THE CORPORATION OF THE TOWN OF GEORGINA

COUNCIL AGENDA

Wednesday, January 15, 2020
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

   Pages 1-12

   (1) Minutes of the Council Meeting held on July 24, 2019.

   Pages 13-25

   (2) Minutes of the Council Meeting held on November 27, 2019.

   Pages 26-42

   (3) Minutes of the Council Meeting held on December 11, 2019.

8. SPEAKERS

9. DELEGATIONS/PETITIONS *None.*

10. PRESENTATIONS

    (1) Danielle Koren, Routes Connecting Communities, providing the results of the Community Needs Assessment of 'A Closer Look', a community development initiative exploring the reasons why people are struggling to make ends meet in Georgina.

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

Pages 43-84

(A) Keswick Secondary Plan Review Phase 1 Status Update

Report No. DS-2020-0001

Recommendation(s):

1. That Council receive Report No. DS-2020-0001 prepared by the Planning Division, Development Services Department dated January 15, 2020 respecting the Keswick Secondary Plan Review Phase 1 Status Update.

(Advisement: Presentation to be provided by staff in conjunction with report)

Pages 85-120

(B) Proposed Changes to the Economic Development and Community Betterment Grant Program

Recommendation(s):

1. That Council receive Report No. DS-2020-0002 prepared by the Economic Development and Tourism Division, Development Services Department dated January 15, 2020 respecting proposed changes to the Economic Development and Community Betterment Grant Program.

2. That Council approve the proposed changes to the Economic Development and Community Betterment Grant Program as outlined in Section 4 of Report No. DS-2020-0002 including the delegation of approval authority for any grants up to and including $5,000 to the Economic Development Committee (EDC).

Pages 121-148

(C) Verbal Update by Harold Lenters, Director of Development Services; Local Planning Appeal Tribunal Decision, Maple Lake Estates Inc. lands

(D) Verbal Update by Shawn Condé, Manager of Information Technology; Gateway Services Transition Update – Town Portion only

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

(1) Dispositions/Proclamations

Page 149

(A) Forrest Jones, Organizer, requesting Council declare the “Georgina CountryFest” to be held on Friday, July 24, Saturday, July 25 and Sunday, July 26, 2020 at The ROC, a “Municipally Significant Event” in support of an application for a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario.

Page 150

(B) Jody Jessop requesting Council declare the ‘Johnny Cash Tribute’ concert to be held at the Stephen Leacock Theatre on February 29th, a ‘Municipally Significant Event’ in support of an application for a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario.

Page 151

(C) Crime Stoppers of York Region requesting Council proclaim the month of January as ‘Crime Stoppers Month’.

Pages 152-157

(D) Regional Municipality of York Police Services Board requesting municipal Councils enact bylaws to allow for cost recovery for dismantling illegal lab facilities.

Page 158

(E) Georgina Accessibility Advisory Committee requesting the GAAC be included in any review of programs to be held at the MURC that will be inclusive of persons with disabilities, and investigate possible funding to create a sensory/snoezlen environment.

Pages 159-160

(F) Todd Smith, Minister of Children, Community and Social Services, requesting participation/feedback on its online consultation survey to assess Ontario’s Poverty Reduction Strategy.

Pages 161-165

(G) Association of Municipalities of Ontario (AMO) requesting municipal Councils pass a resolution by June 30, 2020, specifying the preferred date to transition the Blue Box program to Full Producer Responsibility.

Pages 166-167

(H) Greg Rickford, Minister of Energy, Northern Development and Mines, and Bill Walker, Associate Minister of Energy, advising of the proposed launch of the second phase in the Ministry’s plan to meet the commitment to Ontarians to reduce energy costs and expand access to natural gas to underserved parts of the province.

(2) General Information Items

Page 168

(A) Information Items

(B) Briefing Notes

Pages 169-174

(i) Zoning Bylaw Amendment 03.1131, n/s Baseline Road & e/s Bramsey Street, Blocks 81 & 82, 65M-4453, 2151028 Ontario Limited

Page 175

(ii) Urban Hens Pilot Project By-law & Exotic Animal Bylaw 2003-0072 By-law Amendment

(3) Committee of Adjustment Planning Matters

Pages 176-178

(A) Under Review
(B) Recommendations *None.*
(C) Decisions *None.*

14. MOTIONS/NOTICES OF MOTION

15. REGIONAL BUSINESS

16. OTHER BUSINESS

17. BY-LAWS

Pages 179-180

(1) Bylaw Number 2020-0001 (AD-1), a bylaw of the Corporation of the Town of Georgina to appoint a Town Clerk; Rachel Dillabough

Page 181

(2) Bylaw Number 2020-0002 (COU-1), a bylaw to appoint members of Council to the Keswick Secondary Plan Review Steering Committee for the 2018-2022 Term of Office.

Page 182

(3) Bylaw Number 2020-0003 (CON-1), a bylaw to execute an Agreement between 2151028 Ontario Limited and the Town of Georgina, a transfer of lands described as Block 81 & 82, Plan 65M-4453, including implementation of a planting plan; n/s Baseline Road & e/s Bramsey Street.
(Advisement: Refer to Briefing Note, Item 13(2)(B)(i) of this agenda)

Pages 183-192

(4) Bylaw Number 2020-0004 (LI-3), a bylaw to License, Regulate and Govern Backyard Hens during an Urban Hen Pilot Project to begin April 1, 2020.
(Advisement: Refer to Report No. DS-2019-0140 considered by Council on November 27, 2019)

Page 193

(5) Bylaw Number 2020-0005 (PWE-1), a bylaw to amend Bylaw Number 2003-0072 (PWE-1), being a bylaw to regulate and prohibit the keeping of animals other than dogs.
(Advisement: Refer to Report No. DS-2019-0140 considered by Council on November 27, 2019)

Pages 194-197

(6) Zoning Bylaw Number 500-2020-0001 (PL-5), a bylaw to amend Zoning Bylaw No. 500, DAVE WAICUS, Lot 5, Plan 515, 9899 Old Homestead Road, Pefferlaw
(Advisement: Refer to Report No. DS-2019-0070 considered by Council on July 17, 2019)

18. CLOSED SESSION

(i) Motion to move into closed session of Council

(A) ADVICE THAT IS SUBJECT TO SOLICITOR-CLIENT PRIVILEGE, INCLUDING COMMUNICATIONS NECESSARY FOR THAT PURPOSE; SECTION 239(2)(f), MA

- Town Solicitor Update, Local Planning Appeal Tribunal Decision, Case No. PL161206, Maple Lake Estates Inc. lands

(ii) Motion to convene into open session of Council and report on matters discussed in closed session

19. CONFIRMING BY-LAW

Pages 198-201

(1) Bylaw No. 2020-0006 (COU-2), a by-law to confirm the proceedings of Council on January 15, 2020.

20. MOTION TO ADJOURN

THE CORPORATION OF THE TOWN OF GEORGINA

SPECIAL COUNCIL MINUTES

Wednesday, July 24, 2019
7:03 PM

Staff:
David Reddon, Chief Administrative Officer
Harold Lenters, Director of Development Services
Dan Buttineau, Director of Recreation and Culture
Ron Jenkins, Director of Emergency Services/Fire Chief
Rob Wheater, Director of Corporate Services and Treasurer
Rob Flindall, Director of Operations and Infrastructure
Ryan Cronsberry, Acting Deputy Chief Administrative Officer
Anne Winstanley, Supervisor, Communications
Rachel Dillabough, Acting Town Clerk
Carolyn Lance, Council Services Coordinator

A moment of meditation was observed.

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

The following Members of Council were present:

Mayor Quirk
Councillor Waddington
Councillor Neeson
Councillor Harding
Regional Councillor Grossi
Councillor Fellini
Councillor Sebo

3. COMMUNITY ANNOUNCEMENTS

•August 5th, Pefferlaw Association of Ratepayers (PAR) Family Picnic, Lions Community Hall, car show, Udora Lions hosting the food booth
•Saturday, July 20th, Sutton BIA held a successful annual 'Festival on High',
•weekend of August 10th, Sutton Fair & Horse Show and Painted Perch Festival

•Saturday, July 27th, Movie in the Parkette, 8:45pm, at Jackson's Point Parkette
•Saturday, July 27th, Georgina Countryfest, at The ROC

4. INTRODUCTION OF ADDENDUM ITEM(S) *None.*

5. APPROVAL OF AGENDA

Moved by Councillor Neeson, Seconded by Councillor Fellini

RESOLUTION NO. C-2019-0445

That the agenda be approved as presented.

Carried.

6. DECLARATIONS OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

Councillor Neeson declared an interest Recommendation No. 4 of the report, specific to beach associations, as he is part of a beach association by virtue of location of his residence.

7. ADOPTION OF MINUTES *None.*

Mayor Quirk advised that the order of the agenda is being changed this evening; staff will do the presentation of the report prior to the Speaker section.

8. SPEAKERS

9. DELEGATIONS/PETITIONS *None.*

10. PRESENTATIONS *None.*

11. PUBLIC MEETINGS *None.*

(1) STATUTORY MEETING(S) UNDER THE PLANNING ACT OR MEETINGS PERTAINING TO THE CONTINUATION OF PLANNING MATTERS

(2) STATUTORY MEETING(S) UNDER OTHER LEGISLATION *None.*

(3) OTHER PUBLIC MEETINGS *None.*

12. REPORTS

(1) ADOPTION OF REPORTS NOT REQUIRING SEPARATE DISCUSSION *None.*

(2) REPORTS REQUIRING SEPARATE DISCUSSION

(A) Lake Drive Shoreline Jurisdiction Action Plan
Next Steps/Work Plan Recommendations

Report No. CAO-2019-0033

Dave Reddon provided a brief summary of the report.

Andrew Biggart, Town Solicitor;
•concerns raised as to appraisal approach/cost recovery, based upon fair value and an appraisal report
•recommended the Town not proceed to appraise every single lot, but that a few lots of average size be selected and appraised
•appraisal would i) include all restrictions currently on the lands and anticipated to be on the lands; anticipated that lands will be zoned to allow the area to be used to sit out on, to grow grass/shrubs, sit on a chair, put in a dock, ii) include any easements over the lands the Town may need to make repairs to the roadway, iii) specify that the lands should only be for sale to eligible property owner, being the property owner across the street, and consider value of lands, iv) transfer of Lake Drive property to be put together with property across the road so that it is not sold separately, v) obtain a justifiable, reasonable price that is fair, reasonable and appropriate.
•sales cannot be to the benefit of some and to the detriment of others
•Council should be in possession of a report indicating a qualified value of the lands
•title should be cleared up; only the lands that formed the lakeshore portion, from the high water mark, as that would be the land the municipality owns. The property owner should not be charged for any improvements made beyond that point.

Council comments;
•Town would be vulnerable to the sale of properties if values not known, from the public at large
•respecting the licensing the road ends for beach associations, a 2017 report stated that 'associations are not recognized by law…'. licensing provisions in a bylaw could limit liability
•purpose of Ad Hoc Committee was to clarify ownership of shoreline properties respecting the Town's liability, to explore methods to deal with Lake Drive title issues with an eye to limiting the liability to the municipality
•during the creation of Lake Drive, the Town ended up in ownership of that road and all land to the shoreline
•suggested sale of land be based on the cost of a survey, minimal legal costs and nominal transfer fee, with the understanding that owners would then have a surveyed piece of property and the property owner would take over the liability for the property

•surplus land policy was based on $2.00 per square foot prior to 2017, and was raised after 2017; suggested to retain the fee at $2.00 per square foot specific to Lake Drive shoreline properties
•cost recovery would be reasonable in sale price

David Reddon
•MPAC separates out properties associated with waterfront, lakefront properties are coded as lakefront properties and property assessment is based on sales

Andrew Biggart;
•Council has an obligation to ensure that it receives a fair price for an asset
•an appraisal report is helpful input for Council, Council can then determine its own value and sale price
•it would be best to have a value informed by an appraisal report; Council does not need to use the figure the appraisal report indicates, but Council can say it has been informed of the value
•vast majority of shoreline properties are owned by the municipality, there are a few properties with issues or questions
•land is Town-owned from the travelled portion of the roadway (asphalted gravel); property beyond that point would be subject to an appraisal. No portion of the travelled portion of Lake Drive would be sold
•obligated to provide all options available to his client; the objective of this exercise was to try to divest the lands and have residents assume responsibility. There are several approaches for property purchases by residents
•begin with appraisals during the month of August; once appraisals received, staff will come back to Council prior to hosting a public information session

Ted Rotenberg, 281 Lake Drive
•Town staff should indicate which shoreline properties are surplus depending on the Town's requirements
•transparency required about what properties are being offered to the owners, and what used will be permitted
•he foresees difficulty in finding an average price for the many distinctive individual properties along the Lake Drive shoreline
•need a category of useable space to be offered
•the municipality is attempting to have residents purchase what they are already using and the municipality does not have the resources to block off the shoreline properties that residents do not want to purchase or cannot purchase
•need a take-up rate; without it, cannot charge cost recovery or fair market value
•a bylaw could be enacted to set the prices and terms, to eliminate potential lawsuits

Andrew Biggart;
•opportunity for Council to make determination to address some of the issues raised can be done after appraisal received, and made public.
•believes it best for Council to have appraisal reports before it and can then decide to reject them or reduce prices based upon them

Alan Direnfeld, 329 Lake Drive East
•this process will be quieting the titles
•he has had exclusive occupation of the property across Lake Drive from his home, his assessment is based on purchase price he paid for the cottage which he purchased based on the exclusive use on the lakeside
•he views this as an opportunity for the Town to straighten out the title at a cost he will incur
•his waterfront is very small measured from the shoulder to the property prior to its infill, an appraisal on his property is not necessary, it cannot be sold to anyone else but him, the Town will retain an easement over it, he cannot do anything with it, he is limited as to fencing or hedging; he wants to lawfully insure it as it will be his responsibility. He expects it to be conveyed to him at a nominal cost.
•not impressed with the prospect of an appraisal
•his property has a culvert but doubts it will be taken into consideration as appraisals will be conducted on an average property, not specific properties and figures will be skewed, unjustified and not reflective of actual values
•suggested the process move forward with proposal that properties have titles quieted at the cost of the owners of the lands on the other side of the road
•numerous property owners have quit claim deeds and some absolutely own the land, there are areas of Lake Drive North where titles have been quit claimed to owners on the other side of the road. The Registry Office is still accepting written deeds to transfer lands and titles
•the Town is not selling property owners anything, the Town is working with the owners to quiet the titles; the only way to resolve the issue is to do it at a value that works. Incorporated not-for-profits do not work and including consequences when a resident does not buy-in is coercion. Residents should be encouraged to participate rather than be forced

Dave Szollosy, 857 Fairbank Avenue
•was a member of the Ad Hoc Committee whose recommendations to Council were accepted
•appraisals were not part of the Ad Hoc Committee recommendations, is concerned that appraisal process will only increase the cost of the process with no benefits
•lakeshore tracts of land have no intrinsic property value divorced from the adjacent lots; no access, no parking, no separate value
•any enhancement to shoreline tracts of land that may give it value have been completed by adjacent property holders; all maintenance, grass cutting, removal of dead trees has been performed by the adjacent landowner and improvements should not be used to determine value
•Town has no interest in these tracts of land, less than in vacant lots or road ends that have been disposed of in the past; surplus land policy exists for disposition of these surplus lands, so there is no need to create a separate value for these lands. When disposing of surplus lands, the policy is to offer the lands to adjacent landowners first, so there is no discrimination or favouritism

•this current interest in determining ownership has been initiated by the Town, wanting to release itself of responsibility, liability, and establish binding bylaws to govern it; any fees should only be for cost recovery of that process

Sue Jagminas, 137 Lake Drive North
•appraisal process was discussed and put aside during the Ad Hoc Committee process and does not understand why it is being considered now
•this process started in 2015, and an email list of residents along Lake Drive was created; 40% said they owned the property due to surveys or tax bills, so she is unsure how the Town believes it owns 90% of the lakeshore properties
•enquired what the process would be if people dispute their ownership
•appraisals not necessary, this is a unique situation; indicated that she is willing to pay survey costs and legal fees even though she believes she already owns the lake lot
•it would be difficult to create an average from so many different lots
•lakeshore properties are all vacant parcels of land that no-one can use or do anything on; a nominal fee should be used

Andrew Biggart
•appraiser would be able to choose lots to use as an average
•clearly the land has some value, even as vacant land
•if improvements have been made to increase the value, those improvements would be ignored; appraisal would be solely on a raw land evaluation which does have value
•this is a unique situation and Council needs to determine what is fair and appropriate. If appraisals come in high, no one would question the concept if more information was available. If appraisals came in and Council determined that it rejected the value with reasons and arrived at a different number, Council's decision would be justifiable. If Council made a decision without an appraisal, an individual could say he or she knows of an appraisal conducted that Council was not made aware of and Council therefore made an uninformed decision.

Alan Direnfeld
•the need for an appraisal presupposes there is a sale; the Town is quieting the title, not selling the land, an appraisal is not required in order to quiet the title
•enquired if an individual would need to use his/her own resources to challenge the Town, if appraisals are not performed

Andrew Biggart
•the Town cannot ignore the past reports advising that the Town does in fact own the land
•if referred to as either quieting the title or selling the land, it is an asset that the Town owns and if it dispenses with it, it needs to do so at a reasonable value
•if challenged through a court challenge, it would be at the expense of the challenger

David Reddon
•all properties can be identified

Gord Mahoney, on behalf of Orchard Beach Gold Course;
•reminded Council that the Orchard Beach Golf Course does own the property at the lake but not directly across from the club house; intent to ensure the Golf Course's ability to purchase that land

Kenny Stockman, 7 Lake Drive East
•he understands that he is being requested to purchase land that he believes he already purchased; they doubled their mortgage because they were told they were buying waterfront, with exclusive use to the lake. He was not told it was owned by the Town but that it was governed by the Ministry and he had to obtain permits from Ministry if he wanted to perform any work at the lake.
•the taxes he has paid has already purchased this land
•enquired how land with no value is appraised
•does not understand why the land should be appraised if Council can choose not to use the value and land is appraised at
•enquired if property owners can dispute the sale price
•it has cost him money to maintain the property across the street and does not understand why he should pay again for land he already owns

Andrew Biggart
•he does sympathize with the resident; if he in fact has to purchase the property again, his complaint should be with the person that told him he already has title to it
•why appraising land that apparently has no value; if someone told Council it had no value and Council simply gave the land to that individual, it would not be defensible

Karl Keilhack, 339 Lake Drive East
•purchased his property 30 years ago
•there is a substantial difference in the sale prices of properties without lakefront and those with indirect lakefront
•MPAC came along and valued them for tax purposes based on price in neighbourhood with indirect lakefront; this value was established 30 years ago and if anyone buys it now, the value will be established again
•he pays his taxes and does not see why he should pay again, other than for the cost of administering the paperwork to transfer the property ownership

Ted Rotenberg
•this is an overly cautious approach
•simpler method to quiet the matter is to simply grant owners perpetual licenses to use the lakefront for 99 years with an option to renew; no value is needed, no survey is needed, just a 99 year license or 199 year license
•problem is due to the fact that the only willing buyers are not willing to pay any real money for the land and the only alleged seller is not sure what it owns and will not take the steps necessary to enforce said ownership right

•just give conveyance at cost to quiet the title or give owners a perpetual license and finalize the issue

Moved by Councillor Waddington, Seconded by Councillor Neeson

That the Rules of Procedure be waived to permit an individual to address Council.

Carried.

Alan Direnfeld
•it is possible to identify properties on the waterfront under separate ownership
•stretches of beach still remain unconverted from Land Registry
•some properties have a lot of owners in common; possibly 30 cottages will each have their name registered on the whole of that 30 property-wide strip, their names appeared in the Land Registry but because of no specific delineations separating the properties, Land Registry was not able to convert it to Land Titles, so they include all the names on the whole strip and wait for someone to apply to have it clarified
•If the pin maps are downloaded, the properties can start to be identified
•some strips of waterfront are not parcelled at all because there was no Land Titles deed registered, no Registry Title registered and consequently, no-man's land unidentified
•there are many strips of land along Lake Drive with no identifying pin number
•can start by existing lot lines on dry side and extend them to the lake, to demark the area to which the dry side owners would be entitled, which is how a surveyor would begin
•an R Plan or Reference Plan is simply a survey that is registered in the Land Titles office, a lengthy process; will be a challenge when the road is not straight and will need resolution amongst neighbours who already know where their lot lines are

Andrew Biggart
•was originally thought premature to go through the R Plan process because it is a time-consuming and costly process
•Council wants to ensure the majority of residents were in agreement with the process and following receipt of a nominal deposit, staff would then proceed
•may hold off on the process until completion of the appraisal; the R Plan process can be commenced fairly quickly

Moved by Councillor Waddington, Seconded by Councillor Fellini

That the Rules of Procedure be waived to permit an individual to address Council.

Carried.

John King, 933 Lake Drive
•cottage has been in the family for 102 years
•maybe someone will challenge the Town because it did not get enough money for the land transferred; easier to divest itself of the liability. The Town is liable at this time and is only a liability for the Town
•should ensure the land is transferred to the property owners with vested interest; would make sense for those property owners to own the land and the property would then be their responsibility
•worrying about a challenge is small compared to the liability of someone getting hurt on this lakeshore property; it is in the Town's best interest to do this very soon and make it agreeable to the residents

Andrew Biggart
•litigation is expensive, long and uncertain
•if an accident occurs, the Town has insurance coverage
•if a challenge was to be brought to a municipal decision concerning the transfer of title of properties and that it failed to make compensation in favour of others, that would not be covered by insurance and the litigation would be long, uncertain and costly; the Town needs to inform itself first with a potential sale price

Peter Stevens, 357 Lake Drive North
•they have a policy for surplus lands, and have a rate, it is a defensible position, it does not need to go to the public, no appraisal is necessary

Andrew Biggart;
•the surplus lands policy deals mostly with road ends; a determination made much earlier in the process that these are unique lands in the area

Moved by Councillor Waddington, Seconded by Councillor Fellini

That the Council meeting recess at 9:28pm

Carried.

The Council meeting resumed at 9:40pm

Moved by Regional Councillor Grossi, Seconded by Councillor Sebo

1. That Council receive Report No.CAO-2019-0033 prepared by the Office of the CAO dated July 24, 2019 respecting the Lake Drive Shoreline Jurisdiction Action Plan.

2. That the Town establish that it would be reasonable to charge each lakefront owner an amount equivalent to the actual legal costs and survey costs

incurred in effecting a conveyance of the waterfront lots to the eligible property owners (the actual amount of such costs to be determined as they arise) plus an administration charge, the greater of $1 per linear foot of frontage or $200.

3. That the town issue a notice to each eligible property owner of the town's intention to convey clear title to such eligible property owner of the lands (to be identified by later reference plan) on the lake side of Lake Drive east and north as the case may be and thereby make enquiry of such eligible property owner such owner's desire to acquire such property.

4. That the town accept offers to quiet title by conveyance thereof to accepting eligible property owners and to immediately undertake preparation of required reference plan and legal documents to effect such conveyance provided that the eligible property owner first deposit with the Town payment in the amount of $500 together with their acceptance of the proposal and to pay the balance thereof upon conveyance of the lake side property on such terms as the town and the eligible property owner may agree.

5. Such options for payment to include payment on closing of the balance then due or payment amortized over time in similar fashion as was permitted in the case of the hookup of water and sewer.

Motion Withdrawn.

Moved by Councillor Fellini, Seconded by Councillor Harding

1. That Council receive Report No.CAO-2019-0033 prepared by the Office of the CAO dated July 24, 2019 respecting the Lake Drive Shoreline Jurisdiction Action Plan.

2. That Council direct staff to engage an appraiser to conduct appraisals of 3 to 5 waterfront properties, taking into consideration all potential encumbrances such as easements and zoning restrictions and the restriction of conveyance of waterfront properties to adjacent eligible property owners only, as well as obtain cost estimates and completion time for the preparation of a reference plan/survey and report back to a Special Council Meeting to be held on September 25, 2019.

3. That staff investigate options for lands not owned but currently occupied by a beach association other than incorporation as a not-for-profit organization.

4. That Council direct staff to coordinate the Lake Drive Shoreline Jurisdiction Action Plan with the Waterfront Parks Masterplan as it relates to the acquisition or divestiture of lakeside lands for any potential synergies and reciprocal support of each plan.

Due to a declared pecuniary interest with the beach associations, it was requested that Recommendation No. 3 be separated from recommendations 1, 2 and 4, and voted on separately.

Moved by Councillor Fellini, Seconded by Councillor Harding

RESOLUTION NO. C-2019-0446

1. That Council receive Report No.CAO-2019-0033 prepared by the Office of the CAO dated July 24, 2019 respecting the Lake Drive Shoreline Jurisdiction Action Plan.

2. That Council direct staff to engage an appraiser to conduct appraisals of 3 to 5 waterfront properties, taking into consideration all potential encumbrances such as easements and zoning restrictions and the restriction of conveyance of waterfront properties to adjacent eligible property owners only, as well as obtain cost estimates and completion time for the preparation of a reference plan/survey and report back to a Special Council Meeting to be held on September 25, 2019.

4 That Council direct staff to coordinate the Lake Drive Shoreline Jurisdiction Action Plan with the Waterfront Parks Masterplan as it relates to the acquisition or divestiture of lakeside lands for any potential synergies and reciprocal support of each plan.

Carried.

Councillor Neeson declared a pecuniary interest in Recommendation No. 3 of the Lake Drive Shoreline Jurisdiction Action Plan specific to beach associations, as he is part of a beach association by virtue of the location of his residence. Councillor Neeson did not participate in any discussion or vote regarding Recommendation 3.

Moved by Councillor Waddington, Seconded by Councillor Fellini

RESOLUTION NO. C-2019-0447

3. That staff investigate options for lands not owned but currently occupied by a beach association other than incorporation as a not-for-profit organization.

Carried

Following approval of the above-noted resolutions, Council directed that this matter again be dealt with at its own Special Council meeting, and that the meeting be scheduled on *Tuesday, September 24th*, rather than September 25th as indicated in the resolution.

13. DISPOSITIONS/PROCLAMATIONS, GENERAL INFORMATION ITEMS AND COMMITTEE OF ADJUSTMENT *None.*

    (1) Dispositions/Proclamations *None.*
    (2) General Information Items *None.*
    (3) Committee of Adjustment Planning Matters *None.*

14. MOTIONS/NOTICES OF MOTION *None.*

15. REGIONAL BUSINESS *None.*

16. OTHER BUSINESS *None.*

17. BY-LAWS *None.*

18. CLOSED SESSION *None.*

19. CONFIRMING BY-LAW

    Moved by Councillor Harding, Seconded by Councillor Waddington

    That the following by-law be adopted:

    (1) By-law No. 2019-0070 (COU-2), a by-law to confirm the proceedings of Special Council on July 24, 2019.

    Carried.

20. MOTION TO ADJOURN

    Moved by Councillor Fellini, Seconded by Councillor Waddington

    That the meeting adjourn at 9:55pm

    Carried.

_____
Margaret Quirk, Mayor

_____
Rachel Dillabough, Acting Town Clerk

THE CORPORATION OF THE TOWN OF GEORGINA

COUNCIL MINUTES

Wednesday, November 27, 2019
7:00 PM

Staff:
David Reddon, Chief Administrative Officer
Harold Lenters, Director of Development Services
Dan Buttineau, Director of Recreation and Culture
Ron Jenkins, Director of Emergency Services and Fire Chief
Rob Wheater, Director of Corporate Services and Treasurer
Bev Moffatt, Director of Human Resources
Rob Flindall, Director of Operations and Infrastructure
Ryan Cronsberry, Deputy CAO
Patti White, Manager of Recreation Services
Lawrence Artin, Head, Special Capital Initiatives
Mike Hutchinson, Manager of Municipal Law Enforcement
Alan Drozd, Supervisor, Development Planning
Darren Dunphy, Development Engineering Technologist
Zaidun Alganabi, Manager, Development Engineering
Shayne Connors, Planner I
Valerie Stevens, Director, Library Services/CEO
Mamata Baykar, Deputy Clerk
Anne Winstanley, Communications Supervisor
Rachel Dillabough, Town Clerk
Carolyn Lance, Council Services Coordinator

Council recognized the passing of Nan McLean, long-time resident of Georgina and mother to John McLean, the Town's former Director of Recreation and Culture.

Council recognized the sudden passing of Shawn LaRue, former volunteer fire fighter and long-time resident of Georgina. Mayor Quirk requested that flags be lowered at Georgina Fire stations, as are flags at other fire stations within York Region, in honour of his sudden passing.

A moment of meditation was observed.

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

The following Members of Council were present:

Mayor Quirk	Regional Councillor Grossi
Councillor Waddington	Councillor Fellini
Councillor Sebo	Councillor Harding

Regrets: Councillor Neeson

3. COMMUNITY ANNOUNCEMENTS

•Tuesday, November 26th, Volunteer Award of Merit Ceremony held; Gail Moore is Citizen of the Year. Appreciation was expressed to all staff members for their efforts towards the ceremony
•November 23rd, Festival of Lights and Old Fashioned Christmas held at Pioneer Village
•Gail Moore's name was suggested to be included as a potential street name
•Sunday, December 1st, Udora Lions hosting Annual Breakfast with Santa, 9:00am to 12:00pm
•Sunday, December 1st, Cedardale Church in Pefferlaw hosting Ratepayers Tree Lighting Ceremony, 6:30pm
•Sunday, December 8th, Pefferlaw Lions hosting Annual Christmas Party, 12:00pm to 3:00pm
•Saturday, December 7th, Pefferlaw Club 55 hosting Euchre Tournament, Pefferlaw Lions Community Hall, 12:00pm doors open, tournament begins at 1:00pm,
•Saturday, December 7th, Sutton Sutton Santa Claus Parade of Lights, 5:00pm in Jackson's Point, along Dalton Road to High Street
•Saturday, December 7th, Tree Lighting and Menorah Lighting at Jackson's Point Parkette immediately following the Sutton parade
•Sunday, December 8th, Sutton Legion hosting Breakfast with Santa, 9:00am
-Movember fundraiser, thanks expressed to community for support to Council and staff who took part, raised just shy of $8,000

4. INTRODUCTION OF ADDENDUM ITEM(S)

•Item No. 12(2)(A), Report No. CAO-2019-0052, 'N6 Initiative – Insurance Coverage and Risk Management Services'
•Item No. 13(2)(B)(i), Briefing Note, 'Electrical Upgrades, Decorative Seasonal Lighting'
•Item No. 18(1)(A), Closed Session, Verbal Update, Collective Bargaining CUPE 905.03

5. APPROVAL OF AGENDA

Moved by Councillor Waddington, Seconded by Councillor Fellini

RESOLUTION NO. C-2019-0622

That the November 27, 2019 Council Agenda, with the following addendum items, be approved:

•Item No. 12(2)(A), Report No. CAO-2019-0052, 'N6 Initiative – Insurance Coverage and Risk Management Services'
•Item No. 13(2)(B)(i), Briefing Note, 'Electrical Upgrades, Decorative Seasonal Lighting'
•Item No. 18(1)(A), Closed Session, Verbal Update, Collective Bargaining CUPE 905.03

Carried.

6. DECLARATIONS OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF *None.*

7. ADOPTION OF MINUTES *None.*

8. SPEAKERS *None.*

9. DELEGATIONS/PETITIONS *None.*

10. PRESENTATIONS *None.*

Mayor Quirk moved forward and dealt with Item No. 17(1)

Moved by Councillor Harding, Seconded by Councillor Fellini

That the following bylaw be adopted:

(1) Bylaw No. 500-2019-0010 (PL-5), a by-law to amend Zoning Bylaw Number 500, DIANNE SHORTT, Part Lot 13, Concession 7, 40 Cronsberry Road

Carried.

Moved Quirk moved forward and dealt with Item No. 12(2)(E)

Report from the Office of the Chief Administrative Officer:

(E) Multi Use Recreation Complex (MURC) Schematic Design Reveal

Report No. CAO-2019-0051

Lawrence Artin, along with the Architect Team and Project Managers for the Multi-Use Recreation Complex, provided Council with a presentation of the project and

schematic design development phase required to maintain progress in advance of grant funding notification, revealing the design of the future building.
•full grant application submitted November 7th, waiting to hear from the Provincial government during the winter months and from the Federal government during the summer of 2020.
•if there are budget challenges, each component of the project stands alone and can moved ahead when appropriate

Valerie Stevens explained the next generation of libraries that provides online resources for learning and entertainment, community space, visual arts, sensory, historical and engineering programs and social events, for residents of all ages.

Lawrence Artin advised that Council approved a budget of $42 Million for this project, within acceptable parameters

Rob Wheater advised that grant funding was obtained that could either be used for this project or towards other growth-related projects in the community.

Moved by Councillor Fellini, Seconded by Councillor Sebo

RESOLUTION NO. C-2019-0623

1 That Council receive Report No. CAO-2019-0051 prepared by the Office of the CAO dated November 27, 2019 respecting the Schematic Design reveal for the Multi-use Recreation Complex (MURC).

2 That Council receive the presentation on the Schematic Design and big reveal.

3 That Council endorses the schematic design as per the recommendation from the project Steering Committee and be made aware that the project team and Steering Committee recommended to proceed with the Design Development Phase in order to maintain progress in advance of grant funding notification.

4 That Council be advised that as a result of the further review of the therapy tank, the Steering Committee and project team recommend the project move forward with the option for a two (2) depth leisure pool with separate spa, in addition to the lap pool as illustrated in the presentation.

Carried unanimously.

11. PUBLIC MEETINGS

(1) STATUTORY MEETING(S) UNDER THE PLANNING ACT OR MEETINGS PERTAINING TO THE CONTINUATION OF PLANNING MATTERS

(8:05pm)

(A) Application to Amend Zoning Bylaw No. 500
1084466 ONTARIO LTD. (c/o A&T HOMES)
Part Lot 18, Concession 9 (NG), Judge's Plan 602, Lot 39; w/s Edith Street, Sutton
AGENT: Michael Smith Planning Consultants

Report No. DS-2019-0143

Gord Mahoney of Michael Smith Planning Consultants, Agent:
•application submitted to facilitate the severance of one additional building lot on the west side of Edith Street
•Stable Residential Area designation according to the Jackson's Point Secondary Plan
•land use designation and zoning permit single family dwellings
•zoning requires a minimum lot frontage of 30 metres per lot, the application seeks a reduction to 23.5 metres or 77 feet
•if approved, the applicant will move forward to divide the subject property into two lots of equal size, each with 23.5 metres of frontage
•the proposal would exceed the minimum required lot area of 45 square metres
•application is consistent with all planning documents and represents good planning
•comments from some departments are still pending

Dustin Robson
•application submitted to allow consideration of future severance application
•R1-117 zoning came into effect July 31, 2006 as a result of the Willow Beach Servicing Project; the Town initiated the zoning bylaw amendment anticipating servicing and more development occurring as a result of the project
•implemented minimum frontages
•property identified to be in the R1-117 zoning area; zoning was assigned based on the lot sizes at the time; the R1-115 area had smaller lot sizes, while the R1-117 area had larger lot sizes
•Stable Residential Area designation permits low density residential development; committee of adjustment would be required to provide permission for a severance, no extension of public services would be necessary
•consistent with the Provincial Policy Statement, Greenbelt Plan, Growth Plan, Lake Simcoe Protection Plan and York Region Official Plan
•no objections or concerns received from departments and external agencies, awaiting outstanding comments
•letter of objection received from owners of lots across the road from the subject property, indicating a previous project on the street created disturbances and heavy truck traffic heaved the roadway, and believes two-storey homes on each of the subject lots would impede privacy on surrounding lots

•staff is recommending this application return to Council once outstanding comments have been received and after the applicant has addressed any concerns that may arise from this meeting or from the public
•Operations Department advises that no complaints have been receive regarding the heaving of the road, but a work order has been issued for investigation
•this is the first zoning by-law amendment application received in this situation, while more are possible as there are a number of properties to the south of the subject land that are similar in nature

Harold Lenters;
•the neighbourhood has a mixture of frontage sizes. No severances would be permitted if the community wishes the larger frontages to be maintained and preserved on this street. Staff could possibly engage with the owners of properties in the R1-117 zoned areas to obtain their overall vision.
•in order to prohibit severances, Council could increase minimum setbacks and minimum depths, and maintain a minimum height for buildings
•if a lot of record was to be severed, development charges would be payable in the amount of approximately $80,000 on each lot

•staff were directed to circulate information to the property owners to engage them
•cannot prohibit minor variance applications but setbacks and lot coverage requirements can be included in the zoning by-law amendment document that maintain the current streetscape.

Moved by Regional Councillor Grossi, Seconded by Councillor Sebo

RESOLUTION NO. C-2019-0624

1. That Council receive Report No. DS-2019-0143 prepared by the Planning Division, Development Services Department, dated November 27, 2019, respecting an application to amend Zoning By-law No. 500 submitted by Michael Smith Planning Consultants; Development Coordinators Ltd. on behalf of 1084466 Ontario Ltd. for the unaddressed property on Edith Street.

2. That Staff report back to Council following the receipt and assessment of internal department and external agency comments and after the applicant addresses any public and/or Council concerns raised at the statutory public meeting.

3. That Staff provide written notice of the next public meeting, a minimum of two weeks in advance of the date of said meeting, to the following:

    a. Any person or public body that has requested to be notified of any future public meeting(s); and,

b. Any person or public body that has requested to be notified of Council's decision regarding the approval or refusal of the subject application.

Carried.

(2) STATUTORY MEETING(S) UNDER OTHER LEGISLATION *None.*
(3) OTHER PUBLIC MEETINGS *None.*

12. REPORTS

(1) ADOPTION OF REPORTS NOT REQUIRING SEPARATE DISCUSSION

Moved by Councillor Harding, Seconded by Councillor Fellini

(A) N6 Initiative - Insurance Coverage and Risk Management Services

Report No. CAO-2019-0052

RESOLUTION NO. C-2019-0625

1. That Report No. CAO-2019-0052 prepared by the Clerk's Division, Office of the Deputy CAO, dated November 27, 2019, respecting the N6 initiative for Insurance Coverage and Risk Management Services be received.

2. That the Town enter into an agreement with BFL Canada Risk and Insurance Inc. (BFL) for insurance brokerage and risk management services, for a one (1) year term commencing January 1, 2020, based on a total annual insurance premium of $563,002 plus taxes, annual adjustments, and the addition of new assets and operations during the term.

3. That Council authorize the Manager of Procurement Services to award the contract for Insurance Coverage and Risk Management Services for the Town and execute all other necessary documents, subject to satisfactory performance of the contract.

4. That Council authorize the Director of Corporate Services / Treasurer to fund the excess insurance claims through the Tax Rate Stabilization Reserve, if the Town's insurance claims exceeds the approved Budget for 2020.

(B) Assumption of Various Roads within Phase 8
Plan of Subdivision 19T-10G02
Simcoe Landing Subdivision, Registered Plan 65M-4465

Report No. DS-2019-0139

RESOLUTION NO. C-2019-0626

1. That Council receive Report No. DS-2019-0139 prepared by the Development Engineering Division, Development Services Department, dated November 27, 2019 respecting the assumption of various roads within Phase 8 of the Simcoe Landing Subdivision on Registered Plan 65M-4465.

2. That Schedule "A" to By-law 94-60 (PWO-2) be further amended to assume various roads within the Simcoe Landing Subdivision on Registered Plan 65M-4465 (Phase 8).

Carried.

(2) REPORTS REQUIRING SEPARATE DISCUSSION

Report from the Development Services Department:

(C) Urban Hens

Report No. DS-2019-0140

Town staff provided a brief review of the report, suggesting chicken coops in residential areas could be permitted under 10 square metres in size, that they be located at least 2 metres from property lines and that a maximum number of properties per ward keeping hens could be determined.

Moved by Councillor Waddington, Seconded by Councillor Fellini

RESOLUTION NO. C-2019-0627

1. That Council receive Report No. DS-2019-0140 prepared by the Planning Division, Development Services Department, dated November 27, 2019, respecting Urban Hens.

2. That Council approve the proposed By-law, included as Attachment 5 to Report No. DS-2019-140, to enact a twenty-four (24) month pilot project regarding the keeping of urban hens.

3. That Council approve the proposed By-law to amend Exotic Animal By-law No. 2003-0072, included as Attachment '6' to Report No. DS-2019-0140, to recognize the implementation of a pilot project regarding the keeping of urban hens.

4. That Staff report back to Council regarding the outcome of the pilot project.

Carried.

•provide Council with an update on the Urban Hen Pilot Project following the first twelve (12) month period
•restrict coops to three (3) per ward
•permission not to be based on a 'first-come, first-serve' basis
•implement a 100 metre minimum separation distance between coops
•four (4) hens per house
•mandatory workshop for potential hen owners
•offer amnesty to those residents currently operating a coop as long as they abide by the rules of the pilot project

Report from the Operations and Infrastructure Department:

(D) Queensway North Box Culvert Reconstruction – Additional Contingency Funding Required

Report No. OI-2019-0016

•staff was requested to investigate Issue Nos. 6 and 7 on page 2 of the report, specifically; Issue No. 6 "Haulage of Unsuitable Material", and Issue No. 7 "Disposal of Unsuitable Material".

Moved by Councillor Waddington, Seconded by Councillor Fellini

RESOLUTION NO. C-2019-0628

1. That Council receive Report No. OI-2019-0016 prepared by the Operations and Infrastructure Department dated November 27, 2019 regarding the Queensway North Box Culvert Reconstruction.

2. That staff enter into discussion with the contractor to review the summary of change orders individually and renegotiate the costs, and report back to Council prior to paying out any funds for the replacement of The Queensway North Culvert, Project 16-PWK-6, from the Roads Infrastructure Reserve,

Carried.

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

(1) Dispositions/Proclamations

(A) Garry and Elizabeth Johnston requesting the 'no parking' regulation be waived on Saturday, February 15th and Sunday, February 16th, 2020, from 6:00 a.m. to 5:00 p.m. at Rayner's Park in the area of Rayners Road & Lake Drive North, to accommodate the participants of the 5th Lake Simcoe Championship Ice Fishing Derby.

Moved by Councillor Fellini, Seconded by Councillor Harding

RESOLUTION NO. C-2019-0629

That Council waive the 'no parking' regulation on Saturday, February 15th and Sunday, February 16th, 2020, from 6:00 a.m. to 5:00 p.m. at Rayner's Park in the area of Rayners Road & Lake Drive North, to accommodate the participants of the 5th Lake Simcoe Championship Ice Fishing Derby and refer the waiver to staff to make the appropriate arrangements.

Carried.

(B) Town of Whitchurch-Stouffville advising of its position to lobby the Provincial and Federal Governments to ban single-use disposable wipes.

Moved by Councillor Harding, Seconded by Regional Councillor Grossi

RESOLUTION NO. C-2019-0630

That Council endorse the position of the Town of Whitchurch-Stouffville to lobby the Provincial and Federal Governments to ban single-use disposable wipes.

Carried.

(2) General Information Items *None.*
(A) Information Items
(B) Briefing Notes

(I) Electrical Upgrades – Decorative Seasonal Lighting

Moved by Councillor Fellini, Seconded by Regional Councillor Grossi

RESOLUTION NO. C-2019-0631

That staff be requested to complete installation of 35 outdoor seasonal decorative lighting electrical fixtures, follow the competitive bid process for the remaining 19 electrical fixtures and report to Council with the results.

Carried.

Staff was requested to advise Council Members of the location of all seasonal decorations within the Town.

(3) Committee of Adjustment Planning Matters *None.*
(A) Under Review
(B) Recommendations
(C) Decisions

14. MOTIONS/NOTICES OF MOTION *None.*

15. REGIONAL BUSINESS

•Region of York did their budget last week, three-year budget, 3.96%, $39 annual increase for Town of Georgina

16. OTHER BUSINESS

Moved by Councillor Fellini, Seconded by Councillor Harding

RESOLUTION NO. C-2019-0632

That Ryan Cronsberry be appointed as a member of the Georgina Community Health Care Council as the Town representative.

Carried.

17. BY-LAWS

Moved by Councillor Waddington, Seconded by Councillor Fellini

That the following by-laws be adopted:

(2) Bylaw No. 2019-0114 (PWO-2), a bylaw to amend Bylaw No. 94-60 (PWO-2) and assume certain roads as public highway in the Town of Georgina, Phase 8, Simcoe Landing Subdivision.

Carried.

18. CLOSED SESSION

(1) Motion to move into closed session of Council

Moved by Councillor Waddington, Seconded by Councillor Harding

That the Council meeting convene into Closed Session at 10:24pm, observe a five-minute recess, and convene the closed session business at 10:30pm pursuant to Section 239 of The Municipal Act, 2001, as amended, to deal with the following matter:

(A) LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS, SECTION 239(2)(d), MA;

- Verbal Update, Collective Bargaining C.U.P.E. 905.03

Carried.

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

Moved by Councillor Sebo, Seconded by Councillor Fellini

That the Council Meeting reconvene from Closed Session at 11:11pm and report on matters discussed in closed session.

Carried.

Moved by Councillor Harding, Seconded by Councillor Fellini

RESOLUTION NO. C-2019-0633

In regard to the Closed Session Item No. 18(1)(A), being a labour relations or employee negotiations matter, that Council receive the verbal update provided by the Human Resources Director and direct staff to proceed as discussed.

Carried.

Moved by Councillor Harding, Seconded by Councillor Waddington

That the meeting continue past the four-hour time limit.

Carried.

19. CONFIRMING BY-LAW

Moved by Councillor Sebo, Seconded by Councillor Waddington

That the following by-law be adopted:

(1) By-law No. 2019-0115 (COU-2), a by-law to confirm the proceedings of Council on November 27, 2019.

Carried.

20. MOTION TO ADJOURN

Moved by Regional Councillor Grossi, Seconded by Councillor Harding

That the meeting adjourn at 11:12pm

Carried.

_____
Margaret Quirk, Mayor

_____
Rachel Dillabough, Town Clerk

THE CORPORATION OF THE TOWN OF GEORGINA

COUNCIL MINUTES

Wednesday, December 11, 2019
6:03 PM

Staff:
David Reddon, Chief Administrative Officer
Harold Lenters, Director of Development Services
Dan Buttineau, Director of Recreation and Culture
Ron Jenkins, Director of Emergency Services and Fire Chief
Rob Wheater, Director of Corporate Services and Treasurer
Bev Moffatt, Director of Human Resources
Rob Flindall, Director of Operations and Infrastructure
Ryan Cronsberry, Deputy Chief Administrative Officer
Lawrence Artin, Head, Special Capital Initiatives
Tolek Makarewicz, Senior Policy Planner
Shawn Conde, Manager of Information Technology
Robert Fortier, Manager, Capital Projects/Operations & Infrastructure
Anne Winstanley Communication Supervisor
Rachel Dillabough, Town Clerk
Carolyn Lance, Council Services Coordinator

A moment of meditation was observed.

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

The following Members of Council were present:

Mayor Quirk
Councillor Waddington
Councillor Sebo (arrived at 6:15pm)
Councillor Neeson
Regional Councillor Grossi
Councillor Fellini
Councillor Harding

4. INTRODUCTION OF ADDENDUM ITEM(S)

•Item No. 12(2)(F), Report of Integrity Commissioner, Complaint Reference Number IC-112-0819 entitled 'Final Investigation Report of the Integrity Commissioner'
•Item No. 12(2)(G), Report No. CS-2019-0021 entitled 'Summary of the 2020 Budget for the Town of Georgina'
•Item No. 13(2)(B)(ii), Briefing Note, 'Establishing Internet Service Fees for Residential and Business Customers'
•Item No. 17(2), Bylaw Number 2019-0121 (AD-5), a bylaw to establish Fees and Charges for Corporate Services
•Item No. 17(5), Bylaw Number 2019-0125 (AD-5), a bylaw to establish Internet Service Fees for residential and Business customers using Broadband Infrastructure owned and operated by the Town of Georgina
•Item No. 17(6), Bylaw Number 2019-0126 (AD-2), a bylaw to provide for the Appointment of a Presiding Officer
•Item No. 10(1), Presentation by Sue Wakeling representing the Voices of Georgina Choir, was withdrawn

5. APPROVAL OF AGENDA

Moved by Councillor Waddington, Seconded by Councillor Fellini

RESOLUTION NO. C-2019-0726

That the December 11, 2019 Council Agenda, with the following addendum items, be approved:

•Item No. 12(2)(F), Report of Integrity Commissioner, Complaint Reference Number IC-112-0819 entitled 'Final Investigation Report of the Integrity Commissioner'
•Item No. 12(2)(G), Report No. CS-2019-0021 entitled 'Summary of the 2020 Budget for the Town of Georgina'
•Item No. 12(2)(B)(ii), Briefing Note, 'Establishing Internet Service Fees for Residential and Business Customers'
•Item No. 17(2), Bylaw Number 2019-0121 (AD-5), a bylaw to establish Fees and Charges for Corporate Services
•Item No. 17(5), Bylaw Number 2019-0125 (AD-5), a bylaw to establish Internet Service Fees for residential and Business customers using Broadband Infrastructure owned and operated by the Town of Georgina
•Item No. 17(6), Bylaw Number 2019-0126 (AD-2), a bylaw to provide for the Appointment of a Presiding Officer
•Item No. 10(1), Presentation by Sue Wakeling representing the Voices of Georgina Choir, was withdrawn

Carried.

6. DECLARATIONS OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

Councillor Neeson declared a conflict with Addendum Item No. 12(2)(G) as he declared a conflict with all staffing items during the budget deliberations and asked that the recommendation respecting the unionized staffing issues be separated out for consideration.

Regional Councillor Grossi request clarification from Andrew Biggart, Town Solicitor, on whether or not he should declare a conflict with Addendum Item No. 12(2)(F); the CAO advised that Mr. Biggart will be in attendance shortly and will provide clarification at that time.

Mayor Quirk moved forward Item No. 18 at this time.

18. CLOSED SESSION

(1) Motion to move into closed session of Council

Moved by Councillor Waddington, Seconded by Regional Councillor Grossi

That Council Members convene into Closed Session at 6:10pm to deal with the following matter:

(A) ADVICE THAT IS SUBJECT TO SOLICITOR-CLIENT PRIVILEGE INCLUDING COMMUNICATIONS NECESSARY FOR THAT PURPOSE, SECTION 239 (2)(f), MA;

-AND-

(B) LITIGATION OR POTENTIAL LITIGATION, INCLUDING MATTERS BEFORE ADMINISTRATIVE TRIBUNALS, AFFECTING THE MUNICIPALITY OR LOCAL BOARD, SECTION 239 (2)(e), MA
-Solicitor Update – Pefferlaw Fire Hall

Carried.

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

Moved by Councillor Harding, Seconded by Councillor Fellini

That the Council Members arise from Closed Session at 6:49pm with the following report:

Moved by Councillor Harding, Seconded by Councillor Neeson

RESOLUTION NO. C-2019-0727

In regard to Closed Session Item No. 18(1) under Sections 239 (2) (e) and (f) of the Municipal Act being advice that is solicitor-client privilege necessary for the purposes, and litigation or potential litigation including matters before administrative tribunals affecting the municipality;

1. That Council receive the Town Solicitor's update regarding the Pefferlaw Fire Hall and direct the Town Solicitor and staff to proceed as discussed.

Carried.

Moved by Councillor Waddington, Seconded by Councillor Fellini

That the Council Meeting recess at 6:50pm

Carried.

The Council Meeting reconvened at 7:03pm

6. DECLARATIONS OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

Regional Councillor Grossi declared a conflict with Item No. 12(2)(F) respecting ownership of his Lake Drive property.

7. ADOPTION OF MINUTES

Moved by Councillor Waddington, Seconded by Councillor Fellini

RESOLUTION NO. C-2019-0728

That the following sets of Minutes be adopted as presented:

(1) Minutes of the Council Meeting held on November 6, 2019

(2) Minutes of the Council Meeting held on November 13, 2019

(3) Minutes of the Council Meeting held on November 20, 2019

Carried.

3 COMMUNITY ANNOUNCEMENTS

•Saturday, December 14, Opening of The ROC facility for the winter season
•Wednesday, December 11, Opening of the Pefferlaw Ice Pad
•Tuesday, December 31st, New Year's Eve Family Countdown at The ROC, 5:00-8:00pm, free admission
•Thursday, December 19, Serena Ryder Concert at the Stephen Leacock Theatre, 8:00pm
•Congratulations extended to the Women's Support Network of York Region; made presentation to "100 Men Who Give A Damn" Newmarket-Aurora Chapter, made pitch to them, they were the winners of between $6,000 and $8,000
•Sunday, December 22, Menorah Lighting and Hanukkah Celebration, Jackson's Point Parkette, 5:00-6:00pm

Mayor Quirk moved forward and dealt with Item Nos. 12(2) (B) and (F)

12. REPORTS

(2) REPORTS REQUIRING SEPARATE DISCUSSION:

(B) Application for Deeming Bylaw Approval
BETHANY & PAUL McMULLEN
Lots 18 & 19, Plan 302, 44-46 Blue Heron Drive, Pefferlaw

Report No. DS-2019-0145

Moved by Councillor Harding, Seconded by Councillor Waddington

RESOLUTION NO. C-2019-0729

1. That Council receive Report No. DS-2019-0145 prepared by the Planning Division, Development Services Department, dated December 11, 2019 respecting an application for deeming by-law approval for 44-46 Blue Heron Drive, Pefferlaw.

2. That Council approve the application submitted by Bethany and Paul McMullen to deem Lots 18 and 19, Plan 302 not to be lots on a registered plan of subdivision for the purpose of Section 50(3) and in accordance with Section 50(4) of the *Planning Act*, R.S.O. 1990.

3. That Council pass a by-law to deem Lots 18 and 19, Plan 302 not to be lots on a registered plan of subdivision for the purpose of Section 50(3) and in accordance with Section 50(4) of the *Planning Act*, R.S.O. 1990.

Carried.

(F) Final Investigation Report of the Integrity Commissioner

Complaint Reference Number IC-112-0819

Andrew Biggart, Town Solicitor, advised that Town Council is to receive the Final Investigation Report of the Integrity Commissioner, to deal with whether or not a penalty should be imposed and if so, what the penalty will be. The report recommends that having found that the Regional Councillor was in a conflict of interest, he receive a 10-day suspension of pay; the Act allows for anything from a reprimand to up to 90 days suspension of pay.

Regional Councillor Grossi declared a conflict and can speak to the issue of potential for penalty in terms of whether it should be imposed or not. He is entitled to make submissions, but not acting as a Member of Council. He can ask questions and answer questions asked of him. He is not sitting or speaking as a councillor.

The finding of the Integrity Commissioner is her finding as an independent third party as to whether there was or was not a conflict of interest. If anyone has a dispute to that decision, the appropriate remedy is in court, not in Council.

Any penalty would be directly related to the decision of the Integrity Commissioner.

Robert Grossi;
•his understanding of a conflict is "...any action, inaction or decision by a public official or public employee in the discharge of his/her official duties that would materially affect his/her or family members or any person he is associated with ...."; he does not believe the penalty reflects, or is consistent with, the information provided to the Integrity Commissioner during her investigation.
•he possesses a deed indicating that he purchased the land to the water's edge except for the part used as a travelled road; he exercised that ownership and has not been contacted by anyone questioning their ownership.
•there is no cloud on title, no notices on the property, no one has contested ownership of his property, verbally or in writing
•he was given permits to do restorative shoreline work six years ago as owners of the property and it was made clear by the Conservation Authority and Ministry of Natural Resources that permits are only issued to property owners.
•the penalty relates to ownership of the land; if they did not own the land, he would have declared the conflict. He does own the land and does not have a conflict.
•he obtained an opinion many years ago from a solicitor that he should declare a conflict to err on the side of caution; he did so and has regretted it ever since.
•the Integrity Commissioner's report says 'the waterfront lands across from the Grossi property may be owned by the Town'; 'may' is not definitive. If the land wasn't owned by him, he would have declared a conflict.
•he does not need to try to acquire the adjacent lands because he already owns them; requested that the Town through whatever means, establish ownership of his lands prior to consideration of the Integrity Commissioner's report

Andrew Biggart:
•the avenue to challenge the Integrity Commissioner's report is a judicial review in the courts, akin to an appeal
•it is for the individual Council member to make a determination as to whether or not he/she has a pecuniary interest
•appointment of an Integrity Commissioner is a new requirement for every municipality and that individual is available to all councillors to answer all inquiries as to potential conflicts

Moved by Councillor Waddington, Seconded by Councillor Neeson

That the Rules of Procedure be waived to permit Robert Grossi to address Council.

Carried

Robert Grossi;
•he is willing to declare a conflict with the Lake Drive ownership issue going forward until such time that staff have investigated the ownership
•it is clear, through his documents with the deed from 1985 and work done 6 years ago with a permit issued to him as the property owner, that he has done nothing wrong
•an appeal could become a costly matter and will not risk money set aside for his daughter's education to clarify ownership of a piece of property and a deed clearly showing his and his wife's ownership.

Andrew Biggart;
•dealing with a violation of conflict of interest rules
•once a finding as to a title is determined, there is no mechanism he is aware of to allow for the penalty, if any is imposed, to be reversed, appealed or rescinded; if a penalty is imposed tonight, it will stand subject to an application for a judicial review.
•the Integrity Commissioner did not have evidence that said Robert Grossi absolutely owned title to the land and based upon that, she found a conflict of interest; Council can only determine the penalty.

Moved by Councillor Neeson, Seconded by Councillor Waddington

That the Rules of Procedure be waived to permit Robert Grossi to address Council.

Carried.

Robert Grossi challenged Mr. Biggart's comments; it is clearly a requirement of the Integrity Commissioner to decide if he owned or did not own the property with which he did not declare a conflict.

Andrew Biggart;
•suggested that if Mr. Grossi sued the Town for imposing a penalty, he would not be successful
•Council is entitled to receive advice from the Solicitor about various options available to them under Section 239(2)(e) regarding Litigation or Potential Litigation and Section 239(2)(f) regarding Solicitor-Client Privilege, and allow questions to be asked of the lawyer without divulging the questions to members of the public and preventing the public from hearing the advice.

Moved by Councillor Sebo, Seconded by Councillor Waddington

That the Council Members move into Closed Session to discuss matters subject to Solicitor-Client privilege, Section 239(2)(f), MA.

Defeated.

Moved by Councillor Neeson, Seconded by Councillor Waddington

That the Council Members observe a five-minute recess at 8:00pm

Carried.

The Council Meeting reconvened at 8:06pm

Andrew Biggart;
•by his interpretation of the Act, he does not see the ability for Council to make a contingent or delayed penalty; they can either impose a reprimand or suspend remuneration paid to the member with respect to his/her services
•the role of the Integrity Commissioner is finished and a decision made; a court of appeal would be the next step
•in a judicial review application, parties have not sought costs
•a certainty of title may be determined within a month; no detriment to the Town in either making a decision tonight or in deferring the decision

Moved by Councillor Fellini, Seconded by Councillor Neeson

RESOLUTION NO. C-2019-0730

That Council receive the Integrity Commissioner's report entitled 'Final Investigation Report of the Integrity Commissioner, Complaint Reference Number IC-112-0819' concerning a complaint brought by Joanne Henderson, the Complainant, against Regional Councillor/Deputy Mayor Robert Grossi under the Municipal Conflict of Interest Act, R.S.O. 1990, Chapter M.50, and that Council follow the recommendations of the report by imposing a 10-day suspension of pay.

A recorded vote was requested; the Town Clerk recorded the vote as follows:

	YEA	NAY
Councillor Neeson	x	
Councillor Fellini	x	
Councillor Sebo	x	
Mayor Quirk	x	
Councillor Harding	x	
Councillor Waddington	x	

YEA - 6 NAY - 0

Carried.

8 SPEAKERS *None.*

9 DELEGATIONS/PETITIONS *None.*

10 PRESENTATIONS

(1) Presentation by Sue Wakeling, representing the Voices of Georgina Choir.

Item 10(1) was withdrawn.

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.*

Regional Councillor Grossi left the meeting at 8:21pm

12 REPORTS

(1) ADOPTION OF REPORTS NOT REQUIRING SEPARATE DISCUSSION

Moved by Councillor Waddington, Seconded by Councillor Harding

(A) Credit Facilities Approval for 2020 Fiscal Year

Report No. CS-2019-0020

RESOLUTION NO. C-2019-0731

1. That Council receive Report No. CS-2019-0020 prepared by the Finance Division of the Corporate Services Department dated December 11, 2019 respecting the Credit Facilities Approval for 2020 Fiscal Year.

2. That Council authorize the Mayor and the Treasurer to jointly enter into borrowing agreements, should the unanticipated need arise, by way of promissory note, the amounts required to meet the current expenditures of the Corporation in 2020, until property taxes are collected and other revenues are received, not to exceed the limits established under the *Municipal Act,* being specifically:

   a) From January 1 to September 30, 50% of the total estimated revenues for the preceding year; and

   b) From October 1 to December 31, 25% of the total estimated revenues for the preceding year.

   c) That Council adopt a by-law as presented on today's agenda to give effect to the above-noted recommendations.

(D). Drinking Water Quality Management Standard (DWQMS) Commitment and Endorsement of Quality Management System (QMS) Operational Plan

Report N. OI-2019-0012

RESOLUTION NO. C-2019-0732

1. That Council receive Report No. OI-2019-0012 prepared by the Operations and Infrastructure Department, dated December 11, 2019 with respect to the Town of Georgina Quality Management System (QMS) Operational Plan for the Keswick & Sutton Water Distribution Subsystem.

2. That Council endorse the Operational Plan for the Keswick & Sutton Water Distribution Subsystem as presented to Council, including the Quality Management Policy and;

3. That Council authorize the Mayor and Clerk, to sign the 'Owner and Top Management Commitment and Endorsement, Form OP03'.

Carried.

(2) REPORTS REQUIRING SEPARATE DISCUSSION

Reports from the Development Services Department:

(C) Cannabis Production Facilities Draft Zoning Bylaw Amendment
Planning Division

Report No. DS-2019-0149

Tolek Makarewicz reviewed the report, presenting the draft zoning by-law amendment prepared by staff for cannabis production facilities. The Town Solicitor has advised that the draft zoning by-law should not restrict or regulate registered persons permitted to grow cannabis for their own medical purposes or the personal cultivation of cannabis plants as permitted by the Cannabis Act.

Council suggestions;
•increase parking requirement to a minimum of two spaces for designated production facilities and the required spaces to be growth-based,based on the square metres as indicated in the report
•staff was requested to expedite the holding of the second public meeting to the end of March 2020, or beginning of April 2020, rather than May 2020, taking into consideration the growing season and the required passing of the bylaw
•regarding the Communication Strategy for a dedicated web page, staff was requested to create a dedicated section on the Economic Development specific webpage respecting Cannabis
•staff was requested to consider permitting some degree of open storage in the M2 zone along the same lines as other industrial uses
•staff was requested to determine the appropriate Canadian and Ontario-based Association of Cannabis Growers and forward a copy of this report for their comments

Moved by Councillor Waddington, Seconded by Councillor Neeson

RESOLUTION NO. C-2019-0733

1. That Council receive Report No. DS-2019-0149 prepared by the Planning Division, Development Services Department dated December 11, 2019 respecting a draft zoning by-law for cannabis production facilities.

2. That Planning staff be directed to initiate a general zoning by-law amendment as it relates to cannabis production facilities.

Carried.

Mayor Quirk moved forward and dealt with Item No. 13(2)(B)(i)

13 DISPOSITION/PROCLAMATIONS, GENERAL INFORMATIONITEMS AND COMMITTEE OF ADJUSTMENT

(B) Briefing Notes

(i) Town of Georgina's 2019-2023 Strategic Plan, Annual Report Card

•would like to see a measure involved with regard to enhanced partnerships
•'Promote a high quality of life', include a measure, respecting either waterfront access or waterfront recreational opportunities and potential synergies as we embark on Phase 1 of the Waterfront Master Plan; access and recreation with respect to Lake Simcoe specific to promoting a high quality of life.

Moved by Councillor Harding, Seconded by Councillor Neeson

RESOLUTION NO. C-2019-0734

That the Briefing Note provided by staff concerning the Town of Georgina's 2019-2023 Strategic Plan, Annual Report Card, be received.

Carried.

David Reddon left the meeting at this time, Ryan Cronsberry assumed the CAO's chair (9:18pm).

Reports from the Operation and Infrastructure Department:

(E) Road Reconstruction and Asphalt Resurfacing and Road Improvements – 2020 Additional Work Plan

Report No. OI-2019-0013

Discussion;
•suggested that staff request the Region to expedite High Street by including it on its ten-year plan
•staff requested to address various condition issues with the following roads; Market Square (dilapidated state), Pinery Lane (standing water), Middle Street (poor condition), Malone Wharf road end (poor condition, standing water, irregular surface), Pete's Lane (large deep hole 30 feet in from Pefferlaw Road and general surface), Mount Pleasant Trail, among others

Moved by Councillor Neeson, Seconded by Councillor Waddington

RESOLUTION NO. C-2019-0735

1. That Council receive Report No. OI-2019-0013 prepared by the Capital Projects Division, Operations and Infrastructure Department dated December 11, 2019 respecting the work plan for the 2020 road resurfacing program.

2. That Council authorize staff to proceed with detailed design for the additional work plan for road reconstruction in 2020, and procurement of additional contracted services.

3. That Council Authorize staff to investigate partnership opportunities with the Regional Municipality of York (Region) and the Northern Six Municipalities for the shared use of the Region's Pavement Management System and Engineering Services, including participation in the 2020-2021 Pavement Data Collection Program, and report back to Council with a proposed cost sharing framework.

Carried.

(G) Summary of the 2020 Budget for the Town of Georgina

Report No. CS-2019-0021

Rob Wheater reviewed the report, advising that the 2020 Budget passed on December 4th includes a 2.94% tax levy increase for the Town's operating budget, plus an additional contribution of 1% to capital infrastructure levy in line with Long Range Financial Plan recommendations, for a total increase of 3.94%. The recommendations have been updated in the report to reflect Councillor Neeson's conflict of interest and to update a minor error in the bylaw to reflect the total tax levy to $45,305,080 with no impact to the 3.94% tax increase or expenditures.

Rob Wheater provided the following information concerning grants the Town took advantage of in 2019; received just under $1.9 Million in grants including a grant from the Ontario Community Infrastructure Fund of $1.4 Million and the Provincial Efficiency Grant of $283,000, plus $2.8M in Federal Gas Tax. The following fundraising efforts conducted in 2019 included the Mayor's Golf Tournament raising $55,000, the internal United Way Campaign raising $10,000, Movember raising $9,500, the Run for Southlake, amount raised unknown, the Windham Park Slide fundraiser raising $1,500, the Wheelchair Slide fundraiser raising $2,000 and the Charity Motorcycle Ride raising $6,000 for the Legion.

Moved by Councillor Neeson, Seconded by Councillor Fellini

RESOLUTION NO. C-2019-0736

1. That Council receive Report No. CS-2019-0021 prepared by the Corporate Services Department, dated December 11, 2019 respecting the 2020 Budget for the Town of Georgina excluding the unionized C.U.P.E. positions.

Carried.

Moved by Councillor Fellini, Seconded by Councillor Harding

RESOLUTION NO. C-2019-0737

2. That Council receive Report No. CS-2019-0021 prepared by the Corporate Services Department, dated December 11, 2019 respecting the 2020 Budget for the Town of Georgina including the unionized C.U.P.E. positions and to authorize the Treasurer to amend Bylaw No. 2019-0016 (TA-1) to adjust the total tax levy to $45,305,080.

Carried.

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

(1) Dispositions/Proclamations

(A) Georgina Waterways Advisory Committee recommending Council investigate the most expeditious, cost-effective action to restore the navigability at the mouth of the Black River and maintain the navigability once established.

Moved by Councillor Sebo, Seconded by Councillor Harding

RESOLUTION NO. C-2019-0738

That the memorandum from the Georgina Waterways Advisory Committee recommending Council investigate the most expeditious, cost-effective action to restore the navigability at the mouth of the Black River and maintain the navigability once established, be received and referred to the Head of Special Capital Initiatives, the Office of the CAO and the Director of Operations and Infrastructure for consideration.

Carried.

(B) Region of York respecting 'Parking and Stopping Prohibitions on Regional roads.

Moved by Councillor Waddington, Seconded by Councillor Sebo

RESOLUTION NO. C-2019-0739

That correspondence from the Region of York respecting its report entitled 'Parking and Stopping Prohibitions', indicating implementation of a 24 hours, 7 days a week parking prohibition on the west side of Metro Road at Shorecrest Road to improve sightline safety at the school crosswalk between pedestrians crossing the crosswalk and vehicles travelling southbound on Metro Road, and the continuation of on-street parking north and south of the proposed prohibition, be received.

Carried.

(2) General Information Items

(B) Briefing Notes

(ii) Establishing Internet Service Fees for Residential and Business Customers

Moved by Councillor Waddington, Seconded by Councillor Neeson

RESOLUTION NO. C-2019-0740

That the Briefing Note respecting the establishment of Internet Service Fees for Residential and Business Customers, be received.

Carried.

(A) Information Items

Moved by Councillor Neeson, Seconded by Councillor Harding

RESOLUTION NO. C-2019-0741

That the General Information Listing for December 11, 2019, with the exception of Items (ii) and (iii) that were requested to be separated for discussion, be received.

Carried.

Moved by Councillor Sebo, Seconded by Councillor Fellini

RESOLUTION NO. C-2019-0742

That General Information Item No. (ii) being correspondence from the Region of York respecting policy updates to the Municipal Streetscape Partnership Program and the Pedestrian and Cycling Partnership Program, be received and referred to the

Economic Development Department, Economic Development Committee, Georgina Trails and Master Plan Committee and the Operations and Infrastructure Department.

RESOLUTION NO. C-2019-0743

That General Information Item No. (iii) being correspondence from the Region of York respecting a place-based approach to prepare a Community Safety and Well-Being Plan for York Region be received and referred to the Chief Administrative Officer, Deputy Chief Administrative Officer and the Georgina Equity and Diversity Committee for reference.

Carried.

(3) Committee of Adjustment Planning Matters
- (A) Under Review
- (B) Recommendations
- (C) Decisions

Moved by Councillor Harding, Seconded by Councillor Waddington

RESOLUTION NO. C-2019-0744

That the Committee of Adjustment Planning Matters for December 11, 2019 be received.

Carried.

14. MOTIONS/NOTICES OF MOTION *None.*

15. REGIONAL BUSINESS *None.*

16. OTHER BUSINESS *None.*

17. BY-LAWS

Moved by Councillor Harding, Seconded by Councillor Fellini

That the following by-laws be adopted:

(1) Bylaw Number 2019-0120 (AD-1), a bylaw to authorize temporary borrowings in 2020

(2) Bylaw Number 2019-0121 (AD-5), a bylaw to establish Fees and Charges for Corporate Services

(3) Bylaw Number 2019-0122 (PL-1), a bylaw to Deem certain Registered Plans of Subdivision or parts thereof not to be Registered Plans of Subdivision for

the purposes of Section 50(3) of The Planning Act, R.S.O. 1990, as amended; McMullen, 44-46 Blue Heron Drive, Pefferlaw

(4) Bylaw Number 2019-0123 (GR-1), being a bylaw to execute a Transfer Payment Agreement with Her Majesty The Queen In Right of the Province of Ontario as represented by The Minister of Transportation for the province of Ontario, for funding under the Community Transportation Grant Program

(5) Bylaw Number 2019-0125 (AD-5), a bylaw to establish Internet Service Fees for Residential and Business customers using Broadband Infrastructure owned and operated by the Town of Georgina.

(6) Bylaw Number 2019-0126 (AD-2), a bylaw to provide for the Appointment of a Presiding Officer

Carried.

19. CONFIRMING BY-LAW

Moved by Councillor Sebo, Seconded by Councillor Harding

That the following by-law be adopted:

(1) Bylaw No. 2019-0124 (COU-2), a bylaw to confirm the proceedings of Council on December 11, 2019.

Carried.

20. MOTION TO ADJOURN

Moved by Councillor Fellini, Seconded by Councillor Neeson

That the meeting adjourn at 9:42pm

Carried.

_____
Margaret Quirk, Mayor

_____
Rachel Dillabough, Town Clerk

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. DS-2020-0001

FOR THE CONSIDERATION OF COUNCIL JANUARY 15, 2020

SUBJECT: KESWICK SECONDARY PLAN REVIEW PHASE 1 STATUS UPDATE PLANNING DIVISION FILE: 02.195

1. RECOMMENDATION:

1. **That Council receive Report No. DS-2020-0001 prepared by the Planning Division, Development Services Department dated January 15, 2020 respecting the Keswick Secondary Plan Review Phase 1 Status Update.**

2. PURPOSE:

The purpose of this report is to provide a Phase 1 status update on the Keswick Secondary Plan Review (KSPR) as it relates to the deliverables and public consultation that have been completed to date, as well as to outline the next steps to be undertaken.

3. BACKGROUND:

On March 6, 2019, staff reported to Council on the proposed KSPR and Steering Committee Formation (Report DS-2019-0016). The purpose of the report was three-fold:

1) To provide Council with a high level overview of the major components of the KSPR;

2) To request that three members of Council be appointed to sit on the KSPR Steering Committee; and,

3) To request Council to authorize the Office of the Clerk and the Selection Committee to commence the selection process to appoint four members of the public to sit on the Steering Committee.

On April 3, 2019, Council passed Resolution No. C-2019-0251 to appoint Councillor Waddington (Ward 1) and Councillor Fellini (Ward 2) to the KSPR Steering Committee. Mayor Quirk also sits on the Committee as an ex-officio member.

On June 26, 2019, through Resolution No. C-2019-0410, Council approved the KSPR Steering Committee Terms of Reference and appointed four members of the public to sit on the Steering Committee.

Also on June 26, 2019, staff informed Council through a Briefing Note that The Planning Partnership (TPP) was selected by the Evaluation Committee as the successful consulting firm to carry out the KSPR. TPP will serve as Lead Consultant for the project, providing policy planning, growth management, consultation and communications, urban and architectural design, GIS mapping, and project management services. TPP will be supported by a sub-consulting team which includes:

- urbanMetrics, a real estate strategy firm, who will provide their expertise on commercial and employment land analysis, as well as act as an advisor with respect to addressing affordable housing;

- BA Group, a transportation consulting firm, who will undertake all transportation-related work, in particular addressing transportation demand management strategies; and,

- Plan B Natural Heritage, an environmental consulting firm, who will complete the required environmental policy and mapping review/update.

As explained in Report DS-2019-0016, Official Plan/Secondary Plan reviews are typically completed in three (3) major phases: 1) Background Research and Analysis; 2) Issues/Options/Policy Direction; and, 3) Drafting of the Plan. The KSPR is currently in the beginning of Phase 2. Below is a summary of what took place during Phase 1.

4. REPORT:

Since staff last reported to Council on June 26, 2019 regarding the consultant selection, the major tasks of Phase 1 have taken place as discussed below.

4.1 DELIVERABLES

4.1.1 Work Program

One of the first tasks completed by the project team was finalizing the work program. The work program provides an outline of the major tasks to be completed in each phase of the project and the general timing of each. Attachment 1 is a copy of the Gantt Chart and Attachment 2 is a copy of the Graphic Work Program. This report represents Task 1.11 (Council Presentation) on the Gantt Chart and Council Meeting 1 on the Graphic Work Program.

4.1.2 Community and Stakeholder Engagement Strategy

Public involvement in the planning process is critical as it leads to more informed, and therefore, better decision-making. A key component of every phase of the KSPR is to engage, educate, and seek feedback from the public. The project team developed a Community and Stakeholder Engagement Strategy which sets out the framework for consultation over the course of the project utilizing various methods of engagement. Attachment 3 is a copy of the Community and Stakeholder Engagement Strategy.

4.1.3 Dedicated Webpage and Email Address

A dedicated webpage and email address have been created for the KSPR. The webpage provides access to information and updates related to the project. The webpage contains an introduction to the project, information about public and stakeholder engagement opportunities, staff reports to Council related to the project, background information and consultant reports, Steering Committee and Technical Advisory Committee information, and frequently asked questions.

The dedicated project email address is utilized to:

1. Receive comments and questions from the public; and,

2. Circulate information, notices and updates to the project's interested parties list.

Webpage: www.georgina.ca/KSPR
Email address: kspr@georgina.ca

4.1.4 Project Wordmark

The project team in consultation with Communications staff developed a wordmark for the KSPR. The wordmark aligns with the Town's corporate brand and accessibility requirements, while creating an identifiable brand image for the project. The wordmark is being used on external communications (notices, letterheads, social media, etc.) and deliverables related to the project.

Plan Keswick

4.1.5 Background Reports

A major deliverable of Phase 1 has been the preparation of background reports for key components of the review. In total there have been 5 background reports prepared, including:

- Planning Review Report prepared by TPP;
- Commercial and Employment Land Analysis prepared by urbanMetrics;
- Transportation Analysis prepared by BA Group;
- Natural Environment Background Report prepared by Plan B Natural Heritage; and,
- Urban & Architectural Design Guidelines Annotated Table of Contents prepared by TPP.

These background reports outline the current policy framework and existing conditions and identify opportunities and constraints/challenges as it relates to future growth and development within Keswick.

Due to the length of the background reports, they have not been attached; however, they can be viewed online through the project's dedicated webpage (www.georgina.ca/KSPR). Each report is identified below with some of its key findings:

Planning Review Report prepared by TPP

- Opportunities:
  - The provincial Growth Plan requires York Region to have a minimum target of 50 residents and jobs/ha for "greenfield" development and 50% intensification for residential development. The Municipal Comprehensive Review (MCR) currently being undertaken by York Region to update its Official Plan will result in specific minimum targets being assigned to Georgina. From these assignments, the project team will need to determine how future growth will be distributed to the settlement areas within Town. Consideration should be had for assigning higher targets to Keswick to offset other areas of the Town expected to accommodate less growth.
  - Limited unplanned "greenfield" land remain within the Keswick Secondary Plan (KSP) area. Therefore, an emphasis should be placed on intensification along corridors and within urban centres.
  - Provide a range of housing types, densities and tenures.
  - Meet the 25% affordable housing target, primarily through accessory units and mixed-use development.
  - Achieve mixed-use, compact development which supports alternative modes of transportation.
  - Promote best practices for stormwater management and climate change mitigation.
  - Plan streets, spaces and parks to be safe, foster social interaction, and facilitate active transportation.
- Challenges:
  - Coordination with and timing of concurrent Regional MCR taking place.
  - Achieving denser development forms with Keswick's physical constraints (i.e. soil conditions, high water table).
  - Minimal existing transit to southern municipalities

- Municipal sanitary sewer servicing allocation constraints.

Commercial and Employment Land Analysis prepared by urbanMetrics

- Opportunities:
  - Keswick is expected to account for 66% of the Town's growth from 2019 to 2041; being just over 15,000 new residents[1].
  - Currently ~97,200 sq. metres of retail/service commercial space, with nearly 50% of this on Woodbine Avenue. The remaining space is generally located in the urban centres. There is a need for ~60,000 sq. metres of new retail/service commercial space within Keswick by 2041.
  - Currently a retail/service commercial vacancy rate of 2%. This is below a healthy rate, and suggests that there may exist some unfulfilled demand at the present time.
  - Currently ~97 ha of vacant commercial land, with about 83 ha of this located on Woodbine Avenue. This is approximately three times what is required in Keswick by 2041, resulting in an excess supply of ~75 ha of vacant commercial lands, of which a vast majority will exist within the Commercial/Employment designation.
  - There will be up to 8,500 new employment land employees added to Keswick between 2019 and 2041[1]. This is a very significant growth for a community the size of Keswick and will likely assist in changing commuting patterns and redirecting retail and service expenditures currently leaving the community.
- Challenges:
  - The Keswick Business Park (KBP) may not accommodate the full projected employment land employment needs of the Town to 2041. As a result, some of the commercial/quasi-industrial uses not permitted in the KBP will likely locate in the Commercial/Employment designation of the KSP.
  - Currently 3.2 sq. metres (34.6 sq. feet) of retail/service space per person, which is below average for similar size municipalities.
  - Most significant competition for the Keswick retail sector is the commercial concentration existing at Green Lane and Yonge Street, and Yonge Street and Davis Drive in Newmarket and East Gwillimbury. This cluster contains most of the major retail tenants operating in the Greater Toronto Area (GTA) and would serve to attract spending from Keswick residents, as well as, limiting the retail draw of Keswick from the south.

Transportation Analysis prepared BA Group

- Road Network Context:
  - Vehicle volumes are growing with the ongoing buildout of Keswick.
  - Future road network improvements:
    - Extension of Highway 404 north of Ravenshoe Road (EA approved).
    - Highway 400/404 connecting link (i.e. Bradford Bypass)

[1] This figure is a projection from urbanMetrics and does not represent the conclusions of the Regional MCR.

  - Jog elimination at Woodbine Avenue and Glenwoods Avenue with realignment of Glenwoods Avenue as per the KBP Secondary Plan.
  - Widening of Ravenshoe Road to four lanes east of Woodbine Avenue.
  - Planned new collector road network in south Keswick.
  - The Queensway North urbanization.
- Transit Context:
  - Existing Routes: York Region provides one conventional transit route (Route 50) which connects Keswick to southern York Region, one Keswick local transit route (Rout 51) and a "Mobility on Request" service which provides travel from an address in the service area to one of five identified bus stops located in Keswick.
  - Regional growth model projects a rise in transit activity along Woodbine Avenue and The Queensway.
- Active Transportation Context:
  - Existing KSP policies for active transportation respect integration of the planned cycling and trails system, including linking of trails systems, as roads are reconstructed or development opportunities arise.
- Opportunities:
  - There is potential to support integration of active transportation design into the KSP policies for arterial and collector road networks, which would support connecting and completing the planned network of cycling and trail connections within higher order roadways.
  - The future character and design of the Woodbine Avenue / Riverglen Drive intersection may require further consideration given the transition between collector, local, and arterial road networks that is proposed at this intersection.
  - There is an opportunity to continue to support and work with York Region in promoting the Region's target walking distances and minimizing walking distances to transit stops through policies for the provision of walkways, sidewalks and more direct street patterns consistent with the York Region Official Plan.
  - The policies in the KSP should continue to support the collaboration between the Town and York Region in promoting an active transportation network.
  - The opportunity exists to align with York Region's objectives to reduce automobile dependence and support active transportation by incorporating further policies that enhance and prioritize opportunities for residents and workers to walk and cycle.
  - There is opportunity to incorporate transportation demand management policies into the parking management policies of the KSP that relate to supporting reduced vehicle demand and encourage the use of transit and active transportation.

Natural Environment Background Report prepared by Plan B Natural Heritage

- Opportunities:

- Enhancement of the Greenlands System through naturalization and/or regeneration of floodplains, and 30 metre buffers to key features.
- Enhancement of existing corridors/linkages.
- Enhancement of existing Town Parks and open space lands, particularly along the Lake Simcoe shoreline, riparian corridors, woodlands and wetlands.
- Application of ecological off-setting to compensate for removal of features and for overall net environmental gain.

- Challenges:
  - Maintaining and enhancing existing linkages between Greenlands System features.
  - Maintaining existing woodland and wetland habitat features, particularly isolated and/or disturbed/degraded habitat patches.
  - Meeting the surface water/groundwater quality/quantity targets in the Lake Simcoe Protection Plan.
- Next Steps:
  - Confirm and refine the Natural Heritage System (NHS) as a framework for future land use concept plans, considering existing development approvals.
  - Confirm and identify NHS restoration and enhancement opportunities.
  - Prepare Key Natural Heritage Features, Key Hydrologic Features, Greenlands System, Source Water Protection, and Hazard Land mapping in support of secondary plan schedules.
  - Identify ecological off-setting requirements for wetlands, woodlands and buffers.
  - Identify general mitigation and environmental management measures.
  - Review and provide input to natural heritage policies.
  - Identify future study requirements for the development application review stage.

Urban & Architectural Design Guidelines Annotated Table of Contents prepared by TPP

- The existing Urban Design Guidelines focus on revitalization strategies and site-specific initiatives for select areas within Keswick and lack sufficient detail to guide the design of new development. Therefore, the existing Guidelines will be replaced with new Urban & Architectural Design Guidelines with a focus on guiding the design of new development.
- Opportunities:
  - Establishing a coordinated design vision for Keswick that describes the community's aspirations.
  - Establishing architectural design guidelines for residential, public/institutional, commercial/mixed-use and green buildings.
  - Protecting/enhancing natural features, and broadening opportunities for public engagement.
  - Create guidelines for the establishment of a variety of public spaces to support community life throughout the year.

- Creating safe and comfortable human-scaled streets that enhance mobility for all modes.
- Promotion of a mix of uses within a variety of building forms.
- Provision of a connected system of parks, open space, trails and streets that link to the lake edge.

4.2 PUBLIC ENGAGEMENT OPPORTUNITIES TO DATE

The project team has organized a number of engagement opportunities to encourage participation in the process. An important objective of the project team was to reach as wide an audience as possible through various means.

To summarize the public consultations which took place through Phase 1, TPP has prepared a "What We Heard Report" (refer to attachment 4). The report provides an overview of each engagement including a brief description, notice that was provided, summary of social media activity, and a summary of the responses, key messages and feedback received. The report also includes the presentation slides and table group discussion worksheets that were used at Workshop #1 as appendixes; however, due to their length, these appendixes have not been attached. The full document can be accessed online through the project's dedicated webpage.

Below is a brief overview of the three public engagement opportunities undertaken in Phase 1:

"My Keswick is..." Postcard Campaign

- The project team sough input on a new vision for the KSP by distributing postcards to Town facilities in Keswick asking participants to complete the phrase "My Keswick is..." by filling out the back of the postcard and leaving it in dedicated drop-boxes. Postcards and drop-boxes were stationed at the Civic Centre Customer Service Hub (1st Floor) and Development Services Hub (3rd Floor), Keswick Library, Gym at the Georgina Ice Palace, and Club 55 Keswick. This same question was also circulated through the Town's social media accounts (Facebook and Twitter), with further submissions received through the dedicated email account. The campaign ran from October 7th to October 28th, 2019. Input received from the public is summarized in the "What We Heard Report" (refer to Attachment 4).

Focus Group Discussions

- In order to assist the project team in their understanding of Keswick, focus group discussions were arranged around four key planning topics – environment, transportation, business and housing. Participants were asked to share their thoughts specific to each topic, and to identify issues and opportunities that could be addressed through the review. The focus group discussions were held on October 16th and 17th, 2019, from 4:00 p.m. to 5:30 p.m. and from 6:00 p.m. to 7:30

p.m. at the ROC Chalet. Input received from the public is summarized in the "What We Heard Report" (refer to Attachment 4).

Workshop #1 – Visioning and Background Report Review

- The project team held a visioning and background report review workshop on Wednesday October 30, 2019 at the Stephen Leacock Theatre. There were two sessions, one from 4:00 p.m. to 6:00 p.m. and a second from 6:30 p.m. to 8:30 p.m. The workshop consisted of a presentation by the project team introducing the project, outlining the public consultation to date, and providing an overview of the background reports completed by the team. Following the presentation, the participants were invited to share their thoughts on a vision for the future of Keswick, and if they felt anything was missed through the background review. To gather feedback, large-scale worksheets were placed among five tables, one for each key topic area of Transportation, Commercial/Employment, Land Use, Natural Heritage, and Urban Design. Participants could move between tables providing comments as desired. Members of the consultant team and Town staff were stationed at each table to facilitate discussions, answer questions and receive input. Input received from the public is summarized in the "What We Heard Report" (refer to Attachment 4).

Not discussed in the "What We Heard Report" were the one-on-one meetings the project team conducted with several major landowners/developers within Keswick. The purpose of these sessions was to assist the project team in understanding future planned development within Keswick, predominantly within the remaining greenfield lands, as well as current market trends/demands. The meetings provided insight to the project team with respect to the amount of remaining greenfield lands that have yet to receive development approvals, proposed land use and built form within key locations of Keswick, as well as developers desire to explore higher density built forms including mixed-use developments. The meetings were held on October 16th and 17th, 2019, generally from 10:00 a.m. to 2:30 p.m. at the Civic Centre. In total, the project team met with six major landowners/developers.

4.3 STEERING AND TECHNICAL ADVISORY COMMITTEE MEETINGS

A total of two Steering Committee meetings and two Technical Advisory Committee (TAC) meetings have been held.

The first Steering Committee and TAC meetings were held on July 31, 2019. The purpose of these meetings was to:

- Provide an introduction to the project;
- Discuss changes to provincial planning documents;
- Review and receive feedback on the draft Work Program and Community and Stakeholder Engagement Strategy; and,

- Facilitate a roundtable discussion of key planning considerations as they relate to growth, development and housing, parks and community benefits, natural heritage, cultural heritage, commercial and employment uses, and transportation and infrastructure.

The Steering Committee also appointed a Chair (John Rogers) and Vice-Chair (Naomi Davison) from the public members at the meeting.

The second Steering Committee and TAC meetings were held on October 29, 2019. The purpose of these meetings was to:

- Provide a summary of the project process;
- Review key findings of the background reports and the key opportunities to be addressed through the review;
- Review what we heard in the focus ground discussions and interviews with developers;
- Review of format and agenda for Workshop #1;
- Overview of existing KSP goals;
- Roundtable discussion to gain input on the vision statement, objectives and updated goals; and,
- Discuss next steps following Workshop #1 including Online Survey #1 and preparation for Workshop #2.

The Committees have provided valuable suggestions and input to guide and inform the process to date. The next meetings will be held in late February 2020, the purpose for which will be to review concept development results from Workshop #2.

The agendas, approved meeting minutes/notes and a list of the members for both Committees are posted online and can be accessed through the dedicated KSPR webpage.

4.4 NEXT STEPS

The project team has now progressed into Phase 2 of the KSPR, being Issues/Options/Policy Direction, and will continue to move the project forward and undertake the tasks as proposed in the Work Program (Attachments 1 and 2). Milestone tasks within Phase 2 include the preparation of the first draft of the Secondary Plan as well as holding of a special meeting of Council, which is open to the public, to discuss the revisions that may be required pursuant to Section 26(3) of the Planning Act.

As of the preparation of this report, the project team has released Online Survey #1 as it relates to creating a vision statement and guiding principles. Notice advising of the survey has been provided to our interested parties list, various community groups/associations, Town committee members, members of Council, through the Town's social media

platforms, Economic Development and Tourism eNews, and the Town Page in the Georgina Advocate. The survey link is posted on the dedicated project webpage and runs from December 11, 2019 to January 8, 2020.

The project team has also begun to advertise and prepare the consultation material for Workshop #2 which is being held on Saturday January 18, 2020, at the United Church in Keswick (177 Church Street) from 9:30 a.m. to 12:00 p.m. The Workshop is designed to have an introductory presentation followed by roundtable interactive design sessions to explore land use and design options for key undeveloped areas in Keswick. Members of TPP design team will be in attendance to work with residents by sketching their ideas onto paper. Notice of Workshop #2 will be provided in the same manner as noted above for the survey. Additionally, staff will ensure that notices are posted around Town Facilities and various commercial establishments in Keswick. Attachment 5 is copy of the Workshop #2 notice.

5. RELATIONSHIP TO STRATEGIC PLAN:

This report addresses all four strategic goals:

- GOAL 1: "Grow our Economy" – SUSTAINABLE ECONOMIC GROWTH & EMPLOYMENT;
- GOAL 2: "Promote a High Quality of Life" – HEALTHY, SAFE, SUSTAINABLE COMMUNITIES;
- GOAL 3: "Engage Our Community & Build Partnerships" – COMMUNICATION, ENGAGEMENT, COLLABORATION & PARTNERSHIPS; and,
- GOAL 4: "Provide Exceptional Municipal Service" – ORGANIZATIONAL & OPERATIONAL EXCELLENCE.

6. FINANCIAL AND BUDGETARY IMPACT:

There are no financial or budgetary impacts as a result of this report. Specifically with respect to the project budget, as of the completion of Phase 1, the project remains on budget.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

Pursuant to the *Planning Act*, there are no public consultation or notice requirements for this report. Refer to Section 4.2 and 4.4 for an overview of the public consultation that has occurred to date and which is scheduled to occur in the near future.

8. CONCLUSION:

Phase 1, Background Research and Analysis, of the KSPR is complete and the project team is now progressing into Phase 2 of the project, Issues/Options/Policy Direction. In accordance with Section 26(3) of the *Planning Act*, the next time staff will report to Council on the KSPR will be at the end of Q1 2020 to hold a special meeting of Council, which is open to the public, to discuss the revisions that may be required to the KSP.

Staff recommend that Council approve the recommendation contained in Section 1 of this report in order to receive the report.

Prepared by:

Tolek A. Makarewicz, BURPl, MCIP, RPP
Senior Policy Planner

Reviewed & Recommended by:

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

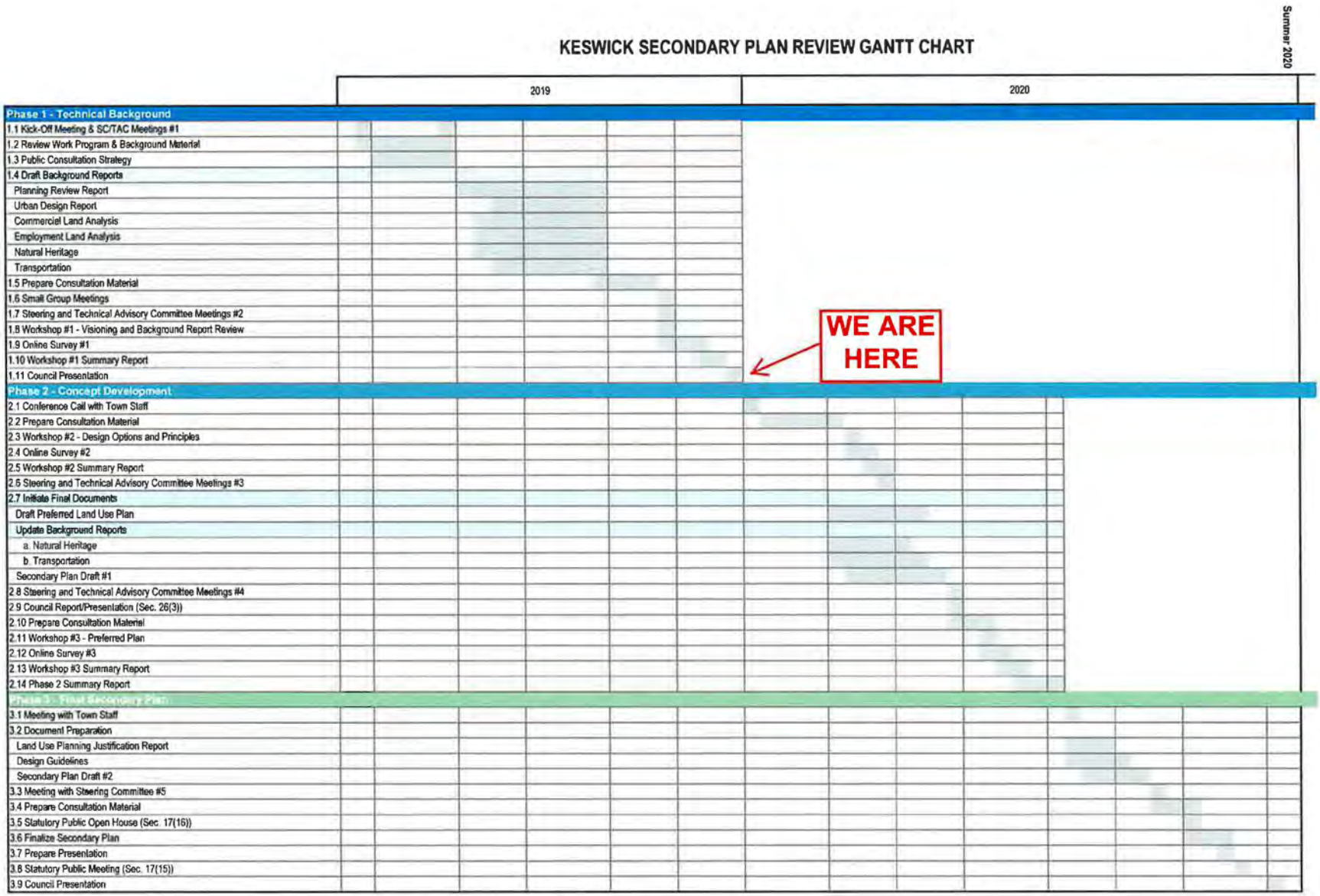
Approved by:

David Reddon
Chief Administrative Officer

January 02, 2020

Attachment 1 – Gantt Chart
Attachment 2 – Graphic Work Program
Attachment 3 – Community and Stakeholder Engagement Strategy
Attachment 4 – What We Heard Report – Phase 1 Public Consultation
Attachment 5 – Workshop #2 Notice

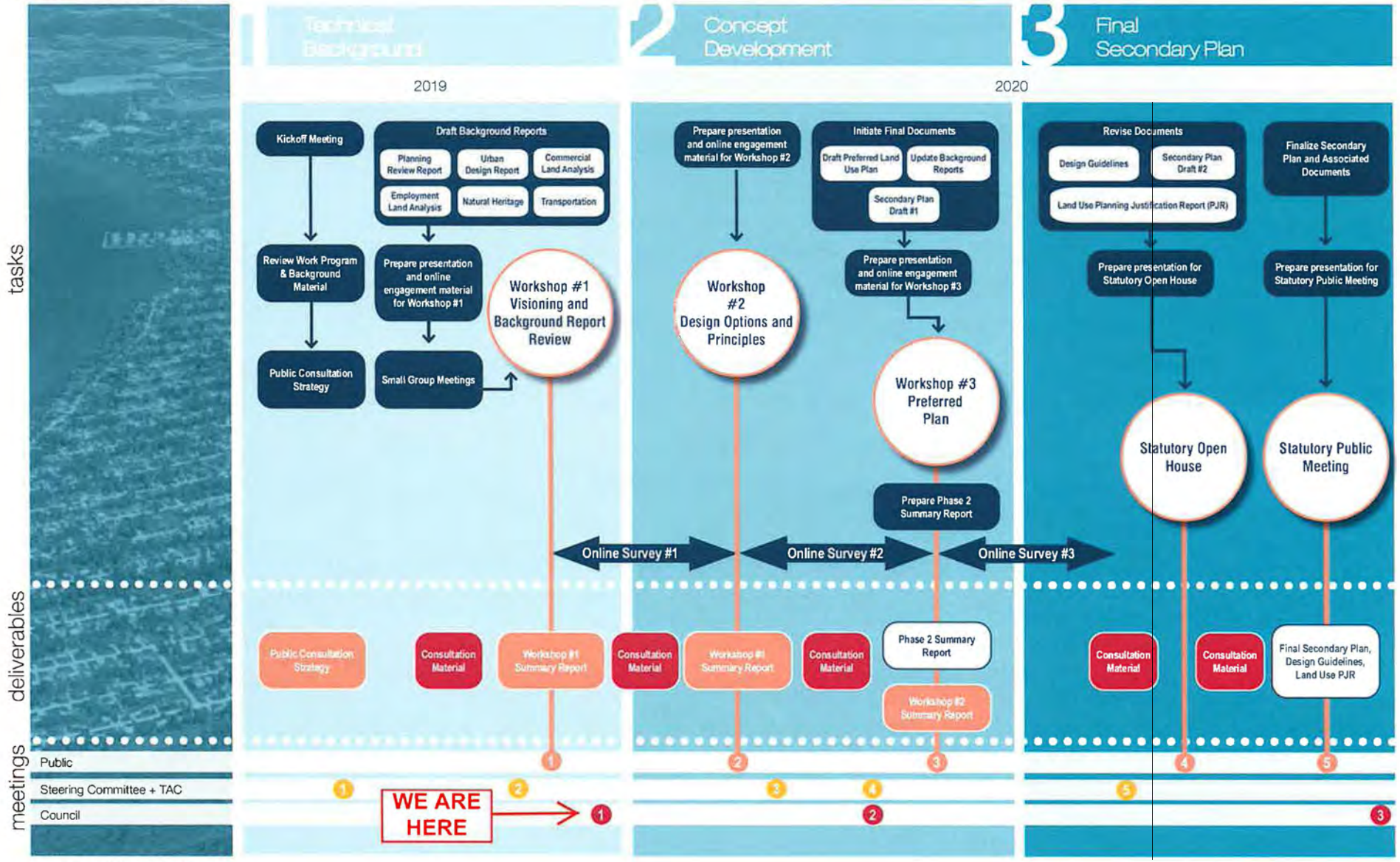
KESWICK SECONDARY PLAN REVIEW GANTT CHART



The timing of the tasks listed above are for general information purposes and are subject to change as the project develops. To confirm the timing of a specific task, please contact Tolek Makarewicz, Senior Policy Planner, by telephone at 905-476-4301 ext. 2297 or by email at tmakarewicz@georgina.ca.

Report # DS-2020-0001
Attachment 1
Page 1 of 1

Graphic Work Program



Report # DS-2020-0001
Attachment 2
Page 1 of 1

Keswick Secondary Plan Review
Community and Stakeholder Engagement Strategy
September 2019

1.0 Overview

The Town of Georgina is undertaking the Keswick Secondary Plan Review (KSPR) to update the vision, goals and objectives, policies, schedules and appendices, culminating in a refreshed and user-friendly document.

This Community and Stakeholder Engagement Strategy sets out the framework for consultation with the Keswick community (see Section 4.0) over the course of the KSPR. It will evolve to ensure the team is using the most effective tools to obtain input throughout the duration of the Review.

2.0 Oversight of the Review

The Review will be undertaken with the oversight of a core team of Town Staff, a Steering Committee and a Technical Advisory Committee.

The **Steering Committee** will provide input on key deliverables throughout the Review process and will participate in community consultation events. Committee members include:

NAME	POSITION	ORGANIZATION
Margaret Quirk	Mayor	Council
Mike Waddington	Councillor, Ward 1	Council
Dan Fellini	Councillor, Ward 2	Council
John Rogers	Committee Volunteer	Georgina Resident
Ted Brown	Committee Volunteer	Georgina Resident
Naomi Davison	Committee Volunteer	Georgina Resident
Gary Heine	Committee Volunteer	Georgina Resident

A **Technical Advisory Committee** will provide technical expertise throughout the review. Committee members are:

NAME	POSITION	ORGANIZATION
Harold Lenters	Director of Development Services	Georgina
Tolek Makarewicz	Senior Policy Planner	Georgina
Velvet Ross	Manager of Planning	Georgina
Dan Buttineau	Director of Recreation and Culture	Georgina
Rob Flindall	Director of Operations and Infrastructure	Georgina
Shawn Nastke	Head of Corporate Service Delivery Excellence	Georgina
Darren Dunphy	Development Engineering Technologist	Georgina
Karyn Stone	Manager of Economic Development	Georgina
Darlene Carson-Hildebrand	Manager of Finance & Deputy Treasurer	Georgina
Anne Winstanley	Communications Supervisor	Georgina
Ken McAlpine	Manager of Parks Development & Operations	Georgina
Sara Brockman	Senior Planner	York Region
Jelena Baker	Planner	York Region

Shahid Matloob	Transportation Engineer	York Region
Vi Bui	Program Manager	York Region
Jhapendra Pokhrel	Water/Wastewater Engineer	York Region
Melinda Bessey	Acting Director, Planning	Lake Simcoe Region Conservation Authority
ALTERNATE/OPTIONAL ATTENDEES		
Rob Wheater	Director of Corporate Services / Treasurer (Finance back-up)	Georgina
Owen Sanders	Supervisor of Development Engineering (Engineering back-up)	Georgina

3.0 Community Consultation Goals

- To build awareness and understanding of the purpose of the Secondary Plan Review;
- To effectively engage residents and community groups in the Secondary Plan Review process;
- To encourage participation and input through a variety of face-to-face and online forums; and,
- To generate broad-based support for the updated Secondary Plan.

4.0 Key Stakeholder and Community Group Audiences

The following are key stakeholders expected to have interest in the Study and will be consulted throughout the KSPR:

- Town of Georgina Council;
- Town of Georgina staff;
- Steering Committee;
- Technical Advisory Committee;
- Residents;
- First Nations/Aboriginal Communities (e.g. Chippewas of Georgina Island First Nation);
- Community groups (see below);
- Developers and landowners (or their representatives);
- Business owners in Keswick;
- Schools Boards and schools; and,
- Town's Advisory Committees: Agricultural, Economic Development, Environmental, Georgina Safe Street, Georgina Heritage, Georgina Trails and Active Transportation and Georgina Waterways.

The following are the key community groups to be consulted during the Secondary Plan Review:

- Georgina Kinsmen;
- Georgina Chamber of Commerce;
- Keswick and District Lions Club;
- Optimist Club of Keswick;
- Club 55, Keswick;
- Georgina Developers Association; and,
- Uptown Keswick BIA.

Other stakeholders and community groups not listed above may be identified during the course of the KSPR and will be consulted.

5.0 Key Messages

Clear and consistent messages will be used throughout the Review. Messages will be further refined and developed in coordination with the team as the project evolves:

- There have been substantial changes to Provincial and Regional planning policy that must be reflected in the Keswick Secondary Plan.

- York Region has commenced a municipal comprehensive review of their Official Plan. The timing of the KSPR is planned to ensure the updated Secondary Plan will be in conformity with the Region's new Official Plan.

- The KSPR will seek to support a complete community where residents can live, work and play by encouraging a range and mix of housing options, including mixed-use, affordable and rental housing, strengthening the local economy, ensuring access to goods and services, and supporting active living through parkland, open space and recreational opportunities.

- The Secondary Plan Review will ensure that growth is planned to make efficient use of servicing capacity to contribute to a successful community.

- A linked open space/greenlands system is a fundamental element of Keswick's urban fabric, providing recreational opportunities, environmental preservation and stormwater management.

6.0 Key Tactics to be used

A variety of tools and tactics will be used to engage and communicate with stakeholders and the community.

Engagement will occur through public workshops and meetings, face-to-face forums and online in each phase of the KSPR:

- Meetings with Councillors, Town staff, Steering Committee and Technical Advisory Committee;
- Meetings with landowners/business owners;
- Public Workshops;
- Focus group meetings organized by topic: heritage/culture, environment, active transportation, commercial/employment;
- Focus group meetings for specific demographics/interest groups: seniors, youth, specific cultural groups, developers;
- Pop-up information stations at local events and/or Town facilities;
- Online input through social media and email contributions; and,
- Online input using the Metroquest survey platform (hard copies can also be made available).

We will regularly communicate through:

- Updates posted online to the dedicated KSPR web page;
- Town newsletters;
- Updates shared in media briefs for local media; and,
- Email blasts to the study's list of interested parties and circulated through the network of social media contacts.

We will also provide a written report summarizing "what we heard" at the completion of each phase of the KSPR. The report will be posted on line to the dedicated KSPR web page.

7.0 Responsibilities

Town of Georgina

- Work in collaboration with the Consulting Team to schedule meetings with the Steering Committee and Technical Advisory Committee and arrange for meeting facilities;
- Circulate meeting agendas and take minutes for Steering Committee and Technical Advisory Committee meetings;

- Schedule the community consultation events, book the facility and arrange for refreshments;
- Place the notices, advertise the events at least 2 weeks in advance of the community events;
- Set-up and manage the project web page;
- Informally liaise with Council, as necessary;
- Consolidate input received through online posts and a dedicated email address and provide to the consultant for tracking;
- Provide members of the community with acknowledgements that their input through email or letters was received;
- Post to and manage social media according to Town's protocol;
- Provide available contact information for relevant community/interest groups, agencies, staff, and key stakeholders; and,
- Conduct pop-up consultation stations at local Town events and/or at Town facilities.

Consulting Team

- Prepare agendas for Steering Committee and Technical Advisory Committee meetings;
- Prepare project material/presentations for community consultation events;
- Prepare newspaper notices and invitations to community consultation events;
- Lead and facilitate consultation events;
- Provide content for project web page and social media;
- Provide online survey using Metroquest platform;
- Prepare summaries of community input in each phase of the work program; and,
- Prepare and provide the Town with material for the pop-up consultations.

8.0 Phase-by-Phase Consultation

The timing of the consultation events listed below are for general information purposes and are subject to change as the project develops. To confirm the timing of a specific consultation event, please contact Tolek Makarewicz, Senior Policy Planner, by telephone at 905-476-4301 ext. 2297 or by email at tmakarewicz@geogina.ca.

Phase 1 Technical Background
Communication Objective(s)

- *Inform the community about the KSPR, that the study has been initiated and identify ways in which they can provide their input;*
- *Involve the community in the review of background information; and,*
- *Involve the community in the development of the vision and guiding principles.*

Stakeholder Group	Forum for Involvement	Purpose	Expected Output/ Outcome	Materials Required	Timing
Meeting #1 with Technical Advisory Committee	Round Table Meeting	Introduce the KSPR, the draft work program, project schedule, and the community and stakeholder engagement strategy	Confirm work program, community and stakeholder engagement strategy, and key dates	Agenda, work program, proposal, Terms of Reference, community and stakeholder engagement strategy	July 31, 2019
Meeting #1 with Steering Committee	Round Table Meeting	Introduce the KSPR, the draft work program, project schedule, the community and stakeholder	Confirm work program, community and stakeholder engagement strategy,	Agenda, Work Plan, Proposal, Terms of Reference, Community Engagement Plan	July 31, 2019

		engagement strategy, and KSPR branding	key dates, and branding		
Landowners, Developers	One on one meetings	Discuss development interests, plans, etc.	Information relating to specific development interests, copies of plans, comments on concerns/ issues to be addressed/ considered by the team	Air photo of Keswick	October 16 and 17, 2019
Focus Group Meetings	Round table meetings	Topic focused: heritage/culture, environment, active transportation, commercial/ employment Demographic focused: youth, seniors	Focused conversations on topics in relation to KSPR	Air photo of Keswick	October 16 and 17, 2019
Meeting #2 with Steering Committee	Round Table Meeting	Presentation summarizing the key findings from background reports on planning, urban design, commercial land analysis, employment land analysis, natural heritage, transportation Discussion for input on Vision Statement, Planning and Design Principles	Input on the Vision, Design Principles	Power point presentation Work sheets on Vision, Principles	October 29, 2019
Meeting #2 with Technical Advisory Committee	Round Table Meeting	Presentation summarizing the key findings from background reports on planning, urban design, commercial land analysis, employment land analysis, natural heritage, transportation Discussion for input on Vision Statement, Planning and Design Principles	Input on the Vision, Design Principles	Power point presentation Work sheets on Vision, Principles	October 29, 2019
Community	Workshop #1 Two sessions: 4:00 pm	Presentation summarizing the key findings from	Input on the Vision, Design Principles	Notice/ad for workshop	October 30, 2019

	6:30 pm	background reports on planning, urban design, commercial land analysis, employment land analysis, natural heritage, transportation Table Group discussions for input on Vision Statement, Planning and Design Principles		Power point presentation Work sheets on Vision, Principles	
Community	Pop-up consultation	Input on Vision Statement, Planning and Design Principles	Input on the Vision, Design Principles	Roll up banner with project branding. Vision Statement and Design Principles Postcards/ handout	October or November 2019
Public and Council	Presentation	Presentation on the background reports, outcome of Workshop #1 and outline next steps.		Presentation	December 11, 2019
PREPARE WHAT WE HEARD REPORT FOR PHASE 1					

Online
Launch web page and social media
Launch project specific email kspr@georgina.ca
Keswick-wide post card/or through social media..."my Keswick is..."
Post the vision and principles
Metroquest survey on the vision and principles

Phase 2 Concept Development
Communication Objective(s)

- *Involve the community in the development of options for the Keswick Secondary Plan.*

Stakeholder Group	Forum for involvement	Purpose	Expected Output/ Outcome	Materials Required	Timing
Community	Workshop #2 Two sessions: 4:00 pm 6:30 pm	Design charrette to develop optional concepts: concepts will explore variables re: land use, natural heritage, transportation, culture/heritage, urban design	Optional concepts	Notice/ad for workshop Power point presentation Base maps, charrette materials	End of January 2020

Community	Pop-up consultation	Input on Concept options	Input on the Concept options	Roll up banner with project branding. Concept Options Postcards/ handout	February 2020
Meeting #3 with Technical Advisory Committee	Round Table Meeting	Presentation and discussion on the charrette results and the optional concepts	Input on the optional concepts	Power point presentation	Early February 2020
Meeting #3 with Steering Committee	Round Table Meeting	Presentation and discussion on the charrette results and the optional concepts	Input on the optional concepts	Power point presentation	Early February 2020
Meeting #4 with Technical Advisory Committee	Round Table Meeting	Discussion on draft #1 Secondary Plan	Draft #1 of Secondary Plan	Power point presentation	Early March 2020
Meeting #4 with Steering Committee	Round Table Meeting	Discussion on draft #1 Secondary Plan	Draft #1 of Secondary Plan	Power point presentation	Early March 2020
Council	Special Meeting (Sec. 26(3) of *Planning Act*)	Discuss changes that may be required, present draft #1 Secondary Plan, request Council to authorize release of draft for public/ agency comment	Council authorization for public/ agency release of draft 1 Secondary Plan for review and comment	Power point presentation	Late March 2020
Community	Workshop #3 Two sessions: 4:00 pm 6:30 pm	To obtain input on the Preferred Land Use Plan and draft #1 Secondary Plan	Input on the Preferred Land Use Plan and draft #1 Secondary Plan	Agenda, presentation, workshop worksheets	Early April 2020
PREPARE WHAT WE HEARD REPORT FOR PHASE 2					

Online
Updates on web page and social media
Metroquest survey on the optional concepts
Post the draft #1 of Secondary Plan
Post the presentation

Phase 3 Final Secondary Plan
Communication Objective(s)

- *Involve the community in the review of the Draft and Final Secondary Plan.*

Stakeholder Group	Forum for involvement	Purpose	Expected Output/ Outcome	Materials Required	Timing
Meeting #5 with Steering Committee	Round Table Meeting	To review draft #2 Secondary Plan	Input on the final Secondary Plan	Agenda, Power point presentation, final Secondary Plan	Late May 2020
Community	Statutory Public Open House (Sec. 17(16) of *Planning Act)*	To present draft #2 Secondary Plan	Clarification of questions and receive input on Secondary Plan	Notice/ad for Statutory Open House Displays of the Secondary Plan	Early June 2020
Public and Council	Statutory Public Meeting (Sec. 17(15) of *Planning Act*)	To present final Secondary Plan and to answer questions	Final input on the Secondary Plan	Presentation	Early July 2020
Public and Council	Presentation	Presentation and adoption of final Secondary Plan	Adoption of the Secondary Plan	Presentation	Early August 2020

Online
Post the draft #2 Secondary Plan
Post the final Secondary Plan
Post the Open House displays
Post the presentation

Plan Keswick

KESWICK SECONDARY PLAN REVIEW

What We Heard Report #1
Phase 1 Public Consultation

Report # DS-2020-0001
Attachment 4
Page 1 of 19

GEORGINA

The Planning Partnership

in association with
urbanMetrics
BA Group
PLAN B Natural Heritage
Plan–it Geographical

TABLE OF CONTENTS

1.0 Introduction 1
2.0 Phase 1 Consultation Overview 2
3.0 Summary of Focus Group Key Messages 4
4.0 My Keswick is... Responses 6
5.0 Public Workshop #1 Feedback 9
Transportation 10
Commercial/Employment 11
Land Use 12
Natural Heritage 13
Urban Design 14
6.0 Additional Correspondence 17

Appendix A - Table Group Discussion Worksheets
Appendix B - Public Workshop #1 Presentation

1.0 INTRODUCTION

Project Purpose

The Keswick Secondary Plan Review (KSPR) is an opportunity to update the existing 2004 policy framework to support a dynamic mixed use community. This Review will include:

- Crafting a new vision for Keswick which recognizes its evolving context, recent development and role in accommodating future growth.
- Implementing the current planning framework, including the Town of Georgina Official Plan and Provincial policies.
- Providing an updated land use planning framework for new development and redevelopment.
- Reviewing and updating the multi-modal transportation network, natural areas and urban design guidelines.

The KSPR is currently in Phase 1 – Technical Background – of a three phase project. This Phase includes the inventory and analysis of land use, commercial/employment land needs, built form, natural features and transportation in the Keswick Secondary Plan area to be used as the basis for understanding opportunities and constraints for development.

Keswick Secondary Plan Review Study Area

2.0 PHASE 1 CONSULTATION OVERVIEW

As part of Phase 1 of the Keswick Secondary Plan Review, the project team organized a number of ways to engage the public and encourage involvement in shaping Keswick's future vision. An important objective was to reach as wide an audience as possible. To this end, notices were posted in both Town facilities and other community locations, as well as circulated online through the Town's social media accounts. The Town also set up a dedicated project webpage and email to help inform the public on the project progress.

Webpage: georgina.ca/KSPR

Email: kspr@georgina.ca

Twitter: @georginatown

Facebook: @TownofGeorgina

LinkedIn: Town of Georgina

Three key engagement opportunities were designed and implemented during Phase 1:

1) Focus Groups

Four Focus Group discussions were held at the ROC Chalet during the evenings of October 16th and 17th, 2019 with interested members of the public. A notice was sent out to encourage prospective participants to confirm their attendance for one or all of the Focus Groups, organized around the four topics of: Environment, Transportation, Business and Housing. Participants could also attend on a drop-in basis.

Notice: *Posted in the Georgina Advocate on October 3rd, 10th and 17th, on the Town's e-news page on September 30th, included on the project webpage, online on the Town's Upcoming Events listing and a media release was issued on October 3rd. The Focus Group Event was also posted on LinkedIn (weeks of October 14th, 21st and 28th), Facebook (October 2nd, 7th, 11th, 15th and 25th) and Instagram (October 10th). Email notifications were sent to all members of Town committees, all interested parties on record, Chippewas of Georgina Island First Nation, Uptown Keswick BIA, Optimist Club of Keswick, Keswick and District Lions Club, Georgina Chamber of Commerce, and Petal Pushers.*

2) My Keswick is...

The project team sought input on a new vision for the Keswick community by distributing postcards to Town facilities in Keswick asking participants to complete the phrase "My Keswick is...". This same question was also circulated through the Town's Facebook and Twitter accounts, with further submissions received through the dedicated email.

Notice: *Postcards were available at the Civic Centre Customer Service Hub (1st floor) and Development Services Hub (3rd floor), Keswick Library, Gym at Georgina Ice Palace, and Club 55 Keswick.*

3) Public Workshop #1

The first Public Workshop was held on Wednesday October 30th, 2019 from 4:00 pm to 6:00 pm, and again from 6:30 pm to 8:30 pm, at the Stephen Leacock Theatre (130 Gwendolyn Boulevard, Keswick). The Public Workshop began with a presentation by the consultant team introducing the project, outlining the public consultation to date, and providing an overview of the background review completed by the team. Following the presentation, participants were invited to share their thoughts on a vision for the future of Keswick, and if they felt that anything was missed through the background review. For this activity, large-scale worksheets were distributed among five tables, one for each of Transportation, Commercial/Employment, Land Use,

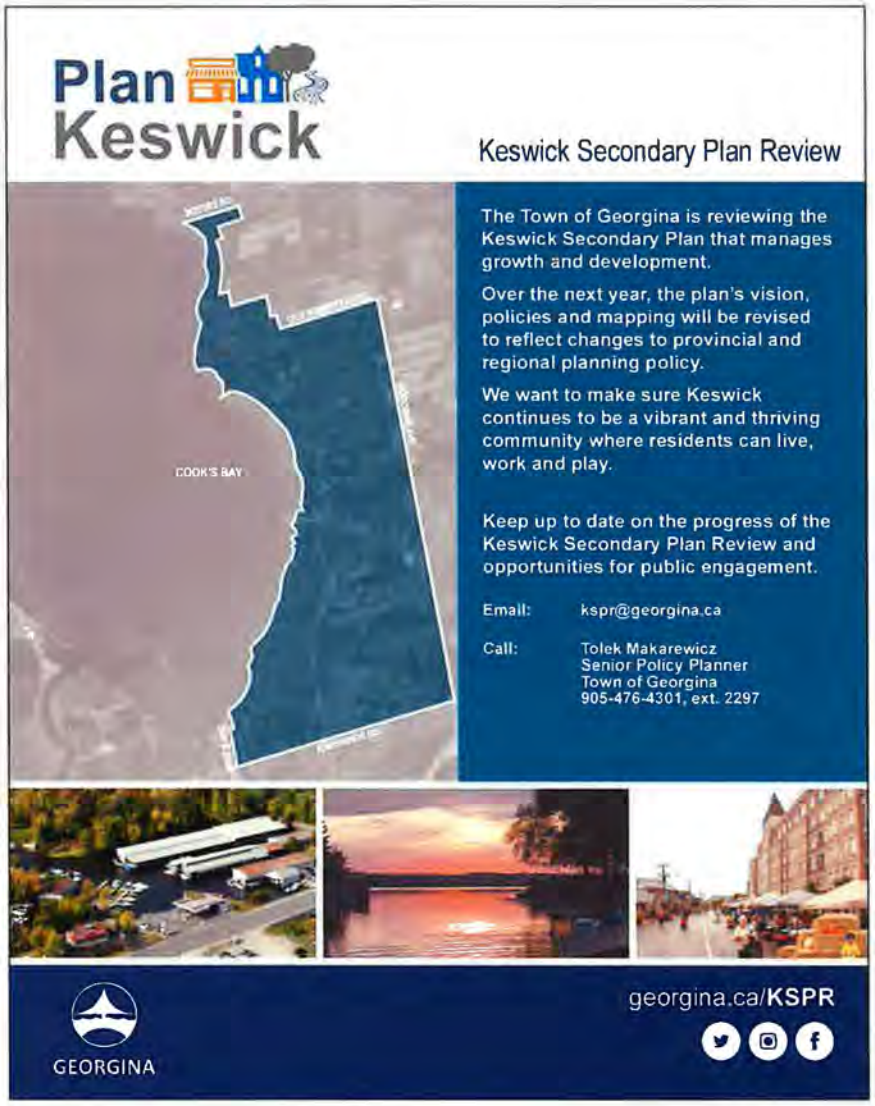
Natural Heritage and Urban Design. Members of the consultant team and Town staff were stationed at each table to facilitate discussions, answer questions and receive input.

Notice: *Posted in the Georgina Advocate on October 10th, 17th and 24th, on the Town's e-news page on September 30th, included on the project webpage, online on the Town's Upcoming Events listing and a media release was issued on October 3rd. Notice of Workshop #1 was also posted on LinkedIn (weeks of October 14th, 21st and 28th), Facebook (October 2nd, 7th, 11th, 15th and 25th) and Instagram (October 10th). Email notifications were sent to all members of Town committees, all interested parties on record, Chippewas of Georgina Island First Nation, Uptown Keswick BIA, Optimist Club of Keswick, Keswick and District Lions Club, Georgina Chamber of Commerce, and Petal Pushers. Hard copies of the Notice were further posted in the 3rd floor hallway and Development Services Hub, laundromat on The Queensway, various convenience stores along the Queensway, gas stations (Shell at 5 corners and Petro Canada at Ravenshoe), and Zhers.*

Summary of Social Media Activity

Social media messages about the Keswick Secondary Plan Review were posted nine times on Facebook and Twitter throughout September and October, once on Instagram, and three times on LinkedIn.

- On Facebook, the posts received a total of three likes, 13 shares and two comments.
- On Twitter, the posts received a total of three likes and four retweets.
- On Instagram, the post received four comments and 17 likes.
- On LinkedIn, the posts received a total of 20 likes.



3.0 SUMMARY OF FOCUS GROUP KEY MESSAGES

Overall, approximately 15 participants attended one or more of the Focus Group discussions, which were facilitated by members of the consultant team (The Planning Partnership) and Town staff. The input received through these discussions is summarized below:

Environment

- Protect and enhance green spaces and connectivity
- Better stormwater management & innovative solutions
- Improved shoreline management and water quality
- Stronger requirements for green buildings & climate change mitigation
- Better public education
- Residential naturalized landscapes

Transportation

- Parking concerns & challenges with on street parking
- Shared parking opportunities?
- Work with Metrolinx for better transit connections
- More high quality trails & lake to lake cycling route; connective bridges
- Better and safer pedestrian routes, including wider sidewalks and a more complete network

GEORGINA

Keswick Secondary Plan Review
Invitation to Join a Focus Group Discussion

Plan Keswick

Help us Update the Keswick Secondary Plan

The Town of Georgina is reviewing the Keswick Secondary Plan. Over the next year, the plan's vision, goals, objectives, policies and mapping which manage growth and development within Keswick will be revised. The goal is to update the plan to reflect changes to provincial and regional planning policy in order to ensure the development of a vibrant and thriving community where residents can live, work and play. The land subject to the review is shown below on the key map.

In order to assist the project team in their understanding of Keswick, focus group discussions are being arranged around four key planning topics – environment, transportation, business and housing. Participants will be asked to share their thoughts specific to each topic, and to identify issues and opportunities that could be addressed through the review. Join us to share your thoughts and ideas for the future of Keswick.

Oct. 16, 2019	Oct. 17, 2019
Environment: 4 p.m. – 5:30 p.m. Transportation: 6 p.m. – 7:30 p.m. ROC Chalet 26479 Civic Centre Rd., Keswick	Business: 4 p.m. – 5:30 p.m. Housing: 6 p.m. – 7:30 p.m. ROC Chalet 26479 Civic Centre Rd., Keswick

Confirm your attendance, along with the focus group discussion(s) you would like to participate in, by emailing kspr@georgina.ca or calling 905-476-4301, ext. 2297

For more information and project updates, check out the webpage: georgina.ca/KSPR

To speak with someone at the Town regarding this project, contact:
Tolek Makarewicz, MCIP, RPP
Senior Policy Planner, Town of Georgina
905-476-4301, ext. 2297

Key Map

Business

- Need to make better use of vacant properties
- Better public open spaces
- Town could provide some infrastructure in the return for opening up of some Business Park lands for development
- Difficult to compete with employment lands to south
- Higher quality streetscaping to attract investment

Housing

- Accommodate apartments in mixed use developments throughout Keswick
- Difficulties with lot configurations along The Queensway
- Need incentives for affordable housing
- Minimum heights along major corridors
- Consider higher density residential along Woodbine
- Neighbourhood opposition to higher density housing
- Need more age in place opportunities
- Concern about servicing allocation rules
- Urban design guidelines to protect character of existing neighbourhoods
- Opportunity for accessory apartments

4.0 MY KESWICK IS...RESPONSES

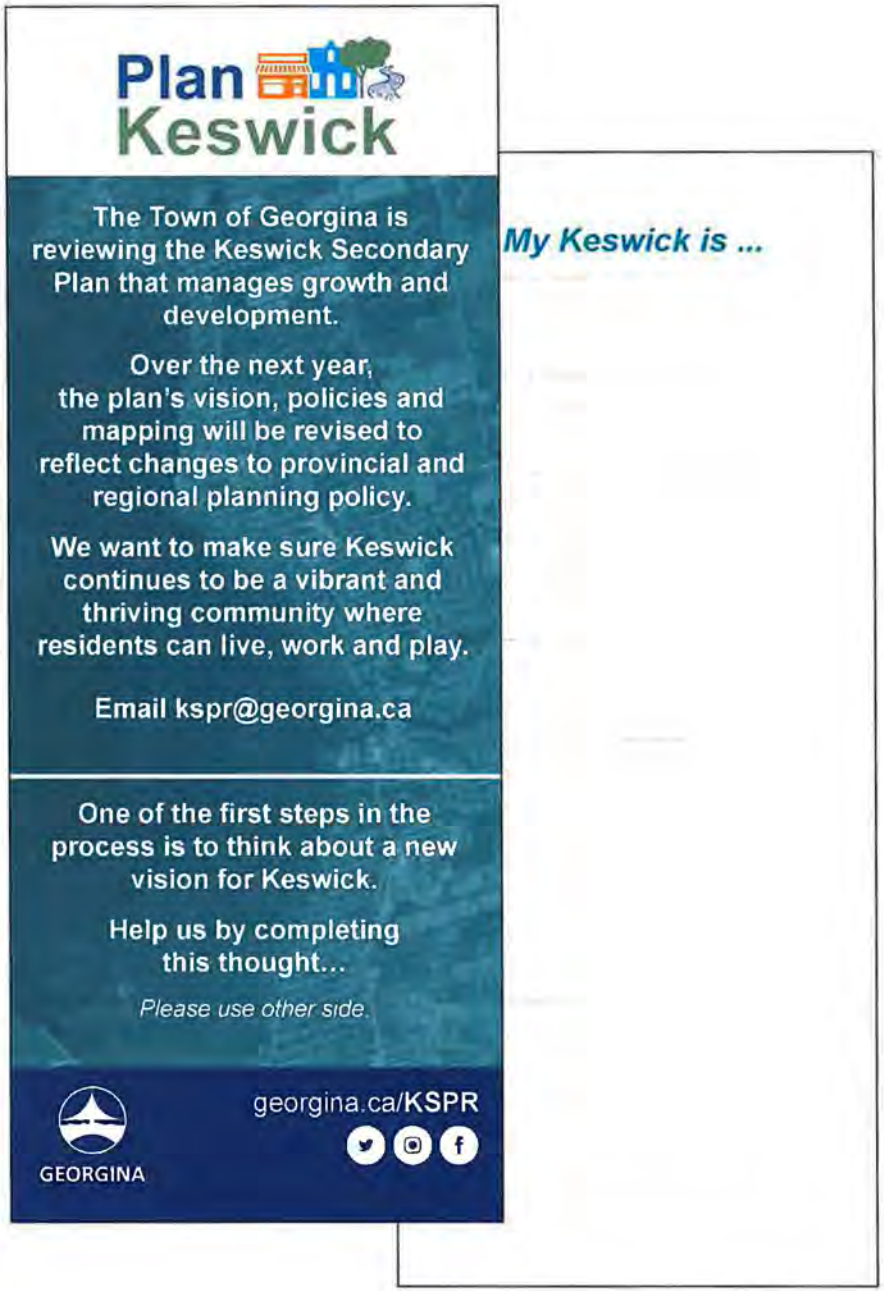
The following "My Keswick is..." responses were received from Facebook, Twitter, email and as hard copy submissions. These responses provide a preliminary impression of the types of community elements which are important to residents and how they would like to see Keswick evolve, as well as identify some areas of concern. Together with other input received during Phase 1, these responses will be considered in the development of a new vision for the Keswick Secondary Plan.

"My Keswick is not a retail runway (Woodbine) but a walkable, vibrant, community with character.

So many developing communities, Peterborough's Landsdowne Avenue vs historic downtown for example, fall victim to moving all their retail and destinations to a single runway corridor which desolates the downtown core and destroys community feel. When destination anchors like LCBO or hardware stores leave, the rest quickly follow - which has been evident over the past 10 years.

Don't get me wrong — compared to Sutton or even Pefferlaw, Keswick's downtown / Simcoe Ave / Queensway core is terrible. It's old, dated, sparse - but could be so much more with proper urban design vision and development incentives. We need a place that is vibrant, walkable, a destination. Keswick does not have any of these characteristics - it is truly the epitome of auto centric / dependent bedroom community and nothing more when nothing is within walking distance for 75% of the community."

"My Keswick is where I enjoy my duck hunting season and year-round fishing. I've been living in Keswick for over 25 years and I'm so proud of our heritage of hunting and fishing."



"My wife and I have been residents of Keswick for 28 years. While we have enjoyed living here we believe there are chronic problems that have impacted our community negatively.

1) higher taxes then comparable communities.

2) a long standing reputation for the most difficult and slowest building department to deal with.

3) no lakeside development plan to increase potential economic benefits that most waterfront communities prioritize. Run down public lake access points like Boyers Sideroad which are attracting drug users vs neighbourhood use.

4) no zoning protection of established neighbourhoods from party house rentals.

5) low local employment, probably as businesses go elsewhere due to my first two points."

"My Keswick is SAFE:

- Initiatives in the community for youth – the biggest problem locally being that youth are very bored and are reverting to stealing, breaking into cars and other illegal behaviours to fill their time.

My Keswick is giving back to the residents:

- Ensuring that beaches (even privates ones) are cleaned up and priority is given to residents for parking and accessible to residents. Fines should be issued for those that are littering, playing overly obnoxious music at the beaches where residents cannot enjoy the beach at all. We didn't even attempt to this year because of the ignorance of others!"

"My Keswick is a balance of encouraging sports, knowledge AND the arts in our kids."

"My Keswick is more walking and biking paths in the south end."

"My Keswick is recreational centre, entertainment in this town for our youth."

"My Keswick is fixing the roads."

"My Keswick is a good indoor walking track."

"My Keswick is where I love to be, it is my go to location for dinners out, has lots of options for entertainment, trails and lakes for outdoor activities, and all of my shopping needs are covered without having to leave.

I do not feel that Keswick currently embodies this statement, I would love to see more infrastructure within the town that doesn't involve building of more homes with no support for them. When you look at other municipalities of a similar size we seem to be quite behind (ex: Stratford, Orangeville, & Orillia).

Before investing in more home building I would urge the focus to shift to having residents of Georgina stay and spend their dollars in Georgina.

We are lacking the following:

- A downtown core (one of a kind stores, & cafes)
- Sit down restaurants (chuck's roadhouse, Kelsey's, etc.)
- Increased Entertainment Options (Escape Room, Starbucks, Board Game Cafe, Remote Working Space)
- Shopping (Winners, Homesense, Sportchek)
- An Outdoor trail or Boardwalk along the waterfront - currently there is no public waterfront to draw tourists & locals to spend money
- The Multi Use Recreation Complex in Keswick

As it stands I would love to not have to feel like I need to go to Newmarket to meet my shopping & entertainment needs. Old Keswick & the Woodbine corridor have added a few stores since moving to Georgina 10 years ago but there is still a long way to go. We are building homes too quickly and the commercial infrastructure is not on pace with the residential for a municipality of 40,000+ residents."

"**My Keswick** is a good public transportation system within town and to areas south of us; affordable housing for all – rental and owned; walkable, bikeable, accessible trails along the water! (Lake Simcoe, Maskinonge); more business/manufacturing opportunities for local jobs/holding the line on taxes."

"**My Keswick** is a French Immersion High School and a plan for gifted high school students (so they don't have to travel to Newmarket)."

"**My Keswick** is already wonderful but here are a few thoughts:

- MURC – yes please! (walking track, pool, art space, STEM/library space)
- A waterfront walkway/more public access to lake and preferably a nice café on the water
- A "centre" of town (I know this is tough, our town is so disjointed) or maybe more of a hub/public space to gather – outdoor amphitheatre/ market space (like Riverwalk commons in Newmarket) again, preferably on the lake
- Fewer pizza/nail shops/fast food, more ethnic restaurants, a book store
- Co-op artist's space for visual artists, writers, musicians, etc. (dare to dream!)
- Longer hours for our library"

"**My Keswick** is:

- Parking pads on the front lawn
- Temporary carports during winter in from of the house
- Installing underground sewers and underground hydro lines on Frederick Street but not sidewalks
- Connecting the trails with a pedestrian bridge over the M- River
- Reducing the restrictions to allow more of the lawn/lot to be covered by accessory buildings such as sheds, micro-homes, bunkies, doghuoses, fences, walled gardens...
- Developing access/services for electric vehicles
- A pedestrian mall with the height and storefront uniformity as a village magnet for tourism and hub for residents - "villa"
- More public swimming and skating please
- Starbucks, Longos/Grovery Gateway, law firms, hospital, green incentives
- Trees, landscaped medians, green signage, green roof/wall, solar power
- A high-speed, frequent transit to Newmarket and EG GO and indoor GO parking"

5.0 PUBLIC WORKSHOP FEEDBACK

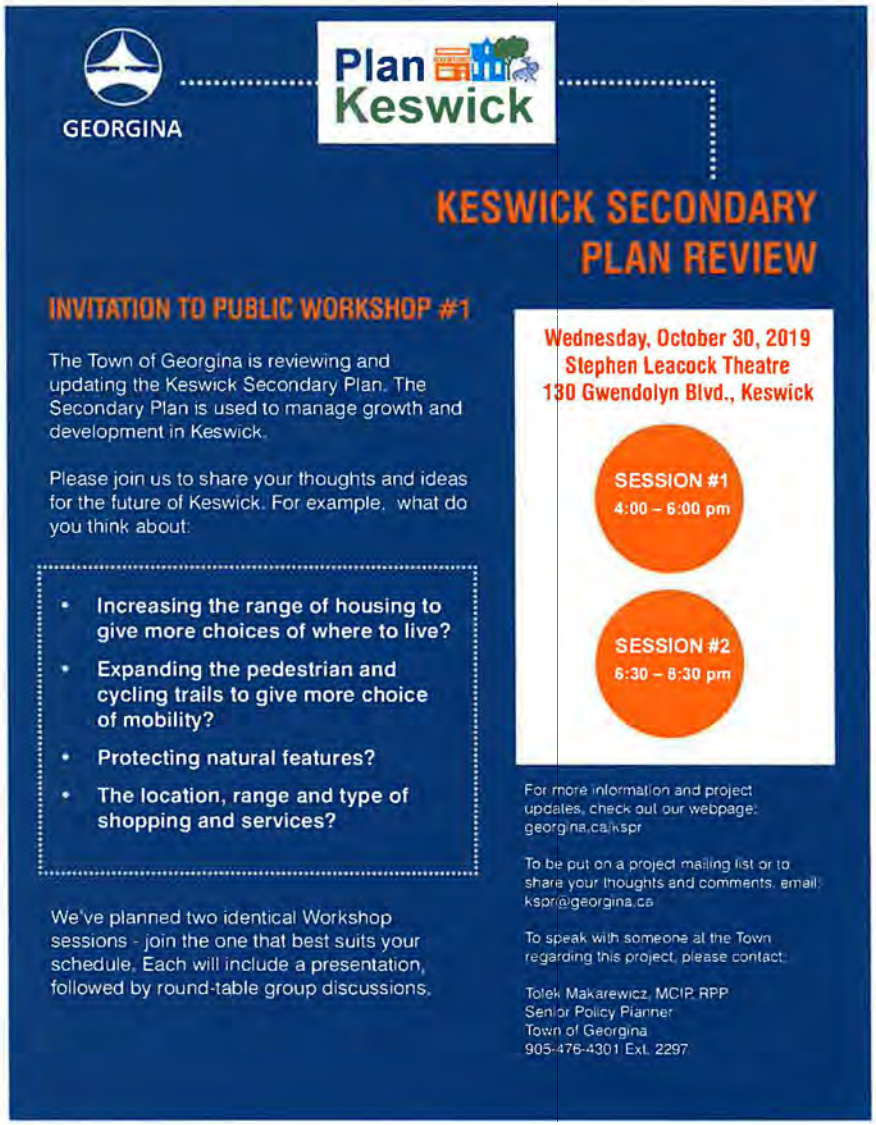
Approximately 25 participants attended the first Public Workshop. Town staff and members of the consultant team, including The Planning Partnership, BA Group and urbanMetrics, were also in attendance to facilitate conversations and present the work completed to date.

During the Table Group activity, participants were encouraged to provide feedback, ask questions, and review the findings from the background reports as outlined in the presentation and on table worksheets under the heading "Additional items to consider". The tables were organized by the five (5) topic areas :

- Transportation;
- Commercial/Employment;
- Land Use;
- Natural Heritage; and,
- Urban Design.

Each table was facilitated by a member from the consultant team and municipal staff who guided discussion, recorded feedback, and answered questions related to the topic.

A record of the input received during the Table Group activity is outlined on the following pages.

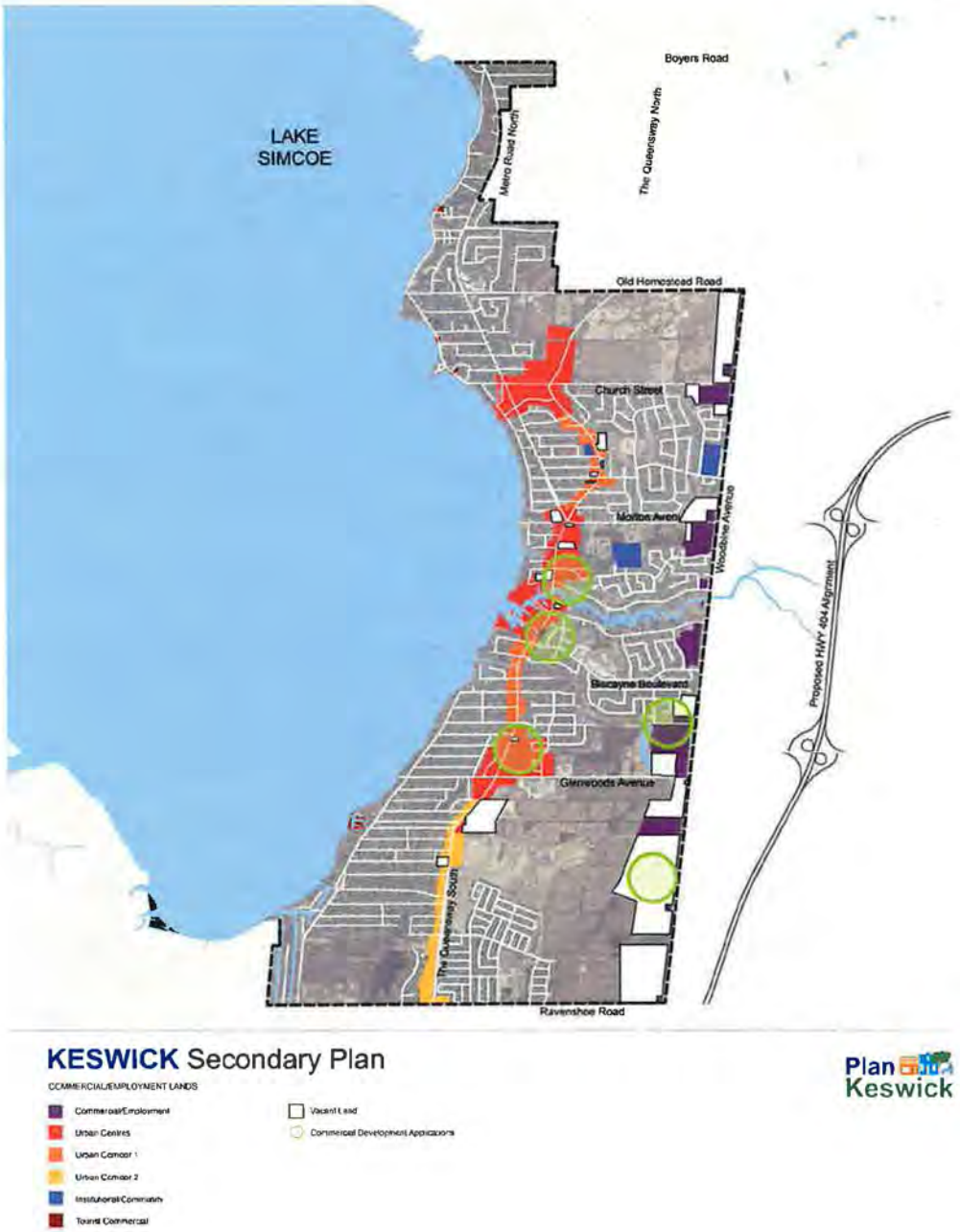


Transportation

- Active transportation:
  - Design should consider safety, having places for rest areas and refreshment (e.g. food trucks/ice cream etc.)
  - Bikes on both sides
  - Slow down cars
  - Parking/pedestrian issues and conflict with traffic on Lake Drive
- Better mobility for seniors
- How do we accommodate parcel deliveries? (Amazon)
- Support for traffic calming
- Better lighting along streets to improve pedestrian safety
- Access/services for electric vehicles
- Pedestrian bridge over Maskinonge River to connect trails
- Transfers, train and Route 50 connectivity
- High-speed, frequent transit connection to East Gwillimbury and Newmarket GO
- Indoor parking, especially at GO stations
- Green medians with landscaping and trees for shade (cooler)
- Pedestrian malls
- Permit parking pads on the front lawn and carports
- Traffic calming measures

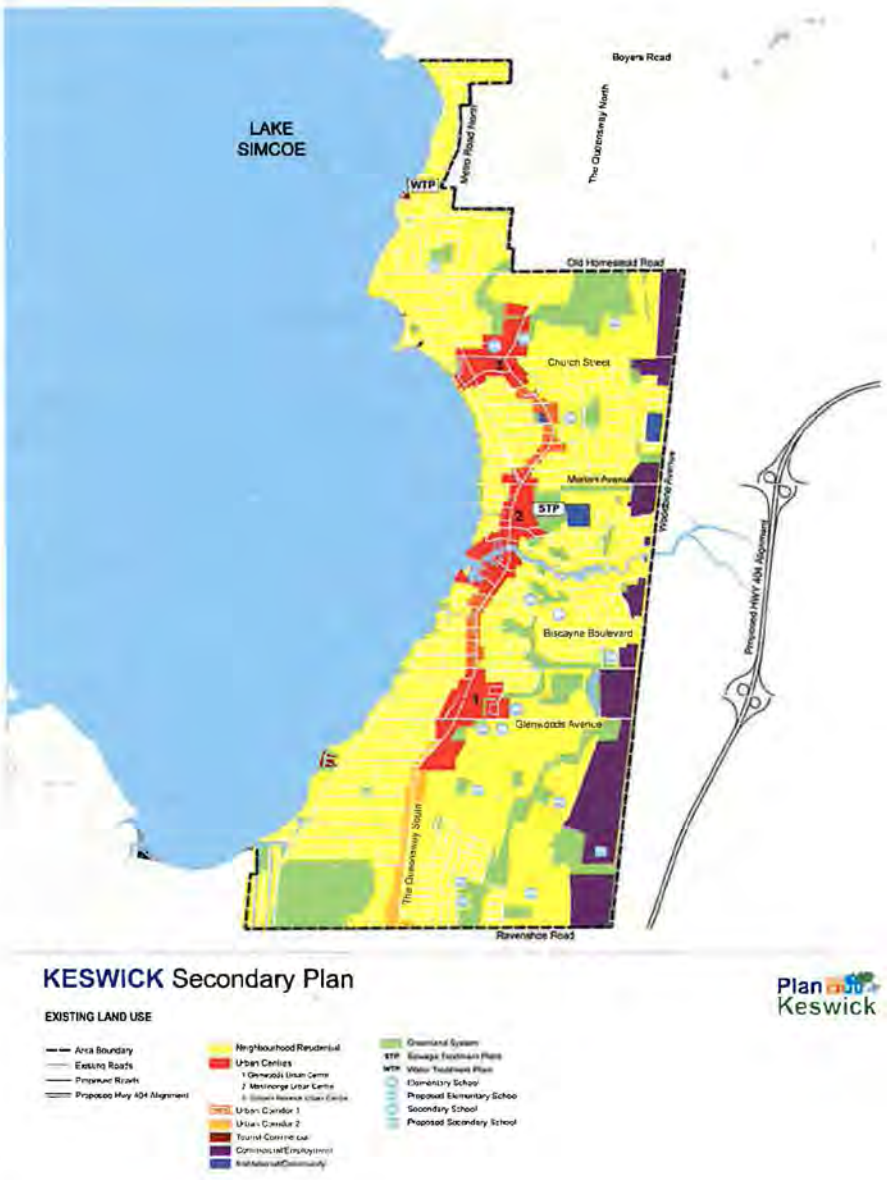
Commercial/Employment

- Want to buy local
- First floor commercial
- Height restrictions and uniformity (e.g. signage)
- Pedestrian malls
- Electric vehicle charging station
- Better internet infrastructure
- Hospital
- Consider more mixed use development on Woodbine south of Glenwoods to be closer to 404
- Gateways along Woodbine
- Have Simcoe Avenue area be a higher density mixed use area
- More commercial along The Queensway (on street parking)
- Simcoe Street could be beautiful for a pedestrian mall
- Regional DC's



Land Use

- Streamline process for garden suites and accessory apartments in accessory buildings
- Mixed use opportunities (i.e. retail and rental opportunities)
- Enhancing and beautifying green space and protected areas
- Corridors and urban centres should be the focus of growth and intensification
- Connecting greenspace from north Keswick to south Keswick – the connection over the Maskinonge River is important
- Increased lot coverage permissions for residential properties to allow for accessory buildings, micro-homes, sheds, garden suites
- Policies to allow for pedestrian malls and/or village hub for residents and tourists to enjoy
- More opportunities for public access to Cooks Bay for swimming and skating
- Policies to support green buildings, sustainable development, LID initiatives – stronger wording and incentives
- Opportunities for and policies to support a wide variety of health care services in the community
- Enhance telecommunications and broadband throughout the community
- More rental (including non-subsidized) for downsizing opportunities
- Stronger town centre structure with commercial and higher density residential uses
- More 4 storey+ buildings similar to the new Seniors Centre
- Allow for mixed-income housing opportunities
- Consider suitability of Woodbine corridor for development that would require underground parking (perhaps soil conditions are better)
- If Keswick wants to attract more tourism, needs to develop more of a destination
- Granny flats
- Townhomes with commercial block like Markham
- Long term upkeep of greening/plantings on commercial properties



Natural Heritage

- Restoration
- Funding for multiple changes – priorities?
  - Fiscal impacts – who pays?
- Overlap problems e.g. Carbon emissions from major construction program, mitigation
- Ensure the rebuild of homes do not use 33% of lot – due to flooding concerns
  - Lower % - less impermeable surfaces, more low impact development, rock gardens, "zoning"
- Civil matter/Earth works concerns for homeowners
- Pine beach "rewilding" – water centre Annabel Slaight
  - Low impact development gardens
- Beach areas – combine the committees to become more tourist inviting e.g. each beach to host a group (ATV, skiers, kite boarders) – or turn the lands back to the Town, open the resident memberships, create parking, redo shorelines and volunteering
  - Town of Georgina to help organize the systems
- Tree policy must be updated
- Should land use consider the use by species other than human species?
- We need to ask for more skilled builders – who are able to provide thermal exchange heating for all buildings; and also more updated skills in providing solar features. We need more builders who can provide houses that are much closer to net zero energy than current builders in Georgina
- Where trees are cut down, they must be replaced by a sufficient number of trees, of a sufficient age, to provide that there be no loss in the amount of carbon dioxide being absorbed

Cultural Heritage

- Policies to support and protect cultural heritage (eg. Chippewas, trading post) and prevent replacement with urban sprawl
  - Eg. Preserve historical buildings, storefronts
- Protect Georgina Pioneer Village and Archives
- Take as a precedent the beautiful landscape of the McMichael Art Gallery at Woodbridge/Highway 27 (housing the Group of Seven work)
- Keep urban development within the historical cultural milieu

Urban Design

- Community gateway at Woodbine/Ravenshoe
- Extension of Simcoe Street commercial west to lake
- Pedestrian mall and uniform building fronts
  - Even bits only for a weekend
- More public skating and swimming
- Residential infill, get more of lot covered by accessory buildings to allow for a secondary suite
- Encourage passive energy design
- Allow for innovative design solutions for intensification
- Parkettes with benches
- Benches on corners
- More on-the-street restaurants

Discussion Notes

Due to a smaller group of participants, the second 6:30 pm session concluded with a flexible group discussion and Q&A. A summary of the Q&A and related discussions is included here.

Why has the Keswick Business Park not started yet after 11 years?

- Waited for 404 extension (which is now open)
- Most landowners waiting for major tenants, rather than breaking up properties
- Bradford Bypass (Highway 404-400 link) would also help with accessibility
- North portion of Business Park is draft approved, landowner now has to fulfill the conditions, which the Town is encouraging that they do as quickly as possible
- Some servicing allocation has been set aside for the Business Park
- The development of these lands is important to contribute to a "complete community"
- Town is working to get the lands designated as "Provincially Significant"
- More commercial and employment will provide more balanced tax revenue for Town
- Would like to have more 'shop local' opportunities in Keswick, and not have to travel to Newmarket for many purchases.

What is the timeframe for the Highway 404-400 link?

- There is no dedicated funding but the Province recently restarted the EA
- Region's position is that it's needed in the 10-15 year horizon, so that is likely the best case scenario

Will the new Keswick Secondary Plan propose stricter guidelines for development approval, or more flexibility?

- It is all about finding the appropriate balance
- No answer yet, but this process is about make that decision

How fast do things/development move in Keswick?

- Largely depends on the motivation of landowners/market changes
- The Keswick Secondary Plan will take 1 year, after which it must be approved by the Region. The Region will ensure that the Secondary Plan conforms to Provincial requirements. Objective is to create a 'made in Keswick' Plan within the restrictions of the Provincial framework
- Town staff provided an overview of the Town's approval process and how delays can occur
- Should note that Bill 108 has significantly shortened the approval timelines for planning applications

Is there anything in the works to widen Glenwoods?

- Making that determination will be part of the transportation portion of the Secondary Plan Review work
- There is a plan to realign the road to accommodate the Keswick Business Park Secondary Plan road network

Are there any restrictions on foreign investors buying up land?

- No, there are not

Is there the potential for developing Keswick as a retirement community?

- We cannot plan for specific demographics, have to meet the needs of all residents/future residents
- Development industry will make their own decisions on how to market their developments

Are there restrictions on height?

- Yes, the different designations in the current Secondary Plan have different maximum permitted heights (i.e. max of 6-8 storeys in the Urban Centres and 11 m in the Neighbourhood Residential designation)
- This is something that will be under review through this project

Will speed bumps be considered on trails to prevent abuse by motorized vehicles?

- Motorized vehicles not permitted on trails, so they are acting illegally – more of an enforcement issue
- This type of issue is not in the scope of the Secondary Plan Review process, but the Town certainly could explore creating barriers in problem areas
- Have to be careful not to then create barriers for legitimate trail users (i.e. wider tricycles) – sometimes enforcement is the best approach

What is the status of the MURC?

- It is in its initial phases
- Land has been secured on Woodbine Avenue through a draft plan of subdivision, retained a consultant and in the process of designing the site

6.0 ADDITIONAL CORRESPONDENCE

In addition to the opportunities to provide input outlined above, the project team received two emailed comments with respect to the future of Keswick. Key messages from this correspondence include the following.

Opportunities

- Stronger guidance to encourage additional rental buildings to accommodate downsizing seniors and young couples, located within walking distance of commercial uses
- Consider opportunities for non-luxury condominium buildings, 3 storeys or higher (similar to The Oaks in Sutton)
- As most land around The Queensway is used up with low-rise housing, should consider policies to promote a Town Centre along Woodbine where opportunities for higher rise residential development remain
- Prioritize creation of a complete community, particularly additional local employment and retail opportunities which permit residents to 'shop local'
- Support the creation of a traditional main street with local shops, to enhance the "small town feel", which could include a central square/ parkette - there is currently no centre or heart to the community
- Preserve and enhance the natural areas and trails within Keswick
- Recommend that more stores/shopping malls be developed near Church Street and Woodbine Avenue

Challenges

- Existing cottage developments which hinder access to the waterfront
- Disjointed commercial development, with no recognizable Town Centre
- No normal gradation of housing types which normally surrounds a Town Centre
- Limited non-residential development places a more significant burden on residential property taxes, impacting affordability

GEORGINA

Plan Keswick

KESWICK SECONDARY PLAN REVIEW

INVITATION TO PUBLIC WORKSHOP #2

The Town of Georgina is reviewing and updating the Keswick Secondary Plan, which is used to manage growth and development in Keswick.

Please join us for an opportunity to work alongside members of the design team in an interactive session to explore land use and design options for key undeveloped areas in Keswick, such as:

- **Woodbine Avenue north of Church Street**
- **The area around the new Multi-Use Recreation Complex**
- **The Queensway south of Glenwoods Avenue**

Come and share with us what's important to you.

Saturday January 18, 2020
United Church, Room #1
177 Church Street, Keswick
9:30 am to 12:00 pm

Will begin with a brief presentation at 9:30 am followed by interactive design sessions

For more information and project updates, check out our webpage: **georgina.ca/kspr**

To be put on a project mailing list or to share your thoughts and comments, email: **kspr@georgina.ca**

To speak with someone at the Town regarding this project, please contact:

Tolek Makarewicz, MCIP, RPP
Senior Policy Planner
Town of Georgina
905-476-4301 Ext. 2297

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. DS-2020-0002

FOR THE CONSIDERATION OF COUNCIL
January 15, 2020

SUBJECT: PROPOSED CHANGES TO THE ECONOMIC DEVELOPMENT AND COMMUNITY BETTERMENT GRANT PROGRAM

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1. RECOMMENDATION:

1. **That Council receive Report No. DS-2020-0002 prepared by the Economic Development and Tourism Division, Development Services Department dated January 15, 2020 respecting proposed changes to the Economic Development and Community Betterment Grant Program.**

2. **That Council approve the proposed changes to the Economic Development and Community Betterment Grant Program as outlined in Section 4 of Report No. DS-2020-0002 including the delegation of approval authority for any grants up to and including $5,000 to the Economic Development Committee (EDC).**

2. PURPOSE:

To request Council's approval of the proposed changes to the Economic Development and Community Betterment Grant Program that were endorsed by the Economic Development Committee on November 4, 2019.

3. BACKGROUND:

The Economic Development and Community Betterment Grant Program was established to provide financial assistance for programs/events that serve to promote the Town of Georgina to markets outside Georgina, generate economic opportunities for the local business community and provide for the betterment of the Community.

Each year, Council approves a budget for the administration of the Economic Development and Community Betterment Grant Program. Applicants submit their grant requests to the Economic Development and Tourism Office. The grant requests are then reviewed and endorsed by the EDC and presented in a report to Council for final approval.

4. ANALYSIS:

In order to streamline the grant process a number of changes have been made over the past 2 years. These changes include creating online applications, implementing detailed evaluation criteria that places an emphasis on collaboration and requiring that applications be submitted 120 days in advance of the event. This 120 day timeline is to help ensure that the applicant is able to take advantage of marketing available through the Economic Development and Tourism Division and other online platforms offered by partner organizations.

On November 4, 2019, the Economic Development Committee (EDC) reviewed the current Economic Development Grant application process and have endorsed the following additional changes as noted below. A copy of the updated grant application that incorporates the various changes, is provided as Attachment 1.

Intake Periods

Currently, applications are submitted and reviewed by the EDC at committee meetings that follow these three intake periods:

September 2 - February 1
February 2 - May 1
May 2 - September 1

Since the majority of events take place in the summer months and in order to meet the 120 day timeline, the majority of the applications are reviewed at the February EDC meeting. In order to reduce the number of grant applications submitted during the February intake period, it is suggested that an additional intake period be added. By adding an additional intake period, it will also allow grant applicants more time to prepare their application for summer events and still meet the 120 day timeline.

The following 4 intake periods are now proposed:

October 2 – February 1
February 2 – March 1
March 2 – April 1
April 2 – October 1

Applicants are currently required to submit their application 1 week in advance of the intake period deadline and a minimum of 120 days prior to their event. Staff
Staff maintain that successful events require 6 – 12 months of planning and with limited funds available, we want to ensure we support programs/events that are well planned and have the opportunity to take advantage of collaborative marketing efforts.

Acknowledgment of Town Funding

Over the past few years grant recipients were required to acknowledge the Town's funding support by including a wordmark on their marketing materials, website, signage etc. as illustrated below.

Sponsored by:
Town of Georgina

The Communications Division has recently prepared a horizontal wordmark, which includes the same circular symbol and font as used in the trademarked corporate logo along with the words "Proudly funded by" and the year as illustrated below. This wordmark indicates the Town's support and that funding is approved on an annual basis. It will be a requirement for community organizations to utilize the Town's wordmark below to acknowledge the Town's funding support. As indicated in the application guidelines, failure to comply will jeopardize consideration of future grant applications.

Proudly funded by:
GEORGINA
2019

Approval Process

The current process is to have the EDC evaluate the grant applications and endorse the recommended level of funding for each grant applicant. Staff are then required to prepare a report to Council for final approval. Since a maximum grant amount has been established ($5,000.00), and the considerable time that is taken to evaluate and assess the merits of each application, it is recommended that the final approval revert back to the EDC. Similar to past practice, an inter-office memo advising of any grants approved will be provided to Council following the EDC meeting and placed on the Council Agenda for information. Eliminating the need to prepare a formal report to Council for approval of the grants saves not only staff time but allows for the disbursement of funds 3 – 4 weeks earlier.

In addition to the above, a number of other revisions have been made to the grant application:

- Encourage potential applicants to meet with staff to review their eligibility before completing the application.

- The application now indicates that the application and financial information submitted may be obtained through a freedom of information request.
- Emphasizing the importance of collaboration amongst event organizations.
- The Town's Code of Conduct is now referenced in the grant application and attached in its entirety. Failure to act with integrity and treat others with fairness and respect will result in future applications being denied.
- Revise the name of the grant program to make reference the Program's stream that supports Cultural Activities: "Economic, Culture and Community Betterment Grant".

A copy of the updated grant application together with the economic development grant evaluation form are attached.

5. RELATIONSHIP TO STRATEGIC PLAN:

Corporate Strategic Plan:

"Grow Our Economy" – Promote Town Identity

"Engage and Build Our Community Partnerships" – Establish and Strengthen Partnerships

"Deliver Exceptional Service" – Ensure Exceptional Service Delivery

7. FINANCIAL AND BUDGETARY IMPACT:

There is no financial or budgetary impact. A budget of $45,000 has been approved in the 2020 Town Budget for the administration of the grant program.

8. CONCLUSION:

This report is being provided on behalf of the Economic Development Committee to request the proposed changes to the Economic Development and Community Betterment Grant application process which includes adding a fourth intake period and delegating the final approval of the grant application to the EDC.

Prepared by:

Jamie-Lee Warner
Administrative Assistant

Prepared by:

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

Recommended by:

Harold Lenters, MSc. Pl., MCIP, RPP
Director of Planning and Building

Approved by:

Dave Reddon
Chief Administrative Officer

Attachment 1 – Revised Economic Development Grant Application

GEORGINA

ECONOMIC, CULTURE AND COMMUNITY BETTERMENT GRANT PROGRAM

Guideline and Application Form (Revised December 2019)

This grant program supports the development of local culture and community led events, celebrations and projects and will build on the local history, traditions, culture and create an economic impact within our community.

TABLE OF CONTENTS

	Page
Guidelines	1
What is the grant for?	1
Who can apply?	1
Grant Programs	1
Community Betterment Grant	1
Community Culture Grant	1
Economic Development Grant	1
What is the process to apply for the grant?	2
When can I submit an application?	2
What are eligible expenses?	3
Is there a limit to the number of grants an organization or project can receive?	3
What is required to apply?	3
Evaluation Criteria	3
What is required to receive the grant if the application is approved by the Economic Development Committee?	5
Use of the Town Wordmark	5
Code of Conduct	5
Application	6
Waiver	14

GUIDELINE

What is the grant for?

The objective of the Economic, Culture and Community Betterment Grant Program is to provide financial assistance for programs/events that serve to promote the Town of Georgina to markets outside Georgina, generate economic opportunities for the local business community and provide for the betterment of the Community. This program is not intended to support events with the primary purpose being to fundraise for organizations; charitable or otherwise.

Who can apply?

Not-for-Profit organizations that reside or provide services within the Town of Georgina and wish to inquire and submit a request for eligibility criteria may apply. Registered charities and businesses or business organizations (informal or formal) that promote overnight stays and have a significant impact on the local economy may also apply. However, the grant program is not intended to provide organizations with the ability to provide or increase charitable donations.

Applications to support events/programs that have already taken place prior to the Economic Development Committee's consideration of the application are not eligible.

Grant Programs

Applicants may only apply to one (1) of the following three types of grants under the Program per event:

Community Betterment Grant

This grant provides assistance to efforts being undertaken to build capacity within a community or neighbourhood. **A maximum grant amount of 50% of the eligible cost of the program/event up to a maximum of $2,000 may be considered.**

Community Culture Grant

This grant provides assistance up to a **maximum of 25% of the eligible cost up to a maximum of $5,000** towards the events/programs or public art installations intended to celebrate the Culture of Georgina.

Economic Development Grant

This grant provides assistance to organizations who are able to demonstrate that their program/event will have a direct economic impact on the surrounding business community**. A grant up to a maximum of 50% of total eligible expenses will be considered up to a maximum of $5,000.** Evaluation of these applications will consider the potential for this event to result in overnight stays and the marketing undertaken to attract an out of Town audience.

Note: Volunteer honorariums and any salaries within the budget are not to be included in the total cost of the event/program for the purpose of calculating the maximum grant amount.

What is the process to apply for the grant?

Applicants must submit a completed online application, along with relevant supporting documentation. In order to take full advantage of collaborative marketing efforts, **applications must be submitted four (4) months prior to the event date and one week prior to the intake deadline.**

Intake Periods	Evaluation Date for 2020
October 2 – February 1	February 3, 2020
February 2 – March 1	March 2, 2020
March 2 – April 1	April 6, 2020
April 2 – October 1	October 5, 2020

When can I submit an application?

Applications must be submitted one week prior to the intake period deadline for administrative processing and no less than 120 days prior to the event date. Applicants must contact Jamie-Lee Warner at 905-476-4301 ext. 2298 or at jwarner@gerogina.ca to set up a meeting to discuss and review your application and the eligibility criteria before submission.

Grant applications will not be accepted for events scheduled less than 120 days from the time of submission. All grant applications must be reviewed and deemed complete by the Economic Development and Tourism Division before they are accepted for evaluation by the Economic Development Committee.

What are eligible expenses?

Eligible Expenses:

Includes items or services directly required to provide the program or project to the public.

Equipment fees	Entertainment Fees	Facility rentals
Marketing costs	Promotional products	Permit Fees

Ineligible Expenses:

Staff salaries	Volunteer Honorariums	Consultant fees
Sub-contractor fees	Training expenses	Donations
Expenses associated with the provision of selling alcohol		

Is there a limit to the number of grants an organization or project can receive?

Although community groups may apply more than one time, the purpose of the grant is to assist organizations in starting up a program/event, or assist with the further development of an existing program/event. It is expected that if the program/ event is viable, it will have other sources of financing and actively be pursuing partnerships in order to become less reliant on the Town's funding. Priority will be given to those applicants working collaboratively with other community groups towards self-sustainability.

What is required to apply?

The applicant should include business or marketing plans directly relevant to the program/event. The application shall include a detailed account of the proposed revenue and expenses using the forms provided in this application or the submission of a formal budget. **For any expenses that exceed $500 and for which funding is being requested, a quote must be provided with the grant application.**

Evaluation Criteria

The Economic Development Committee uses the following criteria to evaluate submitted grant applications:

	Excellent 3pts	Good 2pts	Fair 1pt	Poor/Unacceptable 0pts
Overall quality of submission?	*Highly professional, complete application, excellent presentation of the program/event.*	*Good application.*	*Requires additional information.*	*Application is incomplete.*
Has the program/event attempted to become less reliant on Town funding?	*Applicant has demonstrated how the event will become less reliant.*	*Applicant has somewhat demonstrated how the event will become less reliant.*	*Applicant has difficulty demonstrating how the event will becomes less reliant on Town funding.*	*Applicant has not demonstrated how the event will become less reliant.*

Economic, Culture & Community Betterment Grant Program				In effect as of January 1, 2020
Does the program/event demonstrate effective use of different advertising channels?	*Applicant uses 4+ mediums of advertising communication.*	*Applicant uses 3 different mediums of advertising communication.*	*Applicant uses 2 different mediums of advertising communication.*	*Applicant uses little or no (1-0) medium of advertising communication.*
Are the revenues/expenses acceptable?	*Revenues/Expenses are appropriate. Revenues ≥ Expenses and/or shortfalls explained.*	*Revenues/Expenses are somewhat realistic.*	*Revenues/Expenses are somewhat realistic but clarification is needed on some line items.*	*Revenues/Expenses contain ineligible line items and/or Revenues ≠ Expenses.*
Collaboration	*Applicant has confirmed that other organizations will participate and/or promote the event/program.*	*Applicant has provided some information to indicate that there is potential for partnerships.*	*Little evidence of collaboration.*	*No evidence of collaboration has been provided.*
Community Betterment/Culture Application – *Only to be completed for this type of application.*				
Does the project/event result in community betterment as per the Town's Municipal Culture Plan?	The applicant clearly demonstrates that the program will result in community betterment. As per the cultural plan, the event would cover one of the following industries. - Visual Arts - Performing Arts - Literary - Media Arts - Community Festivals - Civic Arts	The applicant demonstrates that the program will result in community betterment or advance cultural activities.	The applicant has difficulty demonstrating that the program will result in community betterment or addressing the Municipal Cultural Plan.	The applicant does not demonstrates that the program will result in community betterment or addresses outcomes of the Municipal Cultural Plan.
Economic Development Application – *Only to be completed for this type of application.*				
Is the program/event an economic driver for the Town?	The applicant clearly demonstrates that the program will be an economic driver. - Generates Revenue. - Brings in people from outside the Town. - Sustainable	The applicant somewhat demonstrates that the program will be an economic driver.	The applicant has difficulty demonstrating that the program will be an economic driver.	The applicant does not demonstrates that the program will be an economic driver.

Evaluation: /18 pts

Notes

- An application with a score of 10 points or less will be deferred or refused.

What is required to receive the grant if the application is approved by the Economic Development Committee?

In order to receive the approved grant, the applicant must sign a waiver agreeing to comply with the terms of the grant, including the submission of financial and other requested information within 90 days of the event. If the terms of the grant are not complied with, the applicant/organization becomes ineligible for future funding. Applicants will endeavour to submit detailed information on their event/program. (i.e. economic impact, attendee place of residence.)

Use of Town Wordmark (Included within the Application)

To recognize the Town's support, applicants must place the Town's wordmark in its entirety on all major promotional and marketing material while following restrictions as indicated (Refer to attached Wordmark guidelines).

Code of Conduct (Included within the Application)

Applicants are to act with integrity and conduct business in an ethical manner. The Town believes that the principles of respect and fairness extend to our relationships with our business partners and community organizations. As a result, compliance with the Town's Code of Conduct is expected of all our applicants who receive funding from the Town. The Town may refuse to do business with any applicant that fails to acknowledge and adhere to the Town's Code of Conduct (Included within the application).

NOTE: ADDITIONAL CONDITIONS OR TERMS MAY BE IMPOSED ON AN INDIVIDUAL

Disclaimer:

All information collected in this application and financials required at the completion of the event becomes public information with the exception of personal contact information and may be obtained through a Freedom of Information Request.

GRANT APPLICATION. For further information contact Jamie-Lee Warner at 905-476-4301 ext. 2298 or at jwarner@georgina.ca

APPLICATION

PLEASE COMPLETE ALL FIELDS

Applicant:	
Name of Program/Event	
Date of Program/Event	
Program/Event Website	
Location of Program/Event	

CONTACTS (Two contacts are required)

Contact #1		
Name		
Title		
Phone Numbers	Home #	
	Work #	
	Cell #	
E-Mail		
Mailing Address		

Contact #2		
Name		
Title		
Phone Numbers	Home #	
	Work #	
	Cell #	
E-Mail		
Mailing Address		

Please check one of the following:

Not-For-Profit	
Community Group	
Registered Charity	
Registered Business	
Other (please specify)	

Please specify if you checked the "Other" box:

Please provide a general description of the program/event.

What is the expected number of participants at this program/event?_____

How will you track the number of Attendees?

What information did you base the number of expected participants on?

What was the total number of participants at the program/event during the past three years if applicable?

2019

2018

2017

DUE TO THE FUNDING THAT IS AVAILABLE, PLEASE SELECT ONE (1) GRANT APPLICATION STREAM THAT BEST FITS YOUR PROGRAM/EVENT AND DESCRIBE IN THE SPACE BELOW.

☐ **Community Betterment:**
How does this program/event contribute to the betterment of the Community if applicable?

☐ **Community Culture:**
How does this program/event contribute to the cultural development and further the goals of the Municipal Cultural Plan?

☐ **Economic Development:**
How does this program/event create an economic impact on the local business community or build capacity within the community or the Town of Georgina? Will the event/program have the potential to create or promote future investment in the Town of Georgina?

How many times, if any, has your organization or the above named program/event received funding from the Town of Georgina? _____

What is the amount you have received per funding request?

2019	
2018	
2017	

How will this program/event be promoted outside Georgina? (Please indicate only those efforts which are confirmed)

		Specify each individual channel
Newspaper		
Radio		
Television		
Social Media		
Free Web Event Listings		
Other		

Hard copies of any marketing materials produced for the program/event within the past year shall be submitted to the Economic Development Office

For further information contact Jamie-Lee Warner at 905-476-4301 ext. 2298 or at jwarner@georgina.ca

List all other confirmed funding sources for the upcoming program/event including the funding requested from the Town of Georgina. Alternatively, applicants may submit a proposed budget indicating revenue and expenses directly related to the event. In kind support may be listed on page 10.

SOURCE OF FUNDING	AMOUNT
Funding Requested from the Town of Georgina Community Culture Grant: 25% of total eligible expenses. Maximum $5,000 Community Betterment Grant: 50% of total eligible expenses. Maximum $2,000 Economic Development Grant: 50% of total eligible expenses. Maximum $5,000	
Total of all Funding Sources Total amount of funding should match expenses on the next page or explain variance.	

List all anticipated expenses for the upcoming program/event.

Please provide a quote for any expenses exceeding $500 and for which funding is being requested.

EXPENSE ITEM	DOLLAR AMOUNT
TOTAL EXPENSES Should match funding on the previous page	

IN KIND CONTRIBUTION

Required: List other stakeholders or organizations, involved with the program/event that provide "in kind" contributions or resources. (Please provide contact information for these organizations/stakeholders.)

ORGANIZATION	Contact Information **Phone Number and E-mail**	In Kind Contribution
e.g. Joe Smith Associates	Joe Smith 416-123-4567 j.smith@gmail.com	Providing tents for event

WAIVER

I, the applicant, have read and agree to abide by the requirements of the Town of Georgina Economic, Culture and Community Betterment Grant Program.

I agree to act with integrity and conduct business in an ethical manner in accordance with the Town of Georgina's Code of Conduct.

If successful in receiving this grant, I agree to submit the following documentation.

1. **Detailed Financial Statement – Actual**
2. **Detailed Marketing Plan – Actual**
3. **Attendance Numbers**
4. **Provision of information related to place of residence of participants (Postal Code)**

Documented expense claims should be provided to the Economic Development Office within **90 days** of the program/event end date. Any excess funds should be returned to the Town.

I agree to provide a financial statement along with the above stated documents, completed within **90 days** of the project completion.

Organizations shall indicate the Town's support of the event/program by placing the Town of Georgina wordmark on all marketing materials while following restrictions as indicated.

I attest that all information provided in this application and the supporting documentation is true and valid at the time of this application.

PRINTED Name of Applicant

Signature of Applicant

Date

BY TYPING YOUR NAME IN THE APPLICANT BOX YOU ARE ADHEARING TO THE TERMS AND CONDITIONS OF THIS GRANT APPLICATION IN ORDER FOR YOUR GRANT APLICATION TO BE ACCEPTED.

Disclaimer:
All information collected in the application becomes public information with the exception of personal contact information.

Wordmark Spec Sheet

The Proudly funded by wordmark should always be clearly visible. It is essential that this wordmark is used correctly and consistently in all communications. It must never be redrawn or modified from the original.

Always use the supplied image file for the wordmark. This wordmark has been designed as a unit and should be resized proportionately, not to be stretched or skewed. If re-sizing is needed, hold "SHIFT" and pull a corner to desired size. If you need a large format please contact the Communications Division directly at communications@georgina.ca.

Colour

The official corporate colours are:

Green	Blue
Pantone® 335 C	**Pantone® 541 C**
CMYK: 100/0/58/22	**CMYK:** 100/58/9/42
RGB: 0/128/102	**RGB:** 20/55/125

Proudly funded by: GEORGINA 2019

Do's and Don'ts

Do not create a box around the wordmark.

Do not distort the wordmark in any way.

Do not rotate the wordmark.

Do not seperate or use elements of the wordmark as stand-alone images. **Do not** rearrange the elements in the wordmark.

When printing in black and white, use the black on a light background or the white on a dark background. In terms of detailed backgrounds, please ensure the wordmark is legible.

Funding Acknowledgement

When Georgina provides funding to events or local organizations, funding recipients must acknowledge the support of the Town by using the Town of Georgina wordmark (as displayed below) on their communication material.

To recognize the Town's support, we ask that you place the following wordmark below in its entirety on all major promotional and marketing material including but not restricted to print/digital ads, social media, apparel, novelty items, websites, posters and signage where appropriate.

The wordmark cannot be distributed to any other party, nor be used for any other reason other than what is intended. When placing the wordmark on a promotional item, please provide a proof prior to printing/production to Economic Development at ed@georgina.ca for review to ensure the integrity of the wordmark is maintained.

Failure to comply with the funding acknowledgement as outlined above, and the wordmark spec sheet could result in immediate or future withdrawal of Town funding.

Name _____ Date _____

Signature _____

Witness name _____ Date _____

Signature _____

EMPLOYEE CODE OF CONDUCT

PURPOSE:

All Town of Georgina employees are required to comply with this policy and be aware of the policies, procedures, laws and regulations that affect their job. It is recognized that no set of guidelines can address every ethical situation. These guidelines are not intended to be exhaustive. They are intended to assist employees in matters of conduct, to avoid conflict of interest and to serve the public and colleagues in an acceptable and professional manner. Perceptions of others are critical to the reputation of the corporation and an individual employed in public service. The best insurance against loss of public confidence is adherence to the highest standards of professional behaviour.

This policy is consistent with the Town's Values of Integrity, Accountability, Responsibility, Responsiveness, Professionalism and Respect. The Town of Georgina's Mission Statement is "Dedicated to providing exceptional municipal services," which extends to all employees, vendors, customers and the public through both words and actions. We must all work together to promote to a positive culture of tolerance, acceptance and inclusiveness.

POLICY STATEMENT:

The Town of Georgina strives to protect all of our employees, vendors, customers and the public from any unethical, illegal or damaging actions committed by employees either knowingly or unknowingly.

EMPLOYEE RESPONSIBILITIES:

- Sign a document acknowledging they have read and understand the Code of Conduct, and they agree to comply with its provisions
- Review the policy annually
- Seek clarification from management or Human Resources if uncertain about any information contained in this Policy
- Adhere to the standards of behaviour outlined in this Policy

MANAGEMENT RESPONSIBILITIES:

- Promote an environment in which employees demonstrate standards of ethical and professional behaviour
- Take appropriate steps to ensure employees are aware of and act in compliance with this Code of Conduct and related policies
- Demonstrate behaviours that are consistent with the Code of Conduct

- Support staff members in adherence to the Code of Conduct
- Establish and maintain adequate systems, procedures and controls for the organization which support compliance with this Code of Conduct
- Deal in a fair and expeditious manner with any allegations of Code of Conduct violations, in consultation with Human Resources
- Begin an investigation into an allegation immediately or as soon as possible after receiving a verbal or signed allegation in writing.

HUMAN RESOURCES RESPONSIBILITIES:

- Maintain the Code of Conduct and related human resources policies
- Provide information and education relating to the Code of Conduct
- Provide advice on matters that are related to the Code of Conduct
- Support management in the investigation of alleged breaches of the Code of Conduct
- Determine, in conjunction with Management, the appropriate disciplinary action for confirmed breaches

CONFLICT OF INTEREST

A "Conflict of Interest" is a situation in which an employee has personal or private interests that may compete with the public interests of the Town. Such competing interests may make it difficult for the employee to fulfill his or her duties impartially. A Conflict of Interest can create an appearance of impropriety or a perception of bias that can undermine confidence in the person and in the Town generally. A conflict exists even if no unethical or improper act results from it. A Conflict of Interest can either be an apparent conflict or a real conflict.

Apparent Conflict
An apparent conflict exists where an informed and reasonable person reviewing the matter and having thought the matter through could conclude that a Conflict of Interest exists, although it may not.

Real Conflict
A real conflict exists where a personal interest exists and that interest includes:

- Being known to the employee
- Having a connection to the employee's duties that is sufficient to influence or interfere with the performance of those duties
- Any inappropriate expense claim made, which is unrelated or related to Town business or the employee's job responsibilities
- Any apparent violation of Federal, Provincial or local laws

Direct Interests
Direct interests are those interests in which the employee, by virtue of a social or financial relationship, is likely to gain benefits or losses, advantages or disadvantages.

Indirect Interests
Indirect interests are those interests in which the employee, by virtue of a social relationship or a financial relationship, may reasonably appear to gain benefits or losses, advantages or disadvantages, even though the employee may never have a direct interest.

DISCRIMINATION

The Town of Georgina is committed to providing employees, vendors, customers and the public with a work environment free from discrimination and harassment, and promotes an atmosphere that respects the dignity, self-worth and human rights of every individual. Refer to Policy No. 2 Respectful Workplace Policy and Policy No. 42 Violence and Harassment Free Workplace.

No form of discrimination, including all forms of harassment will be tolerated, whether it involves employees or members of the public including but not limited to: hate, legislated, general, sexual and/or textual.

Employees must not engage in any hateful, demeaning or offensive behaviour, verbal or non-verbal.

It is the responsibility of all employees to create and maintain a workplace free from discrimination. As per the municipal Policy No. 2 Respectful Workplace Policy and Procedures, an employee confronted with or aware of discrimination of any nature is required to contact his/her supervisor, manager, Director of Human Resources or designate. Each complaint of discrimination will be treated as a serious matter.

GIFTS AND ENTERTAINMENT

Employees must make workplace decisions based on an impartial and objective assessment of each situation, free from the influence of gifts, favours, hospitality or entertainment. The municipality must avoid both the reality and the appearance of impropriety with the organizations or individuals with whom it deals (reference the Suppliers Code of Conduct).

Employees shall neither offer nor accept any gifts, favours, hospitality or entertainment that could reasonably be construed as being given in anticipation of future, or recognition of past, "special consideration" by the municipality. The public's perception of the integrity of the municipality and its employees is of great importance. What an individual employee feels is an appropriate gift may not be viewed in the same light by the public.

Gifts and entertainment may, on rare occasions, be given to others at the Municipality's expense only if they are consistent with accepted business practices. As a general rule, the acceptance of even customary business amenities should be avoided. However, it is recognized that this type of hospitality may be acceptable within strict limits as a part of some reciprocal business relationships or to develop a network which is of benefit to the Municipality.

An employee may pay for or accept customary business hospitality, such as meals and promotional items (i.e. mugs, hats, shirts, pens) provided:

- The expenses involved do not exceed a nominal value of $50.00
- They are infrequent
- They can clearly be seen as legitimately serving a definite business purpose
- They are appropriately related to the responsibilities of the individual

Employees who are asked to speak publicly to an organization or professional association may accept a small honorarium or gift provided it is reasonable under all of the circumstances. In cases where employees are asked to speak or make presentations to share information with colleagues, it may also be permissible to accept the offer of travel and/or accommodations.

Employees should refuse all other forms of gifts. Employees may not accept travel, accommodations or other forms of hospitality when speaking at conferences or business functions where the purpose of the event is to solicit business from the Municipality or other consumers.

Employees should get approval from their manager prior to accepting hospitality or invitation to attend a special event.

BUSINESS NETWORKING EVENTS

In recognizing the value of interaction with business associates, the Municipality periodically participates in business networking events such as golf, theatre, sporting events, etc. Approval to attend such events would be based on the purpose and spirit of relationship development and/or business procurement and be pre-approved by the employee's senior manager.

FAMILY RELATIONSHIPS (Nepotism)

As a public sector employer responsible for providing a variety of programs and services to the community, municipal employees must ensure their personal lives and their official duties co-exist independent of each other.

Nepotism, the appointment to a position or the receipt of an employment benefit based on one's kinship or family relatives, is prohibited. There is an expectation, shared by the public and municipal staff alike, that all hiring, promotions, performance appraisals or discipline will be

undertaken in an objective and impartial manner. Therefore, the Municipality prohibits employment situations where relatives would be:

- Supervised by, or subordinate to, one another
- Given preferential treatment in being recruited and/or selected for vacancies
- Appointed to positions where job responsibilities would be incompatible with positions occupied by relatives

Employees are required to disclose the particulars to their manager for appropriate resolution.

PERSONAL RELATIONSHIPS

Personal relationships between employees and friends that are in receipt of municipal services, especially those persons that may be seen to be vulnerable clients, is a concern. The Municipality prohibits any employee from giving "preferential treatment to relatives or friends or to organizations in which relatives or friends have an interest, financial or otherwise".

The integrity of the Municipality as an objective and impartial public service provider may be jeopardized when an employee's personal relationship with a client appears to be the reason that the person is in receipt of the municipal service or program.

Should any of these types of personal relationships arise during the course of employment, the employee involved is required to disclose this perceived conflict of interest in writing to their manager, who will then address the matter accordingly.

POLITICAL AND COMMUNITY ACTIVITY

To ensure public trust in the Municipality, employees must be, and appear to be, both personally impartial and free of undue political influence in the exercise of their official duties.

Employees engaged in political activities must separate those personal activities from their official positions. Employees may participate in political activities at the federal, provincial and municipal levels providing such activity does not take place during work hours or utilize municipal assets, resources or property. Notices, posters or similar material in support of a particular candidate or political party are not to be displayed or distributed by employees on municipal worksites or on municipal property.

Employees wishing to run for federal, provincial or municipal office must request, and obtain, a leave of absence without pay, and abide by the respective legislation governing such elections.

MEDIA AND PUBLIC RELATIONS

Communications with the media and public will be conducted so that all information originates from an authoritative source within the Municipality. The official spokespersons for the Municipality include the Mayor, Chief Administrative Officer, Senior Management and Corporate Communications. Prior approval for any media comments or public relations activities should be sought from these people.

It is not the intent of this Code to restrict the ability of employees to express a personal opinion on matters of general interest. In such cases, the employee must make it clear that the comment is being made in their capacity as a private citizen, and not as a representative of the municipality. This is also extended to comments posted on personal social media channels and accounts.

Similarly, the employee must use caution to ensure that the Municipality's interests are not compromised in any way, either by the use of municipal letterhead, email addresses or by any other implication.

OUTSIDE BUSINESS ACTIVITY (Moonlighting)

An employee must ensure that "moonlighting" at an external job does not negatively impact on their effectiveness at the Municipality, nor contravene any of its related policies and procedures. Outside work, activity or business must not:

- Conflict with their municipal hours of work
- Interfere with the efficient performance of municipal duties
- Compete with municipal services
- Use the Municipality's time or resources, such as photocopiers, stationery, computers, e-mail, internet, printers, vehicles, cellular phones, pagers or such, for the benefit of their second job or external activities
- Give employees a real or perceived financial or other personal interest or advantage that is derived from employment at the municipality

Employees must act in the best interests of the Municipality and the taxpayer. Responsibility to avoid actual or perceived conflicts of interest lies with the individual employee.

USE OF MUNICIPAL PROPERTY AND ASSETS

Employees must ensure that any property (including cash, cheques, documents, inventories and equipment) in their care as part of their job duties is properly secured and protected at all times. This responsibility extends to the use and security of any purchasing or access code cards (eg. Photo ID Cards, Photo ID Fobs, Key Fobs).

Employees shall only use the Municipality's property, equipment, supplies and services for activities associated with the discharge of their duties, unless proper authorization has been granted. Facilities such as internet access, electronic mail, telephone, voice mail, internal mail and bulletin boards are provided solely for municipal business and sponsored activities, and must be restricted accordingly, unless another use is approved by management. (reference IT policies: DAS-IT01 Responsible Computing Guidelines Policy and/or DAS-IT02 Electronic Mail & Messaging Systems Usage Policy & Guidelines.)

Employees using the internet in their jobs are prohibited from performing any unacceptable or unlawful activities on the Municipality's electronic network. This would include accessing pornographic or hate propaganda websites. The Municipality's electronic networks are corporate assets and employees should be aware that communications over its electronic networks should not be considered private communications.

The Municipality forbids software piracy, defined as using any unlicensed copy of a software package that has not been purchased for municipal purposes. It includes taking a copy of a licensed software package for one's own use or passing a copy on to another person for their use.

Employees shall not make unauthorized use, or use outside a sanctioned municipal initiative of any property, assets or other resources of the Municipality for any personal reasons.

No employee shall sell, transfer, or in any way authorize the use of any intellectual property, including copyrighted works, patented inventions or processes, and trademarks, belonging to the Municipality, without express authority.

The intellectual property rights in any work produced by an employee in the course of employment at the Municipality are the exclusive property of the Municipality.

Upon termination of employment, employees will deliver to the Municipality all drawings, correspondence, documents and all other property belonging to the Municipality, which may be in the employee's possession or control. This includes property made or prepared by the employee and relating in any way to the affairs of the Municipality. With permission, employees may retain samples of their work if such work was in the public domain.

USE OF PERSONAL ELECTRONIC DEVICES (PED's In the Workplace)

Employees may use personal entertainment devices such as iPads, iPods, MP3, or CD players while working, for the purpose of listening to soft music only. This is only permitted in non-public areas and in a manner that does not disturb co-workers.

During regular working hours, employees are expected to use discretion when using their personal cell phones to receive or make personal telephone calls or texting. Talking on cell phones and texting at work causes unnecessary distractions, often minimizes productivity and

can be intrusive. Cell phones are distracting not only because they require attention to operate, but because the conversation itself engages the employee's attention to something other than the job at hand and could potentially pose a safety risk. It is never okay for employees to make calls or text when driving a town vehicle or driving a personal vehicle for town business.

Employees are not permitted in any circumstance to use their phones for talking, recording and/or distributing of images and/or conversations that could be perceived as exploitation and bullying.

DRESS CODE

Maintaining a professional, business like appearance is very important to the success of the Town of Georgina.

Regardless of the employee's interaction with clients, customers, suppliers, contractors, or volunteers, each employee projects the reputation of the Town of Georgina. Part of this impression depends on each employee's choice of dress.

Employees are expected to use good judgment and to show courtesy to their co-workers by dressing in a manner that is professional, presentable and appropriately consistent with the nature of their work.

At all times employees are asked to be cognizant that regardless of their interaction with clients, customers, suppliers, contractors, or volunteers working on-site or off-site the Town of Georgina is still a place of business.

CONFIDENTIAL INFORMATION

It is every employee's responsibility to ensure all information collected, produced or obtained in the course of their duties, whether in reports, memos, oral communication or electronic format, is as accurate as possible.

Personal information controlled by the Municipality must be used or disclosed in compliance with the Municipal Freedom of Information and Personal Protection Act (MFIPPA). The MFIPPA allows employees to use personal information if they require that information to carry out their duties, the information is being used for the purpose of which it was obtained for and if the affected individual reasonably expects that their personal information would be used this way. Furthermore information must not be used or disclosed, except in accordance with the MFIPPA:

Law enforcement investigation (reference – Health and Safety Manual Section 5.15 – Violence Free Workplace Program)

- Performance of duty where it is required and proper
- Compelling health and safety reasons
- Authorized by statue

- Individual's prior consent

When an employee proposes to disclose someone's personal information, the written consent of the affected individual is generally required.

Employees may not collect information unless:

- They have been given the legal authority to collect it
- The information is collected directly from the individual
- The individual is notified that their information is being collected

Employees must protect the following examples of information from illegal, unauthorized or inadvertent use and disclosure:

- Confidential information
- Company information (proprietary)
- Law enforcement information
- In-camera deliberations
- Solicitor client privilege
- Advice or recommendations (unless factual)
- Economic and financial interest
- Personal information, including:
  - Phone number
  - Address
  - Marital status
  - Date of birth
  - Family history
  - Employment history
  - Education
  - Financial status
  - Medical condition
  - Personal views/opinions
  - Criminal history
  - Sexual orientation
  - Religion

No employee shall wilfully mislead other employees, Councillors or the public, about any issue of municipal concern.

Only with proper authority will employees give or release to anyone, confidential information acquired in the course of that person's duties with the Municipality.

Employees must not benefit, either directly or indirectly, from the use of information acquired during the course of official duties that is not generally available to the public.

All commercial, financial or technical information belonging to the Municipality, supplied to the Municipality by a third party, or information that has a monetary value to the Municipality, should only be released when to do so would be in the best interest of the Municipality and in compliance with the relevant legislation.

Employees may release the following information:

- Public documents:
  - Reports to Council – Open Session
- Council minutes:
  - Approved budgets
  - By-laws
  - Information that is available on the website

These guidelines extend beyond an employee's current relationship with the Municipality. For example, employees should not divulge to the Municipality any confidential information obtained from their former employer. Similarly, when an employee leaves the employment of the Municipality, they are not to disclose information that could be detrimental to the Municipality, individual or firm owning the information.

ALCOHOL AND DRUG USE

Employees must abide by applicable laws and regulations governing the possession or use of alcohol and drugs. The illegal use of any restricted or controlled drug, narcotic or any other substance is prohibited and will result in discipline.

The Municipality prohibits the sale, purchase, transfer, distribution, and unauthorized possession or consumption of any restricted or controlled drug or alcoholic beverages by employees while on municipal premises.

Employees shall not consume drugs or alcohol if they operate a municipal owned or leased vehicle or municipal equipment or are required to operate their own vehicle as a requirement of their position.

It is never permissible for employees to attend to their job duties and responsibilities while under the influence of alcohol, drugs or other similar substances that might adversely affect performance and jeopardize health and safety while on the job.

Employees who may be experiencing problems related to alcohol and drug use are encouraged to contact the Human Resources Department regarding the municipal Employee Assistance Program.

FRAUD/THEFT

In general, fraud is an act committed which, through deceit, falsehood or other behaviour, either deprives the Municipality of its assets, property or other resources (this includes theft), or causes the Municipality to act to its own detriment or prejudice.

Fraud may include acts committed with the intent to deceive, involving either misappropriation of municipal assets, property or other resources or misrepresentations of financial or other information to conceal such misappropriation, by such means as:

- Manipulation, falsification or alteration of records or documents
- Suppression of information, transactions or documents
- Recording of transactions without substance
- Misapplication of accounting principles

All employees shall follow both the municipal controls established to prevent fraudulent misconduct and all applicable laws, regulations and government guidelines. All employees shall exercise honesty, integrity, objectivity and diligence and shall not knowingly be a party to any fraudulent activity, including theft. Each employee is encouraged to report any knowledge or suspicion of fraud to their manager or the Director of Human Resources.

All municipal managers are responsible for ensuring that adequate internal controls are in place to prevent and detect fraud. Management is accountable for monitoring employee activity and performance and ensuring all employees are aware of, and in compliance with, controls, policies and procedures.

- The appropriate management staff is responsible for conducting any investigations into incidents of suspected fraud or other alleged criminal activity e.g. improper handling or reporting of money transactions
- Authorization or receipt of payments for goods not received or services not performed
- Authorization or receipt of payment for hours not worked
- Any inappropriate expense claim made, which is unrelated or related to Town business or the employee's job responsibilities
- Any apparent violation of Federal, Provincial or local laws

REPORTING/INVESTIGATION

Employees who have reasonable grounds to believe a violation of the Code of Conduct has occurred should report such activity or behaviour, verbally or in writing, to their Manager, Director, Human Resources Director or the Chief Administrative Officer.

Supervisory and management staff shall take all appropriate steps to prevent and stop conflicts of interest, which come to their attention. Any supervisory or management staff member who is subject to, witnesses, or is given written complaints of conflict of interest shall work to minimize or eliminate the issue at hand. In the event that this is not possible with the available resources, the management staff is required to report the conflict to their Human Resources Director or the Chief Administrative Officer.

The Town of Georgina shall investigate all complaints of violations of the Code of Conduct and take all appropriate actions.

NO RETALIATION

The Town will not condone retaliation of any kind by or on behalf of the Town of Georgina and its employees against good faith reports or complaints of violations of this Code of Conduct or other illegal or unethical conduct. All employees must co-operate fully during an investigation of alleged wrongdoing in relation to any activity outlined in the Code of Conduct. Retaliation against someone who is a witness or is involved in such investigation is strictly prohibited and will result in appropriate disciplinary action.

REMEDIAL ACTION

Any employee that is found to have violated the Code of Conduct will be subject to disciplinary action up to and including discharge from employment.

In addition complaints which are found to be vexatious or made in bad faith will result in a penalty against the complainant. The severity of the penalty will be determined based on the seriousness and impact of the complaint following an investigation which may be subject to disciplinary action up to and including discharge from employment.

AWARENESS OF CODE OF CONDUCT

This Code of Conduct will be made available to all employees by providing it at the time of orientation and will be posted on the intranet. In addition, employees shall be required to acknowledge receipt and acceptance of the Code annually and/or from time to time as necessary.

I, acknowledge that I have read and understand the Code of Conduct applicable to Town of Georgina employees. I agree to adhere to this Code of Conduct. I understand that if I violate this Code of Conduct, I may face disciplinary action up to and including the termination of my employment, as well as any necessary legal action required or taken by the Corporation.

Name: _____

Signature: _____

Date: _____

Local Planning Appeal Tribunal
Tribunal d'appel de l'aménagement local

ISSUE DATE: December 19, 2019 **CASE NO(S).:** PL161206

The Ontario Municipal Board (the "OMB") is continued under the name Local Planning Appeal Tribunal (the "Tribunal"), and any reference to the Ontario Municipal Board or Board in any publication of the Tribunal is deemed to be a reference to the Tribunal.

PROCEEDING COMMENCED UNDER subsection 17(36) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended

Appellant:	North Gwillimbury Forest Alliance
Appellant:	The Governing Council of the Salvation Army of Canada
Subject:	Proposed Official Plan Amendment No. OPA 129 (OPA 129)
Municipality:	Town of Georgina
OMB Case No.:	PL161206
OMB File No.:	PL161206
OMB Case Name:	North Gwillimbury Forest Alliance v. Georgina (Town)

Heard: May 28-31, 2018 in Georgina, Ontario

APPEARANCES:

Parties	**Counsel**
North Gwillimbury Forest Alliance	Leo Longo
Maple Lake Estates Inc.	David Bronskill
Town of Georgina	Bruce Ketcheson
Regional Municipality of York	Barbara Montgomery

DECISION DELIVERED BY HUGH S. WILKINS AND ORDER OF THE TRIBUNAL

[1] The Town of Georgina ("Town") initiated its five-year official plan review and conformity exercise in 2012. This process resulted in the Town's adoption of Official Plan Amendment No. 129 ("OPA No. 129"). The Regional Municipality of York ("Region") approved OPA No. 129 with certain modifications in November 2016.

[2] The North Gwillimbury Forest Alliance ("Appellant") appealed OPA No. 129 to the Local Planning Appeal Tribunal ("Tribunal"). It appeals the continuation of an Urban Residential designation on lands in the northwest corner of the Town on the south side of Lake Drive North. These lands consist of Blocks 1 and 2 of Plan 65M-2903 ("subject lands"). The subject lands are owned by Maple Lake Estates Inc. ("Maple Lake"). The Appellant argues that almost all of the subject lands consist of either provincially significant wetlands or provincially significant woodlands and continuation of the Urban Residential designation under OPA No. 129 would be contrary to provincial policy.

[3] The subject lands are 200.45 hectares ("ha") in size. They were designated in the Town's Official Plan as "Urban Residential" in the 1980s to facilitate the development of an adult-lifestyle trailer park and golf course. It is intended to be a "self-contained recreational residential retirement community". The subject lands were zoned Residential and Open Space (and a small part Rural). A plan of subdivision was registered for the proposed development in 1992.

[4] The approvals for the proposed development were granted prior to the enactment of the Provincial Policy Statement, 2014 ("PPS"), Growth Plan for the Greater Golden Horseshoe, 2017 ("Growth Plan"), Greenbelt Plan, or the Region's Official Plan. The proposed development has not been built.

[5] Since the time of the Urban Residential designation in the 1980s, the subject lands have been evaluated and determined by the Ministry of Natural Resources and Forestry ("MNRF") to be roughly 90 percent provincially significant wetlands and provincially significant woodlands.

[6] The subject lands are in a settlement area under the PPS, Greenbelt Plan and the Growth Plan and are designated under the Greenbelt Plan and the Region's Official Plan as "Towns/Villages".

ISSUES

[7] The issues in this appeal are whether the carrying forward of the Urban Residential designation of the subject lands in OPA No. 129 has regard to matters of provincial interest, is consistent with the PPS and conforms with the Greenbelt Plan, Growth Plan, and the Region's Official Plan.

EVIDENCE, ANALYSIS AND FINDINGS

[8] The Tribunal heard opinion evidence from three witnesses:

- Anthony Usher (on behalf of the Appellant);
- Keith MacKinnon (on behalf of Maple Lake); and
- James Dyment (on behalf of the Town).

Each was qualified by the Tribunal to provide opinion evidence in the area of land use planning.

[9] The Appellant raised five main issues to be adjudicated on the appeal. Each will be addressed below.

Issue 1 – Should the Town's Official Plan permit, or should it prohibit, development on the provincially significant wetlands and significant woodlands that occupy the subject lands? Which course of action would be more consistent with good planning principles and practice and more in the public interest?

[10] OPA No. 129, Schedule B1 on key natural heritage features identifies the subject lands as "woodlands", "wetlands" and "woodlands and wetlands" and Schedule B2 on key hydrologic features identifies much of the subject lands as "wetlands". Based on

Mr. Usher's evidence, 90% of the subject lands are in areas that have been evaluated by the MNRF as provincially significant wetlands and/or constitute significant woodlands. Map 4 (key hydrologic features) of the Region's Official Plan identifies 58% of the subject lands as provincially significant wetlands and Map 5 (woodlands) identifies 89% of the subject lands as woodlands. Mr. Usher opined that good planning must take account of changes in policy over time. He stated that the policy environment in the 1980s was distinct from today's policy environment. He said there was no PPS, no provincial policy on wetlands, and no provincially significant wetland or natural heritage feature designations in the 1980s. Also, there was no Greenbelt Plan, Growth Plan, or Regional Official Plan. He said that the approvals for the proposed development would not be granted today. He said the subject lands are not in an existing community or area targeted for future growth and the proposed development will not result in a complete community as defined in the Growth Plan. He opined that good planning must take account of changes in policy over time.

[11] Mr. MacKinnon stated that the subject lands are zoned for residential and open space uses and a subdivision agreement has been executed and registered against the property. He said the existing development rights must be properly recognized. He stated that it is in public interest to retain existing development approvals.

[12] Mr. Dyment stated that OPA No. 129, Schedules B1 and B2, and their associated policies in OPA No. 129 state that any new developments requiring amendments to the Official Plan must reflect the Greenbelt Plan, Growth Plan and Lake Simcoe Protection Plan and protect the relevant features, functions, attributes and linkages identified in the schedules. He opined that OPA No. 129 cannot remove the existing approved development rights on the subject lands and those lands cannot be designated in any manner that does not reflect the existing development rights there. However, he stated that the significant natural heritage features on the subject lands ideally should be protected to the greatest extent possible.

Findings

[13] The Town has expressed concerns in the past over the need to protect the subject lands. In a report of the Town's Director of Planning and Building to Council, dated May 5, 2015 (Exhibit 2C, Tab 53), it states at page 21-22:

> Based on the Planning Act and the PPS, 2014, it is clearly a matter of provincial, regional and local interest, that the [subject lands] not be developed, but rather that the lands be protected as a natural area. However, it must be recognized that notwithstanding what the PPS, 2014 directs, the Greenbelt Plan currently permits the development of [the subject lands]. It is also important to note that under the provisions of the PPS, 2014 and the Greenbelt Plan legislation, the Greenbelt Plan prevails over the PPS, 2014 to the extent of any conflict.
>
> In view of the above, it is staff's opinion that ... the preferred option is the one that provides the greatest chance (or least amount of downside risk) of being successful in protecting the [subject lands] from any development, and preserving it as natural area in perpetuity.
>
> Furthermore, good planning would dictate that all of the existing [Maple Lake] approvals in the Greenbelt Plan, the Region's Official Plan and the Town's Official Plan and Zoning By-law, must be changed to the appropriate protective land use designations, policies and zoning.

[14] It is not contested that should Maple Lake seek any further official plan amendments for the subject lands, those amendments must conform to the applicable provincial plans. The existing policies in the Town's Official Plan and zoning requirements allow for a residential development and golf course on the subject lands. A subdivision plan has been approved and registered on the subject lands along with a subdivision agreement. Maple Lake and the Town argue that with those development approvals in place, OPA No. 129 cannot prohibit or remove the development rights already approved for these lands.

[15] Guidance on determining good planning principles and the public interest are set out in the PPS, provincial plans, and applicable official plans; in this case, the Growth Plan, Greenbelt Plan, Lake Simcoe Protection Plan, and Region's Official Plan. As analyzed in the sections below, the Tribunal finds that it is good planning and in the public interest to protect provincially significant wetlands and woodlands, but also to recognize valid existing development approvals. The issue before the Tribunal in this

case is not whether the proposed development should proceed, but whether the Urban Residential designation of the subject lands in OPA No. 129 is consistent with the PPS and conforms with provincial plans and the Region's Official Plan. The Tribunal finds that the course of action that is most consistent with good planning principles and practice and in the public interest, as further detailed below, is for a designation for the subject lands that aims to protect the wetland and woodland features there. However, the Tribunal finds that such a designation should not prevent Maple Lake from implementing its existing development approvals for the subject lands; but it would prohibit further development and site alteration beyond those existing approvals.

Issue 2 – Would approval of (i) an "Urban Residential Area" designation of the subject lands as proposed in OPA No. 129, or (ii) an "Environmental Protection Area" designation have more appropriate regard to the applicable matters of provincial interest?

[16] Under s. 2 of the *Planning Act*, in carrying out its responsibilities under the *Planning Act*, the Tribunal shall have regard to matters of provincial interest including:

- the protection of ecological systems, including natural areas, features and functions;
- the conservation and management of natural resources and the mineral resource base;
- the adequate provision of a full range of housing, including affordable housing;
- the appropriate location of growth and development; and
- the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians.

[17] Mr. Usher stated that the proposed development would not protect ecological systems, conserve and manage natural resources, address energy and water supply use and conservation, result in a complete community, provide an adequate range of housing, provide employment opportunities, or be an appropriate location for growth and development. He opined that the Urban Residential designation, therefore, does not have regard for matters of provincial interest.

[18] Mr. MacKinnon said the subject lands' Urban Residential designation is appropriate given the existing approvals that are in place and the registration of a plan of subdivision and subdivision agreement. He said the Greenbelt Plan, the Town's Official Plan and the Region's Official Plan recognize the existing approvals. He opined that OPA No. 129 has appropriate regard to the provincial interests listed in s. 2 of the *Planning Act*.

[19] Mr. Dyment said that having regard to provincial interests, an official plan must protect the natural features and functions identified in the official plan for protection, which in this case does not include the subject lands. He said conservation and management of natural resources, conservation of resources, and the supply, efficient use and conservation or energy and water, among other interests, can be addressed in a plan of subdivision. He said OPA No. 129 ensures the protection of ecological systems through its policy 7.2.22, which requires that any amendment to the Town's Official Plan's special provisions for the subject lands in policy 7.2 must conform with the applicable provincial plans and consider the natural heritage features on the subject lands. It submits that on lands where development is already approved, the designation of land in the Official Plan has no impact on the protection of natural features on those lands.

Findings

[20] The Tribunal finds that regardless of whether there are existing development approvals for the lands in question, the Tribunal still must have regard to the protection of ecological systems, including natural areas, features and functions, when carrying out its responsibilities under the *Planning Act*. The Tribunal must have regard for the protection of the ecological systems on the subject lands, including the significant wetlands and woodlands located there. It must also have regard for the conservation and management of natural resources, including water and forest issues, the appropriate location of growth and development, the promotion of development that is designed to be sustainable, and the adequate provision of a full range of housing. The

Tribunal finds that it must have regard to these and the other matters of provincial interest set out in s. 2 of the *Planning Act* and apply them in a principled manner.

[21] In the present case, the uncontested evidence before the Tribunal is that the subject lands contain significant wetlands and woodlands raising ecological protection and natural resource conservation issues. However, the subject lands have been designated for development. Having regard to the applicable matters of provincial interest identified above, the Tribunal finds that a designation that protects the area's natural features, conserves its resources, and is sustainable is appropriate, which in this case is an Environmental Protection Area designation. There was no evidence produced before the Tribunal that the subject lands are the appropriate location of growth and development or an appropriate location for the provision of a range of housing types. As noted above, an Environmental Protection Area designation, however, would not affect development rights under valid existing development approvals regarding the subject lands.

Issue 3 – Would approval of (i) an "Urban Residential Area" designation, or (ii) an "Environmental Protection Area" designation be:

(a) consistent with the PPS;
(b) conform with the Growth Plan;
(c) conform with the Greenbelt Plan; and
(d) conform with the Region's Official Plan.

[22] Each of these sub-issues will be analyzed separately below.

Consistency with the PPS

[23] The Appellant argues that OPA No. 129 is not consistent with PPS policies 1.1.3 (preamble), 2.1.1 to 2.1.5, 2.1.8, or 4. Mr. Usher stated that sufficient land has already been made available to accommodate an appropriate amount of residential development in the area of the subject lands to meet projected needs.

[24] Mr. Usher stated that the preamble to PPS policy 1.1.3 requires that areas such as the subject lands and the resources they contain must be used wisely and that the significant wetlands and woodlands on the subject lands must be protected. He stated that the PPS defines natural heritage features and areas to include provincially significant wetlands and significant woodlands, which are important for their environmental and social values as a legacy of the natural landscapes of an area. PPS policies 2.1.1 to 2.1.5 and 2.1.8 state:

> 2.1.1 Natural features and areas shall be protected for the long term.
>
> 2.1.2 The diversity and connectivity of natural features in an area, and the long-term *ecological function* and biodiversity of *natural heritage systems*, should be maintained, restored or, where possible, improved, recognizing linkages between and among *natural heritage features and areas*, *surface water features* and *ground water features*.
>
> 2.1.3 *Natural heritage systems* shall be identified in Ecoregions 6E & 7E, recognizing that *natural heritage systems* will vary in size and form in *settlement areas*, *rural areas*, and *prime agricultural areas*.
>
> 2.1.4 *Development* and *site alteration* shall not be permitted in:
>
> a. *significant wetlands* in Ecoregions 5E, 6E and 7E; and
> b. *significant coastal wetlands*.
>
> 2.1.5 *Development* and *site alteration* shall not be permitted in:
>
> a. *significant wetlands* in the Canadian Shield north of Ecoregions 5E, 6E and 7E;
> b. *significant woodlands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River); [...]
>
> unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions*.
>
> [...]
>
> 2.1.8 *Development* and *site alteration* shall not be permitted on *adjacent lands* to the *natural heritage features and areas* identified in policies 2.1.4, 2.1.5, and 2.1.6 unless the *ecological function* of the *adjacent lands* has been evaluated and it has been demonstrated that there will be no *negative impacts* on the natural features or on their *ecological functions*.

[25] Mr. Usher stated that 92% of the subject lands are undevelopable under the current provincial plans and policies as they are either provincially significant wetlands or woodlands. He stated that PPS policy 2.1.1 requires that natural features shall be protected for the long term and policy 2.1.2 encourages restoration, maintenance, and, if possible, improvement of natural features. He said the proposed development would destroy large portions of the significant wetlands and woodlands on the subject lands and would likely affect the connectivity and functions of the remaining parts of the lands. He stated that OPA No. 129 is inconsistent with PPS policy 2.1.3 requiring the identification of natural heritage systems and policies 2.1.4, 2.1.5 and 2.1.8, which prohibit "development" and "site alteration" in significant wetlands, woodlands and adjacent lands, except where no negative impacts are demonstrated.

[26] Policy 4 provides directions on PPS implementation. Policies 4.1, 4.2, 4.4, 4.7, 4.9 and 4.12 states:

> 4.1 This Provincial Policy Statement applies to all decisions in respect of the exercise of any authority that affects a planning matter made on or after April 30, 2014.
>
> 4.2 In accordance with section 3 of the *Planning Act*, a decision of the council of a municipality, a local board, a planning board, a minister of the Crown and a ministry, board, commission or agency of the government, including the Municipal Board, in respect of the exercise of any authority that affects a planning matter, "shall be consistent with" this Provincial Policy Statement.
>
> [...]
>
> 4.4 This Provincial Policy Statement shall be read in its entirety and all relevant policies are to be applied to each situation.
>
> [...]
>
> 4.7 The official plan is the most important vehicle for implementation of this Provincial Policy Statement. Comprehensive, integrated and long-term planning is best achieved through official plans.
>
> Official plans shall identify provincial interests and set out appropriate land use designations and policies. To determine the significance of some natural heritage features and other resources, evaluation may be required.
>
> Official plans should also coordinate cross-boundary matters to complement the actions of other planning authorities and promote

> mutually beneficial solutions. Official plans shall provide clear, reasonable and attainable policies to protect provincial interests and direct development to suitable areas.
>
> In order to protect provincial interests, planning authorities shall keep their official plans up-to-date with this Provincial Policy Statement. The policies of this Provincial Policy Statement continue to apply after adoption and approval of an official plan.
>
> [...]
>
> 4.9 The policies of this Provincial Policy Statement represent minimum standards. This Provincial Policy Statement does not prevent planning authorities and decision-makers from going beyond the minimum standards established in specific policies, unless doing so would conflict with any policy of this Provincial Policy Statement.
>
> [...]
>
> 4.12 *Provincial plans* shall be read in conjunction with this Provincial Policy Statement and take precedence over policies in this Provincial Policy Statement to the extent of any conflict, except where legislation establishing *provincial plans* provides otherwise. Examples of these are plans created under the *Niagara Escarpment Planning and Development Act*, the *Ontario Planning and Development Act, 1994*, the *Oak Ridges Moraine Conservation Act, 2001*, the *Greenbelt Act, 2005* and the *Places to Grow Act, 2005*.

[27] Mr. Usher stated that under policy 4.1 the PPS applies to all decisions that affect a planning matter made on or after April 30, 2014. He said that to do otherwise would inappropriately extend the life of outdated policies. Referring to s. 4.7 of the PPS, Mr. Usher emphasized that official plans are the most important vehicles for implementing the PPS. He said the section requires that official plans identify provincial interests and set out appropriate land use designations and policies. In this regard, municipalities must keep their official plans up to date with the PPS. He stated that s. 26(1) of the *Planning Act* also requires consistency with the PPS. He stated that in the present case, OPA No. 129 fails to identify the provincial interests in the significant wetlands and woodlands on the subject lands and fails to keep the Town's Official Plan up-to-date with the PPS by failing to review, identify, and protect the provincially significant wetland and provincially significant woodland features on the subject lands. He suggested that if OPA No. 129 designated the subject lands as "Environmental Protection", it would comply with these *Planning Act* and PPS requirements.

[28] Mr. MacKinnon opined that OPA No. 129's Urban Residential designation is consistent with PPS policy 1.1.2. He said the proposed development makes lands available to meet projected needs. He also noted that the subject lands are in a settlement area focusing on growth and development. He opined that the Urban Residential designation in OPA No. 129 recognizes the existing development approvals on the subject lands and is consistent with the PPS.

[29] Mr. Dyment stated that the subject lands have been included in the Town's calculations and projections for future population growth in accordance with the growth management provisions in PPS policy 1.2. He said PPS policy 2.1 on the protection of natural features and functions applies where there is development planned; however, he stated that based on the definition of "development", these provisions do not apply where no further planning approvals are needed. He stated that PPS policy 4.1 requires official plans to be kept up-to-date with changes to the PPS and opined that the Town's Official Plan has done that by updating its mapping of significant natural heritage features and hydrologic features on the subject lands.

Findings

[30] PPS policy 2.1.1 states that "natural features and areas shall be protected for the long term". It does not restrict this direction solely to situations where development is proposed. As noted in Growth Plan s. 1.2.3 in reference to the PPS, the PPS provides overall policy directions on matters of provincial interest related to land use and development in Ontario. It does not solely apply to development applications. The Tribunal finds that subject lands' significant wetlands and woodlands are natural features and areas, which under PPS policy 2.1.1 are directed to be protected for the long term.

[31] PPS policy 2.1.2 addresses the diversity and connectivity of natural features and the long-term *ecological function* and biodiversity of *natural heritage systems*. "Ecological function" is defined in PPS policy 6 as:

> the natural processes, products or services that living and non-living environments provide or perform within or between species, ecosystems and landscapes. These may include biological, physical and socio-economic interactions.

[32] "Natural heritage systems" is defined in PPS policy 6 as:

> a system made up of *natural heritage features and areas*, and linkages intended to provide connectivity (at the regional or site level) and support natural processes which are necessary to maintain biological and geological diversity, natural functions, viable populations of indigenous species, and ecosystems. These systems can include *natural heritage features and areas*, federal and provincial parks and conservation reserves, other natural heritage features, lands that have been restored or have the potential to be restored to a natural state, areas that support hydrologic functions, and working landscapes that enable ecological functions to continue. The Province has a recommended approach for identifying *natural heritage systems*, but municipal approaches that achieve or exceed the same objective may also be used.

[33] "Natural heritage features and areas" is defined in PPS Policy 6 to include provincially significant wetlands and significant woodlands.

[34] Given the size of the wetlands and woodlands on the subject lands and their designations as provincially significant, they are natural heritage systems as defined in the PPS. The Tribunal finds, as directed under PPS policy 2.1.2, that these wetlands and woodlands must be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features. PPS policy 2.1.3 states that natural heritage systems will vary in size and form in settlement areas, rural areas, and prime agricultural areas. From this, it is clear that natural heritage systems may be located in settlement areas such as where the subject lands are located. Based on the mapping set out in PPS Figure 1, the Tribunal finds that the subject lands are in Ecoregions 6E and 7E, and policy 2.1.3 applies.

[35] PPS policy 2.1.4 states that *development* and *site alteration* shall not be permitted in significant wetlands in Ecoregions 5E, 6E and 7E. The subject lands include significant wetlands and are located in Ecoregions 6E and 7E. The Parties

disputed whether the terms "development" and "site alteration" apply to the subject lands. PPS policy 6 defines "development" as:

> the creation of a new lot, a change in land use, or the construction of buildings and structures, requiring approval under the *Planning Act*, but does not include:
>
> a. activities that create or maintain *infrastructure* authorized under an environmental assessment process;
>
> b. works subject to the *Drainage Act*; or
>
> c. for the purposes of policy 2.1.4(a), underground or surface mining of *minerals* or advanced exploration on mining lands in *significant areas of mineral potential* in Ecoregion 5E, where advanced exploration has the same meaning as under the *Mining Act*. Instead, those matters shall be subject to policy 2.1.5(a).

[36] It defines "site alteration" as:

> activities, such as grading, excavation and the placement of fill that would change the landform and natural vegetative characteristics of a site.
>
> For the purposes of policy 2.1.4(a), *site alteration* does not include underground or surface mining of *minerals* or advanced exploration on mining lands in *significant areas of mineral potential* in Ecoregion 5E, where advanced exploration has the same meaning as in the *Mining Act*. Instead, those matters shall be subject to policy 2.1.5(a).

[37] Mr. Usher opined that the PPS definition of "development" applies to any changes in land-use, including changes on the subject lands. He said the question to determine is what the land is being used for not what it is approved for. He stated that a legally existing land use must reflect the actual use of the land. Mr. MacKinnon stated that PPS policy 2.1 does not apply because there is neither "development" nor "site alteration", as defined in the PPS, proposed on the subject lands. He stated that the development approvals are in place and are in force and effect. Mr. MacKinnon stated that the definition of "site alteration" does not apply due to the existing approvals on the subject lands; therefore, PPS policies 2.1.4, 2.1.5, and 2.1.8 do not apply. Mr. Dyment stated that the PPS is only applied to the development of lands. He reiterated that "development" is defined in the PPS as "the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the *Planning*

Act". There are some exceptions to this definition, but he stated that they do not apply here. He said the subject lands have subdivision approval, a subdivision agreement, zoning, and a "Certificate of Approval under the Ministry of the Environment". He said Maple Lake can build without triggering the definition of "development" in the PPS. He stated that if Maple Lake however applied to amend the Official Plan, zoning or plan of subdivision, then these provisions should be triggered.

[38] The Tribunal finds that based on the language in PPS policies 2.1.4, 2.1.5, and 2.1.8 and the definitions in policy 6, development and site alteration on the provincially significant wetlands on the subject lands should not be permitted under the Town's Official Plan. It finds that development and site alteration on the provincially significant woodlands on the subject lands should not be not permitted under the Official Plan unless it has been demonstrated that there will be no negative impacts on these natural features or their ecological functions. It finds that development and site alteration on adjacent lands to the wetlands and woodlands should not be not permitted under the Official Plan unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions. No such evaluations have been undertaken here. "Development" and "site alteration" are separate terms. The prohibitions in policy 2.1 apply to each and are not restricted solely to situations where both development and site alterations are being proposed together.

[39] The question whether these prohibitions apply to the existing approvals on the subject lands was a focus of the Parties' submissions. The Tribunal finds that they do not. The PPS applies to land use planning and development in the province. It does not retroactively apply to valid existing developments and approvals. Should further development approvals be sought for the subject lands, they will need to be consistent with the PPS. As stated in policy 4.1, the PPS applies to all decisions in respect of the exercise of any authority that affects a planning matter made on or after April 30, 2014.

[40] Provincial plans take precedence over the PPS where there are conflicts. A conflict reflects a situation where requirements in one instrument prevent the proper

application of another. In the present case, the Tribunal finds that the application of the PPS policies on environment protection do not conflict with the applicable provisions in either the Greenbelt Plan or the Growth Plan. Although the Greenbelt Plan identifies the subject lands as "Towns/Villages", that does not mean that an environmental protection designation cannot be included within those lands. The PPS and the provincial plans all apply unless there is a conflict. Based on the evidence, there is no conflict between the application of the PPS, Greenbelt Plan and Growth Plan to the subject lands.

[41] PPS policy 4.7 states that:

> In order to protect provincial interests, planning authorities shall keep their official plans up-to-date with this Provincial Policy Statement. The policies of this Provincial Policy Statement continue to apply after adoption and approval of an official plan.

Based on this guidance, it is imperative that the Town's Official Plan is updated to be consistent with the PPS. That is the purpose of OPA No. 129; however, based on the Tribunal's findings that OPA No. 129 is not consistent with the PPS' environmental protection policies, the Tribunal finds that the Town is obligated to amend OPA No. 129 to achieve its consistency with those policies. The wording in s. 3(5) and 26(1) of the *Planning Act* is mandatory in that a decision of the Town regarding amendments to its Official Plan must be consistent with the PPS.

[42] OPA No. 129, policy 7.2 provides detailed provisions that apply to the subject lands. The Tribunal finds that these special provisions should be maintained and are consistent with the PPS provided that the designation of the environmentally sensitive portions of the subject lands and buffer areas are designated "Environmental Protection Area".

[43] To ensure that the wetland and woodland resources on the subject lands are managed in a sustainable way to conserve biodiversity, protect essential ecological processes, minimize environmental impacts, and meet the province's long-term needs, the Tribunal finds that the subject lands must be designated in a manner that is

consistent with the PPS. Based on the Tribunal's findings of OPA No. 129's inconsistencies with PPS policies 2.1 and the guidance in policy 4.7 that planning authorities shall keep their official plans up-to-date with the PPS, the Tribunal finds amendments to OPA No. 129 are necessary in relation to its designation for the subject lands.

Conformity with the Growth Plan

[44] The Appellant argues that OPA No. 129 does not conform with Growth Plan sections 2.2.1.2, 5.2.8.2, and 5.2.8.4.

[45] Growth Plan s. 2.2.1.2 states:

> 2.2.1.2 Forecasted growth to the horizon of this Plan will be allocated based on the following:
>
> a. growth will be limited in *settlement areas* that:
>
> i. are undelineated built-up areas;
> ii. are not serviced by existing or planned municipal water and wastewater systems; or
> iii. are in the Greenbelt Area;
>
> b. within *settlement areas*, growth will be focused in:
>
> i. delineated built-up areas;
> ii. strategic growth areas;
> iii. locations with existing or planned transit, with a priority on higher order transit where it exists or is planned; and
> iv. areas with existing or planned public service facilities;
>
> c. development will be directed to *settlement areas*, except where the policies of this Plan permit otherwise;
>
> d. development will be generally directed away from *hazardous lands*; and,
>
> e. the establishment of new *settlement areas* is prohibited.

[46] Mr. Usher stated that s. 2.2.1.2 states that growth will be limited in settlement areas that are in an "undelineated built-up area" or are in the Greenbelt area, such as the subject lands. He also referred to s. 5.2.8.2, which encourages municipalities to develop excess lands such as, he stated, lands south of Keswick, instead of the subject

lands. He referred to s. 5.2.8.4 which states that municipalities are encouraged to deem older plans of subdivision that do not meet the growth management objectives of the Growth Plan as not being registered plans of subdivision. He opined that the Urban Residential designation in OPA No. 129 does not conform with the Growth Plan; but an Environmental Protection designation would conform.

[47] Mr. MacKinnon stated that OPA No. 129's Urban Residential designation conforms with the Growth Plan. He said the projected population of the proposed development on the subject lands is identified in the Town's Official Plan. He said the subject lands do not meet the definition of "excess lands" as there is no evidence that they are in excess of what the Town requires to accommodate the future growth envisioned in the Growth Plan.

[48] Mr. Dyment stated that Growth Plan s. 2.2.1 on managing growth does not apply to areas in which there is already subdivision and zoning approvals. He said growth has been allocated to the subject lands based on the existing zoning and subdivision agreement. He said the subject lands have been included in calculating supply and are not excess lands.

Findings

[49] The guiding principle and vision for the Growth Plan are found in its s. 1.2. In its vision statement, the Growth Plan states:

> Now is the time to build on the progress that has been made towards the achievement of *complete communities* that are compact, *transit-supportive*, and make effective use of investments in *infrastructure* and *public service facilities*. At the same time, the Growth Plan will continue to ensure protection of our agricultural and natural areas and support climate change mitigation and adaptation as Ontario moves towards the long-term goal of net-zero communities.

[50] The guiding principles in s. 1.2.1 include:

> - Support the achievement of *complete communities* that are designed to support healthy and active living and meet people's needs for daily living throughout an entire lifetime.

- Prioritize *intensification* and higher densities to make efficient use of land and *infrastructure* and support transit viability.
- Support a range and mix of housing options, including second units and *affordable* housing, to serve all sizes, incomes, and ages of households.
- Protect and enhance natural heritage, hydrologic, and landform systems, features, and functions.
- Integrate climate change considerations into planning and managing growth such as planning for more resilient communities and *infrastructure* – that are adaptive to the impacts of a changing climate – and moving towards low-carbon communities, with the long-term goal of net-zero communities, by incorporating approaches to reduce greenhouse gas emissions.

[51] Given the range of guiding principles in the Growth Plan focusing on complete communities, intensification, housing option diversity, and environmental protection, among others, a planning authority, or in this case, the Tribunal, must take a principled approach when determining conformity with the Plan. In the present case, where the Tribunal is asked to determine the appropriateness of an Urban Residential designation on provincially significant wetlands and woodlands, the Tribunal finds that the OPA No. 129 designation for these lands as Urban Residential does not conform with the Growth Plan. A development approval was given regarding these lands roughly 35 years ago and the envisioned growth that the proposed development would provide has been accounted for in the growth projections for the area. However, the Tribunal finds that an Urban Residential designation for an area that under s. 2.2.1.2 is to have limited growth and with which none of the guiding principles in s. 1.2.1 align, does not conform with the Growth Plan. The Tribunal finds that the Urban Residential designation for this area would not achieve a complete community, intensification, housing option diversity, or environmental protection. Given the evidence before the Tribunal, it finds that the Urban Residential designation for the subject lands in OPA No. 129 does not conform with the Growth Plan. However, again, this finding does not affect existing valid development approvals on the subject lands.

Conformity with the Greenbelt Plan

[52] The Appellant argues that OPA No. 129 does not conform with Greenbelt Plan sections 3.4.1, 3.4.3.1, 5.2.1 or its Schedules 1 and 4. Mr. Usher said the subject lands are designated Towns/Villages within in the Protected Countryside under the Greenbelt Plan due to Maple Lake's pre-existing registered plan of subdivision. However, he said s. 5.3 of the Greenbelt Plan allows municipalities to apply policies which are more stringent than the requirements in the Greenbelt Plan. It does not restrict them from extending non-urban designations in Towns/Villages areas. He said an Environmental Protection Area designation for the subject lands would not conflict with the Greenbelt Plan.

[53] Mr. MacKinnon stated that the subject lands are identified as Towns/Villages in the Greenbelt Plan and the transition provisions in s. 5.2.1 allow for the approvals to continue to be recognized. Mr. MacKinnon opined that an Environmental Protection designation would not conform with the Greenbelt Plan because the Greenbelt Plan designates the subject lands as Towns/Villages. Mr. MacKinnon stated that local official plans must conform with the Greenbelt Plan based on natural features mapping. He stated that if the Town's Official Plan were changed, then it would no longer conform with Region's Official Plan or the Greenbelt Plan.

[54] Mr. Dyment stated that Greenbelt Plan s. 4.1.1 designates the subject lands as Towns/Villages and OPA No. 129 must conform to this designation. He stated that s. 3.4.3.1 defers its policies on development in Towns/Villages to the Region and the Town. He stated that there is no transition to be addressed in the present case as the subject lands are designated as Towns/Villages in the Greenbelt Plan and the mapping in OPA No. 129 comes directly from the mapping in the Greenbelt Plan.

Findings

[55] Section 5.3 of the Greenbelt Plan allows municipalities to apply policies which are more stringent than the requirements in the Plan. It states, in part:

> Despite the policies in the Greenbelt Plan, there is nothing in this Plan that limits the ability of decision-makers on planning matters to adopt policies that are more stringent than the requirements of the Plan, unless doing so would conflict with any of the policies or objectives of the Plan.

[56] This section does not restrict municipalities from using non-urban designations in Towns/Villages designated areas. The Tribunal finds that both the existing designation of the subject lands in OPA No. 129 and a designation that protects the significant wetlands and woodlands on the subject lands would conform with the Greenbelt Plan. The Tribunal notes that Greenbelt Plan, s. 5.2.1 states that where an official plan was amended before December 16, 2004 to designate land uses, that approval may continue to be recognized and any further applications required under the *Planning Act* to implement the official plan approval are not required to conform with the Greenbelt Plan. Based on the evidence before it, the Tribunal finds that an Urban Residential designation under OPA No. 129 conforms with the Greenbelt Plan as does an Environmental Protection Area designation. Neither of these designations alter development rights under valid existing development approvals for the subject lands.

Conformity with the Region's Official Plan

[57] The Appellant argues that OPA No. 129 does not conform with the Region's Official Plan policies 2.1, 2.2.4, 2.2.35 to 2.2.52, 5.1.4, 5.6.22, 5.5.23, 8.4.14 to 8.4.22 and Maps 1, 2, 4, and 5.

[58] The Region's Official Plan policy 2.2.4 states that it is the policy of the Regional Council:

> 2.2.4 To prohibit development and site alteration within key natural heritage features, key hydrologic features, and adjacent lands, unless:
>
> a. it is demonstrated through a natural heritage evaluation, hydrological evaluation, or environmental impact study that the development or site alteration will not result in a negative impact on the natural feature or its ecological functions; or,
>
> b. authorized through an Environmental Assessment.

[59] The Region's Official Plan policies 2.2.35 to 2.2.42 address wetlands protection. Their objective is "to ensure no loss of wetland function or area in the Region". The preamble to these policies states:

> Wetlands are essential natural elements of the Regional ecosystem, providing environmental, economic and social benefits. These lands, which are seasonally or permanently covered by shallow water or where the water table is close to or at the surface, are characterized by hydric soils and hydrophytic or water-tolerant plants. Among other functions, wetlands control and store surface water to assist in flood control and groundwater recharge. Wetlands also act as sediment traps to improve water quality and act as habitat for a wide variety of plant and animal species.

[60] In summary, applicable provisions in policies 2.2.35 to 2.2.42 include that:

- development and site alteration is prohibited within evaluated wetlands and all identified wetlands within the Lake Simcoe watershed, on the Oak Ridges Moraine and within the Greenbelt Natural Heritage System;
- vegetation protection zones be required for wetlands with a width of at least 30 metres;
- private landowners are encouraged to work with local municipalities and public agencies to protect wetlands, create new wetlands and restore existing wetlands, where appropriate.

[61] The Region's Official Plan policies 2.2.43 to 2.2.52 address woodlands protection. The objective of the Region's policies on woodlands is "to protect significant woodlands and their biodiversity and encourage reforestation to provide environmental, social and economic benefits for the residents of York Region". The preamble to the Region's woodlands policies states:

> Woodlands are significant components of York Region's natural systems and provide a variety of important environmental, social and economic benefits. These benefits include clean air and water, erosion prevention, water retention, provision of wildlife habitat, recreation and the sustainable harvest of woodland products.
>
> At the time of settlement by Europeans, woodlands covered 90 per cent of the Region. Woodland cover has dwindled to 22.5 per cent today. Because much of the remaining woodland cover is fragmented and lacking in interior habitat areas, maintaining and enhancing significant

woodlands and integrating them into the Region's communities is extremely important.

[62] In summary, applicable provisions in policies 2.2.43 to 2.2.52 include that:

- development and site alteration is prohibited within significant woodlands and their associated vegetation protection zone except as provided for elsewhere within the Plan;
- a vegetation protection zone be required for significant woodlands with a width of at least 30 metres; and
- landowners are encouraged through stewardship initiatives to use good forestry practices.

[63] Part 8 of the Region's Official Plan is on implementation. Policies 8.4.14 to 8.4.22 address transition. In summary, they include provisions that state:

- that all planning decisions shall conform to the Provincial Plans and shall be consistent with the Provincial Policy Statement, subject to applicable Provincial transition provisions;
- that legally existing land uses that conform with in-force local official plans, zoning by-laws and Ministerial Zoning Orders, at the time this Plan is approved, are permitted to continue to the extent provided for in the local official plans and zoning by-laws and Ministerial Zoning Orders;
- that all official plans and zoning by-laws and amendments thereto shall be brought into conformity with this Plan, except as provided for;
- that applications for draft plans of subdivision and condominium, consents, zoning, site plans or minor variances, which are complete as of the date of approval of this Plan and that conform with in-force local official plans are required to conform only with the policies in-force at the time of the complete application, until the date this Plan is amended pursuant to the next comprehensive review;
- that the provisions of this Plan represent Council's opinion of best planning practices, and accordingly, proponents with applications that meet the requirements above, are encouraged but not required to work with the Region and local municipalities to make those applications meet the objectives and policies of this Plan;
- that existing uses and residential dwellings on existing lots of record in the Greenbelt are subject to Section 4.5 of the Greenbelt Plan;
- that existing local official plan and zoning by-law amendments prior to 2005 for approvals in the Greenbelt Area may continue to be recognized and further applications required under the *Planning Act*

to implement the official plan approval are not required to conform to the Greenbelt Plan and are permitted in the Region's Official Plan.

[64] Mr. Usher stated that key natural heritage features under the Region's Official Plan include all wetlands and significant woodlands. He stated that the Region's Official Plan policy 2.2.4 prohibits development and site alteration within key natural heritage features, key hydrologic features, and adjacent lands, unless no negative impacts are demonstrated; however, he acknowledged that policy 2.2.14 exempts development that is permitted under the Greenbelt Plan. Mr. Usher stated that the Region's Official Plan policies 2.2.35 to 2.2.37 prohibit development and site alteration on all wetlands in the Town that lie in the Lake Simcoe watershed and within 30 metres of those wetlands, unless no negative impacts are demonstrated. He said policy 2.2.44 prohibits development and site alteration within significant woodlands and their associated vegetation protection zones. He said the Plan's designation of the subject lands is based on the pre-existing development approvals for the subject lands, when it should be that the development approvals should be based on the Plan's designations.

[65] Mr. Usher questioned whether the proposed development will meet the density requirements set out in the Region's Official Plan policy 5.6.22. That policy requires "best efforts to achieve a minimum density requirement of 50 residents and jobs combined per hectare in the developable area". He said it makes little sense to destroy important natural heritage lands for development that does not meet the required density goals. He said that nothing in the Towns/Villages policies in the Region's Official Plan recognizes development rights from previous approvals.

[66] Mr. Usher opined that policy 8.4.15 (which states that legally existing land uses that conform with in-force local official plans and zoning by-laws at the time that the Region's Official Plan is approved are permitted to continue) does not apply to the subject lands. He said the subject lands are vacant and there are no "legally existing land uses" there. He stated that policy 8.4.16, which requires that all official plans and zoning by-laws and amendments shall be brought into conformity with the Region's Official Plan applies and is consistent with the *Planning Act*. He said the Region's Official Plan policy 8.4.23 states that existing uses and dwellings are subject to the

policies on existing uses in the Greenbelt Plan. He opined that as there are no existing uses or dwelling on the subject lands, this policy does not apply. Regarding the application of the transition policies in policy 8.4.24 on conformity with the Greenbelt Plan, Mr. Usher stated that they use the word "may" and are discretionary.

[67] Mr. Usher stated that the Region's Official Plan and its Map 4 (key hydrologic features) and Map 5 (woodlands) identify wetlands and significant woodlands on the subject lands. He said these features overlay the Region's Towns/Villages designation on the subject lands. He stated that Maps 4 and 5 effectively impose the natural heritage features on these lands and should guide the Town in bringing the Town's Official Plan into conformity. He said the Town can designate lands as Environmental Protection Area within areas designated as Towns/Villages in the Region's Official Plan.

[68] Mr. McKinnon stated that OPA No. 129's Urban Residential designation conforms with the Region's Official Plan as the subject lands are designated "Towns/Villages". He noted that zoning and a registered plan of subdivision are in place and the Region's Official Plan policy 8.4.15 recognizes that the existing land uses are allowed to continue.

[69] Mr. Dyment stated that the Greenland System mapping in OPA No. 129 matches the Region's mapping. He said the Region's Official Plan policies 2.1.5 and 2.1.9 on development in the Regional Greenlands System do not apply in the present case because they are only triggered by the filing of a new development application. He said policy 2.2.4 on the protection of key natural heritage features and key hydrologic features does not apply, noting that because further planning approvals are not required for Maple Lake to build on the subject lands, the proposed development, in his view, does not meet the definition of "development".

Findings

[70] The objectives of the wetlands and woodlands policies in the Region's Official Plan are to ensure no loss of wetland function or size in the Region, to protect

significant woodlands and their biodiversity, and encourage reforestation. The subsequent policies set out how these objectives are to be implemented, including requirements for vegetation protection zones for wetlands and woodlands. Given these requirements, the Tribunal finds that OPA No. 129's Urban Residential designation for the subject lands does not conform with these policies in the Region's Official Plan in that they do not adequately protect the wetland and woodland resources located there. However, it also finds that policies 2.2.4, 2.2.35 and 2.2.43 prohibiting development and site alteration in wetlands and woodlands do not apply to existing approvals. There are no provisions in the Region's Official Plan that state that already approved development or site alteration in wetlands or woodlands must be stopped or prevented.

[71] The transition policy 8.4.15 states that "legally existing land uses that conform with in-force local official plans, zoning by-laws and Ministerial Zoning Orders, at the time this Plan is approved, are permitted to continue to the extent provided for in the local official plans and zoning by-laws and Ministerial Zoning Orders". However, policy 8.4.16 requires "that all official plans and zoning by-laws and amendments thereto shall be brought into conformity with this Plan" (except as provided for in policies 8.4.17 through 8.4.20, which do not apply to the present case). The Tribunal finds that these policies allow the existing development approvals on the subject lands to continue, but the Town's Official Plan must be brought into conformity with the Region's Official Plan, including conformity with the Region's Official Plan policies 2.2.14, 2.2.35 and 2.2.43.

Issues 4 and 5 - If the Tribunal were to find in favour of the "Environmental Protection Area" designation of the subject lands, what would be the appropriate designations on Schedules A1, A2 and D of the Town's Official Plan?

[72] Mr. Usher opined that the entirety of the subject lands should be designated as Environmental Protection Area. Mr. MacKinnon opined that the Urban Residential designation in OPA No. 129 is appropriate and Mr. Dyment opined that any lands that are not designated Environmental Protection Area should maintain their existing designations.

Findings

[73] To ensure consistency with the PPS and conformity with the Region's Official Plan, the wetland and woodland areas and the requisite buffer areas around them on the subject lands should be designated as Environmental Protection Area. The Tribunal was not provided with detailed evidence or submissions on other applicable or appropriate designations for the remaining areas of the subject lands, if any, that fall outside of this area. Therefore, the Tribunal does not make a finding on this issue.

Conclusions

[74] The Tribunal finds that the Urban Residential designation of the wetland and woodland portions of the subject lands and associated buffer lands is not consistent with the PPS and does not conform with the Growth Plan or the Region's Official Plan. Based on the evidence before it, the Tribunal finds that the wetland and woodland portions of the subject lands are set out in the Region's Official Plan Map 4 (key hydrologic features) and Map 5 (woodlands). It finds that these areas and the associated adjacent lands under the PPS and vegetation protection zones under the Region's Official Plan must be designated as Environmental Protection Area under OPA No. 129.

ORDER

[75] The appeal is allowed in part. The Tribunal amends OPA No. 129 by designating the wetland and woodland portions of the subject lands as set out in the Region's Official Plan Map 4 (key hydrologic features) and Map 5 (woodlands) and associated adjacent lands under the PPS and vegetation protection zones under the Region's Official Plan as Environmental Protection Area in the Town's Official Plan.

"Hugh S. Wilkins"

HUGH S. WILKINS
MEMBER

If there is an attachment referred to in this document,
please visit www.elto.gov.on.ca to view the attachment in PDF format.

Subject: FW: Clerks Department - Municipally Significant Event

From: Forrest Jones [mailto:ForrestJones@outlook.com]
Sent: November-29-19 9:19 AM
To: Teri Hardy <thardy@georgina.ca>
Subject: Clerks Department - Municipally Significant Event

GEORGINA COUNTRY FEST
July 24-25-26, 2020
(At The ROC)

November 29th, 2019

Madame Mayor And Council,

Asking to please have "Georgina CountryFest" deemed as municipally significant for the purpose of getting a SOP permit. The date will be the same weekend, but will be over the course of three days.

Friday July 24, 2020 6pm-11pm
Saturday July 25th, 2020 11am-11pm
Sunday July 26th, 2020 11am-7pm

16 Bands, Food Trucks, Bull-Riding, "Other Entertainment", & More

(A terrific inclusion this year: In the ticket cost that is being operated by a 3rd party source, $5 will be immediately directed to charity). ***Guaranteeing*** a positive Result for the Charities involved.

It is the hope of this year, with an estimated +1,000 attendees, we will raise over $5,000 for charity.

I am sincerely hoping that Town Staff & All Council will consider joining us. (Or support the event by purchasing a ticket; And perhaps gifting the ticket to one of the Town's charities, so that others less fortunate can possibly attend.)

We have contracted to use the new QUESTBus, for the event, to do FREE Pick-ups, all day Saturday, from 11am 11pm, From Pefferlaw and Sutton, and from Keswick.

Special thanks already to M.W. Becker Funeral Home for stepping up as an amazing Sponsor. I am also hoping the Town Can work with us to support this event in many ways.

M.W. Becker FUNERAL HOME LTD.

Forrest Jones, Organizer
forrestjones@outlook.com

Subject: FW: Municipally significant Event

From: Jody Jessop
Sent: Wednesday, January 01, 2020 3:11 PM
To: Rachel Dillabough <rdillabough@georgina.ca>
Subject: Municipally significant Event

Dear Rachel

I am hosting the event at the stephen leacock, tribute to Johnny Cash. Feb 29, 2020.
Can you please put forth through council, a request for municipaly significant event as I woud like to obtain a SOP.

Kindest regards,
Jody Jessop

CRIME STOPPERS
OF YORK REGION

December 17, 2019

Mayor Margaret Quirk
Town of Georgina
26557 Civic Centre Road
Keswick, Ontario
L4P 3G1

Dear Mayor Quirk:

Crime Stoppers of York Region are requesting that your municipality Proclaim or Recognize the month of January as Crime Stoppers Month.

Crime Stoppers is an international organization that through independent local groups, involves the public in the arrest of criminals through anonymous tips and rewards.

Crime Stoppers of York Region was founded in 1986 and since that time has a history of success. More than 3,000 arrests have been made with 7,400 charges laid and more than $130 million of property and illegal drugs seized.

Crime Stoppers of York Region is administered by a volunteer civilian Board of Directors who meets regularly and is responsible for fundraising initiatives, community outreach and the development of public awareness campaigns.

We would like to bring more awareness to Crime Stoppers of York Region and with the Proclamation, we will be more successful.

We thank you for your consideration.

Yours truly

L. Ralph

Leo Ralph
President
Crime Stoppers of York Region

The Regional Municipality of York Police Services Board

To Make a Difference in Our Community

17250 Yonge Street, Newmarket,
Ontario, Canada L3Y 6Z1

Tel: 905.830.4444 or 1.877.464.9675 ext. 77906
Fax: 905.895.5249
E-mail: psb@yrp.ca • Web: yrpsb.ca

December 16, 2019

Via email: rdillabough@georgina.ca

Rachel Dillabough, Town Clerk
Town of Georgina
26557 Civic Centre Road, R.R. #2
Keswick, ON
L4P 3G1

Re: Illegal Labs – Cost Recovery

Dear Ms. Dillabough,

At its meeting on December 4, 2019 the Regional Municipality of York Police Services Board (the "Board") approved the recommendation in the report of the Chief of Police entitled "Recovery of Policing Costs Associated with Dismantling Properties Used in the Illegal Production of Controlled Substances".

The report recommends that the Board request local municipal councils to enact a bylaw that will allow for the recovery of costs incurred by police and municipalities as a result of dismantling illegal lab facilities used to produce controlled substances including methamphetamine.

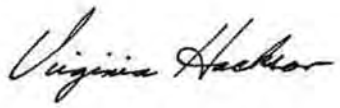
Furthermore, the report provides a summary of the outcome of previous discussions with the local municipalities in York Region and the desire to encourage each of the municipalities to consider enacting a bylaw and entering into an agreement with the Board to partner in recovering costs associated with the dismantling of illegal lab facilities.

The Board supports efforts which alleviate some of the financial burdens associated with dismantling illegal labs in an effort to make properties safe again while allowing municipalities and the police service the opportunity to recover costs associated with these efforts.

On behalf of the Board, I kindly request that you forward this correspondence to your Council for consideration.

Your support in this matter is very much appreciated.

Yours sincerely,



Chair Virginia Hackson
Mayor, Town of East Gwillimbury

/Attachment

Deeds Speak

Brian Bigras
Deputy Chief of Police

André Crawford
Deputy Chief of Police

Eric Jolliffe
Chief of Police

James MacSween
Deputy Chief of Police

Robertson Rouse
Deputy Chief of Police

PUBLIC

THE REGIONAL MUNICIPALITY OF YORK
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

DECEMBER 4, 2019

Recovery of Policing Costs Associated with the Dismantling Properties Used in the Illegal Production of Controlled Substances

RECOMMENDATION

1. That the Board request local municipal governments within The Regional Municipality of York to enact a bylaw that enables the recovery of costs incurred by police and municipalities as a result of dismantling illegal laboratory facilities used for the production and distribution of controlled substances as detailed in this report.

SYNOPSIS

York Regional Police continues to maintain an aggressive investigative, enforcement, education and awareness strategy for dealing with properties used for the illegal production and distribution of controlled substances and derivative products ("Illegal Lab Facility"). Components of this strategy include identification of the premises used for such illegal activity, investigation and the search and seizure of evidence in support of these investigations.

This report proposes partnering with local municipalities to recover the costs for the remediation of Illegal Lab Facilities by adding these costs to the local tax roll using the authority granted in the *Controlled Drugs and Substances Act* and the *Municipal Act*.

FINANCIAL IMPLICATIONS

The dismantling and remediation of Illegal Lab Facilities within York Region is costly for both police and municipalities. There is the potential to recover the considerable costs, incurred by police and municipal services, associated with the securing, collecting, removing, storaging and disposing of controlled substances, pre-cursers and other paraphernalia related to the production of illegal substances.

Funding in the amount of $2,516,401 is included in the 2019 operating budget for the Organized Crime Enforcement Bureau, which includes the costs associated with the Guns, Gangs & Drug Enforcement Unit in responding to Illegal Lab Facilities.

BACKGROUND

York Regional Police is one of only four law enforcement agencies capable of handling/ dismantling Clandestine Drug Labs in the province of Ontario; the others are the Royal Canadian Mounted Police, the Ontario Provincial Police and the Toronto Police Service. York Regional Police has been conducting these investigations for over 15 years and is one of the leading services in Ontario in this area.

York Region has been the site of some of the most significant Illegal Lab Facility investigations in Canada and, as a result, the size and scope of these Illegal Lab Facilities have resulted in considerable costs associated with safely dismantling these facilities in cooperation with the municipality.

Current Trend

Methamphetamine is among the most prevalent substances in the Canadian illicit drug supply and is now the third highest controlled substance seized by Canadian law enforcement agencies, after cannabis and cocaine. This trend is likely to continue as methamphetamine is highly addictive, easy to obtain and relatively inexpensive. Methamphetamine possession incidents have increased by over 160 percent between 2013 and 2017. [1]

Impact

The production of one pound of methamphetamine produces about six pounds of toxic waste. This waste is usually disposed of through careless dumping resulting in environmental contamination and health hazards to the public.

Having these Illegal Lab Facilities in any part of the community poses a risk to the public of toxic exposure, environmental damage and chemical explosions. The health and safety risks are even greater for first responders such as firefighters, police and other emergency services personnel who must respond to these scenes.

Costs Associated

The cleanup and removal costs for the dismantling of Illegal Lab Facilities or cleaning up a drug laboratory chemical waste dumpsite can vary depending on the size, the length of time that the illicit site has been in operation and geographical factors.

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[1] Criminal Intelligence Service Canada (CISC), 2018-19 National Crime Intelligence Estimate on the Canadian Criminal Marketplace, 2019, CISC Central Bureau, pg. 10.

The expenses that police services currently incur for dismantling a small Illegal Lab Facility can range from $2,000 to $5,000.

For an economic-based laboratory, the expenses that police services incur can range from $20,000 to $100,000 or more.

Between 2010 and 2013, there had been cost recovery discussions between York Regional Police, the Regional Solicitor's Office and representatives from many of the local municipalities within York Region. These discussions resulted in staff reporting to their local councils to consider enacting a bylaw and entering into a Memorandum of Understanding ("MOU") with the York Regional Police Services Board for the recovery of costs.

The councils of the Cities of Markham and Vaughan and the Town of Newmarket had adopted the recommendations of their respective staff to proceed with the bylaw and MOU; however, Markham is currently the only municipality to have enacted a bylaw and signed the MOU.

Authority to Recover Costs

The authority to recover the costs associated with the dismantling and remediation of Illegal Lab Facilities flows from two pieces of legislation: the federal *Controlled Drugs and Substances Act* S.C. 1996, c. 19, and Ontario's *Municipal Act* S.O. 2001, c.25.

The *Controlled Drugs and Substances Act* governs the control of certain drugs, their precursors and other substances and the offences for contravening this Act.

For the purpose of cost recovery, the relevant sections from the *Municipal Act* are:

> Section 10(2) permits a municipality to enact to regulate certain matters for purposes related to health, safety and well-being of residents of the municipality.
>
> Section 128 permits a municipality to prohibit and regulate with respect to public nuisances, including matters that, in the opinion of council, are or could become or cause public nuisances.
>
> Section 391 permits a municipality to impose fees or charges on persons, for services or activites provided or done by or on behalf of it; or for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board (this includes the Police Service Board) and for the use of its property including property under its control.

Cost Recovery Process

To effectively recover the costs associated with the dismantling of Illegal Lab Facilities, York Regional Police and the York Regional Police Services Board ("the Board") propose having the local municipality place the costs on the tax roll of the subject property. This requires the local municipality to enact a bylaw to recover these costs and signing an MOU with the Board.

York Regional Police serving notice of an Illegal Lab Facility to the appropriate municipality's Chief Building Official[2] initiates the cost recovery. The municipal building official commences the appropriate inspection(s), and issues any and all orders and notices against the property.

---

[2] LE-375 Clandestine Laboratory Investigations

York Regional Police's Finance Department calculates the hard and soft costs associated with dismantling the Illegal Lab Facility, such costs include labour, equipment and additional resources.

A timely submission of police costs is necessary to charge the property owner responsible for the costs incurred and to avoid the problem of a property sale. The current Markham Bylaw model requires an invoice to be submitted by York Regional Police Finance within 90 days of the incident.

Partners in Cost Recovery

The federal government has been working on a national strategy to address Illegal Lab Facilities. A coordinated federal program will result in an increase in the detection, dismantling and remediation of Illegal Lab Facilities.

In the last year, eight of the nine local municipalities signed agreements with the Region for the recovery of *Provincial Offences Act* (POA) fines through the tax roll. This was the result of a coordinated discussion to establish the roles and process to be followed ensuring buy-in from all parties.

This partnership between the Region and the local municipalities provides additional support for York Regional Police and the Board to continue the discussion about placing the costs of Illegal Lab Facilities on the property tax roll. There is the opportunity to improve the existing cost recovery process with Markham by adopting some elements of the Region's POA cost recovery model. This would form the basis of agreements with the local municipalities going forward.

Jim MacSween, B.A.A.
Deputy Chief of Police
Support Branch

JM:db

Accessible formats or communication supports are available upon request

GEORGINA

The Clerks Division

Memo

To: Council

From: Sarah Brislin, Committee Services Coordinator

C.C.: Rachel Dillabough, Town Clerk; Mamata Baykar, Deputy Clerk

Date: 12/11/2019

Re: Georgina Accessibility Advisory Committee – Accessibility at the MURC

At their meeting on December 2, 2019 the Georgina Accessibility Advisory Committee ("GAAC") passed the following resolution:

RESOLUTION NO. GAAC-2019-0053

That the Georgina Accessibility Advisory Committee (GAAC) recommends Council direct The Recreation Department:

1. To include the GAAC in any review of programs to be held at the MURC that will be inclusive of persons with disabilities.

2. Investigate possible funding to create a sensory/snoezlen environment at the MURC.

Carried.

Ministry of Children, Community and Social Services

Minister's Office

438 University Avenue
7th Floor
Toronto, Ontario
M7A 1N3

Tel.: (416) 325-5225
Fax: (416) 325-5240

Ministère des Services à l'enfance et des Services sociaux et communautaires

Bureau du Ministre

438, avenue University
7e étage
Toronto, Ontario
M7A 1N3

Tél. : (416) 325-5225
Téléc. : (416) 325-5240

127-2019-9359

December 16, 2019

Dear Municipal Partner:

I am writing to let you know that the Ministry of Children, Community and Social Services, in collaboration with other ministries across government, is currently assessing Ontario's Poverty Reduction Strategy and is launching consultations to inform the development of a new five-year strategy, in accordance with the Poverty Reduction Act, 2009.

Our government believes that the people of Ontario are the province's greatest asset, and when they succeed, our economy and province succeed. However, we know that one in seven Ontario residents live in poverty.

Empowering people and supporting them during challenging times is a priority for our government. We also know that we cannot do this work alone. We are committed to listening and working with individuals, communities, organizations, businesses, Indigenous partners and all levels of government. It is our shared responsibility to create the conditions for success. To do so, we need organizations across the province to share their ideas and feedback about how we can work together to tackle poverty.

Our goal is to drive progress and identify solutions to reduce poverty. To inform our new Poverty Reduction Strategy, we will be asking Ontario residents how we can encourage job creation and connect people to employment opportunities; provide people with the right supports and services; and lower the cost of living and make life more affordable.

An online survey will be posted in January 2020 for a period of approximately 60 days. I hope that you will respond to the survey and encourage members of your community, including those who have experience living in poverty, to participate. We will share more information about the survey in the new year.

.../cont'd

We are also accepting written submissions and any recommendations for the next strategy as well as feedback on the previous 2014–19 Poverty Reduction Strategy, by e-mail at prso@ontario.ca or by mail at Poverty Reduction Strategy, 3rd Floor, 315 Front Street West, Toronto ON, M7A 0B8. If there are any questions on how identifying information included with a submission will be used, please contact: Manager, Strategic Policy Unit, MCCSS by e-mail at prso@ontario.ca or by telephone at (647) 308-9963.

I look forward to hearing from you.

Sincerely,

Todd Smith
Minister

Subject: FW: Call for Action to Pass a Resolution about Transition of the Blue Box to Full Producer Responsibility

Attachments: Attachment 1 - Background on Transition to Full Producer Responsibility 2019-12-18.pdf; Attachment 2 - Example Resolution on Transition to Full Producer Responsibility 2019-12-18.pdf

From: AMO President <amopresident@amo.on.ca>
Sent: Wednesday, December 18, 2019 6:39 PM
Subject: Call for Action to Pass a Resolution about Transition of the Blue Box to Full Producer Responsibility

Dear Mayor/Head of Council:

RE: Call for Action to Pass a Resolution about Transition of the Blue Box to Full Producer Responsibility

I would ask your Council to pass a resolution outlining your municipal government's preferred date to transition your Blue Box program to full producer responsibility if provided the opportunity to self-determine (between January 1, 2023 and December 31, 2025). While the Province has not yet determined what mechanism will be used to choose when municipalities will transition, AMO believes your Councils are in the best position to decide when the best time to transition your Blue Box program is based on your specific circumstances (e.g. assets, contracts, integrated waste management system).

AMO is asking that a Council resolution be passed by June 30, 2020, be directed to AMO and the Ontario Ministry of Environment Conservation and Parks, that specifies:

1. Your Council's preferred date to transition based on exiting service provision (between January 1, 2023, and December 31, 2025);
2. Rationale for transition date;
3. Whether your municipal government is interested in potentially continuing to provide services (e.g. contract management, collection, haulage processing services etc.) or not; and,
4. Key contacts if there are any follow-up questions.

NOTE: Your Council's stated preference may <u>not</u> be the final determination of your transition date, nor are you obligated in any way by the date that is specified. Please read the rationale for self-determination (**Attachment 1**), and the example resolution (**Attachment 2**) for more details.

Thank you for your attention and assistance in this matter. If you have any questions or require further information, please contact Dave Gordon, Senior Advisor, at 416 389 4160 or dgordon@amo.on.ca or Amber Crawford, Policy Advisor, at 416 971 9856 extension 353 or acrawford@amo.on.ca.

Sincerely,

Jamie McGarvey
AMO President
Mayor of Parry Sound

Attachment 1: Background on Transition to Full Producer Responsibility
Attachment 2: Example Resolution on Transition to Full Producer Responsibility

Association of Municipalities Ontario

December 18, 2019

Attachment 1:
Background on Transition to Full Producer Responsibility

Municipal governments have been advocating for over a decade for producers to have full fiscal and operational responsibility for end of life management of their packaging, printed paper and paper products. Producers are best positioned to reduce waste, increase the resources that are recovered and reincorporated into the economy and enable a consistent province-wide system that makes recycling easier and more accessible.

In August 2019, Minister Yurek announced that municipal Blue Box programs will be transitioned to full producer responsibility over a three-year period based on the recommendations from the Special Advisor's report titled, "Renewing the Blue Box: Final report on the blue box mediation process." Municipal governments played a key role in helping to develop the recommendations within this report. These recommendations broadly reflected the positions advocated by AMO and there was also a great deal of alignment with producers on how the Blue Box should be transitioned.

The municipal transition is proposed to occur between 2023 and the end of 2025, as shown in the table below:

Date	Description
Sept. 2019 → Dec. 2020	Blue Box wind-up plan developed for Stewardship Ontario
	Development of a Regulation under the *Resource Recovery and Circular Economy Act*, 2016
Jan. 2021 → Dec. 2022	Producers prepare to assume control and operation of system and work with municipal governments and service providers
Jan. 1, 2023 → Dec. 31, 2025	Transition of individual municipal Blue Box programs to full producer responsibility. Occurs in phases over three years with a rolling total of up to one-third of the Provincial program transitioning annually

The Minister wants to ensure that the transitioned Blue Box system is affordable for producers, workable for the waste processing sector, and effective and accessible for residents. AMO and municipal representatives are involved in the consultation process to develop a new regulation for the Blue Box. The Province's intent is to finalize a Regulation by the end of 2020.

AMO staff held in-person workshops on the Blue Box transition across the Province through October and November 2019 to discuss this topic with municipal waste management staff. Over 165 staff and elected officials attended the sessions in Vaughan, London, Smiths Falls, North Bay and Dryden. The workshops provided an opportunity to engage directly with our sector to build understanding about this transition process and the level of engagement from attendees was excellent.

We also began the discussion about what municipal governments should take into consideration about how to prepare for this change and what factors might be considered as to when a Council might want to transition.

HOW YOUR RESOLUTION WILL HELP INFORM THE DISCUSSION:

The resolutions will be used to map out an ideal transition timeline, and determine whether there are years that are over or under subscribed, as it has been dictated that a rolling total of up to one-third of Blue Box programs can transition each year. This information will also allow AMO and the Province to better understand whether there are conflicts. If there are too many conflicts, the Province may still need to retain a third-party expert to develop a methodology as to how municipal Blue Box programs will transition.

However, rather than deferring to the Province to retain an expert immediately, we think this information would provide a good basis for a more informed decision to be made.

Attachment 2: Sample Resolution

Your Council's stated preference may not be the final determination of your transition date, nor are you obligated in any way by the date that is specified. The resolution will be used to map out an ideal transition timeline, and determine whether there are years that are over or under subscribed, as it has been dictated that a rolling total of up to one-third of Blue Box programs can transition each year. This information will also allow AMO and the Province to better understand whether there are conflicts. If there are too many conflicts, the Province may still need to retain a third-party expert to develop a methodology as to how municipal Blue Box programs will transition.

Resolution on Transition to Full Producer Responsibility

WHEREAS the amount of single-use plastics leaking into our lakes, rivers, waterways is a growing area of public concern;

WHEREAS reducing the waste we generate and reincorporating valuable resources from our waste stream into new goods can reduce GHGs significantly;

WHEREAS the transition to full producer responsibility for packaging, paper and paper products is a critical to reducing waste, improving recycling and driving better economic and environmental outcomes;

WHEREAS the move to a circular economy is a global movement, and that the transition of Blue Box programs would go a long way toward this outcome;

WHEREAS the Municipality of X is supportive of a timely, seamless and successful transition of Blue Box programs to full financial and operational responsibility by producers of packaging, paper and paper products;

AND WHEREAS the Association of Municipalities of Ontario has requested municipal governments with Blue Box programs to provide an indication of the best date to transition our Blue Box program to full producer responsibility;

THEREFORE BE IT RESOLVED:

THAT the Municipality of X would like to transition their Blue Box program to full producer responsibility [month] [date], [year] (between January 1, 2023 and December 31, 2025).

AND THAT this decision is based on the following rationale:

1. Insert rationale based on analysis of contracts, assets, integrated waste management system or other considerations (e.g., our collection contract for Blue Box material expires December 31, 2024 and our processing contract for Blue Box material also expires December 31, 2024.)

AND THAT the Municipality of X would be interested in providing collection services to Producers should we be able to arrive at mutually agreeable commercial terms.

AND FURTHER THAT any questions regarding this resolution can be directed to Jane Doe, City Manager at xxx-xxx-xxxx or jane.doe@municipalityx.ca

AND FURTHER THAT the resolution be forwarded to the Association of Municipalities of Ontario and the Ontario Ministry of the Environment, Conservation and Parks.

EXAMPLE

Ministry of Energy, Northern Development and Mines

Office of the Minister

Office of the Associate Minister of Energy

77 Grenville Street
10th Floor
Toronto ON M7A 2C1
Tel.: 416-327-6758

Ministère de l'Énergie, du Développement du Nord et des Mines

Bureau du ministre

Bureau du ministre associé de l'Énergie

77, rue Grenville
10e étage
Toronto ON M7A 2C1
Tél. : 416 327-6758

December 17, 2019

Her Worship Margaret Quirk
Mayor
Town of Georgina
mquirk@georgina.ca

Dear Mayor Quirk:

Our government made a commitment to Ontarians to reduce energy costs and expand access to natural gas to underserved parts of the province. We are writing to inform you about the proposed launch of the second phase in our government's plan to meet this commitment.

The first phase of the Natural Gas Expansion Support Program is currently being rolled out, bringing natural gas to unserved areas of the province through nine expansion projects. To commence the second phase, I have written to the Ontario Energy Board (OEB), requiring them to collect information about potential new natural gas expansion opportunities. You can view our letter to the OEB at www.oeb.ca/sites/default/files/Letter-to-OEB-natural-gas-expansion-20191212.pdf. It is expected that project proponents could be able to access up to $130 million over a three-year period to ensure a reasonably quick start to construction.

It is anticipated that the OEB will begin a process for collecting information on potential new natural gas projects in early 2020, which is expected to run for 90 days. Following this, the OEB will deliver its report on eligible projects to the Government on or before August 31, 2020. Once we receive the OEB's report, the Government will make the decision on eligible projects to receive support, which should be completed in late 2020. Financial support for selected natural gas projects would ultimately be contingent on the selected project proponents receiving all necessary OEB approvals.

For further information, we encourage municipal officials to work with their local natural gas service provider if they are interested in participating in the OEB's process. We expect the OEB will make additional details available in early 2020.

Natural gas is the most common heating fuel in Ontario and is more affordable than other fuels such as electricity, oil or propane. Expanding natural gas helps makes Ontario communities more attractive for job creation and new businesses. Natural gas expansion can also lower greenhouse gas emissions by replacing higher emissions fuel sources. Natural gas expansion is part of our government's plan to bring quality jobs back to the province and send the clear message that Ontario is "Open for Business."

Thank you for your support as our government works to deliver on its commitment to bring natural gas to more rural and northern communities across Ontario.

Sincerely,

The Honourable Greg Rickford
Minister of Energy, Northern Development and Mines

The Honourable Bill Walker
Associate Minister of Energy

MEMORANDUM

TO: Mayor Quirk
Members of Council

FROM: Rachel Dillabough, Town Clerk

SUBJECT: General Information Items

DATE: January 15, 2020

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

i) County of Simcoe, advising if its support of the resolution from the Township of Springwater regarding the Nottawasage Valley Conservation Authority Levy (NVCA).

ii) County of Simcoe, advising if its support of the resolution from the Township of Ramara regarding a 'Conservation Authority Exit Clause', requesting an exit clause be provided in any new Act to permit municipalities that determine the objects of conservation and environmental stewardship can be provided by alternative governance, programs, and/or services too costly.

iii) Township of Huron-Kinloss, advising of its support of the Township of Ramara's request for the province to review the existing Conservation Authorities Act and request an exit clause be provided in any new Act to permit municipalities that determine the objects of conservation and environmental stewardship can be provided by alternative governance, programs, and/or services too costly.

iv) Thames Centre, advising of its support for continuation of mandatory and non-mandatory programs of the Upper Thames River Conservation Authority and Kettle Creek Conservation Authority.

v) Township of Perry advising of its position to lobby the Provincial and Federal Governments to ban single-use disposable wipes

:rd

External Briefing Note

GEORGINA

Subject: Zoning By-law Amendment 03.1131

N/S Baseline Road & E/S Bramsey Street
Block 81 & Block 82, Plan 65M4453
Roll Nos: 139-35091 & 139-35092
Applicant: 2151028 Ontario Limited

To: Mayor Quirk and Council

From: Dustin Robson, Planner II

Date: December 17, 2019

Briefing:

At the February 13, 2019 Council meeting, Council approved the above-noted application to amend Zoning By-law No. 500 in order to facilitate a land exchange to straighten the existing common boundary line between the two (2) properties. The proposal would see a small portion of Block 81 (Town owned) zoned from site specific Open Space (OS-79) to site specific General Commercial (C1-52) while two (2) small portions of Block 82 (applicant owned) would be zoned from site specific General Commercial (C1-52) to site specific Open Space (OS-79) (refer to Attachments 1 & 2).

As part of the Council's approval, the following requirement was included in Resolution No. C-2019-0153:

> *"5. That a By-law be passed authorizing the Mayor and Clerk to execute the necessary land transfer of Parts 2, 3 and 4 of the Draft Reference Plan as outlined on Attachment 4 to Report No. DS-2019-0008 and to execute a development agreement between 2151028 Ontario Limited and the Corporation of the Town of Georgina concerning the implementation of a planting plan, to the satisfaction of the Town and subject to the amending Zoning By-law coming into force and effect."*

The size of the lands to be conveyed to the Town are similar in size to the size of the land to be conveyed to the Applicant (~484.0 square metres or 0.11 acres). The Applicant provided a land appraisal conducted by PVCI Property Evaluators to compare the appraised value of the lands proposed to be exchanged. According to the appraisal, Part 2 and Part 3, which are proposed to

be conveyed to the Town, has a combined value of $84,000.00 while Part 4, which is proposed to be conveyed to the applicant, also has a value of $84,000.00. The Office of the CAO has confirmed receipt of this appraisal and indicated that it is sufficient to move forward.

Staff are bringing forward today a prepared Authorization By-law for Council's approval and passing in order to allow the Mayor and Clerk to execute the necessary land transfer of Parts 2, 3, and 4 of the Draft Reference Plan, as well as an agreement for the implementation of a planting plan (refer to Attachments 3 & 4). The solicitor for the Applicant will prepare the transfer documents and provide them to the Town solicitor for review and registration.

Following the execution of the transfer of land and the execution of the appropriate agreement, Staff will advance the amending zoning by-law for passage at a later date.

Dustin Robson, MSc., MCIP, RPP
Planner II

Attachment 1 – Key Map
Attachment 2 – Aerial Map
Attachment 3 – Authorization By-law
Attachment 4 – Draft Reference Plan

KEY MAP
N
TOWN
OPEN SPACE
BLOCK 81
Areas to be rezoned
COMMERCIAL BLOCK 82
SUBJECT
PROPERTIES
Fred Cooper Way
Dr. George Burrows Parkway
Wyndham Circle
John Link Avenue
Bramsey Street
Baseline Road
Attachment 1

AERIAL MAP
SUBJECT PROPERTIES
Beechener Street
Fred Cooper Way
Dr. George Burrows Parkway
Wyndham Circle
Bramsey Street
Baseline Road
Attachment 2

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

BY-LAW NUMBER 2020-XXXX (CON-1)

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND TOWN CLERK TO EXECUTE AN AGREEMENT BETWEEN 2151028 ONTARIO LIMITED AND THE CORPORATION OF THE TOWN OF GEORGINA, RESPECTING LAND DESCRIBED AS BLOCK 81 & BLOCK 82, PLAN 65M4453.

WHEREAS the Council of the Town of Georgina approved Zoning By-law Amendment application 03.1131 to rezone a portion of the Block 81 (Part 4 on the prepared Draft Reference Plan) from site specific Open Space (OS-79) to site specific General Commercial (C1-52) and two portions of Block 82 (Parts 2 & 3 on the prepared Draft Reference Plan) from site specific General Commercial (C1-52) to site specific Open Space (OS-79) for the purpose of straightening the boundary line;

AND WHEREAS prior to the passing of the amending Zoning By-law, the applicant must enter into an agreement with the Corporation of the Town of Georgina respecting the transfer of land between the two parties, including the implementation of a planting plan.

NOW THEREFORE, the Council of the Corporation of the Town of Georgina ENACTS AS FOLLOWS:

1. **THAT** the Mayor and the Town Clerk are hereby authorized to execute an agreement between 2151028 Ontario Limited and the Corporation of the Town of Georgina, respecting the transfer of lands described as Block 81 & Block 82, Plan 65M4453, including the implementation of a planting plan.

READ a first, second, and third time and finally passed this 22nd day of January, 2020.

_____
Margaret Quirk, Mayor

_____
Rachel Dillabough, Town Clerk

PLAN OF SURVEY OF

ALL OF BLOCK 82 AND PART OF BLOCK 81
REGISTERED PLAN 65M–4453

TOWN OF GEORGINA
REGIONAL MUNICIPALITY OF YORK

DAVID J. PESCE SURVEYING 2017

SCALE 1:1000

METRIC
DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT

DATE .....

.....
DAVID J PESCE B.Sc.
ONTARIO LAND SURVEYOR

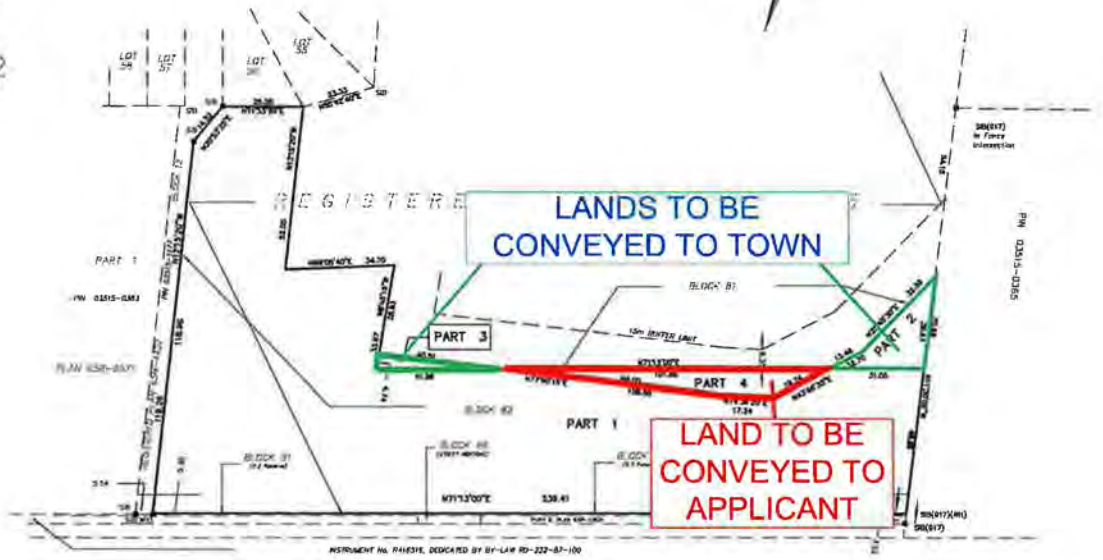
PLAN 65R–

RECEIVED AND DEPOSITED
DATE .....

.....
REPRESENTATIVE FO
LAND REGISTRAR FO
LAND TITLES DIVISION OF
(No. 65)

SCHEDULE

PART	BLOCK	REGISTERED PLAN	PIN
1	ALL OF BLOCK 82	65M–4453	
2			
3			
4	PART OF BLOCK 81		



DRAFT REFERENCE PLAN

SURVEYOR'S CERTIFICATE

I CERTIFY THAT :

1.) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYOR'S ACT AND THE LAND TITLES ACT, AND THE REGULATIONS MADE UNDER THEM.

2.) THE SURVEY WAS COMPLETED ON THE DAY OF 2017

DATE

DAVID J. PESCE B.Sc.
ONTARIO LAND SURVEYOR

NOTE
ALL SURVEY MONUMENTS ARE IB's UNLESS NOTED
ALL SURVEY MONUMENTS FOUND ARE (1776) UNLESS NOTED

BEARING NOTE
BEARINGS ARE UTM GRID BEARINGS, DERIVED FROM GPS OBSERVATIONS AND ARE REFERRED TO THE UTM PROJECTION, ZONE 17, NAD83 (CSRS 1997) ADJUSTMENT

DISTANCES SHOWN ON THIS PLAN ARE ADJUSTED GROUND DISTANCES AND CAN BE CONVERTED TO UTM GRID DISTANCES BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.999771

UTM COORDINATES

POINT	NORTHING	EASTING
A	4907303.06	629561.30
B	4906726.15	629687.92

THESE COORDINATE VALUES COMPLY WITH SECTION 14(2) O.REG. 216/10
THESE COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH THE CORNERS OR BOUNDARIES SHOWN ON THIS PLAN

DAVID J. PESCE SURVEYING
PROFESSIONAL LAND SURVEYOR

43 McCAQUE CRESCENT, ALLISTON, ONTARIO, L9R 1A7
PHONE (705) 434–9475, FAX (705) 434–0156
email david@davidjpescesurveying.com

EXAMINED BY DJP DLS

DRAWN BY CALC'D BY

PROJECT 17–1037

Attachment 4

External Briefing Note

GEORGINA

Subject: Urban Hens Pilot Project By-law & Exotic Animal By-law 2003-0072 By-law Amendment

To: Mayor and Council

From: Shayne Connors, Planner I

Date: **December 20, 2019**

Briefing:

On November 27, 2019, Council received Report No. DS-2019-0140 prepared by the Planning Division, Development Services Department, respecting Urban Hens. The report included a proposed draft by-law to govern and regulate an Urban Hens pilot project, as well as a proposed draft by-law to amend Exotic Animal By-law 2003-0072, to recognize the implementation of a pilot project regarding the keeping of Urban Hens.

Under Resolution No. C-2019-0627, Council approved the draft proposed Urban Hens Pilot Project by-law and the draft proposed by-law enabling an amendment to Exotic Animal By-law 2003-0072, subject to the following changes:

i. That the proposed pilot project run for a total twenty-four (24) months;
ii. That Staff restrict the number of issued pilot project licenses to three (3) per ward;
iii. That permission to participate in the pilot project not to be based on a 'first-come, first-served' basis;
iv. That Staff implement a 100 metre minimum separation distance between properties with hen coops;
v. That Staff implement a mandatory workshop for potential hen owners; and,
vi. That Staff offer amnesty to those residents currently operating a coop as long as they abide by the rules of the pilot project.

The attached by-laws reflect the November 27, 2019 Council direction. These by-laws are also included in the by-laws section of the January 15, 2019 Council agenda. Furthermore, as per Council direction at the November 27, 2019 meeting, prior to the issuance of a license, participants of the pilot project will be required to attend a mandatory seminar on the proper care of hens, which will be held by Staff. The pilot project will officially start on April 01, 2020, and Staff will provide Council with an update on the Urban Hen Pilot Project following the first twelve (12) weeks.

Regards,

Shayne Connors, MSc. Pl
Planner I

Interoffice Memorandum

GEORGINA

Development Services Department - Planning Division

DATE: December 11, 2019

TO: Carolyn Lance, Council Services Coordinator

CC: Harold Lenters, Director, Development Services Dept.
Velvet Ross, Manager of Planning
Alan Drozd, Supervisor of Development Planning

FROM: Shayne Connors, Acting Secretary-Treasurer, Committee of Adjustment

RE: Committee of Adjustment – January 20, 2020 Meeting - UNDER REVIEW

The following is provided for Council's information respecting Committee of Adjustment matters currently under consideration.

File	Owner	Location	Status
Minor Variance Application A33-19	Megan Lackey & Bradley Pollard	254 Medina Drive, Keswick	Under Review; Staff Report Available January 16, 2019
Proposal	The Owners of the subject property have submitted a Minor Variance application, requesting relief to construct a replacement two (2) storey single detached dwelling having an interior side yard setback of 1.3 metres; whereas, 1.7 is required; and, to permit a minimum of one (1) required parking space; whereas, two (2) parking spaces are required. The Owners are also requesting relief to legalize the location of an existing shed on the subject property being setback 0.6m from the rear lot line and 0.9m from the east interior side lot line; whereas, accessory structures constructed in the rear yard shall be located no closer than 1.2m to any lot line. The property is zoned 'Low Density Urban Residential' (R1).		

File	Owner	Location	Status
Minor Variance Application A34-19 (To be heard in conjunction with Consent application B38-19)	Guo Hao Chen	774 Churchill Lane, Willow Beach	Under Review; Staff Report Available January 16, 2019

Proposal	The Owner of the subject property has submitted a Minor Variance applicationton be heard in conjunction with Consent application B38-19, submitted by the Owner of 776 Churchill Lane. Consent application B38-19 is for a lot boundary adjustment (i.e. lot addition), requesting to sever a 1.32 metre x 38.70 metre parcel from the Remainder Land (776 Churchill Lane) and convey it to the Beneficiary Land (774 Churchill Lane). Currently, a small portion of the existing two (2) storey single detached dwelling located on 774 Churchill Lane encroaches over the common interior lot line and into 776 Churchill Lane. The purpose of the Consent application is to rectify the encroachment. Should the Committee of Adjustment approve Consent application B38-19, the Owner of the subject property will require relief to permit the existing two (2) storey single detached dwelling's eaves to project a maximum distance of 0.9 metres into the required interior side yard; whereas, a maximum distance of 0.5 metres is permitted; and, to permit the existing two (2) storey single detached dwelling to remain in its current location, having an interior side yard setback of 1.2 metres; whereas, an interior side yard setback of 1.7 metres is required. The property is zoned 'Residential' (R).		
File	**Owner**	**Location**	**Status**
Consent Application B38-19 (To be heard in conjunction with Minor Variance application A34-19)	2510584 Ontario Inc.	776 Churchill Lane, Willow Beach	Under Review; Staff Report Available January 16, 2019
Proposal	The Owner of the subject property has submitted a Consent application for the purpose of a lot boundary adjustment, seeking approval to sever the Subject Land (1.32m x 38.70m), from the Remainder Land, and add it to the Beneficiary Land (municipally identified as 774 Churchill Lane). Currently, a small portion of the existing single detached dwelling at the north-west corner, located on Beneficiary Land, encroaches over the common interior lot line and into the subject property. The purpose of the Consent application is to rectify the encroachment, and no new lots will be created as a result. **Please note**: Consent application B38-19 was previously circulated on August 08, 2019, however, the application was deferred pending the submission of a Minor Variance application. The Owner of the subject property has submitted a revised Consent application, which will be heard in conjunction with Minor Variance application A34-19. Minor Variance application A34-19 requests relief from Zoning By-law No. 500, as amended, for the Beneficiary Land (774 Churchill Lane).		

	The property is zoned 'Residential' (R).		
File	**Owner**	**Location**	**Status**
Minor Variance Application A35-19	Sharon Hui	956 Lake Drive East, Jackson's Point	Under Review; Staff Report Available January 16, 2019
Proposal	The Owner of the subject property is proposing to establish a restaurant within the existing building on the west side of the subject property, next to the existing retail store on the east side of the subject property. The Owner has submitted a Minor Variance application, requesting relief to permit a total of two (2) parking spaces on the subject property for the proposed restaurant; whereas, a total of twelve (12) parking spaces are required. The property is zoned site-specific 'General Commercial' (C1-1).		
File	**Owner**	**Location**	**Status**
Minor Variance Application A36-19	Great World Properties Ltd.	26061 Woodbine Avenue, Keswick	Under Review; Staff Report Available January 16, 2019
Proposal	The Owner of the subject property has submitted a Minor Variance application, proposing to add a 'museum use' as a permitted use on the subject property. In previous Committee of Adjustment approvals (P410546, P410904 and P411106), a 'museum use' was temporarily permitted until December 05, 2015, or upon termination of the lease agreement between the Owner and the Georgina Military Museum. The Owner wishes to add a 'museum use' as a permitted use permanently. The property is zoned 'Tourist Commercial' (C5).		

Should Council wish to obtain further information, please contact Shayne Connors, Acting Secretary-Treasurer to the Committee of Adjustment.

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

BY-LAW 2020-0001 (AD-1)

BEING A BY-LAW OF THE CORPORATION OF THE TOWN OF GEORGINA TO APPOINT A TOWN CLERK

WHEREAS the *Municipal Act*, S.O. 2001, c. 25, as amended, authorizes the Council of a municipality to employ such persons as are deemed necessary for the purposes of the municipality;

AND WHEREAS Section 228(1) of the *Municipal Act*, S.O. 2001, c. 25, as amended, provides that a municipality shall appoint a clerk whose duty it is:

(a) to record, without note or comment, all resolutions, decisions and other proceedings of the council;

(b) if required by any member present at a vote, to record the name and vote of every member voting on any matter or question;

(c) to keep the originals or copies of all by-laws and of all minutes of the proceedings of the council;

(d) to perform the other duties required under this Act or under any other Act; and

(e) to perform such other duties as are assigned by the municipality.

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

1. ADMINISTRATION

1.1 That RACHEL DILLABOUGH is hereby appointed as TOWN CLERK for the Town of Georgina, effective August 5, 2019.

1.2 That the duties of the TOWN CLERK shall be in accordance with Provincial legislation and policies, and according to the By-laws and policies as enacted by Council of the Corporation of the Town of Georgina.

2. CONFLICTING LEGISLATION

2.1 If this By-law conflicts with the provisions of any Act, other than the

Municipal Act, S.O. 2001, as amended, the provisions of the *Municipal Act*, S.O. 2001, as amended, prevails to the extent of the conflict.

3. VALIDITY AND SEVERABILITY

3.1 It is hereby declared that notwithstanding any section, subsections, clause, paragraph or provision of the By-law or parts thereof, may be declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or beyond the powers of Council to enact, such

section or sections or parts thereof shall be deemed to be severable and that all other sections or parts of this By-law are separate and independent therefrom and enacted as such as a whole. Same shall not affect the validity or enforceability of any other provisions of this By-law or of the By-law as a whole.

3.2 Whenever any reference is made in this By-law to a statute of the Legislature of the Province of Ontario, such reference shall be deemed to include all subsequent amendments to such statute and all successor legislation to such statute.

4. SHORT TITLE

4.1 This By-law shall be cited as the APPOINTMENT OF TOWN CLERK - RACHEL DILLABOUGH.

READ and enacted this 15th day of January, 2020.

Margaret Quirk, Mayor

Rachel Dillabough, Town Clerk

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

BY-LAW NUMBER 2020 - 0002 (COU-1)

BEING A BY-LAW TO APPOINT MEMBERS OF COUNCIL TO THE KESWICK SECONDARY PLAN REVIEW STEERING COMMITTEE FOR THE 2018-2022 TERM OF OFFICE

WHEREAS the Municipal Act. S.O. 2001, c.25, as amended, provides the authority for Council to establish committees and boards for the Corporation of the Town of Georgina;

AND WHEREAS Council approved Terms of Reference for the Keswick Secondary Plan Review Steering Committee on June 26, 2019;

AND WHEREAS Council approved the Committee appointments to take effect on June 26, 2019;

NOW THEREFORE the Council of the Town of Georgina, in the Regional Municipality of York, on June 26, 2019, appointed the following members of Council to the Keswick Secondary Plan Review Steering Committee:

- Mayor Margaret Quirk
- Councillor Mike Waddington
- Councillor Dan Fellini

READ and enacted this 15th day of January, 2020.

_____
Margaret Quirk, Mayor

_____
Rachel Dillabough, Town Clerk

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

BY-LAW NUMBER 2020 - 0003 (CON-1)

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND TOWN CLERK TO EXECUTE AN AGREEMENT BETWEEN 2151028 ONTARIO LIMITED AND THE CORPORATION OF THE TOWN OF GEORGINA, RESPECTING LAND DESCRIBED AS BLOCK 81 & BLOCK 82, PLAN 65M4453

WHEREAS the Council of the Town of Georgina approved Zoning By-law Amendment application 03.1131 to rezone a portion of the Block 81 (Part 4 on the prepared Draft Reference Plan) from site specific Open Space (OS-79) to site specific General Commercial (C1-52) and two portions of Block 82 (Parts 2 & 3 on the prepared Draft Reference Plan) from site specific General Commercial (C1-52) to site specific Open Space (OS-79) for the purpose of straightening the boundary line;

AND WHEREAS prior to the passing of the amending Zoning By-law, the applicant must enter into an agreement with the Corporation of the Town of Georgina respecting the transfer of land between the two parties, including the implementation of a planting plan.

NOW THEREFORE, the Council of the Corporation of the Town of Georgina ENACTS AS FOLLOWS:

1. **THAT** the Mayor and the Town Clerk are hereby authorized to execute an agreement between 2151028 Ontario Limited and the Corporation of the Town of Georgina, respecting the transfer of lands described as Block 81 & Block 82, Plan 65M4453, including the implementation of a planting plan.

READ and enacted this 15th day of January, 2020.

_____
Margaret Quirk, Mayor

_____
Rachel Dillabough, Town Clerk

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

BY-LAW NUMBER 2020-0004 (LI-3)

BEING A BY-LAW TO LICENSE, REGULATE AND GOVERN BACKYARD HENS

WHEREAS Section 11 (1) and (2) of the *Municipal Act*, 2001, S.O. 2001, c.25, as amended *("The Municipal Act")*, provides that a lower-tier municipality may provide any service or thing that the Municipality considers necessary or desirable to the public regarding the economic, social and environmental well-being of the municipality and the safety and well-being of persons;

AND WHEREAS Section 11 (3) of the *Municipal Act*, 2001, as amended, authorizes a municipality to pass by-laws necessary or desirable for municipal purposes with respect to Animals;

AND WHEREAS the Council of The Corporation of the Town of Georgina deems it appropriate to enact a by-law to regulate the keeping of backyard Hens, for the purpose of conducting a Pilot Project;

AND WHEREAS the Town's Exotic Animal By-law 2009-0072 prohibits the keeping of chickens on Residential Zoned properties, and Rural Zoned properties with lot areas less than 0.4 hectares;

AND WHEREAS the Pilot Project is intended to exempt a Person with a valid License from the prohibition on the keeping of chickens, as outlined in Exotic Animal By-law 2003-0072;

BE IT THEREFORE ENACTED BY THE COUNCIL OF THE TOWN OF GEORGINA:

1. DEFINITIONS:

For the purposes of this by-law:

Applicant means a Person applying for a License under this by-law;

Corporation means a body corporate incorporated pursuant to the *Business Corporations Act,* R.S.O. 1990 c. B. 16, or the *Corporations Act,* R.S.O. 1990, c. C. 38;

Fee means a Fee as established by the Town;

Free Roaming means a Hen that is outside of a Hen Coop or a Hen Run;

Hen means a domesticated female chicken that is at least four months old;

Hen Coop means a fully enclosed, locking weatherproof structure where Hens are kept and which the interior of includes nest boxes for egg laying, roosts for the Hens to sleep on, food and water containers;

Hen Owner means any Person who possesses, harbours or keeps a Hen;

Hen Run means a covered and secure enclosure that allows Hen's access to an outdoor area;

License means the certificate or other similar document issued pursuant to the by-law as proof of licensing under this by-law;

Licensee means a Person who holds a License or is required to hold a License under this by-law;

Officer means a Police Officer, Fire Prevention Officer, Fire Inspector, Building Inspector, Zoning Examiner, Plans Examiner, Municipal Law Enforcement Officer, Licensing Coordinator, or any person appointed by the Corporation of the Town of Georgina as an Officer for the purposes of enforcing this by-law;

Licensing Coordinator means the Person designated on behalf of the Corporation of the Town of Georgina and/or his/her designate to issue Licenses under his by-law;

Lot means a parcel of area of land, which is legally in separate and distinct ownership, and includes any Residential Property or Rural Property, as defined and permitted under this by-law;

Person means an individual, a Corporation, a partnership, or an association, and includes a Licensee or an Applicant for a License under this by-law;

Pilot Project means the project carried out by the Corporation of the Town of Georgina regarding the keeping of Hens on a Residential Property or Rural Property, as defined in this by-law;

Premises means the Property upon which is permitted to participate in the Pilot Project, inclusive of buildings or structures or any part thereof used for such purpose;

Property means the Lot upon which is permitted to participate in the Pilot Project, exclusive of buildings or structures or any part thereof;

Residential Property means any Property zoned Residential (R), Low Density Urban Residential (R1), Low Density Urban Residential (R2) or Estate Residential (ER) under the Zoning By-law, and containing a Single Family Dwelling and used for such;

Rooster means a domesticated male chicken;

Rural Property means any Property zoned Rural (RU) under the Zoning By-law, which is also less than 0.4 hectares in lot area, and containing a Single Family Dwelling and used for such;

Single Family Dwelling means a Single Family Dwelling as defined in the Zoning By-law;

Town means The Corporation of the Town of Georgina;

Ward means an administrative division of the Town of Georgina, which is represented by a Councillor; and,

Zoning By-law means the Town's Zoning By-law No. 500, as amended, or any successor comprehensive Zoning By-law, as amended.

2. GENERAL PROVISIONS:

(1) The Licensing Coordinator, shall be responsible for the administration and enforcement of this by-law and the issuance of Licenses to allow for the keeping of Hens.

(2) The Officer shall also be responsible for the enforcement of this by-law.

(3) No Person, within the Town, shall keep Hens on a Residential Property or Rural Property without first being issued a License under this by-law.

(4) Licensees under this by-law shall be exempt from the Town's Exotic Animal By-law's prohibition on the keeping of Hens on a Residential Property or Rural Property for the duration of the Pilot Project, which is indicated to be limited to twenty-four (24) months from the date that this by-law comes into force and effect.

(5) Licensees must comply at all times with the provisions in this by-law, including those outlined in Schedule 'A'.

(6) Further to the above, there shall be a minimum separation distance of 100.0 metres between Pilot Project Premises. Such distance shall be measured from the closest points between the Premises (i.e. shortest distance between the Lot lines of the two Premises).

3. APPLICATION REQUIREMENTS:

(1) Applicants shall submit all required application documents, as outlined in this by-law, together with a License Fee of $100.00 to the Licensing Coordinator for review and to determine if a License may be issued for the keeping of Hens.

(2) All applications for a License to keep Hens on a Residential Property or Rural Property shall include:

(a) The name, contact email, phone number and address of the Licensee where Hens will be kept;

(b) Proof of Ownership for the Premises;

(c) Proof that the Applicant is at least eighteen (18) years of age, if the Applicant is an individual;

(d) The number of Hens to be kept on the Property;

(e) A site plan of the Property, showing all buildings and structures, including the proposed locations of the Hen Coop and Hen Run, as well as the dimensions and appropriate setbacks; and,

(f) Any other documentation, deemed necessary by the Licensing Coordinator to evaluate the application.

(3) Once the application materials have been reviewed and the application has been approved by the Licensing Coordinator, it is the responsibility of the

Licensee to contact the Town to arrange for a site inspection to be conducted by an Officer.

(4) Further to the above, the Licensee shall attend a mandatory education seminar hosted by the Town on the proper care and keeping of Hens.

4. LICENSE:

(1) The Licensing Coordinator may issue a License with or without conditions, refuse a License, and/or revoke a License.

(2) The License to keep Hens on a Residential Property or Rural Property shall be in a form as determined by the Licensing Coordinator.

(3) The Licensing Coordinator, shall refuse to issue a License where the request does not comply with the provisions of this by-law and the regulations outlined in Schedule 'A', or if the conduct or past conduct of an Applicant affords reasonable grounds for belief that the Applicant will not participate in the Pilot Project as prescribed.

(4) For the purpose of the Pilot Project, the Licensing Coordinator shall refuse to issue any License once the required number of Licenses have been issued. The required number of issued Licenses shall not exceed three (3) per Ward, for a total of fifteen (15) Licenses.

(5) The Licensing Coordinator may revoke a License issued pursuant to this by-law if:

a. The Licensee fails to comply with:

i. Any of the conditions upon which the License was issued;

ii. Any of the provisions of this by-law;

b. The License was issued in error, or as a result of mistaken, false or incorrect information;

c. The Licensee fails to install the Hen Coop and Hen Run on the Property by no later than twelve (12) weeks after the License is issued by the Licensing Coordinator; and,

d. For any other purpose, as deemed fit by the Licensing Coordinator.

(6) A License, issued pursuant to this by-law, shall expire upon the completion of the Pilot Project, as declared by the Licensing Coordinator.

(7) A change in Ownership shall make the License null and void.

(8) No Person shall hinder or obstruct, or attempt to hinder or obstruct, any Person who is exercising a power or performing a duty under this by-law.

(9) An Officer may enter on a Property at any reasonable time for the purpose of carrying out an inspection to determine whether or not any provision of this by-law is being complied with.

5. ORDER

(1) Where an Officer has reasonable grounds to believe that a contravention of the by-law has occurred, the Officer may serve an order on the Licensee setting out the reasonable particulars of the contravention and directing:

(a) Compliance within a specified period of time; or

(b) The activity be discontinued.

(2) Any Person who contravenes an order under this by-law is guilty of an offence.

(3) No Person shall fail to comply with an order issued by an Officer.

6. SEVERABILITY:

In the event that any provisions of this by-law are deemed invalid or void, in whole or in part, by any court or competent jurisdiction, the remaining terms and provisions shall remain in force and effect.

7. TITLE:

This by-law may be known as the "Urban Hens Pilot Project By-law"

8. EFFECTIVE DATE:

This By-law shall come into full force and effect on April 1st, 2020, until April 1st, 2022.

READ and enacted this 15th day of January, 2020.

_____
Margaret Quirk, Mayor

_____
Rachel Dillabough, Town Clerk

SCHEDULE 'A' TO BY-LAW #2020-0004 (LI-3)

REGULATIONS REGARDING THE KEEPING OF BACKYARD HENS ON A RESIDENTIAL PROPERTY OR RURAL PROPERTY

(1) A maximum of four (4) Hens are permitted on a Residential property or Rural Property, as defined by this by-law. Hens are not permitted on a Property containing an Apartment, Duplex, Linked, Seasonal, Semi-Detached, Semi-Detached Duplex, Townhouse, or Triplex Dwelling, as defined in the Zoning By-law.

(2) All Hens shall be at least four (4) months old.

(3) The keeping of Roosters is prohibited.

(4) The Licensee shall reside on the Property where the Hens are kept.

(5) Hens shall be kept in a locked Hen Coop from 9:00 p.m. to 6:00 a.m.

(6) Hens are only permitted in the rear yard of the Property.

(7) Hens shall be confined to an enclosed Hen Coop or Hen Run at all times. The Free Roaming of Hens on the Property is prohibited.

(8) Hen Coops shall have adequate ventilation and shall be weather and predator proof.

(9) Hens shall be provided with appropriate food, water, space and environmental conditions conducive to good health and the opportunity to socialize and engage in fundamental behaviours such as scratching, roosting and dust bathing.

(10) Feeders and water containers shall be provided and cleaned regularly and disinfected.

(11) Feed shall be stored in rodent proof containers and secured at all times to prevent rodents and other animals from accessing it.

(12) A minimum of 0.37 square meters per Hen is required for the Hen Coop, along with a minimum of 0.93 square meters per Hen for the Hen Run.

(13) Hen Run floors shall provide any combination of vegetation or bare earth.

(14) Notwithstanding the accessory structure height and size provisions as contained within the Zoning By-law:

a. The combined floor area of the Hen Coop and Hen Run shall be less than 10.0 square metres;

b. Hen Coops and Hen Runs shall not exceed 3.0 metres in height;

c. Hen Coops and Hen Runs are only permitted in the rear yard of the Property and shall be a minimum of 2.0 metres from any abutting Lot line; and,

d. Hen Coops and Hen Runs shall be a minimum distance of 3.0 metres from all windows and doors of dwellings that are located on an abutting Property.

(15) Further to the above, Hen Coops and Hen Runs shall meet all other requirements for an accessory structure based on the particular property zoning as outlined in the Zoning By-law.

(16) The sale of eggs, manure and other products associated with the keeping of Hens are prohibited.

(17) Hen Coops and Hen Runs shall be maintained in a clean condition and the Hen Coop shall be kept free of obnoxious odours, substances and vermin.

(18) Any leftover feed and manure shall be removed.

(19) Stored manure shall be kept in an enclosed structure or container such as a compost bin and no more than three (3) cubic feet shall be stored at any one time. All other manure not used for composting or fertilizing shall be removed.

(20) Home slaughter of Hens is prohibited and deceased Hens are disposed of at a livestock disposal facility, through the services of a veterinarian or through a facility as approved by the Ministry of Agriculture, Food and Rural Affairs and are disposed of in accordance with all laws.

(21) Hens are kept in accordance with all other laws including the Town's by-laws respecting noise, lot maintenance, property standards, and animals, as well as provincial legislation.

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

BY-LAW NUMBER 2020-0005 (PWE-1)

BEING A BY-LAW TO AMEND BY-LAW NUMBER 2003-0072 (PWE-1), BEING A BY-LAW TO REGULATE AND PROHIBIT THE KEEPING OF ANIMALS OTHER THAN DOGS

WHEREAS the *Municipal Act*, 2001, as amended, authorizes a municipality to pass by-laws for purposes related to the health, safety and well-being of the inhabitants of the municipality;

NOW THEREFORE the Council of the Corporation of the Town of Georgina hereby enacts as follows:

(1) **THAT** By-law Number 2003-0072, is hereby further amended by adding the following to the end of Section 2:

"(c) Except on a Residential or Rural Zoned Property that has been issued a License under Urban Hens Pilot Project By-law No. 2020-0004 (LI-3); and,

(2) **THAT** this by-law shall come into full force and effect on April 1st, 2020, until April 1st, 2022.

READ and enacted this 15th day of January, 2020.

_____
Margaret Quirk, Mayor

_____
Rachel Dillabough, Town Clerk

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

BY-LAW NUMBER 500-2020-0001 (PL-5)

A BY-LAW TO AMEND BY-LAW NUMBER 500, BEING A BY-LAW TO REGULATE THE USE OF LANDS AND THE CHARACTER, LOCATION AND USE OF BUILDINGS AND STRUCTURES WITHIN THE TOWN OF GEORGINA.

Pursuant to Section 34 and 39 of the Planning Act, R.S.O. 1990, the Council of the Town of Georgina **ENACTS AS FOLLOWS**:

1. That Map 1, Schedule 'A' to Zoning By-law Number 500, as amended, is hereby further amended by changing the zone symbol from 'R' to 'R-81' on lands municipally addressed as 9899 Old Homestead Road, shown in heavy outline and designated 'R-81' on Schedule 'A' attached hereto.

2. That Section 14.5 **SPECIAL PROVISIONS** of Zoning By-law Number 500, as amended, is hereby further amended by adding after Subsection 10.5.73, the following:

"10.5.74	**LOT 5, PLAN 515** **9899 OLD HOMESTEAD ROAD**	**'R-81'** **(Map 10)**

Notwithstanding Section 14.1 and 14.2, a 'Garden Suite' shall be a permitted as an additional use until October 30, 2039.

For the purpose of this by-law, "Garden Suite' shall be defined as "a single unit, detached residential structure containing bathroom and kitchen facilities that is ancillary to an existing residential structure and that is designed to be portable."

Notwithstanding any other provisions of the by-law, the following shall apply to a 'Garden Suite' on the subject property:

a) GS Floor Area (Maximum)	70 square metres
b) Number of Garden Suites (Maximum)	1
c) Height from Finished Floor Elevation (Maximum)	3.5 metres
d) Height from Grade (Maximum)	5 metres
e) West Interior Side Yard Setback (Minimum)	3 metres

f)	South Rear Yard Setback (Minimum)	3 metres
g)	Number of Parking Spaces for GS(Minimum)	1
h)	Distance to Principal Dwelling (Minimum)	3.5 metres

The 'Garden Suite' may not include a basement or cellar."

READ and enacted this 15th day of January, 2020.

Margaret Quirk, Mayor

Rachel Dillabough, Deputy Clerk

EXPLANATORY NOTE **(Waicus)**
(FILE NO. 03.1143)

1. Zoning By-law Number 500-2020-0001 (PL-5), which amends Zoning By-law Number 500, further amends the current Residential (R) zone in order to permit a 'Garden Suite' on the subject property. Site-specific provisions and will restrict the size, height and location of the 'Garden Suite'.

2. The Agreement between the property owners, the Town Clerk, the Mayor and the Occupants addressing the installation, removal, occupancy and maintenance of the Garden Suite, will address these matters.

3. Zoning By-law Number 500-2020-0001 (PL-5) conforms with the Pefferlaw Secondary Plan, the York Region Official Plan, the Lake Simcoe Protection Plan, the Greenbelt Plan, the Growth Plan, and the Provincial Policy Statement, as amended.

4. A **Key Map** showing the location of the land to which By-law Number 500-2020-0001 (PL-5) applies is shown below.

BY-LAW NUMBER 500-2020-0001 (PL-5) WHICH AMENDS ZONING BY-LAW NO. 500, THE CORPORATION OF THE TOWN OF GEORGINA

LOT 5, PLAN 515
TOWN OF GEORGINA
THE REGIONAL MUNICIPALITY OF YORK

THIS IS SCHEDULE 'A' TO

BY-LAW 500 - 2020 - 0001 (PL-5)

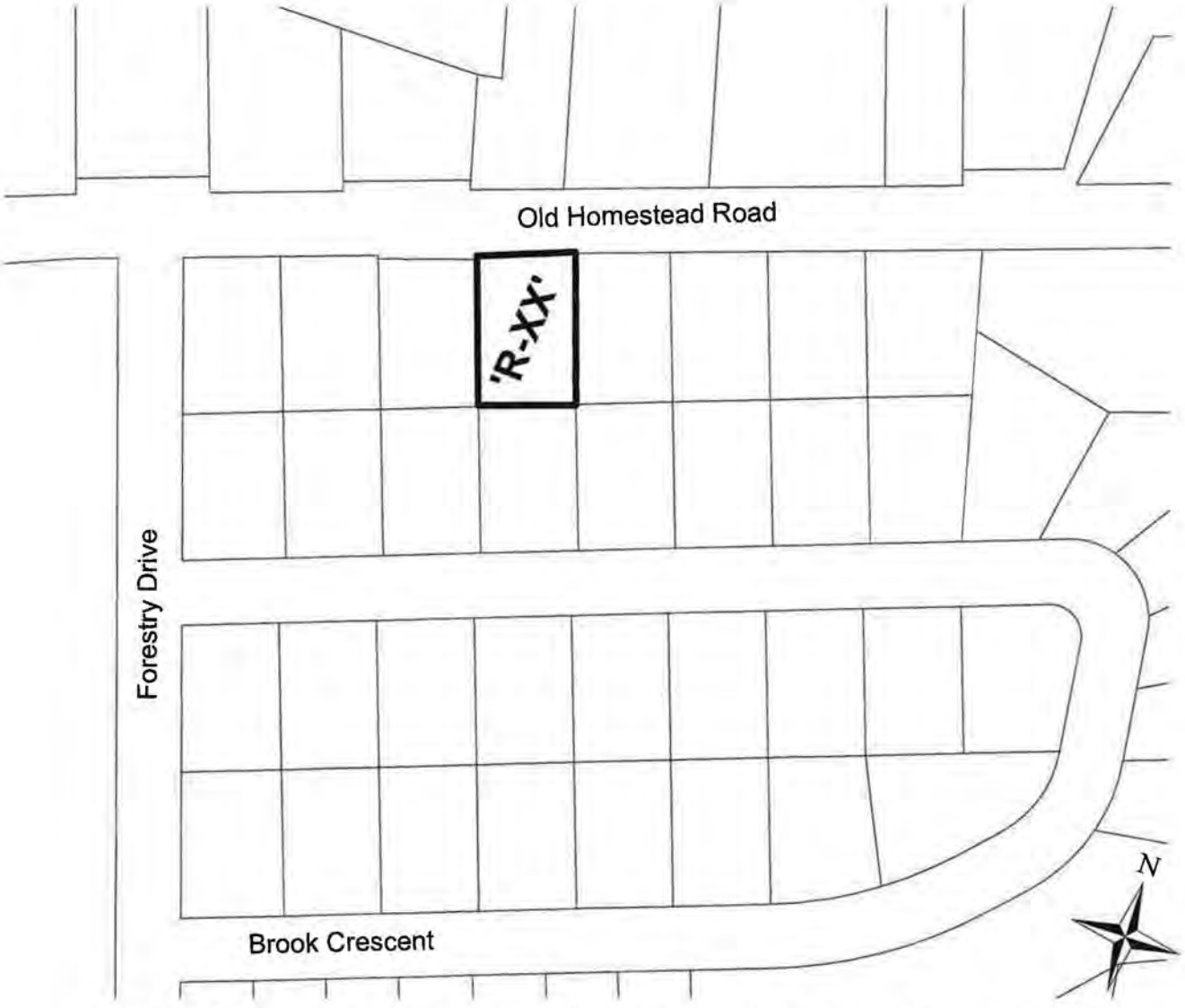
PASSED THIS 15th DAY OF

JANUARY, 2020

CLERK

MAYOR

FORMERLY TOWNSHIP OF GEORGINA
COUNTY OF YORK



SCHEDULE 'A' TO BY-LAW, 500 - 2020 - 0001 (PL-5)

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

BY-LAW NO. 2019-0006 (COU-2)

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL MEETING HELD ON THE 15th DAY OF JANUARY, 2020

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 15th day of January, 2020, 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 15th day of January, 2020.

_____
Margaret Quirk, Mayor

_____
Rachel Dillabough, Town Clerk

Schedule 'A' to By-law No. 2020-0006 (COU-2)

MINUTES

Council Meeting of January 15th, 2020.

Schedule 'B' to By-law No. 2020-0006 (COU-2)

CONFLICTS OF INTEREST

Column 1	Column 2
n/a	n/a