



**The Corporation of the Township of Tay  
Protective and Development Services Committee  
Agenda**

**March 8, 2023**

**9:30 a.m.**

**Zoom Video Conference**

To view the live stream, visit the Tay Township [YouTube Channel](#).

**Pages**

- 1. Call to Order**
- 2. Adoption of the Agenda**  
Recommendation:  
That the Protective and Development Services Committee Meeting Agenda for March 8, 2023, be approved.
- 3. Disclosure of Interest**
- 4. Presentations / Delegations**
- 5. Standing Committee Business**
  - 5.1 Reports from Municipal Officials**
    - 5.1.1 PDS-2023-21 Manager of Planning and Development Services, Re: Grandview Beach and Paradise Point Vacant Lot Development Update** 3  
Recommendation:  
That Item PDS-2023-21 dated March 8, 2023, regarding the Grandview Beach and Paradise Point Vacant Lot Development Update be received; and  
  
That Staff be directed to proceed with option # \_\_\_\_\_ as identified in Item PDS-2023-21.
    - 5.1.2 PDS-2023-18 Manager of Planning and Development Services, Re: Monthly Activity Report** 7  
Recommendation:  
That Item PDS-2023-18 dated March 8, 2023, regarding the Monthly Activity Report – Planning, be received.
    - 5.1.3 PDS-2023-19 Manager of Building Services/Chief Building Official, Re: Monthly Activity Report (January)** 9  
Recommendation:  
That Item PDS-2023-19, dated March 8<sup>th</sup>, 2023 regarding Monthly Activity Report – Building Services Division, be received.

5.1.4	<b>PDS-2023-20 Manager of Building Services/Chief Building Official, Re: Monthly Activity Report (February)</b>	12
	Recommendation: That Item PDS 2023-20, dated March 8 <sup>th</sup> , 2023 regarding Monthly Activity Report – Building Services Division, be received.	
5.1.5	<b>PDS-2023-17 Senior Municipal Law Enforcement Officer, Re: Monthly Activity Report</b>	15
	Recommendation: That Item PDS-2023-17 dated March 8, 2023, regarding MLEO Monthly Activity Report, be received.	
5.1.6	<b>PDS-2023-15 Deputy Fire Chief, Re: Monthly Activity Report</b>	19
	Recommendation: That Item PDS-2023-15, dated March 8, 2023, regarding Deputy Fire Chief/Fire Prevention Officer Monthly Activity Report, be received.	
5.1.7	<b>PDS-2023-16 General Manager, Protective and Development Services/Fire Chief/CEMC, Re: Monthly Activity Report</b>	22
	Recommendation: That Item PDS 2023-16 dated March 8, 2023, regarding Monthly Activity Report – General Manager/Fire Chief/CEMC be received.	

**5.2 Other Business**

**5.3 Items for Information**

**5.4 Delegation Follow-Up**

**6. General Discussion – Committee/Staff Question & Answer Period**

**7. Closed Session**

**8. Adjournment**

Recommendation:

That this Protective and Development Services Committee meeting adjourn at (time) a.m.



## Staff Report

To: **Protective and Development Services Committee**

Department: Planning and Development Services

Report Number: **PDS - 2023-21**

Meeting Date: March 8, 2023

Subject: Grandview Beach and Paradise Point Vacant Lot Development Update

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### Recommendation

That Item PDS-2023-21 dated March 8, 2023, regarding the Grandview Beach and Paradise Point Vacant Lot Development Update be received; and

That Staff be directed to proceed with option # \_\_\_\_\_ as identified in Item PDS-2023-21.

### Executive Summary

To provide an update on the planning approval status of the Grandview Beach/Paradise Point vacant lot development and the next steps dealing with securities received to indicate selected property owners' intent to build.

### Background/Analysis/Options

Staff report PDS-2022-23 was presented to Council on March 9, 2022, outlining the steps for the proposed randomized selection process to select 20 lots for development, the quantity recommended by the April 2021 Hydrogeological Study of the Grandview Beach and Paradise Point area.

On April 20, 2022, a letter was sent to all vacant property owners located within the Grandview Beach/Paradise Point Area explaining the Grandview Beach/Paradise Point area has been under a development freeze since 1973 due to historical concerns over groundwater quality. This letter also explained the action required for property owners to be eligible for the first 20 lots to be

released which was submitting a signed waiver indicating their interest in development, which was to be provided to the Township prior to June 15, 2022.

This letter indicated that Council via a public meeting would be conducting a randomized selection process to determine the order in which lots will be permitted to be developed. All vacant lots that registered their interest to develop would be randomly selected by draw (up to 74 lots) and ranked. The top 5 ranked lots in each of the four quadrants would be selected and required to enter into a Leading Agreement with the Township to certify their intent to develop their property and would be required to provide a \$10,000 deposit, to hold their spot. This deposit is to be put towards development charges that are required to be paid at the building permit stage.

The Township received 24 letters of interest in developing their property prior to the June 15, 2022, deadline.

Council held the randomized selection process on June 22, 2022. The randomized selection process was conducted by the Mayor, Acting CAO, and Clerk. The auditor also attended the meeting and participated in the process.

The Township received Sixteen (16) necessary Leading Agreements and the required \$10,000 deposit prior to July 29, 2022, to indicate their commitment on moving forward with development of their lot.

Planning staff held a public meeting on July 27, 2022, as required under the Planning Act for the proposed Official Plan Amendment (OPA) and Zoning By-law Amendment (ZBA) that is required to allow for development to occur on the lands in the Grandview Beach/Paradise Point area, as stated above there is currently a development freeze on the vacant lots.

A recommendation report and by-law were prepared and presented to Council on December 7, 2022. Council approved the relevant by-laws on January 25, 2023.

Planning staff has since forwarded the OPA application to the County of Simcoe as they are the approval authority for OPA's for the Township. The County of Simcoe time frame is approximately two (2) months to process the application from the time the application is deemed complete.

Once the OPA and ZBA is approved and is in full force and effect. The selected property owner would then be required to submit a complete Building Permit Application and a Holding By-law Amendment Application. The selected property owners were given six (6) months to complete the building permit and Holding By-law removal process from the date of County approval of the OPA.

The Township has received an appeal to the Ontario Land Tribunal (OLT) on Council's decision on passing of the ZBA. Typically, there is also a follow up appeal on the OPA if County approves it.

A hearing is to be scheduled by the OLT which will delay development of these sixteen (16) lots anywhere from eight (8) months to over one (1) year.

### **NEXT STEPS**

The Township is currently holding the securities of these sixteen (16) lots and could continue to do so until a decision is granted by the OLT. Since the selected property owners are waiting for planning approvals to be in force and effect Council could:

#### Option 1

Remain status quo, meaning keeping the securities until such time as planning approvals are in place, and give the owners 6 months to complete the building permit and Holding By-law removal process from the date of an OLT decision; or

#### Option 2

Return the securities, and when a decision is granted by the OLT the selected property owners would be given two (2) months to submit the necessary securities and six (6) months to complete the building permit and Holding By-law removal process. If the property owner fails to submit the necessary securities within the two-month (2) time frame, then the next selected property owner would be notified, and they would have two (2) months to submit the required securities to show their interest in development.

### **Financial and Resource Implications**

There are no financial or resource implications associated with this Report.

### **Relationship to Strategic Plan**

Tay Resilient - Encouraging increased development of housing, specifically affordable housing.

### **Reference Documents**

There are no reference documents associated with this Report.

**Attachments**

There are no attachments to this Report.

**Prepared By**            Todd Weatherell, RPP, CPT  
                                 Manager of Planning and Development Services

**Approvals****Date**

Shawn Aymer, CMMIII Fire Service Executive  
General Manager, Protective & Development Services  
Fire Chief/CEMC

March 1, 2023

Andrea Fay, Chief Administrative Officer

March 2, 2023



## Staff Report

To: **Protective and Development Services Committee**

Department: Planning and Development Services

Report Number: **PDS - 2023-18**

Meeting Date: March 8, 2023

Subject: Monthly Activity Report (February) - Planning

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### Recommendation

That Item PDS-2023-18 dated March 8, 2023, regarding the Monthly Activity Report – Planning, be received.

### Executive Summary

Manager of Planning and Development Services monthly activity report for the month of February 2023.

### Background/Analysis/Options

The following are the highlights for the month of February 2023:

#### Development

1. Staff has prepared and sent two appeal packages to the Ontario Land Tribunal.
2. Staff continues to work through site plan approval process with some larger developments.
3. Committee of Adjustment dealt with 2 applications at their February 15<sup>th</sup>, 2023, meeting.

4. Township staff met with the Township's Planning Consultant to discuss next steps on the Townships Draft Official Plan and Draft Zoning By-law.
5. Staff held 2 public meetings on February 22<sup>nd</sup>, 2023. One dealing with an application for a temporary use by-law for wedding events, while the other was a public meeting for a proposed Official Plan Amendment and Zoning By-law Amendment for Accessory Dwelling Units.
6. Staff continue to deal with public relation inquiries via telephone, emails, and walk-ins with respect to redevelopment opportunities, lots for sale, consent and minor variance inquiries within the Township.

### **Financial and Resource Implications**

There are no financial or resource implications associated with this Report.

### **Relationship to Strategic Plan**

Not Strategic Plan Specific - Other

### **Reference Documents**

There are no reference documents associated with this Report.

### **Attachments**

There are no attachments to this Report.

**Prepared By**            Todd Weatherell, RPP, CPT  
Manager of Planning and Development Services

### **Approvals**

### **Date**

Shawn Aymer, CMMIII Fire Service Executive  
General Manager, Protective & Development Services  
Fire Chief/CEMC

March 1, 2023

Andrea Fay, Chief Administrative Officer

March 2, 2023





## Staff Report

To: **Protective and Development Services Committee**

Department: Building Services

Report Number: **PDS - 2023-19**

Meeting Date: March 8, 2023

Subject: Monthly Activity Report – Building Services

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### Recommendation

That Item PDS-2023-19, dated March 8<sup>th</sup>, 2023 regarding Monthly Activity Report – Building Services Division, be received.

### Executive Summary

Manager of Building/Chief Building Official monthly activity report for the period of January 1 – 31, 2023.

### Background/Analysis/Options

The following is an overview of the activities of the Building Services Division for January 2023 calendar month.

PERMITS	January 2022	January 2023
Number of Permits Issued this Month	12	12
Number of Permits Issued to Date	12	12
New Dwelling Units	2	2
Total New Dwelling Units to Date	2	2
Accessory Buildings (garages, sheds, gazebos etc.)	1	4
Additions	0	1
Decks	0	2
Demolition	4	0

Water line services/Plumbing	0	0
Farm Buildings	0	0
Renovations	3	1
Solid Fuel-Fired Appliances	0	0
Swimming Pool / Fence Permits	0	1
Commercial/Industrial/Institutional	2	0
Transfer	0	0
Temporary Structures (Foundations – SDD)	0	0
Other Government New	0	0
Residential Solar Panel/Mechanical	0	0
Change of Use	0	0
Septic System	0	1
<b>Inspections and Orders</b>		
Inspections Conducted	67	58
Site Inspections/Consultations Conducted without a Permit	23	10
Inspections Conducted to Date	90	68
Orders to Comply Issued	0	0
Stop Work Orders Issued	0	0
Orders to Remedy Unsafe Building Issued/Prohibited Use	0	0
Orders to Uncover	0	0
Permits Closed	7	10
Total Permits Closed to Date	7	10
Total Permits Outstanding	701	752
<b>Fees and Construction Value</b>		
Permit Fees	\$12,445.18	\$21,820.23
Total Permit Fees to Date	\$12,445.18	\$21,820.23
Construction Value	\$1,485,000.00	\$2,108,000.00
Total Construction Value to Date	\$1,485,000.00	\$2,108,000.00

### Financial and Resource Implications

There are no financial or resource implications associated with this Item.

### Relationship to Strategic Plan

Not Strategic Plan Specific - Other

**Reference Documents**

There are no reference documents associated with this Item.

**Attachments**

There are no attachments to this Report

**Prepared By**

Jason Craig, CBCO  
Manager of Building/Chief Building Official

**Approvals****Date**

Shawn Aymer, CMMIII Fire Service Executive  
General Manager, Protective & Development  
Services/Fire Chief/CEMC

March 1, 2023

Andrea Fay, Dipl. M.A.  
Chief Administrative Officer/Deputy Clerk

March 2, 2023



## Staff Report

To: **Protective and Development Services Committee**

Department: Building Services

Report Number: **PDS - 2023-20**

Meeting Date: March 8, 2023

Subject: Monthly Activity Report – Building Services

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### Recommendation

That Item PDS 2023-20, dated March 8<sup>th</sup>, 2023 regarding Monthly Activity Report – Building Services Division, be received.

### Executive Summary

Manager of Building/Chief Building Official monthly activity report for the period of February 1 – 28, 2023.

### Background/Analysis/Options

The following is an overview of the activities of the Building Services Division for February 2023 calendar month.

PERMITS	February 2022	February 2023
Number of Permits Issued this Month	10	6
Number of Permits Issued to Date	22	18
New Dwelling Units	1	1
Total New Dwelling Units to Date	3	3
Accessory Buildings (garages, sheds, gazebos etc.)	1	0
Additions	2	1
Decks	0	0
Demolition	1	0

Water line services/Plumbing	1	0
Farm Buildings	0	0
Renovations	2	3
Solid Fuel-Fired Appliances	0	0
Swimming Pool / Fence Permits	0	0
Commercial/Industrial/Institutional	1	0
Transfer	0	0
Temporary Structures (Foundations – SDD)	0	0
Other Government New	0	0
Residential Solar Panel/Mechanical	0	0
Change of Use	1	0
Septic System	0	1
<b>Inspections and Orders</b>		
Inspections Conducted	55	52
Site Inspections/Consultations Conducted without a Permit	39	5
Inspections Conducted to Date	184	125
Orders to Comply Issued	0	0
Stop Work Orders Issued	0	0
Orders to Remedy Unsafe Building Issued/Prohibited Use	0	0
Orders to Uncover	0	0
Permits Closed	3	11
Total Permits Closed to Date	10	21
Total Permits Outstanding	714	750
<b>Fees and Construction Value</b>		
Permit Fees	\$14,327.46	\$7,447.39
Total Permit Fees to Date	\$26,772.64	\$29,267.62
Construction Value	\$899,000.00	\$639,500.00
Total Construction Value to Date	\$2,384,000.00	\$2,747,500.00

### Financial and Resource Implications

There are no financial or resource implications associated with this Item.

### Relationship to Strategic Plan

Not Strategic Plan Specific - Other

**Reference Documents**

There are no reference documents associated with this Item.

**Attachments**

There are no attachments to this Report.

**Prepared By**

Jason Craig, CBCO  
Manager of Building/Chief Building Official

**Approvals****Date**

Shawn Aymer, CMMIII Fire Service Executive  
General Manager, Protective & Development  
Services/Fire Chief/CEMC

March 1, 2023

Andrea Fay, Dipl. M.A.  
Chief Administrative Officer/Deputy Clerk

March 2, 2023



## Staff Report

To: **Protective and Development Services Committee**

Department: Protective and Development Services

Report Number: **PDS - 2023 - 17**

Meeting Date: March 8, 2023

Subject: **MLEO Monthly Activity Report**

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### Recommendation

That Item PDS-2023-17 dated March 8, 2023, regarding MLEO Monthly Activity Report, be received.

### Executive Summary

MLEO monthly activity report for the period of February 1, 2023, to February 28, 2023.

### Background/Analysis/Options

Throughout February, Staff conducted directed patrols in the settlement areas focusing on overnight parking during inclement weather events and school patrols at Tay Shores Public School (Tay Shores). Staff attend Tay Shores on a regular basis to ensure safety and free movement of traffic. When Staff are visible, parking/stopping to pick up students improves. There is a designated area to pick up and drop off however the flow of traffic backs out onto Jephson St. Staff have reached out to school administration to discuss concerns related to traffic during drop off and pick up times.

**COMPLAINT OVERVIEW – February 2023**

Total Files Opened 2023	Total Files Closed 2023	Total Outstanding Files (2019-2023)
<b>10</b>	<b>1</b>	<b>25</b>

**FILES OPENED BY WARD- February 2023**

WARD 1	#	WARD 2	#	WARD 3	#
Clean Yards	0	Clean Yards	0	Clean Yards	0
Dogs	2	Dogs	0	Dogs	1
DOLA	0	DOLA	0	DOLA	0
Long Grass	0	Long Grass	0	Long Grass	0
Entrance Permit	0	Entrance Permit	0	Entrance Permit	0
Property Standards	0	Property Standards	0	Property Standards	0
Zoning	0	Zoning	0	Zoning	0
Burning	0	Burning	0	Burning	0
Littering	0	Littering	0	Littering	0
Heavy Garbage	0	Heavy Garbage	0	Heavy Garbage	0
Parks and Trails	0	Parks and Trails	0	Parks and Trails	0
Building	0	Building	0	Building	0
Snow Removal	0	Snow Removal	0	Snow Removal	0
Encroachment	0	Encroachment	0	Encroachment	0
Business Licensing	0	Business Licensing	0	Business Licensing	0
Signs	1	Signs	0	Signs	0
Fill	0	Fill	0	Fill	0
Short Term Rental	0	Short Term Rental	0	Short Term Rental	0
Livestock	0	Livestock	0	Livestock	0
Animal at large	0	Animal at large	0	Animal at large	0
Fireworks	0	Fireworks	0	Fireworks	1
Nuisance Complaints	0	Nuisance Complaints	0	Nuisance Complaints	0
<b>Total</b>	<b>3</b>	<b>Total</b>	<b>0</b>	<b>Total</b>	<b>1</b>

**Types of Action Taken**

Action	February 2023
Notice of Violation	0
Charges	0



Muzzle Order	1
Caution Letter	3
No Burn List	0
Extensions Granted	0

### **Cautions Issued**

By-law	Cautions Issued
Water Use	0
Burning	0
Parking	17
Dogs/Animal	3
Tay Trail	0
<b>TOTAL</b>	<b>20</b>

### **Provincial Offence Notices/Tickets Issued**

Type of Ticket	Quantity	By-law
Part 1	0	Burn
Part 2	0	Parking
Part 3	0	DOLA/Parks

### **Canine Activity Report**

Activity	Quantity
Complaints and Investigations	3
Pound/Seizure	0
DOLA Orders	1
Muzzle Orders	1
Dog Tags Sold	7

Tags By Year	Tags Sold (YTD)
2023	92
2024	14
2025	16
<b>TOTAL</b>	<b>122</b>

Dog Attacks/Bites	2022	2023 (YTD)
Dog on Dog	2	0
Dog on Human	1	0
DOLA Orders	1	0
Township Muzzle Orders	0	1

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**Additional Items/Future Considerations Court Update**

One DOLA matter was heard this month as a result a muzzle order was issued, no set fine registered. Next court date March 1, 2023

**Meetings/Courses/Webinars**

N/A

**Financial and Resource Implications**

There are no financial or resource implications associated with this Report.

**Relationship to Strategic Plan**

Not Strategic Plan Specific - Other

**Reference Documents**

There are no reference documents associated with this Report.

**Attachments**

There are no attachments to this Report.

**Prepared By**

Harry Horn  
Senior Municipal Law Enforcement Officer

**Approvals**

Shawn Aymer, CMMIII Fire Service Executive  
General Manager, Protective & Development Services  
Fire Chief/CEMC

**Date**

March 1, 2023

Andrea Fay, Dipl. M.A.  
Chief Administrative Officer/Deputy Clerk

March 1, 2023



## Staff Report

To: **Protective and Development Services Committee**

Department: Fire & Emergency Services

Report Number: **PDS - 2023-15**

Meeting Date: March 8, 2023

Subject: Deputy Fire Chief/Fire Prevention Officer Monthly Activity Report

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### Recommendation

That Item PDS-2023-15, dated March 8, 2023, regarding Deputy Fire Chief/Fire Prevention Officer Monthly Activity Report, be received.

### Executive Summary

Deputy Fire Chief/Fire Prevention Officer monthly activity report for the period of February 1, 2023 to February 28, 2023.

### Background/Analysis/Options

The following are highlights for the month of February, 2023:

The Deputy Chief attended:

- 3 Medicals
- 1 Fire / vehicle
- 1 MVC
- 4 Activated Alarm

<b>Activity</b>	<b>This Month</b>	<b>YTD 2023</b>	<b>YTD 2022</b>	<b>YTD 2021 (prorated from May 11)</b>
General inspections	1	1	8	9
Request Inspections	0	0	14	5
Complaint Inspections	0	0	1	1
Information Inspections	2	4	10	4
Follow-up Inspections	1	2	13	12
Courses Attended	1	1	6	7
Fire Calls Attended	10	15	82	39
Meetings (PIP, Op Co-op, etc.)	1	3	8	6
Orders Issued	0	0	1	3
Immediate Threat to Life	0	0	0	0
Burning Complaints	0	0	1	2
Training Presented	0	1	4	5
Pub Ed Performed	0	1	6	2
Hall Meetings	0	1	18	15
Hall Practices	0	0	3	0
Council	0	0	0	2
Misc. (dept related)	8	19	119	52
Court	1	1	3	0
Fire Safety Plans Reviewed	3	5	18	12
<b>Total</b>	<b>28</b>	<b>54</b>	<b>315</b>	<b>176</b>

**TICKETS ISSUED:**

<b>Ticket</b>	<b>Quantity</b>	<b>Total</b>
Part I	0	0
Part II	0	0
Part III	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Financial and Resource Implications**

There are no financial or resource implications associated with this Report.

**Relationship to Strategic Plan**

Not Strategic Plan Specific - Other

**Reference Documents**

There are no reference documents associated with this Report.

**Attachments**

There are no attachments to this Report.

**Prepared By**

Mike Moore

Deputy Fire Chief / Fire Prevention Officer

**Approvals**

Shawn Aymer, CMMIII Fire Service Executive  
General Manager, Protective & Development Services  
Fire Chief/CEMC

**Date**

March 1, 2023

Andrea Fay, Dipl. M.A.

Chief Administrative Officer/Deputy Clerk

March 2, 2023



## Staff Report

To: **Protective and Development Services Committee**

Department: Fire & Emergency Services

Report Number: **PDS - 2023-16**

Meeting Date: March 8, 2023

Subject: Monthly Activity Report – General Manager/Fire Chief/CEMC

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### Recommendation:

That Item PDS 2023-16 dated March 8, 2023, regarding Monthly Activity Report – General Manager/Fire Chief/CEMC be received.

### Executive Summary

General Manager/Fire Chief/CEMC monthly activity report for February 2023.

The following are highlights for the month of February 2023:

The Department attended: 10 Medical Calls  
14 Activated Alarms  
3 Vehicle Fires  
4 Motor Vehicle Collisions

The Chief attended: 2 Medical Call  
2 Vehicle Fire  
5 Activated Alarm

### Year to Date Totals:

2023	47
2022	44
2021	32
2020	37
2019	42

**Monthly Training**

For the month of February firefighters completed training in "Fire Alarm & Detection Systems" and "Simcoe County Paramedics Quality Care Program", annual education.

**Court appearance**

Staff appeared in court to provide testimony relating to a part 3 charge under the *Fire Protection and Prevention Act* (fail to maintain sprinkler system) and a conviction was received.

**Meetings/Training**

1. Council meetings
2. Senior Leadership Team meetings
3. County CEMC's monthly meeting
4. Budget meetings
5. Public meeting (planning)
6. Training (webinar)
7. Pre construction meetings
8. Joint health & safety inspection
9. Ontario Association of Fire Chiefs meeting
10. Sales demonstrations (software)
11. North Simcoe Fire Chiefs meeting (Op-Co-Op)

**Financial and Resource Implications**

There are no financial or resource implications associated with this Report.

**Relationship to Strategic Plan**

Not Strategic Plan Specific - Other

**Reference Documents**

There are no reference documents associated with this Report.

**Attachments**

There are no attachments to this Report.

**Prepared By**

Shawn Aymer, CMMIII Fire Service Executive  
General Manager, Protective and Development Services  
Fire Chief / CEMC

**Approvals**

Andrea Fay, Chief Administrative Officer

**Date**

March 1, 2023