



**Agenda**  
**The Township of Cavan Monaghan**  
**Regular Council Meeting**

**Tuesday, January 14, 2014**

**1:00 p.m.**

**Council Chambers**

Members of the gallery are asked to please turn off all electronic devices during the Council Meeting.  
Any special needs requirements pertaining to accessibility may be directed to the Clerk's Office prior  
to the meeting.

**Pages**

1. Open Session
2. Call to Order
3. Disclosure of Pecuniary Interest and the General Nature Thereof
4. Additions/Deletions to the Agenda
5. Public Meeting
  - 5.1 Resolution to open Public Meeting
  - 5.2 Report - Planning-Van Schyndel Rezoning Application RZ-18-12 (KE) 5 - 15
  - 5.3 Questions from members of Council
  - 5.4 Questions from members of the public
  - 5.5 Support: Any person wishing to speak in support
  - 5.6 Opposition: Any person wishing to speak in opposition
  - 5.7 Correspondence Received
  - 5.8 Consideration of Report
  - 5.9 Resolution to close Public Meeting
6. Delegations

6.1	Linda Mitchelson - 10-year Housing and Homelessness Plan	16 - 33
6.2	Dr. Pellizzari - Renewable Energies and Health	34 - 51
7.	Minutes	
7.1	Minutes of the Regular Meeting held December 16, 2013	
8.	Reports	
8.1	Report - Planning 2014-02 Earl Severance Application B-63-13 (KE)	52 - 57
8.2	Report - Building 2014-01 Year End Building Permit Activity Report for 2013 (KP)	58 - 63
8.3	Report - Corporate Services 2014-01 Electronic Voting in the 2014 Municipal Election (EA)	64 - 84
8.4	Council/Committee Verbal Reports	
9.	General Business	
9.1	ROMA/ORGA Delegations	85 - 85
9.2	Environmental Tribunal Review Participation	
10.	Correspondence for Action	
10.1	Prescott Russell - Amendment to the Aggregate Resources Act for peat moss extraction	86 - 87
10.2	The Royal Canadian Legion Ontario Command - Military Service Recognition Book	88 - 91
10.3	The Town of Fort Frances Resolution - Support for Proposed Billing Model for Police Services	92 - 93
10.4	Letter from Safe Wind Energy for All Residents (SWEAR)	94 - 94
11.	Correspondence for Information	
11.1	AMO Breaking News - Report of the Special Purpose Business Property Assessment Review Released	
11.2	Municipality of East Ferris - The Small, Rural and Northern Municipal Infrastructure Fund	

11.3	Peterborough County-City Health Unit - Board of Health Meeting Summary December 11, 2013	
11.4	OLG Releases Remaining Gaming RFPQS	95 - 97
11.5	AMO Breaking News - Two Matters of Significance for All Municipal Governments	
11.6	Mississippi Mills Council Resolution - OPP Billing Model	
11.7	Ministry of Tourism, Culture and Sport - 2014-15 Ontario Sport and Recreation Communities Fund (OSRCF)	
11.8	City of Peterborough - Notice of Public Meeting Official Plan and Zoning By-law Amendment	
11.9	Ombudsman Ontario - Annual Report on Investigations of Closed Municipal Meetings	
11.10	Ministry of Energy - Long-Term Energy Plan, Achieving Balance	
11.11	Ministry of Training Colleges and Universities - Labour Market Agreement	
11.12	Ministry of Agriculture and Food - 2014 Premier's Award for Agri-Food Innovation Excellence	
11.13	Kawartha Conservation - 35th AGM Invitation	
11.14	Millbrook Valley Trails Minutes of September 30, 2013	
11.15	BIA Minutes of November 6, 2013	
11.16	Enbridge - The Enbridge Operational Reliability Review	
11.17	Laurie Scott, MPP - Response to Council's November 18 Motion	98 - 98
12.	By-laws	
12.1	By-law No. 2014-01 being a by-law to amend By-law No. 2004-62, as amended, otherwise known as The Township of Cavan-Millbrook-North Monaghan Zoning By-law	99 - 101
13.	Unfinished Business	

14. Notice of Motion
15. Adjournment
16. Upcoming Events/Meetings
  - 16.1 Thursday, January 16 - Downtown Millbrook Revitalization Committee - Municipal Office - 9:30 a.m.
  - 16.2 Saturday, January 18 - Hockey Day in Canada - Downtown Millbrook 9:00 a.m.
  - 16.3 Wednesday, January 29 - Heritage Committee Meeting - Municipal Office 9:30 a.m.





## Regular Council Meeting

<b>To:</b>	Mayor and Council
<b>Date:</b>	January 14, 2014
<b>From:</b>	Karen Ellis, Director of Planning
<b>Report Number:</b>	Planning 2014-01
<b>Subject:</b>	Van Schyndel Rezoning Application RZ-18-12

### Recommendations:

1. That Council review and consider all public and agency comments received regarding this application; and
  2. That By-law No. 2014-01 not be approved.
- 

### Overview:

Richard and Cheryl Van Schyndel applied to the Township of Cavan Monaghan for approval of a zoning by-law amendment for lands described as Lot 1 of Registered Compiled Plan 105, in part of Lot 7, Concession 7 of the Cavan Ward. They wish to develop the site with a 186 square metres (2000 square foot) dwelling, a 130 square metres (1400 square foot) detached accessory building, a private septic system, private well and single lane driveway.

The subject property is approximately 2.04 hectares (5.03 acres) in size with approximately 138.07 metres (453 feet) of lot frontage on Larmer Line. A key map showing the location of the subject property is provided as Attachment No. 1 to this Report.

The property is currently vacant and is zoned the Hazard Lands (H) Zone. Permanent buildings and structures are not permitted in the Hazard Lands (H) Zone. The Zoning By-law Amendment is required to permit the proposed development of the lot.

To support the Rezoning Application, Mr. and Mrs. Van Schyndel provided the Township and the Otonabee Region Conservation Authority with a Scoped Environmental Impact Study (EIS) in May of 2013 and an addendum to the Study in September of 2013. Both Reports were prepared by Cambium Inc. The Studies were completed to address the environmental features on site and to identify a potential building site(s) on the subject property. Complete copies of both Reports are available for review in the Planning Department Office.

The Environmental Impact Study Addendum established the maximum buffer distances between the environmental features and the proposed building envelope and addressed concerns about the May 2013 Study raised by the Otonabee Region Conservation Authority (ORCA). The Report recognized that increases in development and human

use of natural areas increase the likelihood of impacts to local ecology in a number of ways. Certain natural areas are more sensitive than others.

In the Addendum, Cambium Staff identified a .085 hectare (0.21 acre) buildable site that, in their opinion, will maintain the form and function of the surrounding wetland, watercourse and wildlife features provided that the recommendations and resolutions contained in the Study are adhered to during the development of the property. There were fifteen (15) recommendations contained in the Report. These recommendations are in addition to the invasive species, noise and directional lighting recommendations contained in the May 2013 Report.

A draft Zoning By-law Amendment was prepared using the information from the Environmental Impact Study Addendum. The By-law was the subject of a public meeting on November 4, 2013.

Prior the November 4, 2013 public meeting, Staff were advised that the draft Zoning By-law Amendment did not accurately represent the wishes of the Applicants. Council was advised of the Applicant's position at the public meeting.

The November 4, 2013 public meeting went ahead as scheduled and members of the public were provided an opportunity to comment on the Application. Council then decided to defer a decision on the matter and asked Staff to prepare a new by-law that more accurately addressed the Applicants intentions.

As per the request of the Applicants and Council's direction, a new by-law was prepared using the information from the original May 2013 Environmental Impact Study (EIS) and comments from the Otonabee Region Conservation Authority. Notice of the revised By-law was circulated as per the requirements of the Planning Act.

#### Township of Cavan-Millbrook-North Monaghan Official Plan

The subject property is designated Reference Plan Rural in the Township of Cavan-Millbrook-North Monaghan Official Plan. The permitted uses in the Reference Plan Rural designation include residential uses, parkland, home occupations, bed and breakfast and recreation uses.

In accordance with Section 5.9.1.3 of the Plan, vacant lots within the Reference Plan Rural designation, and not zoned to permit development, shall only be permitted to develop subject to an amendment to the Zoning By-law. For each lot, Council may require proof to be provided by the owner as to the suitability of the site to accommodate the proposed residential development prior to amending the Zoning By-law. Council must consider:

1. the quantity and quality of water supply to the site;
2. the suitability of the site for a private sewage disposal system;
3. safe public road access to the site;
4. foundation or drainage conditions; and
5. the policies of Section 5.1 (Agricultural Designation) as they apply to the continuation and expansion of existing livestock operations in the area.

Council may seek input from the local and provincial agencies prior to approval of the Zoning By-law Amendment.

The Township has not received any comments from the Peterborough County City Health Unit regarding this application. Wayne Hancock, the Township Director of Public Works, has confirmed that an entrance permit for the property is available, upon the submission of an application and payment of the applicable fees.

Staff of the Otonabee Region Conservation Authority reviewed the Environmental Impact studies prepared to support this Application. Authority Staff also completed a site visit to the property.

ORCA Staff noted that the area of the proposed development is an area of high groundwater, sensitive cold-water streams and wetlands. ORCA policy recommends that a 30 metres (98.4 feet) continuous naturally vegetated buffer strip be maintained along any watercourse for any new development. Section 5.3.3.9 of the Township's Official Plan requires development be set back 30 metres (98.4 feet) from a natural watercourse but notes that a lesser setback may be considered if Council is satisfied after consultation with the appropriate Conservation Authority that the proposed development will not affect fish habitat of the stream either on-site or downstream from the watercourse.

The draft By-law includes the watercourse, floodplain and a 15 metres (49.2 feet) buffer from the watercourse in the Hazard Lands (H) Zone. ORCA is satisfied that a fish habitat assessment is not required and the natural hazards associated with the floodplain have been adequately addressed because development will not be permitted within 15 metres (49.2 feet) of the watercourse.

In terms of buffers between development and wetlands, ORCA recommends that new development take place at least 30 metres (98 feet) from a non-provincially significant wetland. Wetlands are important natural features on the landscape and perform many important ecological and hydrological functions including moderating water flow, protecting and improving water quality and providing fish and wildlife habitat. Development on land adjacent to wetlands poses the risk of interfering with these important functions, necessitating the establishment of buffers between development and wetlands. Best management practices indicate that a 30 metre (98.4 feet) wide buffer between wetlands and building envelopes is most appropriate.

The draft By-law includes a 5 metre (16.4 feet) buffer between the potential building envelopes and the unevaluated wetland, seeps and vernal pool. With a buffer less than 30 metres (98.4 feet), there is a high risk that water quality and core habitat protection will not be achieved. The hydrologic and ecological functions of the wetland may be compromised.

#### Peterborough County Official Plan

The subject lands are part of the Rural Area in the County Official Plan. Residential uses in the Rural Area are permitted provided that the dwelling can be properly serviced, has frontage on a public road and complies with the Minimum Distance Separation requirements.

The subject property has frontage on Larmer Line, a municipally maintained road, and an entrance permit is available. The property is located in an area of existing rural residential development and the development of the property for residential purposes will comply with the Minimum Distance Separation requirements.

In addition to the specific policies of the Rural Area, the County Official Plan proposes a watershed approach to planning and development. The County strategy includes maintaining and enhancing the County's quality of life through managed orderly growth and development while considering the natural environment and watershed as a basis for the management of future development.

In the Watershed Strategic Components section of the Plan, the County recognizes the important contribution that natural systems, natural heritage features and natural resources make to the social, economic, and environmental health of local municipalities. One goal of the Plan is to establish an approach that will protect and enhance natural features and ecological systems, conserve natural resources, reduce pollution and protect people from environmental hazards. The objectives include:

- to identify, preserve and enhance natural areas as ecosystems;
- to protect natural heritage features and areas from incompatible development; and
- to promote environmentally sound watercourse management.

#### Provincial Policy Statement (PPS)

In accordance with the Provincial Policy Statement, the permitted uses and activities in the rural area must relate to the management or use of resources, resource-based recreational activities, limited residential development and other rural land uses. Development must be appropriate to the infrastructure that is planned or available and must be compatible with the rural landscape.

The PPS contains a number of policy directions. In accordance with the PPS, development and land use patterns that may cause environmental or public health and safety concerns should be avoided. Natural features and areas shall be protected for the long term.

#### Township of Cavan-Millbrook-North Monaghan Zoning By-law

As drafted, By-law No. 2014-01 changes the zoning on a portion of the subject property from the Hazard Lands (H) Zone to the Rural Residential Exception Fifty-four (RR-54) Zone. All of the regulations of the Rural Residential (RR) Zone apply to the Rural Residential Exception Fifty-four (RR-54) Zone. In addition, notwithstanding the provisions of Section 3.19 to the contrary, the lot line between the Rural Residential Exception Fifty-four (RR-54) Zone and the Hazard Lands (H) Zone will not be deemed a lot line for the purposes of determining setbacks.

The watercourse, floodplain and a 15 metres (49.2 feet) buffer from the watercourse will remain zoned the Hazard Lands (H) Zone. The wetlands, seeps, springs and vernal pool plus a 5 metre (16.4 feet) buffer are also included in the Hazard Lands (H) Zone. Permanent buildings and structures are not permitted in the Hazard Lands (H) Zone.

A complete copy of By-law No. 2014-01 is provided as Attachment No.2 to this Report.

#### Response to Notice

Notice of the zoning by-law amendment application was circulated, by first class prepaid mail, to all assessed persons within 120 metres (400 feet) of the lands to be rezoned, to all required ministries and agencies and to all Township Department Directors. Signs were posted on the Larmer Line and Tapley ¼ Line frontages of the property and the Notice of Public Meeting was posted on the Township website. The notice complies with the requirements of the Planning Act.

As of the date of drafting this report, the Township had received written comments from ORCA. In a letter dated January 7, 2014, ORCA Staff confirmed that they have no objection to the Amendment based on their delegated authority regarding natural hazards. It is, however, their advice that the proposed 5 metre (16.4 feet) buffer between the wetland features and the developable area will not sufficiently protect the wetland features from the impacts of development. A complete copy of ORCA's January 7, 2014 comments are provided as Attachment No. 3 to this Report.

ORCA Staff provide technical advice to the Township of Cavan Monaghan on planning applications on natural heritage matters. As drafted, By-law No. 2014-01 appears to have satisfactorily addressed the watercourse, floodplain and fish habitat issues. The only outstanding issue is the buffers between the wetland areas and the developable portion of the lot. Given the environmental information provided to date and the position of ORCA Staff regarding best management practices for buffers between the wetland features and buildable areas, Township Staff are unable to support the Zoning By-law Amendment application at this time.

#### **Financial Impact:**

None at this time.

#### **Attachments:**

Attachment No. 1: Key Map

Attachment No. 2: By-law No. 2014-01

Attachment No. 3: Otonabee Region Conservation Authority (ORCA) January 7, 2014  
Comments

Respectfully Submitted by,

Reviewed by,

Karen Ellis, B.A.A.  
Director of Planning

Yvette Hurley  
Chief Administrative Officer

Attachment No. 1: Key Map



**Attachment No.2: By-law No. 2014-01**

**The Township of Cavan Monaghan**

**By-law No. 2014-01**

**Being a by-law to amend By-law No. 2004-62, as amended, otherwise known as  
“The Township of Cavan-Millbrook-North Monaghan  
Zoning By-law”.**

**Whereas** the Township of Cavan Monaghan received an application to amend Zoning By-law No. 2004-62, as amended.

**And Whereas** the Council of the Township of Cavan Monaghan reviewed the proposed rezoning and now deems it advisable to further amend By-law No. 2004-62, as amended.

**Now Therefore** the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. Map D-2 of Schedule “A” to By-law No. 2004-62, as amended, is hereby further amended by changing the zone category on a portion of the lands described as Lot 1 of RCP 105, in part of Lot 7, Concession 7, of the Cavan Ward from the Hazard Lands (H) Zone to the Rural Residential Exception Fifty-four (RR-54) Zone as shown on Schedule "A" attached hereto and forming part of this By-law.
2. Section 4.5 of By-law No. 2004-62, as amended, is further amended by the addition of Section 4.5.5.54 that shall read as follows:

**“4.5.5.54 Rural Residential Exception Fifty-four (RR-54) Zone**

All of the regulations of the Rural Residential (RR) Zone apply to the Rural Residential Exception Fifty- four (RR-54) Zone.

Notwithstanding the regulations of Section of 3.19 to the contrary, the lot line between the Rural Residential Exception Fifty-four (RR-54) Zone and the Hazards Lands (H) Zone shall not be deemed a lot line for the purpose of determining setbacks.”



If no notice of objection is filed with the Clerk within the time provided, this By-law shall become effective on the date of passing.

If a notice of objection is filed with the Clerk, this By-law shall become effective on the date of passing hereof subject to the disposition of any appeals.

Read a first, second and third time and passed this ..... day of ....., 2014.

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**John Fallis**  
**Mayor**

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**Elana Arthurs**  
**Clerk**





Lands to remain zoned the Hazard Lands (H) Zone.



Lands to be rezoned from the Hazard Lands (H) Zone to the Rural Residential Exception Fifty-four (RR-54) Zone.

Township of  
Cavan Monaghan  
Cavan

Schedule 'A'  
To By-Law No. \_\_\_\_\_



This is Schedule A to By-Law No. 2013-88

Passed this \_\_\_\_\_ Day of \_\_\_\_\_, 2013.

Signatures of Signing  
Officers

\_\_\_\_\_ Mayor

\_\_\_\_\_ Clerk

**Attachment No. 3: Otonabee Region Conservation Authority (ORCA) January 7, 2014 Comments**



January 7, 2014

Karen Ellis  
Director of Planning  
Township of Cavan Monaghan  
988 County Road 10  
Millbrook, ON L0A 1G0

Dear Ms. Ellis:

**Re: RZ-18-12, RCP 105, Lot 1, Part Lot 7, Concession 7, Cavan Ward, Township of Cavan Monaghan, ORCA File 2013-ZN061**

ORCA staff have received the latest circulation for the Zoning By-Amendment for the above noted property. As noted in the circulation, the amendment proposes to rezone the property from Hazard (H) to Rural Residential Exception Fifty-four (RR-54). Lands that are to remain in the Hazard (H) zone include the watercourse traversing the property, the floodplain associated with this watercourse, as well as a 15-metre buffer surrounding the watercourse. The wetlands, seeps, springs and vernal pool present on the site as well as a 5-metre buffer surrounding these features are also to remain in the Hazard (H) zone.

As noted in previous correspondence, the property that is the subject of this application is a heavily constrained site. This portion of the municipality is one of high groundwater, sensitive cold water streams and wetlands. The Cavan Creek Headwaters Life Science Area of Natural & Scientific Interest (ANSI) is immediately to the west of the property. The Tapley South locally significant wetland is located to the north and the east of the property and does encroach onto the property itself. In addition, areas of additional wetland, seeps/springs, a vernal pool and a cold-water stream have been identified on the property. The ecological importance of this area, and specific property, has been recognized and included in the municipality's new draft (but under appeal) Official Plan where it has been identified as a Significant Woodland and has been included in the Natural Heritage System as a Natural Core Area and a Natural Linkage Area.

ORCA wears two hats when reviewing applications made under the *Planning Act*. The first hat stems from our delegated authority from the Province of Ontario to ensure that local planning decisions regarding natural hazards (e.g., floodplains) are in conformity with provincial policies (e.g., the Provincial Policy Statement (PPS)). Based on the engineering work that has been completed by DM Wills and its inclusion in the Hazard (H) zone, ORCA does not have any concerns with the proposed rezoning from a natural hazard perspective.

The second hat is as a service provider to the Township of Cavan Monaghan on planning applications as it relates to natural heritage features (e.g., wetlands). As a service provider, we supply technical advice to the municipality on planning applications regarding their compliance with provincial policies, ORCA policies, and accepted best management practices.

ORCA does not recommend that new development take place within 30 metres of a non-provincially significant wetland. Wetlands are important natural features on the landscape whether they are permanently or seasonally wet. Wetlands perform many important ecological and hydrological functions including moderating water flow, protecting and improving water quality and providing fish and wildlife habitat. Development on lands adjacent to wetlands pose the risk of interfering with these important functions, necessitating the establishment of buffers between development and wetlands.

The amended Zoning By-law amendment includes a 5-metre buffer around the wetlands. Buffers of this marginal width are a significant departure from established best management practices and pose a *high risk* of not achieving desired functions for water quality protection, changes in land use/human disturbance and core habitat protection. As such, our advice to the municipality is that the current Hazard (H) zoning on the property is appropriate. Based on the information provided, it has not been demonstrated that the proposed development will not have a negative impact on the wetland present.

In summary, while ORCA has no objection to the amendment based on our delegated authority regarding natural hazards, it is our advice to the municipality that the 5-metre buffer will not sufficiently protect the wetland features from the impacts of development.

The applicants should be made aware that the entire property is subject to Ontario Regulation 167/06, this authority's 'Development, Interference with Wetlands, and Alteration to Shorelines and Watercourses' regulation under the *Conservation Authorities Act*. A permit will be required from ORCA prior to the commencement of works on this site. The applicant will be required to demonstrate compliance with the policies contained within ORCA's "Watershed Planning & Regulation Policy Manual."

Best Regards,

A handwritten signature in black ink, appearing to read 'Jennifer Clinesmith', with a stylized flourish at the end.

Jennifer Clinesmith, MSc., MCIP, RPP  
Manager, Planning & Development Services

Cc: Scott McFadden, ORCA Director



# Township Presentation





# Structure of Presentation

1. Housing and Homelessness Plan (slide presentation)
2. Housing Division Updates (verbal)
3. Social Services Division Updates (verbal)



# Housing and Homelessness Plan

## Why have a Plan?

- Need to align multiple housing and homelessness programs and services
- First of its kind
- Needs and demographics in City and County are changing
- County, Townships, agencies and community partners are becoming increasingly involved
- Province has provided direction in legislation





## 2013 Process to Develop Plan

- Project Team and Steering Committee of City, County and Township staff
- Needs Assessment: Research on demographics and previous reports/studies
- Extensive community consultations and key informant interviews
- Draft Plan circulated in June, final Plan approved in October



# Timeline

Task	Dates
Initial Community Consultation and Needs Assessment	November 2012 to January 2013
“What We Heard” Forum	February 2013
Developed Draft Plan	March 2013 to May 2013
Community Consultation on Draft Plan	June 2013
Draft Plan to City and County Council	June 2013
Draft Plan to Ministry of Municipal Affairs and Housing	June 2013
Public Information Session on Final Plan	October 2013
Final Plan to City Council	November 2013
Final Plan to County Council	November 2013





# Consultation Process

- Two community forums; 20 special meetings; 30 interviews
- “What We Heard”
- Review of Draft Plan



Service Provider Roundtable, 2013



# Vision for the Peterborough Region

We will eliminate long-term homelessness and ensure quality housing that all residents can afford by:

- Engaging those in need;
- Enhancing community and partner involvement; and
- Leveraging resources from the community, the private sector and government

# Homelessness and Housing Continuum

Shelters and Street Outreach	Rental Housing			Market Home Ownership
	Rooming Houses, Transitional and Supportive	Social and Affordable	Private	
1. Providing People-Centred Services				
	2. Creating Housing Affordability			
	3. Preventing Homelessness and Promoting Housing Stability			
4. Transitioning Out of Homelessness				



# Summary of Contents

Section 1 - Vision, Themes, Continuum

Section 2 - Financial and Staff Resources, Building on Strengths, Local Content

Section 3 - Developing the Plan, Action Plan 2014-2018, Connection with Related Local Plans

Section 4 - 20 Commitments in 4 theme areas

Section 5 - Performance Measures

Section 6 - Summary of commitments and outcomes

# Four Themes



Providing People-Centred Service



Creating Housing Affordability



Preventing Homelessness and Promoting  
Housing Stability



Transitioning Out of Homelessness



# Providing People-Centred Service

## Commitments

1. Engage community members including people who use services
2. Facilitate alignment of policy and strategic plans (municipal and other) using a service system approach
3. Examine local committees and service provider partnerships to ensure best use of resources
4. Pursue ways to share service data for effective service planning
5. Review the process of applying for RGI housing



# Creating Housing Affordability

## Commitments

6. Expand rent supplements
7. Maximize use of government and private resources for new affordable rental housing
8. Support affordable housing in municipal planning documents (including second suites, garden suites and Community Improvement Plans)
9. Provide loans and grants for necessary home repairs
10. Develop a long-term strategy for existing social housing
11. Ensure necessary repairs to rental properties
12. Provide resources for affordable home ownership assistance



## Preventing Homelessness and Promoting Housing Stability

### Commitments

- 13. Maintain and enhance housing stability
- 14. Improve discharge planning from institutions, specifically hospital and correctional facilities
- 15. Expand mental health and addictions case planning and outreach
- 16. Pursue collaborative priority-setting among funders in homeless services





# Transitioning Out of Homelessness

## Commitments

- 17. Develop and implement a “Housing First” program model
- 18. Enhance Brock Mission facility and services
- 19. Improve collaboration with private sector landlords
- 20. Enhance supports that prepare people to move out of emergency shelters and to secure and maintain their housing



## Focus for 2014 Implementation

- Advocacy to Federal and Provincial governments
- Brock Mission
- Rent Supplement
- Improve coordination and clarify partnerships
- Final year IAH (home repairs, rent supplement)
- Engage members of the community

Review and report on progress in 2017



# Anticipating Provincial Resources

2014/2015 Provincial funding (annual forecast)

- Confirmed CHPI (\$1.8M) – on-going
- Confirmed IAH (\$1.0M) – final year
- Possible IAH extension (~\$0.8M to \$1.6M)  
– TBD early 2014



# Discussion and Questions



# Contact

Susan Bacque

Housing Division

[sbacque@peterborough.ca](mailto:sbacque@peterborough.ca)

Linda Mitchelson

Social Services Division

[lmitchelson@peterborough.ca](mailto:lmitchelson@peterborough.ca)



# Renewable Energies and Health

Rosana Pellizzari,  
MD, MSc, CCFP, FRCP(C)  
Medical Officer of Health



# Objectives

- To understand the context for the use of renewable energies
- To outline public health impacts of climate change
- To identify impact of fossils fuels on climate change
- To review public health concerns associated with nuclear energy
- To outline impacts and benefits of renewable energies (RE) on public health

# Context

- Climate change
  - ‘warming of the climate system is unequivocal’
- Climate change has and will continue to have impact on water resources, ecosystems, food security and human health
- Greenhouse gases (GHGs) of primary concern for ability to contribute to disastrous climate change events



# Public Health Implications

- Impact of climate change on public health
  - Increased incidence of emerging infectious diseases e.g., Lyme disease
  - Food insecurity
  - Food safety
  - Water safety
  - Air quality
  - Extreme weather
  - Vulnerable populations



# Fossil Fuels

- Contribute to climate change
  - combustion of fossil fuels accounted for 56.6% of all anthropogenic greenhouse gas emissions.
  - In 2008, Canada one of the top carbon dioxide emitters
    - 80% of the GHGs produced are associated with the production or use of fossil fuels for energy
- Have a significant impact on water resources and some forms can pollute drinking water
- Contribute to air pollution
  - OMA estimated 5800 smog-related deaths annually



# Energy

- Energy generation and use is essential to human existence
- Growing population requires larger reserves of energy
- The way energy is generated and used has an impact on health – therefore a public health issue

# Energy

- Each source of energy entails health risks with some having major implications for the burden of disease globally.
- Globally, biggest health impacts due to harvesting and use of solid fuels, coal and biomass – occupational health risk and household and general ambient air pollution. Example:
  - Coal– combustion produces CO<sub>2</sub>, CO, sulfur oxides, nitrogen oxides, PM, mercury and other metals. Secondary pollutants include ozone, PM and organic vapours.
  - Bitumen extraction
  - Fracking i.e., aquifer impacts

# Nuclear Energy

- Half of Ontario's electricity is generated by nuclear energy
- Extraction process contributes to GHGs and air pollution emissions.
- Carbon footprint small compared to fossil fuels.
- Concern due to environment release and transport of radioactive precursors and by-products and long term storage of waste



# Renewable Energies

- Any form of solar, geophysical or biological sources that is replenished by natural processes that equals or exceeds rate of use.
- Renewable energy (RE) technologies are diverse and can serve full range of energy service needs e.g. electricity, thermal energy and mechanical energy
- Most forms produce little or no CO<sub>2</sub>. Low carbon intensity with emissions per unit of energy output typically 1 to 10% that of fossil fuels (IPCC).
- In addition to energy conservation, use of renewable energy technologies reduces production of GHGs



# Renewable Energies

- Wind and solar energy do not require water to operate thus do not pollute water resources or compete with agricultures, drinking water systems or other water needs.
- Not without its challenges, limitations and concerns
- Play a role in providing sustainable energy and mitigating climate change and its public health impacts
- Have a lower climate footprint than fossil fuels
- Pose minimal public health risks and low fatality rates

# Solar

- Major health concern relates to the life cycle of photovoltaic cells and potential occupational exposure to toxic metals and gases if PPE is not used.
- Waste management and product disposal pose a challenge
- Overall health impact less than any of the fossil fuels





# Biofuels

- Health concerns related to air pollution emissions e.g., PM and ozone from biodiesel
- Diversion of land from food crop production
- Energy efficiency profile demonstrated to be poor



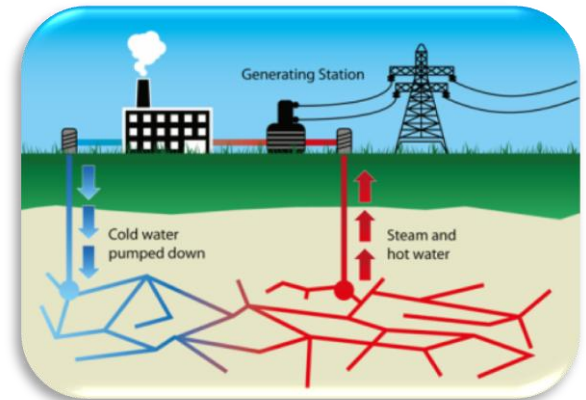
# Hydroelectric Power

- Benefits include flood control, water storage
- Clean source of energy because does not involve combustion
- Environmental impacts e.g. altered water flow, disruption of wetlands and fish migration, reduced water quality
- Population displacement, infectious diseases and dam failures



# Geothermal Energy

- Useful for district heating.
- No health impacts identified at this time.



# Wind Turbines

- Sustainable, clean form of energy.
- Potential health impacts in a minority of people living close to wind turbines.
- Level of evidence is low and caution needed in drawing conclusions regarding causation.
- Population health impacts appear lower than for equivalent energy generation by fossil fuel combustion.



# Research on Renewable Energies and Health

- University of Waterloo is completing research to address the technological, health and safety aspects of renewable energy conversion
- Health Canada completing research on the health impacts of wind turbines

# Conclusions

- Climate change likely to severely impact human health:
  - Heat related deaths
  - Injuries and illnesses from adverse weather events
  - Food and water shortages
  - Expanded niches for vector borne diseases
  - Population displacement with drought and flooding
  - Increases in human conflict secondary to above stressors
- RE systems pose challenges however overall impact on public health lower than continued reliance on fossil fuels and nuclear energy.
- If implemented properly and alongside conservation efforts, RE technologies reduce negative impacts on health and the environment.

# Questions







## Regular Council Meeting

<b>To:</b>	Mayor and Council
<b>Date:</b>	January 14, 2014
<b>From:</b>	Karen Ellis, Director of Planning
<b>Report Number:</b>	Planning 2014-02
<b>Subject:</b>	Earl Severance Application B-63-13

### Recommendations:

1. That the Township of Cavan Monaghan support severance application B-63-13 because it conforms to the Township's Official Plan;
2. That the completed Municipal Appraisal Form be forwarded to the Peterborough County Land Division Department; and
3. That the following conditions of approval be applied to Application B-63-13:
  - i. the payment of \$1,000.00 cash-in-lieu of parkland to the Township, and
  - ii) the rezoning of the severed and retained lots to the satisfaction of the Township.

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### Overview:

Mark and Nicole Earl, authorized agents for Norma Earl, applied to the Peterborough County Land Division Department for approval to create a new non-farm residential lot (Application B-63-13) in part of 18, Concession 6 of the Cavan Ward (1068 Hutchison Drive). A key map showing the location of the severed and retained lots is provided as Attachment No. 1 to this Report.

The application form indicates that the proposed severed lot will be approximately 0.80 hectares (2 acres) in size with approximately 89.91 metres (295 feet) of frontage on Larmer Line. The lot is currently vacant. A new residential land use, serviced with private well and septic systems, is proposed for the lot.

The application form also indicates that the retained lot will be approximately 30.93 hectares (76.45 acres) in size with frontages of approximately 292.02 metres (958.10 feet) on Larmer Line and 1010.46 metres (3315.19 feet) on Hutchison Drive. The property is currently developed with a single detached dwelling and shed and is used for agriculture. The property is serviced by a private well and septic system. No new buildings or structures are proposed for the retained lands.



## Township of Cavan-Millbrook-North Monaghan Official Plan

The subject property is currently designated Rural, Agriculture and Environmentally Sensitive Area in the Township of Cavan-Millbrook-North Monaghan Official Plan. The severed lot is primarily located in the Rural designation. As such, the severance policies for the Rural designation have been used to evaluate this application.

The Rural designation generally includes those areas with less productive soils and poorer agricultural lands. The permitted uses in the Rural designation include agricultural uses, forestry, conservation, community facilities, small scale commercial and industrial uses, outdoor recreational and cultural facilities. In addition, single dwelling houses that represent farm related units, existing lots of record or, lots created by consent to a land severance are permitted provided they are compatible with adjacent land uses.

In accordance with Section 6.3.3 of the Official Plan, properties more than 20 hectares (50 acres) in size, as of January 1, 2000, may be eligible for a maximum of two (2) new non-farm residential severances provided that the applicant has owned the property in its current form for at least five (5) years. Township records indicate that Norma Earl has owned the property for more than the required five (5) years. Additionally, Peterborough County Land Division records indicate there has been no severance activity on the property since January 1, 2000.

Severances are to be considered from poorer agricultural lands, generally defined as being Class 5 to 7 soils and not suited to agricultural or agricultural related uses. Soil classification mapping indicates that the property contains Class 1 and 2 soils. The severed lot is located within the area of Class 1 soils.

New non-farm residential lots should be compatible with adjacent or adjoining development. The land uses in the area of the severed lot include agriculture, rural and rural residential uses.

The size of the severed and retained lots must generally conform to all applicable provisions of the Implementing Zoning By-law and must be appropriate for the proposed use and services available. The severed lot has enough lot area and lot frontage to satisfy the minimum lot area and lot frontage requirements of the Rural Residential (RR) Zone. The retained lot does not have enough lot area to satisfy the minimum lot area requirement of the Agricultural (A) Zone. As such, a rezoning of the retained lot is required.

Severed and retained lots must front onto an improved public street that is maintained year round and is of a reasonable standard of construction. The proposed severed lot has frontage on Larmer Line. Wayne Hancock, Director of Public Works, confirmed in writing that an entrance permit to Larmer Line for the severed lot is available. The retained parcel has an existing entrance to Hutchison Drive.

During the Preliminary Severance Review, Peterborough County Planning Department Staff calculated the Minimum Distance Separation requirements for the livestock facilities on the Applicant's property and the Lunn property to the east. The severed parcel is located outside of the Minimum Distance Separation arc for these facilities.

#### Peterborough County Official Plan

The subject lands are part of the Rural and Agricultural Areas in the County Official Plan. Residential severances in the Rural Area are generally discouraged in favour of development in Settlement Areas. However, severances in the Rural Area may be considered provided that the lot can be properly serviced, the lot has frontage on a public road and the lot complies with the minimum distance separation requirements. The proposed severance satisfies the County Official Plan severance policies.

#### Provincial Policy Statement

In rural areas, the permitted uses and activities must relate to the management or use of resources, resource-based recreational activities, limited residential development and other rural land uses. Development must be appropriate to the infrastructure that is planned or available and must be compatible with the rural landscape.

#### Zoning By-law Considerations

The proposed severed lot is zoned the Agricultural (A) Zone in the Township of Cavan-Millbrook-North Monaghan Zoning By-law No. 2004-62, as amended. In accordance with Section 11.4.2 of the By-law, non-farm residential lots created by land severance are permitted in the Agricultural (A) Zone. The Rural Residential (RR) Zone provisions are applied to these lots. The proposed severed lot has enough lot area and lot frontage to satisfy the minimum requirements of the Rural Residential (RR) Zone.

The retained lot is zoned the Agricultural (A) Zone and the Hazard Lands (H) Zone in the Township of Cavan-Millbrook-North Monaghan Zoning By-law No. 2004-62, as amended. Agricultural uses are permitted in the Agricultural (A) Zone on lots with a minimum lot area of 40 hectares (98.84 acres) and a minimum lot frontage of 130 metres (427 feet). The retained parcel does not enough lot area in the Agricultural (A) Zone to satisfy the minimum lot area requirement. Therefore, a zoning by-law amendment is required.

#### Agency Comments

The application included a Deer Wintering Habitat Assessment. The Assessment indicated that the treed corridor along the tributary of Baxter Creek and the treed area at the western edge of the severed lot serve as a deer movement corridor and should be preserved.

The Assessment was peer reviewed by Staff of the Otonabee Region Conservation Authority (ORCA) and they agree with the findings of the Assessment Report. ORCA has no objection to the severance application subject to the following conditions:

1. a 30 metre (98.4 feet) corridor adjacent to the headwaters creek is zoned Hazard Lands in the Township of Cavan-Millbrook-North Monaghan Zoning By-law; and
2. the western side yard setback is set at 30 metres to protect the treed area along the western edge of the severed lot to provide a protective buffer.

Attachment No. 2 to this Report is an enlarged air photo showing the severed lot, creek and treed area.

**Financial Impact:**

None at this time.

**Attachments:**

Attachment No. 1: Key Map

Attachment No. 2: Air Photo of Severed Lot – Creek and Treed Area

Respectfully Submitted by,

Reviewed by,

Karen Ellis,  
Director of Planning

Yvette Hurley,  
Chief Administrative Officer







**Attachment No. 2: Air Photo of Severed Lot – Creek and Treed Area**





## Regular Council Meeting

<b>To:</b>	Mayor and Council
<b>Date:</b>	January 14, 2014
<b>From:</b>	Kyle Phillips - Building Department
<b>Report Number:</b>	Building 2014-01
<b>Subject:</b>	Year End Building Permit Activity Report for 2013

### Recommendation:

That Council receive Building Permit Activity Report for information.

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### Overview:

Council directed that a monthly report on the activities of the Building Department be submitted to Council for information.

### Financial Impact:

No financial impact at this time.

### Attachment:

Permit Comparison Summary

Respectfully Submitted by,

Kyle Phillips,  
Chief Building Official/  
By-law Enforcement Officer

Reviewed by,

Yvette Hurley,  
Chief Administrative Officer

**Permit Comparison Summary**

Issued For Period JAN 1,2013 To DEC 31,2013

Type	Number	Property
Commercial	2013-0001	11 TUPPER ST
Commercial	2012-0067	2029 LANSDOWNE ST W
New SFD	2013-0002	985 MOUNT PLEASANT RD
Institutional	2013-0004	2001 COUNTY RD 10
New SFD	2013-0003	1328 LARMER LINE
Deck	2013-0009	1586 TAPLEY QUARTER LINE
Commercial	2013-0006	923 HIGHWAY 7A
Single Family	2013-0005	1069 COUNTY RD 10
Accessory Garage	2013-0010	1445 CARMEL LINE
Residential Addition	2013-0007	55 VALLEYVIEW DR
Accessory Garage	2013-0008	55 VALLEYVIEW DR
Solar	2013-0011	2232 DAVIS RD
New SFD	2013-0012	1290 SYER LINE
Above Ground Pool	2013-0014	445 ELGAR DR
Residential Addition	2013-0016	2060 CAMPBELL AVE
Industrial	2013-0017	2109 WHITTINGTON DR
In Ground Pool	2013-0018	43 MCGUIRE DR
Residential Alteration/Renovation	2013-0021	2213 PARKHILL RD W
New SFD	2013-0019	633 CARVETH DR
New SFD	2013-0020	486 LARMER LINE
Accessory Garage	2013-0025	1439 TAPLEY QUARTER LINE
Residential Alteration/Renovation	2013-0029	33 KING ST W
Residential Alteration/Renovation	2013-0030	12 HUNTER ST
Accessory Garage	2013-0026	531 DOBBIN RD
Accessory Garage	2013-0028	957 STEWART LINE
In Ground Pool	2013-0031	497 LARMER LINE
Miscellaneous	2013-0013	9 KING ST E
Residential Addition	2013-0032	699 CARMEL LINE
New SFD	2013-0097	1905 HOWDEN QUARTER LINE
Residential Alteration/Renovation	2013-0035	641 ZION LINE
Commercial	2013-0015	15 TUPPER ST
Deck	2013-0036	3 BAXTER CREEK CRT
Deck	2013-0037	37 ANNE ST
Commercial	2013-0038	2017 LANSDOWNE ST W
New SFD	2013-0033	1476 TAPLEY QUARTER LINE
Solar	2013-0040	1508 SYER LINE
New SFD	2013-0041	77 SHARPE LINE
Demolition Permit	2013-0022	1291 LONGVIEW DR
Agricultural Accessory Bldg	2013-0034	338 COUNTY RD 10
New SFD	2013-0044	1083 MOUNT PLEASANT RD
Renewal/Revision/Transfer	2013-0045	4 MAPLEHILL CT
Renewal/Revision/Transfer	2013-0046	1271 DEYELL LINE
Accessory Garage	2013-0048	PLAN 114 LOT 25
Accessory Garage	2013-0047	2225 PARKHILL RD W

**Permit Comparison Summary**

Issued For Period	JAN 1,2013	To	DEC 31,2013
New SFD	2013-0043		285 HIGHWAY 7A
New SFD	2013-0049		1840 BROWN LINE
Accessory Shed	2013-0050		1727 STEWART LINE
Deck	2012-0087		2038 DARLING CRES
Accessory Garage	2013-0023		831 BLAND LINE
Deck	2013-0052		16 FREDERICK ST
New SFD	2013-0024		1291 LONGVIEW DR
Deck	2013-0053		1440 CEDAR VALLEY RD
Deck	2013-0054		2724 MONCRIEF LINE
Deck	2013-0056		64 KING ST W
Deck	2013-0055		7 MORNINGSIDE PL
Accessory Garage	2013-0057		1906 JACK LANE
Deck	2013-0058		1906 JACK LANE
New SFD	2013-0060		1077 MOUNT PLEASANT RD
Solar	2013-0061		931 CAVAN WOOD DR
New SFD	2013-0059		1548 LARMER LINE
In Ground Pool	2013-0063		710 CARVETH DR
New SFD	2013-0064		709 CARVETH DR
Solar	2013-0065		1554 SYER LINE
Accessory Garage	2013-0066		2317 HILLVIEW DR
Agricultural Accessory Bldg	2013-0067		1307 LARMER LINE
Residential Addition	2013-0062		2619 SHERBROOKE ST W
Demolition Permit	2013-0072		22 CENTRE ST
Demolition Permit	2013-0070		2551 WHITTINGTON DR
Accessory Garage	2013-0071		2287 PARKHILL RD W
New SFD	2013-0074		SHARPE LINE
Solar	2013-0075		1709 HAYES LINE
Demolition Permit	2013-0076		38 FREDERICK ST
Agricultural Accessory Bldg	2013-0039		227 HIGHWAY 7A
New SFD	2013-0073		505 LARMER LINE
Accessory Garage	2013-0080		41 NINA CRT
Residential Addition	2013-0081		83 KING ST W
New SFD	2013-0078		2074 DARLING CRES
Accessory Garage	2013-0082		854 STEWART LINE
New SFD	2013-0083		139 STEWART LINE
Accessory Garage	2013-0027		902 HIGHWAY 7A
Residential Alteration/Renovation	2013-0085		434 HIGHWAY 7A
Residential Alteration/Renovation	2013-0086		38 KING ST W
Solar	2013-0087		670 WILSON LINE
Deck	2013-0090		2551 WHITTINGTON DR
Accessory Garage	2013-0091		39 DEER AVE
Accessory Garage	2013-0092		44 ANNE ST
In Ground Pool	2013-0093		2285 HILLVIEW DR
New SFD	2013-0094		1915 ASHLEY CRES
Deck	2013-0095		2036 BROWN LINE



**Permit Comparison Summary**

Issued For Period JAN 1,2013 To DEC 31,2013

New SFD	2013-0096	38 FREDERICK ST
In Ground Pool	2013-0098	691 WHITE BIRCH RD
Residential Alteration/Renovation	2013-0099	30 CENTRE ST
Residential Addition	2013-0100	128 VALLEY RD
Demolition Permit	2013-0101	1680 CEDAR VALLEY RD
Commercial	2013-0084	1507 COUNTY RD 10
Deck	2013-0103	9 LISA CRT
Accessory Garage	2013-0104	732 LARMER LINE
Accessory Garage	2013-0105	128 VALLEY RD
Commercial	2013-0106	12 KING ST E
Solar	2013-0107	503 COUNTY RD 21
Solar	2013-0108	435 AVA CRES
Accessory Garage	2013-0109	39 VALLEYVIEW DR
New SFD	2013-0110	PLAN 17 LOT 64
Woodstove	2013-0113	739 HIGHWAY 7A
Industrial	2013-0112	2088 HOWDEN QUARTER LINE

**Permit Comparison Summary**

Issued For Period JAN 1,2013 To DEC 31,2013

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
Above Ground Pool	7	700.00	53,900.00	1	100.00	7,000.00
Accessory Garage	22	13,123.83	591,000.00	19	9,060.25	622,500.00
Accessory Shed	1	203.50	4,000.00	1	125.00	5,000.00
Commercial	5	6,261.00	491,000.00	7	8,120.00	637,000.00
Deck	9	1,227.00	42,750.00	13	1,475.00	54,018.00
Demolition Permit	5	750.00	31,000.00	5	750.00	0.00
In Ground Pool	2	200.00	82,790.00	5	500.00	193,300.00
Industrial	0	0.00	0.00	2	15,029.92	1,230,000.00
Institutional	1	6,067.50	572,338.00	1	1,092.64	400,000.00
Miscellaneous	1	0.00	20,000.00	1	50.00	6,500.00
Plumbing Permit	6	500.00	11,400.00	0	0.00	0.00
Renewal/Revision/Transfer	1	300.00	30,000.00	2	100.00	0.00
Single Family	0	0.00	0.00	1	433.00	100,000.00
Woodstove	1	100.00	3,000.00	1	100.00	700.00
<b>Agricultural Accessory Bldg</b>						
Agricultural Accessory Bldg	1	3,022.00	250,000.00	3	2,802.50	350,000.00
<b>New SFD</b>						
New SFD	13	35,935.14	4,265,000.00	22	64,355.35	7,678,080.00
<b>Residential Addition</b>						
Residential Addition	4	1,807.90	422,000.00	6	4,550.70	845,000.00
<b>Residential Alteration/Renovation</b>						
Residential Alteration/Renovation	11	2,230.00	324,900.00	7	831.00	38,235.00
<b>Solar Panel Installation</b>						
Solar	2	250.00	50,000.00	8	1,000.00	382,500.00

	<u>Previous Year</u>	<u>Current Year</u>
Total Permits Issued	92	105
Total Dwelling Units Created	13	21
Total Permit Value	7,245,078.00	12,549,833.00
Total Permit Fees	72,677.87	110,475.36
Total Compliance Letters Issued	47	47
Total Compliance Letter Fees	1,001.00	1,980.00

**Inspection Summary**

Ward	Permit Inspections	Property Standards Inspections
010	230	0
020	33	0
030	44	0
Total	307	0

Permit Charge	Amount
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**Permit Comparison Summary**

Issued For Period JAN 1,2013 To DEC 31,2013

Above Ground Pool	100.00
Accessory Garage	9,060.25
Accessory Shed	125.00
Agricultural Accessory Bldg	2,802.50
Commercial	8,120.00
Deck	1,475.00
Demolition Permit	750.00
In Ground Pool	500.00
Industrial	15,029.92
Institutional	1,092.64
Miscellaneous	50.00
New SFD	64,355.35
Renewal/Revision/Transfer	100.00
Residential Addition	4,550.70
Residential Alteration/Renovat	831.00
Single Family	433.00
Solar	1,000.00
Woodstove	100.00

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Total	110,475.36
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## Regular Council Meeting

<b>To:</b>	Mayor and Council
<b>Date:</b>	January 14, 2014
<b>From:</b>	Elana Arthurs, Clerk
<b>Report Number:</b>	Corporate Services 2014-01
<b>Subject:</b>	Electronic Voting in the 2014 Municipal Election

### Recommendation:

That Council approve the use of telephone and internet voting in place of the traditional paper ballots in the 2014 Municipal Election and direct staff to begin the media campaign to advise the eligible electors in the Township of Cavan Monaghan.

### Overview:

As previously stated in Reports Corporate Services 2013-15 and 2013-17 Alternative Voting Options, staff is recommending that Council support telephone and internet voting in the 2014 Municipal Election, eliminating the need for paper ballots and focusing on the following:

- i. improving accessibility and convenience of the voting process; and
- ii. reducing environment footprint by discontinuing the use of paper ballots; and
- iii. maintaining reasonable election costs; and
- iv. making efficient use of staff resources during election time to ensure customer services levels are not compromised; and
- v. attempting to increase voter participation; and
- vi. ensuring security of the voting process.

As per the Municipal Elections Act and the Accessibility for Ontarians with Disabilities Act, municipal elections are required to be accessible and an accessibility plan must be filed. By offering telephone and electronic voting there is no concern with the accessibility requirements or any modifications that might be required to make previous polling stations compliant with the current accessibility requirements.

A polling station, equipped with an iPad and a kiosk, will be established for a predetermined number of hours each day at the Municipal Office for 10 business days prior to October 27<sup>th</sup>. (Monday, October 13<sup>th</sup> – Friday, October 17<sup>th</sup> and Monday, October 20<sup>th</sup> – Friday, October 24<sup>th</sup>).

This will allow any eligible elector that requires assistance or does not have the capability of voting electronically, the opportunity to come to the Municipal Office to cast their ballot.

In addition, polling stations again equipped with an iPad and kiosk will be established for a reduced number of hours at Springdale County Manor, Centennial Place and Millbrook Manor on October 27<sup>th</sup> to ensure the residents have an opportunity to vote there without leaving that location as they have been used to in the previous elections.

These polling stations will allow voters to use the electronic technology at a traditional polling station location with the opportunity for assistance from election staff if they require it.

A high level overview of the internet and telephone voting process would be as follows:

- The Township will enter into an agreement with DataFix in January 2014 with the cost to be covered through the 2014 Election budget.
- MPAC conducts their enumeration and provides the Voters' List in July 2014.
- Township staff would make any adjustments or changes to the list as required (additions/deletions).
- Township staff will develop a communication plan to make electors aware of the changes in voting methods.
- Notifications with individual Personal Identification Numbers (PIN) are mailed to all the eligible electors to use for voting.
- Voting will take place 14 days, 24 hours a day before Election Day from any location with internet access or via telephone.
- Polling stations will be established prior to and/or on Election Day equipped with iPads for anyone requiring assistance with the new process.

Should Council decide to change the method of voting for the 2014 Election, Township staff will begin a comprehensive education campaign regarding the new method of voting, which will include:

- Information will continually be updated on the Township's website.
- Instructional videos will be created by either the provider chosen or Township staff to assist with the new process of casting their votes.
- Information will be included with the July tax bill notices.
- Posters will be placed in all community meeting places and all libraries.
- Library staff will be made aware of the new process so they will be able to assist residents who wish to use the computers at the library to cast their ballot.
- If required, newspaper advertisements can be used closer to election time.

### **Financial Impact:**

Representatives from Simply Voting have made a presentation to Council on December 2, 2013 and provided an estimated cost of \$1.30 per elector to run a telephone and internet based election. The number of eligible electors in 2010 based on the final voters' list from MPAC was 7382, an updated Voters' list will not be available until later this year therefore based on these numbers the approximate cost to use the services of Simply Voting would be \$9,600.00.

The Municipality was also provided with an estimate of \$0.83 per elector to send out letters including PIN numbers for each eligible elector, based on current postage rates, that cost would be approximately \$6,130.00, although we have been informed that

Canada Post will increase their rates in March of this year and the expected increase will also increase the per elector cost to 0.95 for an approximate cost of \$7,015.00. Data Fix was asked to provide a cost although at the time of this report was not able to provide a specific cost but had indicated they would be likely be competitive with the rate received from Simply Voting.

The Municipality will be purchasing three (3) iPads through the CAO's Department for municipal use throughout the year. These iPads would be allocated to the election process as required so additional hardware would not be required, which will reduce the cost of the overall election.

The Municipality will purchase three (3) kiosks for the iPad's to be set up at the Municipal Office and the other polling stations on Election Day. The kiosks, as demonstrated by Simply Voting, encase the iPads and avoid any chance of the user clicking off the voting website. The initial cost of the kiosks is \$635.00 each for a total of \$1,905.00 and would be used in future elections, which would reduce the election cost in the future. The kiosks could be used by the municipality outside of the election for conducting surveys or providing information.

There would be some printing costs for posters and possibly additional advertising costs should we decide to do newspaper advertising in addition to the advertisements that are done jointly with the other municipalities in the County of the Peterborough. There are funds budgeted for printing and advertising in the 2014 Election budget.

The Municipality would require at least two additional people to assist with the polling station that will be set-up at the Municipal Office during the two weeks prior to Election Day and on Election Day to travel to the retirement facilities where polling stations will be established.

The following chart provides an estimated cost of \$31,720.00 for the 2014 Municipal Election.

<b>Item</b>	<b>2014 Election Cost</b>
Simply Voting	\$9,600.00
Three (3) Kiosks	\$1,905.00 (\$635.00 x3)
Data Fix MVV	\$4,200.00
Letters & Postage	\$7,015.00
Printing & Advertising	\$7,500.00
Salaries (2)	\$1,500.00
<b>Total</b>	<b>\$31,720.00</b>

The expected cost of conducting the 2014 Municipal Election with no changes to the current paper ballot system is \$30,000.00, therefore there will be a small financial impact in making the change to an electronic system for the 2014 Election. Currently there is \$25,000.00 in the Election Reserve and an additional \$25,000.00 budgeted for 2014 for a total Election budget of \$50,000.00 for the Municipal Election.

The Township of Cavan Monaghan adopted By-law No. 2013-61, being a by-law respecting the procurement of Goods and Services for the Township of Cavan Monaghan on December 2, 2013. Section 9 of the by-law establishes the six (6)

procurement methods utilized by the municipality for the procurement of goods and/or services. More specifically Section **9.1 Direct Acquisition** states the following:

- 9.1.1 Direct acquisition may be used for the procurement of goods or services less than \$15,000 unless the Department Head has authorized a Request for Quotation.
- 9.1.2 Direct acquisition shall be approved by the Department Head or his/her designate. As part of the foregoing process, an information request for quotations may be used if deemed appropriate and under such informal process, the market is canvassed for the best price to supply a good or service to the Township. Information may be gathered by any means i.e. telephone, email, website, fax etc.

In a previous report it was indicated that an RFP would be established for the services of providing a telephone and internet election. This was based on the estimated cost of implementing an internet voting system received at \$2.00 - \$4.00 per elector so it was believed an RFP would be required. Following the presentation and the proposed cost received from Simply Voting and the Township's By-law it has been determined that an RFP is not required and therefore staff is recommending that services of Simply Voting be acquired to implement a telephone and internet voting system for the 2014 Election. Staff has worked closely with representatives from Simply Voting through this process and is confident they can provide adequate service and this will enable staff to move forward quickly with the media campaign to inform eligible electors of the new process.

**Attachment:**

**Simply Voting - Electronic Voting Services 2014 Municipal Election Proposal**

Respectfully submitted by,

Reviewed by,

Elana Arthurs  
Clerk

Yvette Hurley  
Chief Administrative Officer

# **SIMPLY VOTING**

## **Electronic Voting Services**

### **2014 Municipal Election**

### **Proposal**

Simply Voting  
**Steven Lattey**  
*Business Development Director*  
Phone: 1-800-585-9694 #803  
[www.simplyvoting.com](http://www.simplyvoting.com)  
[slattey@simplyvoting.com](mailto:slattey@simplyvoting.com)







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## Introduction

Simply Voting will provide Cavan Monaghan with a solution for the 2014 Municipal Election that is secure, cost effective, and compliant with the Ontario Municipal Elections Act. By running elections on our platform your citizens will feel confident that their votes are processed by a neutral third party and in a transparent manner thanks to our unique voter-verified audit trail. Cavan Monaghan can also count on our support team as a virtual part of its elections staff; always available to make sure things are running smoothly. We are a Canadian company - our office is in Montreal, QC and our servers are located in Kelowna, BC.

## 1. How It Works

### ***Overall Time-line***

Simply Voting's basic "one-step" solution is designed to seamlessly integrate with offline balloting (e.g. paper or touchscreen balloting), but also allows for a completely internet & telephone based election. *If the municipality uses DataFix Municipal VoterView, online and offline voting may overlap. See Municipal VoterView Support in section 5 (Partners).*

- As soon as practical, Simply Voting will assign an Elections Director to the project and conduct a kickoff meeting with municipal staff. Simply Voting will develop a detailed implementation plan.
- Two to three months before election-day Simply Voting will conduct a test election with the participation of municipal staff.
- Voter Information Letters containing PINs are timed to arrive 5 days before any voting begins.
- **Optional:** Advance polls may be held for one day (or a few days) as usual, using offline balloting. After the last day of advance polls, an electronic list of everyone who voted must be provided to Simply Voting before online voting can begin, to prevent anyone from voting twice. Advance polls are optional, as the online voting period could be considered as one big advance poll. The use of advance polls does not affect the cost of using Simply Voting.
- The online voting period can last 1 week or longer, or could even be shorter. It may not overlap with any offline balloting. A Revisions Office and Voter Help Line will be open during this period. When the online voting period closes, a report of which electors have voted will be provided immediately to the town Clerk or other designated official.
- **Optional:** Kiosk voting can be provided at any time throughout the online voting period and is not separate from online voting. It is simply another method to vote online but provides the opportunity for municipal staff to assist those who may have difficulties voting online.



## ***Election Set-Up***

The town Clerk or other designated official will provide Simply Voting staff with the essential election information, such as the dates and times for polling, the candidates, and the list of eligible voters. Simply Voting staff will then set up the electronic election according to the specifications provided. This includes branding the voting website, ballot creation, preparation and uploading of the list of electors, generating unique PINs for each elector, and setting opening and closing dates.

Simply Voting staff will manage the printing and mailing of a personalized Voter Information Letter to each elector (see Professional Services below). Or, optionally, Municipal VoterView (Datafix) will perform this function.

Simply Voting staff will record professional voice prompts for telephone voting that will make a good impression and be easy to comprehend. A toll-free number is provisioned and connected to your account.

Simply Voting staff will provide Cavan Monaghan with previews of the online ballot, the telephone ballot and the Voter Information Letter. We will make any necessary changes based on feedback from your municipality.

## ***Internet Voting***

Voters arrive at a branded voting website for Cavan Monaghan and enter the PIN provided in the Voter Information Letter. If the voter hasn't yet voted, he may click on the election and a tamper-proof electronic ballot will appear. When he submits a ballot, the results are encrypted and kept anonymous. The voter is issued a printable receipt and is now blocked from voting for this election again.

## ***Telephone Voting***

Simply Voting records professional voice prompts for telephone voting that will make a good impression and be easy to comprehend. Voters call a dedicated toll-free or local number and are prompted to authenticate their identity. The voter enters the PIN provided in the Voter Information Letter using a touch-tone dial pad and the system checks whether he has not yet voted. If that is the case, the voter is prompted to select from the candidates and finally to confirm his choices. When he confirms a ballot, the results are encrypted and stored anonymously. The voter is issued a receipt (accessible only online) and is now blocked from voting for this election again. Since Simply Voting never allows a voter to vote twice, telephone voting may proceed at the same time as internet voting.

## **Revisions**

Cavan Monaghan will operate at least one Revisions Office to assist voters who are missing from or incorrectly entered on the municipal list of eligible voters. The revision officer(s) will be provided with documentation, training and access to our secure Election Manager website to handle the following situations that may arise:

### **Missing Electors**

The revision officer may add electors that were missing on the list of eligible voters. Their PIN may then be retrieved and written by hand on a blank Voter Information Letter to allow them to vote.

### **Ineligible Electors**

The revision officer may delete electors that are duplicated, deceased or otherwise ineligible to vote, cancelling the PIN.

### **Incorrect Electors**

The revision officer may correct an elector's name, address, ward or district as necessary.

### **Lost Letters**

The revision officer may replace the PIN of electors that lost or never received a Voter Information Letter. The new PIN may then be retrieved and written by hand on a blank Voter Information Letter to allow them to vote.

### **Stolen Letters**

If an elector cannot vote because the voting system reports they have already voted, even though they have not voted, the revision officer may replace the PIN and allow a re-vote. The new PIN may then be retrieved and written by hand on a blank Voter Information Letter to allow her to vote.

All modifications to the list of electors and all PIN retrievals are logged to ensure the integrity of and allow the auditing of the revisions process. *If the municipality uses DataFix Municipal VoterView, modifications to the list of electors are made in that system. See Municipal VoterView Support in section 5 (Partners)*

## **Results**

Once voting has ended the results and audit trails will be reported to the town Clerk or other designated official either immediately or once Election Day polls have closed. An official hard-copy of the results will be sent by courier. We can optionally publish the results to Cavan Monaghan voting website so that anyone will be able to verify the results by downloading a file containing votes and receipt numbers. Post-election, Simply Voting will provide various reports on voting statistics including a list of changes to elector data in accordance with Sec 27 (2) (b) of the Municipal Elections Act.

## 2. Security & Availability

### *Top-Notch Security*


***Simply Voting was designed from the ground-up to eliminate the risk of electoral fraud or breach of secrecy:***

- Voters who bypass authentication or have already voted are denied access to the ballot.
- One-vote-per-voter is guaranteed by marking electors as voted and storing the vote in a single transaction.
- Ballots are rigorously checked for validity before being accepted. It is impossible to vote for invalid options or invalid combinations of options.
- Communication between the voter's computer and our website is encrypted with **256-bit SSL**, the highest level of protection.
- Our servers are "hardened" and are subjected to daily **Trust Guard PCI Compliance** security scans.
- Our voting system is subjected to live penetration testing by "good hackers" at *WhiteHat Security* and source code security audits by *HP Fortify*.
- Simply Voting adheres to guidelines established by the **Open Web Application Security Project**.
- Any change to the voting system must pass an internal security review before going live.
- We use **DomainKeys Identified Mail** and the **Sender Policy Framework** to protect voters from phishing attacks.
- To prevent Distributed Denial of Service (DDOS) attacks, Simply Voting employs a very powerful and feature rich firewall, the **Astaro Security Gateway**, which differentiates between good traffic and malicious traffic. We also use **Anycast DNS** deployment which prevents DNS-based DDoS attacks. Any large-scale DDOS attack that cannot be prevented will be mitigated by **DOSarrest**, the specialists in stopping DDOS attacks of all varieties. **Simply Voting has DOSarrest on "hot standby"**.

### ***Fully Hosted & Reliable***

Don't worry yourself about servers, IT staff, installing software or taking backups. Simply Voting gives you instant access to the latest technology and is ready to process millions of votes around the clock.

Simply Voting is built on an enterprise-class cloud computing service powered by high performance IBM hardware, with full redundancy across the entire infrastructure (no single points of failure). Our data centre is in a stable mountain zone, away from earthquake,



hurricane, tornado, and severe weather zones. The data centre contains advanced power, cooling and security infrastructure, and Cisco Data Center 3.0 network architecture. It is staffed 24x7, backed-up by an offsite network operations centre. We also use several Anycast DNS clusters to ensure fault tolerance at the DNS level.

Simply Voting uses third party offsite monitoring tools to automatically monitor key “vital signs” of our voting system 24x7 and a technical staff member is immediately notified of any anomaly. We take full data backups every 15 minutes, which are encrypted and uploaded to offsite redundant storage. Simply Voting maintains a Disaster Recovery Plan as well as a Hot Site at a backup data centre in a different geographical area. Should the primary data centre experience an outage, we have the capability of quickly moving the entire voting system to the Hot Site, minimizing disruption to ongoing elections. You can rest assured that your election is always protected and available in the case of a disaster.

For telephone voting, Simply Voting uses industry leader Plum Voice as a voice-to-web interface layered on top of our online voting system. Every component in the Plum Voice, fault-tolerant infrastructure has a backup and Plum's platforms have been tested by billions of calls since 2000. Plum's PCI Level 1 compliant operation actively secures and protects applications and data from digital, physical, and social intrusion vectors. There is no artificial cap on “ports”, the telephone voting system can handle spikes of millions of simultaneous calls at once.

### ***100% Availability Guarantee***

Simply Voting provides the most reliable infrastructure possible for our online voting system. We guarantee that all functionality is available 100% of the time in a given month, excluding special planned maintenance. We will credit your account 5% of your election fee for each 30 minutes of unavailability (up to 100%).

### ***Support Service Level Agreement (SLA)***

All our customers are backed up by a team of experts committed to helping you run successful elections! If you have a question or experience a problem, we are standing by to give you quick and effective assistance. In order to meet expectations of 24x7x365 customer service, we keep **support staff on call at all times** outside of normal business hours. In case of after-hours emergency, the support form on our website will page the support staff on call who will then respond by email or phone. Our support level commitments are as follows:

<b>Support Level</b>	<b>Availability</b>	<b>Response Time</b>	<b>Issue Resolution</b>
Normal (sales questions, non-critical issues)	Mon-Fri 9am-5pm EST by phone, email or website.	30 minutes	1 business day or escalated to management
Emergency (critical issues)	Mon-Fri 9am-5pm EST by phone, email or website. 24x7x365 via website support form	30 minutes	1 hour or escalated to management

Simply Voting will credit your account 5% of your election fee (up to 100%) for any failure to meet our support level commitments.

## **Certified Results**

An important advantage of having the experts power your election is trust. With the security of an independently managed server and service, your voters can rest assured that their votes will be counted properly. We display a *certified by Simply Voting* seal on your published voting results. On request, we will also provide a Letter of Certification attesting to the validity of your results.

## **Confidentiality**

Simply Voting takes secrecy of the vote very seriously. **Votes are stored without any information that could be traced to an elector, so it is logically impossible for election organizers or even the Simply Voting system administrators to determine what a particular voter has voted.** We never make use of voter information for anything other than voting and never share such information with third parties. Our privacy policy (available on the Simply Voting website) and voting system have been independently certified by TRUSTe for compliance with their Privacy Certification and Trusted Cloud requirements. Simply Voting will issue a signed certificate that the electronic ballot data has been destroyed at the appropriate time and in accordance with Sec 88(2) of the Municipal Elections Act.



## **SSAE 16 Certification**



Simply Voting is SSAE 16 SOC 1 Type I certified. The SSAE 16 (formerly known as SAS 70) is a widely recognized auditing standard issued by the American Institute of Certified Public Accountants (AICPA). An auditor's report details a service provider's ability to offer adequate controls and safeguards when they host or process data belonging to their customers. The audit focuses heavily in the areas of compliance, security and access. It addresses important topics such as backup and recovery, computer operations, and human resources.

Our data centre, RackForce, is similarly SSAE 16 SOC 1 Type II certified. Both Simply Voting and RackForce are also CSAE 3416 and ISAE 3402 certified; these are the Canadian and international equivalents to the SSAE 16.

These certifications are an independent validation of the quality, integrity and reliability of Simply Voting's infrastructure and services.



## ***Simply Voting is Insured and Bondable***

Simply Voting maintains a \$2,000,000 General Business insurance policy as well as a \$2,000,000 Cyber Liability insurance policy which covers Errors & Omissions and Network Security & Privacy Breach. This helps protect your organization and your voters. Simply Voting also is pre-approved for performance bonding by the Aviva Insurance Company of Canada.

## ***Voter-Verified Audit Trail***

Once the electronic ballot has been cast a printable receipt is provided to assure voters that their votes have been recorded as intended. Should you opt to publish the final results, anyone will be able to download a file containing votes and receipt numbers. This serves as a Voter Verified Paper Audit Trail (VVPAT) - an independent verification system for voting machines designed to allow voters to verify that their vote was cast correctly, to detect possible election fraud or malfunction, and to provide a means to audit the stored electronic results and conduct a recount if necessary.

## **3. Advantages and Features**

### ***Accessible Ballots***

Simply Voting is committed to supporting electors with disabilities and making sure the ballot works with assistive technologies. Voting websites are audited against Section 508 and WCAG-2 accessibility requirements, and are accredited as A- (Highly Accessible) by the Bureau of Internet Accessibility. Voting websites are also compliant with the Accessibility for Ontarians with Disabilities Act and adhere to WCAG-2 at Level AA. Simply Voting will also provide a statement that can be used to satisfy the requirements of Sec 12(2) of the Ontario Municipal Elections Act.



### ***Simply Voting is "Green"***



Simply Voting is among the "greenest" electronic voting systems worldwide. We've lowered our carbon footprint to as low as 2% of a typical website. We have also been "green certified" by CO2Stats. For more information and additional statistics on our environmentally friendly infrastructure, please consult our website

### ***Branded Voting Website***

Simply Voting provides you with an exclusive website for your elections with a url like <https://cavanmonaghan.simplyvoting.com/> or <https://cavanmonaghanvotes.ca/>. The professional looking voting website is branded with your logo & colours and you have the option of publishing voting results with the click of a button.





## ***Mobile Friendly***

Simply Voting's minimalist design and compliance with W3C web standards makes our system compatible with all web-enabled cellphones so that voters can vote on the go.

## **4. Optional Advantages & Features**

### ***Audit Functions***

This feature is offered for municipalities that want to hire independent, third-party auditors to oversee their election. Simply Voting will provide auditors, approved and paid for by your municipality, with appropriate access to the secure Election Manager Website as well as special auditor voting PINs. Auditors may verify that the system allows and forbids voting as appropriate. Auditors may continuously monitor voting activity before; during and after the election period, access the Activity Log and Login History reports, and access the file containing votes and receipt numbers after voting has ended.

### ***Candidate Functions***

This feature is offered for municipalities that want to provide controlled access for the candidates (or their designates), to electronically monitor attendance of the voters throughout the online voting period. This feature will replace the manual “struck-off list” function regularly performed during the election by candidate agents or scrutineers at the polls.

### ***Wards and Districts***

We provide a system to restrict any question on the ballot to a segment of your eligible voters. Cavan Monaghan can have a mayor position elected at large and different ward councillors or school boards elected by the electors of the appropriate ward or district.

### ***Second Shared Secret Support***

Simply Voting can require voters to authenticate their identity with a second shared secret beyond their PIN, to enhance security. The municipality must have access to a reliable source of information in the list of electors, such as birth date, and must supply this information to Simply Voting.

### ***Two-Step Voting Support***

Simply Voting offers a “two-step” voting solution that requires voters to pre-register for online & telephone voting. Each elector is initially mailed a Voter Information Letter containing an Elector ID required for registration on the voting website. At the time of registration, the elector will be prompted to create a unique security question and response. Following registration, an additional PIN is mailed to the elector. To vote online, the elector would then use the Elector

ID, security question response and PIN to authenticate their identity. Possible alternative versions of two-step voting include making pre-registration optional, or sending the PIN electronically via email or SMS text message.

### ***Return Codes Support***

Theoretically the voter's computer could be infected with a virus designed to alter the voter's selection and display a fake receipt after the ballot was cast. To combat this, Simply Voting offers the option to print 6-digit return codes next to each candidate's name on the Voter Information Letter. These return codes are unique for each Voter Information Letter. After the ballot is cast, the return codes will be printed next each selected candidate name on the receipt. The voter can cross reference the return codes on the receipt with the return codes in their Voter Information Letter to verify that their vote was indeed cast correctly.

### ***Distributed Ballot Box Keys Support***

Normally ballots are encrypted and stored in a virtual ballot box, then decrypted and tallied automatically when the results are requested. Simply Voting offers the option to place the decryption keys in the hands of several election officials. These keys must be provided by election officials after the voting period to “unlock” the ballot box, otherwise it would be logically impossible for Simply Voting to decrypt and tally the votes. This provides the ultimate protection against a compromised voting system or inside attack. To allow for the accidental loss of a key, a threshold will be set (for example 2 out of 3 keys are required to unlock the ballot box).

### ***Vote Changing Support***

To discourage coercion and vote buying, Simply Voting offers the option to allow voters to change their vote at any time until the online voting period has ended.

### ***Resume Interrupted Voting***

Voters have the ability to re-enter the system if their session is interrupted or terminated (intentionally or not) and continue where they left off. A voter who has started a voting session online or by telephone may re-enter the system to finish an interrupted voting session.

### ***Bilingual Experience***

If desired, the content and interface of telephone voting, online voting and the Voter Information Letters will be available in English and French.

### ***Voting Kiosks***

For municipalities that need official physical locations for online voting, Simply Voting offers the ideal kiosk solution: an Apple iPad mounted in a specialized Comet iPad stand, along with software configuration to “lock” the iPad to a



kiosk version of the voting website. This solution has several benefits:

- Security: The iPad software is very secure and immune to viruses and hacking. The stand locks the iPad in place preventing theft and tampering.
- Ease of use: The iPad has touchscreen and zooming technology. The stand is sturdy, has a tilting head, and is Americans with Disabilities Act (ADA) compliant.
- Low maintenance: It easy to “lock” an iPad to the voting website. It is also easy to install or remove the iPad from the stand. The iPad can last a full day on battery power so kiosks may be placed anywhere without cumbersome wiring.

Setting up the kiosk is quick and does not require any skills. Remote training and support is included. It is also possible to have Simply Voting staff come on-site for installation and training. The kiosk may easily be re-purposed for various municipal events between elections.

## 5. Partners

### ***Municipal VoterView Support***

At no additional cost, Simply Voting provides an integrated solution for municipalities that use Municipal VoterView (MVV) by DataFix. Any additions, deletions or changes to elector information in MVV are immediately updated in Simply Voting. Electors are marked in Simply Voting as voted as soon as they vote by paper or touchscreen machine (if a live voters list is used). Similarly, electors are marked in MVV as voted as soon as they vote by internet or by telephone. This real-time synchronization allows for interesting combinations of voting technology to be used simultaneously.


Municipalities that use MVV can have DataFix manage the mailing of Voter Information Letters. Simply Voting will send the generated voting PINs directly to Gilmore Doculink, the mailing house used by DataFix, following a secure established protocol.

### ***Mailing House***



Taylor to **YOUR** needs!

Simply Voting will use our preferred mailing house, Taylor-Demers, a trusted and respected supplier in the Canadian Print and Mail industry. With an excellent track record for providing on-time high quality products, the company has developed a core group of very satisfied clients, including financial institutions/banks, government, electronic voting companies, insurance organizations, health organizations and non-profit organizations. Taylor-Demers is



located in Toronto and maintains a comprehensive tracking and quality control process that ensures the integrity of client projects from initial input through to completion. Taylor-Demers is Level B Enhanced in security for the Canadian Federal Government as well as 5970 certified. They have swipe card access for all sensitive areas of the facility and cameras monitoring the premises, inside and outside, 24 hours a day, seven days a week. All employees are governed by several personnel policies and agreements, including signing a Confidentiality / Nondisclosure Agreement and Acceptable Use Policy. Canadian Criminal Background Checks are completed for all employees and all staff receives information security awareness training. Our team of experts will provide the election officers and their staff with Procedure Manuals and all the training and support necessary to ensure a smooth election. This begins well before the voting period with hands-on demonstrations and project planning. If your elections officers have a question or experience a problem, we are standing by to give you quick and effective assistance. In case of emergency, we have a support representative on call at all hours.

**OR** *If the municipality uses DataFix Municipal VoterView - DataFix may provide this service (see “Municipal VoterView Support” in section 5 (Partners))*

## 6. Customer Requirements

These action items will be the responsibility of your municipality:

- Provide a main contact person to coordinate project management with the Simply Voting Elections Director.
- Provide desired text for Voter Information Letter four weeks prior to the start of voting.
- Review proof of Voter Information Letter and give feedback within one week. More time will be available if text was provided to Simply Voting in advance. The letter will be sent to print two weeks prior to voting and will be inducted with Canada Post ten days prior to voting.
- Provide positions, number of winners, candidate names, and any ward/district restrictions two weeks prior to the start of voting.
- Review proofs of online ballot and telephone ballot and give feedback one week. More time will be available if details were provided to Simply Voting in advance.
- Provide sample electronic list of eligible voters including name and address (any format is acceptable) at least three weeks prior to voting. Provide final electronic list of eligible voters at least 24 hours prior to voting. If advance polls were held then advance voters must be removed or indicated as such in this list.
- Print elector rolls based on the updated list of electors provided by Simply Voting after online voting period has closed, if paper ballots are to be used on Election Day.
- Operate a Revisions Office to deal with additional, removals, and corrections to the electronic list of eligible voters. The Revisions Office will retrieve PINs and issue blank Voter Information Letters as necessary.
- Maintain any physical voting kiosks throughout the voting period.

## 7. References

References are available upon request. Simply Voting has already proved itself at over 400 organizations and institutions such as these:

### **Montgomery College** **Overview**

- Montgomery College required a flexible election service for governance elections, surveys, and course evaluations, as well as full management for complex governance nominations and elections by Simply Voting staff.

### **Services Provided**

- Annual Unlimited Elections plans for approx. 38,000 voters.
- Full management of nominations and elections by Simply Voting staff due to the sheer complexity of data. Voters were broken down into 1 of 4 voter roles (staff, administrator, faculty, student), and then subsequently further broken down into 15 sub-groups. Voters were also categorized by 1 of 7 possible campuses, which added a second dimension to voter complexity for balloting. With nearly 100 voter groups, each item on the ballot was uniquely configured to ensure such items were available to only relevant voters.
- A custom nominations feature built to comply with rules specified in Montgomery College by-laws. The nomination system allowed voters to nominate candidates validated for each given council, committee, and position. The nomination system also allowed Montgomery College election administrators to manage, vet, and contact nominees about their nomination status. Once the nomination process was completed, Montgomery College election administrators populated over 300 validated nominees into a ballot of consisting over 60 positions, councils, and committees combined.
- A custom course evaluation feature adapted from existing flexible election technology to handle evaluations for over 4000 courses in order to supply administrators with complex reports and metrics.
- Integration into campus single sign on, which allowed voters to use credentials normally used for other university services.

### **Ontario Secondary School Teachers' Federation** **Overview**

- Ontario Secondary School Teachers' Federation required voting by web and by telephone for leadership voting, in addition to resolution and ratification voting. Full election management by Simply Voting staff was also required in order to provide OSSTF voters with assurance that a neutral third party would fully administer the election.



## **Services Provided**

- Single Ballot Election plans for approx. 62,000 voters.
- Two possible methods for voting were configured: voters voted either through a standard web interface on English or French ballots, or by a touchtone telephone with professionally recorded voice prompts in English and French.
- Voters were first categorized as either “teaching” and “non-teaching,” which determined the ballot items on which each group was eligible to vote. A second dimension of complexity was added by further breaking voters down into 1 of 33 possible districts, allowing turnout reports and metrics to provide a better sense of how many voters from each district turned out to vote.

## **University of Minnesota Overview**

- The University of Minnesota required a flexible election service for governance elections, resolution and ratification votes, and surveys

## **Services Provided**

- Single Ballot Election plans for approx. 31,000 voters.
- UMN election administrator training by Simply Voting staff in addition to custom documentation and guides for UMN election administrators.
- Setup of a multiple administrators feature allowed election administrators to be assigned to specific user groups (Senate, Student Activities, Promotion and Tenure). These user groups controlled access to what specific election information could be accessed by given users, and what specific election administration actions would be permitted.
- Setup of a number of custom features to streamline and simplifying the election process: election ballot “cloning” allowed for faster turnaround on moving elections from draft to active voting events, email blast scheduling allowed for email blasts to be drafted early and queued for future send dates, and collecting voter comments in a single comprehensive report allowed for better democratic feedback.
- Integration into campus single sign on, which allowed voters to use credentials normally used for other university services.

## Other References

- Ontario Provincial Police Association (OPPA)
- Canadian Aids Treatment Information Exchange (CATIE)
- L'Alliance des caisses populaires de l'Ontario
- New Democratic Party of Canada
- Ontario Federation of Agriculture
- Ontario Association of School Board Officials
- Halifax Regional Police Association
- Canadian Air Traffic and Control Association
- Association of Justice Counsel
- University of British Columbia Alma Mater Society
- Student Society of McGill University
- National Breast Cancer Coalition
- UNHCR (UN Refugee Agency)

## 8. Professional Services

- **This proposal includes a fully managed election for internet and telephone.** Simply Voting staff will manage the planning, testing, election set up, reporting on mid-election turnout, and reporting on post-election results. Simply Voting will actively monitor the election and ensure that everything is working as intended. You can sit back and relax knowing that your event is being completely managed by a neutral party that specializes in online voting.
- **This proposal includes direct voter support.** Our toll-free Voter Help Line phone number and email address will be staffed 24/7 and made available on your voting website and on printed voting instructions. Our support representatives will field all questions relating to the voting system and issues with incorrect or lost Voter Information Letters. Questions relating to matters internal to Cavan Monaghan will be forwarded to a designated municipality contact person.
- **This proposal includes two options for managed printing and mailing of Voter Information Letters.** Simply Voting's preferred mailing house will print a letter (black & white or colour) containing your logo, the voter's address, and personalized voting instructions for both web-based and telephone voting. The letter is folded and inserted inside a #10 security window envelope with return address, then inducted with Canada Post as lettermail. Your municipal personnel will not have access to voter PINs and the integrity of your election is safeguarded.

**OR**

*If the municipality uses DataFix Municipal VoterView, DataFix may provide this service. See Municipal VoterView Support in section 5 (Partners).*



- **This proposal includes the “Optional Advantages and Features” listed in Section Four.** At no extra cost Cavan Monaghan can choose to use any, or all, of the following options: audit functions, candidate functions, wards & districts, second shared secret, two-step voting, return code support, distributed ballot box key support, vote change support, resume interrupted voting and bilingual experience. The Kiosk option is quoted separately.

## 9. Pricing

Below is a detailed list of all the associated costs. If there is no election (positions acclaimed) there will not be any cost. This quote is based on the assumption that Cavan Monaghan has **6500 eligible voters**. All amounts are in CAD and subject to HST. Cost of Voter Information Letters is to be paid prior to printing; the remainder is to be paid after the final day of voting.

Item	Cost
System Fee (Includes Internet & Telephone Voting, Fully Managed Services, Voter Help Line, Optional Advantages & Features of your choice)	\$1.30 per elector
Voter Information Letters (optional) (Includes Printing & postage)	\$0.83 per letter
Voting Kiosks (optional) (Includes Comet Stand, iPhone 2 16GB Wi-Fi, Shipping and Support)	\$1035.00 per kiosk



With municipal elections coming in 2014, the public's attention is once again turning to local issues. At the municipal level, the economy, environmental concerns and social issues are facing increased scrutiny.

As the 2014 ROMA/OGRA Combined Conference approaches, we would like to take this opportunity to remind all municipalities that the Conference is a great opportunity to meet with ministries, local MPPs and the caucus members of the opposition parties.

Navigating the maze at Queen's Park can be tricky. The Combined Conference puts you directly in touch with the decision makers from the provincial government. With the increased likelihood of a provincial election this spring, now is the time to get the critical issues confronting your municipality in front of the people who can assist you in finding a solution.

To request a delegation with a Minister in the provincial cabinet go to <http://www.mah.gov.on.ca/Page10434.aspx>.

To request a delegation with members of the caucus of the Ontario Progressive Conservatives please contact:

Sonia Richards  
Office Manager  
Office of Ontario PC Leader, Tim Hudak  
Queen's Park, Room 381, Legislative Building  
Toronto, ON M7A 1A8  
Tel: 416-325-6722  
Email: [sonia.richards@pc.ola.org](mailto:sonia.richards@pc.ola.org)

To request a delegation with members of the NDP please contact:

Jesse Calvert  
Tour & Outreach  
Office of the Leader  
Ontario's New Democrats  
Queen's Park, Room 113, Legislative Building  
Toronto, ON M7A1A5  
Tel: 416.325.2257  
Email: [calvertj@ndp.on.ca](mailto:calvertj@ndp.on.ca)

To request a delegation with members of the Green Party of Ontario please contact:

Becky Smit  
Executive Director  
Green Party of Ontario  
67 Mowat Ave., Suite 035  
Toronto, ON M6K 3E3  
Tel: (416) 977-7476  
Email: [beckysmit@gpo.ca](mailto:beckysmit@gpo.ca)



Bureau du président  
Warden's Office

L'Original, December 10, 2013

The Honorable David Oraziatti  
Minister of Natural Resources  
Suite 6630, 6th Floor, Whitney Block  
99 Wellesley Street West  
Toronto, Ontario M7A 1W3

**Re: Amendment to the Aggregate Resources Act for peat moss extraction**

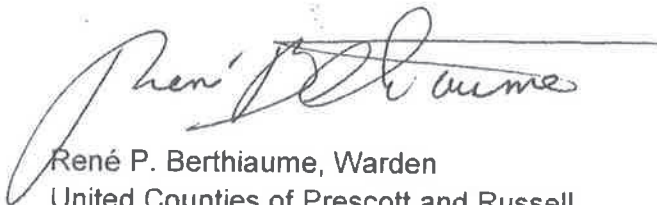
Dear Minister,

The Council of the United Counties of Prescott and Russell, at its meeting of November 27, 2013, discussed a proposal from one of its local municipalities regarding an amendment to the Aggregate Resources Act for the extraction of peat moss – a resource that is significant and abundant in our region, but of which its extractors are not subject to annual fees.

Given that heavy trucks carrying this peat moss contribute to the deterioration of our roads and infrastructures, and that the Act provides that every licensee or holder of an aggregate permit shall pay an annual fee to municipalities – which in turn must ensure the protection of the road network – our Council subsequently adopted a resolution requesting the Ministry of Natural Resources to amend the Aggregate Resources Act to ensure that peat-moss extractors are subject to the same criteria as other aggregate extractors.

I am pleased to enclose a certified true copy of our Resolution 2013/208 for your consideration, in hoping the Ministry of Natural Resources may be of further assistance in this file and consider this amendment to the Aggregate Resources Act. Your opinion on the matter would also be greatly appreciated, as our Council believes this to be an issue facing many municipalities across the province.

Please accept, Minister, my sincere regards,



René P. Berthiaume, Warden  
United Counties of Prescott and Russell



**Proposé / Moved By :** François St-Amour

**Date:** 27 novembre / November 27, 2013

**Appuyé / Seconded by :** Marcel Guibord

**Numéro / Number** 2013/208

**RE:** Modification de la législation portant sur l'extraction de la tourbe  
*Amendment to the legislation regarding peat-moss extraction*

ATTENDU que la Loi sur les ressources en agrégats surveille et réglemente l'exploitation des agrégats sur les terres de la Couronne et les terrains privés;

WHEREAS the Aggregate Resources Act controls and regulates aggregate operations on Crown and private lands;

ET ATTENDU que la loi exige que les titulaires de permis ou de licence d'extraction en agrégats versent des droits annuels aux municipalités locales;

AND WHEREAS the Act provides that every licensee or holder of an aggregate permit shall pay an annual fee to local municipalities;

ET ATTENDU que les extracteurs de tourbe ne sont pas assujettis à des droits annuels;

AND WHEREAS peat-moss extractors are not subjected to annual fees;

ET ATTENDU que dans la loi, la définition du mot «terre» exclut le sol arable et la tourbe;

AND WHEREAS in the Act, the word "earth" does not include topsoil and peat moss;

ET ATTENDU que les municipalités doivent assurer la protection du réseau routier mais la circulation des camions lourds transportant de la tourbe contribue à la dégradation des routes;

AND WHEREAS municipalities must ensure the protection of the road network as heavy trucks carrying peat moss contribute to the deterioration of roads and infrastructures;

QU'IL SOIT RÉSOLU que le Conseil pétitionne le ministère des Richesses naturelles de modifier la Loi sur les ressources en agrégats pour assurer que les opérateurs d'extraction de la tourbe soient assujettis aux mêmes exigences que les exploitants d'agrégats.

BE IT RESOLVED that Council petition the Ministry of Natural Resources to amend the Aggregate Resources Act to ensure that peat-moss extractors are subject to the same criteria as other aggregate extractors.

Adoptée

Carried

**COPIE CERTIFIÉE CONFORME/ CERTIFIED TRUE COPY**

Je, Andrée Latreille, greffière adjointe de la Corporation des Comtés unis de Prescott et Russell, atteste que la présente est une copie certifiée de la résolution adoptée par le Conseil le 27<sup>e</sup> jour du mois de novembre 2013. / I, Andrée Latreille, Deputy Clerk of the United Counties of Prescott and Russell hereby certify that the foregoing is a true copy of a Resolution adopted by County Council on the 27th day of November, 2013.

Andrée Latreille, Greffière adjointe



## **The Royal Canadian Legion Ontario Command**

### ***“Military Service Recognition Book”***

Dear Sir/Madam:

Thank you for your interest in **The Royal Canadian Legion Ontario Command**, representing **Ontario’s Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

**Ontario Command of the Royal Canadian Legion** is very proud to be printing **15,000 copies** of a **“Military Service Recognition Book”**, scheduled for release by September 2014. This book will assist us in identifying and recognizing many of our Veterans within the Province of Ontario and to serve as a reminder for generations to come, while at the same time assist us in our job as the “Keepers of Remembrance”.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our **“Military Service Recognition Book.”** Proceeds raised from this important project will cover the cost of printing and distributing this unique publication. Additional proceeds received through this program will assist and support many Legion initiatives and to assist our over 400 branches to remain a viable partner in their communities. The Legion is recognized as Canada’s largest Veteran Organization and we are an integral part of the communities we serve. This project ensures the Legion’s continued success in providing these very worthwhile services.

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **Ontario Command Campaign Office** toll free at **1-855-241-6967**.

**Thank you for your consideration and/or support.**

Sincerely,

**Bruce Julian  
President**

## The Royal Canadian Legion Ontario Command

### *“Military Service Recognition Book”*

#### Advertising Prices

<u>Ad Size</u>	<u>Cost</u>	<u>HST</u>	<u>Total</u>
Full Colour Outside Back Cover	\$2,030.97	+ \$264.03	= \$2,295.00
Inside Front/Back Cover (Full Colour)	\$1,765.49	+ \$229.51	= \$1,995.00
2-Page Spread (Full Colour)	\$2,823.01	+ \$366.99	= \$3,190.00
Full Page (Full Colour)	\$1,411.50	+ \$183.50	= \$1,595.00
Full Page	\$1,057.52	+ \$137.48	= \$1,195.00
½ Page (Full Colour)	\$792.04	+ \$102.96	= \$895.00
½ Page	\$615.04	+ \$79.96	= \$695.00
¼ Page (Full Colour)	\$482.30	+ \$62.70	= \$545.00
¼ Page	\$393.81	+ \$51.19	= \$445.00
1/10 Page (Full Colour)	\$287.61	+ \$37.39	= \$325.00
1/10 Page (Business Card)	\$243.36	+ \$31.64	= \$275.00

**H.S.T. Registration # 10686 2824 RT0001**

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year’s publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from Ontario Command.



PLEASE MAKE CHEQUE PAYABLE TO:  
The Royal Canadian Legion  
Ontario Command  
(RCL ON)  
(Campaign Office)  
P O Box 8055, Station T CSC  
Ottawa, ON K1G 3H6



# Advertiser's Checklist

**Ensuring satisfaction, to you - our valued supporter.**

*If you have already made arrangements with our Telephone Representative to re-run your advertisement that we have on file, then please disregard this notice.*

**If you have purchased a 1/10-page (business card size) advertisement or larger, then please remember to...**



- ✓ Include a business card or letterhead
- ✓ Include an image or logo you may want in your ad
- ✓ Compose your ad or message to your best advantage

## **Please DO NOT:**

- X Staple, bend or write over logos or graphics
- X Send vinyl, reflective, high-gloss or holographic materials
- X Send more information or images reasonable for allocated ad space (see dimensions below)

## **Reminder:**

- If you require your artwork to be returned to you, a proof of your ad or any other special instructions, please specify in writing.
- If you do not provide ad copy before press time, an advertisement will be created for you, including your business name, address and phone number.

## **IMPORTANT!**

**I have enclosed:** ☐ **My Artwork / Ad Info** ☐ **Payment**

## **Advertisement Dimensions for Large Format Publication (8" x 10.75")**

Size W x H (INCHES)

1/10 page	3.375 X 1.735	1/2 page	7 X 4.735
1/4 page	3.375 X 4.735	FULL PAGE	7 X 9.735

**Please be sure digital images are at least 200 dpi in resolution (300 is preferred). A higher resolution gives a better print quality. We can accept files in Mac or PC format. However we cannot accept Publisher files. If an advertisement is sent in Word, please also include the photos (images) as a separate attachment. Please feel free to contact us with any questions or concerns.**

## ***To contact our Publication Department:***

email: **ONCL@fenety.com** or call Tracy: **1-855-584-1374** • Fax: 1-800-631-2211  
 Ontario Command - The Royal Canadian Legion - Campaign Office  
 P.O. Box 8055, Station T CSC, Ottawa, ON K1G 3H6

***Thank You Again For Your Support!***

## Elana Arthurs

---

**From:** Campaign Office <campaignoffice@fenety.com>  
**Sent:** December-18-13 10:57 AM  
**To:** Elana Arthurs  
**Subject:** Re[2]: Township of Cavan Monaghan - Royal Canadian Legion Veterans & Troops Recognition Ad  
**Attachments:** Rates.pdf  
**Importance:** High

Hello Elana,

The Dimensions of the 1/2 Page Ad are 7" x 4.735" inches, the 1/4 page are 3.375" x 4.375" and the 1/10 Page are 3.375" x 1.735" inches.

Upon deciding on what size ad we can count on you to help us out with, please specify Full color or Black and White.

Look forward to hearing from you again Elana.

Thanks!

Tom Campbell



Administration & Finance Division  
Civic Centre

Operations & Facilities Division  
Fifth Street & Wright Avenue  
Phone: 807-274-9893  
Fax: 807-274-7360

Civic Centre  
320 Portage Avenue  
Phone: 807-274-5323  
Fax: 807-274-8479  
email: town@fort-frances.com



Planning & Development Division  
Civic Centre

Community Services Division  
740 Scott Street P9A 1H8  
Phone: 807-274-4561

Mailing Address:  
320 Portage Avenue  
Fort Frances, Ontario  
P9A 3P9

www.fort-frances.com

December 13, 2013

Honourable Kathleen Wayne, Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A1

Dear Honourable Premier Kathleen Wynne:

**Re: Town of Fort Frances Resolution # 1198 – Support for Proposed  
Billing Model for Police Services.**

At the recent meeting of Council held on Monday, December 9, 2013 the following resolution was approved:

"WHEREAS, the Ontario Provincial Police are proposing a new billing model for charging municipalities for policing services, starting in 2015;

AND WHEREAS, the current billing model is a deployment model, in which cost recovery is based on a percentage of detachment workload, actual detachment staffing levels, wages, benefits, and a cost recovery component for other expenditures;

AND WHEREAS, the new methodology would charge each municipality a flat \$260 per household fee for the base costs related to providing police services, plus a variable charge for each call for service in that municipality. The rationale for this is that there is a base fixed cost for providing police services that must be borne by all participating municipalities, regardless of the number of calls for service that the OPP responds to in each municipality. The OPP have advised that 73% of their costs are fixed (i.e. base costs) and 27% are variable;

AND WHEREAS, there is a wide divergence in per household costs for policing across Ontario;

AND WHEREAS, some municipalities in Ontario are paying excessive per household costs for policing such as the Town of Fort Frances at \$670.92;

/2





-2-

THEREFORE BE IT RESOLVED THAT the Province of Ontario and Premier Wynne support the proposed billing model change or a model for policing that ensures an equitable distribution of cost sharing for all municipalities and unorganized territories in Ontario;

AND FURTHER THAT this resolution be forwarded to The Honourable Kathleen Wynne, Premier of Ontario, The Honourable Madeleine Meilleur, Minister of Community Safety & Correctional Services, The Honourable John Gerretsen, Attorney General of Ontario and all other municipalities in Ontario."

Yours very truly,

ADMINISTRATION & FINANCE DIVISION



Kathryn M. Lawson, Deputy Clerk

/kl

c.c. Honourable Madeleine Meilleur, Minister of Community Safety & Correctional Services  
Honourable John Gerretsen, Attorney General of Ontario  
Association of Municipalities of Ontario  
All Ontario Municipalities (via e-mail)



R.R.#2  
BAYFIELD, ONTARIO  
N0M1G0

Elana Arthurs - Clerk.  
Cavan Monaghan Twp

Dear Elana:

Further to our discussion, and as a follow up to the documents we recently sent to your Council regarding the development of Industrial Wind Turbines across Ontario, I understand that you have council meetings on January 14<sup>th</sup> and 28<sup>th</sup>. I also understand that you have planned delegations for the 14<sup>th</sup>. I would therefore like to suggest that we could meet with your Council on January 28<sup>th</sup>. This plan may work well for your council and we may have more legal results to discuss with you at that time. Since we will be travelling about 3 ½ hours, your meeting at 1pm would allow for us to travel to and from in one day.

I understand that you have two different procedures - delegations and presentations. If we come as a delegation, we will probably request an extension beyond 10 minutes to allow sufficient time to relay to your council our challenges and achievements to date. We are also working to "Unite the Fight" across Ontario by joining forces with other communities across the province to represent residents, reduce costs and not be segregated, divided and conquered by our government in their support of Multi-National Wind Developers.

I see by the Media, OWR, WCO etc that Manvers is coming up for an ERT and the projects are getting closer to your area. There are various strategies that can be used if communities prepare early.

We have found that it is important to plan for local involvement and to join with other communities as we go forward on behalf of our neighbors. We are involved in the Canadian Charter of Rights & Freedoms Challenge. We had a win at Superior Court wherein Dr. Arlene King, Ontario's Chief Medical Officer of Health, was ordered to answer questions regarding her May 2010 report, gag clauses, acknowledged data gaps, and a stay in the building of turbines.

We look forward to hearing from you after your council has had an opportunity to discuss our request and decide on the procedure that they would like to follow. We would be happy to answer any questions they may have and would look forward to attending the January 28<sup>th</sup> meeting.

Thank you.

**SWEAR** (Safe Wind Energy for All Residents)

Dave Hemingway, President  
Anita Frayne, Secretary/Treasurer

**Drennan vs K2** (Capital Power, Samsung, Pattern)  
Appellants, Shawn and Trish Drennan



For immediate release  
**December 12, 2013**

## **OLG RELEASES REMAINING GAMING RFPQS**

**TORONTO** – The Ontario Lottery and Gaming Corporation (OLG) continues its modernization of the province's lottery and gaming industry with the launch of the remaining Requests for Pre-Qualification (RFPQs) for gaming. OLG is also issuing a Request for Information (RFI) for a potential privately-funded, multi-purpose entertainment centre in Niagara Falls.

### **Gaming RFPQs**

The RFPQs include up to 10 Gaming Zones grouped into three Gaming Bundles:

- **GTA Gaming Bundle** – Gaming Zones C2 (OLG Slots at Woodbine Racetrack); C3 (OLG Slots at Ajax Downs); and potentially C8 (Great Blue Heron Casino);
- **Central Gaming Bundle** – Gaming Zones C5 (OLG Slots at Georgian Downs); C6 (Casino Rama); and C7 (proposed new gaming site in Collingwood or Wasaga Beach); and
- **West GTA Gaming Bundle** – Gaming Zones C4 (OLG Slots at Mohawk Racetrack); SW1 (OLG Slots at Grand River Raceway); SW2 (OLG Casino Brantford); and SW9 (OLG Slots at Flamboro Downs).

"These Gaming Bundles represent unique opportunities for service providers to leverage the success of our existing gaming sites, with their established customer bases and experienced employees," said Rod Phillips, President and CEO, OLG. "This will also be an opportunity for a service provider to develop a new facility in Collingwood or Wasaga Beach."

The RFPQ process enables OLG to create a list of qualified service providers who are then eligible to receive the Request for Proposal (RFP) documents for specific Gaming Bundles. OLG has been releasing RFPQs for the modernization of gaming in stages. The release of these RFPQs follows the RFPQs for Gaming Bundles in Southwestern Ontario, Ottawa Area, Ontario East and Ontario North.

OLG has done its due diligence in reviewing the responses to gaming RFPQs that have closed and is currently considering service providers who will be eligible to receive the RFP documents. OLG will begin the RFP process for gaming in the coming months by releasing RFP documents to selected service providers.

As part of the RFP process, pre-qualified service providers will, in some cases, be able to propose the construction of a new gaming site anywhere within an OLG-defined geographic Gaming Zone, where there is municipal support.

"It is important to understand the complexity of the decision making about moving a site—or building a new one. Not only does there need to be demonstrated customer interest and a compelling business case that results in increased revenue for the Government of Ontario, there also needs to be a willing municipal host," said Phillips. "And where there is a slots at

racetrack facility, a proposal has to make sense for the horse racing industry. Any new site or relocation of an existing site is subject to final approval from the Ontario government."

As part of modernization, OLG is continuing to work with the Ontario government and the horse racing sector to integrate horse racing into the provincial gaming strategy. This work includes the development of competitive, customer-appealing products to help grow a sustainable horseracing industry in Ontario for the long-term. OLG is also providing its expertise in marketing and Responsible Gambling.

"Ensuring a vibrant horse racing industry is a critical consideration as OLG modernizes gaming," said Phillips. "This change is a positive move for Ontario's horse racing industry because, for the first time, all of the stakeholders are fully engaged in the effort to integrate horse racing into a provincial gaming strategy."

Modernization will enable OLG to provide additional revenues to the Province to help fund the operation of hospitals and other provincial priorities. At the same time, it could help create jobs in the industry across Ontario and trigger private sector investment.

While the new gaming model includes securing qualified service providers for the day-to-day operation of gaming, OLG will continue to conduct and manage lottery and gaming in Ontario.

OLG will continue to work within the Province's overall problem gambling strategy to contribute to the prevention and mitigation of problem gambling through its Responsible Gambling program, which is recognized internationally by the World Lottery Association's certification program. OLG will also require service providers to follow the Responsible Gambling Standards that OLG has developed.

Interested service providers are required to submit proposals for an entire Gaming Bundle as set out in the RFPQ, not for individual Gaming Zones or gaming sites contained within the bundle. This means that service providers are being asked to demonstrate their ability to operate all facilities in a Gaming Bundle.

Service providers interested in the GTA, West GTA and Central Gaming Bundles must respond to the RFPQs by March 13, 2014.

### **Niagara Falls Entertainment Centre RFI**

OLG is also launching a RFI to help gauge interest in the marketplace for developing and financing a potential Niagara entertainment centre. It is anticipated that the potential multi-purpose entertainment centre would be similar to, or larger in size and scale, than facilities at Caesars Windsor and Casino Rama.

Parties interested in the potential Niagara entertainment centre must respond to the RFI by March 3, 2014.

The RFI, as well as each of the RFPQs released today, will be available on MERX™ ([www.merx.com/olg](http://www.merx.com/olg)). MERX™ charges a small fee to download this material.

***The following are also available in the media section at [www.OLG.ca](http://www.OLG.ca):***

- ***OLG Backgrounder that provides more details regarding the GTA Gaming Bundle***
- ***OLG Backgrounder that provides more details regarding the RFPQs and OLG's procurement process***

- ***OLG Maps of Gaming Bundles***
- ***Summaries of the RFPQ for each Gaming Bundle announced today***
- ***OLG Backgrounder that provides more details on a potential Niagara entertainment centre***

*OLG is a provincial agency responsible for province-wide lottery games and gaming facilities. Since 1975, OLG has provided nearly \$38 billion to the Province and the people of Ontario. OLG's annual payments to the Province have helped support health care; education, research, prevention and treatment of problem gambling; amateur sport through the QUEST FOR GOLD program; and local and provincial charities.*

[ModernOLG.ca](http://ModernOLG.ca)

OLG is modernizing Lottery and Gaming for a better Ontario  
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-30-

**For More Information Contact:**

**OLG MEDIA RELATIONS 1.888.946.6716**



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JAN 8 2014

BY: \_\_\_\_\_

**Laurie Scott, MPP**  
Haliburton-Kawartha Lakes-Brock

**Queen's Park Office:**  
Rm. 434, Main Legislative Bldg.  
Queen's Park  
Toronto, Ontario M7A 1A8  
Tel. (416) 325-2771  
Fax (416) 325-2904  
E-mail: laurie.scott@pc.ola.org

**Constituency Office:**  
14 Lindsay St., North  
Lindsay, Ontario K9V 1T4  
Tel. (705) 324-6654  
1-800-424-2490  
Fax (705) 324-6938  
E-mail: laurie.scottco@pc.ola.org

December 20, 2013

Elana Arthurs  
Clerk  
Township of Cavan Monaghan  
988 County Rd. 10  
Millbrook, ON L0A 1G0

Dear Elana,

Thank you for forwarding a copy of Council's November 18<sup>th</sup> Motion regarding the industrial wind turbine projects and the potential impact on the four proposed Buddhist temples.

As you know, I fully support the efforts of Council in this regard and will continue to personally fight the ill-conceived decision of the government to proceed.

Thanks again for keeping me informed.

Sincerely,

Laurie Scott, MPP  
Haliburton-Kawartha Lakes-Brock

## **The Township of Cavan Monaghan**

### **By-law No. 2014-01**

#### **Being a by-law to amend By-law No. 2004-62, as amended, otherwise known as “The Township of Cavan-Millbrook-North Monaghan Zoning By-law”.**

**Whereas** the Township of Cavan Monaghan received an application to amend Zoning By-law No. 2004-62, as amended.

**And Whereas** the Council of the Township of Cavan Monaghan reviewed the proposed rezoning and now deems it advisable to further amend By-law No. 2004-62, as amended.

**Now Therefore** the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. Map D-2 of Schedule “A” to By-law No. 2004-62, as amended, is hereby further amended by changing the zone category on a portion of the lands described as Lot 1 of RCP 105, in part of Lot 7, Concession 7, of the Cavan Ward from the Hazard Lands (H) Zone to the Rural Residential Exception Fifty-four (RR-54) Zone as shown on Schedule “A” attached hereto and forming part of this By-law.
2. Section 4.5 of By-law No. 2004-62, as amended, is further amended by the addition of Section 4.5.5.54 that shall read as follows:

**“4.5.5.54 Rural Residential Exception Fifty-four (RR-54) Zone**

All of the regulations of the Rural Residential (RR) Zone apply to the Rural Residential Exception Fifty-four (RR-54) Zone.

Notwithstanding the regulations of Section 3.19 to the contrary, the lot line between the Rural Residential Exception Fifty-four (RR-54) Zone and the Hazard Lands (H) Zone shall not be deemed a lot line for the purpose of determining setbacks.”

If no notice of objection is filed with the Clerk within the time provided, this By-law shall become effective on the date of passing.

If a notice of objection is filed with the Clerk, this By-law shall become effective on the date of passing hereof subject to the disposition of any appeals.

Read a first, second and third time and passed this ..... day of .....,  
2014.

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**John Fallis**  
**Mayor**

---

**Elana Arthurs**  
**Clerk**



<p>SCALE 1:2,000</p>	
<p>  Lands to remain zoned the Hazard Lands (H) Zone.   Lands to be rezoned from the Hazard Lands (H) Zone to the Rural Residential Exception Fifty-four (RR-54) Zone.         </p>	
<p>           Township of            Cavan Monaghan  <b>Cavan</b>            Schedule 'A'            To By-Law No. _____         </p>	<p>           This is Schedule A to By-Law No. 2013-69             Passed this _____ Day of _____, 2013.             Signatures of Signing            Officers             _____ Mayor             _____ Clerk         </p>