human Rights Code*.

1.22 **"SCHOOL BUS"** shall mean a bus used for the transportation of children to and from school that;

- (a) bears on the rear thereof the words "Do not pass when signals flashing";
- (b) is equipped with two (2) red signal lights on the rear thereof and two (2) red signal lights on the front thereof;
- (c) is painted chrome yellow with black lettering and trim.

1.23 **"SIDEWALK"** shall mean an improved portion of a **highway** between the **curb** line and the adjacent property line, intended for the use of pedestrians;

1.24 **"STREET"** includes a common and public **highway**, street, avenue, parkway, driveway, square, place, bridge, viaduct, or trestle designed and intended for, or based by, the general public for the passage of vehicles;

1.25 **"TOW AWAY ZONE"** shall mean any road area within 30 metres in any direction from the sign designating the tow away zone.

1.26 **"UNLICENSED MOTOR VEHICLE"** is a **vehicle** that does not have affixed to a number plate displayed on the vehicle, evidence of current validation of the permit;

1.27 **"UTILITY VEHICLE"** shall mean a **vehicle** owned or operated by the municipality or a public utility, while being used by a person in the lawful performance of his duties in the installation, inspection or repair of the utility, including sewer and water mains, storm drains, roads, sidewalks and trail networks, telephone, hydro, natural gas, and television cable;

1.28 **"VEHICLE"** includes a motor vehicle, trailer, traction engine, farm tractor, road building machine and any vehicle drawn, propelled or driven by any kind or power, including muscular power, and including a motorized snow vehicle.

SECTION 2: BLOCKING TRAFFIC

(a) No person shall park any vehicle on a street so as to blockade or obstruct the traffic of vehicles;

(b) No person shall park any vehicle so as to obstruct a sidewalk or on any boulevard;

(c) No person shall park a vehicle which is in excess of 7 metres (23.3 feet) in length or detached trailer on any street within the Municipality;

(d) No person shall park so as to obstruct the entrance to any land or driveway into private or public property or into any garage or other building.

SECTION 3: PARKING NEAR FIRE HYDRANTS

No person shall park or leave a vehicle within three metres (3 m) of a point on the curb or edge of the roadway opposite any fire hydrants (3 metres = 9.8 Ft.).

SECTION 4: PARKING NEAR INTERSECTIONS

No person shall park a vehicle near the corners of street intersections within a distance of nine metres (9 m) back from the corner on each intersecting street or such distance as may be designated by sign. (9 metres = 29.5 Ft.).

SECTION 5: PARKING NEAR BRIDGES

No person shall park a vehicle on any bridge or within 15 metres of a bridge over, under or across which the highway passes (15 metres = 49 Ft.).

SECTION 6: PARKING ON LAND OWNED BY MUNICIPALITY

No person shall park or leave a vehicle on property owned or occupied by the Municipality or any local board thereof without the consent of the Municipality or local board, as the case may be.

SECTION 7: LOADING AND UNLOADING

- (a) Where possible, vehicles shall be loaded or unloaded from the side and shall be parked as close as possible to the curb or to the edge of the traveled portion of the street. No person shall leave a vehicle backed up to the edge of a street except during the actual loading or unloading and in any case no longer than is reasonably required for the loading or unloading operation;
- (b) In loading or unloading a vehicle, the driver of such vehicle shall ensure that the vehicle is parked no farther than thirty centimetres (30 cm.) from the curb (30 centimetres = 11.8 inches).

SECTION 8: MANNER OF PARKING

- (a) **Parking Parallel to curb:** No person shall stand or park a vehicle on any street where there is a curb unless he ensures that such vehicle is parallel to and the right wheels and runners thereof are not more than thirty centimetres (30 cm.) from such curb, or in the winter, as near this as the conditions of the streets permit (30 centimetres = 11.8 inches).
- (b) **Parking parallel where no curb exists:** No person shall stand or park a vehicle on uncurbed streets, unless he ensures that such vehicle is parallel to and the right wheels and runners of the vehicle are as close as circumstances and weather conditions permit to the edge of the boulevards or sidewalks as the case may be.

- (c) **Parking with vehicle facing wrong direction (Two-way Street Parking):**

No person shall park or stop a vehicle on any street unless on the right side of the street, having regard to the direction in which the vehicle had been proceeding, with the right front and right rear wheels and runners not more than thirty centimetres (30 cm) from such curb, or in the winter, as near this as the conditions of the streets permit (30 centimetres = 11.8 inches).

- (d) **Parking within marked parking spaces:** Where parking is permitted and markings on the surface of the street or signs are

visible to direct the manner in which parking shall occur, no person shall park a vehicle that is not completely within a single parking space or the vehicle occupies more than one parking space.

- (e) Notwithstanding section 8 (e), any vehicles with a trailer attached that are parked within 145 Albert Street are exempt from that section if only occupying two parking spaces due to the length of the vehicle and trailer attached during the permitted hours that vehicles with trailers are allowed to park at 145 Albert Street.
- (f) Where signs have been erected in a parking area designating that parking area is solely for vehicles with trailers attached, no person shall park or stop a vehicle without a trailer attached within that parking area.
- (g) No person shall park or stop a vehicle on the parkland area of 91 or 110 Albert Street.

SECTION 9: RESTRICTED PARKING

- (a) **Three Day Limit:** Except as provided otherwise by this by-law, no person shall park on any travelled portion of any street or within 3 metres of the travelled portion of the roadway within the Municipality for a period longer than 3 (three) days at any one time, with or without a driver or operator.
- (b) **Parking during Prohibited hours:** No person shall park any vehicle with a trailer attached, with or without a driver or operator outside of permitted hours as indicated by signs and as set out in Schedule "C" attached hereto and forming part of this By-law.
- (c) **Restricted Area Parking:** No person shall park any vehicle and/or a trailer in the geographical area as defined by Schedule "E" on any highway or on municipal property unless otherwise designated by sign.

SECTION 10: WINTER PARKING CONTROL

- (a) From the 15th day of November in any year until the 1st day of April in the following year between the hours of 3:00 A.M. to 12:00 NOON, no person shall park a vehicle on any street/road or within 3.05 metres of the edge of any gravel, surface treatment or asphalt roadway (3.05 metres = 10 Ft.).
- (b) Notwithstanding any other provision of this by-law which permits the parking of vehicles on highways or on any municipal parking lots, no person shall park or stand a vehicle in such a manner as to interfere with the clearing of snow from the highway or municipal parking lot.

SECTION 11: EMERGENCY VEHICLES & UTILITY VEHICLES

All emergency vehicles or utility vehicles are exempt from this by-law.

SECTION 12: SCHOOL BUS LOADING AND DROP OFF ZONE

No person shall park, stand, or stop any vehicle in any school bus loading, or drop off zone where signs have been erected indicating the designation of a school bus loading or drop off zone.

SECTION 13: CROSSWALK/PEDESTRIAN CROSSOVER

No person shall park, stand, or stop on any portion of a crosswalk or pedestrian crossover.

SECTION 14: FIRE ROUTES

Following designation of fire routes by the Fire Chief and notice under the Fire Prevention and Protection Act, S.O. 1997, as amended.

- (1) the owner of a property shall erect signs marking private roadways thereon as fire routes;
- (2) before erecting signs as required, the owner of a property shall obtain direction from and the approval of the Fire Chief or the persons designated by him to give such direction and approval, for all such signs, the wording thereon and the location thereof;
- (3) each private roadway which is located on a property of which the municipal address or location is listed in Schedule "D" hereto and beside or near which there are signs marking it as a fire route is hereby designated as a fire route;
- (4) the owner of a property upon which there is a private roadway that has been designated as a fire route:
 - (a) shall maintain the signs marking it as a fire route; and
 - (b) shall keep such private roadway:
 - (iv) in good repair;
 - (v) clear of snow and ice;
 - (vi) free of all obstructions.
- (5) no person shall park or leave a vehicle at any time on or along any part of a private roadway designated as a fire route;

SECTION 15: ACCESSIBLE PARKING REGULATIONS

- (a) No person shall park a vehicle in an accessible parking space unless a valid accessible parking permit is displayed and is clearly visible from outside the vehicle as prescribed in a Provincial statute or regulation.

- (b) No person other than a person with a disability who is the operator of a vehicle or a person who is the operator of a vehicle in which a person with a disability is a passenger shall use an accessible parking permit.
- (c) If the vehicle is a motorcycle or motor assisted bicycle, the accessible parking permit shall be displayed on the top left corner of the number plate of the vehicle.

SECTION 16: TOWING AND REMOVAL OF VEHICLES

- (c) A Municipal Law Enforcement Officer or any person appointed by the Municipality upon discovery of any vehicle parked or standing in contravention of this By-Law, may cause it to be moved or taken to and placed or stored in a suitable place and all costs and charges for removing, care and storage thereof, if any, are lien upon the vehicle which may be enforced in the manner provided by Chapter R.25, Sec. 4(1) of the Repair and Storage Liens Act, R.S.O. 1990, as amended.
- (d) All costs and charges for removal, care and storage of the vehicle shall be in addition to any other penalties provided in this By-Law.

SECTION 17: TOW AWAY ZONE

No person shall park a vehicle at any time where appropriate signs regarding "Tow Away Zones" have been erected and on display as set out in Schedule "B" attached hereto and forming part of this By-law.

SECTION 18: WHERE SIGNS ARE ON DISPLAY

- (a) Where proper prohibitive parking signs have been erected and are on display, no person shall park a vehicle on any portion of any street.
- (b) Where Community safety zone signs have been erected and are on display, all vehicles within the confines of the erected signs are subject to increased fines.
- (c) No person shall park a vehicle, or permit a vehicle to remain parked on any portion of a highway within the signed portion of the entrance to the Tay Shore Trail.

SECTION 19: PARKING OF UNLICENSED MOTOR VEHICLES

No person shall park an unlicensed motor vehicle on a highway.

SECTION 20: PENALTIES

Where a vehicle is found parked in contravention of the provisions of this by-law, the enforcing official so finding the vehicle shall attach to the vehicle a ticket in the form of a numbered notice stating;

- vii) the license number and validation sticker of the vehicle when possible;
 - viii) that the vehicle has violated the provisions of this by-law;
 - ix) the date, time, place and nature of the alleged offence;
 - x) that the owner or operator thereof can report to the Municipal Office of the Township of Tay within seven days, exclusive of Saturdays, Sundays and Holidays, after the date when the ticket is attached to make the early payment;
 - xi) after seven days the penalty becomes the set fine;
 - xii) payment not received within fifteen days excluding Saturdays, Sundays and Holidays after the ticket was issued the fine is subject to the provisions of the Provincial Offences Act.
- (b) The ticket shall be prepared in duplicate and the enforcing official shall attach one copy to the vehicle and deliver the other copy to the Municipal Office.
- (b)(1) The owner or operator of the vehicle may within seven days exclusive of Saturdays, Sundays, and Holidays, after the day when the ticket is issued, report to the municipal office, or to any person designated by the municipality to receive such penalties, the sum of the early payment for the offence in full satisfaction in respect of the alleged offence and receipt therefore shall be given to the person making the payment.
- (b)(2) The owner or operator of the vehicle may after seven days and within fifteen days excluding Saturdays, Sundays and Holidays, after the day when the ticket is issued, report to the municipal office and pay at the municipal office or to any persons designated by the municipality to receive such penalties, pay the set fine for the offence in full satisfaction in respect of the alleged offence and receipt therefore shall be given to the person making the payment.
- (c) The owner or operator of a vehicle that is parked, stopped or left standing in contravention of this by-law is guilty of an offence and on convictions is liable to a fine of not more than One Thousand (\$1,000.00) Dollars for every offence exclusive of costs.
- (d) Every person who contravenes any provision of this by-law is guilty of an offence and upon conviction is liable to a fine as provided for by the Provincial Offences Act, R.S.O. 1990, c.P.33.

SECTION 21: SEVERABILITY

Every provision of this By-Law is declared to be severable from the remainder of the By-law and if any provision of the By-Law shall be declared invalid by a court of competent jurisdiction, such declaration shall not affect the validity of the remainder thereof

- (a) This By-Law No. 2020-XX shall come into force on the date the Chief Judge of the Ontario Court of Justice (Provincial Division) issues an order approving set fines for By-Law No. 2020-XX.

SECTION 22: REPEAL BY-LAW

- (a) That By-law 2009-20, as amended is hereby repealed.

**BY-LAW READ A FIRST, SECOND AND THIRD TIME AND FINALLY
PASSED THIS DAY OF , 2020**

THE CORPORATION OF THE TOWNSHIP OF TAY

MAYOR, Ted Walker

CLERK, Alison Gray

SCHEDULE "A"
TO BY-LAW 2020-XX

NO PARKING

The following areas are designated as no parking zones:

COLUMN 1 Road	COLUMN 2 Side	COLUMN 3 Between
Albert Street	Southwest	Six (6) metres (20ft.) feet northwest of William Street
Albert Street	Northeast	Fifteen (15) metres (49ft.) southeast of William Street
Albert Street	Southwest	Fifteen (15) metres (49ft) southeast of William Street
Albert Street	Northeast	Sixty (60) metres (200ft.) northwest of Jephson Street
Albert Street	Southwest	Six (6) metres (20ft.) northwest of Waldie Ave
Albert Street	Northwest	Waldie Avenue to the boat launch
Albert Street	Northeast	Wycliffe Cove to boat launch
Ellen Street	Northeast	Fifteen (15) metres (49ft.) from Hoyt Ave
Fallowfield Lane	Northwest	From Pine Street to the opposite side of driveway to Bridgeview Park
Fallowfield Lane	Southeast	From Pine Street to the opposite side of driveway to Bridgeview Park
Grandview Road	North	Fifteen (15) metres (49ft.) east of Triple Bay Road
Hoyt Ave	Northwest	From 40 Ellen Street (Sewage Pump Station) to Juneau Road
Hoyt Ave	Southeast	Fifteen (15) metres (49ft.) from Ellen Street
Industrial Road	South	Park Street until lot line of 49 Industrial Road
Pine Street	East	Twelve (12) metres (40ft.) south of Tay Trail
Waldie Ave	North	Fifty eight (58) metres (190ft.) west of Albert Street

Waldie Ave	South	One hundred six (106) metres (350ft.) west of Albert Street
Talbot Street	North	From Ninth Ave to Triple Bay Road
Talbot Street	South	From Ninth Ave to Triple Bay Road
Talbot Street	North	Thirty (30) metres (100ft.) east of Fourth Ave
Talbot Street	South	Fifteen (15) metres (49ft.) east of Ney Ave
Triple Bay Road	East	Three hundred seventy five (375) metres from Hwy 12
Triple Bay Road	West	Three hundred seventy five (375) metres from Hwy 12
Winfield Drive	East	Thirty (30) metres (100ft.) from waters edge
William Street	Northwest	Fifteen (15) metres (49ft.) southwest of Albert Street
William Street	Southeast	Fifteen (15) metres (49ft.) northeast of Albert Street
Wycliffe Cove	Northeast	Albert St. & Ellen St.

SCHEDULE "B"
TO BY-LAW 2020-XX, as amended

TOW AWAY

The following areas are designated as Tow Away zones:

COLUMN 1 Road	COLUMN 2 Side	COLUMN 3 Between
Alcove Drive	North	Thirty (30) metres, (100ft.) east of 100 Alcove Drive
Alcove Drive	South	Thirty (30) metres, (100ft.) east of 100 Alcove Drive
Duck Bay Road	East	From the driveway of 5 Duck Bay Road to a spot 50 meters north of the bridge
Duck Bay Road	West	From the driveway of 10 Duck Bay Road to a spot 50 meters north of the bridge

SCHEDULE "C"
TO BY-LAW 2020-XX

TIME LIMIT PARKING

COLUMN 1 Highway	COLUMN 2 Side	COLUMN 3 Between	COLUMN 4 Hours	COLUMN 5
Jephson Street	Southeast Side	Albert Street and property line of 95 Jephson Street	Monday to Friday between 8:00am & 5:00pm from September 1 st -June 30 th excluding holidays	Anytime between 8:00am and 5:00pm
Albert Street	Both Sides of Road	Jephson Street and Maple Street	Monday to Friday between 8:00am & 5:00pm from September 1 st - June 30 th excluding holidays	Anytime between 8:00am & 5:00pm

PROHIBITED HOUR PARKING

COLUMN 1 Location	COLUMN 2 Description	COLUMN 3 Permitted hours	COLUMN 4 Prohibited Time
145 Albert Street	Parking lot	Friday 5:30pm-11:00pm Saturday 1:00pm-11:00pm Sunday 7:00am-11:00pm	Anytime outside of the hours listed in Column 3

SCHEDULE "D"
TO BY-LAW 2020-XX
FIRE ROUTE

The following areas are designated as Fire Route zones:

Location
445 Pine Street, Waubashene Fire Hall
460 Park Street, St Antoine Daniel Catholic School
125 Jephson Street, Tay Shores Public School
15979 Highway 12 East, Ontario SPCA Midland & District Branch
16164 Highway 12, Saint Marie Among The Hurons
16160 Highway 12, Wye March Wildlife Centre
311 Talbot Street
16163 Highway 12, Martyrs' Shrine
60 Maple Street

SCHEDULE "E"
TO BY-LAW 2020-XX



THE CORPORATION OF THE TOWNSHIP OF TAY
PART II Provincial Offences Act

By-law No. 2020-XX,
A By-law to regulate the parking of vehicles

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11	Improper Parallel Parking (no curb)	8(b)	\$40.00	\$60.00
12	Parking with vehicle facing wrong direction	8(c)	\$40.00	\$60.00
13	Park- Not in Single Space	8(d)	\$40.00	\$60.00
14	Park vehicle without trailer	8(f)	\$60.00	\$80.00
15	Park vehicle in parkland	8(g)	\$60.00	\$80.00
16	Parking Beyond Three Day Limit	9(a)	\$40.00	\$60.00
17	Park vehicle with trailer during prohibited hours	9(b)	\$60.00	\$80.00

18	Restricted Area Parking	9(c)	\$60.00	\$80.00
19	Parking within 3.05 metres of Roadway from Nov. 15 to April 01 between 3:00 a.m. to 12:00 noon	10(a)	\$40.00	\$60.00
20	Park as to interfere with snow removal	10(b)	\$40.00	\$60.00
21	Park in School Bus Loading, Drop-off zone	12	\$40.00	\$60.00
22	Parking on a Crosswalk	13	\$40.00	\$60.00
ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Early Voluntary Payment Payable within 7 days	COLUMN 4 Set Fine
23	Parking in a Fire Route	14(5)	\$100.00	\$150.00
24	Parking in a Disabled Parking Space-No permit displayed	15(a)	N/A	\$300.00
25	Parking in a Tow away Zone	17	\$40.00	\$60.00
26	Parking in a Prohibited Area	18(a)	\$40.00	\$60.00
27	Parking in a Prohibited Area-Community Safety Zone	18(b)	N/A	\$60.00
28	Park within entrance to Tay Shore Trail	18(c)	\$40.00	\$60.00

Note: The general penalty provision for the offences listed above is Section 20(d) of Bylaw 2020-XX, a certified copy of which has been filed.

THE CORPORATION OF THE TOWNSHIP OF TAY

PART II Provincial Offences Act

By-law No. 2020-XX, A By-law to regulate the parking of vehicles

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Early Voluntary Payment Payable within 7 days	COLUMN 4 Set Fine
1	Parking Obstructing Traffic	2(a)		
2	Parking on a Sidewalk, Boulevard	2(b)		
3	Park Vehicle (excess of 7 metres in length)	2(c)		
4	Parking Obstructing Entrance to Driveway	2(d)		
5	Parking within 3 metres of Fire Hydrant	3		
6	Parking within 9 metres of Intersection	4		
7	Parking on (or within 15 metres of) bridge	5		
8	Unauthorized Parking on Municipal Property	6		
9	Improper Parking during Loading, Unloading	7(b)		
10	Improper Parallel Parking (to curb)	8(a)		
11	Improper Parallel Parking (no curb)	8(b)		
12	Parking with vehicle facing wrong direction	8(c)		
13	Park- Not in Single Space	8(d)		
14	Park vehicle without trailer	8(f)		
15	Park vehicle in parkland	8(g)		
16	Parking Beyond Three Day Limit	9(a)		
17	Park vehicle with trailer during prohibited hours	9(b)		
18	Restricted Area Parking	9(c)		

19	Parking within 3.05 metres of Roadway from Nov. 15 to April 01 between 3:00 a.m. to 12:00 noon	10(a)		
20	Park as to interfere with snow removal	10(b)		
21	Park in School Bus Loading, Drop-off zone	12		
ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Early Voluntary Payment Payable within 7 days	COLUMN 4 Set Fine
22	Parking on a Crosswalk	13		
23	Parking in a Fire Route	14(5)		
24	Parking in a Disabled Parking Spot-No permit displayed	15(a)		
25	Parking in a Tow away Zone	17		
26	Parking in a Prohibited Area	18(a)		
27	Park in a Prohibited Area-Community Safety Zone	18(b)		
28	Park within entrance of Tay Shore Trail	18(c)		

Note: The general penalty provision for the offences listed above is Section 20(d) of Bylaw 2020-XX, a certified copy of which has been filed.

Appendix "C"- Parking facing the wrong direction photographs







STAFF REPORT

Department/Function: Protection to Persons and Property

Chair: Councillor Sandy Talbot

Meeting Date: March 11, 2020

Report No.: PPP-2020-20

Report Title: Littering By-law Fine Amendments

RECOMMENDATION:

That Staff Report No. PPP-2020-20 regarding the Littering By-law be received;

And that Council approves the Littering By-law amendment to increase the set fines and that the required amending by-law be brought forward to the next Council meeting to be passed;

INTRODUCTION/BACKGROUND:

The Township of Tay By-law department reviews all regulatory by-laws in order to amend definitions, re-word certain sections and update the fine amounts in order to clarify regulations and to add, delete or amend sections for Councils consideration.

ANALYSIS:

Due to the increased amount of calls for service in respect to littering in the Township, staff feel that an increased fine for a violation of illegal dumping is appropriate. Within the Parks and Trails By-law that was passed last year, the fine for depositing refuse in a park or on the trail carries a set fine of \$300. Currently in our Littering By-law all set fines are set at \$125 which staff feels is not enough of a deterrent to stop the violations. Staff is proposing that all set fines be increased to \$300 to be a better deterrent and to also become consistent with the Parks and Trails By-law set fine for depositing garbage/refuse in a Township park.

The following is the current set fine structure:

ITEM	Column 1 Short Form Wording	Column 2 Provision Creating or Defining Offence	Column 3 Set Fine
1	Throw, place, deposit or permit or aid in depositing of refuse or debris on any property owned by the Township of Tay.	2.1	\$125.00
2	Throw, place, deposit or permit or aid in the depositing of refuse or debris on private property.	2.2	\$125.00
3	Refuse or fail to remove any refuse or debris upon receipt of said notice.	2.5	\$125.00
4	Obstructing an Officer or Agent.	8.1	\$125.00

All of the above mentioned set fines are proposed to be increased to \$300.00.

FINANCIAL/BUDGET IMPACT:

N/A

CONCLUSION:

This report identifies that due to the new collection schedule from the County of Simcoe there have been numerous calls and complaints from residents of illegal dumping within the Township. With the fine only set at \$125.00 staff feels that it is not a high enough amount to prevent people from committing the violation. The investigation that goes into trying to locate the individuals who deposit refuse onto Township land does take a lot of time and effort especially when evidence is found that the person who dumped refuse is located outside of the Township. If set at \$300.00 it will be a better deterrent and hopefully mitigate future problems.

Staff looks forward to any comments that Council may have regarding the by-law and the new changes to the by-law and will bring forward a final amending by-law to the next Council meeting for approval.

Prepared By:

Date: March 4, 2020

Rob Kennedy
Municipal Law Enforcement Officer

Recommended By:

Date: March 4, 2020

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

Reviewed By:

Date: March 4, 2020

Lindsay Barron, CPA, CGA, HBCom.
Chief Administrative Officer/Deputy Clerk

THE CORPORATION OF THE TOWNSHIP OF TAY

BY-LAW NO. 2020-XX

**Being a By-law to amend By-law No. 2012-09
being a By-law to prohibit littering in the
Township of Tay**

WHEREAS pursuant to Sections 11(2) clauses 5 & 6 and 127 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, Council may pass By-laws for prohibiting the deposit of refuse on private and public lands and for requiring the cleaning and clearing of refuse;

AND WHEREAS it has been deemed necessary by the Council of the Corporation of the Township of Tay to pass a by-law to prohibit littering on private property and on property owned, controlled or managed by the Township of Tay;

AND WHEREAS it has been deemed necessary to amend the said By-law with regards to the penalty provisions currently in place;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP TAY ENACTS AS FOLLOWS:

1. That By-law 2012-09, Schedule 'A' is amended to increase the set fine from \$125.00 to \$300.00 and replaced with the following:

SCHEDULE 'A' TO BY-LAW 2012-09

PART 1 Provincial Offences Act - Set Fine Schedule

THE CORPORATION OF THE TOWNSHIP OF TAY

By-law No. 2012-09, Littering By-law

ITEM	Column 1 Short Form Wording	Column 2 Provision Creating or Defining Offence	Column 3 Set Fine
1	Throw, place, deposit or permit or aid in depositing of refuse or debris on any property owned by the Township of Tay.	2.1	\$300.00
2	Throw, place, deposit or permit or aid in the depositing of refuse or debris on private property.	2.2	\$300.00
3	Refuse or fail to remove any refuse or debris upon receipt of said notice.	2.5	\$300.00
4	Obstructing an Officer or Agent.	8.1	\$300.00

Note: The general penalty section for the offences indicated above is Part 6.2 of By-law 2012-09. A certified copy of which has been filed.

2. This By-law shall come into force and take effect immediately after the final passing thereof.

**BY-LAW READ A FIRST, SECOND AND THIRD TIME AND
FINALLY PASSED THIS DAY OF MARCH, 2020.**

THE CORPORATION OF THE TOWNSHIP OF TAY

MAYOR, Ted Walker

CLERK, Alison Gray



STAFF REPORT

Department/Function: Protection to Persons and Property Committee

Chair: Councilor Sandy Talbot

Meeting Date: March 11 2020

Report No.: PPP-2020-19

Report Title: MLEO/Canine Monthly Activity Report – February 2020

RECOMMENDATION:

That Staff Report No. PPP-2020-19 MLEO/Canine Monthly Activity Report – February 2020 be received for information.

MLEO/ Canine Activity Report

Activity	Count
Complaints and Investigations	11
Pound and Seizure	2
DOLA Orders	0
Dog Tags Sold	264
Fines Issued	0
Files Opened	5
Files Closed	2
Approved Kennel Inspections	3

Tags by Year	Tags Sold (YTD)
Total	787
2020 Tags	589
2021 Tags	146
2022 Tags	52

Dog Attacks	2019	2020 (YTD)
Dog on Dog	4	0
Dog on Human	3	0
DOLA Order Issued	2	1
Muzzle Orders Issued	2	0

There were a total of 264 dog tags sold in the month of February. Dog tag sales have been on the rise as the early discount fee dead line was set for February 28. Due to weather conditions the deadline was moved by one business day to allow the members of the public who could not make it into the office a last opportunity to purchase a dog tag at the discounted price. In total 14 dog tags have been sold at the OSPCA. Two dogs were seized in February with one being dropped off at the pound.

Three kennel inspections took place in the month of February. All inspected kennels passed.

Prepared By:
Justin Rounds,
MLEO/Canine Control

Recommended By:
Rob Kennedy MLEO

Date: March 5, 2020

Recommended By:

Date: March 5, 2020

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

Reviewed By:

Date: March 5, 2020

Lindsay Barron, CPA, CGA, HBCom
Chief Administrative Officer

Ministry of the Solicitor General

Office of the Fire Marshal and
Emergency Management

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1100
Fax: 647-329-1143

Ministère du Solliciteur général

Bureau du commissaire des incendies
et de la gestion des situations
d'urgence

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tél. : 647-329-1100
Télec. : 647-329-1143



February 25, 2020

Your Worship Ted Walker
Township of Tay
P.O. Box 100, 450 Park Street
Victoria Harbour, ON L0K2A0

Dear Mayor:

As the Chief of Emergency Management for Ontario, it is incumbent on me to monitor, coordinate and assist municipalities with their respective municipal emergency management programs in accordance with the Emergency Management and Civil Protection Act (EMCPA). To confirm municipalities are in compliance with the EMCPA, every municipality in Ontario submits a compliance package to Emergency Management Ontario on a yearly basis.

The Office of the Fire Marshal and Emergency Management (OFMEM) has reviewed the documentation submitted by your Community Emergency Management Coordinator (CEMC) and has determined that your municipality was compliant with the EMCPA in 2019.

The safety of your citizens is important, and one way to ensure that safety is to ensure that your municipality is prepared in case of an emergency. You are to be congratulated on your municipality's efforts in achieving compliance in 2019. I look forward to continuing to work with you to ensure your continued compliance in 2020.

If you have any questions or concerns about this letter, please contact your Emergency Management Field Officer; their contact information is below.

Name: Simone Stawicki

Email: simone.stawicki@ontario.ca

Phone: 905-431-5140

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Browne", with a horizontal line extending to the right.

Douglas Browne
Chief of Emergency Management

cc: Brian Thomas - CEMC
Simone Stawicki - Field Officer - Severn Sector



The Corporation of the Township of Madoc

15651 Highway 62, P.O. Box 503, Madoc, Ontario K0K 2K0

www.madoc.ca

613-473-2677

Fax: 613-473-5580

The Honourable Sylvia Jones
Solicitor General
George Drew Bldg, 18th Flr
25 Grosvenor Street
Toronto, Ontario
M7A 1Y6

Re: Town of Tecumseh Resolution on 911 misdials

Please be advised that the Township of Madoc Council passed the following motion to support the resolution of the Town of Tecumseh regarding 911 misdials, attached.

Motion # 20-31

Moved by: Councillor Rowe

Seconded by: Deputy Reeve Rollins

That Council direct the Clerk/Planning Coordinator to write a letter of support regarding 911 misdials

-Carried-

Sincerely,

Amanda Cox
Clerk/Planning Coordinator
Township of Madoc



The Corporation of the Town of Tecumseh

December 20, 2019

Hon. Sylvia Jones
Solicitor General
George Drew Bldg, 18th Flr
25 Grosvenor Street
Toronto, Ontario
M7A 1Y6

Re: Town of Tecumseh Resolution on 911 Misdials

On behalf of Mayor Gary McNamara and Town Council, I am writing to advise that at its meeting on November 12, 2019, Tecumseh Town Council passed the following resolution:

Whereas the calls for service for 911 Misdials have risen dramatically in recent years, correlated with the rise in cell phone use; and

Whereas 911 Misdials must be responded to as if they were legitimate emergency calls; and

Whereas each 911 call is responded to with two OPP officers at an average time per call of 1.2 hours; and

Whereas each 911 call is a billable call to the municipality; and

Whereas in 2019 alone to date, 911 Misdials in Tecumseh number 1,082 calls, which is 28.8% of all billable calls for service to date; and

Whereas 911 Misdials are not unique to Tecumseh and in fact are common across the Province at an estimated cost of millions of dollars;

Now Therefore Be It Resolved That the Municipal, Federal and Provincial governments and relevant associations, including but not limited to, the Ontario Association of Police Services Boards (OAPSB), the Ontario Association of Chiefs of Police (OACP), the Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO), be requested to lobby the telecommunications industry and smart phone manufacturers to develop a solution to 911 Misdials.

A copy of the report to Town Council (CAO-2019-09) on 911 Misdials is attached for your information. Should you require anything further, please contact the undersigned at lmoy@tecumseh.ca or extension 116.

Yours very truly,



Laura Moy, Dipl.M.M., CMMIII HR Professional
Director Corporate Services & Clerk

LM/ep

Attachments

1. Report CAO-2019-09 911 Misdials

cc: Hon. Bill Blair, Minister of Public Safety and Emergency Preparedness
Irek Kusmierczyk, MP
Percy Hatfield, MPP
Federation of Canadian Municipalities
Association of Municipalities of Ontario
Ontario Association of Police Services Boards
Ontario Association of Chiefs of Police
Ontario Municipalities
Telus
Bell
Rogers

General Government & Finance Committee
March 11, 2020

Agenda

1. Call to Order:

2. Reports of Municipal Officials:

- 2.1 Report from the Deputy Treasurer
Report No. GGF-2020-15
Re: Personnel – Vacation Policy
- 2.2 Report from the Director of Finance
Report No. GGF-2020-17
Re: Water/Wastewater Billing Delegation
- 2.3 Report from the Director of Finance
Report No. GGF-2020-23
Re: Statement of Remuneration and Expenses
- 2.4 Report from the Clerk
Report No. GGF-2020-20
Re: Monthly Activity Report – Clerks
- 2.5 Report from the Clerk
Report No. GGF-2020-21
Re: Inquiry to Purchase Truax Lane – 6555 Highway 93 (Bakhtari)
- 2.6 Report from the Director of Technology and Communications
Report No. GGF-2020-19
Re: Monthly Activity Report Technology and Communications Dept.

3. Other Business:

- 3.1 Verbal Report from the Integrity Commissioner
Re: Draft Council Code of Conduct and Council-Staff Relations Policy
- 3.2 Verbal Report from Mayor Walker
Re: Physician Recruitment
- 3.3 Verbal Report from Mayor Walker
Re: Appointment of Member to Culture Alliance
- 3.4 Verbal Report from Deputy Mayor LaChapelle
Re: Review of Township Grants & Donations Policy
- 3.5 Verbal Report from Councillor Raymond
Re: Tay Township entering a Float in area Parades
- 3.6 Correspondence from a Resident
Re: Reduction in Water Bill
- 3.7 Correspondence from the Township of Tiny
Re: Aggregate Resource Act Application – Teedon Pit Extension

- 3.8 Verbal Report from Mayor Walker
Re: Paul Ferguson Retirement Gift

4. Items for Information:

- 4.1 Resolution from the City of Kitchener
Re: Regional Government Review
- 4.2 Resolution from the Township of North Dumfries
Re: Regional Government Review Final Report
- 4.3 Resolution from the Township of Puslinch
Re: Ministers and Premier to Offer Electronic Delegations
- 4.4 Correspondence from Simcoe County Agricultural Hall of Fame
Re: Request for Nominations
- 4.5 Correspondence from the County of Simcoe
Re: County Council Highlights – February
- 4.6 Invitation from the Huronia Community Foundation
Re: 20th Anniversary Celebration



STAFF REPORT

Department/Function: General Government & Finance

Chair: Deputy Mayor Gerard LaChapelle

Meeting Date: March 11, 2020

Report No.: GG-2020-15

Report Title: Personnel - Vacation Policy

RECOMMENDATION:

That Staff Report No. GG-2020-15 regarding Personnel - Vacation Policy be received;

And that the Personnel – Vacation policy be updated as per attached;

And that Vacation Entitlement effective January 1, 2020, is based on the amended policy.

INTRODUCTION/BACKGROUND:

Bill 148, Fair Workplaces, Better Jobs Act, 2017 brought changes to the Employment Standards Act, some of which were revoked by the new provincial government and others have remained in effect. Staff review policies from time to time to ensure they remain current and reflect current legislation. Staff have reviewed the current Vacation Policy to address changes in the legislated vacation pay rules.

The updated ESA rules require employees with less than five years of employment to be paid at least 4% vacation pay on qualified earnings. Employees with five or more years of employment must be paid at least 6% vacation pay on qualified earnings.

The Township provides different vacation entitlements to outside workers and inside workers. Currently, outside workers are entitled to 5 weeks' vacation in their 18th calendar year of employment whereas inside workers are not entitled to 5 weeks' vacation until their 20th calendar year.

In January a request to have the inconsistency in the vacation entitlement between inside and outside staff looked at, was brought to the acting C.A.O. A long-service outside employee promoted to a supervisory position (inside worker) will fall under the provisions of an inside worker. Under the current policy, as an inside worker, the employee would not be not entitled to an extra 1 week vacation for an additional 2 years.

This report provides a recommendation to update vacation pay % amounts per the ESA and bring vacation entitlements in line for outside and inside workers.

ANALYSIS:

In the past, there were notable differences in benefits and other entitlements between inside and outside staff at the Township. Over the years, as the opportunity has allowed, differences, mostly in the employee benefit package, have been phased out. Vacation entitlement is the one area where there remains a difference. Changing the allotment for inside workers to 5 weeks' vacation in the 18th year of employment will complete the transition to ensure all employees (inside and outside) are provided the same entitlements and benefits going forward.

An allotment of 5 weeks' vacation in the 18th year of employment is in line with area municipalities. Of 19 municipalities surveyed, Tay was the only municipality that did not provide at least 5 weeks' vacation by the 18th year of employment.

Administratively aligning policies results in a reduction of work and reduces the chance of errors being made.

Although it is recommended that a comprehensive review of overall benefits including vacation entitlements be conducted in the future, it is felt that it would be prudent to address these two areas at this time.

FINANCIAL/BUDGET IMPACT:

There is no direct financial cost to the number of weeks of vacation given to staff. Vacation pay of 6% vs 4% after 5 years is an increase in costs only for long-term contract employees or part time employees who have worked uninterrupted for a period of 5 years. Permanent full-time employees already receive an equivalent to 6% vacation by their 5th year.

CONCLUSION:

It is recommended the Personnel - Vacation Policy be updated to comply with the ESA changes in relation to vacation pay and that staff vacation time entitlement be adjusted to provide 5 weeks' vacation in the 18th calendar year for both inside and outside workers effective January 1, 2020.

Prepared By: Kim La Rose, Deputy Treasurer

Recommended by: Date: March 4, 2020

Joanne Sanders
Treasurer

Reviewed By: Date: March 4, 2020

Lindsay Barron, CPA, CGA, HBCom.
Chief Administrative Officer/Deputy Clerk

Attachment : Draft Policy



THE CORPORATION OF THE TOWNSHIP OF TAY PERSONNEL POLICY MANUAL

SUBJECT: Personnel - Vacation	EFFECTIVE DATE: April 8, 1993
REVISION DATE: March 25, 2020	PAGE: 1 of 4

POLICY STATEMENT:

The Township of Tay recognizes the importance of time off for employees to enjoy a vacation period for their overall employment, personal and family health. Further, the vacation policy acknowledges the value to the Corporation of employees with greater seniority in that the minimum requirements under the Employment Standards Act are exceeded.

VACATION PERIOD:

The vacation period shall be January 1st to December 31st each year. The period will be prorated in the year an employee commences or terminates employment with the Municipality.

VACATION TIME:

Time off for vacation for permanent full time employees shall be in accordance with the following schedule:

In the 2nd calendar year	-	2 weeks
In the 4th calendar year	-	3 weeks
In the 10th calendar year	-	4 weeks
In the 18th calendar year	-	5 weeks

Vacation time shall not be cumulative from year to year unless agreed to by the C.A.O. Any approved carryover of vacation time must be taken within the first 6 months of the year.

Employees, other than in extreme circumstances, are not entitled to receive pay in lieu of entitled vacation days.

The C.A.O. is authorized to increase vacation time during employment negotiations, up to a limit of the maximum allowed under the policy.



THE CORPORATION OF THE TOWNSHIP OF TAY PERSONNEL POLICY MANUAL

SUBJECT: Personnel - Vacation	EFFECTIVE DATE: April 8, 1993
REVISION DATE: March 25, 2020	PAGE: 2 of 4

Vacation time is based on a pro rata basis (calendar year) which has the following effect during the respective years of an employee's commencement and termination of employment:

- ☐ In the first calendar year, vacation time will be given prorated based on the number of weeks of service.
- ☐ During the year in which an employee terminates employment with the Corporation, his or her vacation time will be prorated based on number of weeks of service during that year in relation to vacation time, as per the schedule noted above. For example, if an employee terminates employment on the last day of June during a year in which they were otherwise entitled to four weeks of vacation time, the proration would result in two weeks' vacation time.
- ☐ All of the foregoing shall be in accordance with the Employment Standards Act.
- ☐ Vacation time entitlement is not reduced by approved leaves where there is no break in the employment relationship (sickness or injury, pregnancy, parental, family medical, personal emergency, declared emergency, reservist leaves)

VACATION PAY:

The following schedule determines vacation pay entitlement:

- In the 2nd calendar year- 2 weeks for every 12 months worked
- In the 4th calendar year- 3 weeks for every 12 months worked
- In the 10th calendar year- 4 weeks for every 12 months worked
- In the 18th calendar year- 5 weeks for every 12 months worked

In accordance with the Employment Standards Act, the above vacation pay must be a minimum of 4% for employees with less than 5 years employment and 6% for employees with 5 or more years employment, calculated on gross earnings for the year, excluding the current year's vacation payments.



THE CORPORATION OF THE TOWNSHIP OF TAY PERSONNEL POLICY MANUAL

SUBJECT: Personnel - Vacation	EFFECTIVE DATE: April 8, 1993
REVISION DATE: March 25, 2020	PAGE: 3 of 4

Vacation paid for vacation time is reduced proportionately for absences during which the employee is not paid through the Corporation. Absences greater than 4 consecutive weeks due to layoffs, short term disability, long term disability, WSIB absences, maternity, medical and other leaves will be prorated from the first day of absence.

Upon termination, if an employee has not been paid for all of the vacation time to which they are entitled (pursuant to proration) he or she will be reimbursed by the Corporation on the final pay cheque. For example, when an employee who is entitled to 4 weeks paid vacation who has taken one week paid vacation time resigns on June 30, the calculation would be as follows:

$$(4 \text{ weeks} \times 26/52 = \text{vacation paid})$$

If an employee has been paid more vacation pay than entitled as the result of proration, the Corporation must be reimbursed accordingly. When possible, this adjustment will be made on the employee's final pay cheque.

On an annual basis, the Corporation shall calculate vacation payments affected by overtime hours worked, in accordance with the Employment Standards Act.

All of the foregoing shall be in accordance with the Employment Standards Act.

VACATION REQUESTS:

Employee's vacation requests are to be submitted to the respective Department Head in writing. Upon approval by the Department Head the schedule of vacation for the Department will be submitted to the CAO for final approval.



THE CORPORATION OF THE TOWNSHIP OF TAY PERSONNEL POLICY MANUAL

SUBJECT: Personnel - Vacation	EFFECTIVE DATE: April 8, 1993
REVISION DATE: March 25, 2020	PAGE: 4 of 4

The following will be taken into consideration when the requests for vacation are being approved:

- Seniority
- Limitations resulting from the requirement to attend Council and Committee meetings
- Sufficient staff to function during vacation periods

Requests for vacation shall be submitted prior to May 1st of each year.

Employees are required to schedule vacation time in a block of two weeks or in two one-week blocks. Requests to schedule shorter periods must be made in writing to the Department Head, and subsequently agreed to in writing by the C.A.O.

A maximum of two consecutive weeks may be requested during the months of July and August.



STAFF REPORT

Department/Function: General Government & Finance

Chair: Deputy Mayor Gerard Lachapelle

Meeting Date: March 11, 2020

Report No.: GGF-2020-17

Report Title: Water/Wastewater Billing Delegation

RECOMMENDATION:

That Staff Report No. GGF-2020-17 regarding Water/Wastewater Billing Delegation be received;

And that the request for relief of a portion of the water/wastewater charges be denied;

And that the request to have 753 Fourth Avenue classed as a residential property for billing purposes be denied.

INTRODUCTION/BACKGROUND:

Council received a delegation from Karen Clark on February 12, 2020 requesting relief of a portion of the water/wastewater charges for her property at 753 Fourth Avenue and that her property be classed as residential for water and wastewater billing purposes.

The monthly water & wastewater billing for the period of August 15, 2019 to September 17, 2019 resulted in an invoice based on consumption of 152 m3, which was not consistent with the past consumption (typically 18-22 m3). Ms. Clark believes a leak was the cause of the high water consumption.

Water and wastewater rates and billing requirements are set out in By-law No. 2019-73. As per section 3 of the by-law, Water and Wastewater Billing and Meter Requirements, provides that all properties with 3 or more units and properties with commercial or industrial assessment are required to install a meter. Properties with two or more units have the option of installing a meter or being invoiced 2 x 80% of the residential rate.

This property is assessed by the Municipal Property Assessment Corporation (MPAC) with both commercial and residential assessment. Based on MPAC's data the property has 2 residential units and one commercial unit. It has been confirmed with Ms. Clark that this information is correct and that the commercial unit is vacant at this time.

ANALYSIS:

The current system of billing provides a requirement to meter those properties that potentially are more likely to use more water than the typical residential home (i.e. commercial, industrial, multifamily). Without metering all residences, it is difficult to write policies that provide equality to all customers.

This property had also come up when by-law staff were researching the instances of Airbnb rentals in the Township in general. There are two residential units advertised on Airbnb at this time. Typically staff are not aware of all the uses of a particular property and therefore rely on the assessment data to indicated how many units and what types of units (commercial/residential) a property has.

The owner has requested that this property be classed as residential for billing purposes. If this property were changed to residential for billing purposes with just the two units (excluding the commercial space), based on our water/wastewater by-law, it would be invoiced 2 times 80% of the residential flat rate or alternately have the option to be metered. Based on this customer's usage installing a meter has been more cost effective, even with the one month excess usage. In 2019 two times 80% would have resulted in a billing of \$2,732.54 verses metered billing of \$2,629.17.

Changing the by-law to determine whether a property should be invoiced a flat rate or require a meter, based on the current use rather than the assessment data, would affect a number of properties in Tay and require ongoing staff time for inspections and tracking. **It is not recommended that the current requirements in the by-law or the class of this property be changed.**

Using the assessment class to determine if a property should be billed as commercial vs residential provides a cost effective approach that can be monitored, without having to do site inspections to determine change of uses.

Ms. Clark also requested a reduction in the rates charged based on her continually upgrading the property and due to the fact that she had used under the minimum in a number of months prior to this incident. In allowing customers with two units to be metered with the minimum amount billed being equal to the flat residential rate, Council has given properties with more than one unit a mechanism of reducing their billings by reduced consumption.

Staff can recall two cases where relief of user rates has been given in the past. The first was where it was determined that a leak occurred outside of the building and therefore the water did not flow through to wastewater processing. In this instance the wastewater portion of the invoice was adjusted. The second case was for a person residing in a metered apartment who required home dialysis which uses a considerable amount of water. In this case Council provided a grant to assist in the cost.

While staff does not recommend reducing the rates charged for water and wastewater used as a result of leaks, Council could direct staff to look at options for a policy to provide relief based on specific parameters.

FINANCIAL/BUDGET IMPACT:

Modifying the current method of billing multi-residential and commercial/industrial properties would result in lost revenue to the water and wastewater operations as well as potentially result in a greater amount of staff time to administer the monthly billing.

CONCLUSION:

After reviewing the current water and wastewater by-law and method of billing properties with multiple units or commercial/industrial assessment, it is not recommended that a change be made due to commercial space being vacant. It is further not recommended that Council provide relief for billing due to heavy consumption within a given month.

Prepared By: Joanne Sanders

Recommended By: Date: March 2, 2020

Joanne Sanders
Treasurer

Reviewed By: Date:

Lindsay Barron, CPA, CGA, HBCom.
Chief Administrative Officer/Deputy Clerk



STAFF REPORT

Department/Function: General Government & Finance

Chair: Deputy Mayor Gerard LaChapelle

Meeting Date: March 11, 2020

Report No.: GGF-2020-23

Report Title: Statement of Remuneration and Expenses

RECOMMENDATION:

That Report GGF-2020-23 regarding the 2019 Statement of Remuneration and Expenses, paid to members of Council, Local Boards and Committees be received.

INTRODUCTION/BACKGROUND:

It is a requirement of the Municipal Act that the Treasurer provide Council an itemized statement on remuneration and expenses paid in the previous year to members of council and to members appointed by the municipality to serve as a member of any body, including Local Boards. This report is due by March 31, of the following year.

ANALYSIS:

Accordingly, under the provision of Section 284 (1) of the Municipal Act, 2001 the attached itemized statement is submitted disclosing remuneration and expenses for each member of Council and appointed members to our Local Boards and Committees for the year ended December 31, 2019.

FINANCIAL/BUDGET IMPACT:

Funds are provided annually in the Township's Operating Budget under the Council section for Council remuneration and expenses and under various departmental sections for Boards and Committees.

CONCLUSION:

This report is provided to meet the requirements for reporting under section 284 (1) of the Municipal Act.

Prepared By:

Recommended By:

Date: March 4, 2020

Joanne Sanders
Treasurer

Reviewed By:

Date: March 4, 2020

Lindsay Barron, CPA, CGA, HBCom.
Chief Administrative Officer/Deputy Clerk

TOWNSHIP OF TAY						
Summary of Remuneration and Expenses						
Treasurer's Statement of Remuneration and Expenses paid as of December 31, 2019, as per the Municipal Act, Section 284.						
COUNCIL						
Office	Name		Remuneration	Per Diem	Expenses	Total
Mayor	Ted Walker		\$ 30,627.54		\$ 807.62	\$ 31,435.16
Deputy Mayor	Gerard LaChapelle		\$ 20,012.25		\$ 1,536.93	\$ 21,549.18
Councillor	Jeff Bumstead		\$ 16,941.59		\$ 1,385.20	\$ 18,326.79
Councillor	Barry Norris		\$ 16,941.59		\$ 275.00	\$ 17,216.59
Councillor	Paul Raymond		\$ 16,941.59		\$ 275.00	\$ 17,216.59
Councillor	Sandy Talbot		\$ 16,941.59		\$ 1,561.89	\$ 18,503.48
Councillor	Mary Warnock		\$ 16,941.59	\$ 261.03	\$ 2,427.15	\$ 19,629.77
			\$ 135,347.74	\$ 261.03	\$ 8,268.79	\$ 143,877.56
Council Remuneration and Expenses are set out in Council Remuneration By-law 2019 - 23, Annual Tax Rates By-law 2019-29 and Council Policies.						
Council Expenditures:						Total Expenses
Ted Walker	Meal Expenses					\$ 79.86
	2019 Cell Phone Expense					\$ 727.76
						\$ 807.62
Gerard LaChapelle	OGRA Conference Registration					\$ 686.88
	OGRA Conference Expenses					\$ 850.05
						\$ 1,536.93
Jeff Bumstead	2019 Internet Reimbursement					\$ 275.00
	Council Training					\$ 311.39
	Land Use Planning					\$ 172.99
	ROMA Conference Registration					\$ 625.82
						\$ 1,385.20
Barry Norris	2019 Internet Reimbursement					\$ 275.00
						\$ 275.00
Paul Raymond	2019 Internet Reimbursement					\$ 275.00
						\$ 275.00
Sandy Talbot	2019 Internet Reimbursement					\$ 275.00
	AMO Conference Registration					\$ 819.17
	AMO Conference Hotel					\$ 467.72
						\$ 1,561.89
Mary Warnock	2019 Internet Reimbursement					\$ 275.00
	AMO Conference Registration					\$ 748.82
	AMO Conference Expenses					\$ 1,403.33
						\$ 2,427.15
Note: Council expenditures do not include various tickets purchased by the Corporation for 2019 fundraising event dinners.						
LEGEND						
AMO	Association of Municipalities Ontario					
OGRA	Ontario Good Roads Association					
ROMA	Rural Ontario Municipal Association					

Boards and Committees					
The following per diems and expense reimbursements were made to persons appointed by Council to serve as members of the various boards/committees:					
Recreation / Horticultural Committees 1-1-1771-100-1225				Heritage Committee 1-1-8840-115-1225	
BAKER, KEN	\$ 225.00			BUXTON, CHERI	\$ 150.00
CARRIERE, NANCY	\$ 235.00			LUCAS, SUSAN	\$ 75.00
CARRIERE, RAYMOND	\$ 320.00			LUNG, KEN	\$ 150.00
DELONG, HEATHER	\$ 110.00			TODD, JOHN	\$ 150.00
FULFORD, KEN	\$ 150.00				\$ 525.00
GLIDDEN, KRISTA	\$ 95.00			Seniors' Advisory Committee 1-1-1122-113-1225	
GUTKOWKSA, CATHY	\$ 320.00				
JOSEY, MARINA	\$ 110.00			GRANGER, JO-ANNE	\$ 100.00
KILLICK, BRENDA	\$ 300.00			HIMEL, JOYCE	\$ 100.00
LEPAGE, STEVE	\$ 35.00			PATTULLO, JANET	\$ 100.00
MAURICE, GEOFFREY	\$ 320.00			ROOT, CATE	\$ 125.00
MAURICE, SANDRA	\$ 320.00			WHITE, SHIRLEY	\$ 100.00
MAURICE, TAMMY	\$ 320.00				\$ 525.00
PEARSON, CINDY	\$ 320.00			Property Standards Committee 1-1-1122-113-1225	
SPENCER, JUDY	\$ 100.00				
SPENCER, SARA	\$ 90.00			HEFFER, MATTHEW	\$ 75.00
VALE, DONNA	\$ 320.00			NAUMANN, HEINRICH	\$ 50.00
	\$ 3,690.00			OTT, ANDY	\$ 75.00
Audit Committee 1-1-1122-113-1225				RUF, FRED	\$ 50.00
ENGLISH, MIKE	\$ 75.00			STONE, STEPHEN	\$ 75.00
PATTULLO, LARRY	\$ 75.00				\$ 325.00
VAN DYK, JERRY	\$ 50.00				
	\$ 200.00				
AODA Committee 1-1-1122-113-1225					
County of Simcoe	\$ 338.86				
	\$ 338.86				
Library Board 3-6-6761-100-1225				Horticultural Committee 1-1-3775-377-1225	
BURWELL, LISA	\$ 325.00			JOSEY, MARINA	\$ 110.00
CARSWELL, NICOLE	\$ 375.00			McMASTER, DONNA	\$ 110.00
WALKER, HEATHER	\$ 375.00			READ, SUE	\$ 110.00
	\$ 1,075.00				\$ 330.00
Committee of Adjustment					
MEETING REMUNERATION 1-1-8881-166-1225		INSPECTION TIME 1-1-8881-166-1221		MILEAGE 1-1-8881-166-2405	TOTAL
CONSTANTINE, MARIE-CLAIRE					
HEFFER, MATTHEW	\$ 350.00	\$ 83.53	\$ 202.42	\$ 635.95	
OTT, ANDY	\$ 385.00	\$ 96.04	\$ 291.98	\$ 773.02	
RUF, FRED	\$ 315.00	\$ 75.15	\$ 63.80	\$ 453.95	
STONE, STEPHEN	\$ 385.00	\$ 52.61	\$ 164.72	\$ 602.33	
	\$ 1,435.00	\$ 307.33	\$ 722.92	\$ 2,465.25	



STAFF REPORT

<u>Department/Function:</u>	General Government & Finance
<u>Chair:</u>	Deputy Mayor Gerard LaChapelle
<u>Meeting Date:</u>	March 11, 2020
<u>Report No.:</u>	GGF-2020-20
<u>Report Title:</u>	Monthly Activity Report - Clerks

Staff requires direction with respect to the selection of a 2020 Seniors/Citizen of the Year. In prior years a few Members have met with the Clerk to consider any names and then a report is brought forward for Council with the year's nominee. One nominee has been submitted at this time by a member of the public. Staff is seeking direction as to whether or not Council wishes to follow the prior year's practice or proceed with the submitted nominee.

A Special Council meeting will be scheduled for Friday, March 20th at 10:00 a.m. to consider specific aspects of the Organization Review.

The following are the highlights from February 6, 2020 to March 4, 2020:

- Researched and drafted new Council Event Attendance & Council Reimbursement Policy. Held two meetings to review the draft Policy with the Council Members, Director of Finance & CAO. Report on March Committee for Council's consideration.
- Worked with Integrity Commissioner on the updated Council Code of Conduct & Council-Staff Relations Policy. The Integrity Commissioner will be in attendance at March Committee to present the updated drafts to Council.
- Seniors Advisory Committee meeting held on February 11, 2020. The Committee received an update on the development of the North Simcoe Seniors Directory, as well as upcoming March 27th Senior's Symposium. Once completed the North Simcoe Seniors Directory will be available in print and online for anyone who wishes a copy.

- Research, drafted, and released the RFP for the Age-Friendly Community Plan with the Town of Midland. The RFP closes on March 6th. Once the project is underway staff will report back at a future meeting as to anticipate public information sessions to receive input on the development of the Plan.
- Worked with staff on year-end records management processes to facilitate the annual records shred on at the end of March.
- With the Fire Chief, met with Loomex, to plan for the Township's required emergency management training and annual exercise.

OTHER MEETINGS

- Inside staff post-Council meeting
- Seniors Committee meeting
- Department Heads' meeting
- COAC meeting
- Council meeting
- Culture Alliance
- Simcoe County Clerks & Treasurers meeting

Prepared By:

Date: March 4, 2020

Alison Gray, BAH, CMO, AOMC
Clerk



STAFF REPORT

Department/Function: General Government & Finance

Chair: Deputy Mayor Gerard LaChapelle

Meeting Date: March 11, 2020

Report No.: GGF-2020-21

Report Title: Inquiry to Purchase Truax Lane – 6555 Highway 93 (Bakhtari)

RECOMMENDATION:

That Staff Report No. GGF-2020-21 regarding an Inquiry to Purchase Vacant Land – 6555 Highway 93 be received;

And whereas the owner of the abutting lands is interested in acquiring a portion Truax Lane to increase the size of his property at 6555 Highway 93;

Now therefore be it resolved that the Council of the Township of Tay _____ (approves or denies) _____ the land sale inquiry.

INTRODUCTION/BACKGROUND:

In December 2019, staff received an inquiry to purchase land from the owner of the Waverley Service Centre (6555 Highway 93) who abuts Truax Lane. The inquirer is interested in acquiring the additional lands to facilitate a potential future drive-thru at the Waverley Service Centre.

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 – n/a (as position was vacant at time of department circulation)

Building – No concerns or issues.

Fire – Does not recommend the sale of Truax Lane as the laneway has been used an emergency detour route when lanes are blocked at the intersection of Highway 93 & County Road 23.

Treasury – No financial concerns or issues; however, notes that snow clearing needs for Truax Lane should be considered. In addition, the Director noted that there may be a safety advantage if Truax Lane does not access the highway as it will require drivers traffic to use the lights.

Public Works – Suggests that only the portion of Truax Lane from the barrier towards Highway 93 be considered for sale to the inquirer and that the remaining portion to the corner be retained or sold in part to the cemetery.

Environmental – Not a municipally serviced area.

Planning & Development – Planning staff notes that as the lands are a road allowance, there currently is no zoning or official plan designation on the lands. If sold, it is recommended the lands be merged with the inquirer's property, which would then transfer the existing zoning & official plan designation for 6555 Highway 93 to the lands.



Due to the proximity of Highway 93 staff contacted MTO as well who advised that they have no concerns with the sale of this property. Should the land be developed the developer will be required to submit any necessary MTO permits.

At this time, staff is seeking Council's direction as to whether or not the lands should be sold. If Council approves the inquiry, the next step will be to survey the portion of lands to be sold and obtain an appraisal to determine the sale price.

FINANCIAL/BUDGET IMPACT:

The purchaser is responsible for the costs of the legal, survey and advertising costs in addition to the agreed upon sale price.

CONCLUSION:

Staff is seeking Council's direction on the land sale inquiry.

Prepared By: Alison Gray, Clerk

Recommended By: Date: March 4, 2020

Alison Gray, BAH, CMO
Clerk

Reviewed By:

Lindsay Barron, CPA, CGA, HBCom.
Chief Administrative Officer/Deputy Clerk



STAFF REPORT

Department/Function: General Government & Finance

Chair: Deputy Mayor Gerard LaChapelle

Meeting Date: March 11, 2020

Report No.: **GGF-2020-19**

Report Title: **Monthly Activity Report
Technology and Communications Dept.**

ORIGIN

Director of Technology and Communications, department activity highlights for February 2020.

TECHNOLOGY

- Monthly security updates installed
- Finance system software payroll issue troubleshooting, patch installation and testing completed (late rule changes by CRA)
- Updated and tested configuration of wireless network at Fire Station #2 to support Council meetings (and business continuity needs) in station meeting room
- Fire Computer Aided Dispatch Station Monitor software configuration, testing and multi-hall feature enhancement coordination with vendor
- Installed Computer Aided Dispatch Station Monitors and associated network equipment at Fire Stations #1, #4 and #5. Project complete.
- Assisted with summer student recruitment skills testing
- Backup storage hard drive warranty claims submitted and processed with Western Digital (3 failed drives replaced)
- Troubleshooting and resolution of various vehicle GPS issues
- Resolved staff access control issues with Biddingo platform (previously an episode of shadow IT) to ensure that we are not reliant on a single person being available to post tenders
- Resolved issue with data backup failure at TAWTP
- IP phone moves at Tay Library branches
- Resolved issue with broken links to <https://> (SSL) sites in website events calendar items (software bug) with vendor

- User setup and training for Water/Waste Water Assistant Superintendent
- User configuration and equipment setup for new CAO
- Renewal and re-keying of Microsoft Exchange security certificates
- Specified re-configuration for library wireless network segmentation (security improvement) and coordinated changes with Simcoe County
- Deployed 6 new tablets for library branches
- Troubleshooting of white balance haze issue on large format scanner
- Fire Station #1 multi-function printer/fax troubleshooting & replacement
- Preparation of 2 used County servers for use in IT infrastructure upgrade design proof of concept testing (Hyper-converged platform)
- Detailed review of TAWTP Phase #2 filter manufacturer scope of work
- Initial review and markup of PMWWTP Control System Upgrade Factory Acceptance Testing documentation
- Preparation of briefing materials for ad-hoc committee

COMMUNICATIONS

- Authored media release for Chief Administrative Officer appointment
- Responded to media inquiries and monitored media coverage
- Coordinated and participated in or monitored 6 media interviews
- Promoted outdoor rinks and their operation status
- Promoted County of Simcoe changes to waste collection
- In February, published 18 tweets and earned:
 - 10,900 tweet impressions (number of times a user is served a Tweet in timeline or search results)
 - 399 profile visits (number of times users visited our profile page)
 - 25 mentions
 - 16 new followers (1,503 total followers)
- Top 3 tweets in February:
 - #211Day – 211 vs. 911
 - Daily Public Skating at the Tay Community Rink
 - Tay Township community grant awards
- Website edit reviews and approvals
- Water Bill insert preparation and printing
- Review and edits of various corporate materials
- Prepared monthly Mayor's Column for Simcoe.com
- Prepared monthly eNewsletter

MEETINGS

- Department Heads' meetings
- Committee of All Council and Regular Council meetings
- Strategic Plan Workshop
- Organizational Review meeting
- Community Policing Committee meeting
- Review of Laserfiche electronic records management in 2 departments
- Waubausheene Community Space status meeting
- TAWTP Phase #2 Design Review Meeting
- AMO Municipal Social Media Use Webinar – Social Media During a Crisis
- AMO Municipal Social Media Use Webinar – When Facebook Attacks
- MISA Webinar - Broadband in Smaller Municipalities
- Straight Talk (at MCC): Social Media - The Good, The Bad, The Future

Prepared By:

Date: March 4, 2020

Daryl C. W. O'Shea
Director of Technology and Communications



THE CORPORATION OF THE TOWNSHIP OF TAY COUNCIL POLICIES MANUAL

**SUBJECT: Administration
Council Code of Conduct**

EFFECTIVE DATE:

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1. Purpose and Principles

Encouraging and preserving the highest standards of conduct by Members promotes an environment of integrity appropriate for their role. Honesty and integrity are paramount in the fulfillment of the role of elected officials and, as such, this Code of Conduct sets expectations for Members and requires them to conduct themselves in a way that generates community trust and confidence, and also enhances the image of the Township of Tay.

Members are committed to the discharge of their duties as elected officials in a respectful and ethical manner. The Code of Conduct for Members is the instrument through which Council will establish and maintain standards for appropriate conduct. Members understand their responsibility to protect and maintain public trust through adherence to established standards.

The quality of municipal administration and governance is best achieved through the establishment of high standards of conduct. The parameters established in this Code of Conduct will ensure that the integrity of the Township of Tay is upheld.

Key principles which underline the intent of this Code of Conduct are:

- a) Members must serve and be seen to serve their constituents in a conscientious and diligent manner;
- b) Members must be committed to performing their duties with integrity, without improper use of the influence of their office and conflicts of interest, both perceived and real;
- c) Members are expected to perform their duties in office and manage their private affairs in a manner that promotes public confidence and will bear close public scrutiny;



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- d) Members must recognize and act upon the principle that democracy is best achieved when the operation of government is made as transparent and accountable to Members of the public as possible; and
- e) Members shall seek to serve the public interest by upholding both the letter and spirit of the laws of Parliament and the Ontario Legislature, as well as the laws and policies adopted by Council.

2. Scope

This Code of Conduct applies to every Members of Council of the Township of Tay.

3. Definitions

In this Code of Conduct:

“Benefit, Gift or Hospitality” means any cash or monetary equivalent, fee, object of value, service, travel and accommodation, or entertainment, and includes any personal benefit, defined as any form of advantage other than financial such as seeking an appointment, promotion or transfer with the Corporation on behalf of a family Members and includes the private interests of a Members, subject to the exceptions set out in this Code”;

“Child” means a child born within or outside marriage and includes an adopted child, step child, foster child and a person whom a Members has demonstrated a settled intention to treat as a child of his or her family;

“Confidential Information” means any information in the possession of, or received in confidence by, the municipality that the municipality is prohibited from disclosing, or has decided to refuse to disclose, under the *Municipal Freedom of Information and Protection of Privacy Act*, or any other law. “Confidential information” also includes information of a corporate, commercial, scientific or technical nature received in



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confidence from third parties; personal information; information that is subject to solicitor-client privilege; information that concerns any confidential matters pertaining to personnel, labor relations, litigation, property acquisition or disposition, the security of the property of the municipality or local board; and any other information lawfully determined by the Council to be confidential, or required to remain or be kept confidential by legislation or order;

“Council” means the Council of the Township of Tay, inclusive of Mayor and Deputy Mayor;

“Information” includes a record or document, written or otherwise;

“Member” means a Member of Council, including the Mayor and Deputy Mayor and Members of Committees of Council, unless the context otherwise requires;

“Parent” means a person who has demonstrated a settled intention to treat a child as a part of his or her family whether or not that person is the natural parent of the child;

“Person” includes a corporation, partnership, association and any other entity, as the context allows; and

“Spouse” means a person to whom a person is married or with whom the person is living in a conjugal relationship outside marriage.

4. General Conduct

Every Member has the duty and responsibility to conduct their dealings with each other, the public, and staff in an appropriately respectful manner that maintains public confidence in the office to which they have been elected, and shall avoid aggressive, offensive, abusive conduct, bullying or intimidation.

Every Member shall take measures to ensure that the municipal work environment is free from discrimination and harassment.



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Members shall not use indecent, offensive, abusive or insulting words or expressions toward any other Members, any Members of staff, or any Members of the public.

Members shall not speak in a manner that is discriminatory to any individual, based on that person's race, ancestry, place of origin, creed, gender, sexual orientation, age, colour, marital status, or disability.

Members will ensure that their business is conducted in an open and transparent manner and will refrain from communications and correspondence, regardless of format, outside of Council or Committee meetings that would advance the business of the municipality.

Every Member shall conduct himself or herself in an appropriate and civil manner at Council, committee and other meetings, pursuant to the Procedural By-law, this Code of Conduct, and other applicable law.

Members are occasionally requested to make public presentations outside of Council meetings or attend public events as representatives of the Township of Tay. As such, every Member shall conduct himself or herself with dignity and decorum, in a manner befitting public expectation.

5. Conduct When Interacting With Staff

Every Member shall be respectful of the working relationships and reporting responsibilities between staff Members. Municipal staff works under the direction of the Chief Administrative Officer and are required to carry out the decisions of Council in service of the municipal corporation as a whole. Municipal staff is also required to advise Council on legislative and administrative policy with political neutrality and objectivity and without undue influence from any individual Members or any faction of the Council.



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Accordingly, no Members shall maliciously or falsely injure or impugn the professional or ethical reputation of any Members of staff. Every Member shall show respect for staff, and for their professional capacities and responsibilities.

No individual Member has the authority to direct any employee, approve a budget, policy, and other such matters, unless specifically authorized by Council as a whole.

No Member shall use indecent, abusive or insulting words or expressions toward any other Members, any Members of staff or any Members of the public, either directly or by innuendo.

No Member shall compel any Members of staff to engage in partisan political activities or subject any Members of staff to threat or discrimination for refusing to engage in any such activity.

No Member shall use or attempt to further his or her authority or influence by intimidating, threatening, coercing, commanding or influencing improperly any staff Members or interfering with the person's duties, including the duty to disclose improper activity.

Further, all Members should be aware of other Township policies and legislation that are also binding on Council, such as but not limited to the Occupational Health & Safety Act, Human Rights Code, Council Staff Relations Policy and Harassment & Violence Policy.

6. Conduct During Election Campaign

Every Member shall comply with all applicable Provincial legislative requirements as well as the provisions of the *Municipal Elections Act, 1996*.

No Members shall use confidential information, facilities, equipment, supplies, services or other resources of the municipality, including any Councillor newsletter or website linked through the municipality's website, for any election campaign or campaign-related activity.



THE CORPORATION OF THE TOWNSHIP OF TAY COUNCIL POLICIES MANUAL

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No Members shall undertake campaign-related activities on Township property unless authorized by the municipality.

No Members of Council shall use the services of any person for election-related purposes during hours in which that person receives any compensation from the municipality.

7. No Improper Use of Influence

No Members shall use the influence of his or her office for any purpose other than for the lawful exercise of his or her official duties and for municipal purposes.

No Members shall use his or her office or position to influence or attempt to influence the decision of any other person, for the Member's private advantage or that of the Member's parent, child, spouse, staff Members, friend or associate, business or otherwise.

No Members shall attempt to secure preferential treatment beyond activities in which Members normally engage on behalf of their constituents as part of their official duties. No Members shall hold out the prospect or promise of future advantage through the Member's supposed influence within Council, in return for any action or inaction.

For the purposes of this provision, "private advantage" does not include a matter:

- a) That is an interest in common with electors generally, as defined in the *Municipal Conflict of Interest Act*;
- b) That affects a Members of Council, his or her parents, children or spouse, staff members, friends or associates, business or otherwise, as one of a broad class of persons; or
- c) That concerns the remuneration or benefits of a Member of Council.

This provision does not prevent a Member of Council from requesting that council grant a lawful exemption from a policy.



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8. Confidential Information

No Members shall disclose, release or publish by any means, including social media, to any person or to the public any confidential information acquired by virtue of his or her office, in any form, except when required or authorized by Council or otherwise by law to do so.

Any matter, and information pertaining to that matter, which has been discussed or debated at a meeting which has been closed to the public, shall remain confidential, unless and until such time as Council, a judicial order, or other legislation authorizes its release.

A Member may only disclose the content of any matter that has been discussed or debated at a meeting that was closed to the public, after Council has discussed or otherwise released the information to the public.

No Members shall use confidential information for personal or private gain or benefit, or for the personal or private gain or benefit of any other person or body. Without limiting the generality of the foregoing, no Members shall, without lawful authority, disclose, or make personal use of, any of the following types of confidential information:

- a) Information concerning litigation, negotiation or personnel matters;
- b) Information which infringes on the rights of any person, such as publication of the identity of a complainant when such information was given in confidence;
- c) Information such as price schedules on a contract, tender or other proposal while the document remains confidential;
- d) Information deemed to be "personal information" under the *Municipal Freedom of Information and Protection of Privacy Act*; and
- e) Any other information or statistical data required by law to remain confidential.



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No Members shall obtain access, or attempt to gain access, to confidential information in the custody of the municipality except to the extent that such access is necessary for the performance of his or her duties and such access is not prohibited by Council or otherwise by law.

9. Use of Township Property, Services and Resources

No Member shall use, or permit the use of, municipal land, facilities, equipment, supplies, services, or other resource(s), including any municipally-owned information, website, or funds allocated for Members expenses, for any purpose or activity other than the lawful business of the municipal corporation, unless expressly permitted by the Department Head responsible for the facilities or equipment.

No Member shall seek or acquire any personal benefit or financial gain from the use or sale of confidential information, or of any municipally-owned intellectual property including any invention, creative writing or drawing, computer program, technical innovation, or any other information or item capable of being patented or copyrighted, or which property remains exclusively that of the municipality.

17. Gifts, Benefits, and Hospitality

For the purposes of this Code, a gift, benefit or extension of hospitality with the Member's knowledge, to a Member's spouse, child or parent, or to his or her staff, that is connected directly or indirectly to the performance of the Member's duties, is deemed to be a gift or extension of hospitality to that Member.

No Member shall accept a fee, advance, gift, benefit or offer of hospitality that is connected directly or indirectly with the performance of his or her duties of office, unless permitted under one or more of the exceptions listed below.

For greater clarity, the municipality's provision of a benefit, provided as part of council's remuneration, such as an Employee Assistance Plan (EAP), group life insurance, group accident or sickness insurance and/or



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medical, health-related and dental insurance for medical, dental or health-related benefits for Members, his or her spouse or children that are in accordance with the *Municipal Act, 2001* shall not be deemed a prohibited benefit for the purposes of the Code of Conduct.

Each of the following is recognized as an exception:

- a) Compensation authorized by law, policy or by-law;
- b) A gift, benefit or hospitality of the kind that normally accompanies the responsibilities of office and is received as an incident of protocol or social obligation;
- c) A political contribution otherwise authorized and reported as required by law, in the case of a Member running for office;
- d) Services provided without compensation by a person volunteering his or her time;
- e) A suitable memento of a function honouring the Member;
- f) Food, lodging, transportation or entertainment lawfully provided by any Provincial, Regional or local government or board or political subdivisions of any of them, by the Federal government, a foreign government, or by those organizing a conference, seminar or event where the Members is speaking or attending in an official capacity;
- g) Food and beverages consumed at a banquet, conference, seminar, training, reception or similar event if,
 - i. Attendance by the Members is for a legitimate municipal purpose,
 - ii. The person extending the invitation, or a representative of the organization holding the event, is in attendance, and
 - iii. The value is reasonable;
- h) Communications to the office of Members, including subscriptions to newspapers and periodicals.



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18. Communications and Media Relations

Official information relating to decisions and resolutions of Council shall normally be communicated to the media and the community through the Chief Administrative Officer.

In some instances, Members are requested to comment on policy, procedure and decisions of Council. In those instances, Members shall convey the information openly and accurately, unless confidentiality regulations apply.

When making statements to the media or the public, Members shall remain focused on issues, avoiding statements which provoke or challenge another Member, or which might damage the reputation of another Member.

Members shall not make accusatory statements or lay blame. In the event that a Council decision has not unfolded the way Council intended, the information shall be communicated to the public in a forthright manner which identifies the problem and the corrective action.

Members shall accurately and adequately communicate the attitudes and decisions of the Township of Tay Council, even if they don't agree with a decision reached on a particular matter, showing respect for the democratic process and showing sense of teamwork within the Membership.

Nothing in this section is intended to prevent Members from outlining his or her rationale for voting in a particular manner, which may have been contrary to the final Council decision.



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19. Statutes Regulating the Conduct of Councillors

In addition to this Code of Conduct, the following legislation also governs the conduct of Members:

The Municipal Act, 2001;
The Municipal Conflict of Interest Act;
The Municipal Elections Act, 1996;
The Municipal Freedom of Information and Protection of Privacy Act;
The Ontario Human Rights Code;
The Occupational Health and Safety Act; and
The Criminal Code of Canada.

A Member may become disqualified and lose his or her seat by operation of law, including being convicted of an offence under the *Criminal Code* of Canada or being found to have failed to comply with the *Municipal Conflict of Interest Act*, whether or not the conduct in question involves contravention of this Code of Conduct.

In the case of any inconsistency between this Code and a Federal or Provincial statute or regulation, the statute or regulation shall prevail.

20. Code of Conduct Breaches

Where Council receives a report by its Integrity Commissioner that, in his or her opinion, there has been a violation of the Code of Conduct, Council may, per the Municipal Act, impose upon the offending Members of Council either of the following:

1. A reprimand;
2. Suspension of the remuneration paid to the Members in respect of his or her services as a Member for a period of up to 90 days; or
3. Any of the following remedial measures, including, but not necessarily limited to:



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- a. Removal from Membership of a Committee;
- b. Removal as Chair of a Committee;
- c. Require repayment or reimbursement of moneys received;
- d. Return of property or reimbursement of its value;
- e. A request for an apology;
- f. Revocation of travel or another budget;
- g. Request for resignation; and
- h. Trespass order restricting access except for Council Meetings.

21. Complaints to the Integrity Commissioner

Any person, including members of the public, Township employees and Members, who has reasonable grounds to believe that a Member has breached a provision of the Code or other ethical rule or policy of the Township may proceed with a complaint. Complaints cannot be made by groups, organizations or corporations.

The alleged violation shall have taken place within six months of filing the complaint with the Integrity Commissioner.

A complainant may wish to pursue the informal complaint process as established by this Code, but is not required to before proceeding with the formal complaint process set out in this Code.

The Commissioner and every person acting under the instructions of the Commissioner shall preserve secrecy with respect to all matters that come to his or her knowledge in the course of his or her duties under the *Municipal Act, 2001*. The duty to preserve secrecy prevails over the *Municipal Freedom of Information and Protection of Privacy Act*

No Member shall obstruct the Integrity Commissioner in the carrying out of his or her duties.



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22. Duties of the Integrity Commissioner

The Integrity Commissioner reports to council and is responsible for performing in an independent manner the functions assigned by the Township with respect to any or all of the following:

1. The application of the Code of Conduct for Members;
2. The application of any procedures, rules and policies of the Township governing the ethical behaviour of Members;
3. The application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* to Members;
4. Requests from Members for advice respecting their obligations under the Code of Conduct;
5. Requests from Members for advice respecting their obligations under a procedure, rule or policy of the municipality governing the ethical behaviour of members;
6. Requests from Members for advice respecting their obligations under the *Municipal Conflict of Interest Act*;
7. The provision of educational information to Members, the Township and the public about the Codes of Conduct and about the *Municipal Conflict of Interest Act*; and
8. The provision of an annual report to Council on the activities of the Integrity Commissioner.

The Integrity Commissioner shall provide his or her advice in writing to the Members. Any written advice given by the Integrity Commissioner to a Member, as it relates to the Code, binds the Integrity Commissioner in any subsequent consideration of the Member's conduct in the same matter, provided the relevant facts known to the Member were disclosed to the Integrity Commissioner.



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The Integrity Commissioner's annual report to Council shall include information on the nature and volume of activity for the past year and provide anonymized examples with respect to the advice provided and the nature of complaints received and responded to. The annual report of the Integrity Commissioner shall be provided to Council for information. The report is a public document.

23. Procedure – Informal Complaint (Optional)

Any person who has become aware of or witnessed behavior or activity by a Member that appears to be in contravention of the Code is encouraged to advise the Member in private of the concern and ask the Member to stop the objectionable behavior or activity.

If the Complainant is not satisfied with the response received from the Member, an individual may proceed with a formal complaint to the Integrity Commissioner, as outlined in the Formal Complaint Procedure.

24. Procedure – Formal Complaint

Any individual who has identified or witnessed behavior or activity by a Member that appears to be in contravention of the Code may, within six months of the alleged breach, file a formal complaint, as follows:

- a) The complaint shall be made in writing, on the form attached as Schedule "A" to this Code, and shall be sent directly to the Integrity Commissioner by registered mail, e-mail, or courier;
- b) The complaint must include the name of the Member or Members alleged to have breached the Code, the section or sections of the Code allegedly contravened, the date, time and location of the alleged contravention, and any other relevant information;



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- c) The complaint must include an explanation as to why the issue raised may be a contravention of the Code and any evidence in support of the allegation must be included;
- d) Any witnesses in support of the allegation should be identified; and
- e) The complaint must be sworn and dated by an identifiable individual.

Upon receipt of the complaint, the Integrity Commissioner shall confirm that the information is complete and determine whether the matter is, on its face, a complaint with respect to non-compliance with the Code and not covered by other legislation or policies. The Integrity Commissioner may request additional information from the complainant.

25. Complaint – Municipal Conflict of Interest Act

An application to the Integrity Commissioner to inquire into an alleged contravention of Sections 5, 5.1 or 5.2 of the *Municipal Conflict of Interest Act* (the "MCIA") may be made by an elector as defined in Section 1 of the MCIA or by a person demonstrably acting in the public interest, as follows:

- a) an application shall be made in writing on the form attached as Appendix 'B' to this Code, and shall be sent directly to the Integrity Commissioner by registered mail, e-mail, or courier;
- b) an application must be signed and dated by the complainant who shall be an identifiable individual (complaints may not be submitted by any group, organization or corporation);

An application shall include:

1. an explanation, with specific reference to sections of the MCIA, as to why the issue raised is alleged to be a contravention of the Act;



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2. any evidence in support of the allegation;
3. any witnesses in support of the allegation must be identified;
4. a statutory declaration attesting to the fact that the applicant became aware of the alleged contravention not more than six weeks before the date of application in accordance with Section 223.4.1(5) & (6) of the *Municipal Act*, as amended; and,
5. an application may only be made six weeks after the applicant became aware of the alleged contravention and otherwise in compliance with Section 223.4.1(5) & (6) of the *Municipal Act*, as amended.

26. Refusal to Conduct Investigation

If the Integrity Commissioner is of the opinion that the referral of a matter to him or her is frivolous, vexatious or not made in good faith or that there are no grounds or insufficient grounds for an investigation, the Integrity Commissioner shall not conduct an investigation, or, where that becomes apparent in the course of an investigation, terminate the investigation.

Other than in exceptional circumstances, the Integrity Commissioner will not report to Council on any complaint described above, except as part of an annual or other periodic report.

27. Response to Complaint Outside of the Jurisdiction of the Integrity Commissioner

If the complaint received by the Integrity Commissioner is deemed not to be a complaint with respect to non-compliance with the Code, or other corporate policy applying to the Members or compliance with the MCIA, the Integrity Commissioner shall advise the complainant in writing, as follows:

1. Criminal Matter – if the complaint is an allegation of a criminal



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nature consistent with the Criminal Code of Canada, the complainant shall be advised that pursuit of such an allegation must be made through the appropriate police service.

2. *Municipal Freedom of Information and Protection of Privacy Act* – if the complaint is more appropriately addressed under the *Municipal Freedom of Information and Protection of Privacy Act*, the complainant shall be referred to the Clerk to have the matter reviewed under that Act.
3. *Municipal Elections Act* – if the complaint relates to the enforcement of the Municipal Elections Act, the complainant shall be referred to the Compliance Audit Process if the matter relates to campaign finances or to such other avenues of investigation as dictated by that Act.

If the matter is covered by other Township policies or legislation, the complainant will be advised and directed to proceed in a manner that is considered appropriate by the Integrity Commissioner.

28. Election Blackout Period

No investigation shall be commenced or continued, nor shall the Integrity Commissioner report to Council respecting an investigation, within the election period between nomination day and six weeks after voting day, except as provided in s. 223.4 and 223.4.1 of the *Municipal Act, 2001*.

29. No Reprisal or Obstruction in the Enforcement of this Code

Every Member must respect the integrity of the Code of Conduct and inquiries and investigations conducted under it and shall co-operate in every way possible in securing compliance with its application and enforcement.



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Any reprisal or threat of reprisal against a complainant or any other person for providing relevant information to the Integrity Commissioner or any other person is prohibited. It is also a violation of the Code of Conduct to obstruct the Integrity Commissioner, or any other municipal official involved in applying or furthering the objectives or requirements of this Code, in the carrying out of such responsibilities, or pursuing any such objective.

30. Commitment and Acknowledgement

Two copies of the Code of Conduct are to be acknowledged; one copy to be retained by the Clerk, and one copy to be provided to the Member.

I, _____, agree to abide by the requirements of this Code of Conduct in the discharge of my duties as an elected official.

I acknowledge that I have read and accept the expectations and responsibilities outlined in this Code of Conduct. I will act with honesty and integrity and conduct myself in a manner which generates public trust and confidence and enhances the image of the Township of Tay.

Signature of Member of Council

Date of Signature



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Appendix 'A' – Complaint

[TO BE INSERTED]



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Appendix 'B' – MCIA Complaint

[TO BE INSERTED]



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**SUBJECT: Administration -
Council & Staff Relationship
Policy**

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1. Scope

This Council and Staff Relationship Policy applies to each Member of Council, and all members of Staff.

2. Purpose of the Policy & Statement of Principles

The purpose of this Policy is to govern the relationship between Members of Council and Staff in accordance with paragraph 2.1 of subsection 270(1) of the *Municipal Act, 2001*, to outline acceptable standards to govern their relationship and to which all Members of Council and Staff are expected to adhere to and comply with.

This Policy is intended to set a high standard to regulate the relations between Council and Staff in order to provide good governance and maintain public confidence in the administration of the Township through its Members as duly elected public representatives and its Staff as public administrators.

This Policy supplements and works in conjunction with the Township's Council Code of Conduct or Employee Code of Conduct.

3. Definitions

The following terms shall have the following meanings in this Policy:

- (a) "Mayor" means the head of Council for the Township;
- (b) "Member" means a member of Council for the Township, including the Mayor and Deputy Mayor;
- (c) "Policy" means this Council and Staff Relationship Policy;
- (d) "Staff" means the CAO and all officers, directors, managers, supervisors, and all employees, whether full-time, part-time, contract, seasonal or volunteer employees, as well as agents and consultants acting in furtherance of the Township's interests; and



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(e) "Township" means the Corporation of the Township of Tay.

4. General Obligations

In all respects, Members and Staff shall:

- (a) Relate to one another in a courteous, respectful and professional manner;
- (b) Act in a manner that enhances public confidence in local government;
- (c) Operate in a working partnership to produce the best results and outcomes for the Township and always for the collective public interest of the Township;
- (d) Understand and appreciate their respective roles and responsibilities and the roles and responsibilities of the other; and
- (e) Maintain formal working relationships in order to promote equality and discourage favoritism, which includes but is not limited to customary measures such as using proper titles and avoiding first names in public meetings.

5. Roles and Responsibilities of Members

Members shall acknowledge and agree that:

- (a) Council as a whole is the governing body of the Township;
- (b) Council as a whole has the capacity to govern, provide political direction and make decisions;
- (c) Staff serves Council as a whole rather than any individual Member;



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- (d) They are elected representatives of the entire Township;
- (e) They shall respect the administrative and managerial chain of command by:
 - (i) Directing any questions or concerns in relation to the administration or management of the Township to the CAO or his or her delegate;
 - (ii) Giving directions to Staff only by Council as a whole and/or through the CAO or his or her delegate, who in turn shall direct matters onwards as required; and
 - (ii) Refraining from becoming involved in the management of Staff;
- (f) They shall respect Staff time and use it effectively, and limit requests for Staff reports to only matters that are essential for the effective administration of the Township or in the public interest;
- (g) They understand that Staff will undertake significant projects only if they have been directed to do so by Council as a whole and/or through the CAO;
- (h) They shall request advice from the Clerk, or the Clerk's delegate about the appropriate wording of motions, amendments and formal direction to Staff;
- (i) They shall request information regarding meeting agendas or minutes from the Clerk, or the Clerk's delegate;
- (j) They shall advise Staff of questions or criticisms that may arise prior to Council meetings whenever possible, to ensure Staff has appropriate time to formulate an informed and helpful response for consideration by Council;



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- (k) They shall refrain from any criticism or attempt to humiliate, berate, disparage or denigrate Staff in public, including at any Council or committee meeting, whether in open or closed session or to the media, including social media;
- (l) They shall recognize Staff are not expected to provide information or take action outside of regular administrative business hours, except in extenuating circumstances;
- (m) Certain members of Staff are statutory officers and have specific statutory authorities, duties, powers and responsibilities that cannot be interfered with;
- (n) As individual Members, they have no greater access to records or information held by the Township than any member of the public and that they cannot access records or information otherwise protected from disclosure by the *Municipal Freedom of Information and Protection of Privacy Act* or in accordance with the process set out in that statute; and

6. Roles and Responsibilities of Staff

Staff shall acknowledge and agree that:

- (a) Council as a whole is the collective decision-making and governing body of the Township and is ultimately responsible to the electorate for the good governance of the Township;
- (b) They shall serve Council as a whole rather than any individual Member of Council;
- (c) They shall treat all Members equally and always with courtesy, respect, and professionalism;
- (d) They shall ensure that the CAO is aware, as appropriate, of any issues that may impact upon the Township and of ongoing activities in each department;



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- (e) They shall provide a timely and professional response to Council based on their professional expertise, research and good judgment to assist Council with respect to their decision, policies and programs;
- (f) They shall carry out their duties based on political neutrality and objectivity, free from undue influence from any individual Member or Members of Council;
- (g) They shall diligently implement the decisions of Council and ensure administrative practices and procedures are established to carry out Council's decisions and any other duties specifically assigned to them by Council;
- (h) They shall respond to inquiries from Council and provide appropriate follow-up to keep members of Council informed;
- (i) They shall refrain from behavior such as publicly criticizing decisions or policies of Council or Members in relation to their intelligence, integrity, competence or otherwise;
- (k) They shall refrain from becoming involved in the policy and decision-making process of Council, outside of ensuring that Council is provided with the information necessary in order to make their decisions and that Council is aware of any issues that may impact such decisions; and
- (l) They shall not speak publically on any matter respecting any Council decisions or policies without authorization to do so.

Tay Township, February 27th, 2020

Dear Members of the Mayor Counsel;

I am the owner of an apartment building located at 757 Fourth ave, here in Port McNicoll and just recently received a very unusual Water bill for this address. Normally my bills are around \$140 to \$234, but last month it came as \$846.26, and needless to say it made me very concerned. I went inside every unit to try to locate any leak or toilet running but could not find. At the same time my water heater needed repair, however the technician told me there was no leak, which would have been external if existed. Further investigation lead me to believe, a disgruntled tenant, had taps or toilet bowls running nonstop.

Now, I fully take responsibility for the occurred, and have been monitoring the water meter more often now to avoid any surprises, however, as you may understand it is a very high bill. Toppled with other expenses and obligations, it created a major hurdle to my finances.

What I am asking the distinguished members of the counsel today is for leniency on the matter and a reduction on the total bill, not because I did not use the service,(or the tenant), but because I cannot afford such encumbrance at this time.

It may seem unfair with the rest of the taxpayers, since everyone must pay their bills as they come, reflecting usage or consumption, however please take in consideration, I had almost no control over the issue as it was happening.

Please accept my sincere thanks for a chance to present my case in front of this Counsel.

Sincerely yours

Alessio Batista



January 29, 2020

Ministry of Natural Resources and Forestry
2284 Nursery Road
Midhurst, ON L9X 1N8
Attention: Robert Herbst (robert.herbst@ontario.ca)

CRH Canada Group Inc.
2300 Steeles Avenue West, 4th Floor
Concord, ON L4K 5X6
Attention: Jessica Ferri (Jessica.ferri@ca.crh.com)

**RE: Aggregate Resource Act Application – Teedon Pit Extension
Township of Tiny Updated Comments
North Part of Lot 80, Concession 1 O.S. (Roll #1-029-00)**

Thank you for the opportunity to provide updated comments on the proposed Teedon Pit Extension Application under the *Aggregate Resources Act* (ARA).

The Township submitted an objection letter dated March 25, 2019, on the ARA application. The letter focused on comments in the following areas: hydrogeological, traffic, noise, site operation, and natural heritage.

The Township has been reviewing and commenting on all new submission material from the applicant in their effort to address the Township's objection comments. The Township has retained R. J. Burnside & Associates Limited (Burnside), Aercoustics Engineering Limited (Aercoustics), and the Severn Sound Environmental Association (SSEA) to peer review all technical material in support of the application.

Confidential Planning & Development Report PD-004-20 regarding the Teedon Pit Extension Application was presented to Council at the Committee of the Whole meeting dated January 13, 2020. This report provides the background relative to the Township's review of the application and the current status of comments. As a result of this Report, Council Motion #022/20 was approved and reads:

"WHEREAS Council reconsidered Confidential Planning and Development Report PD-004-20 regarding the Teedon Pit Extension Application;

NOW THEREFORE BE IT RESOLVED THAT staff be directed to proceed with the recommendations in PD-004-20;

AND FURTHER THAT staff include the following comments in the letter to the Ministry of Natural Resources and Forestry and CRH Canada Group Inc;

1. That the Township is fundamentally opposed to the extraction and washing of aggregate in environmentally sensitive areas.
2. That there is presently a groundwater study being undertaken by Dr. Cherry, et al and that the findings of this report be taken into consideration by the Province prior to the issuance of any further licenses.

AND FURTHER THAT Report PD-004-20 and Closed Session Meeting Minutes dated January 13, 2020, as approved, and January 27, 2020, once approved, be made public in nature.”

Council Motion #022/20 and Planning & Development Report PD-004-20 are attached to this letter for your information.

Although the majority of the Township’s comments have been addressed, the Township is not satisfied that all matters related to this proposal have been satisfactorily dealt with for the reasons stated in this letter.

This letter has been divided into five main theme areas: hydrogeological, traffic, noise, site operation, and natural heritage.

HYDROGEOLOGICAL COMMENTS

The Township’s concerns regarding hydrogeology have been addressed. CRH has committed to making the following amendments to the proposed Teedon Pit Extension Site Plans:

- Revising Note #42 on the Operational Plan to reflect the Township’s request to have AWLRs loggers installed and for the wells to be monitored monthly.
- Revising Note #42 and the monitoring well schematic on the Operational Plan to include the additional note: “One year prior to extraction commencing, two additional monitoring wells shall be installed. One between MW9–18 and MW8–18 and the second shall be installed along the eastern edge of the extraction area.”

TRAFFIC COMMENTS

Burnside has completed a peer review of the Traffic Impact Study (TIS) prepared by C.F. Crozier & Associates Inc, dated October 4, 2019. The Township’s concerns regarding traffic have not been addressed as follows:

- The CRH response notes that “No Stopping” signs will be installed on Darby Road, together with OPP enforcement, if required. In addition, CRH has confirmed that communication will be made to drivers/clients to prevent arrivals outside of the operating hours of the pit. We have assumed the OPP enforcement of “No Stopping” would be paid for by CRH. The Township requests that the TIS include the documented CRH policy and procedures to prevent the arrivals and parking of trucks prior to 5 am. This should be made available should a complaint come to the Township so a documented follow up be provided.
- The traffic counts that were used for the traffic operational analysis (i.e., Level of Service, Left Turn Lane Warrant analysis) do not capture the traffic from the Pit Extension. The peak hour counts on Darby Road do not show any heavy trucks during the peak hours analyzed. Considering that CRH has acknowledged that there have been 40 two-way truck trips during peak hours and that this will be the maximum in any given hour, a sensitivity analysis should be provided in the TIS to consider this maximum. This may impact the external road improvements required on both Darby Road and Highway 93. The TIS proposes widenings along Darby Road and a recovery taper along Highway 93 to facilitate turning movements at the intersection of Darby Road / Highway 93. The Township requests that:

- a sensitivity analysis be provided in the TIS to consider this maximum. This may impact the external road improvements required on both Darby Road and Highway 93;
 - comments / approvals be provided from the Ministry of Transportation (MTO) for the TIS and proposed highway improvements;
 - CRH enter into a Road Improvement Agreement for Darby Road with the Townships of Tiny and Tay, which would include, but not be limited to, detail engineering design drawings and securities.
- The TIS concludes that left turn lane warrants are not met on Highway 93, based on the low percentages of left turn movements at the intersection of Darby Road / Highway 93. The analysis should be based on equivalent cars (i.e., factor of 2 for large trucks), together with a more realistic estimate of peak period turns that may be generated from the pit. Left turn lane warrants may be met under such conditions. The Township requests that the TIS include an analysis based on equivalent cars (i.e., factor of 2 for large trucks).

NOISE COMMENTS

The Township's concerns regarding noise have been addressed. CRH has committed to making the following amendments to the proposed Teedon Pit Extension Site Plans:

- To include the equipment list and its associated maximum sound power under the section titled "Equipment to be used Onsite and Noise/Air Mitigation". In addition, this equipment list and sound power readings are identified in Section 2.0 of the Acoustical Assessment Report.

In addition, CRH noted that they had submitted a minor site plan amendment to the MNRF to permit the construction of the acoustic berms and restrict the location of the genset trailer on-site so that this can be completed immediately. Confirmation from MNRF in this regard is requested by the Township to confirm that this has been completed.

SITE OPERATION

The Township's concerns regarding site operations have been addressed. CRH has committed to making the following amendments to the proposed Teedon Pit Extension Site Plans:

- Revising the proposed Site Plans to prohibit the storage of asphalt in the extension.
- Revising the Operational Plan add a new note to the rehabilitation page to state that "no fill shall be imported and disposed of at the site other than to establish slopes as specified in the Rehabilitation Plan."

NATURAL HERITAGE COMMENTS

The Township's concerns regarding natural heritage have been addressed. CRH has committed to making the following amendments to the proposed Teedon Pit Extension Site Plans:

- Revising the Operational Plan to change the word "should" to "shall" in the proposed note, i.e.: "The forest edge management zones shall be monitored for survival in the first, second and fifth years after planting. Replacement planting shall be undertaken if survival is less than 60% for each species."

- Revising the Operational Plan to add a note to the Forest Edge Management Schematic: "The proposed forest edge management measures within forest edge management zones 'A' AND 'B' will commence within three (3) years of the license issuance."
- Revising the Operational Plan to add a general note regarding invasive species monitoring and control: "Prior to and during extraction, the extraction area and immediately adjacent lands owned by CRH Canada Group Inc. will be periodically monitored for the presence of invasive plant species. Control measures will be implemented as required under the direction of a qualified ecologist. Control measures may include cutting woody stems and treating stumps with herbicide, spot application of herbicide to control newly established invasive species and/or use of tarps/covers to kill off invasive groundcover species."
- Revising Note #4 on the Rehabilitation Plan to say "... or another appropriate species recommended by a qualified ecologist at the time of planting."
- Revising Note #7 on the Rehabilitation Plan to include survival assessment at year five (5) in addition to years one (1) and two (2), and that the note will be modified to require 60% survival of each species.

In addition, the Council for the Township of Tiny, approved the following additional comments by way of Motion #022/20:

- That the Township is fundamentally opposed to the extraction and washing of aggregate in environmentally sensitive areas.
- That there is presently a groundwater study being led by Dr. John Cherry from the University of Guelph and that the findings of this report be taken into consideration by the Province prior to the issuance of any further licenses.

Sincerely,

THE CORPORATION OF THE TOWNSHIP OF TINY



Shawn Persaud, BA, MCIP, RPP,
Director of Planning & Development



Tim Leitch, P. Eng.
Director of Public Works

CC: Members of Council
Doug Luker, CAO for the Township of Tiny (dluker@tiny.ca)
Sue Walton, Director of Legislative Services/Clerk for the Township of Tiny (swalton@tiny.ca)
David Parks, Director Planning, Development and Tourism (David.Parks@simcoe.ca)
Cecil Gratrix, R. J. Burnside & Associates (Cecil.Gratrix@rjburnside.com)
Julie Cayley, Severn Sound Environmental Association (JCayley@severnsound.ca)
Hon. Bruce Stanton, MP, North Simcoe (bruce.stanton@parl.gc.ca)
Hon. Jill Dunlop, MPP, Simcoe North (jill.dunlopco@pc.ola.org)



JEFF BUNN
Manager, Council & Committee Services & Deputy City Clerk
Corporate Services Department
Kitchener City Hall, 2nd Floor
200 King Street West, P.O. Box 1118
Kitchener, ON N2G 4G7
Phone: 519.741.2200 x 7278 Fax: 519.741.2705
jeff.bunn@kitchener.ca
TTY: 519-741-2385

February 7, 2020

The Honourable Doug Ford, Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto ON M7A 1A1

Dear Premier Ford:

This is to advise that City Council, at a meeting held on January 27, 2020, passed the following resolution regarding the Regional Government Review:

"WHEREAS in 2018 the Ontario Government announced it would appoint two special advisors to review eight regional municipalities, Simcoe County, and their lower-tier municipalities to ensure that the upper and lower-tier municipalities in these geographic areas are efficient and accountable to their residents and business; and,

WHEREAS in 2019 the Minister of Municipal Affairs and Housing received the complete report from the special advisors; and,

WHEREAS in October 2019, the Minister announced the regional review was complete, and made available \$143 million to municipalities to help them lower costs and improve services for local residents; and further,

WHEREAS the Ontario Government has declined to make the final regional review report available to the public;

THEREFORE BE IT RESOLVED that the Ontario Government be urged to release the final report to the public in order for municipalities to make informed decisions regarding service delivery improvements;

BE IT FURTHER RESOLVED that if the Ontario Government does not wish to release the full and complete report, that specific recommendations and comments contained in the final report be provided to those municipalities affected;

BE IT FINALLY RESOLVED that this resolution be forwarded to the Honourable Premier of Ontario; Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario; the Local Members of Provincial Parliament; and, to the eight regional municipalities, Simcoe County, and their lower-tier municipalities included in the regional review."

Yours truly,



J. Bunn
Manager, Council & Committee Services/
Deputy City Clerk

- c. Honourable Steve Clark, Minister of Municipal Affairs and Housing
Honourable Amy Fee, M.P.P.
Honourable Catherine Fife, M.P.P.
Honourable Belinda Karahalios, M.P.P.
Honourable Mike Harris, M.P.P.
Honourable Laura Mae Lindo, M.P.P.
Monika Turner, Association of Municipalities of Ontario
Kris Fletcher, Regional Clerk, Region of Waterloo
Ashley Sage, Clerk, Township of North Dumfries
Danielle Manton, City Clerk, City of Cambridge
Dawn Mittelholtz, Director of Information and Legislative Services /
Municipal Clerk, Township of Wilmot
Grace Kosch, Clerk, Township of Wellesley
Olga Smith, City Clerk, City of Waterloo
Val Hummel, Director of Corporate Services/Clerk
Township of Woolwich
John Daly, Simcoe County Clerk/Director, Statutory Services Corporation
of the County of Simcoe
Kathy Pearl, Clerk, Township of Adjala-Tosorontio
Rebecca Murphy, Director of Corporate Services/Town Solicitor/Clerk,
Town of Bradford West Gwillimbury
Pamela Fettes, Director, Legislative Services/Municipal Clerk, Clearview
Township
Sara Almas, Clerk, Town of Collingwood
Lisa Lehr, Clerk, Township of Essa
Lee Parkin, Town Clerk, Town of Innisfil
Karen Desroches, Clerk, Town of Midland
Cindy Maher, Clerk, Town of New Tecumseth

Janette Teeter, Supervisor, Clerk's Services/Deputy Clerk, Township of Oro
Medonte

Stacey Cooper, Clerk/Deputy CAO, Town of Penetanguishene

Cathy Wainman, Deputy Clerk, Township of Ramara

Sharon Goerke, Clerk, Township of Severn

Renee Ainsworth, Clerk, Township of Springwater

Allison Grey, Clerk, Township of Tay

Sue Walton, Director of Legislated Services/Clerk, Township of Tiny

Dina Lundy, Clerk, Town of Wasaga Beach



The TOWNSHIP of
NORTH DUMFRIES

2958 Greenfield Road
PO Box 1060
Ayr, ON N0B 1E0

February 26, 2020

The Honourable Doug Ford, Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto ON M7A 1A1

RE: Regional Government Review Final Report

Dear Premier Ford:

This letter is to advise you that Township Council, at their Regular Council meeting held on February 24, 2020, passed the following resolution regarding the Regional Government Review Final Report, which was passed in response to the attached correspondence received from the City of Kitchener:

"WHEREAS in 2018 the Ontario Government announced it would appoint two special advisors to review eight regional municipalities, Simcoe County, and their lower-tier municipalities to ensure that the upper and lower-tier municipalities in these geographic areas are efficient and accountable to their residents and business; and,

WHEREAS in 2019 the Minister of Municipal Affairs and Housing received the complete report from the special advisors; and,

WHEREAS in October 2019, the Minister announced the regional review was complete, and made available \$143 million to municipalities to help them lower costs and improve services for local residents; and further,

WHEREAS the Ontario Government has declined to make the final regional review report available to the public;

THEREFORE BE IT RESOLVED that the Ontario Government be urged to release the final report to the public in order for municipalities to make informed decisions regarding service delivery improvements;

BE IT FURTHER RESOLVED that if the Ontario Government does not wish to release the full and complete report, that specific recommendations and comments contained in the final report be provided to those municipalities affected;

BE IT FINALLY RESOLVED that this resolution be forwarded to the Honourable Premier of Ontario; Minister of Municipal Affairs and Housing; the Association of Municipalities of

Ontario; the Local Members of Provincial Parliament; and, to the eight regional municipalities, Simcoe County, and their lower-tier municipalities included in the regional review."

Sincerely,

A handwritten signature in cursive script that reads "Ashley Sage".

Ashley Sage
Clerk
Township of North Dumfries
North Dumfries Community Complex
2958 Greenfield Road, P.O. Box 1060
Ayr, Ontario N0B 1E0

519-632-8800 ext. 122
asage@northdumfries.ca



February 20, 2020

RE: Support for ministers to allow for electronic delegation

Please be advised that Township of Puslinch Council, at its meeting held on January 2, 2020 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2020-012: Moved by Councillor Bulmer and
Seconded by Councillor Goyda

That Council send a letter of support in principle with respect to the Township of Greater Madawaska's Council resolution to allow for electronic delegations to the Provincial Ministers.

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Yours very truly,
Courtenay Hoytfox
Development and Legislative Coordinator

Council Resolution Form

Date: 18 Nov 2019

No: Resolution No.261-19

Moved By: Councillor Rigelhof Seconded by
Councillor MacPherson

Disposition: CARRIED.

Item No: 9.11.1

Description: Support for ministers to allow for electronic delegation

RESOLUTION:

WHEREAS Council has discussed lobbying the provincial ministers to allow for electronic delegation;

AND WHEREAS Council feel that it is unjust to have to attend expensive conferences to be able to have a delegation with Ministers or the Premier;

AND THEREFORE, Council requests that the Ministers and the Premier offer electronic delegations to small and rural Municipalities that do not have sufficient budget to attend conferences;

FURTHERMORE, that this resolution be sent to all Ontario Municipalities to request their support and sent to the Premier and all the Ministries for their consideration.

Recorded Vote Requested by:

	Yea	Nay
B. Hunt	_____	_____
L. Perrier	_____	_____
C. Rigelhof	_____	_____
J. Frost	_____	_____
G. MacPherson	_____	_____


MAYOR

Declaration of Pecuniary Interest:

.....
Disclosed his/her/their interest(s), vacated he/her/their seat(s),
abstained from discussion and did not vote

FEB 21 2020

To: Members and Contacts of Farm Organizations that are Members of Simcoe County Agricultural Hall of Fame

From: Linda van Rassel, Secretary Treasurer

Date: February 18, 2020

The Annual General Meeting of the Hall of Fame will be held on **Wednesday, March 11th at 2:00 p.m. at Simcoe County Museum, Midhurst.** As always, your attendance and/or input would be appreciated.

If you are not the correct person to be receiving this notice, please provide me with details as to the correct contact and mailing address so that we can update our files. You can contact me at 11 Luella Blvd, Minesing, ON L9X 0W9, by phone at 705-728-5399 or by email at linda.vanrassel@sympatico.ca

There are many worthy potential recipients in Simcoe County. Please consider making a nomination and contact me if you require nomination forms, nomination criteria and information.

For nominations that were submitted and not accepted, you are invited to resubmit it if more research was done and more information gathered.

Remember, the Selection Committee can only assess the information on the form.

The deadline for receiving applications is **April 30, 2020.**

On behalf of the Directors of SCAHF I would like to emphasize that new nominations are always welcomed.

Regards,



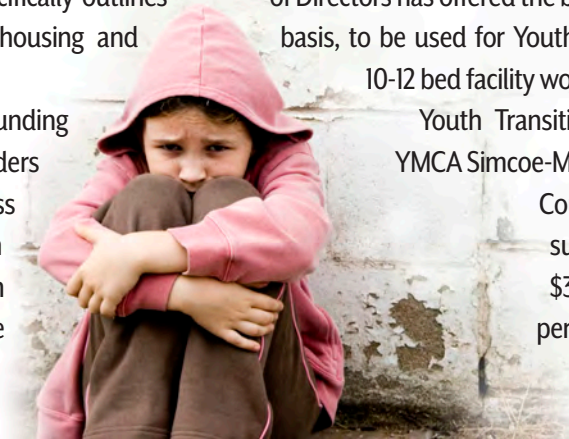
Linda van Rassel

COUNTY COUNCIL HIGHLIGHTS

Homelessness Prevention System Funding

The County of Simcoe continues to work closely with local community stakeholders to develop diverse, responsive, and innovative homelessness prevention supports and services. The Housing Our Future: Our Community 10-Year Affordable Housing and Homelessness Prevention Strategy specifically outlines creating an integrated service model for housing and supports as a key priority.

This week, Council approved \$1.2 million of funding in 2020-21 to assist more than 30 service providers to deliver a wide array of homelessness prevention supports and services through the Community Homelessness Prevention Initiative (CHPI), including Supportive Housing, Emergency Shelters and Supportive Transitional Housing.



Youth Transitional Housing Initiative

The County of Simcoe was recently approached by Youth Haven regarding a proposed Youth Transitional Housing Program, to be located at 46 Toronto Street, Barrie. The current property owner, Morton House, will be closing at the end of February 2020, and its Board of Directors has offered the building to Youth Haven on a lease-free basis, to be used for Youth Transitional Housing purposes. This

10-12 bed facility would serve as a temporary bridge to the Youth Transitional Housing Program, included by YMCA Simcoe-Muskoka in its new build design.

Council approved \$200,000 in funding to support Youth Haven with the estimated \$300,000 operating costs of a one-year period from 2019-20 to help address homelessness prevention pressures across the local system.

WEEK ONE

Garbage

Green Bin Organics



WEEK TWO

Recycling

Green Bin Organics



**NEW YEAR
NEW CURBSIDE
COLLECTION**

EFFECTIVE: FEBRUARY 3, 2020

FEBRUARY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

Transfer Facility Design Requirement for Bi-weekly Collection

In February 2020, the County joined the majority of municipalities in Ontario and adopted a bi-weekly collections schedule to grow the County's green bin program, restore predictability to collections and help lower emissions by reducing the number of trucks on the road each day. This bi-weekly collection schedule will continue with the next collections contract, starting in late 2021.

With collections on alternate weeks, one curbside collection truck now serves each household every week, rather than two in the previous system. Our trucks will therefore reach capacity quicker, thereby needing to empty at a transfer station and then return to the route to complete collections more frequently. Providing locations to empty collection trucks closer to the route is essential to minimize off-route time, make collections more efficient and be cost effective. This week, Council approved staff to proceed with the transfer station building design and site design for new transfer facilities sited at existing landfills and transfer centres and the proposed Environmental Resource Recovery Centre (ERRC), in anticipation for construction in 2021. Additional reports, including costing, will be presented for Council's review at future meetings.

#ITSTARTS Public Education and Social Media Campaign

The Simcoe County Local Immigration Partnership (LIP), in collaboration with the Cultural Competency Working Group, will lead the fourth annual #ITSTARTS campaign throughout March 2020. The 2019 campaign reached almost 3 million users, who were encouraged to take part in the movement.

To support the development of welcoming communities in Simcoe County and the #ITSTARTS campaign, LIP is running Cultural Ambassador Training across our member municipalities and separated cities. These training sessions help to reduce discrimination and racism and encourage cultural competency. Last year, 83 ambassadors were trained at information sessions organized by the County.



Agreement for the Delivery of Personal Support Services at Georgian Village



The North Simcoe Muskoka Local Health Integration Network (LHIN) plans, integrates and funds local health care. In December 2013, the North Simcoe Muskoka Community Care Access Centre (CCAC), now referred to as LHIN Home and Community Care, approached the County of Simcoe to deliver Personal Support Services to Georgian Village residents affected by the CCAC's contracted service provider's labour disruption. When the labour disruption ended and CCAC's contracted service provider resumed the personal support services at Georgian Village, residents approached Georgian Village Management with concerns of constant late or missed visits, as well as inconsistency of worker by the contracted service provider. County Seniors Services Management met several times with the CCAC to discuss these concerns.

In January 2020, the LHIN accepted the County's request to enter into a memorandum of understanding with the County for the provision of personal support services to LHIN clients residing in Georgian Village to improve the client experience through enhanced continuity of care, timely visits, and efficiencies through a centralized staffing model.

Specialized Transit Ridership Growth

The Simcoe County LINX Plus transit service began operation in September 2018. The service generally operates within approximately 400 metres of the County's fixed transit routes, providing a combination of door-to-door and transfer services to and from fixed routes. Specialized transit is a requirement of the Accessibility for Ontarians with Disabilities Act (AODA).

Council approved a one-year pilot project to utilize existing capacity and expand the service area so that more county residents have access to specialized transit. The pilot project will enhance the specialized service for customers in the rural areas beyond the mandated 400 metres of the conventional fixed based routes. Operating within a few kilometres of a fixed route on rural concession roads is anticipated to have limited impact on the existing service and will improve service to residents with disabilities.



Service Simcoe

Communications and Events

Communications@simcoe.ca
705-726-9300 Extension 1773

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George Cornell, Warden
Mark Aitken, Chief Administrative Officer

The County Clerk's Dept. maintains the official record for all County government proceedings. This publication is intended to identify highlights of Committee and Council meetings.



Mayor and Council
Township of Tay
450 Park Street
Victoria Harbour, Ontario
L0K 2A0

The Huronia Community Foundation is celebrating it's 20th Anniversary this year and we would like to invite all of you to attend our kickoff celebration on Wednesday March 25th at 5:00 p.m. at the Midland Public Library.

The evening will include remarks from past and present Board members along with first hand accounts from donors and fund holders that will highlight the work of the Huronia Community Foundation over the last two decades.

The evening will also include details on the many exciting events that we have planned for this year.

Please join us as the Huronia Community Foundation celebrates 20 years of encouraging leadership and community support across the North Simcoe area.

Event details:

Date: Wednesday March 25th
Time: 5:00-7:00 p.m. (Special Presentation at 6:00 p.m.)
Location: Midland Public Library Assembly Room (lower level)
RSVP: Scott Warnock: scottw@huroniacf.com by March 15th

Yours truly

Scott Warnock
Executive Director
Huronia Community Foundation
P.O. Box 324
Midland Ontario L4R 4L1

**Public Works Committee
March 11, 2020**

Agenda

1. Call to Order:

2. Reports of Municipal Officials:

- 2.1 Report from the Manager of Parks, Recreation & Facilities
Report No. PW-2020-15
Re: Monthly Activity Report – Parks, Recreation & Facilities
- 2.2 Report from the Manager of Roads & Fleet
Report No. PW-2020-18
Re: Monthly Activity Report Roads & Fleet
- 2.3 Report from the Water/Wastewater Superintendent
Report No. PW-2020-20
Re: Monthly Activity Report – Water Wastewater Operations
- 2.4 Report from the Director of Public Works
Report No. PW-2020-13
Re: Monthly Activity Report Public Works Department
- 2.5 Report from the Director of Public Works
Report No. PW-2020-14
Re: Mechanic Initial Job Description
- 2.6 Report from the Director of Public Works
Report No. PW-2020-16
Re: Oakwood Park Ad Hoc Committee – Recommendation #1
- 2.7 Report from the Director of Public Works
Report No. PW-2020-17
Re: Sanitary Sewer Fifth Avenue
- 2.8 Report from the Director of Public Works
Report No. PW-2020-19
Re: Roads Division Maintenance Activity Schedule
- 2.9 Report from the Director of Public Works
Report No. PW-2020-21
Re: 2019 Rope Drinking Water System Annual Report
- 2.10 Report from the Director of Public Works
Report No. PW-2020-22
Re: 2019 Tay Area Drinking Water System Annual Report

3. Other Business:

4. Items for Information:

4.1 Resolution from Numerous Municipalities
Re: Ban of Single-Use Disposable Wipes



STAFF REPORT

<u>Department/Function:</u>	Public Works
<u>Chair:</u>	Councillor Barry Norris
<u>Meeting Date:</u>	March 11, 2020
<u>Report No.:</u>	PW-2020-15
<u>Report Title:</u>	Monthly Activity Report – Parks, Recreation and Facilities

ORIGIN: Manager of Parks, Recreation & Facilities for the period of February 5, 2020 to March 4, 2020.

RECREATION

Waubashene Recreation Committee

It was a special day on Friday February 21st for Waubashene Recreation Committee Chair Cindy Pearson when she was recognized with the 2019 Award for Youth Service by the Committee of Youth Officers for the Province of Ontario (COYO). Cindy was nominated by Provincial Constable David Hobson for all the work she has done in the Waubashene Area with the Benny Club. Congratulations Cindy!

Port McNicoll Recreation Committee

The Port McNicoll Recreation Committee held two very successful events over the Family Day weekend in February. The Family Ice Fishing Derby and Family Skating events were both well received by the community. The Committee was very pleased with attendance and feedback from the community on both events. Next up for the Committee is the annual Easter egg hunt at the Port McNicoll Community Centre on Saturday April 4th.

Volunteer Appreciation Event

Staff is in the very early stages of organizing the annual Volunteer Appreciation Luncheon. This year the event will be held at the Port McNicoll Community Centre on April 18th from 11am -1pm. More details to follow once confirmed.

Youth Programs

Each March Break the Township offers Home Alone and Babysitting Courses for area youth at the Oakwood Community Centre. The courses are put on by the local Community Emergency Response Team (C.E.R.T.).

Canada Day Committee

The Canada Day Committee held their first meeting of 2020 on March 2nd at the Harbour Shore Community Room. Plans are well underway for the annual event and entertainment and activities are continually being confirmed. For up to date information on the event head to their website www.taycanadaday.ca

Tay Bike Day

The Tay Bike Day Committee has been having monthly meetings in order to get their plans solidified for their event on June 27th. New this year the Committee is hoping to have representatives from Base Borden attend and hold a demonstration along with displays throughout the Park. The event will also showcase: live entertainment, OPP Bike Rodeo, free BBQ, Simcoe Muskoka District Health Unit bike helmet checks and various family games.

Youth Dances

Youth dances are hosted by the Victoria Harbour Recreation Committee on the following dates from 7pm to 10pm. The fee is \$5 at the door.

Oakwood Community Centre

March 13, April 17 and May 15

PARKS

Outdoor Rinks

The outdoor rinks closed during the final week of February after a successful season. Thanks goes out to all staff that worked tirelessly to keep them operational for approximately 5 weeks. A report on Outdoor Rink operations will follow next month.

Oakwood Park Improvements Ad-Hoc Committee

The Committee meet twice in January and once in February to review potential improvements. A separate report on their recommendations will be presented to Council in March.

MacKenzie Park Improvements Committee

The formal Committee itself has disbanded. The remaining Committee projects to be completed at MacKenzie Park are the parking lot asphalt and pavilion. The asphalt for the parking lot will be completed in early spring. The pavilion details are still being worked out and once they are confirmed it will be reported to Council.

Mackenzie Park Washrooms

Staff has been in touch with the Architect for the project and work is being completed on the site plan application for the Planning Department. Once site plan approvals are received the project will be tendered.

Veterans Park Playground Replacement

The Request for Proposals (RFP) for the Playground Replacement at Veterans Park in Waubauskene has been released. The RFP closes on March 30th and it is anticipated that this project will get awarded in April.

FACILITIES

Tables and Chairs

The new tables and chairs were delivered mid-February for Oakwood and Port McNicoll Community Centre's.

Tay Community Rink Operations

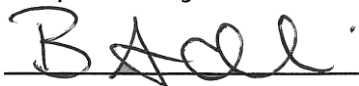
The Tay Community Rink had another busy month in February with a steady mix of free public time and booked private time. Of particular note was a large weekend booking from a local manufacturing company which used the facility to offer their employees various skating options (family skates and hockey games).

Miscellaneous Facility Work

The LED light heads for the baseball diamond retrofits have been ordered. The hope is to get the lights replaced mid to late March.

Date Prepared: March 4, 2020

Prepared By:



Bryan Anderson

Manager of Parks, Recreation and Facilities

Dates to remember:

April 4th – Port McNicoll Recreation Committee Easter Egg Hunt

April 18th – Volunteer Appreciation Event

May 15th – 17th - Portarama Family Festival

June 19th & 20th – Canada Day Celebrations

June 27th - Tay Bike Day

November 29th – Santa Claus Parade

December 6th – Township Tree Lighting Event



STAFF REPORT

Department/Function: Public Works

Chair: Councillor Barry Norris

Meeting Date: March 11, 2020

Report No.: **PW-2020-18**

Report Title: **Monthly Activity Report Roads and Fleet**

ORIGIN

Manager of Roads and Fleet from February 1, 2020 to February 29, 2020.

OPERATIONS

Staff has been completing service requests and correcting deficiencies noted through regular road patrolling. Staff has also been busy patching potholes, clearing ditches, assisting in water service repair, shop and equipment maintenance.

Tank Tech performed annual inspections on underground diesel tanks, passed inspection with no noted issues.

WINTER CONTROL

The Township responded to the thirteen winter events.

Carr Excavating completed the spring sand restocking.

FLEET

All units are receiving regular maintenance, and various small repairs.

- Unit 0834, Sidewalk Tractor frame failed due to fatigue, staff dismantled the machine, repaired frame and driveline.

I would like to give staff recognition of the over and above job they have done in repairing our equipment. They have taken initiative and pride in the work they have done, getting equipment back to work in a timely manner.

AORS MUNICIPAL PUBLIC WORKS TRADE SHOW

The 2020 AORS Municipal Public Works Trade Show that will be held June 3rd & 4th, and hosted in partnership with the Simcoe County Road

Supervisors Association. It will be held at the Sadlon Centre, (formerly Molson Centre), Barrie, Ontario.

There will be several outdoor staff attending the tradeshow as volunteers; the remainder of the staff will have the option to attend the show for a day. This is a good opportunity for Staff to learn about new technical developments in the materials, services and equipment required to build and maintain municipal roads and other core infrastructure.

The trade show admission is at no charge, if interested it would be a great show for members of Council to attend.

MEETINGS/TRAINING

- Simcoe County Road Supervisor Association meeting
- Confined Space Training
- Pearson Engineering RE: Watermain projects
- Springwater Township RE: Scarlet Line Maintenance
- Wycliffe traffic

Prepared By:

Date Prepared: March 2, 2020

Lyell Bergstrom
Manager of Roads & Fleet



STAFF REPORT

Department/Function: Public Works

Chair: Councillor Barry Norris

Meeting Date: March 11, 2020

Report No.: PW-2020-20

Report Title: Monthly Activity Report – Water Wastewater Operations

ORIGIN:

Superintendent of Water & Wastewater Operations for the period of February 1, 2020 to February 29, 2020.

TREATMENT PLANTS:

Pilot testing by the Walkerton Clean Water Centre has been completed and we have the final report.

The construction of the addition at the Low Lift station is nearing completion. The building is now complete with the exception of the installation of the exterior siding. We are currently in the process of requesting pricing on the bulk supply of our PACL (Poly Aluminum Chloride Liquid).

The additional membrane cassettes and the third process air compressor for the Tay Area WTP are now installed. The programming of the Pall Versa View panel view control system was completed on February 27, 2020 and is now fully operational. Our operators assisted with the installation and were provided with additional hands on training in the operation of the newly installed equipment.

During commissioning a number of program faults with the original system were found and corrected. The water treatment units can now achieve their rated capacity of a minimum of 2720m³ per train for a total minimum production of 8160m³/day. Pall will be forwarding new standard operating procedures to us in the near future to improve our operator's options for improved operations and maintenance.

Blower 2 at the VHHWTP has been removed and sent back to the manufacture for rebuilding as part of the work recommended in our capital budget. We also are in the process of replacing the bearings on blower B85-S at the PMWWTP also as part of the proposed works in the capital budget.

We have received 2 new membranes for Train 2 at the Rope Water Treatment plant but have not had time yet to complete the installation which will be completed in the near future as time permits.

DISTRIBUTION & COLLECTIONS SYSTEMS:

We had a broken water service in PM on 5th street which was repaired on February 10, 2020.

Sewer Backups

There were no sewer backups during this period.

ADVERSE DRINKING WATER:

There were no adverse water quality reports during this period

Prepared By:

Date Prepared: March 2, 2020

Mike Emms,
Water/Wastewater Superintendent



STAFF REPORT

Department/Function: Public Works

Chair: Councillor Barry Norris

Meeting Date: March 11, 2020

Report No.: **PW-2020-13**

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

ORIGIN

Director of Public Works for the period from February 5, 2020 to February 29, 2020.

ROADS/PARKS

- Mechanic job description and report
- Review of part-time, contract recreation administration position
- Wycliffe traffic follow-up meeting
- Asphalt tender review
- Review of Waubashene community space option meeting – grant pending
- Meeting with Talpines property owners

WATER/WASTEWATER OPERATIONS

- Grandview Beach and Paradise Point: hydrogeological study technical advisory committee meeting; concerned resident question
- North Rock Group claim follow-up
- 2020 road and watermain project meeting and review
- Tay Area Water Treatment Plant – Phase 2 upgrade meeting and review
- Assistant Manager Water and Wastewater Operations – Paul La Chapelle promotion

DEVELOPMENT

- Huron Bay Estates Phase 4 meeting, review and letter
- 5 and 11 Fallowfield – securities question
- Victoria Glen Phase 4 and 5 security reduction
- Waverley Heights easement follow-up

GENERAL

- Health and Safety Inspections – water and wastewater
- Enbridge Gas request for service area nominations

MEETINGS

- Strat Plan and KPMG meetings
- Managers' meetings
- Department Heads' meetings
- Committee of All Council and Council

Prepared By:

Date Prepared: February 29, 2020

Peter Dance
Director of Public Works



STAFF REPORT

<u>Department/Function:</u>	Public Works
<u>Chair:</u>	Councillor Barry Norris
<u>Meeting Date:</u>	March 11, 2020
<u>Report No:</u>	PW-2020-14
<u>Report Title:</u>	Mechanic Initial Job Description

RECOMMENDATION:

That Staff Report No. PW-2020-14 regarding the initial job description for the position of mechanic be received;

And that Council approves the initial job description for the position of mechanic.

INTRODUCTION/BACKGROUND:

During the Special General Government and Finance Committee meeting of February 13, 2020, staff was directed to bring a copy of the initial job description for the mechanic position forward to Council prior to advertising the position. At the same meeting, Committee recommended: That the position of mechanic be added to the staff complement and that staff proceed with recruitment. That recommendation was ratified by Council at the February 26, 2020 meeting.

The proposed initial job description is attached for consideration.

ANALYSIS:

The proposed initial job description has been prepared in the format of the existing Township job descriptions. Staff reviewed several job descriptions from neighbouring municipalities during the review of this job description. In addition, we considered the specific needs of Tay.

This position is responsible for completing major and minor repair work on trucks and equipment, vehicle safety inspections and certifications, scheduling and completion of preventative maintenance. The mechanic will also assist with fleet management tasks such as developing preventative maintenance programs, life-cycle analysis and procurement of parts and vehicles. For certain tasks that require specialized equipment the mechanic will coordinate that work with outside vendors.

The primary focus of the position will be the vehicles and equipment for Public Works, By-law and Building. In addition, it is hoped that there will be time to assist with the small Fire vehicles and as appropriate some of the larger Fire vehicles. Standby generators and small engine equipment will also be included if possible.

FINANCIAL/BUDGET IMPACT:

There is no direct budget impact related to this report.

CONCLUSION:

The attached initial job description reflects the needs of the Township and is provided for Council's consideration. It is recommended that this job description be approved.

Prepared by: Lyell Bergstrom, Manager of Roads and Fleet

Recommended by:

Date: February 28, 2020

Peter Dance
Director of Public Works

Reviewed by:

Date: March 3, 2020

Lindsay Barron
Chief Administrative Officer

Attachment: Job Description – Mechanic – March 11, 2020



Township of Tay

Job Description

Mechanic

Reports to: Manager of Roads and Fleet

Subordinate Positions: None

Position Summary:

This position is responsible for completing major and minor repair work on trucks and equipment, vehicle safety inspections and certifications, scheduling and completion of preventative maintenance for the Township fleet. The mechanic also assists with fleet management tasks such as developing preventative maintenance programs, life-cycle analysis and procurement of parts and vehicles.

Responsibilities:

- Maintain and repair Township vehicles and equipment to provide for their safe operation and fulfill the requirements of the applicable legislation;
- Assist in the development of preventative maintenance routines for Township vehicles and equipment to aid in extending life spans and reducing downtime in consultation with the Supervisor;
- Coordinate and perform preventative maintenance and care schedules and procedures for all vehicles and equipment;
- Advise the Supervisor on matters pertinent to the maintenance, inspection, repair and operation of equipment and vehicles;
- Maintain records and mandatory documentation required by the Ministry of Transportation of Ontario (MTO) and the Commercial Vehicle Operator Registration (CVOR);
- Complete Ministry of Transportation inspections and repairs, including the signing of all required certificates and forms;
- Respond to various emergency situations related to maintaining Township vehicles and equipment;
- Recommend and implement modifications to equipment and/or operating procedures;
- Handle all materials related to vehicle maintenance and repairs including inventory of stock;

- Compile repair records for each piece of equipment, in an orderly fashion;
- Provide technical information to drivers and operators regarding general maintenance;
- Determine type of repair, time and materials required. Discuss timeframe and cost of repair with Supervisor;
- Complete repairs to vehicles and equipment as needed which may include, but is not limited to, rebuilding, replacing or repairing vehicle parts such as engines, brakes, transmission lines, hydraulic systems, electrical assemblies and accessories;
- Complete welding and minor body work for vehicles;
- Repair, dismantle, inspect, rebuild, assemble, adjust and test all gas and diesel powered equipment, including, but not limited to loaders, graders, backhoe, dump trucks, steamers, pickups, chainsaws, water pumps, generators and sidewalk machines;
- Maintain clean shop, storage and parts area;
- Ensure that equipment and tools are properly maintained and stored;
- Perform within legislative and regulatory standards Operational Policies of the Township;
- Operation of Roads/Parks Division equipment for regular maintenance, construction, and winter plowing and sanding operations, as assigned by Supervisor;
- Perform other duties, as requested.

Qualifications:

- Must possess a valid Truck and Coach Technician licence (310T);
- Automotive Service Technician (310S) and Heavy Equipment Technician (421A) licences would be an asset;
- Minimum five years' progressive experience in heavy truck and equipment maintenance and repair;
- Proficient computer skills using diagnostic software and MS Office applications;
- Shall possess a class DZ Ontario driver's licence with an acceptable driver's abstract;
- A class AZ Ontario driver's licence would be an asset.

Skills, Abilities and Knowledge:

- Complete knowledge of current MTO vehicle Inspection requirements;
- Must demonstrate thorough knowledge of hydraulic components, including operation, trouble shooting and repair procedures;
- Must be proficient in welding and oxy-acetylene welding and cutting;
- The ability to operate different pieces of construction equipment in order to evaluate problems and to test for proper operation on repairs;

- Must demonstrate the ability to work independently in a safe and efficient manner;
- Strong public relations, technical, and management skills required;
- Shall possess sound judgement and organizational ability;
- Must have a solid understanding of the Occupational Health and Safety Act., workplace health and safety standards and safe working practices.

Effort:

- Job requires heavy lifting, pulling, climbing, reaching and operating maintenance equipment and working alone.
- Excellent physical condition required to conduct inspections, traverse works sites, perform activities in confined and limited spaces, lifting of heavy objects, and using tools and equipment that require a high degree of manual dexterity.
- Must be prepared to work overtime as required to handle emergencies or to meet deadlines.

Working Conditions:

- Normal workweek – 40 hours.
- Worksite is primarily a shop environment but will require working in outside weather conditions from time to time; may be exposed to wet, cold and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals.
- Appropriate personal protective equipment (PPE) must be worn when working with or around hazardous chemicals and/or equipment.

Date: March 11, 2020



STAFF REPORT

Department/Function: Public Works

Chair: Councillor Barry Norris

Meeting Date: March 11, 2020

Report No.: PW-2020-16

Report Title: Oakwood Park Ad Hoc Committee - Recommendation #1

RECOMMENDATION:

That Staff Report No. PW-2020-16 regarding the Oakwood Park Ad Hoc Committee - Recommendation #1 be received;

And that Council endorses the recommendation for a two inch, 50ft X 80ft asphalt pad as outlined in this report;

That the new asphalt pad be funded from the County of Simcoe's \$15,000 contribution towards Improvements to Oakwood Park;

And that staff proceed with preparing the site for asphalt and awarding the asphalt contract in early spring so that project can be completed by June 5th, 2020.

INTRODUCTION/BACKGROUND:

At the December 18th, 2019 Council meeting, Township Council appointed members to the new Oakwood Park Improvement Ad Hoc Committee. This Committee was struck in order to look at potential improvements to the outdoor rink area and surrounding grounds. The role of the Committee as defined by their Terms of Reference is:

The Adhoc Committee is responsible for reporting back and making recommendations to Council with respect to future multi-use park improvements for the block of land inclusive of the outdoor rink lands to the property boundary within Oakwood Park, to be known as the multi-purpose parklands block.

ANALYSIS:

The Committee has had three meetings since its inception in late 2019. Their first order of business was to break the improvements at the site into two categories: short-term and long-term. All of the recent meetings have focused on the short-term needs at the site. The main focus of their discussions to date has been to address the need for a hard surface at the site for special events (namely Canada Day) and multi-use community programming.

For the winter season, the Township has built temporary boards on the south portion of the rink to make the the current rink dimensions approximately 120ft X 80ft. It was determined that the current rink size would remain and in the spring the temporary end boards would be removed. A new two inch (50mm), 50ft X 80ft paved asphalt portion would be added to the south end of the outdoor rink as outlined below.



This new asphalt pad would be utilized as a multipurpose hard surface court in the summer months for a variety of sports and activities and would be a welcome addition to underneath the tent for the Canada Day festivities as the Canada Day Committee would no longer have to rent event flooring. The Canada Day Committee has been made aware of the recommendation for the asphalt pad and is fully supportive of the proposal.

The Committee hopes to report back to Council in the coming months with respect to some of the longer term improvements to the site such as: fencing, site restoration, paths of travel, lighting, sport amenities (basketball nets, etc.) and future rink dimensions.

FINANCIAL/BUDGET IMPACT:

The approximate cost of the new two inch 50ft X 80ft asphalt pad is \$10,000.

Currently the 2020 capital budget includes \$25,000 for 'Oakwood Park – Hard Surface Rink'. As well, in early 2020 the Township received \$15,000 from the County of Simcoe for 'Improvements to Oakwood Park' (specifically for the area in and around the Outdoor Rink).

CONCLUSION:

Staff supports the recommendation from the Oakwood Park Improvements Ad Hoc Committee for a two inch, 50ft X 80ft multipurpose asphalt pad as outlined in this report.

Prepared By: Bryan Anderson, Manager of Parks, Recreation & Facilities

Recommended by:

Date:

Peter Dance, P. Eng.
Director of Public Works

Reviewed By;

Date:

Lindsay Barron
Chief Administrative Officer



STAFF REPORT

Department/Function: Public Works

Chair: Councillor Barry Norris

Meeting Date: March 11, 2020

Report No: PW-2020-17

Report Title: Sanitary Sewer Fifth Avenue

RECOMMENDATION:

That Staff Report No. PW-2020-17 regarding the installation of sanitary sewer on Fifth Avenue from Hayes Street to Alberta Street be received;

And that, pending confirmation of regulatory approval, Council approves the inclusion of this installation as part of the 2020 Road and Watermain contract;

And that the cost for this work shall be funded from the wastewater reserve;

And that the budget allocation for this work be increased from \$65,000 to \$110,000;

And those benefitting property owners shall be required to pay their share at the sooner of: time of connection or January 1, 2032.

And the staff report on the repayment terms and bring forward a Fees and Charges by-law.

INTRODUCTION/BACKGROUND:

Included in the 2020 capital budget there were funds allocated for road and watermain works. When the design project was awarded it was noted that consideration would be given to the addition of some sanitary sewer on Fifth

Avenue. This report provides an update on that and makes a recommendation.

ANALYSIS:

Below are the sections currently included in the road and watermain project:

Fifth Avenue – Arpin St to Hayes St (500m);

- Road and watermain full length
- 110m of new sanitary sewer under consideration

Hayes Street – Fourth Ave to Fifth Ave (100m);

- Road and watermain full length

Athabaska Street – Seventh Ave to Barnes Ave (150m);

- Road resurfacing may be limited to east end
- Watermain full length

Bell Street – First Avenue to Second Avenue (140m);

- Watermain full length
- Road will be part of a future paving project.

Detailed review the possible extent of the sanitary sewer was completed. Considering both the construction and possible future use, it became clear that the limits of construction for the sanitary sewer should be Hayes to Alberta. This provides coverage for six to eight possible building lots including some Township owned land. Some of these properties have been the subject of recent development enquiries. In the future, the sewer will be able to service lands further to the north.

If this work is to be done during the life of the 2020 asphalt, it is best done now. There is also a clear cost savings from combining this work with a larger construction project.

There are several options for funding and financing of this work. These will be reviewed in more detail in a future report. As an interim suggestion, it is proposed that the costs be recovered from the benefitting property owners. This can be done through a Fees and Charges by-law. In fairness to those who may not want to develop immediately payment could be deferred to the earlier of connection or a set time period, say ten years after construction. Assuming construction in 2020 and allowing the 2021 season for the earliest possible home construction the ten year period could run until January 1, 2032. In addition, consideration will be given to when and how interest is charged. Interest charges could start in 2022 or be deferred for five years. While protection the value of the wastewater reserve's loan is a concern, it is important that interest costs do not make ultimate connection prohibitively expensive.

FINANCIAL/BUDGET IMPACT:

The overall project has been included in the 2020 Capital Budget. Specifically \$65,000 was allocated for sewer construction. However, the sanitary sewer cost will be about \$110,000. This includes engineering, net HST and laterals to the property line. The split per property can be done in various ways. With six to eight connections possible the cost per property will be about \$13,800 to \$18,300.

It is proposed that the sewer costs be funded from the wastewater reserve and that the budget allocation be increased to \$110,000..

CONCLUSION:

There is an opportunity to install sanitary sewer on a section of Fifth Avenue. Without the sewer, house construction on the adjacent vacant lots cannot proceed. There has been some interest expressed in making use of this sewer. The sewer construction cost is modest when completed at the time of exiting road and watermain works. It is reasonable to require the benefitting property owners to repay the cost of this work. It is recommended that Council approves the inclusion of the sanitary sewer in the construction contract.

Prepared by: Peter Dance, Director of Public Works

Recommended by:

Date: March 4, 2020

Peter Dance
Director of Public Works

Reviewed by:

Date: March 4, 2020

Lindsay Barron
Chief Administrative Officer



STAFF REPORT

<u>Department/Function:</u>	Public Works
<u>Chair:</u>	Councillor Barry Norris
<u>Meeting Date:</u>	March 11, 2020
<u>Report No:</u>	PW-2020-19
<u>Report Title:</u>	Roads Division Maintenance Activity Schedule

RECOMMENDATION:

That Staff Report No. PW-2020-19 regarding Roads Division Maintenance Activity Schedule, be received as information;

INTRODUCTION:

As requested by Council, this report outlines the tentative schedule of Road Division related routine maintenance activities. There are a number of other routine tasks that are not listed below as they are more sporadic and less time consuming.

MAINTENANCE SCHEDULE:

Spring Clean Up (street sweeping)

April 14 to May 8th. Operations will start in Waubaushene, then move to Port McNicoll and finish in Victoria Harbour.

Pothole Repairs

April 1 to April 14,
and ongoing as necessary to remain in compliance with the MMS.

Sign Inspection

April 14 to April 24.

Spring Restorations. (sod repairs)

April 27 to May 8.

Culvert Flushing and Catchbasin Cleaning

May 11 to July 10

Grading Shoulders

May 11 to May 22

Gravel Program

June 1 to June 12

Road Side Cutting

June 1 to September 30

Dust Suppression

June 15 to June 19

Culvert Replacement

June 22 to July 24

Ditching

July 27 to August 7

September 14 to September 25

October 5 to October 16

Sign Installation (regulatory, warning and heritage)

September 19 to September 30

FINANCIAL/BUDGET IMPACT:

No financial impact directly related to this report.

CONCLUSION:

This is a tentative schedule that will fluctuate due to a number of factors such as: weather, utility locates, equipment availability and available physical resources.

Prepared by: Lyell Bergstrom, Manager of Roads and Fleet

Recommended by:

Date:

Peter Dance

Director of Public Works

Reviewed by:

Date:

Lindsay Barron

Chief Administrative Officer



STAFF REPORT

Department/Function: Public Works

Chair: Councillor Barry Norris

Meeting Date: March 11, 2020

Report No.: **PW-2020-21**

Report Title: **2019 Rope Drinking Water System Annual Report**

RECOMMENDATION:

That Staff Report No. PW-2020-21 regarding the 2019 Rope DWS Annual Report be received;

And that the 2019 Rope Drinking Water System Annual Report be accepted By Council as required by Schedule 22 and Section 11 of Ontario Regulation 170/03.

INTRODUCTION/BACKGROUND:

The 2019 Annual Report (attached) for Rope DWS has been prepared in accordance with both Schedule 22 and Section 11 of Ontario Regulation 170/03.

The Summary Reports for municipalities required by Schedule 22 and the Annual Reports required by Section 11 of Regulation 170/03 have been consolidated into a single document. This report is intended to brief the municipal officials and the residents serviced by the Township of Tay's Drinking Water Systems on the Rope system's performance over the past calendar year (January 1, 2019 to December 31, 2019).

ANALYSIS:

The report includes a statement of compliance with the terms and conditions of all Approvals, Licenses and Permits issued by the Ministry of the Environment Conservation and Parks and, drinking water regulations under the Safe Drinking Water Act, 2002. The report contains a summary of the quantities and flow rates of water supplied, including monthly averages and maximum daily flows during January 1st through to December 31, 2019.

FINANCIAL/BUDGET IMPACT:

There is no financial impact with this report.

CONCLUSION:

Staff recommends that the 2019 Rope Drinking Water System Annual Report be accepted as a requirement under Reg. 170/03 and the Safe Drinking Water Act, 2002.

Prepared By: Mike Emms, Water/Wastewater Superintendent

Recommended By: Date: March 4, 2020

Peter Dance
Director of Public Works

Reviewed By: Date: March 4, 2020

Lindsay Barron,
Chief Administrative Officer

The Corporation of the Township of Tay



2019 Drinking Water Systems Annual Report

Rope D.W.S.

Mike Emms, Water/Wastewater Operations Superintendent

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Section 1

REPORTING REQUIREMENTS & COMPLIANCE SUMMARY

Summary Reports for Municipalities

This 2019 Annual Report has been prepared in accordance with both Schedule 22, section 10 (Small Municipal water systems) of Ontario Regulation 170/03.

In this manner, the Summary Reports for Municipalities required by Schedule 22 and the Annual Reports required by sections 10 of Regulation 170/03 have been consolidated into a single document. This Report is intended to brief the Municipal officials and the residents serviced by the Township of Tay's Drinking Water Systems on each system's performance over the past calendar year (January 1, 2019 to December 31, 2019).

A summary of these Drinking Water Systems (DWS) is produced with the use of technical terms, some of which the reader may not be familiar with. It is recommended that the reader refer to the *Technical Support Document for Ontario Drinking Water Quality Standards, Objectives (ODWQS), and Guidelines*. Within this document the reader will find information on provincial water quality standards, objectives and guidelines, rationale for monitoring, and a brief description of water quality parameters. The Ontario Drinking Water Quality Standards (ODWQS) document can be found at the following website address:

<http://www.ontla.on.ca/library/repository/mon/14000/263450.pdf>

The report includes a statement of compliance with the terms and conditions of all Approvals, Licenses and Permits issued by the Ministry of the Environment Conservation and Parks and drinking water regulations under the Safe Drinking Water Act, 2002. The report contains a summary of the quantities and flow rates of water supplied, including monthly averages and maximum daily flows during January 1st through to December 31, 2019.

Section 2

ROPE DRINKING WATER SYSTEM LOCATION, DESCRIPTION & RATED CAPACITY

PLANT LOCATION - 204 Ruta Rd, Waubaushene

DESCRIPTION

The Rope Drinking Water System is categorized as a small municipal residential drinking water system. The system consists of 430 metres of 100mm & 150mm diameter PVC watermain, seven main isolation valves and four hydrants. Hydrants are used for maintenance only, and are not capable for firefighting purposes. There is no storage facilities associated with the distribution system and pressure for the system is maintained by three high lift pumps.

Drinking Water Licence No. 129-101

Drinking Water Permit No. 129-201

Financial Report 129-301A

Expiry Date: January 4, 2021

The Rope Drinking Water System maximum daily volume of treated water that flows from the treatment subsystem shall not exceed the rated capacity as follows;

Treatment System	Rated Capacity
Membrane Filtration System, each train	216 m3/day
UV System, each unit	274 m3/day

The Rope Drinking Water System maximum flow rate of water that flows into the treatment subsystem shall not exceed;

Treatment Subsystem Component	Maximum Flow Rate
Membrane Filtration System, each train	2.5 L/s (216 m3/day)
UV System, each unit	3.2L/s (274 m3/day)

In 2019 the treated water maximum day was 71.8 m3/day or 26.2% of the rated capacity (274m3/day).

92P-3074 PERMIT TO TAKE WATER GUIDELINES

Expiry Date: March 16, 2022

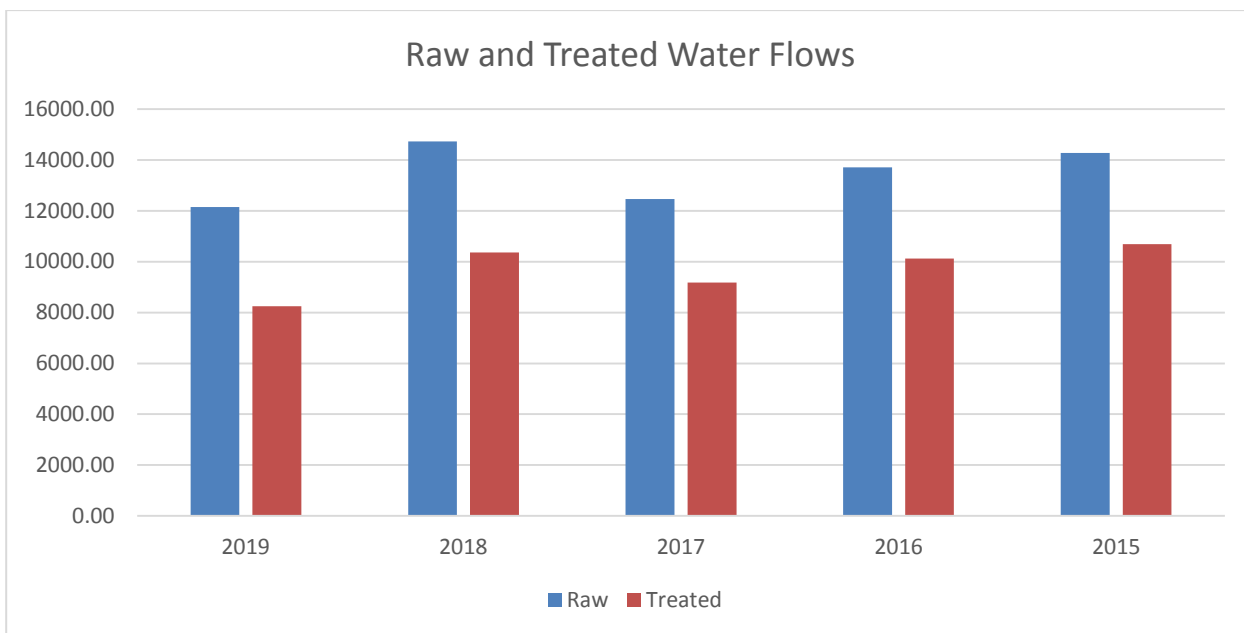
The Permit to Take Water allows the Township to remove a maximum of 273,866 L/Day (273.8m3/day).

In 2019 the maximum day for taking water was 71.84 m³/day which is 26.2% of the allowable/day which was due to a warmer than normal monthly mean with a lower than normal rainfall event.

In comparison, in 2018 the maximum day for taking water was, 125.9 m³/day which is 45.9% of the allowable/day. The maximum day for taking water decreased significantly in 2019.

The Rope Drinking Water System continued to produce water of satisfactory quality in 2019. The descriptions below provided in Section 3, summarizes the parameters tested in the Rope DWS, and the reader is asked to consult **Appendix B** for a comprehensive summary of 2019 water quality.

The chart below reflects a 5 year comparison of raw and treated water flows for the reader's information. No significant changes were observed.



Section 3

Chemical Analysis & Sampling Requirements Summary In-House Analyses

The Rope DWS employs an extensive in-house testing program which includes analyses of water quality indicators beyond that required by Ontario's *Safe Drinking Water Act*. Such analyses are conducted on source, treated, and process water, and include testing for turbidity, colour, pH, temperature, alkalinity, aluminum, and residual free chlorine. Approximately 1500 routine independent in-house water quality tests were conducted with respect to this system in 2019.

Microbiological Analyses in 2019, as required by Schedule 10 of O. Reg. 170/03. These water samples were collected on a weekly basis, and included tests for *E. coli*, total coliforms, and heterotrophic plate counts. All routine treated samples tested were absent for *E. coli* and total coliform parameters.

Organic Parameters and Inorganic parameters are sampled on an annual basis in treated water in accordance with Schedules 23 and 24 of O. Reg. 170/03. These parameters include various acids, pesticides, herbicides, PCBs, volatile organics, and other organic chemicals. With respect to the Rope DWS, sampling for organic parameters was conducted in January 2019. The results of all organic parameter testing were below the lower detectable limits (with the exception of Trihalomethanes and HAA's).

Trihalomethanes (THMs) are sampled on a quarterly basis from the farthest point in the Rope distribution system, in accordance with Schedule 24 of O. Reg. 170/03. Compliance with the provincial standard for Trihalomethanes concentrations is determined by calculating a running annual average (with a Maximum Acceptable Concentration of 0.100 mg/L or 100ug/L). In 2019, the running annual average was 67.75ug/L.

Haloacetic acids (HAA's) are sampled on a quarterly basis from the nearest point in the Rope distribution system, in accordance with Schedule 24 of O. Reg. 170/03. Compliance with the provincial standard for Haloacetic acid concentrations is determined by calculating a running annual average (with a Maximum Acceptable Concentration of 0.080 mg/L or 80ug/L). In 2019, the running annual average was 58.18ug/L.

Community Lead Sampling

Based on results of the community lead sampling program in 2012 and 2015, the Rope DWS qualified for reduced sampling in accordance with Schedule 15.1 of O. Reg. 170/03.

In 2019 we were required to sample for;

- Alkalinity, pH and Lead for the summer and winter period from the distribution system.
- One distribution location (Fire Hydrant/Blow-off)
- December to April (winter period)
- June to October (Summer period)

Samples within the last 4 years have met the Ministry requirements.

The Township has been directed from the M.E.C.P. to sample for pH and Alkalinity annually and for Lead every three years. Therefore, the Township will be required to sample for Lead and the above parameters in 2022.

	Ph		Alkalinity mg/l		Lead ug/l	
	East Blow Off	West Blow Off	East Blow Off	West Blow Off	East Blow Off	West Blow Off
2019 Round 1	7.4	7.43	44	36	0.16	0.16
2019 Round 2	6.69	6.53	13	14	0.07	0.10
2018 Round 1	6.87	6.75	42	36	N/R	N/R
2018 Round 2	6.75	7.38	36	41.2	N/R	N/R
2017 Round 1	Not done	6.98	Not done	42	N/R	N/R
2017 Round 2	7.80	7.78	32	46	N/R	N/R
2016 Round 1	6.98	6.98	10	11	0.19	0.14
2016 Round 2	7.67	7.68	11	15	0.21	0.17
Min	6.69	6.53	10	11	0.07	0.10
Max	7.8	7.78	44	46	0.21	0.17
Ave	7.17	7.19	26.86	30.15	0.16	0.14

Round 1 Dec 15 to Apr 14

Round 2 June 15 to Oct 14

UV Summary – Our minimum UV requirements of 40mj/cm2 was met at all times in 2019.

AVERAGE TREATED WATER UVT		
	Train 1	Train 2
Jan	93.81%	94.05%
Feb	92.81%	off
Mar	92.65%	off
Apr	94.25%	94.20%
May	95.85%	96.30%
June	94.73%	94.56%
July	93.33%	93.60%
Aug	95.23%	95.06%
Sept	94.67%	95.92%
Oct	95.57%	96.43%
Nov	96.38%	96.11%
Dec	96.22%	97.17%
Avg. Yearly	94.62%	95.34%

Turbidity – Requirement 0.10NTU - 99% of the Time

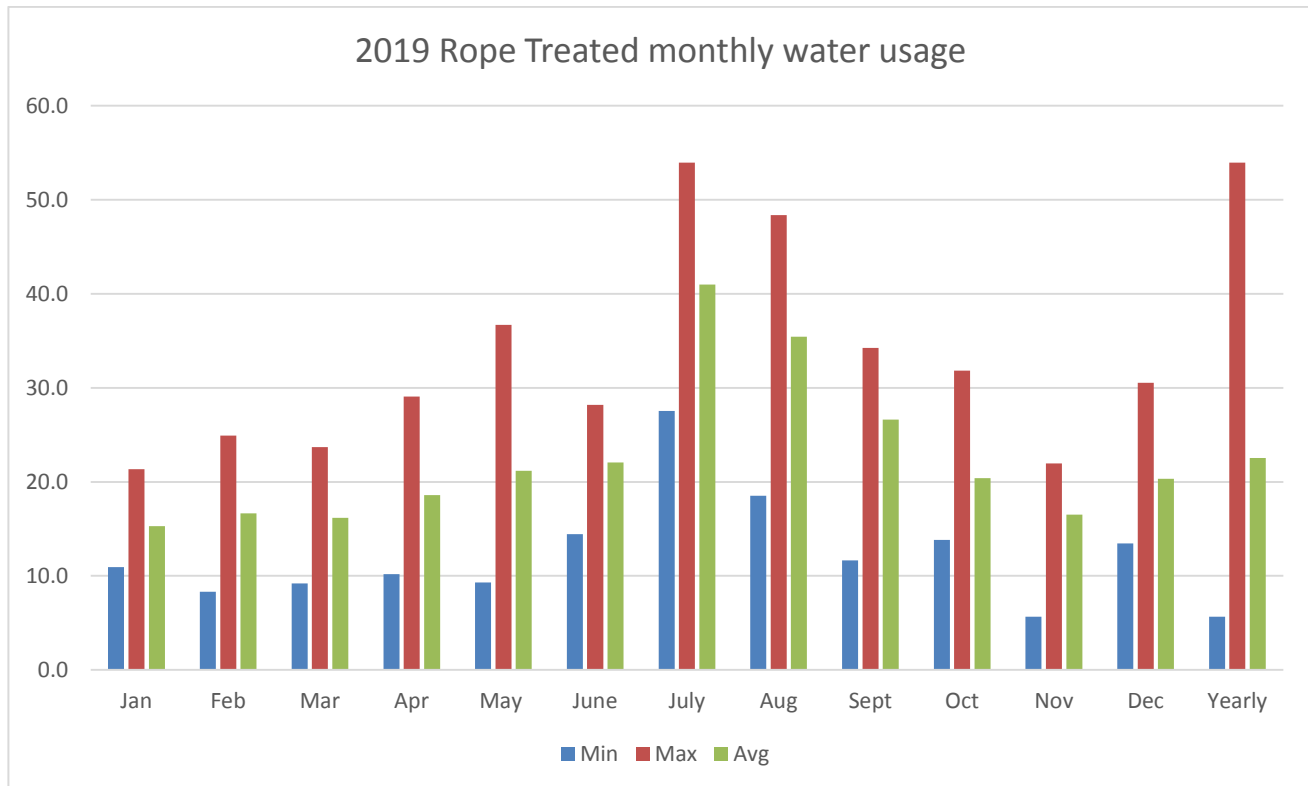
The minimum turbidity requirement of 0.10 NTU 99% was met at all times when filters were in operation.

Section 4

Drinking Water System Flow Summary

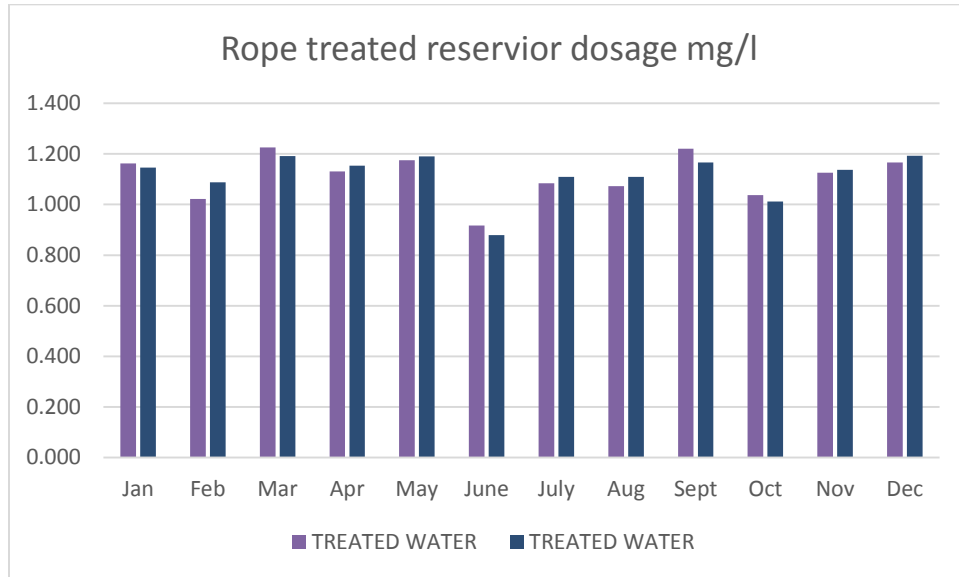
2019 Flow – Treated Water

Throughout the reporting period, the Rope DWS supplied 8245.1m³ of treated water to consumers. On an average day in 2019, 22.52m³ of treated water was supplied to the community. This average daily flow rate in 2019 represented 8.22% of the rated capacity of the Rope DWS (274 m³/day). The maximum daily flow rate in 2019 was 54.00m³/day, which represented 19.69% of the rated capacity of the Rope DWS. The maximum day flow was due to high usage on an extreme heat in the month of July 2019. The reader is asked to consult **Appendix A** for a complete summary of 2019 flow data.

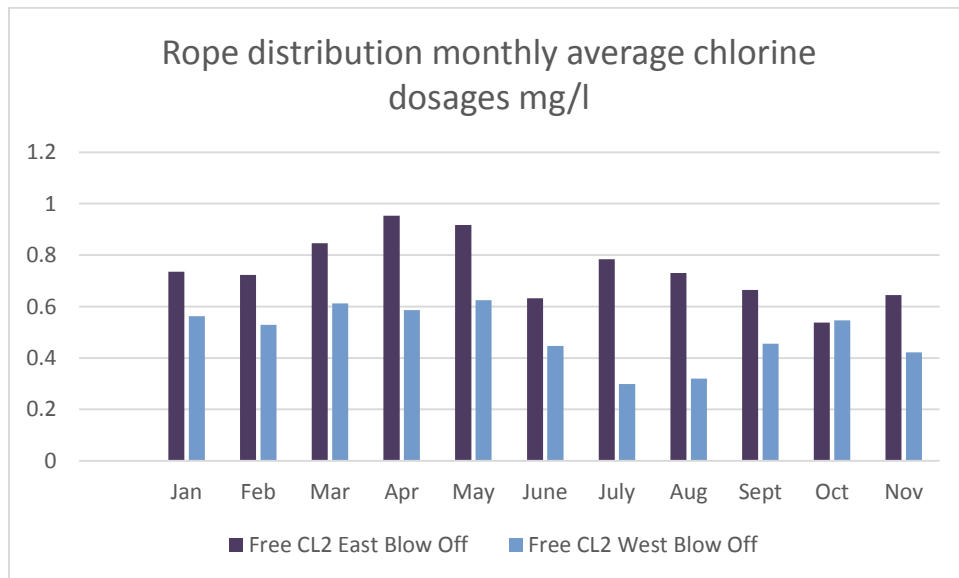


Section 5

Rope DWS Chlorine Dosage Treatment Subsystem Minimum Guideline - >0.25



Distribution System Minimum Guideline - >0.05



Therefore, the DWS system met the Ministry's Minimum disinfection treatment requirements throughout the year.

Section 6

Rope DWS Adverse Water Quality Reports

There were two A.W.Q.I. reports during 2019.

July 3, 2019 the Township reported a Sodium sample of 21.1 mg/L which exceeded the limit of 21mg/L.

September 07, 2019 - Loss of SCADA Communications and possible trending loss due to failure of software/hardware issues with SCADA Network communication due to intermittent operations.

Boil Water Summary

There were no Boil Water Reports for 2019.

DRINKING WATER SYSTEM ADVERSE AND/OR OTHER PROBLEM SUBMISSIONS 2019

TAY AREA D.W.S. #220001076

OCCURRENCE#	PLANT	DATE	PARAMETER	SAMPLE	RESULT	UNIT	CORRECTIVE ACTION	RESOLUTION
	LOCATION			LOCATION		MEASURE	DESCRIPTION	DATE
0881-BFSW2B	Tay Area 220001076	Sept 07 2019	lose of trending	n/a	n/a	n/a	Loss of SCADA Communications and possible trending loss due to failure of software/hardware issues with SCADA Network communication due to intermittent operations.	Sept 8 2019

Appendix A

Flow Summary – Treated Water

TREATED WATER MONTHLY FLOW m3					RATED CAPACITY- 274m3/day	
	Min	Max	Avg	Total Flow	Rated Capacity Compared to Avg	Rated Capacity Compared to Max
Jan	10.9	21.4	15.3	474.4	5.59%	7.80%
Feb	8.3	24.9	16.7	466.2	6.08%	9.09%
Mar	9.2	23.7	16.2	501.5	5.90%	8.65%
Apr	10.2	29.1	18.6	557.9	6.79%	10.61%
May	9.3	36.7	21.2	656.9	7.73%	13.39%
June	14.4	28.2	22.0	661.5	8.05%	10.29%
July	27.6	54.0	41.0	1,270.5	14.96%	19.69%
Aug	18.5	48.4	35.5	1,099.0	12.94%	17.65%
Sept	11.7	34.2	26.6	798.8	9.72%	12.50%
Oct	13.8	31.8	20.4	632.5	7.45%	11.61%
Nov	5.7	22.0	16.5	495.6	6.03%	8.01%
Dec	13.5	30.5	20.3	630.3	7.42%	11.14%
Yearly	5.7	54.0	22.52	8245.1	8%	12%

Flow Summary – Raw Water

RAW WATER MONTHLY FLOW m3					PTTW-274m3/day	
	Min	Max	Avg	Total Flow	PTTW Allowable Compared to Avg	PTTW use Compared to Max
Jan	15.3	29.1	22.9	709.7	8.35%	10.60%
Feb	12.5	36.0	26.0	728.2	9.49%	13.12%
Mar	13.4	30.8	23.4	724.2	8.53%	11.22%
Apr	13.8	45.3	26.7	801.1	9.75%	16.52%
May	19.4	55.1	31.6	980.3	11.54%	20.12%
June	19.2	37.7	29.8	894.6	10.88%	13.77%
July	36.9	71.8	56.4	1,747.6	20.57%	26.22%
Aug	25.9	64.4	47.2	1,462.9	17.22%	23.49%
Sept	21.8	59.4	40.3	1,207.9	14.69%	21.67%
Oct	21.4	46.7	30.8	954.6	11.24%	17.03%
Nov	17.7	45.4	29.3	878.3	10.68%	16.58%
Dec	11.2	53.0	34.2	1,059.8	12.48%	19.34%
Yearly	11.2	71.8	33.2	12149.2	12%	17%

Appendix B

Annual Sampling Requirements Schedule 23/24

Microbiological Parameters 2018 and 2019			2018 (Comparison)	
Parameter	Units	No. of Samples	Min	Max
Ecoli-Raw	MPN -100mL	(52)	0	46
Ecoli-Treated	p/a 100 mL	(52)	0	n/a
Ecoli-Dist	p/a 100 mL	(104)	0	n/a
Ttl Coliform - Raw	MPN -100mL	(52)	1	4200
Ttl Coliform - Treated	p/a 100 mL	(52)	0	n/a
Ttl Coliform - Dist	p/a 100 mL	(104)	0	n/a
HPC - Treated	CFU/mL	(52)	0	97
HPC - Dist	CFU/mL	(104)	0	1180

Chemical & Physical Parameters 2018 & 2019 (In-House)

Parameter	Units	No. of Samples	Min	Max
Turbidity Filter - Raw	NTU	Continuous	0.184	9.50
Turbidity Filter - Treated T1	NTU	Continuous		
Turbidity Filter - Treated T2	NTU	Continuous		
Res. Free Chlorine - Treated (Portable)	mg/L	Grab	0.120	2.20
Res. Free Chlorine - Treated (Continuous)	mg/L	Continuous	0.340	2.10
Residual Free Chlorine-Dist	mg/L	Grab	0.120	2.01
pH - Treated	pH units	Grab	6.000	8.79
Total Alkalinity - Raw	mg/L CaCO ₃	Grab	14.000	81.60
Total Alkalinity - Treated	mg/L CaCO ₃	Grab	13.600	60.00
Residual Aluminum - Treated	mg/L	Grab	0.000	0.20

The Township does not fluoridate the drinking water.

Port -Portable I/L - In-Line

Parameter	Units	No. of Samples	2018 Result	2019 Result	ODWQS
Suspended Solids	mg/L	Continuous	3.9	6.1	15

Annual Sample Taken: January 22 2019

Inorganic Parameters-2018 and 2019

Parameter	Unit	Treated Result Jan 23 2018	Treated Result Jan 22 2019	ODWQS	ODWQS Compliant
Antimony	ug/L	0.040	0.050	6	✓
Arsenic	ug/L	0.200	0.200	25	✓
Barium	ug/L	18.20	21.70	1000	✓
Boron	ug/L	11.00	13.00	5000	✓
Cadmium	ug/L	0.016	0.004	5	✓
Chromium	ug/L	0.040	0.100	50	✓
*Lead	ug/L	0.010	0.020	10	✓
Mercury	ug/L	0.010	0.010	1	✓
Selenium	ug/L	0.050	0.040	10	✓
Sodium (1 sample every 5yrs)	mg/L	19.70	N/R	20	✓
Uranium	ug/L	0.004	0.002	20	✓
Fluoride	mg/L	0.060	0.060	1.5	✓
Nitrite	mg/L	0.003	0.003	1	✓
Nitrate	mg/L	0.073	0.064	10	✓
Nitrite+Nitrate	mg/L	0.073	0.064	10	✓

N/R- Not Required

Organic Parameters-2018 and 2019

Annual Sample Taken: January 22 2019

Parameter	Unit	Treated Result Jan 23 2018	Treated Result Jan 22 2019	ODWQS	ODWQS Compliant
Alachlor	ug/L	0.02	0.02	5	✓
Atrazine	ug/L	0.01	0.01	n/a	✓
Atrazine+N-dealkylated metabolites	ug/L	0.01	0.01	5	✓
Azinphos-methyl	ug/L	0.05	0.05	20	✓
Benzene	ug/L	0.32	0.32	1	✓
Benzo(a)pyrene	ug/L	0.004	0.004	0.01	✓
Bromacetic Acid	ug/L	6.00	2.90	n/a	✓
Bromodichloromethane	ug/L	8.10	7.60	n/a	✓
Bromoform	ug/L	0.34	0.34	n/a	✓
Bromoxynil	ug/L	0.33	0.33	5	✓
Carbaryl	ug/L	0.05	0.05	90	✓
Carbofuran	ug/L	0.01	0.01	90	✓
Carbon Tetrachloride	ug/L	0.16	0.16	2	✓
Parameter	Unit	Treated Result Jan 23 2018	Treated Result	ODWQS	ODWQS Compliant

2019 Annual Report Rope Drinking Water System

			Jan 22 2019		nt
Chloroform	ug/L	0.29	56.00	n/a	✓
Chloracetic Acid	ug/L	6.00	4.90	n/a	✓
1,2-Dichlorobenzene	ug/L	0.41	0.41	200	✓
1,4-Dichlorobenzene	ug/L	0.36	0.36	5	✓
1,2-Dichloroethane	ug/L	0.35	0.35	5	✓
1,1-Dichloroethylene (vinylidene chloride)	ug/L	0.33	0.33	14	✓ □
2-4 Dichlorophenol	ug/L	0.15	0.15	900	✓
2,4-Dichlorophenoxy acetic acid (2,4-D)	ug/L	0.19	0.19	100	✓
Desethyl atrazine	ug/L	0.01	0.01	n/a	✓
Diazinon	ug/L	0.02	0.02	20	✓
Dibromoacetic Acid	ug/L	2.00	2.00	n/a	✓
Dibromochlormethane	mg/L	0.47	0.86	n/a	✓
Dicamba	ug/L	0.20	0.20	120	✓
Dichloromethane	ug/L	0.35	0.35	50	✓
Dichloracetic Acid	ug/L	32.4	37.1	n/a	✓
Diclofop-methyl	ug/L	0.40	0.40	9	✓
Dimethoate	ug/L	0.03	0.06	20	✓
Diquat	ug/L	1.00	1.00	70	✓
Diuron	ug/L	0.03	0.03	150	✓
Glyphosate	ug/L	1.00	1.00	280	✓
Malathion	ug/L	0.02	0.02	190	✓
Metolachlor	ug/L	0.01	0.01	50	✓
Metribuzin	ug/L	0.02	0.02	80	✓
Monochlorobenzene	ug/L	0.30	0.30	80	✓
Parameter	Unit	Treated Result Jan 23 2018	Treated Result Jan 22 2019	ODWQS	ODWQS Compliance
Pentachlorophenol	ug/L	0.15	0.15	60	✓
Phorate	ug/L	0.01	0.01	2	✓
Picloram	ug/L	1.00	1.00	190	✓
Polychlorinated Biphenyls (PCB)	ug/L	0.02	0.04	3	✓
Prometryne	ug/L	0.03	0.03	1	✓
Simazine	ug/L	0.01	0.01	10	✓
THM (Annual Average)	ug/L	94.7	65.0	100	✓
Terbufos	ug/L	0.01	0.01	1	✓
Tetrachloroethylene	ug/L	0.35	0.35	30	✓
2,3,4,6- Tetrachlorophenol	ug/L	0.20	0.20	100	✓

2019 Annual Report Rope Drinking Water System

Triallate	ug/L	0.01	0.01	230	✓
Trichloroethylene	ug/L	0.44	0.44	5	✓
2,4,6-Trichlorophenol	ug/L	0.25	0.25	5	✓
Trifluralin	ug/L	0.02	0.02	45	✓
Trichloroacetic Acid	ug/L	55.00	35.00	n/a	✓
Total Haloacetic Acids (HAA5) Annual Average	ug/L	93.40	77.00	n/a	✓
Vinyl Chloride	ug/L	0.17	0.17	1	✓
MCPA	mg/L	0.00012	0.00012	0.1	✓

The Township does not fluoridate the drinking water.

Chemicals used over reporting period:

Stern-pac is used as the coagulant. Sodium Hypochlorite is used as the secondary disinfectant. Sulfuric acid is currently used for pH adjustment when necessary.

Appendix C

2019 Chemical Usage

Stern Pac	Litres
Rope DWS	3421

Month	Couagulant usage based on dosage of 22mg/l
	Litres
Jan	200
Feb	205
Mar	204
Apr	226
May	276
Jun	252
Jul	492
Aug	412
Sep	340
Oct	269
Nov	247
Dec	298
Total	3421



STAFF REPORT

Department/Function: Public Works

Chair: Councillor Barry Norris

Meeting Date: March 11, 2020

Report No.: **PW-2020-22**

Report Title: **2019 Tay Area Drinking Water System Annual Report**

RECOMMENDATION:

That Staff Report No. PW-2020-22 regarding the 2019 Tay Area DWS Annual Report be received;

And that the 2019 Tay Area Drinking Water System Annual Report be accepted By Council as required by Schedule 22 and Section 11 of Ontario Regulation 170/03.

INTRODUCTION/BACKGROUND:

The 2019 Annual Report (attached) for Tay Area DWS has been prepared in accordance with both Schedule 22 and Section 11 of Ontario Regulation 170/03.

The Summary Reports for municipalities required by Schedule 22 and the Annual Reports required by Section 11 of Regulation 170/03 have been consolidated into a single document. This report is intended to brief the municipal officials and the residents serviced by the Township of Tay's Drinking Water Systems on the Tay Area system's performance over the past calendar year (January 1, 2019 to December 31, 2019).

ANALYSIS:

The report includes a statement of compliance with the terms and conditions of all Approvals, Licenses and Permits issued by the Ministry of the Environment Conservation and Parks and, drinking water regulations under the Safe Drinking Water Act, 2002. The report contains a summary of the quantities and flow rates of water supplied, including monthly averages and maximum daily flows during January 1st through to December 31, 2019.

FINANCIAL/BUDGET IMPACT:

There is no financial impact with this report.

CONCLUSION:

Staff recommends that the 2019 Tay Area Drinking Water System Annual Report be accepted as a requirement under Reg. 170/03 and the Safe Drinking Water Act, 2002.

Prepared By: Mike Emms, Water/Wastewater Superintendent

Recommended By: Date: March 4, 2020

Peter Dance
Director of Public Works

Reviewed By: Date: March 4, 2020

Lindsay Baron,
Chief Administrative Officer

The Corporation of the Township of Tay



2019 Drinking Water Systems Annual Report

Tay Area D.W.S.

Mike Emms, Water/Wastewater Operations Superintendent

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Section 1

REPORTING REQUIREMENTS & COMPLIANCE SUMMARY

Summary Reports for Municipalities

This 2019 Annual Report has been prepared in accordance with both Schedule 22, Section 11 (large municipal water systems) of Ontario Regulation 170/03.

In this manner, the Summary Reports for Municipalities required by Schedule 22 and the Annual Reports required by sections 10 and 11 of Regulation 170/03 have been consolidated into a single document. This Report is intended to brief the Municipal officials and the residents serviced by the Township of Tay's Drinking Water Systems on each system's performance over the past calendar year (January 1, 2019 to December 31, 2019).

A summary of these Drinking Water Systems (DWS) is produced with the use of technical terms, some of which the reader may not be familiar with. It is recommended that the reader refer to the *Technical Support Document for Ontario Drinking Water Quality Standards, Objectives (ODWQS), and Guidelines*. Within this document the reader will find information on provincial water quality standards, objectives and guidelines, rationale for monitoring, and a brief description of water quality parameters. The Ontario Drinking Water Quality Standards (ODWQS) document can be found at the following website address:

<http://www.ontla.on.ca/library/repository/mon/14000/263450.pdf>

The report includes a statement of compliance with the terms and conditions of all Approvals, Licenses and Permits issued by the Ministry of the Environment and Climate Change and drinking water regulations under the Safe Drinking Water Act, 2002. The report contains a summary of the quantities and flow rates of water supplied, including monthly averages and maximum daily flows during January 1st through to December 31, 2019.

Section 2

TAY AREA DRINKING WATER SYSTEM LOCATION, DESCRIPTION & RATED CAPACITY

LOCATION OF PLANT

45 Lighthouse Crescent, Victoria Harbour

DESCRIPTION

The Tay Area Drinking Water System is categorized as a large municipal residential drinking water system. The system serves an estimated population of 8000 for the communities of Victoria Harbour, Port McNicoll and Waubaushene. The facility is rated at 10,065 cubic meters/day.

The distribution system is comprised of many various materials including ductile iron, cast iron and polyvinyl chloride. The system consists of 77,966 meters of distribution watermain, 336 hydrants and 400 isolation valves.

The primary disinfection system is achieved in two stages the first through UV irradiation and secondly through chlorine and chlorine contact time. The Tay Area Drinking Water System consists of three booster stations and three storage Stand Pipes one in each of the communities.

Drinking Water License No. 102-102

Drinking Water Permit No. 102-202

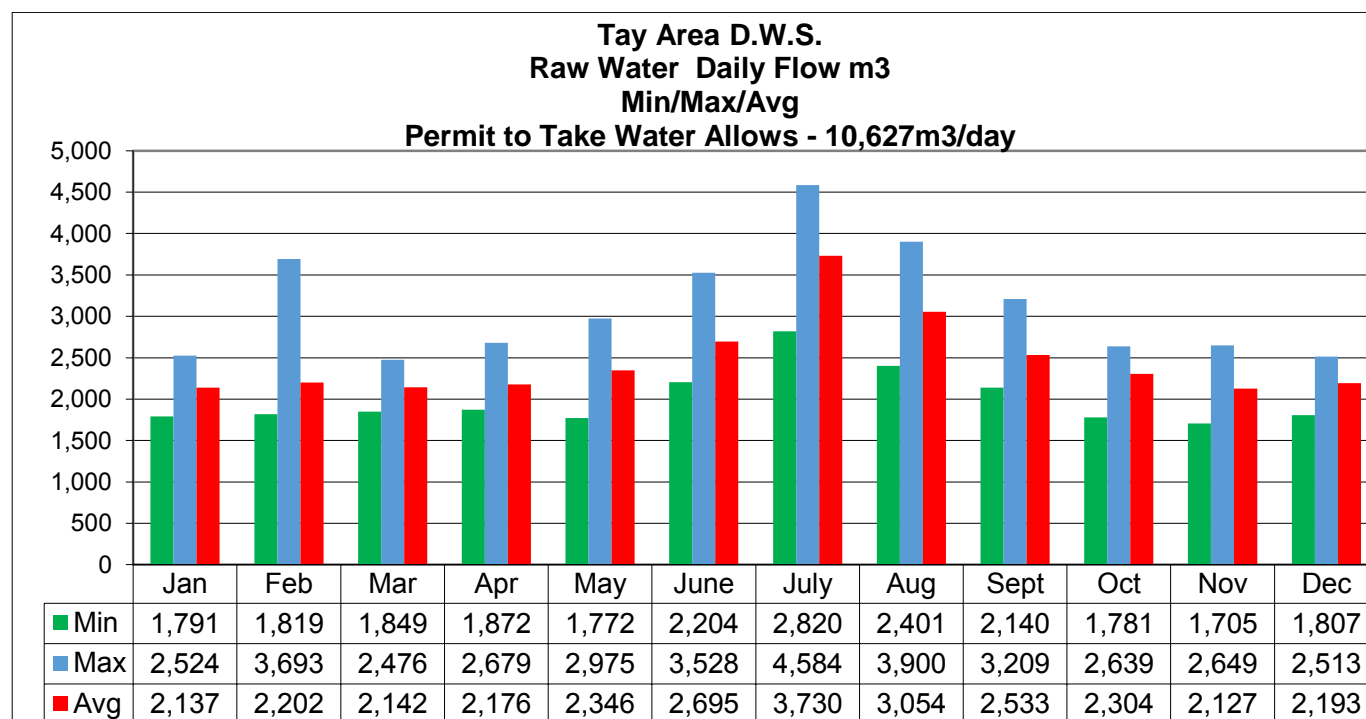
Financial Report 102-301A

Expiry Date: Jan 4, 2021

The Tay Area Drinking Water System shall not be operated to exceed the maximum raw water flow rated capacity of 10,065m³/day as outlined in the Drinking Water System Permit and permit to take water 4221-9QDGS4.

Treatment Subsystem	Rated Capacity
Tay Area Drinking Water System	10,065 m ³ /day

In 2019 the drinking water system raw water maximum daily flow was 4584 m³/day which represents 76% of the current phase 1 rated capacity of (8190m³/day).



The Tay Area Drinking Water System continued to produce water of satisfactory quality in 2019. Section 3 provides brief summaries of the parameters tested in the Tay Area DWS, and the reader is asked to consult **Appendix B** for a comprehensive summary of 2019 water quality.

Section 3

Chemical Analysis & Sampling Requirement Summary

In-House Analyses - The Tay Area DWS employs an extensive in-house testing program which includes analyses of water quality indicators beyond that required by Ontario's *Safe Drinking Water Act*. Such analyses are conducted on source, treated, and process water, and include testing for turbidity, color, pH, temperature, alkalinity, aluminum, and residual free chlorine. Approximately 830 routine independent in-house water quality tests were conducted with respect to this system in 2019. Additionally continuous on line monitoring is employed throughout the water treatment plant and the distribution system.

Microbiological Analyses in 2019, as required by Schedule 10 of O. Reg. 170/03. These water samples were collected on a weekly basis, and included tests for *E. coli*, total coliforms, and heterotrophic plate counts. All routine treated samples tested were absent for *E. coli* and total coliform parameters. 413 sample were

tested for e. coli and Total coliforms and 355 heterotrophic plate counts were also conducted.

Organic Parameters and Trihalomethanes - Organic parameters are sampled on an annual basis in treated water in accordance with Schedules 13 and 24 of O. Reg. 170/03. These parameters include various acids, pesticides, herbicides, PCBs, volatile organics, and other organic chemicals. With respect to the Tay Area DWS, sampling for organic parameters was conducted in January 2019. The results of all organic parameter testing were below the lower detectable limits (with the exception of Trihalomethanes and HAA's).

Trihalomethanes (THMs) are sampled on a quarterly basis from a remote point in the Tay Area distribution system, in accordance with Schedule 13 of O. Reg. 170/03. Compliance with the provincial standard for Trihalomethanes concentrations is determined by calculating a running annual average of 4 quarterly sample periods (with a Maximum Acceptable Concentration of 0.100 mg/L or 100 ug/L). In 2019, the running annual average was 67.75 ug/L

Haloacetic acids (HAA's) are sampled on a quarterly basis from the a representative point in the Tay Area distribution system, in accordance with Schedule 13 of O. Reg. 170/03. Compliance with the provincial standard for Haloacetic acid concentrations is determined by calculating a running annual average of 4 quarterly sample periods (with a Maximum Acceptable Concentration of 0.080 mg/L or 80ug/L). In 2019, the running annual average was 27.88 ug/L

Microbiological Analyses are conducted on source, treated, and distribution system water as required by Schedule 10 of O. Reg. 170/03. Samples collected are tested for bacteriological analysis by an accredited laboratory.

UV Summary – Our minimum UV requirement of a minimum 40 mj/cm² was met for all of 2019.

Inorganic Parameters and Nitrate/Nitrite

Inorganic parameters are sampled on an annual basis in treated water in accordance with Schedules 13 and 23 of O. Reg. 170/03. Inorganic sampling includes various parameters such as Antimony, Arsenic, Cadmium, Mercury, and Uranium. With respect to the Tay Area DWS, required annual sampling for inorganic parameters was conducted in January, 2019.

Treated water is also tested for nitrate and nitrite concentrations on a quarterly basis in accordance with Schedule 13 of O. Reg. 170/03. There were no exceedance for any inorganic parameter in 2019.

Community Lead Sampling

Based on results of the community lead sampling program in 2012 and 2015, the Tay Area DWS has qualified for reduced sampling in accordance with Schedule 15.1 of O. Reg. 170/03.

In 2019 we were required to sample for;

- Alkalinity, pH and Lead each summer and winter period from the Distribution system.
- From Three Distribution points (Fire Hydrants)
- December to April (winter period)
- June to October (Summer period)

	VH Hydrant	PM Hydrant	Wab Hydrant	VH Hydrant	PM Hydrant	Wab Hydrant	VH Hydrant	PM Hydrant	Wab Hydrant
	PH			Alkalinity as CaCO ₃ mg/l			Lead as ug/l		
2019 Round 1	7.50	7.38	7.34	85	84	75	0.54	1.10	0.13
2019 Round 2	6.70	6.8	6.69	70	68	63	1.13	0.14	0.10
2018 Round 1	6.62	6.69	6.60	70	68	68	N/R	N/R	N/R
2018 Round 2	7.39	7.33	7.28	70	69	65	N/R	N/R	N/R
2017 Round 1	6.92	7.16	7.33	64	68	76	N/R	N/R	N/R
2017 Round 2	7.06	7.04	7.12	64	66	66	N/R	N/R	N/R
2016 Round 1	7.11	7.08	7.02	61	71	71	1.38	0.17	0.11
2016 Round 2	7.75	7.74	7.73	62	62	62	0.92	1.28	0.06
Min	6.62	6.69	6.60	61.00	62.00	62.00	0.54	0.14	0.06
Max	7.75	7.74	7.73	85.00	84.00	76.00	1.38	1.28	0.13
Ave	7.13	7.15	7.14	68.25	69.50	68.25	0.99	0.67	0.10

Round 1 Dec 15 to Apr 14

Round 2 June 15 to Oct 14

N/R – Not Required to Sample

Samples within the last 4 years have met the Ministry requirements.

The Township has been directed from the M.E.C.P. to sample for pH and Alkalinity annually and for Lead every three years. Therefore, the Township will be required to sample for Lead and the above parameters in 2022.

Turbidity

The turbidity requirement of 0.10 NTU for 99.0% of the time was met as per Ministry guidelines.

TABLE 1 *MECP Requirement 0.10 NTU - 99% of the time .* **Turbidity compliance based from SCADA continuous online monitoring data**

TURBIDITY - TREATED WATER (SCADA SYSTEM)												
PALL SYSTEM 0.10 NTU - 99% of the Time												
Date	Rack 1				Rack 2				Rack 4			
	Avg	Min	Max	% of Time	Avg	Min	Max	% of Time	Avg	Min	Max	% of Time
Jan	0.020	0.015	1.990	99.99%	0.026	0.023	1.990	99.98%	0.022	0.016	2.000	99.99%
Feb	0.031	0.024	0.350	100.00%	0.031	0.025	0.098	100.00%	0.022	0.002	0.081	100.00%
Mar	0.041	0.000	1.990	99.98%	0.034	0.014	0.767	99.98%	0.026	0.010	0.638	100.00%
Apr	0.020	0.000	1.990	99.99%	0.037	0.032	0.570	99.99%	0.032	0.029	0.167	100.00%
May	0.023	0.016	1.998	99.99%	0.027	0.017	1.990	99.98%	0.025	0.014	1.999	99.57%
June	0.028	0.012	1.006	99.99%	0.028	0.021	1.998	99.94%	0.020	0.016	1.999	99.88%
July	0.028	0.009	1.998	99.53%	0.027	0.008	1.997	99.93%	0.027	0.000	2.000	99.85%
Aug	0.028	0.000	1.998	99.57%	0.034	0.023	1.998	99.89%	0.030	0.010	2.000	99.67%
Sept	0.028	0.022	1.999	99.90%	0.048	0.037	1.998	99.95%	0.039	0.029	2.000	99.95%
Oct	0.033	0.007	1.999	100.00%	0.027	0.006	1.998	99.96%	0.044	0.000	2.000	99.98%
Nov	0.024	0.022	1.999	99.97%	0.023	0.017	1.999	99.95%	0.030	0.016	2.000	99.93%
Dec	0.025	0.000	1.999	99.98%	0.028	0.025	1.998	99.99%	0.036	0.033	1.999	99.93%
Annual Avg %	0.027	0.000	1.999	99.91%	0.031	0.006	1.999	99.96%	0.030	0.000	2.000	99.90%

Note: Max reflects a Momentary Max

Section 4

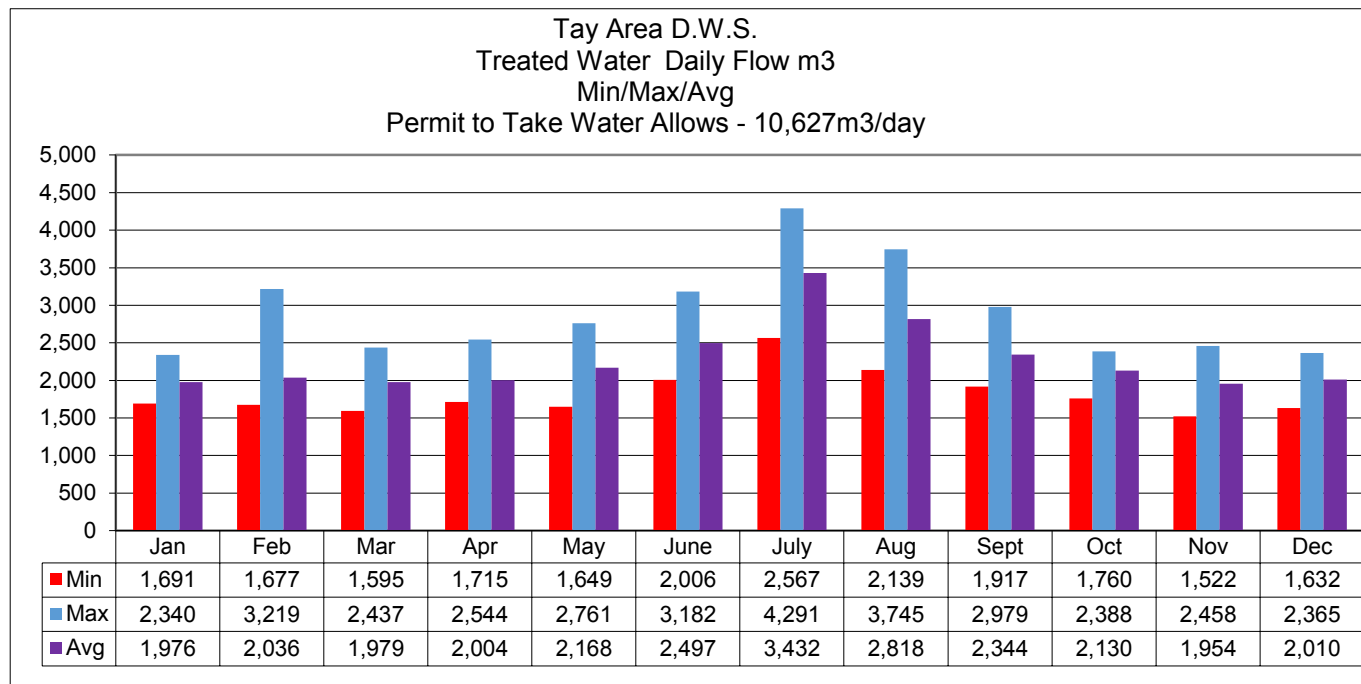
Drinking Water System Flow Summary

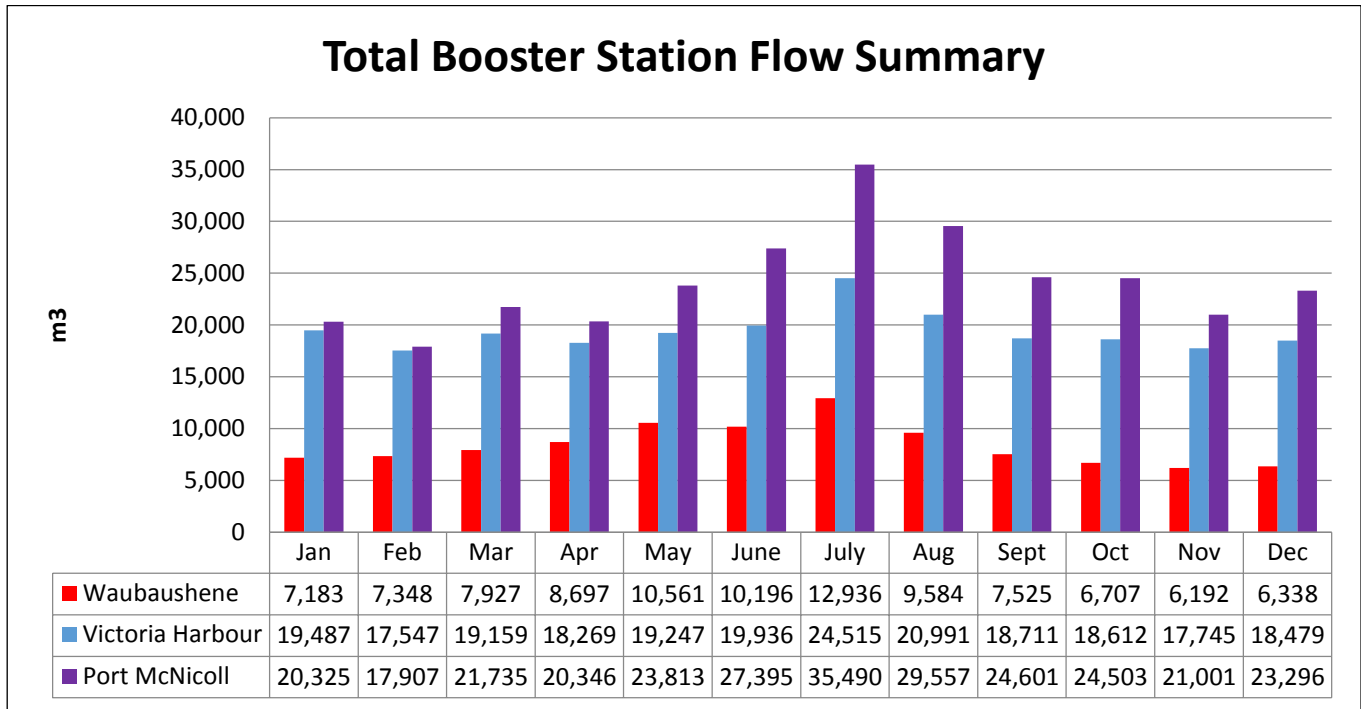
2019 Flow – Treated Water

Throughout the reporting period, the Tay Area DWS supplied 832,826 m³ of treated water to consumers. On an average day in 2019, 2278.85 m³ of treated water was supplied to the community. This average daily flow rate in 2019 represented 34% of the rated capacity of the Tay Area WTP (10,065 m³/day). The maximum daily flow rate in 2019 was 4291 m³/day, which represented 34% of the rated capacity of the

Tay Area WTP. The maximum day flow was due to high usage on an extreme heat day in July 2019.

Treated Water Flow 2019





Therefore, the Tay Area Water system met or exceeded the Ministry's Minimum chlorination requirements in 2019.

Section 5

Tay Area DWS Chlorine Dosage

Treatment Subsystem

MECP Minimum Free Chlorine Residual Guideline requirement of 0.25mg/L

	Monthly Flow Total	Average Free Cl ₂ Dist in mg/l	Average Free Cl ₂ + demand mg/l	Estimated Chlorine usage in litres of 8% sol
Jan	61,241	1.20	2.65	2890
Feb	56,995	1.23	2.68	2656
Mar	61,338	1.25	2.70	2842
Apr	60,118	1.15	2.60	2889
May	67,196	1.22	2.67	3150
June	74,909	1.28	2.73	3428
July	106,388	1.27	2.72	4893
Aug	87,363	1.39	2.84	3840
Sept	70,309	1.45	2.90	3031
Oct	66,045	1.40	2.85	2892
Nov	58,623	1.31	2.76	2657
Dec	62,302	1.29	2.74	2845
Annual	832,827	1.29	2.74	38013

Note: Chlorine degrades in storage therefore the average concentration has been estimated @ %8 Based on amount delivered.

TAY AREA DWS COAGULANT USAGE				
	Average Dosage	Min Usage	Max Usage	Total Used
Jan	22	110	185	4,603
Feb	21	95	182	4,043
Mar	18	90	150	3,949
Apr	20	90	170	4,183
May	24	150	205	5,620
June	24	155	270	6,103
July	24	185	385	8,677
Aug	24	2	385	6,703
Sept	23	0	163	5,466
Oct	24	59	192	5,041
Nov	22	0	175	4,547
Dec	23	0	179	5,065
Annual	22.41	2.00	385.00	64,000

Section 6

Tay Area DWS Adverse Water Quality Reports

There were four AWQI reports throughout 2019.

Three reports in April involved low chlorine on Easton Avenue in Port McNicoll. Staff flushed the main, sampled and monitored the situation and consulted with the S.M.D.H.U. and the M.O.E.C.C. regularly to resolve the issue.

One report in October which was for Low or No Chlorine due to a watermain break that affected the upper zone of Port McNicoll. A boil advisory was issued as stated below.

Adverse Water Quality Summary

September 07, 2019 - Loss of SCADA Communications and possible trending loss due to failure of software/hardware issues with SCADA Network communication due to intermittent operations.

October 02, 2019 - A precautionary boil water advisory was issued on October 2, 2019 due an emergency watermain break that affected the upper zone of Port McNicoll approx.

200 homes were affected. Hand delivered notices were supplied to residents affected.

2019 Annual Report Tay Area Drinking Water System

DRINKING WATER SYSTEM ADVERSE AND/OR OTHER PROBLEM SUBMISSIONS 2019

TAY AREA D.W.S. #220001076

OCCURRENCE#	PLANT	DATE	PARAMETER	SAMPLE	RESULT	UNIT	CORRECTIVE ACTION	RESOLUTION
	LOCATION			LOCATION		MEASURE	DESCRIPTION	DATE
0881-BFSW2B	Tay Area 220001076	Sept 07 2019	lose of trending	n/a	n/a	n/a	Loss of SCADA Communications and possible trending loss due to failure of software/hardware issues with SCADA Network communication due to intermittent operations.	Sept 8 2019
14702	Tay Area 220001076	Oct 02 2019	lose of pressure	3083 Triple Bay Rd	n/a	n/a	Road works equipment damaged trunk main drain valves in valve chamber, dropping pressure through distribution system, requiring the trunk main to be shut down and drained during repairs.	Oct 28 2019

Appendix A

	Waubauskene	Victoria Harbour	Port McNicoll
	Flow	Flow	Flow
	m3	m3	m3
Jan	7,183	19,487	20,325
Feb	7,348	17,547	17,907
Mar	7,927	19,159	21,735
Apr	8,697	18,269	20,346
May	10,561	19,247	23,813
June	10,196	19,936	27,395
July	12,936	24,515	35,490
Aug	9,584	20,991	29,557
Sept	7,525	18,711	24,601
Oct	6,707	18,612	24,503
Nov	6,192	17,745	21,001
Dec	6,338	18,479	23,296
Total	101,194	232,698	289,968

Appendix B

Annual Sampling Requirements Schedule 23/24

Organic Parameters 2019 - (Sample Date: Jan 22, 2019)

Parameter (Treated Water)	Result (ug/L)	ODWQS (ug/L)	Compliant ODWQS	Parameter (Treated Water)	Result (ug/L)	ODWQS (ug/L)
Alachlor	<0.02	5	✓	Diquat	<1.0	70
Atrazine + N-dealkylated metabolites	<0.01	5	✓	Diuron	<0.03	150
Azinphos-methyl	<0.10	20	✓	Glyphosate	<1.0	280
Benzene	<0.32	5	✓	2 methyl-4-chlorophenoxy acid (MCPA)	0.00012	100
Benzo(a)pyrene	<0.004	0.01	✓	Malathion	<0.02	190
Bromoxynil	<0.33	5	✓	Metolachlor	<0.01	50
Carbaryl	<0.05	90	✓	Metribuzin	<0.02	80
Carbofuran	<0.01	90	✓	Monochlorobenzene	<0.3	80
Carbon Tetrachloride	<0.16	5	✓	Paraquat	<1.0	10
Chlorpyrifos	<0.02	90	✓	Pentachlorophenol	<0.15	60
Diazinon	<0.02	20	✓	Phorate	<0.01	2
Dicamba	<0.20	120	✓	Picloram	<1.0	190
1,2-Dichlorobenzene	<0.41	200	✓	Polychlorinated Biphenyls (PCBs)	<0.04	3
1,4-Dichlorobenzene	<0.36	5	✓	Prometryne	<0.03	1
1,2-Dichloroethane	<0.35	5	✓	Simazine	<0.01	10
1,1-Dichloroethylene	<0.33	14	✓	Terbufos	<0.01	1
Dichloromethane	<0.35	50	✓	Tetrachloroethylene	<0.35	30
2,4 -Dichlorophenol	<0.15	900	✓	2,3,4,6-Tetrachlorophenol	<0.20	100
2,4-Dichlorophenoxy acetic acid	<0.19	100	✓	Triallate	<0.01	230
Diclofop-methyl	<0.40	9	✓	Trichloroethylene	<0.44	5
Dimethoate	<0.06	20	✓	2,4,6-Trichlorophenol	<0.25	5
				Trifluralin	<0.02	45
				Vinyl Chloride	<0.17	2

2019 Annual Report Tay Area Drinking Water System

Inorganic Parameters 2019 (Jan 22, 2019)

Parameter (Treated Water)	Units	Result	ODWQS	Compliant ODWQS
Antimony	ug/L	0.06	6	✓
Arsenic	ug/L	0.3	25	✓
Barium	ug/L	25.5	1000	✓
Boron	ug/L	14	5000	✓
Cadmium	ug/L	0.004	5	✓
Chromium	ug/L	0.12	50	✓
Fluoride	mg/L	0.06	1.5	✓
Mercury	ug/L	<0.01	1	✓
Selenium	ug/L	.05	10	✓
Sodium	mg/L	18.5	20 ²	✓
Uranium	ug/L	.017	20	✓

1. Treated water must be tested for sodium concentrations once every 5 years. This most recent result pertains to a sample collected on February 3, 2015.
2. This value for the parameter Sodium is not associated with a Standard as prescribed in O. Reg. 169/03, although an exceedance of this value is associated with reporting requirements and corrective actions.

Nitrate & Nitrite 2019

Sample Date (2019)	Nitrate Result (mg/L)	Nitrite Result (mg/L)	Nitrate + Nitrite (mg/L)	Compliant ODWQS
Jan 22	0.151	<0.003	0.151	✓
Apr 23	0.360	<0.003	0.360	✓
Jul 22	<0.006	<0.003	<0.006	✓
Oct 21	0.050	<0.003	0.050	✓
ODWQS (mg/L)				

Trihalomethanes 2019

Sample Date (2019)	Total THMs Result (ug/L)	2018 Annual Average (ug/L)	2017 Annual Average (ug/L)	2016 Annual Average (ug/L)	2015 Annual Average (ug/L)	2014 Annual Average (ug/L)	ODWQS ¹ (ug/L)	Compliant ODWQS
Jan 22	46	61.5	78.5	66.8	67.8	51.5	100	✓
Apr 23	65							
Jul 22	89							
Oct 21	56							
Average	64							

1. ODWQS = Ontario Drinking Water Quality Standard; a value above this threshold is considered to be an exceedance.

HAA5 2019

Sample Date (2019)	Total HAA,s Result (ug/L)	2018 Annual Average (ug/L)	2017 Annual Average (ug/L)	ODWQS ¹ (ug/L)	Compliant ODWQS
Jan 22	26.5	20.73	73.25	100	✓
Apr 23	31.8				
Jul 22	37.7				
Oct 21	12.2				
Average	27.05				

Appendix C

Chemical Usage

Sodium Hypochlorite-Lavo12%	Litres
Tay Area Water Membrane Filter Cleaning	38932

50% Citric Acid	Litres
Tay Area Water Membrane Filter Cleaning	8287

25% Caustic Sodium Hydroxide	Litres
Tay Area Water Membrane Filter Cleaning	11654

Poly aluminum Chloride	Litres
Tay Area Water Coagulant	76740

February 25, 2020

Re: Item for Discussion – Motion of Support for Ban of Single-Use Disposable Wipes

At its meeting of January 23, 2020, the Council of the Corporation of the Town of Bracebridge ratified motion 20-GC-032/033, regarding the support for ban of single-use disposable wipes, as follows:

“WHEREAS Single-use wipes are a \$6 billion industry and growing, and are now being advertised as a clean alternative to toilet paper that is safe to flush;

AND WHEREAS Single-use wipes accumulate in the sewer system and eventually clog the sanitary sewer system, requiring significant additional repair and maintenance;

AND WHEREAS the Municipal Enforcement Sewer Use Group (MESUG) estimates non-flushable materials cause \$250 million in annual repairs across Canada;

AND WHEREAS a 2019 study released by Ryerson University tested 101 types of single-use disposable wipes and found that all of the wipes failed basic requirements of flushable products;

AND WHEREAS there is no one standard for what the word “flushable” means;

AND WHEREAS there is a lack of public awareness of the impact caused by non-flushable wipes being flushed down toilets and consumer education and outreach could play a large part in reducing the impact;

AND WHEREAS Single-use wipes, even when properly disposed of as waste, are an inefficient and unsustainable use of resources that contribute significantly to environmental degradation.

NOW THEREFORE BE IT RESOLVED THAT the Town of Bracebridge lobby the Provincial and Federal Governments to ban single-use disposable wipes;

AND THAT this resolution be forwarded to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; the Minister of the Environment, Conservation and Parks; the Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario (AMO); the Local Members of Provincial Parliament; and all Municipalities in Ontario.

AND FURTHER THAT the District of Muskoka be requested to endorse the resolution and the ban on single-use wipes.”

1000 Taylor Court
Bracebridge, ON
P1L 1R6 Canada

In accordance with Council's direction I am forwarding you a copy of the associated memorandum for you reference.

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly,

A handwritten signature in black ink, appearing to read "L. McDonald". The signature is stylized with a large, looped "L" and a cursive "McDonald".

Lori McDonald
Director of Corporate Services/Clerk

February 10, 2020

Please be advised that during the regular meeting of Council on February 4, 2020 the following motion was carried;

RESOLUTION NO. 2020-057

DATE: February 4, 2020

MOVED BY: Councillor Nieman

SECONDED BY: Councillor Margetson

Council's support for lobbying the Federal Government to review the regulations related to consumer packaging on single-use wipes

WHEREAS many municipalities in Ontario have endorsed a similar resolution urging the Federal Government to review the regulations related to consumer packaging on single-use wipes to remove the word flushable;

AND WHEREAS single-use wipes are a \$6-billion industry and growing, and are now being advertised as the clean alternative to toilet paper and are safe to flush;

AND WHEREAS there is no one standard for what the word “flushable” means;


AND WHEREAS single-use wipes may in fact not be safe to flush as they are buoyant; are not biodegradable; and, are unable to break down into small pieces quickly;

AND WHEREAS single-use wipes may accumulate in the sewer system and eventually clog the sanitary sewer system costing municipalities hundreds of millions of dollars in additional repairs and maintenance costs each year to municipal sewer systems across the country;

AND WHEREAS there is a lack of public awareness of the impact caused by non-flushable wipes being flushed down toilets and consumer education and outreach could play a large part in reducing the impact;

THEREFORE BE IT RESOLVED

1. **THAT** the Corporation of the County of Prince Edward requests that the Federal Government to review regulations related to consumer packaging on single-use wipes to remove the word flushable;
2. **AND THAT** this resolution be forwarded to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; the Minister of the Environment, Conservation and Parks; the Minister of Municipal Affairs and Housing; and the Association of Municipalities of Ontario.



Mayor



**Planning & Development Committee
March 11, 2020**

Agenda

1. Call to Order:

2. Reports of Municipal Officials:

- 2.1 Report from the Chief Building Official
Report No. PD-2020-09
Re: Building Services Division Update – February 2020
- 2.2 Report from the Director of Planning & Development
Report No. PD-2020-10
Re: Planning Services Monthly Update February 2020

3. Other Business:

- 3.1 Verbal Report from Councillor Norris
Re: 2019 Agriculture Tour Follow-up

4. Items for Information:

- 4.1 Resolutions from Numerous Municipalities
Re: Conservation Authorities
- 4.2 Resolutions from Numerous Municipalities
Re: Bill 156
- 4.3 Resolution from the County of Haliburton
Re: Tourism Oriented Destination Signage Fee Increases
- 4.4 Correspondence from Georgian Bay Forever
Re: Treatment of Invasive Phragmites
- 4.5 Correspondence from Minister Steve Clark
Re: Provincial Policy Statement, 2020
- 4.6 Correspondence from SSEA
Re: Meeting Highlights and 2019 4th Quarter Report



STAFF REPORT

Department/Function: Planning and Development Committee

Chair: Councillor Mary Warnock

Meeting Date: March 11, 2020

Report No: **PD-2020-09**

Subject: **Building Services Division Update – February 2020**

RECOMMENDATION:

That Report No. PD-2020-09 regarding Building Services Division Update February 2020 be received.

INTRODUCTION/BACKGROUND

The following is an overview of the activities of the Building Services Division for the February 2020 calendar month.

PERMITS	FEBRUARY 2019	FEBRUARY 2020
Number of Permits Issued this Month	10	9
Number of Permits Issued to Date	28	20
New Dwelling Units	2	0
Total New Dwelling Units to Date	2	0
Accessory Buildings(garages,sheds,gazebos etc.)	1	1
Additions	0	1
Decks	0	0
Demolition	1	1
Water line services/Plumbing	1	1
Farm Buildings	0	0
Renovations	3	3
Solid Fuel-Fired Appliances	0	0
Swimming Pool / Fence Permits	0	0
Commercial/Industrial/Institutional	0	1
Transfer	0	0
Temporary Structures (Foundations – SDD)	0	0

Other Government New	0	0
County of Simcoe Multi Residential Building-units	0	0
Residential Solar Panel/Mechanical	0	0
Change of Use	1	0
Septic System	1	1
Inspections and Orders		
Inspections Conducted	138	85
Site Inspections/Consultations Conducted without a Permit	22	22
Inspections Conducted to Date	296	234
Orders to Comply Issued	1	1
Stop Work Orders Issued	0	0
Orders to Remedy Unsafe Building Issued/Prohibited Use	0	0
Orders to Uncover	0	0
Permits Closed	63	15
Total Permits Closed to Date	92	28
Total Permits Outstanding	761	742
Fees and Construction Value		
Permit Fees	\$6,518.72	\$13,527.25
Total Permit Fees to Date	\$10,299.91	\$17,282.73
Construction Value	\$1,127,000.00	\$314,280.00
Total Construction Value to Date	\$1,362,200.00	\$780,280.00

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

Recommended by: Date: March 4, 2020

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

Reviewed by: Date: March 4, 2020

Lindsay Barron, CPA, CGA, HBCom.
Chief Administrative Officer



STAFF REPORT

Department/Function: Planning and Development

Chair: Councillor Mary Warnock

Meeting Date: March 11th, 2020

Report Number: PD-2020-10

Report Title: Planning Services Monthly Update February 2020

The following are the highlights from February 1st, 2020 to February 29th, 2020:

Zoning Certificates

1. For the month of February, 3 applications were received and 2 certificates were issued within 1.5 days, while the remaining application is on hold for additional information that is required as part of the zoning review.

Development

2. Staff through its delegated authority has approved a Deeming By-law Application to merge 10 Grigg Avenue with 28 Sallows Drive. All of the land holdings are owned by the same owner and the merging of the lots would allow for the owner to construct a new accessory building. A By-law will be brought forward to the next Council meeting for approval.
3. Planning staff along with our consultant from GSP met with the County of Simcoe Planning staff to discuss the latest revisions to the Official Plan. Comments and discussions were very positive and we remain on track to bring the document forward to Council for approval in the first half of 2020.
4. The Province has released the new Provincial Policy Statement (PPS), 2020. The PPS, 2020 policies will take effect on May 1, 2020. It will replace the Provincial Policy Statement, 2014. In accordance with section 3 of the Planning Act, all decisions affecting land use planning matters made after this date shall be consistent with the PPS, 2020. The Province will be

providing additional education and training for municipal staff to support the implementation of the new policies.

5. Staff was to attend a Cannabis Workshop hosted by the County of Simcoe on February 28th, 2020, but due to bad weather the County rescheduled the meeting to April 1st, 2020.

It was the intention of Staff to attend this training session to hear from other municipalities and those in the cannabis industry on how they are handling this type of use and what types of zoning provisions have been established. However, since this information and education session was pushed back to April 1, 2020, it would be pre-mature to bring forward a staff report with proposed zoning regulations before this training session occurs.

In order to ensure the file continues to move forward, staff are seeking direction from Council if they would like staff to begin public consultation on Cannabis Retail Stores and what method of public input they would like staff to use, in order to get feedback from the public.

Meetings/Training

1. Attended Department Head Meetings
2. Bi-weekly meetings with Building and Planning Staff
3. Bi-Weekly meeting with Municipal By-law staff
4. Attended meeting with GSP Consultants and County Planning staff to discuss new Official Plan.
5. Various meetings with residents on potential developments

Prepared and Recommended By;

Date: March 4th, 2020

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



*Clerks/Administration Department
Administration Centre
10 Wellington St. E.
Alliston, ON L9R 1A1*

*Web Address: www.newtecumseth.ca
Email: cmaher@newtecumseth.ca
Phone: 705-435-3900
or 905-729-0057
Fax: 705-435-2873*

February 14, 2020

All Municipalities in the County of Simcoe

Dear Sir/Madam:

Re: Conservation Authorities

Please be advised that the Town of New Tecumseth Council passed the following resolution at their meeting of January 27, 2020:

Whereas a motion was received from the City of Quinte West supporting Conservation Authorities;

And Whereas the Town of New Tecumseth values the efforts of the Conservation Authorities to monitor floods, to manage source water protection and to ensure the integrity of the watersheds within the Town and to conserve the natural environment;

And Whereas the current Provincial government is reviewing the mandate and potential funding to Conservation Authorities;

Now Therefore Be It Resolved That the Town of New Tecumseth requests that the Provincial Government improve their funding of Conservation Authorities to provide a more stable funding base that would prevent any downloading of costs to municipalities;

And Further That the Provincial Government maintain and not diminish the core mandate of Conservation Authorities;

And Further That this motion be forwarded to the Minister of Environment, Conservation and Parks, the Minister of Natural Resources, the Premier, the City of

Quinte West, the Conservation Authorities associated with the County of Simcoe, the other municipalities in the County of Simcoe and AMO.

Yours truly,

A handwritten signature in black ink, appearing to read 'B Kane', with a stylized, cursive script.

Barbara Kane
Deputy Clerk



Northumberland
County

Resolution

Moved By

Agenda
Item 8b

Resolution No.
2020-02-19-55

Last Name Printed

Ostrander

Seconded By

Council Date: February 19, 2020

Last Name Printed

Latchford

"Whereas Northumberland County supports the important role that conservation authorities provide, including watershed management programs; and

Whereas Northumberland County believes that the Province should undertake consultations with municipalities prior to making any program or funding changes;

Now Therefore Be It Resolved That County Council receive the supporting resolutions from Ontario municipalities (including the Town of Orangeville, the Town of Collingwood and the Municipality of Strathroy-Caradoc; and

Further Be It Resolved That this resolution be forwarded to: Premier Doug Ford, the Minister of the Environment, Conservation and Parks, MPP David Piccini, the Association of Municipalities of Ontario, the Ganaraska Conversation Authority, the Lower Trent Conversation Authority, the Crowe Valley Conservation Authority and the Otonabee Region Conservation Authority, and all Ontario municipalities."

Recorded Vote
Requested by

Councillor's Name

Carried

Warden's Signature

Deferred

Warden's Signature

Defeated

Warden's Signature

Ellis, Maddison

From: Tracy MacDonald <tmacdonald@orangeville.ca>
Sent: Monday, January 27, 2020 6:34 PM
Subject: Resolution - Environmental Awareness and Action

CAUTION: External E-Mail

Good afternoon,

The Town Orangeville passed the following resolution at its January 13, 2020 Council meeting:

13.1 Councillor Peters – Environmental Awareness and Action

Resolution 2020-14

Moved by Councillor Peters
Seconded by Councillor Post

That the Town of Orangeville supports continuation of the programs and services of the CVC, both mandatory and non-mandatory, and that no programs or services of the CVC or other CAs in Ontario be “wound down” at this time; and

That the Minister of the Environment, Conservation, and Parks give clear direction as to what programs and services are considered mandatory and non-mandatory and how those programs will be funded in the future; and

That the Minister of the Environment, Conservation, and Parks recognizes the strong and positive Provincial role Conservation Authorities (CAs) play in flood risk reduction programs and reinstates funding to the CAs of Ontario; and

That this resolution be forwarded to the Minister of the Environment, Conservation, and Parks, Premier Doug Ford, MPP Sylvia Jones, the Association of Municipalities of Ontario, the Credit Valley Conservation Authority, Conservation Ontario, and all Ontario municipalities.

Carried.

Regards,

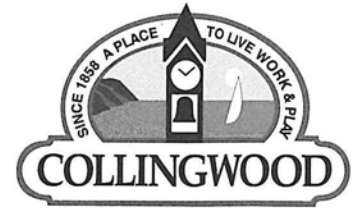
Tracy Macdonald | Assistant Clerk | Corporate Services

Town of Orangeville | 87 Broadway | Orangeville ON L9W 1K1

519-941-0440 Ext. 2256 | Toll Free 1-866-941-0440 Ext. 2256

tmacdonald@orangeville.ca | www.orangeville.ca

TOWN OF COLLINGWOOD



Becky Dahl, Deputy Clerk

97 Hurontario St. P.O. Box 157
Collingwood, ON L9Y 3Z5
Tel: (705) 445-1030 Ex. 3230
Fax: (705) 445-2448
Email: bdahl@collingwood.ca

January 21, 2020

The Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Floor, 777 Bay Street
Toronto, ON M7A 2J3

Re: Conservation Authorities

On behalf of the Council for the Corporation of the Town of Collingwood, I write to advise you of the following recommendation approved at its meeting held on January 20, 2020 for your consideration:

- WHEREAS** the Town of Collingwood has recently declared a Climate Emergency;
- AND WHEREAS** the Town of Collingwood has committed to nine core principles of sustainability;
- AND WHEREAS** the Town of Collingwood is a beneficiary of the upstream environmental remediation work done by the Nottawasaga Valley Conservation Authority (NVCA);
- AND WHEREAS** the Town of Collingwood is a member of the NVCA, with representation on its Board of Directors;
- AND WHEREAS** under the direction of the Board of Directors, the NVCA provides programs and services addressing local priorities to the residents of Collingwood and its other member municipalities, including inclusive outdoor education and recreation, water quality monitoring, preservation of species at risk as well as protecting life and property through a variety of measures;
- AND WHEREAS** the NVCA provides the Town of Collingwood with expert advice on the environmental impact of land use planning proposals and that the Municipality does not have staff with comparable expertise or experience;
- AND WHEREAS** the Ministry of the Environment, Conservation and Parks provides approximately one percent of the budget for programs and services currently delivered by the NVCA;
- THEREFORE BE IT RESOLVED THAT** the Town of Collingwood supports Conservation Authority regulations under Bill 108 being completed in consultation with municipalities, the NVCA and Conservation Ontario;
- AND THAT** the Town of Collingwood supports continuation of the critical programs and services included in the mandate of Conservation Authorities;
- AND THAT** during the fulsome review and consultations the Minister of Environment, Conservation and Parks continue to allow local municipalities' designated representatives


to determine which programs will be delivered and mandatory, along with the use of a Board-directed fair municipal levy as per current Regulation;

AND THAT this resolution be forwarded to the Minister of the Environment, Conservation and Parks, Premier Doug Ford, MPP Jim Wilson, the Association of Municipalities of Ontario, Nottawasaga Valley Conservation Authority, Conservation Ontario, all Ontario municipalities, and the County of Simcoe.

Should you require anything further, please do not hesitate to contact the undersigned at 705-445-1030 ext. 3230 or clerk@collingwood.ca.

Yours truly,

~~TOWN OF COLLINGWOOD~~



Becky Dahl
Deputy Clerk, Clerk Services

c.c. Premier Doug Ford
Jim Wilson, MPP
Association of Municipalities of Ontario
Nottawasaga Valley Conservation Authority
Conservation Ontario
County of Simcoe
Ontario municipalities

Ellis, Maddison

From: Ruth Alcaininho <ralcaininho@strathroy-caradoc.ca>
Sent: Friday, January 24, 2020 10:50 AM
To: minister.mecp@ontario.ca; admin@ltvca.ca
Subject: Strathroy-Caradoc Regular Council Meeting January 20, 2020 - Approval of Resolution LTVC - Watershed Management Programs

CAUTION: External E-Mail

Please be advised the following resolution sent to member municipalities of the Lower Thames Valley Conservation Authority, was presented for consideration by Council at their regular meeting of Monday, January 20, 2020 and approved as follows:

Moved by Councillors Brennan and Kennes:

WHEREAS Conservation Authorities have been protecting people and conserving and restoring watersheds with local communities for over 50 years; and

WHEREAS Municipalities must work together to ensure resilient and healthy watersheds for residents, and

WHEREAS Conservation Authorities will be important partners in concrete and cost-effective initiatives to address climate change,

THEREFORE BE IT RESOLVED THAT: the Municipality of Strathroy-Caradoc supports the important role Conservation Authorities provide to local communities in delivering watershed management programs; and that this resolution be circulated to Municipalities, Conservation Authorities and the Provincial Government (Minister of Environment, Conservation and Parks), in Ontario. **Carried.**

Kind Regards,

Ruth

Ruth Alcaininho
Deputy Clerk/Insurance Co-Ordinator
Legal & Legislative Services
Tel: 519-245-1105 Ext 237
Fax: 519-245-6353
Email: ralcaininho@strathroy-caradoc.ca



Legal & Legislative Services
Municipality of Strathroy-Caradoc
52 Frank Street | Strathroy, ON | N7G 2R4

Visit us online at www.strathroy-caradoc.ca

February 11, 2020

The Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Floor, 777 Bay Street
Toronto, ON M7A 2J3

Re: Resolution to Support Role of Conservation Authorities

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on February 10, 2020 passed the following resolution:

Whereas the Lower Thames Valley Conservation Authority and the St. Clair Region Conservation Authority and other Conservation Authorities have been protecting people and conserving and restoring watersheds with local communities for over 50 years, and

Whereas municipalities must work together to ensure resilient and healthy watersheds for residents, and

Whereas Conservation Authorities will be important partners in concrete and cost-effective initiatives to address the climate change,

Therefore be it Resolved: That the Municipality of Chatham-Kent supports the important role Conservation Authorities provide to local communities in delivering watershed management programs.

And that the Municipality of Chatham-Kent circulate that support to municipalities, conservation authorities and the Minister of Environment, Conservation and Parks in Ontario.

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,



Judy Smith, CMO
Director Municipal Governance
Clerk /Freedom of Information Coordinator

C Ontario Municipalities, LTVCA, SCRC



The Corporation of the Township of Madoc

15651 Highway 62, P.O. Box 503, Madoc, Ontario K0K 2K0

www.madoc.ca

613-473-2677

Fax: 613-473-5580

February 11, 2020

Hon. Ernie Hardeman
Minister of Agriculture, Food & Rural Affairs
77 Grenville Street, 11th Floor
Toronto, Ontario M5S 1B3

Via Email: minister.omafra@ontario.ca

Dear Minister Hardeman,

Ontario farms have come under increasing threat from trespassers and activists who illegally enter property, barns and buildings, causing significant disruptions to the entire agri-food sector. These activists are trespassing under fake pretenses to gain entrance onto farm properties. They have seized private property and threatened the health and safety of Ontario farms, employees, livestock and crops. These individuals and organizations are causing health and safety concerns and undue stress to Ontario farmers, their families and their businesses. Once peaceful protests have escalated to trespassing, invading, barn break-ins and harassment. These incidents distress farmers, their families and employees, and threaten the health of the livestock and crops when activists breach biosecurity protocols, ultimately putting the entire food system at risk.

We strongly support the new proposed legislation, *Bill 156: Security from Trespass and Protecting Food Safety Act*. This new legislation is an important way to keep our farm and food supply safe for all Ontarians. Bill 156 provides a balanced approach to protecting farms while recognizing a citizen's right to protest. This new legislation will ensure farm businesses have a legal standing to protect their farm, family and employees, livestock, crops and ultimately the entire food system. Bill 156: *Security from Trespass and Protecting Food Safety Act* is good news for Ontario's agri-food industry

Sincerely,

Loyde Blackburn
Reeve, Madoc Township



CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

322 Main Street South P.O. Box 759

Exeter Ontario

N0M 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

July 25, 2019

The Honourable Doug Downey, Attorney General of Ontario
Ministry of the Attorney General
720 Bay Street
11th Floor
Toronto, ON M7A 2S9

Dear Honourable Sir:

The following resolution was passed by the Council of the Corporation of the Municipality of South Huron at the Regular Council meeting on July 15, 2019;

Motion: 382-2019

Moved: J. Dietrich

Seconded: T. Oke

That South Huron Council support the Township of Warwick resolution regarding Enforcement for Safety on Family Farms as follows:

Whereas agriculture is the second largest industry in Ontario, contributing \$13.7 billion annually to Ontario's GDP and is essential for putting food on the tables of millions of people here and around the world; and

Whereas in recent months there has been a steady increase in harassment of farmers and livestock transporters by activists opposed to animal agriculture and the consumption of animals; and

Whereas the protests have become blatantly illegal in nature with extremist groups trespassing onto private property, unlawfully entering into buildings and removing animals without fear of prosecution and even promoting and publishing their crimes on social media; and

Where maintaining proper biosecurity is essential to ensure the health and well-being of the animals cared for on these agricultural operations; and

Whereas the recent attacks on farmers homes and businesses have resulted in no criminal charges laid, leaving farmers feeling unprotected by the Ontario legal system and afraid for the welfare of themselves, their families, their employees and the animals they care for;

Now therefore be it resolved that the Council for the Corporation of the Municipality of South Huron requests that Hon. Doug Downey work with his fellow MPP's and agricultural leaders to find a better way forward to ensure stronger enforcement of existing laws - or new legislation- to ensure the safety of Ontario's farm families, employees and animals; and

Be it further resolved that this motion be circulated to Hon. Doug Downey, Ministry of the Attorney General, Hon. Doug Ford, Premier of Ontario, Hon. Sylvia Jones, Solicitor General and Hon. Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs and all municipalities in the Province of Ontario, AMO and ROMA.

Disposition: Carried

Yours truly,



Rebekah Msuya-Collison
Director of Legislative Services/Clerk
Municipality of South Huron

CC. The Honourable Doug Ford, Premier of Ontario
The Honourable Sylvia Jones, Solicitor General
The Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs
All Ontario Municipalities
Association of Municipalities of Ontario (AMO)
Rural Ontario Municipal Association (ROMA)



519.848.3620
1.866.848.3620 Fax 519.848.3228

Plan to
Simply Explore
www.simplyexplore.ca

February 10, 2020

Hon. Ernie Hardeman
Minister of Agriculture, Food & Rural Affairs
77 Grenville Street, 11th Floor
Toronto, Ontario M5S 1B3

Via Email: minister.omafra@ontario.ca

Dear Minister Hardeman,

Ontario farms have come under increasing threat from trespassers and activists who illegally enter property, barns and buildings, causing significant disruptions to the entire agri-food sector. These activists are trespassing under false pretenses to gain entry on to farm properties. They have seized private property and threatened the health and safety of Ontario farms, employees, livestock and crops. These individuals and organizations are causing health and safety concerns and undue stress to Ontario farmers, their families, and their businesses. Once peaceful protests have escalated to trespassing, invading, barn break-ins and harassment. These incidents distress farmers, their families and employees, and threaten the health of livestock and crops when activists breach biosecurity protocols, ultimately putting the entire food system at risk.

We strongly support the new proposed legislation, *Bill 156: Security from Trespass and Protecting Food Safety Act*. This new legislation is an important way to keep our farm and food supply safe for all Ontarians. Bill 156 provides a balanced approach to protecting farms while recognizing a citizen's right to protest. This new legislation will ensure farm businesses have a legal standing to protect their farm, family and employees, livestock, crops and ultimately the entire food system. *Bill 156: Security from Trespass and Protecting Food Safety Act* is good news for Ontario's agri-food industry.

Thank you for this important new legislation. Protection of our Ontario Agriculture should be the highest priority.

Sincerely,

Dan Yake
Acting Mayor

cc: Wellington Federation of Agriculture (via email)



County of Haliburton

P.O. Box 399 – 11 Newcastle Street
Minden, Ontario K0M 2K0

705-286-1333 phone 705-286-4829 fax

Warden Liz Danielsen

Michael Rutter, CAO
mrutter@county.haliburton.on.ca

February 3, 2020

All Ontario Municipalities

Dear Sir/Madame:

Re: Tourism Oriented Destination Signage Fee Increases

Haliburton County and our local municipalities recently became aware of a significant increase in fees being charged to businesses by Canadian Tourism Oriented Destination Signage Limited. In a time when every effort is being made to remove barriers to prosperity, this change will take money directly from the "bottom line" of small and medium sized businesses and not-for-profits across the Province.

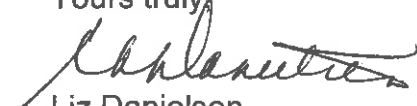
At their most recent meeting, Haliburton County Council passed the following resolution:

Whereas the Ministry of Heritage, Sport, Tourism, and Culture and the Ministry of Transportation supervise the delivery and maintenance of tourism oriented destination signage through a third party – Canadian TODS Limited;
And Whereas our tourism stakeholders and other enterprises rely heavily on this signage to direct customers to their businesses;
And Whereas Canadian TODS Limited recently advised their customers that fees will be doubling, beginning in 2020;
And Whereas this will result in significant financial hardship for those business owners:
Now therefore, be it resolved that the Haliburton County Tourism Committee and Haliburton County Council request that the Minister of Tourism, Culture and Sport and the Minister of Transportation reconsider or phase in this fee increase, allowing an appropriate amount of time for businesses to adjust;
And finally that those municipalities that support the resolution be requested to advise the Ministers noted above and their local MPP of their support.

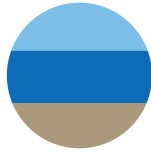
All of the municipalities in the County of Haliburton recognize the value of this signage and the need for cost increases to meet inflation; however, we are asking that this fee increase be reconsidered and phased in to ease the burden on our stakeholders.

Thank you for your consideration of our request.

Yours truly,



Liz Danielsen
Warden



February 27, 2020

MPP Jill Dunlop
14 Coldwater Road West
Orillia, Ontario
L3V 3L1

Dear MPP Dunlop:

Georgian Bay Forever (GBF) has been requesting the government's progress in addressing gaps and lack of transparency in treatment of invasive *Phragmites* on Ontario's highways, most specifically in the Central (CR) and Northeastern (NER) regions of Georgian Bay. GBF is a charity that works on the protection of the water.

In Simcoe North - municipalities, GBF, other organizations, and hundreds of volunteers have spent tens of thousands of dollars and volunteer hours to identify and eradicate this invasive plant from damaging the coastal wetlands and shorelines of Georgian Bay.

More action and transparency has been urgently requested of the Ontario Ministry of Transportation (MTO) to safeguard these investments through control measures for invasive *Phragmites* on the highways that risk spreading to treated areas in Parry Sound-Muskoka and Simcoe North.

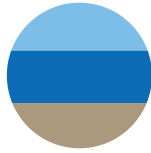
A request for action is being encouraged by MPP Miller that is of interest and benefit to Simcoe North.

He has advised us that the MTO is working on a response to the gaps in control and transparency that have been identified to MTO.

If you are unaware of this issue, this letter briefly outlines why your support is important to Simcoe North.

What is invasive *Phragmites*? Invasive *Phragmites* is an invasive reed from Europe (i.e not native to Georgian Bay). In Europe, this plant has about 140 natural predators. Here, the invasive species has none. The invasive *Phragmites* plant is thought to have come by ship





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ballast in the late 1800s (better laws in place now to stop this invasive pathway), and has also been spread through the horticultural trade (now banned). With no natural predators, this plant has amazing capabilities to spread by its seeds, stolons and rhizomes into monoculture walls 15 feet high that threaten biodiversity, habitat, and recreational enjoyment of the shoreline.



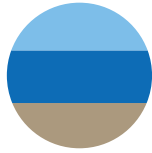
A few scenes of invasive *Phragmites* in Tay, and some of the volunteers and staff that help clean them up. There are 155 invasive *Phragmites* sites on the shorelines of Tay. 40 have been treated and on their way to eradication. There are plans for all of them. The past and future investments need to be safeguarded.

Shoreline stakeholders in Simcoe North (and thousands around Georgian Bay) have recognized the opportunity to stop this invasive threat on the coasts. GBF would be happy to share those efforts in more detail if there is an opportunity for a meeting.

Tay is one example of a municipality and its residents taking action in Simcoe North. With financial support from Tay Township and GBF donors, as well as volunteer support from the community, 155 invasive *Phragmites* sites have been identified on the coasts of Tay. 40 of those are under management, with a 5-year future plan by GBF to seek funding to have all of those under management by the end of 2024,

and all of them gone by 2030. More than \$50,000 has already been spent accomplishing controlling this invasive in Tay in 2 years, not including 400 hours of free volunteer labour in 2019 alone. Furthermore, this does not include Tay Township's expenses for managing this invasive on their parks and roads. **These investments and future investments are risked by invasive *Phragmites* travelling along the highways to places just cleaned up through enormous effort.**

Tay is not alone. While Tay is the municipality in Simcoe North that GBF most closely works with on *Phragmites*, we know there are programs and stakeholder efforts and resources being expended by organizations, citizens, and municipal governments in Tiny and Midland that are necessary to help protect.



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What's been requested of the Ministry of Transportation?

On October 23rd, GBF had the privilege of attending a meeting with MPP Miller (Parry Sound Muskoka) and MPP Thanigasalam (Parliamentary Assistant to the Minister of Transportation), at the Township of The Archipelago. In that meeting, GBF Executive Director David Sweetnam provided a brief overview of the impact of invasive *Phragmites* and the need for more action from the MTO to safeguard the hundreds of thousands of dollars of investments in *Phragmites* control in coastal municipalities and communities in Eastern Georgian Bay over the years. The investments are producing success, but this is threatened by spread from the highways.

In the meeting materials, specific needs for more action and transparency by MTO regions (CR and NER) were identified. We have included a copy of these October 23rd materials (the broad covering letter and detailed Appendix A) as an attachment to this letter. We had requested that these gaps be resourced by the end of 2019 to prepare actions in 2020 (and successive years) that will benefit Ontarians by building on previous work in a timely manner. This invasive plant keeps spreading unless coordinated actions are sustained.

Current status. Currently, as noted earlier, MPP Miller has informed us in a January 28th, 2020 letter that MTO is preparing a response (see Appendix B).

Can you reach out to MPP Miller, and advise when this response from MTO would be available? There have been many questions by municipalities and citizens about MTO action. GBF has advised that something is in work. We must now direct these questions and queries to the elected representatives.

Please consider joining MPP Miller in attending to this important issue for protecting Simcoe North from invasive *Phragmites* spread from MTO highways.

If you would like more information and a presentation about invasive *Phragmites* and the work being done to stop its spread, please do not hesitate to reach out to Georgian Bay Forever.

Sincerely,

David Sweetnam

Executive Director, Georgian Bay Forever



Appendix A

Office Of The Reeve

9 JAMES STREET • PARRY SOUND, ONTARIO • P2A 1T4 • (705) 746-4243
FAX: (705) 746-7301

October 23, 2019

MPP Vijay Thanigasalam
Parliamentary Assistant to the Minister of Transportation
Unit 105, 8130 Sheppard Avenue E
Toronto, ON M1B 3W3

Dear MPP Thanigasalam:

Re: Invasive *Phragmites*

Thank you for visiting our community and providing the Township of The Archipelago and its partner, Georgian Bay Forever, an opportunity to further discuss the threat of Invasive *Phragmites*.

The Township of The Archipelago, Georgian Bay Forever and our dedicated community members are allocating a considerable amount of resources to fight against the spread of Invasive *Phragmites* and eliminate it from our roads, lands and waters.

The Ministry of Transportation plays a critical role in this fight, as Invasive *Phragmites* continues to spread along the provincial network of highways. The Township of The Archipelago and Georgian Bay Forever respectfully request the Ministry of Transportation to allocate an appropriate amount of resources to proactively address this growing issue, and to assist with the eradication of Invasive *Phragmites* from our community.

More specifically, we request that consistent, annual funding be allocated in order to:

- 1) Map and inventory Invasive *Phragmites* along provincial highways within our Region.
 - Some mapping has occurred in both the Central Region and Northeastern Region in the past, but it appears to be inconsistent, and not prepared with current information;
- 2) Analyze and present the Invasive *Phragmites* mapping information every year.
 - Allows for understanding of the scope and size of the threat, areas that have received treatment, and the success of these treatments;
 - Provide budget and resource allocation to share plans and information with municipalities (benefits being shared, mutual findings, increased efficiencies by working collaboratively, improve public understanding);
- 3) Treat all *Phragmites* stands mapped each year.
 - Rapid response to the established areas will be more economical through continuous monitoring and prompt eradication.

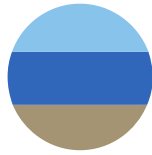
There is a detailed Appendix of the status of information that illustrates an opportunity to increase resources for the management of Invasive *Phragmites* in the Northeast Region and Central Region. Georgian Bay Forever has compiled this detailed information in order to help facilitate implementation in each Ministry of Transportation region.

Again, I would like to thank you for visiting our community to further discuss this important issue, and for your consideration as to how we can work together to eliminate Invasive *Phragmites*.

Regards,


Reeve Bert Liverance

c. MPP Norm Miller



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Appendix A: Detailed information on the MTO's Central Region and the Northeastern Region

Summary of the information provided by the Ministry of Transportation (MTO) in response to Georgian Bay Forever (GBF) requests in July 2019. MTO responded with information on August 22, and to follow-up questions on September 10th, and we thank them for sharing.

Purpose:

Over all, Georgian Bay Forever (GBF) and its partners, including the Township of The Archipelago (The Archipelago), are trying to understand the state of invasive *Phragmites* on highways leading to Georgian Bay in the **Central Region** and the **Northeastern Region** in order to determine gaps. GBF and its stakeholders have invested significantly in invasive *Phragmites* removal, and the value of those investments is at risk if there are gaps in MTO treatment on significant spread vectors - the highways – that go to areas just cleaned-up/treated. We want to work together to treat this effectively.





Information shared by MTO and further questions/steps identified

The content flows as follows:

- Known information on the **Northeastern Region (NER)** on: 1) Mapping/Inventory efforts and 2) Treatment. Each of these sub-sections is followed by GBF/The Archipelago of the questions and needs to get to an understanding of the scope of the *Phragmites* problem, its treatment, and where gaps need to be filled.
- Known information on the **Central Region (CR)** on: 1) Mapping/Inventory efforts and 2) Treatment. Each of these sub-sections is followed by GBF/The Archipelago questions and needs to get to an understanding of the scope of the *Phragmites* problem, its treatment, and where gaps need to be filled.

Mapping/Inventory NER update Sept 10, 2019:

MTO shared info: NER does not have a more recent or up-to-date map for the entire Georgian Bay coastline. [MTO] is working to finalize a consistent mapping process for *Phragmites* across the province, and hope to focus efforts on utilizing students during the summer of 2020.

GBF and The Township of The Archipelago Requests and Questions:

a) Mapping earlier years. GBF's understanding was that there was mapping done in earlier years (2017 to be put in a map in 2018) GBF understands from our correspondence that as of Sept 10, 2019, this has not been completed.

Mr. Thanigasalam, please ensure that this action be prioritized and resourced by the end of 2019.

b) Budget for Mapping in 2020. Are the costs and resources of mapping invasive *Phragmites* for 2020 an approved budget?

Mr. Thanigasalam, please find out this information and ensure the appropriate budget is in place. GBF and The Archipelago would be interested in reporting out this information to our constituents in January 2020.

Note – GBF understands from the Sept 10 email, that MTO is trialing methods for inventory and mapping of *Phragmites* within the province. GBF's suggestion to use alternate colours to identify annual treatments will be considered. [MTO] would also like to be able to differentiate between existing and new growth, and our mapping plans will need to include layers to make this all possible.

Mr. Thanigasalam, please advise if this will be sufficiently resourced to be



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useful for portraying previous work done and data collected, and future work done on mapping inventory and treatment.

c) Consistent funding for invasive *Phragmites* mapping. Invasive *Phragmites* needs to be mapped very year. Is this a consistently approved budget line, or it needs to be re-approved, re-negotiated every year?

Mr. Thanigasalam, please advise if mapping Phragmites inventory will be consistently funded over a multi-year period. Mapping of inventory every year is important to understand if the treatments were effective and if there is new spread.

d) Sharing of Mapping Information – can there be a process where this is shown to stakeholders around Georgian Bay (municipality operational staff), so that efforts can be integrated, made more efficient, and transparency is achieved.

Mr. Thanigasalam, please advise if MTO CR and NER can work to share mapped Phragmites inventory with local municipal governments on a regular basis.

2. Treatment to mitigate invasive *Phragmites* and stop the spread

a) MTO in Sept 10 response:

Treatment being carried out in 2019 on Highway 400 from Muskoka Road 5 to Muskoka road 33.

In 2017 (email Aug 22 and Sept 10), 90,000 m² was completed in Northeastern Region on Hwy. 11 and 400 in the areas of Bracebridge and Port Severn respectively. There was some reduction in the stands of *Phragmites* treated, but the area will require additional treatments in an attempt to eradicate it.

In 2018 (email Sept 10), approximately 25 kms were cut and sprayed on Hwy 6 from Little Current to Ten Mile Point as well as a section from South Baymouth northerly.

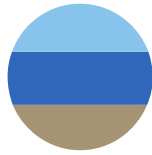
In 2019 (email Aug 22), the Huntsville maintenance area will be focusing on approximately 20 km of the Hwy 400 corridor within the Muskoka area from Muskoka Road 5 (Port Severn) to Muskoka Road 33.

In 2019 (email Sept 10), 18.6 km were treated on Hwy. 540 between Little Current and Kagawong.

GBF constraints in understanding this work

This is fantastic – but is very difficult to understand without a visual map of where this has been implemented and whether past treatments helped reduce inventory significantly. It looked like some of it may have been in the CR, which thanks to MTO clarification, we know it wasn't. Google searching to try to understand this might lead to error.

- Can you provide a visual map(s) of the highways in NER – that would be excellent and so very



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helpful? Thank you for the written responses that the highways in NER include 400, 69, 529, 529 A 645, 526, 559, 637, 644. And Highways on Manitoulin Island.

- Even a red circle with a pen around the areas treated on such a map, and then scanned as a pdf or jpeg – would be generally helpful and very much appreciated.
- It would also help further understanding of what part of the bigger NER region is being treated and what may be potentially a gap.

Mr. Thanigasalam, please work to ensure the above requests can be met, optimally by December 31, 2019.

b) MTO in Sept 10 - In 2020, we are anticipating additional treatment within the Northeastern Region on various highways.

GBF Questions

a) Where are these 2020 areas and why are they prioritized? Are they where all the *Phragmites* stands were mapped in the past?

Mr. Thanigasalam, can you please provide this information to GBF and The Archipelago by December 31, 2019.

b) Does NER have an approved budget in 2020 to treat these areas or is it in flux? How much of the inventory is planned to be treated?

Mr. Thanigasalam, can you please provide this information to GBF and The Archipelago by December 31, 2019.

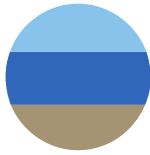
c) Will there be a permanent line budget (i.e. a commitment) to treating all inventory of invasive *Phragmites* in NER every year?

Mr. Thanigasalam, can you please provide this information to GBF and The Archipelago by December 31, 2019. If there is not a permanent line budget item over multi-years, please work to ensure this outcome.

In general – GBF and The Archipelago have a sense that there has been some great action, but we do not understand if it has been resourced enough to address the problem of invasive *Phragmites* in NER. It is important to close this gap to protect the investments on the coastal shorelines in eradication of invasive *Phragmites*.

3. Mapping/Inventory CR update Aug 22, 2019:

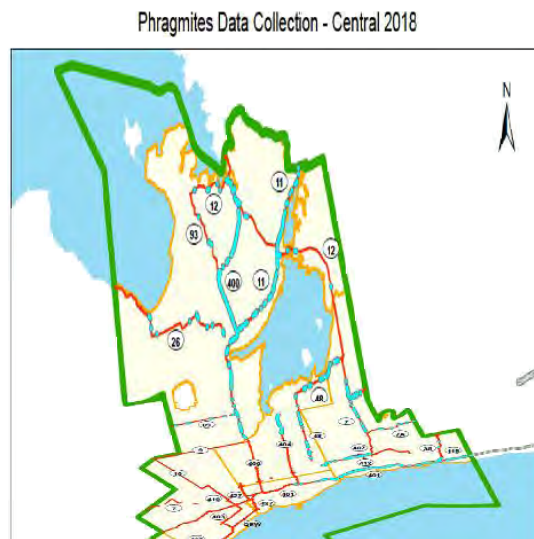
MTO: The 2018 Central Region inventory conducted along Highway 400, 11, 12, 26 and 93 identified

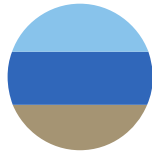


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approximately 112, 172 m2 of *Phragmites* as indicated on inventory lists [not included here, but GBF can make the ones sent to us available].

The approximate locations are also provided on this map titled 2018 CR Phragmites Map.pdf.





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GBF Questions for CR:

a) Mapping/Inventory 2019 and onward. Was there an inventory done in 2019? Is there a budget for mapping in 2020 that is approved? Is there consistent funding for invasive *Phragmites* mapping. Invasive *Phragmites* needs to be mapped very year to understand progress, eradications, and if there are news stands.

Mr. Thanigasalam, if there is no consistent/current/ enough resource to do this, GBF and The Archipelago would ask that if be put in place.

b) Sharing of Mapping Information – can there be a process where this is shown to stakeholders around Georgian Bay, so that efforts can be integrated, made more efficient, and transparency is achieved.

Mr. Thanigasalam, can you work with MTO to ensure sharing of information on a regular basis.

2. Central Region - Treatment to mitigate invasive *Phragmites* and stop the spread

MTO (email from Aug 22):

Central Region will be focusing on the following area's for treatment starting in the spring 2020 depending on funding availability:

Hwy 400 Simcoe/York Boundary to Trent Severn waterways

Hwy 12 Columbus Rd to Regional Rd 48

Hwy 12 Junction of Hwy 93 to Talbot River Bridge

Hwy 26 Barrie to Collingwood

Hwy 26 Sixth line Collingwood to Hwy 26 Old exit south of Ramblewood Dr

Hwy 93, Junction of Hwy 400 to Junction of Hwy 12

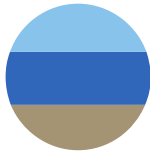
GBF Questions for CR:

a) Budget – has these focused areas been approved in terms of budget allocation for 2020 for treatment?

Mr. Thanigasalam, can you please ensure this information is shared with GBF and The Archipelago by December 31, 2019.

b) Gaps in treatment – it's somewhat easier to understand your text because there is an inventory map – but if you were to put on visual layer on top of the mapping– it would help us understand if there are gaps in treatment in 2020.

Mr. Thanigasalam, can you please ensure this request is resourced, so that GBF and The Archipelago can share the an easy to understand visual of what has been treated with the public, and also note where there are areas that need to be treated.



c) Is *Phragmites* treatment funded/approved for CR for multiple years? Is it enough to cover all the inventory?

Mr. Thanigasalam, can you please provide GBF and The Archipelago this information, so that it can be shared with the public, and gaps can be identified. Ultimately, we are asking that *Phragmites* treatment for this region and NER be fully funded over the course of several years. Stands of this plant take at least 2-4 years to treat properly. We have noted that cost increase when treatment is not implemented as fast as possible.

NOTE: GBF understands from MTO (Sept 10) that the ministry recognizes the need for additional treatments to eradicate the plant within an area. MTO is reviewing literature and experience of other jurisdictions to develop a best management practice for MTO. The practice will outline preferred methods to treat *Phragmites* depending on the density of stand, proximity to water, multi-year treatments, etc.

GBF supports a best practices management for MTO and recognizes it can change based on new learnings; but we believe this has been ongoing for some years. When will it be completed?

Mr. Thanigasalam, can you please provide GBF and The Archipelago this information.



LEGISLATIVE ASSEMBLY

Appendix B

NORM MILLER, MPP
Parry Sound - Muskoka

January 28, 2019

Mr. David Sweetnam
Georgian Bay Forever
PO Box 75347
Leslie Street
Toronto, ON M4M 1B3

Dear Mr. Sweetnam,

I would like to thank you for your longstanding advocacy of the important issue of invasive *Phragmites*. I appreciate you providing MPP Thanigasalam and I with your letter. As the Parliamentary Assistant to the Minister of Transportation, MPP Thanigasalam has provided a response outlining the government's actions in this area that you should expect to receive soon.

For further questions, do not hesitate to contact my office at norm.miller@pc.ola.org or 416-325-1012.

Sincerely,

A handwritten signature in black ink, appearing to read "Norm Miller".

Norman Miller, MPP
Parry Sound-Muskoka

NM: sr

Constituency Offices

Bracebridge: 165 Manitoba Street • Unit 1 • Bracebridge ON P1L 1S3 • Tel (705) 645-8538 • Fax (705) 645-8148 • 1-888-267-4826

Parry Sound: 17 James Street • Parry Sound ON P2A 1T4 • Tel (705) 746-4266 • Fax (705) 746-1578 • 1-888-701-1176

E-mail: norm.miller@pc.ola.org



**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



February 28, 2020

Dear Head of Council:

RE: Provincial Policy Statement, 2020

Earlier today, the government of Ontario released the Provincial Policy Statement (PPS), 2020. The PPS is an important part of Ontario's land use planning system, setting out the provincial land use policy direction that guides municipal decision-making.

Municipalities play a key role in implementing provincial land use policies through local official plans, zoning by-laws and other planning decisions. The Planning Act requires that decisions on land use planning matters be "consistent with" PPS policies.

The PPS, 2020 supports implementation of **More Homes, More Choice**: Ontario's Housing Supply Action Plan and includes key changes to:

- Encourage an increase in the mix and supply of housing
- Protect the environment and public safety
- Reduce barriers and costs for development and provide greater certainty
- Support rural, northern and Indigenous communities
- Support the economy and job creation

The PPS, 2020 works together with other recent changes to the land use planning system – including changes to the Planning Act through Bill 108, More Homes, More Choice Act, 2019 and **A Place to Grow**: Growth Plan for the Greater Golden Horseshoe. Collectively, these changes support key government priorities of increasing housing supply, supporting job creation and reducing red tape – while continuing to protect Ontarians' health and safety and the environment, including the Greenbelt.

The PPS, 2020 policies will take effect on May 1, 2020. It will replace the Provincial Policy Statement, 2014. In accordance with section 3 of the Planning Act, all decisions affecting land use planning matters made after this date shall be consistent with the PPS, 2020. My ministry will be in touch to provide education and training for municipal staff to support implementation of the new policies.

For more information about the PPS, 2020, please visit ontario.ca/PPS where you will find:

- A digital version of the PPS, 2020
- A link to the decision notice on the Environment Registry of Ontario (ERO #019-0279)

If you have any questions about the Provincial Policy Statement, 2020, please contact the ministry at provincialplanning@ontario.ca or by calling 1-877-711-8208.

Sincerely,



Steve Clark
Minister

c: Planning Head, Planning Board Secretary-Treasurer, and/or Clerks



SSEA Board Meeting January 30, 2020 (4th quarter 2019) Draft Highlights

For the full meeting agenda including documents and reports, visit our web site
<https://severnsound.ca/about/meetings>

SSEA Board of Directors Election

SSEA Board of Directors appointed and/or elected the following officers for 2020:

- **SSEA Chair:** Steffen Walma, Deputy Mayor Township of Tiny
- **SSEA Vice Chair:** Paul Wiancko, Councillor Township of Georgian Bay
- **SSEA Past Chair:** Ron Stevens, Councillor Township of Severn

SSEA submits application for OMAFRA's Places to Grow: Agri-food Innovation Initiative

The board received a report and presentation regarding the Healthy Soils = Healthy Watershed = Healthy Economy application submitted to the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) by the SSEA. If funded, this project will improve water quality working with agricultural land owners in North Simcoe to explore and encourage adoption of soil health better management practices. In year one the project will be piloted in the Township of Tiny with a three year plan to expand to other municipalities within Severn Sound watershed. *For a copy of the complete presentation visit our web site at*
<https://severnsound.ca/about/meetings>

SSEA Staff raise concerns re: surface and groundwater quality monitoring sodium level results

A report regarding sodium concentrations in local surface and groundwater was presented to the board. Sodium concentrations above 20 mg/L are considered a potential risk in drinking water.

Sodium concentrations exceeded 20 mg/L in several inland lakes and a groundwater monitoring well. SSEA will continue to monitor sodium concentrations in local surface and groundwater and will work with local municipalities, the Health Unit, Ministry of Environment, Conservation and Parks and the County of Simcoe to determine best options for informing the public.

Staff proposed investigating programs like "Smart about Salt" to provide municipal and private contractors with strategies to reduce de-icing salt usage.

In brief

During the meeting the board also;

Received

- SSEA fourth quarter 2019 activity report
- update on the fourth quarter financials
- update on the activities undertaken by Severn Sound Source Protection and SSEA Risk Management staff during the fourth quarter of 2019

In brief – cont'd

- reports on current fund application activity and status, and Invasive Species program update
- discussed SSEA staff pay equity and market review and employee group benefit plan review to be completed in 2020

Approved (not ratified)

- SSEA board of directors' procedural by-law
- approved SSEA board of directors' code of conduct



SSEA Board Meeting January 30, 2020 (4th quarter 2019) Draft Highlights

For the full meeting agenda including documents and reports, visit our web site
<https://severnsound.ca/about/meetings>

- SSEA board of directors' schedule of meetings for 2020 (*see future meetings on right*)

Future meetings and Events

- February 27, 2020 –SS SPA and board meeting
- April 16, 2020 – First Quarterly board meeting
- July 16, 2020 – Second Quarterly board meeting
- October 15, 2020 – Third quarterly board meeting

These meetings will be held at:

Township of Tay Council Chambers
450 Park Street, Victoria Harbour, ON
Time: 9:30 a.m. to 12:00 noon
Unless otherwise specified on
<https://severnsound.ca/about/meetings>



Severn Sound Environmental Association 2019 4th Quarter (Oct. 1 – Dec. 31) Report/Update

Staffing/HR

Administration, Staffing, Training and Volunteers

Staffing

- THANK YOU to Cody Avery, Drinking Water Source Protection Assistant for all your hard work!

Volunteers

- Thank you to all of the volunteer citizen scientists on Farlain Lake that submitted water level observations and volunteers from across the watershed that submitted ice observations!

Training

- Property Entry, Risk Management Official/Risk Management Inspector refresh training (provided free from Ministry of Environment, Conservation and Parks)



SSEA Board of Directors Meeting

Education, Engagement, Outreach

Presentations, Articles, Media, School Involvement and Events

Presentations

- 'SSEA 101' for Métis Nation of Ontario
- Township of Severn re: MacLean Lake Water Quality
- Township of Oro-Medonte re: Bass Lake Water Quality
- Georgian Bay Public Science Forum re: lower food web in Severn Sound
- Horseshoe Valley Ratepayers & Property Owners Association re: Severn Sound Watershed & Association Orientation
- Latonell Conservation Symposium, "Working With Farmers to Protect Municipal Drinking Water in Tiny Township, Severn Sound" and "Managing Invasive Species: Lessons from the Field"
- Simcoe & District Maple Syrup Producers Association- "Invasive Species Monitoring, Identification and Control"
- Source Protection Committee: "Prohibition of Commercial Fertilizer Application in the Lafontaine / Georgian Sands Area"



Perfect weather on the last open water sampling run

Articles/Publications/News

- Interviews with: Midland Mirror on [Climate Change in Severn Sound](#)
- Contributed article to Simcoe.com on [TD FEF Grant for Shorewatch Program](#)

Media

- @SSEA_SSRAP Twitter activity for 3rd quarter: 41 tweets, 811 page visits, and 294 Followers
- Tweets Awards Reception highlights, invasive species, SSEA sampling activities, Drinking Water Source Protection, Tree Distribution program, and links to resources
- Web Site Activity: 2,032 users visited www.severnsound.ca
- “Did you know?” online video series, in collaboration with Southern Georgian Bay Chamber of Commerce
 - 10 SSEA informational videos uploaded, including [citizen science Ice Spotter Program](#), [movement of invasive species on firewood](#), and [holiday decorating using native species](#) posted to YouTube and Facebook, over 5,000 combined views



*Behind the scenes:
“Did you know?” video series*

Events/Meetings/Conferences

- Displays at: SSEA Partner Reception, Township of Georgian Bay Honeybee Festival
- Staff attended: SMDHU Climate Change Exchange 4th Quarter meeting, Huronia Community Foundation Giving for a Cause event, Global Lake Ecological Observatory Network conference, State of the Bay Science Workshop, Georgian College GIS Day, Dufferin Simcoe Land Stewardship Network meeting, Midland Technical Review Committee meeting, North Simcoe Volunteer Administrators network meeting, Municipal Septic Re-inspection Programs webinar, North Simcoe Soil & Crop Improvement Association AGM
- Agricultural roundtable discussion with Minister of Agriculture, Food and Rural Affairs PA MPP Pettapiece and Simcoe North MPP Dunlop
- Annual SSEA Partners Reception/Awards – November 7, Heights of Horseshoe
 - THANK YOU to event sponsors Mosey & Mosey, Fred Hook Ltd, and First for Safety, and to door prize donors Woodland Creations, Ego’s Farm Market and the Ontario Federation of Agriculture
- Climate Action Briefing to Township of Severn Mayor for meeting with Lieutenant Governor of Ontario



Annual SSEA Partners Reception

School Involvement

- Contributed case studies for use in Applied Environmental Math course in Georgian College Environmental Technology Program

Tree Planting

Planting and Distribution

Community Tree Planting & Tree Seedling Distribution

- In planning stages for spring 2020
 - Conducting field visits and confirming sites for Community Tree Plant projects
 - Promotion of Tree Distribution program (with municipal assistance), seedling orders being accepted

Fish and Wildlife Habitat / Natural Heritage

Natural Heritage Assessments, Invasive Species, Wetlands, Habitat and Stewardship

Invasive Species

- Conducted an invasive species identification field tour and invasive species removal demonstrations for the Simcoe & District Maple Syrup Producers Association
- Recycled dried phragmites stems to create 'bee hotels' as an activity for participants of the Georgian Bay Honey Bee Festival
- Completed input and analysis of 2019 invasive species monitoring data and drafted municipal invasive species reports



Bee hotel station at SSEA booth at the Honey Bee Festival



Field Tour: Spotting Invasive Gypsy Moths

Habitat and Stewardship

- Completion of a multi-year, multi-partner habitat rehabilitation project on Copeland Creek, including signage, removal of box culvert and stabilization of banks to restore natural channel profile and free-flowing conditions in Copeland Creek and protect trail infrastructure
 - Approximately \$177.36K project cost
 - Secured \$150.5K in grants from The W. Garfield Weston Foundation through Swim Drink Fish, Dufferin Simcoe Land Stewardship Network, and the Georgian Bay Métis Council/Bruce Power, in addition to \$26.86K plus in-kind contributions from Township of Tiny and in-kind contributions from RJ Burnside & Associates and the North Simcoe Anglers and Hunters Conservation Club



*Copeland Creek Project Cheque Presentation:
Georgian Bay Métis Council/Bruce Power*

Land Use Planning

Input and Review

Plan Input

- Submitted comments to the Province regarding Provincial Policy Statement Review, and proposed amendments to the *Aggregate Resources Act*
- Commented on Environmental Registry posting on use of environmental penalty monies
- Provided feedback into Midland Development Charges Review
- Commented on 12 proposals, applications, reports or Environmental Impact Studies

Drinking Water Source Protection

Drinking Water Source Protection, Risk Management Services

Drinking Water Source Protection

- Attended 4 meetings/teleconferences
- Continued to support municipalities in updating Assessment Reports for new or changing water systems
- Commented on changes to the Directors Technical Rules
- Involved in Source Protection Committee member replacement, at a local municipal level and regionally for public and economic members

Risk Management

- Commented on 13 development applications, answered 5 inquiries, issued 4 *Clean Water Act* S.59 Notices to Proceed, attended 1 pre-consultation meeting, and conducted 23 site visits

Monitoring Programs

Field/data collection: Open Water, Inland Lakes, PGMN, PWQMN/Tributaries, Stream Temperature, Stream Invertebrates and Climate

Open Water

- Concluded water quality sampling (water temperature, dissolved oxygen, conductivity, nutrients, general water chemistry, metals, algae and zooplankton) at 14 sites in Severn Sound: 12 runs completed, plus additional sampling in Honey Harbour area
- Completed water quality sampling at the raw water intake at the Tay Area water intake

Inland Lakes

- Concluded biweekly water quality sampling on Little Lake in Midland (12 runs completed), along with water level monitoring
- Concluded biweekly water quality sampling Lake Couchiching: 9 runs completed
- Water quality sampling parameters include: temperature, dissolved oxygen, conductivity, nutrients, general water chemistry, algae and zooplankton

Provincial Water Quality Monitoring Network (PWQMN)

- 3 runs completed at 14 sampling locations in 8 streams (Lafontaine and Copeland Creeks; Wye, Sturgeon, Hogg, Coldwater, North and Severn Rivers), measured water temperature, dissolved oxygen, pH, turbidity, conductivity, water chemistry and metals

Provincial Groundwater Monitoring Network (PGMN)

- Collected samples at 6 well sites
- Recorded water levels for all 10 well sites across the watershed



Water sampling on the Wye River

Stream Temperature

- Interpretation of water temperature data is nearing completion

Climate

- Compilation of monthly Georgian Bay water level and regional climate data
- Removal and data download complete for the 4 rain gauges recording precipitation at Huronia Airport, Midland Sewage Treatment Plant, Pine Grove (Penetanguishene) and Balm Beach
- Removal and data download complete for the 3 air temperature loggers at Huronia Airport and the Midland Sewage Treatment Plant



Well Sampling at the Pinegrove site

Citizen Science

- Water Level Watchers volunteers from Farlain Lake submitted 11 water level observations from a static water gauge
- Continuing partnership with Copeland Forest Friends Association on stream data collection
- Continuing partnership with Water Rangers on trial of new water quality testing strips using bottom water samples from North and South Bays
- Added 3 volunteers to SSEA citizen science programs (Ice Spotters)



Soil sampling at Fuller Pit snow disposal site

Additional Sampling

- Completed fall soil sampling at Penetanguishene snow disposal site
- Algae sampling and identification from MacLean Lake and Lake St. George in response to reports of blue-green algae blooms

Data Analysis and Reporting

Statistics, Data Management & Analysis, Stream Invertebrate ID, and GIS/Mapping

Reporting

- Fuller Pit Snow Disposal Site-Spring and Fall Soil Sampling data report (Penetanguishene)
- Updated summary displays for: water quality for Severn Sound open water and inland lakes, Georgian Bay water levels

Statistics/Data Management & Analysis

- Analysis of sodium and chloride data for Severn Sound, inland lakes and PGMN well for reporting to Simcoe Muskoka District Health Unit
- 2019 ice-on data compilation
- Water level/climate data download and compilation

Stream Invertebrate Identification

- 119 samples identified from the Coldwater River, Hogg Creek, Wye River and Baxter Lake watersheds
- A total of 11,170 bugs identified

Partnerships

New/Updated NGO partners and MOU's

NGO Partners

- Water Rangers – continuing to partner on citizen science water testing program

Other Partners

- Métis Nation of Ontario

Financial

Donations, Grants, Budget, Invoicing and Revenue (fee for service)

Grants

- Funding from County of Simcoe Tree Planting Program will cover 100% of seedling costs for spring 2020 Community Tree Planting projects
- Subsidy of \$0.25 per tree from Forests Ontario has been approved for 2020 Tree Seedling Distribution program
- Funding applications submitted to: *Eastern Georgian Bay Initiative*, for Wye River invasive phragmites removal; Fisheries and Oceans Canada *Habitat Stewardship Program* for a Lake Sturgeon habitat improvement project

Budget

- 2020 SSEA + SSS budget request letters sent to all municipal partners
- 2020 budget pre-meetings and deputations made to: Townships of Oro-Medonte, Tay, Springwater and Towns of Midland and Penetanguishene

Cost Recovery

- Fuller Pit Snow Disposal Site Soil Sampling Project (Penetanguishene)
- Farlain Lake Water Level Gauge Installation (Tiny, Farlain Lake Community Association)
- Victoria Harbour Drinking Water Intake Monitoring (Tay)



SSEA 2019 Festive Selfie Card

Thank you from Team SSEA

- Julie Cayley - Executive Director
- Lex McPhail - IT Manager/GIS Applications Specialist
- Paula Madill - Ecosystem Technologist
- Michelle Hudolin - Wetlands & Habitat Biologist
- Aisha Chiandet - Water Scientist
- Melissa Carruthers – Risk Mgmt. Official./Risk Mgmt. Inspector
- Judy Limoges –Treasurer (p/t)
- Robert Canning – Invasive Species Program Coordinator
- Nikole Priestman – Watershed Health Field Technician
- Laurie Barron – Corporate Services Coordinator (p/t)
- Cody Avery- Drinking Water Source Protection Assistant

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