THE CORPORATION OF THE TOWN OF GEORGINA

COUNCIL AGENDA

Wednesday, October 2, 2019
9:00 AM

1. CALL TO ORDER - MOMENT OF MEDITATION

   "We would like to begin today's meeting by acknowledging that the Town of Georgina is located over lands originally used and occupied by the First Peoples of the Williams Treaties First Nations and other Indigenous Peoples and thank them for sharing this land. We would also like to acknowledge the Chippewas of Georgina Island First Nation as our close neighbour and friend, one with which we strive to build a cooperative and respectful relationship."

2. ROLL CALL

3. COMMUNITY ANNOUNCEMENTS

4. INTRODUCTION OF ADDENDUM ITEM(S)

5. APPROVAL OF AGENDA

6. DECLARATIONS OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

7. ADOPTION OF MINUTES *None.*

8. SPEAKERS

9. DELEGATIONS/PETITIONS

10. PRESENTATIONS

    (1) Georgina Trades Training Inc (GTTI) respecting Post Secondary programming opportunities.

11. PUBLIC MEETINGS *None.*

    (1) STATUTORY MEETING(S) UNDER THE PLANNING ACT OR MEETINGS PERTAINING TO THE CONTINUATION OF PLANNING MATTERS *None.*
    (2) STATUTORY MEETING(S) UNDER OTHER LEGISLATION *None.*
    (3) OTHER PUBLIC MEETINGS *None.*

12. REPORTS

(1) ADOPTION OF REPORTS NOT REQUIRING SEPARATE DISCUSSION

(2) REPORTS REQUIRING SEPARATE DISCUSSION

Reports from the Office of the Chief Administrative Officer

Pages 1-3

(A) Toys for Tickets Parking Ticket Initiative

Report No. CAO-2019-0039

Recommendation(s):

1. **That Council receive Report No. CAO-2019-0039 prepared by the Municipal Law Enforcement Division of the Office of the Deputy CAO dated October 2nd, 2019 respecting a proposed Toys for Tickets Parking Ticket Initiative.**

2. **That Council approve the Toys for Tickets Parking Ticket Initiative and direct staff to implement the program between November 22nd and December 6th, 2019.**

Pages 4-18

(B) 2020 Council Meeting Schedule

Report No. CAO-2019-0040

Recommendation(s):

1. **That Council receive Report No. CAO-2019-0040 prepared by the Clerk's Division, Office of the Deputy CAO dated October 2, 2019 respecting the 2020 Council meeting schedule.**

2. **That due to planning considerations, Council waive Section 3(2)(b) of Procedural By-Law No. 2016-0014 (COU-2) to allow for early consideration of the 2020 meeting schedule.**

3. **That Council approve the attached Council meeting schedule for the 2020 calendar year.**

Pages 19-26

(C) Appointments to the Georgina Heritage, Georgina Safe Streets and Georgina Equity and Diversity Advisory Committees for the 2018-2022 Term of Office, with an amendment to Georgina Equity and Diversity Advisory Committee Terms of Reference

Report No. CAO-2019-0041

Recommendation(s):

1. **That Report No. CAO-2019-0041 prepared by the Clerk's Division, Office of the Deputy CAO, dated October 2, 2019, respecting appointments to the Georgina Heritage Committee, Georgina Safe Streets Committee and Georgina Equity and Diversity Advisory Committee, with an amendment to the Georgina Equity and Diversity Advisory Committee Terms of Reference, be received.**

2. **That Council review the Attachment (Confidential Attachment #1) detailing the selection outcomes for the Committees. The confidential attachment contains personal information, only to be discussed in Closed Session**

3. **That Council direct the Clerk's Division to prepare the necessary by-law to give effect to the appointments to Georgina Heritage Committee, Georgina Safe Streets Committee and Georgina Equity and Diversity Advisory Committee.**

4. **That the appointments of the selected applicants by Council come into effect upon adoption of this report and the acceptance of appointment by the respective committee designates.**

Report from the Corporate Services Department:

Pages 27-29

(D) Multi-Function Print Devices (MFD's) Contract

Report No. CS-2019-0015

Recommendation(s):

1. **That Council receive Report No. CS-2019-0015 prepared by the Procurement Services Division, Corporate Services Department dated October 2, 2019 respecting the installation of replacement Multi-Function Print Devices (MFD's) (photocopiers);**

2. **That Council adopt a by-law authorizing the Manager of Procurement Services to enter into a sixty (60) month lease agreement with Grenville Management Inc. in the amount of $215,175 excluding applicable taxes and to enter into a maintenance agreement with an estimated value over sixty (60) months of $239,800 excluding applicable taxes.**

Report from the Development Services Department:

Pages 30-34

(E) Update – Processing of Funding Requests received from the Georgina Farmer's Market, Pefferlaw Association of Ratepayers and the Jackson's Point, Sutton and Keswick Business Improvement Areas

Report No. CAO-2019-0127

Recommendation(s):

1. **That Council receive Report No. DS-2019-0127 prepared by the Economic Development and Tourism Division, Development Services Department dated October 2, 2019 respecting the processing of annual funding requests received from the Georgina Farmers' Market, Pefferlaw Association of Ratepayers and Jackson's Point, Sutton, and Keswick Business Improvement Area.**

2. **That Council consider the 2020 funding request received from the Georgina Farmers' Market during the 2020 Annual Council budget deliberations.**

3. **That Staff report back to Council upon discussions with the Pefferlaw Association of Ratepayers, and the Jackson's Point, Sutton, and Keswick Business Improvement Areas with respect to including funding for these organizations as a line item in the Town's operating budget.**

4. **That Staff and the Economic Development Committee review the Economic Development Grant Program and report back to Council.**

13. DISPOSITIONS/PROCLAMATIONS, GENERAL INFORMATION ITEMS AND COMMITTEE OF ADJUSTMENT

(1) Dispositions/Proclamations *None.*

(2) General Information Items

Page 35

(A) Information Items

(B) Briefing Notes

Pages 36-38

i) Broadband Strategy and Action Plan

Pages 39-40

ii) Ontario Main Street Revitalization Funding - Seasonal Decorations

(3) Committee of Adjustment Planning Matters *None.*

(A) Under Review
(B) Recommendations
(C) Decisions

14. MOTIONS/NOTICES OF MOTION

15. REGIONAL BUSINESS

16. OTHER BUSINESS

17. BY-LAWS *None.*

18. CLOSED SESSION

(1) Motion to move into closed session of Council

(A) PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD EMPLOYEES, SECTION 239 (2) (b), MA

- Confidential Attachment to Report No. CAO-2019-0041, 'Appointments to the Georgina Heritage, Georgina Safe Streets and Georgina Equity and Diversity Advisory Committees for the 2018-2022 Term of Office, with an amendment to Georgina Equity and Diversity Advisory Committee Terms of Reference'

(Advisement: Refer to Report No. CAO-2019-0041, Item No. 12(2)(C) of this agenda)

(Immediately following Council)

(B) EDUCATION OR TRAINING SESSION, SECTION 239 (3.1), MA

- "Standard of Care" – Training – Section 19 - Safe Drinking Water Act

(2) Motion to reconvene into open session of Council and report on matters discussed in closed session.

19. CONFIRMING BY-LAW

Pages 41-44

(1) By-law No. 2019-0086 (COU-2), a by-law to confirm the proceedings of Council on October 2, 2019.

20. MOTION TO ADJOURN

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. CAO-2019-0039

FOR THE CONSIDERATION OF COUNCIL OCTOBER 2, 2019

SUBJECT: TOYS FOR TICKETS PARKING TICKET INITIATIVE

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1. RECOMMENDATION:

1. **That Council receive Report No. CAO-2019-0039 prepared by the Municipal Law Enforcement Division of the Office of the Deputy CAO dated October 2nd, 2019 respecting a proposed Toys for Tickets Parking Ticket Initiative.**

2. **That Council approve the Toys for Tickets Parking Ticket Initiative and direct staff to implement the program between November 22nd and December 6th, 2019.**

2. PURPOSE:

This report is presented to seek Council's approval of the Toys for Tickets Parking Ticket Initiative between November 22nd and December 6th, 2019.

3. BACKGROUND:

Under the Town of Georgina Traffic and Parking Control By-law No. 2002-0046 (TR-1), it is an offence to park any vehicle on any highway under the jurisdiction of the Town, between the hours of 2:00 a.m. to 7:00 a.m. from and including November 15th of each year, to including April 15th of the following year. Municipal Law Enforcement Officers are scheduled accordingly between November and April to enforce the By-law overnight.

Despite the efforts of staff to remind the public of this infraction through the use of the newspaper, the Town of Georgina website, and social media, Municipal Law Enforcement Officers issue numerous Parking Infraction Notices for parking during 2:00 a.m. and 7:00 a.m. between November 15th and April 15th each year.

In some cases, the enforcement of this overnight parking prohibition can be a contentious issue, however it serves the purpose of attempting to keep the roads clear for road maintenance operations during the winter months.

4. ANALYSIS:

In order to mitigate tensions between staff and ticket holders, staff are proposing a Toys for Tickets initiative that will increase communication of the overnight parking restrictions and give ticket holders the option of buying a toy of equal or greater value than the ticket and submitting it to the Municipal Law Enforcement Division in place of the usual payment. All toys received will be distributed to the less fortunate through a local charity. This option will only be available to ticket holders that received a ticket for violating the 2:00 a.m. to 7:00 a.m. parking restriction during the proposed initiative, November 22nd – December 6th, 2019. It is important that the toy be unwrapped and have a value equal to or greater than the amount on the ticket. A receipt must be shown to staff before the toy is accepted. Ticket holders would have to attend the Municipal Law Enforcement Division to take advantage of this program.

There is a long list of municipalities across Ontario that have successfully implemented this program. Staff have recently been in discussions with staff from other N6 municipalities that plan on bringing similar reports before their respective Councils. Some N6 partners have previously implemented this program in past years and continue to do so.

Awareness of this program is key to success and discussions have occurred with our Communications Division to ensure the message will be presented to the public. Communication options include posting details on our website, social media, in local newspapers, placing slips on windshields with the Parking Infraction Notice, and displaying posters at various Town facilities.

5. RELATIONSHIP TO STRATEGIC PLAN:

This report addresses the following strategic goals:

"Promote a high quality of life"

"Engage our community and build partnership"

Implementing this initiative will offer the Town of Georgina and our residents and visitors the opportunity to benefit the community while strengthening our corporate image.

6. FINANCIAL AND BUDGETARY IMPACT:

In past years during the proposed time period, between the last week of November and the first week of December, Municipal Law Enforcement Officers have issued on average, approximately 200 Parking Infraction Notices for parking between 2:00

a.m. and 7:00 a.m. This would equate to approximately $6,000 in revenue. If every ticket holder took advantage of this program, the Municipal Law Enforcement Division could forego up to $6,000 in anticipated revenue. However, information provided by other municipalities indicate only 3-5% of eligible ticket holders take advantage of this program. If only 5% of eligible ticket holders take advantage of the program in Georgina, the financial impact will be minimal. However, we are anticipating that strong communication of this initiative will increase participation in the program.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

Not applicable.

8. CONCLUSION:

Staff feel this initiative will serve the community well by providing gifts to the less fortunate and at the same time raise awareness of the overnight parking restriction. Staff recommend that this initiative be approved by Council.

Prepared by:

Mike Hutchinson, C.P.S.O., M.L.E.O.(c)
Manager of Municipal Law Enforcement

Recommended by:

Ryan Cronsberry
Deputy Chief Administrative Officer

Approved by:

David Reddon
Chief Administrative Officer

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. CAO-2019-0040

FOR THE CONSIDERATION OF COUNCIL OCTOBER 2, 2019

SUBJECT: 2020 COUNCIL MEETING SCHEDULE

1. RECOMMENDATIONS:

1. **That Council receive Report No. CAO-2019-0040 prepared by the Clerk's Division, Office of the Deputy CAO dated October 2, 2019 respecting the 2020 Council meeting schedule.**

2. **That due to planning considerations, Council waive Section 3(2)(b) of Procedural By-Law No. 2016-0014 (COU-2) to allow for early consideration of the 2020 meeting schedule.**

3. **That Council approve the attached Council meeting schedule for the 2020 calendar year.**

2. PURPOSE:

The purpose of this report is to seek Council's approval with respect to the Council meeting schedule for the 2020 calendar year.

3. BACKGROUND:

Section 3(2)(b) of the Town of Georgina Procedural By-Law No. 2016-0014 (COU-2) mandates that Council set the schedule of meetings for the following year in December.

Council currently meets as follows with the exceptions referred to below:

- The first Wednesday of each month at 9:00 a.m.
- The second Wednesday of each month at 7:00 p.m.
- The third Wednesday of each month at 9:00 a.m.
- The fourth Wednesday of each month at 7:00 p.m.

In addition, no meetings shall be held during the second and third weeks of the month of March, during the first week of September, during the last two weeks of the month of December and only one meeting per month will be held during the months of July and August, unless otherwise specified by resolution of Council.

Notwithstanding the Procedural By-law, staff request that Council consider adopting a 2020 Council meeting schedule in order to allow scheduling of Development Services matters.

4. ANALYSIS:

Staff recommend Council approve the attached Council Meeting Schedule for the 2020 calendar year in order to provide advance notice and permit scheduling of statutory public meetings by the Development Services Department.

In June, the meeting time for the first two meetings of the month are proposed to be switched in order to accommodate the Lake Simcoe Region Conservation Authority Annual Dinner. The meetings in July and August are proposed to be scheduled over two days as occurred in 2019. No meetings have been scheduled in the week following a long weekend. The Procedural By-law states there will be no meeting the first week of September, however, as Labour Day is late, no meeting is proposed for the second week of September.

5. RELATIONSHIP TO STRATEGIC PLAN

This report supports the following Strategic Goals:

"Engage Our Community & Build Partnerships"

"Provide Exceptional Municipal Service"

The approval of the 2020 Council meeting schedule at this time ensures exceptional customer service delivery and engagement with our community.

6. FINANCIAL AND BUDGETARY IMPACT:

There are no financial or budgetary impacts as a result of Council determining a 2020 meeting schedule.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS

Council's decision with respect to its 2020 schedule is determined by the Procedural By-law. Upon the establishment of a 2020 Council meeting schedule, the schedule will be published on the Town's website and individual meetings will continue to be advertised.

8. CONCLUSION:

In order to provide advance notice and comply with Town by-laws and provincial legislation with respect to statutory public meetings, staff recommend that Council approve the attached Council Meeting Schedule for the 2020 calendar year.

Prepared by:

Rachel Dillabough
Town Clerk

Recommended by:

Ryan Cronsberry
Deputy Chief Administrative Officer

Approved by:

David Reddon
Chief Administrative Officer

Attachment 1: Proposed 2020 Council Meeting Schedule

January 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 New Year's Day	2	3	4
5	6	7	8 9:00am- COUNCIL	9	10	11
12	13	14	15 7:00pm- COUNCIL	16	17	18
19	20	21	22 9:00am- COUNCIL	23	24	25 Chinese New Year
26	27	28	29 7:00pm- COUNCIL	30	31	

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February 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5 9:00am- COUNCIL	6	7	8
9	10	11	12 7:00pm- COUNCIL	13	14 St. Valentine's Day	15
16	17 Family Day	18	19 No Meeting	20	21	22
23	24	25	26 7:00pm- COUNCIL	27	28	29

March 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 9:00am- COUNCIL	5	6	7
8 Daylight Savings Begins	9	10	11 No Meeting	12	13	14
15	16	17 St. Patrick's Day	18 No Meeting	19 Spring Begins	20	21
22	23	24	25 7:00pm- COUNCIL	26	27	28
29	30	31				

April 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 9:00am- COUNCIL April Fool's Day	2	3	4
5 Palm Sunday	6	7	8 7:00pm- COUNCIL Passover	9	10 Good Friday	11
12 Easter Sunday	13 Easter Monday	14	15 No Meeting	16	17	18
19	20	21	22 9:00am- COUNCIL Earth Day	23	24	25
26	27	28	29 7:00pm- COUNCIL	30		

May 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 Cinco de Mayo	6 9:00am- COUNCIL	7	8	9
10 Mother's Day	11	12	13 7:00pm- COUNCIL	14	15	16
17	18 Victoria Day	19	20 No Meeting	21	22	23
24 31	25	26	27 7:00pm- COUNCIL	28	29	30

June 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 7:00pm- COUNCIL	4	5	6
7	8	9	10 9:00am- COUNCIL 6:00pm-LSRCA Annual Dinner	11	12	13
14 Flag Day	15	16	17 9:00am- COUNCIL	18	19	20 Summer Begins
21 Father's Day	22	23	24 7:00pm- COUNCIL	25	26	27
28	29	30				

July 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Canada Day No Meeting	2	3	4 Independence Day
5	6	7	8 No Meeting	9	10	11
12	13	14 9:00am- COUNCIL	15 7:00pm- COUNCIL	16	17	18
19	20	21	22 No Meeting	23	24	25
26	27	28	29 No Meeting	30	31	

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August 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Civic Holiday	4	5 No Meeting	6	7	8
9	10	11 9:00am- COUNCIL	12 7:00pm- COUNCIL	13	14	15
16 AMO CONFERENCE	17 AMO CONFERENCE	18 AMO CONFERENCE	19 No Meeting AMO CONFERENCE	20	21	22
23 30	24 31	25	26 No Meeting	27	28	29

September 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 9:00am- COUNCIL	3	4	5
6	7 Labor Day	8	9 No Meeting	10	11	12
13 Grandparents Day	14	15	16 7:00pm- COUNCIL	17	18 Rosh Hashanah	19
20	21	22 Autumn Begins	23 9:00am- COUNCIL	24	25	26
27 Yom Kippur	28	29	30 7:00pm- COUNCIL			

October 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7 9:00am- COUNCIL	8	9	10
11	12 Thanksgiving	13	14 No Meeting	15	16	17
18	19	20	21 9:00am- COUNCIL	22	23	24
25	26	27	28 7:00pm- COUNCIL	29	30	31 Halloween

November 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Daylight Savings Ends	2	3	4 9:00am- COUNCIL	5	6	7
8	9	10	11 7:00pm- COUNCIL Remembrance Day	12	13	14
15	16	17	18 9:00am- COUNCIL	19	20	21
22	23	24	25 7:00pm- COUNCIL	26	27	28
29	30					

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December 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 9:00am- COUNCIL	3	4	5
6	7	8	9 7:00pm- COUNCIL	10 Hanukkah	11	12
13	14	15	16 No Meeting	17	18	19
20	21 Winter Begins	22	23 No Meeting	24 Christmas Eve	25 Christmas Day	26 Kwanzaa
27	28	29	30	31 New Year's Eve		

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THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. CAO-2019-0041

FOR THE CONSIDERATION OF COUNCIL

OCTOBER 2, 2019

SUBJECT: APPOINTMENTS TO THE GEORGINA HERITAGE, GEORGINA SAFE STREETS, AND GEORGINA EQUITY AND DIVERSITY ADVISORY COMMITTEES FOR THE 2018-2022 TERM OF OFFICE WITH AN AMENDMENT TO GEORGINA EQUITY AND DIVERSITY ADVISORY COMMITTEE TERMS OF REFERENCE

1. RECOMMENDATIONS:

1. **That Report No. CAO-2019-0041 prepared by the Clerk's Division, Office of the Deputy CAO, dated October 2, 2019, respecting appointments to the Georgina Heritage Committee, Georgina Safe Streets Committee and Georgina Equity and Diversity Advisory Committee with an amendment to the Georgina Equity and Diversity Advisory Committee Terms of Reference be received.**

2. **That Council review the Attachment (Confidential Attachment #1) detailing the selection outcomes for the Committees. The confidential attachment contains personal information, only to be discussed in Closed Session.**

3. **That Council direct the Clerk's Division to prepare the necessary by-law to give effect to the appointments to Georgina Heritage Committee, Georgina Safe Streets Committee and Georgina Equity and Diversity Advisory Committee.**

4. **That the appointments of the selected applicants by Council come into effect upon adoption of this report and the acceptance of appointment by the respective committee designates.**

2. PURPOSE:

The purpose of this report is to provide Council with information regarding the applicantants recommended by the Selection Committee to serve as members of the Georgina Heritage Committee (GHC), Georgina Safe Streets Committee (GSSC), and the Georgina Equity and Diversity Advisory Committee (GEDAC) for the current Council term. The attachment recommending the selected applicants has been provided to members of Council under separate cover.

3. BACKGROUND:

All three Committees are currently established without full membership, according to the Terms of Reference. When the GHC's Terms of Reference were revised in 2018, a revision made by the Heritage Committee was approved in error. The revision reduced the number of citizen members and in place added the Mayor as a member. The Mayor, by virtue of position, holds ex. Officio status with the advisory committees and may attend any of the meetings as a member. To remedy the situation staff were directed by the Selection Committee to correct the Terms of Reference and post for the vacant position.

The initial response to the first recruitment calls for both GEDAC and GSSC was minimal. Council established the Committees to prevent further delays while continuing with additional intakes for the vacant positions.

3.1 Georgina Heritage Committee

On September 11, 2019, The Selection Committee conducted interviews of GHC candidates followed by a closed session meeting to determine the most suitable candidate for recommendation.

3.2 Georgina Equity and Diversity Advisory Committee

The Selection Committee initially considered recommending assigning one of the GEDAC citizenship appointments to a relevant organization in the community. After further consideration, it was determined that the appointment should remain a citizenship appointment and a second application intake was carried out. After reviewing resumes and interviewing candidates, it was determined that the Committee could benefit from increasing its membership prompting a simultaneous recommendation for an amendment to the GEDAC Terms of Reference (Attachment #2) to increase the GEDAC citizen membership by one.

3.3 Georgina Safe Streets Advisory Committee

The Selection Committee called for a total of four recruitment intakes for the GSSC. On July 16, 2019, Council established the GSSC by appointing four of the 5 citizen members. The Selection Committee was directed to continue with the scheduled interviews being conducted for the 5th member.

4. ANALYSIS:

4.1 Selection of Member

Upon reviewing applications and throughout the interview process, the Selection Committee considered the factors listed below:

- Demonstrated experience and/or thorough knowledge of applicable subject matter, legislation and regulations
- Diverse representation of member composition
- Experience working on committees or boards

Prior to the announcement of the appointments, staff will contact the selected applicants to confirm their acceptance of the proposed appointment.

5. RELATIONSHIP TO STRATEGIC PLAN

This Report supports the following Strategic Goal:

"To Engage Our Community & Build Partnerships"

The recommendations presented in this report seek to support established committees. These committees host meetings that are open to the public and include members of the community with subject interest, knowledge and expertise.

6. FINANCIAL & BUDGETARY IMPACT:

There are nominal financial /budgetary impacts associated with recommendations contained in this report. The cost of an additional member to the GEDAC is $320.00 annually. There are enough funds in the current year's budget to cover the additional member, however, an increase to honorariums should be considered beyond 2019.

7. PUBLIC CONSULTATION AND NOTICE:

As indicated in Section 3.1 of this report, public notice for recruitment was utilized and included postings on the Town Page, and advertisement on the Town's website. Applications were available both online and in the Clerk's office. The advertised request for applicants was placed on the Town's website for three (3) weeks.

8. CONCLUSION:

This report seeks Council's appointment of members to form the 2018-2022 Georgina Heritage Committee and Georgina Safe Streets in accordance with their Terms of Reference and Georgina Equity and Diversity Advisory Committee with an amendment to their Terms of Reference.

Prepared by:

Sarah Brislin
Committee Services Coordinator

Recommended by:

Rachel Dillabough
Town Clerk

Approved by:

Ryan Cronsberry
Deputy Chief Administrative Officer

Approved by:

David Reddon
Chief Administrative Officer

Attachment #1 - Confidential Attachment distributed to Members of Council only: Roster of Individuals for Consideration of Appointments to the Georgina Heritage, Georgina Safe Streets and Georgina Equity and Diversity Advisory Committee.

Attachment #2 – Amended Georgina Equity and Diversity Advisory Committee Terms of Reference.

GEORGINA

Town of Georgina Equity and Diversity Advisory Committee (GEDAC)

Terms of Reference

1. Purpose

1. To consult with the Community and to provide information, advice and assistance to the Community and Town Council relating to enhancement of community relations and promotion of equity, diversity, and inclusivity in the Town of Georgina.

2. Meetings

1. The Committee shall meet as required throughout the year, to a maximum of eight (8) times a year.

2. Quorum for the Committee shall be the majority of the active members (50% plus 1 or round up to nearest whole number).

3. Members of the Committee who are unable to attend a regular meeting are required to report their absence prior to the meeting date and/or time.

4. The office of a member becomes vacant if the member is absent from the meetings for three successive meetings without being authorized to do so by a resolution of the Committee.

3. Responsibilities

1. To elect and appoint a Chair and Vice Chair;

2. To formulate and recommend to Council appropriate policies and procedures that will enhance community relations and harmony within the Town of Georgina;

3. To work actively with individuals and organizations to promote, mutual trust and respect among the Town of Georgina's diverse community groups and the institutions and agencies serving them;

4. To provide advice on policy and practices relating to inclusiveness and community building to ensure that the contributions, interests and needs of all sectors of the Town of Georgina's population are reflected in the Town's operations and service delivery; and

5. To report to Council, on an annual basis, documenting the activities, accomplishments and comments deemed appropriate as the Committee attempts to fulfil its purpose.

4. Term & Membership Composition

1. Appointed by Council, the Committee shall consist of seven (7) members composed of:

   a. One (1) member of Council;

   b. One (1) representative from the York Regional Police Diversity, Equity & Inclusion Bureau or if such a representative is not available to serve, a member of the public.

   c. One (1) representative from the Sandgate Women's Shelter of York Region Inc. or if such a representative is not available to serve, a member of the public.

   d. ~~Four (4)~~ Five (5) citizen appointments.

   To be eligible to make application and to serve on this Committee the individual must be a resident of the Town of Georgina and over the age of 18 years.

2. Under the direction of the Clerk's Division, secretarial support services will be provided by the Town of Georgina.

3. Under the direction of the Director of Recreation and Culture, other support services will be provided by the Town of Georgina as required.

4. Under the direction of the Director of Human Resources, other support services will be provided by the Town of Georgina as required.

5. Resignations from the Committee must be in writing.

6. The Committee shall be appointed for the term of Council, but shall continue until such time as new Committee members are appointed by a new Council following an election. Members may be reappointed at the discretion of Council.

7. Recognizing that vacancies may arise, Council will request submissions from the public and will appoint citizens to fill such vacancies.

5. Remuneration

1. $40.00 per meeting, not to exceed eight (8) paid meetings per year.

6. Member in Good Standing

1. The rules governing the procedure of Council and the conduct of members shall be observed by this Committee. All members should reflect appropriate conduct when attending meetings and/or representing the GEDAC.

7. General Conduct

1. All members will abide by the Town of Georgina's Code of Conduct and other applicable Town policies and guidelines.

8. Budget

1. The Committee, if deemed necessary, will submit a budget for Council's approval, to include anticipated revenue and estimated expenditures. Purchases will adhere to the Town's purchasing By-law or require the CAO's approval. The budget will be administered by the Director of Recreation and Culture. In addition, other funds may be requested of Council for special projects or undertakings.

9. Use of Town Logo/Letterhead

1. The Committee has the ability to draft correspondence and make contacts with external organizations/individuals to solicit information to/from the public, to carry out its mandate. However, the nature and information shall be approved by the Communications Manager and shall not bind the Town. The Committee shall adhere to the Town logo policy in carrying out the mandate of the Committee.

10. Authority

1. The Committee shall work within the scope of their responsibilities as set out in this Terms of Reference. The Committee has no decision-making authority. Recommendations to Council in the form of resolutions are required. Any information or action that binds the Corporation will require Council's approval.

11. Confidentiality

1. The *Municipal Act, S.O. 2001, c. 25,* shall bind the members of the Committee as it relates to confidentiality, conflict of interest, closed sessions, and any other requirements under the *Act* , which pertain to the conduct of officials.

12. Procedural By-Law

1. The rules and regulations contained in the Town of Georgina Procedural By-law shall be observed in all proceedings of the Committee and shall be the rules and regulations of the dispatch of business by the Committee.

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. CS-2019-0015

FOR THE CONSIDERATION OF
COUNCIL
OCTOBER 2, 2019

SUBJECT: MULTI-FUNCTION PRINT DEVICES (MFD's) CONTRACT

1. RECOMMENDATION:

1. **That Council receive Report No. AD-2019-0015 prepared by the Procurement Services Division, Corporate Services Department dated October 2, 2019 respecting the installation of replacement Multi-Function Print Devices (MFD's) (Photocopiers);**

2. **That Council adopt a by-law authorizing the Manager of Procurement Services to enter into a sixty (60) month lease agreement with Grenville Management Inc. in the amount of $215,175 excluding applicable taxes and to enter into a maintenance agreement with an estimated value over sixty (60) months of $239,800 excluding applicable taxes.**

2. PURPOSE:

To obtain Council's approval to award the Multi-Function Print Devices (MFD's) contract to Grenville Management Inc.

3. BACKGROUND:

The Town has seventeen (17) multi-function print devices, otherwise known as photocopiers, on lease that are located in eleven (11) locations. They vary in size and functionality. The current lease has expired and the current equipment has reached the end of its useful life. A new lease is required and the existing equipment must be returned to the supplier and replacement machines need to be installed.

4. ANALYSIS:

In March of 2019, Procurement Services emailed department heads requesting a list of representatives from each department to form a committee. The function of the cross functional committee was to provide input to Procurement Services from each of the departments related to the features and functions deemed necessary in the next generation of MFD's to be leased.

Procurement Services issued a survey to the fifteen (15) member committee to solicit information from which a Request for Information (RFI) would be issued to the industry. The results of the survey were compiled into a list of necessary functionalities and it was shared with the committee. Procurement Services issued a

Request for Information (RFI) on April 16, 2019 to solicit information regarding the functionality and features of the latest MFD's. Nine (9) firms submitted information as a response to the RFI.

Representatives from Procurement Services and Information Technology Services visited each of the respondent's demonstration centres to gain a thorough understanding of the equipment offerings of each manufacturer as well as the functionality and features of each of the models being presented. Once the site demonstrations were completed, the committee was given an update on the findings of the demonstrations. It was then agreed to:

- Return one (1) MFD to the supplier as it is no longer required thereby reducing the MFD fleet;
- Retain two (2) of the smaller MFD's and not cycle them out since they may be redundant subsequent to the transition to the replacement Civic Centre. The MFD's could be returned to the supplier at this time if necessary; and
- Seek replacement leases for the remaining fourteen (14) MFD's with maintenance agreements and only maintenance agreements for the two (2) retained MFD's.

This would result in elimination of lease payments for the three (3) MFD's and an immediate downsizing of the fleet of MFD's by one (1). (A maintenance agreement is funded through a charge per each copy. Black and white is charged at one rate and colour is charged at a different rate)

Procurement Services summarized the feedback from the committee as well as the findings from the demonstrations, prepared a detailed Request for Proposal (RFP) and it was issued on July 25, 2019.

On August 30, 2019, Procurement Services received six (6) submissions as a response to the RFP. The evaluation committee comprised of Procurement Services and Information Technology Services. A short list of two (2) respondents each conducted a presentation/interview session for the evaluation committee.

The evaluation committee concluded the scoring of all submissions and after the inclusion of the price submission scores, the respondent with the highest total point score was Grenville Management Inc. Therefore, the evaluation committee recommends that the Town award the contract for MFD's to Grenville Management Inc.

5. RELATIONSHIP TO STRATEGIC PLAN:

Deliver exceptional service

- Ensure exceptional service delivery
- Manage our finances and assets proactively

6. FINANCIAL AND BUDGETARY IMPACT:

Expiring Lease Cost	New Lease Cost	Reduction in Cost
$393,255.60	$215,175.00	$178,080.60
Expiring Maintenance Agreement Cost*	New Maintenance Agreement Cost*	Reduction in Cost
$303,472.98	$239,800.00	$63,672.98
Total Value of Expiring Agreement	Total Value of New Agreement	Total Reduction in Cost
$696,728.58	$454,975.00	$241,753.58

*Maintenance agreements are based on a cost per copy basis. The number of copies are estimated based on the previous sixty (60) month volumes.

The new lease and maintenance agreement are estimated to be a cost reduction of $241,753.58 over the term of the lease resulting from a reduction in costs per copy in the new maintenance agreement and a reduction in lease prices for the replacement machines. The fleet size reduced from seventeen to fourteen MFD's on lease.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

There is no specific public consultation or notice requirements associated with the award of contract.

8. CONCLUSION:

That Council approve and award the contract for the supply, delivery, installation and maintenance of multi-function print devices to Grenville Management Inc.

Prepared by:

Stirling E. Munro
Manager of Procurement Services

Recommended by:

Rob Wheater, CPA, CA
Director of Corporate Services / Treasurer

Approved by:

David Reddon
Chief Administrative Officer

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. DS-2019-0127

FOR THE CONSIDERATION OF
COUNCIL
OCTOBER 2, 2019

SUBJECT: UPDATE – PROCESSING OF FUNDING REQUESTS RECEIVED FROM THE GEORGINA FARMERS' MARKET, PEFFERLAW ASSOCIATION OF RATEPAYERS AND THE JACKSON'S POINT, SUTTON, AND KESWICK BUSINESS IMPROVEMENT AREAS

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1. RECOMMENDATION:

1. **That Council receive Report No. DS-2019-0127 prepared by the Economic Development and Tourism Division, Development Services Department dated October 2, 2019 respecting the processing of annual funding requests received from the Georgina Farmers' Market, Pefferlaw Association of Ratepayers and Jackson's Point, Sutton, and Keswick Business Improvement Area.**

2. **That Council consider the 2020 funding request received from the Georgina Farmers' Market during the 2020 Annual Council budget deliberations.**

3. **That Staff report back to Council upon discussions with the Pefferlaw Association of Ratepayers, and the Jackson's Point, Sutton, and Keswick Business Improvement Areas with respect to including funding for these organizations as a line item in the Town's operating budget.**

4. **That Staff and the Economic Development Committee review the Economic Development Grant Program and report back to Council.**

2. PURPOSE:

To request that Council consider the funding request received from the Georgina Farmers' Market as part of the 2020 budget deliberations.

3. BACKGROUND:

On July 16, 2019, Report DS-2019-0086 was presented to Council recommending that any future funding requests from the Georgina Farmers' Market and the three Business Improvement Areas be processed through

the Town's annual budget deliberations and included as a line item in the Town's operating budget. The intent of this recommendation was to provide additional financial stability to these organizations and ensure that any funding provided was confirmed prior to their Annual General Meetings that are typically held in January and February. The staff recommendations were revised by Council at the July 16, 2019 Council meeting to include the Pefferlaw Association of Ratepayers Picnic in these discussions as noted below.

Council Resolution **C-2019-0422:**

1. *That Council receive Report No. DS-2019-0086 prepared by the Economic Development and Tourism Division, Development Services Department, dated July 16, 2019 respecting the proposal to incorporate requests received from the Business Improvement Areas, Pefferlaw Association of Ratepayers and the Georgina Farmers Market into the 2020 budget deliberations.*
2. *That Council direct staff to meet and discuss this proposed initiative with the BIA's, Pefferlaw Association of Ratepayers (PAR) and Georgina Farmer's Market and report back to Council.*

Staff will be meeting with each of the 3 BIA's and the Pefferlaw Association of Ratepayers this Fall to discuss this approach. However, Staff have had an opportunity to discuss this process with the organizers of the Farmers' Market and they have requested that their funding request for 2020 be considered during the annual budget deliberations along with the other community organizations and included as a line item in the Town's operating budget.

4. ANALYSIS:

With respect to the funding provided to the Farmers' Market, research provided to Council since the inception of the Market in 2016, indicates that Farmers' Markets across York Region and beyond rely on annual funding and/or in-kind support from their respective municipality on an annual basis. These Markets are seen as events that have the ability to attract out of town visitors, celebrate the agriculture community and increase the awareness of the agri-tourism sectors within a community. In the case of Georgina, the Farmers' Market has been operating for 4 years and has led to the development of the "Field to Table" event and a number of spin-off events for entrepreneurs who have participated in the Market. As a result of the Farmers' Market and other agricultural focussed events, Georgina Farmers were active participants in the development of York Region's Agricultural Strategy.

The establishment of a Farmer's Market was an activity outlined in the 2016 Economic Strategy and Action Plan in order to help achieve one of the four strategic directions: "Leverage the economic impact of agriculture food and

agri-tourism". Agri-tourism is also one of the Sectors identified in the Town's 2017 Investment Attraction Strategy.

As indicated in the Table below, all municipalities contacted indicate that they provide in kind and/or financial support to the Farmers' Markets that operate within their municipality. In the case of Richmond Hill and Pickering, the Farmers' Markets are operated by the municipality.

Municipality	Venue Space	City/Town Amenities	Town Staff Involvement	Grants/Financials
City of Barrie	Venue cost waived for outdoor space during summer and indoor space during winter months.	Vendors pay for extra storage and electrical usage.	City maintenance staff on call in case of emergencies. Cleaning staff assist if required. City staff unlock/lock building for access to washroom facilities.	No Economic Development or City Grants provided to the Farmers Market. No commitment on advertising or marketing the Farmers Market.
City of Pickering	City run event. Operates at a bit of a loss. Annual budget for Market exceeds $30,000.	Amenities provided by Town.	Operations Department close off parking lot. City staff book vendors and ensure they have liability insurance.	Municipality looking for sponsors to help cover entertainment costs for this year.
Town of Richmond Hill	City run event.	Amenities provided by the City.	Community Development is lead on the Market. Community Development Assistant oversees the Market and is responsible for all organization of the Market. Part Time Facility Operator assists in setup, opening of buildings for washroom access. Parks staff on duty to assist with set up putting out signs, barriers, etc.	N/A
Town of East Gwillimbury	Venue cost waived. Does not include insurance.	Agreement with Yonge-Green Lane Development Corporation (Fieldgate Commercial) to use space.	Event privately run. Staff Liaison from Town Recreation Department provides in kind support.	$7,800 grant from Town.
Town of Newmarket	Venue cost waived.	Hydro & washrooms provided by Town.	Road closure assistance, garbage removal.	$3,000 annual contribution from the Community Events budget.
Town of Uxbridge	Venue cost waived.	Access to washrooms in arena is provided.	No Town staff involved.	No grants available.

The desire to provide stability to this organization and review future budget requests as part of the annual Council budget, was discussed and recommended by the Economic Development Committee this past year. This would allow for a level of base funding to be established similar to the other organizations (Chamber, Military Museum etc) that are indicated as a line item in the Town's annual operating budget. In addition, it is

recommended that Staff and Council review the funding request together with their rental obligations at the Link. As opposed to having the Economic Development Committee review the funding request, and subsequently have Council review the permitting/leasing of space at the Link, staff are of the opinion that is it appropriate to have Council consider these matters concurrently. Recommendations regarding the level of in kind and/or financial contributions will be presented to Council on October 23, 2019 together with an evaluation of all other annual funding requests received from community organizations that are currently listed as a line item in the Town's operating budget. Having Council's decision on the funding request from the Georgina Farmers' Market confirmed prior to the end of 2019 will allow the recently formed Board to begin planning for 2020 with the certainty of the level of financial and/or in kind support that will be provided by the Town.

The Farmers' Market has provided additional awareness for the tenants at the Link, two of which opened their doors this summer in part to capture the traffic associated with the Farmers' Market. The Board includes a member of the Economic Development Division and has been meeting regularly over the past 6 months to review vendor applications and programming for the Market. The Board is also preparing to register as a not for profit in the coming months.

5. ALIGNMENT WITH CORPORATE STRATEGIC DIRECTIONS:

Corporate Strategic Plan:
Engage and Build our Community Partnerships

Economic Strategy and Action Plan:
Strategy #3: Leverage the Economic Impact of agriculture food and agri-tourism:

6. FINANCIAL IMPACT:

Over the past 4 years the Town has contributed in kind and financial support to the Farmers' Market. Based on the extent of funding that is provided to other Farmers Markets and that over the last three years the full amount of the Economic Development Grant Program has been depleted, it is recommended that any funds allocated to the Farmers' Market be funded through the tax levy. Staff note that in 2016, the Farmers' Market received $5,000, in 2017 and 2018 received $8,000 and in 2019 received $3,500 from the Economic Development Grant Program. The Farmers' Market is required to contribute to the cost of the washroom maintenance at the Link however, the outdoor venue fee has historically been waived.

7. CONCLUSION:

In consideration of the desire to ensure the continuing success of the Georgina Farmers' Market as it enters it's 5th year, staff are of the opinion that it is appropriate to consider funding for the Georgina Farmers' Market during the annual budget deliberations and include the Market as a line item in the operating budget similar to the other community organizations. These recommendations are based on the research that has been conducted, and demonstrates that all Farmers' Markets are reliant on substantial in kind and/or financial support from the host municipality in order to survive.

Prepared by:

Karyn Stone, Ec.D. MCIP, RPP
Manager of Economic Development
Development and Tourism

Recommended by:

Harold Lenters, M.Sc. Pl., MCIP, RPP
Director of Development Services

Approved by:

Dave Reddon
Chief Administrative Officer

MEMORANDUM

TO: Mayor Quirk
Members of Council

FROM: Rachel Dillabough, Town Clerk

SUBJECT: General Information Items

DATE: October 2, 2019

Please notify the Clerk's office if you wish to have any of these items placed on the agenda for discussion:

i) Jeanne Harfield, Deputy Clerk, Municipality of Mississippi Mills, advising of its support of the position of the Municipality of Bluewater, calling upon the Province of Ontario to review and implement a deposit/return program for all single use plastic, aluminum and metal drink containers.

ii) John Paul Newman, Director of Corporate Services/Clerk, Township of Scugog, advising of its endorsement of Georgina's position on Reducing Litter and Waste in our Communities.

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External Briefing Note

GEORGINA

Subject: Broadband Strategy & Action Plan

To: Mayor and Council

From: Shawn Nastke, Head, Corporate Service Delivery Excellence

Date: October 2, 2019

Briefing: Development of Georgina's Broadband Strategy & Action Plan

Developing a Broadband Strategy is an action in the 2019-2023 Corporate Strategic Plan

A priority in the 2019 -2023 Corporate Strategic Plan is to grow the Town's economy. A key approach identified to advance this priority is improving broadband connectivity. In this regard, the Plan calls for the development of a Broadband Strategy to consider the various options available and define the optimal path forward for Georgina. Pending budget approval, the development of the Broadband Strategy & Action Plan is scheduled for completion in 2020.

All business sectors – including agriculture – require fast and affordable internet connectivity

Access to affordable high-speed internet connectivity is critical to nearly all businesses regardless of whether they are located in an urban or rural area. Business relies on broadband for numerous elements such as:

- communicating with suppliers
- seamless and reliable access to cloud services (e.g., accounting, banking, CRM, etc,),
- increasing productivity and efficiency
- communicating with and expanding their customer base
- driving innovation/modernization, etc..

The provision of high-speed internet connectivity is as important as transportation networks – and for many business sectors - more crucial. The retention and attraction of residents and talent can also come into play with access to high-speed connectivity now being viewed as the forth utility and a factor in deciding where to live. In this regard, communities that do not offer high-speed affordable internet connectivity could risk placing the local economy and residents at a disadvantage.

Numerous studies confirm that high-speed affordable internet connectivity can have a significant impact on local economies

A growing body of research establishes a clear relationship between the provision of high-speed affordable internet connectivity and economic growth – in both urban and rural communities. The literature also suggests that communities lacking adequate broadband infrastructure are routinely eliminated as potential sites by corporate site selectors. It serves to reason then - that promoting high-speed affordable connectivity throughout Georgina will strengthen the Town's ability to attract and retain business/talent and enhance an already strong value proposition anchored by: our location on the south shore of Lake Simcoe; Highway 404 connection, affordable housing, a small community feel, a growing commercial service base, etc.

A 2017 speed test survey identifies underserviced areas across Georgina

The Economic Development & Tourism division conducted a speed test survey in 2017 to support York Region's funding application to the federal Connect to Innovate grant program. The results of the survey identified underserviced areas across the Town. Based in part on this survey, Town Council approved a staff recommendation on April 5, 2017 (Report No. DS-2017-038) to allocate $90,000 toward the Region's Connect to Innovate funding application. The request was for the federal government to match the $90,000 to support upgrades to the Town's South Shore Community Broadband (SSCB) wireless network to service "certain households and businesses in those areas identified as partially serviced based on the survey completed". With the focus of the funding stream being fibre optic infrastructure, Georgina did not receive any matching funding dedicated to improving the SSCB wireless network. The Region however was awarded $2M in funding to install 'backhaul' fibre optic infrastructure across Georgina and to Georgina Island. As part of the 2020 budget process, staff will be requesting that the $90,000 continue to be set aside for broadband with its specific use determined through the strategy & action plan initiative.

Many municipalities are taking a proactive approach to enhancing broadband connectivity

Acutely aware that fast and affordable internet connectivity is a critical component of a community's infrastructure - jurisdictions across North America (and the world) are taking a proactive approach to ensuring its availability. It's no longer a "nice to have" in the global economy. The roles that municipalities are playing vary widely from incenting the private sector to enhance connectivity, to installing fibre optic conduit to providing internet service itself. Georgina is no stranger to taking a proactive approach in the provision of broadband. In 2013, it assumed ownership of the South Shore Community Broadband (SSCB) wireless network. This network however currently serves a very small percentage of households and businesses in Georgina and therefore does not represent a comprehensive strategy and action plan to ensure Georgina remains competitive.

A Broadband Strategy & Action Plan will serve to help leverage the Town's assets and opportunities

The Town is well positioned to enhance broadband connectivity given the following assets and opportunities:

- YorkNet will be installing 100km+ of publically owned fibre across the community in the next several years;
- The Town owns a wireless broadband infrastructure network (South Shore Community Broadband);
- The Town is serviced by both major internet providers as well as smaller providers;
- The Town's efforts are strongly supported by York Region and YorkNet; and,
- More grant funding may be coming available in the future.

Developing a strategy and action plan will serve to identify how to best leverage the above assets and opportunities and allow Council to clearly define the Town's vision and role for moving forward.

Staff to recommend through 2020 budget submission that $75K be set aside for a Broadband Strategy & Action Plan

Staff will be putting forward a capital business case as part of the 2020 budget recommending that Council set aside $75K for the development of a broadband strategy and action plan. Approval to use the $75K would be subject to Council's approval of a proposed scope of work for the initiative. In this regard, approval of the business case would only serve to earmark the funds with a subsequent approval required.

Significant pre-work planned for fall 2019

The topic of broadband is complex and ever evolving (e.g., introduction of 5G). This complexity is magnified by the fact that the Town owns its own wireless infrastructure network. To better position the Town for moving forward, a significant amount of pre-work has been planned for fall 2019. This work will serve a dual purpose:

i. to assist Council in deciding on the focus and scope of the Broadband Strategy & Action Plan in 2020, and
ii. to develop and compile necessary information so that the Town is prepared for future funding calls

Fall 2019 workplan includes:

- An online resident/business survey regarding internet speed, pricing, and overall concerns
- A workshop with the business community to explore connectivity and pricing concerns
- An internal staff analysis of the South Shore Community Broadband wireless network
- Discussions with Internet Service Providers in collaboration with YorkNet to explore ideas for enhancing connectivity
- One-on-ones and a workshop with Council to establish a connectivity vision for Georgina (e.g. fibre enabled community), a set of principles regarding the Town's role in the provision of broadband, and the scope and direction of the Broadband Strategy & Action Plan.

Staff will be seeking the assistance of an external industry expert to lead the Council one-on-ones and workshop and assist with the other components. The expert will be funded through the 2019 operating budget.

Charting a clear course of action will improve chances of success

There are numerous directions the Town can take to enhance broadband connectivity. The right path for Georgina is best identified through a process of information gathering and analysis, public engagement, considering all key variables/options and Council discussion and debate. Given that providing access to high-speed affordable internet connectivity is a key ingredient to achieving the Town's economic development goals - the investment in the creation and implementation of a broadband strategy and action plan will help to ensure Georgina has a clear roadmap for success.

External Briefing Note

GEORGINA

Subject: Ontario Main Street Revitalization Funding – Seasonal Decorations

To: Mayor and Council

From: Sean Columbus, Economic Development Officer

Date: October 2, 2019

Briefing:

On July 16, 2019, Council approved the following Council Resolution **C-2019-0421** respecting the purchase of new seasonal decorations for the street poles.

1. *That Council receive Report No. DS-2019-0084 prepared by the Economic Development and Tourism Division, Development Services Department, dated July 16, 2019 respecting the proposed expenditure of the Ontario Main Street Revitalization Funding.*
2. *That Council direct staff to utilize the Ontario Main Street Revitalization Funding to purchase festive seasonal decorations for the BIAs for Keswick, Sutton, Jackson's Point and in the historic business area of Pefferlaw.*
3. *That staff will consult with the BIAs and then report back to council with the results of the selected festive seasonal decorations.*
4. *That staff provide a copy of Report No. DS-2019-0084 and Council's resolution thereon to the Association of Municipalities of Ontario (AMO).*

Background:

As outlined in the Report to Council on July 16, 2019, staff were to utilize the Ontario Main Street Revitalization Funding to replace the seasonal decorations that have exceeded their lifespan. In preparation for the installation of the new seasonal decorations and to finalize the Request for Proposal to purchase the decorations, staff from the Economic Development and Tourism Division conducted site visits with McCulloch Power Inc. on August 21, 2019 to inventory the location of the electrified poles and placement of the new seasonal decorations. McCulloch Power Inc. has been contracted by the Town for over 10 years to install and remove the seasonal decorations for the municipality. During the site visits the contractor advised that the electrical hookups on all poles can no longer be utilized and must be upgraded to meet current electrical standards. This would require the installation of all new conduits with GFI Breaker Boxes. Therefore, the existing seasonal decorations that have been installed over the past 10 years cannot be installed anymore.

On September 13, 2019, a site meeting was held regarding the installation of new GFI Breaker Boxes on the various hydro and light poles. The site meeting was attended by staff from the Operations and Infrastructure Department, the Economic Development and Tourism Division and included representatives from Hydro One and the Town's street light contractor (TM3 Inc.). The estimated cost of installing an Electrical Safety Authority (ESA) approved GFI Breaker Box and having Hydro One providing a direct connection to each GFI Breaker Box is approximately $550 per pole for a total of 54 locations.

The cost to upgrade the electrical conduits on the poles exceeds the funding ($69,767.58) that has been provided by the Ontario Main Street Revitalization program for the purchase of the seasonal decorations. In this regard, the Operations and Infrastructure Department has prepared a capital budget request ($30,000) to approve funds to upgrade the electrical outlets in the 2020 Budget. This will ultimately delay the installation of new seasonal decorations until December of 2020, which means there will be no seasonal decorations for the 2019/2020 winter season. In the meantime staff will proceed with the RFP to purchase the seasonal decorations in order to ensure that the funds are spent prior to the March 31, 2020 date. The timing and approval of the Operations and Infrastructure Departments budget request to upgrade the electrical outlets will determine how soon the new seasonal decorations can be installed throughout the municipality. If the budget request is approved immediately, staff could be capable of proceeding quicker with the installations and work toward having the seasonal decorations up sooner. This could provide a potential of having decorations up for the 2019/2020 winter season within the December to February timespan. If the Operations and Infrastructure Department's capital Budget request could be approved immediately, staff will work towards the goal of having seasonal decorations for this winter season. However, there is no guarantee that they will be installed before the traditional holiday season (December) and winter season (January – February) based on the various stakeholder's schedules and manufacturing timelines at this time of year.

CORPORATION OF THE TOWN OF GEORGINA
IN THE
REGIONAL MUNICIPALITY OF YORK

BY-LAW NO. 2019-0086 (COU-2)

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL MEETING HELD ON THE 2nd DAY OF OCTOBER, 2019

WHEREAS under subsection 5(3) of the *Municipal Act, S.O. 2001,* c. 25, as amended, the powers of a council of a municipal corporation shall be exercised by by-law;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Georgina at its meeting held on the 2nd day of October, 2019, be confirmed and adopted by by-law.

NOW THEREFORE, the Council of the Town of Georgina, in the Regional Municipality of York, hereby enacts as follows:

1. The proceedings and actions of Council as contained in the Reports and Additional Business referred to in Schedule 'A' at the end of this by-law are adopted and confirmed as if each proceeding and action were expressly adopted and confirmed by by-law. As if all such proceedings were expressly embodied in this by-law.

2. Subject to Section 3, the Mayor, any other appropriate member of Council and the proper Town officials be authorized and directed to undertake all actions necessary to give effect to the proceedings and directions of Council referred to in section 1.

3. Where a proceeding or action requires an additional approval to that of Council before a particular action can be done in order to give full effect to it, the Mayor, any other appropriate member of Council and the proper Town officials before taking the particular action under the authorization of section 2, shall seek and obtain the necessary additional approval and are authorized to do so.

4. A document required to be signed on behalf of the Town shall be signed by the Mayor or Deputy Mayor, Town Clerk or Deputy Clerk.

5. A Member of Council, whose name is set out in Column 1 of Schedule 'B', Conflict of Interest, at the end of this by-law, has declared an interest with respect to any item in Column 2 set out opposite the member's name, and the Member has declared an interest in this confirmatory by-law as it relates to the confirmation of the proceedings and actions on the item.

6. This by-law shall be signed by the Mayor and Clerk, affixed with the seal of the Corporation and engrossed in the By-law book.

READ and enacted this 2nd day of October, 2019.

_____
Margaret Quirk, Mayor

_____
Rachel Dillabough, Town Clerk

Schedule 'A' to By-law No. 2019-0086 (COU-2)

MINUTES

Council Meeting of October 2nd, 2019

Schedule 'B' to By-law No. 2019-0086 (COU-2)

CONFLICTS OF INTEREST

Column 1	Column 2
n/a	n/a