

3.12 Toronto Water Facilities

Toronto Water Filming Policy and Procedures

Contacts

No filming will be allowed inside any of the facility buildings belonging to the Water and Wastewater Division of the City of Toronto.

First contact is the TFTO
Telephone - 416 338-FILM(3456)

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Supervisor, Corporate Security Toronto Water Portfolio
Telephone 416-392-5466
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Policy and Guidelines

The following steps should be taken in relation to any film/television shoot on the exterior or grounds of any of the facilities belonging to the Water and Wastewater Division:

1. When a request is received for filming at a Water and Wastewater facility, the Toronto Film Television Office will forward a copy of this request to a designated contact in the City's Corporate Security Unit. The City's Water or Wastewater facilities require at least ten business days notice in advance of the proposed filming. It is noted that it may not be feasible in all cases to prepare the Health and Safety/Risk Management Plans now required for filming at Water and Wastewater Treatment facilities in as little as ten days, therefore this time may be reduced to less than ten days. Once received, the Corporate Security Representative will schedule a meeting at the requested filming location. At this meeting there will be a representative(s) present from the Corporate Security Unit, Water and Wastewater Division, Toronto Film Television Office staff, and the requesting Film Company. The representative from the Film Company will outline the area that they are requesting for the film shoot and all activities in relation to this film shoot. In turn, the representatives from Corporate Security, Toronto Film & Television Office staff, and the Water and Wastewater Division will outline all of their concerns that will need to be addressed by the Film Company, and Health and Safety and Risk Management Plans will be discussed and verbally agreed to by all parties. The representatives from the City of Toronto will also outline what staff from the Water and Wastewater Division, Corporate Security Unit, and others as may be determined, should be present during the actual filming and determine the estimated charge-back amounts.
2. The Film Company will confirm the understanding reached at the site meeting by preparing and submitting written Health and Safety, and Risk Management Plans to the Corporate Security Unit. The Corporate Security Unit and Water and Wastewater Division will both sign off on the document if they are satisfied with the contents, or will send it back identifying where additions or changes are required. The Film Company will present a list of all their staff that will be on site for the film shoot. Based on the list of staff provided to Corporate Security by the Film Company, self-expiring identification badges will be issued by Corporate Security for every person on the list. This identification badge must be worn at all times while on the property. The cost for these badges will be charged back to the Film Company. Criminal background checks will not be required for any exterior locations.

3. If the film crew is not in compliance with all aspects of the film permit, Health and Safety Plan, and Risk Management Plan, or should an unforeseen emergency situation develop, the film permit will be revoked and filming will be terminated immediately. Any representative from the City's Corporate Security or Water and Wastewater Division and/or Toronto Film and Television Office has the right to exercise this option.
4. All filming at Water and Wastewater facilities in the City of Toronto must be given special considerations. All filming must be negotiated on a case-by-case basis with the appropriate representatives from the Water and Wastewater Division and Corporate Security Unit.