

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

Session Two

Monday, February 03, 2020

- 1. Call to Order & Moment of Silence – 9:30 a.m.**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Adoption of Minutes**
 - 1) 1st Meeting – January 6, 2020
 - 2) 1st Meeting – Closed Session – January 6, 2020
- 4. Announcements from Council and Staff**
- 5. Presentations**
- 6. Delegations**
 - 1) Lois Shaw and Pat Rose from 100 Women Who Care in Brock Township – Information about the organization, charities we support, and to request the use of one of the Township facilities
 - 2) Loretta Fernandes-Heaslip, Brock CHC and Erica Muga, March of Dimes Canada – The Move, Groove and Improve (MGI) Program
 - 3) Carole Roberts – Downtown bench program
- 7. Sub-Committees**

Finance Committee

a) Consent Agenda

- 49** Alicia Bagshaw – Report: 2020-COW-02, Outdoor Movies

Resolution

That committee receive this report for information; and that committee authorize staff to proceed with a one-time capital purchase of the appropriate equipment at a cost of \$6000.

- 63** MPAC – Memo – 2019 Year-End Assessment Report

Resolution

That the communication no. 63 be received for information and filed.

- 67** Laura Barta – Report: 2020-COW-13, Financial Disclosure Requirements - Ontario Regulation 284/09

Resolution

That staff report No. 2020-COW-13, Financial Disclosure Requirements - Ontario Regulation 284/09 be received; And further that, this Committee recommends to Council the approval and adoption of the compliance

report for excluded expenses outlined herein as a requirement of Ontario Regulation 284/09 under the Municipal Act, 2001.

- 68 Rick Harrison – Report: 2020-COW-12, Cost Recovery (Fees) with Respect to Fire Department Specific Response By-law

Resolution

That staff report 2020-COW-12, Cost Recovery (Fees) with Respect to Fire Department Specific Response be received; And further that, this committee recommends to Council the approval and adoption of the Cost Recovery (Fees) with Respect to Fire Department Specific Response By-Law.

- 69 Corporation of the Municipality of Clarington – Endorsement of Township of Brock’s Resolution re: Announcement by the Minister of Municipal Affairs and Housing Aligning Provincial and Municipal Fiscal Years

Resolution

That the communication no. 69 be received for information and filed.

- 76 Becky Jamieson – Report: 2020-COW-09, Fees By-law – Schedule B – Cemetery Fees

Resolution

That Report 2020-COW-09 Fees By-law — Schedule B — Cemetery Fees be received for information; and That Committee direct staff to bring forward the suitable by-law to amend By-Law Number 2420-2012-FI to include the proposed “Schedule B” as contained within Attachment No. 2.

- 93 Laura Barta – Report: 2020-COW-18, 2020 Debenture Status

Resolution

That staff Report No. 2020-COW-18, 2020 Debenture Status be received; And further that, this Committee recommends to Council the approval of a ten-year extension of the Sunderland Fire Hall debenture debt by requesting the Region of Durham reissue the debenture in the amount of \$1,000,000.

b) Items Extracted from Consent Agenda

c) Other Business

Public Works, Facilities & Parks Committee

a) Consent Agenda

- 54 Gerry Lodwick – Harold Lodwick Fund Run: October 31, 2020 – Use of Fairgrounds

Resolution

That the request contained in communication no. 54 be approved.

- 70 Corporation of the Municipality of Clarington – Resolution re: Emerald Ash Borer Funding Assistance

Resolution

That communication no. 70 be received for information and filed.

- 85 Paul Lagrandeur – Report: 2020-COW-16, Clean Equipment Protocol for Summer Road Equipment

Resolution

That staff Report No. 2020-COW-16, Clean Equipment Protocol for Summer Road Equipment be received; And further, this Committee approve the recommendations outlined for clean equipment protocol.

- 91 Sarah Cowley – Naturalizing Berm in Beaverton Fairgrounds Park

Resolution

That communication no. 91 be referred to staff for a report for May 2020.

- 119 Judy Mitchell-Wilson, President Beaverton Horticultural Society – Looking to partner in an environmentally friendly project with a likeminded organization

Resolution

That communication no. 119 be referred to staff for a short report to advise of potential projects.

b) Items Extracted from Consent Agenda

c) Other Business

Building, Planning & Economic Development Committee

a) Consent Agenda

- 14 City of Pickering, Corporate Services Department – Resolution re: Climate Change Emergency Declaration

Resolution

That communication no. 14 be received for information and filed.

- 41 Richard Ferguson – Report: 2020-COW-01, Building Department – 4th Quarterly Report 2019

Resolution

That the Committee of the Whole receive this report for information.

- 53 Christine Dukelow – Beaverton Special Events: Water table service

Resolution

That communication no. 53 be referred to staff for a report.

- 59 Kawartha Conservation – Kawartha Conservation 2020 Preliminary Budget

Resolution

That communication no. 59 be received for information and filed.

- 64 Stacey Jibb, Region of Durham – Building Rural Ontario Together: New Intake of the RED Program announced

Resolution

That communication no. 64 be received for information and filed.

b) Items Extracted from Consent Agenda

c) Other Business

Tourism, Heritage & Recreation Committee

a) Consent Agenda

- 58 Manilla Hall Board of Management – Minutes – November 20, 2019

Resolution

That the Manilla Hall Board of Management meeting minutes dated November 20, 2019 be approved.

- 117 Alicia Bagshaw & Becky Jamieson – Report: 2020-COW-19, Summer Day Camp 2020

Resolution

That Report 2020-COW-19 Summer Day Camp 2020 be received for information; and That Committee authorize staff to proceed with running day camp exclusively in Beaverton for 2020, along with offering before and after day camp care; and That the Committee authorize hiring a Summer Day Camp Coordinator.

b) Items Extracted from Consent Agenda**c) Other Business****Protection Services Committee****a) Consent Agenda**

- 66 Rick Harrison – Report: 2020-COW-11, 2019 Fire Department Statistics

Resolution

That staff Report No. 2020-COW-11, 2019 Fire Department Statistics be received for information and filed.

- 82 Becky Jamieson – Report: 2020-COW-04, 2019 Annual Status Report – Multi Year Accessibility Plan 2017-2021

Resolution

That Committee receive Report 2020-COW-04 2019 Annual Status Report — Multi-Year Accessibility for information; and That the 2019 Annual Report as contained in Attachment No. 1 be posted on the Township's website.

- 84 Brock Accessibility Advisory Committee – Minutes – November 19, 2019

Resolution

That the Brock Accessibility Advisory Committee meeting minutes dated November 19, 2019 be approved.

- 108 Durham Region – 2018 Durham Region Accessibility Report

Resolution

That communication no. 108 be received for information and filed.

b) Items Extracted from Consent Agenda**c) Other Business****Corporate Services Committee****a) Consent Agenda**

- 26 Beaverton Thorah Health Centre Board – Minutes – April 30, 2019

Resolution

That the Beaverton Thorah Medical Centre Board meeting minutes dated April 30, 2019 be approved.

- 33 Sunderland Lions Club – Special Occasion Permit for Sunderland Memorial Arena – Blue Rodeo Fundraising Event: Requesting exemption to the Township's Municipal Alcohol Policy

Resolution

That the request contained in communication no. 33 be approved.

- 42 Guy Giorno, Integrity Commissioner – Request for Advice File RFA-2020-01 (Township of Brock) re: Michael Jubb

Resolution

That communication no. 42 be received for information and filed.

- 52 ADR Chambers Ombuds Office – Strezos Complaint against the Township of Brock (Complaint reference number MUN-124-0317)

Resolution

That communication no. 52 be received for information and filed.

- 57 Beaverton Thorah Health Centre Board – Minutes – December 3, 2019

Resolution

That the Beaverton Thorah Health Centre Board meeting minutes dated December 3, 2019 be approved.

- 74 Becky Jamieson – Report: 2020-COW-07, Beaverton Thorah Health Centre Board of Management Terms of Reference

Resolution

That Report 2020-COW-07 Beaverton Thorah Health Centre Board of Management Terms of Reference be received for information; and That the Beaverton Thorah Health Centre Board of Management Terms of Reference be approved.

- 75 Becky Jamieson – Report: 2020-COW-03, Registering or Patenting the Brock “Breathe It In” Logo

Resolution

That Report 2020-COW-03 Registering or Patenting the Brock “Breathe It In” Logo be received for information; Further, that staff be requested to proceed with registering the logo as an Official Mark and that the costs associated with this be financed through Committed Projects Reserve; and, Further, that any legal fees associated with this project be financed through Clerk’s legal.

- 114 Robert J. Lamb – Report: 2020-COW-17, Three to Six Months Priorities Report

Resolution

That Report No 2020-COW-17 on the next three to six-month priorities of the Chief Administrative Officer (CAO) be received.

b) Items Extracted from Consent Agenda

c) Other Business

- 87 Robert J. Lamb – Activity Report from December 2, 2019 to January 21, 2020

8. Other Business

9. Closed Session

- 83 Becky Jamieson – Report: 2020-COW-05, Council Compensation Review Committee (CCRC)

Pursuant to Section 239(2)(b) of the Municipal Act, 2001 to discuss personal matters about an identifiable individual.

- 123 Becky Jamieson – Report: 2020-COW-08, Council Composition and Ward Boundary Review

Pursuant to Section 239(2)(i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position

or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

[124](#) Becky Jamieson – Report: 2020-COW-06, Non-Profit Sector Review Committee (NPSRC)

Pursuant to Section 239(2)(b) of the Municipal Act, 2001 to discuss personal matters about an identifiable individual.

10. Public Questions & Clarification

11. Adjournment

The Corporation of the Township of Brock
Committee of the Whole Minutes - Draft
Municipal Administration Building

Session One

Monday, January 6, 2020

The First Meeting of the Committee of the Whole of the Township of Brock, in the Regional Municipality of Durham, was held on Monday, January 6, 2020, in the Municipal Administration Building Council Chamber.

Members present: Mayor: Debbie Bath-Hadden
Regional Councillor: W.E. Ted Smith
Councillors: Michael Jubb
Claire Doble
Cria Pettingill
Lynn Campbell

Members absent: Councillor: Walter Schummer (regrets)

Staff Members present: Deputy Clerk Deena Hunt
(recording the minutes)
Clerks Assistant Lesley Donnelly
CAO Robert Lamb
Treasurer Laura Barta

1. Call to Order and Moment of Silence

Mayor Bath-Hadden called the meeting to order at 9:30 a.m.
Committee paused for a moment of meditation and personal reflection.

2. Disclosure of Pecuniary Interest and Nature Thereof

None

3. Adoption of Minutes

(1) 6th Committee of the Whole – December 2, 2019

Resolution Number 1-1

MOVED BY W.E. Ted Smith that the minutes of the 6th meeting of the Committee of the Whole as held on December 2, 2019, be adopted as typed and circulated.

MOTION CARRIED

4. Announcements from Council and Staff

Mayor Bath-Hadden wished everyone a Happy New Year expressing gratitude to staff and Council for their efforts in 2019. She expressed excitement for the new improvements coming to the administration building as a result of the modernization funding.

Mayor Bath-Hadden advised that the Region has updated the Traffic and Parking By-law benefitting Brock with an all-way stop at Cameron and Laidlaw Streets, and the Region continues to monitor River Street in Sunderland and downtown Beaverton. She advised that the speed limit on Simcoe Street in Beaverton is to be reduced to 60 km/h from Concession 5 to 1.2 km east of Highway 12. She advised that there will be an expansion to the current Community Safety Zone on Regional Road 12 in Cannington to accommodate the installation of automated equipment. She advised that the Beaverton water supply plant will receive \$2.9 million in upgrades in 2021, the Lake Simcoe treatment plant will receive \$3.5 million in upgrades in 2020, and an exemption has been granted for Beaverton's Mill Park garden with respect to the Regional hydrant watering permit system. She advised that Metrolinx is cancelling the Go Bus service on Highway 12 due

to low ridership after 15 years of service noting that Durham Region Transit's On Demand Service could be utilized.

Mayor Bath-Hadden advised that the first Mayor's Roundtable discussion session for the public is scheduled for 7:00 p.m. at the Sunderland arena tomorrow evening and future roundtables will be scheduled throughout the Township.

Mayor Bath-Hadden advised that a fundraiser is scheduled for Saturday, January 18 at 7:00 p.m. at the Udora Community Hall for the McMann family noting that she could be contacted for tickets which are \$10.

Councillor Jubb advised that the Beaverton Thorah Eldon Historical Society is hosting a Robbie Burns dinner on January 18, 2019 at the Beaverton Legion and tickets are \$30 available at Maxine's in Beaverton or through him.

5. Presentations

None

6. Hearing of Delegations

- (1) Ms. Katie Probst – Designating the Township of Brock as a Blue Community

Ms. Katie Probst provided a handout to Committee members and advised that the Blue Community project is a joint venture with the Council of Canadians and C.U.P.E. to treat water as a common good that is shared by everyone and the responsibility of all. She advised that the project encourages municipalities to adopt a water commons framework by:

- recognizing that water and sanitation is a human right
- banning or phasing out the sale of bottled water in municipal facilities and events
- promoting publicly financed, owned, and operated water and wastewater services

Ms. Probst advised that the first resolution necessary to commence with a Blue Community is to recognize water/sanitation as a human right which means that those services could not be withheld from any resident and the Township would work with the resident to remediate financial matters. She advised that the Township would be encouraged to call upon the Federal and Provincial governments to enshrine the human rights to water and sanitation within their laws and request the Government of Canada to develop a national plan to implement the human rights to water and sanitation.

Ms. Probst advised that a second resolution would address the banning of single use water bottles within municipal facilities and, instead, provide municipal tap water in jugs for municipal events. She noted that staff have advised her that this process has already commenced.

Ms. Probst advised that a final resolution would state that the Township opposes the privatization of water and wastewater treatment infrastructure and services, and request the federal government to invest in a national water and wastewater infrastructure fund. She advised that, should the resolutions be adopted, a Water Watch Committee would be required in Brock with members of the public and C.U.P.E.

There was discussion with respect to Ms. Probst requesting a delegation before the Region of Durham as water services fall under the jurisdiction of the Region and for staff to provide a report on the subject.

The CAO advised that this topic could be addressed during budget discussions.

Resolution Number 2-1

MOVED BY Cria Pettingill that staff create a report on how Brock Township can best implement the conditions necessary for the Township to be designated a Blue Community and return a report to Committee in April 2020.

MOTION CARRIED

7. Sub-Committee

Finance Committee

(a) Consent Agenda

Resolution Number 3-1

MOVED BY Cria Pettingill that items listed under Section 7, Finance Consent Agenda, be approved, save and except communication numbers 2346 and 1.

MOTION CARRIED

2345 Town of Whitby – Resolution re: Gas Tax Funds

Resolution Number 4-1

That the Town of Whitby Resolution with respect to Gas Tax Funds be endorsed.

2431 Regional Municipality of Durham, Corporate Services – Recommendation re: 2020 Interim Regional Property Tax Levy (2019-F-47)

Resolution Number 5-1

That the communication number 2431 be received for information and filed.

(b) Items Extracted from Consent Agenda

2346 Town of Whitby – resolution re: Regional Heritage Property Tax Rebate

There was discussion with respect to Brock not benefitting from this form of rebate as there is no heritage property program established in the Township and, should the Region adopt this, Regional taxes could be affected.

Resolution Number 6-1

MOVED BY W.E. Ted Smith that the Committee of the Whole receive this report for information.

MOTION CARRIED

1 Central Counties Tourism – 2020 Tourism Symposium Support

Resolution Number 7-1

MOVED BY W.E. Ted Smith that the Central Counties Tourism correspondence be received for information.

Regional Councillor Smith declared a pecuniary interest with respect to communication number 1 as he is a member of the Brock Board of Trade and refrained from commenting or voting on the matter.

Resolution Number 7-1

MOVED BY W.E. Ted Smith that the Central Counties Tourism correspondence be received for information.

MOTION WITHDRAWN

Resolution Number 8-1

MOVED BY Lynn Campbell that communication number 1 from Central Counties be received for information.

There was deliberation whether financial support should be provided for the symposium from the municipal budget.

Resolution Number 8-1

MOVED BY Lynn Campbell that communication number 1 from Central Counties be received for information.

MOTION CARRIED

(c) Other Business

None

Public Works, Facilities & Parks Committee

(a) Consent Agenda

Resolution Number 9-1

MOVED BY Claire Doble that items listed under Section 7, Public Works, Facilities & Parks Consent Agenda, be approved.

MOTION CARRIED

2317 Region of Durham, Works Department – Request for Community Safety Zone designation on Regional Road 50, Gamebridge

Resolution Number 10-1

That communication number 2317 be received for information and filed.

(b) Items Extracted from Consent Agenda

None

(c) Other Business

None

Building, Planning & Economic Development Committee

(a) Consent Agenda

Resolution Number 11-1

MOVED BY Michael Jubb that items listed under Section 7, Building, Planning & Economic Development Consent Agenda, be approved, save and except communication number 4.

MOTION CARRIED

2373 The Regional Municipality of Durham, Corporate Services Department – Advancing Rapid Transit Implementation and Transit Oriented Development in Durham Region (2019-COW-26)

Resolution Number 12-1

That communication number 2373 be received for information and filed.

- 2393 The Regional Municipality of Durham, Planning and Economic Development Department – Monitoring of Growth Trends, File: D01-02-01, Commissioner’s Report #2019-INFO-90

Resolution Number 13-1

That communication number 2393 be received for information and filed.

- 2419 Health Canada, Controlled Substances and Cannabis Branch – Health Canada’s response to your enquiry

Resolution Number 14-1

That communication number 2419 be received for information and filed.

- 5 The Regional Municipality of Durham – Notice of Adoption with respect to Amendment #177 to the Durham Region Official Plan Section 17(23) of the Planning Act (Subject Lands – S2165 Concession Road 6, Part of Lot 22, Concession 6, Township of Brock)

Resolution Number 15-1

That communication number 5 be received for information and filed.

- 6 The Regional Municipality of Durham – Notice of Adoption with respect to Amendment #176 to the Durham Region Official Plan Section 17(23) of the Planning Act (Subject Lands C2365 Thorah Concession Road 1, Part of Lot 1, Concession 1, Township of Brock)

Resolution Number 16-1

That communication number 6 be received for information and filed.

(b) Items Extracted from Consent Agenda

- 4 The Regional Municipality of Durham, Corporate Services Department – Authorization to Initiate a Comprehensive Review for the Design of a Proposed Community Improvement Plan (CIP) for Durham Region (2019-COW-35)

Discussion ensued with respect to the municipal CIP which is mandated by the Provincial government and addressed annually during budget discussions. It was noted that a staff report would be forthcoming with respect to revising the parameters of the municipal CIP program.

There was further discussion with respect to the Regional proposal of permitting two secondary residential units on one property which would require endorsement by the municipality and an amendment to the municipal Zoning By-law.

Resolution Number 17-1

MOVED BY Cria Pettingill that communication number 4 be received for information.

MOTION CARRIED

(c) Other Business

None

Tourism, Heritage & Recreation Committee

(a) Consent Agenda

Resolution Number 18-1

MOVED BY Lynn Campbell that items listed under Section 7, Tourism, Heritage & Recreation Consent Agenda, be approved.

MOTION CARRIED

2315 Sunderland Town Hall Board of Management – Minutes – September 24, 2019

Resolution Number 19-1

That the Sunderland Town Hall Board of Management meeting minutes dated September 24, 2019 be approved.

(b) Items Extracted from Consent Agenda

None

(c) Other Business

None

Protection Services Committee

(a) Consent Agenda

Resolution Number 20-1

MOVED BY Cria Pettingill that items listed under Section 7, Protection Services Consent Agenda, be approved.

MOTION CARRIED

2354 City of Pickering, Corporate Services Department – Resolution re: National School Bus Safety Week and Stop Arm Cameras

Resolution Number 21-1

That communication number 2354 be received for information and filed.

(b) Items Extracted from Consent Agenda

None

(c) Other Business

None

Corporate Services Committee

(a) Consent Agenda

Resolution Number 22-1

MOVED BY W.E. Ted Smith that items listed under Section 7, Protection Services Consent Agenda, be approved.

MOTION CARRIED

2361 The Regional Municipality of Durham, Corporate Services Department – Recommendations re: Territory Acknowledgment

Resolution Number 23-1

That communication number 2361 be received for information and filed.

(b) Items Extracted from Consent Agenda

None

(c) Other Business

None

8. Other Business

None

9. Public Questions and Clarifications

None

Resolution Number 24-1

MOVED by Michael Jubb that the Committee of the Whole break for a recess at 10:38 a.m.

MOTION CARRIED

Mayor Bath-Hadden reconvened the meeting at 10:57 a.m. with the same members of Committee and staff in attendance as well as the Fire Chief.

10. Closed Session

(1) Correspondence from Kevin R. Ireland, CEO of 2387932 Ontario Inc.

Resolution Number 25-1

MOVED by W.E. Ted Smith that Council move in camera at 10:58 a.m. pursuant to Section 239(2)(b) of the Municipal Act, 2001, to discuss personal matters about an identifiable individual, including municipal employees.

MOTION CARRIED

Resolution Number 26-1

MOVED BY Claire Doble that we rise from in camera at 11:39 a.m.

MOTION CARRIED

11. Adjournment

Resolution Number 27-1

MOVED by Lynn Campbell that we do now adjourn at 11:40 a.m.

MOTION CARRIED

CHAIR

SECRETARY

Deputations




About Move, Groove & Improve Program

- Designed specifically for persons with **mild to moderate mobility** challenges and/or memory issues
- Weekly session: one hour of **functional fitness** and a second hour of social activities
- **Collaborative** between Brock Community Health Centre, March of Dimes Canada, Multiple Sclerosis Canada, and Parkinson Canada.



Goals: Move, Groove & Improve Program

- Increase functional fitness
- Reduce social isolation
- Increase awareness of services available through collaborative partner agencies 
- Increase awareness of this unique model of collaboration in a rural community



Our Journey

- Spring-Summer 2018 – program planning and development
- Fall 2018 –12-week Pilot (see one-page Infographic)
- Summer 2019 – submitted a funding application to Ministry for Seniors and Accessibility
- Fall 2019 – received \$3,900 Seniors Community Grant
- March 2020 – MGI project ends
- April onwards – TBD



Program Impact

2018-2019 Pilot Project Results

Move, Groove & Improve!
An opportunity to practice functional fitness in a comfortable, relaxed, and socially-centred atmosphere for individuals with mild to moderate mobility challenges and/or memory issues.

Who's attending?
75% of participants were living with chronic conditions
 Of these, 43% were living with arthritis and joint pain
 29% were living with Parkinson's disease
 14% were living with obesity
 29% were living with other Chronic Conditions
21% were caregivers of a participant
11% were a friend or family member of a participant

What are participants getting out of it?

- 50%** decrease in participants who initially reported no daily physical activity
- 36%** reported less difficulty with activities of daily living
- 34%** increased their awareness of the partner organizations
- 36%** reported greater independence after participating

Average class size was 15 participants and participation was notable (14 participants) even throughout the winter months!

What do participants have to say?
 Of the participants who recalled setting a goal for the program, 100% said MGI helped them to achieve their goal.

"MGI, tai chi and [name withheld] have been a lifeline for me the past few months"

"The exercises [were] being done at a good pace and with monitoring and explanations as to muscles targeted"

2019-2020 Funded Project

- Increased participants by %
-  awareness in % organizations
- Further  social isolation
- Results will be reported at the end of March 2020

What we do know:

- Participants want this program to continue

Continue to Move, Groove and Improve

Reach out to:

- new collaborative partners
- increase awareness of the program in our community
- showcase/promote the model to our funders/community leaders
- identify sources of community/regional support



Call to action

We would like to secure Township of Brock as a supporting partner

Your assistance to:

- Increase awareness with your constituents
- Secure free space
- Market our successes with your networks and committees



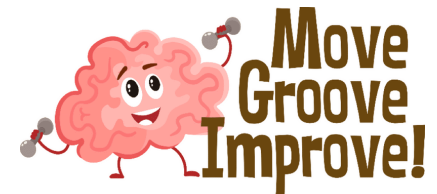
Our Contacts

Loretta Fernandes-Heaslip | Health Promoter
Brock Community Health Centre
720 Simcoe Street, PO Box 279
Beaverton, ON L0K 1A0
T. 705 432 3322
lfheaslip@brockchc.ca | www.brockchc.ca

Erica Mugan -White | Coordinator, Stroke Services
March of Dimes Canada
10 Overlea Blvd, Toronto, ON M4H 1A4
Phone: 416-425-3463 ext. 7758 or
Toll -Free: 1-800-263-3463 ext. 7758
emugan@marchofdimes.ca | www.marchofdimes.ca

Debbie Hunter | Program and Services Coordinator
South Central Region | MS Society of Canada
P.O. Box 27029 SimcoeConlin PO, Oshawa, ON L1G 0A3
and
610 Parkhill Rd W, Peterborough, ON K9J 6N6
p-905-626-8654 | 1-800-268-7582 x3343
debbie.hunter@mssociety.ca | www.mssociety.ca

Courtney Willis | Community Development Coordinator
Central Ontario | PARKINSON CANADA
316 - 4211 Yonge Street, Toronto, ON M2P 2A9
1-800-565-3000 ext. 3326
courtney.willis@parkinson.ca | www.parkinson.ca



Move, Groove & Improve!

an opportunity to practice functional fitness in a comfortable, relaxed, and socially-centred atmosphere for individuals with mild to moderate mobility challenges and/or memory issues.

Who's attending?

75% of participants were living with chronic conditions

Of these, 43% were living with arthritis and joint pain

29% were living with Parkinson's disease

14% were living with obesity

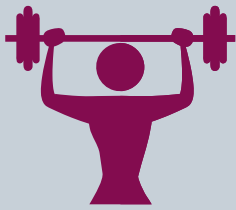
29% were living with other Chronic Conditions

21% were caregivers of a participant

11% were a friend or family member of a participant



What are participants getting out of it?



50%

decrease in participants who initially reported no daily physical activity



36%

reported less difficulty with activities of daily living



34%

increased their awareness of the partner organizations



36%

reported greater independence after participating

Average class size was **15 participants** and participation was notable even throughout the winter months!

What do participants have to say?

Of the participants who recalled setting a goal for the program, **100%** said MGI helped them to achieve their goal.

"Move Groove & Improve and tai chi have been a lifeline for me the past few months"

"The exercises [were] being done at a good pace and with monitoring and explanations as to muscles targeted"



Beautifying Our Towns

Bench Program

Created Dec. 9, 2019 by Carole Roberts

Objective

- To provide business owners, associations and the community the opportunity to enhance the beauty of our towns by donating a bench
- To offer a vehicle to pay tribute and commemorate a loved one with a plaque on their donated bench

Benefits

- Enhances and beautifies our towns
- Provides a place to converse with family, friends and others in the community
- Allows people to relax while others are shopping
- Helps to encourage to “Shop Local”

Benefits

- Provides a place to rest for seniors, those with disabilities, families with children and dog owners
- Offers an opportunity to purchase a plaque indicating donator or commemorate “In Memory of...” a loved one
- Attracts tourist
- Provides synergy with current benches purchased by township

Benefits

- Township will provide Tax Receipt
- Township responsible for purchasing, installation, storage and maintenance
- Allows council to allocate current funds for benches to other projects

Cost & Location

- Cost
 - \$2,000 +HST per bench (\$2,260)
 - Cast Bronze Plaque \$178 +HST (To Be Confirmed)
 - 10.5" X 3"
 - 28 characters/line including spaces
 - Maximum of 3 lines
 - Barco Products Canada
- Locations
 - Business Area - Depending on width of sidewalk, bench will either face business or be placed against building facing street
 - Parks, Fairgrounds and Waterfront

Locations by Town

- Prime business locations based on first come, first serve
- Limited locations available on main streets
- All locations to be approved by Township
- Number of specified locations varies by town

Timing & Installation

- First Installation
 - Prior to or by May 24, 2020 long weekend
- Orders must be placed by March 30, 2020 to be installed by above date
- Full purchase cost due by March 30th

Current Donators

- Carole Roberts – Requested location to be facing Smallmart (includes plaque)

Suggestions for Next Steps

- Review proposal and make appropriate changes
- Secure approval from council asap
- Propose program to businesses (Select a local person for each town)
- Approach Brock Citizen to write an article on program
- Purchase a small ad every week in obituary section of Brock Citizen

Suggestions for Next Steps

- Create a prospect list for businesses, associations and community members
- Add program to website
- Present proposal at Board of Trade meeting

Finance Committee



The Corporation of the Township of Brock

Clerk's Department

Recreation & Leisure Co-ordinator to Committee of the Whole

Report: 2020-COW-02

Date: Monday, February 3, 2020

Date:	16/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - FI - Consent
Copies to:	

Subject

Outdoor Movies

Recommendation

1. That committee receive this report for information; and
 2. That committee authorize staff to proceed with a one time capital purchase of the appropriate equipment at a cost of \$6000
-

Attachments

1. Financial Quotation for Equipment Purchase.
-

Background

In August 2019 the Brock Libraries hosted an Outdoor Movie in the Park in conjunction with Brock's Big Bite event. The turnout was much greater than they had anticipated, which sparked the discussion of partnering with the Township of Brock to purchase quality equipment that is designed specifically for these types of events, in hopes that the event could grow to a much bigger opportunity for the Township and residents in 2020.

Report

The Township of Brock and Brock Township Public Library will partner to provide outdoor movies through the summer months. Movies will be provided on a rotational basis in Sunderland, Cannington and Beaverton from June – August.

The outdoor movies in the park will be a free event for participants, with the intention of having food and snacks available for purchase from local businesses and organizations.

This event would foster community involvement and boost tourism with people traveling from the surrounding area to Brock Township.

Conclusion


Through a joint venture between the Township and the Brock Township Public Library, it is recommended that the Township purchase the necessary equipment to provide Outdoor Movies in the Park in order to allow for a new opportunity for community members in the summer of 2020.

Financial

The Brock Township Public Library holds public performance license for film which permits movie screenings within Library facilities. Outdoor performances can be licensed through an additional but discounted fee. Costs associated with the proposed outdoor movies will be absorbed through the Library's budget and through sponsorships with community partners.

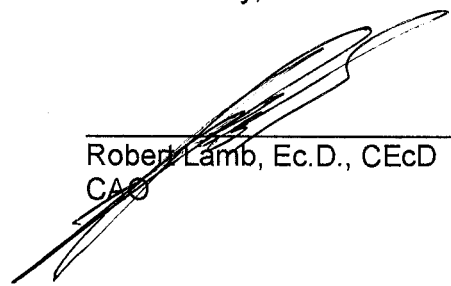
The main expense for the Township will be a one time capital expense to purchase the equipment. To offset the cost, the equipment could be rented out for other events, which would provide a unique service to organizations and event organizers in Brock and the surrounding area.

Respectfully submitted,



Alicia Bagshaw
Recreation & Leisure Co-ordinator

Reviewed by,



Robert Lamb, Ec.D., CEcD
CAO

Lesley Donnelly

From: Becky Jamieson
Sent: Monday, January 20, 2020 11:29 AM
To: Lesley Donnelly
Subject: Fwd: Memo - 2019 Year-End Assessment Report
Attachments: 19YEST1839.pdf

Date:	20/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - FI - Consent
Copies to:	

Print and log the attached. To go to cow thanks

cid:image001.png@01CEF5AC.7BBFF200

Becky Jamieson

Municipal Clerk

The Corporation of the Township of Brock

1 Cameron Street East, P.O. Box 10

Cannington, Ontario, L0E 1E0

Tel: 705-432-2355, Ext. 240 | Toll-Free: 1-866-223-7668 | Fax: 705-432-3487

bjamieson@townshipofbrock.ca | townshipofbrock.ca | choosebrock.ca

This electronic message and all contents contain information from which may be privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, any disclosure, copy, distribution or use of the contents of this message is prohibited. If you have received this email in error, please notify the sender immediately by return email and destroy the original message and all copies.

From: Kahler, Janice <Janice.Kahler@mpac.ca> on behalf of Colquhoun, Heather <Heather.Colquhoun@mpac.ca>
Sent: Thursday, January 16, 2020 1:18:13 PM
To: Becky Jamieson <bJamieson@townshipofbrock.ca>
Cc: Lattouf, Rolland <Rolland.Lattouf@mpac.ca>; Colquhoun, Heather <Heather.Colquhoun@mpac.ca>; Kahler, Janice <Janice.Kahler@mpac.ca>
Subject: Memo - 2019 Year-End Assessment Report

Good afternoon,

I am following up on a communication I delivered in December to municipal CAOs and Finance staff on behalf of Chris Rickett, Director, Municipal and Stakeholder Relations regarding MPAC's 2019 Year-End Assessment Report which included two municipal level assessment snapshots unique to your municipality. You can find that communication below and the materials attached.

The report provides a high-level summary of MPAC's 2019 activities and detailed changes in your municipality's assessment base that will help Council's ongoing budgeting and tax policy planning.

Now that Finance staff have had a chance to review, we are requesting the opportunity to share this material with your municipal Council.

Please let me know if you have any questions.

I look forward to working with you during this Assessment Update year.

Heather

Heather Colquhoun
Regional Manager, Zone 3
Municipal & Stakeholder Relations
Municipal Property Assessment Corporation
C: 705-627-1778
T: 289-317-0850
Email: heather.colquhoun@mpac.ca

December 17, 2019

To: Chief Administrative Officers, Chief Financial Officers, Treasurers and Tax Administrators
From: Chris Rickett, Director, Municipal and Stakeholder Relations
Subject: **2019 Year-End Assessment Report**

We are pleased to share our 2019 Year-End Assessment Report for the 2020 tax year, which will be of interest to both municipal administration and elected officials. This report provides a high-level summary of MPAC's 2019 activities that are relevant to the municipal sector, and also two unique municipal level snapshots of the assessment changes within your municipality.

We are particularly proud of the partnerships we have developed this past year, some of which are highlighted on page 3 of the report. Be sure to take a look – and if you have a story of a collaboration with our MPAC team, please let us know as we would like to share it as well.

To encourage sharing with municipal councils, this report will also be delivered to Municipal Clerks in January for dissemination to your councils.

Your MPAC Account Manager or Regional Manager are available to answer any questions you may have.

On behalf of MPAC and our Municipal and Stakeholder Relations team, we wish you all the best for the holiday season.

We look forward to working with all of you in 2020 as we head into the Assessment Update.

Regards,

Chris

Chris Rickett, BES, MPA

Director, Municipal and Stakeholder Relations
Valuation and Customer Relations
Mobile: 416 723-5809

mpac.ca
Municipal Property Assessment Corporation
1340 Pickering Parkway, Suite 101 L1V 0C4

NOTICE: This e-mail message and any attachments are confidential, subject to copyright and may be privileged. Any unauthorized use, copying or disclosure is prohibited. If you are not the intended recipient, please delete and contact the sender immediately. Please consider the environment before printing this e-mail. AVIS : le présent courriel et toute



Assessment Change Summary by Property Class Township of Brock

The following chart provides a comparison of the total assessment for the 2016 base year, and a comparison of the assessment change for 2019 and 2020 property tax year by property class.

Property Class/Realty Tax Class	2016 Full CVA	2019 Phased-In CVA	2020 Phased-In CVA	Percent Change 2019 to 2020
R Residential	1,645,750,692	1,588,678,678	1,645,750,692	3.59%
M Multi-Residential	18,678,400	17,607,281	18,678,400	6.08%
N New Multi-Residential	1,470,000	1,386,725	1,470,000	6.01%
C Commercial	75,910,331	72,518,722	75,910,331	4.68%
G Parking Lot	626,000	580,975	626,000	7.75%
X Commercial (New Construction)	5,499,700	5,427,903	5,499,700	1.32%
I Industrial	16,187,000	15,249,305	16,187,000	6.15%
J Industrial (New Construction)	6,346,400	6,068,709	6,346,400	4.58%
P Pipeline	5,079,000	4,994,538	5,079,000	1.69%
F Farm	412,697,086	375,181,312	412,697,086	10.00%
T Managed Forests	7,333,700	6,768,471	7,333,700	8.35%
W Railway Right-of-Way	0	0	0	0.00%
U Utility Transmission & Distribution Corridors	0	0	0	0.00%
(PIL) R Residential	970,400	900,850	970,400	7.72%
(PIL) C Commercial	11,984,200	11,335,768	11,984,200	5.72%
E Exempt	95,498,900	92,832,167	95,498,900	2.87%
TOTAL	2,304,031,809	2,199,531,404	2,304,031,809	4.75%



Assessment Base Distribution Summary by Property Class Township of Brock

This chart provides a comparison of the distribution of the total assessment for the 2016 base year, and the 2019 and 2020 phased-in assessment, which includes the percentage of the total assessment base by property class.

Property Class/Realty Tax Class	2016 Full CVA	Percentage of Total 2016 CVA	2019 Phased-In CVA	Percentage of Total 2019 Phased-In CVA	2020 Phased-In CVA	Percentage of Total 2020 Phased-In CVA
R Residential	1,645,750,692	71.43%	1,588,678,678	72.23%	1,645,750,692	71.43%
M Multi-Residential	18,678,400	0.81%	17,607,281	0.80%	18,678,400	0.81%
N New Multi-Residential	1,470,000	0.06%	1,386,725	0.06%	1,470,000	0.06%
C Commercial	75,910,331	3.29%	72,518,722	3.30%	75,910,331	3.29%
G Parking Lot	626,000	0.03%	580,975	0.03%	626,000	0.03%
X Commercial (New Construction)	5,499,700	0.24%	5,427,903	0.25%	5,499,700	0.24%
I Industrial	16,187,000	0.70%	15,249,305	0.69%	16,187,000	0.70%
J Industrial (New Construction)	6,346,400	0.28%	6,068,709	0.28%	6,346,400	0.28%
P Pipeline	5,079,000	0.22%	4,994,538	0.23%	5,079,000	0.22%
F Farm	412,697,086	17.91%	375,181,312	17.06%	412,697,086	17.91%
T Managed Forests	7,333,700	0.32%	6,768,471	0.31%	7,333,700	0.32%
W Railway Right-of-Way	0	0.00%	0	0.00%	0	0.00%
U Utility Transmission & Distribution Corridors	0	0.00%	0	0.00%	0	0.00%
(PIL) R Residential	970,400	0.04%	900,850	0.04%	970,400	0.04%
(PIL) C Commercial	11,984,200	0.52%	11,335,768	0.52%	11,984,200	0.52%
E Exempt	95,498,900	4.14%	92,832,167	4.22%	95,498,900	4.14%
TOTAL	2,304,031,809	100.00%	2,199,531,404	100.00%	2,304,031,809	100.00%



Date:	21/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - FI - Consent
Copies to:	

THE CORPORATION OF THE TOWNSHIP OF BROCK

Finance Department

Treasurer to the Finance Committee

Report: 2020-COW-13

Date: February 3, 2020

SUBJECT

Financial Disclosure Requirements - Ontario Regulation 284/09

RECOMMENDATION

That staff report No. 2020-COW-13, Financial Disclosure Requirements – Ontario Regulation 284/09 be received;

And further, this Committee recommends to Council the approval and adoption of the compliance report for excluded expenses outlined herein as a requirement of Ontario Regulation 284/09 under the Municipal Act, 2001.

REPORT

Section 290(1) of the Municipal Act, as amended, states that a municipality shall prepare and adopt a “balanced budget” and identify financing sources for financial obligations that will come due in the fiscal year covered by the budget. The Act also requires municipalities to issue audited financial statements annually. To receive a clean audit opinion, the statements must be prepared in accordance with the guidelines and recommendations of the Public Sector Accounting Handbook as set out by the Public Sector Accounting Board (“PSAB”).

PSAB guidelines require that municipalities report tangible capital assets, accumulated amortization, annual amortization expense and costs associated with post-employment benefits in the financial statements starting with the 2009 year-end statements. The guidelines also require that budget numbers be presented in the financial statements on the same basis as the actuals.

With the inclusion of asset amortization and post employment benefits and the requirement that budgets be presented on the same basis as actuals and “balanced”, there may be an expectation that municipalities will include amortization and post employment benefits in the annual budget and fund the expenses.

Ontario Regulation 284/09 states that a municipality or local board may exclude from the 2020 annual budget all or a portion of the following expenses:

- Amortization expenses;
- Post-employment benefit expenses; and
- Solid waste landfill closure and post-closure expenses.

If a municipality is preparing to adopt a budget for 2020 that excludes any of the expenses listed above, the municipality or local board shall prepare the following prior to budget approval:

- (a) A report addressing the excluded expenses; and
- (b) adopt the report by resolution.

In all cases, the report must contain an estimate of the change in the accumulated surplus of the municipality resulting from the exclusion of the expenses and an analysis of the estimated impact on the future tangible capital asset funding requirements.

This report details the impact of the expenses listed above should they have been included within the 2020 budget. As the Township does not have landfill within our level of authority, this report focuses on amortization expenses and post employment expenses.

For the 2010 through 2019 year end statements the Township has engaged the services of an Actuarial Consultant to calculate the post employment liability. Employee Future Benefits are a significant liability to any organization, and based on the Township Auditor's recommendations, this value has been calculated by an independent actuary.

Post Employment Liabilities

Post employment liabilities are a result of providing benefits to employees eligible between the time an employee retires and the time that employee reaches age 65. These benefits include such items as extended health care, dental and life insurance. For the year ending 2009 municipalities were required to prepare their financial statements to include the cost of post retirement benefits.

Many municipalities have chosen not to set aside funds to meet retirement benefit payments and budget on a pay-as-you-go basis in the year the benefit costs become due and payable. This has been the practice of the Township of Brock in prior year's budgets.

The Township has been reporting the impact of post-employment liabilities annually as part of the financial statement preparation, however, has not been funding the entire estimated future liability. In 2012 Township set up a post-employment reserve fund to help offset this liability and at the end of 2019 the fund held just under \$212,000. No additional contribution to this fund has been recommended in the 2020 budget as the balance held in this fund currently exceeds the 30% funding approved by this Council in their meeting on October 7, 2019.

2019 Implications

Based upon the 2017 post-employment benefit report prepared by the actuary, the future liability was estimated at \$460,100 for 2019, \$521,800 for 2018, and \$582,000 for 2017. The Township engaged the actuarial consultant to update the report in 2017 and review changes to the current staffing and assumptions in 2019. Based on their annual review, no changes were made to the projections supplied in the 2017 report for the 2019 year. A full update of the report is recommended every three years to ensure the liability reported in the financial statements remains reasonable or sooner if significant changes are identified before the end of the three year period. The 2019 budget did contain the **current year's** costs of post-employment benefits, however, it did not contain the budget for the entire estimated future liability.

The future benefit costs will be included in the 2019 financial statements even though the costs were not incurred in 2019 and they were not budgeted. Had these amounts been budgeted and levied, the reported revenues would be higher, the annual surplus/deficit would reflect the additional revenue and the accumulated surplus would be higher.

If the increase in costs is budgeted each year instead of when the expense is due and payable, the funds should be set aside in a dedicated reserve to fund the expenses as they are incurred (and would not be available for other purposes). The 2020 budget, as prepared by staff, proposes not to adjust the balance held in the Post Employment Reserve Fund at this time. The recommended level of funding for this reserve fund of 30% has been reached.

Tangible Capital Asset Amortization

Tangible capital assets are non-financial assets having physical substance that are held for use in the supply of goods and services, have a useful economic life extending beyond one accounting period, are to be used on a continuing basis and are not for sale in the ordinary course of operations.

Amortization (commonly referred to as depreciation) is the accounting process of allocating the cost of a tangible capital asset to operating periods in which it is used, instead of all at once at the time of acquisition or construction. Most assets lose their value over time and must be replaced once the end of their useful life is reached. The recording of this amortization reduces the net earnings as well as reducing the asset's value annually.

2020 Implications

Based on assets on hand and expected to be capitalized in 2020, the 2020 amortization is estimated at \$3.9 million. As this is a substantial amount to include and levy in the budget, in accordance with Regulation 284/09, Council can opt out of including the amortization in the approved budget.

The expense for amortization will be included in the financial statements even though it was not budgeted and there is no physical cash outlay in 2020. Had this amount been budgeted and levied, the revenues would be higher, the annual surplus/deficit would

reflect the additional revenue and the accumulated surplus would be higher.

Based on the 2020 budget, the estimated capital additions for the year exceeded \$11 million. The difference between the capital additions in the year and the annual amortization is netted and the difference is reflected in the overall surplus/deficit.

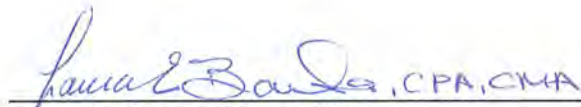
Conclusion/Future Considerations

Whether a municipality budgets for post-employment benefits and amortization is a decision for Council. The main purpose behind the reporting requirement in Regulation 284/09 is that, if not budgeted, Council is aware of the future implications of not doing so.

In reviewing the retirement projections of our employees, the Township of Brock has a number of employees who will have obtained the retirement qualifications to enable them to retire before the age of 65 and qualify for post-employment benefits. Given this, staff recommend that consideration be given to continue the funding of a portion of post-employment benefits on an annual basis at a level in excess of 30% and that these funds be set aside in a dedicated reserve for the purpose in the future. Staff will continue to work with the Township auditors to determine the best approach to address this matter.

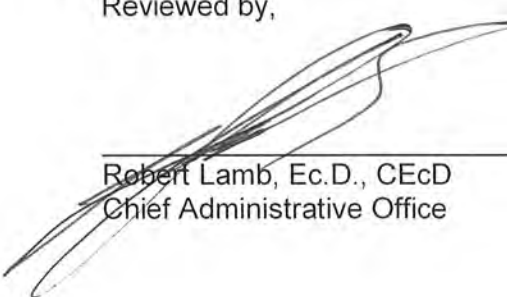
In order to ensure sustainability of the Township's capital infrastructure and develop a long term plan to address any future infrastructure funding deficit, staff have completed a long-term asset management plan and asset management policy. These documents have been expanded in scope and updated to meet the requirements of the Federal Gas Tax Program. The documents are consulted when identifying projects to be included in the annual budget. Completion and implementation of these documents is required to support any future grant funding applications.

Respectfully submitted,



Laura E. Barta, CPA, CMA
Treasurer

Reviewed by,



Robert Lamb, Ec.D., CEcD
Chief Administrative Office



The Corporation of the Township of Brock

Date:	21/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - FI - Consent
Copies to:	

Fire Department

Fire Chief to Committee of the Whole

Report: 2020-COW-12

Date: Monday, February 3, 2020

Subject

Cost Recovery (Fees) with Respect to Fire Department Specific Response By-Law

Recommendation

That staff report 2020-COW-12, Cost Recovery (Fees) with Respect to Fire Department Specific Response be received;

And further, this committee recommends to Council the approval and adoption of the Cost Recovery (Fees) with Respect to Fire Department Specific Response By-Law.

Attachments

Cost Recovery (Fees) with Respect to Fire Department Specific Response By-law

Report

Purpose:

To create a new By-law for cost recovery for Fire Department specific responses as a result of a recent court ruling filed by an insurance company on specific wording in the agreement with Fire Marque.

Background:

In March 2017 Council passed a resolution authorizing an agreement between Fire Marque and the Township of Brock. Fire Marque is a company that collects fees from resident's personal insurance companies when they have had a fire. This money is collected from a clause in most home insurance policies for firefighting services and never collected from the homeowner's outside the insurance policy.

An issue has come to light with some insurance companies not wanting to pay Fire Marque but instead remit payment to the homeowner directly. In most cases this still isn't an issue because the homeowner understands and turns the money back over to Fire Marque through the fire department.

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

However, a case has been brought before the courts in Ontario where the insurance company paid the homeowner directly and then the homeowner refused to turn that money over to Fire Marque or the fire department.

It was taken to court where the homeowner lost, and then appealed the decision, and Fire Marque and the department lost. It was determined that the Municipalities' By-law lacked the proper wording around collecting the fees if it was paid directly to the homeowner, essentially creating a legal loophole for the insurance company to avoid paying the fire department cost recovery coverage.

After gathering some legal opinions Fire Marque has a new By-law (attached) that we can put in place that does have a clause around collecting these funds if it is ever needed.

Consultation

Internal Staff
Fire Marque

Financial

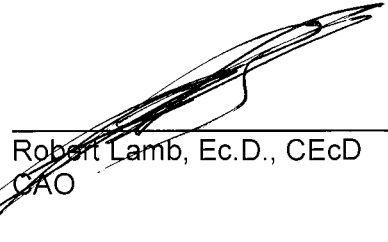
No budget or financial implications.

Respectfully submitted,



Rick Harrison, CEMC
Fire Chief

Reviewed by,



Robert Lamb, Ec.D., CECD
CAO

THE CORPORATION OF THE TOWNSHIP OF BROCK

BY-LAW NO. 2927-2020

Being a By-law to authorize cost recovery (fees) with respect to
Fire Department specific responses

WHEREAS pursuant to Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended from time to time (the "Municipal Act"), the powers of a municipality are to be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considered appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS pursuant to Section 391 of the Municipal Act, a municipality may impose fees or charges on persons for services or activities provided or done by or on behalf of it;

AND WHEREAS pursuant to Section 398 of the Municipal Act, fees and charges imposed by a municipality on person constitute a debt of the person to the municipality;

AND WHEREAS Council of the Township of Brock deems it expedient to pass a by-law to impose fees on persons to recover the costs of fire department responses;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF BROCK ENACTS AND BE IT ENACTED AS FOLLOWS:

1. In this By-Law:

- a. "Council" means Council of the Municipality;
- b. "Fire Department" means a fire department established by the Municipality in accordance with the provisions of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, as amended from time to time;
- c. "Fire Department Specific Response Fees" means cost recovery fees for Fire Department attendance at a Property for which the Owner has Fire Department insurance coverage;
- d. "Indemnification Technology®" shall mean Fire Department incident reporting, data collection and property insurance policy wording interpretation to maximize billing opportunities on behalf of fire

departments by invoicing insurance companies for costs of fire department attendance with respect to insured perils;

- e. "Municipality" means the Corporation of the Township of Brock;
 - f. "Owner" means the registered owner of the property or any person, firm, corporation, partnership or society and their heirs, executors, administrators or other legal representatives, including a property manager, tenant, occupant, mortgagee in possession, receiver, manager, trustee or trustee in bankruptcy having control over or possession of the property or any portion thereof;
 - g. "Property" means any real property located within the geographical boundaries of the Municipality, and any real property to which the Fire Department is under a service agreement to provide Fire Department Response services, Automatic Aid or Mutual Aid. Real property includes buildings, contents and structures of any nature and kind in or upon such lands to which service is provided;
2. The Municipality hereby authorizes the imposition of fees from time to time in accordance with the provisions of the By-Law.
 3. The Owner of Property shall be responsible for the payment of Fire Department Specific Response Fees imposed by this By-Law in accordance with the Schedule of Fees, attached hereto and forming part of this By-Law.
 4. The Municipality may use Indemnification Technology® to assess applicable insurance coverage for Fire Department Specific Response Fees.
 5. Fees imposed pursuant to this By-Law constitutes a debt of the Owner to the Municipality and may be added to the tax roll of the Property to which the Fire Department Specific Response Fees relate.
 6. Where the Municipality believes and/or Indemnification Technology® indicates Fire Department Specific Response Fees are applicable but the Owner does not have, in part or in full, insurance coverage for fire department charges for the Property, the Municipality may adjust the Fire Department Specific Response Fees to the extent of insurance coverage upon provision by the Owner of evidence, to the satisfaction of the Municipality, that no such insurance coverage exists or to demonstrate the limits of such coverage.

7. In this By-Law, words importing the neuter gender shall include the feminine gender and masculine gender and vice versa and words importing the singular shall include the plural where the context requires.
8. If any term or provision of this By-Law or the application thereof to any person shall to any extent be held to be invalid or unenforceable, the remainder of this By-Law or the application of such term or provision to all persons other than those to whom it was held to be invalid or unenforceable, shall not be affected thereby, it being the intention of the Council that each term and provision of this By-Law shall be separately valid and enforceable to the fullest extent permitted by law.

THIS BY-LAW READ TWICE THIS 10th DAY OF FEBRUARY, A.D., 2020.

Mayor
Debbie Bath-Hadden

Clerk
Becky Jamieson

THIS BY-LAW READ A THIRD TIME AND FINALLY PASSED THIS 10TH DAY OF
FEBRUARY, A.D., 2020

Mayor
Debbie Bath-Hadden

Clerk
Becky Jamieson

SCHEDULE OF FEES

1. Fire Department Specific Response Fees

The Fire Department Specific Response Fees shall be the total of:

- a. Current MTO rate per unit per hour or portion thereof for each unit *
- b. Rate per person per hour or portion thereof for each firefighter
- c. Other costs including but not limited to; foam, metered water, air tank re-filling, cleaning of equipment, DSPA or similar type units, cost to replace damaged or destroyed equipment, specialized response costs such as water bomber drops (MNR)

*The MTO rate per unit per hour is set by the Ministry of Transportation. This rate is adjusted periodically in accordance with the consumer price index.

Such fees shall be charged and calculated on the basis of each Fire Department vehicle attending, resources consumed in attendance to the property incident. The time shall be measured from the time of departure of each unit from the Fire Department's facilities to the time the unit is cleared for the next call out.

If this information is required in an alternate format, please contact the Accessibility Co-ordinator at 905-623-3379 ext. 2131

January 21, 2020

The Honourable Steve Clark
Minister of Municipal Affairs and Housing
Via E-mail: minister.mah@ontario.ca

Date:	21/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - FI - Consent
Copies to:	

Dear Minister:

Re: Announcement by the Minister of Municipal Affairs and Housing
Aligning Provincial and Municipal Fiscal Years

File Number: PG.25.06

At a meeting held on January 20, 2020, the Council of the Municipality of Clarington approved the following Resolution #GG-007-20:

That the following resolution from the Township of Brock, regarding an announcement by the Minister of Municipal Affairs and Housing Aligning Provincial and Municipal Fiscal Years, be endorsed by the Municipality of Clarington:

Whereas currently the municipal fiscal year in Ontario begins on January 1, while the Provincial fiscal year begins on April 1;

Whereas the Province has announced that they would like to align the provincial and municipal budget years;

Whereas the Province will begin consultations on aligning the Provincial and Municipal fiscal year in 2020;

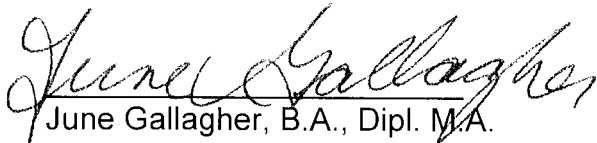
Whereas aligning the municipal fiscal year with the Province's will involve significant staff time and resources for all municipalities in Ontario;

Now therefore be it resolved that the Township of Brock Council requests that the Province ensure that their consultation and review of the alignment of the municipal and provincial fiscal years includes a review of the impact it will have to all municipalities in Ontario;

Further, that appropriate funding to offset any costs associated with the change be made available to all municipalities in Ontario; and

That the Municipal Clerk circulate a copy of this resolution to Minister of Municipal Affairs and Housing, M.P.P. Laurie Scott, AMCTO, AMO, MFOA, and all GTA municipalities.

Yours truly,


June Gallagher, B.A., Dipl. M.A.
Deputy Clerk

JG/lp

- c. Dean Sauriol, President, AMCTO
- Jamie McGarvey, President, AMO
- Julie Stevens, President, MFOA
- Becky Jamieson, Municipal Clerk, Township of Brock



The Corporation of the Township of Brock

Clerk's Department

Municipal Clerk to Council

Report: 2020-CO-09

Date: Monday, February 3, 2020

Date:	21/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - FI - Consent
Copies to:	

Subject

Fees By-law – Schedule B – Cemetery Fees

Recommendation

That Report 2020-COW-09 Fees By-law – Schedule B – Cemetery Fees be received for information; and

That Committee direct staff to bring forward the suitable by-law to amend By-Law Number 2420-2012-FI to include the proposed “Schedule B” as contained within Attachment No. 2.

Attachments

Attachment No. 1 Current “Schedule B” to By-law Number 2420-2012-FI.

Attachment No. 2 New proposed “Schedule B” to By-Law Number 2420-2012-FI

Background

Section 391 of the Municipal Act, S.O. 2001, as amended, authorizes the Council to impose fees for services and activities provided or done by or on behalf of the Township of Brock and for the use of municipal property.

In 2012, By-law Number 2420-2012-FI, being a by-law pursuant to Section 391 of the Municipal Act, S.O. 2001, as amended, to impose fees for services and activities provided or done by or on behalf of the Township of Brock and for the use of municipal property was enacted by Council. Each year, staff review the fees contained in the by-law and propose a cost of living adjustment where appropriate through an amending by-law.

Attachment No. 1 is the current “Schedule B” to By-law Number 2420-2012-FI.

Discussion

The cost of grave opening has increased over the past two years. As a result, staff are proposing that these fees be increased. In addition, staff interment rights fees have not been reviewed in two years and staff feel it is appropriate to increase these fees.

Attachment No. 2 is the proposed "Schedule B" to By-law Number 2420-2012-FI. Staff have highlighted the proposed the changes **yellow**.

It is important to note, that staff intend to revamp the entire fees by-law prior to 2021.

Consultation

Our cemetery administrator and treasurer have been consulted on this report.

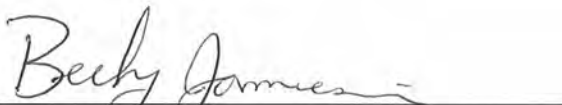
Financial

The proposed changes will help generate additional revenue needed to offset the cost of maintaining the cemeteries currently under the control of the Township.

Summary

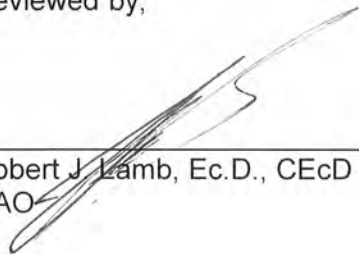
That Council receive this report for information and direct staff to bring forward the suitable by-law to amend By-Law Number 2420-2012-FI to include the proposed "Schedule B" as contained within Attachment No. 2.

Respectfully submitted,



Becky Jamieson
Municipal Clerk

Reviewed by,


Robert J. Lamb, Ec.D., CEcD
CAO

Current "SCHEDULE "B"

CEMETERY PRICE LIST – TOWNSHIP OF BROCK

(prices effective June 18th, 2018 - subject to change without notice)

CEMETERIES:..... All Saints Anglican – C1645 Concession 11, Brock
Legal Description: Brock CON 11 PT LOT 17

Hart – C20280 Brock Road, Brock
Legal Description: Brock CON 11 S PT LOT 2

Scotch Burying Ground – C1945 Highway 7, Brock
Legal Description: Brock CON 8 PT LOT 19

North Brock Shiers – B405 Concession 14, Brock
Legal Description: Brock CON 14 S PT LOT 5

HEAD OFFICE:..... 1 Cameron Street East
Cannington, Ontario
L0E 1E0

CONTACT:..... James Wemyss

TELEPHONE NUMBER:..... Daytime: (705) 432-2355
Afterhours: (705) 432-2820

CEMETERY PRICE LIST – BURIAL SERVICES

(Applies to Scotch Burying Ground, All Saints Anglican Cemetery, Hart Cemetery,
and North Brock Shiers Settlement Cemetery)

Interment Fees (per Burial Permit or Cremation Certificate received)

Grave opening.....	\$ 800.00
Grave opening after 4:30 pm.....	\$ 900.00
Cremation opening.....	\$ 475.00
Cremation opening after 4:30 pm.....	\$ 575.00
Infant grave opening.....	\$ 575.00

Saturday Charges (per Burial Permit or Cremation Certificate received)

Grave opening.....	\$ 900.00
Grave opening after 4:30 pm.....	\$ 1025.00
Cremation opening.....	\$ 575.00
Cremation opening after 4:30 pm.....	\$ 675.00
Infant opening.....	\$ 700.00

Winter Charges (per Burial Permit or Cremation Certificate received)

December 1st to May 1st (conditions permitting)

Grave opening.....	\$ 1100.00*
Grave opening after 4:30 pm.....	\$ 1160.00*
Infant opening.....	\$ 725.00

Cremation openings are not permitted during the winter period.

*Saturday Charges add \$100.00 to prices above

Notes:

- 1: Sunday burials are not permitted
- 2: All payments by cash or certified cheque
- 3: Credit cards or debit cards are not accepted

CEMETERY PRICE LIST – INTERMENT RIGHTS

(Applies to All Saints Anglican Cemetery, Hart Cemetery,
and North Brock Shiers Settlement Cemetery)

Interment Rights Fees (Persons with historical connection to Township of Brock)

One Grave - Single Depth.....	\$ 800.00
Two Graves - Single Depth.....	\$ 1600.00
Three Graves - Single Depth.....	\$ 2400.00
Four Graves - Single Depth.....	\$ 3200.00

Interment Rights Fees – (Persons with no historical connection to the Township of Brock)

One Grave - Single Depth.....	\$ 1600.00
Two Graves - Single Depth.....	\$ 3200.00
Three Graves - Single Depth.....	\$ 4800.00
Four Graves - Single Depth	\$ 6400.00

* All interment right fees include the right to erect a marker or monument

Notes:

- 1: All interment rights include care & maintenance deposit of 40% of the interment rights fee.
- 2: One earth burial & one cremation or two cremation burials are permitted per grave.
- 3: Double depth burials are not permitted.
- 4: All artificial grass and lowering device provided and set up by others
- 5: All payments by cash or certified cheque.
- 6: Credit cards or debit cards are not accepted.
- 7: Interment rights certificates will be issued once cheques have cleared the bank.

CEMETERY PRICE LIST – SPECIAL SERVICES

(Applies to Scotch Burying Ground, All Saints Anglican Cemetery, Hart Cemetery,
and North Brock Shiers Settlement Cemetery)

RESALE OF RIGHTS TO THIRD PARTY

Administrative charge payable to Cemetery Operator..... \$125.00

DISINTERMENT*

Disinterment (adult)..... \$ 950.00

Disinterment (infant)..... \$ 650.00

Disinterment (cremated remains)..... \$ 500.00

* A concrete container must be provided by others for transportation of the remains. If the original concrete container is damaged a new container must be provided.

DUPLICATE INTERMENT RIGHTS CERTIFICATE

Issuing Duplicate Interment Rights Certificate \$ 125.00

Proposed "SCHEDULE "B"

CEMETERY PRICE LIST – TOWNSHIP OF BROCK

(prices effective June 18th, 2018 - subject to change without notice)

CEMETERIES:..... All Saints Anglican – C1645 Concession 11, Brock
 Legal Description: Brock CON 11 PT LOT 17

Hart – C20280 Brock Road, Brock
 Legal Description: Brock CON 11 S PT LOT 2

Scotch Burying Ground – C1945 Highway 7, Brock
 Legal Description: Brock CON 8 PT LOT 19

North Brock Shiers – B405 Concession 14, Brock
 Legal Description: Brock CON 14 S PT LOT 5

HEAD OFFICE:..... 1 Cameron Street East
 Cannington, Ontario
 L0E 1E0

CONTACT:..... James Wemyss

TELEPHONE NUMBER:..... Daytime: (705) 432-2355
 Afterhours: (705) 432-2820

CEMETERY PRICE LIST – BURIAL SERVICES

(Applies to Scotch Burying Ground, All Saints Anglican Cemetery, Hart Cemetery, and North Brock Shiers Settlement Cemetery)

Interment Fees (per Burial Permit or Cremation Certificate received)

Grave opening.....	\$ 850.00
Grave opening after 4:30 pm.....	\$ 950.00
Cremation opening.....	\$ 475.00
Cremation opening after 4:30 pm.....	\$ 575.00
Infant grave opening.....	\$ 575.00

Saturday Charges (per Burial Permit or Cremation Certificate received)

Grave opening.....	\$ 950.00
Grave opening after 4:30 pm.....	\$ 1,075.00
Cremation opening.....	\$ 575.00
Cremation opening after 4:30 pm.....	\$ 675.00
Infant opening.....	\$ 700.00

Winter Charges (per Burial Permit or Cremation Certificate received)

December 1st to May 1st (conditions permitting)

Grave opening.....	\$ 1100.00*
Grave opening after 4:30 pm.....	\$ 1160.00*
Infant opening.....	\$ 775.00

Cremation openings are not permitted during the winter period.

*Saturday Charges add \$100.00 to prices above

Notes:

- 1: Sunday burials are not permitted
- 2: All payments by cash or certified cheque
- 3: Credit cards or debit cards are not accepted

CEMETERY PRICE LIST – INTERMENT RIGHTS
 (Applies to All Saints Anglican Cemetery, Hart Cemetery,
 and North Brock Shiers Settlement Cemetery)

Interment Rights Fees (Persons with historical connection to Township of Brock)

One Grave - Single Depth.....	\$ 900.00
Two Graves - Single Depth.....	\$ 1,800.00
Three Graves - Single Depth.....	\$ 2,700.00
Four Graves - Single Depth.....	\$ 3,600.00

Interment Rights Fees – (Persons with no historical connection to the Township of Brock)

One Grave - Single Depth.....	\$ 1,800.00
Two Graves - Single Depth.....	\$ 3,600.00
Three Graves - Single Depth.....	\$ 5,400.00
Four Graves - Single Depth	\$ 7,200.00

* All interment right fees include the right to erect a marker or monument

Notes:

- 1: All interment rights include care & maintenance deposit of 40% of the interment rights fee.
- 2: One earth burial & one cremation or two cremation burials are permitted per grave.
- 3: Double depth burials are not permitted.
- 4: All artificial grass and lowering device provided and set up by others
- 5: All payments by cash or certified cheque.
- 6: Credit cards or debit cards are not accepted.
- 7: Interment rights certificates will be issued once cheques have cleared the bank.

CEMETERY PRICE LIST – SPECIAL SERVICES

(Applies to Scotch Burying Ground, All Saints Anglican Cemetery, Hart Cemetery,
and North Brock Shiers Settlement Cemetery)

RESALE OF RIGHTS TO THIRD PARTY

Administrative charge payable to Cemetery Operator..... \$ 200.00

DISINTERMENT

Disinterment (adult)..... \$ 1,050.00

Disinterment (infant)..... \$ 750.00

Disinterment (cremated remains)..... \$ 600.00

* A concrete container must be provided by others for transportation of the remains. If the original concrete container is damaged a new container must be provided.

DUPLICATE INTERMENT RIGHTS CERTIFICATE

Issuing Duplicate Interment Rights Certificate \$ 200.00



Date:	27/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - FI - Consent
Copies to:	

THE CORPORATION OF THE TOWNSHIP OF BROCK

Finance Department

Treasurer to the Finance Committee

Report: 2020-COW-18

Date: February 3, 2020

SUBJECT

2020 Debenture Status

RECOMMENDATION

That staff report No. 2020-COW-18, 2020 Debenture Status be received;

And further, this Committee recommends to Council the approval of a ten year extension of the Sunderland Fire Hall debenture debt by requesting the Region of Durham reissue the debenture in the amount of \$1,000,000.

Attachments

Attachment No. 1 Debt Management Policy

REPORT

In 2009 the Township of Brock completed construction of the new fire station in Sunderland. This station replaced the old station on Park Street in Sunderland and incorporated an increase in service that was anticipated due to growth in the Township. The cost of the new hall was to be partially financed by growth through a Development Charge (DC) allocation over 20 years.

The Township arranged with the Regional Municipality of Durham to issue a debenture on the Township's behalf to finance \$1,551,000 of the construction cost. The requested debenture was to be repaid over 20 years. The actually debenture obtained was for a period of 10 years with a balloon payment due in 2020.

This balloon payment of \$1,006,689.70 is included in the township's draft operating budget as an expenditure in the Fire Department. The debenture must be paid out however the Township has the following three options for dealing with the payment.

Option 1 – Leave the payment as an operating expense in the 2020 Budget.

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

Option 2 – Request the Region of Durham reissue a debenture on behalf of the Township of Brock for \$1,000,000 to be paid off over the next 10 years.

Option 3 – Arrange to borrow internally from the Capital Reserve Fund to finance the \$1,000,000 over the same 10 year period at an interest rate similar to the 10 year mortgage rates offered by the banks.

The implications of each option along with the requirements to proceed should be considered when determining the best course of action for the Township.

Option 1

Leaving the debenture payment in the operating budget as an unfinanced expenditure will require no additional effort on the part of Township staff or Council. This is the easiest solution however it is also the most challenging to the residents of the Township as it will require a 12% property tax levy increase. Most individuals or business owners would not pay cash for the purchase or construction of a building nor would they be expected to finance it from annual income. It is therefore reasonable to expect the Township to utilize some form of long term debt to offset the cost of major building replacements. The Township's current Debt Management Policy allows for long term debt to be issued to finance the construction of new buildings.

Option 2

Financing the balloon payment through the issuance of another debenture would require the Region's involvement. They have indicated the Township would need to provide formal written notice of the intent to refinance through a debenture issue. The Township would need to provide a copy of the Annual Repayment Limit as calculated by the Province as well as copies of Council's authorization to debenture. Once the necessary paperwork has been received and approved by the Region, the Region will arrange to include the debenture in their next offering. The timing of these offerings are dependent on the funding requirements of the Region of Durham itself as well as that of the other area municipalities. The cost of the offering will be split between the municipalities involved in the overall debenture offering. The main limitation of this option is that the Township has no control over the timing or the cost of the offering. The initial debenture in 2010 had a cost of \$12,532.19 in addition to the \$487,292.56 in interest over the 10 year term.

Option 3

Borrowing internally to finance the balloon payment is an option that the Township has not considered in the past however it is permitted in the Township's Debt Management Policy. The Reserve Funds held by the Township were created for specific reasons and using funds for another purpose could mean the funds are not available for the original purposes when needed. Currently the Capital Reserve Fund is the only fund with sufficient liquid cash to consider this option. The money held for the improvements to public buildings and purchase of fire equipment could be borrowed to finance the

debenture. Should this option be selected, the Region of Durham would still need to provide approval. The internal loan would be subject to repayment with interest. It is anticipated that the rate used would be the average 10 year mortgage rate offered by Canadian Chartered banks. The main limitation of this option relates to the use of funds that may have been earmarks for a future purchase that will have to be delayed until the funds are repaid.

Future Considerations

The annual payment of the original debenture was financed as a tax levy charge in the Fire Department operating budget. This charge was not offset by the use of any funding source in the 10 year history of the debenture. The use of DC's to offset the annual debenture payment was not always possible due to limited growth and conflicting demands for the limited DC's collected. It is estimated the \$801,000 in Fires Services growth related DC's were collected during the last 10 years, \$649,316 of that within the last three years. In the past the funds have been used to offset the cost of purchasing a new fire prevention vehicle; upgraded bunker suits; and the purchase of 2 new tanker trucks with larger capacity tanks. It is also anticipated that the future purchase of an Arial pumper truck that will replace one of the existing pumpers, with an increase in capacity would be funded using the DC's as outlined in the 2019 DC background study.

Should the use of debenture or internal borrowing be selected, it is recommended that the repayments be offset by growth related DC's collected. When the 2009 DC background study was prepared it was estimated that \$435,305 of the total \$1,500,000 estimated construction cost could be financed by growth related DC's between 2009 and 2018. This allocation was continued in the 2014 and the 2019 study allowing for an additional allocation through 2020. The repayment is a growth related cost and should be financed in part from new development.

Conclusion


To avoid a significant spike in the tax levy for a onetime payment, staff are recommending that Council approve the debenture of the balloon payment with the Region of Durham. The use of the debenture rather than internal borrowing will allow the Township the flexibility to use the existing reserve funds for their intended purpose.

Respectfully submitted,



Laura E. Barta, CPA, CMA
Treasurer

Reviewed by,



Robert Lamb, Esq., CEcD
Chief Administrative Office



Township of Brock – Debt Management Policy

1. Background

The Corporation of the Township of Brock is committed to providing service to residents in a fiscally responsible manner. With this commitment in mind, the use of debt as a source of financing is normally only considered for major capital projects with a useful life that far exceeds the financing term.

2. Purpose

The purpose of this policy is to establish consistent standards and guidelines for financing of the Township's operating and infrastructure needs. The standards and guidelines must adhere to the following:

Statutory requirements

- a) The term of temporary or short-term debt for operating purposes will not exceed the current fiscal year;
- b) The term of capital financing will not exceed the useful life of the underlying asset;
- c) Long-term debt obtained through the Region of Durham will only be for major capital projects;
- d) The total annual financing charges cannot exceed the Annual Repayment Limit, as applicable, unless approved by the Ontario Municipal Board;
- e) Prior to entering into a lease financing agreement, an analysis will be prepared that assesses the costs as well as the financial and other risks associated with the proposed lease with other methods of financing;
- f) The awarding of any contract under this Policy will follow the procedures set out in the Township's Procurement By-law.

Ensure long term financial flexibility

- a) Prior to the issuance of any new capital financing, consideration will be given to its impact on future ratepayers in order to achieve an appropriate balance between capital financing and other forms of funding;
- b) To the extent practicable, replacement assets as well as regular or ongoing capital expenditures will be recovered on a "pay as you go" basis through rates, tax levy, user fees or reserves and reserve funds;
- c) It is recognized that reserves must be developed and maintained, as outlined in the Township's Reserve and Reserve Fund Policy, for all capital assets owned by the Corporation to ensure long-term financial flexibility;
- d) Any lease agreements to be considered as financing for a major capital project will conform to the requirements as outlined in the Township's Leasing Policy.

Minimize long-term cost

- a) The timing, type and term of financing for each capital asset will be determined with a view to minimize both its and the Township's overall long-term cost of financing;
- b) Factors to be considered will include current versus future interest rates; availability of related reserves and reserve fund monies; pattern of anticipated revenues or cost savings attributed to the project or purpose and costs related to the financing of the project through debt.

3. Scope and Responsibility

The Treasurer is responsible for the maintenance of and reporting on the activity related to all debt in accordance with the existing legislation and Council direction.

4. Definitions

In this policy the following definitions are used:

- a) **Annual Repayment Limit ("ARL")** – For the purpose of this Policy it has the same meaning as the debt and Financial Obligation Limit.
- b) **Capital Financing** - a generic term for the financing of capital assets using debt, financing leases and other derivatives.
- c) **Debenture** – a formal written obligation to repay specific sums on certain dates. In the case of the Municipality they are typically unsecured.
- d) **Debt** - any obligation for the repayment of money. For Ontario municipalities, debt would typically consist of debentures as well as either notes or cash loans from financial institutions. It could also include internal loans from reserves or reserve funds. Debentures issued to Infrastructure Ontario are also considered debt.
- e) **Lease Financing Agreements** – a lease allowing for the provision of Municipal Capital Facilities if the lease may or will require payment by the Corporation beyond the current term of Council.

5. Guiding Principles

The Municipal Act, 2001, section 401 (1) provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments as well as enter prescribed financial agreements for or in relation to debt. Section 401 (3) states that a lower-tier municipality in a regional municipality does not have the power to issue debentures and must apply to the upper tier to issue same on their behalf.

6. General Policy

Long term debt shall only be issued as funding for the following capital projects as recommended by staff and approved by Council:

- a) Construction of new buildings;
- b) Expansion or major repurposing of existing buildings; and
- c) Full reconstruction of roadway or bridge structure with an estimated cost in excess of \$2 million.

6.1 Term

The Treasurer may recommend for Council's approval a term between 10 and 20 years that takes into account factors such as:

- a) current and forecasted interest rates;
- b) amount of debt required; and
- c) future debt retirements and requirements.

6.2 External and Internal Borrowing

Debt may be issued either externally through a debenture issued by the Region of Durham or internally by borrowing from the Township's discretionary Reserve Funds (also requires approval by the Region of Durham).

6.3 Limit on Total Debt

The Annual Debt Repayment Limit (ARL) established by the Province, requires that a municipality's total annual debt payments cannot exceed 25% of its annual Net Revenues.

7. Annual Reporting

Reporting of Debt will occur through the following processes:

- a) Year-end audit and financial statements – balances of debt will be presented with note disclosure and comparative figures as required to meet PSAB reporting standards;
- b) Financial Information Return – balances of debt will be reported to the Ministry of Municipal Affairs and Housing annually; and
- c) Where required, reporting to Council or other agencies may exist for debt balances related to grants or other contributed funds (e.g. Federal and Provincial Grants).

Public Works, Facilities & Parks Committee

Lesley Donnelly

From: Michael Jubb
Sent: Tuesday, January 14, 2020 7:45 PM
To: Brock Clerks
Subject: Fwd: Harold Lodwick Fund Run

Good evening, pls add to the next agenda. Proof of insurance is from BSE . Many thanks. 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:	17/01/2020
Refer to:	Parks and Recreation
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - PWFP - Consent
Copies to:	Joe

This electronic message and all contents contain information from which may be privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, any disclosure, copy, distribution or use of the contents of this message is prohibited. If you have received this email in error, please notify the sender immediately by return email and destroy the original message and all copies.

From: Gerry Lodwick <[REDACTED]>
Sent: Tuesday, January 14, 2020 7:41:39 PM
To: Michael Jubb <mjubb@townshipofbrock.ca>
Subject: Harold Lodwick Fund Run

Hi Mike

This years fun run will be October 31, could you please inform the township and provide proof of coverage under the BSE

Thanks

If this information is required in an alternate format, please contact the Accessibility Co-ordinator at 905-623-3379 ext. 2131

January 21, 2020

The Honourable Doug Ford, Premier
Via E-mail: premier@ontario.ca

Dear Premier:

Re: Emerald Ash Borer Funding Assistance

File Number: PG.25.06

Date:	21/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - PWFP - Consent
Copies to:	

At a meeting held on January 20, 2020, the Council of the Municipality of Clarington approved the following Resolution #GG-009-20:

That the following resolution from the Clarington Agricultural Advisory Committee, regarding Emerald Ash Borer Funding Assistance, be endorsed by the Municipality of Clarington:

Whereas the Municipality continues to address the devastating effect of Emerald Ash Borer (EAB) on public lands, at a significant cost, and is working on a long-term strategy to secure the resources necessary for the removal and replacement of EAB affected trees in rural roadside areas;

And whereas farmers, as significant private landowners, are also heavily impacted by the spread of EAB across the naturalized areas of their properties;

And whereas, despite there being programs and funds to support tree planting and replanting, there are no monies available to assist farmers with the removal of EAB affected trees;

And whereas healthy woodlands contribute environmental, ecological, economic and health benefits to communities and Ontario's agricultural system;

Therefore, be it resolved that the Council of the Municipality of Clarington urges the Province of Ontario to renew its commitment to address the spread of invasive species through the provision of funding to Ontario farmers to assist with the cost of removing dead ash trees on private farmland;

That a copy of this resolution be circulated to all Durham Region municipalities and the Region of Durham for endorsement;

That a copy of this resolution be circulated to the Association of Municipalities of Ontario; and

That a copy of this resolution be directed to Doug Ford, Premier of Ontario; the Honourable John Yakabuski, Minister of Natural Resources and Forestry; the Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs; Lindsey Park, MPP (Durham); and David Piccini, MPP (Northumberland-Peterborough South).

Yours truly,



June Gallagher, B.A., Dipl. M.A.
Deputy Clerk

JG/lp

- c. Honourable Jeff Yakabuski, Minister of Natural Resources and Forestry
Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs
Lindsey Park, MPP Durham
David Piccini, MPP Northumberland-Peterborough South
AMO
Susan Cassel, City Clerk, City of Pickering
Nicole Cooper, Director of Legislative & Information Services, Town of Ajax
Christopher Harris, Town Clerk, Town of Whitby
Becky Jamieson, Municipal Clerk, Township of Brock
Debbie Leroux, Director of Corporate Services/Clerk, Township of Uxbridge
Mary Medeiros, City Clerk, City of Oshawa
JP Newman, Director of Corporate Services/Clerk, Township of Scugog
Ralph Walton, Regional Clerk, Region of Durham



The Corporation of the Township of Brock

Public Works Department

Director of Public Works to Committee of the Whole

Report: 2020-COW-16

Date: Monday, February 3, 2020

Date:	23/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - PWF - Consent
Copies to:	

Subject

Clean Equipment Protocol for Summer Road Equipment

Recommendation

That staff Report No. 2020-COW-16, Clean Equipment Protocol for Summer Road Equipment be received;

And further, this Committee approve the recommendations outlined for clean equipment protocol.

Attachments

No. 1 Clean Equipment Protocol for Industry – Summary Report

Report

At the January 13, 2020 Special Council Education Session with respect to Invasive Species, resolution 2-2 was adopted requesting that Brock Township adopt a clean equipment protocol for all summer road equipment.

Staff have completed a detailed investigation and recommend the following:

1. Training all public works staff in identifying invasive species
2. Implementing a checklist of cleaning protocol steps for staff to follow for this purpose. The checklist will be similar to that outlined in Attachment No. 1.

In order to carry out the clean equipment protocol, a water truck and operator will be added to any operations where invasive species have been identified.

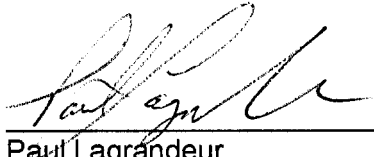
Consultation

N/A

Financial

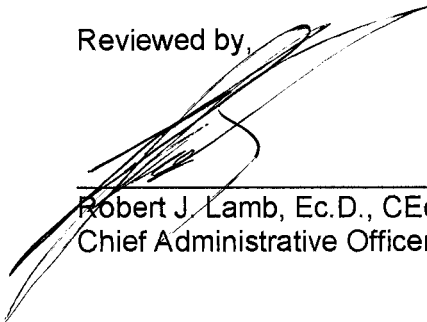
Financial implications will be minimal and all costs will be absorbed in the operating budget.

Respectfully submitted,



Paul Lagrandeur
Interim Director of Public Works

Reviewed by,



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

Clean Equipment Protocol for Industry – Summary

Invasive species are plants, animals and microorganisms that have been accidentally or deliberately introduced into areas beyond their normal range, that out compete native species. Invasive species are a major threat to Ontario's natural areas, and are very costly to deal with once established.

Invasive species can be spread to new areas by contaminated mud, gravel, soil and plant materials on vehicles and machinery.

The best practice is to prevent the spread of invasive species. By inspecting and cleaning equipment and following some simple guidelines, the risk of spreading invasive plants is greatly reduced.

- Identify invasive plants and plan activities accordingly (i.e. schedule work in areas without invasive plants first, leaving infested areas til the end, to reduce the risk of unintentionally moving plants into a new area).
- Record & report sightings of invasive plants
(Invading Species hotline at **1-800-563-7711** or online www.invadingspecies.com/report/ or www.eddmaps.org/Ontario)
- Inspect vehicles and machinery before and after entering sites or conducting work along roadways & waterways.

How to Inspect

Before leaving the site, inspect the vehicle thoroughly inside and out for where dirt, plant material and seeds may be lodged or stuck to interior and exterior surfaces. Remove and clean any guards, covers or plates that are easy to remove.

Pay attention to the underside of the vehicle, radiators, spare tires, foot wells and bumper bars. If clods of dirt, seed or other plant material are found, remove immediately and discard where the contamination occurred or in the garbage.

When Cleaning is required

- Safely locate the vehicle and equipment away from any hazards, ensure engine is off and the vehicle or equipment is immobilized.
- Clean the vehicle/equipment in an appropriate area where contamination and seed spread is not possible (or limited).

The site should be:

- » Mud free, gravel covered hard surface, or, if this is not available, a well maintained grassy area.
- » Gently sloping to assist in draining water and material away from the vehicle or equipment. Care should be taken to ensure that localized erosion will not be created.
- » At least 30m away from any watercourse, water body and natural vegetation.
- » Large enough to allow for adequate movement of larger vehicles and equipment.

Continued...

Equipment Required

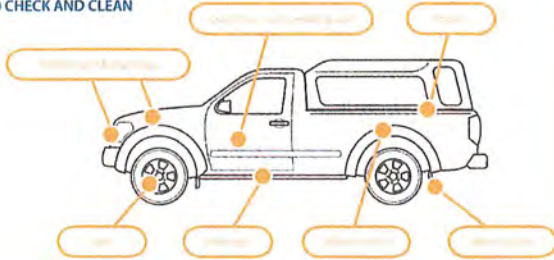
- A pump and high pressure hose OR High pressure water unit
- Air compressor and blower OR Vacuum
- Shovel
- Pry bar
- Stiff brush or broom

Final Inspection Checklist

- No clods of dirt should be visible after cleaning.
- Radiators, grills and the interiors of vehicles should be free of accumulations of seed, soil, mud and plant material parts including seeds, roots, flowers, fruit and or stems.

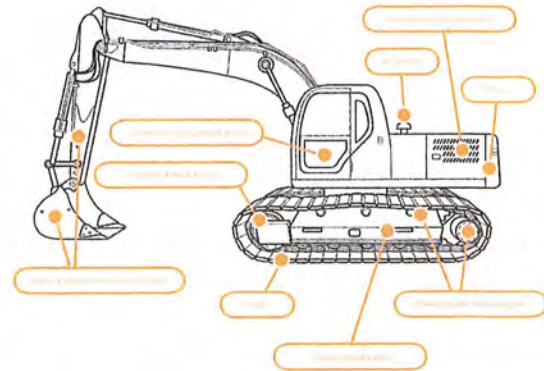
2WD and 4WD Vehicles

4WD VEHICLE WITH KEY SPOTS TO CHECK AND CLEAN



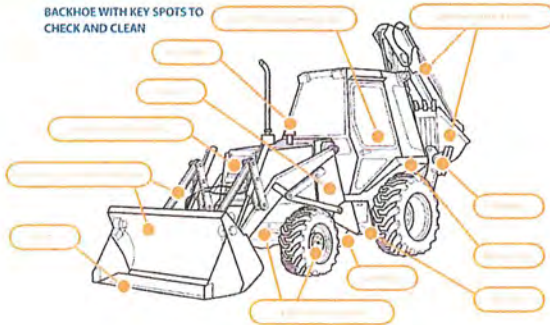
Excavator

EXCAVATOR WITH KEY SPOTS TO CHECK AND CLEAN



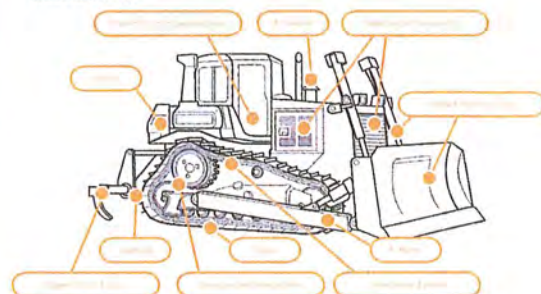
Backhoe

BACKHOE WITH KEY SPOTS TO CHECK AND CLEAN



Bulldozer

BULLDOZER WITH KEY SPOTS TO CHECK AND CLEAN



Lesley Donnelly

From: Michael Jubb
Sent: Thursday, January 23, 2020 12:48 PM
To: Brock Clerks; Claire Doble
Subject: Fwd: naturalizing berm

Good afternoon, could we please have this request added to the next COW agenda. This may fit nicely into council interest in naturalization of some of our property. Many thanks. Mike

Date:	24/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - PWFP - Consent
Copies to:	



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

This electronic message and all contents contain information from which may be privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, any disclosure, copy, distribution or use of the contents of this message is prohibited. If you have received this email in error, please notify the sender immediately by return email and destroy the original message and all copies.

From: Sarah Cowley <[REDACTED]>
Sent: Thursday, January 23, 2020 12:31:54 PM
To: Michael Jubb <mjubb@townshipofbrock.ca>
Subject: naturalizing berm

Hi Mike,

I'm sending an email as requested to follow up with our conversation regarding the naturalization of the berm in the park; more specifically the space between the Nine Bark Bushes planted on the west end of Beaverton Fairgrounds Park .

As you know I have been instrumental with planting and maintaining the Blossom Trail as well as the flag pole garden. I have added to the trail this past fall 2019, by planting 1500 daffodil bulbs. I planted them around the Service Berry trees and between the nine bark bushes. In order for the bulbs to live each year they mustn't be cut down after the spring blooming. The soil between the nine barks is actually poor fill which doesn't grow grass properly and by the time August comes around this grass on the berm is burnt. Because of the poor quality of soil it means I have to water the nine barks regularly by hand. This takes me about 3 hours each time , hauling buckets of water from the back of my car every other week. This area is also difficult for the park's people to cut and maintain.

A solution to

1. protecting the bulbs
2. beautifying the berm
3. enhancing the soil
4. reducing the number of times I must water

*will be to naturalize this area, specifically the berm between the Nine Bark Bushes.

I feel qualified to this. I have a horticultural diploma from Guelph University. I will seek the advice of Richard Dickinson (from Cannington who wrote the book "Plants of Southern Ontario) also David Thomlinson who is a QC landscape gardener.

I believe this proposal/request fits into the vision of the council.

I look forward to your input.

Regards, Sarah Cowley

Lesley Donnelly

From: Michael Jubb
Sent: Tuesday, January 28, 2020 12:43 PM
To: Judy Mitchell-Wilson
Cc: Brock Clerks
Subject: Re: Parks and Recreation Committee

Hey Judy thanks for the email. I think it's best that we asked for this to put on the next agenda. This will allow conversation at the committee table. I will CC our staff. Thanks very much. Mike

Date:	28/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - PWFP - Consent
Copies to:	



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

This electronic message and all contents contain information from which may be privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, any disclosure, copy, distribution or use of the contents of this message is prohibited. If you have received this email in error, please notify the sender immediately by return email and destroy the original message and all copies.

From: Judy Mitchell-Wilson <[REDACTED]>
Sent: Tuesday, January 28, 2020 12:34:48 PM
To: Michael Jubb <mjubb@townshipofbrock.ca>
Subject: Parks and Recreation Committee

Michael Jubb, Chair

Parks and Recreation Committee, Township of Brock

1 Cameron Street East, P.O. Box 10

Cannington, ON L0E 1E0

705-432-2355 | 1-866-223-7668

brock@townshipofbrock.ca

Dear Michael:

The Beaverton Horticultural Society will be celebrating our 100th Anniversary in 2022. We are looking to partner in an environmentally friendly project with a like minded organization.

The sort of activity we would like to participate in is:

- tree planting, native species
- restoration of habitat
- or other environmental project

As the Chair of the Brock Township, Parks and Recreation Committee, you might be aware of projects that we could spearhead or partner in.

Your assistance would be greatly appreciated

Judy Mitchell-Wilson, President

Beaverton Horticultural Society

705-323-0099

Building, Planning & Economic Development Committee



Corporate Services Department
Legislative Services

Sent By Email

December 23, 2019

Charlene Rocha
St. Mary C.S.S. and FridaysForFuture
Charocha03@gmail.com

Subject: Re: Climate Emergency Declaration
Corr. 42-19
File: A-1400-001-19

Date:	03/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - BPED - Consent
Copies to:	

The Council of the Corporation of the City of Pickering considered the above matter at a meeting held on December 16, 2019 and adopted the following resolution:

WHEREAS, climate change is a well-documented issue that poses a risk to social, economic and environmental well-being in communities around the world;

And Whereas, the United Nations' Intergovernmental Panel on Climate Change has determined the need for a significant reduction in carbon emissions in the next 11 years to avoid further economic, ecological, and societal losses due to climate change;

And Whereas, climate change is currently contributing billions of dollars in property and infrastructure damage worldwide and the City of Pickering has been impacted by extreme rain and ice storm events resulting in a loss of tree canopy, property damage, utility disruptions, and flooding along the waterfront;

And Whereas, the City of Pickering has been proactively integrating sustainability into its corporate culture for many years, while aiming to continuously balance the economic, environmental and social priorities of a healthy community;

And Whereas, a climate emergency declaration aligns with the goals and actions already being completed through existing City programs, plans and policies including but not limited to: 2014-2019 and 2019-2024 Corporate Energy Management Plans, Durham Community Climate Adaptation Plan, Durham Community Energy Plan, Amendment 23 to the Pickering Official Plan, Partners in Climate Protection Program, Sustainable Development Guidelines, Sustainable Seaton: Community-Building series, habitat protection and naturalization, Smart Commute Program, renewable energy project on Dr. Nelson F. Tomlinson Community Centre, Measuring Sustainability Reports, a 7-year Electric Vehicle Strategy, a forthcoming Integrated Transportation Master Plan;

And Whereas, the City of Pickering promotes a healthy economic development program that supports the attraction of key industries and jobs to allow for residents to work close to home;

And Whereas, the City of Pickering is attempting to maximize unique economic development opportunities within the City to further advance the establishment of key industries and support the supply chain of businesses;

Now Therefore be it resolved that the Council of the City of Pickering declares a climate emergency by endorsing the following:

1. That climate change poses a threat to both the current and future social, economic and environmental well-being of the community;
2. That the City continues to strive for a reduction in greenhouse gas emissions to reduce the local and global impacts of climate change;
3. That the City supports that mitigation, adaptation and resiliency measures continue to be considered and implemented to ensure the community remains prosperous and to reduce the short and long term impacts of climate change;
4. That the City continues to demonstrate leadership and a commitment to economic, social and environmental sustainability;
5. That the City continues to build a healthy and complete city where residents can live, work, and play without having to leave the community;
6. That Council requests staff, wherever possible, to consider climate change in municipal activities;
7. That the City continues to encourage residents, businesses, and the development community to consider climate change; and,
8. The Council shares it's commitment by forwarding this declaration to the Federal Minister of Environment and Climate Change, Ontario Minister of Environment, Conservation and Parks, Member of Parliament for Pickering-Uxbridge, Member of Provincial Parliament for Pickering-Uxbridge, Region of Durham, Durham Region municipalities, the Durham Catholic and Public District School Boards and the Ontario French Public School Board.
9. That Staff report back to Council, no later than Q2 2020, for setting measurable performance achievements.

Should you require further information, please do not hesitate to contact the undersigned at 905.420.4660 extension 2019.

Yours truly



Susan Cassel
City Clerk

SC:rp

Copy: The Honourable Jonathan Wilkinson, Federal Minister of Environment and Climate Change
The Honourable Jeff Yurek, Minister of Environment, Conservation and Parks
Jennifer O'Connell, Member of Parliament for Pickering-Uxbridge
Peter Bethlenfalvy, Member of Provincial Parliament for Pickering-Uxbridge
Ralph Walton, Regional Clerk, Regional Municipality of Durham
Nicole Cooper, Clerk, Town of Ajax
Becky Jamieson, Clerk, Township of Brock
Anne Greentree, Municipal Clerk, Municipality of Clarington
Mary Medeiros, Interim City Clerk, City of Oshawa
John Paul Newman, Director of Corporate Services/Clerk, Township of Scugog
Debbie Leroux, Director of Legislative Services/Clerk, Township of Uxbridge
Christopher Harris, Clerk, Town of Whitby
Durham District School Board
Durham Catholic District School Board
Conseil scolaire Viamonde
Conseil des écoles publiques de l'Est de l'Ontario (CEPEO)
Conseil scolaire public de district du Nord-Est de l'Ontario
Conseil scolaire du district du Grand Nord de l'Ontario
Conseil scolaire catholique MonAvenir
Conseil scolaire de district catholique de l'Est Ontarien
Conseil des écoles catholiques de langue française du Centre-Est
Conseil scolaire catholique Providence
Conseil scolaire catholique du Nouvel-Ontario
Conseil scolaire catholique Franco-Nord
Conseil scolaire catholique de district des Grandes Rivières
Conseil scolaire de district catholique des Aurores boréales

Chief Administrative Officer



Date:	29/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - BPED - Consent
Copies to:	

The Corporation of the Township of Brock

Building Department

Chief Building Official to Committee of the Whole

Report: 2020-COW-01

Date: Monday, February 3, 2020

Subject

Building Department – 4th Quarterly Report 2019

Recommendation

That the Committee of the Whole receives this report for information.

Attachments

- No. 1: Year to Date Report for 2019
 - No. 2: Type of Permit for 2019
 - No. 3: Type of Construction Report for 2019
 - No. 4: Type of Inspection Report for 2019
-

Report

The following chart summarizes the building department activities for the period of October to December 2019 inclusive.

Year	Period	# of permits	Construction Value	Permit Fees Paid	Development Charges	# of new dwellings
2019	Oct. – Dec.	51	\$12,644,180.00	\$89,782.55	\$600,000.00	31
2018	Oct. – Dec.	23	\$13,306,753.00	\$74,837.09	\$340,060.02	1 + 1 Multi-Residential

The following chart summarizes the building department activities for the period of January to December 2019 inclusive.

Year	Period	# of permits	Construction Value	Permit Fees Paid	Development Charges	# of new dwellings
2019	Jan. – Dec.	337	\$89,911,255.00	\$650,557.91	\$1,879,019.18	204
2018	Jan. – Dec.	262	\$43,578,812.00	\$316,942.92	\$1,583,258.67	63 + 1 Multi-Residential

Consultation

N/A

Financial

N/A

Respectfully submitted,



Richard Ferguson, CBCO
Chief Building Official

Reviewed by,



Robert Lamb, Ec.D., CEcD
CAO

THE TOWNSHIP OF BROCK

IN THE REGIONAL MUNICIPALITY OF DURHAM
1 CAMERON ST. E., P.OBOX 10, CANNINGTON, ONTARIO L0E 1E0
(705) 432-2355 TOLL FREE 1-866-223-7668

TYPE OF PERMIT

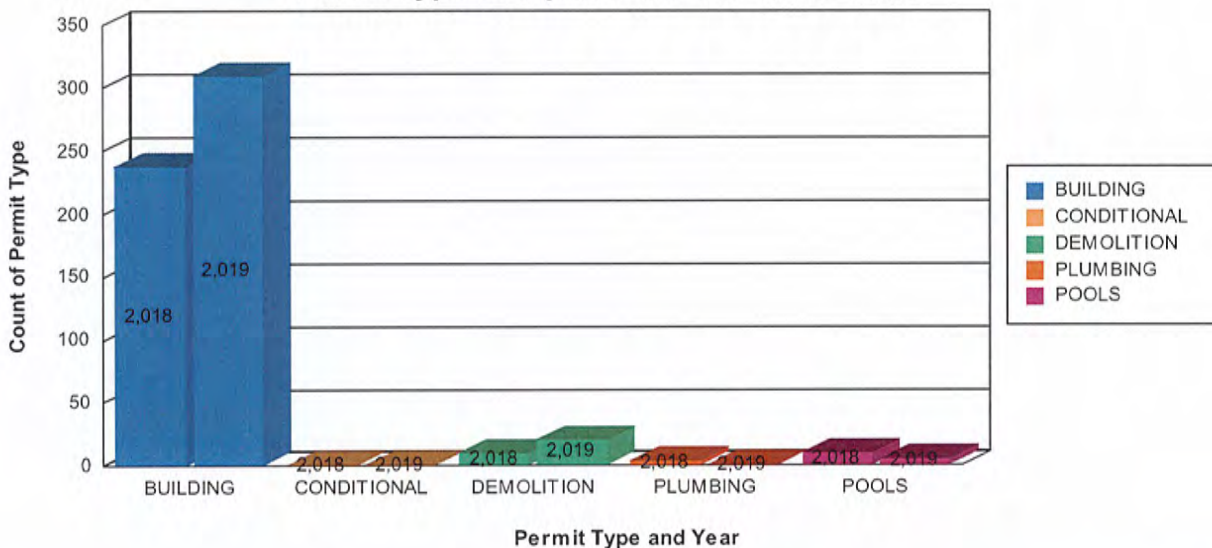
Comparison to Previous Year

2019

Permit Type	2018			2019		
	# of Permits	Fee	Construction Value	# of Permits	Fee	Construction Value
BUILDING	238	\$310,772.92	\$42,371,033.00	310	\$647,982.91	\$89,295,955.00
CONDITIONAL	1	\$4,120.00	\$800,000.00	1	\$100.00	\$20,000.00
DEMOLITION	10	\$1,000.00	\$73,500.00	20	\$2,000.00	\$469,800.00
PLUMBING	3	\$300.00	\$18,000.00	1	\$100.00	\$2,500.00
POOLS	10	\$750.00	\$316,279.00	5	\$375.00	\$123,000.00
Total	262	\$316,942.92	\$43,578,812.00	337	\$650,557.91	\$89,911,255.00

PERMIT TYPE CHART

Permit Type Comparison to Previous Year.



THE TOWNSHIP OF BROCK

IN THE REGIONAL MUNICIPALITY OF DURHAM
1 CAMERON ST. E., P.OBOX 10, CANNINGTON, ONTARIO L0E 1E0
(705) 432-2355 TOLL FREE 1-866-223-7668

Type of Construction Report

1/1/2019 To 12/31/2019

Type of Work	Type of Construction	Number of Permits	Permit Value	Const. Value
ACCESSORY BLDG	ACCESSORY BLDG	1	\$813.75	\$300,000.00
ADDITION	ACCESSORY BLDG.	4	\$3,399.96	\$167,800.00
ADDITION	AGRICULTURE	4	\$2,559.29	\$210,000.00
ADDITION	DECK/PORCH, SFD	5	\$1,250.00	\$54,960.00
ADDITION	FARM RELATED ACCESSORY BUILDING	1	\$250.00	\$3,000.00
ADDITION	GOVERNMENT	1	\$14,170.95	\$1,300,000.00
ADDITION	PUBLIC	1	\$1,898.79	\$600,000.00
ADDITION	SF DWELLING	11	\$8,517.74	\$1,078,170.00
ADDITION	TRAILER & DECK	2	\$598.80	\$50,000.00
ADDITION AND RENOVATION	SF DWELLING	2	\$5,362.36	\$1,300,000.00
ADDITION, BARRIER FREE RAMP	SF DWELLING	1	\$100.00	\$5,000.00
AGRICULTURE	FARM RELATED ACCESSORY BUILDING	1	\$2,301.75	\$150,000.00
ALTERATION	ACCESSORY BLDG	1	\$250.00	\$20,000.00
ALTERATION	MULTI-RESIDENTIAL	1	\$601.94	\$96,000.00
CONDITIONAL DEMOLITION	SF DWELLING	1	\$100.00	\$20,000.00
DECK ADDITION	DECK/PORCH, SFD	4	\$1,000.00	\$31,075.00
DECK ADDITION	SF DWELLING	2	\$500.00	\$39,200.00
DEMOLISH	ACCESSORY BLDG	1	\$100.00	\$5,000.00
DEMOLITION, ENTIRE BLDG.	ACCESSORY BLDG.	5	\$500.00	\$17,800.00
DEMOLITION, ENTIRE BLDG.	SF DWELLING	11	\$1,100.00	\$420,000.00
DEMOLITION, PARTIAL	COMMERCIAL	1	\$100.00	\$12,000.00
DEMOLITION, PARTIAL	SF DWELLING	2	\$200.00	\$15,000.00
FENCE ENCLOSURE	POOL	4	\$300.00	\$93,000.00
FINISH BASEMENT	SF DWELLING	1	\$100.00	\$10,000.00

Type of Work	Type of Construction	Number of Permits	Permit Value	Const. Value
FIRE RESTORATION	SF DWELLING	1	\$789.12	\$174,000.00
FOUNDATION ONLY	COMMERCIAL	1	\$1,533.97	\$140,000.00
FOUNDATION ONLY	SF DWELLING	1	\$500.00	\$50,000.00
MOVE	ACCESSORY BLDG.	1	\$349.68	\$5,000.00
NEW CONSTRUCTION	ACCESSORY BLDG	2	\$2,116.40	\$200,000.00
NEW CONSTRUCTION	ACCESSORY BLDG.	20	\$7,498.20	\$741,820.00
NEW CONSTRUCTION	AGRICULTURE	4	\$10,315.94	\$328,600.00
NEW CONSTRUCTION	BOATHOUSE	1	\$307.37	\$120,000.00
NEW CONSTRUCTION	COMMERCIAL	1	\$3,764.69	\$950,000.00
NEW CONSTRUCTION	DECK/PORCH, SFD	1	\$250.00	\$31,000.00
NEW CONSTRUCTION	FARM RELATED ACCESSORY BUILDING	1	\$700.00	\$40,000.00
NEW CONSTRUCTION	SF DWELLING	204	\$561,178.51	\$79,855,440.00
NEW CONSTRUCTION	SIGN	5	\$500.00	\$24,500.00
POOL	FENCE ENCLOSURE	1	\$75.00	\$30,000.00
RENOVATE	COMMERCIAL	9	\$8,667.28	\$642,000.00
RENOVATE	INDUSTRIAL	1	\$785.00	\$12,000.00
RENOVATE	INSTITUTION	1	\$1,067.82	\$160,000.00
RENOVATE	PUBLIC	1	\$800.00	\$80,000.00
RENOVATE	SF DWELLING	8	\$2,403.60	\$265,000.00
RENOVATION TO CREATE A SECOND DWELLING UNIT	SF DWELLING	1	\$500.00	\$50,000.00
SIGN	COMMERCIAL	1	\$100.00	\$4,390.00
TEMPORARY BUILDINGS	TENT	1	\$80.00	\$1,000.00
WATER/SEWER CONNECTION	SF DWELLING	1	\$100.00	\$2,500.00
WATERPROOF EXTERIOR WALLS	SF DWELLING	1	\$100.00	\$6,000.00

Grand Total: 337 \$650,557.91 \$89,911,255.00

Report 2020-COW-01
Attachment No. 3 -Page 2 of 2

THE CORPORATION OF
THE TOWNSHIP OF BROCK
 IN THE REGIONAL MUNICIPALITY OF DURHAM
 1 CAMERON ST. E., P.OBOX 10, CANNINGTON, ONTARIO L0E 1E0
 (705) 432-2355 TOLL FREE 1-866-223-7668

INSPECTIONS REPORT

1/1/2019 To 12/31/2019

INSPECTIONS TYPE	# OF INPECTIONS
	1
BACKFILL	154
ENGINEERS REPORT	45
FINAL	137
FIRE SEPARATION	2
FIRE SERVICE MAINS	1
FOOTINGS	188
FOUNDATION	1
FOUNDATION WALLS	8
FRAMING	166
HVAC R.I.	81
I.C.F. WALLS REINFORCING	8
INSULATION & VAPOUR BARRIER	2
INSULATION/AIR BARRIER	170
OCCUPANCY	83
OCCUPANCY (CONT'D)	5
PLUMBING - FINAL	53
PLUMBING-ROUGH IN	213
RE-INFORCING	6
SEWER/WATER	152
SITE	21
SITE (CONT'D)	1
SLAB ON GRADE	13
SONO TUBES	12

Total Inspection Type: 24

Total Number Of Inspections: 1523

THE TOWNSHIP OF BROCK

IN THE REGIONAL MUNICIPALITY OF DURHAM

1 CAMERON ST. E., P.OBOX 10, CANNINGTON, ONTARIO L0E 1E0
(705) 432-2355 TOLL FREE 1-866-223-7668

YEAR END REPORT(YEAR TO DATE REPORT)

Year: 2019

To Date: December 31, 2019

ROLL NUMBER	BUILDING PERMIT #	ISSUE DATE	PROJECT LOCATION	PERMIT TYPE	PERMIT STATUS	CONTRACTOR	TYPE OF WORK	TYPE OF BUILDING	TWP-DC	PERMIT FEE	CONST. VALUE
040003122000000	2019-0288	12/12/2019	C365 BROCK CONCESSION 11	DEMOLITION	A		DEMOLITION, ENTIRE BLDG.	SF DWELLING		\$100.00	\$50,000.00
020020104000000	2019-0287	12/03/2019	244 KING STREET WEST, BEAVERTON	DEMOLITION	C		DEMOLITION, ENTIRE BLDG.	SF DWELLING		\$100.00	\$175,000.00
040002067000000	2019-0284	11/29/2019	S66 KYDD LANE, BROCK	BUILDING	C		NEW CONSTRUCTION	DECK/PORCH, SFD		\$250.00	\$31,000.00
030009067000000	2019-0283	11/13/2019	C1840 DURHAM ROAD 12, BROCK	BUILDING	A		FINISH BASEMENT	SF DWELLING		\$100.00	\$10,000.00
020040306000000	2019-0282	11/08/2019	448 OSBORNE STREET, BEAVERTON	BUILDING	C		RENOVATE	COMMERCIAL		\$250.00	\$2,000.00
010003273000000	2019-0281	11/04/2019	B1575 THORAH CONCESSION 6	BUILDING	A		ADDITION	FARM RELATED ACCESSORY BUILDING		\$250.00	\$3,000.00
050007176020000	2019-0280	10/18/2019	S1985 REGIONAL RD 13, BROCK	BUILDING	C		RENOVATE	SF DWELLING		\$800.00	\$100,000.00
050008104000000	2019-0279	10/24/2019	C1880 HIGHWAY 7, BROCK	BUILDING	A		NEW CONSTRUCTION	ACCESSORY BLDG.		\$418.50	\$49,500.00
020030102000000	2019-0278	10/24/2019	501 SIMCOE STREET, BEAVERTON	BUILDING	A		NEW CONSTRUCTION	ACCESSORY BLDG.		\$250.00	\$40,000.00
020030155000000	2019-0277	11/13/2019	556 SIMCOE STREET, BEAVERTON	BUILDING	A		ADDITION	SF DWELLING		\$943.13	\$160,000.00
040002332000000	2019-0276	10/22/2019	S1060 BROCK CONCESSION 9	BUILDING	A		NEW CONSTRUCTION	FARM RELATED ACCESSORY BUILDING		\$700.00	\$40,000.00
020040306000000	2019-0275	11/08/2019	448 OSBORNE STREET,	BUILDING	A		RENOVATE	COMMERCIAL		\$460.00	\$30,000.00

BEAVERTON						Report 2020-COW-01 Attachment No. 1 – Page 2 of 19				
020030102000000	2019-0274	10/16/2019	501 SIMCOE STREET, BEAVERTON	BUILDING	A	RENOVATE	SF DWELLING		\$50,000.00	
030003126000000	2019-0273	10/10/2019	29 COUNTRY LANE, CANNINGTON	DEMOLITION	A	DEMOLITION, ENTIRE BLDG.	ACCESSORY BLDG.	\$100.00	\$1,800.00	
030002073000000	2019-0272	10/17/2019	33 QUEEN STREET, CANNINGTON	BUILDING	A	RENOVATE	SF DWELLING	\$200.00	\$20,000.00	
020001027000000	2019-0271	10/17/2019	25 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,712.74	\$383,680.00
030006243000000	2019-0269	10/11/2019	C1295 BROCK CONCESSION 14	BUILDING	A	NEW CONSTRUCTION	SIGN	\$100.00	\$5,000.00	
020040286000000	2019-0268	09/26/2019	384 OSBORNE STREET, BEAVERTON	BUILDING	C	ADDITION	SF DWELLING	\$100.44	\$10,000.00	
030001007000000	2019-0267	09/26/2019	24 LAIDLAW STREET SOUTH, CANNINGTON	BUILDING	A	RENOVATE	PUBLIC	\$800.00	\$80,000.00	
020040225000000	2019-0266	09/26/2019	390 CHURCH STREET, BEAVERTON	BUILDING	A	RENOVATE	SF DWELLING	\$100.00	\$1,000.00	
040004381000000	2019-0265	12/20/2019	B25100 MAPLE BEACH ROAD, THORAH	DEMOLITION		DEMOLITION, ENTIRE BLDG.	SF DWELLING	\$100.00	\$30,000.00	
040004381000000	2019-0264	12/20/2019	B25100 MAPLE BEACH ROAD, THORAH	BUILDING	A	NEW CONSTRUCTION	BOATHOUSE	\$307.37	\$120,000.00	
040004381000000	2019-0263	09/24/2019	B25100 MAPLE BEACH ROAD, THORAH	DEMOLITION	A	DEMOLITION, ENTIRE BLDG.	ACCESSORY BLDG.	\$100.00	\$5,000.00	
010004047000000	2019-0262	09/19/2019	B27300 DURHAM ROAD 23, THORAH	CONDITIONAL	A	CONDITIONAL DEMOLITION	SF DWELLING	\$100.00	\$20,000.00	
040003379010000	2019-0261	09/24/2019	B475 BROCK CONCESSION 14	BUILDING	A	NEW CONSTRUCTION	SIGN	\$100.00	\$5,000.00	
040003381000000	2019-0260	09/24/2019	B410 HIGHWAY 48, BROCK	BUILDING	A	NEW CONSTRUCTION	SIGN	\$100.00	\$5,000.00	
030006181000000	2019-0259	09/19/2019	C1766 BROCK CONCESSION 13	POOLS	A	FENCE ENCLOSURE	POOL	\$75.00	\$40,000.00	
030006181000000	2019-0258	09/19/2019	C1766 BROCK CONCESSION 13	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$3,185.11	\$500,000.00
020020029000000	2019-0257	10/17/2019	29 BUTCHER STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,712.74	\$383,680.00
020020029000000	2019-0256	10/17/2019	33 BUTCHER STREET,	BUILDING	A	NEW	SF DWELLING	\$20,000.00	\$2,425.56	\$342,400.00

BEAVERTON						CONSTRUCTION	Report 2020-COW-01 Attachment No. 1 – Page 3 of 19			
020020029000000	2019-0255	10/17/2019	39 BUTCHER STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$472,960.00
020020029000000	2019-0254	10/17/2019	41 BUTCHER STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,712.74	\$383,680.00
020020029000000	2019-0253	10/17/2019	43 BUTCHER STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$3,288.86	\$472,960.00
020020029000000	2019-0252	10/17/2019	68 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$1,919.90	\$264,000.00
020020029000000	2019-0251	10/17/2019	18 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,425.56	\$342,400.00
020020029000000	2019-0250	10/17/2019	17 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,985.05	\$425,600.00
020020029000000	2019-0249	10/17/2019	23 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,106.24	\$293,600.00
020020029000000	2019-0248	10/17/2019	31 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,744.28	\$390,400.00
020020029000000	2019-0247	10/17/2019	44 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,712.74	\$383,680.00
020020029000000	2019-0246	10/17/2019	40 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,425.56	\$342,400.00
020020029000000	2019-0245	10/17/2019	36 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,425.56	\$342,400.00
020020029000000	2019-0244	10/17/2019	34 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,712.74	\$383,680.00
020020029000000	2019-0243	10/17/2019	32 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,712.74	\$383,680.00
020020029000000	2019-0242	10/17/2019	28 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$3,288.86	\$472,960.00
020020029000000	2019-0241	10/17/2019	26 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,139.00	\$297,600.00
020020029000000	2019-0240	10/17/2019	24 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,425.56	\$342,400.00
020020029000000	2019-0239	10/17/2019	14 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$3,288.86	\$472,960.00
020020029000000	2019-0238	10/17/2019	12 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,425.56	\$342,400.00
020020029000000	2019-0237	10/17/2019	8 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,712.74	\$383,680.00
020020029000000	2019-0236	10/17/2019	4 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$3,288.86	\$472,960.00

020020029000000	2019-0235	10/17/2019	7 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLI	Report 2020-COW-01 Attachment No. 1 – Page 4 of 19		\$297,600.00
020020029000000	2019-0234	10/17/2019	9 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLI			\$342,400.00
020020029000000	2019-0233	10/17/2019	13 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,712.74	\$383,680.00
020020029000000	2019-0232	10/17/2019	15 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$3,288.86	\$472,960.00
020020029000000	2019-0231	10/17/2019	37 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,712.74	\$383,680.00
020020029000000	2019-0230	10/17/2019	41 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$2,425.56	\$342,400.00
020020029000000	2019-0229	10/17/2019	49 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$20,000.00	\$3,335.06	\$480,000.00
010004250000000	2019-0228	09/10/2019	B69 CEDAR BEACH ROAD, THORAH	BUILDING	A	ADDITION	SF DWELLING		\$928.29	\$100,000.00
020040419000000	2019-0226	09/03/2019	542 SARAH STREET, BEAVERTON	BUILDING	C	NEW CONSTRUCTION	ACCESSORY BLDG.		\$250.00	\$17,000.00
050005037200000	2019-0225	09/11/2019	8 THOMPSON ROAD, BROCK	BUILDING	A	RENOVATE	INDUSTRIAL		\$785.00	\$12,000.00
050050093000000	2019-0222	09/24/2019	6 WATER STREET, SUNDERLAND	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$0.00	\$2,369.34	\$324,480.00
050050088000000	2019-0221	09/06/2019	26 WATER STREET, SUNDERLAND	BUILDING	A	ADDITION	SF DWELLING		\$250.00	\$24,310.00
050004161000000	2019-0220	08/26/2019	S1510 REGION ROAD 13, BROCK	BUILDING	A	TEMPORARY BUILDINGS	TENT		\$80.00	\$1,000.00
030002008000000	2019-0219	09/13/2019	37 LAIDLAW STREET SOUTH, CANNINGTON	BUILDING	A	RENOVATE	COMMERCIAL	\$19,058.32	\$479.78	\$40,000.00
050005139600000	2019-0218	08/20/2019	3 DON HADDEN CRESCENT, BROCK	POOLS		FENCE ENCLOSURE	POOL		\$75.00	\$40,000.00
050005106000000	2019-0217	11/05/2019	S14200 SIDEROAD 18, BROCK	BUILDING	A	ADDITION	ACCESSORY BLDG.		\$691.92	\$8,000.00
040004282000000	2019-0216	08/26/2019	B25985 MAPLE BEACH, THORAH	BUILDING	A	DECK ADDITION	DECK/PORCH, SFD		\$250.00	\$7,000.00
020040425000000	2019-0215	08/22/2019	500 SARAH STREET	BUILDING	C	DECK ADDITION	DECK/PORCH, SFD		\$250.00	\$10,000.00
030001142000000	2019-0213	08/22/2019	83 CAMERON STREET EAST, CANNINGTON	BUILDING	A	ALTERATION	ACCESSORY BLDG		\$250.00	\$20,000.00
030009045000000	2019-0212	08/29/2019	C2315 CONCESSION 10	BUILDING	A	ACCESSORY BLDG	ACCESSORY		\$813.75	\$300,000.00

						BLDG	Report 2020-COW-01 Attachment No. 1 – Page 5 of 19		
030009045000000	2019-0211	08/13/2019	C2315 BROCK CONCESSION 10	DEMOLITION	A	DEMOLISH	ACCESSORY BLDG		\$5,000.00
010004158000000	2019-0210	08/20/2019	191 NINE MILE RD., THORAH	BUILDING	A	ADDITION	SF DWELLING	\$441.00	\$50,000.00
050050001710000	2019-0209	08/20/2019	77 RENNIE ST, SUNDERLAND	BUILDING	A	DECK ADDITION	SF DWELLING	\$250.00	\$12,000.00
040004163000000	2019-0208	08/06/2019	B24130 THORAH PARK BLVD, THORAH	BUILDING	A	NEW CONSTRUCTION	ACCESSORY BLDG.	\$401.76	\$47,520.00
050050093000000	2019-0207	08/01/2019	6 WATER STREET, SUNDERLAND	DEMOLITION	C	DEMOLITION, ENTIRE BLDG.	SF DWELLING	\$100.00	\$5,000.00
050050163000000	2019-0206	08/06/2019	34 RIVER STREET, SUNDERLAND	BUILDING	A	RENOVATE	SF DWELLING	\$150.00	\$15,000.00
030009106000000	2019-0205	08/20/2019	C1839 DURHAM ROAD 12, BROCK	BUILDING	A	NEW CONSTRUCTION	ACCESSORY BLDG.	\$250.00	\$26,400.00
030003126000000	2019-0204	08/01/2019	29 COUNTRY LANE, CANNINGTON	BUILDING	A	ADDITION	ACCESSORY BLDG.	\$250.00	\$5,000.00
020040027000000	2019-0203	07/30/2019	390 SIMCOE STREET, BEAVERTON	BUILDING	A	RENOVATE	COMMERCIAL	\$500.00	\$50,000.00
050007186000000	2019-0202	07/30/2019	S2130 BROCK CONCESSION 4	BUILDING	A	AGRICULTURE	FARM RELATED ACCESSORY BUILDING	\$2,301.75	\$150,000.00
020040191000000	2019-0201	07/26/2019	304 BAY STREET, BEAVERTON	BUILDING	C	RENOVATE	SF DWELLING	\$303.60	\$62,000.00
010004221000000	2019-0200	09/17/2019	B62 CEDAR BEACH ROAD, THORAH	BUILDING	A	DECK ADDITION	DECK/PORCH, SFD	\$250.00	\$5,000.00
030006267000000	2019-0199	08/19/2019	C1725 BROCK CONCESSION 14	BUILDING	A	FOUNDATION	SF DWELLING	\$500.00	\$50,000.00
040001260000000	2019-0198	09/17/2019	S12345 SIDEROAD 17, BROCK	BUILDING	A	NEW CONSTRUCTION	ACCESSORY BLDG	\$1,670.00	\$175,000.00
030009097100000	2019-0197	07/30/2019	C2385 BROCK CONCESSION 11	BUILDING	A	ADDITION	SF DWELLING	\$297.60	\$60,000.00
030002175880000	2019-0196	07/25/2019	26A HILLSIDE CRESCENT, CANNINGTON	BUILDING	C	RENOVATION TO CREATE A SECOND DWELLING UNIT	SF DWELLING	\$500.00	\$50,000.00
030002131000000	2019-0195	07/19/2019	132 CAMERON STREET WEST, CANNINGTON	BUILDING	A	NEW CONSTRUCTION	ACCESSORY BLDG.	\$250.00	\$13,200.00

010004222000000	2019-0194	08/29/2019	B66 CEDAR BEACH ROAD, THORAH	BUILDING	A	ADDITION	SF DWELLIN	Report 2020-COW-01 Attachment No. 1 – Page 6 of 19		\$300,000.00
Page 100 of 350										
050004049000000	2019-0193	07/15/2019	S1260 BROCK CONCESSION 2	BUILDING	C	NEW CONSTRUCTION	ACCESSOR BLDG.			\$5,000.00
020040026000000	2019-0192	08/26/2019	396-398 SIMCOE STREET, BEAVERTON	BUILDING	A	RENOVATE	COMMERCIAL	\$19,372.10	\$745.00	\$65,000.00
030002098000000	2019-0191	07/09/2019	31 ALBERT STREET, CANNINGTON	BUILDING	A	ADDITION	SF DWELLING			\$943.54 \$103,860.00
030003268000000	2019-0190	06/27/2019	26 ADELAIDE STREET, CANNINGTON	BUILDING	C	WATERPROOF EXTERIOR WALLS	SF DWELLING			\$100.00 \$6,000.00
030006256000000	2019-0189	07/09/2019	C1525 BROCK CONCESSION 14	POOLS	C	POOL	FENCE ENCLOSURE			\$75.00 \$30,000.00
030001134000000	2019-0188	07/09/2019	35 CAMERON STREET EAST, CANNINGTON	BUILDING	A	RENOVATE	COMMERCIAL			\$4,797.50 \$160,000.00
040003110200000	2019-0187	06/27/2019	C130 DURHAM ROAD 12	POOLS	A	FENCE ENCLOSURE	POOL			\$75.00 \$5,000.00
040003167020000	2019-0186	07/17/2019	C21155 BROCK ROAD	BUILDING	A	NEW CONSTRUCTION	ACCESSORY BLDG.			\$469.20 \$50,000.00
010004158000000	2019-0185	06/24/2019	191 NINE MILE ROAD, THORAH	BUILDING	C	FIRE	SF DWELLING			\$789.12 \$174,000.00
040004288000000	2019-0184	06/24/2019	B25960 MAPLE BEACH ROAD, THORAH	DEMOLITION	A	DEMOLITION, ENTIRE BLDG.	SF DWELLING			\$100.00 \$5,000.00
040003351000000	2019-0183	06/19/2019	B23705 DURHAM ROAD 23, BROCK	DEMOLITION	A	DEMOLITION, ENTIRE BLDG.	ACCESSORY BLDG.			\$100.00 \$5,000.00
040001060200000	2019-0182	06/14/2019	S10580 SIDEROAD 17, BROCK	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$9,810.52	\$2,700.54	\$500,000.00
040004433000000	2019-0181	10/30/2019	B26861 DURHAM ROAD 23, THORAH	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$0.00	\$1,990.80	\$230,000.00
040004247200000	2019-0180	06/13/2019	B25700 REGIONAL ROAD 23, THORAH	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,091.60	\$300,000.00
050008017100000	2019-0179	07/02/2019	S2035 BROCK CONCESSION 5	BUILDING	C	NEW CONSTRUCTION	ACCESSORY BLDG.			\$1,395.00 \$165,000.00
010004051000000	2019-0178	07/04/2019	B164 MOORLANDS DRIVE, THORAH	BUILDING	A	ADDITION	ACCESSORY BLDG.			\$2,208.04 \$135,000.00
050008167000000	2019-0177	06/20/2019	C17736 SIDEROAD 18,	BUILDING	A	NEW	SF DWELLING	\$10,810.52	\$2,768.03	\$450,000.00

BROCK

CONSTRUCTION

020020029000000	2019-0176	06/20/2019	32 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$425,600.00
020020029000000	2019-0175	06/20/2019	30 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,321.65	\$477,600.00
020020029000000	2019-0174	06/20/2019	28 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,321.65	\$477,600.00
020020029000000	2019-0173	06/20/2019	26 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,744.28	\$390,400.00
020020029000000	2019-0172	06/20/2019	24 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,985.05	\$425,600.00
020020029000000	2019-0171	06/20/2019	22 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,626.20	\$521,600.00
020020029000000	2019-0170	06/20/2019	1 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,744.28	\$390,400.00
020020029000000	2019-0169	06/19/2019	3 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,985.05	\$425,600.00
020020029000000	2019-0168	06/19/2019	5 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,626.20	\$521,600.00
020020029000000	2019-0167	06/19/2019	7 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,626.20	\$521,600.00
020020029000000	2019-0166	06/19/2019	9 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,321.65	\$477,600.00
020020029000000	2019-0165	06/19/2019	11 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,744.28	\$390,400.00
020020029000000	2019-0164	06/19/2019	13 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,985.05	\$425,600.00
020020029000000	2019-0163	06/19/2019	15 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,106.24	\$293,600.00
020020029000000	2019-0162	06/19/2019	17 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,106.24	\$293,600.00
020020029000000	2019-0161	06/19/2019	19 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,321.65	\$477,600.00
020020029000000	2019-0160	06/19/2019	21 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,626.20	\$521,600.00
020020029000000	2019-0159	06/19/2019	23 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,421.40	\$492,800.00
020020029000000	2019-0158	06/19/2019	28 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,335.06	\$480,000.00
020020029000000	2019-0157	06/19/2019	26 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00

020020029000000	2019-0156	06/19/2019	24 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	Report 2020-COW-01 Attachment No. 1 – Page 8 of 19		\$342,400.00
020020029000000	2019-0155	06/19/2019	22 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$181,760.00
020020029000000	2019-0154	06/19/2019	20 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$1,782.51	\$245,120.00
020020029000000	2019-0153	06/19/2019	18 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0152	06/19/2019	16 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0151	06/19/2019	14 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,139.00	\$297,600.00
020020029000000	2019-0150	06/19/2019	12 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,288.86	\$472,960.00
020020029000000	2019-0149	06/19/2019	10 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0148	06/19/2019	8 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0147	06/19/2019	6 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0146	06/19/2019	4 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0145	06/19/2019	2 STODDART STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$1,919.90	\$264,000.00
020020029000000	2019-0144	06/24/2019	12 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,788.34	\$395,200.00
020020029000000	2019-0143	06/19/2019	10 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0142	06/19/2019	8 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0141	06/19/2019	6 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0140	06/19/2019	4 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,288.86	\$472,960.00
020020029000000	2019-0139	06/19/2019	2 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,788.34	\$395,200.00
020020029000000	2019-0138	06/19/2019	49 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,985.05	\$425,600.00
020020029000000	2019-0137	06/19/2019	51 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,626.20	\$521,600.00
020020029000000	2019-0136	06/19/2019	53 TERRY CLAYTON	BUILDING	A	NEW	SF DWELLING	\$10,810.52	\$2,744.28	\$390,400.00

						CONSTRUCTION	Report 2020-COW-01			
			AVENUE, BEAVERTON					Attachment No. 1 – Page 9 of 19		
020020029000000	2019-0135	06/19/2019	55 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$383,680.00
020020029000000	2019-0134	06/19/2019	57 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0133	06/19/2019	59 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0132	06/19/2019	61 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,288.86	\$472,960.00
020020029000000	2019-0131	06/19/2019	63 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,288.86	\$472,960.00
020020029000000	2019-0130	06/19/2019	65 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0129	06/19/2019	67 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0128	06/19/2019	69 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,139.00	\$297,600.00
020020029000000	2019-0127	06/19/2019	71 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0126	06/19/2019	73 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0125	06/24/2019	75 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,788.34	\$395,200.00
020020029000000	2019-0124	06/24/2019	1 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,788.34	\$395,200.00
020020029000000	2019-0123	06/17/2019	3 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,985.05	\$425,600.00
020020029000000	2019-0122	06/17/2019	5 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,321.65	\$477,600.00
020020029000000	2019-0121	06/17/2019	7 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,321.65	\$477,600.00
020020029000000	2019-0120	06/17/2019	9 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,626.20	\$521,600.00
020020029000000	2019-0119	06/17/2019	11 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,626.20	\$521,600.00
020020029000000	2019-0118	06/17/2019	13 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,504.91	\$355,200.00
020020029000000	2019-0117	06/17/2019	15 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,504.91	\$355,200.00
020020029000000	2019-0116	06/17/2019	21 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,106.24	\$293,600.00

020020029000000	2019-0115	06/17/2019	46 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLIN	Report 2020-COW-01 Attachment No. 1 – Page 10 of 19	\$436,000.00	
Page 104 of 350										
030003193000000	2019-0114	08/20/2019	136 CAMERON STREET EAST, CANNINGTON	DEMOLITION	A	DEMOLITION, ENTIRE BLDG.	SF DWELLIN		\$15,000.00	
030006086050000	2019-0113	06/17/2019	C1440 REGIONAL RD 12, BROCK	BUILDING	A	ADDITION	ACCESSORY BLDG.	\$250.00	\$19,800.00	
020040093020000	2019-0112	06/17/2019	240 CHURCH ST. BEAVERTON	BUILDING	C	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$1,747.61	\$300,000.00
050007158000000	2019-0111	06/07/2019	S1740 BROCK CONCESSION 4	BUILDING	C	DECK ADDITION	DECK/PORCH, SFD	\$250.00	\$9,075.00	
010004246040000	2019-0110	05/31/2019	B93 CEDAR BEACH ROAD, THORAH	BUILDING	A	NEW CONSTRUCTION	ACCESSORY BLDG.	\$562.65	\$66,550.00	
020010055000000	2019-0109	05/31/2019	351 MAIN STREET, BEAVERTON	BUILDING	C	NEW CONSTRUCTION	ACCESSORY BLDG.	\$250.00	\$18,000.00	
020010055000000	2019-0108	05/31/2019	351 MAIN STREET, BEAVERTON	DEMOLITION	C	DEMOLITION, ENTIRE BLDG.	ACCESSORY BLDG.	\$100.00	\$3,000.00	
040002084000000	2019-0107	05/29/2019	S80 DURHAM ROAD 23, BROCK	BUILDING	C	ADDITION	AGRICULTURE	\$1,000.00	\$60,000.00	
050004249500000	2019-0106	05/24/2019	S17 BLACKWATER ROAD, BROCK	BUILDING	A	NEW CONSTRUCTION	ACCESSORY BLDG.	\$465.00	\$10,000.00	
010004346060000	2019-0105	07/04/2019	263 MORRISON AVENUE, THORAH	BUILDING	C	ADDITION	DECK/PORCH, SFD	\$250.00	\$8,000.00	
010005452000000	2019-0104	05/29/2019	B2215 DURHAM HWY 48, THORAH	BUILDING	C	ADDITION	TRAILER & DECK	\$336.00	\$25,000.00	
040004042000000	2019-0103	05/24/2019	B730 THORAH CONCESSION 2	BUILDING	A	MOVE	ACCESSORY BLDG.	\$349.68	\$5,000.00	
020020029000000	2019-0102	06/07/2019	27 BUTCHER STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,288.86	\$472,960.00
020020029000000	2019-0101	06/07/2019	31 BUTCHER STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,288.86	\$472,960.00
020020029000000	2019-0100	06/07/2019	35 BUTCHER STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0099	06/07/2019	37 BUTCHER STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,139.00	\$297,600.00
020020029000000	2019-0098	06/20/2019	36 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,626.20	\$521,600.00
020020029000000	2019-0097	06/20/2019	34 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,985.05	\$425,600.00
020020029000000	2019-0096	06/07/2019	19 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,321.65	\$477,600.00

020020029000000	2019-0095	06/07/2019	25 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLII	Report 2020-COW-01 Attachment No. 1 – Page 11 of 19		\$521,600.00
020020029000000	2019-0094	06/07/2019	27 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLII			\$425,600.00
020020029000000	2019-0093	06/07/2019	29 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,985.05	\$425,600.00
020020029000000	2019-0092	06/07/2019	33 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,321.65	\$477,600.00
020020029000000	2019-0091	06/07/2019	35 McCASKELL STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,421.40	\$492,800.00
020020029000000	2019-0090	06/07/2019	42 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,288.86	\$472,960.00
020020029000000	2019-0089	06/07/2019	30 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0088	06/07/2019	18 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,139.00	\$297,600.00
020020029000000	2019-0087	06/07/2019	16 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,139.00	\$297,600.00
020020029000000	2019-0086	06/07/2019	10 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0085	06/07/2019	6 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0084	06/07/2019	1 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,335.06	\$480,000.00
020020029000000	2019-0083	06/07/2019	3 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0082	06/07/2019	5 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0081	06/07/2019	19 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0080	06/07/2019	21 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,288.86	\$472,960.00
020020029000000	2019-0079	06/07/2019	23 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$1,919.90	\$264,000.00
020020029000000	2019-0078	06/07/2019	27 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,288.86	\$472,960.00
020020029000000	2019-0077	06/07/2019	29 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0076	06/07/2019	31 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0075	06/07/2019	33 JARDINE STREET,	BUILDING	A	NEW	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00

BEAVERTON

CONSTRUCTION

Report 2020-COW-01
Attachment No. 1 – Page 12 of 19

Page 106 of 350

020020029000000	2019-0074	06/07/2019	39 JARDINE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLIN			\$472,960.00
020020029000000	2019-0073	06/07/2019	46 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0072	06/07/2019	34 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0071	06/03/2019	32 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,425.56	\$342,400.00
020020029000000	2019-0070	06/03/2019	28 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0069	06/03/2019	22 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0068	06/03/2019	12 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,288.86	\$472,960.00
020020029000000	2019-0067	06/03/2019	4 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,288.86	\$472,960.00
020020029000000	2019-0066	06/03/2019	2 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,335.06	\$480,000.00
020020029000001	2019-0065	06/03/2019	1 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,456.00	\$346,400.00
020020029000000	2019-0064	06/03/2019	7 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0063	06/03/2019	9 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0062	06/03/2019	35 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,288.86	\$472,960.00
020020029000000	2019-0061	06/03/2019	47 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,288.86	\$472,960.00
020020029000000	2019-0060	06/03/2019	49 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,712.74	\$383,680.00
020020029000000	2019-0059	06/03/2019	53 FURNISS STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$3,647.20	\$524,800.00
030006104000000	2019-0058	06/27/2019	C1735 BROCK CONCESSION 11	BUILDING	A	ADDITION	AGRICULTURE		\$496.25	\$90,000.00
040001121000000	2019-0056	05/24/2019	S205 BROCK CONCESSION 2	BUILDING	A	RENOVATE	SF DWELLING		\$250.00	\$15,000.00
040003351000000	2019-0055	06/19/2019	B23705 DURHAM ROAD 23, BROCK	BUILDING	A	ADDITION AND RENOVATION	SF DWELLING		\$571.48	\$450,000.00
040001006000000	2019-0054	08/15/2019	S10695 ACTON ROAD,	BUILDING	A	ADDITION AND	SF DWELLING		\$4,790.88	\$850,000.00

040001006000000	2019-0053	08/15/2019	S10695 ACTON ROAD, BROCK	DEMOLITION	A	DEMOLITION, PARTIAL	SF DWELLING		\$10,000.00
050005024020000	2019-0052	05/24/2019	S1115 BROCK CONCESSION 5	BUILDING	C	ADDITION	DECK/PORCH, SFD	\$250.00	\$8,960.00
040001115000000	2019-0051	05/24/2019	S11615 LAKERIDGE ROAD, BROCK	BUILDING	A	NEW CONSTRUCTION	ACCESSORY BLDG.	\$570.09	\$67,430.00
050050001680000	2019-0050	05/21/2019	65 RENNIE ST, SUNDERLAND	BUILDING	C	ADDITION	DECK/PORCH, SFD	\$250.00	\$16,000.00
050005259320000	2019-0049	12/20/2019	56 ANTIOCH COURT, BROCK	BUILDING	A	ADDITION	DECK/PORCH, SFD	\$250.00	\$10,000.00
020040306000000	2019-0048	05/14/2019	448 OSBORNE STREET, BEAVERTON	BUILDING	A	RENOVATE	COMMERCIAL	\$675.00	\$220,000.00
050005190000000	2019-0047	05/24/2019	S1351 BROCK CONCESSION 6	BUILDING	C	NEW CONSTRUCTION	ACCESSORY BLDG.	\$250.00	\$20,000.00
010005452000000	2019-0046	05/10/2019	B2215 DURHAM HWY 48, THORAH	BUILDING	C	ADDITION	TRAILER & DECK	\$262.80	\$25,000.00
040004001010000	2019-0045	05/09/2019	B1355 THORAH CONCESSION 1	BUILDING	C	NEW CONSTRUCTION	ACCESSORY BLDG.	\$110.40	\$13,200.00
040001035000000	2019-0044	05/03/2019	S325 VICTORIA CORNERS RD, BROCK	BUILDING	A	NEW CONSTRUCTION	AGRICULTURE	\$630.00	\$138,600.00
030004158000000	2019-0043	05/03/2019	THORAH CONCESSION 2 & HWY. 12	BUILDING	A	NEW CONSTRUCTION	SIGN	\$100.00	\$4,000.00
020030001000000	2019-0042	04/26/2019	354 RIVERDALE ROAD, BEAVERTON	PLUMBING	C	WATER/SEWER CONNECTION	SF DWELLING	\$100.00	\$2,500.00
050050001650000	2019-0041	04/30/2019	53 RENNIE STREET, SUNDERLAND	POOLS	C	FENCE ENCLOSURE	POOL	\$75.00	\$8,000.00
040001260000000	2019-0040	06/07/2019	S12345 SIDEROAD 17, BROCK	BUILDING	C	NEW CONSTRUCTION	AGRICULTURE	\$542.00	\$80,000.00
040001331500000	2019-0039	04/25/2019	S725 BROCK CONCESSION 4	BUILDING	C	NEW CONSTRUCTION	ACCESSORY BLDG.	\$250.00	\$8,500.00
010005362500000	2019-0038	04/22/2019	B1860 DURHAM	BUILDING	C	NEW	ACCESSORY	\$446.40	\$25,000.00

020030111000000	2019-0037	05/16/2019	585 SIMCOE ST, BEAVERTON	BUILDING	A	ADDITION	PUBLIC			\$600,000.00
030001107100000	2019-0036	05/29/2019	90 PEACE STREET, CANNINGTON	BUILDING	C	DECK ADDITION	SF DWELLING		\$250.00	\$27,200.00
040004327000000	2019-0035	04/09/2019	B25450 MAPLE BEACH, THORAH	BUILDING	C	NEW CONSTRUCTION	ACCESSORY BLDG.		\$252.96	\$29,920.00
030006098000000	2019-0034	05/23/2019	C1590 DURHAM ROAD 12, BROCK	BUILDING	C	RENOVATE	INSTITUTION		\$1,067.82	\$160,000.00
030009023000000	2019-0033	06/05/2019	C2050 CONCESSION 11, BROCK	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$0.00	\$4,107.15	\$800,000.00
030009023000000	2019-0032	05/21/2019	C2050 CONCESSION 11, BROCK	DEMOLITION	A	DEMOLITION, ENTIRE BLDG.	SF DWELLING		\$100.00	\$5,000.00
020040032000000	2019-0031	05/21/2019	350 SIMCOE STREET, BEAVERTON	BUILDING	A	RENOVATE	COMMERCIAL		\$660.00	\$70,000.00
020020068000000	2019-0030	05/01/2019	234 VICTORIA STREET, BEAVERTON	BUILDING	A	ADDITION	SF DWELLING		\$1,113.00	\$150,000.00
050005037300000	2019-0029	03/27/2019	53 ALBERT STREET SOUTH, BROCK	DEMOLITION	A	DEMOLITION, PARTIAL	COMMERCIAL		\$100.00	\$12,000.00
040003134050000	2019-0028	03/28/2019	C560 DURHAM ROAD 12, BROCK	BUILDING	A	NEW CONSTRUCTION	ACCESSORY BLDG.		\$334.80	\$39,600.00
030002165000000	2019-0027	03/26/2019	79 PARK STREET,CANNINGTON	BUILDING	C	ADDITION, BARRIER FREE	SF DWELLING		\$100.00	\$5,000.00
010004042000000	2019-0026	03/28/2019	B825 CONCESSION 4, THORAH	BUILDING	A	FOUNDATION	COMMERCIAL		\$1,533.97	\$140,000.00
020040031000000	2019-0025	03/18/2019	354-368 SIMCOE STREET, BEAVERTON	BUILDING	A	SIGN	COMMERCIAL		\$100.00	\$4,390.00
020020068000000	2019-0024	03/18/2019	234 VICTORIA STREET, BEAVERTON	DEMOLITION	A	DEMOLITION, PARTIAL	SF DWELLING		\$100.00	\$5,000.00
010004246040000	2019-0023	03/18/2019	B93 CEDAR BEACH ROAD, THORAH	DEMOLITION	C	DEMOLITION, ENTIRE BLDG.	ACCESSORY BLDG.		\$100.00	\$3,000.00
010004066000000	2019-0022	03/21/2019	B27220 CEDARHURST ROAD, THORAH	BUILDING	C	NEW CONSTRUCTION	ACCESSORY BLDG.		\$267.84	\$35,000.00
030006097000000	2019-0021	03/20/2019	C1685 CONCESSION 11, BROCK	BUILDING	C	ADDITION	AGRICULTURE		\$688.64	\$50,000.00
030003110000000	2019-0019	03/12/2019	65 CAMERON STREET	BUILDING	C	RENOVATE	SF DWELLING		\$100.00	\$2,000.00

030002015000000	2019-0018	03/12/2019	103 LAIDLAW STREET SOUTH, CANNINGTON	BUILDING	C	ADDITION	AGRICULTURE			\$10,000.00
030001101000000	2019-0017	03/12/2019	167 PEACE STREET, CANNINGTON	BUILDING	C	ADDITION	DECK/PORCH, SFD		\$250.00	\$12,000.00
040004468000000	2019-0016	05/14/2019	B26810 CEDARHURST BEACH, THORAH	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$0.00	\$5,205.10	\$750,000.00
040004468000000	2019-0015	05/13/2019	B26810 CEDARHURST BEACH, THORAH	DEMOLITION	A	DEMOLITION, ENTIRE BLDG.	SF DWELLING		\$100.00	\$5,000.00
020020108680000	2019-0014	03/04/2019	228 LAKELAND CRESCENT, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	ACCESSORY BLDG.		\$250.00	\$20,000.00
040004019000000	2019-0013	03/13/2019	B1050 CONCESSION 2, THORAH	BUILDING	A	ADDITION	SF DWELLING		\$190.71	\$80,000.00
020030119000000	2019-0012	04/30/2019	637 SIMCOE STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,011.07	\$275,200.00
010004035000000	2019-0011	02/26/2019	B27305 SIDEROAD 17, THORAH	BUILDING	A	ADDITION	GOVERNMENT		\$14,170.95	\$1,300,000.00
040004307000000	2019-0010	04/09/2019	B25650 MAPLE BEACH ROAD, THORAH	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$0.00	\$3,892.22	\$800,000.00
040004307000000	2019-0009	03/26/2019	B25650 MAPLE BEACH ROAD, THORAH	DEMOLITION	A	DEMOLITION, ENTIRE BLDG.	SF DWELLING		\$100.00	\$100,000.00
010004077000000	2019-0008	03/07/2019	B27440 CEDARHURST ROAD, THORAH	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$0.00	\$9,080.83	\$2,500,000.00
010004077000000	2019-0007	03/07/2019	B27440 CEDARHURST ROAD, THORAH	DEMOLITION	C	DEMOLITION, ENTIRE BLDG.	SF DWELLING		\$100.00	\$20,000.00
020020002000000	2019-0006	02/08/2019	300 MARA ROAD, BEAVERTON	BUILDING	C	RENOVATE	COMMERCIAL		\$100.00	\$5,000.00
010005457290000	2019-0005	04/04/2019	B52 BALL AVENUE EAST, THORAH	BUILDING	A	ADDITION	SF DWELLING		\$645.53	\$40,000.00
010004067000000	2019-0004	02/07/2019	B27240 CEDARHURST ROAD, THORAH	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$0.00	\$1,538.04	\$387,800.00
010004067000000	2019-0003	01/25/2019	B27240 CEDARHURST ROAD, THORAH	DEMOLITION	C	DEMOLITION, ENTIRE BLDG.	SF DWELLING		\$100.00	\$10,000.00
030004182000000	2019-0002	01/16/2019	N/E CORNER THORAH CONCESSION 3 & HWY. 12/48	BUILDING	A	NEW CONSTRUCTION	SIGN		\$100.00	\$5,500.00
050050153000000	2019-0001	01/09/2019	82 RIVER STREET, SUNDERLAND	BUILDING	C	ALTERATION	MULTI- RESIDENTIAL		\$601.94	\$96,000.00
010005217000000	2018-0216	01/16/2019	B2180 THORAH CONCESSION 10	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$2,072.76	\$300,000.00

050005248000000	2018-0213	02/14/2019	S16605 HIGHWAY 7 & 12, BROCK	BUILDING	A	NEW CONSTRUCTION	COMMERCIAL	Report 2020-COW-01 Attachment No. 1 – Page 16 of 19		\$950,000.00
040003372000000	2018-0210	03/15/2019	B231 BROCK CONCESSION 14	BUILDING	A	NEW CONSTRUCTION	AGRICULTURE			\$80,000.00
040002077000000	2018-0208	01/14/2019	S55 KYDD LANE, BROCK	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$10,810.52	\$1,489.90	\$198,520.00
040004042000000	2018-0190	02/26/2019	B730 THORAH CONCESSION 2	BUILDING	A	NEW CONSTRUCTION	AGRICULTURE			\$5,243.94 \$30,000.00
020020029000000	2018-0189	06/03/2019	20 FOSTER HEWITT STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$2,744.28 \$351,400.00
020020029000000	2018-0188	06/03/2019	18 FOSTER HEWITT STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$2,425.56 \$308,400.00
020020029000000	2018-0187	06/03/2019	16 FOSTER HEWITT STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$2,712.74 \$345,680.00
020020029000000	2018-0186	06/03/2019	14 FOSTER HEWITT STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$2,712.74 \$345,680.00
020020029000000	2018-0185	06/03/2019	12 FOSTER HEWITT STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$2,456.00 \$312,400.00
020020029000000	2018-0184	06/03/2019	10 FOSTER HEWITT STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$1,782.51 \$221,120.00
020020029000000	2018-0183	06/03/2019	8 FOSTER HEWITT STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$1,782.51 \$221,120.00
020020029000000	2018-0182	06/03/2019	6 FOSTER HEWITT STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$2,425.56 \$308,400.00
020020029000000	2018-0181	06/03/2019	4 FOSTER HEWITT STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$2,139.00 \$268,600.00
020020029000000	2018-0180	06/03/2019	2 FOSTER HEWITT STREET, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$2,456.00 \$312,400.00
020020029000000	2018-0179	06/03/2019	95 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$2,788.34 \$356,200.00
020020029000000	2018-0178	06/03/2019	97 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$2,425.56 \$308,400.00
020020029000000	2018-0177	06/03/2019	99 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$1,919.90 \$238,000.00
020020029000000	2018-0176	06/03/2019	101 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$2,139.00 \$268,600.00
020020029000000	2018-0175	06/03/2019	103 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING			\$2,425.56 \$308,400.00

020020029000000	2018-0174	06/03/2019	105 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	4	\$345,680.00
						Page 111 of 350	Report 2020-COW-01 Attachment No. 1 – Page 17 of 19		
020020029000000	2018-0173	06/03/2019	107 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	6	\$425,960.00
020020029000000	2018-0172	06/03/2019	109 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,712.74	\$345,680.00
020020029000000	2018-0171	06/03/2019	111 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,139.00	\$268,600.00
020020029000000	2018-0170	06/03/2019	125 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$3,647.20	\$472,800.00
020020029000000	2018-0169	06/03/2019	127 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,712.74	\$345,680.00
020020029000000	2018-0168	06/03/2019	129 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$1,989.00	\$249,160.00
020020029000000	2018-0167	06/03/2019	131 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$1,360.20	\$163,760.00
020020029000000	2018-0166	06/03/2019	133 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,788.34	\$356,200.00
020020029000000	2018-0165	06/03/2019	134 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$3,647.20	\$472,800.00
020020029000000	2018-0164	06/03/2019	132 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,289.66	\$290,400.00
020020029000000	2018-0163	06/03/2019	130 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,106.24	\$264,600.00
020020029000000	2018-0162	06/03/2019	128 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,985.05	\$383,600.00
020020029000000	2018-0161	06/03/2019	126 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,139.00	\$268,600.00
020020029000000	2018-0160	06/03/2019	124 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,712.74	\$345,680.00
020020029000000	2018-0159	06/03/2019	122 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,425.56	\$308,400.00
020020029000000	2018-0158	06/03/2019	120 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,425.56	\$308,400.00
020020029000000	2018-0157	06/03/2019	118 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$3,288.86	\$425,960.00
020020029000000	2018-0156	06/03/2019	116 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,139.00	\$268,600.00
020020029000000	2018-0155	06/03/2019	114 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,139.00	\$268,600.00
020020029000000	2018-0154	06/03/2019	112 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,712.74	\$345,680.00

AVENUE, BEAVERTON						CONSTRUCTION	Report 2020-COW-01 Attachment No. 1 – Page 18 of 19	
020020029000000	2018-0153	06/03/2019	110 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLIN	\$345,680.00
020020029000000	2018-0152	06/03/2019	108 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,425.56 \$308,400.00
020020029000000	2018-0151	06/03/2019	106 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,425.56 \$308,400.00
020020029000000	2018-0150	06/03/2019	104 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,139.00 \$268,600.00
020020029000000	2018-0149	06/03/2019	102 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,712.74 \$345,680.00
020020029000000	2018-0148	06/03/2019	100 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,712.74 \$345,680.00
020020029000000	2018-0147	06/03/2019	98 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$3,288.86 \$425,960.00
020020029000000	2018-0146	06/03/2019	96 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,139.00 \$268,600.00
020020029000000	2018-0145	06/03/2019	94 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$3,288.86 \$425,960.00
020020029000000	2018-0144	06/03/2019	92 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,712.74 \$345,680.00
020020029000000	2018-0143	06/03/2019	90 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$1,585.80 \$193,720.00
020020029000000	2018-0142	06/03/2019	88 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$1,782.51 \$221,120.00
020020029000000	2018-0141	06/03/2019	86 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,425.56 \$308,400.00
020020029000000	2018-0140	06/03/2019	84 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,712.74 \$345,680.00
020020029000000	2018-0139	06/03/2019	82 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$1,782.51 \$221,120.00
020020029000000	2018-0138	06/03/2019	80 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$2,106.24 \$264,600.00
020020029000000	2018-0137	06/03/2019	78 TERRY CLAYTON AVENUE, BEAVERTON	BUILDING	A	NEW CONSTRUCTION	SF DWELLING	\$3,321.65 \$430,600.00

Grand Total

Year: 2019 **2018**
To Date: December 31, 2019 **December 31, 2018**

Permits: 337 **262**

Township Development Charges	\$1,879,019.18	\$1,583,258.67
Permit Fee:	\$650,557.91	\$316,942.92
Construction Value:	\$89,911,255.00	\$43,578,812.00

Lesley Donnelly

From: Becky Jamieson
Sent: Friday, January 17, 2020 11:06 AM
To: Brock Clerks
Subject: FW: Move to eliminate bottled water in Township

Date:	29/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - BPED - Consent
Copies to:	

[Becky Jamieson](#)

Clerk

The Corporation of the Township of Brock



1 Cameron Street East, P.O. Box 10

Cannington, Ontario, L0E 1E0

Tel: 705-432-2355, Ext. 240 | Toll-Free: 1-866-223-7668 | Fax: 705-432-3487

bjamieson@townshipofbrock.ca | townshipofbrock.ca | choosebrock.ca

This electronic message and all contents contain information from which may be privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, any disclosure, copy, distribution or use of the contents of this message is prohibited. If you have received this email in error, please notify the sender immediately by return email and destroy the original message and all copies.

From: Claire Doble <cdoble@townshipofbrock.ca>
Sent: Friday, January 17, 2020 10:35 AM
To: Becky Jamieson <bjamieson@townshipofbrock.ca>
Subject: Fwd: Move to eliminate bottled water in Township

Hi,
Can we add this request to the next agenda?

Thanks!

Claire Doble

Ward 2 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

cdoble@townshipofbrock.ca | townshipofbrock.ca | choosebrock.ca

This electronic message and all contents contain information from which may be privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient or the person responsible for delivering the email to the

intended recipient, any disclosure, copy, distribution or use of the contents of this message is prohibited. If you have received this email in error, please notify the sender immediately by return email and destroy the original message and all copies.

From: Claire Doble <cdoble@townshipofbrock.ca>
Sent: Friday, January 17, 2020 10:32:52 AM
To: CHRISTINE DUKELOW [REDACTED] Mike Jubb <mjubb@townofbrock.ca>
Cc: Paula Warder [REDACTED] Terry Hall [REDACTED]
Subject: Re: Move to eliminate bottled water in Township

Hi Christine!

This is something we could consider for sure! I'll add it to the agenda to see if it's a feasible thing for us to take on:)
Claire

Claire Doble
Ward 2 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
cdoble@townshipofbrock.ca | townshipofbrock.ca | choosebrock.ca

This electronic message and all contents contain information from which may be privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, any disclosure, copy, distribution or use of the contents of this message is prohibited. If you have received this email in error, please notify the sender immediately by return email and destroy the original message and all copies.

From: CHRISTINE DUKELOW [REDACTED]
Sent: Thursday, January 16, 2020 5:41:44 PM
To: Mike Jubb <mjubb@townofbrock.ca>; Claire Doble <cdoble@townshipofbrock.ca>
Cc: Paula Warder [REDACTED] Terry Hall [REDACTED]
Subject: Move to eliminate bottled water in Township

Read with interest about this direction from Council. Wonderful news!

Wondered if the Township would be interested in taking over the water table from Beaverton Special Events ? Storing and making available to local organizations? It is a well recognized service now at our festival and other events. We have even loaned it to an Uxbridge group.

We struggle to find storage space for this every year. We would just need to use the sponsor skirt recognizing the TF Friends of the Environment as it came from this funding.

What do you think?

Christine

"The future belongs to those who believe in the beauty of their dreams" Eleanor Roosevelt

Lesley Donnelly

From: Becky Jamieson
Sent: Saturday, January 18, 2020 8:03 AM
To: Brock Clerks
Subject: FW: 2020 Budget - Township of Brock
Attachments: 2020 Budget cvr ltr Brock.pdf; Kawartha Conservation 2020 Draft Budget.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Date:	20/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - BPED - Consent
Copies to:	

[Becky Jamieson](#)

Clerk

The Corporation of the Township of Brock



1 Cameron Street East, P.O. Box 10

Cannington, Ontario, L0E 1E0

Tel: 705-432-2355, Ext. 240 | Toll-Free: 1-866-223-7668 | Fax: 705-432-3487

bjamieson@townshipofbrock.ca | townshipofbrock.ca | choosebrock.ca

This electronic message and all contents contain information from which may be privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, any disclosure, copy, distribution or use of the contents of this message is prohibited. If you have received this email in error, please notify the sender immediately by return email and destroy the original message and all copies.

From: Melanie Dolamore <mdolamore@kawarthaconservation.com>
Sent: Friday, January 17, 2020 2:33 PM
To: Debbie Bath-Hadden <dbathhadden@townshipofbrock.ca>; Ted Smith <tsmith@townshipofbrock.ca>; Michael Jubb <mjubb@townshipofbrock.ca>; Claire Doble <cdoble@townshipofbrock.ca>; Walter Schummer <wschummer@townshipofbrock.ca>; Cria Pettingill <cpettingill@townshipofbrock.ca>; Lynn Campbell <lcampbell@townshipofbrock.ca>
Cc: Robert Lamb <rlamb@townshipofbrock.ca>; Becky Jamieson <bjamieson@townshipofbrock.ca>; Laura Barta <lbarta@townshipofbrock.ca>
Subject: 2020 Budget - Township of Brock

Good Afternoon Mayor Bath Hadden and Members of Council,

On behalf of Chief Administrative Officer Mark Majchrowski, please find attached to this email correspondence regarding the Kawartha Conservation 2020 Budget.

Warm Regards,

Melanie Dolamore
Corporate Services Assistant
KAWARTHA CONSERVATION
277 Kenrei Road
Lindsay, ON K9V 4R1

Tel: 705.328.2271 ext. 216

Fax: 705.328.2286

KawarthaConservation.com



**KAWARTHA
CONSERVATION**

Discover • Protect • Restore

This electronic transmission, including all attachments, is directed in confidence solely to the person(s) to which it is addressed, or an authorized recipient, and may not otherwise be distributed, copied, printed or disclosed. Any review or distribution by others is strictly prohibited. If you have received this electronic transmission in error, please notify the sender immediately by return electronic transmission and then immediately delete this transmission, including all attachments, without copying, printing, distributing or disclosing same. Opinions, conclusions or other information expressed or contained in this email are not given or endorsed by the sender unless otherwise affirmed independently by the sender.



January 15, 2020

The Mayor and Members of Council
Township of Brock
P.O. Box 10, 1 Cameron Street East
Cannington, ON L0E 1E0

RE: Kawartha Conservation 2020 Preliminary Budget

Dear Mayor Bath Hadden and Members of Council:

We are pleased to provide our 2020 Preliminary Budget, supported in principle by our Board of Directors, and approved for a 30-day review period by Resolution #131/19:

RESOLUTION #131/19

**MOVED BY: ANGUS ROSS
SECONDED BY: RON HOOPER**

RESOLVED THAT, the 2020 Draft Budget with a programs and projects overview be circulated to the member municipalities.

CARRIED

The document outlines the conservation programs and projects proposed for delivery in 2020 in accordance with the Strategic Plan, and associated funding requirements.

The scope of operating programs along with municipal levy has been maintained at the previous year's level. The Operating Levy and General Benefiting Levy are shared by the municipal partners based on apportionment percentages supplied to us by the Ministry of Natural Resources and Forestry. The apportionment percentage is based on current value assessment (CVA) information generated by MPAC. Individual municipal increases vary due to changes in the CVA apportionment year over year. Information on apportionment can be found on page 11 of the Budget document.

Our request to the Region of Durham is compliant with the 2020 Budget Guideline set by Council for both Operating Levy and Special Projects.

We have also submitted a Special Request for funding for Watershed Planning as the final year of a two-year project at a cost of \$30,000 in 2020. The purpose of this project is to ensure that Durham Region has the most up to date information related to Water Resource Systems and Watershed Planning to assist with Municipal Conformity Review exercises. Further, as per the Planning Services Partnership Memorandum of Understanding (MOU) with Durham Region, Kawartha Conservation is responsible for providing comments and information to assist in the review and

KAWARTHA CONSERVATION
277 Kenrei Road, Lindsay, ON K9V 4R1
705.328.2271 Fax 705.328.2286
KawarthaConservation.com

Our Watershed Partners:

City of Kawartha Lakes • Region of Durham • Township of Scugog • Municipality of Clarington • Township of Brock • Municipality of Trent Lakes • Township of Cavan Monaghan





approval of development applications under the Planning Act. As a result, this will help to process Planning Act applications faster while ensuring conformity with provincial policy.

Additionally, we have submitted Special Requests for support of the Website Design project of \$7,080 and Information Management project of \$5,310, for a total of \$12,390. These projects implement important strategic goals to improve our customer service, embrace technology and invest in efficiencies in workflow and response times for Planning and Permitting comments. As such, our website will be updated and improved for on-line application submissions, on-line payments and improved information dissemination. The digitization of Planning records into the Information Management System is integral in expediting applications and improving customer service along with meeting our requirements under the Information & Privacy Act.

Our Board of Directors will hold a weighted vote on the 2020 Preliminary Operating Budget, General Benefiting Projects and associated municipal levies on February 27, 2020. Special Benefiting Projects and Requests proceed based on municipal funding approvals. Information on the weighted vote can be found on page 13.

The budget document is provided electronically in digital format. It is intended to be printed as a two-sided document. While scrolling through online, you will see pages left blank. If you would prefer a hard copy of the document, please contact Melanie Dolamore, Corporate Services Assistant, mdolamore@kawarthaconservation.com or extension 216.

If you have any questions, or if we can provide further information, please do not hesitate to contact me at extension 215 or Wanda Stephen, Director, Corporate Services, extension 226.

Yours truly,

Mark Majchrowski
Chief Administrative Officer
Encls

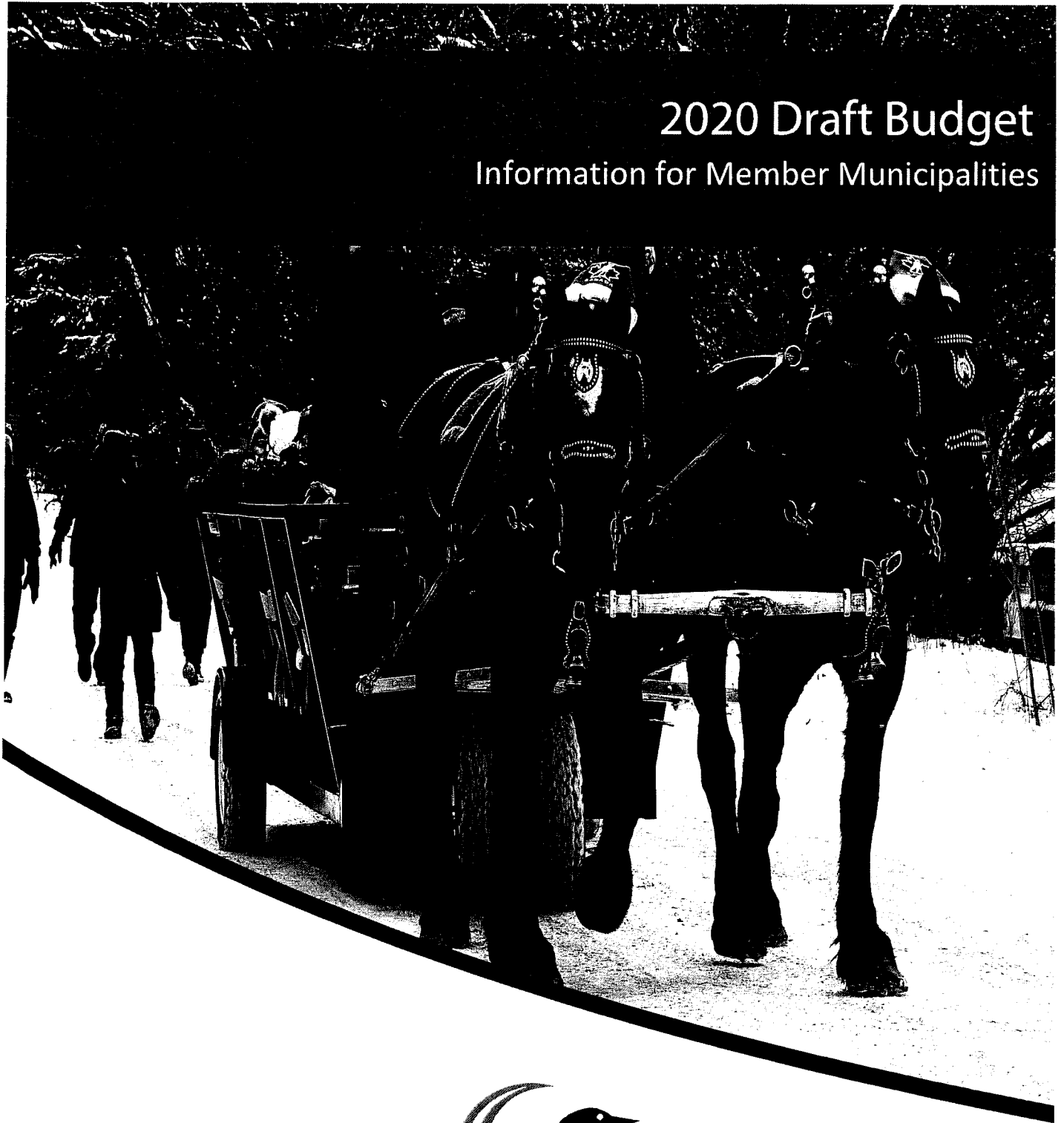
cc: Mr. Robert J. Lamb, Chief Administrative Officer
Ms. Laura Barta, Treasurer
Ms. Becky Jamieson, Clerk
Mr. Ted Smith, Chair, Kawartha Conservation

KAWARTHA CONSERVATION
277 Kenrei Road, Lindsay, ON K9V 4R1
705.328.2271 Fax 705.328.2286
KawarthaConservation.com

Our Watershed Partners:
City of Kawartha Lakes • Region of Durham • Township of Scugog • Municipality of Clarington • Township of Brock • Municipality of Trent Lakes • Township of Cavan Monaghan



2020 Draft Budget Information for Member Municipalities



**KAWARTHA
CONSERVATION**

Discover • Protect • Restore

Table of Contents

Vision and Governance	4
Our Strategic Goals	5
2020 Draft Budget	7
Municipal Levy - Summary	9
Municipal Operating Levy	11
Municipal Projects Levy	12
Municipal General Benefiting Projects Levy	12
Municipal Special Benefiting Projects Levy	12
Budget Process	13
Budget Vote	13
Sources of Revenue	14
Expenditures	14
Statement of Revenue and Expenditures	15
Planning, Development and Engineering	18
City of Kawartha Lakes, Municipal Agreement, Risk Management Official, Clean Water Act, Part IV, Enforcement	20
Integrated Watershed Management	22
Stewardship and Conservation Lands	24
Corporate Services	29
General Benefiting Summary	32
Drinking Water Source Protection	32
Website Redesign	34
Digitization of Corporate Records	34
Special Benefiting Projects Summary - Region of Durham	36
Watershed Plan Implementation	36
Watershed Planning	42
Special Benefiting Projects Summary - City of Kawartha Lakes	83
Lake Management Plan Implementation	44
Floodplain Mapping Study	51

Vision

A sustainable watershed with clean and abundant water and natural resources assured for future generations.

Governance

The municipalities within the boundaries of the watershed govern Kawartha Conservation through a Board of Directors comprised of nine representatives. Directors are responsible for making decisions as a collective working for the benefit of the whole watershed. They act as liaisons between their municipalities and Kawartha Conservation.

2020 Board of Directors

CHAIR

Ted Smith
Township of Brock, Region of Durham

VICE CHAIR

Andy Letham
City of Kawartha Lakes

DIRECTORS

Kathleen Seymour-Fagan
City of Kawartha Lakes

Pat Dunn
City of Kawartha Lakes

Ron Hooper
Municipality of Clarington, Region of Durham

Angus Ross
Township of Scugog, Region of Durham

Cathy Moore
Township of Cavan Monaghan

Ron Windover
Municipality of Trent Lakes

Deborah Kiezebrink
Township of Scugog, Region of Durham



Member Municipalities

City of Kawartha Lakes
Region of Durham

- Township of Scugog
- Municipality of Clarington
- Township of Brock

Municipality of Trent Lakes
Township of Cavan Monaghan



Protect

Keep people, property, and communities safe from natural hazards such as flooding and erosion.

Conserve & Restore

Conserve and restore a healthy resilient environment.

Discover

Develop greater scientific knowledge of the watershed that advances decision making.

Connect & Collaborate

Engage our watershed partners to foster relationships.

Optimize Service

Focus on customer and business service excellence and optimize performance.

2020 Draft Budget

2020 Draft Budget

The 2020 Operating and Special Projects Budget is developed and reviewed in detail by our Board of Directors, and it was approved for circulation to our municipal partners for comments.

The 2020 operating expenditure budget is organized into business units and each department is intended to reflect all associated costs.

The operating levy is shared by the municipal partners based on an apportionment percentage supplied to us by the Ministry of Natural Resources and Forestry.

The projects budget is organized by General Benefiting Projects and Special Benefiting Projects.

The municipal levy for General Benefiting Projects is shared by the municipal partners based on the same apportionment percentage as the operating levy.

Special Benefiting Projects are funded by the benefiting municipality/municipalities.

*Durham East Cross Forest Conservation Area (DECFCA) is an operating program funded solely by the Region of Durham Levy. There is \$17,220 of deferred revenue that will be used in addition to collected levy for 2020 operating.

2020 Draft Budget

Municipal Levy – Summary

	Proposed 2020 Levy					Approved 2019	Levy Increase (Decrease)
	Operating	*DECFCA Levy	General Projects	Special Projects	Total Municipal Levy	Total Municipal Levy	
City of Kawartha Lakes	\$ 942,966	\$ -	\$ 20,972	\$ 501,200	\$ 1,465,138	\$1,483,996	\$ (18,858)
Region of Durham	557,085	102,080	12,390	168,000	839,555	821,941	17,614
Municipality of Trent Lakes	68,064	-	1,514	-	69,578	71,668	(2,090)
Township of Cavan Monaghan	5,585	-	124	-	5,709	5,695	14
Total	\$ 1,573,700	\$ 102,080	\$ 35,000	\$ 669,200	\$ 2,384,300	\$ 2,383,300	\$ 1,000

Municipal Operating Levy

The Operating Levy is shared by the municipal partners based on apportionment percentages supplied to us by the Ministry of Natural Resources and Forestry. The apportionment percentage is based on current value assessment (CVA) information generated by MPAC. Individual municipal increases vary due to changes in the CVA apportionment year over year.

	2019 Apportionment Percentage	2020 Apportionment Percentage	2019 Operating Levy	2020 Operating Levy	Increase (Decrease)	% Increase (Decrease)
City of Kawartha Lakes	60.1393%	59.9204%	\$ 946,412	\$ 942,966	\$ (3,446)	(0.36)%
Region of Durham	35.1252	35.3997	552,766	557,085	4,319	0.78
Municipality of Trent Lakes	4.3869	4.3251	69,036	68,064	(972)	(1.41)
Township of Cavan Monaghan	0.3486	0.3549	5,486	5,585	99	1.81
Total	100%	100%	\$ 1,573,700	\$ 1,573,700	\$ -	

Municipal Projects Levy

Projects are developed to implement priorities within our Strategic Plan and in response to municipal concerns. The projects address strategic plan directions and issues identified by our board of directors, municipal leaders, senior municipal staff, and community stakeholders. We use municipal funds to leverage grant opportunities whenever possible.

General Benefiting Projects

General Benefiting projects have a watershed wide benefit and the levy is shared by the municipal partners on the same apportionment percentage as the operating levy. Projects for 2020 include Drinking Water Source Protection (fully funded), website redesign and digitization of corporate records.

Summary of General Benefiting Projects:	2019 Approved General Benefiting Levy	2020 Proposed General Benefiting Levy
City of Kawartha Lakes	\$ 36,084	\$ 20,972
Region of Durham	21,075	12,390
Municipality of Trent Lakes	2,632	1,514
Township of Cavan Monaghan	209	124
	\$ 60,000	\$ 35,000

Special Benefiting

Special Benefiting projects are designed to meet the needs or concerns of a specific municipality and thus directly benefit the individual municipality. The benefiting municipality funds the projects. Projects for 2020 continue our work to implement Lake Management Plans, conduct floodplain mapping and initiate updates to our watershed plans in the Region of Durham.

Summary of Special Benefiting Projects:	2019 Approved Special Benefiting Levy	2020 Proposed Special Benefiting Levy
City of Kawartha Lakes	\$ 501,500	\$ 501,200
Region of Durham	175,900	168,000
Municipality of Trent Lakes	-	-
Township of Cavan Monaghan	-	-
	\$ 677,400	\$ 669,200

Budget Process

On October 24th the Board of Directors received a staff report on the preliminary budget for 2020 and passed a resolution that the budget guidelines be approved in principle for further deliberation. On November 28, 2019, the preliminary budget with adjustments was approved for circulation to our watershed municipalities for comment. The Board of Directors vote on the budget and associated municipal general levy is scheduled for February 27, 2020.

Budget Vote

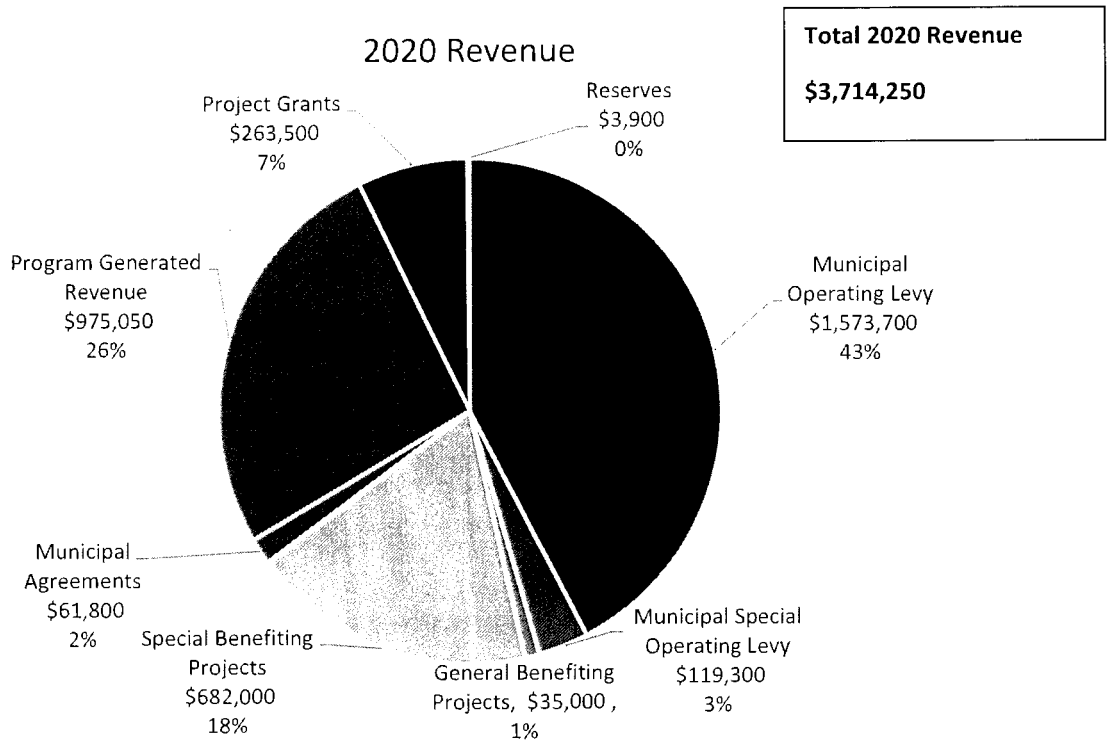
Directors of the Board will vote on the budget and levy using a weighted vote based on the Current Value Assessment levy apportionment formula.

The provincial regulation governing the weighted vote does not permit an individual municipality to have a weighted vote in excess of 50% of the weighting unless that municipality has more than 50% of the members on the Board of Directors. A weighted majority of 51% carries the vote.

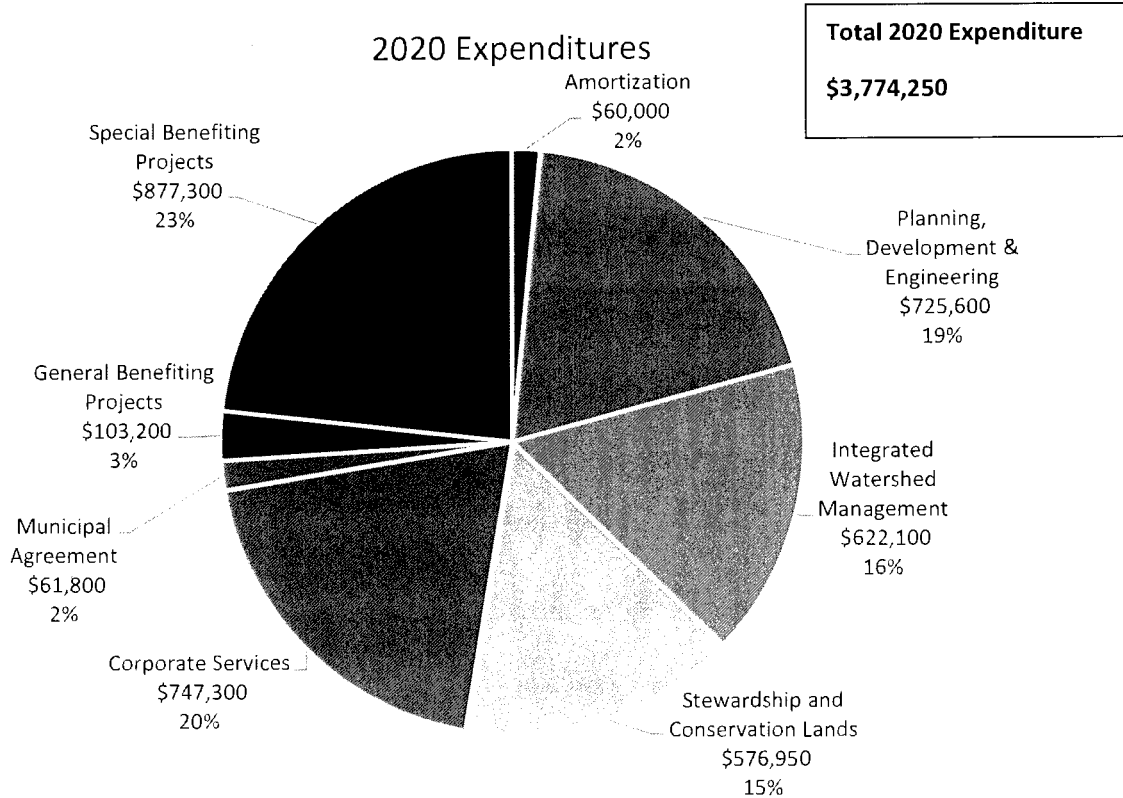
The weighted vote is distributed amongst Directors as follows:

City of Kawartha Lakes	
1st of 3 representatives	16.6667%
2nd of 3 representatives	16.6667%
3rd of 3 representatives	16.6666%
Region of Durham	
1st of 4 representatives	11.0404%
2nd of 4 representatives	11.0404%
3rd of 4 representatives	11.0404%
4th of 4 representatives	11.0404%
Municipality of Trent Lakes	
1 representative	5.3956%
Township of Cavan Monaghan	
1 representative	.4427%

Sources of Revenue



Expenditures



**KAWARTHA CONSERVATION
2020 Preliminary Budget**

10/15/2019

STATEMENT OF REVENUE AND EXPENDITURES

	Audited Actual 2018	Budget 2019	Budget 2020	Variance to 2019 Budget
REVENUE				
Municipal levy				
Operating	\$ 1,522,100	\$ 1,573,700	1,573,700	\$ -
Region of Durham-Durham East Cross Forest CA	102,055	111,500	119,300	7,800
General benefiting projects	-	60,000	35,000	(25,000)
Special benefiting projects	477,503	677,400	682,000	4,600
	<u>2,101,658</u>	<u>2,422,600</u>	<u>2,410,000</u>	<u>(12,600)</u>
Municipal Agreements				
CKL, Risk Management Official, Clean Water Act	50,182	60,000	61,800	1,800
CKL, Agricultural Drain Classification	59,810	-	-	-
	<u>109,992</u>	<u>60,000</u>	<u>61,800</u>	<u>1,800</u>
Program Generated Revenue				
Planning and Permitting fees	430,645	430,400	429,800	(600)
Intergrated Watershed Management	122,695	65,000	36,900	(28,100)
Stewardship and Conservation Lands	279,952	289,900	172,200	(117,700)
Corporate Services	42,370	8,000	23,000	15,000
Special Projects management	295,150	450,700	317,050	(133,650)
	<u>1,170,812</u>	<u>1,244,000</u>	<u>978,950</u>	<u>(265,050)</u>
Special Projects				
Drinking Water Source Protection	55,570	66,000	68,200	2,200
Grants, Durham special projects	130,463	58,700	55,000	(3,700)
Grants, CKL special projects	18,522	238,800	140,300	(98,500)
	<u>204,555</u>	<u>363,500</u>	<u>263,500</u>	<u>(100,000)</u>
Other				
Amortization of deferred captial contribution	27,499	-	-	-
	<u>27,499</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	\$ 3,614,516	\$ 4,090,100	\$ 3,714,250	\$ (375,850)

**KAWARTHA CONSERVATION
2020 Preliminary Budget**

STATEMENT OF REVENUE AND EXPENDITURES

	Audited			
	Actual	Budget	Budget	Variance to
	2018	2019	2020	2019 Budget
EXPENDITURES				
Operations				
Planning, Development & Engineering	\$ 697,050	\$ 732,000	\$ 725,600	\$ (6,400)
Intergrated Watershed Management	491,021	624,300	622,100	(2,200)
Stewardship and Conservation Lands	698,715	789,600	576,950	(212,650)
Corporate Services	731,836	783,300	747,300	(36,000)
Amortization of tangible capital assets	73,394	60,000	60,000	-
Vehicle pool	(17,691)	(25,000)	(25,000)	-
	<u>2,674,325</u>	<u>2,964,200</u>	<u>2,706,950</u>	<u>(257,250)</u>
Projects				
General Benefiting, Drinking Water Source Protection	55,570	66,000	68,200	2,200
General Benefiting	-	60,000	35,000	(25,000)
Special Benefiting	618,567	974,900	877,300	(97,600)
	<u>674,137</u>	<u>1,100,900</u>	<u>980,500</u>	<u>(120,400)</u>
Municipal Agreements				
CKL Risk Management Official	50,182	60,000	61,800	1,800
CKL Agricultural Drain Classification	67,730	-	-	-
	<u>117,912</u>	<u>60,000</u>	<u>61,800</u>	<u>1,800</u>
Appropriations to Reserves				
Vehicle and equipment pool	-	25,000	25,000	-
	<u>-</u>	<u>25,000</u>	<u>25,000</u>	<u>-</u>
TOTAL EXPENDITURES	\$ 3,466,374	\$ 4,150,100	\$ 3,774,250	\$ (375,850)
Net Surplus (Deficit) from operations	\$ 148,142	\$ (60,000)	\$ (60,000)	\$ -

Planning and Regulation

Planning

Planning helps to protect properties against the loss of life, property damage and social disruption, and encourages the responsible management and protection of environmentally sensitive areas for future generations, while ensuring compliance with provincial legislation at the local level.

Conservation Authorities have been delegated the responsibility of commenting on behalf of the Province of Ontario on planning matters related to natural hazards (Section 3.1 of the Provincial Policy Statement, 2014). In addition, Conservation Authorities provide plan review advice with respect to the health of watersheds including the management of water and natural heritage resources.

Permitting

Permitting through the Conservation Authority ensures public safety and protection of property from damage caused by natural hazards, protects watershed health by preventing pollution and damage to sensitive environmental areas such as wetland, shorelines, and watercourses, and promotes long term sustainability of the watershed.

Kawartha Conservation administers the Section 28 Regulation of the Conservation Authorities Act. Ontario Regulation 182/06, the regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses regulates development in relation to river and stream valleys, steep slopes, watercourses, floodplains, and wetlands, plus the respective allowances that are associated with each feature.

Enforcement

Conservation staff are responsible for regular monitoring of development activities impacting on natural regulated features, following up on public and municipal complaints regarding any potential violations and obtaining regulatory compliance through compliance agreements or judicial methods as pertains to Section 28 of the Conservation Authorities Act and associated specific Ontario Regulation 182/06.

**KAWARTHA CONSERVATION
2020 Operating Budget**

Draft

PLANNING, DEVELOPMENT AND ENGINEERING

	Audited			
	Actual 2018	Budget 2019	Budget 2020	Variance to 2019 Budget
Sources of Revenue				
Municipal operating levy	\$ 228,315	\$ 301,600	\$ 295,800	\$ (5,800)
Planning and permitting fees	405,602	320,000	315,000	(5,000)
Large scale fill permits	12,712	100,000	100,000	-
Municipal agreement, RMO	12,331	10,400	14,800	4,400
Employment grant	-	-	-	-
	\$ 658,960	\$ 732,000	\$ 725,600	\$ (6,400)
PLANNING/PERMITTING				
Expenditures				
Direct labour	\$ 430,709	\$ 540,400	\$ 565,900	\$ 25,500
Seasonal labour	-	9,500	-	(9,500)
Overhead	33,551	39,100	42,300	3,200
Legal	111,327	37,000	15,000	(22,000)
Consulting	94,320	23,000	22,000	(1,000)
Large scale fill	6,257	60,000	60,000	-
Supplies & equipment	12,486	12,500	12,100	(400)
Professional development	1,423	3,000	2,500	(500)
Travel	6,976	7,500	5,800	(1,700)
	\$ 697,049	\$ 732,000	\$ 725,600	\$ (6,400)

Municipal Agreement, City of Kawartha Lakes Risk Management Official Clean Water Act, Part IV, Enforcement

Purpose

Source Water Protection Plan policies are designed in the best interests of a community and are required to be implemented for the long-term protection of safe and healthy drinking water sources. Risk Management Plans and developing the land surrounding water supply systems in a suitable way is required. This is a proactive method of ensuring contamination risks are reduced and expensive clean-up costs can be averted.

Benefits

A Source Protection Plan helps municipalities save money by creating and implementing a multi-barrier approach to strengthen the protection of municipal drinking water sources. By implementing source protection plan policies requiring a risk management official (RMO), as per the Clean Water Act, threat assessments of groundwater and surface water quality and quantity on a site specific and watershed scale are determined and monitored. These plans and activities directly support the City of Kawartha Lakes specifically in implementation of plan policies requiring a Risk Management Plan and providing information for planning/building applications for development where the activity or land use could impact upon municipal drinking water supplies.

Deliverables

This project to date has involved the establishment of a risk management office and the development of plans with landowners designed to eliminate risks to municipal water supply systems, as delegated by the City of Kawartha Lakes through agreement. Policies and procedures have been developed to guide implementation activities. Activities in 2020 will continue to focus on the negotiation and establishment of risk management plans, issuing notices to proceed with an activity under the Planning Act and Building Code Act and reporting.

Risk Management Plans have been prioritized to focus on agricultural and residential fuel oil. Risk management plans need to be negotiated with landowners and tenants, which will address threats to community drinking water supply systems. Risk management plans ensure that activities that pose a potential threat to municipal drinking water supply systems are adequately managed, such as by improvements to infrastructure, changes in process and handling of chemicals, and ensuring spill containment measures are in place. Activities of the Risk Management Official are guided by a Project Oversight Committee comprised of public works staff and staff at Kawartha Conservation.

**KAWARTHA CONSERVATION
2020 Municipal Agreement Budget**

Draft

City of Kawartha Lakes Risk Management Official CLEAN WATER ACT, PART IV, ENFORCEMENT	Audited Actual 2018	Budget 2019	Budget 2020	Variance to 2019 Budget
Sources of Revenue				
City of Kawartha Lakes, service agreement	\$ 50,182	\$ 60,000	\$ 61,800	\$ 1,800
Expenditures				
Direct labour	\$ 30,805	\$ 44,000	\$ 41,000	\$ (3,000)
In-house expertise	9,250	6,000	10,700	4,700
Supplies	5,700	2,200	2,400	200
Technology and data management	142	2,000	500	(1,500)
Travel	1,205	1,400	3,100	1,700
Administration fee	3,081	4,400	4,100	(300)
	\$ 50,183	\$ 60,000	\$ 61,800	\$ 1,800

Note:

*This budget is funded through a municipal agreement
and is not considered a part of the municipal general operating levy*

Watershed Management

Environmental Information Services

Environmental Information Services help property owners, builders, developers, real estate professionals and municipal partners make informed and timely resource management decisions that benefit their actions, and which impact our watershed. This program area provides support to many of our programs and projects by managing data in a spatial context and developing maps for various internal and external requirements.

Environmental Monitoring Services

We maintain a core watershed monitoring network, including water quality and quantity for both surface and ground water. This enables us to identify issues requiring attention early on, while gauging the effectiveness of current planning practices. Collaboration and the pooling of resources assist with the coordination of program delivery and is key to planning and permitting functions, while combining expertise and experience to ensure consistency and cost efficiency. We partner with provincial ministries, such as the Ministry of the Environment, Conservation & Parks, Ministry of Natural Resources and Forestry, local volunteer groups, Fleming College, Ontario Technical University, Trent University, local high schools and agencies such as the Greenbelt Golden Horseshoe Conservation Authority Collaborative – a grouping of 12 Conservation authorities.

Flood & Water Level Monitoring

Our flood contingency and flood response plans, daily monitoring of water levels and precipitation, assessment of potential flood threats, communication with municipalities and the community, and participation in municipal flood response activities helps support and protect the people and property across the watershed.

Flood forecasting and warning is a fundamental responsibility delegated to conservation authorities by the Province since 1984. We fulfill this duty by monitoring the water level, precipitation, and watershed conditions.

Close collaboration and partnership with federal (Ontario Waterways – Trent Severn Waterway, Environment and Climate Change Canada), and provincial (MNRF, Ontario Hydro) agencies and partner conservation authorities allow for accurate forecast and reliable information which is put in context of the local watershed and provided to the community when flooding concerns are warranted.

**KAWARTHA CONSERVATION
2020 Operating Budget**

Draft

INTEGRATED WATERSHED MANAGEMENT

	Audited			
	Actual 2018	Budget 2019	Budget 2020	Variance to 2019 Budget
Sources of Revenue				
Municipal operating levy	\$ 502,933	\$ 559,300	\$ 585,200	\$ 25,900
MNRF transfer payment	48,708	50,000	-	50,000
Low water response	5,518	-	-	-
Technical Services fees	11,846	3,000	3,000	-
Innovation Hub	-	-	25,000	25,000
Employment grants	10,860	12,000	8,900	3,100
Other grants	300	-	-	-
	\$ 580,165	\$ 624,300	\$ 622,100	\$ (2,200)
Expenditures				
INTEGRATED WATERSHED MANAGEMENT				
Direct labour	\$ 396,958	\$ 510,600	\$ 503,800	\$ (6,800)
Seasonal labour	25,937	29,800	26,200	(3,600)
Overhead	28,901	32,400	35,400	3,000
Supplies & equipment	14,610	5,400	17,750	12,350
Technology and data management	5,297	13,600	13,900	300
Professional development	1,339	7,500	3,600	(3,900)
Travel	2,559	3,100	3,550	450
Oak Ridges Moraine Alliance	2,500	2,500	2,500	-
Flood guage, supplies, equipment, maintenance	3,014	2,800	1,400	(1,400)
Stream gauge utilities	428	600	1,000	400
Ontario Low Water Response	-	500	-	(500)
Surface water monitoring	3,520	8,000	5,500	(2,500)
Groundwater monitoring	5,959	7,500	7,500	-
	\$ 491,022	\$ 624,300	\$ 622,100	\$ (2,200)

Environmental Protection & Restoration

Conservation Areas

Kawartha Conservation owns and manages over 1,300 hectares of natural areas including Ken Reid Conservation Area, Durham East Cross Forest, Pigeon River Headwaters, Windy Ridge / Tuckerman property, Fleetwood Creek Natural Area, Dewey's Island, Nogies Creek, and South Bay Wetlands. Visitors to our Conservation Areas include the general public, schools, special interest groups, and tourists. With an estimated 30,000 visits per year, our Conservation areas provide opportunities to relax, discover the natural world, and enjoy the many health benefits of being in nature. This program strives to provide a safe and meaningful way for our community to access quality green spaces.

We are providing sites to compensate for species or habitat disruption as a result of development activity to restore these vulnerable habitats in our conservation properties, and by providing expert advice and support for private land compensation projects. This program is initiated by provincial requirements and generates revenue for other programming, improves habitat across Conservation and private lands, and builds relationships between the development industry and the Conservation Authority.

Stewardship

The Stewardship program works in partnership with private landowners, community groups and other organizations to improve the quality of our surface water, habitat connectivity, and to reduce the negative impacts of shoreline erosion, urban runoff, and other land use activities. Our program provides landowner consultations on enhancing property resource management and implementing the recommendations from a variety of management plans. These actions contribute to better lake health and supports a key economic base for the watershed.

Education

The Education program is designed to provide a variety of engagement and educational opportunities to all members in our community, and include youth, families, and seniors in the delivery models. We strive to provide excellence in our curriculum and community programs. The goals of conservation education are linked to our strategic plan and to our lake and watershed management plans.

STEWARDSHIP AND CONSERVATION LANDS

	Actual 2018	Budget 2019	Budget 2020	Variance to 2019 Budget
SOURCES OF REVENUE				
Municipal operating levy	\$ 280,066	\$ 388,200	\$ 285,450	\$ (102,750)
Municipal funds, Region of Durham	102,055	111,500	119,300	7,800
	<u>382,121</u>	<u>795,500</u>	<u>404,750</u>	<u>(94,950)</u>
Restoration Management				
Habitat Compensation projects, cost recovery	81,357	37,100	9,000	(28,100)
Project management fees Habitat Compensation	16,688	27,000	-	(27,000)
	<u>98,045</u>	<u>64,100</u>	<u>9,000</u>	<u>(55,100)</u>
Conservation Areas				
Conservation Area Employment grants	11,371	7,500	10,600	3,100
Conservation Areas User fees	4,475	8,000	4,500	(3,500)
Conservation Areas Parking fees	18,439	20,000	30,000	10,000
Conservation Area Agricultural rent	12,600	12,000	12,000	-
Reserve funds, Windy Ridge	-	4,600	3,900	(700)
Fleetwood Creek cost recovery	10,306	7,500	8,300	800
Property management fees Fleetwood Creek	5,952	5,800	6,800	1,000
Property management fees East Cross Forest	32,580	47,400	52,100	4,700
Donation (Ken Reid Conservation Area)	11,625	-	-	-
Other	48	-	-	-
	<u>107,396</u>	<u>112,800</u>	<u>128,200</u>	<u>15,400</u>
Stewardship				
Stewardship Employment grants	7,425	7,000	-	(7,000)
Grants - other	12,000	-	-	-
Stewardship product sales	26,130	25,500	-	(25,500)
	<u>45,555</u>	<u>32,500</u>	<u>-</u>	<u>(32,500)</u>
Education				
Education grants	14,668	41,800	-	(41,800)
Employment grants	-	-	3,000	3,000
Education user fees	30,978	38,700	32,000	(6,700)
	<u>45,646</u>	<u>80,500</u>	<u>35,000</u>	<u>(45,500)</u>
	<u>\$ 678,763</u>	<u>\$ 1,085,400</u>	<u>\$ 576,950</u>	<u>\$ (212,650)</u>

**KAWARTHA CONSERVATION
2020 Operating Budget**

Draft

STEWARDSHIP AND CONSERVATION LANDS

	Audited Actual 2018	Budget 2019	Budget 2020	Variance to 2019 Budget
EXPENDITURES				
Habitat Restoration Projects	\$ 53,264	\$ 37,100	\$ 3,600	\$ (33,500)
Direct labour	279,138	444,100	292,200	(151,900)
Seasonal labour	100,108	41,300	39,400	(1,900)
Overhead	39,451	46,600	37,600	(9,000)
Supplies, brochures and publications	11,266	9,200	10,200	1,000
Products for resale	19,249	20,600	-	(20,600)
Special events	10,444	-	-	-
Professional development	1,293	2,300	1,500	(800)
Travel	2,373	4,600	1,000	(3,600)
Ken Reid Conservation Area	63,990	48,100	49,300	1,200
Pigeon River Headwaters Conservation Area	3,938	11,900	10,000	(1,900)
Windy Ridge Conservation Area	4,089	4,600	3,900	(700)
Fleetwood Creek Natural Area	8,098	7,500	8,300	800
Durham East Cross Forest Conservation Area	102,052	111,500	119,300	7,800
Nogies Creek	537	-	550	550
Dewey's Island	42	200	100	(100)
	\$ 699,332	\$ 789,600	\$ 576,950	\$ (212,650)

SCHEDULE OF CONSERVATION AREAS

	Audited Actual 2018	Budget 2019	Budget 2020	Variance to 2019 Budget
<i>Ken Reid Conservation Area</i>				
Road and parking lot maintenance	\$ 13,732	\$ 12,000	\$ 14,000	\$ 2,000
Vehicle usage	499	1,500	700	(800)
Equipment usage	6,612	5,000	5,000	-
Supplies and small tools	10,058	8,500	9,500	1,000
Infrastructure repair and maintenance	30,290	17,000	17,000	-
Utilities	2,729	4,000	3,000	(1,000)
Property taxes	70	100	100	-
	63,990	48,100	49,300	1,200
<i>Pigeon River Headwaters Conservation Area</i>				
Road and parking lot maintenance	-	1,000	800	(200)
Vehicle usage	1,733	1,400	700	(700)
Equipment usage	146	1,000	500	(500)
Supplies and small tools	1,342	1,000	500	(500)
Infrastructure repair and maintenance	-	6,800	6,800	-
Property taxes	717	700	800	100
	3,938	11,900	10,100	(1,800)
<i>Windy Ridge Conservation Area</i>				
Road and parking lot maintenance	992	1,000	1,000	-
Vehicle usage	574	1,000	500	(500)
Equipment usage	108	400	400	-
Supplies and small tools	1,040	700	1,000	300
Infrastructure repair and maintenance	951	3,200	500	(2,700)
Property taxes	424	500	500	-
	4,089	6,800	3,900	(2,900)
<i>Fleetwood Creek Natural Area</i>				
Property management	5,952	5,800	6,800	1,000
Road and parking lot maintenance	-	300	-	(300)
Vehicle usage	662	800	600	(200)
Equipment usage	283	200	200	-
Supplies and small tools	1,202	400	700	300
	8,099	2,800	8,300	800
<i>Dewey's Island</i>				
Travel and equipment	42	200	100	(100)

**KAWARTHA CONSERVATION
2020 Operating Budget
SPECIAL OPERATING PROGRAM**

Draft

Region of Durham

DURHAM EAST CROSS FOREST CONSERVATION AREA	Audited Actual 2018	Budget 2019	Budget 2020	Variance to 2019 Budget
Sources of Revenue				
Region of Durham special and operating levy	\$ 72,200	\$ 89,100	\$ 102,080	\$ 12,980
Grants and other sources of revenue	1,035	-	-	-
Deferred municipal levy	28,819	22,400	17,220	(5,180)
	\$ 102,054	\$ 111,500	\$ 119,300	\$ 7,800
Expenditures				
Direct labour	\$ 13,060	\$ 7,000	\$ 34,800	\$ 27,800
In-house expertise	23,305	37,200	41,400	4,200
Security	25,281	30,000	-	(30,000)
Infrastructure and supplies	24,513	18,000	20,500	2,500
Travel	1,880	3,000	4,800	1,800
Equipment usage	281	1,100	2,100	1,000
Property taxes	4,457	5,000	5,000	-
Administration fee	9,275	10,200	10,700	500
	\$ 102,052	\$ 111,500	\$ 119,300	\$ 7,800

Durham East Cross Forest is considered to be an operating program funded solely by the Region of Durham Levy.

Corporate Services

Corporate Services supports each of the departments and the organization as a whole by providing administrative support, coordination, policy development and implementation, program direction and development, strategic and business planning and Board support including agendas and minutes.

Finance, Budget, Audit

This area of business provides financial leadership and support to the organization through financial direction, reporting and management. All accounting processes, financial statements, and audits are conducted and prepared through strict adherence to the Canadian public sector accounting standards. Ongoing scrutiny and analysis contribute to effective and efficient processing, and adherence to applicable legislation. We produce internal financial statements and reports regularly for our leadership team and the Board of Directors.

Human Resources, Health & Safety

Human Resources provide comprehensive services and advice to all departments in the areas of legislative compliance, recruitment, orientation, on-boarding, talent management, metrics reporting, performance management, employment grants and policies and procedures. Within the Health and Safety function, education and training continue to be a focus to create a culture of safety in our organization. We continue to invest resources to produce an effective and progressive Health and Safety program and ensure compliance with the Occupational Health and Safety Act.

Infrastructure, Asset Management, Information & IT Management

Assets include land, buildings, information technology infrastructure, vehicles, and equipment. The Corporate Services team provides support in managing, maintaining, replacing, and monitoring risk and liability issues. This business area also includes the management of corporate records involving soft and hard copies along with the proper retention criteria as well as the implementation of the Information Management System (IMS). This system enables timely responses to client requests, helps us to meet MFIPPA obligations, and improves search capabilities. Hardware and software for the computer network, including system support and security, are a function of this division.

Corporate Communications

Corporate communications helps to ensure organization transparency and accountability to our Board of Directors, Municipal partners, staff and the watershed community, while representing our organization in a strong, positive manner that is consistent with our vision, mission and focus. This business area also supports all of our programs, projects and services through the development and implementation of communication plans. Some of the regular services and products provided include: strategic communication guidance, plan development and implementation, media relations, image and brand management, website development and maintenance, and photography management.

**KAWARTHA CONSERVATION
2020 Operating Budget**

Draft

CORPORATE SERVICES

	Audited Actual 2018	Budget 2019	Budget 2020	Variance to 2019 Budget
Sources of Revenue				
Municipal operating levy	\$ 737,634	\$ 775,300	\$ 724,300	\$ (51,000)
Investment income	25,337	8,000	23,000	15,000
Other	15,278	-	-	-
Donations	452	-	-	-
Recovery long term debt interest	1,302	-	-	-
	\$ 780,003	\$ 783,300	\$ 747,300	\$ (36,000)
Expenditures				
CORPORATE SUPPORT				
Direct labour	\$ 665,705	\$ 692,700	\$ 666,200	\$ (26,500)
Overhead	33,551	39,100	42,300	3,200
Directors travel and expenses	4,254	9,000	5,200	(3,800)
Supplies & equipment	14,484	28,500	23,900	(4,600)
Technology, software and licenses	4,230	1,000	1,000	-
Reports, brochures, publications	1,022	2,100	1,500	(600)
Professional development	5,100	6,500	5,000	(1,500)
Travel	2,360	4,400	2,200	(2,200)
Interest on long term debt	1,130	-	-	-
	\$ 731,836	\$ 783,300	\$ 747,300	\$ (36,000)

**KAWARTHA CONSERVATION
2020 Operating Budget**

Draft

Schedule of OVERHEAD

	Audited Actual 2018	Budget 2019	Budget 2020	Variance to 2019 Budget
Administration building utilities	\$ 12,342	\$ 18,000	\$ 16,000	\$ (2,000)
Administration building maintenance	27,251	24,000	25,000	1,000
Office equipment supplies, maintenance	(3,559)	3,100	1,100	(2,000)
Telephone & internet	6,518	7,000	6,600	(400)
Audit and legal	9,458	10,000	10,000	-
Banking fees and interest	2,456	5,000	3,000	(2,000)
Insurance	29,493	30,000	34,000	4,000
Conservation Ontario membership	23,995	24,600	25,000	400
IT/IMS support services	25,308	33,000	38,000	5,000
Human Resources & Safety	943	2,000	10,000	8,000
	\$ 134,205	\$ 156,700	\$ 168,700	\$ 12,000
Distributed to departments:				
Planning, Development and Engineering	\$ 26,841	\$ 31,300	\$ 33,900	\$ 2,600
Regulation Compliance	6,710	7,800	8,400	600
Integrated Watershed Management	6,710	7,800	8,400	600
Environmental Information Services	6,710	7,900	8,400	500
Environmental Monitoring Services	13,420	15,600	16,900	1,300
Flood and Water Level Monitoring	6,710	7,900	8,400	500
Stewardship and Conservation Lands	6,710	7,900	8,400	500
Conservation Areas	20,131	23,500	16,800	(6,700)
Stewardship	6,710	7,900	8,400	500
Conservation Education	-	-	8,400	8,400
Corporate Support Services	26,841	31,300	33,900	2,600
Corporate Communications	6,710	7,800	8,400	600
	\$ 134,203	\$ 156,700	\$ 168,700	\$ 12,000

General Benefiting Project

Drinking Water Source Protection

Purpose

To help implement a multi-barrier approach to strengthen the protection of municipal drinking water sources, through the support of actions required to implement source protection planning. A Source Protection Plan is based on threat assessments of groundwater and surface water quality and quantity. Activities support the Source Protection Committee, Source Protection Authority and stakeholders in the implementation of the Source Protection Plans.

Benefits

A multi-stakeholder Source Protection Committee (SPC) which includes representatives from municipal and local stakeholders (agriculture, industry, commerce, environmental, rural and urban property owners) is responsible for the development of an effective and proactive approach to protect municipal drinking water sources. This is completed through policy development detailed in a local Source Protection Plan. The plan uses a preventative planning approach to actively manage development and activities around municipal water supply source areas. Our work has been fully funded by the Ministry of Environment, Conservation and Parks.

Background and detail

In response to Justice O'Connor's recommendations in the Report of the Walkerton Inquiry, Ontario's Clean Water Act was released in 2006. The Act requires Source Protection Plans be developed on a local watershed basis by a local committee comprised of a variety of stakeholders known as a Source Protection Committee.

The best available science, technical data and local knowledge has been used by the SPC to make decisions in the interest of the long-term protection of safe and healthy drinking water sources. Our local SPC has since developed the terms of reference guiding the overall work, the assessment report (September 2014) identifying the science behind source protection planning, and the source protection plan (effective Jan 1, 2015) outlining the policies to protect water supply. The current challenge is the implementation of the plans, which includes an annual reporting component. The implementation of policies in the source protection plan form the current phase in the planning cycle. Activities include the update of planning policies (Official Plans, Zoning bylaws), emergency management plans, and the development of risk management plans, which will reduce the likelihood of an activity on the landscape impacting the municipal water supplies. Updates to the assessment report and source protection plan are also slated for 2020.

Deliverables

- Assist municipalities in the implementation of the Source Protection Plan
- Respond to inquiries regarding the plan and deliver communications and education services
- Conduct annual reporting requirements specified in the plan
- Provide management of source water related information and data
- Update assessment report science and plan policy updates as per the Minister-ordered five-year work plan

**KAWARTHA CONSERVATION
2020 General Benefiting Project Budget**

Draft

DRINKING WATER SOURCE PROTECTION PLAN

	Actual 2018	Budget 2019	Budget 2020
Sources of Revenue			
Regional Transfer funds	\$ 55,570	\$ 66,000	\$ 68,200
Expenditures			
Direct labour	\$ 35,316	\$ 39,200	\$ 40,600
In-house expertise	10,615	17,000	15,000
Project admin fee	5,052	6,100	6,300
Travel	870	700	800
Supplies & equipment	3,717	3,000	5,500
	\$ 55,570	\$ 66,000	\$ 68,200

General Benefitting Projects

Website Redesign

This project is a continuation of the work started in 2019 and will allow Kawartha Conservation to initiate municipal, community and staff consultation to build the framework for a new user-friendly corporate website with two priority focuses:

- Enable customers to quickly, easily and efficiently find the information they need, and utilize online services provided with a particular aim to improve planning and permitting services.
- Promote our conservation areas and natural areas as an economic development and tourism initiative to support the overall tourism and development initiatives of our municipal partners.

The project will be completed in the second quarter of 2020.

Digitization of Corporate Records

In conjunction with our Information Management System the digitization of these hard copy files will help contribute to faster processing of planning applications and can provide both parties with instant copies of important documents. As technology improves more and more companies are moving to paperless offices to preserve these documents. Benefits of shifting to digitized documents will allow for easy storage, retrieval, updating and improved access and transport of information.

The digitization of corporate records is projected to be an ongoing project to transfer our paper files to a digital format for the next five years.

KAWARTHA CONSERVATION
 2020 General Benefiting Project Budget
 GENERAL BENEFITING PROJECTS

Draft

	Budget 2018	Budget 2019	Budget 2020	Budget 2021	Budget 2022
Website design and update	\$ 5,000	\$ 45,000	\$ 20,000	\$ -	\$ -
Digitization of corporate records	15,000	15,000	15,000	15,000	15,000
	\$ 20,000	\$ 60,000	\$ 35,000	\$ 15,000	\$ 15,000
Apportionment share:					
City Kawartha Lakes	59.9204 \$ 12,028	\$ 36,084	\$ 20,972	\$ 9,021	\$ 9,021
Region of Durham	35.3997 7,025	21,075	12,390	5,310	5,310
Municipality of Trent Lakes	4.3251 877	2,632	1,514	649	649
Cavan Monaghan	0.3549 70	209	124	53	53
100.0000	\$ 20,000	\$ 60,000	\$ 35,000	\$ 15,000	\$ 15,000

Proposed Special Benefiting Project, Region of Durham

Watershed Plan Implementation 2020

Purpose

This program implements recommendations for high priority objectives identified within the Lake Scugog Environmental Management Plan (endorsed in 2010), Oak Ridges Moraine Watershed Plans (endorsed in 2012), and the Port Perry Stormwater management Plan (endorsed in 2014). In addition, the Kawartha Conservation Climate Change Strategy (endorsed by the Board of Directors in 2016) recommends a wide range of adaptation and mitigation activities that also support watershed plan implementation.

The maintenance of a healthy aquatic environment, recreational opportunities and attractive waterfront area, with enhanced stormwater management, are critical to the economic and social well-being of Lake Scugog and the Port Perry area. Implementation activities are geared to the improvement of water quality and the sustainability of natural heritage features. They are categorized into major groupings of activities as identified below:

- Stewardship and Natural Heritage
- Scugog WATER Fund
- Water Quality Monitoring
- Lake Scugog Enhancement

Stewardship and Natural Heritage:

Urban Deliverables include:

The Port Perry urban landscape is largely hardened surfaces that promote faster moving storm runoff and reduces the ability for the land to absorb water. The Bluescaping program is designed to help protect our urban communities by providing low impact development solutions at the lot level. Working with private landowners and the landscaping community, Kawartha Conservation will deliver a program for retrofitting existing properties including a variety of options to suit landowners with varying capacity for implementation. As well, we will look to develop relationships with the development community to provide Low Impact Designs on new builds throughout our watershed into the future.

- Urban Tree Planting on Municipal Property
- On-Site landowner Consultations for Low Impact Development or Runoff management projects
- Community Speaker series addressing lot level design and implementation of stormwater landscaping
- Implementation of permeable pavement pathway near the boat launch
- Leverage additional investment of \$25,000 in external support
- Return on investment of 56%

Rural Agriculture Deliverables Include:

Farmland makes up nearly 50% of the Kawartha watershed and is particularly important in sustaining our rural communities, with agriculture and healthy lakes being the two pillars of our vibrant local economy. This program works directly with the farming community to provide a range of technical services and incentives to assist farmers in practicing beneficial farmland management to improve groundwater and surface water quality.

- Collaboration and consultation with commodity groups across the region
- On-site landowner consultations and support to connect them with other cost sharing program opportunities.
- On-site landowner consultations to support Scugog WATER Fund applications and project opportunities.

Rural non-Agriculture Deliverables Include:

The Rural Stewardship Program was piloted in 2018 with funding from the RBC Foundation. The program provides targeted outreach to rural landowners with significant ecological features on their properties.

Through outreach, engagement, and the provision of technical support; this program helps landowners understand the value of the ecological goods and services on their land. It also facilitates stewardship planning and implementation leading to improved watershed health, natural heritage system connectivity, and climate change resilience. In 2019 we added a forest recovery program that improved our overall forest cover in rural areas.

- Speaker engagement series
- On-site Landowner consultations
- Assistance with the creation of property level stewardship plans
- Forest recovery projects
- Connecting landowners with resources to assist with implementation including the Scugog WATER Fund.

Shoreline Deliverables Include:

The majority of shoreline around Lake Scugog is privately owned. With this sensitive area having such a large influence on surface water quality, the daily actions of these landowners are important to ensuring the ability for our community and tourists to enjoy our lake. The Shoreline Stewardship Program works with private landowners to provide an array of technical supports to encourage better land management decisions and actions.

- On-Site landowner Consultations on shoreline related restoration projects.
- Community Speaker series addressing lot level design and implementation of Shoreline landscaping.
- Enhancement of the streambank restoration site at Reflection Park to address invasive species and aesthetics.
- Leverage additional investment of \$9,050 in external support
- Return on investment of 67%

Scugog WATER Fund

Since 2007, Kawartha Conservation has worked in partnership with the Township of Scugog, local landowners and businesses to deliver the Scugog Water and Terrain Environmental Restoration (WATER) Fund. To date we have assisted 170 landowners with small financial incentives in support of various water quality projects.

- Provide seed funding grants to private landowners to support water quality improvement projects that align with our stewardship outreach programs and the various management plan recommendations.
- Continue to expand our reach to embrace rural non-agricultural landowners with pilot project seed funding that improve water quality and incorporate climate change adaptation recommendations.
- Continue to provide support for community and private urban projects that improve water quality and incorporate climate change adaptation recommendations at the lot level.
- Report on Implementation successes to community stakeholders, municipal partners, and other agencies

**KAWARTHA CONSERVATION
2020 Preliminary Special Project Budget
SPECIAL BENEFITING PROJECTS**

Draft

Region of Durham			
WATERSHED IMPLEMENTATION PROJECTS	Actual 2018	Budget 2019	Budget 2020
Sources of Revenue-Stewardship programs			
Special project funding, Region of Durham	\$ 73,178	\$ 76,100	\$ 76,600
Grants, Provincial	-	3,000	-
Grants, other	9,022	12,700	30,000
Landowner contributions	500	-	-
	\$ 82,700	\$ 91,800	\$ 106,600
Expenditures-Stewardship programs			
Direct labour	\$ 14,555	\$ 24,200	\$ 37,700
In-house expertise	20,435	22,000	8,400
Supplies & professional fees	13,615	14,000	12,500
Demonstration site	-	-	15,000
Landowner grants	25,805	20,000	20,000
Travel and equipment	1,646	3,300	3,300
Project administration fee	6,644	8,300	9,700
	\$ 82,700	\$ 91,800	\$ 106,600
Sources of Revenue-Science and Technical			
Special project funding, Region of Durham	\$ 50,565	\$ 59,800	\$ 61,400
Deferred project funds	-	-	5,900
Scugog Lake Stewards	-	-	20,000
Grants, provincial	4,800	43,000	-
Grants, employment	4,200	-	5,000
	\$ 59,565	\$ 102,800	\$ 92,300
Expenditures-Science and Technical			
Direct labour	6,055	2,300	10,100
In-house expertise	37,678	72,100	52,300
Supplies & professional fees	1,316	1,300	600
Travel and equipment	2,684	3,200	5,500
Lab costs	6,417	14,500	15,400
Project administration fee	5,416	9,400	8,400
	\$ 59,566	\$ 102,800	\$ 92,300
PROJECT EXPENDITURE TOTAL	\$ 142,266	\$ 194,600	\$ 198,900
Total Municipal Special Project Levy	\$ 123,743	\$ 135,900	\$ 138,000

Water Quality Monitoring

Upstream Investigative Water Quality Examination

The intention of the upstream investigative program is to reduce the data gaps by performing more comprehensive water quality & quantity data collection (more sites on one stream) in a specific area in order to identify causality of water quality degradation and plan for remediation or restoration efforts through our stewardship department. The tributaries identified with water quality concerns include: Layton River, Nonquon, Cawker's Creek, Williams Creek, and Blackstock Creeks. This program includes a comprehensive water chemistry and flow data to be collected simultaneously to achieve accurate nutrient loading calculations. The information gathered will serve to identify specific stewardship priorities and areas for actions / improvements. Data collection is performed during 4 high flows (3 spring, 1 fall) and 3 low flows (1 Spring, 1 Summer, 1 fall). A final report will disseminate findings and provide recommendations for stewardship prioritization.

- Focus will be on 3 streams, Cawker's Creek, Williams Creek and Layton River.
- This is Year 1 of 3 for Layton river with 11 sites being sampled.
- Year 2 of 3 for Cawker's and Williams Creek.
- 7 rounds of sampling (4 high flow and 3 low flow events)
- There are 19 sites in total across the 3 streams
- Water quality and discharge rates (flow volumes)
- Data maintenance, analysis and Report writing

Watershed Quality Monitoring - Lake Scugog and Major Oak Ridges Moraine Tributaries

The LSEMP originated as a municipally funded (Durham Region) lake management planning program (including a characterization report) within the Kawartha Conservation district on the Lake Scugog watershed. The current LSEMP program is an implementation plan though it does not explicitly include the word implementation in the title of the program. It originated as a result of recommendations and the identification of 'hot spots' and data gaps from the Lake Scugog Environmental Management Plan developed in 2010.

Research and monitoring activities conducted for watershed planning purposes provided detailed baseline information on water quality and quantity for Lake Scugog and watershed tributaries. This annual project maintains a basic level of monitoring, providing a basis for evaluating implementation activities, identifying hotspots for future stewardship priorities, and providing recommendations for land use planning.

- 8 sampling sites across Lake Scugog Watershed (tributaries into Lake Scugog)
- 6 mid lake sampling sites
- 18 rounds of sampling
- Data maintenance, analysis and Report writing
- Continue to monitor flow at East Cross Creek and the Layton River –to help with water balance and load calculations.

Lake Scugog Enhancement Project

The purpose of this project is to provide technical and project management support to the Healthy Lake Scugog Steering Committee with a project to revitalize Port Perry Bay. Proposed strategies involve a combination of activities such as dredging, creating a berm and constructed wetland to improve urban storm water treatment, and aquatic plant harvesting.

These activities will involve environmental assessment processes, public input, and permitting.

A contract was awarded to GHD Consulting to investigate options, develop a project plan, and conduct the public consultation process. A draft conceptual design was unveiled in 2016 for public review and input, along with a subsequent open house in late 2017. Work is being undertaken by GHD in response to recommended project refinements and amendments as part of the ongoing permitting processes with external regulatory organizations in conjunction with our support for managing the project as provided below.

- Provide ongoing science and technical support in addition to project management services, in collaboration with the Township of Scugog.
- Oversee GHD to provide detailed final conceptual preferred design
- Work through agency comments on submitted permits and applications including:
 - Municipal Class Environmental Assessment file
 - Basic Impact Assessment for Parks Canada
 - DFO fish offsetting plan
 - 'In Water Works' permit application to Parks Canada for the DFO offsets
- Review of project deliverables and reports

Proposed Special Benefiting Project

Watershed Planning 2020

The purpose of this project is to ensure that Durham Region has the most up to date information related to Water Resource Systems and Watershed Planning to assist with Municipal Conformity Review exercises. Further, as per the Planning Services Partnership Memorandum of Understanding (MOU) with Durham Region, Kawartha Conservation is responsible for providing comments and information to assist in the review and approval of development applications under the Planning Act. As a result, this will help to process Planning Act applications faster while ensuring conformity with provincial policy. In 2017, the Growth Plan for the Greater Golden Horseshoe and Greenbelt Plan were updated and contain several policies that are of mutual interest to Durham Region and Kawartha Conservation, for example those related to the management of water resources.

- Work towards filling gaps in existing watershed management plans to ensure they conform with various provincial policy requirements.
- Ground-truth information that contributes to the identification of Ecologically Significant Groundwater Recharge Areas, specifically wetlands and cold-water streams.
- Continually update information related to the Water resources system (e.g. Key hydrological features and areas) and Natural heritage System (e.g. Significant wetlands, significant valley lands etc.)
- Provide information to planning staff to ensure conformity with provincial planning directives.

KAWARTHA CONSERVATION
2020 Preliminary Special Project Budget
SPECIAL BENEFITING PROJECTS

Draft

Region of Durham			
WATERSHED PLANNING	Actual 2018	Budget 2019	Budget 2020
Sources of Revenue			
Special project funding, Region of Durham	\$ -	\$ 40,000	\$ 30,000
Expenditures			
Direct labour	\$ -	\$ 17,800	\$ 6,200
In-house expertise	-	14,200	14,700
Supplies & professional fees	-	1,400	1,700
Travel and equipment	-	3,000	4,600
Project administration fee	-	3,600	2,800
	\$ -	\$ 40,000	\$ 30,000

Proposed Special Benefiting Project, City of Kawartha Lakes

Lake Management Plan Implementation 2020

Purpose

Implementation of the Lake Management Plans is important to our local economy, the attractiveness of the area for tourism and to the continued growth of our communities that have developed around our lakes and rivers. Building on the momentum established through early implementation, Kawartha Conservation and the Implementation Task Force developed a 5-year Implementation Action Plan to improve the appeal of our lakes as an engine for economic growth. In June of 2018, the Implementation Action Plan was approved by the City of Kawartha Lakes Council.

The preferred options provided here address the greatest common concerns expressed by residents throughout the City and proposes science-based solutions to address these concerns. The programs are broken into five areas as outlined in the Action Plan. They are as follows:

- Incentive Grant Program
- General Program
- Shoreline Program
- Urban Program
- Rural Program

Incentive Grant Program

Community Grant Program

Grassroots organizations play a critical role in the implementation of the Lake Management Plans. The Community Grant program provides support to local groups so that they are empowered to take action towards the implementation of the Lake Management Plan recommendations specific to their community.

- \$10,000 in grants available for a 50/50 match
- Community planting projects
- Aquatic plant management projects
- Community engagement projects
- Implementation of other LMP recommendations
- Leverage additional investment of \$15,000 in external support
- Return on investment of 97%

Landowner Incentive Fund

Provides seed funding for private land stewardship to landowners looking to undertake key projects that improve water quality through the implementation of high priority recommendations from the Lake Management Plans.

- \$71,000 in grants available for:
 - Agricultural Best Management Practices
 - Septic upgrades
 - Rainwater harvesting
 - Shore and stream side plantings

- Low impact development solutions
- Well decommissioning/upgrades
- Leverage additional investment of \$120,000 in external support
- Return on investment of 400%

General Program

Implementation Oversight & Coordination

A key component of the Implementation Action Plan is collaboration among community groups and institutions already active on the lake. This program will ensure that collaboration continues between multiple partners at various levels to make sure that projects and programs within partner agencies include actions recommended with the Lake Management Plans. It will also support grass roots organizations that are looking for support in identifying and implementing high priority actions.

- Coordinate 2 Community Advisory Panel meetings
- Annually meet with the Science and Technology Committee
- Hold a 2020 conference “State of Kawartha Lakes”
- Collaborate with Lake Associations, and other community groups
- Report on Implementation successes to community stakeholders, municipal partners, and other agencies
- Promote the Implementation Action Plan and Community Grant Program to partner groups, agencies, and individuals throughout the City of Kawartha Lakes
- Return on Investment of 16%

Sediment and Erosion Control Planning

Better erosion and sediment control management is a priority recommendation in all Lake, Watershed, and Storm Water Management Plans to address this significant threat to the health of local lakes and connecting waters. The purpose of this project is to increase local expertise and application of erosion and sediment control standards when reviewing, undertaking, and inspecting development and site alteration projects. Training and expert resource materials will be learned, provided to, and shared among staff at municipalities, Kawartha Conservation, and local contractors.

Release of materials from construction/development sites to local watercourses can have significant long-term impacts, including filling in shallow areas, smothering fish habitat, water pollution, and poor aesthetics, among others.

Deliverables for 2020 include:

- Enhanced staff skills including certification by CISEC (Certificated Inspector of Sediment and Erosion Control).
- Attendance at TRIECA (industry conference among subject experts).
- Coordinated site visits to local construction sites.

Rural Program

Agricultural Stewardship

Farmland makes up nearly 50% of the Kawartha watershed and is particularly important in sustaining our rural communities, with agriculture and healthy lakes being the two pillars of our vibrant local

economy. This program works directly with the farming community to provide a range of technical services and incentives to assist farmers in practicing beneficial farmland management to improve groundwater and surface water quality.:

- Collaboration and partnerships with agricultural commodity groups
- On-farm consultations
- Collaboration with the East Central Farm Stewardship Collaborative
- Agricultural Stewardship Conference on Water Conservation highlighting best practices, efficiencies, and new technologies for landowners.
- Leverage an additional \$16,800 in funding support
- Total Return on Investment of 60%

Investigative Upstream Monitoring

The Investigative Upstream Monitoring program will reduce existing data gaps by providing qualitative and quantitative data over a three-year period. This data will be invaluable to allowing Kawartha Conservation to identify problem areas and establish remediation and restoration options moving forward.

The City of Kawartha Lakes Lake Management implementation plan is a result of recommendations made from the lake management planning process for Sturgeon, Balsam, and Cameron and Pigeon lakes. These recommendations include the identification of 'hot spots' or problem areas (i.e. high nutrient concentrations, reduced forest cover, impaired riparian zones).

- Final report of findings from 3-year monitoring program for Jennings, Reforestation and McLaren's Creek.
- Start of monitoring on 3 new streams – Sinister, Distillery and Stony Creek.
- 4 high flows (4 spring) and 4 low flows (2 summer, 2 fall) - 8 sampling events
- Flow data collected simultaneously with water chemistry
- Water chemistry sampling 8 times a year
- Parameters include: (phosphorous & nitrogen, total suspended solids, chloride-proxy for road salt)
- Produce summary report including recommendations for stewardship prioritization projects

Shoreline Program

Aquatic Plant Control

Waterfront residents need practical approaches for controlling nuisance aquatic plants along their shoreline. Aquatic plant management is a priority recommendation in the majority of completed lake management plans. The proliferation of aquatic plants can have significant effects on the enjoyment, perception of water quality, and sustainability of the lakes. Aerators are an emerging aquatic plant control method being used by landowners even though it is not currently a legal activity.

This proposal is a 4-year project to study the degree to which aerators impact the growth of nuisance aquatic plants, and evaluate the effect on physical, chemical, and biological parameters of nearshore waters. In addition, the viability of using aerators will be conducted to more clearly understand the return on investment of using aerators. We will work in partnership with the Trent Severn Waterway (TSW) (responsible for allowing permits to landowners) to scientifically test the impacts and

effectiveness of aerators on controlling plant populations. Based on the results of this study, we will be able to work to have aerators recognized as a viable solution and a permitted option through TSW's aquatic plant control options.

- Partnerships with academic institutions to assist in the design, funding and delivery of the project.
- Liaise with shoreline communities at 3 high priority locations to undertake project.
- Liaise with business community, particularly equipment manufacturers/suppliers, to secure various aerators for testing.
- Leveraged external funding of \$10,600
- Total return on investment of 56%
- Install device and initiate field sampling

Shoreline Stewardship

The Shoreline Stewardship Program works with private landowners to provide an array of technical supports to encourage better land management decisions and actions. The majority of shoreline properties in the City of Kawartha Lakes are privately owned. With this sensitive area having such a large influence on surface water quality, the daily actions of these landowners impact the ability for our community and tourists to enjoy our lakes.

Staff will work with the Haliburton Kawartha Pineridge District Health Unit and the City of Kawartha Lakes Parks and Recreation department to identify the specific causes of E-coli, responsible for many beach closures. Highly used public beaches which have experienced multiple beach postings due to high E.coli concentrations are the targets for this program.

This further investigation will assist in identifying the dynamics of E. coli within the beach ecosystem and provide essential data to the HPKR's predictive modelling program. This information will then be used by the Stewardship department to design and implement beach restoration and shoreline naturalization projects that will help keep our beaches open and accessible to our communities.

- On-site Shoreline consultations with landowners
- Restoration plans for private landowners
- Community Workshop series on Shoreline management options and design
- Watershed Welcome program in partnership with Real Estate Professionals and KLEAC
- Septic Management information for private landowners
- Water chemistry parameters include: nutrients (phosphorus & nitrogen, total suspended solids,
- Produce final report (beach sampling) including recommendations for stewardship prioritization projects.
- Development of a Community Partner Tool Kit to assist other groups around the lakes to implement a shoreline stewardship program.
- Leverage support of \$38,000 from partners and grants
- Total Return on Investment of 83%

Shoreline Planning and Policy Background

Shoreline land use is a key threat to the sustainability of local lakes. Enhanced shoreline protection through planning and policy is a priority recommendation in most of the lake plans, and there is

considerable support from local stakeholders to undertake shoreline-specific initiatives. Given that enhanced shoreline policy has the potential to cause controversy particularly among shoreline residents and the development community, background research will be key to ensure a comprehensive consideration of feasible options when pursuing more rigorous shoreline policies. Several municipalities across Ontario have, are considering, or have considered implementing stricter or more detailed land use policy around their lakes, including: Official Plan policies, Site Alteration By-laws, and Tree Cutting/Conservation By-laws. During 2019 we produced a summary report that compiled policy information from across 22 official plans from municipalities in Ontario, specifically focusing on land use policies for healthy shorelines. During 2020 we will build upon that data and increase the depth of the review work undertaken. The following deliverables will provide further intelligence to inform the development of policies at the City of Kawartha Lakes:

- Research socioeconomic and environmental changes in shoreline land use across the City of Kawartha Lakes
- Identify linkages between shoreline land use trends and lake health particularly water quality
- Produce a report that summarizes changes in shoreline character and health, with an emphasis on implementing enhanced shoreline policy

During 2020 full recommendations as to what policies should be implemented around shorelines, and their scope, will be developed to help advise the City of Kawartha Lakes.

Near Shore Monitoring

The nearshore area is under the direct influence of activities performed on the shoreline (urban development, agriculture, specific shoreline alteration) in addition to acting as a transition zone that is highly influenced from waters offshore and land and tributary drainage. The data collected in near shore areas can act as an early warning indicator for the lakes and thus identify “problem areas” or “hot spots” of degraded water quality and threats to human and animal health in addition to a decrease in biodiversity and habitat. An identified gap that exists in each of the Lake Management Plans is the lack of near shore water quality (chemical and biological).

The near shore monitoring program includes a comprehensive water chemistry and physical baseline survey to be completed on Sturgeon, Pigeon, and Balsam and Cameron lakes for a minimum duration of three years to ensure reliable results..

The information gathered from each survey would also serve as a jumping off point to initiate specific stewardship priorities and actions in addition to providing valuable information for shoreline policy creation.

- 3-year monitoring period
- PhD candidate securement (Ontario Technical University)
- 4 lakes (Sturgeon, Balsam, Cameron, & Pigeon)
- Monthly sampling chemical, biological and physical parameters of lake water quality, up to 20 sites per lake.
- Provide recruitment, training and ongoing support of ‘Citizen Scientists’
- Data analysis
- Produce annual summary reports

- Produce final report including recommended action items for stewardship prioritization projects
- Produce peer reviewed journal article
- Leverage additional investment of \$52,600 from outside partners and grants
- Total Return on Investment of 184%

Urban Program

BlueScaping

The BlueScaping program helps to protect our urban communities by providing low impact development recommendations at the individual property level.

Much of our urban landscape is hardened surface that promotes faster moving storm runoff and reduces the ability for the land to absorb water. We work with private landowners and the landscaping community to develop a program for retrofitting existing properties including a variety of options to suit landowners with varying capacity for implementation.

BlueScaping program benefits and value include:

- On-site Landowner consultations
- Lot Level designs for retrofits
- Urban tree planting demonstration site
- Consult and partner with local landscaping professionals to develop feature landscape plans
- Public demonstration site - Kent St. Implementing tree cells to improve urban tree health.
- Leveraged additional investment of \$15,000
- Total Return on Investment of 32%

**KAWARTHA CONSERVATION
2020 Special Project Budget**
Draft
City of Kawartha Lakes

LAKE MANAGEMENT PLANS, IMPLEMENTATION	Actual 2018	Budget 2019	Budget 2020
Sources of Revenue-Stewardship programs			
Special project funding, CKL	\$ 52,218	\$ 218,200	\$ 278,200
Grants, Federal	20,000	-	
Grants, Provincial	20,000	56,200	4,000
Grants, other	52,114	43,200	96,400
	<u>144,332</u>	<u>317,600</u>	<u>378,600</u>
Expenditures-Stewardship programs			
Direct labour	\$ 34,198	\$ 43,800	\$ 158,700
In-house expertise	32,095	103,200	47,600
Supplies and events	22,770	27,800	24,600
Landowner grants	15,369	85,000	85,000
Contractor and consulting services	17,051	26,300	17,700
Travel and equipment	2,676	9,500	10,500
Project administration fee	12,246	22,000	34,500
	<u>136,405</u>	<u>317,600</u>	<u>378,600</u>
Sources of Revenue-Science and Technical			
Special project funding, CKL	\$ 79,342	\$ 138,800	\$ 138,900
Deferred project funding	-	-	6,900
Grants, fees, sponsors	5,000	37,200	25,200
	<u>84,342</u>	<u>176,000</u>	<u>171,000</u>
Expenditures-Science and Technical			
Direct labour	\$ 13,873	\$ 18,900	\$ 18,700
In-house expertise	33,865	88,400	86,600
Supplies	3,571	15,300	11,200
Laboratory fees	21,630	29,800	29,650
Travel and equipment	3,735	7,600	9,300
Project administration fee	7,668	16,000	15,550
	<u>\$ 84,342</u>	<u>\$ 176,000</u>	<u>\$ 171,000</u>
PROJECT TOTAL	\$ 220,747	\$ 493,600	\$ 549,600
Total Municipal Special Project Levy		\$ 357,000	\$ 417,100

Proposed Special Benefiting Project

Floodplain Mapping Study

Purpose

Floodplain mapping is one of the most effective ways to avoid damage to property and to ensure personal safety during a flooding event. By taking preventative measures to ensure floodplains, or portions of floodplains, are maintained in their natural state, landowners can proactively manage land use and development to protect the integrity and functionality of floodplains along with the benefits they provide, such as flood storage capacity, conveyance of stormwater runoff, minimizing non-point source water pollution, etc.

Changes in land use, intensification of development/infrastructure, and changes in climate patterns (e.g. intensity/frequency of precipitation events) can have a significant impact on floodplain characteristics and their functionality in mitigating flooding hazards.

Preparation of floodplain mapping for the 10 priority flood prone sub-watersheds in the City of Kawartha Lakes, has, and will continue to assist in planning future growth and development, and inform the City's Emergency Management Plans. 2020 marks the final year for the floodplain mapping project.

Work will continue on flood plain studies for Mariposa Brook, Fenelon Falls (south tributary) and McLarens Creek (also to be completed with the assistance (50% funding) from NDMP.

Project Background and Detail

Up-to-date floodplain mapping for the regulatory flood standard is important to municipalities in planning future growth and development in settlement areas and is especially important in planning for flood emergencies. The mapping and engineering studies, which will examine higher frequency storm and flood events, will also be extremely valuable to the City for urban drainage, stormwater management, planning and remediation.

Most floodplains in the City of Kawartha Lakes are being managed using a one-zone approach that prohibits development within the entire floodplain. In most cases, the floodplain mapping for the Regional or 1 in 100-year flood event is non-existent or out-of-date. This project has been instrumental to establishing accurate floodplain mapping in specific areas, with a particular focus on urban and well-known flood damage centres. Outside of these areas, the remainder of the watershed will conduct floodplain mapping on a site by site basis by the development industry when advancing new development applications, which is comparatively inefficient and costly, and can result in delays in approvals. The update or establishment of accurate floodplains as a result of this project has been a notable improvement.

The protection of property and public safety from the threat of flooding hazards is a provincial land use policy requirement under the Provincial Policy Statement, and, accordingly, flood hazards (floodplains) must be protected from the adverse impacts of development in municipal land use documents.

KAWARTHA CONSERVATION
2020 Special Project Budget

Draft

City of Kawartha Lakes

FLOOD PLAIN MAPPING FLOOD DAMAGE CENTRES - CKL	Actual 2018	Budget 2019	Budget 2020
Sources of Revenue			
Special project funding, City of Kawartha Lakes	\$ 142,573	\$ 144,500	\$ 84,100
City of Kawartha Lakes, Deferred Revenue	\$ -	\$ -	-
Grant - NDMP	33,429	102,200	14,700
	176,002	246,700	98,800
Expenditures			
Direct labour	59,776	63,000	27,000
In-house expertise	8,215	33,500	6,200
Supplies	3,051	4,100	4,300
Communications supplies	907	3,000	600
Professional services	86,986	118,500	50,000
Travel and equipment	1,066	2,000	1,700
Project administration fee	16,001	22,600	9,000
	\$ 176,002	\$ 246,700	\$ 98,800

Lesley Donnelly

From: Becky Jamieson
Sent: Monday, January 20, 2020 11:40 AM
To: Brock Clerks
Subject: Fwd: Building Rural Ontario Together

Date:	20/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - BPED - Consent
Copies to:	

Print and log for cow agenda. Thanks

cid:image001.png@01CEF5AC.7BBFF200
Becky Jamieson
Municipal Clerk
The Corporation of the Township of Brock
1 Cameron Street East, P.O. Box 10
Cannington, Ontario, L0E 1E0
Tel: 705-432-2355, Ext. 240 | Toll-Free: 1-866-223-7668 | Fax: 705-432-3487
bjamieson@townshipofbrock.ca | townshipofbrock.ca | choosebrock.ca

This electronic message and all contents contain information from which may be privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, any disclosure, copy, distribution or use of the contents of this message is prohibited. If you have received this email in error, please notify the sender immediately by return email and destroy the original message and all copies.

From: Stacey Jibb <Stacey.Jibb@durham.ca>
Sent: Monday, January 20, 2020 10:40:59 AM
To: Becky Jamieson <bJamieson@townshipofbrock.ca>
Subject: FW: Building Rural Ontario Together

FYI...new intake of the RED Program was announced today. See below.



Stacey Jibb | Rural Economic Development Coordinator

Regional Municipality of Durham | Planning and Economic Development Department
605 Rossland Road East, 5th Floor | Whitby, ON L1N 6A3 | 289-404-1765

Corporate Values: • Ethical Leadership • Accountability • Service Excellence • Continuous Learning and Improvement • Inclusion

From: Ontario News <newsroom@ontario.ca>
Sent: January 20, 2020 10:09 AM
To: Stacey Jibb <Stacey.Jibb@durham.ca>
Subject: Building Rural Ontario Together



Building Rural Ontario Together

January 20, 2020

Province moving forward with new intake for Rural Economic Development program and three broadband pilots

As part of the government's Plan to Build Ontario Together, Ontario is helping rural communities across the province attract investment, create jobs and boost economic development through the Rural Economic Development (RED) program.

Earlier today while speaking at the Rural Ontario Municipalities Association (ROMA) annual conference, Premier Doug Ford announced the province is now accepting applications for a new intake this year under the RED program.

"Many rural communities are feeling left behind," said Premier Doug Ford. "We need to make sure everyone, no matter where they live, can find a good job, grow a business, start a family, and build a better life for themselves. The RED program is one of the many ways that our government is helping to bring real benefits to more communities in rural Ontario."

Rural communities and regions, Indigenous communities and organizations, not-for-profit organizations, and local service boards can all apply for the RED program starting today through February 24, 2020.

As part of the program's Economic Diversification and Competitiveness Stream, the province will cover up to 50% of the costs for eligible projects that help remove barriers to job creation and attract investment and skilled workers that will help regions grow. The Strategic Economic Infrastructure Stream of the program enables the province to cover up to 30% of eligible minor capital projects that help spur economic growth, such as restoring museums and heritage sites, setting up community hubs, and streetscaping.

The Ontario government is also working with our federal partners and the Southwestern Integrated Fibre Technology (SWIFT) project to provide a combined investment of nearly \$35 million for a broadband pilot in rural communities across Ontario. SWIFT is taking the next step today by awarding contracts to successful bidders to help bring better broadband service to three counties in Southwestern Ontario.

"This investment will help SWIFT move forward on projects that will provide broadband access to approximately 11,000 more homes and businesses across Norfolk, Wellington and Lambton counties," said Minister Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs. "Having high-speed Internet access is no longer a luxury, it is a necessity that allows our businesses to

connect to global markets, enables students and workers to learn and upgrade their skills, and allows people to bank or shop online."

The Ontario government is committed to helping build stronger rural communities that can attract investment and jobs to their region and promote new economic opportunities for their residents.

The government is also supporting rural Ontario through additional measures that include:

- Responding to farmer and rural municipality concerns by introducing Bill 156, the Security from Trespass and Protecting Food Safety Act, 2019 in the Ontario Legislature. If passed, the legislation will better protect farmers, their families, their employees, animals, livestock transporters, and the province's food supply.
- Providing \$450,000 in new funding for the Rural Ontario Institute, an organization that provides leadership development programs for agriculture, rural businesses and organizations that help drive economic development and promote leadership in rural communities.
- Hosting a series of economic roundtables to listen to the views of people living in rural Ontario to understand how best to leverage the potential for economic growth in their communities. The first roundtable took place on January 19 at ROMA.
- Developing the new AgriSuite, a valuable suite of tools for farmers, land use planners and municipalities encompassing a phosphorus risk assessment to support environmental sustainability and Nutrient Management Planning tools that help to protect drinking water sources.

QUICK FACTS

- The Rural Economic Development program is part of Ontario's commitment to rural communities, which also includes expanding access to natural gas and improving rural infrastructure.
- Southwestern Integrated Fibre Technology (SWIFT) is a not-for-profit corporation initiated by the Western Ontario Wardens' Caucus, a group of 15 municipalities. SWIFT is focused on improving connectivity in Southwestern Ontario, Caledon and the Niagara Region. The project is delivered with support from Ontario and other levels of government.
- Ontario is supporting the SWIFT project in southwestern Ontario, committing up to \$63.7 million in funding toward SWIFT's total project costs of more than \$190 million.

BACKGROUND INFORMATION

- [Southwestern Integrated Fibre Technology \(SWIFT\) Pilot Project Details](#)
- [Premier Doug Ford's Speech at the Rural Ontario Municipalities Association 2020 Conference](#)

ADDITIONAL RESOURCES

- [Rural Economic Development program](#)

CONTACTS

Ivana Yelich
Premier's Office
Ivana.Yelich@ontario.ca

Avi Yufest
Minister's Office
Avi.Yufest@ontario.ca

Office of the Premier
<http://www.ontario.ca/premier>

Questions about your subscription? Contact us.

[Edit your subscription preferences.](#)

[Unsubscribe from News on Demand.](#)



[Follow Us On Twitter.](#)

[Visit the Newsroom.](#)

[Disponible en français.](#)

© Queen's Printer for Ontario, 2008 - 2020

99 Wellesley Street West 4th floor, Room 4620 Toronto ON M7A 1A1

Tourism, Heritage & Recreation Committee



Manilla Hall Board of Management

Date:	20/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - THR - Consent
Copies to:	Joe, Eva/Alicia, Website

Date: Wednesday, November 20, 2019

Location: Manilla Hall

Minutes

Present: Chair Craig Telfer, Carolyn Carter, Anne Hardy, Bonita Telfer, Bonnie Hudson, Ann Toplak, and Councilor Lynn Campbell.

Regrets: Cathy Allison and Cheryl Timbers

1. Call to Order

Chair Craig Telfer called the meeting to order at 1010 a.m.

2. Confirmation of Minutes

Moved by Anne Hardy that the October minutes be approved.

MOTION CARRIED

3. Treasurer's Report

Pie Sale	\$ 50
Halloween	\$ 45
Food for Thought	\$ 97
Fiddle Jam	\$ 153
Calendars	\$ 360
Total	\$ 705

4. Correspondence

Letter received from Brock Township regarding November presentation received for information. Meetings for the year 2020 and upcoming functions needed to be sent in to Brock Township. Craig will let Amanda know that Snofest was in our Calendar for February 22nd.

Councilor's Report

December 2nd Robert Lamb will start as full time CAO.
Brock Township is advertising for the Director of Public Works position.
Township of Brock won't change.

5. General Items

- 1) Fiddle Jam – food, set up and take down and staffing was arranged.
- 2) Hallowe'en Party – recap - Lynn moved that \$50 more be approved for the Hallowe'en Party. Motion Carried.

- 3) Children's Christmas Party – December 14th 10:30 – 12:30 Lynn moved that the sponsorship letter be approved. Motion Carried.
\$200 has been spent for Christmas Party.

Santa	\$30
Food	\$250
Gifts	\$300
Crafts	\$60
Misc.	\$10

\$650

Bonita moved that \$450 more be approved for the Christmas Party budget. Motion Carried.
Decorating for the Christmas Party will be done on Friday December 13th at 4 p.m.
Craig will ask about putting up permanent eyelets.
Backdrop Cloth is needed for Santa. Craig has one and he will check if the school would paint it.
Bonnie will look for a chair. Time for Santa's arrival will need to be changed to 12:15

- 4) Grant Programming - Carolyn submitted a list for discussion of Grant items. Craig will be meeting with Alicia Bagshaw to help with programming and will set up a meeting for early January.

6. Others

A) New Business

Comic Book Story telling with Quitar offered to do a fund raiser for the Hall. December 4 – 6.
Cookie exchange will be on December 10th 7 p.m. – 8:30 p.m. 5 dozen cookies are to be brought to exchange. Manilla trivia game is planned. Some decoration will need to be done.

B) Next Meeting – Wednesday December 18 at 10 a.m.

7. Adjournment

Carolyn moved to adjourn at 11:25 a.m.



The Corporation of the Township of Brock

Clerk's Department

Recreation & Leisure Co-ordinator to Committee of the Whole

Report: 2020-COW-19

Date: Monday, February 3, 2020

Date:	28/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - THR - Consent
Copies to:	

Subject

Summer Day Camp 2020

Recommendation

That Report 2020-COW-19 Summer Day Camp 2020 be received for information; and

That Committee authorize staff to proceed with running day camp exclusively in Beaverton for 2020, along with offering before and after day camp care; and

That the Committee authorize hiring a Summer Day Camp Coordinator.

Attachments

1. Overview of camp registration numbers from 2016-2019
-

Report

The Township of Brock Summer Day Camp has been a successful program, and received well in the community for numerous years. Each year brings new dynamics, and opportunities.

In 2013 the Township expanded the Day Camp program that previously rotated over the summer through the 3 towns (Beaverton, Cannington & Sunderland), and began offering a full 8 weeks of camp in each community. This was relatively well attended for several years, however we've seen a decline in the number of participants in both Sunderland and Cannington over the last few years. There are several other day camp programs currently being offered that complete with our program in both communities. This ultimately results in lower numbers for the Township. In 2019 it was necessary to cancel the Sunderland camp completely due to low registrations and run camps in Beaverton and Cannington only.

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

When registration numbers drop the quality of the program declines due to the need to group all campers together for the games and activities. Younger campers will not have the same interests or physical capabilities as the older campers. If the Township were to operate camp exclusively in only location, it would be possible to offer age specific camps and programs, increasing the quality of the programming provided. Parents would register their children into the following age based camps:

Mites – Ages 4-6

Junior – Ages 7-9

Senior – Ages 10-12

In the past Beaverton camps often hit maximum capacity for the summer and sometimes had upwards of 10 children on the waitlist. By offering camps exclusively in Beaverton, it would be possible to increase the maximum capacity, and therefore have more participants enrolled in camp.

In 2018 the Township began offering Winter and March Break camp programs in Beaverton. Beaverton was selected due to the high number of registrations for summer camp in that location and the fact that the camp often was at capacity. These camps have also proven very popular.

Before & After Care

In addition to only offering day camp in Beaverton for 2020, staff are recommending the township offer “before and after care”. Over the years, staff have received numerous requests for this service as camp hours do not coincide well with some working parent’s schedule. The lack of before and after care is a significant factor for some parents when they consider registering their children. If approved, before and after care will be an additional source of revenue for the day camp program and will also allow staff to be scheduled in shifts that provide better coverage and necessary breaks.

Staffing

Presently, the Recreation & Leisure Coordinator is the staff person primarily responsible for the Day Camp program. Currently the position does all the day camp set up, planning, programming and any of the running around necessary during camp. The Recreation & Leisure Coordinator has taken on additional responsibilities including enhanced recreational programming, and primary contact for online system updates including hall bookings. Given these new responsibilities, it is imperative that the Recreation & Leisure Coordinator be in the office daily during the summer months and not on site for camp.

In the past few years, the Township has hired 9 staff for the day camp program including 3 senior counsellors and 6 junior counsellors. Each councilor works for 9 weeks from end of June to end of August. For 2020, staff are recommending that 10 counsellors (3 senior and 7 junior) be hired for 9 weeks and that a Day Camp Coordinator be hired for 16 weeks. The Day Camp Coordinator would start working in May and would be responsible for the day camp planning, programming and any of the running around

necessary during camp. This would help to alleviate some of the demands currently on the time of the Recreation & Leisure Coordinator.


Financial

The Treasurer was consulted on the report and provided suggestions of some of the benefits that could be realized by having one location for camp. The hiring of a Day Camp Coordinator and adjusting the staffing complement will increase the budgeted staffing costs by approximately \$ 6,150. This increase will be somewhat offset by the increase in revenue anticipated from the charge for before and after care. There should also be a savings in program supplies as only one bulk purchase will be needed rather than 3 with extras at each location. There could also be some savings in the day trip costs, as the busing will be from one location rather than three resulting in drive time saved. The actual value of this time saved is not currently known as it may be used up by allowing a longer duration for day trip stays or allowing the bus to leave later.

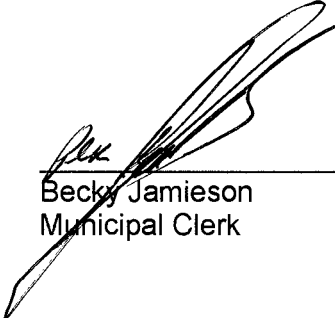
Summary

It is recommended that Committee authorize staff to proceed with running day camp exclusively in Beaverton for 2020, along with offering before and after day camp care. Also that the Committee authorize hiring a Summer Day Camp Coordinator.

Respectfully submitted,

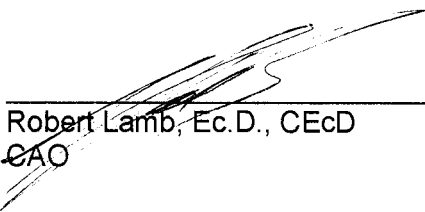


Alicia Bagshaw
Recreation & Leisure Co-ordinator



Becky Jamieson
Municipal Clerk

Reviewed by,



Robert Lamb, Ec.D., CEcD
CAO

Protection Services Committee



The Corporation of the Township of Brock

Fire Department

Fire Chief to Committee of the Whole

Report: 2020-COW-11

Date: Monday, February 3, 2020

Date:	21/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - PS - Consent
Copies to:	

Subject

2019 Fire Department Statistics

Recommendation

That staff report No. 2020-COW-11, 2019 Fire Department Statistics be received.

Attachments

- No. 1. Incident & Vehicle Times-2019
 - No. 2. Totals by Type-2019
 - No. 3. Five Year Call Comparison (Graphs)-2015-2019
-

Report

Incident & Vehicle Times-2019 is a summary of fire department responses, specifically outlining responding vehicles, number of incidents and specified times.

Totals by Type-2019 indicates fire department response types as required by the Ontario Fire Marshal's Office, the number of incidents and the percentage of the total responses dedicated to that response type.

The five-year call comparison indicates the number of fire department responses for all three stations and individual station responses.

Consultation

None

Financial

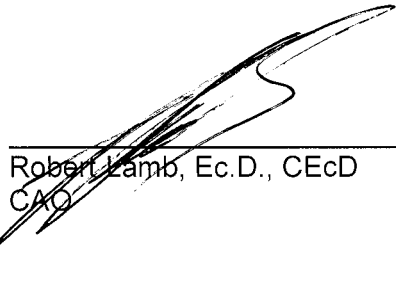
No financial or budget implications.

Respectfully submitted,



Rick Harrison, CEMC
Fire Chief

Reviewed by,



Robert Lamb, Ec.D., CEcD
CAO



Brock Township Fire Department
 1 Cameron Street East, P.O. Box 10 Cannington ON
 Cannington ON L0E 1E0
 PH : 705-432-2355 FAX : 705-432-2189

Incident & Vehicle Times
From Jan 1 19 to Dec 31 19

Printed 254 Incidents
 Average Dispatch Total time was 00:02:08
 Average Chute Total time was 00:06:20
 Average En-Route was 00:04:49
 Average Response time was 11.08 minutes
 Average Total Time time was 56.48 minutes

Unit	# Responses	# On Scene	Avg. Dispatch Total	Avg. Chute Total	Avg. Response Time	Avg. Total Time
CAR 8-1	40	37	1.50 min.	6.15 min.	12.16 min.	99.18 min.
CAR 8-2	33	31	1.79 min.	5.55 min.	10.81 min.	94.03 min.
MARINE 8-3	1	0	3.00 min.	5.00 min.	0.00 min.	56.00 min.
PUMP 8-1	64	62	1.94 min.	7.13 min.	12.53 min.	81.25 min.
PUMP 8-2	53	45	1.75 min.	4.83 min.	9.78 min.	61.43 min.
PUMP 8-3	131	122	1.53 min.	6.59 min.	11.11 min.	39.14 min.
PUMPER RESCUE 83	2	2	1.00 min.	5.00 min.	12.50 min.	26.00 min.
RESCUE 8-1	35	34	1.86 min.	6.49 min.	11.91 min.	71.11 min.
RESCUE 8-2	38	35	2.00 min.	5.37 min.	11.14 min.	92.34 min.
RESCUE 8-3	30	29	1.30 min.	5.07 min.	10.31 min.	43.27 min.
TANK 8-1	15	15	1.80 min.	7.27 min.	14.07 min.	162.67 min.
TANK 8-2	12	12	1.83 min.	6.42 min.	14.58 min.	176.83 min.
TANK 8-3	16	16	2.06 min.	5.94 min.	14.19 min.	127.69 min.



Brock Township Fire Department
 1 Cameron Street East, P.O. Box 10 Cannington ON
 Cannington ON L0E 1E0
 PH : 705-432-2355 FAX : 705-432-2189

Totals by Type
From Jan 1 19 to Dec 31 19

Response Type	# of Incidents	% of total	Average # of Responding Personnel			Average Response Time	\$ Loss
			Full Time	Non-Full Time	Total		
01 Fire	16	6.30	0.9	11.4	12.3	09:22	1,119,500
03 NO LOSS OUTDOOR fire (see exclusions)	7	2.76	0.7	8.9	9.6	12:05	
21 Overheat (no fire, e.g. engines, mechanical devices)	2	0.79	1.0	10.0	11.0	11:11	
22 Pot on Stove (no fire)	1	0.39	0.0	3.0	3.0	04:51	
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	11	4.33	0.5	6.9	7.4	11:40	
24 Other Cooking/toasting/smoke/stea m (no fire)	4	1.57	0.3	7.5	7.8	08:26	
29 Other pre fire conditions (no fire)	3	1.18	1.0	8.0	9.0	10:37	
31 Alarm System Equipment - Malfunction	11	4.33	0.0	4.7	4.7	09:44	
32 Alarm System Equipment - Accidental activation (exc. code 35)	4	1.57	0.3	5.3	5.6	06:36	
33 Human - Malicious intent, prank	1	0.39	1.0	4.0	5.0	06:46	
34 Human - Perceived Emergency	5	1.97	0.2	5.8	6.0	06:58	
35 Human - Accidental (alarm accidentally activated by	3	1.18	0.0	3.7	3.7	12:30	

Brock Township Fire Department

Page 183 of 350

Totals by Type From Jan 1 19 to Dec 31 19

Response Type	# of Incidents	% of total	Average # of Responding Personnel			Average Response Time	\$ Loss
			Full Time	Non-Full Time	Total		
37 person) CO false alarm - perceived emergency (no CO present)	6	2.36	0.2	4.7	4.9	06:35	
38 CO false alarm - equipment malfunction (no CO present)	12	4.72	0.0	3.9	3.9	12:23	
39 Other False Fire Call	2	0.79	0.0	3.5	3.5	13:19	
41 Gas Leak - Natural Gas	3	1.18	0.0	4.0	4.0	07:59	
42 Gas Leak - Propane	1	0.39	1.0	11.0	12.0	14:00	
44 Gas Leak - Miscellaneous	1	0.39	0.0	4.0	4.0	08:46	
45 Spill - Gasoline or Fuel	1	0.39	1.0	2.0	3.0	10:38	
50 Power Lines Down, Arcing	10	3.94	0.2	3.8	4.0	08:58	
53 CO incident, CO present (exc false alarms)	4	1.57	0.0	5.0	5.0	11:05	
57 Public Hazard no action required	1	0.39	2.0	5.0	7.0	06:36	
58 Public Hazard call false alarm	1	0.39	0.0	2.0	2.0	07:54	
59 Other Public Hazard	2	0.79	0.0	4.0	4.0	12:42	
61 Vehicle Extrication	5	1.97	0.6	7.8	8.4	11:52	
62 Vehicle Collision	64	25.20	0.3	6.7	7.0	11:50	
66 Persons Trapped in Elevator	1	0.39	0.0	5.0	5.0	12:06	
698 Rescue no action required	1	0.39	1.0	4.0	5.0	13:48	
701 Oxygen administered	1	0.39	0.0	7.0	7.0	08:16	
702 CPR administered	8	3.15	0.1	3.6	3.7	09:52	
703 Defibrillator used	2	0.79	0.0	5.0	5.0	05:38	
71 Asphyxia, Respiratory Condition	1	0.39	0.0	5.0	5.0	04:26	
76 Chest pains or suspected heart attack	1	0.39	0.0	5.0	5.0	16:32	
84 Medical Aid Not Required	4	1.57	0.0	5.0	5.0	11:46	

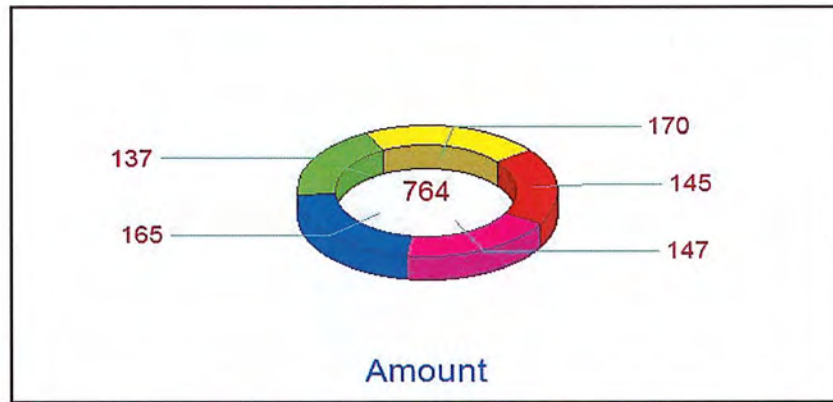
Brock Township Fire Department

Totals by Type From Jan 1 19 to Dec 31 19

Response Type	# of Incidents	% of total	Average # of Responding Personnel			Average Response Time	\$ Loss
			Full Time	Non-Full Time	Total		
on Arrival							
85 Vital signs absent, DOA	5	1.97	0.4	4.8	5.2	14:45	
86 Alcohol or drug related	2	0.79	0.5	4.5	5.0	06:36	
88 Accident or illness related - cuts, fractures, person fainted, etc.	6	2.36	0.0	4.2	4.2	13:20	
89 Other Medical/Resuscitator Call	4	1.57	0.3	3.3	3.6	09:21	
898 Medical/resuscitator call no action required	3	1.18	0.0	4.0	4.0	14:33	
910 Assisting Other FD: Mutual Aid	3	1.18	0.3	2.7	3.0	00:27	
913 Assisting Other FD: Other	1	0.39	2.0	4.0	6.0	09:53	
93 Assistance to Other Agencies (exc 921 and 922)	4	1.57	0.3	4.8	5.1	09:15	
94 Other Public Service	1	0.39	0.0	2.0	2.0	13:23	
96 Call cancelled on route	19	7.48	0.1	3.4	3.5	12:47	
97 Incident not found	5	1.97	0.0	9.0	9.0	18:42	
99 Other Response	1	0.39	0.0	4.0	4.0	00:08	
Total Number of Responses	254		0.3	5.8	6.1	11:05	1,119,500

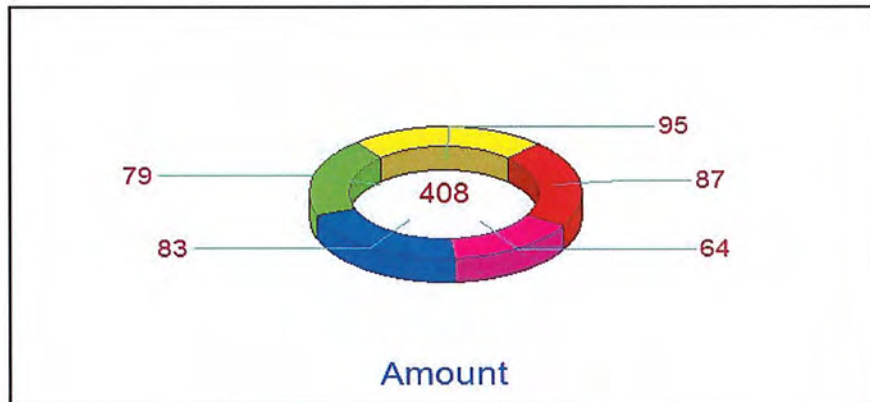
Five Year Call Comparison All Stations

Totals by Year
From Jan 1 15 to Dec 31 19



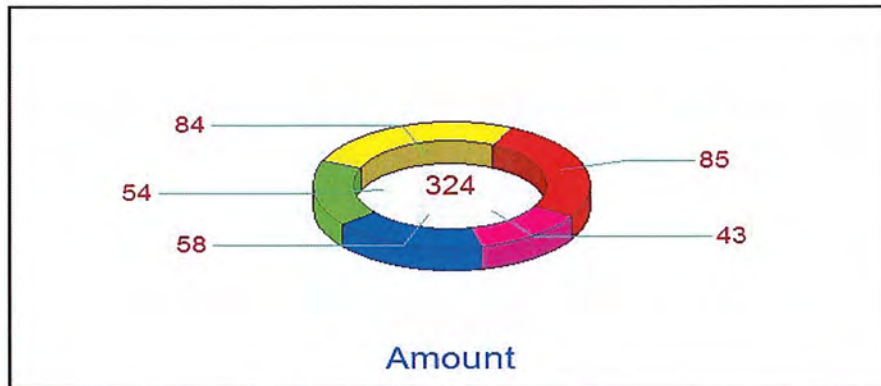
Sunderland Station (81)



Totals by Year
From Jan 1 15 to Dec 31 19



Cannington Station (82)

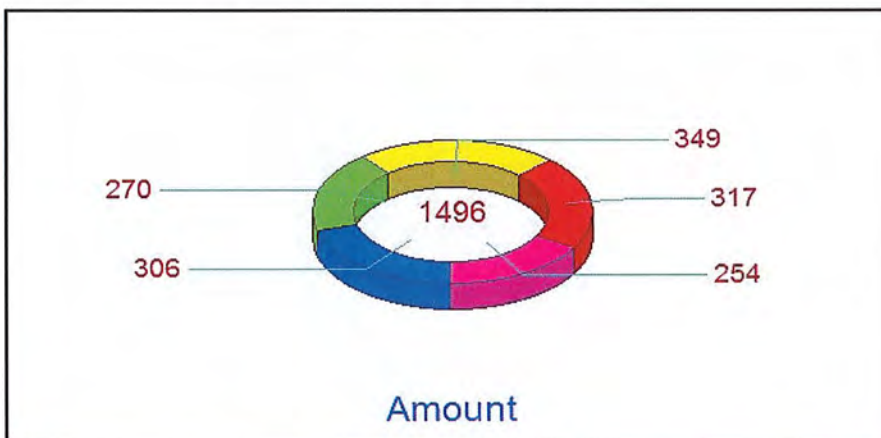
Totals by Year
From Jan 1 15 to Dec 31 19







	2015 - 85		2016 - 84
	2017 - 54		2018 - 58
	2019 - 43		

Beaverton Station (83)

Totals by Year
From Jan 1 15 to Dec 31 19



	2015 - 317		2016 - 349
	2017 - 270		2018 - 306
	2019 - 254		



The Corporation of the Township of Brock

Date:	22/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - PS - Consent
Copies to:	

Clerk's Department

Clerk to Committee of the Whole

Report: 2020-COW-04

Date: February 3, 2020

Subject

2019 Annual Status Report – Multi Year Accessibility Plan 2017-2021

Recommendation

That Committee receive Report 2020-COW-04 2019 Annual Status Report – Multi-Year Accessibility for information; and

That the 2019 Annual Report as contained in Attachment No. 1 be posted on the Township's website.

Attachments

Attachment No. 1: 2019 Annual Status Report

Report

Background

The *Accessibility for Ontarians with Disabilities Act (A.O.D.A.)* was proclaimed in 2005 with the stated intention to "achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures, and premises on or before January 1, 2025." In order to achieve this vision, the Provincial government has issued five sets of standards under A.O.D.A.: customer service, transportation, communication and information, employment, and built environment.

The Customer Service Standard was the first standard to become law. The next three areas: Employment, Transportation, and Information and Communication were blended together into the Integrated Accessibility Standards Regulation (I.A.S.R.), Ontario Regulation 191/11. The I.A.S.R. requires the Township to develop, implement and maintain a Multi-Year Accessibility Plan.

The Township of Brock Multi-Year Accessibility Plan for 2017-2021 was adopted by Council in February of 2017. The Plan outlines the initiatives in regard to accessibility the Township intends to achieve to ensure its compliance with the Province's accessibility legislation and outline the Township's compliance to date with respect to accessibility legislation. Additionally, the plan establishes projects for the next five (5) years and identifies a work plan for the members of the Brock Accessibility Advisory Committee.

As part of the Multi-Year Accessibility Plan, an annual status report on the progress of measures taken to implement the Township's Multi-Year Accessibility Plan must be prepared and published on the Township's website.

Consultation

Staff and the Brock Accessibility Advisory Committee (B.A.A.C.) were consulted on the development of the 2019 Annual Status Report.

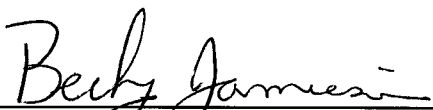
Financial

There is no financial impact.

Summary

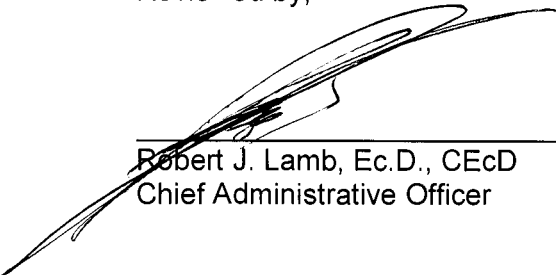
In order to meet the legislative requirements of the A.O.D.A., the Township must comply with the Integrated Accessibility Standard regulations by preparing an annual status report on the progress of measures taken to implement the Township's Multi-Year Accessibility Plan for 2017-2021 and have the report available on the website.

Respectfully submitted,



Becky Jamieson
Municipal Clerk

Reviewed by,



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



Township of Brock

2019 Annual Status Report

An update on the 2019 progress towards meeting the goals of the Township's 2017-2021 Multi-Year Accessibility Plan.

January 2020

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

2017-2021 Multi-Year Accessibility Plan

The Multi-Year Accessibility Plan for 2017-2021 was reviewed by the Brock Accessibility Advisory Committee as well as Township staff.

Brock Accessibility Advisory Committee

In 2019, the Brock Accessibility Advisory Committee was comprised of six members: five residents and one member of Council. The Committee, as per the Multi-Year Accessibility Plan, is responsible for a number of activities during their term. The following activities were completed by the Committee in 2019:

- Assisted with the development of the 2017-2021 Multi-Year Accessibility Plan.
- Assisted with the development of the annual status report.
- Presented the 7th Annual Township of Brock Accessibility Award to the Sunderland Pharmacy for the installation of a ramp along the east side of the building, an accessible entrance, wider aisles and increased room in the pharmacy area.
- Attended Durham Region's Accessibility Joint Forum and nominated the Beaverton Town Hall Players for a Durham Region Accessibility Award.
- Continued to have a presence at Community Events (i.e. Sunderland Maple Syrup Festival, Fall Fairs, Brock's Big Bite).
- Provided feedback on the Sunderland Lions Club Arena proposal.
- Provided feedback on accessible parking spaces in Beaverton.
- Organized and participated in the 2019 Council Accessibility Challenge in downtown Beaverton and at the Beaverton Harbour.
- Hosted a Community Accessibility Event in Council Chambers. This event provided information on website accessibility. The guest speaker, Sandi Gauder, provided tips and tricks on how to make a website accessible and visually appealing.
- Ordered a new display board and created new content for the board.

A.O.D.A. Progress

The Township of Brock remains in compliance with the A.O.D.A. requirements. Staff training was provided to all new staff and volunteers on the A.O.D.A. requirements. The Township of Brock successfully submitted its accessibility report to the Province for 2019.

Accessibility Achievements 2019

In 2019 the Township of Brock continued to improve accessibility in the community through implementing the 2017-2021 Multi-Year Accessibility Plan. The following achievements occurred in 2019:

Customer Service

- A reception desk at the front of the Municipal Administration Building was added to provide greater customer service to residents.
- Council and Committee meetings are now live streamed and there is closed captioning.
- Council meetings are now in the evening and Committee meetings during the day to allow residents different opportunities to attend.

Other Infrastructure

- Additional wayfinding signage were installed.
- A number of sidewalks were improved.
- Two pride crosswalks and one pride stairway were installed to show the Township's inclusivity.
- Handicapped (accessible) portable washroom facilities were placed in the parks for the summer months.
- A new handicap parking spot was installed in downtown Beaverton.

Recreation Programs

- Worked with Resources for Exceptional Children and Youth Durham to provide support to individuals whom required one-on-one support while attending day camp.
- Offered online recreation and day camp program registration.
- Continued to offer senior programming.

Sunderland Town Hall

- New seating and a guardrail in the balcony were installed.
- Hall board is reviewing options for an accessible door at the facility.

Manilla Community Hall

- Accessible washroom and accessible kitchen projects were started and will be completed in 2020.



Date:	22/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - PS - Consent
Copies to:	

Brock Accessibility Advisory Committee

Date: Tuesday, November 19, 2019

Time: 7:00 p.m.

Location: Municipal Administration Building, Basement Committee Room

Minutes

Present: Jolene Munro, Donna Schirle, Karen Hakonson, Tony Laundrie, Maralee Drake, Clerk's Assistant and Lesley Donnelly, Clerk's Assistant

Regrets: Councillor Lynn Campbell, Jodi Foreman

1. Call to Order

Chair Munro called the meeting to order at 7:03 p.m.

2. Confirmation of Minutes

Moved by Karen Hakonson that the minutes of the October 15, 2019 meeting be approved.
MOTION CARRIED

3. Hearing of Deputations

None

4. General Items

1) Accessibility Display Board

Chair Munro confirmed that she is working on the Accessibility Display Board. The Clerk's Assistant (Ms. Donnelly) will provide Chair Munro with photographs to use for the board.

2) Community Accessibility Event Recap

The Clerk's Assistant (Ms. Donnelly) provided a brief recap of the event, reporting that there were 10 attendees in total (2 staff, 5 BAAC members and 3 public attendees) and noting that the presenter provided presentation materials by email which the Clerk's Assistant circulated to those in attendance.

3) Durham Region 16th Annual Joint Forum Recap – October 30th, 5:00 p.m.

Chair Munro confirmed that Ms. Drake, Ms. Donnelly and herself attended the event. Chair Munro advised that Pat Rose and Cora Cunningham of the Beaverton Town Hall Players were also in

attendance to accept a 2019 Durham Region Accessibility Award for their implementation of hearing assistive devices.

Chair Munro noted that there were three key speakers at the event. Two representatives from the Welcome Centre Immigrant Services spoke and advised that they are including accessibility into their programs.

The second speaker, Alfred Spencer (Accessibility Directorate of Ontario) spoke about inclusion by design. The Clerk's Assistant (Ms. Drake) advised that the Ministry is partnering with the City of Pickering to develop a standard around service animals/comfort animals.

The committee discussed the concept of inclusion by design. Chair Munro suggested that BAAC consider the installation of a Mobi-Mat at the Beaverton Harbour in the future. A Mobi-Mat would provide access for all (wheelchairs, walkers, strollers, etc.) on sand, grass, or other soft and unstable surfaces. Mr. Laundrie asked if any of the beaches in Brock Township have a lifeguard to which he was advised not. Chair Munro brought forward the idea of raised garden beds similar to those at the Brock Community Health Centre in Cannington and suggested that the raised garden beds be placed on an accessible surface (i.e. pavement) so that anyone using a wheelchair or walker will be able to access them. In addition, the garden beds should be at an accessible height (to prevent bending over).

Chair Munro distributed resources from the Durham Region Forum. Ms. Schirle inquired as to whether materials from the forum were available. The Clerk's Assistant (Ms. Donnelly) will follow up with Region and circulate if/when we receive the materials.

4) Council Accessibility Challenge Recap – November 4th, 2:00 p.m. - Beaverton

Ms. Schirle asked for feedback on the Accessibility Challenge from the new members of BAAC and stated that the feedback she heard was positive. Ms. Schirle noted that Councillor Schummer was surprised at how difficult it was to simulate a disability and use a cane as an assistive device. BAAC members indicated that the feedback they heard from members of Council and BAAC was also positive.

Chair Munro identified numerous deficiencies at the Beaverton Harbour, suggesting that there should be a railing at the pier, a path connecting the splash pad, picnic area, playground and beach, and that a railing or fence should be installed near the washrooms at the Beaverton Harbour. Members of BAAC agreed that it is hard to compare a simulated disability to an actual disability and recognize that individuals with a disability learn to adapt to the disability and that they often have the aid of a support person.

Ms. Hakonson provided an overview of the deficiencies in downtown Beaverton, noting that most thresholds presented an issue, the doors to the Town Hall are not accessible, and that there was a buildup of leaves at the cross walks and on the roads making it difficult to navigate through the streets.

5) Accessible Parking Spaces in Beaverton

The Clerk's Assistant (Ms. Donnelly) advised that the Region of Durham has approved the location for an accessible parking space in Beaverton. The accessible parking space will be in front of the old Books and Beans business.

6) Lake Simcoe Region Conservation Authority (LSRCA) Trail Project Update

The Clerk's Assistant (Ms. Drake) provided an updated from Mr. Andrews who advised that the project has been delayed due to funded projects not related to the Beaver River Wetland Trail. Mr. Andrews indicated that he would be reaching out and connecting with interested residents/committee members late into the winter to review best practices (indoor workshop with maps) and then once things begin to warm up get out on the trail to consider options.

7) Annual Presentation to Committee of the Whole – December 2nd at 9:30 a.m.

Chair Munro and the Clerk's Assistants confirmed that the presentation needs to be prepared by Tuesday, November 26th at 12:00 p.m. Staff to include the 2020 budget recommendations in the presentation.

8) Multi Year Accessibility Plan

The Clerk's Assistant (Ms. Drake) advised that the Clerk will attend the BAAC meeting in January 2020.

9) January 2020 BAAC Meeting

The Clerk's Assistant (Ms. Donnelly) advised that the Township of Brock is currently in the process of recruiting a new Director of Public Works and as a result, the Sidewalk Master Plan update has been postponed until later in 2020.

5. Other Items & Inquiries

1) New Business – 2020 Draft BAAC Meeting Schedule

Moved by Donna Schirle to accept the 2020 BAAC Meeting Schedule

MOTION CARRIED

2) Next Meeting Date – Tuesday, January 21, 2019

3) New Business – 2020 Budget

Moved by Karen Hakonson that the following list of items be considered by Council in the 2020 budget:

- Railing at the washrooms at the Beaverton Harbour
- Accessible door at the Beaverton Town Hall
- Accessible pathway at the Beaverton Harbour to connect with splash pad, picnic table, playground and beach
- Address the drainage deficiency at the crosswalks and on Mill Street in downtown Beaverton

MOTION CARRIED

Staff will follow up with Public Works regarding an additional crosswalk in Beaverton.

4) New Business – BAAC 2020 Work Plan

Moved by Donna Schirle that the Work Plan for 2020 be approved

MOTION CARRIED

Chair Munro opened the floor to round table discussions.

Mr. Landrie noted that he was impressed with the Beaverton Town Hall Players presentation which followed the Council Accessibility Challenge. Mr. Landrie advised that the Beaverton Town Hall Players have the capability for closed captioning however for the time being they have opted not to use it because they feel erecting a screen would be distracting to the audience.

Ms. Hakonson reported that one of the highest disabilities is mental health and that it has been identified as one of the four most common disabilities. Ms. Hakonson posed a question to the committee regarding thoughts on mental health as a disability.

Ms. Hakonson enquired about how the committee and Township would advocate for service/support animals. Staff to reach out to area municipalities to see if they allow support/comfort animals and if so, do they have a by-law in place that regulates this or is the onus on the owner of the establishment?

5) Next Meeting Date – Tuesday, January 21, 2019

6. Adjournment

Motion by Donna Schirle to adjourn the meeting at 8:15 p.m.

MOTION CARRIED

Lesley Donnelly

From: Becky Jamieson
Sent: Monday, January 27, 2020 2:36 PM
To: Brock Clerks
Subject: Fwd: 2018 Durham Region Accessibility Report
Attachments: 2018 Durham Region Accessibility Report.pdf

Date:	28/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - PS - Consent
Copies to:	

cid:image001.png@01CEF5AC.7BBFF200

Becky Jamieson

Municipal Clerk

The Corporation of the Township of Brock

1 Cameron Street East, P.O. Box 10

Cannington, Ontario, L0E 1E0

Tel: 705-432-2355, Ext. 240 | Toll-Free: 1-866-223-7668 | Fax: 705-432-3487

bjamieson@townshipofbrock.ca | townshipofbrock.ca | choosebrock.ca

This electronic message and all contents contain information from which may be privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, any disclosure, copy, distribution or use of the contents of this message is prohibited. If you have received this email in error, please notify the sender immediately by return email and destroy the original message and all copies.

From: Lorraine Dunn <Lorraine.Dunn@Durham.ca>

Sent: Monday, January 27, 2020 12:28:55 PM

To: shane.baker@ajax.ca <shane.baker@ajax.ca>; [Robert Lamb](mailto:Robert.Lamb@townshipofbrock.ca) <rlamb@townshipofbrock.ca>; Allison, Andrew <AAllison@clarington.net>; tprevedel@pickering.ca <tprevedel@pickering.ca>; pallore@scugog.ca <pallore@scugog.ca>; khoney@uxbridge.ca <khoney@uxbridge.ca>; gaskellm@whitby.ca <gaskellm@whitby.ca>

Cc: [Janet Traer](mailto:Janet.Traer@Durham.ca) <Janet.Traer@Durham.ca>; maria.wiggers@ajax.ca <maria.wiggers@ajax.ca>; [Becky Jamieson](mailto:Becky.Jamieson@townshipofbrock.ca) <bjamieson@townshipofbrock.ca>; sgray@clarington.net <sgray@clarington.net>; [Elizabeth Holden](mailto:Elizabeth.Holden@oshawa.ca) <EHolden@oshawa.ca>; jhanna@pickering.ca <jhanna@pickering.ca>; lfitton@scugog.ca <lfitton@scugog.ca>; [Colleen Baskin](mailto:Colleen.Baskin@uxbridge.ca) <cbaskin@uxbridge.ca>; lockwoodc@whitby.ca <lockwoodc@whitby.ca>

Subject: 2018 Durham Region Accessibility Report

Sent on behalf of Janet Traer:

Durham Regional Council recently approved the attached 2018 Durham Region Accessibility Report.

The report is available on our website at [2018 Durham Region Accessibility Report](#).

If you require a printed copy, please contact: Lorraine Dunn at lorraine.dunn@durham.ca or, Janet Traer at janet.traer@durham.ca.

If you need additional information, please do not hesitate to contact me directly.

Sincerely,

Janet



The Regional Municipality of Durham 2018 Accessibility Report

Update to the 2017 Accessibility Report

If you require this information in an accessible format, please contact the Accessibility Coordinator at accessibility@durham.ca or 905-668-4113 ext. 2009.

Table of contents

A message from the Regional Chair and Chief Executive Officer	3
Message from the Chair, Durham Accessibility Advisory Committee (AAC)	4
Durham Region Accessibility Advisory Committee	5
Durham Region Accessibility Report 2018	6
Accessibility Awards	7
2018 award recipients	7
Region of Durham's 2018 highlights on accessibility initiatives	8
Continuous improvements throughout the organization	10
National Access Awareness Week 2018	10
Accessibility for Ontarians with Disabilities Act, 2005 compliance timelines.....	11
Contact information	12

A message from the Regional Chair and Chief Executive Officer

When we hear from colleagues, citizens or clients about barriers they've encountered in Durham Region, we listen. We find ways to eliminate obstacles. We create new pathways to service. And, in 2018, we turned to innovation and collaboration.

Why? Because accessibility is part of our corporate mindset.

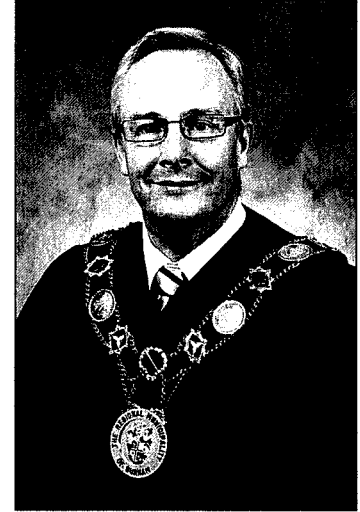
In 2018, we enhanced communications. The Durham Region Transit (DRT) website was updated with plain language, easy-to-read fonts, and an accessible design. We held accessible document training for 420 employees who produce Council reports, application forms, web pages and more. We released a step-by-step accessible document guide and checklist. Plus, we now have an accessible web publishing policy.

We looked at processes. A new, accessible procurement (purchasing) document was created; followed by training for our procurement officers. We made sure 80 per cent of DRT's stops were accessible. And now, 113 audible pedestrian signals are in place.

We strengthened partnerships. We worked directly with employees of Brock Township; helping to create an accessible template for their council reports.

And, we continue to strive to be an accessible and inclusive community. Because we value the diversity of our residents. To us, it's about supporting our quality of life.

The time and expertise that our Accessibility Advisory Committee, the municipal Accessibility Coordinators group, and our internal staff working group provide are vital to our efforts. It is this continuous improvement and commitment to service excellence that allows us to make our Region more accessible and inclusive.



John Henry

Regional Chair and CEO

Message from the Chair, Durham Accessibility Advisory Committee (AAC)

I am honoured to be serving my second term as Chair of the Durham Accessibility Advisory Committee (AAC).

In 2018, we embraced change. We said good bye to one of our long-standing members, Councillor Joe Drumm. He has been one of our strongest accessibility advocates and champions. But, we wish him great things in his retirement.

In 2018, we had a single goal: keep moving accessibility forward in Durham Region. This was made possible due to the many opportunities presented to us. We had a chance to further educate ourselves. We provided feedback on several initiatives. Ultimately, we impacted the lived experience of members of our region's disabled community.

Opportunities included hearing from the Durham Region Paramedic Services staff, regarding procedures and training in place as they assist members of the public, of all abilities. Durham Emergency Management informed the AAC about the Rapid Notify system. We heard from Forward Movement about the Dynamic Symbol of Access. Lunch and learns continued throughout the year for staff, to help them gain knowledge on accessibility-related topics.

Our members attended the annual Metrolinx accessibility meeting and the Smart Cities Forum. There was also the well-attended annual Joint AAC Forum. That's to name just a few.

But, the initiative I am most proud of was the creation of a video showcasing our members. Who we are, and what we do as a committee, was presented to Regional Council. We were proud to help educate newly elected officials who may not be aware of our mandate.

I look forward to 2019 – seeing how we, as a community, can work together to build on the progresses and successes of 2018.

Mary Sutherland



A black and white photograph of seven people, likely members of the Durham Region Accessibility Advisory Committee. In the foreground, a man is seated in a wheelchair, wearing a dark t-shirt and glasses. Behind him stand six other individuals: a man in a light-colored button-down shirt and glasses, a woman in a light-colored button-down shirt and glasses, a woman in a dark top, a woman in a dark top, a woman in a dark top, and a woman in a dark top with a necklace. They are all looking towards the camera.

Durham Region Accessibility Advisory Committee

The Accessibility Advisory Committee (AAC) provides valuable feedback and advice to Durham Regional Council and employees. Ontario's accessibility laws require municipalities with more than 10,000 people to form an AAC. The committee advises Regional Council about accessibility plans and standards, reviews site plans and drawings, and performs other functions as specified in the regulations. Most members must be people with disabilities, come from various backgrounds, and represent an area municipality.

We thank the members of our Durham Region Accessibility Advisory Committee. Your commitment and knowledge sharing is extremely valuable.

Durham Region Accessibility Report 2018

Durham Region believes in building communities where every person can fully participate.

The Regional Municipality of Durham 2018 Accessibility Report is our annual update on our implementation of the standards and timelines outlined in the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and the 2016-2021 Multi-Year Accessibility Plan.

The Region of Durham is committed to creating programs, services and facilities that people of all abilities can access. Accessibility not only helps people with disabilities, it benefits everyone. Creating welcoming and inclusive communities where every person who lives, works and plays, can fully participate makes good sense for all of us. This philosophy is supported in our Strategic Plan, Diversity and Inclusion Strategy and our Age-Friendly Durham Strategy and Action Plan.

To review the Regional Municipality of Durham 2016-2021 Multi-Year Accessibility Plan and previous Accessibility Reports, please visit durham.ca/accessibilityreports.

Statement of organizational commitment

The Region of Durham is committed to ensuring accessibility for persons with disabilities throughout its goods, services, employment and facilities, as outlined in the Accessibility Policy. Accessibility shall be addressed in a manner that:

- Upholds the principles of dignity and independence.
- Strives to provide integrated services.
- Provides equal opportunity.

Accessibility Awards

The Regional Municipality of Durham recognizes the importance of an accessible community it's a key goal in the Durham Region Strategic Plan. By identifying, removing and preventing barriers for individuals living with a disability, all residents have an opportunity to live independently and achieve their goals.

Accessibility awards allow the organization to celebrate the importance of accessibility, and to honor leadership in breaking down barriers. That's why the Region acknowledges individuals, services and/or businesses that have improved accessibility in their community every year.

Nominations for these awards are made by the Accessibility Advisory Committees of municipalities within Durham Region. Thanks to these committees, and the various community partners, who recommend and support the nominations.



2018 Award recipients

Town of Ajax – Ms. Olivia Rennie

Township of Brock – Royal Canadian Legion, Branch #135

Municipality of Clarington – Swiss Chalet 1206 Bowmanville

City of Oshawa – Marko Ivancicevic

Township of Scugog – Tara Sneath

Township of Uxbridge – Uxbridge Physiotherapy

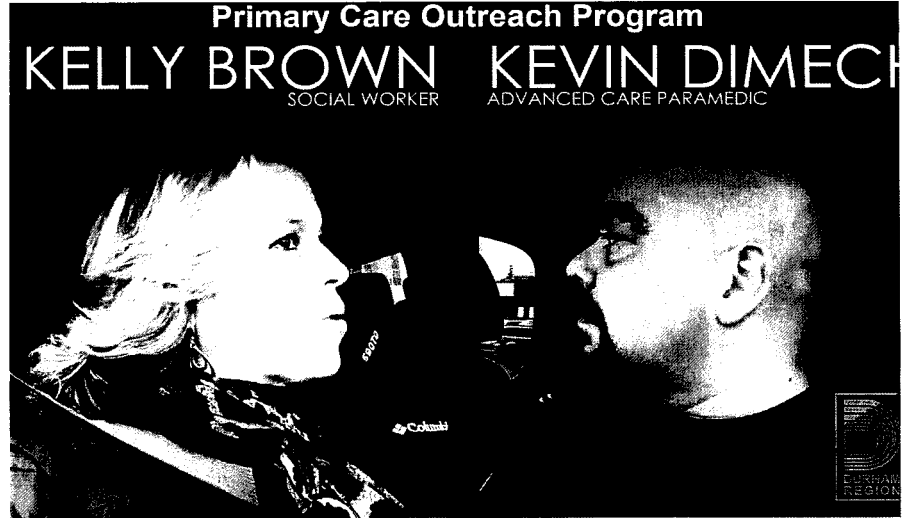
Town of Whitby – JointAction Physiotherapy & Wellness Centre

For more information about the award recipients please go to durham.ca/accessibilityawards.

Region of Durham's 2018 highlights on accessibility initiatives

Pilot of the Primary Care Outreach Program

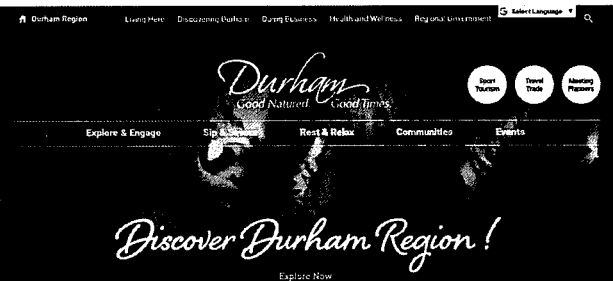
What began as a six-month pilot program, the Primary Care Outreach Program (PCOP) is now a permanent service in the Oshawa area. Through the PCOP, a paramedic and social worker provide front-line support to those who are homeless/underhoused or have mental health and addiction challenges. From July to December 2018, it led to 670 interactions, support for 198 individuals (referrals for housing, counselling and other services); and homes for 14 clients.



Launch of new websites

The Economic Development and Tourism Division launched a new website durhamtourism.ca

Corporate Services: Information Technology Division and Durham Region Transit (DRT) developed a partnership in re-developing the DRT website.



HEARING LOOP INSTALLED
Switch hearing aid to T-setting



Counter loop hearing systems

Counter loop hearing systems were installed at the service counters in all five Durham Regional Police Service divisions, plus at the Information Release Office at Regional Headquarters.

Accessible pedestrian signals

In 2018, five new signals were equipped and 14 existing traffic signals retrofitted with Accessible Pedestrian Signal equipment and AODA compliant sidewalk ramps.

Elevator upgrade

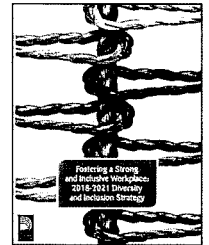
Elevator annunciators were installed at Regional Headquarters, in all four elevators.

Language in document

In the Agreement for Consulting Professional Services, language was added stating all reports produced for the Region by a consultant/company must be provided in an accessible format.

New strategy

The Fostering a Strong and Inclusive Workplace: 2018-2021 Diversity and Inclusion Strategy was created. This document encourages employees to promote inclusion, and address barriers, while delivering Regional programs and services.



Council on Aging

A community-wide Council on Aging was established in Durham, with administrative support from the Region, to guide the implementation of the Age-Friendly Durham Strategy and Action Plan over the next five years. Consistent with the Region's work on accessibility, the eight dimensions of age-friendly communities cut across multiple departments and program or service areas.

Helping children build a more accessible tomorrow

Children should see possibility, rather than limitations. To help promote greater acceptance and inclusion, we introduced a series of books—from the Canadian Council on Rehabilitation and Work (CCRW)—into our seven child care centres. These stories highlight diversity, promote inclusion, challenge stereotypes, showcase positive attitudes, and celebrate individuality.

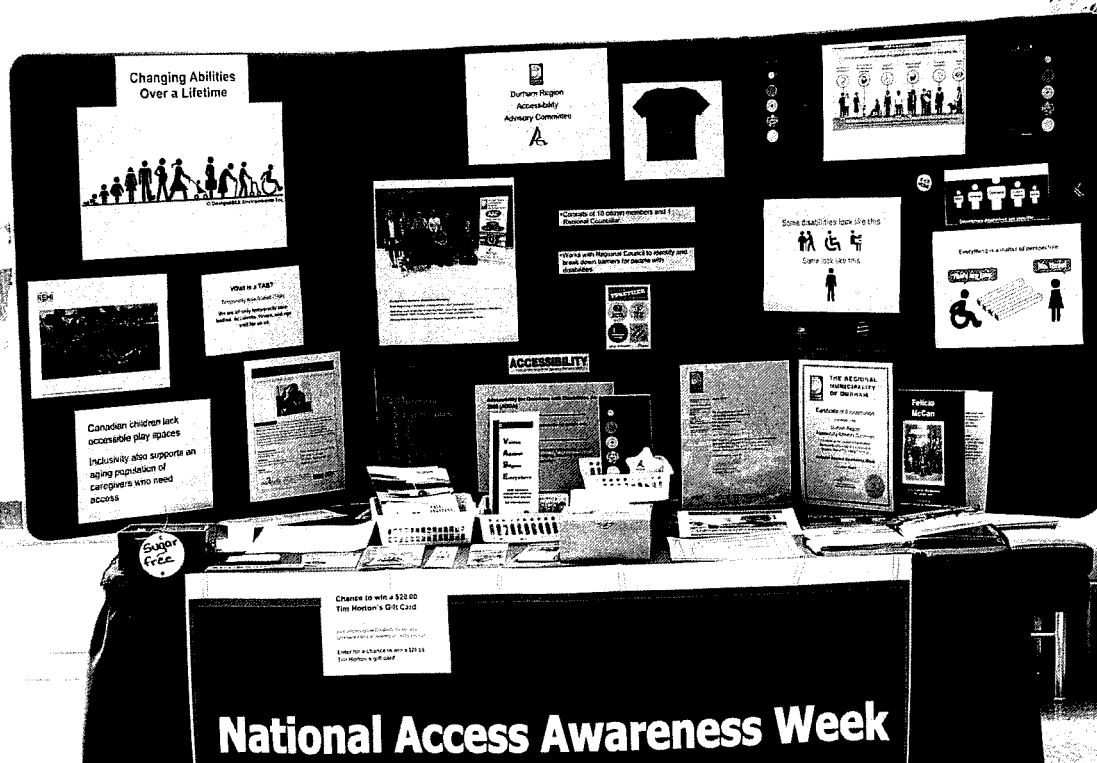


Continuous improvements throughout the organization

- Accessible document resources were developed to assist staff in learning.
- Accessible templates were created throughout the organization and shared with our local municipal partners.
- Audits of the physical space in numerous departments were completed to find ways to increase accessibility for the public. For example, installing door openers, improving signage and clearing pathways for public access: technology was upgraded, as needed, to improve how information is presented to the public.
- Continuous learning opportunities were provided to staff on accessibility/disability related topics to increase their knowledge and understanding. One activity organized was a blind-soccer demo, which allowed staff to gain awareness of the sport, and try it out.

National Access Awareness Week 2018

Each year, Durham Region celebrates National Access Awareness Week. The last week of May is celebrated across Canada; promoting accessibility and inclusion in our communities and workplaces. This year, the Durham Region AAC set up a display table in the Upper Galleria at Regional Headquarters—the theme was Changing Abilities over a Lifetime. A play titled, “I’m Still Here” was acted out for staff during a lunch and learn, which illuminated the realities of living with dementia and Alzheimer’s Disease. The goal of this play, is to help foster meaningful interaction and reduce unnecessary suffering among patients, caregivers and their families.



Accessibility for Ontarians with Disabilities Act, 2005 compliance timelines

The Accessibility for Ontarians with Disabilities Act, 2005, (AODA) became law in 2005. Under the Act, organizations must meet the requirements of the AODA in the areas of information and communications, employment, transportation, design of public spaces and customer service. The summary below shows the AODA requirements that are now part of Durham Region's day-to-day operations.

2010-2017 requirements completed

- ✓ Provide accessible customer service.
- ✓ Provide accessible transportation services.
- ✓ Provide emergency and public safety information in accessible formats.
- ✓ Provide employees with accessible and customized emergency information.
- ✓ Create accessibility policies and a multi-year plan.
- ✓ Buy accessible goods, services or facilities.
- ✓ Make new websites accessible.
- ✓ Train employees on Ontario's accessibility laws.
- ✓ Make it easy to provide feedback, when asked.
- ✓ Make employment practices accessible.
- ✓ Make public information accessible, when asked.
- ✓ Make new or redeveloped public spaces accessible.

2018

No new requirements

Future requirements

2021

Websites must conform to the Web Content Accessibility Guidelines (WCAG)* Level 2.0 AA

*WCAG - an international standard for making websites and web content accessible to a broader range of users with disabilities.

Contact information

We welcome your feedback. Please let us know what you think about the Regional Municipality of Durham 2018 Accessibility Report.

Janet Traer, Accessibility Coordinator

By mail:

The Regional Municipality of Durham
605 Rossland Road East
Post Office Box 623
Whitby, Ontario
L1N 6A3

By phone:

905-668-7711 extension 2009
Or 1-800-372-1102

By email:

accessibility@durham.ca

Accessibility
information



The Regional Municipality of Durham
605 Rossland Rd. E., Whitby, Ontario L1N 6A3
905-668-7711 or 1-800-372-1102
durham.ca

Corporate Services Committee



Date:	10/01/2020
Refer to:	Not Applicable
Meeting Date:	February 2, 2020
Action:	null
Notes:	COW - CS - Consent
Copies to:	

Beaverton Thorah Medical Centre Board

Date: Tuesday, April 30, 2019

Time: 2:00pm

Location: Beaverton Town Hall, 397 Simcoe Street, Beaverton

Minutes

Present: George Ranich, Karen Hakonson, Terry Clayton, Mary Antalok, Linda Holmes, Brett Bloxam, Ward 1 Councillor Claire Doble

Absent: Ward 1 Councillor Michael Jubb

Staff: Becky Jamieson, Clerk; Joe Underwood, Facilities Co-ordinator

1. Call to Order

Mrs. Becky Jamieson called the meeting to order at 2:05 p.m.

- Declaration of Pecuniary Interest – N I L

The Committee members introduced themselves.

The Clerk provided background on the Beaverton Thorah Medical Centre Board.

2. Appointment of Chair

- ➔ Moved by Karen Hakonson, that Terry Clayton be appointed Chair of the Beaverton Thorah Health Centre Board.

Motion Carried.

3. Appointment of Vice-Chair

- ➔ Moved by Mary Antalok, that Karen Hakonson be appointed Vice-Chair of the Beaverton Thorah Health Centre Board.

Motion Carried.

4. General Items

A) Objectives of Committee

The Committee discussed the following as being objectives for them:

- Address concerns of tenants and the public
- Ensure standards are the same for all tenants
- Conduct reviews of the building
- Review leases/agreements
- Assist with recruitment

The Municipal Clerk advised that she would prepare draft terms of reference for the review of the Committee.

The Committee agreed that they would like to aim to meet 5 times per year on the last Tuesday of the month from 5:00 p.m. – 7:00 p.m.

B) Overview of Current Tenants

The Clerk provided a brief overview of the existing tenants noting that a summary chart would be provided prior to the next meeting.

C) Work / Projects Planned for the Building

The Facilities Coordinator advised that there is nothing in the capital budget for this facility. He advised that the operating budget includes \$30,000 for ongoing repairs noting that in 2018 a number of renovations were completed.

The Committee discussed the need to consider baby change tables in the washrooms and a new roof on the building.

5. Other Items & Inquiries

A) New Business

The Committee discussed if the building has the capacity for a third floor addition and was advised in the affirmative.

B) Public Questions and Clarification – None

6. Adjournment

→ Moved by Claire Doble, that the Committee adjourn at 3:14 p.m.

Motion Carried.

Sunderland Lions Club

Page 212 of 350

Date:	14/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - CS - Consent
Copies to:	Public Works



Sunderland
Lions
Club

33/20

January 09, 2020

Mayor Bath-Hadden and Council
Township of Brock
1 Cameron St. E.
Cannington, ON
L0E 1E0

Re: Special Occasion Permit for Sunderland Memorial Arena

Dear Council,

The Sunderland Lions Club will be organizing another Blue Rodeo fundraising event, this year with two shows on May 22 & 23, 2020 in the Sunderland Memorial Arena.

We are requesting that Council grant an exemption to the Township's Municipal Alcohol Policy to permit the sale of alcohol based refreshments to attendees during the show. As in previous years, it is our intention to set up ticket sale and dispensing along the south east side of the arena surface. The dispensing area will be staffed by our Smart Serve trained Lions Club members. Also, a Special Occasion Permit (SOP) will be obtained from the Liquor Licence Board of Ontario.

We would ask that you place this matter on an upcoming Committee or Council agenda so that we can proceed with our planning and promotion of the concerts. If you have any questions regarding this request, please contact the undersigned.

Sincerely,

A handwritten signature in blue ink, appearing to read 'R Maleus'.

Ralph Maleus,
Chair, Concert Committee

Lesley Donnelly

From: Michael Jubb
Sent: Friday, January 10, 2020 11:02 AM
To: Brock Clerks
Subject: Fwd: FW:
Attachments: [Untitled].pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Date:	14/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - CS - Consent
Copies to:	

Good morning all, please add to the next appropriate agenda for information. Many thanks, 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

This electronic message and all contents contain information from which may be privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, any disclosure, copy, distribution or use of the contents of this message is prohibited. If you have received this email in error, please notify the sender immediately by return email and destroy the original message and all copies.

From: Mike Jubb <mikejubb8@gmail.com>
Sent: Friday, January 10, 2020 11:01:20 AM
To: Michael Jubb <mjubb@townshipofbrock.ca>
Subject: Fwd: FW:

From: Integrity Commissioner <IntegrityCommissioner@fasken.com>
Sent: Monday, January 6, 2020 5:14:15 PM
To: Michael Jubb <mjubb@townshipofbrock.ca>
Subject: Request for Advice File RFA-2020-01 (Township of Brock)

Dear Councillor:

Thank you for your email. Because it is a new request I have numbered it RFA-2020-01.

The advice below is provided under the provisions of the *Municipal Act*. The advice is yours to handle as you wish. You may share it or make it public, if that is your desire. You are, however, under no obligation to make this advice public if you wish to keep it confidential. The decision is yours.

While you can do with the advice as you wish, I am required by the *Municipal Act* to keep this advice confidential and I may not share it with anyone except in certain specific circumstances outlined in the *Municipal Act*. For example, I may release this advice in the following circumstances:

- I may release this advice with your written consent.
- If you release only part of this advice then I am free to release part or all of it.
- If an application alleging a *Municipal Conflict of Interest Act* contravention is made to me then I may disclose this advice in the reasons for my determination.
- If an application alleging that you contravened the *Municipal Conflict of Interest Act* is made to a judge then I may disclose this advice in that application.

My advice is based on the information that you have provided below. If the information below is inaccurate or incomplete then please do not rely on this advice. Instead, please let me know about the inaccuracy or incompleteness so that I may modify the advice accordingly.

My advice is that under the MCI A you are not required to declare a pecuniary interest in any matter related to increasing the volume of fire department responses to calls.

The reasons are as follows:

- You only have a pecuniary (financial) interest in the matter because of the remuneration to which you are entitled as a volunteer firefighter.
- Whether or not you are on leave, clause 4(i) of the MCI A states that the MCI A does not apply to a pecuniary interest in a matter that you may have "in respect of ... [an] allowance, honorarium, remuneration, salary or benefit to which [you] may be entitled by reason of being ... a member of a volunteer fire brigade."

I trust that this information is helpful.

Thank you.

Guy Giorno
Integrity Commissioner
416 865 5164
Toll-free 877 609 5685

Lesley Donnelly

From: ADR Ombudsman <ombudsman@adr.ca>
Sent: Thursday, January 16, 2020 4:28 PM
To: Becky Jamieson; Brock General
Subject: STREZOS Complaint against the Township of Brock - MUN-124-0317
Attachments: Strezos Final I-V Letter.pdf

Good Afternoon,

The ADR Chambers Ombuds Office has now completed the initial review of the above-noted complaint for **George Strezos** and our Final Letter is now attached.

Kind regards,
 Diane

ADR Chambers Ombuds Office / ADR Chambers – Bureau de l'Ombudsman
 PO Box 1006 / Case Postale 1006
 31 Adelaide Street East / 31, rue Adelaide Est
 Toronto ON M5C 2K4

Toll-Free Telephone / Téléphone sans-frais: [1-800-941-3655](tel:1-800-941-3655)
 Toll-Free Fax / Télécopieur sans-frais: 1-877-803-5127
 Website / Site internet: <https://municipalombuds.ca/>

Confidentiality Clause / Email Disclaimer

This email may contain legally privileged and confidential information intended only for the individual or entity named in the message. If you are not the intended recipient or the agent responsible to deliver it to the intended recipient, and this communication was received in error, please notify us by reply email and delete the original message.

Clause de confidentialité / Avis de non-responsabilité

Ce courrier électronique est confidentiel et protégé. L'expéditeur ne renonce pas aux droits et obligations qui s'y rapportent. Toute diffusion, utilisation ou copie de ce message ou des renseignements qu'il contient par une personne autre que le (les) destinataire(s) désigné(s) est interdite. Si vous recevez ce courrier électronique par erreur, veuillez nous en aviser immédiatement, par retour de courrier.

Date:	17/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - CS - Consent
Copies to:	



Telephone: 1.844.235.4442

Fax: 1.877.803.5127

Email: ombudsman@adr.ca

P.O. Box 1006, 31 Adelaide St. E, Toronto, Ontario M5C 2K4

January 16, 2020

BY POSTGeorge Strezos
[REDACTED]
[REDACTED]

Dear Sir:

Re: Complaint Reference Number MUN-124-0317

Thank you for providing us with the information relating to your complaint against the Township of Brock. The ADR Chambers Ombuds Office (“Ombudsman”) appreciates the effort you have taken in setting out the issues for us. We have now completed our initial review of your complaint.

Your complaint concerns the Township of Brock. You state that in 2006, your mother purchased a property. The legal description included two lots, Lot 1 and Lot 20. In 2016, you had a survey done because a neighbour was claiming that a portion of Lot 20 was hers. When you received the survey, you noticed that a Part. 2 existed. The name on the papers was Myrtle Ann Fleming. You hired an attorney and contacted the family of Mrs. Fleming. You then had the title on Part. 2 corrected. During the searches you noticed that Mrs. Fleming passed away in May 1987, however, you also noticed that Part. 2 was created in 1995 and it held the pine number to all of Lot 20. The paperwork showed that two lawyers created Part. 2 in 1995 as the property was being sold from one owner to the next. You state that your problem is that these lawyers put a deed knowingly in a dead person’s name without the permission of the owners involved. You believe that they did this because they were helping the Township at other people’s expense. Now your concern is that the legal description of your Lot 20 is documented according to the survey on Part. 2, but Lot 20 was a registered lot. The legal description on the survey does not match the tax assessment and you are hoping that the Township does not expropriate your Part. 2. You state that we need to investigate by contacting the two lawyers who were involved and C.T. Strongman Surveyors to find out who hired them because it was not Mrs. Fleming.

You would like the Township to compensate you for Lot 20 so you can buy a new lot. You also believe that rent needs to be paid for installing gas, water and a road on private property. You are also seeking punitive damages.

According to section 17 e) of our Terms of Reference, the Ombudsman may refuse to investigate a complaint or to continue an investigation of a complaint when the Ombudsman believes on reasonable grounds that having regard to all of the circumstances of the case, no further investigation is necessary.

We understand that you believe that two lawyers created Part 2 in 1995 as the property was being sold from one owner to the next and by doing so they put a deed knowingly in a dead person's name without the permission of the owners involved. We also understand that you believe that they did this because they were helping the Township at other people's expense and you therefore believe that the Township should compensate you for Lot 20. However, your complaint is not appropriate for the ombudsman process. The ombudsman process is between a complainant and municipality, and third parties cannot be compelled to participate in the process. In order to determine whether the lawyers and C.T. Strongman Surveyors acted inappropriately, we would require their involvement. However, they are not parties to this complaint and we would be unable to compel them to participate. A court would be a more appropriate forum to assess the issues you raise.

The Ombudsman is not able to advise you on the best course of action, but should you wish to seek independent legal counsel, the Law Society of Ontario offers a free Lawyer Referral Service that can help you find this type of advice. This service can be contacted at 1-800-268-8326.

Your file with our office will now be closed. Thank you for contacting the Ombudsman.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter Maniatakis", written in a cursive style.

Peter Maniatakis
Deputy Ombuds



Beaverton Thorah Health Centre Board

Date:	21/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - CS - Consent
Copies to:	Joe, Website

Date: Tuesday, December 03, 2019

Time: 4:00pm

Location: Beaverton Town Hall, 397 Simcoe Street, Beaverton

Minutes

Present: George Ranich, Karen Hakonson, Terry Clayton, Mary Antalok, Linda Holmes, Brett Bloxam, Ward 2 Councillor Claire Doble

Absent: Ward 1 Councillor Michael Jubb

Staff: Becky Jamieson, Clerk (recording the minutes)

1. Call to Order – Mr. Terry Clayton, Chair

Chair Clayton called the meeting to order at 4:00 p.m.

- Declaration of Pecuniary Interest

There were no declaration of pecuniary interest.

2. Confirmations of Minutes

A) April 30, 2019

- ➔ Moved by Brett Bloxam, Seconded by Linda Holmes, that the April 30, 2019 minutes of the Beaverton Thorah Health Centre Board be approved.

Motion Carried.

3. General Items

A) Draft Terms of Reference

The Clerk provided an overview of the draft terms of reference advising that they have been designed similar to the other Township Committees.

The Committee requested that the following changes be made:

- Change 2.1 to read "Assist to address the concerns of residents regarding issues related to health concerns and doctor recruitment";
- Change 2.3 to read "tenants" rather than doctors;
- Clarify in 10.3 that they have to be Brock residents or property owners.

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

- Moved by Karen Hakonson, Seconded by George Ranich, that the Beaverton Thorah Health Centre Board recommend to Council that the amended Beaverton Thorah Health Centre Board Terms of Reference be approved.

Motion Carried.

B) Overview of Current Tenants

The Clerk provided an overview of the existing tenants in the facility noting that the facility is full, with the exception of one examination room. She advised of the following tenants:

- Lee Brotherston – Oak Ridges Health Group
- Brock CHC Nurse Practitioner
- Beaverton X-Ray and Ultrasound Services
- Beaverton Physiotherapy – Amira Kianianthra
- Beaverton Dentist – Dr. A.P. Abramowicz Dentistry Professional Corporation
- Dr. Laudanski

Ms. Hakonson enquired as to how the lease rates for the tenants were established to which the Clerk advised that it is her understanding, based on discussions with the previous CAO/Municipal Clerk, that the rates were established on a per square footage.

There was discussion regarding the cleaning of the facility. The Clerk advised that some tenants utilize the Township cleaner, whereas others do their own cleaning but noted that all tenants share the cost of the cleaning of the common areas.

The Board discussed the discrepancy between some leases and advised of the need for all leases to be the same to which the Clerk advised that moving forward that is the intent.

The Board enquired as to the cleaning costs to which the Clerk advised she would follow up. There was discussion regarding if all tenants should be required to utilize the Township cleaner.

There was concern that the staff lunch room has a musty smell which maybe caused from the old furniture.

Chair Clayton expressed concern that the cleaning supplies are stored in the electrical room noting that a new, secure home is required for them. Mr. Bloxam advised that this could be a safety and compliance issue and noted that a chemical storage unit could be purchased.

The Board required that a tour of the facility be arranged.

Mr. Bloxam enquired if the elevators are inspected and was advised in the affirmative.

Ms. Antalok enquired as to how potential tenants are screened. The Clerk advised that staff meet with any potential tenant to learn more about them and ensure that it fits with the rest of the tenants in the building. From there, a draft lease is prepared by staff and sent to them to be executed prior to it going to Council to be finalized.

There was concerned expressed that the rates are too low. Mr. Bloxam enquired if the facility recoups it costs and was advised not to date as the facility has never been full but noted that moving into 2020, staff anticipate a net income.

Chair Clayton enquired if there is money in the budget to fix the roof to which the Clerk advised she would follow up.

Councillor Doble advised that the facility should net income to offset repairs and maintenance.

Vice-Chair Hakonson advised that the facility was never intended to be a burden to the residents. Councillor Doble expressed the need for the rental rates to be revisited.

C) Work / Projects Planned for the Building

This item was deferred to the next meeting.

4. Other Items & Inquiries

A) New Business

Mr. Ranich expressed concern there is an old desk sitting on the front steps of the building to which the Clerk advised that she would have the Facilities Co-ordinator follow up.

B) 2020 Meeting Schedule

The Committee approved the 2020 meeting schedule but requested that the meetings commence at 4:30 p.m. as opposed to 5:00 p.m.

The Committee also requested that an additional meeting be held on January 14 at 4:30 p.m.

C) Public Questions and Clarification

There was no public in attendance.

5. Adjournment

➔ Moved by Mary Antalok, that the Committee adjourn at 5:20 p.m.

Motion Carried.

The Corporation of the Township of Brock

Clerk's Department

Municipal Clerk to Council

Report: 2020-COW-07

Date: Monday, February 3, 2020

Date:	21/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - CS - Consent
Copies to:	

Subject

Beaverton Thorah Health Centre Board of Management Terms of Reference

Recommendation

That Report 2020-COW-07 Beaverton Thorah Health Centre Board of Management Terms of Reference be received for information; and

That the Beaverton Thorah Health Centre Board of Management Terms of Reference be approved.

Attachments

Attachment No. 1 Beaverton Thorah Health Centre Board of Management Terms of Reference

Background

The Beaverton Thorah Health Centre Board of Management (BTHCB) was re-established in early 2019. Prior to its re-establishment, the boards mandate was to assist with doctor recruitment. Since its re-establishment, the building is completely full and therefore, it was felt that the mandate and terms of reference of the board need to be re-evaluated.

Discussion

The BTHCB, at its meeting held on April 30, 2019, provided their input into what their mandate should be. Following this meeting, staff developed draft terms of reference that were presented to the board at its meeting held on December 3, 2019 at which time the board adopted a resolution that the Beaverton Thorah Health Centre Board recommend to Council that the amended Beaverton Thorah Health Centre Board Terms of Reference be approved.

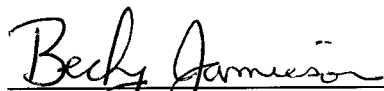
Financial

There is no financial impact.

Summary

It is staff's recommendation that Committee approve the Beaverton Thorah Health Centre Board (BTHCB) Terms of Reference as contained in Attachment No. 1.

Respectfully submitted,



Becky Jamieson
Municipal Clerk

Reviewed by,



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



Beaverton-Thorah Health Centre Board (BTHCB)

Terms of Reference

1. Purpose

The Beaverton-Thorah Health Centre Board has been established as a result of citizen involvement to provide a facility offering health care services to the community. The Committee will review operational procedures related to the management of the health centre and identify capital and operating improvements to the facility.

2. Mandate

With staff support the committee will;

- 2.1 Assist to address the concerns of residents regarding issues related to health concerns and doctor recruitment;
- 2.2 Assist with recruitment initiatives;
- 2.3 Review Health Centre Models with new and/or existing tenants;
- 2.4 Review rental and lease agreements
- 2.5 Assist with the management of the Beaverton-Thorah Medical Centre Building

3. Term

- 3.1 Membership on the BTHCB shall be concurrent with the term of Council.

4. Composition

4.1 Council shall attempt to ensure that the Beaverton – Torah Health Centre Board Committee is comprised of seven (7) voting members, appointed by Council, consisting of

- Five (5) voting members who are residents of the Township of Brock
- Two (2) members of Council

4.2 Depending on the level of interest expressed by individuals, Council may, at its discretion reduce or increase the number of Committee members.

4.3 The Mayor is a non-voting ex-officio member of the BTHCB.

5. Staff Support

5.1 Township Staff have two principle functions in regard to the BTHCB:

1. Committee Coordinator Role – organizing meetings, preparing agendas and minutes.
2. Staff Liaison Role - providing content support and policy advice.

5.2 The BTHCB will receive administrative support from the Clerk's Department. This will include the recording of minutes, preparation of agenda, support necessary to convene a meeting and other support as may be necessary from time to time.

6. Membership Selection

6.1 At the beginning of each Council term, the Township of Brock shall place an advertisement within the newspaper and on its website requesting expressions of interest from individuals who are residents of the Township of Brock.

6.2 Applicants shall be required to submit a written expression of interest outlining their reasons for applying and whether they have experience working with persons who have disabilities or overcoming a personal disability.

6.3 Council may also receive applications for membership and may appoint members to the BTHCB at any time throughout its term.

6.4 Upon receipt, Council shall review all expressions of interest, and consider all candidates' qualifications.

- 6.5 The Township of Brock Term Limits – Advisory Boards and Committees Policy shall be taken into consideration when selecting members to BTHCB.
- 6.6 All persons appointed to the BTHCB shall attend a mandatory Advisory Board and Committee Training prior to their first meeting.
- 6.7 All members appointed to the BTHCB shall be required to adhere to the established by-laws, policies, and procedures of the Corporation of the Township of Brock that pertain to the Beaverton-Thorah Health Centre Board.

7. Chair/Vice-Chair

- 7.1 A Chair, whose responsibility will be to chair the meetings in accordance with the Township's procedural by-law, shall be selected by the Committee at the start of each Council term and two years thereafter (each Chair shall be appointed for a two year period).
- 7.2 A Vice-Chair shall also be selected for the same term as the Chair and shall act as Chair when the Chair is absent or unable to fulfill his/her duties.

8. Meetings of BTHCB

- 8.1 The Committee shall hold a minimum of four (4) meetings per year. A schedule of meetings shall be established on an annual basis by the Committee at the final meeting of each calendar year. Meetings shall be scheduled at a frequency established by the Committee that best addresses the workload and objectives of the Committee. In accordance with the requirements of the *Municipal Act*, notice of meetings shall be posted on the municipal website.
- 8.2 A member of the Clerk's Department shall act as recording secretary for the Committee and, in consultation with the Chair, be responsible for preparing the meeting agendas. Should a member of the Clerk's Department be unable to fulfill these duties, the Committee shall appoint an acting secretary.
- 8.3 All meetings of the Committee shall be open to members of the public.

9. Quorum

- 9.1 A quorum shall consist of a simple majority of appointed voting-members.
- 9.2 If there is no quorum after fifteen (15) minutes of the scheduled start time, the meeting will be cancelled and/or rescheduled.

10. Sub-Committees

- 10.1 The BTHCB may form Subcommittees as may be necessary to address specific issues, studies or projects.
- 10.2 The purpose of a Subcommittee shall be to make recommendations on a particular issue to the BTHCB, or to assist with the implementation of an assigned project.
- 10.3 Subcommittees will be comprised of at least two (2) members of the BTHCB and at least three (3) outside members who are Brock residents or property owners, as deemed necessary.
- 10.4 The Chairperson of a Subcommittee shall be a voting member of the BTHCB.
- 10.5 Minutes of Subcommittee meetings must be approved by the BTHCB.
- 10.6 The Committee may participate in meetings with representatives of Health Centre Boards from surrounding area municipalities. The purpose of such meetings shall be to share best practices and enhance cross-border collaboration.

11. Annual Work Plan/Budget

- 11.1 Council and the BTHCB shall work jointly in developing an annual work plan. The allocation of fiscal resources necessary to implement the work plan shall be at the discretion of Council.
- 11.2 The BTHCB shall attend as a delegation before Council to present its accomplishments and work plan at the end of each year. Additional reports or deputations to Council shall be provided, as required.

12. Conflict of Interest

- 12.1 A conflict of interest may arise for Committee members when their personal business interests conflict with the duties and decisions of the Committee. Municipal conflict of interest requirements as defined by the *Municipal Conflict of Interest Act* will apply to the Committee.

13. Reimbursement of Expenses

- 13.1 It is acknowledged that there are no per diems for any Committee positions and it is acknowledged that none of the above positions shall be paid for their services.

13.2 All Committee members are considered volunteer positions.

14. Attendance Policy

14.1 Each member of the BTHCB shall assume an active role in the Committee's activities. After three (3) consecutive absences, the Chair or staff member shall follow-up with the absent member to determine the cause of the absences. Members who miss three (3) consecutive meetings without providing reasonable cause and/or who are not fulfilling their respective responsibilities, as determined by the Committee, will be deemed to have forfeited their membership.



The Corporation of the Township of Brock

Clerk's Department

Municipal Clerk to Council

Report: 2020-COW-03

Date: Monday, February 3, 2020

Date:	21/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - CS - Consent
Copies to:	

Subject

Registering or Patenting the Brock "Breathe It In" Logo

Recommendation

That Report 2020-COW-03 Registering or Patenting the Brock "Breathe It In" Logo be received for information;

Further, that staff be requested to proceed with registering the logo as an Official Mark and that the costs associated with this be financed through Committed Projects Reserve; and

Further, that any legal fees associated with this project be financed through Clerk's legal.

Attachments

Attachment No. 1 Brock "Breathe It In" Logo

Background

The Public Works & Facilities Committee at its meeting held on March 11, 2019, adopted Resolution No. 16-4, requesting that staff explore the of registering or patenting the "Brock Breathe It In" Logo.

Discussion

Staff have consulted with the Township's legal counsel on the above mentioned matter to determine what options are available to ensure the logo remains unique to Brock. The Township has the option of protecting the logo as a trademark or alternatively as an official mark (or both). These options are explained in more details below:

Trademark:

A trademark is limited to coverage of certain goods but involved a broader view of what would be a confusingly similar mark. The process to register the logo as a trademark would involve our legal counsel submitting the mark and a listing of goods/services with which it is or is to be used. Township legal counsel would be required to conduct a search and advise if there are any confusingly similar marks held by other parties. The application would have to be advertised for third parties to oppose. If there are no parties opposed to the use of the trademark in the two-month advertisement period, the application would proceed to registration. The entire process could take anywhere from 15-24 months and renewal of the registration is required by its ten year anniversary.

Prior to submitting the request to legal counsel, staff would have to determine a list of goods the logo is to be used for. Given that the Municipality is constantly changing and/or implementing new projects and programs on a yearly basis, it could be difficult for staff to determine an accurate list that will work for the next ten years.

Official Mark:

An official mark is not specific to good/services, so has a broader use. The enforcement of rights is more difficult as it requires greater similarity for mark to be action. The process to register the logo as an official mark would also involve the Township's legal counsel. They would be required to submit documentation of the Township's status as a public authority, along with details of when the mark was adopted by the Township, and a high resolution image of the mark itself. Verification would be done to verify adoption of the mark and status of the Township as a public authority. If satisfied, the mark would be advertised under Section 9 of the *Trademarks Act*. Official mark applications are not generally subject to opposition and, once advertised, need not to be renewed.

Financial

Trademark:

For registering the logo as a trademark, the application cost is \$1,250 and an additional \$700 - \$800 over the life of the application (10 years) provided no major objections or third party oppositions are received. It is important to note that renewal of the registration would be required on the ten year anniversary which would also be another cost.

Official Mark:

For registering the logo as an official mark, the costs are approximately \$2,500. No renewal would be required.

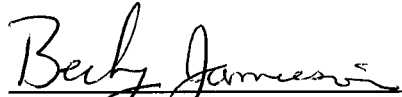
It is important to note that either option selected would have legal costs in order to proceed.

Summary

In consultation with the Treasurer, it is staff's recommendation that Committee direct staff to proceed with the process of registering the logo as an Official Mark and that the

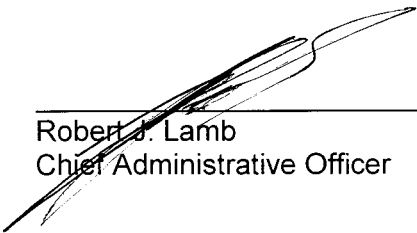
cost of \$2,500 be financed through an allocation of unused funds in the Committed Projects Reserve. In addition, any legal costs associated with this project be financed through the Clerk's legal budget.

Respectfully submitted,



Becky Jamieson
Municipal Clerk

Reviewed by,



Robert J. Lamb
Chief Administrative Officer

Attachment No. 1





The Corporation of the Township of Brock

CAO's Office

Chief Administrative Officer to Committee of the Whole

Report: 2020-COW-17

Date: Monday, February 3, 2020

Date:	28/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - CS - Consent
Copies to:	

Subject

Three to Six months Priorities Report

Recommendation

That Report No 2020-COW-17 on the next three to six-month priorities of the Chief Administrative Officer (CAO) be received.

Attachments

None

Report

As part of the hiring process I was asked to outline to the hiring committee and to Council what I had envisioned that my first three to six months would look like. I have now had two months to observe and analyze some of the basic gaps in the current organization that I believe need to be addressed as we start looking at modernizing our service and service delivery capabilities moving forward.

- 1- Updated job descriptions for every position within the Corporation. This is essential, so we can identify any gaps or duplications in services. It will also be the starting point as part of the Organizational Review if we are successful in our grant application with the Province and for the Pay Equity review if approved as part of the 2020 budget process.
- 2- Centralize the Human Resources function to the CAO so that all future job offers are done in a consistent format. Currently employee files are spread throughout the Corporation with no one central place for all employee information to reside. This leads to files being incomplete, the possibility of privacy concerns as well every employee has the right to request to see what is in their employee file.

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

- 3- Introduce a new performance evaluation process for all employees. The first phase will be working with all Department Heads on how to work with their employees to identify both departmental and personal goals and objectives for their employees. That will be followed up by performance reviews being done based upon their past years work performance and whether they achieved their assigned goals and objectives.
- 4- Working with the Treasurer to refine all aspects of our budget process. This will encompass a full review of all our current documentation process for both employee and equipment allocation and whether the level of detail we currently track is required. The goal is also to start the budgetary process in early fall so that Council will have dealt with the 10-year plan, projected capital and operational budgets and approve the preliminary 2021 budget at December Council meeting. That will allow staff to hit the market early in 2021 on any of the approved capital projects. The final budget will, as usual be approved in late March/ early April once the 2020 actual year end numbers have been factored into the final budget. The only potential impact to this timing will depend on whether the Province moves forward with aligning municipal year ends with the Provincial and Federal governments March 31 year end date.
- 5- Assessing current security issues identified in the building. Staff have identified a number of security issues both to staff and to confidential information in the care and control of the municipality. Some of these will be brought forward to Council as part of the 2020 budget others will be included in the report for how staff propose to implement the next phase of the modernization funding we received last year.
- 6- Working with the Clerk (and other Department Heads) to bring forward to Council a number of new and/or revised policies for Council approval. These will include (but not limited to) a new Employee Code of Conduct, a new Council Staff Relations Policy, a new Committee Members Code of Conduct as well as an updated Procurement Policy. Drafts of the different Codes of Conduct will all be sent to our Integrity Commissioner to get their comments/revisions prior to coming Council to make sure they all work in conjunction with Councils Code of Conduct.

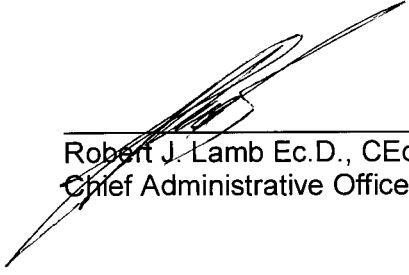
Consultation

The six items listed above are by no means a complete and comprehensive list and some of them will take much longer to achieve than others, but they will form the starting point for work to be done. If the Township is successful in obtaining funding for the Organizational Review that project will impact time available for some of the above listed items. That combined with the lack of administrative support within the current structure for the CAO office (and Mayor and Council) will impact time management and efficiencies of the office.

Financial

None

Respectfully submitted,



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



The Corporation of the Township of Brock

CAO's Office

Chief Administrative Officer to Committee of the Whole

Date: Monday, February 3, 2020

Subject

Activity Report from December 2 to January 21, 2020

The following is a summary of some of the activities undertaken by the Chief Administrative Officer in the time period listed above:

- Held multiple bi-weekly department head meetings
- Working with Department Heads to update Job Description for every position within the Corporation
- Held first post council meeting with inside staff
- Held first Health and Safety training session with inside staff
- As required by Bill 168 conducted a risk assessment survey related to Harassment and Violence in the workplace. Results will come to a future COW meeting of council after being reviewed by the Health and Safety Committee.
- Attended meeting at the Region on the development of Durham Region Community Safety and Wellness Plan.
- Dealt with various H.R. related items
- Started the process of creating a proper Human Resources Department centralized in the CAO;s office
- Along with the Treasurer held multiple meetings with Department Heads and Managers to do a line by line review of the proposed 2020 budget
- Along with the Mayor and community stakeholders attended a meeting with the South Lake Community Futures office in the development of their new five-year Strategic Community Planning Priorities
- Met with representatives of the Durham Region Economic Development Office to understand how they operate at the regional and local level
- Met with representatives from Durham Regions Public Facing Services Modernization Committee to discuss this Regional initiative
- With the Fire Chief and Clerk held a meeting with a representative from Fire Marque to discuss changes required to our cost recovery by-law
- Assisted Newmarket-Tay Hydro with the final interviews for their new President
- Attended first two days of union contract negotiations with the next two days scheduled for later in February
- Have started a review of all township policies and procedures
- Attended multiple Council, COW and Special Council Educational sessions.
- Went on a visit to Brock Community Housing Development in Sunderland

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

Date:	23/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - CS - Other Business
Copies to:	

- With the Interim Director of Public Works went on a tour of our works yard and meet with the outside workers

Respectfully submitted,



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

Closed Session



The Corporation of the Township of Brock

Clerk's Department

Municipal Clerk to Council

Report: 2020-COW-05

Date: Monday, February 3, 2020

Date:	24/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - Closed Session - Confidential
Copies to:	

Subject

Council Compensation Review Committee (CCRC)

Recommendation

That Report 2020-COW-05 Council Compensation Review Committee (CCRC) be received for information;

That the Council Compensation Review Committee (CCRC) Terms of Reference as contained in Attachment No. 2 be approved;

That Committee appoint three individuals to the CRCC and provide direction to staff as to who those individuals be; and

That staff bring forth the appropriate By-law for enactment.

Attachments

Attachment No. 1	Resolution No. 21-13
Attachment No. 2	Advertisement
Attachment No. 3	Council Compensation Review Committee Terms of Reference
Attachment No. 4	Applications (Confidential)

Background

Council, at its meeting held on April 1, 2019, adopted Resolution No. 21-13, as contained in Attachment No. 1, requesting that a Council Compensation Review Committee (CRCC) be established.

During the month of November, advertisements were placed within the Brock Citizen and Brock Voice and on the Township website and social media (Attachment No. 2) requesting expressions of interest from qualified individuals to serve on the Council Compensation Review Committee (CRCC).

Discussion

Appointments

Attachment No. 4 contains the applications received from potential appointees. It is important to note that Attachment No. 4 does not form part of the public record for confidentiality reasons. Discussions related to the appointees must occur in-camera. Staff recommend that three individuals be appointed to the Committee.

Together with citizen appointees, members of Council are generally appointed to serve on Council appointed Committees as a liaison between the Committee and Council. Given the nature of this Committee, staff recommend that no members of Council be appointed to this Committee. It is important that this Committee is able to do their research and work independent of Council.

The Clerk or designate, will provide staff support to the CRCC. In addition, the Treasurer and other staff will be available to provide assistance to the Committee if required.

Terms of Reference

Staff consulted with other municipalities who have recently completed Council Compensation Reviews and developed CRCC Terms of Reference. The CRCC Terms of Reference are contained in Attachment No. 3. The intent was for the CRCC to initially have their final report to Council by December 31, 2020. Given the delay in getting the Committee formed, staff have recommended that the final report be presented to Council by June 30, 2021. This will still give Council ample time to review the recommendations the CRCC makes and proceed with any prior to the 2022 Municipal Election.

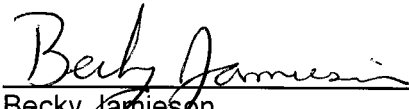
Financial

There will be minimal financial impact for this Committee. Any expenses associated with this committee will be financed through the Committee Expenses line item within the Council budget.

Summary

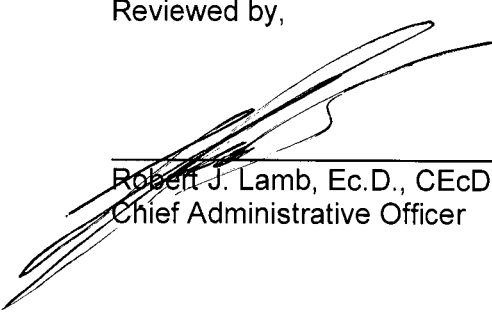
It is staff's recommendation that Committee approve the Council Compensation Review Committee (CCRC) Terms of Reference as contained in Attachment No. 2. Further, that Committee appoint three individuals to the CRCC and that staff bring forth the appropriate By-law for enactment.

Respectfully submitted,



Becky Jamieson
Municipal Clerk

Reviewed by,



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

Session Number 13

Date ~~March 25~~
April 1 2019

Resolution Number 21

Moved By Walter Schummers

Seconded By W. E. Ted Smith

WHEREAS members of The Council of The Township of Brock receive their compensation from The Taxpayers of The Township of Brock and such members of Council are deemed to be guardians of the funds received to pay their remuneration;

AND WHEREAS it is important that The Township of Brock and the members of The Council of The Township of Brock maintain public trust that taxpayer funds are spent in a responsible manner and that the taxpayers of Brock feel they are receiving value for money;

AND WHEREAS no comprehensive review of remuneration received by members of The Council of The Township of Brock has been completed in a significant amount of time;

AND WHEREAS it is understood that compensation for any work performed by any individual should be fair and acceptable by both the payor and payee;

AND WHEREAS it is understood that one factor in attracting viable candidates to seek office to represent the residents of The Township of Brock is the compensation for such work;

NOW THEREFORE BE IT RESOLVED that The ^{Council} ~~Administration and Personnel Committee~~ recommends the formation of a Council Compensation Review Committee (CCRC) whose purpose will be to conduct a fulsome and thorough review of the compensation provided to members of The Council of The Township of Brock in all forms and that any required changes to existing by-laws and policies be undertaken to achieve this outcome;

AND FURTHERMORE BE IT RESOLVED that the CCRC be an ongoing committee whose mandate is to conduct its business and meet its obligations at least once every two terms of Council commencing with its first obligation during the 2018-2022 term;

AND FURTHER BE IT RESOLVED that the CCRC will be composed of qualified members composed of residents of The Township of Brock, The Mayor, Chair of Finance Committee and Chair of Administration Committee, and any other members deemed justified;

AND FURTHER BE IT RESOLVED that the CCRC will report to Council with recommendations on changes to compensation of members of The Council of The Township of Brock as well as development and/or changes to policy regarding compensation and reimbursements of and to members of The Council of The Township of Brock;

AND FURTHER BE IT RESOLVED that the CCRC will report to Council with such recommendations no later than one year prior to the date of the next scheduled municipal election and that The Township CAO prepare draft Terms of Reference for the committee with the above in mind.

CARRIED
Walter Schummers



The Corporation of the Township of Brock
1 Cameron Street E., P.O. Box 10 Cannington, ON L0E 1E0 (705) 432-2355

Appointments

The Corporation of the Township of Brock is seeking community-minded individuals from all areas of the municipality to submit their names for consideration as appointees to the Council Compensation Review Committee and Non-Profit Sector Review Committee.

Council Compensation Review Committee (CCRC)

The Council Compensation Review Committee (CRCC) is an advisory Committee of Council, comprised of members of the public and Council, supported by Township staff, who will complete a review of the current compensation for elected officials of the Township of Brock.

A past municipally elected official is not eligible for appointment to the Committee unless that person has not been in a municipally held position for at least two (2) years prior to 2018 municipal election.

- The committee will:
 - Review the current compensation for elected officials;
 - Review expenditure allowances and reimbursement policies;
 - Compare compensation to other municipalities in Durham Region;
 - Compare compensation to similarly structured municipalities across Ontario;
 - Consider the duties of Council and legislative compensation requirements and;
 - Provide a formal recommendation with supporting data to Council on proposed compensation rates by December 2020.

Non-Profit Sector Review Committee

The Non-Profit Sector Review Committee is an advisory Committee of Council, comprised of members of the public and Council, supported by Township staff, who will provide advice and recommendations to Council on the current state of Non-Profit Community Organizations within the Township of Brock.

- The committee will:
 - Discuss challenges and opportunities facing non-profit sector community organizations in the Township of Brock;
 - Network and discuss opportunities for cross-collaboration within the community organizations in the Township of Brock and;
 - Provide advice and recommendations to Council on how the Township can provide meaningful support to local organizations.

Applicants must be over 18 years of age and reside within the Township of Brock.

Interested persons are encouraged to submit an application online at <http://www.townshipofbrock.ca/appointments2019> or by mail/email outlining your interest, experience and general knowledge concerning the appointment sought by 4:30 p.m. on

Friday, November 30, 2019.

Becky Jamieson
Municipal Clerk
brock@townshipofbrock.ca

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



Council Compensation Review Committee (CCRC)

Terms of Reference

1. Purpose

The Council Compensation Review Committee is an advisory Committee of Council, established to complete a review of the current compensation for elected officials of the Township of Brock.

2. Mandate

With staff support the committee will;

- 2.1 Review the current compensation for elected officials;
- 2.2 Review expenditure allowances and reimbursement policies;
- 2.3 Compare compensation to other municipalities in Durham Region;
- 2.4 Compare compensation to similarly structured municipalities across Ontario;
- 2.5 Consider the duties of Council and legislative compensation requirements and;
- 2.6 Provide a formal recommendation with supporting data to Council on proposed Compensation rates by June 30, 2021.

3. Term

- 3.1 Membership on the CCRC will be for the length of time the Committee takes to complete their work.

4. Composition

- 4.1 Council shall attempt to ensure that the CRCC is comprised of seven (3) voting members, appointed by Council, consisting of
- Three (3) voting members who are residents of the Township of Brock
- 4.2 Depending on the level of interest expressed by individuals, Council may, at its discretion reduce or increase the number of Committee members.
- 4.3 Due to the nature of the Committee, no members of Council will serve on this Committee.

5. Staff Support

- 5.1 Township Staff have two principle functions in regard to the CRCC:
1. Committee Coordinator Role – organizing meetings, preparing agendas and minutes.
 2. Staff Liaison Role - providing content support and policy advice.
- 5.2 The CCRC will receive administrative support from the Clerk's Department. This will include the recording of minutes, preparation of agenda, support necessary to convene a meeting and other support as may be necessary from time to time.

6. Membership Selection

- 6.1 Upon receipt of applications, Staff shall review all expressions of interest, and consider all candidates' qualifications.
- 6.2 Staff will provide a report to Council with recommendations for appointments to the CRCC.
- 6.3 The Township of Brock Term Limits – Advisory Boards and Committees Policy shall be taken into consideration when selecting members to CRCC.
- 6.4 All persons appointed to the CRCC shall attended a mandatory Advisory Board and Committee Training prior to their first meeting.
- 6.5 All members appointed to the CRCC shall be required to adhere to the established by-laws, policies, and procedures of the Corporation of the Township of Brock that pertain to the committee.

7. Chair/Vice-Chair

- 7.1 A Chair, whose responsibility will be to chair the meetings in accordance with the Township's procedural by-law, shall be selected by the Committee at the start of the Committee.
- 7.2 A Vice-Chair shall also be selected for the same term as the Chair and shall act as Chair when the Chair is absent or unable to fulfill his/her duties.

8. Meetings of CCRC

- 8.1 The Committee shall hold as many meetings as required to complete its work. A schedule of meetings shall be established by staff and approved by the committee. Meetings shall be scheduled at a frequency established by the Committee that best addresses the workload and objectives of the Committee. In accordance with the requirements of the *Municipal Act*, notice of meetings shall be posted on the municipal website.
- 8.2 A member of the Clerk's Department shall act as recording secretary for the Committee and, in consultation with the Chair, be responsible for preparing the meeting agendas. Should a member of the Clerk's Department be unable to fulfill these duties, the Committee shall appoint an acting secretary.
- 8.3 All meetings of the Committee shall be open to members of the public.

9. Quorum

- 9.1 A quorum shall consist of a simple majority of appointed voting-members.
- 9.2 If there is no quorum after fifteen (15) minutes of the scheduled start time, the meeting will be cancelled and/or rescheduled.

10. Annual Work Plan/Budget

- 10.1 Council and the CRCC shall work jointly in developing an annual work plan. The allocation of fiscal resources necessary to implement the work plan shall be at the discretion of Council.
- 10.2 The CRCC shall attend as a delegation before Council to present its accomplishments and report in June of 2021.

11. Conflict of Interest

- 11.1 A conflict of interest may arise for Committee members when their personal business interests conflict with the duties and decisions of the Committee. Municipal conflict of interest requirements as defined by the *Municipal Conflict of Interest Act* will apply to the Committee.

12. Reimbursement of Expenses

- 12.1 It is acknowledged that there are no per diems for any Committee positions and it is acknowledged that none of the above positions shall be paid for their services.
- 12.2 All Committee members are considered volunteer positions.

13. Attendance Policy

- 13.1 Each member of the CRCC shall assume an active role in the Committee's activities. After three (3) consecutive absences, the Chair or staff member shall follow-up with the absent member to determine the cause of the absences. Members who miss three (3) consecutive meetings without providing reasonable cause and/or who are not fulfilling their respective responsibilities, as determined by the Committee, will be deemed to have forfeited their membership.

The Corporation of the Township of Brock

Clerk's Department

Municipal Clerk to Committee of the Whole

Report: 2020-COW-08

Date: Monday, February 3, 2020

Date:	29/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - Closed Session - Confidential
Copies to:	

Subject

Council Composition and Ward Boundary Review

Recommendation

That Report 2020-COW-08 Council Composition and Ward Boundary Review be received for information; and

That Committee authorize staff to obtain Watson and Associates Economists Ltd., in association with Dr. Robert J. Williams, to conduct a Ward Boundary Review and Council Composition Review (Option 1) for the Township of Brock, at a cost of \$55,900 inclusive of disbursements, excluding HST, to be financed from the Rate Stabilization Reserve Fund; and

That Committee approve the Township of Brock Ward Boundary Review Guiding Principles as contained in Attachment No. 2.

Attachments

Attachment No. 1 Watson & Associates Proposal Letter (Confidential)

Attachment No. 2 Township of Brock Ward Boundary Review Guiding Principles

Background

In 1974, as part of the municipal restructuring around the creation of the Regional Municipality of Durham, The Township of Brock was amalgamated with Thorah Township and the villages of Beaverton and Cannington to form the new Township of Brock. The Township of Brock's ward boundaries and Composition of Council were established at that time and neither have been reviewed since.

During this time, the municipality has changed considerably and significant development has occurred. As a result, the difference between the populations in each of the wards has started to become unbalanced and the existing system may not best service the

electors. Therefore it is imperative that a review be conducted and implemented for the 2022 Municipal Election.

The term “Composition of Council” essentially means the number of elected positions on the Council (the size of Council). A Council Composition Review would address the appropriate size of Council and could go on to evaluate the way Councillors are elected (that is, the municipality’s “electoral system.”) Given that a Council Composition Review has not been completed, it would be prudent of the Township to conduct one, along with a ward boundary review, prior to the 2022 Municipal Election.

Regulatory Framework

Ward Boundary Review

In Ontario, the *Municipal Act, 2001* provides the framework within which municipalities may conduct ward boundary reviews. Section 222 of the *Act* provides Council with the power to divide or re-divide the municipality into wards, or dissolve any wards which may already exist within the municipality, provided such actions are completed by by-law.

The following process is mandated by the Municipal Act and must be completed before the changes may come into effect:

- Within 15 days of the passage of a by-law, the municipality must give notice to the public of the passing of the by-law and the manner in which the by-law may be appealed, including the last day for filing a notice of appeal;
- The notice must provide 45 days after the passage of the by-law for an individual to file a notice of appeal with the Municipal Clerk;
- Any appeals received must be delivered to the Local Planning Appeal Tribunal (LPAT) within 15 days after the last day available for filing a notice of appeal;
- The LPAT shall hear any appeals received and may make an order affirming, amending or repealing the by-law;
- Once the by-law is passed, the new ward boundaries come into force during the next regular election, if:
 - o no appeals are lodged;
 - o the appeals are withdrawn prior to January 1st in the year of an election, or;
 - o the appeals are heard by the Board and an order is issued to affirm or amend the by-law before January 1st in the year of an election;
- Or after the second regular election in all other situations, unless the by-law is repealed by the Board.

A review of electoral boundaries is not subject to a stipulated schedule, to a standardized process or to established criteria. Furthermore, despite a statement in *the Act*, that the Minister “may prescribe criteria,” none actually exists. Therefore, it is up to each municipal Council to determine when a review should occur, to set the terms of

reference for its review, including the process to be followed, and to establish criteria or guiding principles to evaluate the municipality's electoral system. Given this, municipalities look to relevant Ontario Municipal Board (now the LPAT) decisions, case law and best practices followed in other municipalities to establish appropriate guiding principles for reviews.

Council Composition Review

Section 217(1) of the *Municipal Act, 2001*, authorizes a local municipality "to change the composition of its council" subject to five enumerated rules:

1. There shall be a minimum of five members, one of whom shall be the head of council;
2. The members of council shall be elected in accordance with the *Municipal Elections Act, 1996*;
3. The head of council shall be elected by general vote;
4. The members, other than the head of council, shall be elected by general vote or wards or by any combination of general vote and wards;
5. The representation of a local municipality on the council of an upper-tier municipality shall not be affected by the by-law of the local municipality under this section.

A by-law adopted by Council to implement this authority is not open to appeal to the LPAT.

Discussion

Ward Boundary Review

It is reasonable to consider whether the present ward boundaries are still valid for the Township. On a broad level, three factors normally trigger a ward boundary review:

- 1) If the population of the municipality has changed by more than ten percent since the present ward boundaries were set, it is time to review them.
- 2) If the present ward boundaries were set as part of an amalgamation, it is time to examine their continuing relevance as the new municipality matures.
- 3) If the population of at least one of the wards varies by more than twenty-five percent from the average population of all wards, it is time to review the present ward boundaries. [note: the measurement is population not the number of electors]

The present ward boundaries were set as part of the amalgamation in 1974 and have not been reviewed since. In addition, when the existing ward boundaries were set, the Township of Brock's population was approximately 10,000. According to the 2016 Census, the Township of Brock's population is 11,642, a 16.5% increase from 1974.

In addition, the Township of Brock's population by ward is disproportionate and with the development that has happened in Sunderland and is happening in Beaverton, the imbalance is expected to grow.

In addition to the above factors, additional considerations, listed below, are also relevant when considering whether the Township should undertake a Ward Boundary Review.

- Is the present system consistent with changes that have occurred in the municipality since amalgamation or are expected to occur in the next few years?
- Does the present system take into account the development that has and is occurring?
- Does the present system provide for effective representation for all of the communities of interest in the municipality?
- Does the present system provide accountability to electors?

These questions are important reflections of the health of local democracy in the Township. Such issues need not be considered continually but, if the community has never considered them, it is important to find an opportunity to do so. It is also important to recognize that such a review might determine that the present ward boundaries meet these expectations and would not therefore need to be changed. However, until the questions are asked and present conditions independently evaluated, the strengths and weaknesses of the existing wards can only be based on conjecture and informal familiarity. The key questions are:

- 1) Does the present system need to change?
- 2) Are there identifiable 'problems' that need to be addressed?

Council has the authority to change the municipality's electoral system and is free to make its determination through whatever process it chooses. It would obviously be preferable to reach its decision by identifying appropriate resources to manage the process (an external consultant) and deliver plausible options for consideration with as much public consultation as possible.

Should Committee wish to proceed with a Ward Boundary Review, the review would be directed towards developing and assessing possible alternatives to "redivide" the municipality in terms of agreed-upon guiding principles so as to provide equitable and effective representation to all residents. Attachment No. 2 contains the recommended guiding principles for the Township of Brock Ward Boundary Review.

Council Composition Review

The Township of Brock Council is comprised of seven members, including the Mayor and one Regional Councillor elected by general vote (that is, at-large) who are also members of Durham Regional Council and five Councillors, elected in five wards. It is

important to note that it is only the five local Councillor positions that are open to change by Township of Brock Council.

There are no clear principles, “standards” or formulas to apply in determining the appropriate size of a municipal Council. The composition of local councils in Ontario varies widely. For example, within Northumberland County, there are four seven-member Councils and three five-member Councils. The Council composition within Durham Region is summarized below:

Municipality	Mayor PLUS		Total
Ajax	3 Regional Councillors	3 Local Councillors	7
Brock	1 Regional Councillor	5 Local Councillors	7
Clarington	2 Regional Councillors	4 Local Councillors	7
Oshawa	5 Regional Councillors	5 Local Councillors	11
Pickering	3 Regional Councillors	3 Local Councillors	7
Scugog	1 Regional Councillor	5 Local Councillors	7
Uxbridge	1 Regional Councillor	5 Local Councillors	7
Whitby	4 Regional Councillors	4 Local Councillors	9

A Council Composition Review would not examine whether the number of elected officials is appropriate to govern the municipal corporation effectively (referring to the committee structure, the number of boards and commissions Councillors sit on, etc.) but would attempt to assess whether the number of elected officials can ensure that the community is satisfactorily represented in the decision-making process. Since the Township of Brock has elected five local Councillors since the municipality was created in 1974 and the population has increased since then, it is timely to step back to consider the viability of this arrangement today.

Section 217 (1) (4) of The *Municipal Act, 2001*, provides that “other than the head of council, members shall be elected by general vote or wards or by any combination of general vote and wards.” A Council Composition review should also consider whether the local Councillors would continue to be elected in single-member wards or whether the electoral system should be modified (for example, to an at-large system or to two-member wards, as in Orillia).

Since there are no conditions or constraints imposed by the Province to help formulate a local decision to adopt one electoral system or another, an external consultant would ensure that present conditions are evaluated independently and that plausible alternatives are placed before Council for consideration.

Consultant

Staff have determined that the most appropriate way to move forward with a Ward Boundary Review and/or Council Composition Review would be to engage the services of an external consultant. The following factors were considered when making this decision:

- The unique field of knowledge and expertise required;
- The value of previous expertise conducting reviews, particularly when responding to inquiries from Council, staff and members of the public;
- The limited staff resources available to conduct such an in-depth review;
- A consultant can ensure that specific issues surrounding specific principles (i.e. communities of interest) are fully explored and addressed in the final recommendations;
- The potential for an appeal to the LPAT and the expertise that the consultant can provide to support the Township's position; and
- The importance of an independent review and unbiased process.

In reviewing the consultants that have been used by other municipalities in conducting a ward boundary review it was clear that either Dr. Robert J. Williams or Watson and Associates conducted all such reviews. Based on this information it was decided that the service was in short supply and that the service should be sole sourced. Therefore a request was made to Watson and Associates, in association with Dr. Robert J. Williams, to present a proposal to the Township which is appended as Attachment No. 2 (confidential).

The proposal outlines the purpose, work plan, study team, study schedule, meetings and proposed budget of the project. Watson and Associates along with Dr. Williams have conducted numerous council composition and ward boundary reviews for municipalities across Ontario and have the knowledge and experience to complete this review.

The proposal provides the Township with two options:

- Option 1: Council Composition Review & Ward Boundary Review
- Option 2: Ward Boundary Review Only

Although two options are provided, staff strongly feel that option 1, a Council Composition and Ward Boundary Review should be conducted.

Financial

Option 1: Council Composition Review & Ward Boundary Review

- \$55,900 inclusive of disbursements, excluding HST

Option 2: Ward Boundary Review Only

- \$38,900 inclusive of disbursements, excluding HST

Should Committee which to proceed with Option 1 or Option 2, it is staff's recommendation, in consultation with the Treasurer, that the review(s) be financed from the Rate Stabilization Reserve Fund. Both a Council Composition and Ward Boundary Review have an impact on all residents within Brock.

Summary

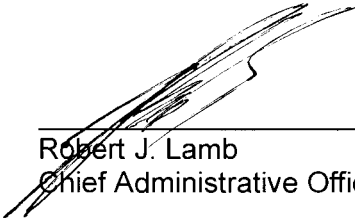
The present ward configuration is familiar to residents and can be a choice open to Council to endorse. After nearly fifty years, however, the ward system should at least be subject to review, just as every other facet of the municipality's operations are regularly reviewed. It is staff's recommendation that should Committee authorize staff to obtain Watson and Associates Economists Ltd., in association with Dr. Robert J. Williams, to conduct a Council Composition and Ward Boundary Review (Option 1) for the Township of Brock, at a cost of \$55,900 inclusive of disbursements, excluding HST, to be financed from the Rate Stabilization Reserve Fund. Further, that Committee approve the Township of Brock Ward Boundary Review Guiding Principles, as contained in Attachment No. 2.

Respectfully submitted,

per: J. Donnelly

Becky Jamieson
Municipal Clerk

Reviewed by,



Robert J. Lamb
Chief Administrative Officer

Township of Brock Ward Boundary Review Guiding Principles

The objective of a Ward Boundary Review is to evaluate the suitability of the present wards in terms of approved Guiding Principles and to develop alternative designs that are consistent with those principles. The following five Guiding Principles have been developed from a number of sources and should apply to a ward boundary review in the Township of Brock to ensure that an effective and equitable system of representation is selected.

1. Representation by Population

- To the extent possible, every Councillor will generally represent the same number of constituents with some variation acceptable to take account of residential density and the patterns of settlement across the municipality.
- The acceptable range of population variance will not exceed 25% unless it can be justified as a way to meet one of the other criteria.
- Non-resident electors will be considered in the determination of population in the wards.

2. Population and Electoral Trends

- Wards will be designed so as to maintain equitable representation by population, to the extent possible, over a three-election cycle (2022, 2026 and 2030).
- Population projections will be based on adopted municipal-wide residential growth forecasts and other planning data compiled in 2020.

3. Representation of Communities of Interest

- Wards will be composed of plausible groupings of communities and established settlements.
- Wards will, to the extent possible, have regard for the rural nature of the municipality.

4. Geographical and Topographical Features

- The boundaries used to delineate wards should be straightforward and easily recognizable and, to the extent possible, reflect customary patterns of communication among communities and settlements within the municipality.
- Wards will be contiguous in shape and as compact as possible.

5. Effective representation

- The previous four principles are all subject to the overarching principle of “effective representation” as enunciated by the Supreme Court of Canada in the *Carter* case (that is, *Reference re Provincial Electoral Boundaries (Sask.)*, [1991]).
- This principle is intended to ensure that residents have comparable access to their elected representative and each Councillor will speak in governmental deliberations on behalf of approximately the same number of residents.



The Corporation of the Township of Brock

Clerk's Department

Municipal Clerk to Committee of the Whole

Report: 2020-COW-06

Date: Monday, February 3, 2020

Date:	29/01/2020
Refer to:	Not Applicable
Meeting Date:	February 3, 2020
Action:	null
Notes:	COW - Closed Session - Confidential
Copies to:	

Subject

Non-Profit Sector Review Committee (NPSRC)

Recommendation

That Report 2020-COW-06 Non-Profit Sector Review Committee (NPSRC) be received for information;

And that the Non-Profit Sector Review Committee (NPSRC) Terms of Reference as contained in Attachment No. 2 be approved;

And that Council appoint five (5) residents to the NPSRC and provide direction to staff as to who those individuals be;

And that the required appointment By-law be brought forward to Council for enactment.

Attachments

Attachment No. 1	Resolution No. 47-26
Attachment No. 2	Advertisement
Attachment No. 3	Non-Profit Sector Review Committee Terms of Reference
Attachment No. 4	Applications (Confidential)

Background

Council, at its meeting held on June 24, 2019, adopted Resolution No. 47-26, as contained in Attachment No. 1, requesting that a Non-Profit Sector Review Committee (NPSRC) be established.

During the month of November, advertisements were placed within the Brock Citizen and Brock Voice and on the Township website and social media (Attachment No. 2) requesting expressions of interest from qualified individuals to serve on the Non-Profit Sector Review Committee (NPSRC).

Discussion

Appointments

Attachment No. 4 contains the applications received from potential appointees. It is important to note that Attachment No. 4 does not form part of the public record for confidentiality reasons. Discussions related to the appointees must occur in-camera.

Resolution No. 47-26 recommended that the NPSRC be comprised of the Mayor, two other members of Council and representatives from the non-profit sector of Brock Township with the goal of obtaining three representatives of each of the urban centres. Staff would recommend that a maximum of eight (8) individuals be appointed to the committee – five (5) representatives from the non-profit sector representing at least one individual from each of the urban centres, the Mayor and two additional (2) members of Council. An eight (8) member Committee is more manageable than a twelve (12) member Committee.

The Clerk's Department will provide staff support to the CRCC.

Terms of Reference

Attachment No. 3 contains the NPSRC Terms of Reference.


Financial

There will be minimal financial impact for this Committee. Any expenses associated with this committee will be financed through the Committee Expenses line item within the Council budget.

Summary

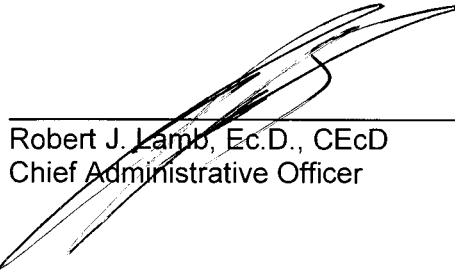
It is staff's recommendation that Committee approve the Non-Profit Sector Review Committee (NPSRC) Terms of Reference as contained in Attachment No. 2. Further, that Committee appoint seven (7) individuals to the NPSRC and that staff bring forth the appropriate By-law for enactment.

Respectfully submitted,

per: 

Becky Jamieson
Municipal Clerk

Reviewed by,



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

Resolution to be inserted

Session Number 26

Date JUNE 14 2019

Resolution Number 47

Moved By WALTER SCHUMMER

FILE COPY

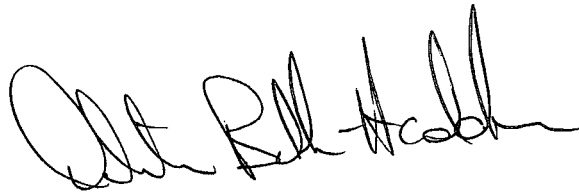
Seconded By Craig Pettung

WHEREAS it is recognized that the non-profit sector has contributed greatly to the socio-economic wellbeing of The Township of Brock;

AND WHEREAS the non-profit sector of Brock Township has become more and more stressed from various factors leading to the collapse or near collapse of various organizations in Brock and the loss and near loss of activities and events once considered important to the social fabric of Brock Township and/or considered dynamic components of Brocks tourism and economic development potential.

NOW THEREFORE BE IT RESOLVED that The Township of Brock form a special committee to investigate the state of the Non-Profit Sector in Brock Township. The Committee will be comprised of The Mayor and two other members of Council as well as representatives from the non-profit sector of Brock Township with the goal of obtaining three representatives of each of the urban centres. Further, that The Committee invite input in all formats including deputations from citizens and representatives of the non-profit sector in Brock. Finally, that The Committee provides recommendations to Council on how The Township of Brock may assist in addressing identified issues and threats to this vital sector of The Township.

CARRIED





The Corporation of the Township of Brock
1 Cameron Street E., P.O. Box 10 Cannington, ON L0E 1E0 (705) 432-2355

Appointments

The Corporation of the Township of Brock is seeking community-minded individuals from all areas of the municipality to submit their names for consideration as appointees to the Council Compensation Review Committee and Non-Profit Sector Review Committee.

Council Compensation Review Committee (CCRC)

The Council Compensation Review Committee (CRCC) is an advisory Committee of Council, comprised of members of the public and Council, supported by Township staff, who will complete a review of the current compensation for elected officials of the Township of Brock.

A past municipally elected official is not eligible for appoint to the Committee unless that person has not been in a municipally held position for at least two (2) years prior to 2018 municipal election.

- The committee will:
 - Review the current compensation for elected officials;
 - Review expenditure allowances and reimbursement policies;
 - Compare compensation to other municipalities in Durham Region;
 - Compare compensation to similarly structured municipalities across Ontario;
 - Consider the duties of Council and legislative compensation requirements and;
 - Provide a formal recommendation with supporting data to Council on proposed compensation rates by December 2020.

Non-Profit Sector Review Committee

The Non-Profit Sector Review Committee is an advisory Committee of Council, comprised of members of the public and Council, supported by Township of staff, who will provide advice and recommendations to Council on the current state of Non-Profit Community Organizations within the Township of Brock.

- The committee will:
 - Discuss challenges and opportunities facing non-profit sector community organizations in the Township of Brock;
 - Network and discuss opportunities for cross-collaboration within the community organizations in the Township of Brock and;
 - Provide advice and recommendations to Council on how the Township can provide meaningful support to local organizations.

Applicants must be over 18 years of age and reside within the Township of Brock.

Interested persons are encouraged to submit an application online at <http://www.townshipofbrock.ca/appointments2019> or by mail/email outlining your interest, experience and general knowledge concerning the appointment sought by 4:30 p.m. on

Friday, November 30, 2019.

Becky Jamieson
Municipal Clerk
brock@townshipofbrock.ca

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



**Non-Profit Sector Review Committee
(NPSRC)**

Terms of Reference

1. Purpose

The Non-Profit Sector Review Committee (NPSRC) is an advisory Committee of Council, comprised of members of the public and Council, supported by Township staff, who will provide advice and recommendations to Council on the current state of Non-Profit Community Organizations within the Township of Brock.

2. Mandate

With staff support the committee will;

- 2.1 Discuss challenges and opportunities facing non-profit sector community organizations in the Township of Brock;
- 2.2 Network and discuss opportunities for cross-collaboration within the community organizations in the Township of Brock; and
- 2.3 Provide advice and recommendations to Council on how the Township can provide meaningful support to local organizations by December 31, 2021.

3. Term

- 3.1 Membership on the NPSRC will be for the length of time the Committee takes to complete their work.

4. Composition

- 4.1 Council shall attempt to ensure that the NPSRC is comprised of eight (8) voting members, appointed by Council, consisting of
- Five (5) residents of the Township of Brock;
 - The Mayor; and
 - Two members of Council
- 4.2 Depending on the level of interest expressed by individuals, Council may, at its discretion reduce or increase the number of Committee members.
- 4.3 When considering appointments to the NPSRC, Council shall also attempt to ensure representation from all wards and organizations of the Township.

5. Staff Support

- 5.1 Township Staff have two principle functions in regard to the NPSRC:
1. Committee Coordinator Role – organizing meetings, preparing agendas and minutes.
 2. Staff Liaison Role - providing content support and policy advice.
- 5.2 The NPSRC will receive administrative support from the Clerk's Department. This will include the recording of minutes, preparation of agenda, support necessary to convene a meeting and other support as may be necessary from time to time.

6. Membership Selection

- 6.1 Upon receipt of applications, Staff shall review all expressions of interest, and consider all candidates' qualifications.
- 6.2 Staff will provide a report to Council with recommendations for appointments to the NPSRC.
- 6.3 The Township of Brock Term Limits – Advisory Boards and Committees Policy shall be taken into consideration when selecting members to NPSRC.
- 6.4 All persons appointed to the NPSRC shall attended a mandatory Advisory Board and Committee Training prior to their first meeting.

- 6.5 All members appointed to the NPSRC shall be required to adhere to the established by-laws, policies, and procedures of the Corporation of the Township of Brock that pertain to the committee.

7. Chair/Vice-Chair

- 7.1 A Chair, whose responsibility will be to chair the meetings in accordance with the Township's procedural by-law, shall be selected by the Committee at the start of the Committee.
- 7.2 A Vice-Chair shall also be selected for the same term as the Chair and shall act as Chair when the Chair is absent or unable to fulfill his/her duties.

8. Meetings of NPSRC

- 8.1 The Committee shall hold as many meetings as required to complete its work. A schedule of meetings shall be established by staff and approved by the committee. Meetings shall be scheduled at a frequency established by the Committee that best addresses the workload and objectives of the Committee. In accordance with the requirements of the *Municipal Act*, notice of meetings shall be posted on the municipal website.
- 8.2 A member of the Clerk's Department shall act as recording secretary for the Committee and, in consultation with the Chair, be responsible for preparing the meeting agendas. Should a member of the Clerk's Department be unable to fulfill these duties, the Committee shall appoint an acting secretary.
- 8.3 All meetings of the Committee shall be open to members of the public.

9. Quorum

- 9.1 A quorum shall consist of a simple majority of appointed voting-members.
- 9.2 If there is no quorum after fifteen (15) minutes of the scheduled start time, the meeting will be cancelled and/or rescheduled.

10. Annual Work Plan/Budget

- 10.1 Council and the NPSRC shall work jointly in developing an annual work plan. The allocation of fiscal resources necessary to implement the work plan shall be at the discretion of Council.
- 10.2 The NPSRC shall attend as a delegation before Council to present its accomplishments and report by December 31, 2021.

11. Conflict of Interest

- 11.1 A conflict of interest may arise for Committee members when their personal business interests conflict with the duties and decisions of the Committee. Municipal conflict of interest requirements as defined by the *Municipal Conflict of Interest Act* will apply to the Committee.

12. Reimbursement of Expenses

- 12.1 It is acknowledged that there are no per diems for any Committee positions and it is acknowledged that none of the above positions shall be paid for their services.
- 12.2 All Committee members are considered volunteer positions.

13. Attendance Policy

- 13.1 Each member of the NPSRC shall assume an active role in the Committee's activities. After three (3) consecutive absences, the Chair or staff member shall follow-up with the absent member to determine the cause of the absences. Members who miss three (3) consecutive meetings without providing reasonable cause and/or who are not fulfilling their respective responsibilities, as determined by the Committee, will be deemed to have forfeited their membership.