

October 18, 2016

**The Scarborough Community Council**  
**on November 15, 2016 will meet in**  
**the Council Chamber, Scarborough Civic Centre**  
**Main Floor, 150 Borough Drive**

**The community council will discuss the following item at 9:45 a.m., or as soon as possible thereafter:**

**Item: Request for a Fence Exemption – Rear Yard**  
**5 Windy Ridge Drive**

The Item and background report regarding this application for a fence exemption will be available on the City's website by November 4, 2016:

[www.toronto.ca/legdocs/agendas.htm](http://www.toronto.ca/legdocs/agendas.htm)

You can pick up a printed copy of the item or any communications related to the item from the City Clerk's Office, Third Floor, Scarborough Civic Centre, 150 Borough Drive. You can also ask City staff to mail you this information. The community council's e-mail address is: [scc@toronto.ca](mailto:scc@toronto.ca).

**If you wish to make a presentation to the community council about a particular item**, please phone 416-396-7287 or e-mail [scc@toronto.ca](mailto:scc@toronto.ca) **by noon on the day before the meeting**, so that we can include your name on the list of speakers. We limit presentations **to no longer than five minutes** to make sure that everyone who wants to speak has an opportunity.

Please call 416-396-7287, if you have any questions about the Scarborough Community Council or any items on its agenda.

Ulli S. Watkiss  
City Clerk

## **You can participate in the meeting**

The City of Toronto encourages everyone to take part in the decision-making process at the City. You can participate in this meeting of the Scarborough Community Council by:

- **attending** the meeting to hear the community council discuss a particular item;
- **commenting** on a particular item in writing; or
- **making a presentation** to the community council about a particular item.

### **Attending the meeting:**

Attend the meeting at the time listed on the reverse of this notice to hear the community council discuss the item. However, as the community council discusses other items on its agenda, it may not be able to consider this particular item until later than the time scheduled.

### **Commenting on a particular item in writing:**

Mail, fax or e-mail your comments to:

Scarborough Community Council  
City Clerk's Office, 3<sup>rd</sup> Floor  
Scarborough Civic Centre  
150 Borough Drive  
Toronto ON M1P 4N7

Telephone: 416-396-7287  
Fax: 416-396-4301  
e-mail: [scc@toronto.ca](mailto:scc@toronto.ca)

Please note that City staff will not accept any unsigned letter or any letter without a return address.

### **Making a presentation to the community council about a particular item:**

See the other side of this page for instructions on what to do to make a presentation.

If you plan to attend the meeting, the City can make available any special assistance that you may require, including attendant care services, if you give some advance notice. Please call 416-396-7287 or TTY 416-338-0889 to request this assistance.

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## **Notice to people writing or making a presentation to the Scarborough Community Council**

**Notice to people writing or making presentations to the Scarborough Community Council:** The City of Toronto Act, 2006 and the City of Toronto Municipal Code authorize the City of Toronto to collect any personal information in your communication or presentation to City Council or its committees.

The City collects this information to enable it to make informed decisions on the relevant issue(s). If you are submitting letters, faxes, e-mails, presentations or other communications to the City, you should be aware that your name and the fact that you communicated with the City will become part of the public record and will appear on the City's website. The City will also make your communication and any personal information in it – such as your postal address, telephone number or e-mail address – available to the public, unless you expressly request the City to remove it.

The City videotapes committee and community council meetings. If you make a presentation to a committee or community council, the City will be videotaping you and City staff may make the video tapes available to the public.