

Agenda

TOWN OF COLLINGWOOD

MEETING: DEPARTMENT HEAD MEETING NO. 2012-29

DATE: **TUESDAY** – July 24, 2012

LOCATION: BRANIFF ROOM

TIME: **9:30 a.m. – 11:00 a.m.**

1. Business Arising from the Previous Meeting *(Minutes Attached) (p.3)*

2. Issues Forthcoming from the previous meeting of Council

3. Staff Reports and Other Business

i. **CAO**

ii. **Clerk**

a. Draft Council Agenda – July 30th, 2012 *(p.7)*

iii. **Public Works**

a. PW2012-11 Joint purchase of 8 metre (26 foot) accessible bus through Metrolinx Transit Procurement Initiative, for the Collingwood Wasaga Link Service *(p.10)*

THAT Council receives staff report #PW2012-11 for the Joint Purchase an eight (8) metre (26 foot) accessible bus Through Metrolinx Transit Procurement Initiative (TPI); and,

THAT Council approve a one time request for partial funding from the County of Simcoe for the purchase of a new bus; and,

THAT subject to County funding, Council approves the joint purchase with The Town of Wasaga Beach and the County of Simcoe for a 2012 eight (8) metre (26 foot) accessible bus for a base price of \$90,000; and,

THAT subject to County funding, an appropriate by-law be prepared to reflect the purchase of a bus on an exclusive basis for the 2012 fiscal year through Metrolinx; and,

THAT subject to County funding, Council authorize staff and the Mayor to sign all necessary documents to execute the Metrolinx Governance Agreement.

iv. **Human Resources**

v. **Fire Services**

vi. **Planning Services**

vii. **Building Service**

viii. **Parks, Recreation and Culture**

- a. PRC2012-14 Funding Application for Community Infrastructure Improvement Fund (CIIF) *(p. 14)*

THAT Council authorize Town Staff to proceed with the Community Infrastructure Improvement Fund (CIIF) funding application to a maximum of \$1 million or 1/3 of the total cost of the project as approved.

AND FURTHER THAT Council authorize staff to submit application(s) for project XXXXX

ix. **Library Services**

x. **Information Technology**

xi. **Police Services**

xii. **Treasury**

xiii. **Water/Wastewater**

xiv. **Presentations – Internal/External**

xv. **Consent Agenda for Review**

- a. Consent Agenda (for the Meeting of Council on July 30th, 2012) *(p.26)*

xvi. **Committee Minutes**

xvii. **Upcoming Meetings & Events**

Minutes

TOWN OF COLLINGWOOD

MEETING: DEPARTMENT HEAD MEETING NO. 2012-28

DATE: TUESDAY – July 17, 2012

LOCATION: BRANIFF ROOM

TIME: 9:37 a.m. – 10:58 a.m.

| | | |
|---------------------|-----------------|----------------------|
| Ed Houghton-Regrets | Marcus Firman | Marta Proctor |
| Sara Almas -Chair | Larry Irwin | Lynda Reid |
| Bill Plewes | Marjory Leonard | John Trude - Regrets |
| Trent Elyea | Brian MacDonald | Monica Gal |
| Nancy Farrer | Marianne Nero | |

1. Business Arising from the Previous Meeting

- **OMERS Pension Plan** – Marjory suggested that Council can recommend members to one of the 2 corporations that run the OMERS Board. Marianne advised that most of the actions reported at the July 10th meeting were defeated.
- **Breaking Down Barriers requesting fee for service** – the Chair explained that through discussions with Nancy they have agreed to implement a contingency fee so that the existing by-law would not have to be amended.

2. Issues Forthcoming from the July 16th meeting of Council:

- **Deputation** – the timing of the deputation needs to be moved up so that those making a Deputation and the public need not wait too long.
- **Consent Agenda** - Councillor Lloyd provided Notice of Motion with respect to having items of urgent nature be emailed to Council and then placed on the Consent Agenda.
- **A7 – ‘letting off of firearms’ passed** – the Chair will follow-up.
- **Labyrinth site has been passed**
- **FFP2012-01 Compact Utility Vehicle** – approved 8/1 recorded vote.
- **In-Camera – 6 Notices of Motion** – Councillor Chadwick put forward a Notice of Motion that the By-law which speaks to the location of garages be amended to have the garage be located no more than 2 metres forward of the residence. Bill expressed concern that developers will object to the proposed changes which impact their design, land usage and ultimately price structure. Nancy suggested that as a Notice of Motion it has no standing until Council votes. If they vote in favour, then Planning Services will have to hold a Public Meeting with respect to the proposed amendments and then Council will have to vote on the matter.
- **Notice of Motion provided by Councillor Chadwick with respect to Street naming** - that all street names be approved by Council. The Chair explained that the street naming committee is only for streets being developed by the Town. **Notice of Motion provided by Councillor Chadwick - that everything on the pending list** – that has been on the list for 12 months should be resolved by September. The Chair noted that Councillor Chadwick has since withdrawn this notice of motion.

- Marjory noted that the 'Life Skills Bus Pass' has been resolved, the **name to change to Bus Pass Policy**.
- **Central Park** – Council requested that they be provided with a Staff Report for their August 27th meeting. The Staff Report is to provide substantiated estimates for building a covered single ice pad at Central Park and cover Centennial Pool with a bubble type fabric cover.

Marta is grateful that Councillor Gardhouse's recommendation to allow the existing "market sounding" budget to be used for this purpose. Marta suggested that as WGD has done the initial estimates for the original version, that they be given the contract as it would allow her to meet the August 27th deadline. Marta, Marjory agreed to talk offline and invite Marcus and Brian to assist with those discussions as they need to determine whether Council's desire is to abandon the original concept or whether the project is being modified and staged for future expansion.

- **Berm / Shipyards remediation** – the Chair explained that Councillor Chadwick has been approached by constituents who have expressed concern with the state of the Berm as well as the overall site at the Shipyards. Marta confirmed that the Horticultural Society is not able to assist with the maintenance of the Berm. Marta also explained that David Wood confirmed that the Berm was to be a naturalized environment. If Council desires that the Berm be 'manicured' it will require substantial financial commitment for its conversion and ongoing maintenance.

The status of the overall building site at the Shipyards requires further discussions with the FRAM Group. Bill confirmed that the Admiral Collingwood Building Permit which expires in 2014.

3. Staff Reports and Other Business

i. CAO – sent regrets

ii. Clerk

- a. Draft Council Agenda – July 30th, 2012:
 - Add Sue Bragg as a Deputation.
 - Change Life Skills to Bus Pass Policy
 - Staff Report for application for Community Improvement Infrastructure Fund – *to be discussed further at the July 23rd Department Heads meeting.*
- b. **C2012-06 Social Media Policy** – it was agreed that the Staff Report should be formatted to the standard format. Marianne's commented that from a Human Resources perspective, complaints received were postings on private accounts. Marta suggested that developing a Human Resource Policy on private social media accounts should be developed separately and that the title of the Staff Report should be changed to reflect its corporate purpose.
- c. **Major-General Richard Rohmer - free Parking during Wakestock** – the Chair noted that Deputy Mayor Lloyd brought up the Major-General's letter at the recent Police Services Board meeting. Colin Groskopf, Acting Detachment Commander will inform the constabulary.

Marta explained that she met with the Wakestock organizers regarding the status of their event. The event organizers secured their title sponsor only on Friday, July 13th as a result they were unable to secure their permits from Clearview Township. During the meeting Marta informed that they must secure the GNE site in order for Collingwood to permit the event. Marta raised concern that the Town's fee structure for event permits should be reviewed to take into consideration whether the event is for or not for profit and the amount of staff time required. Marta will inform the organizers that they are required (as condition of permit) to supply and install temporary signage indicating where free parking areas are located.

- d. **OMB Memorandum of Oral Decision and Order of the Board re: Eden Oak (McNabb) Inc.**- no discussion.

iii. **Public Works**

- **Linked bus to Wasaga Beach** – Brian advised that the County may have funding to help purchase a new bus for the Wasaga / Collingwood route. Brian will prepare a Staff Report indicating that Wasaga Beach is on board. Resolution from both municipalities needs to be sent to County for their approval. The bus will be biodiesel compatible.
- **87 Niagara Street** – Brian explained that Wayne Cornfield, the real estate agent has called to inquire about the easements. The sewer installation will require lead time. Locates will be an issue due to lead time. Sara will call Lynn Pattern to have the easement acknowledged, get locates done and then negotiate installations based on the offered price. Water connections to have same conditions. Marcus advised that the owner of 85 Niagara has contacted him and has given verbal permission to connect the water to 87. Marcus is waiting for written confirmation. Brian and Marcus will talk offline. Site inspection will be carried out to determine if there is evidence of old fuel tank. Marta has been in touch with the Environment Network to empty out the items stored in the building.

- iv. **Human Resources** – is doing job descriptions at the library

- v. **Fire Services** - Trent advised that the construction site has been shut down due high dust. Marcus explained that it is the contractor's responsibility to minimize dust. The Fire Department is not permitted to assist with dust control.

- vi. **Planning Services** – nothing to report

- vii. **Building Service** – completing the Service Inventory requirements. The Chair confirmed that she wishes to discuss at the next Department Heads meeting.

viii. **Parks, Recreation and Culture**

- a. **PRC2012-13 Curling Club Brick Remediation** – paint is being removed from the inside of the Curling Club in order to allow for the release of moisture which is crumbling the brick work prematurely.
- b. **Discussion re: Purchase of Fisher Fields** – Marta and Sara to discuss on Thursday.
- c. **Community Improvement Grant** – Marta explained that scope of the grant which has 46 million dollars to be shared within Ontario. The grant provides up to 1 million dollars per project and requires 2/3 matching and not to be on the books in order to qualify. Marta outlined 3 potential projects: Heritage Park; Eddie Bush Arena and Curling Club with the concerns with each project and further added that deadline for applications is prior to the August 27th meeting Council at which they are to decide which options from the Central Park project are to be initiated. Marta agreed to draft her Staff Report to Council and provide them with her top 3 recommendations. Marta will speak with Deputy Mayor Lloyd to explain that it would be beneficial if he would speak with the Honourable Dr. Kellie Leitch MP to request her assistance with Town's application.
- d. **Window overlay for Parks & Recreation / Elvis Festival office** – Bill explained that window film containing advertising could not be adhered to the windows. The display that would be affixed to the back wall of the display area backing onto the Annex Board Room is OK as it would not be on the window. Through discussion it was agreed that the proposed covering meets the intent of the by-law and to move forward with the purchase and installation.

- ix. **Library Services** – Lynda confirmed that she is looking at job descriptions and job fact sheets later this week with HR.

- x. **Information Technology – Spam** - Larry suggested that individuals try to block their spam emails individually and if the same spam reaches multiple users then to forward it to <https://spam.collus.com> so that IT can block for all. Larry noted that IT has observed that there are a number of users who are streaming live video/radio, tying up bandwidth. Requesting that Department Heads use their judgment with respect to non critical usage.
- xi. **Police Services – John Trude sent regrets.** The Chair advised that at the July 13th Police Services Board it was brought forward that the Police are to assist with enforcement of prohibiting the use of bicycles on the sidewalks, especially on Hurontario Street.
- xii. **Treasury** – Marjory suggested that a “Reception” sign which matched “Tax Department” sign be installed. The Chair agreed.
- xiii. **Water/Wastewater/Railway** - Marcus explained that he received a complaint from the Township of Essa By-law Officer to remove the weeds from the line. Marcus contacted a contractor as well as getting a quote through the Township of Essa’s contractor.
- xiv. **Presentations – Internal/External** – none circulated.
- xv. **Consent Agenda for Review**
 - a. Consent Agenda (for the Meeting of Council on July 30th, 2012) (p.56)
- xvi. **Committee Minutes** - none
- xvii. **Upcoming Meetings & Events**



TOWN OF COLLINGWOOD

COUNCIL AGENDA

July 30, 2012

"Inspire confidence, wonder and a sense of possibility – deliver today's services and realize tomorrow's promise."

A meeting of Council will be held Monday July 30, 2012 in the Council Chambers, Town Hall, Collingwood commencing at **5:00pm**.

ORDER OF BUSINESS

1. **CALL OF COUNCIL TO ORDER**
2. **ADOPTION OF AGENDA**
 - **THAT** the content of the Council Agenda for July 30th, 2012 be adopted as presented.
3. **DECLARATIONS OF PECUNIARY INTEREST AND/OR RECEIPT OF GIFT (over \$200)**
4. a) **ADOPTION OF MINUTES**, for the regular meeting of Council held July 16th, 2012. (*errors & omissions*)
 - b) **BUSINESS ARISING FROM THE PREVIOUS MINUTES**
5. **COMMUNITY ANNOUNCEMENTS**
6. **DEPUTATION**
 - **Collingwood Sports Hall of Fame, Mark Rich**
 - **Financial Statements Presentation, Sue Bragg, Partner, Gaviller and Company LLP.**
7. **CONSENT AGENDA**

| General Consent Items | | |
|-----------------------|---|--------------------------------|
| A.1 | Minister of State re: Community Infrastructure Improvement Fund | <i>Receive for Information</i> |
| A.2 | Ministry of Transportation re: Growth Plan for the Greater Golden Horseshoe – Intensification and Density Targets.pdf | <i>Receive for Information</i> |
| A.3 | Ken and Greta Horton Letter re: Casino in the Collingwood Area | <i>Receive for Information</i> |
| A.4 | Foundation for the Study of Process of Government in Canada re: Forum for Young Canadians | <i>Receive for Information</i> |

8. **MOVE INTO COMMITTEE OF THE WHOLE** (*Staff Reports/By-laws if deemed expedient*)
9. **REPORTS/MINUTES OF COMMITTEES/BOARDS**
10. **STAFF REPORTS**

PRC2012-13 Curling Club Brick Remediation

RECOMMENDING THAT Council accept the Quotation of Service One for the first phase of Brick Remediation at the Curling Club at a cost of \$48,075 plus HST which includes a 15% contingency.

PRC2012-14 Funding Application for Community Infrastructure Improvement Fund (CIIF)

THAT Council authorize Town Staff to proceed with the Community Infrastructure Improvement Fund (CIIF) funding application to a maximum of \$1 million or 1/3 of the total cost of the project as approved.

AND FURTHER THAT Council authorize staff to submit application(s) for project XXXXX

T2012-11 Bus Pass Policy

RECOMMENDING THAT Council receive staff report T2012-11 for information, and

FURTHER THAT Council approve the "Bus Pass Policy" attached to this report.

PW2012-11 Joint purchase of 8 metre (26 foot) accessible bus through Metrolinx Transit Procurement Initiative, for the Collingwood Wasaga Link Service

THAT Council receives staff report #PW2012-11 for the Joint Purchase an eight (8) metre (26 foot) accessible bus Through Metrolinx Transit Procurement Initiative (TPI); and,

THAT Council approve a one time request for partial funding from the County of Simcoe for the purchase of a new bus; and,

THAT subject to County funding, Council approves the joint purchase with The Town of Wasaga Beach and the County of Simcoe for a 2012 eight (8) metre (26 foot) accessible bus for a base price of \$90,000; and,

THAT subject to County funding, an appropriate by-law be prepared to reflect the purchase of a bus on an exclusive basis for the 2012 fiscal year through Metrolinx; and,

THAT subject to County funding, Council authorize staff and the Mayor to sign all necessary documents to execute the Metrolinx Governance Agreement.

C2012-06 Social Media Policy

RECOMMENDING THAT Council approve the Social Media Policy, as attached

11. MOTIONS

- **THAT** this Council proceeds in Camera in order to address a matter pertaining to:
 - security of the property of the municipality or local board;
 - a proposed or pending acquisition or disposition of land by the municipality or local board;
 - personal matters about an identifiable individual, including municipal or local board employees
- a) 87 Ste. Lawrence Street
- b) Library Matters

12. BY-LAWS

- **By-law 2012-XXX**, being a by-law to correct the legal description of a highway closed by By-law 89-68 located west of Balsam Street, intersecting 4 High Street, be enacted and passed this 30th day of July, 2012.

13. **NOTICE OF MOTION**
14. **OLD or DEFERRED BUSINESS**
15. **OTHER BUSINESS**
16. **CONFIRMATORY BY-LAW**
 - **THAT By-law No. 2012-xxx**, being a by-law to confirm the proceedings of the regular meeting of Council held July 30th, 2012 be enacted and passed this 30th day of July, 2012.
17. **ADJOURNMENT**

DRAFT



STAFF REPORT

| | |
|----------------------|--|
| REPORT #: | PW2012-11 |
| DATE: | June 18, 2012 |
| SUBMITTED TO: | Mayor and Members of Council |
| SUBMITTED BY: | Brian MacDonald, Manager, Engineering Services |
| SUBJECT: | Joint purchase of 8 metre (26 foot) accessible bus through Metrolinx Transit Procurement Initiative, for the Collingwood Wasaga Link Service |

1. RECOMMENDATION:

THAT Council receives staff report #PW2012-11 for the Joint Purchase an eight (8) metre (26 foot) accessible bus Through Metrolinx Transit Procurement Initiative (TPI); and,

THAT Council approve a one time request for partial funding from the County of Simcoe for the purchase of a new bus; and,

THAT subject to County funding, Council approves the joint purchase with The Town of Wasaga Beach and the County of Simcoe for a 2012 eight (8) metre (26 foot) accessible bus for a base price of \$90,000; and,

THAT subject to County funding, an appropriate by-law be prepared to reflect the purchase of a bus on an exclusive basis for the 2012 fiscal year through Metrolinx; and,

THAT subject to County funding, Council authorize staff and the Mayor to sign all necessary documents to execute the Metrolinx Governance Agreement.

2. SUMMARY AND BACKGROUND:

The Collingwood Wasaga Beach Transit Link has been in operation since August 2011. This system was initiated through seed funding from the County of Simcoe for the remaining months of 2011 and it was determined that upon review of ridership at year's end a decision would be made whether or not the service would continue. Upon review of the ridership at the end of the

trail period, it was decided by both Collingwood and Wasaga Beach that the service remain for the year 2012 and it was presented to both municipalities' council for the 2012 budget and approved to operate until the end of 2012 under contract with Sinton Transportation. Currently, the Collingwood Wasaga Beach link is now solely funded by the two participating municipal partners on a 50/50 basis. Since the implementation of the Link both municipalities have seen a greater demand for service and increased service levels.

Currently, the system operates on Monday to Saturday from 6:00am-9:00pm. At the time of initiating the Link service hours were from 6:00am-9:30am and 3:00pm-7:00pm, however, in June of 2012 it was felt that the majority of the demand was for demand for a mid day service. With the addition of the mid day hours, ridership has increased from 1025 in May to 1594 in June which is a 55% increase.

Sinton Transportation is the current operator of the Link service, and provides both the vehicle, driver, and all maintenance. With the initial operation being a trail period, it was decided that a bus not be purchased, and that Sinton utilize one of their accessible school buses that accommodated eight (8) passengers and two (2) wheelchairs. After the first month of operation, it was clear that the bus that Sinton had provided was not large enough to accommodate the ridership. Sinton transportation retrofitted one of their existing buses to then accommodate twelve (12) passengers and one (1) wheelchair to meet the needs of the additional riders. In February of 2012, the Link transit route was altered slightly during the hours of 4:00pm-7:00pm to pass by both High Schools in Collingwood on its way back to Wasaga Beach. During these times, the bus was at maximum capacity, as it was picking up students who were involved in extra-curricular activities at the schools. At no extra charge, Sinton Transportation began running a larger 20 person school bus during these peak hours to accommodate the students staying later at school.

Recently, staff had spoken with management at Sinton Transportation and learned that the use of the school bus on the Collingwood Wasaga Beach link would require more strict guidelines. Since the bus is marked with all school bus markings and painted the school bus colour, MTO guidelines stipulate that the Link bus must exercise all guidelines as a school bus would. In order to comply with MTO standards, the Link bus is now deploying the school bus guards as well as the flashing beacons whenever there is a pick up.

Staff at both municipalities are aware of the new circumstances and will continue to operate the bus according to MTO guidelines in the interim until a more permanent resolution can be achieved. Both Collingwood and Wasaga Beach have also discussed the joint purchase of a new bus that would accommodate the increase in ridership as well as meet new and proposed AODA standards. This year the County of Simcoe has indicated that they are interested in exploring what role it can play to assist with expanding public transit to serve more area residents, and would like to be a partner in new transit initiatives as they progress. The County has also indicated that there is funding available for this program for 2012 and that they suggested that a letter of intent be addressed to Corporate Services for request for funding for the joint purchase of a new bus.

Subject to funding from the County, staff are recommending that a new high floor 18 passenger bus be purchased through the Metrolinx program at a price of \$90,000. The Town of Collingwood is currently participating in the Metrolinx program for its conventional transit which has saved nearly \$50,000 and reduced delivery time by 6 months. Upon funding and council approval staff would recommend that a resolution be passed that would approving the participation of joint procurement of an eight (8) metre (26 foot) bus with Two (2) accessible positions and eighteen (18) non-accessible passenger positions.

3. DISCUSSION:

The increased ridership on the Collingwood Wasaga Beach link requires the use of a larger bus to accommodate both accessible and non accessible passengers to replace the existing bus due to its limited capacity. If the Town were to have a retrofitted and repainted bus from Sinton Transportation, there would be an increased operation cost as well as a cost for depreciation of their vehicle to be used. Additionally, with only 6 months remaining on the operation contract with Sinton Transportation staff are unsure if Sinton would be willing to undergo major changes to their own fleet to accommodate the Link service.

A joint purchase of a new bus would eliminate the need to do any retrofitting as well as potentially lowering the hourly operation cost since there would be no rental of a vehicle from Sinton Transportation.

4. DEPARTMENT HEAD REVIEW:

XXXX

5. EFFECT ON TOWN FINANCES:

Providing that 1/3 County funding is available the Town of Collingwood's share would be approximately \$35,000 with taxes and incidentals.

This funding is currently available in our capital bus reserves.

A municipally owned bus will also reduce our operating costs in lieu of the current costs for bus rental from our operator.

6. DISPOSITION:

Engineering staff will coordinating with the County and Wasaga Beach to obtain a successful joint partnership for the inter municipal transit system.

7. APPENDICES:

- None
 Attached

Respectfully submitted

Brian MacDonald
Manager, Engineering Services
Town of Collingwood



STAFF REPORT

| | |
|----------------------|--|
| REPORT #: | PRC2012-14 |
| DATE: | July 30 |
| SUBMITTED TO: | Mayor and Council |
| SUBMITTED BY: | Marta Proctor, Director of Parks, Recreation and Culture |
| SUBJECT: | Funding Application for Community Infrastructure Improvement Fund (CIIF) |

1. RECOMMENDATION:

THAT Council authorize Town Staff to proceed with the Community Infrastructure Improvement Fund (CIIF) funding application to a maximum of \$1 million or 1/3 of the total cost of the project as approved.

AND FURTHER THAT Council authorize staff to submit application(s) for project XXXXX

2. SUMMARY AND BACKGROUND:

The Community Infrastructure Improvement Fund (CIIF) is a new fund of the Government of Canada Economic Action Plan 2012, making \$150 million available over the next two years to communities across Canada, \$49.6 million of which is to be allocated for Ontario. The application deadline is August 24, 2012.

The Fund will support the rehabilitation and improvement, including expansion, of existing community infrastructure facilities such as community centres, recreational buildings, local arenas, cultural facilities and other community facilities that are open to the public and not limited to private membership. New infrastructure or projects resulting in a significant increase in the footprint of the facility are not eligible. Projects must be completed by March 31, 2014.

Priority will be given to eligible projects that:

- Leverage 66.6 percent of funding from other sources (minimum is 50% contribution is required)
- Demonstrate anticipated economic benefits to their community, including the potential for job creation and the use of new technologies and innovation

- Form community-based partnerships for the use of the facility

The following table outlines three projects that are considered by staff to be eligible and sufficiently developed in order to meet the criteria and timelines of CIIF funding application.

| Eligible Projects | Scope | Est. Cost | Benefits |
|--------------------------------------|--|---------------|---|
| Eddie Bush Upgrades and Improvements | <ul style="list-style-type: none"> ▪ Replace board system ▪ Replace ventilation system ▪ Upgrade refrigeration room ▪ Replace chiller ▪ Upgrade electrical ▪ Upgrade alarm system ▪ Replace roof ▪ Lighting replacements and improvements ▪ Replacing exterior doors and frames ▪ Change room upgrades ▪ New concrete floor ▪ Washrooms ▪ Accessibility issues ▪ Improvements to accommodate special events (concerts, trade shows...) | \$3 million | <ul style="list-style-type: none"> ▪ Extending economic life of the facility ▪ Improved access for persons with disabilities ▪ Improved energy efficiency ▪ Decreased operational or maintenance costs ▪ Increased safety of the facility ▪ Increased attendance at project facility ▪ Improves facility use for regional tourism events |
| Heritage Park Improvements | <ul style="list-style-type: none"> ▪ Baseball field improvements ▪ Improve Lighting ▪ Landscaping ▪ Infrastructure upgrades ▪ Re-surface parking ▪ Convert existing soccer to diamond ▪ Integrate playground ▪ Move and upgrade skate park | \$3.3 million | <ul style="list-style-type: none"> ▪ Increased attendance at project facility ▪ Services broad range of the community groups, ages and interests ▪ Improving a regional tourism draw ▪ Revitalizes a high traffic corridor of the community ▪ Integrates completion of the entire park with the recent outdoor pool upgrades and construction of the new fire hall |
| Curling Club Repairs and Expansion | <ul style="list-style-type: none"> ▪ Remedial work on interior and exterior walls ▪ Entrance improvements ▪ Extend roof overhang, | \$1.2 | <ul style="list-style-type: none"> ▪ Extending economic life of the facility ▪ Improved energy efficiency |

| | | | |
|--|--|--|---|
| | install eavestrough <ul style="list-style-type: none"> ▪ Expand lounge ▪ Upgrade change rooms ▪ Complete interior walls of ice pad | | <ul style="list-style-type: none"> ▪ Decreased maintenance costs ▪ Additional 1500 square feet of space |
|--|--|--|---|

3. DISCUSSION:

The intent of the Community Infrastructure Improvement Fund is to improve the quality of community facilities and provide economic benefits, including support for job creation, in communities across Canada.

Project readiness and meeting stringent timelines are critical components of this funding opportunity. As a result it is essential that the project be construction-ready with the greatest potential for completion in a timely manner.

In addition, there is limited funding - only \$49.6 million is available in Ontario over two years- and the amount of the CIIF funding contribution cannot exceed \$1 million per project. Therefore, the project put forward must most meet all aspects of the funding program criteria.

While the three projects outlined above have not had specific community consultation, there origin has been validated through many past studies, the most recent being the Central Park Redevelopment process. Upon review of all associated factors, the Eddie Bush project provides the greatest opportunity to address existing substantiated recreational infrastructure challenges and meet the program criteria. The project will:

- provide much need improvements and upgrades to the facility to meet appropriate standards
- expand potential for the facility to service events, conferences and shows as larger regional attractors
- increase and broaden the use of the facility
- increase potential to operate year round programs and services for the community
- decrease operational and maintenance costs
- increase tourism in the downtown

The curling club project does not have a broad community benefit and due to the membership based aspect of the club, may not be successful in meeting the funding program criteria. Although the proposed Heritage Park project does align well with the funding criteria, it has not been fully presented nor endorsed by Council at this point.

In addition to these projects, staff also considered other recreation infrastructure improvement projects that have been identified as planning priorities, but are not as fully

developed, such as upgrades to Sunset Pointe Park and Harbour improvements, and as such, would have difficulty in successfully meeting the funding requirements.

This funding opportunity was discussed at the July 18, 2012 PRCAC meeting and the committee supported the rationale for presenting the proposed projects.

4. DEPARTMENT HEAD REVIEW:

5. EFFECT ON TOWN FINANCES:

The total costs for the improvements to the facility are approximately \$3 million, requiring a commitment of \$2 million from the Town in order to submit a \$1 million funding request.

6. DISPOSITION:

7. APPENDICES:

None

Attached

Program Guidelines and Application

SIGNATURE

Marta Proctor
Director, Parks Recreation and Culture
Town of Collingwood



COMMUNITY INFRASTRUCTURE IMPROVEMENT FUND (CIIF)

PROGRAM GUIDELINES

BACKGROUND

The Government of Canada is committed to strengthening public infrastructure. Economic Action Plan 2012 announced \$150 million nationally over two years for a new Community Infrastructure Improvement Fund (CIIF). The new Fund will support the rehabilitation and improvement, including expansion, of existing community infrastructure facilities such as community centres, recreational buildings, local arenas, cultural facilities and other community facilities. This will improve the quality of community facilities and provide economic benefits, including support for job creation, in communities across Canada.

The Federal Economic Development Agency for Southern Ontario (FedDev Ontario) is delivering this program in Ontario. FedNor, the Federal Economic Development Initiative for Northern Ontario, will provide support to FedDev Ontario by promoting and launching the fund in Northern Ontario. The CIIF allocation for Ontario is \$49.6 million over two years.

ELIGIBILITY

I. Eligible Recipients

Eligible recipients under the CIIF include:

- a local or regional government established by or under provincial statute;
- a First Nation government, including a Band or Tribal Council or its agent (including its wholly-owned corporation);
- a not-for-profit entity;
- a provincial entity that provides municipal-type services to communities, as defined by provincial statute; and
- a public-sector body that is wholly owned by a local or regional government (as above).

II. Eligible Projects

CIIF funding is for the rehabilitation or improvement, including expansion, of **existing** community infrastructure that is non-commercial in nature. Expansions such as adding ramps to improve accessibility to a facility, adding a roof to an

outdoor rink or extending a trail or bike path are all eligible activities. Ineligible expansion activities are those that would result in new infrastructure or a significant increase (i.e. 50 per cent or more in square footage) in the footprint of the facility. Construction of new infrastructure is ineligible.

The facility needs to be open for use to the public and not limited to a private membership.

Eligible projects must:

- fall under an eligible category and be proposed by an eligible recipient;
- be for the rehabilitation or improvement, including expansion, of existing community infrastructure assets;
- leverage a minimum of 50 per cent of funding from other sources. Priority may be given to projects that leverage 66.6 per cent or more; and
- be substantially completed by March 31, 2014.

For the purposes of the CIIF, "substantially completed" has the same meaning and shall be determined in accordance with how the term "substantially performed" is determined in subsection 2(1) of the *Construction Lien Act*, R.S.O. 1990, c. C.30, as amended, and "Substantial Completion" shall have a corresponding meaning.

Projects must fall within the following project categories to be eligible for funding under the CIIF:

- community centres
- cultural centres
- parks, recreational trails such as fitness trails, bike paths and other types of trails
- libraries
- recreational facilities including local arenas, gymnasias, swimming pools, sports fields, tennis, basketball, volleyball or other sport-specific courts, golf courses, ski hills or other types of recreational facilities
- tourism facilities
- docks
- other existing community infrastructure assets that have a local community impact, such as local roads, drinking water treatment and distribution systems, connectivity and broadband, local airports, solid waste management and waste-water infrastructure.

Priority will be given to projects that can demonstrate anticipated economic benefits to their community, including the potential for job creation, and the use of new technologies and innovation.

III. Eligible Project Costs

Eligible costs are costs considered to be direct and necessary for the successful implementation of an eligible project, excluding those explicitly identified in Ineligible Costs, that are paid by an eligible recipient, and that are paid under a contract for goods or services. All eligible costs outlined below can only be reimbursed to the recipient following the signing of a contribution agreement. Costs must first be incurred and paid by the recipient, and will then be reimbursed by Canada at the prescribed percentage of federal contribution.

Eligible costs for support under the CIIF are as follows:

- costs that are incurred between April 1, 2012 and March 31, 2014;
- costs to rehabilitate or improve fixed capital assets of community infrastructure, including expansions;
- fees paid to professionals, technical personnel, consultants and contractors specifically engaged for the purpose of the rehabilitation or expansion project;
- costs of environmental assessments, monitoring and follow-up programs as required by the *Canadian Environmental Assessment Act (CEAA)* or equivalent legislation;
- costs of any public announcement and official ceremony or of any temporary or permanent signage that includes the cost of creation and posting of signage;
- other costs that are considered to be direct and necessary for the successful implementation of the project and that are approved in advance; and
- **Employee And Other Incremental Costs**
The incremental costs of the recipient's employees or its direct costs may be included in eligible costs under the following conditions.
 - the recipient is a local, regional or First Nation government;
 - the recipient confirms and substantiates that it is not economically feasible to tender a contract;
 - employees or equipment are employed directly in respect of the work that would have been the subject of the contract; and
 - the costs were approved in advance and are included in the contribution agreement.

IV. Ineligible Project Costs

Costs related to the following items are **not** eligible costs under the CIIF:

- project costs incurred before April 1, 2012 or after March 31, 2014;
- moveable equipment, including motorized vehicles, furniture and sports equipment;
- services or work that is normally provided by the recipient or a related party;
- salaries and other employment benefits of any employees of the recipient except as indicated under Employee And Other Incremental Costs above;
- a recipient's overhead costs, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by the recipient's staff;
- the cost of feasibility and planning studies;
- taxes, such as GST and HST, for which the recipient is eligible for a tax rebate and all other costs eligible for rebates;
- the cost of land or any interest therein, and related costs;
- cost of leasing of equipment by the recipient except for as indicated in eligible costs, above;
- legal fees;
- routine maintenance costs; and,
- project administration costs that involve the salaries and benefits of existing staff and general administration costs unrelated to project implementation.

FUNDING

Under CIIF, eligible recipients may receive a non-repayable contribution of up to 50 per cent of eligible costs of an infrastructure project, with recipients providing the remaining balance. However, priority may be given to those projects that require a CIIF contribution of only 33.3 per cent.

Eligible recipients may receive contributions of up to a maximum of \$1,000,000. The total funding from all federal sources will not exceed 50 per cent of total eligible project costs.

All projects are required to begin and substantially complete construction prior to March 31, 2014. Should this condition of funding not be met, Canada shall have the right to cancel funding in whole or in part, and further, Canada shall have the

right to be repaid any funding advanced, in whole or in part, for any project that is not completed by the end of the program.

APPLICATION PROCESS

Project applications and supporting documentation must be submitted or postmarked no later than 5:00 p.m. EDT on August 24, 2012.

Applicants may submit multiple applications but must priority rank their projects on their application forms. A separate application must be submitted for each project.

To apply to the CIIF, applicants must:

1. Review these Program Guidelines and the Application Guide, to ensure your organization is an eligible recipient and your proposed activities and objectives fit within the CIIF's objectives and criteria.
2. Complete the Community Infrastructure Improvement Fund Application Form.
3. Attach all supporting documents as outlined in the Application Guide. A complete application package must be submitted in order for FedDev Ontario to review your application.
4. Submit the package for consideration online.

Alternatively, application packages from southern Ontario may also be sent by:

Email:

infrastructure@feddevontario.gc.ca

Mail:

Attention: Community Infrastructure Improvement Fund
Federal Economic Development Agency for Southern Ontario
151 Yonge Street, 4th Floor
Toronto, ON M5C 2W7

Fax: 416-973-6505

And, application packages from northern Ontario may also be sent by:

Email:

FedNor.CIIF@ic.gc.ca

Mail:

Attention: Community Infrastructure Improvement Fund

FedNor

19 Lisgar Street, Suite 307

Sudbury, Ontario, P3E 3L4

Fax: 705-671-0717

OTHER REQUIREMENTS

Endorsement

Project applications must be duly authorized or endorsed by a resolution of Council / Band or Tribal Council / Board of Directors, as applicable. The resolution must be submitted at the time of the application.

Additional documentation will be required from not-for-profit entities. See [Application Guide](#) for more information.

All funded projects will also require a resolution to enter into a contribution agreement.

Ownership of Asset

If at any time within six (6) years from the date of completion of the project, the recipient sells, leases, encumbers or otherwise disposes of, directly or indirectly, any asset constructed, rehabilitated or improved, in whole or in part, with the financial assistance contributed under the terms of the CIIF, the recipient must repay the federal government, on demand, a proportionate amount of the financial assistance, as follows:

| Where Project asset is sold, leased, encumbered or disposed of: | Repayment of contribution (in current dollars) |
|--|---|
| Within 2 Years after Project completion | 100% |
| Between 2 and 6 Years after Project completion | 55% |
| 6 Years after Project completion | 0% |

If an applicant does not own the asset for which CIIF funding is requested, the applicant must complete an Applicant Declaration and Landlord Authorization form at the time of application.

Environmental Assessment

Projects receiving federal funding may require federal environmental assessment requirements to be met, including the *Canadian Environmental Assessment Act*. The information requested in the project application will help to determine whether an assessment is required. Eligible costs cannot be reimbursed until this review has been completed.

Reporting

All recipients of funding for a project, funded under the CIIF, will be required to submit progress reports until project completion. The progress report should detail progress on the implementation of the project, and amounts received from Canada through the agreement, amounts expended on approved projects, and an overall update on the project status. Further information on the details of this reporting will be provided to approved recipients in their contribution agreements.

APPLICATION REVIEW

FedDev Ontario will review all applications following the application deadline. Applicants will be notified when their projects are approved.

It is the intention of FedDev Ontario to have contribution agreements put in place quickly and efficiently so that available funds can flow to projects as soon as possible. The contribution agreements are also an important part of the accountability framework for the investments made under the CIIF.

In addition to meeting the eligibility requirements described above, priority will be given to projects that can demonstrate anticipated economic benefits to their community, including the potential for job creation, and the use of new technologies.

All eligible recipients will be required to provide a description of the project benefits, which may inform the evaluation and selection of projects under the CIIF. Projects will be assessed on the eligibility requirements and priority areas described above, as well as the following selection criteria.

Project Readiness: All eligible recipients will be required to provide information

necessary to determine if the project is construction-ready and likely to be substantially completed by March 31, 2014.

Incrementality: All eligible recipients will be required to attest, in conjunction with their project application, that the work to be undertaken is an incremental construction activity that would not otherwise have been constructed by March 31, 2014, were it not for funding from the CIIF. Federal funding could be used to provide sufficient funding to allow a project to proceed that would not otherwise be built, or could be used to accelerate a project planned for future years so that it can be completed by March 31, 2014.

Extent to which Other Funding is Leveraged: The ability for a given project to leverage 66.6 per cent of project funding from other sources may be considered when making project decisions.

Technology and Innovation: All eligible recipients will be assessed on the use of innovative technologies, new techniques, processes or materials used in the project.

Partnerships: All eligible recipients will be assessed on the extent to which community-based partnerships have been formed for the use of the facility.

PROGRAM CONTACT INFORMATION

Community Infrastructure Improvement Fund
Federal Economic Development Agency for Southern Ontario
151 Yonge Street, 4th Floor
Toronto, Ontario M5C 2W7

Tel: 1-866-593-5505

Fax: 416-973-6505

Email: infrastructure@feddevontario.gc.ca

TTY: 1-800-457-8466

| General Consent Items | | |
|-----------------------|---|--------------------------------|
| A.1 | Minister of State re: Community Infrastructure Improvement Fund | <i>Receive for Information</i> |
| A.2 | Ministry of Transportation re: Growth Plan for the Greater Golden Horseshoe – Intensification and Density Targets.pdf | <i>Receive for Information</i> |
| A.3 | Ken and Greta Horton Letter re: Casino in the Collingwood Area | <i>Receive for Information</i> |
| A.4 | Foundation for the Study of Process of Government in Canada re: Forum for Young Canadians | <i>Receive for Information</i> |

Minister of State
(Science and Technology)
(Federal Economic Development
Agency for Southern Ontario)



Ministre d'État
(Sciences et Technologie)
(Agence fédérale de développement
économique pour le Sud de l'Ontario)

Ottawa, Ontario K1A 0H5

July 5, 2012

Dear Sir/Madam:

The Government of Canada is committed to creating jobs, growth and long-term prosperity. As outlined in Economic Action Plan 2012, we are making investments to encourage economic growth and improve the quality of life in communities across the country.

I am pleased to announce the launch of the new Community Infrastructure Improvement Fund (CIIF), which will provide \$49.6 million over two years to support repairs and improvements to existing small public infrastructure throughout Ontario. Infrastructure such as community centres, cultural centres and local sports facilities serve as important gathering places for families and contribute to building prosperous communities.

The Federal Economic Development Agency for Southern Ontario (FedDev Ontario) will be administering this program. This investment will boost economic activity and create local jobs, while ensuring our community infrastructure facilities meet the needs of our residents in the long term.

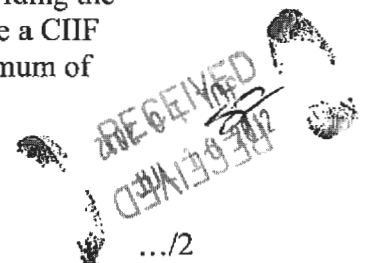
Given the short time-span over which the funding will be provided, this program is geared towards the repair and rehabilitation of existing community facilities as those generally require shorter lead times in terms of project start-up and completion and have lower project costs.

Municipalities, First Nations governments, and community not-for-profit organizations with eligible projects that can be completed before March 31, 2014, are invited to submit applications with your priority projects. If more than one application is being submitted, please indicate the priority ranking of your applications.

We also ask and encourage you to share information about the new program with your local community organizations and not-for-profit entities that may have eligible projects.

Under CIIF, eligible recipients may receive a non-repayable contribution of up to 50 percent of eligible costs of an infrastructure project with recipients providing the remaining balance. However, priority may be given to projects that require a CIIF contribution of only 33.3 percent. CIIF contributions will be up to a maximum of \$1,000,000.

Canada



.../2

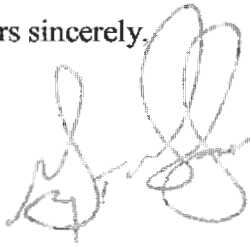
- 2 -

Additional details on the program criteria such as project eligibility, as well as the program guidelines, application form, and application process, are available online at www.feddevontario.gc.ca/ciif. The application deadline is August 24, 2012.

For additional information, please e-mail infrastructure@feddevontario.gc.ca or call 1-866-593-5505.

Over the coming months, I look forward to working with you as partners in stimulating our local economies. I am confident we will see the many benefits from the infrastructure improvements brought to communities in Ontario.

Yours sincerely,

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

The Honourable Gary Goodyear, P.C., M.P.

Ministry of Infrastructure

Ministère de l'infrastructure

Ministry of
TransportationMinistère des
Transports

Office of the Minister

Bureau du ministre

Ferguson Block, 3rd Floor
77 Wellesley St. West
Toronto, Ontario
M7A 1Z8
(416) 327-9200
www.ontario.ca/infrastructure
www.mto.gov.on.ca

Édifice Ferguson, 3^e étage
77, rue Wellesley ouest
Toronto (Ontario)
M7A 1Z8
(416) 327-9200
www.ontario.ca/infrastructure
www.mto.gov.on.ca



JUL 09 2012

MC-2012-376

Her Worship Sandra Cooper
Mayor
Town of Collingwood
97 Hurontario Street
PO Box 157
Collingwood ON L9Y 3Z5

Dear Mayor Cooper:

Thank you for your feedback on proposed intensification and density targets for the Town of Collingwood. I commend your municipality on its efforts in working with the Ministry of Infrastructure in implementing the objectives and intent of the Growth Plan.

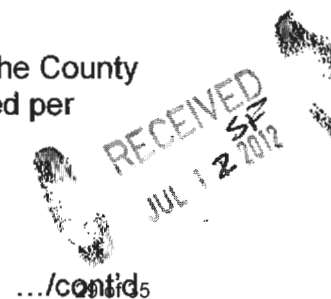
The Growth Plan for the Greater Golden Horseshoe, 2006, which took effect on June 16, 2006, was prepared and approved under the *Places to Grow Act, 2005*.

The government announced an amendment to the Growth Plan which took effect on January 19, 2012, that built on Proposed Amendment 1 developed by my Ministry with stakeholder feedback, and finalized thanks to the good work of the Provincial Development Facilitator.

The Growth Plan, as amended, gives the Simcoe Sub-area planning certainty to support local decision-making, provide opportunities for job creation, and support an improved quality of life, all while limiting sprawl and protecting valuable farmland and green spaces.

Based in part on your feedback, and pursuant to policy 2.2.3.4 of the Growth Plan, this is to inform you that the alternative residential intensification target for the County of Simcoe is 32 per cent. This would require that by the year 2015 a minimum of 32 per cent of all residential development occurring annually within the County of Simcoe will be within the built-up area.

Pursuant to policy 2.2.7.5 of the Growth Plan, the minimum density target for the County of Simcoe for its designated greenfield areas is 39 residents and jobs combined per hectare.



.../contid5

- 2 -

Policy 6.5.3 of the Growth Plan provides that the Minister of Infrastructure will identify, for the lower-tier municipalities in the County, intensification targets to achieve the county-wide intensification target, and density targets to achieve the county-wide density target for designated greenfield areas.

To achieve these alternative county-wide targets, I am identifying an intensification target for the Town of Collingwood of 40 per cent of all residential development occurring annually within the Town of Collingwood, and a density target of 50 residents and jobs combined per hectare.

These targets recognize the unique circumstances within the County of Simcoe including the absence of an urban growth centre, the requirement to focus a significant portion of growth into the primary settlement areas, and the diversity of communities. The targets raise the bar on current development patterns and intensification rates and will contribute to achieving the Growth Plan's objectives of complete, compact communities.

The municipal targets are to be used for the purposes of Growth Plan implementation and may be reviewed at a future date. As set out in policy 5.4.1.5 of the Growth Plan, these targets represent minimum standards. Planning authorities and municipal decision-makers are encouraged to go beyond these minimum standards where possible.

I look forward to continuing to work with you and your Council on implementing the Growth Plan.

Sincerely,



Bob Chiarelli
Minister

c: Hon. Kathleen Wynne, Minister of Municipal Affairs and Housing
Kimberly Wingrove, Chief Administrative Officer, Town of Collingwood
Nancy Farrer, Director, Planning Services, Town of Collingwood

From: -----
Sent: Tuesday, July 17, 2012 02:45 PM
To: Karen Cubitt
Subject: [Community Activity Guide Feedback] Casino in the Collingwood Area

Greta and Ken Horton sent a message using the contact form at <http://www.collingwood.ca/contact>.

To Sandra Cooper, Mayor and the Collingwood Council:

With all due respect, Ken and Greta Horton wish to state that they are totally against a casino being built and operated in Collingwood and area.

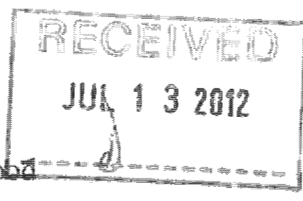
It is a negative-type business with negative fallout in the fact that it induces people to gamble money that they don't have. This, in turn, can affect the family life of the gamblers, especially children.

Please consider all the negatives regarding a casino before going any further in this discussion. Better to bring in other types of healthy jobs than something that can have a very inferior and a damaging influence on our healthy community.

Respectfully yours,
Greta and Ken Horton
Long-time citizens of Collingwood, Ontario

Consent

FOUNDATION FOR THE STUDY OF PROCESSES OF GOVERNMENT IN CANADA **FONDATION POUR L'ÉTUDE DES PROCESSUS DE GOUVERNEMENT AU CANADA**



Foundation Programs / Programmes de la Fondation:

- Forum for Young Canadians / Forum pour jeunes Canadiens
- Forum Teachers' Conference / Conférence des enseignants dans le cadre du Forum

Patron / Président d'honneur:

His Excellency the Right Honourable David Johnston
C.C., C.M.M., C.O.M., C.D.
Governor General of Canada

Son Excellence le très honorable David Johnston
C.C., C.M.M., C.O.M., C.D.
Gouverneur général du Canada

Honourary Chairs / Présidents honoraires:

The Honourable Andrew Scheer, MP
Speaker of the House of Commons

L'honorable Andrew Scheer, député
Président de la chambre des communes

The Honourable Noël A. Kinsella, Senator
Speaker of the Senate

L'honorable Noël A. Kinsella, Sénateur
Président du Sénat

Executive Committee / Comité exécutif:

Chair / Présidente
- Cate McCreedy

Vice Chair / Vice présidente
- Justine Hendricks

Secretary Treasurer / Secrétaire trésorière
- Stephanie Polianski

Past Chair / Président sortant
- André McArdle

Town of Collingwood
P.O. Box 157
97 Hurontario Street
Collingwood, Ontario
L9Y 3Z5


DOES YOUR COMMUNITY HAVE YOUNG LEADERS WITH VOICES TO SHARE WITH OTHER DISTINGUISHED YOUTH FROM ACROSS CANADA?

Invite them to apply to the **Forum for Young Canadians!** Established in 1975 as a bilingual, non-partisan educational experience for Canadian high school and Cégep students, Forum is the pre-eminent program for young Canadians to be introduced to national democratic institutions and political decision-making. Each year approximately 300 students (15 – 19 years of age) from throughout the country are selected to participate in the weeklong program in Ottawa.

Forum participants meet the nation's leaders, interact with decision-makers, and debate contemporary issues with other young leaders. Forum is currently accepting applications for the 2012-13 program season. The deadline for the first session, held between November 4th and 9th 2012, is September 11th. There are also sessions in February and March. Bursaries are available to help cover the cost of attending the program.

The upcoming sessions include perspectives on decision-making at the municipal level and we appreciate a youth representative from your community to participate. We would be honoured to have your representative share a statement from you during the program and your municipality will be recognized at our dinner with Members of Parliament. This past year, His Worship Clifford Lee, Mayor of Charlottetown (PEI) and Her Honour Vaughn Solomon Schofield Lieutenant Governor of Saskatchewan have sent representatives to attend the program on behalf of their community and province. Propose a representative for your community!

Enclosed is a poster and application form for the program. All application and promotional materials are also available for downloading on our website, www.forum.ca. If you have any questions, please do not hesitate to contact our office at 613-233-4086 or via email at forum@forum.ca.

Sincerely,

Jonathan Perron-Clow
Interim Manager of Programs and Outreach
Forum for Young Canadians
@forum4yc

Be a voice! Be part of it!

Prends ta place! Prends-y part!



www.forum.ca

government parliament engagement democracy leadership
 gouvernement parlement engagement démocratie leadership



Application Form – Formulaire de demande

Please rank sessions by order of preference in the appropriate box below.
 Prière d'indiquer votre préférence dans les cases correspondantes.

| | | | |
|--------------------------|---|--------------------------|--|
| <input type="checkbox"/> | November 4-9, 2012 4 au 9 novembre 2012 | <input type="checkbox"/> | March 17th to 22nd, 2013 17 au 22 mars 2013 |
| <input type="checkbox"/> | February 24th to March 1st, 2013 24 février au 1 mars 2013 | <input type="checkbox"/> | March 24th to 29th, 2013 24 au 29 mars 2013 |

PART 1 - GENERAL INFORMATION / PARTIE 1 - RENSEIGNEMENTS GÉNÉRAUX

Surname / Nom _____ First Name / Prénom _____

Address / adresse _____

City / ville _____ Prov./Terr. _____ Postal Code / Code postal _____

Telephone / téléphone () - _____ Cell Phone / Téléphone portable () - _____

email (student) _____ Email (parent/tutor) _____
 adresse courriel (étudiant) _____ adresse courriel parent/tuteur _____

Spoken Language(s) / Langues maîtrisées English / Anglais French / Français Other (Please Specify) / Autre (Veuillez spécifier) _____

Date of Birth (YYYY/MM/DD) / Date de naissance (AAAA/MM/JJ) _____ Sex / Sexe M F Age _____

*Are you a Canadian Citizen? / *Êtes-vous citoyen canadien? Yes / Oui No / Non

*Landed Immigrant? / *Immigrant reçu? Yes / Oui No / Non *Country of Birth / *Pays de naissance _____

*Are you aboriginal? / *Êtes-vous autochtone? Yes / Oui No / Non If yes, please specify / Si oui, S.V.P. préciser _____

*Are you a visible minority? / *Faites-vous partie d'une minorité visible? Yes / Oui No / Non If yes, please specify / Si oui, S.V.P. préciser _____

*Are you a person with a disability? / *Êtes-vous une personne handicapée? Yes / Oui No / Non If yes, please specify / Si oui, S.V.P. préciser _____

*OPTIONAL: Exchanges Canada asks for this information for statistical purposes only.
 *Facultatif. Échanges Canada ne demande ces renseignements qu'à des fins statistiques.

School Information / Renseignements sur l'école

Name of School / Cégep / Nom de l'école / Cégep _____

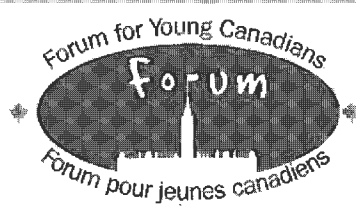
Street Address / Adresse _____

City / Ville _____ Prov./Terr. _____ Postal Code / Code postal _____

Telephone / téléphone () - _____ Fax Number / télécopieur () - _____

School contact / Nom de contact _____

Contact Telephone / numéro de téléphone du contact () - _____ Contact E-mail / adresse courriel du contact _____



PART 2 – STUDENT'S STATEMENT / PARTIE 2 – DÉCLARATION DE L'ÉTUDIANT

Forum has five basic rules of conduct / Il y a cinq règles de base au Forum :

1. Appropriate and respectful behaviour is required from students at all times;
Les étudiants doivent se comporter de manière convenable et respectueuse en tout temps;
2. The use, possession or concealment of alcohol or non-prescribed medications, including illegal drugs, is strictly forbidden;
L'utilisation, la possession et la dissimulation d'alcool, de drogue ou de médicaments vendus sans ordonnance, y compris la drogue illicite, sont strictement interdites, et ce, en tout temps;
3. The highest level of respect will be demanded at all times during Forum. No types of harassment - physical, verbal, racial, sexual or otherwise - will be tolerated. No exclusive or sexual relations will be allowed;
Tout au long du Forum, les étudiants doivent faire preuve du plus grand respect dans le cadre de leurs relations interpersonnelles. Le harcèlement n'est toléré sous aucune forme (physique, verbal, racial, sexuel, ou autre). Les relations sexuelles sont interdites;
4. Students must be in their own rooms by curfew; and
Les étudiants doivent être dans leur chambre à l'heure du couvre-feu; et
5. Students must attend all sessions and remain with Forum staff at all times.
Les étudiants doivent participer à tous les ateliers et doivent rester avec l'équipe du Forum en tout temps.

I understand the information and conditions outlined on this form
Je comprends l'information et les conditions énoncées sur le présent formulaire

I declare that the information I have given to be correct and I wish to be considered for the FORUM FOR YOUNG CANADIANS.
Je me porte garant(e) de la véracité des renseignements que j'ai fournis et souhaite poser ma candidature au FORUM POUR JEUNES CANADIENS.

I have obtained the permission to attend Forum, if I am selected, from my parent/guardian and from a representative of my school (principal, guidance counsellor, teacher). Their signatures will be required on your Admission Form if you are selected.
J'ai obtenu la permission de mon père/ma mère/mon tuteur et d'un représentant officiel de mon école (directeur, conseiller en orientation ou enseignant) de participer au Forum si je suis choisi(e). Ils devront signer votre formulaire inscription si vous êtes choisi(e).

I have enclosed a letter stating why I would like to attend Forum for Young Canadians.
J'ai rédigé une lettre exposant les raisons pour lesquelles j'aimerais participer au Forum pour jeunes Canadiens

I have enclosed my resume.
J'ai inclus en pièce jointe, mon CV.

Student's signature
Signature de l'étudiant

Date
(YYYY/MM/DD)
(AAAA/MM/JJ)

Forum for Young Canadians is a stimulating experience. It is also very demanding, physically and intellectually. It requires whole-hearted participation, a real commitment to the program.

PARTICIPATION COSTS

- Selected students are responsible for paying for or raising the funds necessary to cover the costs of attending FORUM FOR YOUNG CANADIANS.
- The program fee to attend Forum 2012-2013 will be confirmed in Autumn 2012. Please consult our website for details. The fee covers program costs, room, board and transportation costs.
- A limited number of bursaries are available. See our website for details.

Forum pour jeunes Canadiens est une expérience enrichissante, mais aussi très exigeante, tant physiquement qu'intellectuellement. Le programme nécessite une participation inconditionnelle et un engagement réel.

FRAIS DE PARTICIPATION

- Il incombe aux étudiants dont la candidature est retenue de se procurer eux-mêmes les fonds nécessaires pour couvrir les frais de participation au Forum.
- Les frais de participation au Forum 2012-2013 seront confirmés à l'automne 2012. Veuillez consulter notre site web pour cette information. Ces frais comprennent les coûts relatifs au programme, à l'hébergement, aux repas et au transport
- Un nombre limité de bourses est disponible. Consultez notre site web pour plus de détails.

Forum for Young Canadians / Forum pour jeunes Canadiens

800 – 81, rue Metcalfe Street, Ottawa ON K1P 6K7

☎ 613.233.4086 ☎ 613.233.2351

✉ forum@forum.ca ☞ www.forum.ca