

**The Corporation of the Township of Brock
Committee of the Whole Agenda
Municipal Administration Building**

Session Five

Monday, November 18, 2019

- 1. Call to Order & Moment of Silence – 9:30 a.m.**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Adoption of Minutes**
- 4. Announcements from Council and Staff**
- 5. Presentations**
- 6. Delegations**
 - 1) Christine Dukelow and John Grant, Brock Board of Trade – Highlights from the Brock Board of Trade

7. Sub-Committees

Finance Committee

a) Consent Agenda

- [2211](#) Laura Barta – Report: 2019-COW-35, Financial Update Report – October 2019
- [2241](#) Becky Jamieson – Report: 2019-COW-38, Brock Board of Trade Financial Information

b) Items Extracted from Consent Agenda

c) Other Business

Public Works, Facilities & Parks Committee

a) Consent Agenda

- [2195](#) Peter Malloy – Thorah Side Road
- [2206](#) Durham Region Works Department – Speed Limit Reduction Request, Regional Road 15 (Simcoe Street) east side of Highway 12, Beaverton
- [2224](#) Ted Smith, Chairperson, Sunderland Maple Syrup Festival – 2020 Sunderland Maple Syrup Festival, April 4 and 5, 2020, Request for Support from Township of Brock
- [2231](#) Tulloch Engineering – Drainage Superintendent Work for Gordon Drain (Rev. 1)
- [2232](#) Judi Forbes, Mooreland Station Bed and Breakfast – Concession 5 Thorah and Osborne Street (Regional Road 23), Beaverton and Concession 5 Thorah & Simcoe Street (Regional Road 15), Beaverton

- [2242](#) Greg Hardy – Report: 2019-COW-37, LEAF Program and Fifty Million Trees Campaign

b) Items Extracted from Consent Agenda

c) Other Business

Building, Planning & Economic Development Committee

a) Consent Agenda

- [2173](#) Durham Region Planning and Economic Development Department – Region of Durham Tree By-law Review

- [2175](#) Ministry of Natural Resources and Forestry – Environmental Registry notice (019-0732) by the Ministry of Natural Resources and Forestry regarding proposal to amend three statutes and make a new regulation

- [2217](#) Debbie Vandenaeker – Report: 2019-COW-34, Request for Comments on the Lifting of Deferral Area #1 in the Township of Brock Official Plan

b) Items Extracted from Consent Agenda

c) Other Business

Tourism, Heritage & Recreation Committee

a) Consent Agenda

b) Items Extracted from Consent Agenda

c) Other Business

Protection Services Committee

a) Consent Agenda

- [2243](#) Sarah Beauregard-Jones – Report: 2019-COW-36, Draft Traffic Control (Parking) By-Law

b) Items Extracted from Consent Agenda

c) Other Business

Corporate Services Committee

a) Consent Agenda

- [2199](#) Town of Whitby – Single Use Recyclables

- [2233](#) ROMA – Municipal Delegations at ROMA 2020 Conference: Deadline is Monday, December 2, 2019

b) Items Extracted from Consent Agenda

c) Other Business

8. Other Business

Schedule of Council and Committee Meetings for the year 2020

9. Public Questions & Clarification

10. Closed Session

11. Adjournment

Finance Committee

Date:	07/11/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW - FI - Consent
Copies to:	

The Corporation of the Township of Brock

Finance Department

Treasurer to Committee of the Whole

Report: 2019-COW-35

Date: Monday, November 18, 2019

Subject

Financial Update Report – October 2019

Recommendation

That the Committee receive this report for information.

Attachments

October 2019 Financial Update

Report

Background

This report has been prepared using the October figures from the financial system for both years as they were reported on November 4, 2019 with the 2019 approved budget figures. The report focuses on overall budget variances utilizing transactions reported and posted to that date.

The December 2018 figures conform to the PSAB requirements including the capitalization of tangible asset purchases, annual asset amortization, and accrual for post-employment liabilities.

Analysis Results

A review of the Statement of Financial Position was completed and the following variances were noted:

1. The total Cash and Investment balances reported are 7.9% higher than that reported for the same period in 2018. The increase includes the amount collected and held in reserves to finance outstanding projects that were budgeted in prior

This report is available in alternate formats upon request.
Please contact the Clerk's Department at 705-432-2355.

years. The increase also reflects almost \$2 million dollars in Development Charges collected to date in 2019.

2. The level of investments held is monitored to ensure funds are available to satisfy the Township's cash requirement. Investments held in the Township's portfolio are assessed on an ongoing basis to ensure they meet the requirements of section 418 of the Ontario Municipal Act, Ontario Regulation 438/97 and are made in accordance with the Township of Brock's Investment Policy.
3. The balance of Taxes Receivable outstanding at the end of October 2019 compared to the balance at the same time in 2018 is 4.1% higher in total dollar value. This increase is a significant issue that staff continue to work to address. As a percentage of the total taxes billed to date for 2019, the total taxes currently outstanding are 0.3% higher than those outstanding at the same time in the previous year. Some improvements have been noted due to issuing letters to mortgage holders for properties with taxes two years in arrears. This improvement however was more than offset by the supplemental tax bills issued to date this year.
4. The balance of General Accounts Receivable outstanding at the end of October 2019 compared to the balance at the same time in 2018 is 121.6% higher in total dollar value. The numbers are higher in part due to the inclusion of deferred Development Charges for two Non-profit housing developments that will be paid off over the next two years and also due to the accrual of interest on investments at rates higher than prior years. The amounts reported for HST are also significantly higher in total dollar value for 2019 representing almost 50% of the reported balance. The increase is due to the quantity and timing of payments for capital contracts.
5. The balance of Deferred Revenue at the end of October 2019 continues to be 21.8% higher than that reported for the same period in 2018. This account includes unspent Development Charges collected from developers and Federal Gas Tax funding. Both have legislated restrictions on their use and must be held in a segregated Reserve Fund. Gas Tax funding transfers totalling \$942,091 have been made to date this year to finance bridge contracts.

A review of the Revenues and Expenditures was completed and the following variances were noted:

1. Total revenue for 2019 is 17.4% higher than that reported for the same period last year.
 - Grants for both years include the Ontario Municipal Partnership Fund (OMPF). In both years the Township's grant includes the Northern and Rural Fiscal Circumstances Grant funding added to the program by the Ministry in 2014. The 2019 amount reflects a \$25,600 reduction in the Provincial funding allocation announced after the budget was approved.

- The payment from the Ontario Aggregate Resources Corporation for the Township's share of aggregate licence fees for 2019 is 158.5% higher than the amount received in the prior year. An increase in this line item had been anticipated in the 2019 budget due to a negotiated increase in the fees charged.
- The Road & Bridge Infrastructure grant funding reported in the 2019 and 2018 figures represents the funding received from the Ontario Community Infrastructure Fund (OCIF) Application based grant for the Thorah Sideroad Reconstruction project. The 2019 application for funding of Sideroad 18 Reconstruction was not approved and therefore this project will not proceed.
- The 2019 Federal grant represents the payment from New Horizon's to fund renovations to the Manilla Hall.
- The 2019 Federal Gas Tax allocation includes the special top up payments. This amount has been transferred to the Gas Tax Reserve Fund as required by the Funding agreement. The final installment of the regular grant is expected early in November.
- The 2019 Other grants line includes the one-time payment from the Province of Ontario for Modernization in the amount of \$725,000 as well as the Cannabis Implementation funding of \$19,680. The Modernization funding was provided by the Province to assist Municipalities by subsidizing the cost to modernize operations with the objective of increasing efficiencies and reducing expenditure growth. The Cannabis Implementation funding was provided by the Province to assist with the incremental costs of legal recreational cannabis in communities. These cost for the Township of Brock would include consulting costs to update bylaws and signage.
- Other income is 63.3% higher than that reported for the same period in 2018. This increase is due in part to the transfer of the Provincial Grant for Modernization to the Capital Reserve Fund. This entry is offset by an unbudgeted transfer from the CAO's Department to the Reserve Fund. It is also due to the transfer of funding from Reserves and Reserve Funds to cover the significant number of construction payments for Bridge and Road contracts.
- Building Department revenue is almost double what was reported in October 2018. This increase is due to the number of building permit fees collected for the subdivision in Beaverton. Any excess of fees collected over the cost of providing the service will be transferred to the reserve fund in accordance with the legislation and will be used to offset the Building Department's operating costs in future years.
- The interest and penalty charged on unpaid taxes to the end of October 2019 is 16.4% higher than that reported as charged in 2018. This increase reflects the higher than normal balance of outstanding accounts.

2. Operating expenditures of \$9,831,928 are 19.9% higher in total than that reported for the same period last year. Some of this difference can be explained by the timing of posting payments and budget transfers:
 - Expenditures for Members of Council are 33.1% higher than those reported in October 2018 due to the increase in compensation and conference registrations. These accounts are in line with the amounts approved in the 2019 budget.
 - The October statements show a new category for CAO & General Admin. This is set up in anticipation of having a separate department for the CAO in the 2020 budget. The new department will include the expenditures for items that are difficult to classify and reflect a more corporate wide cost. The 2019 balance reflects the transfer of the Modernization Grant to the Capital Reserve Fund.
 - Expenditures reported for Canine Control and By-Law Enforcement are 22.5% and 46.2% higher than those reported in 2018 respectively. A significant part of this increase reflects the additional staffing that was budgeted in 2019. In addition, the Canine Control Department continues to incur significant costs for the animal shelter that is frequently at capacity.
 - Expenditures in the Roads department are 26.7% higher than those reported in October 2018. The increase would have been 7.3% without the transfer of the Gas Tax top up payment. This increase includes a 29.9% increase in charges for Roadside Maintenance, specifically ditching; a 3.7% increase in charges for Hardtop Maintenance; a 10.5% increase in charges for Loose Top Maintenance, specifically grading; and a 42.1% increase in Winter Control as discussed in previous reports.
 - Expenditures in Planning are 160.8% higher than those reported for October 2018 due to the consulting costs to date of the Development Charges Study and the Planning consultant engaged to deal with planning issues subsequent to the retirement of our former CAO. The amounts are in line with those budgeted for 2019.
 - Expenditures for Tourism & Economic Development are 144.4% higher than those reported for October 2018 due to charges for the Main Street Revitalization project. These expenditures are offset by the grant funding received in 2018 for this project.
 - Expenditures for employee wages and benefits to the end of October 2019 represent 38.3% of the total operating expenditures to date compared to 42.0% for the same period in 2018. Staff leave periods; scheduling; and the timing of hiring can explain much of the year to year fluctuation. Payroll related costs represent between 44% and 47% of the operating budget for the Township annually. These numbers do not include unbudgeted costs incurred for employment services provided under the three contracts arranged by the previous CAO. These contracts include the Acting Director of Public Works, the Director's Admin

Assistant and Director of IT services. The Public Works positions have no offsetting budget allocation for 2019 and the IT Director's cost will be financed through the Modernization grant.

3. There were ten categories of capital expenditures reported for October 2019 and ten reported for the same period in 2018. Projects approved in prior budget years that are still ongoing have the approved funding held in reserve to complete the projects in the subsequent years.

- In 2019 payments were made for purchases as follows:
 - New computer equipment and contracted support for planned computer upgrades;
 - Installation of new chairs, railings, and furnaces at the Sunderland Town Hall;
 - Auto Extrication Equipment;
 - Hardware for CriSys Communication GIS System;
 - Fencing for the Animal Shelter;
 - Mower/tractor ordered in 2018;
 - Freightliner Truck ordered in 2018;
 - Building permit, consulting, and work on the project to replace the building at the works depot in Beaverton;
 - Consulting payments on various road and bridge projects;
 - Construction work on Bridge 2, 8, 9, 20, 37, 42, and Culvert 318;
 - Installation of guiderails on Thorah Sideroad project:
 - Gravel Road Resurfacing;
 - HL2 Resurfacing applications on Roads;
 - Thorah Island Gravel placement;
 - Consulting for street light installation;
 - Sidewalk replacements;
 - Consulting for Rick MacLeish Memorial Arena roof replacement project;
 - Consulting for Sunderland Memorial Arena project;
 - Installation of a commercial dishwasher and air conditioner at Wilfrid Community Hall; and
 - Rewilding report to finalize project in advance of final grant submission.

In 2018 payments were made for purchases as follows:

- costs incurred for due diligence related to Camp Chimo;
- purchase of the Filehold system for Clerk's Department;
- improvements to storage building for Haunted Trail;
- pumper truck for the Fire Department;
- tanker truck for the Fire Department;
- auto extrication equipment;
- pagers;
- fit testing machine;
- Rit Kraft;
- fire extinguisher simulator;
- canine control vehicle;
- consulting on the project to replace the building at the works depot in Beaverton;

- fencing for works depot;
- payments to cover the cost of consulting on various road and bridge projects;
- gravel resurfacing of roads;
- rehabilitation of Township roads;
- purchase of ¾ ton truck for Public Works;
- purchase of water tank for Public Works;
- sidewalk replacement on Albert Street in Sunderland and Adelaide Street in Cannington;
- roof replacement at the Sunderland Medical Centre;
- basketball and tennis court repairs;
- Rewilding Project in Beaverton;
- score clock for Beaverton Arena;
- steel storage building for Beaverton Arena; and
- design drawings for Sunderland Arena.

Conclusion

The report is provided as information to the committee and will be updated monthly to reflect changes in the status of operating activity.

Consultation

None

Financial


N/A

Respectfully submitted,



Laura E. Barta, CPA, CMA
Treasurer

Reviewed by,



Richard Ferguson
Acting CAO

THE CORPORATION OF THE TOWNSHIP OF BROCK
FINANCE COMMITTEE
REPORT 2019-COW-35 - OCTOBER 2019 FINANCIAL UPDATE

	<u>OCTOBER</u> <u>2019</u>	<u>OCTOBER</u> <u>2018</u>	<u>DECEMBER</u> <u>2018</u>
ASSETS			
Bank / Cash on Hand	\$ 12,326,855	\$ 9,581,008	\$ 7,079,097
Accounts Receivable	878,809	396,594	1,198,861
Taxes Receivable	2,981,074	2,862,640	2,100,890
Investments	12,423,103	13,360,000	13,382,071
Prepays	17,577	9,426	64,962
Tangible Capital Assets	<u>59,843,320</u>	<u>59,132,317</u>	<u>59,843,320</u>
TOTAL ASSETS	\$ <u>88,470,738</u>	\$ <u>85,341,985</u>	\$ <u>83,669,201</u>
LIABILITIES / SURPLUS			
Accounts Payable	\$ 1,822,379	\$ 1,614,777	\$ 1,377,193
Deferred Revenue	8,056,135	6,612,702	6,997,492
Subdivider / Zoning Deposits	(65,405)	(31,523)	(123,960)
Debenture Debt	1,077,587	1,145,626	1,077,587
Post Employment Benefit Liability	521,800	582,000	521,800
Reserves	2,516,274	3,098,579	2,773,931
Opening Surplus (Deficit)	<u>71,045,158</u>	<u>68,598,925</u>	<u>68,783,823</u>
	84,973,928	81,621,086	81,407,866
Current Revenue - Current Expenditures	3,496,810	3,720,899	2,261,335
Amounts to be Recovered	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL LIABILITIES /SURPLUS	\$ <u>88,470,738</u>	\$ <u>85,341,985</u>	\$ <u>83,669,201</u>
RESERVE FUNDS	\$ <u>20,419,302</u>	\$ <u>17,308,258</u>	\$ <u>17,662,022</u>
TRUST FUNDS	\$ <u>997,117</u>	\$ <u>1,032,442</u>	\$ <u>975,537</u>
TAX ARREARS - % OF CURRENT LEVY	<u>12.24%</u>	<u>11.96%</u>	
INTEREST ON DEBENTURE DEBT	\$ <u>42,458</u>	\$ <u>44,874</u>	
TOTAL RESERVES & RES. FUNDS	\$ <u>22,935,576</u>	\$ <u>20,406,837</u>	

THE CORPORATION OF THE TOWNSHIP OF BROCK
FINANCE COMMITTEE
REPORT 2019-COW-35 - OCTOBER 2019 FINANCIAL UPDATE

	2019				2018		
	<u>ACTUAL</u> <u>TO-DATE</u>	<u>BUDGET</u>	<u>\$</u> <u>DIFFERENCE</u>	<u>%</u> <u>DIFFERENCE</u>	<u>ACTUAL</u> <u>TO-DATE</u>	<u>YEAR-END</u> <u>ACTUAL</u>	<u>TOTAL</u> <u>BUDGET</u>
TAXATION REVENUE							
Tax Levy	\$ 8,372,243	\$ 8,372,236	\$ (7)	0.00%	\$ 8,128,511	\$ 8,128,511	\$ 8,128,507
Supplementary Taxes	139,793	200,000	60,207	-	229,116	273,072	-
Special Area/User Charges	174,246	174,200	(46)	-0.03%	204,879	204,939	204,500
Tile Drainage	9,511	9,511	-	0.00%	9,511	9,511	9,511
Payments-in-Lieu of Taxation	<u>302,902</u>	<u>291,000</u>	<u>(11,902)</u>	<u>-4.09%</u>	<u>299,426</u>	<u>299,426</u>	<u>290,000</u>
	<u>8,998,695</u>	<u>9,046,947</u>	<u>48,252</u>	<u>0.53%</u>	<u>8,871,443</u>	<u>8,915,459</u>	<u>8,632,518</u>
GOVERNMENT GRANTS							
Ministry of Municipal Affairs	870,000	895,600	25,600	2.86%	895,600	895,600	895,600
Ministry of Natural Resources	177,387	130,000	(47,387)	-36.45%	68,636	68,636	71,000
Province - Special Grants	62,345	55,481	(6,864)	-12.37%	115,769	60,960	75,360
Road & Bridge Infrastructure Investment Fund	653,362	1,470,157	816,795	-	1,382,398	1,121,976	1,812,722
Federal - Special Grants	25,000	25,000	-	0.00%	-	67,629	20,000
Federal Gas Tax Allocation	544,536	353,174	(191,362)	-54.18%	180,611	361,222	361,222
Federal - Fisheries & Oceans	-	-	-	#DIV/0!	-	-	-
Wild Life Damage - OMAF	3,359	15,000	11,641	77.61%	14,308	17,975	15,000
Grants - Other	<u>777,280</u>	<u>60,000</u>	<u>(717,280)</u>	<u>-1195.47%</u>	<u>25,067</u>	<u>28,887</u>	<u>14,000</u>
	<u>3,113,269</u>	<u>3,004,412</u>	<u>(108,857)</u>	<u>-3.62%</u>	<u>2,682,389</u>	<u>2,622,885</u>	<u>3,264,904</u>
OTHER REVENUE							
Canine Control Department	20,406	30,780	10,374	33.70%	20,652	23,668	34,000
Building Department	505,369	301,000	(204,369)	-67.90%	280,887	337,557	349,700
Municipal Rents	49,748	64,800	15,052	23.23%	52,535	63,856	66,000
Health Centre Rents	101,694	110,000	8,306	7.55%	87,621	111,958	95,000
Interest & Penalties on Taxes	301,172	305,000	3,828	1.26%	258,681	317,027	300,000
Road Revenue	40,252	140,000	99,748	71.25%	85,794	84,626	75,000
Small Craft Harbour Revenue	22,475	23,000	525	2.28%	23,094	23,386	25,000
Administration Fees	50,120	33,250	(16,870)	-50.74%	39,594	26,330	33,250
Tax Certificates / Charges	17,020	25,000	7,980	31.92%	17,005	20,050	25,000
Parking Violations	3,715	1,500	(2,215)	-147.67%	1,272	1,432	1,500
Lotteries / Licenses	7,833	8,750	917	10.48%	8,342	8,947	10,800
Miscellaneous Revenue	21,385	32,700	11,315	34.60%	19,145	24,181	32,200
Committee of Adjustment	4,375	4,950	575	11.62%	4,055	4,540	4,850
Investment Income	88,361	90,000	1,639	1.82%	78,309	104,083	55,000
P.O.A. Revenues	1,069	10,000	8,931	89.31%	8,138	8,138	10,000
Transfer from Reserves / Reserve Funds	3,318,993	3,420,477	101,484	2.97%	1,593,107	3,072,504	4,320,046
Reserve Fund Revenues/transfers	266,770	-	(266,770)	-	162,626	325,439	-
Donations	18,535	137,398	118,863	86.51%	39,059	124,088	121,070
Planning Fees	18,255	25,000	6,745	26.98%	18,004	19,529	15,000
Septic Chargeback	27,880	25,500	(2,380)	-9.33%	22,270	31,620	12,750
EMS Leasing	-	-	-	#DIV/0!	1,920	1,920	-
Fire Department Revenue	33,724	41,000	7,276	17.75%	44,236	50,784	56,500
Golf Tournament Revenue	29,907	27,500	(2,407)	-8.75%	31,988	32,038	25,000
Land / Property Sales	-	95,000	95,000	-	40,259	1,063,903	35,000
Youth Camp Revenue	53,890	55,000	1,110	2.02%	57,350	57,890	50,000
Beaverton Community Centre	46,233	104,150	57,917	55.61%	49,410	90,266	109,900
Cannington Community Centre	49,639	112,550	62,911	55.90%	49,557	84,360	120,950
Sunderland Memorial Arena	<u>78,685</u>	<u>153,800</u>	<u>75,115</u>	<u>48.84%</u>	<u>75,548</u>	<u>147,628</u>	<u>157,000</u>
	<u>5,177,505</u>	<u>5,378,105</u>	<u>200,600</u>	<u>3.73%</u>	<u>3,170,458</u>	<u>6,261,748</u>	<u>6,140,516</u>
TOTAL REVENUES	\$ 17,289,469	\$ 17,429,464	\$ 139,995	0.80%	\$ 14,724,290	\$ 17,800,092	\$ 18,037,938

THE CORPORATION OF THE TOWNSHIP OF BROCK
FINANCE COMMITTEE
REPORT 2019-COW-35 - OCTOBER 2019 FINANCIAL UPDATE

OPERATING EXPENDITURES	2019				2018		
	ACTUAL TO-DATE	BUDGET	REMAINING \$ BUDGET	% REMAINING	ACTUAL TO-DATE	YEAR-END ACTUAL	TOTAL BUDGET
GENERAL ADMINISTRATION							
Members of Council	\$ 222,957	\$ 304,300	\$ 81,343	26.73%	\$ 166,280	\$ 245,611	\$ 242,211
CAO & General Admin	725,000	-	(725,000)		-	-	-
Clerk's Department	523,447	844,550	321,103	38.02%	493,321	679,612	791,050
Treasurer's Department	659,178	823,200	164,022	19.92%	628,470	816,655	820,450
Tax Department	70,345	112,450	42,105	37.44%	65,273	83,101	107,450
Public Buildings & Property	397,001	545,325	148,324	27.20%	423,137	710,026	601,805
Health & Safety	4,810	17,000	12,190	71.71%	3,044	13,396	17,000
	<u>2,602,738</u>	<u>2,646,825</u>	<u>44,087</u>	<u>1.67%</u>	<u>1,779,525</u>	<u>2,548,401</u>	<u>2,579,966</u>
PROTECTION TO PERSONS							
Fire Department	1,160,583	1,518,205	357,622	23.56%	1,173,355	1,675,689	1,481,263
Building Department	232,280	353,840	121,560	34.35%	267,485	341,197	349,700
Canine Control Department	174,714	222,425	47,711	21.45%	142,627	200,878	195,775
By-Law Enforcement Department	86,139	140,339	54,200	38.62%	58,933	79,625	73,150
Livestock Claims / Fenceviewers	4,251	18,950	14,699	77.57%	16,080	19,892	19,200
	<u>1,657,967</u>	<u>2,253,759</u>	<u>595,792</u>	<u>26.44%</u>	<u>1,658,480</u>	<u>2,317,281</u>	<u>2,119,088</u>
TRANSPORTATION SERVICES							
Roads Department	2,968,644	3,536,124	567,480	16.05%	2,343,036	6,789,860	3,357,995
Street Lighting	151,330	200,200	48,870	24.41%	137,483	210,457	210,000
Sidewalks	86,461	103,050	16,589	16.10%	80,554	102,716	94,050
Parking Lots	36,390	62,000	25,610	41.31%	44,147	50,756	62,800
Traffic Control	51,175	70,300	19,125	27.20%	51,696	70,227	69,550
	<u>3,294,000</u>	<u>3,971,674</u>	<u>677,674</u>	<u>17.06%</u>	<u>2,656,916</u>	<u>7,224,016</u>	<u>3,794,395</u>
ENVIRONMENTAL SERVICES							
Garbage Collection	38,724	51,550	12,826	24.88%	42,216	54,472	46,100
HEALTH SERVICES							
Beaverton-Thorah Health Centre	87,620	121,550	33,930	27.91%	90,970	144,521	120,600
Sunderland-Brock Health Centre	-	-	-	-	296	-	-
Cemeteries	13,892	26,300	12,408	47.18%	14,858	14,858	26,500
	<u>101,512</u>	<u>147,850</u>	<u>46,338</u>	<u>31.34%</u>	<u>106,124</u>	<u>159,379</u>	<u>147,100</u>
RECREATION & CULTURAL SERV.							
Parks Department	533,668	605,050	71,382	11.80%	505,151	707,396	591,610
Beaverton-Thorah Community Centre	292,319	409,400	117,081	28.60%	285,679	380,170	411,550
Cannington Community Centre	300,336	367,400	67,064	18.25%	283,874	364,318	369,500
Sunderland Memorial Arena	314,892	411,935	97,043	23.56%	299,570	410,758	411,300
Manilla / Wilfrid / Port Bolster Halls	17,298	31,350	14,052	44.82%	18,646	22,152	33,150
Grants to Organizations	479,960	578,091	98,131	16.98%	480,382	579,413	583,636
	<u>1,938,473</u>	<u>2,403,226</u>	<u>464,753</u>	<u>19.34%</u>	<u>1,873,302</u>	<u>2,464,207</u>	<u>2,400,746</u>
PLANNING & DEVELOPMENT							
Planning Department	94,666	113,000	18,334	16.22%	36,303	37,588	24,750
Tourism & Economic Development	92,613	190,195	97,582	51.31%	37,891	71,982	74,500
Committee of Adjustment	1,724	3,650	1,926	52.77%	1,606	1,606	4,450
Tile Drains	9,511	9,511	-	0.00%	9,511	9,511	9,511
	<u>198,514</u>	<u>316,356</u>	<u>117,842</u>	<u>37.25%</u>	<u>85,311</u>	<u>120,687</u>	<u>113,211</u>
TOTAL OPERATING EXPENDITURES	<u>9,831,928</u>	<u>\$ 11,791,240</u>	<u>1,959,312</u>	<u>16.62%</u>	<u>\$ 8,201,874</u>	<u>14,888,443</u>	<u>\$ 11,200,606</u>

THE CORPORATION OF THE TOWNSHIP OF BROCK
FINANCE COMMITTEE
REPORT 2019-COW-35 - OCTOBER 2019 FINANCIAL UPDATE

	2019				2018		
	ACTUAL TO-DATE	BUDGET	REMAINING \$ BUDGET	% REMAINING	ACTUAL TO-DATE	YEAR-END ACTUAL	TOTAL BUDGET
CAPITAL EXPENDITURES							
GENERAL ADMINISTRATION							
Clerk-Administrator's Department	\$ 49,241	\$ 22,000	\$ (27,241)	-	\$ 84,619	\$ 87,983	\$ 342,000
Treasurer's Department	-	-	-	-	-	-	-
Tax Department	-	-	-	-	-	-	-
Public Buildings & Property	17,799	134,000	116,201	86.72%	15,675	24,600	107,070
	<u>67,040</u>	<u>156,000</u>	<u>88,960</u>	<u>57.03%</u>	<u>100,294</u>	<u>112,583</u>	<u>449,070</u>
PROTECTION TO PERSONS							
Fire Department	54,229	410,000	355,771	86.77%	788,990	9,847	522,500
Building Department	-	-	-	-	-	-	-
Canine Control Department	4,503	5,000	497	-	28,294	-	30,000
By-Law Enforcement Department	-	-	-	-	-	-	-
	<u>58,732</u>	<u>415,000</u>	<u>356,268</u>	<u>85.85%</u>	<u>817,284</u>	<u>9,847</u>	<u>552,500</u>
TRANSPORTATION SERVICES							
Roads Department	3,603,594	4,232,874	629,280	14.87%	1,685,553	490,334	5,430,837
Street Lighting	2,959	80,000	77,041	-	-	-	-
Sidewalks	204,228	162,850	(41,378)	-25.41%	45,527	-	158,875
Parking Lots	-	31,500	31,500	-	-	-	30,750
	<u>3,810,781</u>	<u>4,507,224</u>	<u>696,443</u>	<u>15.45%</u>	<u>1,731,080</u>	<u>490,334</u>	<u>5,620,462</u>
ENVIRONMENTAL SERVICES							
Garbage Collection	-	-	-	-	-	-	-
HEALTH SERVICES							
Beaverton-Thorah Health Centre	-	-	-	#DIV/0!	-	-	22,500
Sunderland-Brock Health Centre	-	-	-	-	10,074	-	-
Cemeteries	-	-	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>#DIV/0!</u>	<u>10,074</u>	<u>-</u>	<u>22,500</u>
RECREATION & CULTURAL SERV.							
Parks Department	8,796	45,000	36,204	80.45%	120,506	29,550	61,500
Beaverton-Thorah Community Centre	-	111,000	111,000	100.00%	13,690	-	57,500
Cannington Community Centre	7,218	250,000	242,782	-	-	8,000	8,000
Sunderland Memorial Arena	-	100,000	100,000	-	8,589	-	45,800
Manilla / Wilfrid / Port Bolster Halls	8,164	54,000	45,836	84.88%	-	-	20,000
	<u>24,178</u>	<u>560,000</u>	<u>535,822</u>	<u>95.68%</u>	<u>142,785</u>	<u>37,550</u>	<u>192,800</u>
PLANNING & DEVELOPMENT							
Planning Department	-	-	-	-	-	-	-
Tourism & Economic Development	-	-	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL CAPITAL EXPENDITURES	<u>3,960,731</u>	<u>\$ 5,638,224</u>	<u>1,677,493</u>	<u>29.75%</u>	<u>\$ 2,801,517</u>	<u>650,314</u>	<u>\$ 6,837,332</u>
Total Operating and Capital	<u>13,792,659</u>	<u>17,429,464</u>	<u>3,636,805</u>	<u>20.87%</u>	<u>11,003,391</u>	<u>15,538,757</u>	<u>18,037,938</u>

The Corporation of the Township of Brock

Clerk's Department

Municipal Clerk to Committee of the Whole

Report: 2019-COW-38

Date: Monday, November 18, 2019

Date:	12/11/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW-FI-Consent
Copies to:	

Subject

Brock Board of Trade Financial Information

Recommendation

1. That the Committee receive this report for information.

Attachments

1. Beaverton Town Hall Office Space
 2. Brock Board of Trade Summer Student Report 2019
-

Background

The Brock Board of Trade (BBOT) was established in 2016, at which time the Beaverton Chamber of Commerce was dissolved. The BBOT's mandate is to provide the business community within the Township of Brock with a supportive network that advocates and promotes the business community.

Council, at its meeting held on September 23, 2019, adopted Resolution No. 19-34, requesting that staff prepare a brief report on the Township's financial relationship with the BBOT.

Discussion

Office & Meeting Space

Since the inception of the BBOT, the Township of Brock has provided office space at the Beaverton Town Hall. The BBOT has exclusive use of Room #6 as outlined in Attachment No. 1.

Room No. 6 is approximately 104 square feet. At \$1 a square foot, the Township of Brock is providing in-kind support of office space that equates \$104 a month (\$1,248).

The office space provided to the BBOT is consistent with other in-kind space that is provided to other non-for-profit community organizations at the Beaverton Town Hall. A staff report on this will be forthcoming.

In addition to the exclusive use of Room # 6, on occasion, the BBOT have utilized Room No. 1, the Meeting Room, for their Board meetings, free of charge. It is difficult for staff to determine the amount as the room was not always booked through the Township prior to it being used.

Summer Student

In 2018, the BBOT's funding for their tourism summer student was reduced from 12 weeks to 8 weeks. As a result, BBOT approached the Township of Brock to provide \$2,000 to allow the summer student to work 12 weeks. Council adopted a resolution to approve the request with the understanding that the summer student would do a number of tasks for the Township as well including updating the tourism brochure racks, weekly tourism "what to do in Brock" posts, and other tasks as discussed with the Municipal Clerk.

In 2019, BBOT approached Council requesting \$2,000 to support their summer student. Council adopted a resolution approving their request. Attachment No. 2 is the BBOT Summer Student Report 2019.

This relationship between the BBOT and Township of Brock for the tourism summer student has worked well the past two years.

Brock Talk Advertising

In 2018, the Township of Brock purchased two advertisements in editions of the BBOT Brock Talk at a cost of \$146.90 each for a total cost of \$293.80.

Events/Workshop Support

Council has received requests from the BBOT on occasion for free use of our facilities for events/workshops. Below is a summary of these requests:

Date	Event	What	Amount
October 3, 2019	All Candidates Federal Debate	Rick MacLeish Memorial Community Centre	\$22.60/hour * 4 = \$90.40 (in-kind)
October 17, 2019	Your Town Rising	Free Use of the Beaverton Thorah Community Centre (5 hours)	\$22.60/hour * 5 = \$113 (in-kind)

October 17, 2019	Your Town Rising	Donation towards refreshments/food for the event	\$400
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It should be noted that the Township of Brock did partner on the Your Town Rising Event. Township staff have attended some events held by the BBOT. In both, 2017 and 2018, the Township of Brock hosted a workshop, in which the BBOT supported.

Other Support

On numerous occasions, the Township has loaned the BBOT our portable sound system, projector and projector screen for their use. It is difficult to put a financial figure to this amount.

The Township has provided coffee for the BBOT's Annual General Meeting in 2017 at a cost of approximately \$100.

Financial

Below is a summary of the total financial contributions, cash and in-kind, the Township of Brock has made to the BBOT in 2017, 2018 and 2019:

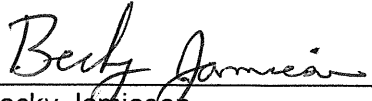
	2017	2018	2019
Office Space	\$1,248 (in-kind)	\$1,248 (in-kind)	\$1,248 (in-kind)
Summer Student	none	\$2,000 (cash)	\$2,000 (cash)
Brock Talk Advertising	none	\$293.80 (cash)	None
Events/Workshop			\$400 (cash) \$203.40 (in-kind)
Other Support	\$100 (cash)		

The Treasurer has been consulted on this report.

Summary


In 2018 and 2019, the support, in-kind and cash, provided to the BBOT has been fairly consistent.

Respectfully submitted,



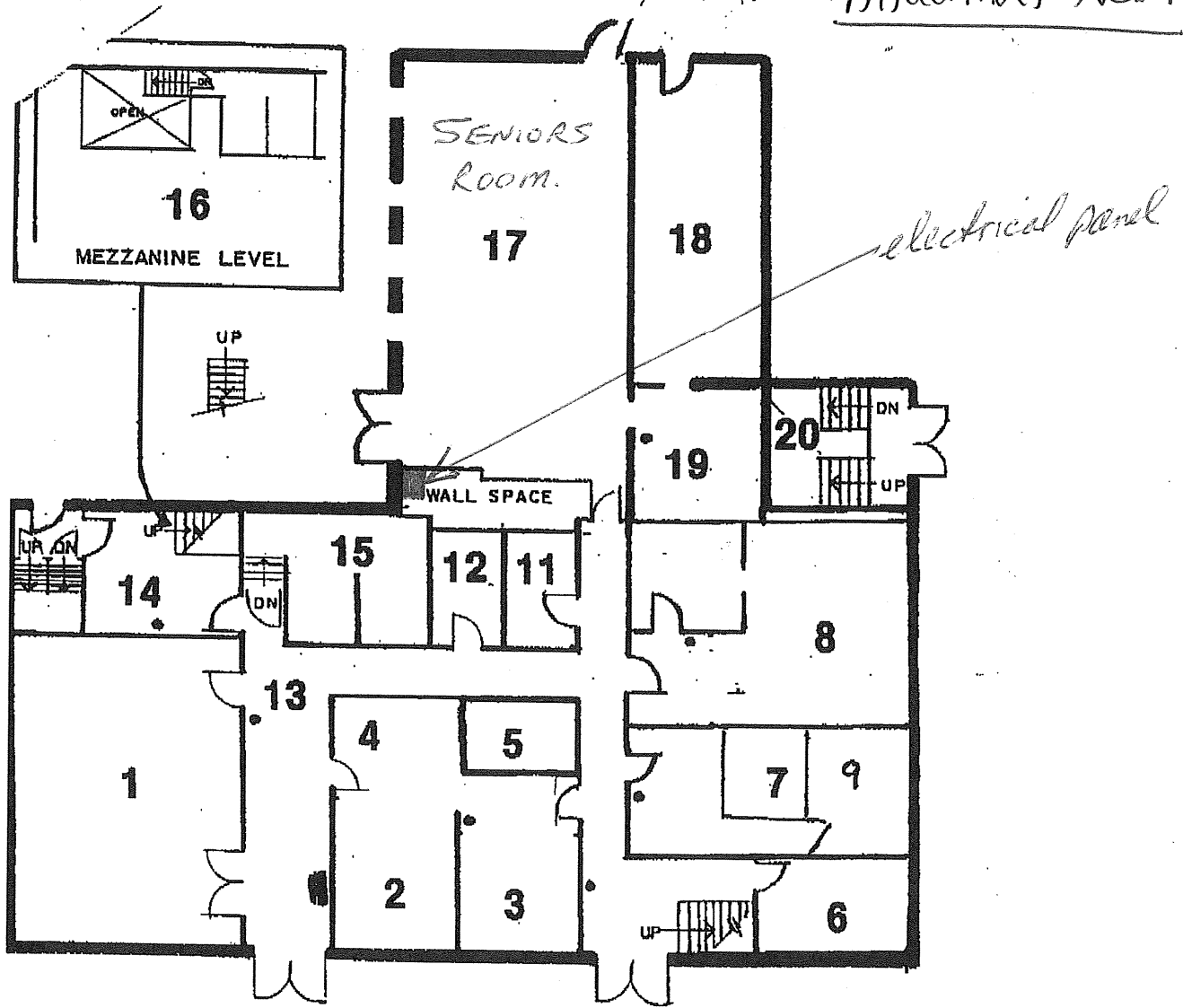
Becky Jamieson
Municipal Clerk

Reviewed by,



Richard Ferguson
Chief Building Official / Acting CAO

Attachment No. 1



**BEAVERTON TOWN HALL
MAIN FLOOR**

- | | | |
|--------------------------------------|---|----------------------|
| 1) MEETING ROOM 21' x 27' | 11) Womens Washroom 7' x 10' | ● Fire Extinguisher |
| 2) } EMPLOYMENT CENTRE 22' x 21' | 12) Mens Washroom 6'6" x 10' | ■ Alarm System Panel |
| 3) } EMPLOYMENT CENTRE 22' x 21' | 13) Main Hallway 27' x 8' | |
| 4) } EMPLOYMENT CENTRE 22' x 21' | 14) Back Hallway 10'10" x 14'2" | |
| 5) Vault 11'5" x 6'4" x 14' | 15) Old Jail Cells (Lower) 16'9" x 10'8" x 2 | |
| 6) BEAVERTON FIRE COMMITTEE 13' x 8' | 16) Old Jail Cells (Upper) | |
| 7) ELEVATOR 5' x 9' | *17) Senior Citizens 37 FT x 20 FT | |
| 8) EMPLOYMENT CENTRE 18' x 25' | 18) CHAMBER OF COMMERCE OFFICE 27'8" x 10'10" | |
| 9) ACCESSIBLE WASHROOM 6' x 9' | 19) Seniors Kitchen 11'6" x 10'3" includes counters | |
| | 20) Southwest Stairwell | |

11/11/2019
Not Applicable
.e:
null
To Becky
applies to:

Brock Board of Trade Summer Student Report 2019
Dallas Canavan

The Brock Board of Trade is an organisation which aims to provide the businesses in Brock Township with a supportive network that advocates and promotes the business community. The Board is a voluntary not-for-profit association composed of a council of directors that acts as a voice on behalf of its members. By connecting its members, the Brock Board of Trade fosters a thriving business community within the township.

The Township of Brock attracts an influx of tourists throughout the year through its location, amenities and events. In the summer, Canada Day Celebrations and Brock's Big Bite draw many locals and tourists. The Beaverton Harbour is also a common place for boaters and anglers. In the winter months, ice fishing is a popular sport on Lake Simcoe, attracting many.

This summer, as the Tourism Operator with the Brock Board of Trade, I have worked to intertwine our local businesses with Brock tourism through promotion, research, and data collection. My job was a twelve week contract, commencing on June 6, 2019 and finishing on September 1, 2019. I worked 10am-4pm from Wednesday to Sunday each week. My main duty was to be of service to guests and visitors to the Tourism Office, offering directions and information about the township. To prepare for this role, I created a comprehensive list of information to answer common tourist questions including details on nearby beaches, pools, hospitals, bus routes, and population of each town. Attached to this report are my timesheet, visitor inquiries log, and the Tourism Assets Information document.

Throughout this experience I completed weekly tasks including promotional content for the township. Each week, I chose a local feature to write an article about and took photos to include in a Facebook post. These posts were emailed to the township for them to use on their website and Facebook as well as Brock Board of Trade's Facebook. These features included:

- Hiking Trails
- Beaver River
- Beaverton Harbour
- Bunkland Skatepark
- Brock's Big Bite
- Beaverton Museum
- Cannington Museum
- Sunderland Museum
- Sunderland and Beaverton Fall Fairs
- Cannington Haunted Trail

Twice a week, I stocked informational brochures at Fisher's Your Independent Grocer including maps, directories, trails and fishing booklets and Brock Township brochures.

At the start on my job, I visited and surveyed local tourism-based businesses in Brock Township:

- Shirley's Country Clutter
- Maxine's Fashions
- Whimsy
- Simcoe Street Market
- Jack's Place for Kids
- The Welder's Wife
- White's Creek Flower Farm
- The Dark Horse
- The WILD Garden

I surveyed these businesses to find out about local/tourist customer base, products locals buy vs products tourists buy, and feedback on operating business in Brock Township. The results were shared with the township. I was granted permission by each business to take photos of their store and create promotional content to post on the Brock Board of Trade's Facebook page once per week. These posts consisted of a photo and article that advertised the business, products and hours:



Looking to add some flare to your home or cottage? Visit Whimsy in Downtown Beaverton! Whimsy offers a wide variety of home decor, fashion accessories, and unique gifts. Visit them Monday-Saturday 10am-5pm, Sunday 11am-3pm.

I created these to help promote shopping locally and to give our members advertising. These posts reached 2.2k people weekly and had nearly 300 engagements on Facebook.

Another project I worked on was the creation of a Tourism Assets Inventory of Brock Township. This is a comprehensive list of tourism-based businesses, restaurants, features, hiking trails, cycling routes, libraries, community centres, golf courses, bed & breakfasts, and museums in Beaverton, Sunderland and Cannington, each with phone numbers and hours of service. Along with this, I created an Events Inventory, highlighting all of Brock's annual events and attractions with a description, dates, location and ticket pricing. This project was outlined in the 2017 Brock Tourism Business Retention and Expansion (BR+E) Project and has been shared with the township.

I wrote three articles for Brock Talk: *Business Improvement Areas*, *Historical Businesses in Brock Township* and *Ways to Keep Warm this Winter*. *Business Improvement Areas* included details on what a BIA is, what its purpose is, how they work, the benefits of a BIA, and examples of current successful BIAs nearby and their main projects.

Historical Businesses in Brock Township outlines historical businesses in Beaverton, Cannington and Sunderland including The Beaverton Toy Company, The Sunderland Telephone Company, and Cannington's Blacksmith and Carriage Shops. This article was researched with the help of local library books: *The Beaverton Story*, *Harvest of Dreams* and *Continuing Dreams, the Second Beaverton Story* by Beaverton Thorah Eldon Historical Society History Committee, *Call them Blessed; a History of Cannington, 1817-1971* by Elizabeth Islay Lambert, and *The Green Pastures of Old Brock* by Jack A. Gordon.

Ways to Keep Warm this Winter highlights local businesses and organisations that offer a way to stay warm including Cozy Mitts by Lorraine and Nourish and Development Foundation.

The Brock Board of Trade had two major events this summer that I assisted in preparing for: Member's Appreciation Night and the 4th Annual Brock Board of Trade Golf Tournament. The Member's Appreciation Night took place on the evening of July 16th at the Beaverton Golf Course. I created bingo cards for BBOT Bingo that were used as a networking game at the event. I attended this event to assist with the raffle and door-prizes.

The Golf Tournament took place August 11th at Cedarhurst Golf Club. I created the golf program that was given to all participants as well as assembled the BBOT Swag Bags. I attended this event to assist with registration and afterwards created thank-you cards that were sent out to the participants, sponsors and donors.

I found the Tourism Operator position highly fulfilling and very much enjoyed working within my own community. I feel Brock Township has much to offer and was happy to share information and recommendations to tourists visiting the office. I found it very rewarding to meet business owners and establish a face-to-face connection between the Board of Trade and its members. I also very much enjoyed being able to use my creative skills to design social media content and write Brock Talk articles.

This role has reinforced my belief in the importance of community and I have been proud to work on behalf of the place I call home.

Dallas Canavan Timesheet

Date	Time in-Time out	Duties	Total Hours
Week 1			
06/14/19	10-4	<ul style="list-style-type: none"> ● Filing cabinet ● Updated calendar events ● Tour ● RSVP reply emails ● Prepared kit for members 	6
Week 2			
06/17/19	10-5	<ul style="list-style-type: none"> ● Federal election candidate research ● Places to Visit writeups and research ● Cleaned brown shelf 	7
06/18/19	9-5	<ul style="list-style-type: none"> ● Ordered Parks Guide ● Purchased work shirt ● Places to Visit writeups and research ● Walk-in inquiry info research 	8
06/19/19	9-5	<ul style="list-style-type: none"> ● Cleaned old office ● Inventory of items in old office ● Tourism/Business project research ● Business Survey 	8
06/20/19	9-5	<ul style="list-style-type: none"> ● Tourism Assets Inventory-Annual Events ● Brock Tourism research- Community Tourism Plan and Business Retention Plan ● Facebook post/article planning 	8
Week 3			
06/26/19	9-5	<ul style="list-style-type: none"> ● Organized front desk ● Sorted through brochure shelf ● Contact info from newspaper business directory ● Facebook post/article planning ● Delivered Canada Day program guides and Brock Talk 	8
06/27/19	10-6	<ul style="list-style-type: none"> ● Meeting about Members Appreciation ● Facebook post/article planning ● Emailed all Historical Societies for historical business information ● Facebook post schedule 	8
06/28/19	8-5	<ul style="list-style-type: none"> ● Canada Day Facebook Post 	9

		<ul style="list-style-type: none"> • Business Bingo • Brochure Shelf • Sign Design • Business Surveys 	
06/29/19	10-4	<ul style="list-style-type: none"> • Went to Dark Horse, Wild Garden and local Beaverton businesses to distribute survey and take photos for facebook promotion • Distributed Brock talk to Barneys and tourist office at boat launch • Business Facebook posts planning 	6
06/30/19	10-4	<ul style="list-style-type: none"> • Went to White's Creek and Jack's Place to distribute surveys • Picked up surveys from Shirley's and Whimsy • Business Facebook posts planning • Designed tourism sign 	6
Week 4			
07/03/19	9-5	<ul style="list-style-type: none"> • Photos of trail for FB post • Trails FB post • Photo Edits • Business FB posts • Printer 	8
07/04/19	9-5	<ul style="list-style-type: none"> • Trails FB post • BIA research • Facebook posts planning • Guestbook 	8
07/05/19	9-5	<ul style="list-style-type: none"> • Picked up research books from library • Historical business research • Updated event calendar on website • Citizen of the Year post • Facebook post planning • Beaver River photo for FB post 	8
07/06/19	10-4	<ul style="list-style-type: none"> • Business FB post • Beaverton and Sunderland historical business research • Picked up research book from library 	6
07/07/19	10-4:30	<ul style="list-style-type: none"> • Dropped off brochures • Historical business research • Facebook posts 	6.5
Week 5			

07/10/19	8-4:30	<ul style="list-style-type: none"> ● Beaver River photos ● Facebook post ● Historical Business project ● Wild Garden FB post 	8.5
07/11/19	9-5	<ul style="list-style-type: none"> ● Historical Business Project ● Facebook Posts ● Dropped off brochures and ordered more ● Mailchimp addresses 	8
07/12/19	10-4	No internet <ul style="list-style-type: none"> ● Picked up brochures from Municipal Building ● Revised BBOT Bingo 	6
07/13/19	10-4	No internet <ul style="list-style-type: none"> ● Sign inventory 	6
07/14/19	10-4	No internet <ul style="list-style-type: none"> ● Dropped off brochures at Independent 	6
Week 6			
07/16/19	7-8pm	<ul style="list-style-type: none"> ● Member's Appreciation ● Beaverton harbour photos 	1
07/17/19	8:30-10, 10:30-4	<ul style="list-style-type: none"> ● Beaverton Harbour FB post ● Mail Chimp contacts ● Compiled business tourism survey data ● Beaverton Harbour Facebook post ● Members Appreciation FB post 	7
07/18/19	10-4	<ul style="list-style-type: none"> ● Whites Creek FB post ● Thank you email for members appreciation night ● Survey ● Art initiative/streets alive research 	6
07/19/19	10-4	<ul style="list-style-type: none"> ● Member Bios ● Emailed Lions/Fair boards about event booth ● Arts initiative research ● Harbour FB post 	6
07/20/19	10-4	<ul style="list-style-type: none"> ● Dropped off brochures at Independent ● Simcoe Street Market FB post 	6
07/21/19	10-4	<ul style="list-style-type: none"> ● FB Posts ● Art Initiative research 	6

Week 7			
07/24/19	8:30-9:30, 10-4	<ul style="list-style-type: none"> ● Bunkland FB post ● Bunkland photos ● Dropped off brochures at Independent 	7
07/25/19	10-4	<ul style="list-style-type: none"> ● Emailed ad winners ● Bunkland FB post ● Ipad FB post ● BBOT bags inventory 	6
07/26/19	9-4	<ul style="list-style-type: none"> ● Welders Wife FB post ● Golf Tourney Program ● Emailed Caterers ● Website Updates 	7
07/27/19	9-4	<ul style="list-style-type: none"> ● Sign Inventory ● Fb post planning ● Dropped off brochures at Independent 	7
07/27/19	11-4	<ul style="list-style-type: none"> ● Dropped off brochures ● Golf Tournament Program ● BBB FB post 	5
Week 8			
07/31/19	10-4	<ul style="list-style-type: none"> ● Tourism office FB post ● Golf Program ● Sponsor Signs 	6
08/01/19	10-4	<ul style="list-style-type: none"> ● FB post ● Delivered BBOT bags to stores ● Dropped off brochures at Independent 	6
08/02/19	10-4	<ul style="list-style-type: none"> ● FB post to members ● Golf Tourney Sponsorship 	6
08/03/19	9-4	<ul style="list-style-type: none"> ● Dropped off brochures at Independent ● Shirley's FB post ● FB post planning 	7
08/04/19	10-4	<ul style="list-style-type: none"> ● FB post planning ● Golf Tourney Program 	6
Week 9			
08/07/19	10-4	<ul style="list-style-type: none"> ● Beaver River Museum photos and FB post ● 50/50 sign 	6

		<ul style="list-style-type: none"> ● Cleaned sponsor signs ● Team registration form ● Dropped off brochures at Independent ● Deposit Form ● Picked up pens from Torah Insurance 	
08/08/19	10-3:30	<ul style="list-style-type: none"> ● BBOT swag bags ● Golf program 	5.5
08/09/19	9:30-4	<ul style="list-style-type: none"> ● Dropped off brochures at Independent ● Picked up wine racks from Fellini's ● Printed golf program ● Printed Your Town Rising page 	6.5
08/10/19	10-4	<ul style="list-style-type: none"> ● Brock's Big Bite 	6
08/11/19	10-4	<ul style="list-style-type: none"> ● Golf Tournament 	6
Week 10			
08/14/19	9:30-4	<ul style="list-style-type: none"> ● Cannington Museum photos ● FB post ● Dropped brochures off at Independent 	6.5
08/15/19	10:30-4:30	<ul style="list-style-type: none"> ● Golf Tourney Thank you notes ● Fundraiser research ● FB post ● Cleaned Golf Tournament bags/swag ● Updated inventory 	6
08/16/19	10-4	<ul style="list-style-type: none"> ● Thank you notes ● Meeting with South Lake Futures ● Emailed Edna from Nourish 	6
08/17/19	10-4	<ul style="list-style-type: none"> ● Uploaded thank you notes ● Dropped off brochures at Independent 	6
08/18/19	8:30-4	<ul style="list-style-type: none"> ● Researched Brock Talk article ● Sorted through brochures 	7.5
Week 11			
08/21/19	10-4	<ul style="list-style-type: none"> ● Dropped off brochures at Independent ● Brock talk Winter article ideas ● Met with Terry Hall for ad in Brock Talk ● Sunderland Museum FB post 	6
08/22/19	10-4	<ul style="list-style-type: none"> ● Printed Thank you card ● Chamber benefits research 	6

		<ul style="list-style-type: none"> • Tested printer 	
08/23/19	10-4	<ul style="list-style-type: none"> • Filled brochures at Independent • Went to Independent for cardstock • Work summary report • Added new members to website and mailchimp 	6
08/24/19	10-4	<ul style="list-style-type: none"> • Closed for Winter sign • Made up New Member packages 	6
08/25/19	11-4	<ul style="list-style-type: none"> • Printed and mailed thank you notes • Dropped off brochures at Independent 	5
Week 12			
08/28/19	10-4	<ul style="list-style-type: none"> • Made Hall Woodworx Ad for Brock Talk • Brock Talk Winter Article 	6
08/29/19	10-4	<ul style="list-style-type: none"> • Website updates (added members, featured member, and upcoming events) • Facebook post • Haunted Trail Facebook Post 	6
08/30/19	10-4	<ul style="list-style-type: none"> • Cleaned out front desk • Dropped off brochures at Independent • Brock Talk FB post 	6
08/31/19	10:30-4	<ul style="list-style-type: none"> • Finished work summary report • Federal Election FB post 	5.5
09/01/19	10:30-4	<ul style="list-style-type: none"> • Haunted Trail FB post • Cleaned off front desk • Dropped off brochures to Independent 	5.5
Total			360

Summer 2019 Walk-in Inquiry Log

Date	Time	Inquiry
June 26-30		

06/26/19	11:50	A woman came in looking for Service Ontario
06/27/19	12:05	Kera Phoenix dropped off shirt sample sizes
	4:22	A man came in looking for Service Ontario
06/28/19	12:45	A man came in looking for Service Ontario
July 3 -7		
07/03/19	12:48	A man and woman from Kitchener came in to use the washroom and find out what there was to do in town
	1:28	A man came in to use the washroom
	1:55	A mother and her two young kids from Stouville came in to find out what there was to do in town
	2:03	A man came in to use the washroom
	2:33	A man came in looking for golf brochures
07/04/19	12:44	A man and his wife came in looking for Service Ontario
07/05/19	2:02	A woman came in looking for Service Ontario
July 10-14		
07/10/19	11:00	Returned a call to a Windsor woman wondering about beaches in the area
	11:12	2 women came in to use the washroom
	11:14	A man came in to use the washroom
	11:17	A man came in to use the washroom
	11:19	Two women came in to use the washroom
07/11/19	11:40	A man and his wife came to look at brochures
	11:55	A woman and her daughter came in to use the washroom
July 17-21		
07/17/19	11:36	A man came in looking for Service Ontario
	1:32	A Toronto woman came in wondering about bus routes
07/18/19	12:26	A man and his wife from Bracebridge came in looking for things to do in Beaverton

	1:11	A couple from Toronto came to see what there was to do in Beaverton
	3:38	A woman came to drop off Select directories for the brochure shelf
07/21/19	1:04	A woman came in to take brochures
July 24-28		
07/24/19	12:17	3 women came in to use the washroom and find out what there was to do around Brock
07/25/19	2:58	A woman came in looking for Service Ontario
07/25/19	2:45	A man came in to use the washroom
	2:47	A woman came in to use the washroom
July 31- Aug 4		
08/01/19	11:18	A family came in to use the washroom and find out where coffee shops were located in the area
	12:45	A woman and her daughter from Toronto came in to use the washroom and get brochures
08/02/19	1:45	A woman came in to use the washroom
	2:30	A man came in to use the washroom and find out where the library is
	3:25	A man and his wife from Toronto came in to look at brochures and to find out where to get their boating licenses
08/03/19	11:25	A woman and her daughter came in to use the washroom
	1:18	A man came in to use the washroom
Aug 7-11		
08/07/19	12:35	A man came in looking for Service Ontario
	1:12	A woman came in to use the washroom
08/08/19	10:55	A man came in looking for Service Ontario
	11:45	Kera Phoenix came in to pick up shirt samples
	11:50	Jessica from North House Durham came in to drop off brochures

Aug 14-18		
08/14/19	10:58	A woman came in looking for Service Ontario
	11:25	Two men from Durham Region came in to get directions to certain sites in Brock Township
	11:33	A man and woman came in looking for Service Ontario
08/15/19	11:57	A man came in to use the washroom
08/16/19	1:30	A group of four came in to use the washroom and look at maps
	2:25	A man came in to give feedback on the Beaverton bridge
08/17/19	1:00	A Keswick woman came in to look at Brochures/ wait for the bus
Aug 21-25		
08/21/19	1:35	A woman came in looking for Service Ontario
08/22/19	11:40	A woman came in to use the washroom
	12:50	A woman came in to use the washroom
	2:12	A woman came in to look at brochures and use the washroom
08/23/19	11:35	A woman came in to use the washroom
	12:01	A man came in looking for Service Ontario
	12:06	A boy came in to use the washroom
	12:12	A boy and his mother came in to use the washroom
08/24/19	11:35	A man came in to use the washroom
	1:37	A woman came in to use the washroom
08/25/19	11:48	A woman and her daughter came in to use the washroom
	1:12	A man came in for a map of Beaverton
	1:35	A man came in to use the washroom
	1:30-2	Matinee Show by the Beaverton Town Hall Players
	1:52	A couple came by to find places to visit in Beaverton and to grab maps
Aug 28-Sept 1		

08/28/19	1:03	Two women came in to find information on hiking trails and restaurants
	2:00	A woman came in wondering when the Employment office was open
	3:31	A woman came in looking for information on emergency services as she is new to town
08/29/19	3:15	A man came in looking for Service Ontario
08/30/19	12:10	A woman came in to use the washroom
	1:25	Two women came in looking for trail recommendations and restaurants with gluten free options
	2:48	A man came in to use the washroom
08/31/19	12:58	A man came in to use the washroom
	1:14	A woman came in looking for restaurant recommendations
09/01/19	12:48	A family of 3 came in to use the washroom

Tourism Assets Inventory

Brock Township- Places to Visit

Beaverton:

- **Beaverton Town Hall Theatre** - Built in 1911 and located at 397 Simcoe Street, the Beaverton Town Hall includes an auditorium, meeting room/banquet room, tourist office, and employment office. The auditorium houses the Beaverton Town Hall Players and the

Beaverton Summer Theatre. Rooms and auditorium are available for rental. For information, direct to the Treasury Department at (705) 432-2355, ext. 221.

- **Beaverton Harbour-** Located on the shore of Lake Simcoe, the Beaverton Harbour offers a boat launch and docking slips for public use. Washrooms, parking, picnic areas, beaches, playgrounds, splash pad, a walk-out pier, and a restaurant can also be found at the harbour. In the winter season, the harbour is a common place for local ice hut operations for fishing.
- **Beaver River Museum-** Located at 284 Simcoe Street, the Beaver River Museum includes a stone jail, a log cabin and a brick veneered frame home from the 1850's to 1900's. Tours are available. Hours are Tuesday-Saturday 10am-5pm. Cost is by donation. For more information, contact (705) 426-9641.
- **Downtown Shopping-** Beaverton offers a variety of shops downtown:
 - Maxine's Fashions-** Clothing store. 360 Simcoe Street, Monday-Saturday 9:30am-5pm, Sunday 11am-3pm. (705) 426-7734.
 - Jack's Place 4 Kids-** Toy Store. 354 Simcoe Street, Tuesday-Saturday 10am-4pm. (705) 426-1213
 - Whimsy-**Home accents, apparel, and art. 357 Simcoe Street, Monday-Saturday 10am-5pm, Sunday 11am-3pm. (705) 426-2999.
 - Garlands Footwear, Florals and Gifts-** Men's, Women's and children's apparel, gifts and florist..353 and 354 Simcoe Street, Monday-Thursday 9am-5pm, Friday 9am-6pm, Saturday 10am-4pm. (705) 426-4660.
 - Shirley's Country Clutter-** Gifts and apparel. 330 Simcoe Street, Monday-Friday 9:30am-5pm, Saturday 10am-5pm, Sunday 11am-3pm. (705) 426-1616.
 - SmallMART-** Variety store. 342 Simcoe Street, Monday-Friday 9am-5:30pm, Saturday 9am-5pm. (705) 426-1354.
 - The Welder's Wife-** Antique Store. B1420 Hwy 12 and Conc 4. Monday-Friday 10am-4:30pm, Saturday 9am-12pm. (705) 426-4641.
 - Simcoe Street Market-** Jewelry and home decor. 359 Simcoe Street. Thursday 11am-3pm, Friday-Saturday 12am-5pm.
- **Beaverton Public Library-** Located at 401 Simcoe Street, the "Carnegie" library was built in 1912. The original library remains with a modern addition providing wheelchair access. The library offers resources and services to the public including computer and internet access. Tuesday 10am-7:30pm, Wednesday 2pm-5pm, Thursday 10am-7:30pm, Friday 10am-4pm, Saturday 10am-3pm. For more information, contact (705) 426-9283.
- **Beaverton-Thorah Community Centre-** Located at 176 Main Street Beaverton, this facility offers ice rentals, non-ice rentals, and auditorium rentals on a regular basis. Public skating, moms and tots, shinny hockey, stick and puck and ticket ice are available. Brock Wild Minor Hockey and Beaverton Skating Club operate during the winter season. For more information, call (705) 426-9838.
- **White's Creek Flower Farm-** Flower farm offering floral arrangements, locally sourced foods, home decor, patio and parking available. B1125 Concession 7. Saturday- Sunday 10am-4pm. (705) 928-2910.
- **Beaverton Golf Course-** 985, Concession Rd 3. 8am-8pm everyday. (705) 794-8019.

- **Cedarhurst Golf Club**- 825 Thorah, Concession Rd 4. 7am-7pm everyday. (705) 426-7521.
- **Bed and Breakfasts**-Beaverton hosts accommodating Bed and Breakfasts:
 - Grant House Bed and Breakfast**- 447 North Street. (705) 426-1296.
 - Moorelands Station Bed and Breakfast**- 148 Moorlands Drive. (705) 426-2558.
 - Simcoe Solstice Bed and Breakfast**- 13 Main Street. (705) 426-9995.
- **Restaurants**- Beaverton offers a variety of restaurants:
 - Beaverton Fish and Chips**- 300 Mara Rd. Tuesday-Sunday 8am-8pm, Monday 8am-3pm. (705) 426-7485.
 - Cool Cow Ice Cream**- 359 Simcoe Street. 11am-9pm everyday in the summer.
 - Crusty Pizza**- 325 Simcoe Street. Sunday-Thursday 11am-9pm, Friday-Saturday 11am-11pm. (705) 426-2224.
 - Golden Star Restaurant**- 306 Simcoe Street. Tuesday-Thursday 11:30am-8pm, Friday-Saturday 11:30pm-9pm, Sunday 11:30am-8pm.
 - Little Brown Jug Restaurant**- 314 Osborne Street. Monday 6:30am-4pm, Wednesday-Saturday 6:30am-4pm, Sunday 8am-2pm. (705) 426-4573.
 - Pirate's Pizza**- 328 Mill Street. Monday-Wednesday 11am-9:30pm, Thursday 11am-9pm, Friday-Saturday 11am-12am, Sunday 12pm-9pm. (705) 426-4122.
 - Shanta's Kitchen and Bar**- 325 Simcoe Street. Sunday-Thursday 11:30am-10pm, Friday-Saturday 11am-10pm. (705) 426-7007.
 - Tar'd and Feather'd**- 378 Bay Street. Monday-Wednesday 12pm-11pm, Thursday-Saturday 12pm-1am, Sunday 12pm-10pm. (705) 426-9464.
 - Wing House**-353-371 Simcoe Street. Monday-Thursday 4pm-10pm, Friday- Saturday 12pm-12am, Sunday 12pm-10pm. (705) 504-4444.
 - Barney's Restaurant**- 24 Harbour Park Crescent. 6am-3pm everyday. (705) 426-9389.
- **Hiking Trails**- The Lagoon Reserve Walk runs from Beaverton Harbour, goes around the fairgrounds and continues south.
- **Cycling Routes**- The 49km Beaverton / North Brock Loop starts at the mouth of the Beaverton Harbour on Lake Simcoe. This loop takes cyclists through downtown Beaverton and south to Cannington before several kilometers of lakeside terrain.

Cannington:

- **Bunkland Skatepark**- Located in McLeod Park, Bunkland ranks 5th largest skatepark in Ontario with 11,000 square feet. For more information, contact (705) 432-2355.
- **Cannington Heritage Buildings**- Located in McLeod Park, the Cannington Museum consist of the 1800's Francis Cabin, the Brandon Cabin, a drive shed, Derryville Hall, and a railway station with a caboose. A blacksmith shop can be found at 21 Laidlaw Street S. Tours can be booked through the website. The museum is open Saturdays and Sundays from 1pm-4pm.
- **Cannington Public Library**- The Timothy Findley Memorial Branch of the Brock Township Public Library is located at 38 Laidlaw Street South. The library offers resources and services to the public including computer and internet access. Tuesday

2pm-7pm, Wednesday: 10am-3pm, Thursday 10am-3pm, Friday 2-7:30 pm, Saturday 10am-2pm. (705) 432-2867.

- **The Rick MacLeish Memorial Community Centre-** Located at 91 Elliot Street, this facility offers ice rentals, non-ice rentals, and auditorium rentals on a regular basis. Public skating, moms and tots, shinny hockey, stick and puck and ticket ice are available. Brock Wild Minor Hockey and Cannington Skating Club operate during the winter season. For more information, contact (705) 432-2582.
- **The Wild Garden-** Floral and antique shop. 14 Cameron Street E. Monday- Friday 10am-6pm, Saturday 10am-4pm. (705) 432-3340.
- **Restaurants-** Cannington offers a variety of restaurants:
 - Wing House-** 5 Cameron Street West. Sunday-Thursday 4pm-10pm, Friday-Saturday 4pm-11pm. (705) 432-2999.
 - Giorgio's Restaurant-**15 Cameron Street East. 7am-8pm everyday. (705) 432-8070.
 - Holy Grounds Cafe and Eatery-**1 Cameron Street West. Monday-Saturday 7am-3pm, Sunday 8am-3pm. (705) 432-2929.
 - May's Restaurant-** 21 Cameron Street East. Sunday-Monday 11am-9:30pm, Tuesday 3:30pm-9:30pm, Wednesday-Friday 11am-9:30pm, Saturday 3:30pm-9:30pm. (705) 432-2527.
 - Papa Enrico's Pizza-** 9 Cameron Street West. Monday-Thursday 11am-9pm, Friday-Saturday 11am-10pm, Sunday 3pm-8pm. (705) 432-2828.
 - The Locker Sports Bar and Grill-** 14 Cameron Street West. Sunday-Tuesday 11:30am-10pm, Wednesday-Thursday 11:30am-11pm, Friday-Saturday 11:30am-12am. (705) 432-3200.
- **Hiking Trails-** Cannington offers a range of trails:
 - The Trans-Canada Trail-** 20km: gravel. An abandoned railway line that links Uxbridge to Sunderland to Lindsay.
 - The Beaver River Wetland Conservation Area and Trail-** 12.5km: gravel. An abandoned railway line that runs from Blackwater to Cannington.
 - MacLeod Park Nature Trail-** 2.5km: wood chips and natural surface.

Sunderland:

- **Sunderland Memorial Arena-** Located at 20 Park Street, this facility offers ice rentals, non-ice rentals, and auditorium rentals on a regular basis. Public skating, moms and tots, shinny hockey, stick and puck and ticket ice are available. Brock Wild Minor Hockey, Sunderland Skating Club, and Sunderland Ringette operate during the winter season. For more information, contact (705) 357-3338.
- **Sunderland Public Library-** The Sunderland branch of the Brock Township Public Library is located within the Sunderland Public School at 41 Albert St. S. The library offers resources and services to the public including computer and internet access. Tuesday 3pm-8pm, Wednesday 3pm-8pm, Thursday 3pm-8pm, Saturday 10am-2pm. For more information, contact (705) 357-3109.

- **Sunderland and District Museum-** Located at 14 Church Street North, the Sunderland and District Museum showcases a variety of historical artifacts. Visits can be arranged by appointment by calling (705) 357-2533.
- **Bed and Breakfasts-** Sunderland hosts accommodating Bed and Breakfasts:
Rolling Hills Farm Guesthouse- S10445 Sideroad 17. (905) 862-0047. Art classes available.
- **The Dark Horse-** Antique store offering art workshops. 5 Church Street N. Monday 10am-5pm, Wednesday-Friday 10am-5pm, Saturday 12pm-4pm. (705) 357-3111.
- **Restaurants-** Sunderland offers a variety of restaurants:
Bon Select Bistro- 3 Albert Street South. Monday-Thursday 11am-11pm, Friday 11am-12pm, Saturday 10:30am-12pm, Sunday 10:30-11pm. (705) 357-1212.
Crusty Pizza- 85 River Street. Sunday-Thursday 11am-9pm, Friday-Saturday 11am-11pm. (705) 357-2228.
River Street Cafe- 93 River Street. Monday 6:30am-2pm, Tuesday-Friday 6:30am-4pm, Saturday 8am-3pm, Sunday 9am-2pm. (705) 357-0606.
Roadside Country Diner- 85-89 River Street. Saturday-Wednesday 6:30am-2pm, Thursday-Friday 6:30am-7pm.
Two Brothers Pizza- 88 River Street, Monday-Wednesday 11am-8pm, Thursday 11am-9pm, Friday-Saturday 11am-10pm, Sunday 3pm-8pm. (705) 357-2400.

Annual Festivities and Events

Event	Description	Date	Location	Admission
Sunderland Lion's Music Festival	Public musical performances by young musicians. Participants are judged in all levels of	February 2 Weeks + 'Stars of the Festival'	Sunderland Town Hall, St. Andrews United Church, Port Perry High School	n/a

	piano, voice, strings, instrumental and choral.	concerts on third week		
Beaverton Carnival	Pancake Breakfast, winter activities, community bake sale, silent auction, food, vendors	February 1 day	Downtown Beaverton	n/a
Sunderland Maple Syrup Festival	Modern maple syrup production, visits to local farming operations, art shows, bathtub races, horse-drawn wagon rides, food, vendors	April 1 weekend	Downtown Sunderland	n/a
Annual Antique Show	Antique and collectables show and sale, draw prizes	June 1 weekend	Beaverton-Thorah Community Centre	\$5.00
Beaverton Canada Day Celebration	Pancake breakfast, musical entertainment, vendors, artisans, children's games and activities, face painting, bouncy castles, mini putt, parade, museum displays and fireworks	July 1	Beaverton fairgrounds, museums	n/a Fireworks by donation
Cannington Canada Day Celebration	Classic car and truck show, children's games and activities, inflatables, face painting, live entertainment, beer tent, bbq and concession, fireworks	July 1	North Side of MacLeod Park	n/a Fireworks by donation
Brock's Big Bite	Long lunch featuring fresh local food, vendors, live music and performances	August 1 day	Downtown Beaverton	\$15 tickets for meal
Sunderland Fall Fair	Live displays, shows, music, demolition derby, horse pull, cattle shows, vendors, midway and a parade.	September 2 days	Sunderland fairgrounds	\$7-\$15

Beaverton Fall Fair	Live displays, shows, music, demolition derby, car show, animal shows, vendors, midway and a parade.	September 2 days	Beaverton Fairgrounds	\$5-\$10
Cannington Haunted Trail	'Charlie's Trail', 'Ward 3' attraction, 'The Dark' maze, vendors, photo booth, haunted museum	October 2 weekends	MacLeod Park Nature Trail	\$15 tickets

Public Works, Facilities & Parks Committee

Maralee Drake

From: Peter Malloy <pmalloy@jcrogers.ca>
Sent: Sunday, November 03, 2019 7:53 PM
To: Michael Jubb; Brock General
Subject: Thorah Side Rd

Date:	04/11/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW - PW - Consent
Copies to:	

Mike,

I spoke to Greg Hardy a few months back regarding the gaurdrail issue in front of my house. I am still not satisfied with the outcome as nothing is going to be done as per Greg.

We discussed different types of end treatments and he said no other type is available. As this is the new standard. I find that hard to believe as I have seen other end treatments on other roads that are new or have been repaired and are different from mine. This was in other townships.

I also mentioned to him about burrying the ditch with culverts beneath and manhole access. He stated that this would cost more than a gaurdrail. I mentioned that this gaurdrail system is over kill and is for transport trucks. I mentioned about installing a wire and post gaurdrail which would be more than suffice to stop a vehicle and would be more aesthetically pleasing. Maybe some other end treatment or this type of gaurdrail would be an option?

Another observation I have notice is farm vehicles can barely get by with the gaurdrails up. You need to wait or back up your vehicle to let them thru. This is not the design intent of a road. This road is probably 2ft narrower now since it has been raised. I feel this makes our road unsafe now. It is not safe for me to take my daughters for a bike ride or a walk anymore. It is pretty sad when you can't do this.

Also there is maintenance issues I am seeing. The grass is not getting cut anymore where the gaurdrails are and where is all the snow going to go? This will make the road even narrower in the winter.

I am not the only one that is upset with these guardrails on our road. My neighbours and farmers that live on and use these roads are in agreement with me that the guardrails are not wanted on our road and feel that they make more of a safety hazard now than without them. Let alone how ugly they make our properties look now. Not to mention how they have decreased the value of our properties. I would never of bought my home if I new anything like this was going to be installed. It takes the beauty away from the area. The reason why I bought here.

I had also been in contact with the former director of public works Nick Colucci. All he did was give me the run around. I told him that this road did not warrant a guardrail as there was more farm tractors than cars using it. He then proceeded to tell me that a traffic study was done on the road. I told him that I never saw any evidence of one done as I have preformed these studies in the past when I work for the Town of Richmond Hill. I asked to see these reports and nothing ever came from it. I feel that Mr. Colucci was making these up as nothing was ever produced.

I ask that this be put on the next agenda for council and for a deputation.

Feel free to call me and discuss.

Thanks,

Peter Malloy
 32485 Thorah Side Rd
 905 261 6367



The Regional
Municipality
of Durham

Works Department
Traffic Operations Centre

101 CONSUMERS DRIVE
PO BOX 623
WHITBY, ON L1N 6A3
CANADA
905-666-8116
1-866-786-8116
Fax: 905-666-8826
Email: traffic@durham.ca

www.durham.ca

Susan Slopis, P.Eng.
Commissioner of Works

November 6, 2019

Township of Brock
1 Cameron St. E., P.O. Box 10
CANNINGTON ON L0E 1E0

Attention: Mr. Robert J. Lamb, CAO

rlamb@townshipofbrock.ca

Dear Mr. Lamb:

**RE: Speed Limit Reduction Request
Regional Road 15 (Simcoe Street) east side of Highway 12,
Beaverton**

In response to Committee of the Whole of the Township of Brock resolution on October 7, 2019, Region of Durham Works Department staff have reviewed the subject section of Regional Road 15 and have compared the land use characteristics to criteria established in the Region's policy for establishing speed limits. This policy is based on industry guidelines that take into consideration several factors that influence speeds to ensure that the posted speed limits on Regional Roads are appropriately established. These factors include road alignment, pedestrian and cyclist exposure, frequency of accesses, number of intersections and traffic signals, transit facilities, collisions and operating speed patterns.

Current operating speeds and roadside characteristics indicate that a speed limit reduction on Regional Road 15 is warranted. A change in speed limit from 70 km/h to 60 km/h will be applied to Regional Road 15 from 1.2 km east of Highway 12/48 to Thorah Concession 5 for a total distance of 1.7 km. The Region's Bylaw will be submitted December 4, 2019 to reflect these changes followed by replacing the posted speed limit signs in the field.

Additionally, the Region will continue to monitor the operating speeds on Regional Road 15 and consider the location for a rotational speed radar feedback sign which will record and monitor vehicle speeds as well as display messages to help modify driver behaviour if necessary.

If this information is required in an accessible format, please contact the Accessibility Co-ordinator at 1-800-372-1102 extension 2009.

Date:	06/11/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW - PWFP - Consent
Copies to:	

Thank you for bringing this matter to our attention.

Yours truly,

A handwritten signature in black ink, appearing to read 'SK', written in a cursive style.

Steven Kemp, P.Eng.
Manager, Transportation Engineering & Operations

c: Becky Jamieson, Municipal Clerk, Township of Brock
Ramesh Jagannathan, Transportation & Field Services
Amanda Spencer, Traffic Engineering & Operations

If this information is required in an accessible format, please contact the Accessibility Co-ordinator at 1-800-372-1102 extension 2009.

Brock Township Council

1 Cameron St. E
 P.O. Box 10
 Cannington, ON.
 L0E 1E0

Date:	08/11/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW - PWFP - Consent
Copies to:	PW



April 4th & 5th 2020

November 5, 2019

Dear Mayor Bath-Hadden and Councillors:

The planning for the 2020 Sunderland Maple Syrup Festival to be held April 4 & 5 is well underway and as part of our 25th annual event preparations, we are again asking for support from the Township of Brock for the following items:

1. Street Closure
 - a. The same as previous years
 - b. The roads management strategy will be reviewed with the Sunderland Fire Chief and the Director of Public Works .
 - c. Insurance is under policy number CP-98205A held by Brown & Brethour of Sunderland and as required, it shows the Township of Brock as named insured. (enclosed)
2. Snow Removal and Street cleaning
3. Sign and pylon availability from Works Department
4. Use of washrooms at the Arena
5. Free use of the Town Hall both upstairs and down.
6. Free and exclusive use of the Arena Auditorium from Friday evening April 3 (starting at 4:00 pm) - Sunday afternoon April 5 (ending at 5:00pm).
7. Attendance of the Mayor and Councillors at opening ceremonies

We are also asking for the Arena to be on standby in the event of inclement weather.

We appreciate the support the Council has provided us in the past and look forward to the continued community co-operation.

Should you require any further information please do not hesitate to give me a call.

Sincerely

Ted Smith
 Chairperson, Sunderland Maple Syrup Festival
 S-1740 Concession 4
 Sunderland, ON
 L0C 1H0
 E-mail home – tedsmith1951@yahoo.ca
 Home phone – 705-357-2427



Date:	11/11/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW - PWFP - Consent
Copies to:	

1942 Regent Street
Unit L
Sudbury, ON
P3E 5V5

2231/19
T. 705 671.2295
F. 705 671.9477
TF. 800 810.1937
sudbury@TULLOCH.ca

November 11, 2019
TULLOCH Project #: 191794

The Corporation of the Township of Brock

Attention: Becky Jamieson, Clerk
1 Cameron Street East, P.O. Box 10
Cannington, ON
LOE 1E0

Re: Drainage Superintendent Work for Gordon Drain (Rev. 1)

Dear Ms. Jamieson,

The Corporation of the Township of Brock has appointed Phillipa Cryderman, P.Eng. of TULLOCH Engineering Inc. (TULLOCH), as Drainage Superintendent in response to a maintenance request for the Gordon Drain submitted under Section 79 of the Drainage Act. This letter documents work completed to date with respect to this maintenance request and options for proceeding.

REPORT REVIEW

TULLOCH was provided with the Engineers Report for the Gordon Drain (the Report) prepared by Fred P. Clayton, P.Eng of Totten Sims Hubicki Associates Limited, dated February 12, 1980, along with Plan and Profile Drawing dated March 1976. This Report was adopted under by-law 381-80-PW on April 21, 1980. The Report states that the Gordon Drain was originally established in 1911 but was not maintained. The 1980 Report provides for the reconstruction and extension of the original Gordon Drain.

The Plan drawing included in the Report lays out property boundaries and roll numbers consistent with the included assessment schedule. TULLOCH has noted that there are 8 new properties (created through land severance) located within the Gordon Drain catchment that are not represented within the 1980 watershed map and assessment schedule.

In the area of the maintenance request, downstream of Hwy 12 to the Drain outlet, the Gordon Drain has been designed to include a 20' bottom width with 3H:1V side slopes. The Profile drawing specifies bottom elevations along the full length of the drain. Beyond the culvert at Highway 12 the Report does not provide for any farm crossings or culverts along the length of the drain.

Recommendation: That communication no. 2231/19 be received for information

SITE REVIEW

A site review was completed by the TULLOCH on November 5, 2019. The inspection was also attended by Thomas Grace representing the property owner. The full length of the Gordon Drain is approximately 4.6 km. As this review was initiated by a Section 79 maintenance request the Site Review was limited to the 1.6 km +/- downstream of Highway 12 to capture the area of the maintenance request and the downstream length to the Sufficient Outlet. Written notice of the site review was sent to all landowners within the catchment downstream of Highway 12 prior to the Site Review.

Through Lot 13 (the area of the maintenance request) the drain was poorly defined and heavily overgrown with grass. Beyond the Lot 13 property line it appears the Drain has received a clean out within the last 5 years +/- and is considerably deeper than the drain bottom upstream. There is some flow in the drain downstream of Lot 13 and some standing water likely caused by a backwater effect from the downstream outlet channel.

A brief photo summary of TULLOCH's review is provided below.



Photo 1: Gordon Drain downstream of culvert at Highway 12. Facing east.



Photo 2: Farm crossing over drain through property on west half of Lot 13. Crossing includes 6 m long, 750mm diameter csp. Facing north.



Photo 3: Gordon Drain through property on west half of Lot 13, facing west. Heavy vegetation along bed and banks. Poor definition of drain.



Photo 4: Gordon Drain downstream of Lot 13. Clean out completed within last 5 years +/- . Bed and banks free of vegetation to top of water. Ditch is well defined with approximately 0.75 m standing water.



Photo 5: Crossing through drain at west side of Lot 15. Four- 1 m rise x 650 mm span structural plate corrugate steel arch culverts.



Photo 6: Confluence of Gordon Drain at outlet creek. Water within drain likely caused as backwater effect from downstream outlet.

IDENTIFIED ISSUES AND NEXT STEPS

Drain Inspection and Maintenance Work

Due to the length of time in which this Drain has received no maintenance TULLOCH believes it is worthwhile to obtain coarse topographic survey information of the drain bottom and cross section to ensure the maintenance is returning the channel to the original design grades. TULLOCH is currently coordinating this survey to facilitate the maintenance recommendation. Once the maintenance recommendation is

compiled TULLOCH will be coordinating with the Lake Simcoe Region Conservation Authority and Fisheries and Oceans Canada to obtain the required permits for this maintenance work.

Assessment Schedule Updates to Reflect Severed Lots

Section 65 of the Drainage Act states that when land is divided there is to be an apportionment of the original assessment amongst those properties. This updating of the assessment schedule has not been completed since the 1980 Report and as a result TULLOCH has identified eight properties within the catchment area of the Gordon Drain which aren't represented on the current assessment schedule. The assessment schedule can be brought up to date in several ways:

- Under Section 65(1) the clerk may instruct an engineer to apportion the assessments. If an Engineer is to be appointed, the fees of the engineer shall be paid by the owners of the subdivided lands in the proportion fixed by the engineer (Section 65(10)).
- Under Section 65(2) the owners of the subdivided lands can mutually agree on the division of the assessment and file with the clerk for approval by council. In the role of Drainage Superintendent TULLOCH can evaluate the divided properties and develop an apportionment of the original assessment to be presented to the landowners for an opportunity for resolution by agreement. It should be noted that this work by TULLOCH would not be eligible for the Drainage Superintendent Grant provided by OMAFRA. Furthermore, under the Drainage Act, the fees of TULLOCH for this review are not mandated to be paid by the owners of the divided lands. Therefore, the cost of this approach would fall to the Township.
- Under Section 76(1) of the Drainage Act council may appoint an engineer to vary the assessment schedule for future maintenance. This is applicable where "circumstances have arisen such as to justify a variation of the assessment". Under the Drainage Act the cost of preparing a Section 76 report is assessed to landowners within the upstream watershed. Work under this section of this Act is not eligible for Grant.
- If the existing Drain also requires work to improve the effectiveness of the Drain or the effectiveness of the landowners use of the Drain, then council may appoint an engineer to prepare a new Report under Section 78 of the Drainage Act (see below for more information).

Drain Improvements

As noted above the current Engineers Report does not account for any crossings along the length of the Drain downstream of Highway 12. During the course of the investigation two such crossings were noted within property Roll #'s 1839 0300 0614 2000 (Lot 13, Con 12) and 1839 0300 0615 6000 (Lot 15, Con 12). Under the current Report these crossings are not permitted within the Drain and may be presenting an obstruction to flow. Under Section 80 of the Drainage Act the property owners are responsible for removal.

If a crossing is required within these properties for the 'better use, maintenance, or repair of the drainage works or of lands or roads' the Township may appoint an engineer to prepare a Report under Section 78(1) of the Drainage Act which guides Drain improvement projects. Drain improvement projects completed under Section 78 are initiated through direction of council, not through landowner petition. The incorporation of additional crossings along the length of the drain would reflect an improvement of a landowner's use of the drain and therefore should not be initiated by council unless compelled by that landowner.

The process undergone for a Section 78 report is the same as that followed for a new Petition drain. Under this process a new assessment schedule is to be developed. In the preparation of this new assessment schedule the engineer has the opportunity to include the additional 8 properties (created through severance) which are currently not included.

The cost for the preparation of a Section 78 Report is divided amongst all upstream landowners and both the report preparation and any resulting work are eligible for Grant under Section 85(1) of the Drainage Act.

RECOMMENDATIONS

TULLOCH will proceed with its duties as Drainage Superintendent to address the maintenance request on the Gordon Drain. This will include execution of high-level survey work, preparation of a scope of work to facilitate maintenance, and liaison with regulators to obtain the required permitting. It should be noted that the cost of maintenance activities can not be assessed to landowners until the assessment schedule is updated to reflect the additional properties.

Beyond this TULLOCH recommends the following:

- Issue notice to the owners of properties with Roll #'s 1839 0300 0614 2000 (Lot 13) and 1839 0300 0615 6000 (Lot 15) that the farm crossing and culverts located on their property is not approved as a feature of the Gordon Drain under the Drainage Act and Municipal By-Law 381-80-PW. Under Section 80(1) of the Drainage Act they must remove the crossing at their own expense within 60 days or the crossing will be removed by the Township and the costs to do so levied back to the landowner. The landowner should further be notified that if a crossing is required on this property along the length of the Gordon Drain they are requested to notify the Clerk of the Township of the required Drain Improvement and request council initiate a drain improvement project under Section 78 of the Drainage Act.
- Consideration by council of how to proceed with processing of property severances and the associated update of the assessment schedule.

CLOSURE

We trust that the information provided herein is sufficient for your consideration. Please feel free to contact the undersigned should you require additional information.

TULLOCH ENGINEERING INC.



Phillipa Cryderman, P.Eng.
Drainage Superintendent

Maralee Drake

From: Michael Jubb
Sent: Monday, November 11, 2019 8:01 AM
To: Maralee Drake; Lesley Donnelly
Subject: Fwd: Road Safety

Good morning, pls add to the next appropriate agenda. They motion will be for a street light from the Region. Thanks a bunch. Mike.



Michael Jubb
Ward 1 Councillor
The Corporation of the Township of Brock
1 Cameron Street East, P.O. Box 10
Cannington, Ontario, L0E 1E0

Tel: 705-432-2355 | Toll-Free: 1-866-223-7668 | Fax: 705-432-3487
mjubb@townofbrock.ca | townshipofbrock.ca | choosebrock.ca

Date:	11/11/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW - PWFP - Consent
Copies to:	

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From: Judi Forbes <judi.forbes@bell.net>
Sent: Monday, November 11, 2019 7:24:25 AM
To: Michael Jubb <mjubb@townshipofbrock.ca>
Subject: Road Safety

Hello Mike:

I would like to make a suggestion to Council, and not sure the best way to go about it. Would you kindly advise.

Recommendation: That communication no. 2232/19 be referred to the Region

I have 2 requests for intersections around Beaverton to make them safer.

1. Concession 5 Thorah & Osborne Street (Regional Road 23).
 - This is currently a 2 way stop.
 - The speed limit drops to 50 from 80 at this corner
 - Many cars are still speeding well beyond the 50 limit while going past residential homes on Osborne St.
 - The intersection is not at a 90° angle and so seeing cars coming from either direction is sometimes difficult
 - During summer weekend, commuters often use this route from the south to bypass the Hwy 12/Hwy 48 light southeast of town and so it is quite busy and difficult to navigate if coming from either direction on Concession 5.
 - **Request: Change this intersection to a 4 way stop and reduce the speed limit to 50 at the previous intersection of Sideroad 17 and RR 23**
2. Concession 5 Thorah & Simcoe Street (Regional Rd 15):
 - This is currently a T-junction with the stop sign on Conc 5
 - The speed limit is 70, even though there are many residences on this stretch of road
 - Conc. 5 and Simcoe run almost parallel until the intersection when there is a short bend on Conc. 5 to create a 90° angle.
 - Cars tend to cut the corner when travelling west on Simcoe onto Conc 5.
 - At night, this is a difficult intersection to navigate as there are no lights.
 - **Request: Install a light at this intersection so it is easier to see at night. Reduce the speed limit to 50 on Simcoe St (RR 15) from Hwy 12 into the town of Beaverton**

Please let me know if there is a different and more effective method to request these changes from Council.

Kind regards,

Judi Forbes
Moorelands Station Bed and Breakfast
148 Moorlands Drive
Beaverton, On L0K 1A0
705-426-2558
www.moorelandsstation.com



Date:	13/11/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW - PWFP - Consent
Copies to:	

The Corporation of the Township of Brock

Public Works Department

Director of Public Works to Committee of the Whole

Report: 2019-COW-37

Date: Monday, November 18, 2019

Subject

LEAF Program and Fifty Million Trees Campaign

Recommendation

1. That Council receive Public Works Report 2019-COW-37 for information;
 2. That Council approve the Township of Brock's participation in the 2020 LEAF program at a cost of \$3,000; and
 3. That Council support the LEAF Program and 50 Million Tree Program through the Town's website and social media.
-

Attachments

Attachment No.1 – LEAF Program Highlights

Attachment No.2 – LEAF Program Financial Breakdown

Attachment No.3 – 50 Million Trees Program Fact Sheet

Report

LEAF PROGRAM

The LEAF Program (Local Enhancement and Appreciation of Forests) is a non-profit organization dedicated to the protection and enhancement of the Urban Forest. The program is designed to educate the public about the benefits of planting the right species of tree in the right climate for it to thrive. Please Refer to Attachment 1 for Program Highlights. The Region of Durham and the Town of Whitby are leading this initiative within Durham Region and have requested that all local municipalities participate.

The LEAF program is being offered in Durham Region based on a total of 200 trees and 300 shrubs annually. The Region of Durham will be funding 50% of costs requested from all municipalities within the Region (\$80,000) as shown in Attachment 2. The Township of

This report is available in alternate formats upon request.
Please contact the Clerk's Department at 705-432-2355.

Brock would be allocated 8 trees and are being requested to contribute \$3,000 to the program. The program is launching its advertising and outreach campaign in June 2020 with a goal of planting in Fall 2020. The LEAF organization undertakes all the advertising and administration of the program. Other than its financial support, the Township's role would be to support the program through the Town's website and social media.

There are two options for residents/participants of the program:

- 1) Full-service option. Trees are planted by an arborist after an onsite consultation the focus is on environmental sustainability, soil and sunlight evaluation and planting location evaluation. The price of the full-service tree planting program includes the delivery, planting, consultation and mulching. The cost for the resident is a maximum of \$220.00 per tree.
- 2) Do-It-Yourself (DIY) program. The DIY program includes a consultation with the arborist virtually, over the phone on a computer screen sharing program, the evaluation of soil and sunlight the tree is included as well as delivery and instructional videos this is at a reduces cost between \$100-\$170 per tree.

50 MILLION TREE CAMPAIGN

The 50 Million Tree Campaign is an Ontario-based tree planting program run by the not for profit charity: Forests Ontario. This program is designed to reduce the costs of large-scale tree planting for land and property owners. The purpose of the program is to increase forest cover in Ontario. Property owners that work through this program are able to increase the value of their land, improve the quality of their soil, increase wildlife habitat, enhance recreational opportunities, improve the health of their local environment and leave a lasting legacy. The 50 Million Tree Campaign was inspired by global efforts to plant billions of trees worldwide each year. As of 2019, Forests Ontario has planted more than 29 million trees through the program, producing 16,000 hectares of new forest. Please refer to Attachment 3 for further program information.

The minimum number of trees that participants of this program can plant is 500 trees up to an acre. The program will cover a big open space, an understory planting, fill in gaps of existing forestry areas, or a windrow which is for farmland. The price varies from 15-40 cents a species as Forests Ontario helps to find you a partnering planting agent and nursery in the Region. The ideal participants of this program are those looking to gain future income from wood products, add shade/ buffer, for a windbreak, restore forest cover, local environment protections, wildlife habitat enhancements or to help mitigate climate change.

While no financial contribution is required by the municipality, the Township of Brock can support the program through the Town's website and social media.

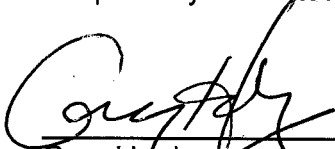
Consultation

Both programs are run independently by their respective non-profit organization – and will undertake their respective public consultation.

Financial


That \$3,000 be funded from the applicable reserve account as determined by the Treasurer.

Respectfully submitted,



Greg Hardy
Director of Public Works

Reviewed by,



Richard Ferguson
Chief Building Official / Acting CAO

LEAF - Local Enhancement & Appreciation of Forests

LEAF is a not-for-profit organization dedicated to the protection and improvement of our urban forest. Through on-the-ground planting and education programs we improve city life one tree at a time!

The right tree in the right place.



We want you to be happy with your backyard tree. That's why we work with you to:

- **assess** the soil and light conditions of your yard
- **ensure** your tree has enough room to grow both above and below ground
- **recommend** planting locations and species that will thrive

Full Service Program

From \$150 to \$220 for:

- 30 minute yard consultation with an arborist
- 5 - 8 foot tall native tree (2 - 4 foot evergreens)
- full planting service
- mulch and printed planting and care guide
- native shrubs also available from \$30 each

Edible Garden Kits

From \$100 to \$175 for:

- a customizable kit featuring a combination of trees and shrubs (heritage apples, apricots, plums, cherries, berries and more)
- mulch and printed planting and care guide
- pawpaw trees also available

Native Garden Kits

From \$125 to \$235 for:

- songbird, butterfly, beautiful border or shade kit including native shrubs and perennials
- mulch and printed planting and care guide
- sample designs

www.yourleaf.org

416-413-9244

Toll Free: 1-888-453-6504

Supported by



Trees

Evergreen



eastern hemlock
(*Tsuga canadensis*)
Height: 40 ft
Spread: 15 ft
loved by birds



eastern white cedar
(*Thuja occidentalis*)
Height: 20 ft
Spread: 7 ft
excellent year round privacy



white pine
(*Pinus strobus*)
Height: 50 ft
Spread: 15 ft
provincial tree of Ontario



white spruce
(*Picea glauca*)
Height: 40 ft
Spread: 15 ft
loved by birds,
year round privacy

Deciduous



American elm
(*Ulmus americana*)
Height: 50 ft
Spread: 50 ft
elegant, vase shape



basswood
(*Tilia americana*)
Height: 45 ft
Spread: 25 ft
aromatic summer flowers



black cherry
(*Prunus serotina*)
Height: 50 ft
Spread: 25 ft
berries attract birds



black maple
(*Acer nigrum*)
Height: 45 ft
Spread: 30 ft
vibrant fall colour



black walnut
(*Juglans nigra*)
Height: 50 ft
Spread: 35 ft
bright yellow fall colour



blue beech
(*Carpinus caroliniana*)
Height: 20 ft
Spread: 15 ft
vibrant fall colour



bur oak
(*Quercus macrocarpa*)
Height: 50 ft
Spread: 35 ft
majestic form

PROPERTY OWNERS interested in large-scale tree planting on areas one hectare or greater can participate in the Durham Region 5 Million trees program:

www.forestsontario.ca
1-877-646-1193


Illustrations: J.R. Halpenny, A. Poies

 **Freeman maple**
(*Acer freemanii*)
Height: 40 ft
Spread: 25 ft
excellent form, red fall colour

 **red maple**
(*Acer rubrum*)
Height: 40 ft
Spread: 25 ft
vibrant fall colour

 **grey dogwood**
(*Cornus racemosa*)
Height: 15 ft
Spread: 12 ft
vibrant fall colour

 **red oak**
(*Quercus rubra*)
Height: 45 ft
Spread: 35 ft
vibrant fall colour

 **hackberry**
(*Celtis occidentalis*)
Height: 40 ft
Spread: 25 ft
attracts butterflies and birds


 **serviceberry**
(*Amelanchier laevis*)
Height: 15 ft
Spread: 10 ft
edible berries

 **honey locust**
(*Gleditsia triacanthos*)
Height: 35 ft
Spread: 25 ft
bright yellow fall colour


 **silver maple**
(*Acer saccharinum*)
Height: 50 ft
Spread: 35 ft
majestic and hardy


 **ironwood**
(*Ostrya virginiana*)
Height: 25 ft
Spread: 15 ft
distinctive bark


 **sugar maple**
(*Acer saccharum*)
Height: 45 ft
Spread: 30 ft
vibrant fall colour

 **Kentucky coffeetree**
(*Gymnocladus dioica*)
Height: 45 ft
Spread: 35 ft
unique form, threatened species

 **swamp white oak**
(*Quercus bicolor*)
Height: 40 ft
Spread: 40 ft
uncommon, long living

 **pagoda dogwood**
(*Cornus alternifolia*)
Height: 15 ft
Spread: 15 ft
unique horizontal branching

 **tamarack**
(*Larix laricina*)
Height: 50 ft
Spread: 20 ft
needles turn yellow and fall

 **paper birch**
(*Betula papyrifera*)
Height: 35 ft
Spread: 20 ft
interesting white bark

 **tulip tree**
(*Liriodendron tulipifera*)
Height: 50 ft
Spread: 30 ft
large yellow summer flowers

Shrubs

American hazelnut	lowbush blueberry
arrowwood	meadowsweet
bayberry	nannyberry
black chokeberry	northern wild raisin
bush honeysuckle	pagoda dogwood
common ninebark	pasture rose
common snowberry	purple flowering raspberry
common witch-hazel	pussy willow
eastern white cedar	red osier dogwood
elderberry	serviceberry
fragrant sumac	spicebush
grey dogwood	St. John's wort
highbush cranberry	

Visit our website for descriptions and photos.

Education & Training

Find out more about our other programs such as hands on Tree Tenders Volunteer Training Program and workshops.

www.yourleaf.org



Backyard Tree Planting Program

Ajax

www.yourleaf.org



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Attachment 2

LEAF Program – Durham Region**Based on total of 200 trees and 300 shrubs annually**

Item	Source	Breakdown	Total
Annual program grant - fixed program costs, planning, staffing, marketing, educational materials, tracking, reporting, admin, insurance, WSIB, etc.	Durham Region		\$80,000
160 trees (~75% of total) 160 trees x \$330 + \$7,200 marketing/comms	Oshawa Pickering Whitby Clarington	\$15,000 x 4 municipalities 40 trees per municipality	\$60,000
30 trees (~14% of total) 30 trees x \$330 + \$1100 marketing/comms	Ajax	\$11,000 x 1 municipality 30 trees	\$11,000
24 trees (~11% of total) + \$1080 marketing/comms	Brock Scugog Uxbridge	\$3,000 x 3 municipalities 8 trees per municipality	\$9,000
Amount paid by property owners	Clients	\$220 x 215 trees	47,300
Total			216,300

Cost per tree - \$550

Per Tree Cost Breakdown	
Office tasks - processing applications, client communications, booking consultations, preparing and processing consult packages, sending and processing locates, preparing planting schedules, quality control checks and data entry at all stages	125
Consultation (includes transport, arborist, materials, etc.)	135
Tree and materials (mulch, stakes, amendments, nursery delivery charges, etc.)	140
Planting (includes transport, labour, equipment, etc.)	125
Follow up advice - request for arborist advice (phone, email), in person follow ups (done at 20% of plantings)	25
Total per tree cost	550

Forests Ontario's 50 Million Tree Program: Fact Sheet

- The 50 Million Tree Program (50 MTP) is an Ontario-based tree planting program run by not-for-profit charity, Forests Ontario.
- Starting in 2019, the 50 MTP receives funding from the Government of Canada, corporate sponsors and donors. The program was previously funded solely by the Government of Ontario.
- The 50 MTP reduces the cost of large-scale tree planting for land and property owners, leading to an increase in forest cover in Ontario.
- Forests Ontario has planted more than 27 million trees through the 50 Million Tree Program since 2008. In total, Forests Ontario and our partners have planted almost 33 million trees through our various programs.
- Trees planted since the program began now sequester more than 21,000 tonnes of carbon annually.
- The forests planted to date under the 50 MTP now generate over \$83-million in annual ecosystem services such as pollination, recreation, aesthetics and water supply regulation.
- Forests Ontario works with more than 80 partners to deliver the 50 MTP. These partners include private tree nurseries, conservation authorities, stewardship groups, First Nations, forestry consultants and municipalities.
- Trees are planted predominantly using tractors and machines, however, in many cases hand planting is necessary in tougher terrain or when underplanting.
- Landowners plant trees to improve wildlife habitat, connect forests, to leave a legacy for future generations, for recreation or to reap sustainable forest products.
- The 50 MTP supports more than 300 full-time seasonal jobs annually in Ontario.
- Forests Ontario stays accountable through our online reporting system that collects data on our seed sources, planting sites, and survival rates.
- Forests Ontario works with tree nurseries to grow tree seedlings up to four years in advance of planting; seed collection begins in some cases five years ahead of planting.
- For more information, or if you are wishing to plant trees, call us at **1.877.646.1193** or email Forests Ontario at info@forestsontario.ca.
- For media inquiries, please email mkettleborough@forestsontario.ca.

Building, Planning & Economic Development Committee



October 25, 2019

Date:	31/10/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW-BPED-Consent
Copies to:	

To Whom it May Concern,

**The Regional
Municipality
of Durham**

Planning and Economic
Development Department

Planning Division

605 ROSSLAND ROAD EAST
LEVEL 4
PO BOX 623
WHITBY, ON L1N 6A3
CANADA

905-668-7711
1-800-372-1102
Fax: 905-666-6208
Email: planning@durham.ca

durham.ca

Brian Bridgeman, MCIP, RPP
Commissioner of Planning
and Economic Development

Re: Region of Durham Tree By-law Review

File No.: E01-00

Location: Region of Durham

Please be advised that a report making recommendations regarding updates to the Region's Tree By-law will be submitted to the Planning and Economic Development Committee, for their consideration on **Tuesday, November 5, 2019**. The Committee meeting will convene at **9:30 a.m.** in Council Chambers at the Region of Durham Headquarters at 605 Rossland Road East in Whitby.

A copy of the report dealing with this matter will be available on Friday, November 1, 2019 on our website. Please follow the link below located at Durham.ca:

<https://calendar.durham.ca/meetings/Detail/2019-11-05-0930-Planning-and-Economic-Development-Committee-Meetin>

If you wish to provide written correspondence or appear before the Committee to speak, please register with Legislative Services with a written request to: delegations@durham.ca by 12:00 p.m.(noon), Monday, November 4, 2019.

Please feel free to contact me at 905-668-4113 x 2574 or via email at Dimitri.Pagratis@durham.ca if you have any questions regarding the report.

Yours Truly,

Dimitri Pagratis, MCIP, RPP
Project Planner

"Service Excellence
for our Communities"

If this information is required in an accessible format, please contact Planning Reception at 1-800-372-1102, extension 2551.

Recommendation: That communication no. 2173/19 be received for information

**Ministry of Natural
Resources and Forestry**Strategic and Indigenous
Policy Branch

Policy Division

300 Water Street
3rd Floor North
Peterborough ON K9J 3C7
Tel: 705-755-1727**Ministre des Richesses
naturelles et des Forêts**Direction des politiques relatives aux
stratégies et aux affaires autochtones

Division de la politique

300, rue Water
3^e étage Nord
Peterborough (Ontario) K9J 3C7
Tél.: 705-755-1727

Date:	31/10/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW-BPED-Consent
Copies to:	

October 29, 2019

Re: Environmental Registry notice (019-0732) by the Ministry of Natural Resources and Forestry regarding proposal to amend three statutes and make a new regulation

Greetings,

The Ministry of Natural Resources and Forestry (MNRF) is proposing legislative changes to seven statutes and to make a new regulation under the *Lakes and Rivers Improvement Act*. The legislative changes are part of the proposed *Better for People, Smarter for Business Act, 2019*. If passed, these changes are intended to support the government's commitment to reduce unnecessary red tape and regulatory burden and modernize government to be simpler, faster and more cost-effective, while ensuring the sustainable use of natural resources and public health and safety are not compromised.

A proposal to amend the following three Acts and propose a new regulation is posted on the Environmental Registry.

1. *Crown Forest Sustainability Act, 1994*
2. *Oil, Gas and Salt Resources Act*
3. *Lakes and Rivers Improvement Act* and new Minister's regulation under the Act

The proposed amendments and new regulation are described below:

- Proposed amendments to the *Crown Forest Sustainability Act, 1994*, would if passed:
 - Enable the issuance of a "permit" to allow a person to remove forest resources from a Crown forest for non-forestry purposes.
 - Modernize the requirements for annual work schedules by removing the requirement for MNRF approval.
 - Enable the Minister to extend a Forest Management Plan.

Recommendation: That communication no. 2175/19 be received for information

- Proposed amendments to the *Oil, Gas and Salt Resources Act*, would if passed:
 - Allow future regulations to be made, where appropriate, to relieve existing activities from requirements that would apply to new activities.
 - Enable the use of a rules-in-regulation approach, or the mandatory issuance of approvals for more activities, subject to conditions and requirements that would be set out in regulation intended to streamline approvals for the specified activities.
 - Clarify the types of geological evaluation and testing activities captured by the definition of “well”.

- Proposed amendments to the *Lakes and Rivers Improvement Act*, would if passed:
 - Create a new Minister’s regulation-making authority in the Lakes and Rivers Improvement Act to allow the Minister to require some owners of electricity-producing dams to, where necessary, assess, monitor and report on methyl mercury related impacts to water and fish.
 - Amend an existing authority to incorporate guidelines by reference in the regulations.

Regulation Proposal

- If the proposed Lakes and Rivers Improvement Act legislative amendment is passed, the ministry proposes to develop a subsequent Minister’s regulation that if made, would require some dam owners of electricity-producing dams to, where necessary, assess, monitor and report on mercury levels in surface water and/or fish tissue. We are also seeking comments on this proposed regulation via this notice.

Owners of the twelve existing dams that currently have mercury assessment, monitoring and reporting requirements established through Ministry of Environment, Conservation and Parks issued Permits to Take Water, would, if the regulation is made, continue these requirements under the authority of the Lakes and Rivers Improvement Act and reporting would be to the Ministry of Natural Resources and Forestry. Each of these twelve Permits to Take Water were subject to consultation prior to their issuance.

New or significantly redeveloped electricity-producing dams may, if the regulation is made, require assessment, monitoring and reporting of mercury, where there is a new or expanded head pond area and/or where there are identified risks associated with human consumption of fish.

The Ministry of Environment, Conservation and Parks is concurrently consulting on a proposal to amend the Ontario Water Resources Act Permit to Take Water requirements for electricity-producing facilities. For more information, please visit <https://ero.ontario.ca> and enter 019-0545 in the search to view this Environmental Registry notice.

In addition, there are other administrative and housekeeping changes proposed for the *Crown Forest Sustainability Act, 1994* and the *Oil, Gas and Salt Resources Act*.

All proposed changes to MNRF statutes appear in the proposed *Better for People, Smarter for Business Act, 2019*, which can be found through the following link to the Bill on the Legislative Assembly, <https://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-132> .

MNRF recognizes that this proposal may be of interest to you. To view the Environmental Registry notice, please visit <https://ero.ontario.ca> and enter 019-0732 in the search.

Proposed changes to the *Aggregate Resources Act* are also included in the proposed *Better for People, Smarter for Business Act, 2019* and are the subject of a separate registry proposal posting. For more information, please visit Environmental Registry of Ontario and enter 019-0556 in the search. Please note the posting related to proposed changes to the *Aggregate Resources Act* will close on November 4, 2019.

We invite you to contact Tigist Abebe at 416-314-0961 or SIPB@ontario.ca with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Gierek', written in a cursive style.

Tosh Gierek
A/Director
Strategic and Indigenous Policy Branch
Policy Division



The Corporation of the Township of Brock

Planning Department

Township Planner to Committee of the Whole

Report: 2019-COW-34

Date: Monday, November 18, 2019

Date:	08/11/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW - BPED - Consent
Copies to:	

Subject

Request for Comments on the Lifting of Deferral Area #1 in the Township of Brock Official Plan

Recommendation

That the report be accepted and provided to the Region of Durham as official comment on OPA 2007-001, endorsing the resolution of the D1 Deferral, re-designating the D1 Deferral Area lands to Mixed Use Corridors designation, and adjusting the Urban Area Boundary to reflect the addition of the D1 Deferral area.

Attachments

Attachment 1: Site Location

Attachment 2: Proposed Site Plan

Report

Regional File Number: OPA 2007-001

Brock File Number: Deferral # 1

Location: North of Beaver Avenue, west of Highway 12, south of Concession 6 / Main Street, Beaverton

In 2007, the Region approved most of the Township of Brock's Official Plan subject to a variety of modifications and deferrals. One such deferral was the consideration of the urban area boundary expansion west of Highway 12/48 and north and south of Beaver Avenue. Most of these lands were subsequently approved by the Region in 2009. The re-designation of the area generally north of Beaver Avenue and west of Highway 12/48 remained deferred until such a time additional environmental studies were completed to address the existence of Natural Heritage Features within the D1 Deferral Area, otherwise known as Beaver Avenue Employment Lands, Beaverton Commons or the Armour Heights Commercial development lands. **See Attachment 1.**

This report is available in alternate formats upon request.
Please contact the Clerk's Department at 705-432-2355.

The owner of the subject D1 Deferral lands, Armour Heights Developments Inc., has since prepared a variety of reports in support of the removal of the D1 Deferral on the subject lands. The Lake Simcoe Region Conservation Authority has been actively reviewing the reports submitted in support of the deletion of the deferral and has indicated that the principle of development can be supported over the majority of the D1 Deferral area.

Accordingly, the Region is now considering the following:

- a) Resolution of the D1 Deferral;
- b) Re-designating the D1 Deferral Area lands to Mixed Use Corridors; and
- c) Adjusting the Urban Area Boundary to reflect the addition of the D1 Deferral area.

The Township of Brock has been asked to provide comments by November 15th and has notified the Region that comments will be sent on November 19th following the November 18, 2019 Committee of the Whole meeting.

Background:

The subject lands are 9.145 hectares in size, bounded by the floodplain and natural area adjacent to Whites Creek to the north, Highway 12/48 to the east, the existing commercial development to the south and other vacant lands owned by the proponent to the west. The subject lands are currently vacant and include a former rail line which crosses the northern portion of the site. There are two sight triangles from the former rail line which have recently been purchased by Armour Heights.

The proposed extension would transform the currently vacant lands to include commercial retail space. The current proposal is illustrated on the Site Plan concept prepared by Alan Tregobov Architects (see Attachment 2). There would be approximately 8,500 sq. m. of building area and 490 parking spaces. This would include two 3,500 sq.m. buildings and three small 350 sq.m. buildings and one small 450 sq.m. building.

The following reports have been submitted as part of the OPA Application but will be used predominantly through the rezoning and site plan processes:

- Proposed Site Plan by Alan Tregobov Architects, Revised August 2019
- Planning Justification by Clark Consulting Services, September 2019
- Preliminary Geotechnical Investigation Report by GHD, February 23, 2018
- Preliminary Site Servicing Investigation by SCS Consulting Group Ltd., January 17, 2018
- Traffic Impact Study by Mark Engineering, June 2019
- Stage 1-2 Archaeological Property Assessment by AMICK Consultants Ltd., November 5, 2018
- An Environmental Impact Statement for Beaverton Common Commercial by Dillon Consulting, July 30, 2019
- Hydrogeological Assessment Report by GHD, February 21, 2018
- Phase One Environmental Site Assessment Report by GHD, January 25, 2018

- Phase Two Environmental Site Assessment Report by GHD, January 31, 2018

As stated above, the lands were deferred until such a time as the Natural Heritage System and features could be properly delineated and protected. The Lake Simcoe Region Conservation Authority has lead and continues to lead this aspect of the discussions. Subject to LSRCA being satisfied through the approval of the Ecological Offsetting Plan, it is recommended that the Township of Brock support the resolution of the D1 Deferral, re-designating the D1 Deferral Area lands to Mixed Use Corridors designation, and adjusting the Urban Area Boundary to reflect the addition of the D1 Deferral area.

Future Considerations:

The resolution of the Deferred area is necessary to move to the next development phase. It is anticipated that an application to rezone the applicant's full lands, that include the deferral area, will be submitted in the near future. At that time, the details of the technical submissions will be reviewed and applied from a rezoning perspective. Should the rezoning be successful, the proposed development would then be subject to Site Plan requirements and approval.

Consultation

Consultation was largely undertaken during the 2006 / 2007 Brock Official Plan review process. Numerous meetings with Regional Staff of all levels, the LSRCA, the Ministry of Municipal Affairs and Housing have taken place regarding these lands.

The consultation recently has been between the proponent and the LSRCA working out the details of the Ecological Offsetting Plan with Regional and Brock updates provided periodically.

Financial

N/A

Conclusion

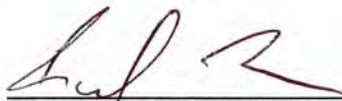
Subject to the confirmation of the Lake Simcoe Region Conservation Authority's Ecological Offsetting Plan being established for these lands, the Township of Brock has no objection to resolution of the D1 Deferral, re-designating the D1 Deferral Area lands to Mixed Use Corridors designation, and adjusting the Urban Area Boundary to reflect the addition of the D1 Deferral area.

Respectfully submitted,



Debbie Vandenakker, PMP
Planner

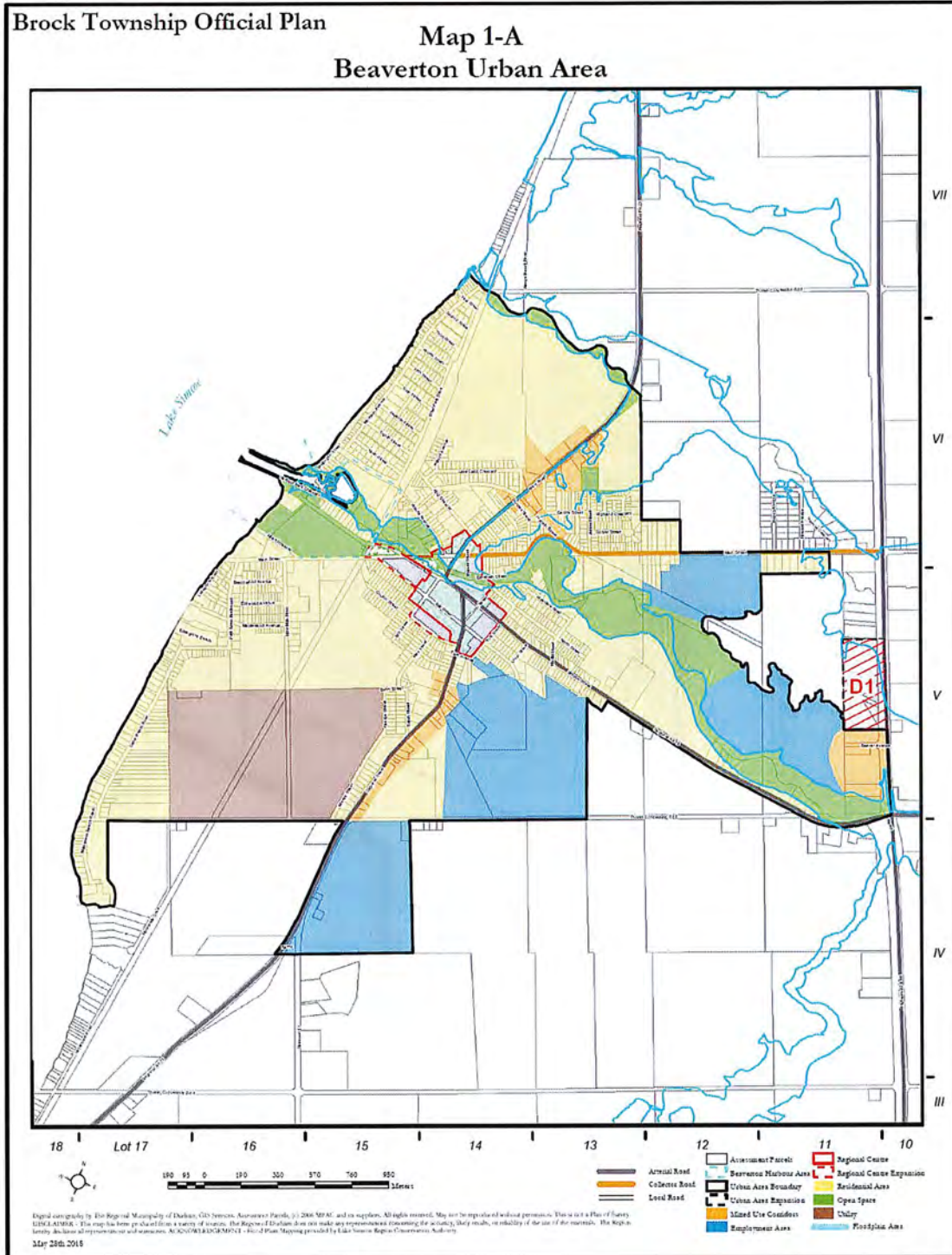
Reviewed by,



Richard Ferguson
Chief Building Official / Acting CAO



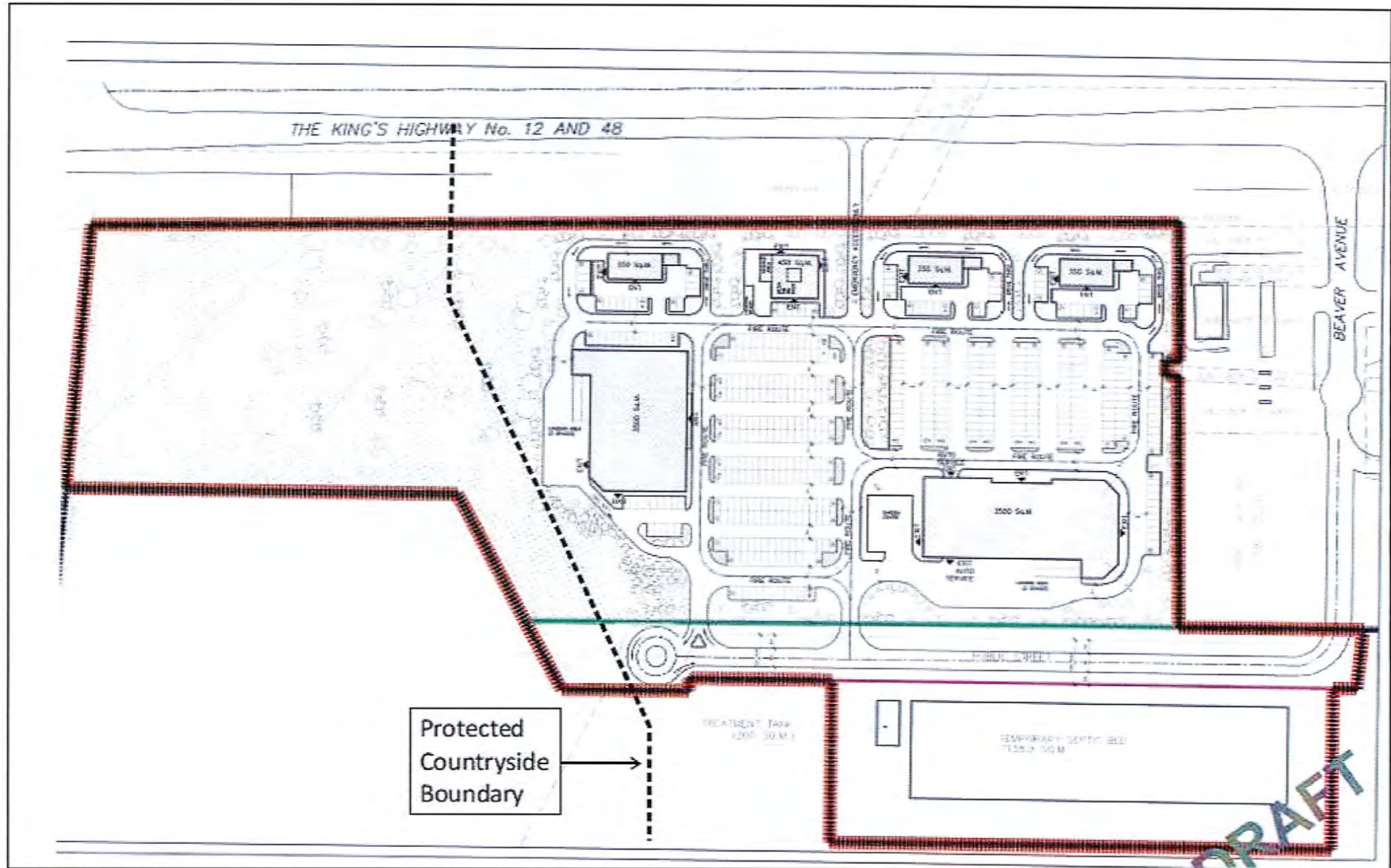
Attachment 1: Site Location (noted as D1)



This report is available in alternate formats upon request.
Please contact the Clerk's Department at 705-432-2355.



Attachment 2: Proposed Site Plan



This report is available in alternate formats upon request.
Please contact the Clerk's Department at 705-432-2355.

Protection Services Committee



The Corporation of the Township of Brock

Clerk's Department

By-Law Enforcement / Animal Control Supervisor to Council

Report: 2019-COW-36

Date: Monday, November 18, 2019

Date:	13/11/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW - PS - Consent
Copies to:	

Subject

Draft Traffic Control (Parking) By-Law

Recommendation

That the Committee of the Whole receive this report for review and comment and approve the proposed Draft By-Law to regulate Traffic Control in the Township of Brock.

Attachments

Draft Traffic By-Law

Report

Purpose

At the December 8th,2018 Public Works and Facilities Committee meeting, Council directed staff from By-Law and Works to prepare a report with recommendations to resolve parking congestion on residential streets, ideas to explore include one-way streets, parking permits, etc. Additional requests from Council also suggested reviewing parking signage, residential permit parking on Main St. and the parking issues at Beaverton Harbour.

The purpose of this Report is to present for the purposes of review, discussion and approval as it relates to the parking of vehicles within the Township of Brock. A future up-coming report will address signage. Staff assessed the adequacy of the existing standards and provisions that regulate the parking of vehicles within the Township. This Report has been prepared in response to the direction received from Council.

Background

Council has fielded complaints from residents concerning the parking of vehicles within the Township of Brock. Council has acknowledged that the current framework to regulate the parking of vehicles within residential areas has gaps and that improvements / modernization of the present regulatory framework is long overdue.

This Report and the discussions / analysis contained therein has been prepared to assist Council as alternative methods and approaches are examined.

There are two separate and distinct documents that are available to Council to regulate the parking of vehicles. These documents are:

- 1) The Township of Brock Traffic By-law Number 957-88-PP, as amended, adopted under the authority of the *Municipal Act* and the *Highway Traffic Act* which allows Municipalities the ability to regulate vehicle traffic on public highways and private and municipal property;
- 2) The Township of Brock Zoning By-Law Number 287-78-PL, as amended.

The Township of Brock Zoning By-Law was recently reviewed and updated however, the Township of Brock Traffic By-Law is extremely dated and is silent on several the issues that have been raised by Council, public and staff as areas of concern. The document needs to be updated and expanded in its profile.

This Report, consistent with the direction of Council, will focus on the following thematic areas associated with parking in residential areas:

- i) Recreational Vehicles, Trailers, Boats, Trucks, Bus and Coach Bodies
- ii) On-Street parking provisions related to time duration, and, whether overnight parking of vehicles should be permitted;
- iii) Municipal Parking Lots – long term, short term and permit parking;
- iv) On-Street parking 3hour, 5hour and special circumstances;
- v) Accessibility;

- vi) Private property;
- vii) Environmental Considerations, idling;
- viii) Fire Route;

In the preparation of this Report Staff have conducted a literature search of large, small, urban and rural communities to better understand alternative approaches that have been deployed to regulate the parking of vehicles. The Municipalities that formed part of the analysis include but are not limited to:

Town of Whitchurch-Stouffville
Township of Scugog
Town of Newmarket
Town of Ajax
Town of Georgina
City of Toronto
City of Mississauga

Parking of Recreation Vehicles and Trailers

Overview

At present, the Township does not regulate or have standards in place that govern the parking of recreational vehicles on streets. Typically, the regulatory standards are addressed in the General Provisions portion of the General Zoning By-law for parking off-street on private property.

The Problem

The parking of recreational vehicles and trailers such as: pop-up trailers; travel trailers; motor homes; boats; snowmobiles; all-terrain vehicles; utility trailers and cargo trailers for recreational purposes on the street may cause concern that center around the size of vehicles obstructing visibility and thereby creating safety issues. Of equal importance is the visual appearance of the streetscape and the setting of the residential neighbourhood. The visual appearance and acceptability are somewhat the subject of individual preferences.

Criteria for Consideration

The criteria for attempting to balance the various interests focus on matters such as:

- i) Safety
- ii) Property rights of affected parties
- iii) Number and type of vehicles
- iv) Fairness and equitable treatment
- v) Temporary vs permanent storage

The structure and intent of the recommended provisions is to recognize and acknowledge that individuals do own and operate recreational vehicles and trailers. The standards as recommended, have been designed to strike a balance that minimizes the visual influence that recreation vehicles and trailers can have on the appearance of the streetscape, and, on adjacent residential properties.

The draft provisions so acknowledged that for short and defined time periods, a homeowner may bring a recreational vehicle or trailer to their property and park on street, provided they have secured a temporary use permit from the Township of Brock. The limited time frame is designed to allow the Owner the ability to clean or ready their vehicle for its end destination. These larger vehicles are more appropriately stored off- site in proper locations when out of season, or, at the desired end location where the vehicle is typically utilized for its defined purpose.

A new standard to be included in the Township's Traffic By-law as it relates to the parking of recreational vehicles and trailers on public highways is recommended as follows:

Excerpt from Draft By-Law:

39. LARGE VEHICLE EXEMPTION FOR RECREATIONAL VEHICLE (RV)

Notwithstanding any other provision of this By-law, an exemption from section 30.10 regarding Large Vehicles of this By-law may be granted to Recreational Vehicles (RVs, tourist trailer, motorized mobile home, truck camper or similar vehicle), based on the following:

1. An individual submits a request for an exemption and temporary use permit for a specific Recreational Vehicle license plate, on a specific street and for a specific time period; and
2. The request is received by the Township of Brock prior to the Recreational Vehicle Parking on the Highway; and

3. The Recreational Vehicle license plate in question has not requested more than 15 days of exemptions within one calendar year

On Street Parking Permits (overnight) - Neighbourhood On-Street Parking Program (NOSPP)

Overview

Currently, the Township does not regulate or have standards in place that allow for on-street permit parking. Many residents in the Township have made inquiries about on-street parking options due to insufficient on-lot (private property) parking options.

The Problem and Criteria for Consideration

Many residents in the Township have made inquiries about on-street parking options due to insufficient on-lot (private property) parking options. Households on smaller lots can require additional parking that is not always available on-lot. Currently, many of the households in the Township of Brock own more than one vehicle. Situations exist where homeowners cannot make effective use of their garage for parking. On smaller lots with single car garages, this situation will result in the number of effective parking spaces being reduced to one, where a sidewalk crosses the driveway. In cases where a household has two vehicles, parking the second vehicle overnight can be problematic. Alternative parking options such as: parking vehicles on the driveway that overhangs the sidewalk or road curb or park the vehicle on the roadway overnight contravenes the current Township Traffic By-Law and makes the homeowner subject to fines. It also must be acknowledged and recognized that because of the Township's geographic location there is a lack of employment opportunities and a lack of transit options and as such residents often are dependent upon the use of the personal motor vehicle to access larger areas served by entertainment, employment and commerce.

Neighbouring municipalities have various forms of residential on-street paid parking. The problem of meeting residential parking needs is also faced by other municipalities. Some municipalities (such as Hamilton, Markham, Ottawa, and Toronto) have developed on-street parking strategies to address citizen concerns about parking in their neighbourhoods. Most municipalities with on-street parking program ask that the citizens start the request process of establishing on-street parking.

Analysis and Options

A Township wide policy is proposed in the draft by-law to address the request process for the consideration of on-street paid permit parking between the hours of 12:00am and 6:00am. The NOSPP would be implemented on a resident-initiated basis and will outline the process for request, review, and approval of on-street paid permit parking in residential areas.

Administrative and operational impacts to public works, by-law and compliance, and fire and rescue services have been considered; the proposed policy will not have adverse

impacts to operations. Operational (snow plowing, snow removal and salting, street sweeping and solid waste collection) levels of service will be impacted when cars are parked on the street. To mitigate impact on operations, on-street parking will be relegated to one side of the street and permits will not be permitted from November 1st to March 31st to ensure snow plow operations are not impacted.

Enforcement officer resources are not likely to be impacted by the development of NOSPP. Current scheduling of officers permits a wide range of time to enforce and investigate parking infractions within the Municipality and the Durham Regional Police are also on hand to assist with some of the overnight parking concerns.

Fire and Rescue Services need a minimum road width of six metres to move their vehicles when responding to a call. The road width of six metres will be incorporated in the decision on where on-street parking can be safely implemented.

It is proposed that the one-time up-front costs to institute the program on successful applications be partially recovered through an application fee. The on-going permit fee structure is anticipated to off-set annual costs of maintaining this policy.

These costs would include, clerical time to issue and administer the permits and expected increased enforcement. The environmental scan has shown that parking permits fees are different in each municipality. The parking permit fee will be determined based on an intended full cost recovery of ongoing maintenance expenses and will be administered through the Fees and Charges By-law and examined as set out in the by-law. The actual costs for administration and enforcement will be monitored and the parking permit fee will be adjusted accordingly.

The on-street paid parking policy will include a citizen-led application form (with fee), along with minimum eligibility criteria such as: minimum street width and availability of sidewalk. A request for on-street paid permit parking must be initiated from a citizen.

The following pre-requisites are required for consideration of on-street parking:

- i) Citizen must reside on the street requested for on-street parking
- ii) Street width must be at least eight metres (curb-face to curb-face), which allows for six metres for fire department access and two metres of on-street parking
- iii) Street must be assumed by The Township – (Regional Roads and Provincial Highways will not be considered for permits)
- iv) Streets must have a sidewalk on at least one side of the street
- v) A minimum of two-thirds of the property owners/ occupant within the defined street must be in agreement with on-street paid permit parking.

A study of the road and traffic will confirm the total number of locations of parking spaces along with any parking restrictions. Permits will be sold on a first come-first service

basis, beginning with one permit per property. Extra permits will be sold only if parking spaces are still available as determined on the first day of the month. The permits sold will not exceed the number of parking spaces available on the street as identified by road study.

To institute the NOSPP, there would be one-time up-front cost that includes administration, engineering assessments, signage and installation. An application fee (to be determined by staff) is recommended to recover the staff time to administer the program. It is expected that the on-going on-street paid permit parking program would be self-funding. That is, the permit fees would be enough to cover the cost of running the program.

It is recommended that the proposed policy for on-street paid permit parking for assumed residential areas be accepted; as an option for consideration for all residents to augment existing parking solutions.

Municipal Overnight Parking Permits and Temporary Permits

Overview

In the current By-Law, the Township provides a prohibition for parking on a municipal lot without permission. Currently, the Township does not regulate or have standards in place that allow for permits for the use of Municipal Lots overnight except for Beaverton Harbour. Many residents in the Township have made inquiries about permits for overnight parking on Municipal Lots overnight.

The Problem and Criteria for Consideration

Staff have determined that several people have been using Municipal Lots for the storage of unused and derelict vehicles and to park vehicles overnight. Residents have made inquiries about whether the Municipality would consider an overnight parking permit on Municipal Lots between the hours of 12:00am and 6:00am. The reasons for the request echoes those that are mentioned previous in the section on on-street parking permits.

Analysis and Options

A Township wide policy is proposed in the draft by-law to address the request process for the consideration of a permit to park on a Municipal Lot between the hours of 12:00am and 6:00am. Parking in Municipal Lots outside these hours would be free and the permit holder spots would not interfere with current carpooling or Fire Department spots.

Administrative and operational impacts to public works, by-law and compliance, and fire and rescue services have been considered; the proposed policy will not have adverse

impacts to operations. Further, it is encouraged to keep vehicles off the main roadways during snow clearing operations and it will afford those who cannot obtain an on-street parking permit the opportunity for other options to prevent receipt of an infraction notice.

Enforcement officer resources would not be impacted, and addition of such permits will assist in determining persons who are abusing the lots by parking derelict or un-operational vehicles.

A monthly permit fee structure is anticipated to off-set annual costs of maintaining this policy.

These costs would include, clerical time to issue and administer the permits and expected increased enforcement. The parking permit fee will be determined based on an intended full cost recovery of ongoing maintenance expenses and will be administered through the Fees By-law and examined as set out in the by-law. The actual costs for administration and enforcement will be monitored, and the parking permit fee will be adjusted accordingly.

The following pre-requisites are required for consideration of a municipal lot permit:

- i) Citizen must reside in the Township of Brock and within 5km of lot.
- ii) Only one permit will be provided per household
- iii) No permit will be issued to RVs, Commercial or Large Vehicles
- vi) Permit holders can only park in spot that is posted for use by permit holders
- v) Permits will only be provided to vehicles that are operational and have current licensing tags (expired plates will not be eligible)

A study of each municipal lot will confirm the total number of parking spaces along with any parking restrictions. Permits will be sold on a first come-first service basis, beginning with one permit per property. Extra permits will be sold only if parking spaces are still available as determined on the first day of the month. The permits sold will not exceed the number of parking spaces available.

Excerpt from Draft Traffic By-Law:

15. PARKING PERMITS - GENERAL PROVISIONS

The Municipal Clerk or designate, is hereby authorized to issue Parking Permits for Municipal Parking Facilities, Municipal Properties and for Roadways.

1. The Municipal Clerk or designate is hereby authorized to add a premium monthly fee to a Parking Permit for a Municipal Parking Facility or Municipal Property.
2. A person may obtain from the Municipal Clerk or designate, one (1) Parking Permit per Parking Space to Park a Vehicle in an area that has been authorized for permit parking, for a specified amount of time upon payment of the prescribed fee as set out in Schedule "XX" of this By-law.

3. The rights attached to a Parking Permit are exclusive to the applicant for the Parking Permit in question and no person properly in possession of such Parking Permit shall use or permit the same to be used for any other Vehicle other than the Vehicle for which it was issued by the Municipal Clerk or designate.
4. The Municipal Clerk or designate, is further authorized to revoke a Parking Permit if the holder of that Parking Permit fails to ensure that the permit is used in the manner prescribed by this By-law and any fee paid therefore shall be forfeited to the Corporation of the Township of Brock.

16. RESIDENTIAL PARKING PERMITS

1. Municipal Clerk or designate is hereby authorized to issue Residential Parking Permits through the Neighbourhood On-Street Parking Program (NOSPP) authorizing a permit holder to Park a Vehicle on a Roadway in the Township of Brock, exempting that Vehicle from Section 8, 30.8 and 30.19 of this By-law upon payment of the prescribed fee as set out in Schedule "XXI" of this By-law. Neighbourhood On-Street Parking Program (NOSPP).
2. Permit holders of Residential Parking Permits must adhere to all other provisions of this By-law and the provisions of the NOSPP, including but not limited to adhering to all Authorized Signs and not Parking on a Roadway during a snow storm or before snow removal operations are completed.
3. The rights attached to a Residential Parking Permit are exclusive to the applicant for the Residential Parking Permit in question and no person properly in possession of such Residential Parking Permit shall use or permit the same to be used for any other Vehicle other than the Vehicle for which it was issued by the Municipal Clerk or designate.
4. The Municipal Clerk or designate further authorized to revoke a Residential Parking Permit if the holder of that Residential Parking Permit fails to ensure that the permit is used in the manner prescribed by this By-law and any fee paid therefore, shall be forfeited to the Corporation of the Township of Brock.

17. PROHIBITIONS

No person shall Park a Vehicle at any time in any Municipal Parking Facility or on Municipal Property or on a Roadway:

1. Unless the Parking Permit or Residential Parking Permit, where applicable, is clearly displayed in the windshield and readable from the outside of the Vehicle or unless the Vehicle's license plate is clearly legible so that Municipal Law Enforcement Officers or Police may verify whether payment has been made;

2. Without consent on Municipal Property between 12:00am and 6:00am;
3. With an invalid Parking Permit;
4. Between 12:00 am to 6:00 am as indicated on the Municipal Property by Authorized Signs;
5. Outside the lines painted on the pavement designating a Parking Space;
6. If the Vehicle is Parked on any portion of the grass or sand adjacent to a Municipal Parking Facility or on Municipal Property;

3 Hour and 5 Hour Parking

Overview

The current Township of Brock Traffic By-Law regulates the length of time allowed for vehicles to park on roadways in urban areas. It states that no vehicle may park longer than three hours at any time.

The Problem and Criteria for Consideration

Staff in the literature search found a common trend with respect to the provision of on street parking on the street within residential (urban) areas. Most communities allowed for parking for up to three (3) consecutive hours in duration. When assessing the operations of the maintenance of roads and infrastructure, staff acknowledge that the duration of parking by vehicles on residential roads has no measurable impact. In the special circumstances when required, temporary restrictions can be established, and the affected areas can be notified in advance accordingly.

Working on the premise that a vehicle is parked in a safe manner within a permitted area, the concern typically associated with the vehicle is that it is often parked in front of someone's house. People can become annoyed looking at someone else's vehicle that is parked in front of their home, or, they are frustrated that they cannot park in front of their own home because the space is occupied. It is important to remember that a road is a public highway, and no one has the reserved privilege to that space along the curb line.

The Township's current By-law, limits parking on the street to three (3) consecutive hours. That program is mirrored in many of the communities that were researched during the study. Alternatives to 3-hour parking that were identified were as follows:

- a) Parking for time periods extending up to five (5) hours;
- b) No parking restrictions in terms of length of time;
- c) Parking for up to seven (7) days in duration

In consultation with residents and by-law staff, it is recommended that Council consider maintaining the current standard of three (3) consecutive hours for on street parking but, that the standard would only be enforced in downtown core areas of the municipality. Outside of the downtown core areas, Council should consider an increase of 5 (5) consecutive hours for on street parking in urban areas. The downtown core areas are defined in Schedule of the draft By-Law. Staff have enforced this provision on a complaint basis and will recommend to Council that this past practice continue.

Accessibility, Fire Routes and Veteran Parking

Overview

The current Township of Brock Traffic By-Law is archaic and does not meet the standard required by the The Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11 ("AODA,2005"). This Act specifies mandatory accessibility standards with the goal of identifying, removing and preventing barriers for people with disabilities in key areas of daily living. The new draft by-law outlines the requirements for both public and private property and allows the Township to be up to date.

Regarding Fire Routes, it was also necessary to ensure the Township of Brock Traffic By-Law is up to date on new standards under the Section 7.1 (3) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, as Amended. This is clearly defined and corrected in the new draft Traffic Control By-Law.

It is the opinion and recommendation of staff that the Township of Brock provide an exemption for 3 hour and 5-hour parking to Veterans (with a valid plate) in recognition of the service and sacrifices they have made to our Country. Currently there is no provision in the Township of Brock Traffic By-law allowing eligible Veterans, who have an Ontario Veteran License Plate an exemption. The draft by-Law corrects this oversight and provides for an exemption.

Environmental Additions - Idling Restrictions

Overview

The Township of Brock does not currently have a by-law that addresses the need to curb the idling/pollution of motor vehicles in the Township of Brock. A large majority of Municipalities have already taken steps to include a standalone anti-idling by-law or have inserted the provisions in an existing by-law. The draft by-law contains a provision to curb idling within the Township of Brock.

The Problem and Criteria for Consideration

Idle-free initiatives are a straightforward and cost-effective action that local governments can immediately take to reduce greenhouse gas emissions. When a vehicle's engine is turned off instead of idling, not only does this reduce GHG emissions, but saves fuel as well. The addition of a provision in the draft Traffic By-Law can also be a catalyst for public involvement in reducing greenhouse gas emissions. An idle reduction initiative may mark a personal transition that leads to other actions on climate change and support for policies that reduce emissions. This change in behavior can be a foundation for learning about climate change and our roles.

Research has concluded that there are many myths about idling. Many people believe that idling uses less gas than restarting the engine. Studies clearly show that idling for over 10 seconds uses more fuel and produces more CO₂ emissions than restarting your engine. The amount of time to offset any potential maintenance costs to the starter or battery is under 60 seconds. So, as a guideline, if a car is stopped for more than 60 seconds the engine should be turned off.

Further idling is not an effective way to warm up your vehicle, even in cold weather. The best way to warm a car is to drive it. The tires, transmission, wheel bearings and other moving parts all need to be warmed up for the vehicle to perform well, and most of these parts do not begin to warm up until you drive. For the average vehicle with a 3-litre engine every 10 minutes of idling costs more than a quarter of a litre in wasted fuel or approximately 0.6 kg of carbon dioxide. If Canadians avoided idling for just three minutes every day of the year, CO₂ emissions could be reduced by 1.4 million tonnes annually, which is the equivalent of taking 320,000 cars off the road for the entire year.

Analysis and Options

A Township wide policy is proposed in the draft by-law to address idling. There is not expected to be any administrative and operational impacts to the By-Law Department, Public Works or Fire and Rescue Services. The proposed policy in the new By-Law provides appropriate exemptions where required and can be reviewed below:

IDLING CONTROL PARKING REGULATIONS

24. ENFORCEMENT

Despite Part 5 of this By-law, regarding Private Property, Municipal Law Enforcement Officers do not need authorization forms from the Owners of Private Property to enter onto their respective lands to enforce the provisions under Part 7.

25. PROHIBITIONS

No person shall cause or permit a Vehicle to idle for more than one-minute (60 seconds) on a Highway, Private Property, Municipal Property or in a Municipal Parking Facility.

26. EXEMPTIONS

The one-minute (60 second) limit does not apply to the following situations, except where idling is substantially for the convenience of the operator of the Vehicle:

1. Emergency Vehicles while engaged in operational activities, including training and patient transfer activities;
2. A Vehicle that is stationary because of an emergency, traffic conditions, traffic control signals or mechanical difficulties over which the driver of the Vehicle has no control;
3. A Vehicle transporting a person who has in their possession a medical doctor's certificate stating that for medical reasons, the person requires the temperature or humidity to be maintained within a certain range and the idling of the vehicle is necessary to achieve that temperature or humidity level;
4. Mobile Work Vehicles while they are in the course of being used for their basic function;
5. Vehicles where idling is required as part of the repair process or to prepare the Vehicle for service;
6. Vehicles engaged in a parade or any other event authorized by the City; or
7. Vehicles which are operating on the travelled portion of a Drive-through lane.

Included in the draft By-Law is a prohibition for vehicles parking in lane reserved for bicyclists. Should the Township of Brock implement any bicycle lanes, the inclusion in the draft by-law will ensure no vehicles can park in such a manner that interferes with cyclists. Once lanes are established by the Township, enforcement would come in to immediate effect.

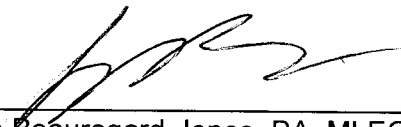
Consultation

None

Financial

To institute the new Traffic By-Law, there would be one-time up-front costs that include administration, signage and installation. The proposed permit fees are recommended to recover the staff time to administer the program and it is expected that the on-going permit fees would be self-funding. That is, the permit fees would be enough to cover the cost of running the program. In addition, any additional revenue with regard to parking infraction notices can be used for improvement to roads and parking lots.

Respectfully submitted,



Sarah Beaugard-Jones, BA, MLEO, PSO
By-Law Enforcement / Animal Control Supervisor

Reviewed by,



Richard Ferguson
Chief Building Official / Acting CAO

DRAFT

THE CORPORATION OF THE TOWNSHIP OF BROCK

BY-LAW NUMBER

A BY-LAW TO REGULATE VEHICULAR TRAFFIC ON HIGHWAYS, FIRE ROUTES, PRIVATE AND MUNIICIPAL PROPERTY, AND TO PROHIBIT THE INJURING OR FOOLULING OF HIGHSAYS AND BRIDGES, AND THE OBSTRUCTION OF DITCHES AND CULVERTS AND TO PREVENT IDLING

WHEREAS:

A. Section 11 of the Municipal Act, 2001, authorizes municipalities to enact by-laws regulating parking;

B. Section 11(2)(5) of the Municipal Act, S. O. 2001, Chapter 25, as amended, authorizes municipalities to pass by-laws for the economic, social and environmental well-being of the municipality;

C. Section 11(2)(6) of the Municipal Act, S.O. 2001, Chapter 25, as amended, authorizes municipalities to pass by-laws related to the health, safety, and well-being of persons;

D. Sections 100 and 100.1(1) of the Municipal Act, S. O. 2001, Chapter 25, as amended, authorizes municipalities in respect of land not owned or occupied by the municipality, to regulate or prohibit the parking or leaving of vehicles without the consent of the owner of the land;

E. Section 7.1 (3) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, as amended, authorizes municipalities to designate private roads as fire routes along which no parking of vehicles shall be permitted;

F. The Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11 ("AODA, 2005") specifies mandatory accessibility standards with the goal of identifying, removing and preventing barriers for people with disabilities in key areas of daily living;

G. Accessible Parking Spaces are regulated by Part IV.1 - Design of Public Spaces Standards, of Ontario Regulation 191/11 - Integrated Accessibility Standards (Ontario Regulation 191/11) made under the AODA, 2005;

H. Section 102 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, confers upon municipalities the power to pass by-laws for requiring the owners and operators of parking lots or other parking facilities to which the public has access, to provide designated parking spaces for the sole use of vehicles displaying an accessible parking permit issued and displayed in accordance with the Highway Traffic Act, R.S.O. 1990, c. H.8, as amended and the regulations made under it, and for prescribing the conditions of use of such permit and for prohibiting the improper use of the permit;

I. Section 427 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a by-law establishing a system of accessible parking shall provide that any person who contravenes the by-law is guilty of an offence and on conviction is liable to a fine of not less than \$300.00.

J. The Township of Brock is supportive of initiatives to reduce emissions from idling that contribute to climate change and poor air quality.

Now therefore, the Council of the Corporation of the Township of Brock hereby enacts as follows:

PART 1 GENERAL

1. DEFINITIONS

Except where provide in Section 2 hereof, the definitions included in the *Highway Traffic Act* (R.S.O 1980, chapter 198), as amended, shall apply to this by-law.

For the purposes of this By-law, the following definitions shall apply:

“Accessible Parking Permit” means a valid parking permit for a Person with A Disability as issued by the Ontario Ministry of Transportation or by another jurisdiction;

“Accessible Parking Sign” means a Sign consisting of a ‘No Parking’ symbol, the International Symbol of Accessibility (blue square overlaid in white with a stylized image of a person using a wheelchair) and the words “By Permit Only” and in accordance with Ontario Regulation 191/11 (Integrated Accessibility Standards) made under the AODA, 2005;

“Accessible Parking Space” means a Parking Space designated by pavement markings and Authorized Signs for the exclusive use of a Vehicle displaying an Accessible Parking Permit in accordance with the requirements of the Highway Traffic Act, R.S.O. 1990, c. H.8 as amended and in accordance with Ontario Regulation 191/11 (Integrated Accessibility Standards) made under the AODA, 2005;

“Agent” means a person authorized in writing by an Owner to regulate Parking on an identified parcel of Private Property;

“Authorized Sign” means any sign, pavement marking or other device which has been placed, installed or erected on a Highway, Private Property or the Corporation of the Township of Brock’s property by the Corporation of the Township of Brock or by another party acting under the direction or authority of the Corporation of the Township of Brock, to designate, regulate and/or enforce the provisions of this By-law;

“Bicycle or Bike Lane” means a portion of a Highway which has been designated by pavement markings and Authorized Signs for preferential or exclusive use of cyclists;

“Boulevard” means that part of the Highway situated between the Curb Line and the property line of the lot abutting the Highway, but does not include a Sidewalk or shoulder; but does include any centre Median Strip or Island separating two (2) Roadways;

“Bus Stop” means an area marked by one or more Authorized Signs indicating such area to be for the sole use of transit vehicles in taking on or discharging passengers;

“By-law” means this by-law to regulate Parking and Idling in the Township of Brock;

“Chief of Police” means the Chief of Police for the Durham Region Police Service or designate;

“Council” means the Council of the Corporation of the Township of Brock;

“Crosswalk” means:

a) that part of a Highway at an Intersection that is included within the connections of the lateral lines of the Sidewalk on opposite sides of the Highway measured from the curbs or, in the absence of curbs, from the edges of the Roadway, or;

b) any portion of a Roadway at an Intersection or elsewhere distinctly indicated for pedestrian crossing by Authorized Signs or by lines or other pavement markings on the surface;

“Cul-de-sac” means a Roadway that is closed at one end or means a dead-end street with only one inlet and outlet;

“Curb line” means:

a) where a curb has been constructed, the line of the curb; or

b) where no curb has been constructed, the edge of the Roadway;

“Day” means a twenty-four (24) hour period;

“Declared or Statutory Holiday” means an Ontario statutory or declared holiday;

“Drive-through” means the uses of land, buildings or structures, or parts thereof, to provide or dispense products or services, either wholly or in part, through an attendant or a window or an automated machine, to persons remaining in motorized vehicles that are in a lane dedicated by signs for that purpose;

“Driveway” means improved land, which provides vehicular access to and from a Highway to adjacent land;

“Emergency Vehicle” means a fire department vehicle, a police vehicle or an ambulance;

“Fire Chief” means the Fire Chief for the Corporation of the Township of Brock Fire Department or designate;

“Fire Route” means any Private Roadway, Highway, lane, ramp, part of a parking facility or other means of vehicular access to or egress from a building or structure designated as a fire route by an Authorized Sign;

“Fire Station” means lands, lots or structures that have been set apart or established by the Corporation of the Township of Brock for the exclusive use for fire emergency vehicles, equipment and personnel;

“Highway” includes a common and public highway, street, avenue, parkway, Driveway, square, place, bridge, viaduct, or trestle, any part of which is intended for or used by the general public for the passage of Vehicles and includes the area between the lateral property lines thereof;

“Idling” means the Parking or Stopping of a Vehicle, while the engine is running and is not being used to operate auxiliary equipment that is essential to the basic function of the Vehicle;

“Intersection” means the area embraced within the prolongation or connection of the lateral curb lines or, if none, then the lateral boundary lines of two or more Highways that join one and another at an angle, whether or not one Highway crosses the other;

“Island” means a portion of a Highway so constructed or designated by pavement markings or Authorized Signs, as to separate or direct vehicular traffic onto specific portions of the Highway;

“Large Vehicle” means any Vehicle including external attachments to the Vehicle with an overall:

a) length greater than 9 metres (29') or

b) height greater than 2.6 metres (8.5');

“Large Vehicle Loading Zone” means an area designated by Authorized Signs for the exclusive use of Large Vehicles while actually engaged in loading or unloading merchandise and for the time duration specified on the Authorized Sign;

“Loading Zone” or “Vehicle Loading Zone” means an area designated by Authorized Signs for the exclusive use of Vehicles while actually engaged in the loading or unloading of merchandise or people and only for the time duration specified on the Authorized Sign;

“Median Strip” means the portion of a Highway so constructed as to separate traffic travelling in one direction from traffic travelling in the opposite direction by a physical barrier or a raised or depressed paved or unpaved separation area that is not intended to allow crossing vehicular movement;

“Mobile Work Vehicle” means

a) a vehicle containing equipment that must be operated inside or in association with the vehicle; or

b) a vehicle serving as a facility for taking measurements or making observations or conducting maintenance or construction;

“Municipal Law Enforcement Officer” means any person authorized by the Corporation of the Township of Brock to enforce Parking By-laws and shall include Parking enforcement officers,

Provincial Offences Officers and Durham Regional Police Officers or designates;

“Municipal Parking Facility” means lands, lots or structures that have been set apart or established by the Corporation of the Township of Brock in this By-law for the Parking of Vehicles;

“Municipal Parking Facility Permit” means a permit issued by the Township to Park a Vehicle within a Municipal Parking Facility for the specified duration;

“Municipal Property” means real property owned by the Corporation of the Township of Brock other than Municipal Parking Facilities and Highways and includes recreation centres, arenas, park lots, fire stations, transit terminals, work yards and maintenance yards;

“Officer” means any person authorized by the Corporation of the Township of Brock to enforce Parking By-laws and shall include Parking enforcement officers, provincial offences officers and Durham Regional Police Officers or designates;

“Owner” means:

- a) the registered owner of a property;
- b) the registered owner of a condominium unit;
- c) the spouse of a person as set out in sub-paragraphs (a) or (b);
- d) any Agent of an Owner;
- e) any tenant of an Owner;

“Park” or “Parking” means the standing of a Vehicle, whether occupied or not, except when standing temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers where the Vehicle is located;

“Parking Permit” means a document, including electronic document, that has been issued by the Township to allow a person to Park in particular place at a particular time but does not include Residential Parking Permits;

“Parking Space” means a portion of a Highway, Municipal Property, Municipal Parking Facility or Private Property that is designated for the Parking of a Vehicle identified by pavement markings or Authorized Signs;

“Pedestrian Pathway” means a paved walkway on the Highway, distinctly marked by Authorized Signs or lines or other markings on the surface of the walkway (i.e. white stylized image of a person walking) that is for the use of pedestrians, but is not a Sidewalk;

“Person With A Disability” means any person who has been deemed to be disabled by a medical authority and who possess a valid Accessible Parking Permit;

“Private Property” means real property owned by persons, other than property owned by the Corporation of the Township of Brock and includes real property owned by individuals, local boards, corporations and public authorities;

“Private Road” means a lane, ramp, or other means of vehicular access to or egress from a building or structure and may include part of a Parking facility;

“Public Authority” means the Corporation of the Township of Brock, the Durham Region Police Service, the Regional Municipality of Durham, the Province of Ontario or the Federal Government of Canada;

“Public Parking Area” means a structure or open area other than a Highway, used for Parking of Vehicles, to which the public has access, whether on payment of fee or otherwise;

“Recreational Vehicle” is a vehicle used for travelling and recreational activities such as camping and is equipped with living space and amenities found in a home;

“Residential Parking Permit” means a current permit issued by the Township authorizing a Permit holder to Park a Vehicle on a Roadway subject to the permit rules and will exempt the Permit holder from Sections 33.8, 33.9 and 33.11 of this By-law;

“Roadway” means the part of the Highway that is improved, designed or ordinarily used for vehicular traffic, but does not include the shoulder and where a Highway includes two or more separate roadways, the term “roadway” refers to any one roadway separately and not to all of the roadways collectively;

“Road Superintendent” means a person appointed by the Council of the Corporation of the Township of Brock to manage and supervise public highways under the jurisdiction of the Township of Brock.

“School Bus” means a bus that transports students from home to school, school to home or school-sponsored events and includes buses or vans that are equipped to facilitate students with disabilities;

“Shoulder” means that part of a Highway lying adjacent to the Roadway where there is no barrier curb which extends from the Roadway for a maximum distance of three (3) metres;

“Sidewalk” means that portion of a Highway between the Curb Line and the property line of the lot abutting the Highway and which is intended for the use of pedestrians;

“Statutory or Declared Holiday” means an Ontario statutory or declared holiday;

“Stop” or “Stopping” means the halting of a Vehicle, even momentarily, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the direction of a Police Officer, or of a traffic control sign or signal;

“Tow Away Zone” means any area designated by an Authorized Sign where a Vehicle may be towed away at the Vehicle owner’s expense;

“Unauthorized Vehicle” means any Vehicle that does not have identification issued and displayed in accordance with the provisions of this By-law;

“Utility Vehicle” means any vehicle that provides service of gas, hydro, telecommunications or similar service;

“Vehicle” includes a motor vehicle, a motorcycle, a Utility Vehicle, a Large Vehicle, a Recreational Vehicle, a School Bus, a power-assisted bicycle, a motor-assisted bicycle, trailer, traction engine, farm tractor, road-building machine, bicycle, scooter and any vehicle drawn, propelled or driven by any kind of power, including muscular power, but does not include a street car;

“Veteran” means a person who has served in World War II or Korean War; Canadian Forces Reserve Forces, Commonwealth Forces, its Allies, the Merchant Navy or Ferry Command during wartime; NATO Operations or a Member of the United Nations Peacekeeping Force; Vietnam War in the United States Forces or its Allies who was a Canadian Citizen at the time of service; and

“Veteran Licence Plate” means a Vehicle licence plate issued to a Veteran by the Ministry of Transportation.

2. INTERPRETATION

1. Where words and phrases used in this By-law are defined in the Highway Traffic Act, but not defined in this By-law, the definitions in the Highway Traffic Act shall apply to such words and phrases.

3. EXPRESSION OF TIME

1. In this By-law, any expression of time shall be calculated as standard time except in periods when daylight saving time is declared to be in effect, where upon time shall be calculated as daylight saving time.

4. SCHEDULES AND SEVERIBILITY

1. Schedules
The schedules attached to this By-Law, are included in and shall be considered part of this By-Law.

2. Severability

If a Court of competent jurisdiction declares any section or part of a section of this By-law invalid, it is the intention of Council that the remainder of the By-law shall continue to be in force and effect.

5. CURRENCY

All reference herein to currency are to Canadian currency and all payments shall be in Canadian currency.

PART 2 ADMINISTRATION AND ENFORCEMENT

6. GENERAL PROVISIONS

1. Unless otherwise specified, it is the express intent of Council that any designation required under this By-law or any regulation, restriction or prohibition set out in this By-law shall be deemed to include instructions to the Road Superintendent to install, place or erect all Authorized Signs or pavement markings required to designate and enforce the terms and regulations of this By-law.
2. The Road Superintendent or his designate is authorized to issue permits for the movement on highways under the jurisdiction of the Township of heavy vehicles, loads, object or structures which are in excess of the dimensional limits set out in section 92 of the *Highway Traffic Act*, R.S.O 1980, c. 198, as amended.
3. No person shall place, maintain or display on any highway, any sign, marking or device, which purports to be or is an imitation of or resembles an authorized or official sign.
4. The Chief of Police or his designate, an Ontario Provincial Police Officer and the Road Superintendent or his designate are hereby authorized to erect or place temporary "No Parking" and/or "No stopping" signs on any highway.
5. If any section, subsection or part of this by-law be declared by a court of law to be ultra vires, such section, subsection or part should be declared to be separate and independent of the rest of the by-law.

7. ENFORCEMENT

1. A Municipal Law Enforcement Officer is hereby vested with the authority of administering and enforcing the provisions of this By-law.
2. A Municipal Law Enforcement Officer may, at any reasonable time, enter on land for the purpose of carrying out an inspection to determine compliance with this By-law.

8. GENERAL EXEMPTION TO THIS BY-LAW

The provisions of this By-law shall not apply to Emergency Vehicles and any Vehicles while engaged in works, where the Vehicle is located, undertaken for or on behalf of the Corporation of the Township of Brock, the Regional Municipality of Durham, the Province of Ontario, the Federal Government of Canada or any Utility Vehicles providing service of gas, hydro or telecommunications.

9. TOWING

1. Storage Area

Where any Vehicle is Parked in contravention of this By-law, a Municipal Law Enforcement Officer or Police Officer may cause it to be moved or taken to and placed or stored in a suitable location at the Vehicle owner's expense. All costs and charges for the removal, care and storage thereof, if any, are a lien upon the Vehicle that may be enforced in accordance with the Repair and Storage Liens Act.

2. Re-locate Vehicle

Where any Vehicle is lawfully Parked pursuant to this By-law; however needs to be moved for emergency or maintenance purposes, a Municipal Law Enforcement Officer or Police Officer may cause it to be moved and re-located to a nearby location. All costs and charges for the re-location thereof, if any, will be paid by the authorized requestor and not the owner of the Vehicle. The authorized requestor shall also make reasonable efforts to inform the owner of the Vehicle of the Vehicle's relocation.

PART 3 MUNICIPAL PARKING FACILITIES

10. MUNICIPAL PARKING FACILITIES

1. The lands as set out in Schedule "XX" of this By-law are hereby set aside and established as Municipal Parking Facilities for the Parking of Vehicles.
2. The manner in which Parking is to be carried out in Municipal Parking Facilities shall be as prescribed in this By-law and it shall be an offence to Park in or on any Municipal Parking Facility in any manner other than as prescribed by the terms of this By-law.

11. AUTHORIZATION TO OPERATE MUNICIPAL PARKING FACILITIES

The Township Clerk and/or Council, for the purpose of controlling and regulating Parking in or on a Municipal Parking Facility and for the purpose of measuring and recording the time during which a Vehicle has been Parked and the amount of fee to be collected, is hereby authorized to:

1. Issue and establish procedures for the issuance of monthly Parking Permits for those Municipal Parking Facilities as set out in Schedule "XX" of this By-law;
2. Establish and operate reserved Parking Spaces; and
3. Designate Parking Spaces by lines or markings painted or placed upon the Parking surface of Municipal Parking Facilities.

12. TYPES OF MUNICIPAL PARKING FACILITIES

1. Reserved Parking Spaces:

In reserved Parking Spaces in Municipal Parking Facilities, Parking is restricted to those Vehicles or persons specified by the Authorized Signs posted beside or near such Parking Spaces.

13. SIGNS AND MARKERS

1. The "Roads Supervisor" is authorized to install in or on any Municipal Parking Facility Such Authorized Signs and markers or other devices as may be necessary for the safe and efficient operation of the Municipal Parking Facility.

14. THE PARKING OF VEHICLES IN ALL PARKING SPACES

1. In a Municipal Parking Facility or on Municipal Property, every person using a Parking Space therein shall Park completely within the Parking Space designated as such by lines or markings painted upon the surface of the Parking area, where such designated lines or markings exist.

PART 4 PARKING PERMITS AND PARKING REGULATIONS FOR ON-STREET AND MUNICIPAL PROPERTIES

15. PARKING PERMITS - GENERAL PROVISIONS

The Municipal Clerk or designate, is hereby authorized to issue Parking Permits for Municipal Parking Facilities, Municipal Properties and for Roadways.

1. The Municipal Clerk or designate is hereby authorized to add a premium monthly fee to a Parking Permit for a particular Municipal Parking Facility or Municipal Property.
2. A person may obtain from the Municipal Clerk or designate, one (1) Parking Permit per Parking Space to Park a Vehicle in a particular area that has been authorized for permit parking, for a specified amount of time upon payment of the prescribed fee as set out in Schedule "XX" of this By-law.
3. The rights attached to a Parking Permit are exclusive to the applicant for the Parking Permit in question and no person properly in possession of such Parking Permit shall use or permit the same to be used for any other Vehicle other than the Vehicle for which it was issued by the Municipal Clerk or designate.
4. The Municipal Clerk or designate, is further authorized to revoke a Parking Permit if the holder of that Parking Permit fails to ensure that the permit is used in the manner prescribed by this By-law and any fee paid therefore shall be forfeited to the Corporation of the Township of Brock.

16. RESIDENTIAL PARKING PERMITS

1. Municipal Clerk or designate is hereby authorized to issue Residential Parking Permits through the Neighbourhood On-Street Parking Program (NOSPP) authorizing a permit holder to Park a Vehicle on a Roadway in the Township of Brock, exempting that Vehicle from Section 8, 30.8 and 30.19 of this By-law upon payment of the prescribed fee as set out in Schedule "XXI" of this By-law. Neighbourhood On-Street Parking Program (NOSPP).
2. Permit holders of Residential Parking Permits must adhere to all other provisions of this By-law and the provisions of the NOSPP, including but not limited to adhering to all Authorized Signs and not Parking on a Roadway during a snow storm or before snow removal operations are completed. Permits will not be valid or issued between Dec 1st and March 31st of each calendar year.
3. The rights attached to a Residential Parking Permit are exclusive to the applicant for the Residential Parking Permit in question and no person properly in possession of such Residential Parking Permit shall use or permit the same to be used for any other Vehicle other than the Vehicle for which it was issued by the Municipal Clerk or designate.
4. The Municipal Clerk or designate further authorized to revoke a Residential Parking Permit if the holder of that Residential Parking Permit fails to ensure that the permit is used in the manner prescribed by this By-law and any fee paid therefore shall be forfeited to the Corporation of the Township of Brock.

17. PROHIBITIONS

No person shall Park a Vehicle at any time in any Municipal Parking Facility or on Municipal Property or on a Roadway:

1. Unless the Parking Permit or Residential Parking Permit, where applicable, is clearly displayed in the windshield and readable from the outside of the Vehicle or unless the Vehicle's license plate is clearly legible so that Municipal Law Enforcement Officers or police may verify whether payment has been made;
2. Without consent on Municipal Property;
3. With an invalid Parking Permit;
4. Between 12:00 am to 6:00 am as indicated on the Municipal Property by Authorized

Signs;

5. Outside the lines painted on the pavement designating a Parking Space;
6. If the Vehicle is Parked on any portion of the grass or sand adjacent to a Municipal Parking Facility or on Municipal Property;

PART 5 PRIVATE PROPERTY PARKING

18. ENFORCEMENT

1. The Municipal Clerk is authorized to permit enforcement of illegally parked Vehicles, on Private Property for such times and on such terms as are approved by the Clerk.
2. Private Property enforcement shall only be conducted on properties where the public has access (i.e. condominiums, apartments, shopping malls, plazas, retirement homes, etc.) whether by payment of a fee, permit or otherwise. The Township shall not enforce illegal Parking for single family or multi-family dwelling units.
3. Prior to enforcing illegal Parking on Private Property, Owners shall apply and sign an authorization form to grant the Township Officers and/or approved designates the right to enter onto their respective lands to enforce illegal Parking on their specific properties.
4. The Owners shall follow the Township's guidelines and requirements regarding the enforcement of illegal Parking on Private Property including posting the required Authorized Signs.
5. The Township reserves the right to refuse or cease enforcement on any property at anytime.

19. PROPERTY OWNERSHIP

If it is alleged in a proceeding that Part 5 of this By-law has been contravened, the oral or written evidence of a Municipal Law Enforcement Officer is receivable as proof, in the absence of evidence to the contrary, of the facts stated therein in respect of:

1. The ownership or occupancy of the Private Property;
2. The consent of the Owner for the Township's enforcement;
3. Whether any person is an "Owner" as defined in Part I of this By-law.

20. SIGNS

For the purposes of this Part, the Owner of a Private Property shall post Authorized Signs on the Private Property used for Parking a Vehicle, stating the regulations on which a Vehicle may be Parked or left on the Private Property.

21. PROHIBITIONS

No person shall Park a Vehicle at any time on any Private Property without the consent of the Owner of the property.

PART 6 FIRE ROUTE PARKING REGULATIONS

22. ENFORCEMENT

Despite Part 5 of this By-law, regarding Private Property, Municipal Law Enforcement Officers do not need authorization forms from the Owners of Private Property to enter onto their respective lands to enforce the provisions under Part 6.

23. PROHIBITIONS

1. No person shall Park or Stop a Vehicle on or in a Fire Route at any time.
2. No person, being the Owner of Private Property upon which a Fire Route is located shall fail to install or maintain Authorized Signs identifying the Fire Route and prohibiting Parking upon the Fire Route in the manner and form specified by the Fire Chief.
3. No person, being the Owner of a property on which a Fire Route is located, shall fail to maintain a Fire Route in good repair to allow safe passage of a fire truck.
4. No person, being the Owner of a property on which a Fire Route is located shall fail to keep the Fire Route clear of snow and ice.
5. No person, being the Owner of a property on which a Fire Route is located, shall fail to keep the Fire Route free and clear of obstructions.

PART 7 IDLING CONTROL PARKING REGULATIONS

24. ENFORCEMENT

Despite Part 5 of this By-law, regarding Private Property, Municipal Law Enforcement Officers do not need authorization forms from the Owners of Private Property to enter onto their respective lands to enforce the provisions under Part 7.

25. PROHIBITIONS

No person shall cause or permit a Vehicle to idle for more than one-minute (60 seconds) on a Highway, Private Property, Municipal Property or in a Municipal Parking Facility.

26. EXEMPTIONS

The one-minute (60 second) limit does not apply to the following situations, except where idling is substantially for the convenience of the operator of the Vehicle:

1. Emergency Vehicles while actually engaged in operational activities, including training and patient transfer activities;
2. A Vehicle that is stationary because of an emergency, traffic conditions, traffic control signals or mechanical difficulties over which the driver of the Vehicle has no control;
3. A Vehicle transporting a person who has in their possession a medical doctor's certificate stating that for medical reasons, the person requires the temperature or humidity to be maintained within a certain range and the idling of the vehicle is necessary to achieve that temperature or humidity level;
4. Mobile Work Vehicles while they are in the course of being used for their basic function;
5. Vehicles where idling is required as part of the repair process or to prepare the Vehicle for service;
6. Vehicles engaged in a parade or any other event authorized by the City; or
7. Vehicles which are operating on the travelled portion of a Drive-through lane.

PART 8 PARKING AND STOPPING ON A HIGHWAY

27. METHOD OF PARKING

1. General

All Vehicles, when Parking or Stopping, shall only Park or Stop a Vehicle on the Roadway, having regard to the direction of the normal flow of traffic.

28. LOADING ZONE AND LARGE VEHICLE LOADING ZONE RESTRICTIONS

1. A Loading Zone and Large Vehicle Loading Zone shall be designated by Authorized Signs.
2. The times and duration of the operation of the Loading Zones and Large Vehicle Loading Zones shall be indicated on the Authorized Signs.
3. No person shall Park a Vehicle in a Loading Zone exceeding the twenty (20) minute time limit as indicated by the Authorized Sign.
4. No person shall Park a Vehicle in a Large Vehicle Loading Zone unless the Vehicle is a Large Vehicle while actually engaged in loading or unloading merchandise during the time specified on the Authorized Sign.

29. EMERGENCY PARKING OR STOPPING RESTRICTIONS

Notwithstanding any other provisions of this By-law, the Chief of Police, Fire Chief, or the designate during an emergency or special circumstance may:

1. Prohibit any or all Parking on a Highway within the area affected by an emergency or special circumstance;
2. Authorize the erection of "No Parking" or "No Stopping" signs, traffic control devices or traffic signals;
3. Decide that any Vehicle already Parked shall be relocated, pursuant to Section 10.2 of this By-law.

30. PARKING PROHIBITIONS

Unless specifically permitted by other provisions of this By-law or permitted by Authorized Signs, no person shall Park any Vehicle at any time on any Highway:

1. That is parked facing the wrong way (left wheels to curb) having regard to the direction of the normal flow of traffic;
2. As to obstruct any portion of a Sidewalk;
3. On any portion of a Boulevard;
4. In front of or within one (1) metre of any entrance to a Driveway or laneway, so as to prevent egress or ingress;
5. Within three (3) metres of a fire hydrant;
6. In a manner that obstructs traffic or Bicycle Lane;
7. On a shoulder of a Roadway;
8. Exceeding five (5) hour limit on a Roadway and which has not been moved a distance of at least twenty-five (25) metres from its original parking location;
9. Exceed three (3) hour limit on a Roadway in posted areas and which has not been moved a distance of at least twenty-five (25) metres from its original parking location;

10. If that Vehicle is a Large Vehicle on any residential Roadway unless it is actively engaged in making a delivery;
11. During a snow storm or before snow removal operation is completed on the Roadway (interfere with snowplow);
12. Within nine (9) metres of an Intersection;
13. In any curved portion of a Roadway obstructing sight-lines;
14. Where there are Authorized Signs clearly indicating prohibited Parking on a particular Highway at any time or any day of the week or during specified times or days of the week, unless the Authorized Sign permits Parking at that particular time;
15. Where there are Authorized Signs clearly indicating prohibited Stopping in an emergency area;
17. If that Vehicle is un-plated or immobile;
18. Outside the lines painted on the pavement that designates a Parking Space.
19. Between 12:00 am to 6:00 am, any day of the week;

31. STOPPING PROHIBITIONS

Unless otherwise permitted in this By-law or permitted by Authorized Signs, no person shall Stop a Vehicle at any time on any Highway:

1. As to obstruct any portion of a Crosswalk or Pedestrian Pathway;
2. Within fifteen (15) metres of either side of a Bus Stop;
3. Where there are Authorized Signs clearly indicating prohibited Stopping on a particular Highway at any time or any day of the week or during specified times or days of the week, unless the Authorized Sign permits Stopping at that particular time;
4. Where there are Authorized Signs indicating a Loading Zone for a School Bus;
5. In a manner that obstructs the use of Parking Space where an Authorized Signs is displayed;
6. On or within one hundred (100) metres of a bridge that is over, under or across which the Highway passes;
7. On or within three (3) metres of a railway crossing;
8. In front of or within fifteen (15) metres of either side of any Fire Station on the same side of the Highway as the Fire Station;
9. Within forty five (45) metres from a point in the curb or edge of Roadway directly opposite the centre point of the fire hall on the opposite side of the Highway from the Fire Station; or
10. Within fifty (50) metres of an Intersection on a Highway.

PART 9 ACCESSIBLE PARKING REGULATIONS

32. ACCESSIBLE PARKING SPACES, REGULATIONS AND PERMITS

1. Every owner or operator of a Public Parking Area shall provide Accessible Parking Spaces for the exclusive use of Vehicles operated by or conveying a Person With A Disability upon which Vehicles shall be properly displayed an Accessible Parking Permit as provided for in this By-law.
2. The minimum number of Accessible Parking Spaces, which must be provided, shall be calculated in accordance with the Townships Zoning By-law, as amended.
3. Subsection 2 does not apply to an owner or operator of a Public Parking Area which was in compliance with the requirements of the Township of Brock Zoning By-law, as amended, or is otherwise in compliance with the requirements of the Planning Act.

33. REQUIREMENTS AND SPECIFICATION FOR DESIGNATED ACCESSIBLE PARKING SPACES

Every owner or operator of a Public Parking Area shall ensure that the Accessible Parking Spaces shall:

1. Comply with the Township's Zoning By-law, as amended;
2. Be located so as to be readily accessible to a Person With A Disability, whether via curb ramp, depressed curb or other means and where the Public Parking Area is intended to serve a particular building or complex, located within easy access of said building or complex;
3. Be identified by an Accessible Parking Sign located upright on a permanent post, pillar, wall or other permanent structure, conforming to the requirements or regulations made under the *Highway Traffic Act*.

34. RESPONSIBILITY OF MAINTAINING ACCESSIBLE PARKING SPACES

Every owner or operator of a Public Parking Area shall ensure that Accessible Parking Spaces as required, shall be:

1. Kept free and clear from obstructions;
2. Kept free and clear of snow, ice and slush;
3. Maintained to the same standards as all other Parking Spaces in the same Public Parking Area.

35. ACCESSIBLE PARKING SIGNS

1. Accessible Parking Signs referred to in this By-law shall comply with regulations made under the *Highway Traffic Act*.
2. Accessible Parking Signs shall be mounted on a permanent post, pillar, wall or other permanent structure, conforming to the requirements or regulations made under the Highway Traffic Act and shall be:
 - (a) At a minimum height of one and a half (1.5) metres or 1,500 millimetres from grade to the centre line of the sign;
 - (b) At a maximum height of two and a half (2.5) metres or 2,500 millimetres from grade to the centre line of the sign;
 - (c) Directly in front of the Accessible Parking Space, midway between the lateral limits of the Accessible Parking Space, so as not to block Vehicle or passenger access and;

(d) Within three (3) metres or 3,000 millimetres of the front of the Accessible Parking Space.

3. Every owner or operator of each Public Parking Area in which Accessible Parking Signs are located, pursuant to this By-law, shall be responsible for the procurement, installation and maintenance of said Accessible Parking Signs and for ensuring that said Accessible Parking Signs comply with regulations made under the *Highway Traffic Act* and with the provisions under this By-law.

36. PROHIBITIONS FOR ACCESSIBLE PARKING

1. No person shall Park a Vehicle in an Accessible Parking Space unless a valid Accessible Parking Permit is properly displayed upon the Vehicle ensuring that the permit number and expiry date are clearly visible.
2. No owner or operator of a Public Parking Area shall fail to provide the required number of Accessible Parking Spaces pursuant to Section 6 of this By-law.
3. No owner or operator of a Public Parking Area shall fail to provide an Accessible Parking Space that does not meet the requirements under Section 6 of this By-law.
4. No owner or operator of a Public Parking Area shall fail to maintain an Accessible Parking Space pursuant to Section 8 of this By-law.
5. No owner or operator of a Public Parking Area shall fail to provide Accessible Parking Signs pursuant to the requirements under Section 9 of this By-law.

PART 10 PARKING EXEMPTIONS

37. PARK LONGER THEN 3 HOURS OR 5 HOURS EXEMPTION

Notwithstanding any other provision of this By-law, an exemption from 3 Hour and 5 Hour Parking, may be granted to the owner of any Vehicle to Park at a Municipal Parking Facility or on the Roadway without being subject to a parking infraction for the maximum time allowed, provided the vehicle does not park more than 24 hours:

1. Where the Vehicle clearly displays a valid Accessible Parking Permit;
2. Where the Vehicle displays a Parking Permit issued to a Veteran by the Corporation of the Township of Brock;
3. Where the Vehicle displays a licence plate issued to a Veteran by the Ministry of Transportation;
4. On a Statutory Holiday or Declared Holiday.

38. 5-HOUR LIMIT AND 12:00AM-6:00AM EXEMPTION

Notwithstanding any other provision of this By-law, an exemption from sections 30.8 and 30.9 of this By-law may be granted based on the following:

1. An individual submits a request for an exemption for a specific Vehicle licence plate, excluding Recreational Vehicles, on a specific street and for a specific time period; and
2. The request is received by the Township prior to the Vehicle Parking on the Highway; and
3. The Vehicle license plate in question has not requested more than 15 days of exemptions within one calendar year.

39. LARGE VEHICLE EXEMPTION FOR RECREATIONAL VEHICLE (RV)

Notwithstanding any other provision of this By-law, an exemption from section 30.10 regarding Large Vehicles of this By-law may be granted to Recreational Vehicles (RVs, tourist trailer, motorized mobile home, truck camper or similar vehicle), based on the following:

1. An individual submits a request for an exemption and temporary use permit for a specific Recreational Vehicle licence plate, on a specific street and for a specific time period; and
2. The request is received by the Township of Brock prior to the Recreational Vehicle Parking on the Highway; and
3. The Recreational Vehicle license plate in question has not requested more than 15 days of exemptions within one calendar year.

40. 12:00AM - 6:00AM PARKING EXEMPTION IN NEIGHBOURHOOD ON-STREET PARKING PROGRAM (NOSPP) AREAS

Notwithstanding any other provision of this By-law, Parking on streets shall be permitted through the Neighbourhood On-Street Parking Program (NOSPP) between the hours of 12:00am - 6:00 am based on the following:

1. Residents of the Township of Brock may request specific Roadways to have the NOSPP designation by formal application to the Clerk;
2. The Clerk may approve specific Roadways for the NOSPP designation;

41. COMMENCEMENT

This By-law shall come into force and take effect on February 1st, 2020.

43. REPEAL OF BY-LAWS

By-Law Number 957-88-PP as amended is repealed, excluding Schedules on the date this By-law takes effect.

SCHEDULE "A"
MUNICIPAL LOT OVERNIGHT PARKING PERMIT RATES AND FEES

BEAVERTON AREA

PARKING FACILITY LOCATION	PARKING FEES MONDAY TO FRIDAY 12AM-6AM		FACILITY USE	
	Temporary (3 day max)	Month	Free Parking	Daily and Monthly Permit Parking
Beaverton Fair Grounds / Beaverton Arena Main St. W, Beaverton	\$10 (day)	\$30	All week, 6:01am to 11:59 pm. Holidays & Month of December	All Week, 12am to 6am Temporary and Monthly Permit
Beaverton Harbour Parking (South) Simcoe St., Beaverton	\$10 (day)	\$30	All week, 6:01am to 11:59 pm. Holidays & Month of December	All Week, 12am to 6am Temporary and Monthly Permit
Beaverton Harbour Parking (North) Victoria St. Beaverton	\$10 (day)	\$30	All week, 6:01am to 11:59 pm. Holidays & Month of December	All Week, 12am to 6am Temporary and Monthly Permit
Bay Street Municipal Lot	\$10 (day)	\$30	All week, 6:01am to 11:59 pm. Holidays & Month of December	All Week, 12am to 6am Temporary and Monthly Permit
Beaverton Library Municipal Lot John Street, Beaverton	N/A		All week, 6:01am to 11:59 pm. Holidays & Month of December	No overnight parking permitted
Beaverton Town Hall Lot Osborne St., Beaverton	N/A		All week, 6:01am to 11:59 pm. Holidays & Month of December	No overnight parking permitted

CANNINGTON AREA

PARKING FACILITY LOCATION	PARKING FEES MONDAY TO FRIDAY 12AM-6AM		FACILITY USE	
	Temporary (3 day max)	Month	Free Parking	Daily and Monthly Permit Parking
Municipal Lot Laidlaw St. N/Cameron St	\$10 (day)	\$30	All week, 6:01am to 11:59 pm. Holidays & Month of December	All Week, 12am to 6am Temporary and Monthly Permit
Municipal Lot Laidlaw St. S/Cameron St	\$10 (day)	\$30	All week, 6:01am to 11:59 pm. Holidays & Month of December	All Week, 12am to 6am Temporary and Monthly Permit

Municipal Lot / GO Cameron St. W/ Anne St	\$10 (day)	\$30	All week, 6:01am to 11:59 pm. Holidays & Month of December	All Week, 12am to 6am Temporary and Monthly Permit
MacCleod Park/Rick McLeish Memorial Arena Peace Street	\$10 (day)	\$30	All week, 6:01am to 11:59 pm. Holidays & Month of December	All Week, 12am to 6am Temporary and Monthly Permit

SUNDERLAND AREA

PARKING FACILITY LOCATION NAME AND ADDRESS	PARKING FEES MONDAY TO FRIDAY 12AM-6AM		FACILITY USE	
	Temporary (3 day max)	Month	Free Parking	Daily and Monthly Permit Parking
Municipal Lot Church St. North and Park	\$10 (day)	\$30	All week, 6:01am to 11:59 pm. Holidays & Month of December	All Week, 12am to 6am Temporary and Monthly Permit
Sunderland Arena	\$10 (day)	\$30	All week, 6:01am to 11:59 pm. Holidays & Month of December	All Week, 12am to 6am Temporary and Monthly Permit
Sunderland Town Hall Parking Church and River	N/A	N/A	All week, 6:01am to 11:59 pm. Holidays & Month of December	No Overnight Parking Permitted

SCHEDULE "B"
RESIDENTIAL NEIGHBOURHOOD ON-STREET PARKING PROGRAM (NOSPP)
PARKING PERMIT RATES AND FEES

SCHEDULE "C"
INFRACTION FEES – PROVINCIAL AND ADMINISTRATIVE MONETARY PROGRAM

NO	CONTRAVENTION	SECTION	PENALTY
1			
2	Park in an accessible parking space without a valid permit		\$300
3	Park in Prohibited Area		
4	Park on any portion of boulevard		
5	Park Longer than 3 hours		
6	Park within 3-metre of fire hydrant		
7	Park without consent on private property		
8	Park without consent on municipal property	19.2	\$46
9	Park facing wrong way on roadway / Left wheels to curb		
10	Park obstructing removal of another vehicle traffic		
11	Park heavy vehicle on residential street		
12	Stop / Park obstructing any portion of sidewalk / footpath		
13	Park so as to interfere with traffic / snow removal		
14	Stopped within 15-metres school pedestrian crossover / bus stop		\$46
15	Stop alongside parked vehicle		
16	Park with an invalid permit		
17	Park with a residential parking permit contrary to permit rules		
18	Park in front of or within 1-metre of driveway or laneway		
19	Park or stop on or in fire route at anytime		
20	Park between 12am - 6am on municipal property		
21	Park on grass or sand on municipal property		
22	Park idling vehicle exceeding 1-minute		
23	Park exceeding 20-minute limit in vehicle loading zone		
24	Park in large vehicle loading zone contrary to By-law		
25	Park on shoulder of roadway		
26	Park exceeding 5-hour limit on roadway within a 25-metre distance		
27	Park between 1am-6am		
28	Park within 9-meters of an intersection		
29	Park in any curved portion of a roadway obstructing sight-lines		
30	Park in signed emergency prohibited stopping area		
31	Park vehicle that is un-plated or immobile		
32	Park in a manner that obstructs traffic or Bicycle Lane		
33	Park outside lines designating a parking space		

Schedule "D"

Downtown Core Areas for 3-hour Parking

Beaverton

Cannington

Sunderland

Corporate Services Committee



Town of Whitby
Office of the Town Clerk
 575 Rossland Road East, Whitby, ON L1N 2M8
 www.whitby.ca

Date:	05/11/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW - CS - Consent
Copies to:	

October 31, 2019

Re: Single Use Recyclables

Please be advised that at a meeting held on October 28, 2019, the Council of the Town of Whitby adopted the following as Resolution # 306-19

Whereas in June 2019 the Government of Canada announced the ban of single-use plastics that cause harm by 2021 and efforts to develop consistent Extended Producer Responsibility (EPR) programs across Canada;

Whereas in 2016 the Province of Ontario promulgated the Resource Recovery and Circular Economy Act (RRCEA);

Whereas the RRCEA contains provisions to require the producers of packaging to reduce the generation of plastic waste, promote better types of plastics, encourage the use of more sustainable alternatives to single-use plastics and to ban the use of unnecessary plastic packaging;

Whereas in fall of 2019 the Minister of MECP instructed both SO and RPRA to move towards wind down the Blue Box Program Plan for a full EPR program, to be implemented starting January 1, 2023;

Whereas the Province is engaging AMO, municipalities, producers and other stakeholders, in a consultation process to finalize the new Blue Box EPR regulation by summer of 2020; and,

Whereas Council, at its September 23, 2019 Council meeting, requested Staff to report back with a phased in plan to ban single use plastics in Q1 2020, which will include an evaluation of the use of single-use plastics in Town of Whitby facilities and Town sponsored community events, and the legal standing of the Town to impose such a ban on businesses.

Therefore, be it resolved that Council of Town of Whitby directs staff to:

Recommendation: That communication no. 2199/19 be received for information

1. Work in collaboration with the Region of Durham to ensure that all consumer packaging, including coffee pods and single use plastics, are covered by the new Blue Box EPR regulation;
2. Ensure the new Blue Box EPR system consider all residents living within the Town of Whitby, including those in multi-residential homes, have access to the new BB program established through the new EPR regulation;
3. Invite Regional staff to provide a presentation to the Council of the Town of Whitby outlining the planned timelines and implementation of the various EPR programs and their impact to the Region; and,
4. Provide a copy of this resolution to the Province of Ontario Ministry of Environment, Conservation and Parks, Association of Municipalities of Ontario, Regional Municipality of Durham and all lower tier municipalities within Durham Region.

Should you require further information, please do not hesitate to contact the Public Works Department at 905.430.4307.



Kevin Narraway
Manger of Legislative Services/Deputy Clerk

Copy: S. Beale, Commissioner of Public Works

Honourable Jeff Yurek, Minister of Environment, Conservation and Parks –
jeff.yurek@pc.ola.org

Association of Municipalities of Ontario (AMO) - amo@amo.on.ca

Ralph Walton, Regional Clerk, Regional Municipality of Durham -
clerks@durham.ca

N. Cooper, Director of Legislative and Information services, Town of Ajax –
Nicole.cooper@ajax.ca

B. Jamieson, Township of Brock - bjamieson@townshipofbrock.ca

A. Greentree, Municipal Clerk, Municipality of Clarington - clerks@clarington.net

M. Medeiros, City Clerk, City of Oshawa - mmedeiros@oshawa.ca

S. Cassel, City Clerk, City of Pickering – clerks@pickering.ca

J. Newman, Municipal Clerk, Township of Scugog - jnewman@scugog.ca

D. Leroux, Clerk, Township of Uxbridge - dleroux@town.uxbridge.on.ca

Becky Jamieson

From: Delegations (MMA) <Delegations@ontario.ca>
Sent: Thursday, October 31, 2019 11:44 AM
To: Delegations (MMA)
Subject: Municipal Delegations at ROMA 2020 Conference

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Date:	11/11/2019
Refer to:	Not Applicable
Meeting Date:	November 18, 2019
Action:	null
Notes:	COW - CS - Consent
Copies to:	

Hello/ Bonjour,

Please be advised that the Municipal Delegation Request Form for the Rural Ontario Municipal Association 2019 Annual Conference is available online. Information about delegations and a link to the form are available here: [English](#). The deadline to submit requests is **Monday December 2, 2019**.

Le formulaire pour demander une rencontre avec le ministères pour le Congrès annuel de la ROMA (Rural Ontario Municipal Association) 2019 est disponible en ligne. Pour plus d'information sur les délégations et le formulaire, veuillez suivre le lien suivant : [French](#). Date limite pour présenter une demande: **lundi 2 décembre 2019**.

Thank you/ Merci

Other Business



The Corporation of the Township of Brock

**Schedule of Council and Committee Meetings
For the Year 2020**

Municipal Administration Building
1 Cameron Street East, Cannington, Ontario L0E 1E0
Telephone: (705) 432-2355

Meeting Date	Meeting Details	Meeting Time
Monday, January 6, 2020	Committee of the Whole	9:30 a.m.
Monday, January 6, 2020	Statutory Public Meetings*	6:30 p.m.
Monday, January 13, 2020	Special Council Education Session*	4:30 p.m.
Monday, January 27, 2020	Council	6:30 p.m.
Monday, February 3, 2020	Committee of the Whole	9:30 a.m.
Monday, February 3, 2020	Statutory Public Meetings*	6:30 p.m.
Monday, February 10, 2020	Council	6:30 p.m.
Monday, March 2, 2020	Committee of the Whole	9:30 a.m.
Monday, March 2, 2020	Statutory Public Meetings*	6:30 p.m.
Monday, March 9, 2020	Special Council Education Session*	4:30 p.m.
Monday, March 16, 2020	Committee of the Whole	9:30 a.m.
Monday, March 23, 2020	Council	6:30 p.m.
Monday, April 6, 2020	Committee of the Whole	9:30 a.m.
Monday, April 6, 2020	Statutory Public Meetings*	6:30 p.m.
Monday, April 13, 2020	Special Council Education Session*	4:30 p.m.
Monday, April 20, 2020	Committee of the Whole	9:30 a.m.
Monday, April 27, 2020	Council	6:30 p.m.
Monday, May 4, 2020	Committee of the Whole	9:30 a.m.
Monday, May 4, 2020	Statutory Public Meetings*	6:30 p.m.

If this document is required in an alternate format upon request.
Please contact the Clerk's Department at 705-432-2355.

Monday, May 11, 2020	Special Council Education Session*	4:30 p.m.
Monday, May 25, 2020	Council	6:30 p.m.
Monday, June 1, 2020	Committee of the Whole	9:30 a.m.
Monday, June 1, 2020	Statutory Public Meetings*	6:30 p.m.
Monday, June 8, 2020	Special Council Education Session*	4:30 p.m.
Monday, June 15, 2020	Committee of the Whole	9:30 a.m.
Monday June 22, 2020	Council	6:30 p.m.
Monday, July 6, 2020	Statutory Public Meetings*	6:30 p.m.
Monday, July 20, 2020	Committee of the Whole	9:30 a.m.
Monday, August 3, 2020	Statutory Public Meetings*	6:30 p.m.
Monday, August 10, 2020	Council	6:30 p.m.
Monday, September 14, 2020	Statutory Public Meetings*	6:30 p.m.
Monday, September 14, 2020	Special Council Education Session*	4:30 p.m.
Monday, September 21, 2020	Committee of the Whole	9:30 a.m.
Monday, September 28, 2020	Council	6:30 p.m.
Monday, October 5, 2020	Committee of the Whole	9:30 a.m.
Monday, October 5, 2020	Statutory Public Meetings*	6:30 p.m.
Monday, October 19, 2020	Committee of the Whole	9:30 a.m.
Monday, October 26, 2020	Council	6:30 p.m.
Monday, November 2, 2020	Committee of the Whole	9:30 a.m.
Monday, November 2, 2020	Statutory Public Meetings*	6:30 p.m.
Monday, November 9, 2020	Special Council Education Session*	4:30 p.m.
Monday, November 16, 2020	Committee of the Whole	9:30 a.m.
Monday, November 23, 2020	Council	6:30 p.m.
Monday, December 7, 2020	Committee of the Whole	9:30 a.m.
Monday, December 7, 2020	Statutory Public Meetings*	6:30 p.m.
Monday, December 14, 2020	Council	6:30 p.m.

*These meetings will only be held if required

If this document is required in an alternate format upon request.
Please contact the Clerk's Department at 705-432-2355.