



AGENDA

GENERAL COMMITTEE

THE CORPORATION OF THE CITY OF MISSISSAUGA

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WEDNESDAY, JUNE 3, 2015 – IMMEDIATELY FOLLOWING SPECIAL COUNCIL

COUNCIL CHAMBER – 2nd FLOOR – CIVIC CENTRE
300 CITY CENTRE DRIVE, MISSISSAUGA, ONTARIO, L5B 3C1

Members

Mayor Bonnie Crombie	
Councillor Jim Tovey	Ward 1
Councillor Karen Ras	Ward 2
Councillor Chris Fonseca	Ward 3
Councillor John Kovac	Ward 4
Councillor Carolyn Parrish	Ward 5
Councillor Ron Starr	Ward 6
Councillor Nando Iannicca	Ward 7
Councillor Matt Mahoney	Ward 8
Councillor Pat Saito	Ward 9
Councillor Sue McFadden	Ward 10
Councillor George Carlson	Ward 11 (Chair)

Contact: Sacha Smith, Legislative Coordinator, Office of the City Clerk
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INDEX – GENERAL COMMITTEE – JUNE 3, 2015CALL TO ORDERAPPROVAL OF THE AGENDADECLARATIONS OF CONFLICT OF INTERESTPRESENTATIONSA. MiWay Student Ambassador Program

Patricia Runzer, Supervisor, MiWay Community Outreach to announce the 2014/15 MiWay Student Ambassador winner and provide information for the new 2015/16 program and Mayor Crombie will present the awards to the recipients.

B. 25 Year Safe Working and Safe Driving Awards

Geoff Marinoff, Director of Transit, Patrick Phaneuf, Manager, Transit Operations, Roger Jaggernauth, Acting Manager, Transit Training will provide an overview of the awards and Mayor Crombie will present the awards to the recipients.

DEPUTATIONS

A. Samantha Angel, Co-Chair, Western GTA Summit and Grant Clark, Senior Advisor with respect to Mississauga Connects, Western GTA Summit on June 4, 2015 at Sheridan College.

B. Raj Sheth, Director, Facilities and Property Management, Rajan Balchandani, Manager, Energy Management and Nicole Fitz-Henry, Project Leader, Energy Management Awareness with respect to Energy Management Programs and Achievements.

C. Item 1 Melissa Agius, Manager, Mississauga Celebration Square and Yvonne Koscielak, Public Art Coordinator with respect to the strategic plan and public art.

D. Item 2 Kevin Carr, Manager Marketing and Business Solutions & Cammie La Coste, Marketing Consultant

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MATTERS TO BE CONSIDERED

1. Mississauga Celebration Square – Strategic Plan and Public Art Update
2. June is Recreation and Parks Month
3. A Framework for Recreation in Canada 2015 – Pathways to Wellbeing
4. Review of the Adequate Heat By-law 0365-95
5. Request for an Exemption to the Animal Care and Control By-law 0098-04, as amended, for a Pigeon Enclosure, 820 Eaglemount Crescent (Ward 6)
6. Relocation of 15-hour Parking – Maple Avenue North (Ward 1)
7. Sherobee Road On-Street Paid Parking Implementation (Ward 7)
8. Closure and Public Highway Establishment of portions of Eglinton Avenue East in the vicinity of Eglinton Avenue East and Maingate Drive (Ward 3)
9. Temporary Road Closure – Square One Drive between Duke of York Boulevard and Living Arts Drive (Ward 4)
10. Temporary Road Closure and Proposed Exemption to Noise Control By-law No. 360-79 – Torbram Road between Kimbel Street and the northerly limits (Ward 5)
11. Request for Traffic Control Signals – Tenth Line West at Serena Way/Sunlight Street (Ward 10)
12. 2015 Traffic Signal Installation Program (Wards 1, 2, 3, 4, 8, 9. and 10)
13. By-laws to Establish a System of Administrative Penalties Respecting Mobile Licensing for the City of Mississauga
14. Changes to the Public Vehicle Licensing By-law 420-04, as amended, Lease Agreements for Accessible Taxicabs

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16. Lakeshore Road Transportation Master Plan and Implementation Strategy
17. The Regional Municipality of Peel – Road Maintenance and Repair Agreement Extension
18. Corporate Policy and Procedure Revision – Roadway Directional Signage 10-04-01
19. Alternate Locate Agreement with Enbridge Gas Distribution Inc.
20. Greater Toronto Airport Authority Payment in Lieu of Taxes
21. Allowable Business Expenses – Employees and Citizen Members of Committees and Boards 04-05-11 – per diem, boarding passes and travel expenses.

ADVISORY COMMITTEE REPORTS

Traffic Safety Council Part 2 Report 3-2015 April 22, 2015

Mississauga Cycling Advisory Committee Report 5-2015 May 12, 2015

Heritage Advisory Committee Report 4-2015 May 19, 2015

Governance Committee Report 3-2015 May 25, 2015

Traffic Safety Council Report May 27, 2015

COUNCILLORS' ENQUIRIES

OTHER BUSINESS/ANNOUNCEMENTS

CLOSED SESSION - Nil

(Pursuant to Subsection 239 (2) of the *Municipal Act, 2001*)

ADJOURNMENT

CALL TO ORDERAPPROVAL OF THE AGENDADECLARATIONS OF CONFLICT OF INTERESTPRESENTATIONSA. MiWay Student Ambassador Program

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C. Item 1 Melissa Agius, Manager, Mississauga Celebration Square and Yvonne Koscielak, Public Art Coordinator

D. Item 2 Kevin Carr, Manager Marketing and Business Solutions & Cammie La Coste, Marketing Consultant

MATTERS TO BE CONSIDERED1. Mississauga Celebration Square – Strategic Plan and Public Art Update

Corporate Report dated May 15, 2015 from the Commissioner of Community Services with respect to Mississauga Celebration Square – Strategic Plan and Public Art Update.

RECOMMENDATION

That the Corporate Report dated May 15, 2015 from the Commissioner of Community Services entitled, “Mississauga Celebration Square – Strategic Plan and Public Art Update” be endorsed in principle.

2. June is Recreation and Parks Month

Corporate Report dated May 19, 2015 from the Commissioner of Community Services with respect to June is Recreation and Parks Month.

RECOMMENDATION

That the Corporate Report titled “June is Recreation and Parks Month” dated May 19, 2015, from the Commissioner of Community Services be received for information.

3. A Framework for Recreation in Canada 2015 – Pathways to Wellbeing

Corporate Report dated May 19, 2015 from the Commissioner of Community Services with respect to a Framework for Recreation in Canada 2015 – Pathways to Wellbeing.

RECOMMENDATION

That “A Framework for Recreation in Canada 2015 – Pathways to Wellbeing”, attached as Appendix 1 to the Corporate Report titled “A Framework for Recreation in Canada 2015 – Pathways to Wellbeing” dated May 19, 2015, from the Commissioner of Community Services be endorsed as a guide for the planning and delivery of Recreation and Parks services in Mississauga.

4. Review of the Adequate Heat By-law 0365-95

Corporate Report dated May 20, 2015 from the Commissioner of Transportation and Works with respect to the Review of the Adequate Heat By-law.

RECOMMENDATION

That the report from the Commissioner of Transportation and Works, dated May 20, 2015 and entitled "Review of the Adequate Heat By-law 0365-95, as amended," be received for information.

5. Request for an Exemption to the Animal Care and Control By-law 0098-04, as amended, for a Pigeon Enclosure, 820 Eaglemount Crescent (Ward 6)

Corporate Report dated May 20, 2015 from the Commissioner of Transportation and Works with respect to the request for an Exemption to the Animal Care and Control By-law 0098-04, as amended, for a pigeon enclosure at 820 Eaglemount Crescent.

RECOMMENDATION

That the request for an exemption to the Animal Care and Control By-law 0098-04, as amended, to permit one existing Pigeon Enclosure located in the rear yard of 820 Eaglemount Crescent, as detached residential property owned by Mr. and Mrs. John and Maria Sousa, be approved as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "Request for an Exemption to the Animal Care and Control By-law 0098-04, as amended, for a Pigeon Enclosure, 820 Eaglemount Crescent, Ward 6.

6. Relocation of 15-hour Parking – Maple Avenue North (Ward 1)

Corporate Report dated May 15, 2015 from the Commissioner of Transportation and Works with respect to the relocation of 15-hour parking on Maple Avenue North.

RECOMMENDATION

That a by-law be enacted to amend By-law 555-00, as amended to relocate the existing 15-hour parking on the east side of Maple Avenue North.

7. Sherobee Road On-Street Paid Parking Implementation (Ward 7)

Corporate Report dated May 19, 2015 from the Commissioner of Transportation and Works with respect to Sherobee Road on-street Paid Parking Implementation.

RECOMMENDATION

That a by-law be enacted to amend By-law 555-2000, as amended, to implement paid parking between Monday and Friday, 8:00 am to 6:00 pm, and Saturday and Sunday, between 10:00 am and 6:00 pm on the north-east side of Sherobee Road between Hurontario Street and North Service Road.

8. Closure and Public Highway Establishment of portions of Eglinton Avenue East in the vicinity of Eglinton Avenue East and Maingate Drive (Ward 3)

Corporate Report dated May 19, 2015 from the Commissioner of Transportation and Works with respect to the closure and public highway establishment of portions of Eglinton Avenue East in the vicinity of Eglinton Avenue East and Maingate Drive.

RECOMMENDATION

1. That a by-law be enacted authorizing City staff to permanently close that portion of Eglinton Avenue East, described as Part 1 on Reference Plan 43R-18288.
 2. That a by-law be enacted to establish Part 4 on Reference Plan 43R-36448 as a public highway forming part of Eglinton Avenue East.
9. Temporary Road Closure – Square One Drive between Duke of York Boulevard and Living Arts Drive (Ward 4)

Corporate Report dated May 14, 2015 from the Commissioner of Transportation and Works with respect to the temporary road closure – Square One Drive between Duke of York Boulevard and Living Arts Drive.

RECOMMENDATION

That a by-law be enacted to implement a temporary road closure of Square One Drive between Duke of York Boulevard and Living Arts Drive commencing at 7:00 a.m. on Monday, June 22, 2015, and ending at 7:00 p.m. on Friday, September 4, 2015.

10. Temporary Road Closure and Proposed Exemption to Noise Control By-law No. 360-79 – Torbram Road between Kimbel Street and the northerly limits (Ward 5)

Corporate Report dated May 14, 2015 from the Commissioner of Transportation and Works with respect to the temporary road closure and proposed exemption to Noise Control By-law No. 360-79 – Torbram Road between Kimbel Street and the northerly limits.

RECOMMENDATION

1. That a by-law be enacted to allow two consecutive closures of Torbram Road between Kimbel Street and the northerly limits, for the duration of approximately two weeks respectively, within the time frame from 7:00 a.m. on Monday, June 22, 2015, and 7:00 p.m. on Friday, September 25, 2015.

2. That Dufferin Construction Company be granted an exemption from Noise By-law No. 360-79, as amended, to allow for extended 24-hour construction work for the construction of railway track diversions and at-grade crossing surface associated with the above mentioned two consecutive road closures within the time frame from 7:00 a.m. on Monday, June 22, 2015 and ending at 7:00 p.m. on Friday, September 25, 2015.

11. Request for Traffic Control Signals – Tenth Line West at Serena Way/Sunlight Street (Ward 10)

Corporate Report dated May 14, 2015 from the Commissioner of Transportation and Works with respect to the request for traffic control signals on Tenth Line West at Serena Way/Sunlight Street.

RECOMMENDATION

That a traffic control signal not be installed at the intersection of Tenth Line West at Serena Way/Sunlight Street as warrants have not been satisfied.

12. 2015 Traffic Signal Installation Program (Wards 1, 2, 3, 4, 8, 9 and 10)

Corporate Report dated May 14, 2015 from the Commissioner of Transportation and Works with respect to the 2015 Traffic Signal Installation Program.

RECOMMENDATION

That the proposed 2015 Traffic Signal Installation Program, as outlined in the report dated May 12, 2015, from the Commissioner of Transportation and Works, be approved.

13. By-laws to Establish a System of Administrative Penalties Respecting Mobile Licensing for the City of Mississauga

Corporate Report dated May 20, 2015 from the Commissioner of Transportation and Works with respect to a bylaw to establish a system of administrative penalties respecting mobile licensing for the City of Mississauga.

RECOMMENDATION

1. That a by-law to amend the Licensing Administrative Penalty By-law 135-2014 (Appendix 1) be enacted as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "By-laws to Establish a System of Administrative Penalties Respecting Mobile Licensing for the City of Mississauga".

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2. That a by-law to amend the Tow Truck Licensing By-law 521-04, as amended, (Appendix 2) be enacted as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "By-laws to Establish a System of Administrative Penalties Respecting Mobile Licensing for the City of Mississauga".
 3. That a by-law to amend the Public Vehicle Licensing By-law 420-04, as amended, (Appendix 3) be enacted as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "By-laws to Establish a System of Administrative Penalties Respecting Mobile Licensing for the City of Mississauga".
 4. That a by-law to amend the Screening and Hearing Officer By-law 285-2013 (Appendix 6) be enacted as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "By-laws to Establish a System of Administrative Penalties Respecting Mobile Licensing for the City of Mississauga".
14. Changes to the Public Vehicle Licensing By-law 420-04, as amended, Lease Agreements for Accessible Taxicabs

Corporate Report dated May 20, 2015 from the Commissioner of Transportation and Works with respect to changes to the Public Vehicle Licensing By-law 420-04, as amended, Lease Agreements for Accessible Taxicabs.

RECOMMENDATION

That a by-law be enacted to amend the Public Vehicle Licensing By-law 420-04, as amended, to incorporate lease agreement requirements for brokerages of accessible taxi cabs as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "Changes to the Public Vehicle Licensing By-law 420-04, as amended, Lease Agreements for Accessible Taxicabs".

15. Changes to the Public Vehicle Licensing By-law 420-04, as amended, English Language Assessments for the Owners and Drivers of Airport Municipal Transportation Vehicles

Corporate Report dated May 20, 2015 from the Commissioner of Transportation and Works with respect to changes to the Public Vehicle Licensing By-law 420-04, as amended, English Language Assessments for the owners and drivers of airport municipal transportation vehicles.

(15.)

RECOMMENDATION

That a by-law be enacted to amend the Public Vehicle Licensing By-law 420-04, as amended, to incorporate the changes for English language assessments for the owners and drivers of airport municipal transportation vehicles as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "Changes to the Public Vehicle Licensing By-law 420-04, as amended, English Language Assessments for the Owners and Drivers of Airport Municipal Transportation Vehicles".

16. Lakeshore Road Transportation Master Plan and Implementation Strategy

Corporate Report dated May 19, 2015 from the Commissioner of Transportation and Works with respect to Lakeshore Road Transportation Master Plan and Implementation Strategy.

RECOMMENDATION

That the report titled "Lakeshore Road Transportation Master Plan and Implementation Strategy", dated May 19, 2015 from the Commissioner of Transportation and Works, be received for information.

17. The Regional Municipality of Peel – Road Maintenance and Repair Agreement Extension

Corporate Report dated May 5, 2015 from the Commissioner of Transportation and Works with respect to the Regional Municipality of Peel road maintenance and repair agreement.

RECOMMENDATION

That a by-law be enacted to authorize the Commissioner of Transportation and Works and the City Clerk to execute, on behalf of the Corporation of the City of Mississauga, an Amending Road Maintenance and Repair Agreement with The Regional Municipality of Peel, in a form satisfactory to the City Solicitor.

18. Corporate Policy and Procedure Revision – Roadway Directional Signage 10-04-01
Corporate Report dated May 14, 2015 from the Commissioner of Transportation and Works with respect to Corporate Policy and Procedure Revision – Roadway Directional Signage 10-04-01.

RECOMMENDATION

That the revised Corporate Policy and Procedure, Roadway Directional Signage 10-04-01, attached as Appendix 1 to the Corporate Report dated May 14, 2015 from the Commissioner of Transportation and Works, be approved.

19. Alternate Locate Agreement with Enbridge Gas Distribution Inc.

Corporate Report dated April 28, 2015 from the Commissioner of Community Services with respect to Alternate Locate Agreement with Enbridge Gas Distribution Inc.

RECOMMENDATION

That a by-law be enacted to authorize the Commissioner of Community Services on behalf of the City of Mississauga, to enter into an agreement with Enbridge Gas Distribution Inc., regarding alternate locates in City parks and in a form satisfactory to the City Solicitor.

20. Greater Toronto Airport Authority Payment in Lieu of Taxes

Corporate Report dated May 11, 2015 from the Commissioner of Corporate Services and Chief Financial Officer with respect to Greater Toronto Airport Authority Payment in Lieu of Taxes.

RECOMMENDATION

1. That the report dated May 11, 2015 from the Commissioner of Corporate Services and Chief Financial Officer be received for information.
2. That Council request the Province of Ontario to increase the per passenger rate for the Greater Toronto Airport Authority (GTAA) Payment in Lieu of Taxes (PILT) to reflect the increase in the municipal levy since 2001 and eliminate the cap on the PILT.
3. That the Ontario Minister of Finance, the Mississauga MPP's and the Cities of Toronto, Ottawa, London and Thunder Bay be so advised.

21. Allowable Business Expenses – Employees and Citizen Members of Committees and Boards 04-05-11 – per diem, boarding passes and travel expenses

Corporate Report dated April 20, 2015 from the Commissioner of Corporate Services and Chief Financial Officer with respect to allowable business expenses – Employees and Citizen Members of Committees and Boards 04-05-11 – per diem, boarding passes and travel expenses.

RECOMMENDATION

That the revised Corporate Policy and Procedure, Allowable Business Expenses – Employees and Citizen Members of Committees and Boards 04-05-1, attached as Appendix 1 to the Corporate Report dated April 20, 2015 from the Commissioner of Corporate Services and Chief Financial Officer, be approved.

ADVISORY COMMITTEE REPORTS

Traffic Safety Council Part 2 Report 3-2015 April 22, 2015

RECOMMENDATION

TSC-0079-2015

1. That the request for a crossing guard at the intersection of Credit Valley Road and Metcalfe Avenue for the students attending Credit Valley Public School be denied as the warrants are not met.
2. That the Vehicle Count Reports for Metcalfe Avenue in front of 4560 Metcalfe Avenue, provided by Transportation and Works Department be received for information.
3. That the Traffic Safety Council conduct a further site inspection at the intersection of Credit Valley Road and Metcalfe Avenue for the students attending Credit Valley Public School, once the new buildings being constructed are ready for occupancy.
4. That Transportation and Works Department be requested to provide a vehicle count report when Traffic Safety Council conducts a further site inspection on Metcalfe Avenue, south of Bay Villa Avenue when the new buildings being constructed are ready for occupancy.

(TSC-0079-2015)

Mississauga Cycling Advisory Committee Report 5-2015 May 12, 2015

RECOMMENDATION

MCAC-0021-2015

That the deputation by Michael Donnelly, Peel Regional Police with respect to cycling enforcement/education be received.

(MCAC-0021-2015)

MCAC-0022-2015

That the deputation by Irina Polo, Project Manager, Park Development and April Szeto, Landscape Architect, Harrington McAvan with respect to Hydro One Trail East (South City Trail) be referred to the Network and Technical Subcommittee.

(MCAC-0022-2015)

MCAC-0023-2015

That the deputation by Dana Glofcheskie, Transportation Project Engineer and Leslie Green, Manager, Transportation Projects, with respect to McLaughlin Road Class Environment Study be received.

(MCAC-0023-2015)

MCAC-0024-2015

That the remaining stock of the 2014 Tour de Mississauga cycling jerseys be sold at a reduced price from \$60.00 to \$40.00 (including tax).

(MCAC-0024-2015)

MCAC-0025-2015

That the memorandum dated May 7, 2015 from Jacqueline Hunter, Active Transportation Technologist regarding the 1st quarterly update on the Proposed 2015 Cycling Network Program be referred to the Network and Technical Subcommittee.

MCAC-0025-2015

MCAC-0026-2015

That the 2015 Mississauga Cycling Advisory Committee Calendar of Events be received as amended.

(MCAC-0026-2015)

MCAC-0027-2015

That the 2015 Community Ride Schedule be received as amended.

(MCAC-0027-2015)

MCAC-0028-2015

That up to \$100.00 be spent from the 2015 Mississauga Cycling Advisory Committee budget for Irwin Nayer to attend the Joint Cycling Committee Meeting on May 30, 2015.

(MCAC-0028-2015)

Heritage Advisory Committee Report 4-2015 May 19, 2015

RECOMMENDATION

HAC-0023-2015

That the Heritage Property Grant Program requests be approved as outlined in the report from the Commissioner of Community Services dated April 21, 2015.

(HAC-0023-2015)

HAC-0024-2015

That the property located at 15 Shady Lawn Court, which is listed on the City's Heritage Register, is not worthy of heritage designation, and consequently, that the owner's request to demolish proceed through the applicable process.

(HAC-0024-2015)

HAC-0025-2015

That the request to alter the property at 7005 Pond Street, as described in the report from the Commissioner of Community Services, dated April 14, 2015, be approved, and the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

(HAC-0025-2015)

HAC-0026-2015

That the request to alter the property at 7050 Old Mill Lane, as described in the report from the Commissioner of Community Services, dated April 14, 2015, be approved and the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

(HAC-0026-2015)

HAC-0027-2015

That the request to alter the property at 42 Lake Street, as described in the report from the Commissioner of Community Services dated April 14, 2015, be approved, and the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

(HAC-0027-2015)

HAC-0028-2015

1. That the request to install two plaques at J. C. Saddington Park, 53 Lake Street, as described in the report from the Commissioner of Community Services, dated April 29, 2015, be approved, with the caveat that plaques' format and location may change in the future.
2. That a city-wide plaque policy is needed and that this matter be referred to the Office of the City Manager for action.

(HAC-0028-2015)

HAC-0029-2015

That the property located at 1445 Glenburnie Road, which is listed on the City's Heritage Register, is not worthy of heritage designation, and consequently, that the owner's request to demolish proceed through the applicable process.

(HAC-0029-2015)

HAC-0030-2015

That the property located at 267 Kenollie Avenue, which is listed on the City's Heritage Register, is not worthy of heritage designation, and consequently, that the owner's request to demolish proceed through the applicable process.

(HAC-0030-2015)

HAC-0031-2015

That the Memorandum from Paula Wubbenhorst, Senior Heritage Coordinator, Culture Division, dated April 27, 2015 that Recommendation HAC-0072-2013 with respect to 1125 Willow Lane (Ward 11) be revised to approve the drawings presented at the Heritage Advisory Committee Meeting held on September 17, 2013 and not those included in the Corporate Report dated August 29, 2013 from the Commissioner of Community Services.
(HAC-0031-2015)

Governance Committee Report 3-2015 May 25, 2015**RECOMMENDATION****GOV-0009-2015**

That staff survey the members of Council for interest in an annual election of a Chair for the Planning and Development Committee and provide the results at the June 3, 2015 General Committee meeting.
(GOV-0009-2015)

GOV-0010-2015

That Members of General Committee may speak on an item of business for five (5) minutes and any Member wishing to speak to an item of business for a second time may do so for a further five (5) minutes and that staff be directed to update the Procedure By-law 0139-2013.
(GOV-0010-2015)

GOV-0011-2015

That the report entitled, 'Governance Committee Review – Additional Research', dated May 6, 2015 from the City Manager and Chief Administrative Officer be received for information.
(GOV-0011-2015)

GOV-0012-2015

That Public Question Period be included on the agenda at all Budget Committee meetings.
(GOV-0012-2015)

GOV-0013-2015

1. That the revised Corporate Policy and Procedure, Elected Officials' Expenses 04-05-04 attached as Appendix 1 to the Corporate Report dated April 20, 2015 from the Commissioner of Corporate Services and Chief Financial Officer, be approved.
2. That staff be directed to review the Elected Officials' Expenses Policy every two (2) years.
(GOV-0013-2015)

GOV-0014-2015

1. That the revised Corporate Policy and Procedure "Corporate Reports" be amended as outlined in Appendix 1 to the Corporate Report dated May 8, 2015 from the Commissioner of Corporate Services and Chief Financial Officer and that it further be amended to include imperial and metric measurements in corporate reports and that metric measurements are required for by-laws.
2. That the proposed Corporate Report template attached as Appendix 3 to the Corporate Report dated May 8, 2015 from the Commissioner of Corporate Services and Chief Financial Officer be approved and that the template be used for all Corporate Reports prepared for consideration by Council or Committees of Council after September 1, 2015.

(GOV-0014-2015)

GOV-0015-2015

That the following Terms of Reference for advisory committees of Council be approved as outlined in the Corporate Report dated May 8, 2015 from the Commissioner of Corporate Services and Chief Financial Officer:

- a) Accessibility Advisory Committee
- b) Diversity and Inclusion Advisory Committee
- c) Environmental Action Committee
- d) Governance Committee
- e) Heritage Advisory Committee
- f) Mississauga Cycling Advisory Committee
- g) Museums of Mississauga Advisory Committee
- h) Public Vehicle Advisory Committee
- i) Traffic Safety Council
- j) Towing Industry Advisory Committee

(GOV-0015-2015)

GOV-0016-2015

That the workplan for the Governance Committee be approved as amended to move the budget allocation process for advisory committees to the 3rd quarter in 2015 and the Integrity Commissioner RFP to the 4th quarter of 2016.

(GOV-0016-2015)

GOV-0017-2015

That staff be directed in consultation with the Integrity Commissioner to review draft wording to amend Rule 2 - Gift and Benefits in the Council Code of Conduct.

(GOV-0017-2015)

Traffic Safety Council Report 4- 2015 May 27, 2015RECOMMENDATION

TSC-0080-2015

1. That the presentation made by Grace Vivilecchia, resident, with respect to safety concerns associated with the removal of school bus service for students attending St. Julia Catholic Elementary School to the school be received.
2. That the request to conduct a site inspection at Sombrero Way and Nimbus Gate, Sombrero Way and Harmony Hill, and at Lamplight Way and Historic Trail, for students attending St. Julia Catholic Elementary School be referred to the Site Inspection Subcommittee for a report back to the Traffic Safety Council at the next meeting.

(Ward 11)

(TSC-0080-2015)

TSC-0081-2015

That Transportation and Works be requested to re-inspect the area of Tenth Line and Sunlight St/Serena Way, once the area development is completed on the east side of Tenth Line and the subdivision is assumed (by the City).

(Ward 10)

(TSC-0081-2015)

TSC-0082-2015

That the request for a crossing guard at the intersection of Mineola Road and Woodland Avenue for students attending Kenollie Public School be denied as the warrants are not met.

(Ward 1)

(TSC-0082-2015)

TSC-0083-2015

1. That the request for a crossing guard at the intersection of Lewisham Drive and Brookhurst Road for the students attending Willow Glen Public School be denied as the warrants are not met.
2. That the Transportation and Works department be requested to review signage and replace faded signs at Lewisham Drive, north of the park path on the west side, and on Brookhurst Road at the bridge for students attending Willow Glen Public School.

(Ward 2)

(TSC-0083-2015)

TSC-0084-2015

1. That the request for a crossing guard at the intersection of Bloor Street and Bridgewood Drive, for the students attending Forest Glen Public School be denied as the warrants are not met.
2. That the request for a crossing guard at the intersection of Ponytrail Drive and Bridgewood Drive for the students attending Forest Glen Public School be denied as the warrants are not met.

(Ward 3)

(TSC-0084-2015)

TSC-0085-2015

That the Report submitted by Sandra Beniuk, Mashkoor Sherwani and Louise Goegan, Goegan summarizing the sessions they attended at the 65th Annual Ontario Traffic Council Conference held on May 3rd to 5th, 2015 in Sault Ste. Marie.

(TSC-0085-2015)

TSC-0086-2015

That the report from the Manager of Parking Enforcement with respect to parking enforcement in school zones for the month of April 2015 be received.

(TSC-0086-2015)

TSC-0087-2015

That the Minutes from the Walk to School Subcommittee meeting on May 20, 2015 be received.

(TSC-0087-2015)

TSC-0088-2015

That Louise Goegan be appointed as the Chair of the Walk to School Subcommittee for a term ending on November 30, 2018 or until a successor is appointed.

(TSC-0088-2015)

TSC-0089-2015

That the Action Items List from the Transportation and Works Department for the month of April 2015 be received.

(TSC-0089-2015)

TSC-0090-2015

1. That the request for a crossing guard at the intersection of Second Line and Silverthorn Mill Avenue for students attending St. Julia Catholic School and Meadowvale Village Public School be denied as the warrants are not met.
2. That the Site Inspection Subcommittee of Traffic Safety Council conduct a further site inspection at Second Line and Sombrero Way for the students attending St. Julia Catholic School and Meadowvale Village Public School in September 2015 when bussing is removed.

3. That Transportation and Works Department be requested to conduct a speed study east of Second line and Sombrero Way for students attending St. Julia Catholic School and Meadowvale Village Public School.

(Ward 11)

(TSC-0090-2015)

TSC-0091-2015

That the Minutes from the Public Information Subcommittee meeting on May 25, 2015 be received for information.

(TSC-0091-2015)

TSC-0092-2015

That Heather Relf be appointed as Chair of the Traffic Safety Council's Public Information Subcommittee for a term ending on November 30, 2018 or until a successor is appointed.

(TSC-0092-2015)

TSC-0093-2015

That the letter dated May 27, 2015 from Councillor George Carlson with respect to the Removal of School Bus Services for Students attending St. Julia Catholic Elementary School be received for information.

(Ward 11)

(TSC-0093-2015)

TSC-0094-2015

That a staff member from the Active Transportation section of the Transportation, Infrastructure and Planning Division, be requested to sit on the Traffic Safety Council's Advisory Board.

(TSC-0094-2015)

COUNCILLORS' ENQUIRIES

OTHER BUSINESS/ANNOUNCEMENTS

CLOSED SESSION – Nil

(Pursuant to Subsection 239 (2) of the *Municipal Act, 2001*)

ADJOURNMENT



Corporate Report

Clerk's Files

Originator's
Files

DATE: May 15, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

General Committee

JUN 03 2015

FROM: Paul A. Mitcham, P. Eng., MBA
Commissioner of Community Services

SUBJECT: Mississauga Celebration Square - Strategic Plan and Public Art
Update

RECOMMENDATION: That the Corporate Report dated May 15, 2015 from the Commissioner of Community Services entitled, "Mississauga Celebration Square - Strategic Plan and Public Art Update" be endorsed in principle.

BACKGROUND: A strategic plan for Mississauga Celebration Square (MCS) was identified as a priority in the 2014 Business Plan. The Plan will provide the Culture Division with a sound vision for MCS over the next 10 years and guide staff on matters related to operations, capital investment priorities, and future programming goals.

The draft Public Art Master Plan identifies major pedestrian zones as a high priority area for public art investment in Mississauga. As a key amenity within the downtown core, MCS provides an important location to site significant pieces of public art.

COMMENTS: The Mississauga Celebration Square Strategic Plan planning process began in January 2014 and was developed by a project management team led by Culture Division staff, with guidance from the Mississauga Celebration Square Event Committee (MCSEC), Project Steering Committee, and an interdepartmental staff team representing

those departments involved in the operation and maintenance of the Square.

Essential to the strategic planning process was an extensive staff, community and stakeholder engagement process. In total, the project team connected with: more than 1,100 Mississauga Celebration Square visitors through two online surveys; more than 50 municipal staff, Mayor and Council; more than 20 arts and culture organizations, clients and local partners; and subject matter experts through focus groups and individual meetings.

The project team conducted a thorough research study into the programming and operational best practices of more than thirty leading national and international civic squares, public spaces, and tourism development agencies.

The full draft Mississauga Celebration Square Strategic Plan has been prepared and has been reviewed with the Mississauga Celebration Square Advisory Group, Mayor and Members of Council (in one to one briefings), and key staff from across the City. The Plan was presented at the April 30, 2015 Leadership Team off-site meeting and received full endorsement.

Vision

The draft Plan sets out a vision for Mississauga Celebration Square over the next ten years as follows:

Mississauga Celebration Square is the premier venue for outdoor events, creative expression and memorable experiences

Strategic Goals

Five strategic goals and supporting directions were developed in consultation with the public, committee and stakeholders as follows:

- Mississauga Celebration Square will be a leading civic square;
- Mississauga Celebration Square will grow and attract events with tourism appeal;
- Mississauga Celebration Square will be a showcase for digital technology;
- Mississauga Celebration Square will be a welcoming community space; and
- Mississauga Celebration Square will be a stage for creative industry development.

Please refer to the Draft Strategic Plan as attached (Appendix No. 1). Action Plans for each Strategic Goal are listed starting on page 11.

Public Art

Temporary, permanent and functional public art will play a significant role in the realization of the Square's Strategic Plan, as both a placemaking tool for ensuring that the Square is a welcoming community space, and as a catalyst for creative industry development. In December 2014, the City formally acquired a public art sculpture entitled *The Book* by artist Ilan Sandler as part of its public art collection. It is proposed that *The Book* be installed on Mississauga Celebration Square. The sculpture will enrich the public experience of the downtown core and animate the space between the Central Library and Civic Centre.

An internal project team, led by Culture, has been created to effectively manage the art installation process and to ensure that art install timelines do not conflict with any other City projects that are planned or underway. A structural engineer has conducted an assessment of the maximum load capacity and concluded that the proposed install location can sustain the weight of the artwork.

Artist renderings, including the proposed landscape treatments, were presented at the April 30, 2015 Leadership Team off-site meeting and received full endorsement. Refer to Appendix No. 2.

FINANCIAL IMPACT: Recommendations from the Mississauga Celebration Square Strategic Plan that have financial implications will be prioritized and requested through the annual Corporate Business Planning process.

Costs associated with the restoration and installation of, *The Book* have been budgeted within the 2015 public art budget.

CONCLUSION: The Mississauga Celebration Square Strategic Plan outlines a medium term vision and strategic initiatives that will guide staff on matters related to operations, capital investment priorities, and future programming goals. Installation of, *The Book* by artist Ilan Sandler aligns with recommendations within both the MCS Strategic Plan and the draft Public Art Master Plan.

ATTACHMENTS:

Appendix 1: Draft Mississauga Celebration Square Strategic Plan

Appendix 2: Proposed Celebration Square Public Art Renderings



Paul A. Mitcham, P. Eng., MBA
Commissioner of Community Services

Prepared By: Michael Tunney, Assistant Cultural Planner

Mississauga Celebration Square

A STRATEGY FOR MISSISSAUGA'S
PREMIER OUTDOOR VENUE 2016-2025



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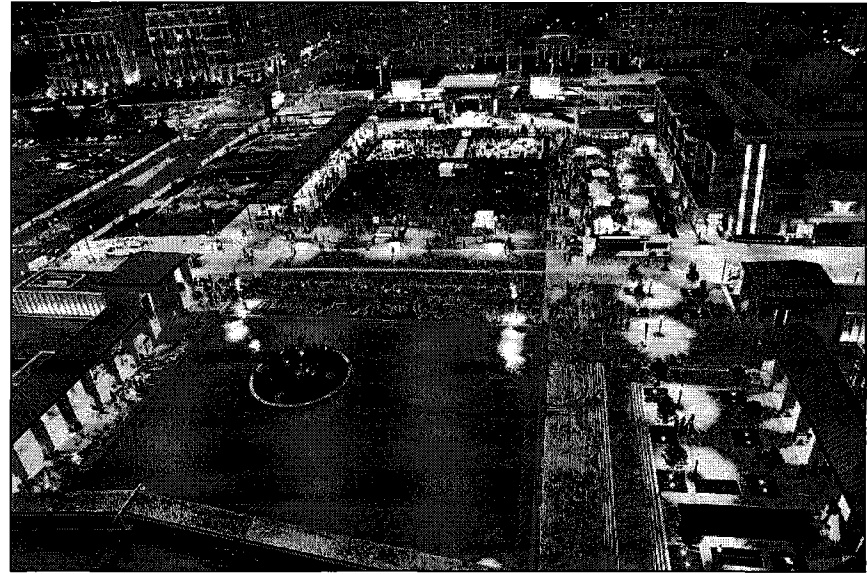
19

1.0 INTRODUCTION

Following a \$40 million redevelopment in 2011, Mississauga Celebration Square (MCS) is an outdoor public square and state-of-the-art multi-media event venue complete with a permanent main stage, amphitheatre and water fountain that transforms into Mississauga's largest outdoor skating rink each winter.

Mississauga Celebration Square hosts a dynamic mix of free events and festivals throughout the year. The summer season offers an eclectic variety of events, including weekly movie nights and fitness classes, concerts, Canada Day and New Year's Eve celebrations, food truck rallies and much more. In addition to a programmed venue, the square serves as a 'living room' for local residents by providing space for passive recreation and gathering. In 2014, MCS attracted over 580,000 visitors to 55 events held over 143 days.

To ensure the success that MCS has experienced over the past four years continues, the Culture Division has developed this strategic plan to provide a clear vision and guide decisions around programming and operations over the next ten years.



Mississauga Celebration Square

2.0 SUMMARY OF PROCESS

The process to develop the Mississauga Celebration Square Strategic Plan began in January 2014 and was completed in April 2015. The Plan was developed by a project management team led by Culture Division staff, with guidance from the Mississauga Celebration Square Event Committee (MCSEC), project Steering Committee, and an interdepartmental staff team representing those departments involved in the operation and maintenance of the Square.

Essential to the strategic planning process was an extensive staff, community and stakeholder engagement strategy. In total, the project team connected with over 1,100 Mississauga Celebration Square visitors through two online surveys, and 50+ municipal staff, Mayor and Council, 20+ arts and culture organizations, clients and local partners, and subject matter experts through focus groups and individual meetings.

The project team conducted a thorough research study into the programming and operational best practices of over thirty leading national and international civic squares, public spaces, and tourism development agencies.

The results of the community and stakeholder engagement process were combined with a review of relevant plans including the Culture Master Plan, Downtown21 Master Plan and City's Strategic Plan, and best practice research to produce the following strategic plan.



Precedent- Montreal En Lumiere 2015 - Photo: Benoit Rousseau

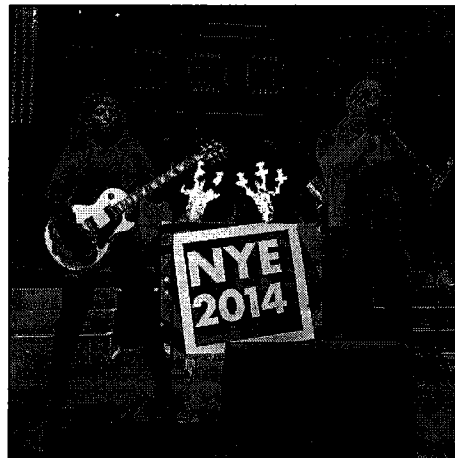
3.0 VISION

The successful implementation of the Mississauga Celebration Square Strategic Plan will contribute to the realization of the following vision:

Mississauga Celebration Square is the premier venue for outdoor events, creative expression and memorable experiences



Spectacle fireworks



Big name entertainment

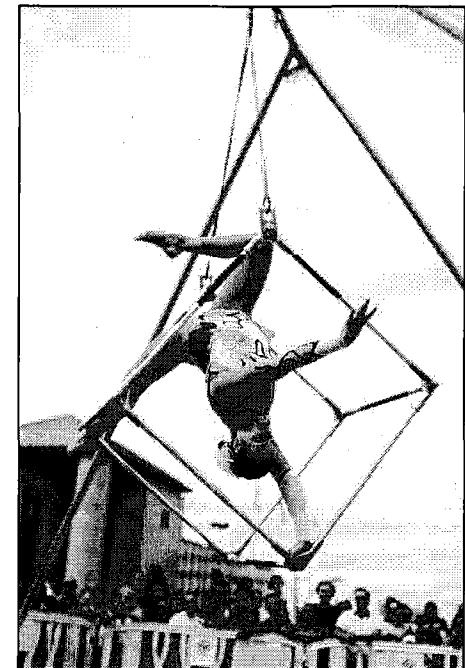


Placemaking initiatives

4.0 MISSION

To achieve the strategic vision of being a premier venue, it is Mississauga Celebration Square's mission to accomplish the following outcomes.

- ✓ Deliver on the City's Strategic Plan, specifically the *Connect, Belong + Prosper* Pillars
- ✓ Deliver and support arts and culture festivals, events, activities and important civic commemorations
- ✓ Provide state-of-the-art amenities
- ✓ Celebrate the diversity of Mississauga
- ✓ Create superb visitor experiences for people of all ages and abilities
- ✓ Create memories, spark imagination and inspire meaningful expression
- ✓ Promote Mississauga as a place to live, work and visit
- ✓ Foster a place for gathering in all seasons
- ✓ Contribute to the development of Mississauga's downtown by aligning with the Downtown 21 Master Plan



Canada Day 2014

5.0 VALUES & GUIDING PRINCIPLES

The following values and principles will guide the implementation of the Strategic Plan and ongoing operational and programming decisions.

INNOVATION: MCS will embrace change and reflect it in our programming and services

DIVERSITY: MCS will celebrate the diversity of Mississauga's residents and neighbourhoods

SAFETY: MCS is a physically accessible, secure and attractive public space

ACCESS: As a City owned public space, MCS will be open and accessible to all members of the community

QUALITY & EXCELLENCE: MCS will deliver and support the highest quality programs and services to clients, visitors, artists and staff within the organization's resources

PARTNERSHIPS: MCS will cultivate a mix of local, national and international partners

APPRECIATION: MCS will acknowledge donors, supporters, volunteers and neighbours who contribute to its success

ENGAGEMENT: MCS will focus on providing excellent customer experiences by regularly soliciting feedback from clients, residents and visitors

CONTINUOUS IMPROVEMENT: MCS will seek and implement business process improvements based on feedback and industry best practices

SUSTAINABILITY: MCS will promote environmental responsibility and ensure that programming follows environmental best practices



Fresh Air Fitness

1m

6.0 STRATEGIC GOALS & DIRECTIONS

The following strategic goals and corresponding directives will provide a framework for how the vision for Mississauga Celebration Square will be realized over the next ten years.

STRATEGIC GOAL #1

MISSISSAUGA CELEBRATION SQUARE WILL BE A LEADING CIVIC SQUARE

ACHIEVING THIS WILL MEAN THAT MCS WILL:

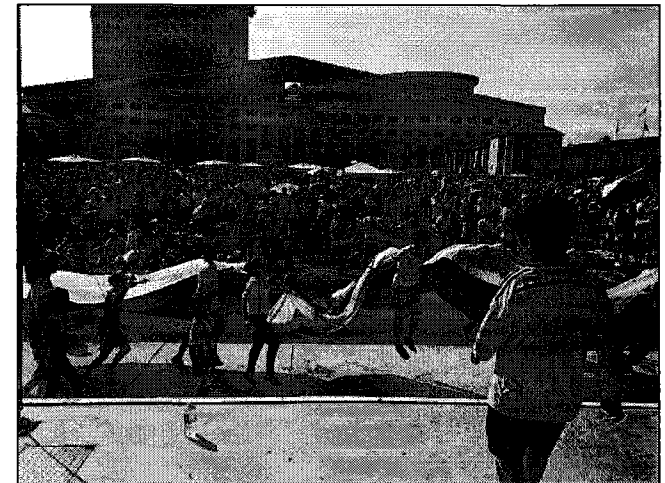
- Host City commemorative and ceremonial events and activities ► Ongoing
- Expand calendar of annual civic events ► Years 4-5
- Produce the premier Canada Day celebration in the Greater Toronto Area ► Years 2-3
- Grow the status of New Year's Eve and Light up the Square as the premier civic events of their kind in the Greater Toronto Area ► Years 2-3
- Provide a safe environment for freedom of expression and peaceful assembly ► Ongoing
- Create an environment that all residents and visitors understand to be Mississauga's civic space ► Ongoing
- Utilize the square as a platform for civic engagement and dialogue ► Ongoing

STRATEGIC GOAL #2

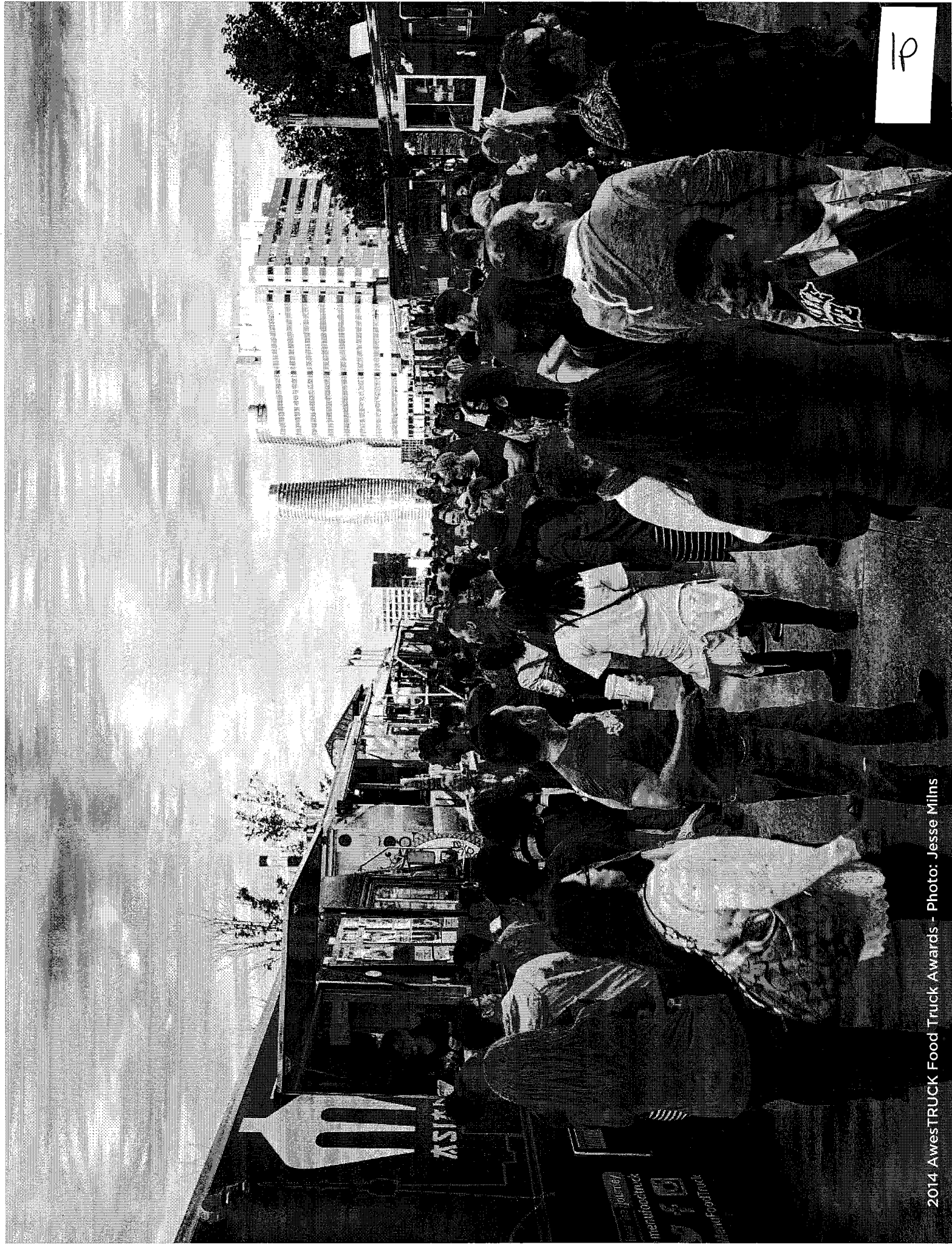
MISSISSAUGA CELEBRATION SQUARE WILL GROW AND ATTRACT EVENTS WITH TOURISM APPEAL

ACHIEVING THIS WILL MEAN THAT MCS WILL:

- Produce a winter lighting program that will position Mississauga's downtown as a winter destination
► Years 2-3
- Grow signature events through the incorporation of spectacle theatre (i.e. Cirque du Soleil, Zero Gravity Circus)
► Years 4-5
- Support the growth and development of community organized festivals, exhibitions and events with tourism appeal ► Ongoing
- Attract a new signature fall event ► Years 4-5
- Serve as the outdoor event hub for major provincial, national and international events that the City hosts (i.e. Pan Am, Ontario Summer Games) ► Ongoing
- Leverage broadcasting opportunities of international events to activate the square (i.e. World Cup, Olympics) ► Ongoing
- Expand marketing reach and awareness beyond Mississauga ► Years 2-3



World Cup 2014



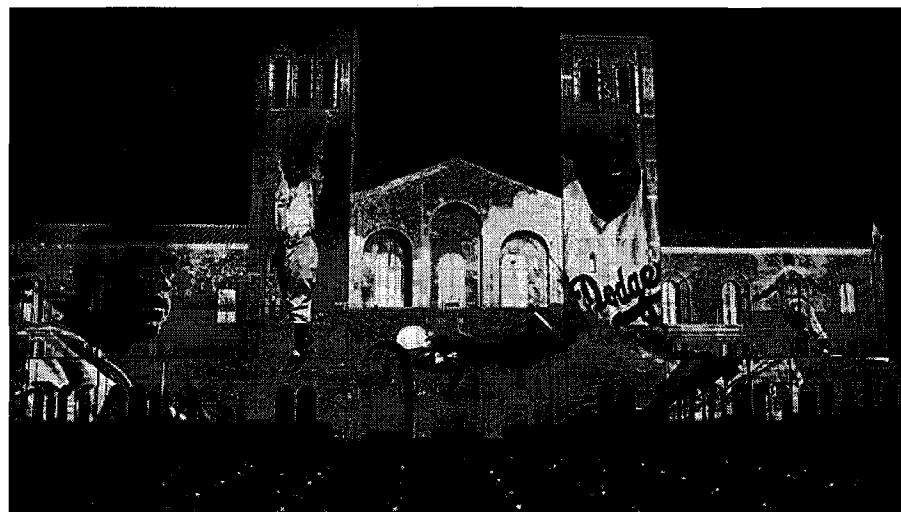
2014 AwesTRUCK Food Truck Awards - Photo: Jesse Milns

STRATEGIC GOAL #3

MISSISSAUGA CELEBRATION SQUARE WILL BE A SHOWCASE FOR DIGITAL TECHNOLOGY

ACHIEVING THIS WILL MEAN THAT MCS WILL:

- Ensure that digital infrastructure within the square remains current and supports innovative digital programs and systems (i.e. Internet of Things) ► Years 2-3
- Curate multi-platform technologies to facilitate interactive audience participation ► Years 2-3
- Develop mobile applications to facilitate audience engagement ► Ongoing
- Facilitate ways for audiences within Mississauga and beyond to experience programming remotely through television broadcasting and internet streaming ► Years 2-3



Precedent - Façade projections at University of California Los Angeles

- Establish a lighting design artist in residence program ► Years 2-3
- Work with industry partners to become a showcase for emerging technologies ► Years 2-3
- Host an annual technology event ► Years 4-5



Precedent – Montreal's Quartier des Spectacles – Interactive temporary public art lighting installation



Movie Night: Frozen – August 21, 2015

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STRATEGIC GOAL #4

MISSISSAUGA CELEBRATION SQUARE WILL BE A WELCOMING COMMUNITY SPACE

ACHIEVING THIS WILL MEAN THAT MCS WILL:

- Enhance food and beverage options that animate the space by developing a strong vendor program ► Ongoing
- Develop a volunteer Ambassador Program ► Years 2-3
- Undertake a design strategy to continuously improve site navigation and accessibility for all ► Years 2-3
- Enhance overall visitor comfort through site furniture and amenities ► Years 2-3
- Provide programs that reflect an intercultural audience ► Ongoing
- Improve local transit connections and service for visitors ► Years 2-3



Precedent – Shipping container restaurants at Harbourfront Centre , Toronto



Precedent – Calgary's Watershed Fountain by Sans façon

- Facilitate atmospheric programming (i.e. live painting, performance, busking, etc.)
 - ▶ Years 2-3
- Establish a place-making program to encourage self-directed creative exploration (i.e. instruments, games, reading room, learning opportunities, etc.)
 - ▶ Year 1: 2016 + Ongoing
- Develop a summer lunch time program
 - ▶ Year 1: 2016
- Expand outdoor market programs (i.e. farmers market, antique market, etc.) ▶ Ongoing
- Ensure that operating hours reflect the needs of the community ▶ Year 1: 2016



Farmers Market at Celebration Square - 2014

- Commit to being a leader in “green” initiatives and promote MCS as a green events destination
 - ▶ Year 1: 2016 + Ongoing
- Develop engagement opportunities to obtain feedback from residents, visitors and clients
 - ▶ Year 1: 2016 + Ongoing
- Ensure that communication with residents, visitors and clients is clear and accessible ▶ Ongoing

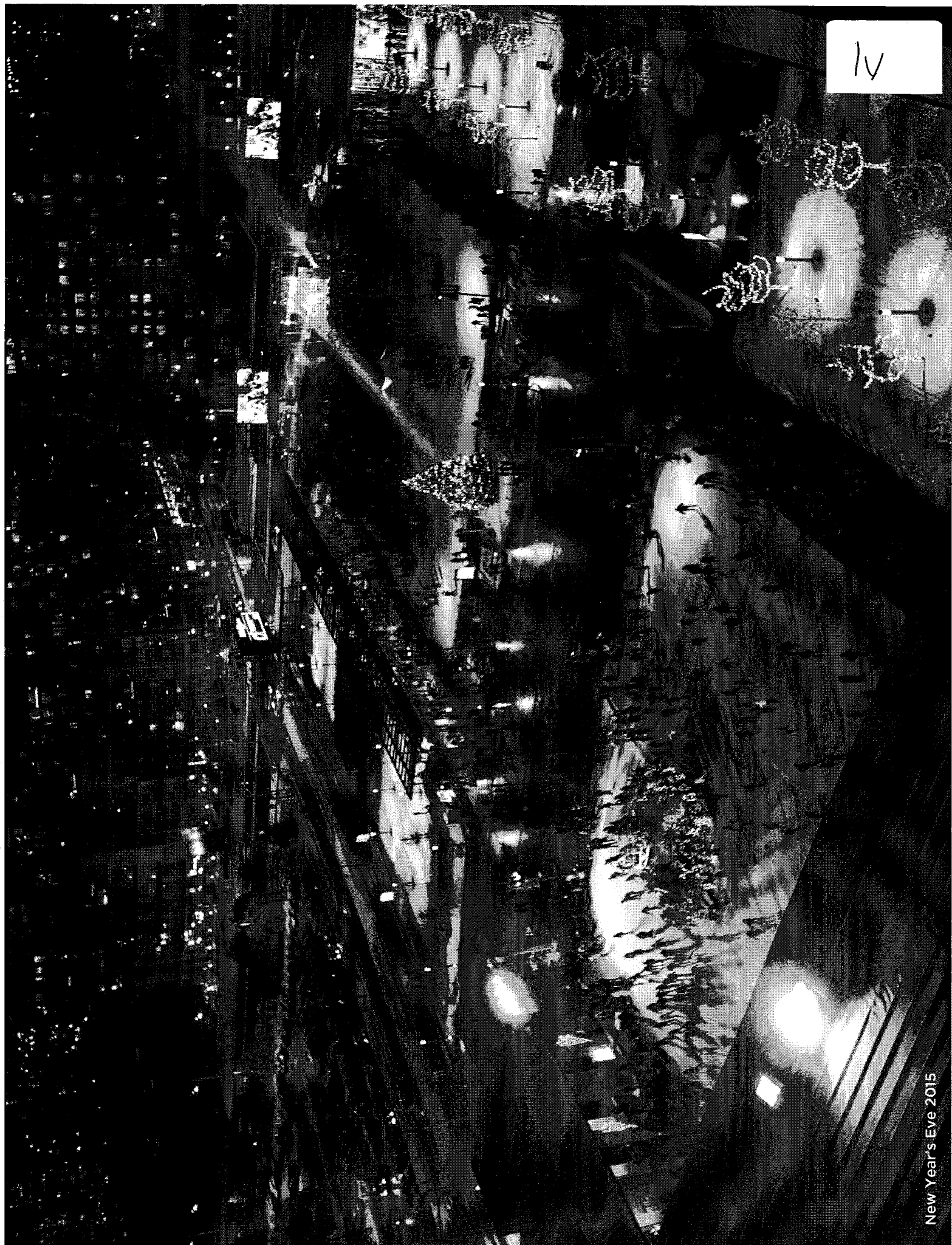
STRATEGIC GOAL #5

MISSISSAUGA CELEBRATION SQUARE WILL BE A STAGE FOR CREATIVE INDUSTRY DEVELOPMENT

ACHIEVING THIS WILL MEAN THAT MCS WILL:

- Incorporate functional public art to provide seating, shade, fountains, play equipment, etc.
▶ Years 2-3
- Site temporary public art in the Jubilee Garden, aligning with the Public Art Master Plan
▶ Years 4-5
- Partner to host an annual outdoor theatre production ▶ Years 2-3
- Implement an artist/cultural worker in residency program, aligning with the Creative Industries Strategy and Culture Division's registered programs ▶ Years 4-5
- Host a weekly art night to promote various artistic mediums ▶ Year 1: 2016 + Ongoing
- Partner to promote Mississauga's live music scene ▶ Ongoing
- Promote the square as a location for film and television productions ▶ Ongoing
- Collaborate with the Central Library to host and/or align with literary, digital and visual arts based initiatives ▶ Ongoing
- Enhance programming and promotional partnerships with immediate stakeholders (Sheridan, LAC, AGM, Square One, etc.) ▶ Ongoing

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New Year's Eve 2015

7.0 APPENDICES

7.1 Acknowledgements

The Mississauga Celebration Square Strategic Plan was developed with input from a wide range of individuals and stakeholders. The Culture Division appreciates the following individuals for their contributions.

Steering Committee Andrew Whittemore, Former Acting Director, Culture Paul Damaso, Acting Director, Culture Laura Piette, Director, Parks & Forestry Rose Vespa, Director, Library Services Raj Sheth, Director, F&PM	Project Management Team Melissa Agius, Manager, Celebration Square Michael Tunney, Assistant Cultural Planner
Mississauga Celebration Square Events Committee Councillor Frank Dale, Ward 4 (Vice-Chair) Councillor Ron Starr, Ward 6 (Vice-Chair) Councillor Nan do Iannicca, Ward 7 Councillor Pat Saito, Ward 9 Frank Giannone (Chair) Bruce Kerr Mario Carbone Rafay Agha Ron Duquette Sonja Hidas Joe Saundercook Elena Price	Culture Division Staff Karen Ferreira, Supervisor, Events & Promotions Dan Vasey, Supervisor, Technical Services Bryan Pasic, Technical Lead Tharmila Rajasingam, Marketing Coordinator Ben De Santis, Digital Screens Coordinator Jennifer Perrault, Event Programmer Amy Butoiske, Event Programmer Sandra Lefrancois, Supervisor, Event Services Marta McDougall, Events Assistant Yvonne Koscielak, Public Art Coordinator John Ariyo, Supervisor, Culture Research
Interdepartmental Staff Parks Operations (John D'Ovidio, Frank Buckley, David Warden) F&PM - Facilities Maintenance (Robert Bowslaugh, Robert Perkins) Communications (Dolores Bartl-Hoffman, Karen Flores) Corporate Security (Marjit Chumber, Jasbir Raina, Jason Keddy, Daryl Bell) Park Planning (Randy Jamieson) Central Library (Anne Murphy) Communications - City Branding (David Ferreira)	Food Services (Marc Skinner) Recreation - Youth Plan (Joanne Foote) Recreation - Older Adults (Lorena Smith) Environment (Brenda Osborne, Christopher Pyke) Accessibility Coordinator (Diana Simpson) Transportation & Works (Jamie Brown, Matthew Williams, Leslie Green, Steve MacRae, Martina Chaloupka) Downtown 21 Collaborative Team (Steven Bell) Sponsorship & Corp. Development (Michael Campbell)

13

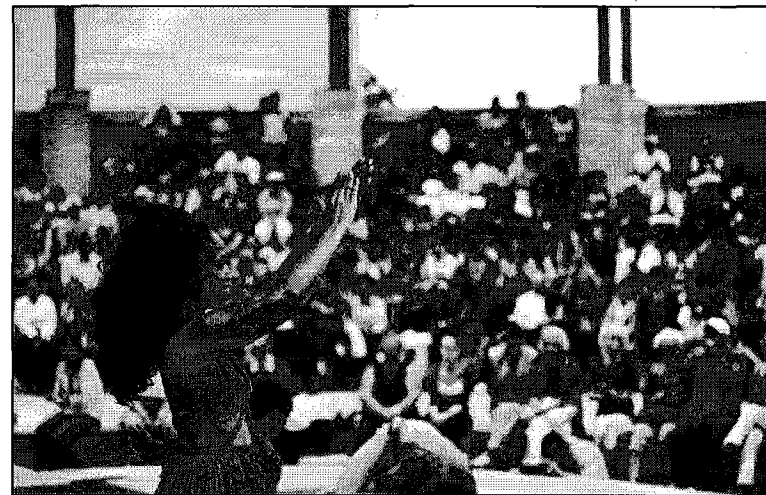
7.2 Bibliography

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5. Winn, Philip. "Placemaking's Ripple Effect: How a Beach Downtown Is Making Waves in Detroit." Weblog post. Project for Public Spaces. N.p., 26 Sept. 2014. Web. 06 Apr. 2015. <<http://www.pps.org/blog/placemakings-ripple-effect-how-a-beach-downtown-is-making-waves-in-detroit/>>.
6. "The Power of 10." Project for Public Spaces. N.p., n.d. Web. 06 Apr. 2015. <<http://www.pps.org/reference/the-power-of-10/>>.

April 2015

For more information contact:

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Cultural Planning Unit
201 City Centre Drive, Suite 202
Mississauga, Ontario
L5B 2T4
Telephone: 905-615-3200x4602
cultural.planning@mississauga.ca
Mississauga.ca/culture



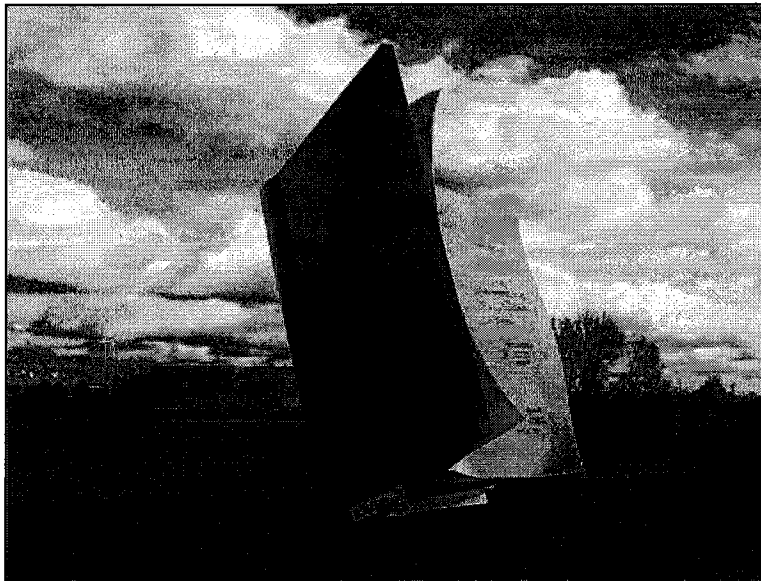
Canada Day 2013

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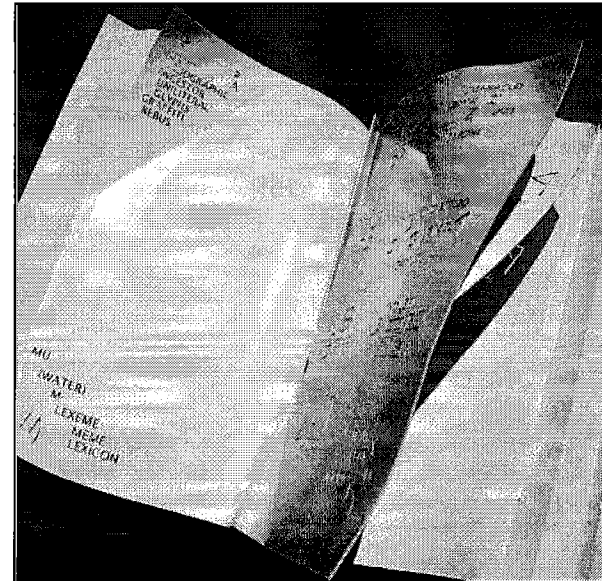
Appendix 2

Proposed Celebration Square Public Art Renderings

Formally acquired as part of City's Public Art Collection
(December 2014)

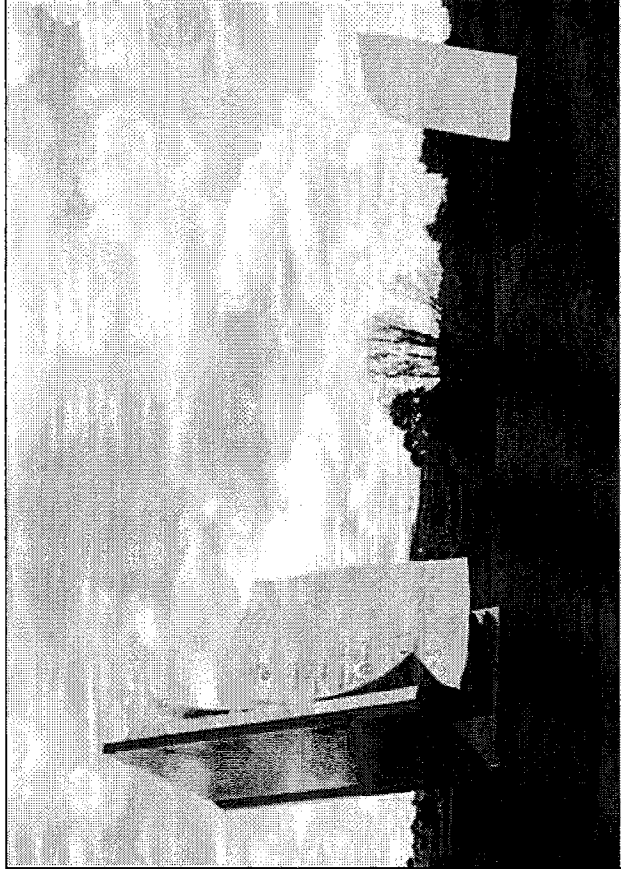


Ilan Sandler, *The Book* (2006)

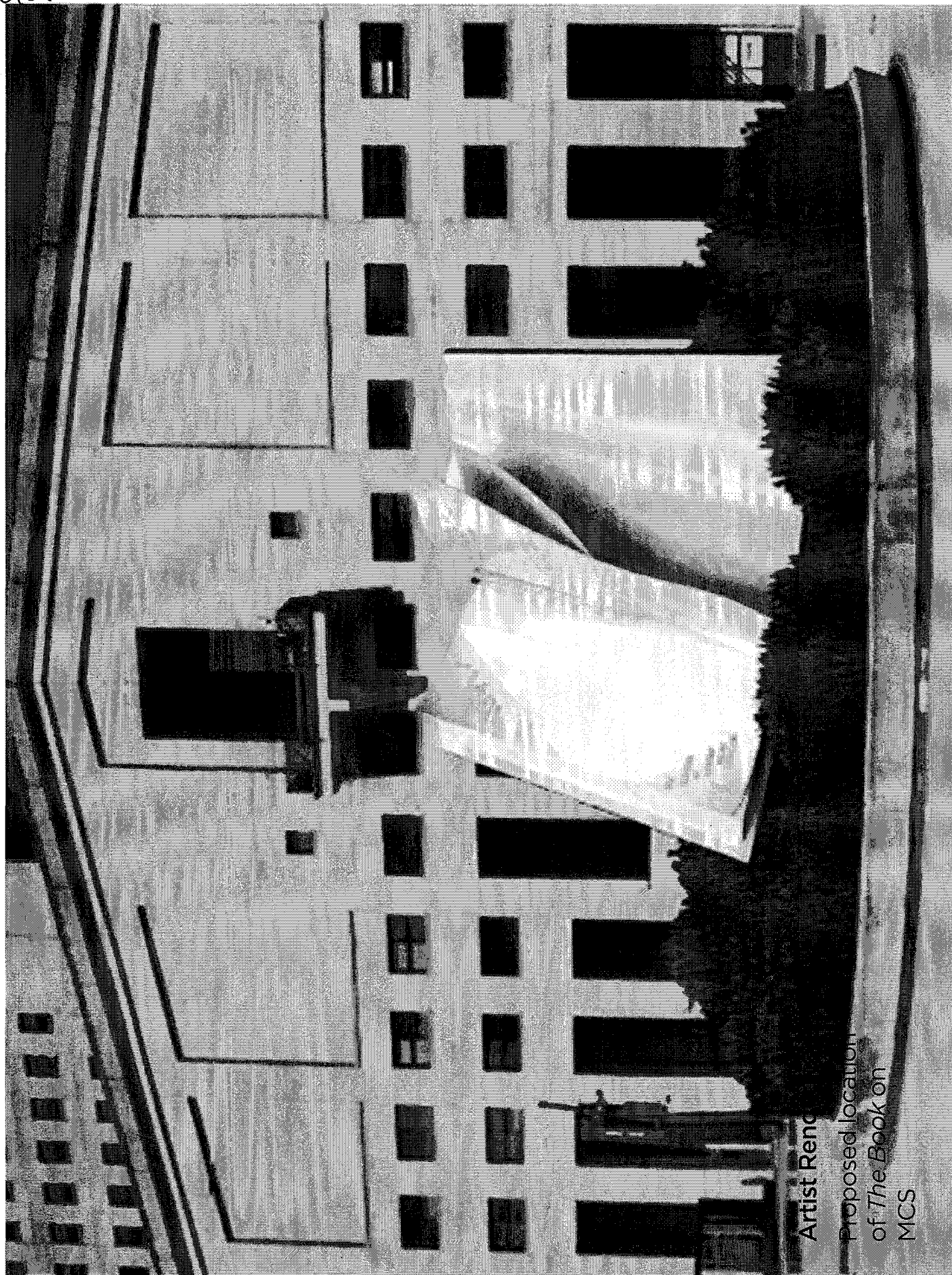


The Book by Ilan Sandler

- Artist hired by City to recondition and install artwork
- Proposed Installation location MCS



19a



Artist Rend

Proposed location

of The Book on

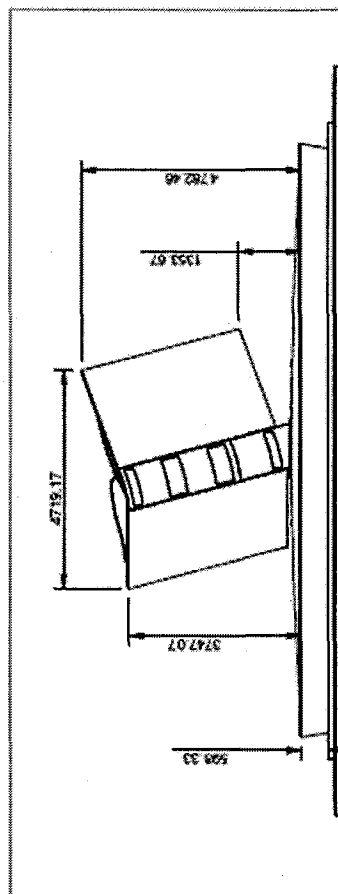
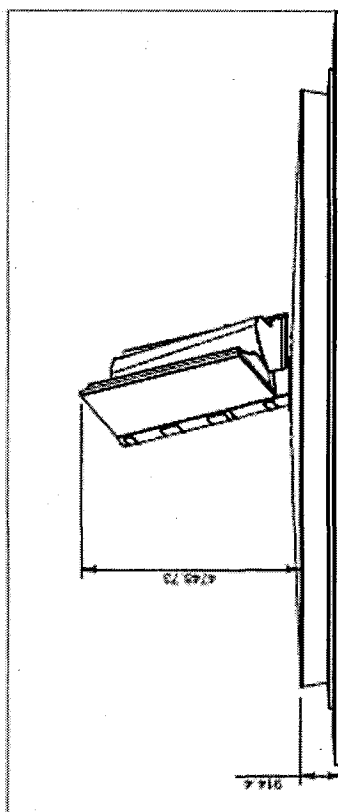
MCS



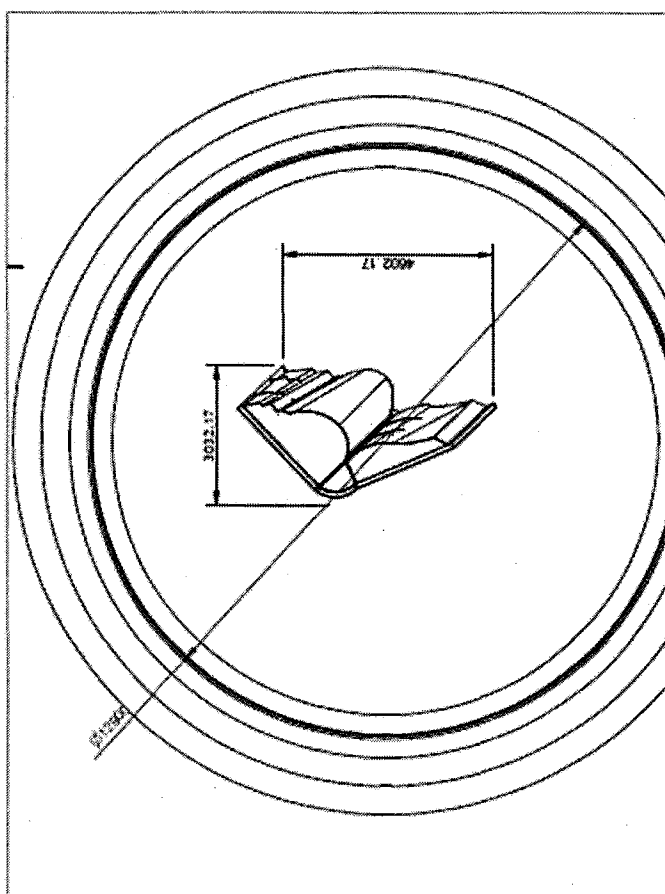
Artist Rendering

Proposed location of supplementary page

1cc



The Book Dimensions:
 Height: 5m
 Width: 4.3m
 Depth: 3m
 Supplementary Page
 2.5m x 2.5m
 Diameter of Island
 13m





Corporate Report

Clerk's Files

Originator's
Files

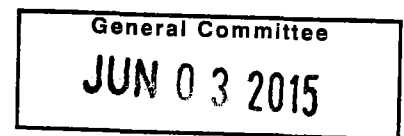
2.

DATE: May 19, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Paul A. Mitcham, P.Eng., MBA
Commissioner of Community Services

SUBJECT: June is Recreation and Parks Month



RECOMMENDATION: That the Corporate Report titled "June is Recreation and Parks Month" dated May 19, 2015 from the Commissioner of Community Services be received for information.

**REPORT
HIGHLIGHTS:**

- June is Recreation and Parks (JRPM) Month celebrates the contribution Recreation and Parks make to quality of life and the important benefits and values of recreation to individuals, families, neighborhoods and communities.
- Community Services will use a social media campaign during the month of June to highlight the many great things that are happening in community centres, pools, parks and the community.

BACKGROUND:

"June is Recreation and Parks Month" was first proclaimed by Parks and Recreation of Ontario in 2005 to celebrate the contribution recreation and parks make to quality of life throughout the Province and to draw public attention to the important benefits and values of recreation to individuals, families, neighborhoods and communities. Recreation and Parks help build strong communities and celebrate the tremendous natural environments that surround us.

Benefits of Recreation and Parks

A host of physical health, mental health, economic and environmental benefits derived from the recreation system has been well documented by organization such as the Canadian Parks & Recreation Association. For example Recreation and Parks can:

- Increase personal health by providing opportunities to be physically active which in turn can reduce instances of chronic disease and associated costs borne through the health-care sector.
- Enhance social wellbeing. For both children and adults, recreation can facilitate and support social relationships through clubs, social organizations, participating on a team or making a new friend.
- Help build strong families and communities. Recreation can be an important vehicle for promoting family cohesion, adaptability and resilience while helping build social capital through arts, recreation and parks programs and community celebrations.
- Help connect people to nature. Enhancing opportunities to connect people with nature can result in both environmental and human benefits. Studies have shown that exposure to the natural environment and green spaces have an independent, positive effect on health and health related behaviours.
- Reduce anti-social behaviours by providing a positive outlet that can build self-esteem and provide an alternative to self-destructive activities (e.g. smoking, substance abuse, violence), which in turn can minimize costs borne through the social services sector and policing.
- Deliver economic benefits associated with sport tourism, attracting skilled or creative workers to choose a community as their desired place to live, and developing future leaders within the community.

COMMENTS:

June is Recreation and Parks Month Campaign

JRPM provides an opportunity for us to create awareness and showcase the positive impact we have on the quality of life for

residents in the City. The City of Mississauga will join in the spirit of this national awareness building initiative by coordinating a social media campaign during the month of June to highlight the many great things that are happening in community centres, pools, parks and the community.

Using City Facebook and Twitter channels, Recreation eNews and digital signage in facilities, staff will encourage residents to participate in activities, share pictures and testimonials about the value they place on being active and engaged. For all the activities in the month of June visit mississauga.ca/jrpm

STRATEGIC PLAN:

June is Recreation and Parks Month is aligned to Our Future Mississauga's strategic pillar of change – BELONG. The campaign creates greater awareness to ensure more children, youth, families, adults and older adults understand the benefits of participating in recreation.

FINANCIAL IMPACT: There is no financial impact for this report.

CONCLUSION:

June is Recreation and Parks Month is a great opportunity to promote the benefits of being active and engaged. The City of Mississauga is committed to strengthening individuals, families, our communities and the environment by offering and engaging lifelong learning, leisure and recreational experiences. This commitment is met through the provision of many recreational opportunities and amenities that address and meet the needs of our residents.



Paul A. Mitcham, P.Eng., MBA
Commissioner of Community Services

Prepared By: Jason Klomp, Manager, Client Services



Corporate Report

Clerk's Files

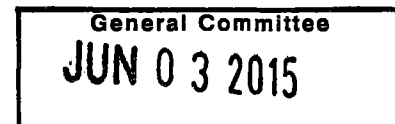
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DATE: May 19, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Paul A. Mitcham, P.Eng., MBA
Commissioner of Community Services

SUBJECT: **A Framework for Recreation in Canada 2015 - Pathways to Wellbeing**



RECOMMENDATION: That "A Framework for Recreation in Canada 2015 – Pathways to Wellbeing", attached as Appendix 1 to the Corporate Report titled "A Framework for Recreation Canada 2015 – Pathways to Wellbeing" dated May 19, 2015 from the Commissioner of Community Services be endorsed as a guide for the planning and delivery of Recreation and Parks services in Mississauga.

**REPORT
HIGHLIGHTS:**

- The Canadian Recreation and Parks Association (CPRA) in 2014 and Parks and Recreation Ontario (PRO) in March 2015 endorsed "A Framework for Recreation in Canada 2015 – Pathways to Wellbeing".
- The Framework provides a new vision and common ways of thinking about recreation, based on clear goals and underlying values and principles which provides a road map to guide decision making, planning, resources, policies and programs.
- Future Directions Master Plans recommendation align with the new nation framework and demonstrates Mississauga's leadership and commitment to the benefits and opportunities of a shared vision and mandate for the sector.

BACKGROUND:

A Framework for Recreation in Canada 2015 – Pathways to Wellbeing “Framework” provides a new vision and common ways of thinking about recreation, based on clear goals and underlying values and principles. The Framework is a call to action, which invites leaders and stakeholders in a variety of sectors to collaborate in the pursuit of five goals and priorities for action. The goals are:

Goal 1: Active Living – Foster active living through physical recreation.

Goal 2: Inclusion and Access – Increase inclusion and access to recreation for populations that face constraints to participation.

Goal 3: Connecting People and Nature – help people connect to nature through recreation.

Goal 4: Supportive Environments – Ensure the provision of supportive physical and social environments that encourage participation in recreation and build strong, caring communities.

Goal 5: Recreation Capacity – Ensure the continued growth and sustainability of the recreation field.

COMMENTS:

The Framework (attached as Appendix 1) was endorsed by the CPRA in 2014 and PRO in March 2015. The development of the Framework was a co-led initiative by the provincial and territorial governments (except Quebec), the Canadian Parks and Recreation Association and the Provincial/Territorial Parks and Recreation Associations. It is the result of a comprehensive consultation process that began at the 2011 National Recreation Summit.

Mississauga staff including past Recreation Director Howie Dayton and Michael Cleland, President of Parks and Recreation Ontario participated in each national summit.

The Recreation and Parks & Forestry Divisions are proud that many of the recommendations found in our Future Directions Master Plans and current work plans align with the Framework goals and priorities. Over the past four years the City has introduced or completed a number of initiatives and projects that demonstrate Mississauga's

leadership in the field and support the goals outlined in the Framework these include:

- The Inclusion Program allows persons with special needs to attend summer camp using Active Assist funds to pay for registration fees in order to offset incremental costs parents have to pay for one on one support.
- Mississauga Received the Gold Youth Friendly Community Builder designation from Playworks and The Ontario Partnership for Active and Engaged Youth in recognition of our Mississauga Youth Plan. The Playworks Program works to acknowledge the great work that some communities are doing in ensuring their youth (ages 13 - 19) have continuous access to a diversity of play.
- Let's Play in the Park was approved by Council in 2014 to deliver free summer playground programs for children 6-12 years of age using sponsorship funding. The program was recognized with a PRO Award in 2015.
- HIGH FIVE - Council approved a recommendation to implement the HIGH FIVE quality assurance standard in children's programming with the intent to be accredited in 2017.
- Active Assist is a fee-assistance program designed to help low-income families and individuals in Mississauga participate in Recreation and Culture programs. More than 12,000 individuals registered in the program in 2014-2015.
- Walmart at Play is an after school youth drop in program that is sponsored by Walmart and operated by the City of Mississauga.
- The Sport Plan focuses on building awareness, participation and greater access to physical health and activity through community sport.
- Sports Tourism Strategy is positioned to profile Mississauga as a destination of choice-primarily as a host city for sport tourism events.

- Freedom Pass allows youth ages 12-14 to ride for free on MiWay within Mississauga and get free participation in public swims at City operated pools from July 1 to August 31st.
- The Older Adult Plan is considered leading edge in the field. In the three years since the plan was approved, a number of policy and service planning initiatives have been implemented including:
 - Establishing an Older Adult Advisory Panel to inform service plans in all city departments.
 - Pursuit of Age Friendly City designation
- Natural Heritage System Strategy and Urban Forest Management Plan endorsed in 2014.

The Framework invites the sector to share, embrace and use it as a guide to inform decision making, planning, resource allocation, policies and programs. As such it is recommended that the City of Mississauga be one of the first municipalities to adopt the Framework.

STRATEGIC PLAN: A Framework for Recreation in Canada 2015 – Pathways to Wellbeing is aligned to Our Future Mississauga’s strategic pillar of change – BELONG.

FINANCIAL IMPACT: There is no financial impact for this report.

CONCLUSION: Recreation and Parks service enhance the quality of life in Mississauga. Provisions of amenities and opportunities to participate helps address challenges and troubling issues such as increases in sedentary living and obesity, decreased contact with nature, and inequities that impact recreation opportunities for some population groups.

Adopting the Framework demonstrates Mississauga’s continued commitment to the importance of Recreation and Parks in strengthening the wellbeing of individuals, communities, and the built and natural environments.

ATTACHMENTS:

Appendix 1: A Framework for Recreation in Canada 2015 –
Pathways to Wellbeing



Paul A. Mitcham, P.Eng., MBA
Commissioner of Community Services

Prepared By: Jason Klomp, Manager, Client Services

A Framework for Recreation in Canada 2015

Pathways to Wellbeing

A Joint Initiative of the Interprovincial Sport and Recreation Council
and the Canadian Parks and Recreation Association



A Framework for Recreation in Canada 2015: Pathways to Wellbeing

January 2015

Également disponible en français sous le titre: Cadre stratégique pour les loisirs au Canada 2015 : Sur la voie, du bien-être

Available online at
lin.ca/national-recreation-framework and www.cpra.ca

For more information, contact the Canadian Parks and Recreation Association

Phone: (613) 523-5315

Email: info@cpra.ca

This paper is a collaborative effort of the provincial and territorial governments (except Quebec), the Canadian Parks and Recreation Association and the Provincial/Territorial Parks and Recreation Associations (including l'Association québécoise du loisir municipal).

The authors of this paper would like to acknowledge and thank the many participants in the engagement process for their insights and contributions leading up to the development of this document. Please see Appendix A for full acknowledgements.

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Executive Summary

Recreation provides multiple pathways to wellbeing for individuals, communities, and for our built and natural environments. This paper and the Framework for Recreation in Canada 2015 which it describes allows for a timely re-visioning of recreation's capacity for achieving wellbeing.

Recreation has the potential to address challenges and troubling issues such as increases in sedentary living and obesity, decreased contact with nature, and inequities that limit recreation opportunities for some population groups.

Doing this requires a clear understanding and commitment to a shared vision, values and goals, as well as the development and implementation of action plans. The Framework provides a foundation for reflection, discussion and the development of such action plans.

The first part of the paper presents a renewed definition of recreation and explores the challenges and benefits of recreation today. It provides the rationale for investing in an evolved recreation strategy, and describes the need for collaboration with other initiatives in a variety of sectors.

A Renewed Definition of Recreation

Recreation is the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community wellbeing.

The second part of this paper describes a Framework for Recreation in Canada. The Framework provides a new vision, and suggests some common ways of thinking about the renewal of recreation, based on clear goals and underlying values and principles.

A Vision for Recreation in Canada

We envision a Canada in which everyone is engaged in meaningful, accessible recreation experiences that foster:

- Individual wellbeing
- Community wellbeing
- The wellbeing of our natural and built environments

The Framework describes five goals and priorities for action under each goal. The goals are:



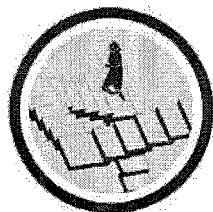
Goal 1: Active Living
Foster active living through physical recreation.



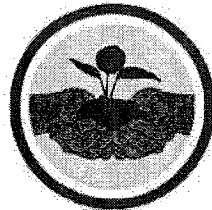
Goal 4: Supportive Environments
Ensure the provision of supportive physical and social environments that encourage participation in recreation and build strong, caring communities.



Goal 2: Inclusion and Access
Increase inclusion and access to recreation for populations that face constraints to participation.



Goal 5: Recreation Capacity
Ensure the continued growth and sustainability of the recreation field.



Goal 3: Connecting People and Nature
Help people connect to nature through recreation.

Although this paper and the Framework it contains is primarily written for and by the recreation and parks field, its implementation requires discussion and collaboration with a broad range of stakeholders. Key partners for recreation include departments and not-for-profit organizations at all levels, and the private sector. These include stakeholders in sport, physical activity, health, urban planning, Aboriginal affairs, infrastructure development, rural development, natural resources and conservation, arts and culture, social development, tourism, justice, heritage, child development and active aging.

Our opportunity is to identify concrete ways to work together that enable all people in Canada to enjoy recreation and outdoor experiences in supportive physical and social environments.

The development of the Framework is a co-led initiative by the provincial and territorial governments (except Quebec), the Canadian Parks and Recreation Association and the Provincial/Territorial Parks and Recreation Associations (including l'Association québécoise du loisir municipal). It is the result of a comprehensive consultation process that began at the 2011 National Recreation Summit.

This document and the Framework it describes is a call to action that invites leaders, practitioners and stakeholders in a variety of sectors to collaborate in the pursuit of common priorities, while respecting the uniqueness of individuals and communities across Canada. All provinces and territories (except Quebec) intend to implement the measures and recommendations outlined in the framework as they deem appropriate to their recreation system. The Framework presents an opportunity to return to traditional paths and to forge new ones that will ensure recreation's continued relevance and leadership in the journey to wellbeing. The time to move forward is now.

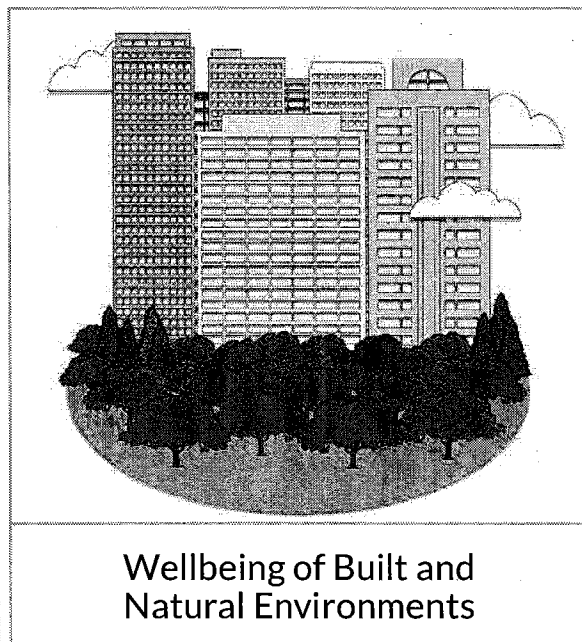
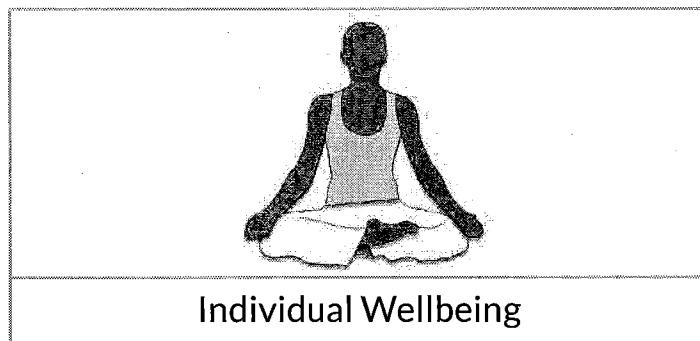
Part I

Setting the Context

Introduction

Recreation fosters the wellbeing of individuals and communities, and of our built and natural environments. This paper and the Framework for Recreation in Canada 2015 that it describes allows for a timely re-visioning of recreation's capacity to foster wellbeing.

Recreation Fosters



Purpose of this Paper

This paper is designed to guide and stimulate coordinated policies and practices in recreation and related jurisdictions in Canada that aim to improve the wellbeing of individuals, communities, and the built and natural environments.

Structure of this Paper

The paper is divided into three parts:

- Part I ***Setting the Context*** provides a renewed definition of recreation, and explores the challenges and benefits of recreation today. It provides the rationale for investing in an evolved recreation strategy, and describes the need for collaboration and alignment with other sectors.

Part II *A Framework for Recreation in Canada* provides a new vision for recreation and suggests some common ways of thinking about this renewal, based on underlying values and principles. The Framework is a call to action, which invites leaders and stakeholders in a variety of sectors to collaborate in the pursuit of five goals and priorities for action.

Part III *Moving Forward* provides some ideas for next steps in implementing the Framework for Recreation in Canada.

Throughout this document, “recreation” is an umbrella term for recreation and parks, as well as recreational activities in physical activity, sport, arts, culture and heritage. When recreation in nature is discussed, the term “parks” may be specifically added to acknowledge the lead role of parks services.

While the Framework provides recommendations for all sectors (public, private and not-for-profit), it respects and does not override the jurisdiction of each governmental and non-governmental collaborator.

Infographics and Sidebars are used to provide additional evidence or to illustrate promising practices in policies and programs. These serve as examples only; the paper does not provide a scan of the many excellent initiatives across the country that address the key issues and priorities described in the paper.

A Glossary at the end of this paper helps clarify the meaning of key terms used in the text. Words highlighted in red are hyperlinked to the Glossary. The Endnotes section provides document sources, references and links to websites that provide additional information.

Revitalizing Recreation

Over the past 50 years, recreation and society have changed. Historically, recreation was considered a public good, which focused on outreach to vulnerable people, families and communities. In recent times, this has often shifted toward an individual-based, facility-focused, user-pay model. At the same time, we are witnessing rapid technological, economic, environmental, demographic and social changes.

This creates an urgent need for recreation to reaffirm historic values, while simultaneously adopting new ways of working that meet emerging needs. Underscoring this revitalization is a community development approach that empowers people and communities to work together to enhance wellbeing.

Recreation has the potential to address socio-demographic challenges and troubling issues such as increases in sedentary behaviour and obesity, decreased contact with nature, threats to the environment, and inequities that limit participation. These challenges can become opportunities but addressing them requires a commitment to a shared vision, values and goals, as well as the development and implementation of effective action plans. The Framework for Recreation in Canada 2015 provides a foundation for reflection, discussion and the development of such action plans.

The recreation field has developed capacities that help address needs and achieve positive outcomes in a broad range of areas. Working with partners in sectors such as community design, physical activity, public health, crime prevention and natural resources, the recreation field has gained experience and skills in helping to create inclusive opportunities; develop healthy, engaged citizens; build healthy, active communities; enhance leadership; and build and protect spaces that are essential for participation in recreational experiences.¹ The benefits of recreation are discussed later in this section of the paper and are fully captured in the National Benefits Hub.

The Framework is the result of a comprehensive process of renewal that began at the 2011 National Recreation Summit.² It draws on reflections and recommendations from two years of consultations, discussions and debate at provincial, territorial and national levels. Throughout these conversations, three key messages emerged:

- High quality, accessible recreation opportunities are integral to a well-functioning society.
- The recreation sector can be a collaborative leader in addressing major issues of the day.
- All people and communities deserve equitable access to recreational experiences. Recreation must be accessible and welcoming to all.

Understanding Recreation

A Renewed Definition of Recreation

The evolution of the following definition from the one in the National Recreation Statement (1987)³ reflects the evolution of recreation in response to changes and challenges in Canadian society.

A Renewed Definition of Recreation

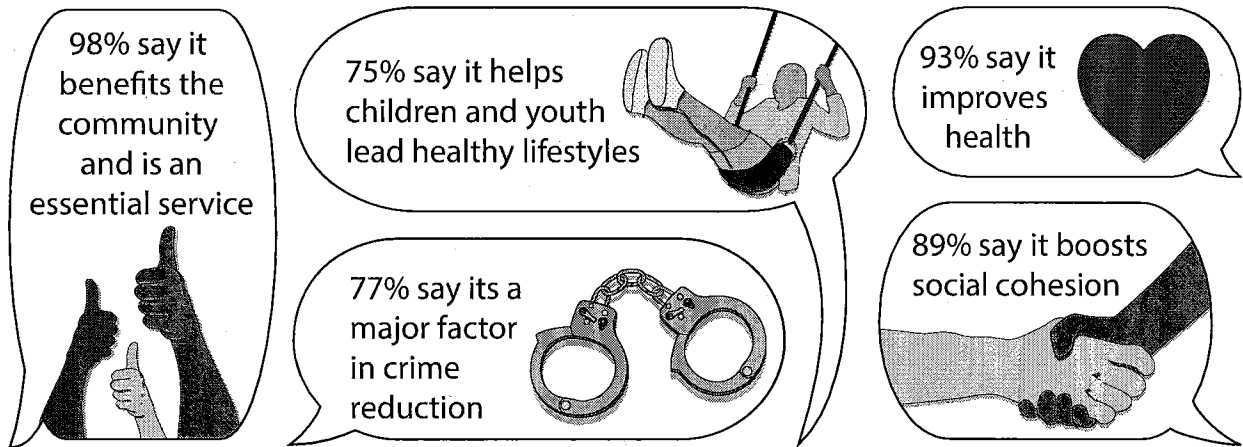
Recreation is the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community wellbeing.

Recreational experiences include participation in physical activity and sport, and in artistic, cultural, social and intellectual activities. Spiritual wellbeing may be enhanced through connecting with nature, helping others through volunteering, engaging in artistic expression and other forms of recreational experiences. Recreational activities can be structured and unstructured. Many are done with other people while others are done alone.

Recreation remains a fundamental human need in all ages and stages of life.⁴ People participate in recreational activities for fun, enjoyment, fitness and health, social interaction, creative expression, a desire to connect with nature, relaxation, and to enhance their quality of life. Most people also understand and support the beneficial role that recreation plays in community development.

The recreation field contains players from the public, not-for-profit and private sectors. Public recreation is the provision of recreation services by governments and non-governmental organizations for the benefit of individuals and communities.

What Canadians Say About Parks and Recreation ⁵



Who is Involved in Recreation?

The recreation field includes volunteers, paid staff, community groups, educators, researchers, organizations and governments that work collectively to enhance individual and community wellbeing through recreation. This includes stakeholders and service providers from the not-for-profit, private and public sectors.

Key partners for recreation include government departments and not-for-profit organizations at all levels, including those dealing in sport, physical activity, health, urban planning, infrastructure development, rural development, Aboriginal affairs, natural resources and conservation, arts and culture, social development; tourism, justice, heritage, child development and active aging. Educational institutions and educators are important partners in recreation, developing leaders through advanced recreation studies, providing spaces and programs in the community, teaching students about recreation, and developing and sharing knowledge.

Implementation of the Framework for Recreation in Canada 2015 will respect the existing roles and responsibilities of federal, provincial/territorial and municipal governments that are described in the National Recreation Statement (1987) and other existing governmental agreements addressing specific jurisdictional circumstances.

- The provinces and territories have primacy of jurisdiction for recreation, as they do for health and education⁶ (except on First Nations reserves as defined in federal legislation).
- Local government is the primary supplier of direct recreation services.
- The federal government plays a role in matters of national and international concern, and in collaboratively developing and supporting policies and funding mechanisms that enable all Canadians to participate in recreation.

The Framework recognizes that governing bodies and organizations in Aboriginal communities are concerned with the management of matters that directly affect Aboriginal Peoples and their communities. These governing bodies may oversee services, policies, programs and infrastructure development in health, education, natural resources and conservation, cultural identity and community recreation. It also recognizes that spending on public recreation by local governments is significant. For example, in 2008 local governments in Canada spent \$9.189 billion on recreation (12.4% of total expenditures).⁷

Collaboration between and among all orders and levels of government is essential. According to the National Recreation Statement, there is an “expectation that independent provincial and territorial actions will be complemented by a commitment to work together on an interprovincial basis to meet mutual needs”.⁸

The Federal/Provincial/Territorial (F/P/T) Ministers Responsible for Sport, Physical Activity and Recreation provide a key platform for collective discussion of this Framework, and for considering action on the goals and priorities it describes. Outreach and inclusion of governing bodies and leaders in Aboriginal communities is also required.

The large and vibrant not-for-profit/voluntary sector in sport, recreation and nature conservation serves the general public, members, and specific population groups in all areas of the country. It has a rich history of reaching out to diverse groups who face constraints to participation. The sector employs recreation specialists and volunteers play a major role in their operations.

The private sector employs recreation specialists and provides opportunities for recreation and physical activity. Increasingly, innovative public-private partnerships in recreation have been shown to support park renewal efforts, sponsorship, product and service innovation, cooperative access to facilities, and the delivery of tourism products and services.

Challenges and Opportunities

Recreation has a rich history of enabling wellbeing. The Framework for Recreation in Canada 2015 builds on the National Recreation Statement (1987) and other existing federal, provincial/ territorial/ and local government agreements that respond to the realities of the day and to emerging trends and challenges in recreation. To address the critical challenges that lie ahead, the Framework recognizes the existing alignment of governmental responsibilities, as defined in the National Recreation Statement and other agreements, and is intended to increase intergovernmental collaboration. Drawing on the experiences of the past, the Framework looks to the future to find new ways to integrate previous agreements.

The challenge today is to build pathways to wellbeing in the midst of change and emerging issues, and to turn challenges into opportunities. Challenges and current trends are often interrelated and include:

Demographic changes. Four key trends provide both challenges and opportunities for recreation.

- The aging of the population means that many communities have a declining proportion of children and an increasing proportion of older adults. This is particularly evident in rural areas due to the migration of young people to urban centres to pursue education and work, and the desire of older people to “age in place” if possible.

- Canada's population is increasingly rich in diversity. Two demographic trends are particularly relevant: 1) since changes in immigration policies in the 1970s, newcomers to Canada come from all areas of the world; and 2) the Aboriginal community is younger and growing faster than the general population. These populations and other ethnocultural/racial groups enrich our recreational experiences with multiple languages, historical context and diverse cultural identities, while challenging recreation to respond to their unique needs and strengths.
- Rapid urbanization (80% of Canadians now live in cities) ⁹ means that people have less exposure to the healing power of nature. They have increased exposure to the human and environmental stresses that accompany urban development, such as high levels of traffic and high-rise housing. Urbanization holds many opportunities but also challenges recreation to develop and nurture programs and places and spaces, which contribute to a high quality of life, both socially and environmentally.
- At the same time, Canada's rural and remote areas face particular challenges in recreation due to small and decreasing population levels (in most but not all communities), a lack of funds and infrastructure, threats to the natural environment and traditional ways of life, increasing pressure on small numbers of volunteers to lead in many areas, and challenges related to transportation and distance.

Challenges to health. Modern lifestyles combined with changes in the social and physical environments have precipitated some negative trends in health. These include increases in:

- risk behaviours such as sedentary living, and risk factors for disease such as obesity
- chronic diseases such as diabetes and heart disease
- mental health concerns such as depression and youth suicide.

Economic inequities. While visible minority populations face some of the worst effects of Canada's growing economic inequality, this trend affects all Canadians. For example, family after-tax income inequality rose by 40.9 % between 1995 and 2011, with economic gains going primarily to higher-income families.¹⁰ Individuals and families with lower incomes typically have fewer opportunities for recreational experiences due to costs associated with transportation, equipment, some activities and facility rental.

Social challenges. Rapid changes associated with increasing inequities, persistent unemployment, rapid development, the use of social media instead of face-to-face interaction, and the loss of traditional supports have compounded feelings of isolation for many people, and negatively affected civic involvement, social connectedness, community engagement and social cohesion.

Addressing Sedentary Behaviour

The Canadian Physical Activity Guidelines have been developed to encourage children and youth to accumulate at least 60 minutes of moderate- to vigorous-intensity physical activity daily. Now, these guidelines are complemented by evidence-based Sedentary Behaviour Guidelines for children and youth. These guidelines recommend that for health benefits, children and youth limit sedentary behaviour (i.e., screen time, sedentary transport, prolonged sitting and time spent indoors) during their free time each day. Guidelines are also provided for infants, toddlers and preschoolers at www.csep.ca.

New and emerging technologies. The recreation field is challenged to access and keep up with rapidly changing technologies, which offer opportunities for innovation, communication, improved efficiency and enhanced connections, especially with young people. At the same time, parents and leaders in public health and recreation are concerned about the increasing amounts of time people (especially children and youth) spend in sedentary and solitary digital pursuits, instead of active recreation and unstructured play. New technologies that encourage 24/7 connections have led to reductions in time available to pursue recreational experiences, and to challenges in achieving a balanced lifestyle.

Infrastructure deficit. Most communities in Canada have significant infrastructure deficits.¹¹ These deficits include the need to develop walking and cycling routes, facilities, and green spaces in order to meet the recreation requirements of growing communities, and to upgrade existing facilities to make them more functional and energy efficient. The opportunity for recreation is to contribute to an integrated community design and infrastructure planning process that considers what is built, and where it is located in relation to where people live and how they move through the community to get there.

At the same time, some communities on reserves and in remote areas still lack basic recreation facilities. Communities in the North that have recreation facilities face unique challenges in maintaining them. Strengthening the infrastructure for recreation, sport and physical activity is critical to strengthening the health, vitality and economies of local communities.

Threats to the natural environment. Failing fish stocks, extreme weather, decreasing biodiversity, new destructive species such as the spruce budworm and mountain pine beetle, the loss of green spaces to urban sprawl, and the warming of northern regions are all indicators of environmental stresses that directly affect the spaces and places where people enjoy recreational experiences. Growing threats to the natural environment have made the role of environmental stewardship increasingly important to the recreation field.

Benefits of Recreation

The evidence on the benefits of recreation and exposure to nature suggest that recreation and parks can address existing challenges with policies and practices that:

Enhance mental and physical wellbeing.¹³ Public recreation and parks services have an important role in enhancing physical activity, which in turn, is a critical factor in improved physical and mental health. Increased physical activity levels are associated with the presence of trails for walking, hiking and cycling, and organized events, including sport competitions and other attractions. For children, the presence of a playground within a nearby park is significantly associated with enhanced levels of physical activity. Among all ages, recreational experiences involving physical activity facilitate the maintenance of healthy weights, and thus a reduction in health care costs.

Participants in recreation report improvements in mental wellbeing, including increased self-esteem and life satisfaction. Recreation provides opportunities for personal growth and development for people of all abilities and can be especially helpful to people living with disabilities.

Enhance social wellbeing.¹⁴ Participation in recreational experiences is shown to enhance social wellbeing. For example, participation in after-school recreation programs provides many developmental opportunities for children and youth. For both children and adults, recreation can facilitate and support social relationships—through clubs, social organizations, participating on a team or making a new friend. Among youth, recreation can help decrease anti-social behaviours.

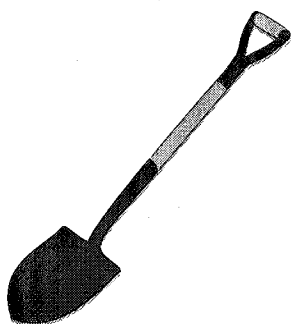
Help build strong families and communities.¹⁵ Recreation can be an important vehicle for promoting family cohesion, adaptability and resilience. Culture and recreation help build social capital in the form of arts, recreation and parks programs, and community celebrations, such as festivals, parades and block parties. Community events help keep neighbours in touch with each other and reinforce relationships that make neighbourhoods strong. Participation in cultural and artistic programs has been shown to promote social connectedness and social cohesion, and positively influence civic behaviour, mutual caring and voluntarism. Recreational activities can help build welcoming communities for people and families from diverse cultures.

Help people connect with nature^{15, 16, 17, 18} Enhancing opportunities to connect people with nature can result in both environmental and human benefits. Natural playgrounds (which incorporate natural elements like logs, flowers and trees) stimulate physically active and imaginative play and help children connect with nature. Studies have shown that exposure to the natural environment and green spaces have an independent, positive effect on health and health-related behaviours. From lowering blood pressure, to reducing stress levels, to supporting children's cognitive development, nature has a profound ability to support both physical and mental health. Nature-based recreation fosters a better understanding and appreciation for all aspects of nature. This may be especially important in Aboriginal communities, where fishing, hunting and nature conservation are traditional activities.

Recreation and parks has a key role as a steward of natural environments: protecting and interpreting parks, trails, waterways and wilderness areas, managing and balancing the needs of natural ecosystems with the needs of users, and minimizing any negative impacts resulting from services and programs.

Provide economic benefits by investing in recreation. Though economic benefit is not the primary driver for recreation service decisions, recreation is an important contributor to community economic development and cost reductions in other areas. Spending on recreation creates jobs, fosters tourism, and makes communities more attractive places in which to live, learn, work, play and visit. “Upstream” investments in recreation can lead to improvements in individual and community wellbeing, which helps to reduce costs in health care, social services and justice.¹⁹

The Economic Case For Investing In Recreation



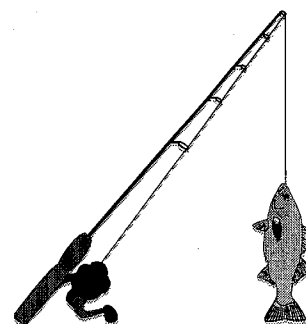
\$2.9 Billion

Labour income, jobs created by Canada's parks (2009)²²



\$3,773

Amount spent on recreation by average Canadian household (2012)²⁰



\$8.3 Billion

Total amount spent on recreational fishing contributed to local economies (2010)²⁴



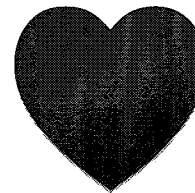
\$134 Million

Amount spent by cyclists using Quebec's Route Verte (2013)²¹



\$14.5 Billion

Amount Canadians spent on nature-based recreational activities (2012)²⁵



\$6.8 Billion

Total health care costs of physical inactivity in Canada²³

Convergence and Collaboration

In recent years, a number of complementary strategies and frameworks have been developed, which address interrelated public policy at national, provincial and local levels. These include:

Active Canada 20/20: A Physical Activity Strategy and Change Agenda for Canada (2012) provides a vision and a change agenda to describe steps that will increase physical activity and reduce sedentary behaviour, thereby reducing health risks and achieving the many benefits of a society that is active and healthy. Recreation is identified as an important player in pursuing this agenda.²⁶

The Canadian Sport Policy (CSP, 2012) sets a direction for the period 2012-2022 for all governments, institutions and organizations committed to realizing the positive impacts of sport on individuals, communities and society. F/P/T Ministers responsible for Sport, Physical Activity and Recreation endorsed the policy in June 2012. CSP sets out 5 broad objectives, including “Recreational Sport: Canadians have the opportunity to participate in sport for fun, health, social interaction and relaxation”. Participants are introduced to the fundamentals of sport through programs delivered primarily by clubs, schools and local recreation departments. Participants develop sport-specific skills with an emphasis on fun, a positive attitude, healthy human development and remaining active for life.²⁷

Connecting Canadians with Nature. An Investment in the Well-Being of our Citizens was developed by the Canadian Parks Council on behalf of the F/P/T Ministers Responsible for Parks. The report synthesizes the growing body of evidence demonstrating the benefits of connecting with the natural world. Canada’s park leaders endorsed the paper in March 2014 and committed to working with various sectors to support experiences in nature that enhance Canadians’ collective health, prosperity, growth and productivity. This initiative positions park agencies to adapt to changing societal circumstances and enable increased opportunities for recreational experiences in nature.²⁸

The Declaration on Prevention and Promotion, which was adopted by Canada’s F/P/T Ministers of Health and of Health Promotion/Healthy Living in 2010, confirms that health and wellbeing is determined by “the physical and social conditions that people experience daily in the places where they live, learn, work and play”. The declaration calls upon a wide range of people and organizations in communities and across society to help create the conditions that reduce risks for poor health and support individuals in adopting healthy lifestyles.²⁹

Healthy Aging in Canada: A New Vision, A Vital Investment³⁰ a policy brief adopted by the F/P/T Committee of Officials Responsible for Seniors in 2006, specifically identifies recreation as critical to addressing priority areas in healthy aging such as social connectedness, physical activity and age-friendly communities. Canada has been a leader in developing Age-Friendly Communities in communities and cities of all sizes, and particularly in rural areas.³¹

IndigenACTION³² (2010) aims to foster partnerships that will help ensure Indigenous peoples in Canada have every opportunity to enhance their lives and their communities through recreation, sport, community fitness, and wellness. IndigenACTION, which was adopted by the Chief’s Assembly, is complementary to the Framework for Recreation in Canada described in this paper. There is clear alignment in terms of vision and direction; therefore, collaboration and convergence with this strategy is in order.

While recreation is unique, the Framework described in this document aligns well with all of these strategies. The fields of physical activity, sport, recreation, parks, the environment and health all share a common mandate to enhance the wellbeing of individuals, communities and the environment. Thus, there is a clear need to coordinate these strategies and frameworks, and to collaborate on specific actions and initiatives.

Strategies proposed by the parks, physical activity, sport and health sectors have historically involved the recreation sector. For example, recreation is a key delivery agent for sport and provides a variety of supports to local sports organizations. These include access to facilities, early skill development and exposure programs, ongoing sport play, coordination and communication, enhanced coaching capacity, allocation policies and subsidies, joint use agreements, sport hosting and sport tourism.

Similarly, the promotion of physical activity is a key priority for recreation. This includes the provision of physical activity programs for all age groups, ranging from active play for preschool children, to teen and adult fitness classes, to engaging older adults in ongoing activity. Many communities have worked with partners in public health, physical activity, sport and education to develop comprehensive community plans for active living. These plans include awareness campaigns, program opportunities and events, initiatives aimed specifically at inactive and vulnerable populations, and the development of supportive indoor and outdoor environments.

Our challenge and opportunity is to link these unique yet complementary efforts in ways that strengthen each sector while leveraging resources, and facilitating outcomes that meet common mandates and goals. This requires collaborative action and implementation, ongoing communication, knowledge sharing, common measurements, the sharing of resources, and joint efforts in service improvement.

Part II

A Framework for Recreation in Canada 2015

Vision

Everyone engaged in meaningful, accessible recreation experiences, that foster:

Individual Wellbeing | Wellbeing of Natural & Built Environments | Community Wellbeing

Values

Public Good

Inclusion & Equity

Sustainability

Principles of Operation

Lifelong
Participation

Outcome-
Driven

Quality &
Relevance

Evidence-
Based

Partnerships

Innovation

Goals

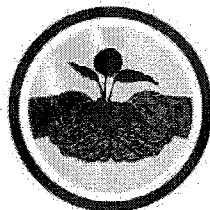
Active
Living



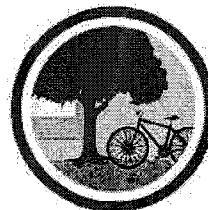
Inclusion
& Access



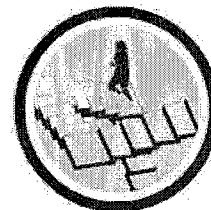
Connecting
People & Nature



Supportive
Environments



Recreation
Capacity



Priorities

- Participation throughout the lifecourse
- Physical literacy
- Play
- Reduce sedentary behaviours

Equitable participation for all, regardless of socioeconomic status, age, culture, race, Aboriginal status, gender, ability, sexual orientation or geographic location

- Natural spaces and places
- Comprehensive system of parks
- Public awareness and education
- Minimize negative impacts

- Provide essential spaces and places
- Use existing structures and spaces for multiple purposes
- Renew infrastructure
- Active transportation
- Partnerships in social environment
- Recreation education
- Assessment tools
- Align community initiatives

- Collaborative system
- Career development
- Advanced education
- Capacity development
- Community leadership
- Volunteers
- Knowledge development

Vision

We envision a Canada in which everyone is engaged in meaningful, accessible recreation experiences that foster:

- Individual wellbeing
- Community wellbeing
- The wellbeing of our natural and built environments

Values and Principles of Operation

Values

Values are deeply held beliefs that guide the decision-making, management and delivery of policies and practices.

Public Good

Through much of the 20th century, public recreation was regarded as a “public good.” The emphasis was on accessibility for all, outreach to disadvantaged groups and a belief in the universal benefits to the whole community, not just to users. In the 1990s, recreation departments and organizations came under increasing pressures for cost recovery and revenue generation, including increases in user fees. The community development and outreach functions that were historically part of the mandate of public recreation were often quietly marginalized, as the field shifted its focus to meet the demand from that portion of the population who could pay. Leaders in recreation have continued to stress the need for equitable recreational experiences for all, with a call for the renewed importance of public recreation’s historic mandate of addressing the inclusion of vulnerable populations. Quality recreation needs to be available to all, paid for by a combination of taxes and flexible user fees, which take into account economic circumstances. This does not mean denying services to people who have resources, but that they should not be served to the exclusion of those who face constraints to participation.

Inclusion and Equity

Inclusion is an organizational practice and goal in which all groups and individuals are welcomed and valued. Equity speaks to fairness in access to resources, opportunities and experiences.

Sustainability

To deliver quality recreational experiences, recreation requires a system that is sustainable, in terms of human resources, economics and the environment. Recreation values and stewards indoor and outdoor places and spaces in the built and natural environments. This requires balancing the needs of natural ecosystems with those of users, and providing sustainable facilities and services that minimize negative effects on the social and natural environments.

Lifelong Participation

Individuals and communities benefit from lifelong participation in recreational experiences, from early childhood to old age.

Active for a Lifetime

Canadian Sport for Life (CS4L) is a movement to improve the quality of sport and physical activity in Canada. It links sport, education, recreation and health, and aligns community, provincial and national programming. CS4L’s mission is to improve the health, wellness, and sporting experiences of all Canadians by advancing physical literacy, improving performance and increasing life-long participation in physical activity.

Source: Canadian Sport for Life: canadiansportforlife.ca

Principles of Operation

Principles of operation provide some “rules of the road” in how the field carries out its business.

Outcome Driven

Recreation is outcome-driven. It strives to help individuals and communities attain the outcomes they are seeking, such as improved health and wellbeing. It also focuses on indirect benefits to all, such as enhanced community cohesion and green environments that will serve generations to come.

Quality and Relevance

Recreation is committed to offering safe recreation experiences of the highest possible quality, while addressing the unique needs and capacities of each community, and the economic situation of individuals, families and communities.

Evidence-based

Recreation is committed to “fact based” decision-making— getting the best evidence and using it to guide policy and practice. Recreation integrates the best available research evidence with practitioner expertise and the characteristics, needs, capacities, values and preferences of those who are affected. This requires support for the systematic collection and analysis of data, the sharing of information, and the use of both quantitative and qualitative research methods, evaluation, and social and economic modeling.

Partnerships and Collaboration

Recreation relies on and nurtures partnerships and collaboration among:

- Public, not-for-profit and private providers of recreation and parks experiences
- Public and private planners and developers (urban and rural)
- All orders and levels of government (local, regional, provincial/territorial, federal and in Aboriginal communities)
- Multiple sectors and disciplines that influence wellbeing and share common goals, e.g. health, tourism, education, arts and culture, nature conservation, etc.
- People who care about and influence the wellbeing of individuals, families, communities and our natural and built environments, e.g. parents and other family members, elected officials, recreation staff, early childhood educators, caregivers, teachers, school boards, coaches and volunteer leaders in community programs.

Innovation. Recreation practitioners value innovation and recognize the benefits of ingenuity, the co-creation of new policies or services with people, and the creation and implementation of new ideas in design, program concepts, research and learning.

Quality Assurance Programming

HIGH FIVE® is an example of best practice in quality assurance programming for recreation and sport programs for children aged 6-12. HIGH FIVE provides a range of training, assessment tools and resources to ensure that organizations can deliver the highest quality programs possible. HIGH FIVE ensures leaders, coaches, and instructors have the tools and knowledge to nurture a child's mental health and create positive experiences for children. www.highfive.org



Goals and Priorities for Action

NOTE: The goals and priorities are numbered for ease of discussion and use; however, the ordering does not indicate levels of importance or priority. This will be determined by the organizations, communities and individuals who are using the Framework for Recreation in Canada 2015 to guide the development of their own action plans.

Goal 1

Active Living



Foster active living through physical recreation.

Participation in physical recreation is essential to building healthy, active individuals from infancy to older adulthood.

A solid evidence base supports the positive relationship between regular physical activity and healthy aging. For older people, participation in active recreation adds vitality and quality to life. It positively affects functional capacity, mental health, fitness levels, the prevention and management of chronic diseases and disability, and overall wellbeing. Engaging in physical activity with others can help older adults build social networks that promote overall health.³³

While unstructured play is important for all ages, the evidence suggests it is particularly critical for children in today's society. Over the last few decades, children's lives have become increasingly structured and media oriented, reducing their time in active unstructured play. This shift has contributed to increasing levels of physical inactivity, sedentary behaviour and excess weight in children and youth.^{34, 35, 36, 37} There is a particular concern for the missed opportunity of outdoor play, which has been shown to increase a child's capacity for creativity, problem-solving, and emotional and intellectual development.³⁸

The Canadian Physical Activity Guidelines provide recommendations about the amount of physical activity required for health benefits for older adults, adults, and youth and children, including preschoolers, toddlers and infants. These are complemented by the Canadian Guidelines for Sedentary Behaviour, which encourage children and youth to enjoy incidental movement, active play, active transportation and time outdoors, and discourage prolonged periods of sitting. For health benefits, this is good advice for all ages.³⁹

Individuals and families choose active living over sedentary behaviours when the "active choices are the easy choices." This requires the creation and maintenance of supportive environments for physically active recreation in the everyday settings where people live, work, play and learn. See Goal 4 for more discussion and priorities related to this.

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The Economic Impact of Increased Physical Activity and Reductions in Sedentary Living⁴⁰

According to an analysis by the Conference Board of Canada (October 2014), small changes in physical activity and sedentary living can have substantial benefits. By getting 10% of Canadians with suboptimal levels of physical activity to be more active and less sedentary, the incidence of chronic conditions would be substantially reduced. With Canadians living healthier, more productive lives, GDP could increase by a cumulative \$7.5 billion between 2015 and 2040. In addition, health care spending on hypertension, heart disease, diabetes and cancer would potentially be reduced by \$2.6 billion within this same timeframe.

Source: Conference Board of Canada, 2014

Priorities

- 1.1 Enable participation in physically active recreational experiences throughout the lifecourse, continuing to focus on children and youth but expanding to meet the needs and foster the participation of the growing number of older people in Canada.
- 1.2 Incorporate physical literacy in active recreation programs for people of all ages and abilities. Physical literacy is recognized as a precondition for lifelong participation in and enjoyment of sport in the Canadian Sport Policy 2012.⁴¹
- 1.3 Support the child's right to play, and to participate freely and fully in "age-appropriate recreational experiences, cultural life, and artistic and leisure activities", as outlined in the United Nations Convention on the Rights of the Child.⁴² Enhance opportunities for children and youth to play outdoors and interact in nature in school, community and neighbourhood settings. Engage parents and provide safe, welcoming, low- or no-cost opportunities for families and multiple generations to experience the joy of spontaneous active play together.
- 1.4 Inform recreation leaders about the importance of reducing sedentary behaviours, and enable them to explore and implement strategies and interventions that address this important public health issue.

After-School Recreation Programs

Ontario's After School Program is an example of how recreation and community partners are working to enhance wellbeing among young people at risk. It provides programming for 21,000 children and youth, at low or no cost, who participate in fun, safe, supervised activities that focus on physical activity (including both recreation and sport), healthy eating/nutrition, personal health and wellness, and activities that address cultural identity and local needs. More than 130 not-for-profit recreational organizations, local governments and First Nations groups deliver programming in over 400 sites to at-risk children and youth (grades 1-12) during the hours of 3:00 p.m. – 6:00 p.m. throughout the school year. (2014).

For more information, visit www.mtc.gov.on.ca/en/sport/afterschool/after_school.shtml

Goal 2

Inclusion and Access



Increase inclusion and access to recreation for populations that face constraints to participation.

More than any other service, recreation has the ability to reach all citizens, and to bring people together in a non-threatening, pleasurable atmosphere. However, a rebalancing of recreation is necessary if it is to strategically address the barriers and constraints to participation faced by some people, and to celebrate the rich diversity of Canada's population.

At its most basic, "diversity" refers to any and all differences between and among people. Acknowledging and valuing cultural, ethnic and racial diversity is vital to the prevention of prejudice and discrimination. At the same time, recreation needs to take into account other differences. Some of these are visible, such as variations in sex and gender, age, and ability. Others may be invisible, such as sexual orientation, education, hearing, religious beliefs, socioeconomic status and mental health concerns that affect wellbeing.

Inclusiveness celebrates diversity as a gift, rather than a deviation from the norm. Inclusive organizations value the perspectives and contributions of ALL people, and strive to incorporate the needs and viewpoints of diverse communities into all aspects of the organization and their services and programs.

Priorities

- 2.1 Develop and implement strategies and policies, which ensure that no families or individuals in Canada are denied access to public recreation opportunities as a result of economic disadvantage.
- 2.2 Enable people of all ages to participate in recreation. Address constraints to participation faced by children and youth from disadvantaged families and older adults who are frail and/or isolated.

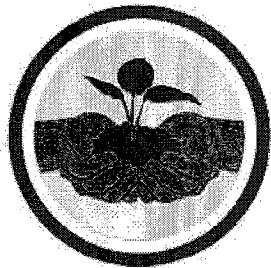
Acting on Equity and Social Inclusion

In Moncton, New Brunswick, the Parks and Recreation Services Department addresses poverty and homelessness within their portfolio of services. A Community Development Officer of Social Inclusion facilitates programs and services for disadvantaged citizens in the city. He/she liaises with other local programs and community development staff. These efforts encourage a coordinated approach to reducing poverty and encouraging social inclusion in the community through parks and recreation (2014).

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- 2.3 Build trust and participation through the provision of recreational opportunities and experiences that are respectful and appropriate for various ethnocultural groups. Actively engage persons of diverse and racialized backgrounds in developing, leading and evaluating recreation and park activities.
- 2.4 Recognize and enable the experience of Aboriginal peoples in recreation with a holistic approach drawn from traditional values and culture. Work with Aboriginal communities in pursuit of all five goals outlined in the Framework for Recreation in Canada 2015.
- 2.5 Enable and encourage women and girls of all backgrounds and circumstances to achieve their potential and participate fully in all types of recreation. Address the historical, cultural and social barriers to participation experienced by girls and women, and apply a gender equity lens when developing and monitoring policies, programs and practices.
- 2.6 Enact policies of nondiscrimination on the basis of gender identity and gender expression. Provide a welcoming and safe environment for people with all sexual orientations and sexual identities.
- 2.7 Provide leadership, support, encouragement, information, policies and programs that facilitate full participation in recreation by people of all abilities across all settings. Work with persons with disabilities and special needs to create inclusive opportunities and build leadership capacity. Ensure that recreation environments are accessible, and remove physical and emotional barriers to participation.
- 2.8 Address the unique challenges and capacities in rural and remote communities. Seek community leadership in decision-making regarding the provision of and access to appropriate spaces and places, opportunities and experiences in recreation.

Goal 3 Connecting People and Nature



Help people connect to nature through recreation.

People have an inherent need to connect with the natural world and the recreation field plays a vital role in meeting that need. Connecting with nature is associated with improved cognitive, mental, and physical health, enhanced creativity and positive social behaviours. Communities also see economic benefits associated with ecotourism.⁴³

Traditionally, recreation has contributed to this goal through the provision and stewardship of outdoor places and spaces, and the development of enabling policies, programs and services related to natural environments. These activities continue to be essential components of recreation's role.

More recently, the need to increase appreciation of and exposure to nature through participation in the community design process has become increasingly important. Recreation contributes to creating walkable, safe, livable communities through the provision of parks, trails, waterways, community gardens and landscaped areas. Recreation supports policies, which ensure that neighbourhoods are designed to maximize opportunities for healthy, active living and exposure to nature.

For many people, urban parks may be one of the few connections that they experience with the natural world. Because of this, urban parks play an essential role in public health and wellbeing. Urban parks can serve as restorative environments in which individuals have the ability to view nature, to be active in nature, to observe plants and gardens, and to observe and encounter animals (both pets and wildlife).

Canadians Care About Nature



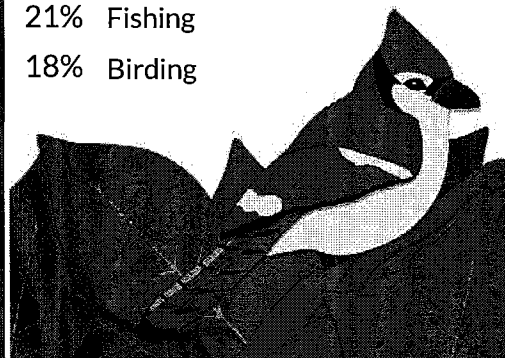
Percentage of Canadians in 2012

Who:

- 70% Spent time in nature
- 53% Participated in nature education
- 47% Travelled to experience nature
- 45% Reduced their ecological footprint
- 13% Volunteered in nature conservation

Most Popular Activities:

- 71% Picnics and relaxing in nature
- 64% Hiking, climbing, and horseback riding
- 41% Gardening and landscaping
- 21% Fishing
- 18% Birding



Priorities

- 3.1 Work in partnership with community and provincial/territorial planners and Aboriginal communities to provide natural spaces and places in neighborhoods, communities and regions through the retention and addition of natural areas, forests, parks, trails and recreational waters (rivers, lakes, canals and beaches).
- 3.2 Work collaboratively at all orders and levels of government (local, regional, provincial/territorial, federal and with Aboriginal governing bodies) to create and maintain a coordinated, comprehensive system of parks and protected areas across Canada that allows year-round access to nature. Share best practices and findings in planning, design, management, ecosystem monitoring and public information.
- 3.3 Develop public awareness and education initiatives to increase understanding of the importance of nature to wellbeing and child development, the role of recreation in helping people connect to nature and the importance of sustainability in parks and recreation.
- 3.4 Ensure that operational policies and practices in parks and recreation limit the use of non-renewable resources and minimize negative impacts on the natural environment.

Goal 4 Supportive Environments



Ensure the provision of supportive physical and social environments that encourage participation in recreation and help to build strong, caring communities.

Supportive physical and social environments help people explore their creativity and adopt healthy, active lifestyles by making “the healthy choices the easy choices”. They also facilitate community and family connectedness, which foster reciprocal caring—taking care of each other, our communities and our natural environment.

Some people (especially those who have had limited experiences with quality recreation) are unaware of the benefits of recreation and how to get involved. A lack of knowledge about available options and/or fears related to safety and entering new environments may limit their decisions about the use of their time outside of work or school.

Environments for recreation encompass many settings, including homes, schools, neighbourhoods, community spaces and places, rural places and the natural and built environments. Recreation has a leadership role to play in community building in all of these settings. Aligning with other community initiatives avoids duplication of efforts and helps to build social networks and voluntarism, as well as community norms of trust and cooperation.

Creating supportive environments for recreation has many dimensions including the implementation of policies and guidelines, innovative programming, social action, education and funding. All of these mechanisms are needed to ensure access to safe and effective spaces and places that are required to deliver a comprehensive mix of high quality recreational experiences.

Creating supportive physical environments includes the provision of essential facilities, the effective use of existing spaces and places, and addressing the decline of Canada’s recreation and sport infrastructure. It also includes the creation and maintenance of built environments that enable people to actively recreate as part of their daily activity and as a form of transportation.

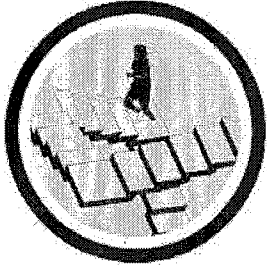
Walking, biking, wheeling and skating are modes of active transportation and active recreation. Good walking environments and well-designed multipurpose trails encourage walking, cycling and wheeling and enable recreational experiences during daily commutes to work, school or other places in the community. Ideally, all parts of a well-maintained walking environment are integrated and connected to make it easy for pedestrians to move through the community to a variety of destinations.

Priorities

- 4.1 Provide recreation facilities and outdoor spaces in under-resourced communities (including on-reserve and in remote and rural areas), based on community and/or regional needs and resources.
- 4.2 Work with partners to increase the use of existing structures and spaces for multiple purposes, including recreation (e.g. use of schools, churches, vacant land and lots).
- 4.3 Enable communities to renew recreational infrastructure as required and to meet the need for green spaces by:
 - securing dedicated government funding at all levels, as well as partnerships with the private and not-for-profit sectors for the necessary development, renewal and rehabilitation of facilities and outdoor spaces
 - developing assessment tools and evidence-based guidelines for investing and reinvesting in aging recreation infrastructure
 - developing and adopting innovative renewal strategies that will endure over time, use less energy and provide affordable access for all.
- 4.4 Lead and support community efforts and planning processes for active transportation and public transit. Participate in the planning and design of communities to encourage the placement of workplaces, schools, shops libraries, parks, and sport and recreation facilities in close proximity so that active modes of transportation are easier to use. Encourage development and maintenance of active transportation routes that connect people to the places they want to go.
- 4.5 Enhance mental and social wellbeing by creating supportive social environments in the settings where people live, learn, work and play. This requires strengthened partnerships with schools, social service groups, the arts community, law enforcement, transportation and urban planners, community organizations and the private sector.
- 4.6 Develop and implement targetted recreation education campaigns that increase knowledge about how recreation contributes to enjoyment and quality of life, and help people acquire the skills and attitudes they need to plan for making recreation a part of their lives.
- 4.7 Develop a common understanding of community wellbeing through the development and use of standardized assessment tools and indices that will help communities assess and measure their status on community wellbeing.
- 4.8 Adopt a strategic approach to community building that features alignment and collaboration with other community initiatives (e.g. Age-Friendly Communities, Healthy Cities/Communities, Community Food Centres).

Goal 5

Recreation Capacity



Ensure the continued growth and sustainability of the recreation field.

Leaders in recreation include professional staff and volunteers. Both need the skills, knowledge and resources required to plan and deliver high-quality recreation services, based on specific community needs and strengths.

Volunteers in recreation make an impressive contribution to community cohesiveness, Canadian society and the economy. Volunteers need to be valued, trained and supported as an essential part of the delivery of recreational experiences in every community in Canada.

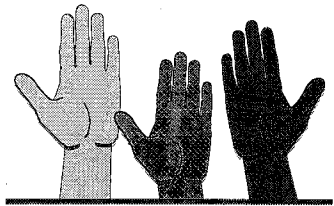
Leaders in recreation need to work within a connected, vibrant and comprehensive delivery system. This system requires ongoing nurturing and support to deliver a comprehensive mix of recreational experiences and sustain a viable system that Canadians can enjoy for generations to come.

The recreation field needs to recruit and inspire new leaders (of all ages) who can address emerging trends and have knowledge in a variety of areas, such as cultural diversity, emerging technologies, urban planning, active transportation and nature conservation. All who work in recreation need to acquire and attain the core competencies for recreation and the capacity to address changes in the physical and social environments that impact recreation.

Recreation provides many young people with opportunities for employment and for leadership and career development. For example, in 2013, 8.4% of youth (age 15-24) were employed in the Arts, Culture and Recreation sector in Canada.⁴⁶ These young leaders are critically important to the recreation workforce both today and in the future.

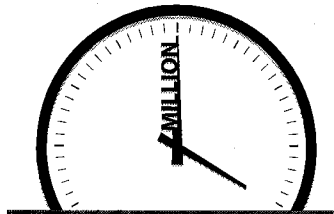
To be relevant and outcome-driven, leaders in recreation need timely access to emerging technologies as well as current evidence and information. A comprehensive knowledge development strategy including research, knowledge transfer, and monitoring and evaluation would address this need.

Canadians Volunteer in Recreation and Sport (2010)⁴⁵



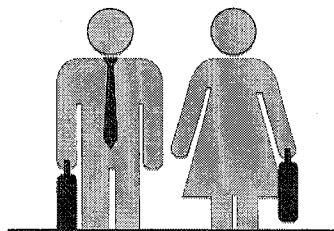
3.3 Million

Number of volunteers in recreation and sport



400 Million

Number of hours per year given by these volunteers



Over 208,000

Equivalent number of full-time jobs

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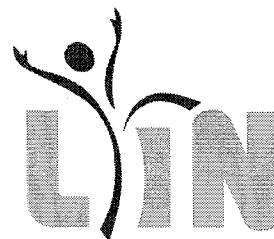
Academics and governments at all orders and levels undertake research and data collection to analyze recreation trends and issues in order to keep recreation policies and programs current and effective. In addition to theoretical and conceptual research, applied research projects, which identify promising approaches at the community level, are particularly important. The findings of research need to be shared broadly (knowledge transfer), with provincial/territorial recreation associations, communities, and other stakeholders and partners.

Priorities

- 5.1 Increase collaborative efforts among provincial/territorial governments, local governments, voluntary organizations, Aboriginal communities, the private sector and recreation associations to support and nurture a vibrant recreation system that serves as the primary means for achieving the vision and goals in this Framework.
- 5.2 Implement career awareness, preparation and development strategies to attract and educate new leaders.
- 5.3 Support advanced education in recreation. Use long-term market studies to inform curricula development and capture supply and demand needs in the industry.
- 5.4 Develop and implement high-quality training and competency-based capacity development programs for organizations and individuals (professionals and volunteers) working in recreation, particularly in under-resourced rural and remote areas.
- 5.5 Develop a strategy to enhance community-based leadership in recreation.
- 5.6 Rejuvenate and update volunteer strategies to reflect societal changes and take advantage of community and individual capacities. Engage volunteers of all ages and from all walks of life. Make a special effort to recruit and support volunteers from a variety of ethnocultural and racialized populations and other groups that face constraints to participation. Recognize and support the role of the not-for-profit sector in developing and engaging volunteers.
- 5.7 Support a pan-Canadian, comprehensive knowledge development strategy that increases support for:
 - recreation research and data collection carried out by universities and colleges, the not-for-profit sector, provincial/territorial, local and Aboriginal governments, with special attention to applied research at the community level
 - the national recreation information system so that all those planning and delivering recreation services have access to the latest evidence
 - collaborative efforts among governments, recreation associations and colleges and universities to develop new recreation programs and services that meet the evolving and expanding needs within communities.

Developing and Sharing Knowledge

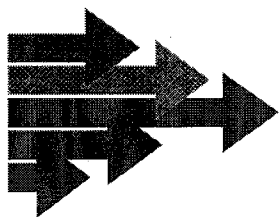
The Leisure information Network (LIN) at www.lin.ca is a national knowledge- based digital forum for sharing information on individual and community wellbeing through recreation, parks, and active living. The Northern Links web site at www.northernlinks.org is an initiative of LIN that supports recreation and sport practitioners and volunteers in Canada's Aboriginal communities (both rural and urban) in creating more culturally relevant and engaging programming. The National Benefits HUB at <http://benefitshub.ca> is a living resource, which summarizes evidence on the value of recreation and parks services. Validation is provided for 49 outcome statements. LIN and the Benefits HUB are invaluable resources for policy development, planning, marketing, program/service development and evaluation.



LEISURE INFORMATION NETWORK

Part III

Moving Forward



The Framework for Recreation in Canada 2015 invites the field to think of its place in Canadian society in different ways. With a refreshed definition and vision, and a renewed sense of what is important, the Framework presents a rare opportunity to take a new path. This path will ensure recreation's continued relevance as an essential contributor to the wellbeing of individuals, communities, and the built and natural environments.

Embrace the Framework – Share it, Use It, Own It

The reader is encouraged to share this document widely and to talk about the Framework with colleagues, partners, policy-makers, community leaders, and others who are interested and involved in recreation. All stakeholders can use the Framework to guide decision-making, planning, resource allocation and the development of strategies, policies, programs and performance metrics.

Next Steps

Some actions going forward require strategic thinking, development and coordination at the national level. These will require the leadership of the Canadian Parks and Recreation Association (CPRA), intergovernmental Federal/Provincial/Territorial (F/P/T) mechanisms and Aboriginal communities. Not-for-profit organizations, provincial/territorial associations, local/regional governments, the private sector and stakeholders in education, health, sport, physical activity and the environment may take on initiatives that advance the Framework goals, either alone or in partnership.

Follow-up activities are both short- and long-term, and include action in the following areas:

Endorsement

The Framework for Recreation in Canada 2015 has been endorsed by the Canadian Parks and Recreation Association. In early 2015, it will be presented for endorsement by the Provincial/Territorial (P/T) Ministers responsible for Sport, Physical Activity and Recreation, and the P/T Recreation and Parks Associations. In the longer term, it is hoped that Aboriginal communities and many other stakeholders will support the ideas and directions outlined in the Framework. Community leaders, parents, caregivers, and the public will support and advocate for full inclusion in recreation as described in this document.

Communication

A first step in implementing the Framework for Recreation in Canada 2015 is to ensure it is top of mind within the recreation system. There are many ways to achieve this, which could include using the Framework as a topic for discussion and analysis at staff meetings, conferences and workshops. Building cross-Canada awareness and use of the Framework requires an effective national communications plan. Enhanced mechanisms for sharing best practices across Canada will inform leaders about concrete ways to address the challenges, opportunities and directions provided by the Framework.

Implementation

It is suggested that the partnership of F/P/T governments, CPRA and the P/T Recreation and Parks Associations continue to work on the Framework for Recreation in Canada 2015 and that these organizations take on leadership and coordination roles at the national level. Governments at local, regional and provincial/territorial levels may use the Framework for Recreation in Canada 2015 to develop implementation action plans in areas of their jurisdiction. Non-governmental agencies and organizations working in recreation may develop action plans to address the goals and priorities identified in the Framework that are relevant and important in their communities. Other sectors and stakeholders (e.g. education, physical activity, sport, nature conservation, health) are encouraged to consider the relevance of the Framework in their area, how it may influence the work of their organizations, and how they might address the goals and priorities identified in the Framework. Employers and private sector providers of recreation may consider ways to support the ideas and goals described in this document.

It is recommended that an implementation group be formed. This group would be responsible for collating and sharing the action plans of governments and non-governmental organizations and for reporting on progress, in collaboration with evaluation efforts underway in sport and physical activity. This group would facilitate the development of indicators and metrics, as appropriate, and analyze longer-term pan-Canadian impacts. Recognizing that they are accountable to their own constituents, individual governments and organizations will be responsible for evaluating their own programs and activities and assessing their contributions.

Knowledge Development

The Framework for Recreation in Canada 2015 can become an integral part of post-secondary curricula, and used to identify research topics and inspire choices for professional development. The Leisure Information Network and Northern Links will continue to publish items related to the Framework, and the creation of a community-of-practice network could be explored.

Collaboration

Leaders in recreation will invite conversation about alignment and plans for partnership action with other sectors and stakeholders who share a mandate to enhance wellbeing among individuals, communities and in our built and natural environments. It is important to identify concrete ways to collaborate with other pan-Canadian initiatives in areas where visions overlap, strategies converge and resources can be shared (e.g. The Canadian Sport Policy 2012, Active Canada 20/20, Connecting Canadians with Nature). Work that is already underway will continue (e.g. the collaboration among F/P/T governments, Sport Canada, P/T associations, the Federation of Canadian Municipalities and CPRA to inventory and assess the state of sport and recreation facilities across the country).

While there are many steps along the path to an integrated, effective strategy for recreation in Canada, the Framework provides a roadmap and a bridge for how to get there. The vision is compelling—a future Canada in which everyone is engaged in meaningful, accessible recreation experiences that foster the wellbeing of individuals and communities and of our natural and built environments. The time to take action is now. Together, we can build pathways to wellbeing for all Canadians.

*Thank you to The Leisure Information Network (LIN) for their help in preparing this Glossary.

Aboriginal Peoples refers to the indigenous inhabitants of Canada when describing the Inuit, First Nations (Indians) and Métis people, without regard to their separate origins and identities.

Source: Inuit Tapiriit Kanatami, <https://www.itk.ca> (accessed September 2014)

Active transportation refers to any form of human-powered transportation, such as walking, cycling, using a wheelchair, in-line skating or skateboarding.

Source: Public Health Agency Canada, www.phac-aspc.gc.ca/hp-ps/hl-mvs/pa-ap/at-ta-eng.php (accessed September 2014)

Age-Friendly Communities. In an age-friendly community, the policies, services and structures related to the physical and social environment are designed to help older people “age actively”. In 2014, over 400 cities and communities in Canada were involved in this global movement.

Sources: 1) www.phac-aspc.gc.ca/seniors-aines/afc-caa-eng.php and 2) afc-hub.ca (accessed September 2014)

Canadian Physical Activity Guidelines and Canadian Sedentary Behaviour Guidelines.

The Canadian Physical Activity Guidelines (2011) describe the amount and types of physical activity that offer substantial health benefits to children (from infancy to age 12), youth, adults and older adults. The Canadian Sedentary Behaviour Guidelines provide recommendations to Canadian children and youth on limiting sedentary behaviour during discretionary time in order to reduce health risks.

Source: Canadian Society for Exercise Physiology, www.csep.ca (accessed September 2014)

Community/communities: a group of individuals who share common interests or characteristics, such as demography, geographic location, culture, etc., and who are perceived or who perceive themselves as distinct in some respect from the larger society within which it exists.

Source: Adapted from Dictionary.com

Community Food Centres provide places where people come together to garden and grow, cook, share and advocate for good food.

Source: cfccanada.ca (accessed September 2014)

Health is defined by the World Health Organization (WHO) as “a state of complete physical, social and mental wellbeing, and not merely the absence of disease or infirmity”. The Ottawa Charter for Health Promotion goes on to say, “Health is a resource for everyday life, not the object of living. It is a positive concept emphasizing social and personal resources as well as physical capabilities.”

Source: WHO: Constitution 1948 at www.who.int/governance/eb/who_constitution_en.pdf; WHO: Ottawa Charter Health Promotion, 1986 at www.who.int/healthpromotion/conferences/previous/ottawa/en (accessed September 2014)

Healthy Cities/Communities create and improve the physical and social environments and community resources, which enable people to mutually support each other in performing all the functions of life and developing to their maximum potential. Several cities and communities in Canada have adopted Healthy City strategies.

Source: WHO Healthy Settings. www.who.int/healthy_settings/types/cities/en (accessed September 2014)

Knowledge development in recreation is the creation, synthesis, exchange, and application of knowledge to strengthen recreation and improve wellbeing. It includes research of all types, monitoring and evaluation, the sharing of knowledge (sometimes called knowledge transfer) and program development.

Natural playgrounds are play environments that blend natural materials and vegetation (e.g. logs, sand, boulders, hills, trees and stumps) with varied landforms to provide unique, creative play areas for children. They are designed with the intent of helping children connect with nature.

Source: adapted from various sources

National Benefits Hub provides updated evidence for 50 outcomes statements about the benefits of recreation, the trends impacting benefits, and emerging promising practices.

Source: <http://benefitshub.ca> (accessed September 2014)

Physical literacy is the ability of an individual to move with competence and confidence in a wide variety of physical activities in multiple environments that benefit the healthy development of the whole person.

Source: Canadian Sport policy 2012 and Physical and Health Education Canada, 2010 http://canadiansporttourism.com/sites/default/files/docs/csp2012_en_lr.pdf (accessed March 2014)

Play is freely chosen and self-directed mental or physical activity that is undertaken for enjoyment and that is separate in some way from “real” life.

Source: Adapted from 1) The Value of Play I: The Definition of Play Gives Insights, by Peter Gray, published on Nov 8, 2008 in Freedom to Play, accessed March 2014 at www.psychologytoday.com/blog/freedom-learn/200811/the-value-play-i-the-definition-play-gives-insights; and 2) Discover Leisure Education, accessed March 2014 at www.indiana.edu/~nca/leisureed/play.html

Recreation is the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community wellbeing.

The recreation field and system includes stakeholders and providers from the not-for-profit, private and public sectors; including volunteers, paid staff, community groups, educators, researchers, organizations and governments that work collectively to enhance individual and community wellbeing through recreation.

Public recreation is the provision of recreation services by governments and non-governmental groups and organizations for the benefit of individuals and communities.

Recreation and sport infrastructure includes the construction, maintenance, repair, operation, and the supervision of facilities and outdoor areas. Indoor spaces and places include arenas, community centres and halls, indoor pools, cultural centres, senior and youth centres. Outdoor spaces and places include parks, playing fields, play-structures, trails, forested areas, outdoor pools, splash pads, pavilions, gardens,

waterfronts, marinas, outdoor courts (e.g., tennis, basketball), outdoor rinks and golf courses.

Recreation education is the process of acquiring the knowledge, skills, and attitudes required for positive experiences in recreation. Recreation education helps individuals and communities understand opportunities, potentials and challenges in recreation; understand the impact of recreation on wellbeing; and gain knowledge, skills, and appreciation enabling full participation in recreation experiences.

Source: Adapted from Leisure education and physical literacy by Brenda Robertson, NRA 2011 National Summit, Accessed March 2014 at lin.ca/sites/default/files/attachments/Robertson%20summit%20talk.pdf

Social environment includes the formal and informal groups and networks to which people belong, the neighborhoods in which we live, the organization of the places where we work, worship, learn and play, and the policies we create to order our lives. The degree of social cohesion that exists in communities results from everyday interactions between people. It is embodied in such structures as civic, cultural and religious groups, family membership and informal community networks, and in norms of voluntarism, altruism and trust. The stronger these networks and bonds, the more likely it is that members of a community will co-operate for mutual benefit.

Source: Adapted from 1) Yen IH, Syme S. The social environment and health: A discussion of the epidemiologic literature. *Annual Review of Public Health* 1999; 20: 287-308, accessed March 2014 at www.annualreviews.org/doi/abs/10.1146/annurev.publhealth.20.1.287 and 2) WHO Glossary Health Promotion, 1998, accessed September 2014 at www.who.int/healthpromotion/about/HPG/en

Social capital: The features of social organization such as social networks, norms and social trust that facilitate coordination and cooperation for mutual benefit.

Source: Putnam, R. Social Capital: Measurement and Consequences. *Isma, Canadian Journal of Policy Research* 2001;2(1):41-51, and Putnam, R. Bowling Alone: America's Declining Social Capital. *Journal of Democracy*, 1995; 6(1):65-78.

Social cohesion is an ongoing process of developing a community of shared values, shared challenges and equal opportunity, based on a sense of trust, hope and reciprocity.

Source: Adapted from Government of Canada's Policy Research Sub-Committee on Social Cohesion. Accessed March 2014 at www.parl.gc.ca/content/lop/researchpublications/prb0756-e.htm

Social connectedness: A person's number of close friends, frequency of interactions with family and friends, trust in neighbors, and level of participation in volunteer activities or community events all play a role in supporting well-being and can also influence health, both directly and indirectly. Together, these examples begin to describe social connectedness - the extent to which people interact with one another, either individually or through groups.

Source: Social Connectedness and Health, Wilder Research 2012. Accessed September 2014 at www.bcbsmnfoundation.org/system/asset/resource/pdf_file/5/Social_Connectedness_and_Health.pdf

Spaces and Places. Spaces are areas or expanses deliberately designed for specific processes or purposes, such as an urban park or a community garden. Spaces integrate people with nature and with each other, increase socialization within and between neighbourhoods and invite increased physical activity. Places are portions of those spaces, such as a specific building, structure, or location, e.g., splash pad or skate park within a larger park.

Source: Adapted from various sources

Supportive environments for recreation offer safe, enjoyable experiences, and empower people to expand their self-reliance, confidence and abilities to participate. They occur where people live (their homes and communities) and where they learn, work, worship and play. Supportive physical and social environments are structured to support a desired activity, action or outcome. Individuals are provided with encouragement, opportunities, access, and resources that enable this activity, action or outcome.

Source: Adapted from 1) WHO Glossary Health Promotion, 1998 accessed March 2014 at www.who.int/healthpromotion/about/HPR%20Glossary%201998.pdf?ua=1; and 2) Halton Active Living Bulletin, accessed March 2014 at lin.ca/sites/default/files/attachments/Bulletin%203%20-%20Supportive%20Environments.pdf and 3) Canadian Fitness and Lifestyle Research Institute Survey 2008, accessed March 2014 at www.cflri.ca/media/node/256/files/Bulletin_3.pdf

Wellbeing. The presence of the highest possible quality of life in its full breadth of expression, focused on but not necessarily exclusive to: good living standards, robust health, a sustainable environment, vital communities, an educated populace, balanced time use, high levels of democratic participation, and access to and participation in recreation and culture.

Source: Adapted from Canadian Index of Wellbeing, accessed March 2014 at uwaterloo.ca/canadian-index-wellbeing

The Framework vision incorporates:

- Individual wellbeing: Individuals with optimal mental and physical wellbeing, who are engaged and contributing members of their families and communities
- Community wellbeing: Communities that are healthy, inclusive, welcoming, resilient and sustainable
- The wellbeing of places and spaces: Natural and built environments that are appreciated, nurtured and sustained.

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Appendix A Acknowledgements

This paper is a collaborative effort of the provincial and territorial governments (except Quebec), the Canadian Parks and Recreation Association and the Provincial/Territorial Parks and Recreation Associations. It was prepared by the National Recreation Framework Working Group.

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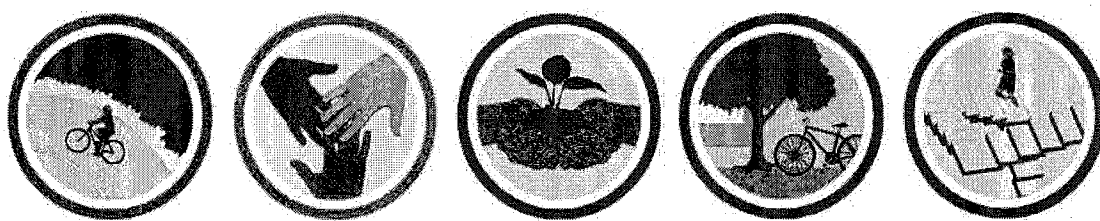
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Corporate Report

Clerk's Files

Originator's
Files

General Committee

JUN 03 2015

DATE: May 20, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P.Eng.
Commissioner of Transportation and Works

SUBJECT: Review of the Adequate Heat By-law 0365-95, as amended

RECOMMENDATION: That the report from the Commissioner of Transportation and Works, dated May 20, 2015 and entitled "Review of the Adequate Heat By-law 0365-95, as amended," be received for information.

**REPORT
HIGHLIGHTS:**

- Compliance and Licensing Enforcement staff were asked to review the need to change the current dates outlined in the Adequate Heat By-law 0365-95, as amended.
- Staff conducted a jurisdictional scan of eight municipalities in the Province of Ontario to determine their by-law standards regarding adequate heat.
- Based on the experience of generally low temperatures in May and September and the significant variance between temperatures experienced, staff are not recommending changes to the Adequate Heat By-law at this time.

BACKGROUND: The purpose of this report is to respond to Council's enquiry at General Committee on January 21, 2015 requesting that research be conducted regarding the necessity of amending the Adequate Heat By-

law 0365-95, as amended. Concerns have been raised by Council and residents regarding the set dates requiring heat to be turned on by a landlord and when it is no longer required to be provided in a rental accommodation.

PRESENT STATUS:

The Adequate Heat By-law 0365-95, as amended, requires adequate and suitable heat to be provided by a landlord in rental accommodations between September 15 and June 1 to a minimum of 20°C (68°F).

The *Residential Tenancies Act, 2006* (RTA) is the provincial legislation in Ontario that sets the standard of minimum heating requirements for operators of residential rental properties. The timeframe in which the RTA deems heat a vital service is between September 1 and June 15. The RTA allows this service to be governed by municipalities and does not consider air conditioning a vital service. As a result, in Ontario municipal by-laws address the provision of minimum heat for tenants and not air conditioning.

The Adequate Heat By-law 0365-95, as amended, has not been revised significantly since 1995. On average, Compliance and Licensing Enforcement staff have processed approximately 52 heating complaints annually between 2010 and 2014.

COMMENTS:**Assessing the Need to Discontinue Heat Earlier than June 1st**

Energy companies such as Enbridge use “heating degree days” to determine the heating requirements of residential buildings. Heating degree days are a measurement designed to reflect the demand for energy needed to heat a building, which is relative to a base temperature of 18°C (64.4°F). The guideline temperature of 18°C (64.4°F) is used because residences typically require heating when outdoor temperatures fall below 18°C (64.4°F).

Using 18°C (64.4°F) as a base, staff reviewed Environment Canada data on the historical temperatures experienced each May and September between 2000 and 2014 as recorded at Toronto Pearson International Airport, Mississauga, Ontario. Throughout this period, the average mean temperature was 13.8°C (56.8°F) in May (Appendix

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1) and 17.3°C (63.1°F) in September (Appendix 2). In each May during this period, there was an average of 26 days when the average temperature was below 18°C (64.4°F) and an average of five days where the average temperature was above 18°C (64.4°F) (Appendix 3). In the past five years, the average temperatures in May and September were all below 18°C (64.4°F).

Year	Average Temperature in May (°C)	Average Temperature in September (°C)
2010	16 (60.8°F)	16.5 (61.7°F)
2011	14.1 (57.4°F)	17.7 (63.9°F)
2012	16.6 (61.9°F)	16.4 (61.5°F)
2013	15.2 (59.4°F)	16.6 (61.9°F)
2014	14.1 (57.4°F)	16.7 (62.1°F)

Staff found that during the three warmest years of May since 2000 (2010, 2012, and 2013), the majority of days experienced average temperatures below 18°C (64.4°F) (18 days in 2010; 20 days in 2012; and 23 days in 2013) (Appendix 1).

Another significant trend among the historical data is the considerable variance between daily high and low temperatures experienced during the month of May. Between the years 2000 and 2014, the average range between daily highs and daily lows was 10.7°C (19.3°F) (Appendix 1).

The variances in temperatures experienced on any given day in the month of May are important because heating and cooling industries report that the heating and cooling systems in large residential complexes cannot be turned on and off easily as they work on a single distribution system. If equipped for both heating and air conditioning, these systems can only provide one service at a time. These systems require a set date at which they are changed over and cannot easily be adjusted to suit varying weather throughout the month. This means that if one individual in a residential complex called the landlord regarding a lack of minimum heat, the entire building would be required to change over to the heating system. Staff from the Building Division have confirmed the above-noted information.

Municipal Scan

Staff benchmarked with eight municipalities in the Greater Toronto Area (GTA) to determine the standards provided under their legislation for adequate heat (Appendix 4). These municipalities were Brampton, Burlington, Hamilton, Markham, Oakville, Oshawa, Toronto, and Vaughan. The cities of Toronto and Brampton use the same time frame as Mississauga in their related by-laws. The Town of Oakville is very similar as it ends its heating period one day earlier than Mississauga on May 31.

In June 2014, the Municipal Licensing and Standards division of the City of Toronto produced a staff report which examined the necessity of amending the City's by-laws as prescribed in Chapter 497, Heating, to allow landlords to turn off heat by May 15 instead of June 1. The report recommended that no changes to City by-laws take place at this time.

Similarly, in November 2013, the City of Brampton's Property Standards, Enforcement and By-law Services division created a report which investigated possible amendments to the fixed dates under the Adequate Heat By-Law 240-92. The report recommended that the City not proceed with any amendments to their by-law, citing a lack of temperature-related complaints for the time period after June 1, the period ending the required minimum temperature. Additionally, the report noted consistency with fixed dates as a significant factor in allowing landlords to understand what their obligations are under the law.

Analysis of Complaint History

Most temperature related complaints occur in the colder months of the year, specifically between October and March. During the months of May and September, Compliance and Licensing Enforcement received approximately six complaints from residents since 2007. In comparison to the number of adequate heat complaints that Compliance and Licensing Enforcement receives annually regarding a lack of heat in a residence (approximately 52 annually), this is not a significant number.

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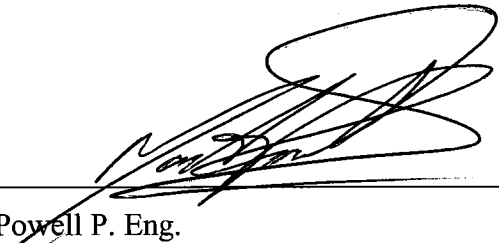
FINANCIAL IMPACT: There is no financial impact.

CONCLUSION: This report responds to the request received by Compliance and Licensing Enforcement staff from Council to review the need to change the current dates prescribed in the Adequate Heat By-law 0365-95, as amended.

Based on the historical weather conditions of generally low temperatures in May and September and the considerable difference between the daily lows and daily highs experienced in these months, staff are not recommending changes to the Adequate Heat By-law 0365-95, as amended, at this time.

ATTACHMENTS:

- Appendix 1: Average Monthly Temperatures in May 2000-2014
- Appendix 2: Average Monthly Temperatures in September 2000-2014
- Appendix 3: Number of Days Requiring Heating or Cooling Systems in May 2000-2014
- Appendix 4: Jurisdictional Scan of Heating By-laws Across Greater Toronto Area



Martin Powell P. Eng.
Commissioner of Transportation and Works

*Prepared By: Kristen John, Policy Development Coordinator Intern,
Compliance and Licensing Enforcement*

Average Monthly Temperatures in May 2000-2014 in Celsius

Year	Average Minimum	Average Maximum	Average Mean	Average Range
2000	9.2 (48.6°F)	19.3 (66.7°F)	14.3 (57.7°F)	10.1 (18.1°F)
2001	9.3 (48.7°F)	20.2 (68.4°F)	14.8 (58.6°F)	10.9 (19.7°F)
2002	5.4 (41.7°F)	16.4 (61.5°F)	10.9 (51.6°F)	11.0 (19.8 °F)
2003	7.5 (45.5°F)	17.0 (62.6 °F)	12.3 (54.1°F)	9.5 (17.1°F)
2004	7.8 (46°F)	18.4 (65.1°F)	13.2 (55.8°F)	10.6 (19.1°F)
2005	6.6 (43.9°F)	17.2 (63°F)	11.9 (53.4°F)	10.6 (19.1°F)
2006	9.1 (48.4°F)	19.7 (67.5°F)	14.4 (57.9°F)	10.6 (19.1°F)
2007	8.3 (46.9°F)	20.3 (68.5°F)	14.3 (57.7°F)	12.0 (21.6°F)
2008	6.5 (43.7°F)	17.2 (63°F)	11.8 (53.2°F)	10.7 (19.3°F)
2009	7.2 (45°F)	18.9 (66°F)	13.1 (55.6°F)	11.7 (21°F)
2010	10.5 (50.9°F)	21.5 (70.7°F)	16.0 (60.8°F)	11.0 (19.8°F)
2011	9.7 (49.5°F)	18.5 (65.3°F)	14.1 (57.4°F)	8.8 (15.8°F)
2012	11.0 (51.8°F)	22.1 (71.8°F)	16.6 (61.9°F)	11.1 (20°F)
2013	9.4 (48.9°F)	21.0 (69.8°F)	15.2 (59.4°F)	11.6 (20.9°F)
2014	8.9 (48°F)	19.3 (66.7°F)	14.1 (57.4°F)	10.4 (18.7°F)
Total Avg	8.4 (47.1°F)	19.1 (66.4°F)	13.8 (56.8°F)	10.7 (19.3°F)

May 2010: There were 22/31 days where the maximum temperature was above 18°C (64.4°F)

May 2012: There were 22/31 days where the maximum temperature was above 18°C (64.4°F)

May 2013: There were 21/31 days where the maximum temperature was above 18°C (64.4°F)

May 2010: There were 30/31 days where the minimum temperature was below 18°C (64.4°F)

May 2012: There were 29/31 days where the minimum temperature was below 18°C (64.4°F)

May 2013: There were 29/31 days where the minimum temperature was below 18°C (64.4°F)

May 2010: There were 18/31 days where the average temperature was below 18°C (64.4°F)

May 2012: There were 20/31 days where the average temperature was below 18°C (64.4°F)

May 2013: There were 23/31 days where the average temperature was below 18°C (64.4°F)

Average Monthly Temperatures in September 2000-2014 in Celsius

Year	Average Minimum	Average Maximum	Average Mean	Average Range
2000	10.6 (51.1°F)	21.1 (70°F)	15.9 (60.6°F)	10.5 (18.9°F)
2001	11.3 (52.3°F)	22.1 (71.8°F)	16.7 (62.1°F)	10.8 (19.4°F)
2002	14.4 (57.9°F)	25.9 (78.6°F)	20.2 (69.4°F)	11.5 (20.7°F)
2003	11.9 (53.4°F)	22.0 (71.6°F)	17.0 (62.6°F)	10.1 (18.2°F)
2004	12.9 (55.3°F)	23.8 (74.8°F)	18.4 (65.1°F)	10.9 (19.6°F)
2005	13.4 (56.1°F)	24.5 (76.1°F)	19.0 (66.2°F)	11.1 (20°F)
2006	11.5 (52.7°F)	19.9 (67.8°F)	15.7 (60.3°F)	8.4 (15.1°F)
2007	12.2 (54°F)	24.3 (75.7°F)	18.4 (65.1°F)	12.1 (21.8°F)
2008	12.0 (53.6°F)	21.8 (71.2°F)	16.9 (62.4°F)	9.8 (17.6°F)
2009	11.8 (53.2°F)	21.9 (71.4°F)	16.9 (62.4°F)	10.1 (18.2°F)
2010	11.6 (52.9°F)	21.2 (70.2°F)	16.5 (61.7°F)	9.6 (17.3°F)
2011	13.1 (55.6°F)	22.2 (72°F)	17.7 (63.9°F)	9.1 (16.4°F)
2012	11.2 (52.2°F)	21.5 (70.7°F)	16.4 (61.5°F)	10.3 (18.5°F)
2013	12.1 (53.8°F)	21.0 (69.8°F)	16.6 (61.9°F)	8.9 (16°F)
2014	11.4 (52.5°F)	21.9 (71.4°F)	16.7 (62.1°F)	10.5 (18.9°F)
Total Avg	12.1 (53.8°F)	22.3 (72.1)	17.3 (63.1°F)	10.2 (18.4°F)

**Number of Days Requiring Heating or Cooling
Systems in May 2000-2014**

Year	Days Greater than 18°C (64.4°F)	Days Less than 18°C (64.4°F)
2000	5	26
2001	6	25
2002	3	28
2003	0	31
2004	4	27
2005	1	30
2006	5	26
2007	7	24
2008	2	29
2009	3	28
2010	13	18
2011	7	24
2012	11	20
2013	8	23
2014	4	27
Total Avg	5.3	25.7

Jurisdictional Scan of Heating By-laws Across Greater Toronto Area

Municipality	Minimum Temperature (°C)	Applicable Time Period
Brampton	20 (68°F)	September 15-June 1
Burlington	20 (68°F)	September 1-May 31
Hamilton	20 (68°F)	September 1-May 31
Markham	16.67-20 (62-68°F)	No date specified
Mississauga	20 (68°F)	September 15-June 1
Oakville	21 (69.8°F)	September 15-May 31
Oshawa	22 (71.6°F)	September 20-May 31
Toronto	21 (69.8°F)	September 15-June 1
Vaughan	21 (69.8°F)	Year-round



Corporate Report

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General Committee

JUN 03 2015

DATE: May 20, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P. Eng.
Commissioner of Transportation and Works

SUBJECT: Request for an Exemption to the Animal Care and Control By-law 0098-04, as amended, for a Pigeon Enclosure, 820 Eaglemount Crescent, Ward 6

RECOMMENDATION: That the request for an exemption to the Animal Care and Control By-law 0098-04, as amended, to permit one existing Pigeon Enclosure located in the rear yard of 820 Eaglemount Crescent, a detached residential property owned by Mr. and Mrs. John and Maria Sousa, be approved as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "Request for an Exemption to the Animal Care and Control By-law 0098-04, as amended, for a Pigeon Enclosure, 820 Eaglemount Crescent, Ward 6".

**REPORT
HIGHLIGHTS:**

- The pigeon enclosure exemption request is supported by numerous area residents.
- The abutting property owners are in support of the exemption request.
- Only one complaint has been filed in regards to the pigeons in four years.

BACKGROUND:

On July 8, 2014, staff from the Compliance and Licensing Enforcement section of the Enforcement Division received a complaint concerning a pigeon enclosure located at 820 Eaglemount Crescent. Upon inspection, it was determined that two pigeon enclosures did exist in the rear yard within 6.1 metres (20 feet) of the property line in contravention of the Animal Care and Control By-law 0098-04, as amended.

In addition, the inspection revealed that the property was also in contravention of the Zoning By-law 0225-2007, as amended, which permits a maximum of one accessory building, whereas the rear yard of the property contained three accessory structures, two pigeon enclosures and a utility storage structure.

On July 17, 2014, a Notice of Contravention was issued to the owners of the property Mr. John Sousa and Mrs. Maria Angie Sousa to remove the pigeon enclosures by August 15, 2014, as it is not possible to reposition the pigeon enclosures in a location that would be in compliance with the Animal Care and Control By-law 0098-04, as amended.

On August 8, 2014, Compliance and Licensing Enforcement staff received a letter dated July 24, 2014 requesting an exemption to permit the pigeon enclosure to remain in its current location (Appendix 1). On October 16, 2014, the owner was notified by letter that Compliance and Licensing Enforcement staff would be preparing a report for General Committee to consider the exemption request.

COMMENTS:

On October 21, 2014, Compliance and Licensing Enforcement staff re-inspected the property and observed that one accessory structure, a pigeon enclosure, had been removed by the property owner. Further, the property owner confirmed that he would be making an application to the Committee of Adjustment seeking a variance to permit two accessory structures to remain. Photographs were taken of the two remaining accessory structures (Appendix 2).

An application by the owners was brought before the Committee of Adjustment on February 5, 2015 requesting a minor variance to permit the two existing accessory structures to remain in the rear yard

of the property. The Committee of Adjustment granted the variance request. The pigeon enclosure is 4.87 metres (16 feet) wide and 1.82 metres (six feet) deep. The structure was measured at 3.35 metres (11 feet) to the peak of the roof. The pigeon enclosure has a 0.91 metre (three feet) setback from the side property line and a 0.71 metre (28 inches) setback from the rear property line.

The utility storage structure is 4.87 metres (16 feet) wide and 1.82 metres (six feet) deep. The structure was measured at 3.35 metres (11 feet) to the peak of the roof. The structure also has a 0.6 metre (two feet) setback from the side property line and a 3.05 metre (10 feet) setback from the rear property line.

On March 12, 2015, Compliance and Licensing Enforcement staff confirmed that there had been no further changes to the property. The exemption request submitted by Mr. John Sousa indicates that he wishes to be granted an exemption allowing the rear lot setback for the pigeon enclosure to be altered from 6.1 metres (20 feet) to 0.71 metres (28 inches).

Documentation provided by Mr. Souza with his exemption request (Appendix 3) indicates that he has had the pigeon enclosure for four years and maintains a maximum of 40 pigeons on the property. Mr. Souza also provided the following documentation: letter dated July 30, 2014 from the Mississauga Racing Pigeon Club; and, letter of support dated August 6, 2014 from neighbours Aleema and Raffeedan Amiruddin. Mr. Souza also provided a list containing names, addresses and signatures of neighbours who have no objections to the pigeons or the pigeon enclosure.

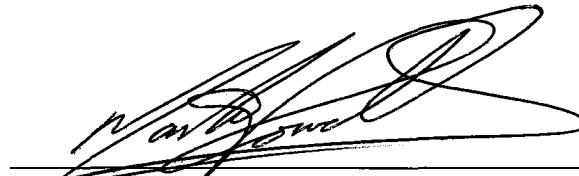
Compliance and Licensing Enforcement staff have received one complaint regarding the pigeon enclosure in the last four years. The complaint was related to pigeons flying in the area and defecating in the neighbourhood.

FINANCIAL IMPACT: Not applicable.

CONCLUSION: Enforcement staff support the exemption request in light of having received only one complaint and due to both abutting property owners being in support of the exemption request in addition to numerous area residents.

ATTACHMENTS:

- Appendix 1: Exemption request from Mr. John Sousa dated July 24, 2014
- Appendix 2: Photographs of accessory structures taken October 21, 2014
- Appendix 3: Documentation provided by Mr. Souza in support of his exemption request.



Martin Powell, P. Eng.
Commissioner of Transportation and Works

*Prepared By: Douglas Meehan, Manager, Compliance and
Licensing Enforcement*

John Sousa
820 Eaglemount Cres,
Mississauga, Ontario
L5C1N9
July 24, 2014

Dear Dept. Manager Mr. Douglas Meehan,

My name is John Sousa, I currently live at 820 Eaglemount Crescent in the city of Mississauga. I live here with my wife Maria of 26 years and our three children who enjoy our pigeons very much. I have also been an active member of the Mississauga Racing Pigeon Club and Canadian Racing Pigeon Union since 1991. For the past two years I have been the President of the Mississauga Racing Pigeon Club as well as the Assistant Race Secretary.

I am writing to ask for an exemption to section 22-02 of by-law 98-04. This by-law states that my pigeon enclosure must be located 6.1m (20 feet) from the property line. I am asking that this be amended as my pigeon enclosures are located two feet from the property line. The pigeon enclosures are more than 50 feet from any house and there are no houses behind me, as I back onto Wolfedale Road. One of my neighbours next to me, who has unfortunately recently passed, used to go with me early in the mornings while I trained the birds, he would be outside with me every race day as I waited for my birds to arrive and call them in. I always welcome anyone interested to come and inquire about the pigeons.

As an active member of the pigeon community since 1991 I have always taken very good care of our birds. We get them vaccinated twice a year and keep the enclosure as clean as possible by cleaning it daily. From the outside the enclosures resemble a simple shed that is built to last, and is well ventilated for the birds to receive fresh air. You can only tell that there are pigeons inside when we let them out to fly. We only have 40 pigeons when it is not racing season (October - March) and do not let the birds out during that time as this is their time for rest, molting season and preparation for breeding season in February. The only time the birds are let out is during racing season. The maximum amount of birds that we have let out has been 34 at one time; usually this number is closer to 20 as we only race males during old-bird season (May-July). In addition, our pigeons are only released outside early in the morning and called back inside before 9:00am and released once again after 5:00pm. The only other times they may be out between 9:00am and 5:00pm would be because of races or training flights. These pigeons are trained to land on my enclosures only and do not land on any of the neighbours houses. The birds are trained to go into the enclosure as quickly as possible as races can be won or lost by seconds. It is a misconception that pigeons will emit droppings as they fly, they only do so when they have landed, and so this prevents any droppings on anyone else's property. Our birds have only landed twice on our roof this year. First occurrence was due to the fact of getting spooked by an emergency vehicle as they were landing on our enclosure. Once this had happened I called them down immediately, they quickly entered the enclosure within 30 seconds (around 6:30pm). The second time such an event has occurred was when one of our neighbors started to mow their lawn and our pigeons were spooked once again in the middle of landing and entering our enclosure. I responded to what was happening and proceeded to

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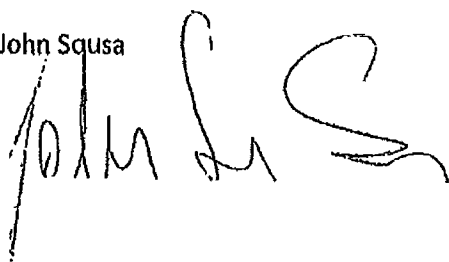
call them in at once. This only took a few seconds for the pigeons to respond and about 30 seconds for them to enter the enclosure once again. My birds are never out flying without our supervision.

As the active President of the Mississauga Racing Pigeon Club I am in charge making sure everyone has properly registered their pigeons for each season using electronic bands. I call meetings to discuss and further improve the racing pigeon sport and community. I make sure that the other members of the club give their birds the proper vaccinations and that their birds are treated with care. Also, as the current President, I assist new members in the community to ensure that they take the proper steps to keep healthy pigeons as well as succeed in pigeon racing. President of the Mississauga Racing Pigeon Club is not something that I applied for, but instead was unanimously voted by the other 24 members due to my experience and knowledge of the pigeons and my involvement in the community. We currently have a plan to organize a food drive for the Mississauga Food Bank using the club members, their family and friends and mine as well. As this was recorded by our Secretary and Treasurer Franco Bisceglia in our club's general meeting, I wish to continue to try and get the Pigeon Club involved to benefit the city of Mississauga.

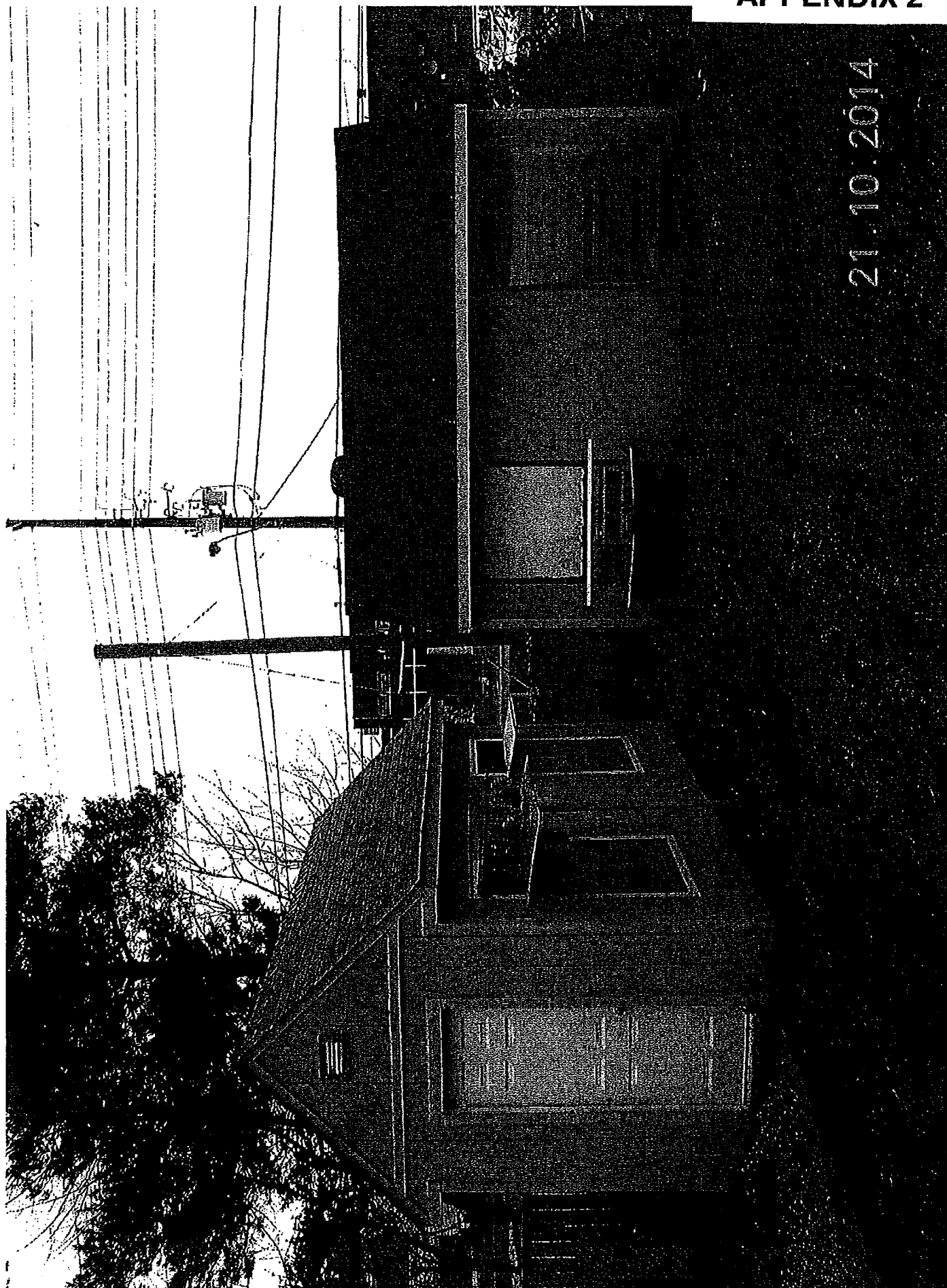
As it stands, I would like to reiterate that as the current President of the Mississauga Racing Pigeon Club and active member throughout the Pigeon community of Mississauga that I ask to please be amended from section 22-02 of the by-law 98-04. This is something that my family and I love to do and have been doing for 23 years. It has become something that my family enjoys doing together and something that we wish to continue to do. Please grant me this amendment, as we are good neighbors, keep our property well maintained and have a passion for pigeon racing. We will be forced to give up mine and my family's hobby of 23 years if my situation is not amended, and losing our birds would be the last thing that we would ever want. So please find it in your heart to give us this amendment. We will comply with suggestions that you may have in order to keep our birds.

Thank you,

John Squa

A handwritten signature in black ink, appearing to read 'John Squa', written over a horizontal line.

21.10.2014

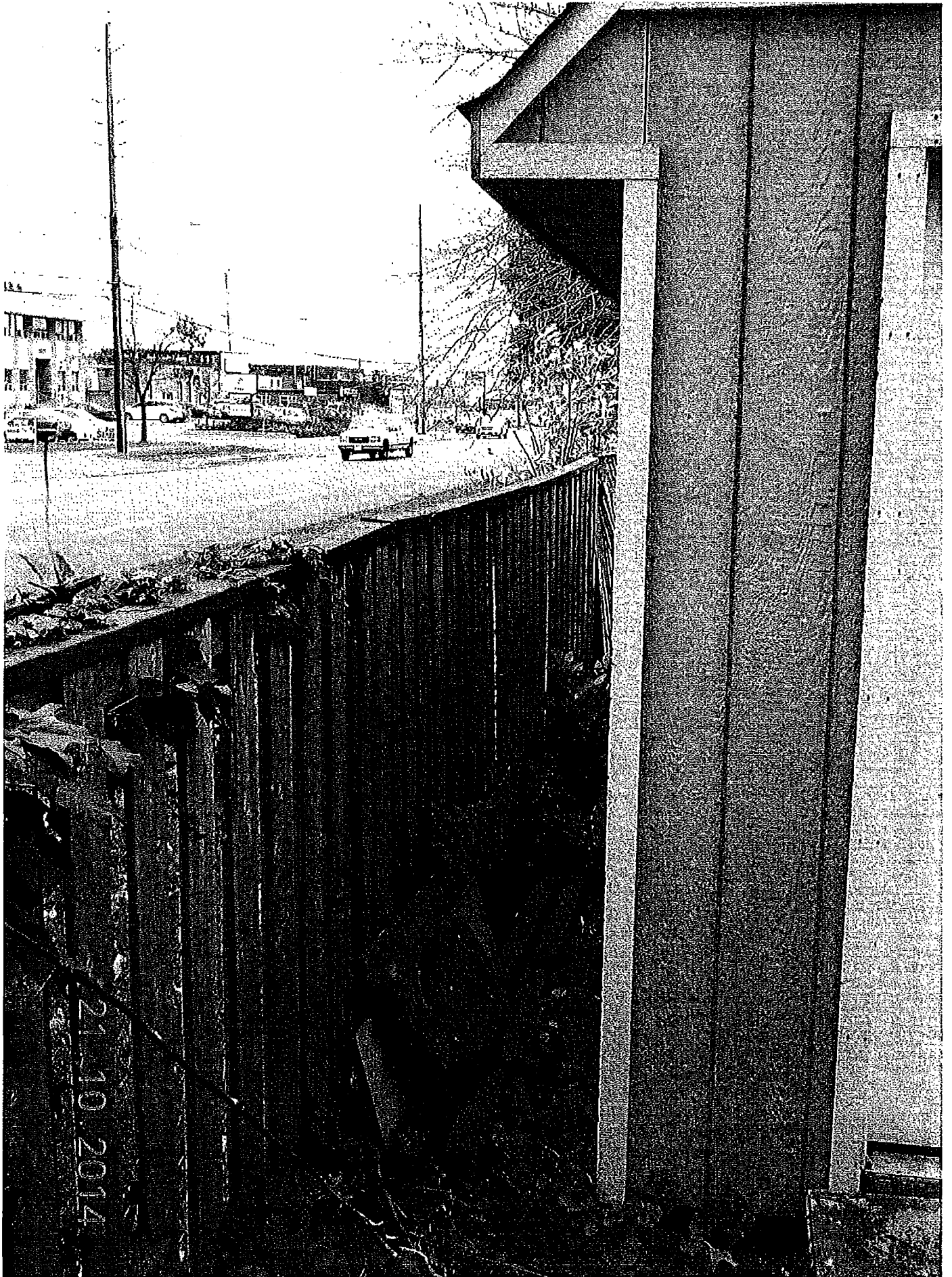


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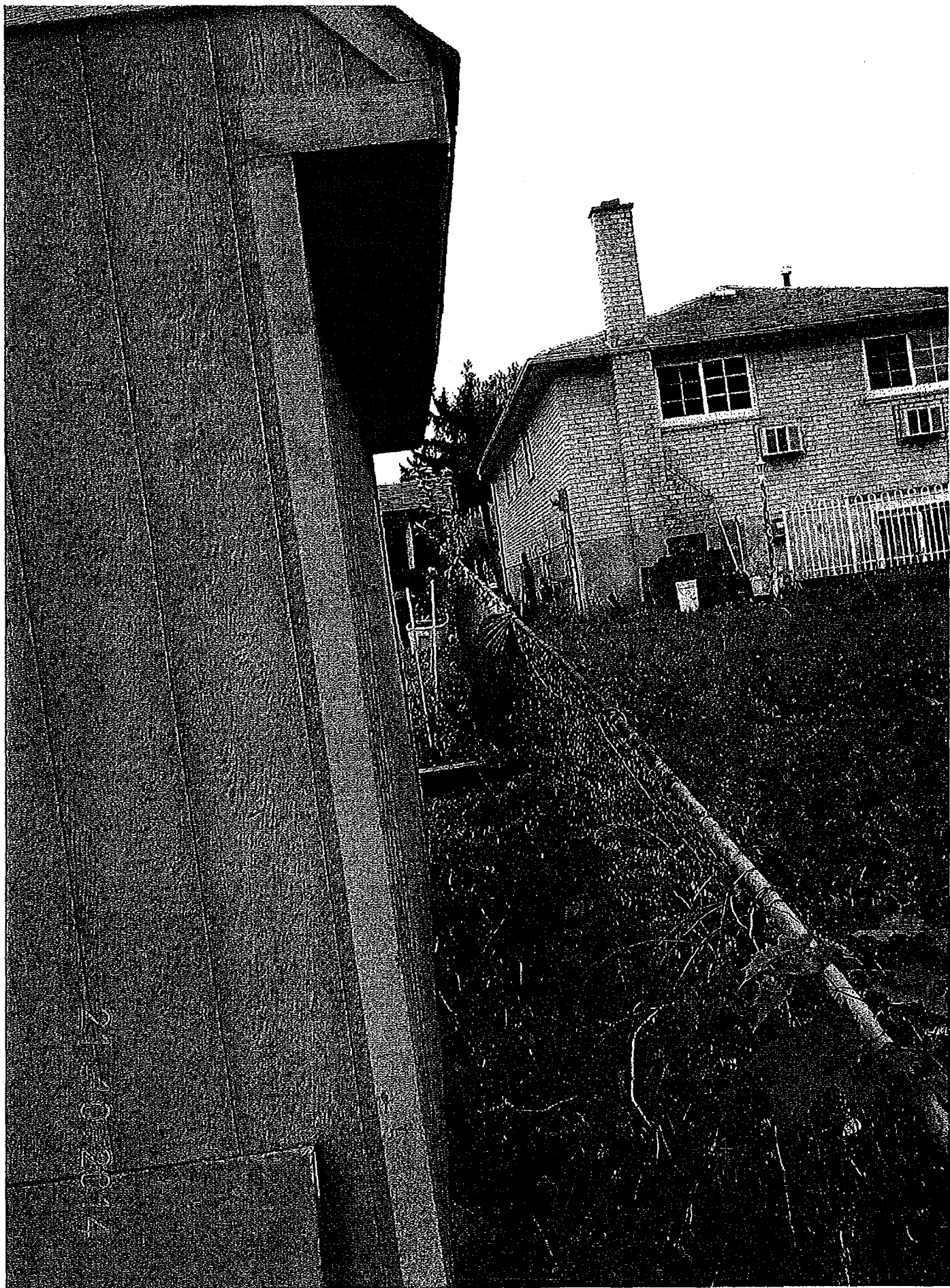


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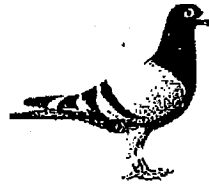
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21-10-2014



The Mississauga Racing Pigeon Club

July 30, 2014

City of Mississauga

Animal Control By-Law

We are sending this letter on behalf of **The Mississauga Racing Pigeon Club** concerning a complaint against one of our club members, John Sousa. The nature of the complaint was of improper housing of racing pigeons. Little is known or understood about the pigeon hobby, especially the competitive flying of sporting pigeons which include racing, tumbling and high flying pigeons.

The **Mississauga Racing Pigeon Club** has been an affiliated club in good standing with the city for over 30 years and has been active in the area for over 40 years. This club is under the **Canadian Racing Pigeon Union Incorporated**. Our racing pigeons are valued at hundreds and thousands of dollars each. The sport is a sophisticated organization that involves local, regional, national and international chapters. We deal with competitive racing release points from 150 km to 800 km and are flying the descendants of the racing pigeon that saved thousands of military and civilian lives during the two great wars.

John Sousa is currently the president of our club, and has been an active member for 23 years. He has great standings with all the members in the club and with the C.U. The loft and birds are in good condition; they are fed healthy diets, given appropriate medication, and are vaccinated twice a year for disease prevention to ensure maximum health and vigor. The birds do return and enter the loft quickly to win races, and John Sousa does not have any birds loitering to his neighbor's houses.

It is also said that 40 contained pigeons make far less noise or odor than one barking dog in a backyard pen.

On behalf of The Mississauga Racing Pigeon Club we feel that John Sousa is an asset and valued member to the club and community, and is in good standings with us.

We hope this gives a better understanding of Racing Pigeon hobbyists.

Thank you,

Sincerely,

John Sousa
(President)

Jerry Sleik
(Vice President)

Franco Bisceglia
(Secretary- Treasurer)

Joe DeMedeiros
(Race Secretary)

5k

August, 6, 2014

I would like pledge our support to our neighbor John and his family next door who has racing pigeons.

We love watching the pigeons fly above our house especially my late Dad who pass away in 2013.

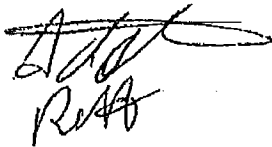
My Dad always sits outside when John is racing his pigeons to see when the first bird arrive I also enjoy seeing them arriving back to there home. It just amazes me how the pigeons fly together how they know there home. My Dad also accompany John few times to the racing site were the Birds are release.

The pigeons are well kept. They are beautiful birds and they are no harm to us.

We have live at 822 Eaglemount Cressent since 1984 and John and his family are the best neighbor we had.

I can be reach for) for any further questions you may have.

Aleema and Raffeedan Amiruddin

Handwritten signature of Raffeedan Amiruddin, consisting of a stylized first name and a last name that appears to be 'Raff'.

List of Neighbors Who Have No Objections to Pigeons and Enclosures

Signature	Name (Written)	Number	Address
1 <i>[Signature]</i>	Heema Amin		822 Eagle Mount
2 <i>[Signature]</i>	Raffee dan Aminuddin		822 Eagle Mount
3 <i>[Signature]</i>	Sandwell	31 - P. POIRIE	824 Eagle Mount Ches,
4	MAHA ROHRIG	828 EAGLEMOUNT CRES.	
5	Veronica Mascor	826 Eagle Mount	
6	Lorne Babcock	830 Eagle Mount	
7	RATEEV NAOR	818 EAGLEMOUNT	
8	<i>[Signature]</i> ARON DYCK	810 EAGLEMOUNT	
9	<i>[Signature]</i> WRIGHT	816 EAGLEMOUNT	
10	<i>[Signature]</i> Sandhalma	811 Eagle Mount	
11	<i>[Signature]</i> Alexander Beta	811 Eagle Mount	
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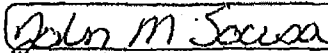

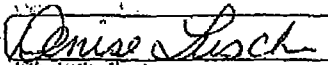
Canadian Racing Pigeon Union
261 Tillson Ave., Unit C
Tillsonburg, ON N4G5X2

Local: 519-842-9771
Toll Free: 1-866-652-5704
Fax: 519-842-8809
www.crpui.ca

Shop Online @ www.crpui.ca/shop



2014 MEMBERSHIP CARD

 <small>Name</small>	 <small>Membership No.</small>
 <small>Authorization Signature</small>	



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MG.23.REP
RT.10.Z- 8

General Committee

JUN 03 2015

DATE: May 15, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P. Eng.
Commissioner of Transportation and Works

SUBJECT: **Relocation of 15-hour Parking
Maple Avenue North (Ward 1)**

RECOMMENDATION: That a by-law be enacted to amend By-law 555-00, as amended, to relocate the existing 15-hour parking on the east side of Maple Avenue North.

BACKGROUND: The Transportation and Works Department is in receipt of a request from area residents with regard to the existing 15-hour parking on the east side of Maple Avenue North.

Currently, 15-hour parking is permitted on the east side of Maple Avenue North between a point 15 meters (50 feet) north of Lakeshore Road West and a point 60 meters (200 feet) northerly thereof. Parking is prohibited on the west side of Maple Avenue North.

COMMENTS: Staff conducted a site inspection which revealed that the existing 15-hour parking is in close proximity to the intersection of Lakeshore Road West and Maple Avenue North creating potential safety concerns. In accordance with the general provision of the Traffic By-law, parking can be prohibited within 60 meters (200 feet) of an intersection controlled by a traffic signal. The Transportation and Works Department recommends relocating the existing 15-hour

parking on the east side of Maple Avenue North between a point 60 meters (200 feet) north of Lakeshore Road West and a point 60 meters (200 feet) northerly thereof.

The Ward Councillor supports the proposal for relocating the parking prohibition.

FINANCIAL IMPACT: Costs for the signage installation can be accommodated in the 2015 current budget.

CONCLUSION: The Transportation and Works Department recommends relocating the existing 15-hour parking on the east side of Maple Avenue North between a point 60 meters (200 feet) north of Lakeshore Road West and a point 60 meters (200 feet) northerly thereof.

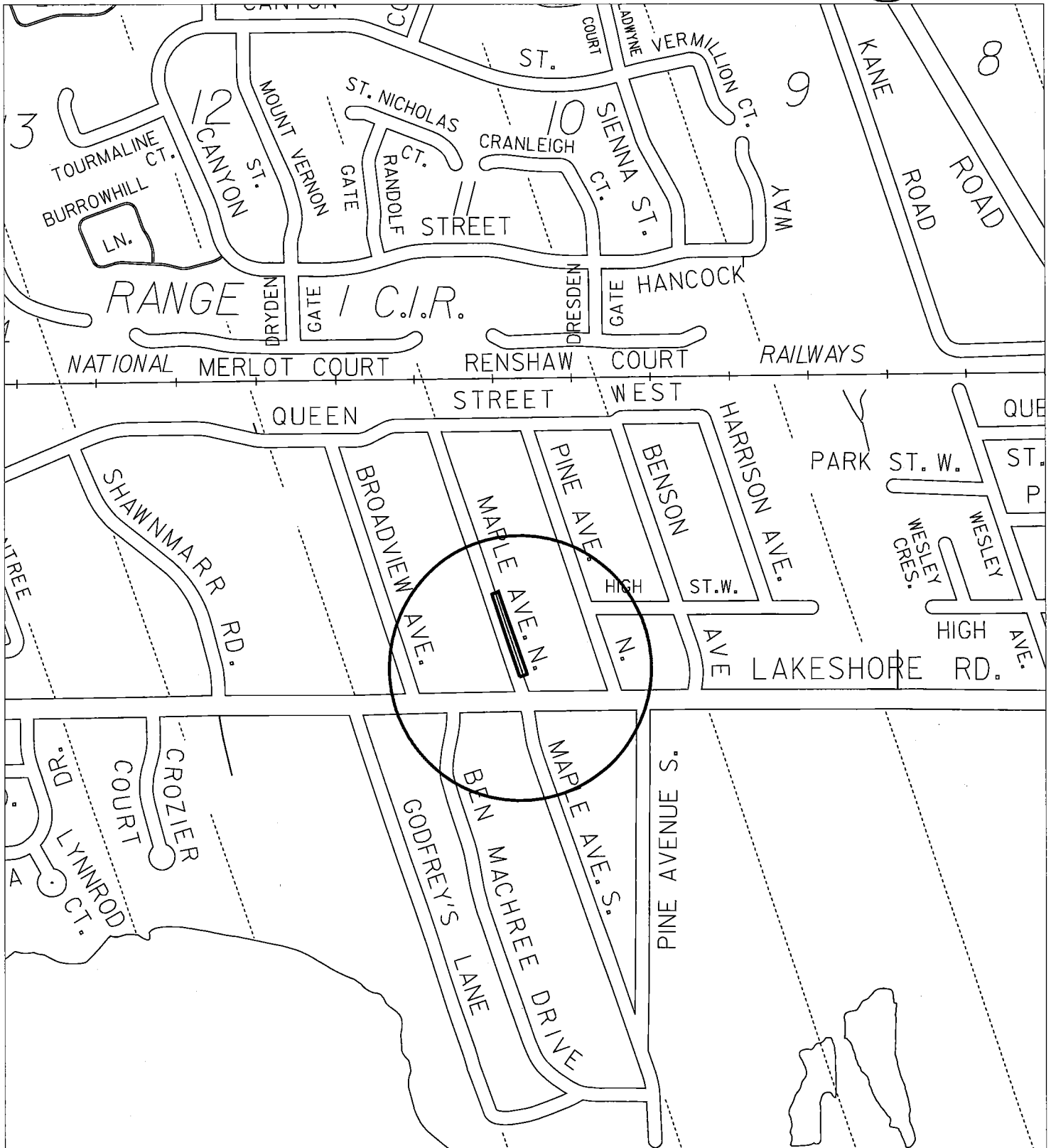
ATTACHMENTS: Appendix 1: Location Map: Relocation of 15-hour Parking
Maple Avenue North (Ward 1)



Martin Powell, P. Eng.

Commissioner of Transportation and Works

Prepared By: Vivian Mansour, Traffic Operations Technician



MISSISSAUGA



**Transportation and Works
Works Operations & Maintenance**

**Relocation of 15 hour parking
Maple Avenue North
Ward 1**





Corporate Report

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MG.23.REP

7

DATE: May 19, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P. Eng.
Commissioner of Transportation and Works

SUBJECT: Sherobee Road On-Street Paid Parking Implementation (Ward 7)

RECOMMENDATION: That a by-law be enacted to amend By-law 555-2000, as amended, to implement paid parking between Monday and Friday, 8:00am to 6:00pm, and Saturday and Sunday, between 10:00am and 6:00pm on the north-east side of Sherobee Road between Hurontario Street and the North Service Road.

BACKGROUND: Currently, 15-hour parking anytime is permitted on the north-east side of Sherobee Road between Hurontario Street and the North Service Road. Observations conducted by staff determined that motorists are parking on Sherobee Road and walking over to Trillium Hospital.

COMMENTS: A licence plate utilization study was completed on Monday, March 9, Wednesday, March 11 and Friday, March 13, 2015 between the hours of 8:00am and 4:00pm, by means of 2 hour intervals. The licence plate utilization study was done to validate the observations.

Based on existing parking conditions, Sherobee Road was split into 5 parking zones A-F, with zone D being a No parking zone. The utilization study determined that the majority of parked vehicles arrive

in the morning, all five parking zones are extremely well utilized, and the typical duration of stay is between 6-8 hours.

Due to the close proximity to the hospital, the typical duration of stay, and the time of day that the vehicles are parked on Sherobee Road it is assumed that the parking area is being utilized by hospital patrons or workers. Parking rates at Trillium Hospital are \$3.00 per half hour, Daily maximum \$16.00 (no/in out privileges) and a daily pass is \$25.00 (in and out privileges).

Based on the above, the Transportation and Works Department recommends implementing paid parking on the north-east side of Sherobee Road between Monday and Friday, 8:00am to 6:00pm, and Saturday and Sunday, between 10am and 6:00pm. Based on the current parking rates being charged in the area, it is recommended that the hourly rate be set at \$2.00 per hour with no maximum.

To alleviate any concerns with local residents, free 14-hour overnight parking, Monday to Friday between 6:00pm and 8:00am, and free 16 hour parking Saturday and Sunday between 6:00pm and 10:00am will be maintained.

The local Councillor supports this change in parking.

FINANCIAL IMPACT: The costs for additional sign installations can be accommodated in the 2015 Current Budget. The cost for the required four Pay and Display machines can be accommodated in the 2015 Capital Budget.

Implementing on-street parking rates on Sherobee Road will result in estimated annual gross revenues of \$72,500.

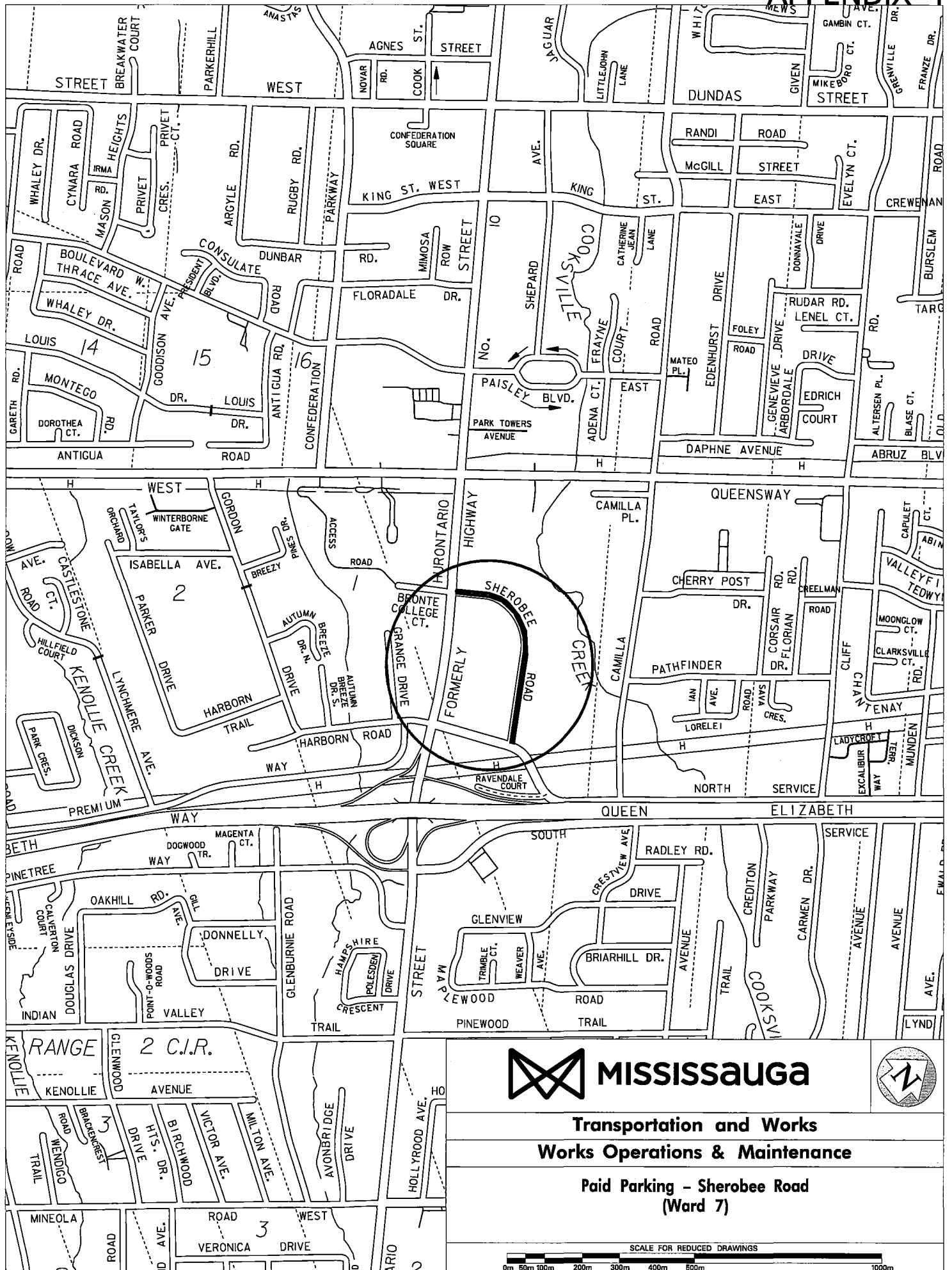
CONCLUSION: The Transportation and Works Department supports implementing paid parking between Monday and Friday, 8:00am to 6:00pm, and Saturday and Sunday, between 10:00am and 6:00pm on the north-east side of Sherobee Road between Hurontario Road and the North Service Road.

ATTACHMENTS: Appendix 1: Location Map: Sherobee Road

A handwritten signature in black ink, appearing to read "Martin Powell", is centered on the page.

Martin Powell, P. Eng.
Commissioner of Transportation and Works

*Prepared By: Tomasz Brzeziak, Parking Coordinator
Works, Operations and Maintenance*





Corporate Report

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MG.23.REP

General Committee

JUN 03 2015

DATE: May 19, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P.Eng.
Commissioner of Transportation and Works

SUBJECT: **Closure and Public Highway Establishment of portions of
Eglinton Avenue East in the vicinity of Eglinton Avenue East and
Maingate Drive (Ward 3)**

- RECOMMENDATION:**
1. That a by-law be enacted authorizing City staff to permanently close that portion of Eglinton Avenue East, described as Part 1 on Reference Plan 43R-18288.
 2. That a by-law be enacted to establish Part 4 on Reference Plan 43R-36448 as a public highway forming part of Eglinton Avenue East.

**REPORT
HIGHLIGHTS:**

- The City partitioned and transferred a portion of a City-owned lane to adjacent property owners. To facilitate this transfer, the City hired an external surveying firm to create a reference plan that would provide a legal description of the lands to be transferred.
- The reference plan provided Parts to transfer a portion of the lane to the adjacent owners and Parts for the City to retain and incorporate into the Eglinton Avenue East road allowance.
- Just prior to the transfer of land, it was discovered that the City's retained portion and a small portion that was transferred to the adjacent owners is public highway.

- As the transaction could not be postponed, the City agreed to undertake best efforts to remedy the situation.
- Upon further investigation, it was discovered that a defect in title and an error on the reference plan prepared by the external surveyor were the cause of the issue.
- In order to close the portion of the lane that was transferred to the adjacent owners, the portion of the lane retained by the City also needs to be closed due to the current legal descriptions.
- To ensure the portion of the lane retained by the City is incorporated into Eglinton Avenue East, a subsequent by-law needs to be enacted to dedicate the lands as public highway.

BACKGROUND:

On April 28, 2015, the City conveyed lands that are public highway to private land owners. The following provides a chronological explanation of the events leading up to the transaction.

In 1991, the City expropriated a 33-foot strip of land (10.06m), described as Parts 1, 2 and 3, Expropriation Plan RO968028 (herein after the 'lane') adjacent to 1120 Eglinton Avenue East as part of the required land assembly for the North Dixie (Tomken) Arena.

On May 11, 1992, Council enacted By-law 223-92 to establish a portion of the lane described as Part 1, Plan 43R-18288, as public highway for Eglinton Avenue East. This by-law was registered at the Peel Land Registry Office as Instrument No. RO1007928. The road widening was approximately 12m wide (39.37 ft) from the original limit of Eglinton Avenue East; whereas, the widenings on either side of the lane were approximately 8m wide (26.25 ft) from the original limit of Eglinton Avenue East.

On January 22, 2002, the Registry Office removed Instrument RO1007928 (the establishing by-law) and Part 1, Plan 43R-18288 from the legal description of the lane and added them to the adjoining legal description for Eglinton Avenue East.

On February 18, 2015, the Peel Land Registry Office amended the description for the lane again, by re-inserting Part 1, Plan 43R-18288; however, they failed to delete these lands from the Eglinton Avenue

description. This resulted in an overlap in title as Part 1, Plan 43R-18288 appears in the legal description for the lane and for Eglinton Avenue East. To complicate matters, the establishing by-law is only reflected in the legal description for Eglinton Avenue East and is not reflected in the legal description for the lane, thus creating a defect in title.

Further to the original expropriation of the lane in 1991, the City did not have any use for the lands and the lane from Eglinton Avenue East to Crestlawn Drive was never developed. As a result, the adjoining land owners used and continue to use this land for parking purposes. The City was approached by an adjacent land owner to consider declaring the lands surplus and selling them. The matter was circulated and approved by staff through the Realty circulation process and a sketch was prepared to show how the lane was to be divided (Appendix 2).

The purpose of the sketch was to show the alignment of Eglinton Avenue East being consistent with the limits on either side of the lane (i.e. 8m (26.25 ft) from the original road limit) as well as the way the lane would be split and sold to the adjoining owners. At this time, details with respect to actual boundary limits and title issues were not considered as they would be dealt with when the Reference Plan was prepared.

On March 11, 2015, Council authorized the sale of the lane to the adjacent land owners in accordance with the above-noted sketch (Appendix 2) which was referenced in a Corporate Report dated February 13, 2015. To facilitate the transfer, the City contracted the preparation of reference plan 43R-36448 (Appendix 3) to Tarasick, McMillan, Kubicki Limited, a private land surveying firm. Staff provided the firm with a copy of the sketch and requested that they prepare a reference plan with sufficient Parts to provide a legal description of the lands to be sold in addition to sufficient Parts for the alignment of Eglinton Avenue East. As a result, the firm created Plan 43R-36448 with 5 Parts: Parts 1, 2 and 3 would be sold to the purchasers, Part 4 would be established as public highway and Part 5 was to remain in City ownership as a 0.30m reserve (1.0 ft) to prevent legal access on to Eglinton Avenue.

While preparing a by-law to establish Part 4, City staff became aware that the reference plan failed to show that a portion of the lane was already established as public highway by By-law 223-92 and that a portion of this by-law affected the lands to be sold.

For reference purposes, the limits of By-law 223-92 (Part 1, Plan 43R-18288) is shown in red outline on Appendix 4 attached, to illustrate the relationship with the lands sold described as Parts 1, 2 and 3, Plan 43R-36448 (shown in green outline).

Upon discovery of the by-law, attempts were made by staff to re-schedule the conveyances to the adjoining land owners, until the appropriate steps could be taken to close the road. However, the lawyer representing the adjoining land owners was insistent that the transactions close and was willing to accept a best efforts undertaking from the City to remedy the title issue.

COMMENTS:

When preparing a plan, the surveyor is responsible for researching title on the subject and adjoining properties. Therefore, when the plan is reviewed by City staff, it is being reviewed to ensure that sufficient Parts on the plan are created to accomplish the intended transaction. It is not being reviewed for correctness with respect to title issues or boundary retracement as these matters fall under the responsibility of the surveyor signing the plan. Since it has been the City's practice to register all road dedication by-laws on title, it was reasonable to assume that the surveyor fulfilled his obligations and reflected all relevant title documents on the plan.

The title issue will be remedied if a by-law is passed to close that part of Eglinton Avenue East established by By-law 223-92 and enact a new by-law to establish Part 4, Plan 43R-36448. The effect of the closing by-law will be to remove the public highway status from a portion of the lands that were sold to the adjoining owners.

Notice of road closure has been undertaken to satisfy the requirements of the City Notice By-law 0215-2008 as amended by By-law 0376-2008.

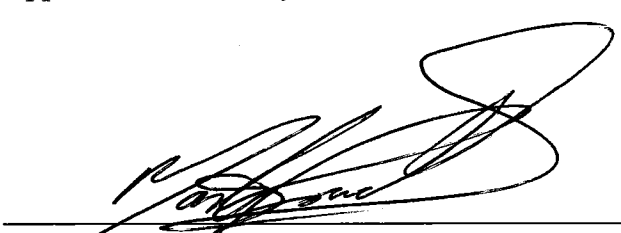
FINANCIAL IMPACT: To close the portion of Eglinton Avenue East established by By-law 223-92, the City has a statutory requirement to advertise a notice of closure in the Mississauga News. The cost for the advertisement is \$1925.00 +H.S.T.

The City also has a statutory requirement to register on title the closing by-law for Part 1, Plan 43R-18288 and the establishing by-law for Part 4, Plan 43R-36448 on title at a cost of \$140.

CONCLUSION: The City did not intend to transfer lands that are public highway to the adjoining land owners and were not aware of the status of the lands until a few hours before the transaction was scheduled to close. To rectify the defect in title on the lands sold to the adjoining land owners, it is recommended that the City pass a by-law over Part 1, Plan 43R-18288 to remove the 'public highway' status from the lands. To ensure the limits of Eglinton Avenue remain consistent in this area, it is recommended that Council enact a by-law to establish Part 4, Plan 43R-36448 as public highway.

ATTACHMENTS:

- Appendix 1: Plan 43R-18288
- Appendix 2: Sketch showing proposed division of lane
- Appendix 3: Plan 43R-36448
- Appendix 4: Overlay of Plan 43R-18288 on Plan 43R-36448



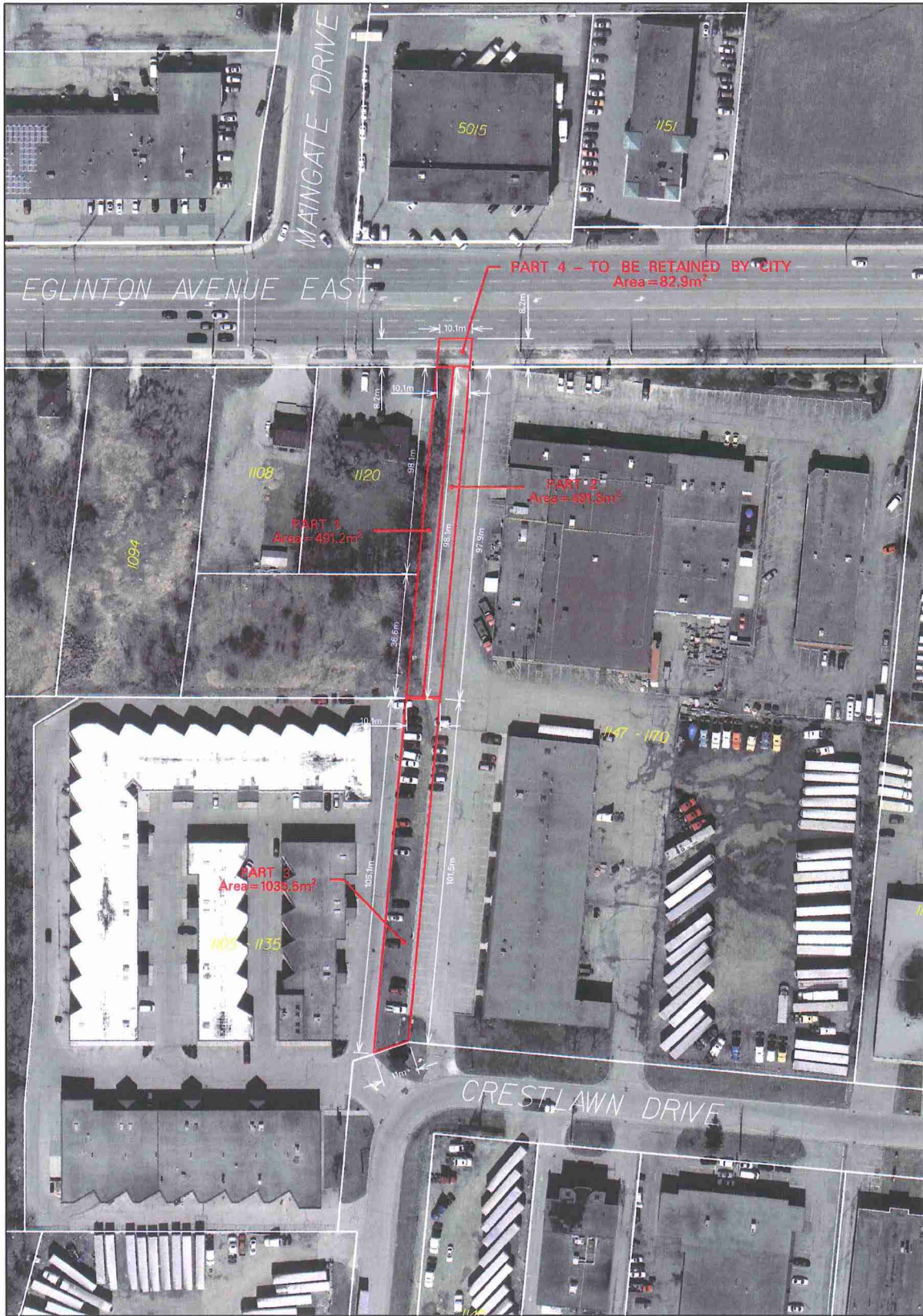
Martin Powell, P.Eng.
Commissioner of Transportation and Works

Prepared By: Al Jeraj, O.L.S., City Surveyor

APPENDIX 1







SKETCH SHOWING DIVISION
OF CITY LANE

I:\cadd\Projects\Cadastral Survey Plans\144268 1120 Eglington Avenue East Surplus Land_S\Vector\Lane Division_2.dgn

NOT TO SCALE

2014/10/07



Corporate Report

Clerk's
Files
Originator's MG.23.REP
Files RT.10.Z-29

General Committee

JUN 03 2015

DATE: May 14, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P.Eng.
Commissioner of Transportation and Works

SUBJECT: Temporary Road Closure – Square One Drive between Duke of
York Boulevard and Living Arts Drive
(Ward 4)

RECOMMENDATION: That a By-law be enacted to implement a temporary closure of Square One Drive between Duke of York Boulevard and Living Arts Drive commencing at 7:00 a.m. on Monday, June 22, 2015, and ending at 7:00 p.m. on Friday, September 4, 2015.

BACKGROUND: The expansion of Sheridan College began in the fall of 2014, with completion slated for September 2016, and involves the construction of a new building as well as a bridge structure over Square One Drive connecting campus buildings.

COMMENTS: A temporary road closure of Square One Drive is required in order to safely construct the bridge structure over Square One Drive connecting the new building to the existing campus building.

The right-of-way of the above mentioned roadway is rather narrow and consists of only one traffic lane per direction. The work requires the use of various heavy vehicles and equipment that will occupy most of the right-of-way and therefore a road closure is required. Also, it's not desirable to have construction transpiring above a roadway with

the live traffic and pedestrians beneath.

Square One Shopping Centre management have been advised and expressed no objections to the proposed Square One Drive temporary closure.

Upon approval, the contractor will arrange to install the appropriate detour and advance information signs to notify the public of the anticipated road closure.

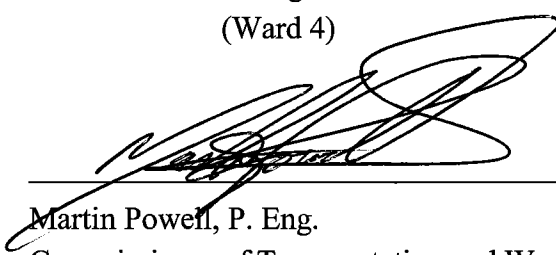
The Transportation and Works Department will notify all emergency services, 311 Customer Service Centre, student transportation, MiWay and GO Transit.

The local Ward Councillor has been made aware of the temporary road closure.

FINANCIAL IMPACT: Not applicable.

CONCLUSION: In recognition of the need to complete the expansion of Sheridan College, the Transportation and Works Department supports the temporary road closure of Square One Drive between Duke of York Boulevard and Living Arts Drive commencing at 7:00 a.m. on Monday, June 22, 2015, and ending at 7:00 p.m. on Friday, September 4, 2015.

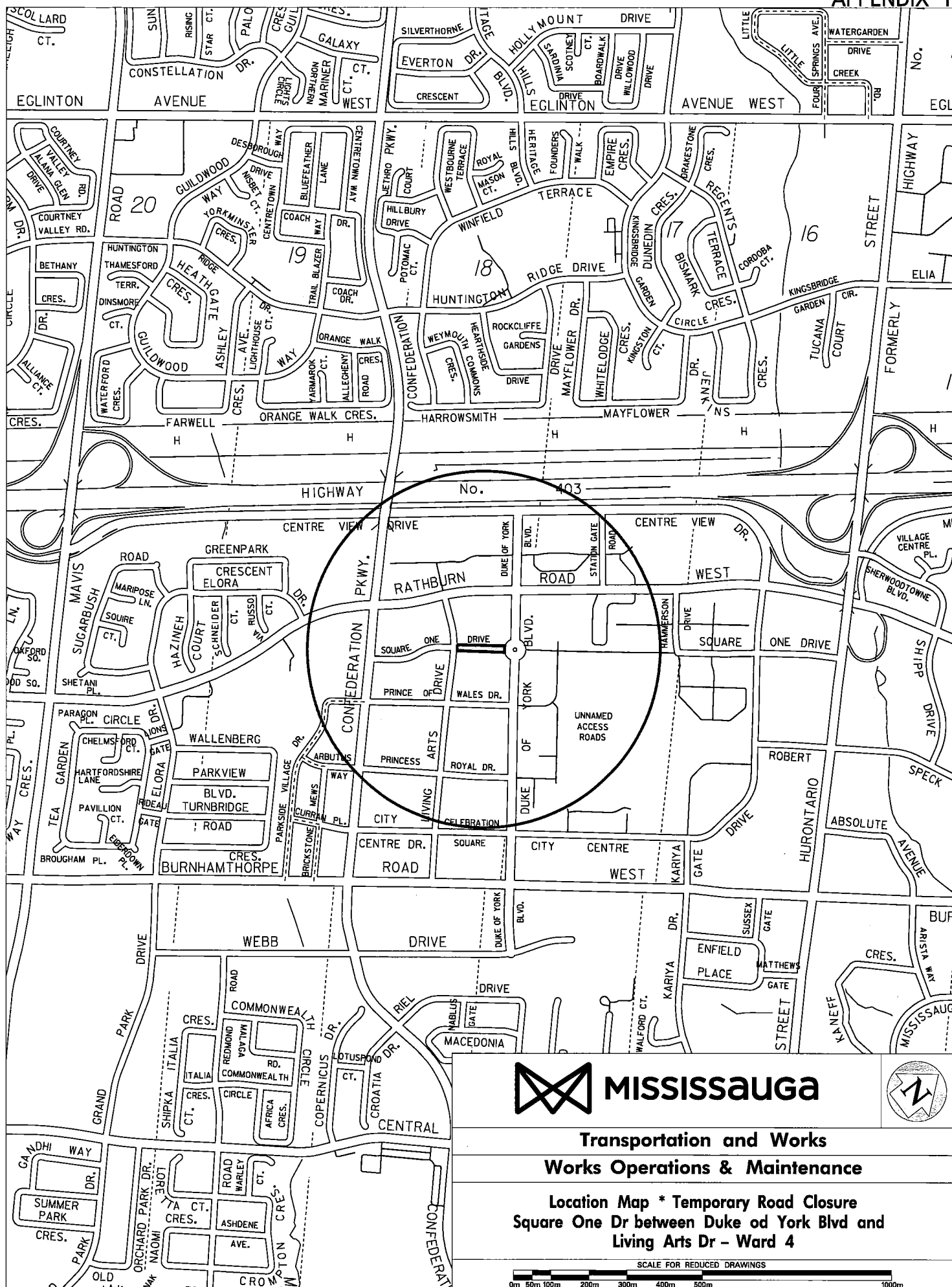
ATTACHMENTS: Appendix 1: Location Map – Temporary Road Closure – Square One Drive between Duke of York Boulevard and Living Arts Drive (Ward 4)



Martin Powell, P. Eng.

Commissioner of Transportation and Works

Prepared By: Darek Koziol, Traffic Operations Technologist





Corporate Report

Clerk's Files

Originator's
FilesMG.23.REP
RT.10.Z49

General Committee

JUN 03 2015

DATE: May 14, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P.Eng.
Commissioner of Transportation and Works

SUBJECT: **Temporary Road Closure and Proposed Exemption to Noise Control By-law No. 360-79 – Torbram Road between Kimbel Street and the northerly limits (Ward 5)**

- RECOMMENDATION:**
1. That a By-law be enacted to allow two consecutive closures of Torbram Road between Kimbel Street and the northerly limits, for the duration of approximately two weeks respectively, within the time frame from 7:00 a.m. on Monday, June 22, 2015, and 7:00 p.m. on Friday, September 25, 2015.
 2. That Dufferin Construction Company be granted an exemption from Noise By-law No. 360-79, as amended, to allow for extended 24-hour construction work for the construction of railway track diversions and at-grade crossing surface associated with the above mentioned two consecutive road closures within the time frame from 7:00 a.m. on Monday, June 22, 2015 and ending at 7:00 p.m. on Friday, September 25, 2015.

BACKGROUND: Dufferin Construction Company (DDC) was retained by the City of Mississauga to complete the initial stage of the planned Torbram Road and Canadian National Railway (CNR) grade separation.

The project extends from Kimbel Street to just south of Highway 407 in the City of Brampton. The City of Mississauga is working in conjunction with the City of Brampton and CNR and is the proponent for this project.

COMMENTS:

The required works involve construction of two railway track diversions, at-grade crossing surface and installation of the temporary warning devices. Due to the complex nature of this project and involvement of various heavy vehicles, equipment and materials, a road closure is required.

This will also involve extensive coordination between specific subcontractors; and therefore, no precise road closure dates can be provided at this point in time. Instead approval for two consecutive road closures within the time frame is requested.

It should be noted that once the construction activities commence, the contractor will work continuously around the clock until completion of all required works. The work zone is well beyond established residential areas and quiet zones, thus no residents will be affected by the overnight construction activities.

Upon approval, DCC will supply and install the appropriate closure and detour signage, barricades and advance road closure information signs to notify the public of the closure. The proposed detour will direct motorists around the closed section of Torbram Road via Drew Road, Bramalea Road and Steeles Avenue.

The Transportation and Works Department will notify all emergency services, 311 Customer Service Centre, student transportation, and MiWay.

The area Ward Councillor has been made aware of the anticipated road closure and the proposed exemption from Noise Control By-law No. 360-79.

FINANCIAL IMPACT: Not Applicable.

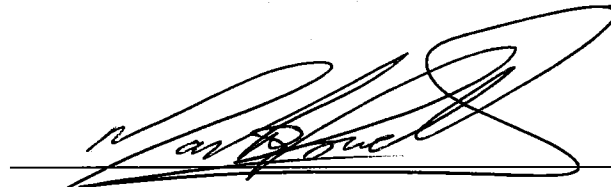
CONCLUSION:

In order to minimize impacts the construction work may have on City of Mississauga residents and to reduce the duration of the project, the Transportation and Works Department supports the following:

1. Two consecutive closures of Torbram Road between Kimbel Street and the northerly limits, for the duration of approximately two weeks respectively, within the time frame from 7:00 a.m. on Monday, June 22, 2015 and 7:00 p.m. on Friday, September 25, 2015.
2. The Noise By-law exemption to allow for extended 24-hour construction work associated with the above mentioned two consecutive road closures within the time frame from 7:00 a.m. on Monday, June 22, 2015 and ending at 7:00 p.m. on Friday, September 25, 2015.

ATTACHMENTS:

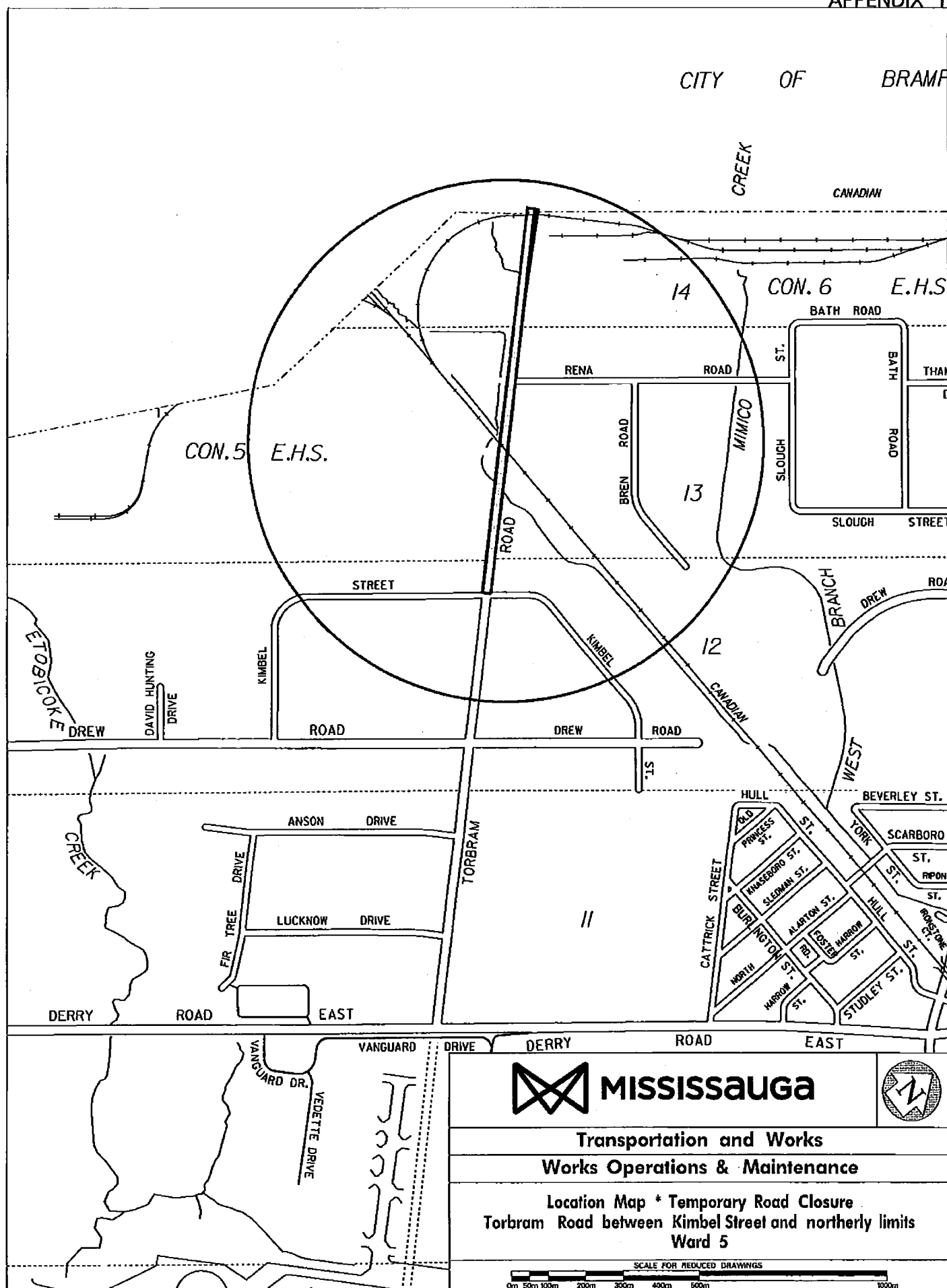
Appendix 1: Location Map – Temporary Road Closure - Torbram Road between Kimbel Street and the northerly limits. (Ward 5)



Martin Powell, P. Eng.

Commissioner of Transportation and Works

Prepared By: Darek Koziol, Traffic Operations Technologist





Corporate Report

Clerk's
Files
Originator's MG.23.REP
Files RT.07.TEN

General Committee

JUN 03 2015

DATE: May 14, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P.Eng.
Commissioner of Transportation and Works

SUBJECT: Request for Traffic Control Signals
Tenth Line West at Serena Way/Sunlight Street
(Ward 10)

RECOMMENDATION: That a traffic control signal not be installed at the intersection of Tenth Line West at Serena Way/Sunlight Street as warrants have not been satisfied.

BACKGROUND: The Transportation and Works Department has received several requests from residents for the installation of traffic control signals at the intersection of Tenth Line West at Serena Way/Sunlight Street.

Councillor McFadden requested that a report be submitted to General Committee detailing the existing traffic signal warrants at the subject intersection.

COMMENTS: The Transportation and Works Department completed a traffic signal warrant study at the intersection of Tenth Line West at Serena Way/Sunlight Street to determine the need for traffic control signals. Currently, the intersection of Tenth Line West at Serena Way/Sunlight Street operates as a four-leg intersection. Eastbound motorists on Sunlight Street and westbound motorists on Serena Way are controlled by existing stop control while northbound and southbound motorists operate under free flow conditions.

The results from traffic studies conducted on April 29, 2015 indicated that traffic control signals are not warranted at Tenth Line West at Serena Way/Sunlight Street. The warrant criteria, as outlined by the Ministry of Transportation Ontario (M.T.O.), is designed to determine whether traffic control signals would benefit the overall operation of an intersection, having regard for traffic and pedestrian volumes, traffic delay and collision history. The M.T.O. warrant values for this study and studies conducted previously on September 25, 2014 and June 3, 2014 are as follows:

Eight (8) Hour Traffic Signal Warrant

Date of Count	Minimum Vehicle Volume	Delay to Cross Street
April 29, 2015	40%	42%
September 25, 2014	40%	41%
June 3, 2014	40%	40%

For the eight (8) hour traffic signal M.T.O. warrant to be satisfied, either the “Minimum Vehicle Volume” or the “Delay to Cross Street” values must be 100%. The warrant is also satisfied if both of the values are at least 80% satisfied.

Four (4) Hour Traffic Signal Warrant

April 29, 2015	52%
September 25, 2014	53%
June 3, 2014	36%

For the M.T.O. warrant to be satisfied under the four hour warrant criteria the overall compliance needs to be 100%.

A traffic signal is therefore not warranted based on the traffic volumes and pedestrian activity under both the eight hour and four hour M.T.O. warrant criteria. There was a total of 50 pedestrians observed crossing Tenth Line West throughout the day during the April 29, 2015 count between 7:00 a.m. and 6:00 p.m.

A review of the reportable motor vehicle collisions at the subject intersection for the past three years indicates that there has been one collision that would be considered susceptible to correction with the implementation of traffic control signals. Although any collision is regrettable, the number of collisions at Tenth Line West at Serena Way/Sunlight Street does not present a high level of concern given the

intersection geometrics.

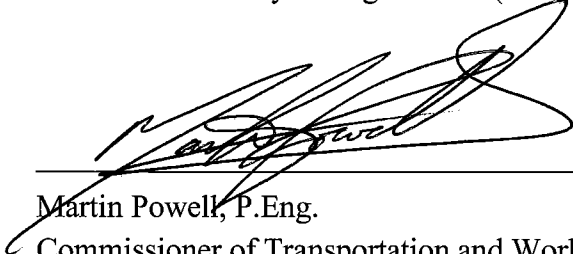
There are several additional access points in the Argo Park Subdivision, including Thomas Street at Oscar Peterson Boulevard/Long Valley Road, which will be included as part of the 2015 Traffic Signal Installation Program, subject to Council approval. The installation of a traffic control signal at Thomas Street and Oscar Peterson Boulevard/Long Valley Road will provide motorists with a controlled intersection. As a result, motorists currently using the intersection of Tenth Line and Serena Way/Sunlight Street may choose to use Thomas Street and Oscar Peterson Boulevard/Long Valley Road as an alternate access to the neighbourhood, which would lower the M.T.O warrant values at the subject intersection.

FINANCIAL IMPACT: The estimated cost of constructing traffic control signals at Tenth Line West at Serena Way/Sunlight Street is \$140,000. In addition to the capital cost of constructing this traffic signal, the estimated yearly cost of maintaining a traffic signal is \$4,000.

The proposed 2015 Traffic Signal Installation Program is being brought forward to General Committee for consideration, and due to budget constraints is unable to accommodate any additional traffic signal control locations for 2015.

CONCLUSION: Based on similar results from the eight-hour turning movement counts performed in the past two years and the three year reportable collision history, traffic signal warrants are not satisfied at Tenth Line West at Serena Way/Sunlight Street.

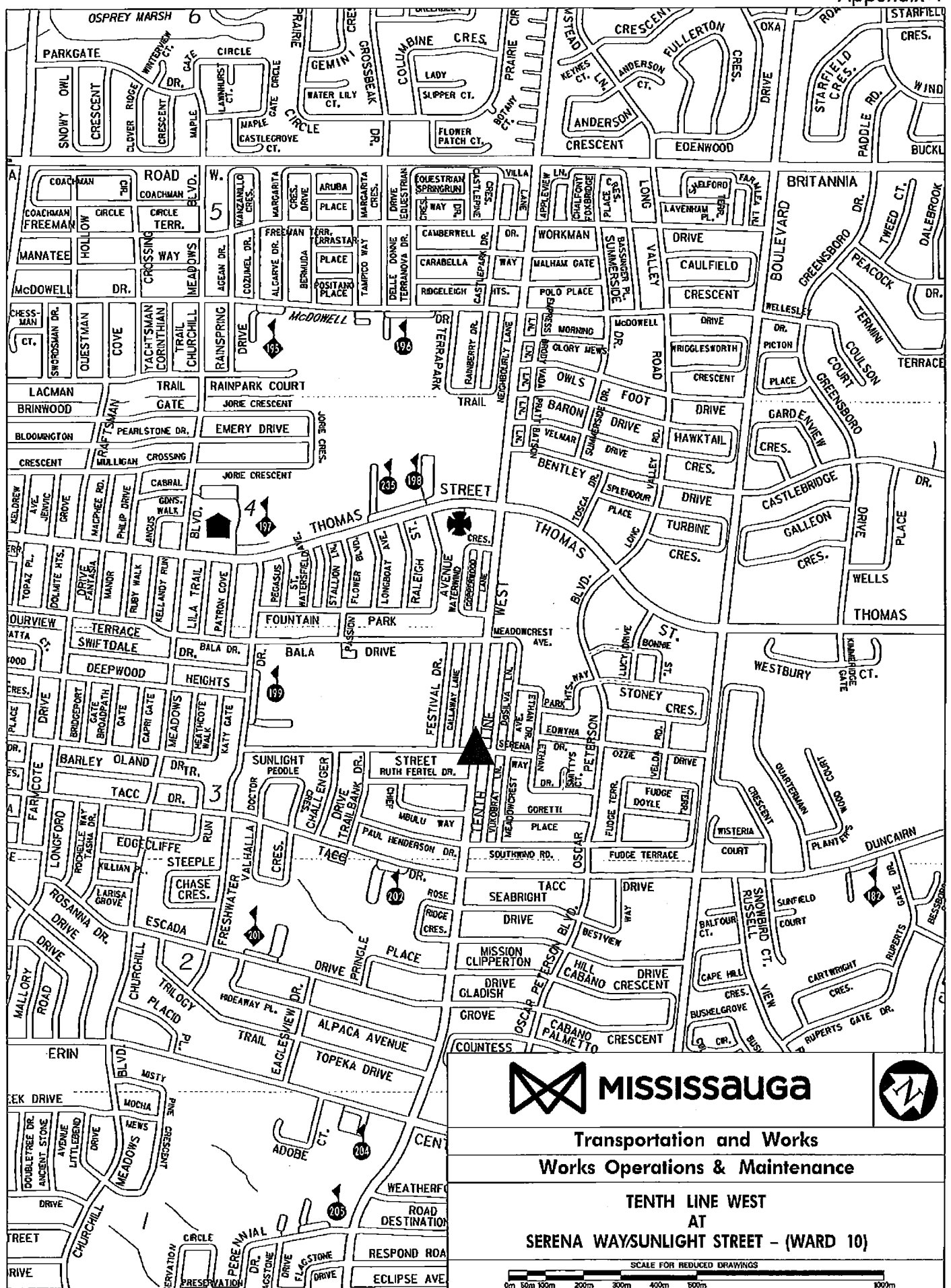
ATTACHMENTS: Appendix 1: Location Map – Tenth Line West at Serena Way/Sunlight Street (Ward 10)



Martin Powell, P.Eng.

Commissioner of Transportation and Works

Prepared By: Zvonimir Miller, C.E.T., Traffic Signals Technologist





Corporate Report

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General Committee

JUN 03 2015

DATE: May 14, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P. Eng.
Commissioner of Transportation and Works

SUBJECT: **2015 Traffic Signal Installation Program**
(Wards 1, 2, 3, 4, 8, 9, and 10)

RECOMMENDATION: That the proposed 2015 Traffic Signal Installation Program, as outlined in the report dated May 12, 2015, from the Commissioner of Transportation and Works, be approved.

BACKGROUND: The Capital Budget provides for the installation and modernization of traffic signals throughout the City. Typically, intersections are signalized upon realization of technical warrants, or in response to anticipated development. Existing traffic signals are modernized when the age of equipment as well as anticipated increased maintenance costs indicate that upgrades or replacements are required.

COMMENTS: The need for the installation of a new traffic signal is indicated when the signal warrant criteria are satisfied, when traffic conditions have changed significantly rendering the existing form of traffic control inefficient, and/or when imminent adjacent development indicates that signalization will be required.

The recommended traffic signal installation locations for 2015 under this criteria are listed below and illustrated on the attached appendices:

- Lakeshore Road East at Hampton Crescent/Lagoon Street (Ward 1) – (100% Developer Funded)
- Southdown Road at Truscott Drive – Rebuild (Ward 2)
- Burnhamthorpe Road East at Westminster Place (Ward 3)
- Central Parkway East at Meadows Boulevard – Rebuild (Ward 4)
- Eglinton Avenue West at Private Access (Erin Mills Town Centre/Daniels Condo Access) – West of Erin Mills Parkway (Ward 8/9) – (100% Developer Funded)
- Thomas Street at Oscar Peterson Boulevard/Long Valley Road (Ward 10)
- Queen Street at Church Street – Intersection Pedestrian Signal (IPS)(Ward 11)

Staff also recommends installing a new traffic control signal at the intersection listed below and illustrated on the attached drawings as a result of the redevelopment of the City Centre Area. The subject location will be energized followed by the subsequent de-energization and removal of the existing traffic control signals at City Centre Drive at 201 City Centre Drive/Square One Access.

- City Centre Drive at Mercer Street (Ward 4) – (50% Developer Funded)

FINANCIAL IMPACT: An amount of \$1,100,000 was approved in the 2015 Capital Budget for traffic signal installations. The proposed signal locations will be funded from this budget. The estimated capital installation cost is \$140,000 for each intersection and \$150,000 to rebuild a traffic control signal. Any residual surplus funds from the budget amount will be allocated to any required phasing changes to existing traffic signals.

CONCLUSION: Eight new or rebuilt traffic signal locations are proposed in the 2015 Traffic Signal Installation Program to be undertaken as part of the 2015 Capital Works Program.

ATTACHMENTS:

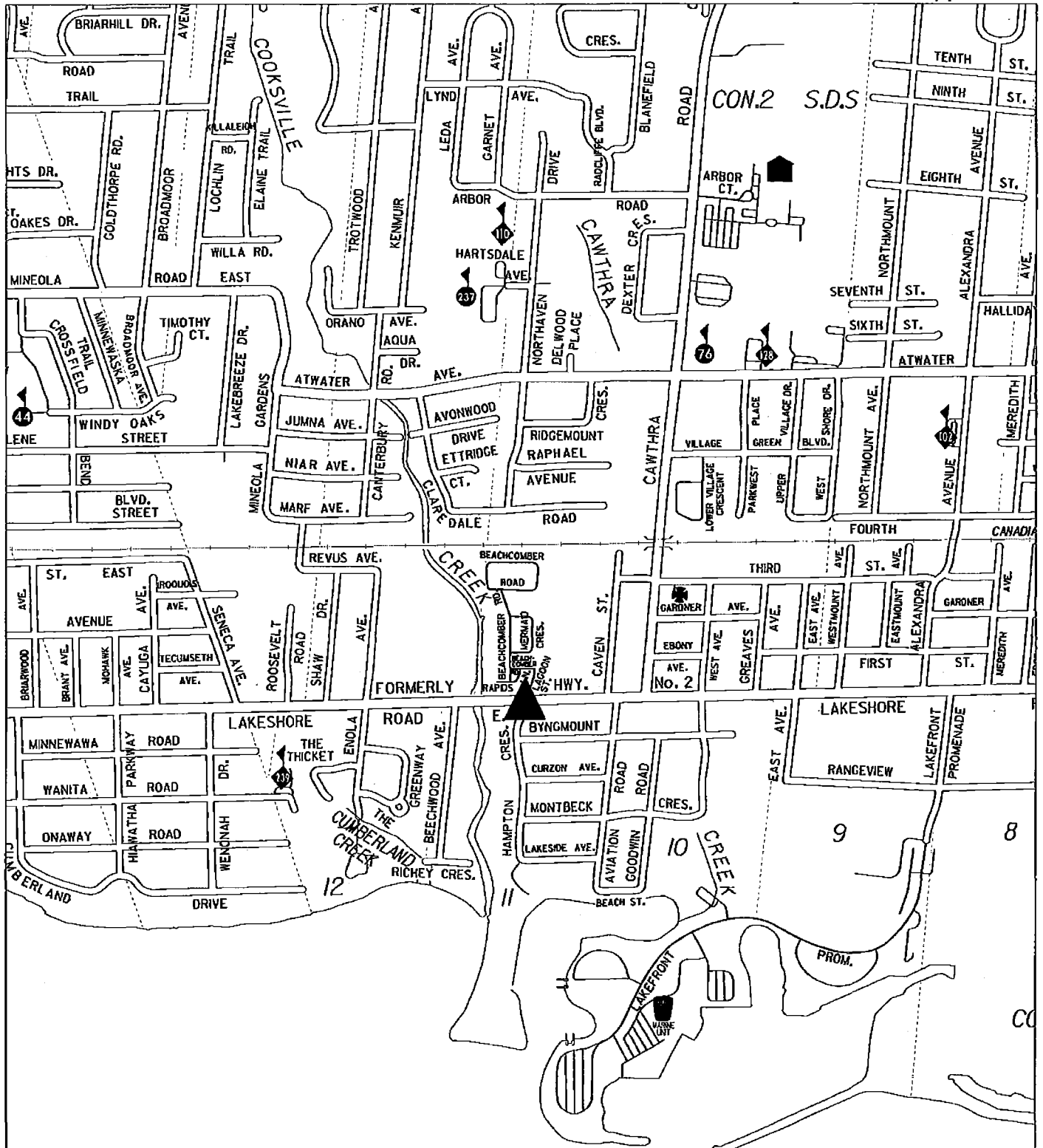
- Appendix 1: Location Map – Lakeshore Road East at Hampton Crescent/Lagoon Street (Ward 1)
- Appendix 2: Location Map – Southdown Road at Truscott Drive – Rebuild (Ward 2)
- Appendix 3: Location Map – Burnhamthorpe Road East at Westminster Place (Ward 3)
- Appendix 4: Location Map – City Centre Drive at Mercer Street (Ward 4)
- Appendix 5: Location Map – Central Parkway East at Meadows Boulevard – Rebuild (Ward 4)
- Appendix 6: Location Map – Eglinton Avenue West at Private Access (Erin Mills Town Centre/Daniels Condo Access) – West of Erin Mills Parkway (Ward 8/9)
- Appendix 7: Location Map – Thomas Street at Oscar Peterson Boulevard/Long Valley Road (Ward 10)
- Appendix 8: Location Map – Queen Street at Church Street – IPS (Ward 11)



Martin Powell, P. Eng.
Commissioner of Transportation and Works

Prepared By: Zvonimir Miller, Traffic Signal Technologist

12c



MISSISSAUGA



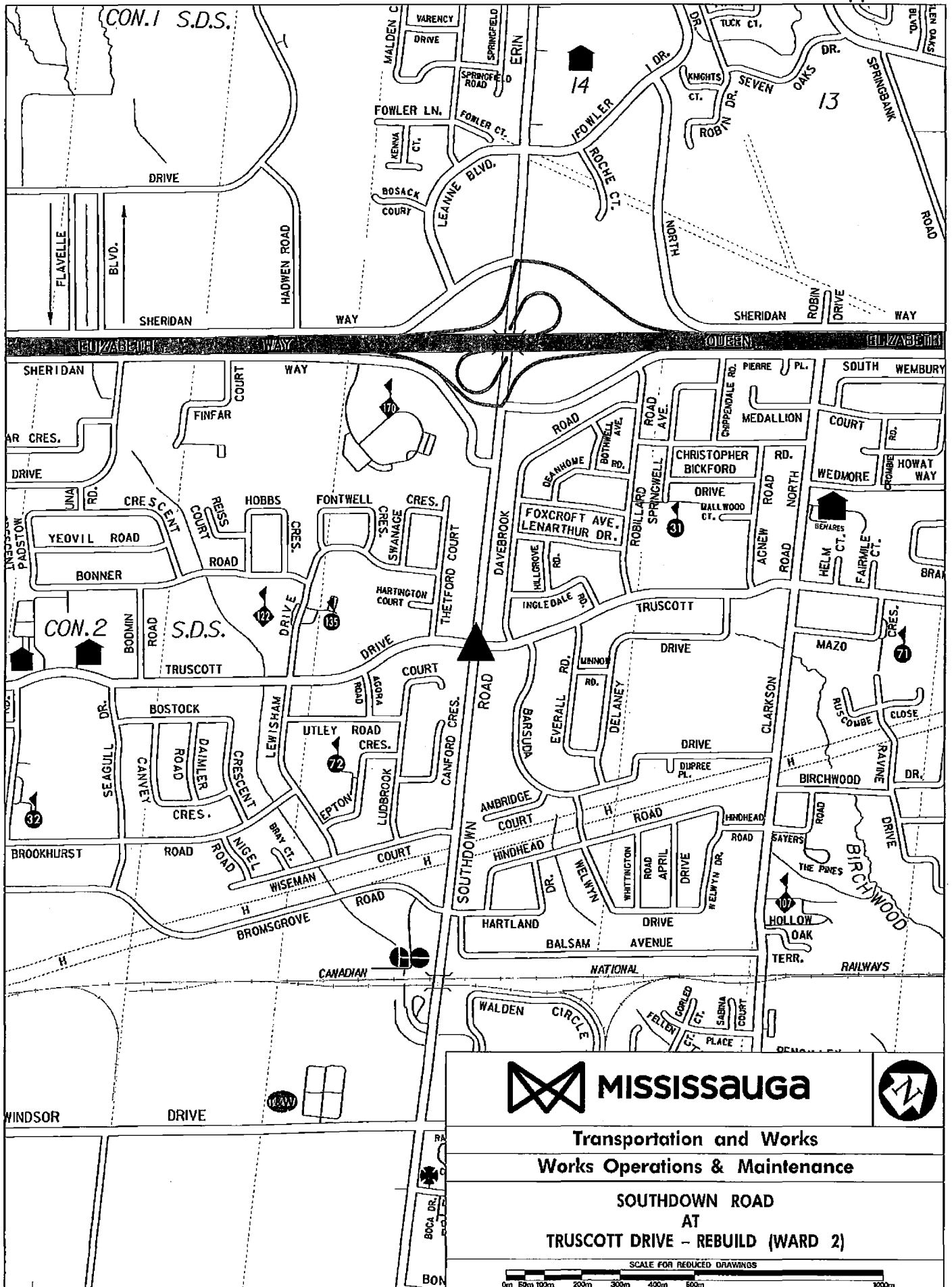
Transportation and Works

Works Operations & Maintenance

**LAKESHORE ROAD EAST
AT
HAMPTON CRESCENT/LAGOON STREET - (WARD 1)**

SCALE FOR REDUCED DRAWINGS





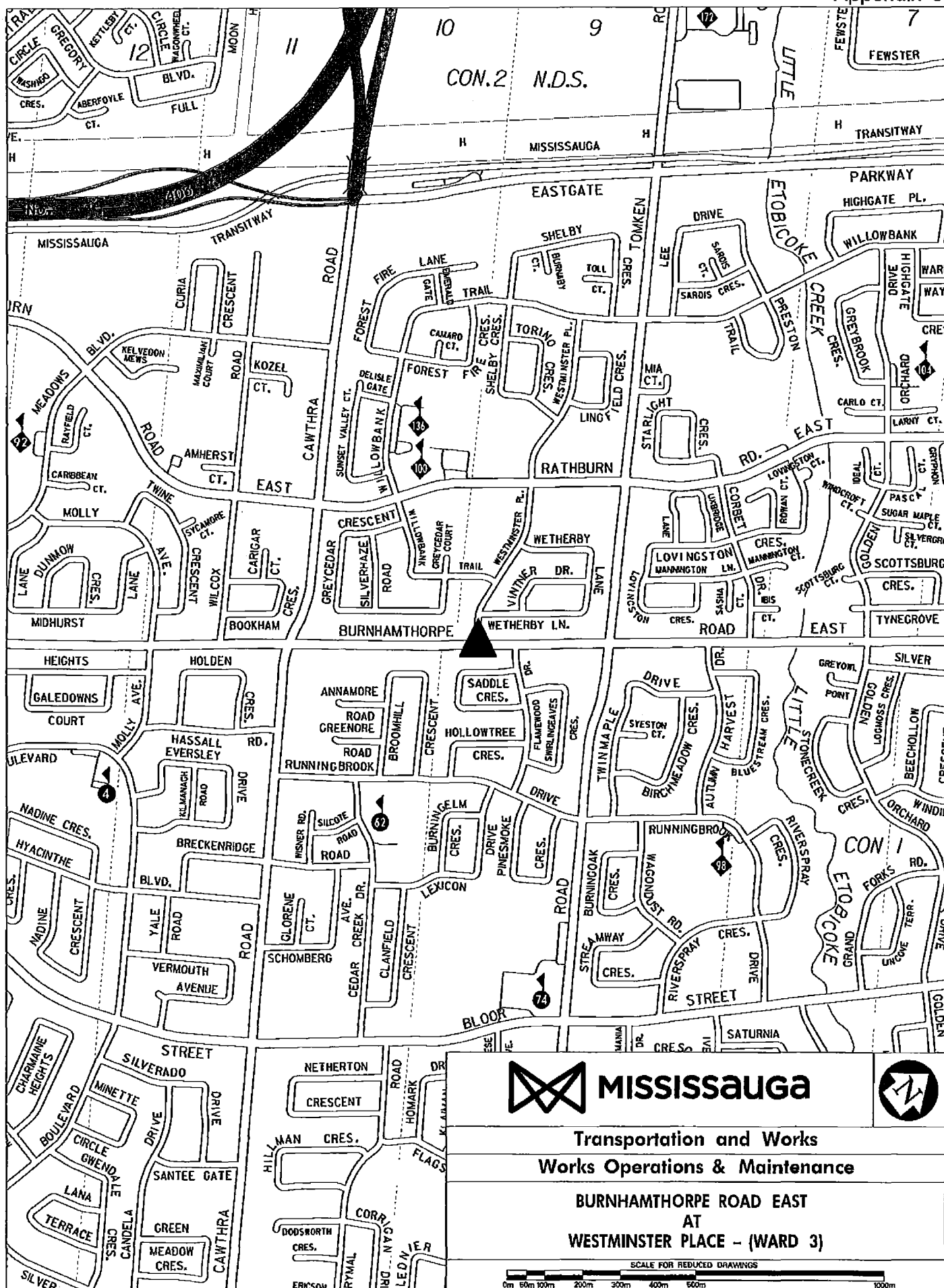
MISSISSAUGA

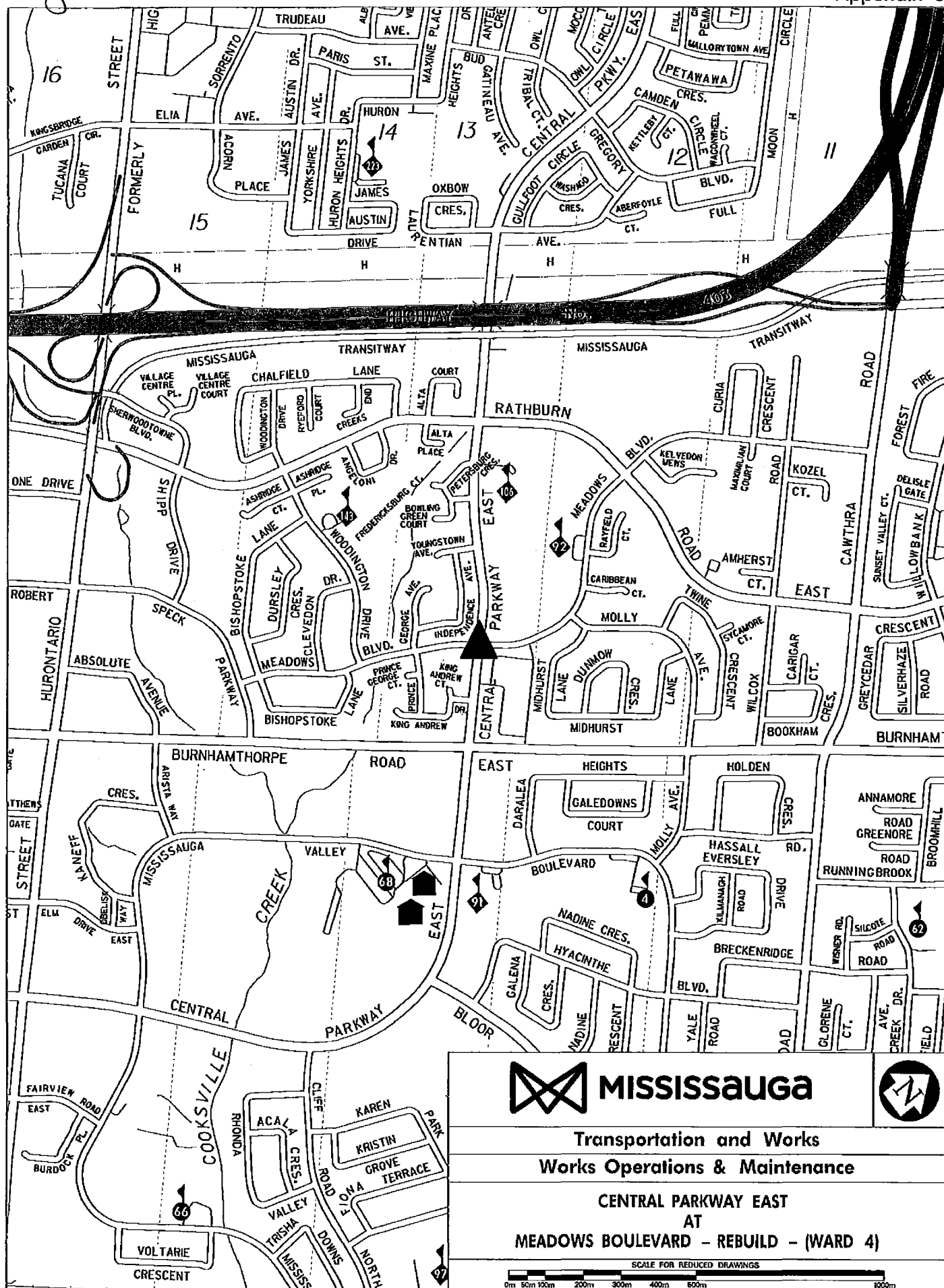


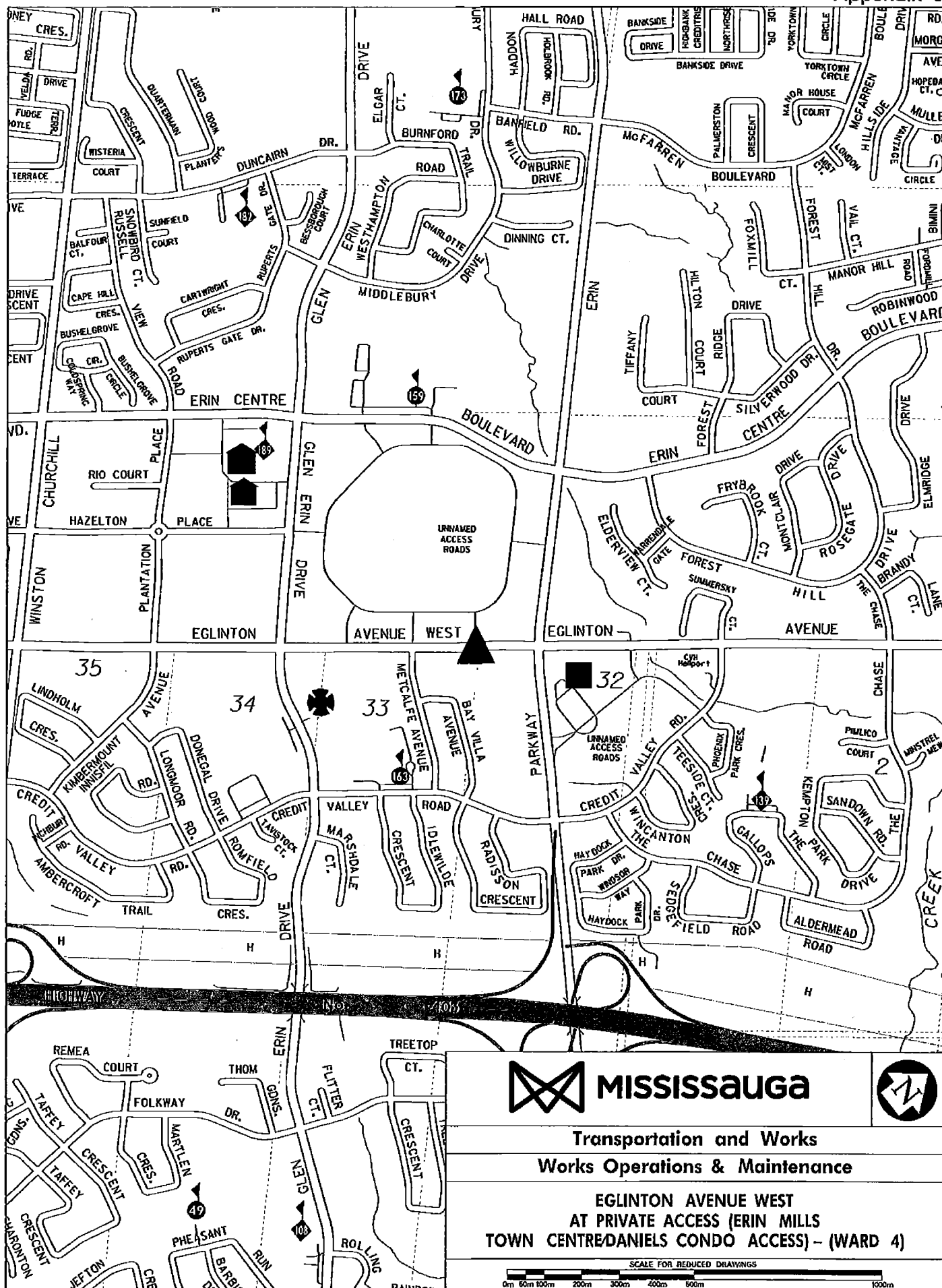
**Transportation and Works
Works Operations & Maintenance**

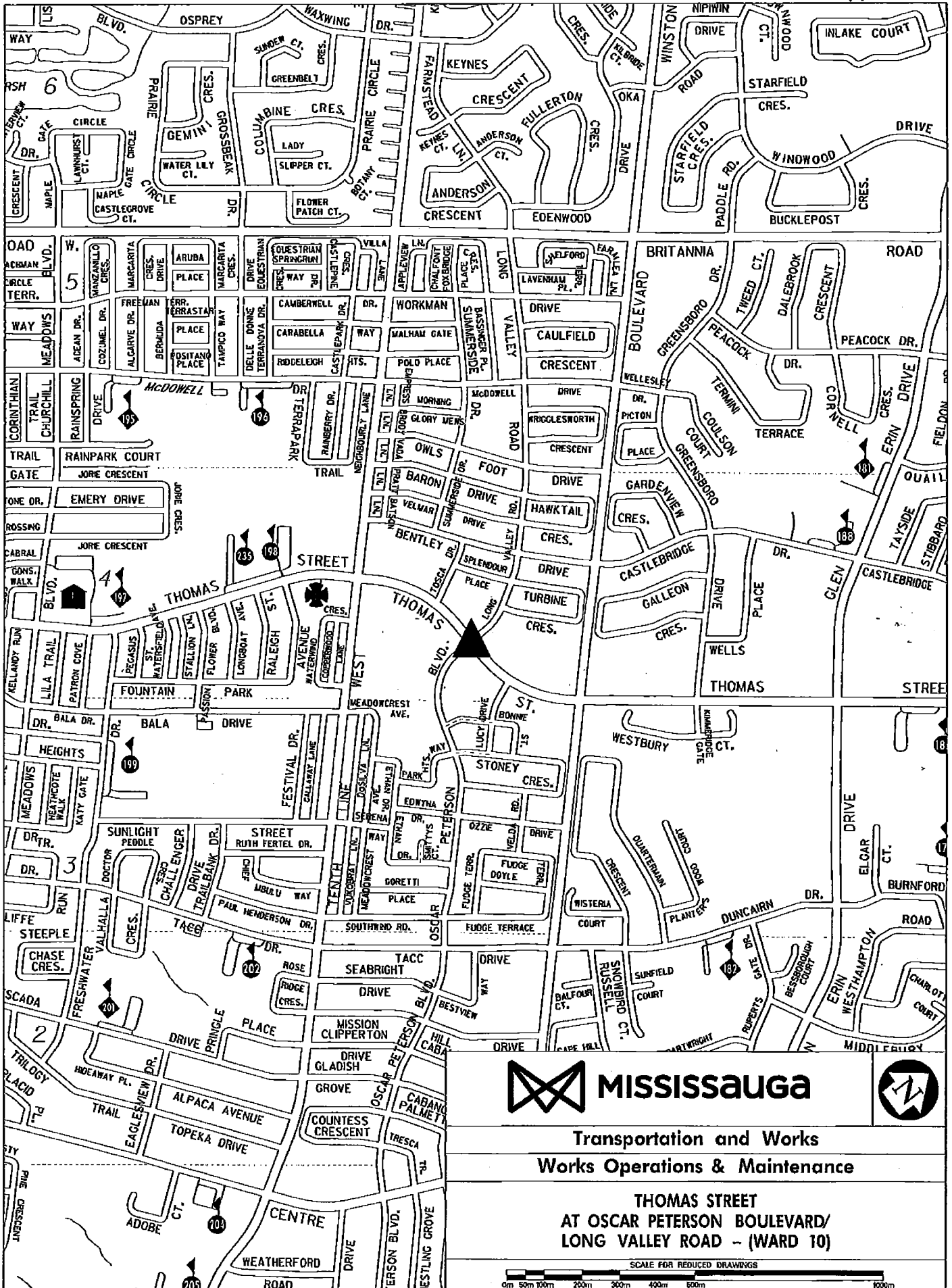
**SOUTHDOWN ROAD
AT
TRUSCOTT DRIVE - REBUILD (WARD 2)**

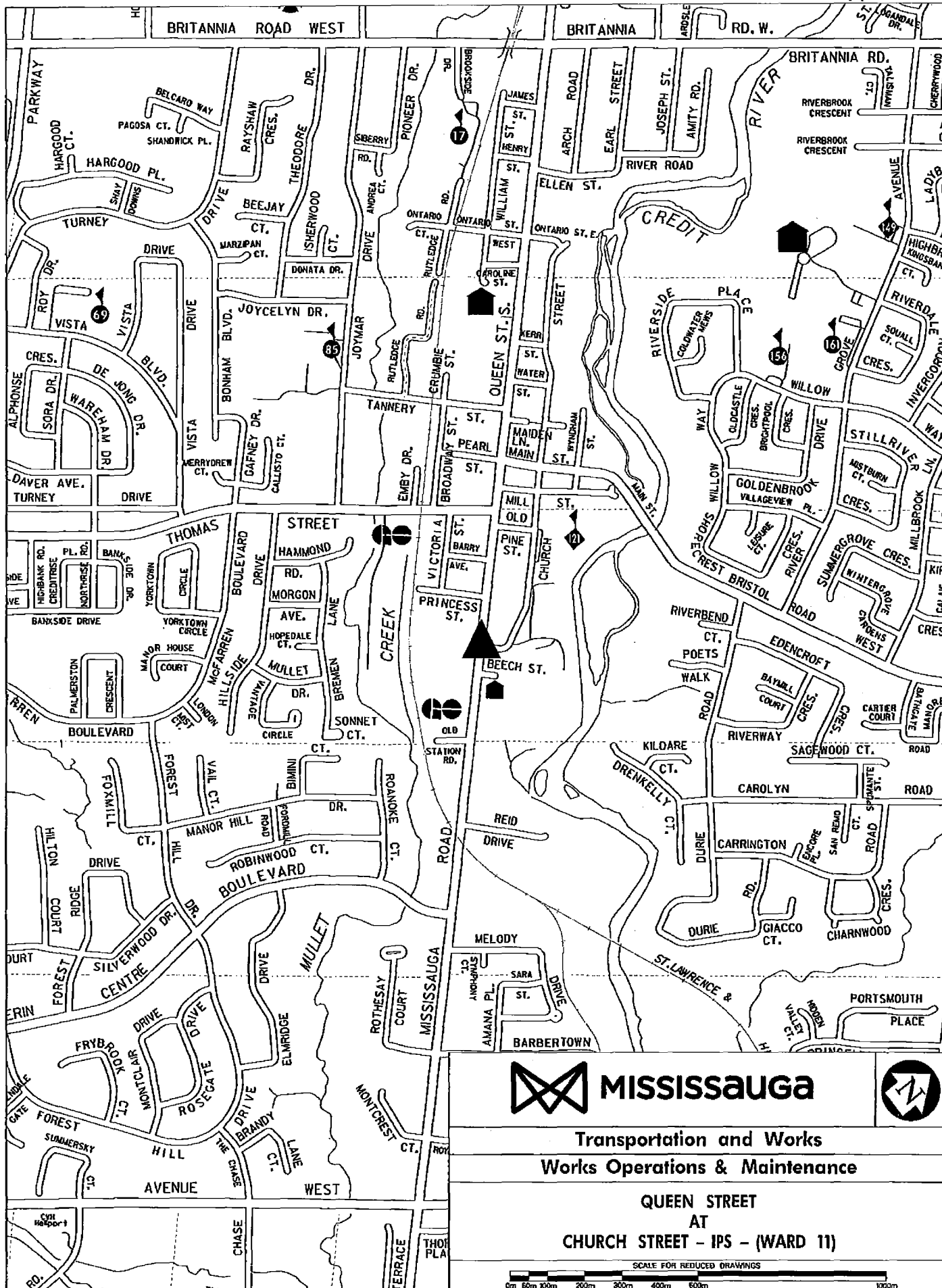
SCALE FOR REDUCED DRAWINGS
0m 50m 100m 200m 300m 400m 500m 600m 700m 800m 900m













Corporate Report

Clerk's Files

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General Committee

JUN 03 2015

DATE: May 20, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P. Eng.
Commissioner of Transportation and Works

SUBJECT: **By-laws to Establish a System of Administrative Penalties
Respecting Mobile Licensing for the City of Mississauga**

- RECOMMENDATION:**
1. That a by-law to amend the Licensing Administrative Penalty By-law 135-2014 (Appendix 1) be enacted as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "By-laws to Establish a System of Administrative Penalties Respecting Mobile Licensing for the City of Mississauga".
 2. That a by-law to amend the Tow Truck Licensing By-law 521-04, as amended, (Appendix 2) be enacted as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "By-laws to Establish a System of Administrative Penalties Respecting Mobile Licensing for the City of Mississauga".
 3. That a by-law to amend the Public Vehicle Licensing By-law 420-04, as amended, (Appendix 3) be enacted as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "By-laws to Establish a System of Administrative Penalties Respecting Mobile Licensing for the City of Mississauga".

4. That a by-law to amend the Screening and Hearing Officer By-law 285-2013 (Appendix 6) be enacted as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "By-laws to Establish a System of Administrative Penalties Respecting Mobile Licensing for the City of Mississauga".

**REPORT
HIGHLIGHTS:**

- The City of Mississauga must designate the by-laws or the sections of the by-laws to which the Administrative Penalty System (APS) will apply.
- The Licensing Administrative Penalty By-law 135-2014 will require an amendment to include the designated provisions under the Tow Truck Licensing By-law 521-04, as amended, and the Public Vehicle Licensing By-law 420-04, as amended.
- The Tow Truck Licensing By-law 521-04, as amended, will require an amendment to include enforcement of its provisions pursuant to the Licensing Administrative Penalty By-law 135-2014.
- The Public Vehicle Licensing By-law 420-04, as amended, will require an amendment to include enforcement of its provisions pursuant to the Licensing Administrative Penalty By-law 135-2014.
- The Screening and Hearing Officer By-law 285-2013 will require an amendment to include reference to both the Parking and Licensing Administrative Penalty By-laws.

BACKGROUND:

Sections 102.1, 151(1) (g) and 151(5) of the *Municipal Act, 2001*, authorize municipalities to implement an APS for non-compliance with any by-laws respecting licensing and parking.

At its meeting of July 3, 2013 Council approved a recommendation by staff to proceed with the implementation of an APS for the enforcement of licensing and parking by-laws in the City of Mississauga (GC # 0411-2013).

13b

On December 11, 2013 a by-law to establish a system of administrative penalties respecting the stopping, standing or parking of vehicles in the City of Mississauga (referred to as the Administrative Penalty By-law 0282-2013) was enacted and on June 1, 2014 the City's parking APS was launched.

On June 11, 2014 a by-law to establish a system of administrative penalties respecting licensing in the City of Mississauga (referred to as the Licensing Administrative By-law 135-2014) was enacted.

Licensing includes three enforcement areas: Animal Services (pet licensing), Mobile Licensing Enforcement (licensing related to public vehicles and mobile units) and Compliance and Licensing Enforcement (business licensing). These areas will be phased into the City's APS one at a time, starting with Animal Services followed by Mobile Licensing Enforcement and then Compliance and Licensing Enforcement.

In February 2015 Animal Services started to enforce the pet licensing provisions contained in the Animal Care and Control By-law 98-04, as amended, through the City's APS.

COMMENTS:

With an APS for parking and pet licensing matters now implemented staff are proceeding with the next phase of APS implementation for Mobile Licensing Enforcement specifically relating to the licensing requirements contained within the Tow Truck Licensing By-law 521-04, as amended, and the Public Vehicle Licensing By-law 420-04, as amended.

Ontario Regulation 333/07, under the Municipal Act, 2001 (APS Regulation) requires the municipality designate the by-laws or the parts of such by-laws to which the APS will apply.

Schedule "B" to the Licensing Administrative Penalty By-law 0135-2014 currently only designates the sections of the Animal Care and Control By-law 98-04, as amended, to which the APS applies and sets out the amount of the administrative penalty. The Licensing Administrative Penalty By-law must be amended to include in

Schedule "B" the sections of the Tow Truck Licensing By-law 521-04, as amended, and Public Vehicle Licensing By-law 420-04, as amended, to which the APS will apply and the amount of the administrative penalty for each designated provision.

Attached is the recommended by-law to amend the Licensing Administrative Penalty By-law 135-2014 (Appendix 1).

The City of Mississauga Tow Truck Licensing By-law 521-04, as amended, currently references enforcement of its provisions in accordance with the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33. This by-law must be amended to include enforcement through the City's Licensing Administrative Penalty By-law. This will allow the City to enforce the licensing requirements set out in the Tow Truck Licensing By-law 521-04, as amended, through both the *Provincial Offences Act* and the City's Licensing Administrative Penalty By-law.

Attached is the recommended by-law to amend the Tow Truck Licensing By-law 521-04, as amended, (Appendix 2).

The City of Mississauga Public Vehicle Licensing By-law 420-04, as amended, currently references enforcement of its provisions in accordance with the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33. This by-law must be amended to include enforcement through the City's Licensing Administrative Penalty By-law. This will allow the City to enforce the licensing requirements set out in the Public Vehicle Licensing By-law 420-04, as amended, through both the *Provincial Offences Act* and the City's Licensing Administrative Penalty By-law.

Attached is the recommended by-law to amend the Public Vehicle Licensing By-law 420-04, as amended, (Appendix 3).

After discussion and further clarification of the benefits of APS to both the taxi industry and the City, the Public Vehicle Advisory Committee received for information on April 21, 2015 the report from the Commissioner of Transportation and Works, dated April 10, 2015 entitled "Amendments to Public Vehicle Licensing By-law 420-04, as amended, to enable enforcement through the Administrative Penalty System".

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Following discussion and further clarification of the benefits of APS to both the towing industry and the City, the Towing Industry Advisory Committee received for information on May 4, 2015 the report from the Commissioner of Transportation and Works, dated April 22, 2015 entitled "Amendments to Tow Truck Licensing By-law 521-04, as amended, to enable enforcement through the Administrative Penalty System".

Lastly, the Screening and Hearing Officer By-law 285-13 requires a an amendment to include in the definition of "Administrative Penalty By-law" both the City's Administrative Penalty By-law 282-13, being a by-law to establish a system of administrative penalties respecting the stopping, standing or parking of vehicles in the City of Mississauga and the City's Licensing Administrative Penalty By-law 135-14 being a by-law to establish a system of administrative penalties respecting licensing in the City of Mississauga.

Attached is the recommended by-law to amend the Screening and Hearing Officer By-law 285-13 (Appendix 4).

FINANCIAL IMPACT: There is no financial impact.

CONCLUSION: The implementation of an APS for Mobile Licensing Enforcement requires amendments to the Public Vehicle Licensing By-law 420-04, as amended; the Tow Truck licensing By-law 521-04, as amended; the Licensing Administrative Penalty By-law 135-2014; and, the Screening and Hearing Officer By-law 285-13. It is recommended that the by-laws attached to this report be enacted substantially as set out and attached to this report.

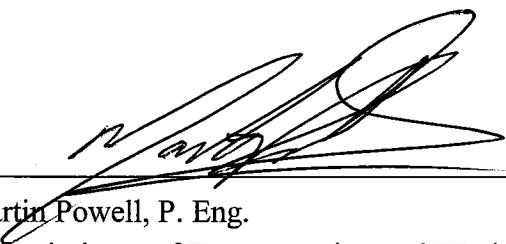
ATTACHMENTS:

Appendix 1: A By-law to amend the Licensing Administrative Penalty By-law 135-2014.

Appendix 2: A By-law to amend Tow Truck Licensing By-law 521-04, as amended.

Appendix 3: A By-law to amend the Public Vehicle Licensing By-law 420-04, as amended.

Appendix 4: A By-law to amend the Screening and Hearing Officer y By-law 0285-13.



Martin Powell, P. Eng.
Commissioner of Transportation and Works

Prepared By: Carla Mariuz, Project Manager, APS

A by-law to amend By-law 135-14, as amended,
being the Licensing Administrative Penalty By-law

WHEREAS sections 8, 9 and 11 of the *Municipal Act, 2001*, S.O. 2001, c.25, authorize a municipality to pass By-laws necessary or desirable for municipal purposes;

AND WHEREAS section 151(1)(g) of the *Municipal Act, 2001* provides that a municipality may require a person, subject to such conditions as the municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with any part of a system of business licences established by the municipality;

AND WHEREAS section 151(5) of the *Municipal Act, 2001* provides that subsections 151(1)-(4) apply with necessary modifications to a system of licences with respect to any activity, matter or thing for which a by-law may be passed under sections 9 and 11 as if it were a system of licences with respect to a business;

AND WHEREAS section 391 of the *Municipal Act, 2001* authorizes a municipality to pass bylaws imposing fees or charges for costs payable by it for services or activities, and services or activities provided or done by or on behalf of the municipality;

AND WHEREAS Council of The Corporation of the City of Mississauga considers it desirable and necessary to make certain amendments to By-law 135-14, as amended, to provide for a system of administrative penalties and administrative fees as an additional means of encouraging compliance with certain City Licensing By-laws;

NOW THEREFORE the Council of The Corporation of the City of Mississauga ENACTS as follows:

1. That Schedule "B" of By-law 135-14, as amended, is hereby deleted and replaced by the following Schedule "B":

SCHEDULE "B"

**CITY OF MISSISSAUGA LICENSING ADMINISTRATIVE PENALTY BY-LAW
DESIGNATED BY-LAW PROVISIONS**

ANIMAL CARE AND CONTROL BY-LAW 98-04, AS AMENDED

1. For the purposes of section 3 of this By-law, Column 1 in the following table lists the provisions in the Animal Care and Control By-law 98-04, as amended that are hereby designated.
2. Column 2 in the following table sets out the short form wording to be used in a Penalty Notice for the contravention of the designated provisions listed in Column 1.
3. Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

ITEM	COLUMN 1 Designated Provisions	COLUMN 2 Short Form Wording	COLUMN 3 Administrative Penalty
1	3(1)	Fail to obtain a licence for the dog or cat	\$100.00
2	3(2)(a)	Fail to affix a City of Mississauga licence tag to the collar of the dog or cat at all times	\$100.00

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3	3(2)(c)	Fail to advise the Animal Services Section within thirty (30) working days of the death of the Dog or Cat	\$100.00
4	3(2)(d)	Fail to provide the Animal Services Section with the new address and telephone number of the owner within thirty (30) working days of moving the Cat or Dog	\$100.00
5	7	Provide any false information in obtaining or renewing a dog or cat licence	\$100.00

TOW TRUCK LICENSING BY-LAW 521-04, AS AMENDED

1. For the purposes of section 3 of this By-law, Column 1 in the following table lists the provisions in the Tow Truck Licensing By-law 521-04, as amended that are hereby designated.
2. Column 2 in the following table sets out the short form wording to be used in a Penalty Notice for the contravention of the designated provisions listed in Column 1.
3. Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

ITEM	COLUMN 1 Designated Provisions	COLUMN 2 Short Form Wording	COLUMN 3 Administrative Penalty
1.0	Section 31(2)	Stop/park within 200 metres of a Collision location	\$205.00
1.1	Section 2(2)	Fail to apply for replacement Owners Plate when Owners Plate is defaced/destroyed/lost	\$75.00
2	Section 3(1)	Operating as Tow Truck Owner without licence	\$300.00
3	Section 3(2)	Drive/act as driver of Tow Truck without licence	\$205.00
4	Section 5	Publish/caused to be published representation of being licensed when not	\$300.00
5	Section 17(1)	Fail to notify Licensing Section within seven days of any change in information	\$75.00
6	Section 17(2)	Fail to notify Licensing Section within seven days of change of name/business name	\$75.00
7	Section 24(1)	Fail to return revoked/suspended Licence/Owner's Plate to Licensing Section	\$205.00
8	Section 24(2)	Refuse to deliver revoked/suspended Licence/Owner's Plate to Licence Manager	\$75.00
9	Section 24(2)	Obstruct/prevent Licence Manager from obtaining revoked/suspended Licence/Owner's Plate	\$205.00
10	Section 26(1)	Fail to submit Tow Truck for inspection at when required by Licence Manager	\$205.00
11	Section 26(2)	Operate/permit to be operated mechanically defective Tow Truck until reinspected/approved by Ministry of Transportation/inspecting authority	\$205.00
12	Section 26(3)	Fail to remove/return Owner's Plate to Licence Manager when Tow Truck deemed dangerous/unsafe	\$205.00
13	Section 26(4)	Fail to remove/return Owner's Plate to Licence Manager when unable to obtain Safety Standard Certificate for Tow Truck	\$205.00
14	Section 26(4)	Operate Tow Truck without obtaining/producing Safety Standard Certificate to Licence Manager	\$205.00

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15	Section 27	Fail to produce Tow Truck Owner's Licence when requested	\$75.00
16	Section 27	Fail to produce Tow Truck driver's Licence when requested	\$75.00
17	Section 27	Fail to produce photograph card when requested	\$75.00
18	Section 27	Fail to produce documents when requested	\$75.00
19	Section 28(1)	Fail to take due care of all Vehicles/property delivered/entrusted for towing	\$205.00
20	Section 28(2)	Fail to comply with all reasonable instructions from the Hirer	\$300.00
21	Section 28(3)	Fail to be civil and behave courteously	\$205.00
22	Section 28(4)(a)	Fail to keep permanent daily record of work performed showing name/address of Hirer	\$205.00
23	Section 28(4)(b)	Fail to keep permanent daily record of work performed showing description of Vehicle towed/conveyed including Provincial Motor Vehicle Permit number	\$205.00
24	Section 28(4)(c)	Fail to keep permanent daily record of work performed showing the rate charged	\$205.00
25	Section 28(4)(d)	Fail to keep permanent daily record of work performed showing the total fee collected	\$205.00
26	Section 28(5)	Fail to keep Tow Truck/equipment clean/in good repair	\$205.00
27	Section 28(5)	Fail to keep Tow Truck free from exterior body damage/well maintained exterior paint finish	\$75.00
28	Section 28(6)	Fail to present itemized bill for services to the Hirer	\$205.00
29	Section 29(1)(a)	Operate/permit to be operated a Tow Truck without winching/hoisting device sufficient to safely lift Vehicle	\$205.00
30	Section 29(1)(b)	Operate/permit to be operated a Tow Truck not equipped with wheel lift/Underlift maintained in manner to ensure the safe lifting/ conveying of Vehicle	\$205.00
31	Section 29(1)(c)	Operate/permit to be operated a Tow Truck not equipped with one device for securing the steering wheel of Vehicle	\$75.00
32	Section 29(1)(d)	Operate/permit to be operated a Tow Truck not equipped with two dry chemical fire extinguishers having effective total rating equivalent to at least 4-B C/at least weighting 2.27 kg	\$75.00
33	Section 29(1)(e)	Operate/permit to be operated a Tow Truck not equipped with a minimum of two tow safety chains have minimum length of 2.7432 metres/each with links of at least 7.9375mm steel	\$75.00
34	Section 29(1)(f)	Operate/permit to be operated a Tow Truck not equipped with four (4) safety pylons	\$75.00
35	Section 29(1)(g)	Operate/permit to be operated a Tow Truck not equipped with an intermittent amber warning light system	\$75.00
36	Section 29(1)(h)	Operate/permit to be operated a Tow Truck not equipped with a broom	\$75.00
37	Section 29(1)(i)	Operate/permit to be operated a Tow Truck not equipped with shovel	\$75.00
38	Section 29(1)(j)	Operate/permit to be operated a Tow Truck not equipped with first aid kit	\$75.00
39	Section 29(1)(k)	Operate/permit to be operated a Tow Truck not equipped with crowbar/prybar at least 152.4 cm	\$75.00

		(60 inches) in length	
40	Section 29(1)(l)	Operate/permit to be operated a Tow Truck not equipped with at least two wheel blocks	\$75.00
41	Section 29(1)(m)	Operate/permit to be operated a Tow Truck not equipped with flares/ reflector kits	\$75.00
42	Section 29(1)(n)	Operate/permit to be operated a Tow Truck not equipped with wheel wrenches	\$75.00
43	Section 29(1)(o)	Operate/permit to be operated a Tow Truck not equipped with light bar for rear extension carrier	\$75.00
44	Section 29(1)(q)	Operate/permit to be operated a Tow Truck not equipped with Dolly	\$205.00
45	Section 29(2)(a)	Interfere with contract for hiring Tow Truck	\$205.00
46	Section 29(2)(b)	Induce to employ/hire Tow Truck by making false representation	\$205.00
47	Section 29(2)(c)	Use/permit to be used unsafe/defective Tow Truck	\$205.00
48	Section 29(2)(d)	Demand/request payment for services other than in accordance with applicable schedule of rates	\$300.00
49	Section 29(2)(e)	Demand/request/receive Drop Fee	\$300.00
50	Section 29(2)(g)	Suggest/recommend to Hirer particular salvage yard/body shop/ storage yard/public garage/building/place unless requested by Hirer	\$205.00
51	Section 29(2)(h)(i)	Permit a person to be a passenger in a Tow Truck that is not the Hirer of the Tow Truck	\$205.00
52	Section 29(2)(h)(ii)	Solicit a tow/Engage in any form of towing/have Tow Truck within 200 meters of the scene of a Collision	\$205.00
53	Section 29(2)(h)(ii)	Cause/permit passenger to solicit a tow/take any actions to engage in any form of towing when passenger is either the spouse/son/daughter/parent/similar relation in law of the Tow Truck Driver	\$205.00
54	Section 29(2)(h)(iii)	Permit a person to be a passenger in a Tow Truck that has not filed an application with the Licensing Section for a Tow Truck Driver's License to receive instructions on Driver training	\$205.00
55	Section 29(2)(i)	Operate/permit to be operated a Tow Truck with Gross Vehicle Weight Rating less than 4,536kg (10,000 lbs)	\$205.00
56	Section 29(2)(j)	Operate/perm. it to be operated a Tow Truck without Wrecker Body	\$205.00
57	Section 29(2)(k)	Operate/permit to be operated a Tow Truck without Owner's Plate	\$205.00
58	Section 29(2)(l)	Operate/permit to be operated a Tow Truck without the Licence Renewal Sticker attached to the Owner's Plate	\$205.00
59	Section 30(1)	Fail to tow/convey Vehicle by the most direct route to the destination requested by Hirer	\$205.00
60	Section 30(2)	Fail to clean up debris/fragments of glass/Vehicle parts/other materials from any highway/roadway	\$75.00
61	Section 30(3)	Fail to be properly dressed/neat/clean in personal appearance	\$75.00
62	Section 30(4)(a)	Fail to retain Permission to Tow a Vehicle Form for at least ninety (90) days from the tow	\$205.00

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		date	
63	Section 30(4)(a)	Fail to make Permission to Tow a Vehicle Form available for inspection upon request	\$75.00
64	Section 31(1)	Commence to tow/convey/move/hook/lift/connect Vehicle to Tow Truck unless requested by Hirer/peace officer/municipal fire department/ Person authorized by law to direct the removal of Vehicle from private/public property	\$300.00
65	Section 31(1)(a)	Commence to tow/convey/move any Vehicle to the Tow Truck without the completed Permission to Tow a Vehicle Form being signed and dated by the Hirer and providing a copy thereof to the Hirer	\$205.00
66	Section 31(1)(a)	Commence to hook/lift/connect the Vehicle to the Tow Truck without the completed Permission to Tow a Vehicle Form being signed and dated by the Hirer and providing a copy thereof to the Hirer	\$205.00
67	Section 31(3)	Allow/direct an agent to ask/seek out Hirer where the actions of the Driver/agent constitutes a Nuisance	\$300.00
68	Section 31(4)	Tow/convey/move Vehicle outside Municipal Boundary unless requested by Owner/operator of Vehicle/peace officer/municipal fire department	\$300.00
69	Section 31(5)	Drive/act as Driver when Tow Truck owner/lessee is unlicensed	\$205.00
70	Section 31(6)	Drive/act as Driver without first providing Licence Manager with letter of Owner's consent	\$75.00
71	Section 33(1)	Fail to notify Licence Manager when possession/control of Tow Truck given to another Person	\$75.00
72	Section 33(2)	Fail to charge flat rate for Collision Towing	\$300.00
73	Section 33(3)	Fail to file with Licence Manager schedule of rates	\$205.00
74	Section 33(4)	Fail to charge rates as set out in schedules of rates	\$205.00
75	Section 33(5)	Fail to keep schedule of rates in Tow Truck	\$75.00
76	Section 33(5)	Fail to show to Hirer schedules of rates	\$205.00
77	Section 33(7)	Fail to retain copies of advertising matter for sixty (60) days	\$205.00
78	Section 33(7)	Fail to produce copies of advertising matter when requested	\$205.00
79	Section 33(8)	Fail to have attached/painted the name/telephone number of business on both sides of the body of the Tow Truck	\$205.00
80	Section 33(9)	Use unlicensed Tow Truck Driver	\$205.00
81	Section 33(10)	Fail to have affixed to Tow Truck Owner's Plate	\$205.00
82	Section 33(11)	Fail to notify Licence Manager of agreement/arrangement to transfer possession/control of Tow Truck	\$205.00
83	Section 33(12)	Fail to give notice of sale/disposition of Tow Truck to Licence Manager	\$205.00
84	Section 34(1)	Permit Owner's Plate to be affixed to unlicensed Tow Truck	\$205.00
85	Section 34(2)	Alter/amend schedule of rates without notice to Licence Manager	\$205.00
86	Section 36	Tow Truck Owner/Driver charge Hirer in	\$300.00

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		excess of charges indicated in the schedule of rates filed with Licence Manager	
87	Section 38(1)	Fail to produce current Motor Vehicle Permit/Motor Vehicle Liability Insurance Card before use of newly acquired Tow Truck	\$205.00
88	Section 38(3)	Fail to submit newly acquired Tow Truck for inspection by Licensing Section without 24 hours of replacement	\$205.00
89	Section 38(4)(i)	Fail to file with Ontario Ministry of Transportation Vehicle Inspection report with Licensing Section	\$205.00
90	Section 38(4)(ii)	Fail to file Safety Standard Certificate with Licensing Section	\$205.00

PUBLIC VEHICLE LICENSING BY-LAW 420-04, AS AMENDED

1. For the purposes of section 3 of this By-law, Column 1 in the following table lists the provisions in the Public Vehicle Licensing By-law 420-04, as amended that are hereby designated.
2. Column 2 in the following table sets out the short form wording to be used in a Penalty Notice for the contravention of the designated provisions listed in Column 1.
3. Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

ITEM	COLUMN 1 Designated Provisions	COLUMN 2 Short Form Wording	COLUMN 3 Administrative Penalty
1	Section 2(1)	Own an Airport Municipal Transportation Vehicle without licence	\$300.00
2	Section 2(1)	Operate an Airport Municipal Transportation Vehicle without licence	\$205.00
3	Section 2(2)	Own an Airport Public Transportation Vehicle without licence	\$300.00
4	Section 2(2)	Operate an Airport Public Transportation Vehicle without licence	\$205.00
5	Section 2(3)	Act as a Broker without licence	\$300.00
6	Section 2(4)	Own a Limousine without licence	\$375.00
7	Section 2(4)	Operate a Limousine without licence	\$205.00
8	Section 2(5)	Own Accessible Airport Public Transportation Vehicle without licence	\$300.00
9	Section 2(5)	Operate Accessible Airport Public Transportation Vehicle without licence	\$205.00
10	Section 2(6)	Own Special Accessible Taxicab without licence	\$300.00
11	Section 2(6)	Operate Special Accessible Taxicab without licence	\$205.00
12	Section 2(7)	Own a Taxicab without licence	\$300.00
13	Section 2(7)	Operate a Taxicab without licence	\$205.00
14	Section 20(2)	Refuse to deliver up/ obstruct/prevent Licence Manager from obtaining revoked/suspended Licence/owner's plate/Licence Sticker	\$205.00
15	Section 21(3)	Fail to produce Licence/other documentation as requested for inspection	\$205.00
16	Section 22(2)	Fail to submit Vehicle for inspection when required by Licence Manager	\$205.00
17	Section 23	Fail to carry Licence while operating Vehicle	\$205.00
18	Section 23	Fail to surrender Licence to Inspector for inspection upon demand	\$205.00

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19	Section 24(1)	Carry on business in name other than that set out on Licence	\$300.00
20	Section 29	Licensed Owner- Fail to file with Licence Manager insurance renewal policy or certificate of insurance	\$205.00
21	Section 33	Hinder/obstruct/attempt to hinder/obstruct an Inspector/Licence Manager exercising a power/performing a duty under By-law 420-04	\$205.00
22	Schedule 3 Section 3(1)	Airport Municipal Transportation Vehicle Driver- Hold himself out as being available for hire in public place	\$205.00
23	Schedule 3 Section 3(2)	Airport Municipal Transportation Vehicle Driver- Fail to use current Greater Toronto Airport Authority GTA Taxi Tariffs to calculate fares for Trips commencing within City	\$205.00
24	Schedule 3 Section 3(3)	Airport Municipal Transportation Vehicle Driver- Pick up Fare within sixty (60) metres of designated Taxicab Stand	\$205.00
25	Schedule 3 Section 3(4)	Airport Municipal Transportation Vehicle Driver- Pick up Fare not prearranged	\$205.00
26	Schedule 3 Section 3(4)	Airport Municipal Transportation Vehicle Driver- Pick up Fare not conveying to Lester B. Pearson International Airport	\$205.00
27	Schedule 3 Section 3(5)	Airport Municipal Transportation Vehicle Driver- Operate Airport Municipal Transportation Vehicle when Airport Driver's Card cancelled/suspended by Greater Toronto Airport Authority	\$300.00
28	Schedule 3 Section 3(10)	Airport Municipal Transportation Vehicle Driver- Fail to be properly dressed/well groomed/neat/clean in personal appearance	\$75.00
29	Schedule 3 Section 3(11)	Airport Municipal Transportation Vehicle Driver- Fail to be civil and behave courteously	\$205.00
30	Schedule 3 Section 3(12)	Airport Municipal Transportation Vehicle Driver- Fail to give Passenger receipt on authorized form when requested/whenever there is a dispute over the Fare	\$75.00
31	Schedule 3 Section 3(17)(a)	Airport Municipal Transportation Vehicle Driver- Fail to keep daily Trip Sheet showing the name of the Driver/the date/the Airport Municipal Transportation Vehicle Owner's Plate Number	\$75.00
32	Schedule 3 Section 3(17)(b)	Airport Municipal Transportation Vehicle Driver- Fail to keep daily Trip Sheet showing the location/time of the beginning and end of every Trip	\$75.00
33	Schedule 3 Section 3(17)(c)	Airport Municipal Transportation Vehicle Driver- Fail to keep daily Trip Sheet showing the amount of Fare collected for each Trip	\$75.00
34	Schedule 3 Section 3(18)	Airport Municipal Transportation Vehicle Driver- Fail to retain Trip Sheets for 12 months	\$75.00
35	Schedule 3 Section 3(18)	Airport Municipal Transportation Vehicle Driver- Fail to make daily trip sheet available for inspection at the request on an inspector/Licence Manager	\$75.00
36	Schedule 3 Section 3(19)	Airport Municipal Transportation Vehicle Driver- Fail to keep in his Airport Municipal Transportation Vehicle a current street guide approved by the Licence Manager	\$75.00
37	Schedule 3	Airport Municipal Transportation Vehicle	\$205.00

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	Section 3(21)	Driver- Smoke in the Airport Municipal Transportation Vehicle	
38	Schedule 3 Section 4(2)	Airport Municipal Transportation Vehicle Driver- Drive a vehicle with any object placed in/hung on/attached in such a manner as will obstruct the Driver's view of the highway	\$75.00
39	Schedule 3 Section 4(3)	Airport Municipal Transportation Vehicle Driver- Take/consume/possess alcohol/ Drugs/intoxicants while in charge of Vehicle	\$300.00
40	Schedule 3 Section 4(5)	Airport Municipal Transportation Vehicle Driver- Drive a vehicle whose owner is not a licensed Owner	\$205.00
41	Schedule 3 Section 4(6)	Airport Municipal Transportation Vehicle Driver- Permit a Passenger to stand in the Vehicle while the Vehicle is in motion	\$75.00
42	Schedule 3 Section 4(11)	Airport Municipal Transportation Vehicle Driver- Refuse to serve a Passenger with a Service Animal	\$300.00
43	Schedule 3 Section 4(13)	Airport Municipal Transportation Vehicle Driver- Speak in obscene/foul/boisterous /racist/loud/threatening/abusive manner while Operating an Airport Municipal Transportation Vehicle	\$205.00
44	Schedule 3 Section 6	Airport Municipal Transportation Vehicle Plate Owner- Permit the display of any sign/emblem/decals/ornament/advertisement on/in Airport Municipal Transportation Vehicle not approved by Licence Manager	\$75.00
45	Schedule 3 Section 6	Airport Municipal Transportation Vehicle Driver- Display any sign/emblem/decals/ ornament/advertisement on/in Airport Municipal Transportation Vehicle not approved by Licence Manager	\$75.00
46	Schedule 3 Section 9	Airport Municipal Transportation Vehicle Driver/plate Owner- Operate an unregistered Vehicle/permit an unregistered Vehicle to be operated	\$300.00
47	Schedule 3 Section 12(3)	Airport Municipal Transportation Vehicle Owner- Employ/use the services of unlicensed Airport Municipal Transportation Vehicle Driver	\$300.00
48	Schedule 3 Section 12(4)	Airport Municipal Transportation Vehicle Owner- Fail to repair reported mechanical defect in a Vehicle	\$300.00
49	Schedule 3 Section 12(5)	Airport Municipal Transportation Vehicle Owner- Fail to provide the Licensing Section with the name of the licensed Driver operating his Vehicle within (3) business days of the time when the licensed Driver commenced To Operate the Vehicle	\$205.00
50	Schedule 3 Section 13(l)(b)	Airport Municipal Transportation Vehicle Owner- Install/use Taxicab Meter device in Airport Municipal Transportation Vehicle	\$300.00
51	Schedule 3 Section 13(1)(c)	Airport Municipal Transportation Vehicle Owner- Operate/permit to be operated an Airport Municipal Transportation vehicle when Airport Permit cancelled/suspended	\$300.00
52	Schedule 3 Section 14(5)	Airport Municipal Transportation Vehicle not equipped with functioning air conditioning/heater	\$75.00
53	Schedule 3	Airport Municipal Transportation Vehicle	\$75.00

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	Section 14(6)	equipped with tinted glass	
54	Schedule 3 Section 14(7)	Airport Municipal Transportation Vehicle interior not clean/dry/in good repair	\$75.00
55	Schedule 3 Section 14(8)	Airport Municipal Transportation Vehicle exterior not clean/in good repair/free from exterior damage/well maintained exterior paint finish	\$75.00
56	Schedule 3 Section 14(9)	Airport Municipal Transportation Vehicle not equipped with an extra tire/wheel/jack ready for use	\$75.00
57	Schedule 3 Section 14(10)	Airport Municipal Transportation Vehicle without identical wheel coverings/design	\$75.00
58	Schedule 3 Section 14(11)	Airport Municipal Transportation Vehicle without a seat belt cutting tool in good repair/easily accessible to the Driver	\$75.00
59	Schedule 3 Section 14(12)	Airport Municipal Transportation Vehicle without Fender Numbers	\$75.00
60	Schedule 3 Section 14(13)	Airport Municipal Transportation Vehicle without Roof Light identifying vehicle as an AMTV	\$75.00
61	Schedule 3 Section 14(14)	Airport Municipal Transportation Vehicle without Owner's Plate affixed to the rear of the vehicle in a place approved by the Licence Manager	\$75.00
62	Schedule 3 Section 14(15)	Airport Municipal Transportation Vehicle Owner/Driver- Fail to keep/maintain in the Vehicle a Maintenance Log	\$75.00
63	Schedule 3 Section 14(16)	Airport Municipal Transportation Vehicle Owner/Driver without Licence Renewal Sticker affixed to the bottom right corner of the Owner's Plate	\$75.00
64	Schedule 3 Section 15(1)	Airport Municipal Transportation Vehicle Driver/Owner- Put name/address/telephone number/identification not of himself or affiliated Airport Municipal Transportation Vehicle Broker on Vehicle/Roof Light	\$75.00
65	Schedule 3 Section 15(2)	Airport Municipal Transportation Vehicle Driver/Owner- Use/permit to be used any emblem/decals/roof sign which are the same shape/colour/distinctive emblem/decals/ roof sign being used by any not Affiliated Airport Municipal Transportation Vehicle	\$75.00
66	Schedule 3 Section 15(3)	Airport Municipal Transportation Vehicle Driver/Owner- Operate/permit to be operated his Airport Municipal Transportation Vehicle in affiliation with Airport Municipal Transportation Vehicle Broker not licensed under By-law 420-04	\$300.00
67	Schedule 3 Section 15(4)	Airport Municipal Transportation Vehicle Driver/Owner- Use/permit to be used a two-way radio/monitoring device in Airport Municipal Transportation Vehicle to transmit/receive frequency of a not Affiliated Broker	\$300.00
68	Schedule 3 Section 15(5)	Airport Municipal Transportation Driver/Owner- Affiliated with more than one licensed Airport Municipal Transportation Vehicle Broker at a time	\$300.00
69	Schedule 3 Section 18(2)	Airport Municipal Transportation Vehicle Owner- Fail to attend at an inspection appointment with Vehicle	\$205.00

70	Schedule 4 Section 3(1)	Airport Public Transportation Vehicle Driver- Fail to be dressed in uniform approved by Owner/Licence Manager	\$75.00
71	Schedule 4 Section 3(2)	Airport Public Transportation Vehicle Driver- Hold himself out as being available for hire in public place	\$205.00
72	Schedule 4 Section 3(3)	Airport Public Transportation Vehicle Driver- Fail to use current Greater Toronto Airport Authority GTA Limousine Tariffs to calculate Fare	\$205.00
73	Schedule 4 Section 3(4)	Airport Public Transportation Vehicle Driver- Pick up pre-arranged Fare within sixty (60) metres of designated Taxicab Stand	\$205.00
74	Schedule 4 Section 3(6)	Airport Public Transportation Vehicle Driver- Operate an Airport Public Transportation Vehicle when Airport Driver's Card has been suspended/cancelled	\$300.00
75	Schedule 4 Section 3(12)	Airport Public Transportation Vehicle Driver- Fail to be civil and behave courteously	\$205.00
76	Schedule 4 Section 3(13)	Airport Public Transportation Vehicle Driver- Fail to give Passenger receipt when requested/whenever there is a dispute over the Fare	\$75.00
77	Schedule 4 Section 3(18)(a)	Airport Public Transportation Vehicle Driver- Fail to keep daily Trip Sheet showing the name of the Driver/the date/the Airport Public Transportation Vehicle Owner's Plate number	\$75.00
78	Schedule 4 Section 3(18)(b)	Airport Public Transportation Vehicle Driver- Fail to keep a daily Trip Sheet showing the location/time of the beginning and end of every Trip	\$75.00
79	Schedule 4 Section 3(18)(c)	Airport Public Transportation Vehicle Driver- Fail to keep a daily Trip Sheet showing the amount of Fare collected for each Trip	\$75.00
80	Schedule 4 Section 3(19)	Airport Public Transportation Vehicle Driver- Fail to retain Trip Sheets for 12 months	\$75.00
81	Schedule 4 Section 3(19)	Airport Public Transportation Vehicle Driver- Fail to make daily trip sheet available for inspection at the request of an inspector/Licence Manager	\$75.00
82	Schedule 4 Section 3(20)	Airport Public Transportation Vehicle Driver- Fail to keep in his Airport Public Transportation Vehicle a current street guide approved by the Licence Manager	\$75.00
83	Schedule 4 Section 3(22)	Airport Public Transportation Vehicle Driver- Smoke in an Airport Public Transportation Vehicle	\$205.00
84	Schedule 4 Section 4(2)	Airport Public Transportation Vehicle Driver- Drive Vehicle with object placed in/hung on/ attached in such a manner as will obstruct the Driver's view of the highway	\$75.00
85	Schedule 4 Section 4(3)	Airport Public Transportation Vehicle Driver- Take/consume/possess alcohol/Drugs /intoxicants while in charge of Vehicle	\$300.00
86	Schedule 4 Section 4(5)	Airport Public Transportation Vehicle Driver- Drive a vehicle whose owner is not a licensed owner	\$75.00
87	Schedule 4 Section 4(6)	Airport Public Transportation Vehicle Driver- Permit Passenger to stand in the Vehicle while the Vehicle is in motion	\$75.00

88	Schedule 4 Section 4(11)	Airport Public Transportation Vehicle Driver- Refuse to serve a Passenger with a Service Animal	\$300.00
89	Schedule 4 Section 4(13)	Airport Public Transportation Vehicle Driver- Speak in obscene/foul/boisterous/racist/loud/ threatening/abusive manner while Operating an Airport Public Transportation Vehicle	\$205.00
90	Schedule 4 Section 6	Airport Public Transportation Vehicle Driver- Display/permit the display of any sign/emblem/ decal/ornament/advertisement on/in Airport Public Transportation Vehicle not approved by Licence Manager	\$75.00
91	Schedule 4 Section 11	Airport Public Transportation Vehicle Driver/Plate Owner- Operate/permit unregistered Vehicle to be operated	\$300.00
92	Schedule 4 Section 12(1)	Airport Public Transportation Vehicle Owner- Employ/use the services of an unlicensed Airport Public Transportation Vehicle Driver	\$300.00
93	Schedule 4 Section 12(2)	Airport Public Transportation Vehicle Owner- Fail to repair reported mechanical defect in a Vehicle	\$300.00
94	Schedule 4 Section 12(3)	Airport Public Transportation Vehicle Owner- Fail to provide the Licensing Section with the name of the licensed Driver operating his Vehicle within 72 hours of the time when the licensed Driver commenced To Operate the vehicle	\$205.00
95	Schedule 4 Section 13(1)	Airport Public Transportation Vehicle Owner- Install/use Taxi Meter device in Airport Public Transportation Vehicle	\$300.00
96	Schedule 4 Section 13(2)	Airport Public Transportation Vehicle Owner- Operate/permit to be operated Airport Public Transportation Vehicle if Airport Permit cancelled/suspended	\$300.00
97	Schedule 4 Section 14(5)	Airport Public Transportation Vehicle not equipped with functioning air conditioning/heater	\$75.00
98	Schedule 4 Section 14(6)	Airport Public Transportation Vehicle equipped with tinted glass	\$75.00
99	Schedule 4 Section 14(7)	Airport Public Transportation Vehicle interior not clean/dry/in good repair	\$75.00
100	Schedule 4 Section 14(8)	Airport Public Transportation Vehicle exterior not clean/in good repair/free from exterior damage/well maintained exterior paint finish	\$75.00
101	Schedule 4 Section 14(9)	Airport Public Transportation Vehicle not equipped with an extra tire/ wheel and jack ready for use	\$75.00
102	Schedule 4 Section 14(10)	Airport Public Transportation Vehicle without identical wheel coverings/wheel design	\$75.00
103	Schedule 4 Section 14(11)	Airport Public Transportation Vehicle without seat belt cutting tool in good repair/easily accessible to the Driver	\$75.00
104	Schedule 4 Section 14(12)	Airport Public Transportation Vehicle without Licence Sticker affixed on the Vehicle in location approved by the Licence Manager	\$75.00
105	Schedule 4 Section 14(13)	Airport Public Transportation Vehicle Owner/Driver- Fail to keep/maintain in the Vehicle a Maintenance Log	\$75.00
106	Schedule 4 Section 14(14)	Airport Public Transportation Vehicle Owner/Driver- Fail to affix the Licence Renewal Sticker to the GTAA Plate	\$75.00

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107	Schedule 4 Section 16(1)	Accessible Airport Public Transportation Vehicle Owner- Fail to ensure Accessible Vehicle equipped with dry chemical fire extinguisher with effective total rating equivalent to at least 4-BC/weighting at least 2.27 kg/in good state of repair	\$75.00
108	Schedule 4 Section 17(2)	Airport Public Transportation Vehicle Driver/Owner- Use/permit to be used any emblem/decals/markings which are the same shape/colour/distinctive emblem/decals being used by any Airport Public Transportation Vehicle with whom not Affiliated	\$75.00
109	Schedule 4 Section 17(3)	Airport Public Transportation Vehicle Driver/Owner- Operate/permit to be operated his Airport Public Transportation Vehicle in affiliation with unlicensed Airport Public Transportation Vehicle Broker	\$300.00
110	Schedule 4 Section 17(5)	Airport Public Transportation Vehicle Driver/Owner- Affiliated with more than one licensed Airport Public Transportation Vehicle Broker at a time	\$300.00
111	Schedule 4 Section 20(2)	Airport Public Transportation Vehicle Owner- Fail to attend an inspection appointment with Vehicle	\$205.00
112	Schedule 5 Section 3(4)	Broker- Fail to keep the record of each Vehicle Dispatched	\$300.00
113	Schedule 5 Section 3(4)	Broker- Fail to keep the record of the time/date of order	\$300.00
114	Schedule 5 Section 3(4)	Broker-Fail to keep the record of pickup location	\$300.00
115	Schedule 5 Section 3(5)	Broker- Fail to supply the Licensing Section with a copy of the Broker's Federal Radio Licence call sign and frequency number	\$300.00
116	Schedule 5 Section 3(8)	Broker- Fail to dispatch a Vehicle to any person requesting service within the City	\$300.00
117	Schedule 5 Section 3(11)	Broker- Dispatch calls to any Vehicle if the licensed Owner/Driver has contravened By-law 420-04	\$205.00
118	Schedule 5 Section 7(1)	Airport Municipal Transportation Vehicle Broker- Charge tariff/enter into agreement to charge tariff not in accordance with the Greater Toronto Airport Authority GTA Taxi Tariffs	\$300.00
119	Schedule 5 Section 8(1)	Airport Municipal Transportation Vehicle Broker -Charge tariff/enter into agreement to charge tariff not in accordance with the Greater Toronto Airport Authority GTA Limousine Tariffs	\$300.00
120	Schedule 5 Section 9(1)(a)	Taxicab Broker- Accept/Dispatch/direct Orders to a Taxicab where the service is illegal under any municipal by-law/provincial/federal statute	\$300.00
121	Schedule 5 Section 9(1)(b)	Taxicab Broker- Accept/Dispatch/direct Orders to a Taxicab where Fare is less than permissible tariffs	\$300.00
122	Schedule 5 Section 9(5)	Taxicab Broker- Charge/enter into agreement to charge inappropriate tariff	\$300.00
123	Schedule 5 Section 9(6)	Taxicab Broker- Dispatch to any person unlisted Vehicle	\$75.00
124	Schedule 6 Section 4	Limousine Owner/Driver- Operate/permit to be operated an unregistered Vehicle	\$300.00
125	Schedule 6	Limousine Owner- Fail to employ/use the	\$300.00

	Section 6(1)	services of licensed Limousine Drivers	
126	Schedule 6 Section 6(2)	Limousine Owner- Fail to repair reported mechanical defect in the Vehicle	\$300.00
127	Schedule 6 Section 6(3)	Limousine Owner- Fail to provide the Licensing Section with the name of the licensed Driver operating his Vehicle within 72 hours of the time when the licensed Driver commenced To Operate the Vehicle	\$205.00
128	Schedule 6 Section 7(1)	Limousine Owner- Enter into lease agreement pertaining to Owner's Limousine Licence	\$300.00
129	Schedule 6 Section 7(2)	Limousine Owner- Install/use Taxi Meter device in Limousine	\$300.00
130	Schedule 6 Section 8(2)	Limousine Owner/Driver- Use Vehicle not equipped with air conditioning/heating	\$75.00
131	Schedule 6 Section 8(7)	Limousine interior not clean/in good repair	\$75.00
132	Schedule 6 Section 8(8)	Limousine exterior not clean/in good repair and free from exterior damage	\$75.00
133	Schedule 6 Section 8(9)	Limousine not equipped with extra tire/wheel/jack ready for use	\$75.00
134	Schedule 6 Section 8(10)	Limousine without identical wheel coverings/design	\$75.00
135	Schedule 6 Section 8(11)	Limousine without a seat belt cutting tool in good repair/easily accessible to Driver	\$75.00
136	Schedule 6 Section 8(12)	Limousine Owner/Driver- Fail to affix Owner's Plate on Vehicle in location approved by Licence Manager	\$75.00
137	Schedule 6 Section 8(13)	Limousine Owner/Driver- Fail to keep/maintain Maintenance Log in the Vehicle	\$75.00
138	Schedule 6 Section 8(14)	Limousine Owner/Driver- Fail to affix Licence Renewal Sticker to Owner's Plate	\$75.00
139	Schedule 6 Section 11(1)	Limousine Driver- Fail to be dressed in uniform approved by owner/Licence Manager	\$75.00
140	Schedule 6 Section 11(2)	Limousine Driver- Hold himself out as being available for hire in public place	\$205.00
141	Schedule 6 Section 11(3)	Limousine Driver- Fail to use current schedule of hourly rated filed at Licensing Section to calculate Fare	\$205.00
142	Schedule 6 Section 11(4)	Limousine Driver- Pick up pre-arranged Fare within 60 metres of designated Taxicab Stand	\$205.00
143	Schedule 6 Section 11(5)	Limousine Driver- Pick up Fare that is not prearranged	\$205.00
144	Schedule 6 Section 11(10)	Limousine Driver- Fail to be properly dressed/ well groomed/neat/clean in personal appearance	\$75.00
145	Schedule 6 Section 11(11)	Limousine Driver- Fail to be civil and behave courteously	\$205.00
146	Schedule 6 Section 11(12)	Limousine Driver- Fail to give Passenger a receipt on authorized form when requested/ whenever there is a dispute over the Fare	\$75.00
147	Schedule 6 Section 11(17)(a)	Limousine Driver- Fail to keep a daily Trip Sheet showing the name of the Driver/the date/the Limousine Owner's Plate number	\$75.00
148	Schedule 6 Section 11(17)(b)	Limousine Driver- Fail to keep a daily Trip Sheet showing the location/time of the beginning and end of every Trip	\$75.00
149	Schedule 6 Section 11(17)(c)	Limousine Driver- Fail to keep a daily Trip Sheet showing the amount of the Fare collected for each Trip	\$75.00
150	Schedule 6 Section 11(18)	Limousine Driver- Fail to retain Trip Sheets for 12 months	\$75.00

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151	Schedule 6 Section 11(18)	Limousine Driver- Fail to make daily Trip Sheets available for inspection at the request of an inspector/Licence Manager	\$75.00
152	Schedule 6 Section 11(19)	Limousine Driver- Fail to keep in his Limousine a current street guide approved by the Licence Manager	\$75.00
153	Schedule 6 Section 12(2)	Limousine Driver- Drive Vehicle with luggage/object placed in/hung on/attached in such a manner as will obstruct the Driver's view of the highway	\$75.00
154	Schedule 6 Section 12(3)	Limousine Driver-Take/consume/possess alcohol/Drugs/intoxicants while in charge of Vehicle	\$300.00
155	Schedule 6 Section 12(5)	Limousine Driver- Drive Vehicle whose owner is not a licensed Owner	\$205.00
156	Schedule 6 Section 12(6)	Limousine Driver- Permit Passenger to stand in Vehicle while Vehicle in motion	\$75.00
157	Schedule 6 Section 12(11)	Limousine Driver- Refuse to serve a Passenger with a Service Animal	\$300.00
158	Schedule 6 Section 12(12)	Limousine Driver-Smoke in the Limousine	\$205.00
159	Schedule 6 Section 12(13)	Limousine Driver- Speak in obscene/foul/boisterous/racist/loud/threatening/ abusive manner while Operating a Limousine	\$205.00
160	Schedule 6 Section 14	Limousine Owner/Driver- Display/permit the display of any sign/emblem/decal /ornament/advertisement on/in Limousine not approved by Licence Manager	\$75.00
161	Schedule 6 Section 15(1)	Limousine Owner/Driver- Put name/address /telephone number/identification on the Limousine not of himself or affiliated Limousine Broker	\$75.00
162	Schedule 6 Section 15(2)	Limousine Owner- Permit to be used any emblem/decal/roof sign which are the same shape/colour/distinctive emblem/decal/roof sign being used by any not Affiliated Limousine Broker	\$75.00
163	Schedule 6 Section 15(2)	Limousine Driver- Use any emblem/decal/roof sign which are the same shape/colour/ distinctive emblem/decal/roof sign being used by any not Affiliated Limousine Broker	\$75.00
164	Schedule 6 Section 15(2)	Limousine Owner/Driver Operate/permit to be operated his Limousine in affiliation with unlicensed Limousine Broker	\$300.00
165	Schedule 6 Section 15(5)	Limousine Owner/Driver- Affiliated with more than one licensed Limousine Broker at a time	\$300.00
166	Schedule 7 Section 5	Taxicab Driver/Special Accessible Taxicab Owner-Operate/permit to be operated unregistered vehicle	\$300.00
167	Schedule 7 Section 6(1)	Special Accessible Taxicab Owner- Employ/use the services of unlicensed Taxicab Driver	\$300.00
168	Schedule 7 Section 6(2)	Special Accessible Taxicab Owner- Fail to repair reported Mechanical Defect in vehicle	\$300.00
169	Schedule 7 Section 6(3)	Special Accessible Taxicab Owner- Fail to provide the Licensing Section/Taxicab Broker with the name of the licensed Driver operating his vehicle within 72 hours of the time when the licensed Driver commenced To Operate the vehicle	\$205.00
170	Schedule 7	Special Accessible Taxicab Owner- Fail to	\$75.00

	Section 6(4)	keep accurate records of Trips made for Disabled/Non-Disabled Passengers	
171	Schedule 7 Section 7(1)(b)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle without useable baggage storage capacity to accommodate a wheel chair/walker to aid the disabled	\$300.00
172	Schedule 7 Section 7(1)(c)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle without approved wheelchair tie downs	\$300.00
173	Schedule 7 Section 7(1)(d)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle without a first aid kit	\$75.00
174	Schedule 7 Section 7(1)(e)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle without dry chemical fire extinguisher with effective total rating to at least 4-B C/weighting at least 2.27 kg	\$75.00
175	Schedule 7 Section 7(1)(f)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle not equipped with operable air-conditioning /heating	\$75.00
176	Schedule 7 Section 7(1)(g)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle without Tint Free windows	\$75.00
177	Schedule 7 Section 7(1)(h)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle that is not clean/dry/in good repair as to its interior	\$75.00
178	Schedule 7 Section 7(1)(i)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle that is not clean/in good repair as to its exterior	\$75.00
179	Schedule 7 Section 7(1)(i)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle that is not free from exterior damage/well maintained exterior paint finish	\$75.00
180	Schedule 7 Section 7(1)(j)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle that is not equipped with an extra tire/wheel/jack ready for use	\$75.00
181	Schedule 7 Section 7(1)(k)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle without identical wheel coverings/design	\$75.00
182	Schedule 7 Section 7(1)(l)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle without a seatbelt cutting tool in good repair/easily accessible to the Driver	\$75.00
183	Schedule 7 Section 7(1)(m)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle without a tariff card which bears the plate number affixed to the rear Passenger window	\$75.00
184	Schedule 7 Section 7(1)(m)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle without a tariff card affixed that is plainly readable by Passengers	\$75.00
185	Schedule 7 Section 7(1)(n)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle without a no smoking signage affixed to rear passenger window	\$75.00
186	Schedule 7 Section 7(1)(o)	Driver/Special Accessible Taxicab Owner-Operate/permit to be operated a Vehicle	\$75.00

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		with a tariff card other than that obtained from the Licensing Section	
187	Schedule 7 Section 7(1)(p)	Driver/Special Accessible Taxicab Owner- Operate/permit to be operated a Vehicle without displaying/maintaining in good/legible condition a true copy of the Taxicab Passenger Rights and Responsibilities in an area of the Special Accessible Taxicab approved by the Licence manager	\$75.00
188	Schedule 7 Section 7(1)(q)	Driver/Special Accessible Taxicab Owner- Operate/permit to be operated a Vehicle without a Taxicab Meter	\$205.00
189	Schedule 7 Section 7(1)(q)(i)	Driver/Special Accessible Taxicab Owner- Operate/permit to be operated a Vehicle with Taxicab Meter not illuminated between dusk and dawn	\$75.00
190	Schedule 7 Section 7(1)(q)(ii)	Driver/Special Accessible Taxicab Owner- Operate/permit to be operated a Vehicle with Taxicab Meter in a position not clearly visible to the Passengers in the Special Accessible Taxicab	\$75.00
191	Schedule 7 Section 7(1)(q)(iv)	Driver/Special Accessible Taxicab Owner- Operate/permit to be operated a Vehicle with an unsealed Taxicab Meter	\$75.00
192	Schedule 7 Section 7(1)(q)(vi)	Driver/Special Accessible Taxicab Owner- Operate/permit to be operated a Vehicle with Taxicab Meter not in good working condition	\$75.00
193	Schedule 7 Section 7(1)(s)	Driver/Special Accessible Taxicab Owner- Operate/permit to be operated a Vehicle not equipped with ramp capable of allowing persons using wheelchair to enter Vehicle without exiting wheelchair	\$300.00
194	Schedule 7 Section 7(2)(b)	Taxicab Driver/Special Accessible Taxicab Owner- Fail to keep in the Vehicle Owner's Licence permit issued under By-law 420-04	\$75.00
195	Schedule 7 Section 7(3)(a)	Taxicab Driver/Special Accessible Taxicab Owner- Fail to have affixed to the outside of the Taxicab the Owner's Plate at a location and manner approved by the Licence Manager	\$75.00
196	Schedule 7 Section 7(3)(b)	Taxicab Driver/Special Accessible Taxicab Owner- Fail to have affixed to the outside of the Taxicab the Fender Numbers	\$75.00
197	Schedule 7 Section 7(3)(c)	Taxicab Driver/Special Accessible Taxicab Owner- Fail to have affixed to the outside of the Taxicab the Roof Light	\$75.00
198	Schedule 7 Section 7(3)(d)	Taxicab Driver/Special Accessible Taxicab Owner- Fail to have affixed the Brokerage name/phone number in lettering approximately three (3) inches (7.5cm) in height on the side of Vehicle	\$75.00
199	Schedule 7 Section 7(3)(e)	Taxicab Driver/Special Accessible Taxicab Owner- Fail to have affixed Licence Renewal Sticker to the Owner's Plate on outside of the Taxicab	\$75.00
200	Schedule 7 Section 7(4)	Special Accessible Taxicab Driver/Owner- Fail to keep/maintain a Maintenance Log for the Vehicle	\$75.00
201	Schedule 7 Section 13	Special Accessible Taxicab Owner- Display /permit the display of any sign/emblem/ Decal/ornament/advertisement on/in Special	\$75.00

		Accessible Taxicab not approved by Licence Manager	
202	Schedule 7 Section 15(2)	Special Accessible Taxicab Owner- Fail to attend an inspection appointment with Vehicle	\$205.00
203	Schedule 8 Section 3(4)	Driver- Fail to have photograph and name affixed in a place approved by the Licence Manager	\$75.00
204	Schedule 8 Section 3(4)	Driver- Fail to have photograph and name affixed in a place that is clearly displayed to and readable by Passengers	\$75.00
205	Schedule 8 Section 3(5)	Driver- Fail to be well-groomed/neat/clean in personal appearance	\$75.00
206	Schedule 8 Section 3(6)	Driver- Fail to be civil and behave courteously	\$205.00
207	Schedule 8 Section 3(7)	Driver- Fail to give Passenger receipt when requested/whenever there is a dispute over the Fare	\$75.00
208	Schedule 8 Section 3(8)	Driver- Fail to serve the first person requiring the service of his vehicle	\$75.00
209	Schedule 8 Section 3(10)	Driver- Fail to take due care of property delivered/entrusted to him for conveyance of safekeeping	\$75.00
210	Schedule 8 Section 3(11)	Driver- Fail to take the shortest possible route to the destination desired	\$75.00
211	Schedule 8 Section 3(13)(a)	Driver- Fail to keep a daily Trip Sheet showing the name of the Driver/the date/the Taxicab Owner's Plate number	\$75.00
212	Schedule 8 Section 3(13)(b)	Driver- Fail to keep a daily Trip Sheet showing the location/time of the beginning and end of every Trip	\$75.00
213	Schedule 8 Section 3(13)(c)	Driver- Fail to keep a daily Trip Sheet showing the amount of the Fare collected for each Trip	\$75.00
214	Schedule 8 Section 3(14)	Driver- Fail to retain Trip Sheets for 12 months	\$75.00
215	Schedule 8 Section 3(14)	Driver-Fail to make daily Trip Sheets available for inspection at the request of an inspector/Licence Manager	\$75.00
216	Schedule 8 Section 3(18)	Driver- Fail to keep in his Taxicab a current street guide approved by the Licence Manager	\$75.00
217	Schedule 8 Section 4(1)	Accessible Driver- Fail to record the results of the daily inspection of the Vehicle in a log book on a daily basis	\$75.00
218	Schedule 8 Section 4(1)	Accessible Driver- Fail to ensure that the log book remains with the licensed Vehicle at all times	\$75.00
219	Schedule 8 Section 4(2)	Accessible Driver- Fail to produce log book for inspection upon request of the Licence Manager	\$75.00
220	Schedule 8 Section 5(2)	Taxicab Driver- Drive a vehicle with any object placed in/ hung on/attached in such a manner as will obstruct the Driver's view of the highway	\$75.00
221	Schedule 8 Section 5(3)	Taxicab Driver- Take/consume/possess alcohol/Drugs/ intoxicants while in charge of vehicle	\$300.00
222	Schedule 8 Section 5(4)	Taxicab Driver-take on additional passenger after the vehicle has departed with one or more passengers	\$205.00
223	Schedule 8 Section 5(5)	Taxicab Driver- Drive vehicle whose owner is not a licensed owner	\$205.00

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224	Schedule 8 Section 5(6)	Taxicab Driver- Permit a Passenger to stand in the vehicle while the vehicle is in motion	\$75.00
225	Schedule 8 Section 5(13)	Taxicab Driver- Refuse to serve a Passenger with a Service Animal	\$300.00
226	Schedule 8 Section 5(14)	Taxicab Driver- Smoke in a Taxicab	\$205.00
227	Schedule 8 Section 11(1)	Driver- Fail to properly affix to the vehicle the Owner's Plate, Roof Light and Fender Numbers prior to entering a Taxi Stand	\$75.00
228	Schedule 8 Section 11(1)	Driver- Fail to have properly affixed to the vehicle the Owner's Plate/Roof Light/Fender Numbers prior to entering the moving line at the Airport vehicle compound holding area	\$75.00
229	Schedule 8 Section 11(2)	Driver- Fail to enter a Taxicab Stand at the end of line on the stand	\$75.00
230	Schedule 8 Section 11(3)(a)	Driver- Obstruct/interfere with the normal use of the Taxicab Stand/public place while waiting there	\$75.00
231	Schedule 8 Section 11(3)(a)	Driver- Interfere with surrounding traffic patterns while waiting at a Taxicab Stand/public place	\$75.00
232	Schedule 8 Section 11(3)(b)	Driver- Make loud noise/disturbance while waiting at a Taxicab Stand/public place	\$75.00
233	Schedule 8 Section 11(3)(c)	Driver- Fail to be sufficiently close to his Taxicab to have it under observation while waiting at a Taxicab Stand/public place	\$75.00
234	Schedule 8 Section 11(3)(d)	Driver- Wash a Taxicab while waiting at a Taxicab Stand/public place	\$75.00
235	Schedule 8 Section 11(3)(e)	Driver- Make repairs to a Taxicab while waiting at a Taxicab stand/public place	\$75.00
236	Schedule 8 Section 11(4)	Driver- Pick up Passenger within sixty (60) metres of a Taxicab Stand	\$75.00
237	Schedule 8 Section 13	Driver/Plate Owner- Display/permit the display of a sign/emblem/ decal/ornament/ advertisement on/in Taxicab not approved by Licence Manager	\$75.00
238	Schedule 8 Section 39	Driver/Plate Owner- Operate/permit an unregistered vehicle	\$300.00
239	Schedule 8 Section 40(1)	Taxicab owner- Employ/ use the services of unlicensed Taxicab Driver	\$300.00
240	Schedule 8 Section 40(2)	Taxicab owner- Fail to repair reported Mechanical Defect in vehicle	\$300.00
241	Schedule 8 Section 40(3)	Taxicab owner- Fail to provide Licensing Section with name of licensed Driver operating his vehicle within 72 hours of the time when the licensed Driver commenced To Operate the vehicle	\$205.00
242	Schedule 8 Section 41(1)(e)	Driver/Plate Owner - Operate/permit to be operated a Vehicle not equipped with operable air-conditioning/heating	\$75.00
243	Schedule 8 Section 41(1)(f)	Driver/Plate Owner- Operate/permit to be operated a Vehicle not having Tint Free windows	\$75.00
244	Schedule 8 Section 41(1)(g)	Driver/Plate Owner- Operate/permit to be operated a Vehicle that is not clean/dry/in good repair as to its interior	\$75.00
245	Schedule 8 Section	Driver/Plate Owner- Operate/permit to be operated a Vehicle that is not clean/in good	\$75.00

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	41(1)(h)	repair as to its exterior	
246	Schedule 8 Section 41(1)(h)	Driver/Plate Owner- Operate/permit to be operated a Vehicle not free from exterior damage/well maintained exterior paint finish	\$75.00
247	Schedule 8 Section 41(1)(i)	Driver/Plate Owner- Operate/permit to be operated a Vehicle not equipped with an extra tire/wheel/jack	\$75.00
248	Schedule 8 Section 41(1)(j)	Driver/Plate Owner- Operate/permit to be operated a Vehicle without identical wheel coverings/design	\$75.00
249	Schedule 8 Section 41(1)(k)	Driver/Plate Owner- Operate/permit to be operated a Vehicle without, a seat belt cutting tool in good repair/easily accessible to the Driver	\$75.00
250	Schedule 8 Section 41(1)(l)	Driver/Plate Owner- Operate/permit to be operated a Vehicle without a tariff card that bears the plate number affixed to the rear Passenger window	\$75.00
251	Schedule 8 Section 41(1)(l)	Driver/Plate Owner- Operate/permit to be operated a Vehicle without a tariff card affixed that is plainly readable by Passengers	\$75.00
252	Schedule 8 Section 41(1)(m)	Driver/Plate Owner- Operate/permit to be operated a Vehicle without a no smoking signage affixed to the rear passenger window	\$75.00
253	Schedule 8 Section 41(1)(n)	Driver/Plate Owner- Operate/permit to be operated a Vehicle with a tariff card other than that obtained from the Licensing Section	\$75.00
254	Schedule 8 Section 41(1)(o)	Driver/Plate Owner- Operate/permit to be operated a Vehicle without a true copy of the Passenger Rights and Responsibilities in good/legible condition	\$75.00
255	Schedule 8 Section 41(1)(o)	Driver/Plate Owner- Operate/permit to be operated a Vehicle without displaying a true copy of the Taxicab Passenger Rights and Responsibilities in an area of the Taxicab approved by the Licence Manager	\$75.00
256	Schedule 8 Section 41(1)(p)	Driver/Plate Owner- Operate/permit to be operated a Vehicle without a Taxicab Meter	\$205.00
257	Schedule 8 Section 41(1)(p)(i)	Driver/Plate Owner- Operate/permit to be operated a Vehicle with a Taxicab Meter not illuminated between dusk and dawn	\$75.00
258	Schedule 8 Section 41(1)(p)(ii)	Driver/Plate Owner- Operate/permit to be operated a Vehicle with a Taxicab Meter in a position not clearly visible to the Passengers in the Taxicab	\$75.00
259	Schedule 8 Section 41(1)(p)(iv)	Driver/Plate Owner- Operate/permit to be operated a Vehicle with an unsealed Taxicab Meter	\$75.00
260	Schedule 8 Section 41(1)(p)(vi)	Driver/Plate Owner- Operate/permit to be operated a Vehicle with a Taxicab Meter not in good working condition	\$75.00
261	Schedule 8 Section 41(1)(r)	Driver/Plate Owner-Operate/permit to be operated a Vehicle not equipped with a fully operational security camera	\$205.00
262	Schedule 8 Section 41(2)(b)	Driver/Plate Owner- Fail to keep in the Vehicle a copy of the current Owner's Licence permit	\$75.00
263	Schedule 8 Section 41(3)(a)	Driver/Plate Owner- Fail to have affixed to the outside of the Taxicab the owner's plate at a location and manner approved by the Licence	\$75.00

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		Manager	
264	Schedule 8 Section 41(3)(b)	Driver/Plate Owner- Fail to have affixed to the outside of the Taxicab the Fender Numbers	\$75.00
265	Schedule 8 Section 41(3)(c)	Driver/Plate Owner- Fail to have affixed to the outside of the Taxicab a Roof Light	\$75.00
266	Schedule 8 Section 41(3)(d)	Driver/Plate Owner- Fail to have affixed to the outside of the Taxicab the Licence Renewal Sticker at the bottom right corner of the Owner's Plate	\$75.00
267	Schedule 8 Section 41(5)	Driver/Plate Owner- Fail to keep/maintain in the vehicle a Maintenance Log	\$75.00
268	Schedule 8 Section 49(2)	Owner-Fail to attend an inspection appointment with vehicle	\$205.00

ENACTED AND PASSED this day of , 2015.

APPROVED AS TO FORM City Solicitor MISSISSAUGA			
Date	2015		

MAYOR

CLERK

A by-law to amend By-law 521-04,
as amended, being the Tow Truck Licensing By-law

WHEREAS sections 8, 9 and 11 of the *Municipal Act, 2001*, S.O. 2001, c.25, authorize a municipality to pass By-laws necessary or desirable for municipal purposes;

AND WHEREAS section 151(1)(g) of the *Municipal Act, 2001* provides that a municipality may require a person, subject to such conditions as the municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with any part of a system of business licences established by the municipality;

AND WHEREAS section 151(5) of the *Municipal Act, 2001* provides that subsections 151(1)-(4) apply with necessary modifications to a system of licences with respect to any activity, matter or thing for which a by-law may be passed under sections 9 and 11 as if it were a system of licences with respect to a business;

AND WHEREAS section 391 of the *Municipal Act, 2001* authorizes a municipality to pass bylaws imposing fees or charges for costs payable by it for services or activities, and services or activities provided or done by or on behalf of the municipality;

AND WHEREAS Council of The Corporation of the City of Mississauga considers it desirable and necessary to make certain amendments to By-law 521-04, as amended, (the Tow Truck Licensing By-law) to provide for a system of administrative penalties and administrative fees as an additional means of encouraging compliance with the Tow Truck Licensing By-law;

NOW THEREFORE the Council of The Corporation of the City of Mississauga ENACTS as follows:

1. That By-law 521-04, as amended, is hereby amended by adding the following terms and definitions in alphabetical order:

"Administrative Fees" means any fees specified in the Administrative Penalty By-law and listed in Schedule "B" thereto;

"Administrative Penalty" means a monetary penalty as set out in Schedules "A" and "B" to the Administrative Penalty By-law for a contravention of a Designated By-law;

"Administrative Penalty By-law" means the City's Licensing Administrative Penalty By-law 0135-2014, as amended (or its successor), being a by-law to establish a system of administrative penalties respecting those who have failed to comply with any part of a system of business licences established by the City;

"City" means The Corporation of the City of Mississauga;

"Designated By-law" means a by-law or provision of a by-law that is designated under the Administrative Penalty By-law or any other by-law, as a by-law or provision of a by-law to which the Administrative Penalty By-law applies; and

13aa

"Penalty Notice" means a notice given to a Person pursuant to section 4 of the Administrative Penalty By-law.

2. That paragraph 6(3)(c) of By-law 521-04, as amended, is hereby deleted and replaced by the following paragraph:
 - (e) a record of all offences under any by-law (including a contravention under the Administrative Penalty By-law and the affirmation of a Penalty Notice), provincial statute or federal statute of which the applicant; if the applicant is an individual; any of the partners, if the applicant is a partnership; or any of the directors, shareholders and officers of a Corporation, if the applicant is a Corporation, has or have been convicted; and
3. That section 10 of By-law 521-04, as amended, is hereby amended by adding the following subsection:
 - (8.1) the applicant has failed to pay an Administrative Penalty imposed by the City arising from a contravention of a Designated By-law.
4. That By-law 521-04, as amended, is hereby amended by adding the following sections:
 - 40.1 Every Person who contravenes any provision of this By-law, when given a Penalty Notice, is liable to pay to the City an Administrative Penalty in the amount specified in the City's Administrative Penalty By-law and shall be liable to pay to the City Administrative Fees pursuant to the City's Administrative Penalty By-law, and shall follow the procedures for payment or review/appeal as outlined in the City's Administrative Penalty By-law.
 - 40.2 Notwithstanding section 40.1, every Person who contravenes any provision of this By-law is guilty of an offence and is liable to a fine, including the fines set out in this By-law, and such other penalties as provided for in the *Provincial Offences Act*, R.S.O. 1990, c.P.33, as amended and the *Municipal Act, 2001*, as each may be amended from time to time.

ENACTED AND PASSED this day of , 2015.

APPROVED AS TO FORM City Solicitor MISSISSAUGA			
Date	2015		

MAYOR

CLERK

A by-law to amend By-law 420-04,
as amended, being the Public Vehicle Licensing By-law

WHEREAS sections 8, 9 and 11 of the *Municipal Act, 2001*, S.O. 2001, c.25, authorize a municipality to pass By-laws necessary or desirable for municipal purposes;

AND WHEREAS section 151(1)(g) of the *Municipal Act, 2001* provides that a municipality may require a person, subject to such conditions as the municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with any part of a system of business licences established by the municipality;

AND WHEREAS section 151(5) of the *Municipal Act, 2001* provides that subsections 151(1)-(4) apply with necessary modifications to a system of licences with respect to any activity, matter or thing for which a by-law may be passed under sections 9 and 11 as if it were a system of licences with respect to a business;

AND WHEREAS section 391 of the *Municipal Act, 2001* authorizes a municipality to pass bylaws imposing fees or charges for costs payable by it for services or activities, and services or activities provided or done by or on behalf of the municipality;

AND WHEREAS Council of The Corporation of the City of Mississauga considers it desirable and necessary to make certain amendments to By-law 420-04, as amended, (the Public Vehicle Licensing By-law) to provide for a system of administrative penalties and administrative fees as an additional means of encouraging compliance with the Public Vehicle Licensing By-law;

NOW THEREFORE the Council of The Corporation of the City of Mississauga
ENACTS as follows:

1. That By-law 420-04, as amended, is hereby amended by adding the following terms and definitions in alphabetical order:

"Administrative Fees" means any fees specified in the Administrative Penalty By-law and listed in Schedule "B" thereto;

"Administrative Penalty" means a monetary penalty as set out in Schedules "A" and "B" to the Administrative Penalty By-law for a contravention of a Designated By-law;

"Administrative Penalty By-law" means the City's Licensing Administrative Penalty By-law 0135-2014, as amended (or its successor), being a by-law to establish a system of administrative penalties respecting those who have failed to comply with any part of a system of business licences established by the City;

"City" means The Corporation of the City of Mississauga;

"Designated By-law" means a by-law or provision of a by-law that is designated under the Administrative Penalty By-law or any other by-law, as a by-law or provision of a by-law to which the Administrative Penalty By-law applies; and

13cc

"Penalty Notice" means a notice given to a Person pursuant to section 4 of the Administrative Penalty By-law.

2. That section 12 of By-law 420-04, as amended, is hereby amended by adding the following subsection:

(5.1) The applicant has failed to pay an Administrative Penalty imposed by the City arising from a contravention of a Designated By-law; or

3. That By-law 420-04, as amended, is hereby amended by adding the following sections:

32.1 Every Person who contravenes any provision of this By-law, when given a Penalty Notice, is liable to pay to the City an Administrative Penalty in the amount specified in the City's Administrative Penalty By-law and shall be liable to pay to the City Administrative Fees pursuant to the City's Administrative Penalty By-law, and shall follow the procedures for payment or review/appeal as outlined in the City's Administrative Penalty By-law.

32.2 Notwithstanding section 32.1, every Person who contravenes any provision of this By-law is guilty of an offence and is liable to a fine, including the fines set out in this By-law, and such other penalties as provided for in the *Provincial Offences Act*, R.S.O. 1990, c.P.33, as amended and the *Municipal Act, 2001*, as each may be amended from time to time.

ENACTED AND PASSED this day of , 2015.

APPROVED AS TO FORM City Solicitor MISSISSAUGA			
Date	2015		

MAYOR

CLERK

13dd

A by-law to amend the Screening and
Hearing Officer By-law 285-13

WHEREAS sections 8, 9 and 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, ("*Municipal Act, 2001*") authorize The Corporation of the City of Mississauga to pass by-laws necessary or desirable for municipal purposes;

AND WHEREAS subsection 102.1(1) of the *Municipal Act, 2001* provides that a municipality may require a person to pay an administrative penalty if the municipality is satisfied that the person failed to comply with any by-laws respecting the parking, standing or stopping of vehicles;

AND WHEREAS section 151(1)(g) of the *Municipal Act, 2001* provides that a municipality may require a person, subject to such conditions as the municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with any part of a system of business licences established by the municipality;

AND WHEREAS section 151(5) of the *Municipal Act, 2001* provides that subsections 151(1)-(4) apply with necessary modifications to a system of licences with respect to any activity, matter or thing for which a by-law may be passed under sections 9, 10 and 11 as if it were a system of licences with respect to a business;

AND WHEREAS The Council of the Corporation of the City of Mississauga is desirous of amending the Screening and Hearing Officer By-law 285-13, as amended, to effect housekeeping measures;

NOW THEREFORE the Council for The Corporation of the City of Mississauga hereby ENACTS AS FOLLOWS:

1. That section 2 of By-law 285-13 is hereby amended by deleting the "Administrative Penalty By-law" definition and replacing it with the following definition:

"Administrative Penalty By-law" means the City's Administrative Penalty By-law 282-13, as amended (or its successor), being a by-law to establish a system of administrative penalties respecting the stopping, standing or parking of vehicles in the City of Mississauga; and the City's Licensing Administrative Penalty By-law 135-14, as amended (or its successor), being a by-law to establish a system of administrative penalties respecting licensing in the City of Mississauga;

ENACTED AND PASSED this day of , 2015.

APPROVED AS TO FORM City Solicitor MISSISSAUGA			
Date	2015		

MAYOR

CLERK



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General Committee

JUN 03 2015

DATE: May 20, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P. Eng.,
Commissioner of Transportation and Works

SUBJECT: **Changes to the Public Vehicle Licensing By-law 420-04, as amended, Lease Agreements for Accessible Taxicabs**

RECOMMENDATION: That a by-law be enacted to amend the Public Vehicle Licensing By-law 420-04, as amended, to incorporate lease agreement requirements for brokerages of accessible taxi cabs as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "Changes to the Public Vehicle Licensing By-law 420-04, as amended, Lease Agreements for Accessible Taxicabs".

BACKGROUND: At its meeting of May 13, 2015, Council approved the following recommendation:

"GC-0282-2015

*That the report from the Commissioner of Transportation and Works, dated April 9, 2015 and entitled "Amendments to the Public Vehicle Licensing By-law 420-04, as amended, Lease Agreements for Accessible Taxicabs", be received".
(PVAC-0015-2015)"*

The purpose of this report is to respond to GC-0282-2015.

COMMENTS:

At its meeting of April 21, 2015 the Public Vehicle Advisory Committee (PVAC) approved the recommendations in GC-0282-2015. Further, PVAC did not provide any comments on the report.

A summary of the requirements for this change is provided below. This summary includes information taken directly from the report mentioned in the preceding paragraph.

“The Public Vehicle Licensing By-law 420-04, as amended, states:

“No Licensed Special Accessible Taxicab Owner shall Lease his Owner's Licence or Plate”.

Concerns have been raised by members of the taxi industry regarding the wording of the by-law and what actually happens with accessible taxicabs in the industry. A practice put into place by previous mobile licensing management allowed the taxicab brokerages, who were provided with accessible plates, to lease the plates to owners of accessible vehicles. This practice had the owners of the vehicles providing the insurance, maintenance and having overall responsibility for the vehicle. The City has issued 41 accessible taxicab plates to taxicab brokerages, of which 40 are being leased. The concern for the City is that no lease agreement requirements exist for the accessible taxicab owners as required for the regular taxicab owners and the practice of brokerages leasing the accessible taxicab plates is in violation of the by-law.

Staff reviewed the concerns of the accessible taxicab industry and the requirements of the Public Vehicle Licensing By-law 420-04, as amended. Staff recommend that the by-law be amended to ensure consistency and to address the concerns of the industry, by amending the by-law to include lease agreement requirements for brokerages of accessible taxicabs consistent with the lease agreement requirements for taxicab owners.”

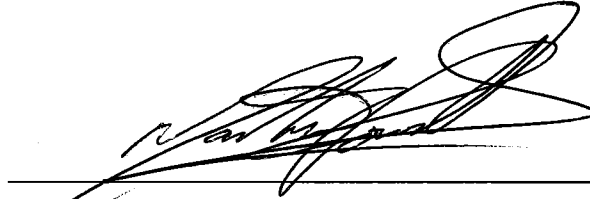
FINANCIAL IMPACT:

The proposed amendments outlined in this report will have no financial impact.

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CONCLUSION:

Staff recommend that the Public Vehicle Licensing By-law 420-04, as amended, be amended to include lease agreement requirements for brokerages of accessible taxicabs consistent with the lease agreement requirements for taxicab owners.



Martin Powell, P. Eng.,
Commissioner of Transportation and Works

Prepared By: Daryl Bell, Manager, Mobile Licensing Enforcement



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General Committee

JUN 03 2015

DATE: May 20, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P. Eng.,
Commissioner of Transportation and Works

SUBJECT: **Changes to the Public Vehicle Licensing By-law 420-04, as amended, English Language Assessments for the Owners and Drivers of Airport Municipal Transportation Vehicles**

RECOMMENDATION: That a by-law be enacted to amend the Public Vehicle Licensing By-law 420-04, as amended, to incorporate the changes for English language assessments for the owners and drivers of airport municipal transportation vehicles as outlined in the report from the Commissioner of Transportation and Works, dated May 20, 2015 entitled "Changes to the Public Vehicle Licensing By-law 420-04, as amended, English Language Assessments for the Owners and Drivers of Airport Municipal Transportation Vehicles".

BACKGROUND: At its meeting of May 13, Council approved the following recommendation:

"GC-0283-2015

*That the report from the Commissioner of Transportation and Works, dated April 9, 2015 and entitled "Amendments to the Public Vehicle Licensing By-law 420-04, as amended, English Language Assessments for the Owners and Drivers of Airport Municipal Transportation Vehicles", be received.
(PVAC-0016-2015)"*

The purpose of this report is to respond to GC-0283-2015.

COMMENTS:

At its meeting of April 21, 2015 the Public Vehicle Advisory Committee (PVAC) approved the recommendations in GC-0283-2015. Further, PVAC did not provide any comments on the report.

A summary of the requirements for this change is provided below. This summary includes information taken directly from the report mentioned in the preceding paragraph.

"The Public Vehicle Licensing By-law 420-04, as amended, Section 12 (7)(e), Grounds For Refusal To Issue Or Renew A Licence, states:

"the Licensee provide proof of proficiency in English to the Canadian Language Benchmark standard for listening/speaking competencies of Benchmark 7."

All Schedules contain the same section as the Grounds for Refusal with the exception of Schedule 3, which has an additional requirement for reading and writing. Schedule 3, Section 1(1)(b) of the by-law states:

"Every Applicant for an Airport Municipal Transportation Vehicle (AMTV) Driver's Licence shall: demonstrate a proficiency in English to the Canadian Language Benchmarks Assessment benchmark standard for listening/speaking competencies of a Level Seven, for reading competencies at Level Five and for writing at Level Four".

When a person fails to meet the requirements of the English Assessment, they are directed to attend The Centre for Education and Training (TCET) to obtain the required Benchmark 7. Mobile Licensing staff do not have a tool for testing, or the training to administer a test for reading and writing at a Benchmark 4 and 5, so persons applying for an AMTV Licence are directed to the TCET to obtain proof of the required Benchmark scores. Recent problems occurred when applicants were sent to the TCET for testing and were refused assistance because they were Canadian citizens. The TCET does not offer testing for Canadian citizens. The matter was further

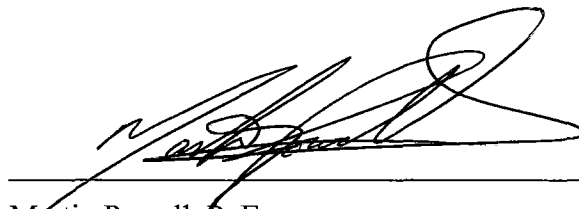
aggravated when the applicants were able to provide their Ontario Secondary School Graduation Diploma (OSSGD), which should be sufficient to prove English proficiency, but is not offered as an option under the by-law."

Staff reviewed the concerns of the AMTV applicants and the requirements of the Public Vehicle Licensing By-law 420-04, as amended. Staff recommend that the by-law be amended to include consistent requirements in all schedules to allow a person to either demonstrate proficiency in the English language through in-house or TCET testing or provide proof of OSSGD or equivalent.

FINANCIAL IMPACT: The proposed amendments outlined in this report will have no financial impact.

CONCLUSION: Staff recommend that the Public Vehicle Licensing By-law 420-04, as amended, Schedule 3, Owners and Drivers of Airport Municipal Transportation Vehicles, be amended to state: *"the Licensee provide proof of proficiency in English to the Canadian Language Benchmark standard for listening/speaking competencies of Benchmark 7"*. This amendment would make it consistent with the requirements to issue and renew a licence and all of the other schedules in the Public Vehicle Licensing By-law 420-04, as amended.

It is further recommended that the by-law be amended to include an option for an applicant to provide an OSSGD or equivalent in place of taking an English Language Assessment.



Martin Powell, P. Eng.,
Commissioner of Transportation and Works

Prepared By: Daryl Bell, Manager, Mobile Licensing Enforcement



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General Committee

JUN 03 2015

DATE: May 19, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P. Eng.
Commissioner of Transportation and Works

SUBJECT: **Lakeshore Road Transportation Master Plan and Implementation Strategy**

RECOMMENDATION: That the report titled 'Lakeshore Road Transportation Master Plan and Implementation Strategy', dated May 19, 2015 from the Commissioner of Transportation and Works, be received for information.

**REPORT
HIGHLIGHTS:**

- This information report provides an overview of the City's upcoming Lakeshore Road Transportation Master Plan and Implementation Strategy.
- The Strategy will identify future travel demand impacts along the entire Mississauga portion of the Lakeshore Road corridor, consider opportunities for higher order transit, as outlined in the Metrolinx Regional Transportation Plan, and will include a wide range of community and stakeholder consultation opportunities. The Strategy is to commence later in 2015 and is expected to take approximately 24 months to complete.
- Funding for this Strategy was approved as part of the 2015 Budget.

BACKGROUND: In Mississauga, the Lakeshore Road corridor, including Royal Windsor Drive, is a significant arterial road as it is a key link in the City stretching continuously between the City's west and east limits

serving both local community and regional travel. It is also the only east-west street that crosses the Credit River south of the Queen Elizabeth Way (QEW). The corridor is constrained by the Credit River, the CN Railway and the existing street network, which represents challenges to the overall functioning and capacity of the system.

The corridor consists of three distinct communities - Clarkson, Port Credit and Lakeview areas, each with their own unique characteristics including mainstreet features that represent rich built and cultural heritage. These features will be preserved and enhanced as these areas are envisioned as places with civic, institutional and cultural importance supported by residential, commercial and employment uses. The area transportation system plays an important role in the overall livability and development of the corridor area and how the communities evolve in the future including through intensification of these communities and general growth in and adjacent to Mississauga.

Within both Port Credit and Lakeview, there are three areas of significant intensification potential: the former refinery lands owned by Imperial Oil Limited (IOL), the Canada Lands Company's (CLC) Port Credit Harbour Marina (PCHM) site and the Ontario Power Generation (OPG) and Lakeview business employment lands. Preliminary understandings of the transportation implications of the sites were developed as part of the City's Inspiration Port Credit (study underway) and Inspiration Lakeview (2014) processes, which suggest consideration of significant transportation network improvements for the area transportation network (e.g. rapid transit improvements, additional street connections, possible new Credit River crossing(s), additional cycling facilities, etc.).

The City's Official Plan (OP) identifies rapid transit on Lakeshore Road from Hurontario Street to the east City limit, which is consistent with Metrolinx's Regional Transportation Plan (2008). It is envisioned that this rapid transit line would connect with the future Hurontario-Main Street Light Rail Transit (LRT) system and ultimately the City of Toronto transit system. As part of the recently approved City of Mississauga and City of Brampton Hurontario-Main Street LRT Transit Project Assessment Process Report (2014), high frequency LRT service will be provided on the Hurontario-Main corridor between the Port Credit GO Station and the GO Station in Downtown

Brampton. As part of both the Hurontario-Main LRT Project and Inspiration Port Credit processes, some work has been completed regarding extending rapid transit into the Port Credit area as it is the City's long term objective to extend rapid transit to the Port Credit communities. As part of Inspiration Lakeview, preliminary study findings have identified rapid transit serving the potential development of the OPG site.

The corridor provides connection to three GO Commuter rail stations (Clarkson, Port Credit and Long Branch) with Port Credit as a Mobility Hub as well as corridor support for core Mississauga Transit services.

Through the public consultation process of previous studies that include the corridor, the public has noted that character between the curb face and building face play an important role in creating vibrant, livable and walkable communities including elements such as street trees and street furniture to enhance the public realm.

COMMENTS:

The City is undertaking the development of a master plan, titled 'Lakeshore Road Transportation Master Plan and Implementation Strategy', that will:

- Take into account intensification in the Clarkson, Port Credit and Lakeview nodes including the proposed intensification identified as part of Inspiration Port Credit and Inspiration Lakeview projects and general growth in and adjacent to Mississauga;
- Undertake a comprehensive transportation modelling exercise of existing conditions and future scenarios (phasing);
- Review network connectivity for all modes and operations as well as opportunities to provide important linkages at key locations (e.g. nodes, mobility hubs, major transit stations);
- Consider rapid transit east of Hurontario Street, as shown in Metrolinx's regional plan, as well as review the potential extension of rapid transit into the Port Credit area including as far west as the former refinery lands owned by IOL. This project will examine and evaluate the range of potential rapid transit alternatives considering the existing and future land uses in the area that are feasible for the Lakeshore Road corridor area. The evaluation of rapid transit

alternatives will include the viability of the steps required to implement each alternative so that a preferred viable alternative can be identified;

- Assess potential options to address severe congestion or shut down situations on the QEW;
- Assess the potential need for additional crossing(s) of the Credit River in the vicinity of Lakeshore Road;
- Develop a corridor design (10% preliminary design) of Lakeshore Road and Royal Windsor Drive from 'building face to building face'. It is expected that two public realm concept plans will be developed to create an animated public realm. One option will examine the public realm potential based on existing major utility locations and a second option will consider the public realm potential based on the potential optimization of utility locations. Additional concepts will be required for the focus areas that reflect their unique and historical nature. The preferred solutions will include interim and ultimate conditions to be developed that will create a vibrant corridor that supports all modes of transportation and safely connect people to places and move goods to market; and
- Design a comprehensive public engagement strategy as the City is expecting a high level of stakeholder engagement in this study. The City is encouraging creative options for the interactions with stakeholders. The strategy should be accessible, open and transparent in which stakeholders can participate conveniently and meaningfully.

The subject lands for the master plan are generally illustrated in Appendix 1.

The expected project timeline is as follows:

- Prepare and finalize procurement materials - Summer 2015;
- Retain consultant - Fall 2015;
- Undertake study for 18 to 24 months - Concluding between Winter and Summer 2017; and
- Bring final plan forward to Council for approval - Fall 2017.

The study will be conducted in a manner that conforms to the requirements of Stages 1 and 2 of the Municipal Class Environmental Assessment approval process.

16d

STRATEGIC PLAN: The Lakeshore Road Transportation Master Plan and Implementation Strategy will advance the *Move: Developing a Transit-Oriented City* and *Connect: Completing our Neighbourhoods* pillars.

FINANCIAL IMPACT: The projected cost of the study is approximately \$1.5M and has been approved as part of the 2015 Budget. The project will be cash-flowed over the 24-month period.

CONCLUSION: The City of Mississauga will retain consultants to undertake the master plan study that will ultimately support a number of future processes and strategic decisions. The master plan will inform land use and corridor design decisions as they relate to the ongoing applications for intensification and redevelopment in the Lakeshore Road area as well as City and Region of Peel capital plans.

A critical component of the master plan will be an Implementation Strategy/Action Plan as the findings of the master plan will influence a variety of strategic decisions such as potential future land use reviews. The strategy will include potential pilot projects/quick-wins for the City's consideration, which, if feasible, may be implemented during the study process.

The final master plan will be brought to Council for approval in late 2017, with interim reporting throughout the process.

ATTACHMENTS: Appendix 1 – Lakeshore Road Transportation Master Plan and Implementation Strategy Study Area Map



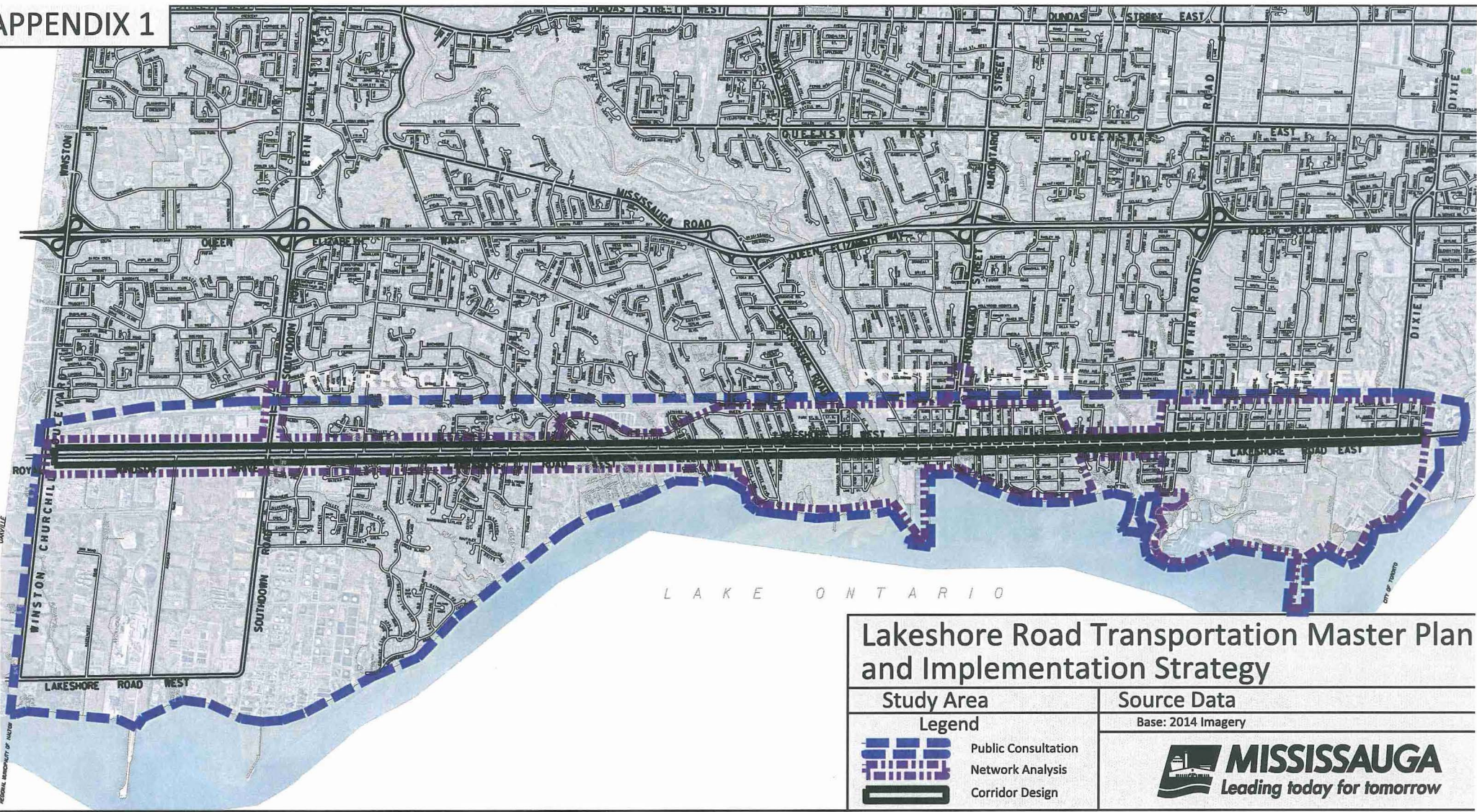
Martin Powell, P.Eng.

Commissioner of Transportation and Works





Prepared By: Leslie Green, Manager, Transportation Projects

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APPENDIX 1



Lakeshore Road Transportation Master Plan and Implementation Strategy

Study Area		Source Data	
Legend		Base: 2014 Imagery	
	Public Consultation	 MISSISSAUGA Leading today for tomorrow	
	Network Analysis		
	Corridor Design		



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MG.23.REP

General Committee

JUN 03 2015

DATE: May 5, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P. Eng.
Commissioner of Transportation and Works

SUBJECT: **The Regional Municipality of Peel
Road Maintenance and Repair Agreement Extension**

RECOMMENDATION: That a by-law be enacted to authorize the Commissioner of Transportation and Works and the City Clerk to execute, on behalf of The Corporation of the City of Mississauga, an Amending Road Maintenance and Repair Agreement with The Regional Municipality of Peel, in a form satisfactory to the City Solicitor.

**REPORT
HIGHLIGHTS:**

- The existing Road Maintenance and Repair Agreement between the City of Mississauga ("the City") and the Region of Peel (the "Region") has expired.
- The City is participating in the Region's arterial roads review process through the Arterial Roads Review Ad-hoc Steering Committee (ARRASC).
- The findings and recommendations from ARRASC may impact the existing agreement.
- An amending agreement is required to extend the term of the existing agreement until the ARRASC final recommendations are received and approved.

BACKGROUND:

The City and the Region previously entered into an agreement that was executed in January 2009 which expired in December 2013, for the maintenance and repair of three regional roads by the City (the "Agreement"). These roads included Regional Road 17 (Cawthra Road), Regional Road 20 (The Queensway), and Regional Road 19 (Winston Churchill Boulevard between Lakeshore Road and Dundas Street West).

The Agreement specifies that the City performs maintenance activities on behalf of the Region in accordance with Regional Road Standards on the above noted roads. Typical maintenance activities include pothole patching, depression and settlement repairs, guiderail repairs, snow plowing, snow removal, salting, spring cleanup and traffic signage. The Agreement has served the City and the Region well and there are no issues in the continuation of this Agreement.

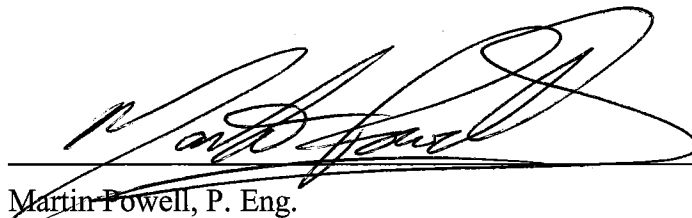
COMMENTS:

Presently, the City is participating on the Arterial Roads Review Ad hoc Steering Committee (ARRASC). The committee consists of members from the Region, the City of Brampton, the Town of Caledon, and the City. The committee, through its various working groups, seeks to investigate opportunities to improve on the effective and efficient utilization of resources between municipalities while ensuring that a consistent level of service is maintained from a corridor perspective. The final recommendations from ARRASC may impact the details of the Agreement. As such, an amending agreement was prepared to extend the term of the existing Agreement until the ARRASC recommendations can be finalized and incorporated into any new agreement that may be required at such time.

Both the Transportation and Works Department and Legal Services Staff of the Corporate Services Department have reviewed the Amending Road Maintenance and Repair Agreement and find the conditions acceptable.

FINANCIAL IMPACT: The Proposed Region Amending Road Maintenance and Repair Agreement does not have a financial impact to the City. All activities performed by the City on behalf of the Region with respect to the agreement are 100 percent recoverable costs.

CONCLUSION: The Transportation and Works Department recommends that the Amending Road Maintenance and Repair Agreement with the Region be approved and enacted.

A handwritten signature in black ink, appearing to read 'Martin Powell', is written over a horizontal line.

Martin Powell, P. Eng.
Commissioner, Transportation and Works

*Prepared By: Bob Levesque, P.Eng.
Manager, Works and Technical Services*



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General Committee

JUN 03 2015

DATE: May 14, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Martin Powell, P.Eng.
Commissioner of Transportation and Works

SUBJECT: **Corporate Policy and Procedure Revision - Roadway Directional Signage 10-04-01**

RECOMMENDATION: That the revised Corporate Policy and Procedure, Roadway Directional Signage 10-04-01, attached as Appendix 1 to the Corporate Report dated May 14, 2015 from the Commissioner of Transportation and Works, be approved.

BACKGROUND: At the request of Councillor Carlson, staff reviewed the need to include schools, defined as any building used primarily as an elementary or high school, in the Roadway Directional Signage Corporate Policy and Procedure.

COMMENTS: Many schools, elementary or high school, hold events that may attract people who don't attend the school recurrently. Depending on the school location it can be challenging at times for visitors to find it. Both schools and visitors could benefit from directional signage to the facility from the nearest arterial or major collector roadway.

Consequently, it has been concluded that the policy should be revised to include schools, provided these meet the following criteria:

- the school is part of the Peel District School Board, the Dufferin-Peel Catholic District School Board or is a private school regulated by the Ministry of Education;
- the school offers courses or programs to citizens travelling from outside of the immediate neighbourhood (i.e. adult learning, night school general interest courses); and
- the school is not located on an arterial or major collector road.

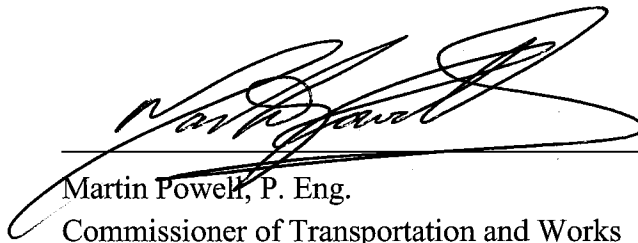
Schools meeting these criteria shall be allowed a maximum of two signs (one in each direction) on the closest intersecting major road, with directional signage to the school as required.

All signing proposed by a school shall be provided by the City, with all costs (supply, installation, and maintenance) being borne by the proponent. The sign shall be comprised of the name of the school, a generic symbol denoting a school and an arrow. No upgrading or replacement of sign shall be undertaken unless the school agrees in writing to pay the replacement cost.

FINANCIAL IMPACT: Not applicable.

CONCLUSION: That the revised Corporate Policy and Procedure, Roadway Directional Signage 10-04-01, attached as Appendix 1 to the Corporate Report dated May 14, 2015 from the Commissioner of Transportation and Works, be approved.

ATTACHMENTS: Appendix 1: Revised Corporate Policy 10-04-01, Roadway Directional Signage



Martin Powell, P. Eng.
Commissioner of Transportation and Works

Prepared By: Darek Koziol, Traffic Operations Technologist

Corporate Policy and Procedure



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TAB:	ROADS AND TRAFFIC
SECTION:	TRAFFIC SIGNALS
SUBJECT:	ROADWAY DIRECTIONAL SIGNAGE

POLICY STATEMENT	The City of Mississauga installs directional signage (trail-blazing or way-finding signage) on municipal roadways in accordance with the provisions of this policy.
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PURPOSE	Directional signage (also referred to as trail-blazing or way-finding signage) is a series of signs which lead motorists to a destination via a specific, defined route. Clear identification of a route using directional signage can reduce driver confusion and enhance safety. However, over signing facilities can have the reverse effect, thereby requiring the limitation of directional signing.
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The purpose of this policy is to identify the types of directional signage which will be installed on City roadways and any specific conditions which must be met.

SCOPE	<p>This policy applies to signage to be installed on any municipal roadway under the jurisdiction of the City of Mississauga, for the purpose of directing motorists to:</p> <ul style="list-style-type: none">• specific tourist destinations;• essential or municipal services or facilities (hospitals, police, universities and community colleges, municipal facilities); and• local area services (business improvement associations, places of religious assembly, service clubs, schools, local events).
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In some cases, the signing systems are an integral part of a way-finding system and may depend on signing of Provincial highways and Regional roads for continuity of information to the

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motorist.

Signage for the purpose of directing motorists to specific commercial establishments for food, fuel or lodging is not permitted on City of Mississauga roadways.

This policy does not establish fees and charges. Fees and charges are established by by-law.

ADMINISTRATION

This policy is administered by the Traffic Engineering and Operations Section of the Transportation and Works Department.

All requests for directional signage must be submitted, in writing, to Traffic Engineering and Operations. The location and design of all signs require the approval of Traffic Engineering and Operations. Consideration will be given to the number of signs to be installed in any one area, to avoid proliferation of signs and motorist confusion. Directional signs will be located in a way that will not detract from, or interfere with, other traffic control devices.

TOURIST SIGNAGE

Signage to direct motorists to specific tourist destinations is referred to as Tourism-Oriented Directional Signage (TODS). The Province of Ontario has established criteria for permitting TODS on provincial roadways. The City of Mississauga considers eligibility under the provincial criteria as a basis for approval of TODS on municipal roadways. For facilities which are eligible for TODS on provincial highways, municipal directional signage will be permitted. For facilities which are not eligible, municipal directional signage will not be permitted. (Provincial criteria are available from Traffic Engineering and Operations staff.)

Location and Design

Normally, the Province will provide a sign at the off ramp of the provincial highway or the nearest point on the provincial highway

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system. The last TODS sign located in advance of the facility will have a distance dimension. The City of Mississauga will supply and install signs on municipal roads at all turns in the road from the provincial highway to the facility. The City will provide a sign at the entrance to the facility itself, at the request of the facility operator.

The design of the municipal signs will be consistent with the signing on provincial highways and local roads in other municipalities in Ontario. Standardization of colour, shape and style help the motorist understand the meaning of the sign more quickly.

Following are the standards in place at the time of approval of this policy. Should the standards change, the policy will be amended to reflect the new standards:

- Signs are to be “landscape” in shape (width greater than height) and either ground mounted or pole mounted as the location dictates.
- The size of the sign depends on the posted speed limit for the roadway:
 - where speed limits are 50, 60 and 70 km/h, individual facility signs can be either 450 mm by 600 mm (1.5 ft. by 2 ft.) or 1,200 mm by 300 mm (4 ft. by 1 ft.);
 - where speed limits are 80 km/h and over, the sign size will be 600 mm x 2,400 mm (2 ft. by 8 ft.).
- Signs will be blue with white letters, and the standard logo for each attraction as per the ramp exit sign will be included on the sign.

Directional signs in existence at the time of approval of this policy will not be changed to comply with this policy. However,

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as replacement signs are required, all replacements shall match the TODS system of colour, size and shape.

Costs

The cost of tourism directional signs is the responsibility of the facility. The facility will be charged an annual fee which will recover the cost of the sign itself and installation costs, as well as ongoing maintenance required to maintain the quality of signing. The current fees set by TODS will be incorporated into the Fees and Charges By-Law.

ESSENTIAL SERVICES SIGNING

Essential services include universities and community colleges, hospitals and police.

Universities & Community Colleges

Any post-secondary educational institution which is signed at exits from the provincial highway system will be permitted directional signing on municipal roads. In addition, directional signing will be approved for any post-secondary educational institution having a minimum yearly enrolment of greater than 5,000 full-time students at the campus for which signing is being requested.

Signing for universities and colleges will be subject to the same requirements regarding location, design and cost as those outlined in this policy for tourism signs.

Emergency Service Hospitals

Directional signing for hospitals providing emergency service will be provided from the provincial highway system, when signed on the provincial highway. Only one route shall be signed from each provincial highway to a particular facility, but under some circumstances a particular facility may be signed from more than one provincial highway. Costs will be borne by the City.

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Police Specialized local signs for police stations shall be provided on an individual site basis as required. Costs will be borne by the City.

MUNICIPAL SERVICES & FACILITIES SIGNING

Municipal facilities such as the Civic Centre, libraries, community centres, swimming pools, arenas, major parks and municipally-owned heritage facilities will be permitted signing from the nearest major intersection via the most direct route to the facility. Larger facilities, such as the Hershey Centre, may be signed from the provincial highway system.

The signing of municipal facilities will be undertaken in accordance with Council-approved standards for such signs and their location will be subject to approval by Traffic Engineering and Operations.

LOCAL AREA SERVICES SIGNING

Business Improvement Areas

All signage for Business Improvement Areas (BIA's) will be incorporated into a cluster arrangement, located at major entrance points to the BIA, where road right-of-ways permit. This signage may include service clubs, tourist information centres and BIA signing.

The City will supply and install standard metal entrance signing for BIA's similar to existing City of Mississauga entrance signs and will continue to maintain existing BIA entrance signing. The manufacture, installation and maintenance costs of BIA signs that are in excess of the standard metal sign will be borne by the BIA.

Service Clubs

To be eligible for directional signage, the organization/group must meet at regularly scheduled times at the same location for a minimum of six times per year. No organization/group which promotes tobacco use, presents demeaning or derogatory portrayals of individuals or groups or promotes anything which, in light of generally prevailing community standards is likely to

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cause deep or widespread offence, or is in conflict with any applicable laws, by-laws or City policies, will be eligible for signing as a service club.

Eligible service clubs operating within BIA's will be strongly encouraged to incorporate their signs into a cluster arrangement to be installed at the primary entrance to the area as road right-of-way space permits (on major collector or arterial roadways). Where it is impractical to incorporate this signing into a cluster arrangement, the sign may be installed in a "stand alone" location.

All signing proposed by service clubs may be supplied by the proponent or the City, but will be installed by the Transportation and Works Department, with all costs (supply, installation and maintenance) being borne by the proponent. No upgrading or replacement of signs will be undertaken unless the proponent agrees in writing to pay the replacement cost.

Places of Religious Assembly

For the purpose of this policy, a "place of religious assembly" is defined as any building which is used primarily as a place of public worship and is also used for administrative offices in conjunction with the place of worship, as well as a place of conduct of social, recreational and charitable activities.

Places of religious assembly located on arterial or major collector roads that are visible to motorists travelling on the roadway are not eligible for directional signing under this policy.

Places of religious assembly not located on arterial or major collector roads will be allowed a maximum of two signs (one in each direction) on the closest intersecting major road with directional signage to the facility if deemed necessary. Some places of worship have their own "logo" signing that may be used to identify the place of worship. These may be incorporated into the sign design and may be installed based on visibility criteria.

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All signing proposed by places of religious assembly may be supplied by the proponent or the City, but will be installed by the Transportation and Works Department, with all costs (supply, installation and maintenance) being borne by the proponent. No upgrading or replacement of signs will be undertaken unless the proponent agrees in writing to pay the replacement cost.

Schools

Schools, defined as any building used primarily as an elementary or high school, may request directional signage if all of the following criteria are met:

- the school is part of the Peel District School Board, the Dufferin-Peel Catholic District School Board or is a private school regulated by the province's Ministry of Education;
- the school offers courses or programs to citizens travelling from outside of the immediate neighbourhood (e.g. adult learning, night school general interest courses); and
- the school is not located on an arterial or major collector road.

Schools meeting these criteria will be allowed a maximum of two signs (one in each direction) on the closest intersecting major road, with directional signage to the school.

All signing proposed by a school will be provided by the City, with all costs (supply, installation and maintenance) being borne by the proponent. The sign will be comprised of the name of the school, a generic symbol denoting a school and an arrow. No upgrading or replacement of signs will be undertaken unless the school agrees in writing to pay the replacement cost.

Temporary Events

Directional signing from the provincial highway system to locations holding special events will be considered if the exit from the provincial highway is signed.

Special signs displaying the logo of the event will be used for the temporary event. Graphics displaying commercial advertising

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will not be accepted. Signing size and style will be determined by Traffic Engineering and Operations in consultation with the event operator. The signs may be fabricated out of a temporary material such as plastic to reduce the cost. For events which occur on an annual basis, provision may be made for permanent signs which can be easily re-erected or reused.

All signing proposed by operators of temporary events may be supplied by the proponent or the City, but will be installed by the Transportation and Works Department, with all costs (supply and installation) being borne by the proponent.

REFERENCE:

GC-0372-2001 - 2001 06 27
2010-12-10 – Service Clubs – removed restriction on religious and political organizations

LAST REVIEW DATE:

December, 2010

CONTACT:

For more information, contact Traffic Engineering and Operations, Transportation and Engineering Planning Division, Transportation and Works Department.



Corporate Report

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General Committee

JUN 03 2015

DATE: April 28, 2015

TO: Chair and Members of General Committee
Meeting Date: June 03, 2015

FROM: Paul A. Mitcham, P. Eng., MBA
Commissioner of Community Services

SUBJECT: **Alternate Locate Agreement with Enbridge Gas Distribution Inc.**

RECOMMENDATION: That a by-law be enacted to authorize the Commissioner of Community Services on behalf of the City of Mississauga, to enter into an agreement with Enbridge Gas Distribution Inc., regarding alternate locates in City parks and in a form satisfactory to the City Solicitor.

BACKGROUND: **Alternate Locate Agreement**

The intention of the Alternate Locate process is to increase efficiency of City Contractors and Staff to gain clearances for stump grinding operations without compromising safety. There are many types of excavation that pose minimal risk to Enbridge's underground plant for which the Excavator can request to enter into an Alternate Locate Agreement. This is the case within City Parks where staff will be requesting to remove tree stumps to a depth of six (6) inches. Other Utility Companies such as Bell and Enersource will already 'supress' requests that go through Ontario One Call (OOC) when notified that the depth of digging is six (6) inches or less and allow the City to proceed with stump removal without entering into an agreement in order to circumvent some of this process.

A traditional field locate occurs when the City makes a request to OOC to determine if any underground facilities are present within the areas of stump removal. In the event there is underground plant, this

will be identified by OOC and a locate notification will be issued to one of the locate service providers (LSPs). Within approximately five (5) business days, the LSP will complete the traditional locate known as a "field locate and marking" of underground plant. The City will be provided with a copy of the marked locate. All locate requests that have been cleared are only authorized for 30 days. After that time period, a new locate request must be made.

An Alternate Locate Agreement will outline specific terms and conditions determined by Enbridge and agreed to by the City that will allow the City to dig without receiving a traditional marked field locate. The City is still required to notify OOC of their intent to dig and then cite the Alternate Locate ID provided by OOC (which refers to the specific terms and conditions of the Agreement). OOC still issues a notification of their request to the City. This notification from OOC advises the City that the Enbridge locate is "suppressed" which means the City may proceed with their excavation work and that Enbridge will not be providing a traditional "field" locate and marking by the LSP. The utility is still being notified of the City's intent to dig. The City will then proceed to excavate according to the safe excavation practices as dictated by the Alternate Locate Agreement.

This process not only facilitates the speed to safely remove tree stumps within Parks, but also makes available more field locating personnel to attend to the projects where locates are imperative. Alternate locates apply to project work where there are numerous excavations of similar work at multiple locations such as City Parks where, due to ash mortality, stumps are present in large numbers.

PRESENT STATUS:**Present Timelines**

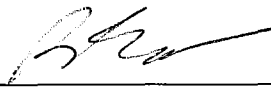

Presently staff must send out for locate requests over wide areas of land due to the size of City Parks and the scope of the number of removals. As stated above, five (5) business days is the goal to get LSPs out to the site for clearance, however that is not always the case and often these timelines are doubled and sometimes even tripled due to increased activities during the Spring, Summer and Fall months where the breaking of ground peaks such as construction, maintenance and landscaping practices.

These current timelines are not working due to several factors including; increased number of stumps associated with ash tree

mortality; limited seasonal access into City Parks; size of City Parks and limited number of LSP's.

CONCLUSION:

Entering an ALA with Enbridge Gas Distribution Inc. would enable Contractors and Staff to more effectively and safely administer the removal of stumps from City Parks by expediting the removal process and in turn ensure that City Parks are safe, aesthetically pleasing and that sites are prepared for replacement trees as quickly as possible.

Paul A. Mitcham, P. Eng., MBA
Commissioner of Community Services

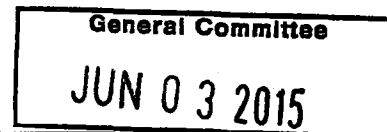
Prepared By: Scott Macleod, Supervisor Contract Administration



Corporate Report

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DATE: May 11, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Gary Kent
Commissioner of Corporate Services and Chief Financial Officer

SUBJECT: **Greater Toronto Airport Authority Payment in Lieu of Taxes**

- RECOMMENDATION:**
1. That the report dated May 11, 2015 from the Commissioner of Corporate Services and Chief Financial Officer be received for information.
 2. That Council request the Province of Ontario to increase the per passenger rate for the Greater Toronto Airport Authority (GTAA) Payment in Lieu of Taxes (PILT) to reflect the increase in the municipal levy since 2001 and eliminate the cap on the PILT.
 3. That the Ontario Minister of Finance, the Mississauga MPP's and the Cities of Toronto, Ottawa, London and Thunder Bay be so advised.

**REPORT
HIGHLIGHTS:**

- The GTAA PILT is based upon passenger traffic and is capped at a 5% increase each year.
- The PILT rate has not changed since 2001 while municipal costs have increased.
- The cap has resulted in an accumulated shortfall in revenue of \$8.3 million.

- If the PILT rate was increased based on the increase in the municipal levy since 2001 and the cap removed, the total PILT would be \$26 million higher today and the City's PILT revenue would be \$19 million higher.
- Staff proposes that the Province of Ontario be requested to increase the PILT rate to reflect the increase in the municipal levy since 2001 and remove the cap.

BACKGROUND:

On January 26, 2015, Budget Committee received a report from the Commissioner of Corporate Services and Chief Financial Officer which outlined three concerns with the GTAA PILT.

1. The PILT is based upon passenger traffic and does not consider cargo which also impacts upon municipal services.
2. The PILT is capped at a 5% increase each year and there is no limit on decreases. The cap for commercial and industrial properties has mostly been phased out in Mississauga yet remains for the airport.
3. The PILT rate has remained at \$0.94029 since inception while municipal tax rates have increased.

During the meeting Council requested staff to look at an alternative PILT formula and to prepare a motion for Council to request that the Minister of Finance for Ontario make changes to Ontario legislation regarding the GTAA PILT.

COMMENTS:

Currently the City and Region share the municipal portion of the PILT in relation to their shares of the commercial levy. Additionally, the City retains 100 per cent of the education portion. The City's portion is 72 per cent of the total PILT. Were the legislation to change the PILT sharing formula and the Province was to retain the education portion, the PILT rate would need to rise from \$0.94 to \$3.43 per passenger, an increase of 265 per cent, in order for the City's revenue stream to remain the same. This would increase the total PILT payable by the GTAA from \$30.2 million to \$110.6 million and result in the PILT being \$10 million higher than taxes would be based on the Current Value Assessment (CVA) of the property. Legislation

prescribes that if the PILT is not paid by year end, the GTAA defaults to paying taxes based on CVA. If the PILT was higher than the tax amount, the GTAA would be incited to default on the PILT and revert to taxes based on CVA in order to reduce their overall payment. This would result in a reduction of \$2 million in revenue to the City.

An alternative described in the January report was to base the PILT on CVA. Due to the uniqueness of the airport property it would be difficult to arrive at a valuation at each reassessment that is acceptable to all stakeholders. The CVA would likely be appealed each year which would cause significant delays in finalizing the PILT amount along with the risk of substantial reductions. This would introduce a significant amount of uncertainty to the annual revenue stream related to the airport.

Staff also identified that the PILT did not recognize the impact on municipal services from the cargo operation at the airport. While ideally the PILT should increase to support these municipal costs, it is possible that the Province could reduce the passenger rate and establish a cargo rate such that there is no change in the overall PILT. This would protect the City somewhat against future revenue loss in the event that passenger traffic is shifted to a new Pickering airport or an expanded Hamilton airport but would not increase the revenue stream for the City.

The PILT rate has remained at \$0.94029 per passenger since 2001 while municipal costs have increased. Increases in the PILT are capped at 5% per year. Unforeseen circumstances like September 11th, 2001 and SARS caused significant reductions in passenger volumes from 2004 to 2006. The PILT has been capped since 2007 and has resulted in an accumulated shortfall in revenue of \$8.3 million (see Appendix 1).

If the PILT rate were increased in line with the increase in the municipal levy since 2001, it would currently be \$1.74 per passenger. When combined with removal of the cap, the total PILT would be approximately \$26 million higher and the City's portion would be \$19 million more.

FINANCIAL IMPACT: The City's PILT revenue would be \$19 million higher if the PILT rate was increased in line with the increase in the municipal levy since 2001 and the PILT was not capped.

CONCLUSION: Staff has looked at a number of alternative formulas for the GTAA PILT. A viable alternative would be to increase the PILT rate to reflect the increase in the municipal levy since 2001 and eliminate the cap on the PILT. This would result in an increase of approximately \$26 million in the total PILT or \$19 million in City revenue.

ATTACHMENTS: Appendix 1: Capping Shortfall Summary



Gary Kent

Commissioner of Corporate Services and Chief Financial Officer

*Prepared By: Connie Mesih, Director, Revenue and Materiel
Management*

Capping Shortfall Summary

APPENDIX 1

Tax Year	Passenger Count	TOTAL PILT		CITY PORTION		
		Actual	Capped	Actual	Capped	Shortfall
2001	25,560,627	23,897,406		18,374,715		
2002	26,653,588	24,919,248		19,080,299		
2003	27,389,149	25,606,947		19,665,021		
2004	25,517,163	23,856,770		18,176,281		
2005	24,253,473	22,675,308		17,204,515		
2006	23,004,886	21,507,966		16,204,988		
2007	26,830,507	25,084,655	22,583,364	18,778,120	16,905,679	1,872,441
2008	28,377,391	26,530,884	23,712,532	19,861,020	17,616,439	2,244,581
2009	29,467,559	27,550,115	24,898,159	20,467,445	18,497,262	1,970,183
2010	29,673,319	27,742,486	26,143,067	20,128,037	18,967,609	1,160,428
2011	30,531,483	28,544,810	27,450,221	20,710,147	19,915,989	794,158
2012	29,325,663	27,417,452		19,704,106		
2013	30,910,795	28,899,440	28,788,324	20,870,270	20,670,017	200,253
2014	32,396,667	30,288,627	30,227,741	21,916,245	21,872,189	44,056
				Total City Shortfall		8,286,100

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Corporate Report

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General Committee

JUN 03 2015

DATE: April 20, 2015

TO: Chair and Members of General Committee
Meeting Date: June 3, 2015

FROM: Gary Kent,
Commissioner of Corporate Services and Chief Financial Officer

SUBJECT: Allowable Business Expenses - Employees and Citizen Members of Committees and Boards 04-05-11 – per diem, boarding passes and travel expenses.

RECOMMENDATION: 1. That the revised Corporate Policy and Procedure, Allowable Business Expenses - Employees and Citizen Members of Committees and Boards 04-05-1, attached as Appendix 1 to the Corporate Report dated April 20, 2015 from the Commissioner of Corporate Services and Chief Financial Officer, be approved.

REPORT HIGHLIGHTS:

- Council requested that staff report back regarding changes to the Allowable Business Expenses policy for employees and citizen members to align per diem allowances for international travel with those provided to Economic Development staff.
- Staff were asked to benchmark travel related policies/practices from other levels of government to determine if additional policy changes related to travel expenses should be considered.

BACKGROUND: At the Council meeting of November 24, 2014, Mississauga City Council approved a revision to the Corporate Policy for Allowable Business Expenses – Employees and Citizen Members of Committees and Boards - 04-05-11 (Resolution 0205-2014) to increase the per diem for staff of the Economic Development Office who travel to international destinations on City business. The current per diem (\$60

per day) had proven to be insufficient for international travel. The revised per diem rates were approved to be calculated based on the Treasury Board Secretariat of Canada's Travel Directive (the "Travel Directive").

Council directed staff to investigate the feasibility of extending the revised per diem rates to all staff and to elected officials travelling to international destinations on City business. Further, staff were asked to benchmark travel related policies from other levels of government to determine if additional policy changes related to travel expenses should be considered.

The last per diem increase was in April, 1999, from \$50 to \$60. In 1999 an individual meal allowance of \$15 for lunch or dinner was added to the Allowable Business Expenses – Employees policy. In 2004, this was revised to \$10 for breakfast, \$15 for lunch and \$20 for dinner. These amounts are still in effect.

COMMENTS:

Staff completed benchmarking with respect to travel expenses for elected officials and employees in major Canadian municipalities in the following categories: per diems, kilometre/mileage rates; other travel expenditures; and airfare upgrades. A separate Corporate Report recommending revisions to policy 04-05-04 – Elected Officials' Expenses, similar to those outlined in this report, will be presented to the Governance Committee on May 25, 2015.

For the research, eight of Canada's largest municipalities were contacted and asked to provide information about travel expense policies, with a specific focus on travel per diems and vehicle/mileage expenses. The Travel Directive was also reviewed.

1. Per diems - All of the municipalities responded to the request for information regarding per diems, with five providing per diems ranging from \$60 to \$100 per day. Three of the cities do not provide per diems but allow employees/elected officials to claim personal meal expenses with original receipts. The maximum daily limits allowed range from \$49 per day to \$125 per day, with no distinction made between domestic and international travel. The Travel Directive per diem (meals and incidentals) for travel with an overnight stay in Canada and the Continental USA ranges from \$91.60 per day to \$146.75, depending on the destination, with higher per diems for travel

to areas in the far north.

Recommendation:

- Increase the amounts for personal meals while conducting City business:
 - Breakfast – from \$10 to \$15
 - Lunch – from \$15 to \$20
 - Dinner – from \$20 to \$30.
- Increase the per diem from \$60 per day to \$75 per day for travel in Canada and the Continental USA.
- Apply the per diem rates based on the Travel Directive for international travel to any employee who is travelling internationally on City business.

2. Kilometre/mileage rates - As defined in the City of Mississauga's Car Allowance Policy for Employees and Citizen Members of Committees 04-05-02, employees may claim "a travel reimbursement calculated at a prescribed per kilometre rate and paid to help offset the costs of fuel and oil, maintenance, tires, insurance, license and registration, depreciation and financing." The City's per mileage rate is based on the prescribed Canada Revenue Agency (CRA) rate, which is in line with the other benchmarked municipalities (five of the eight apply the CRA rate).

Recommendation: No changes are recommended to the per kilometre car allowance.

3. Airfare upgrades - In all cities included in the study, the travel expense policies for employees and for elected officials' state that flights are to be booked at the lowest possible fare, with the standard being economy class. The City's current policy does not allow employees or citizen members to upgrade their flights from standard/economy class to business class under any conditions. The Travel Directive allows an upgrade to business class travel where continuous air travel exceeds nine hours.

Recommendation: No changes are recommended.

In relation to air travel, it is recommended that the Allowable Business

Expenses - Employees and Citizen Members of Committees and Boards 04-05-11 be revised to no longer require a boarding pass as the only acceptable proof of air travel, as boarding passes may now be electronic. The policy has been revised to say that travel will be validated against hotel or incidental expenses instead.

Appendix 2 provides a comparison of the current Allowable Business Expenses – Employees and Citizen Members of Committees and Board policy with the proposed changes.

FINANCIAL IMPACT: There will be a minor financial impact (i.e. an additional \$15 per diem per day paid) by increasing the per diem from \$60 to \$75 for domestic travel. Since international travel is infrequent, applying the Travel Directive per diems to all employees will also have little financial impact.

CONCLUSION:

Based on the information provided by the benchmark cities, the following changes are recommended:

- Increase the amounts for personal meals while conducting City business (breakfast – from \$10 to \$15; lunch from \$15 to \$20; dinner from \$20 to \$30)
- Increase the per diem from \$60 per day to \$75 per day for travel in Canada and the Continental USA. A per diem of \$75 reflects the median based on the benchmarked cities.
- Apply the per diem rates for international travel based on the Travel Directive to all employees. The Travel Directive per diem rates are revised quarterly.
- No changes are recommended to the per kilometre car allowance. The City should continue to follow the annual CRA prescribed rates.

All Corporate Policies and Procedures are reviewed on a three year rotational basis. The per diem rates and other allowable business expenses will be examined at that time to ensure they are still suitable.

ATTACHMENTS:

Appendix 1: Allowable Business Expenses – Employees and
Citizen Members of Committees and Board Policy

Appendix 2: Comparison chart - Allowable Business Expenses –
Employees/ Citizen Members



Gary Kent,
Commissioner of Corporate Services and Chief Financial Officer

Prepared By: Jeff Jackson, Director of Finance and Treasurer

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TAB: FINANCE AND ACCOUNTING
SECTION: BUSINESS EXPENSES
SUBJECT: ALLOWABLE BUSINESS EXPENSES - EMPLOYEES AND
CITIZEN MEMBERS OF COMMITTEES AND BOARDS

POLICY STATEMENT The City of Mississauga permits employees and citizen members of committees and boards to expense certain business costs in accordance with this policy.

PURPOSE The purpose of this policy is to provide information on allowable expenses and the forms, documentation and approvals required for each.

SCOPE This policy applies to all employees and citizen members of committees and boards. If a particular collective agreement conflicts with this policy, the collective agreement will apply.

Expenses incurred by elected officials are paid through Corporate Policy and Procedure - Elected Officials' Expenses.

This policy applies only to expenses that are not covered by a specific policy or procedure, including:

- expenses associated with the use of a personal vehicle for City business, (refer to Corporate Policy and Procedure - Car Allowance);
- uniform cleaning (refer to Corporate Policy and Procedure - Uniforms);
- meal allowance while working overtime (refer to Corporate Policy and Procedure - Meal Allowance);
- tuition and course fees (refer to Corporate Policy and Procedure – Tuition Reimbursement);

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- safety eyewear (refer to Corporate Policy and Procedure - Safety Eyewear);
- safety footwear (refer to Corporate Policy and Procedure - Safety Footwear);
- gifts for retiring employees (refer to Corporate Policy and Procedure - Retirement Gifts);
- professional association or membership fees (refer to Corporate Policy and Procedure - Professional Association Fees);
- donations or floral tributes (refer to Corporate Policy and Procedure - Expressions of Sympathy); and
- employee recognition, appreciation or team building (refer to Corporate Policy and Procedure - Employee Recognition / Appreciation / Team Building Expenses).

Allowable business expenses may be paid via procurement card (PCard) or by following the reimbursement process. For information on reconciliation of expenses purchased with a PCard refer to Corporate Policy and Procedure – Finance and Accounting – Procurement Cards. For information on reimbursement for out of pocket expenses refer to Corporate Policy and Procedure – Finance and Accounting – Reimbursement of Business Expenses (Employees and Citizen Members of Committees and Boards) or Corporate Policy and Procedure – Petty Cash Fund Administration.

RECEIPTS REQUIRED

Original receipts from the vendor are required for all expenses unless otherwise noted or unless a receipt is not normally provided for the expense (e.g. public transportation, tips). If a receipt is not normally provided by the vendor, reasonable expenses may be claimed, provided an explanation of the purpose of the expense is included. Documentation in addition to the receipt may be required, as noted. To avoid duplicate payments, copies of receipts are not acceptable. Credit card slips or statements or Interac payment slips are not acceptable as receipts.

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ALLOWABLE EXPENSES

Business expenditures that are incurred as a direct result of employment with the City of Mississauga are eligible. Examples of the types of items that can be considered business expenses follow.

Attendance at Functions Expenses associated with attendance at functions are eligible if the primary purpose of attending the function is to represent the City, to derive a benefit for the City or to advance the interests of the City; or if attendance at the function is required by the City. Examples of "City business" in relation to functions include, but are not limited to, attendance at conferences, conventions, workshops, or seminars; receiving or accepting an award or speaking at a function; representing the City on a good will basis; and attending equipment or service demonstrations. If attendance at the function is mandatory, all allowable expenses should be fully compensated.

The level of compensation (full or partial) for non-mandatory functions is dependent on the availability of funds in the department's budget and is at the discretion of the approver of the request. Expenses incurred by a spouse or companion are not allowed.

Registration Fees Registration fees may be paid in accordance with the schedule established for the function. The original receipt from the organization hosting the function must be provided. The receipt must include details of the sessions and/or functions and the amounts paid. If the receipt does not show the sessions/functions, a copy of the registration form may be provided to confirm sessions attended. Copies of registration forms or invoices alone are not acceptable as receipts. Credit card slips or statements or Interac receipts alone are not acceptable as receipts.

Accommodation If an overnight stay is required in conjunction with attending a function, accommodation may be allowed at a rate in accordance with the room rates charged for the function or at the hotel's rate for a

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standard room, whichever is less. Accommodation expenses for additional days may be approved. The reason for the approval must be documented on the expense claim form. An original receipt from the hotel showing the dates of the stay and detailing all expenses must be provided. Credit card receipts or statements are not acceptable.

Incidental Expenses

Expenses for items that are work-related (e.g. reference books) or that are required to conduct business (e.g. program or office supplies) may be allowed. Staff should first determine if current vendor agreements exist and purchase items covered by existing contracts or through Central Stores. Expenses for personal items will not be allowed.

Personal Meals While On City Business

It may be necessary for staff to conduct City business over a meal, or an employee may incur meal expenses in conjunction with attending a function or staying overnight on City business. Such meal expenses may be allowed to a per person maximum of \$15 for breakfast, \$20 for lunch and \$30 for dinner, inclusive of taxes and tip. Alcoholic beverages cannot be charged to the City. It is the responsibility of the approver to determine whether the meal expense should be allowed, given the particular circumstances. Claims must include a description of the purpose of the meal and a list of all persons in attendance. If payment is by PCard and the maximum meal expenses are exceeded, the City must be reimbursed for the difference. (For meal allowances while working overtime, refer to Corporate Policy and Procedure - Meal Allowance.)

Note: Meal allowances may not be claimed if staff receive a per diem allowance.

Business Entertainment (Non-City staff in Attendance)

Reasonable expenses associated with the entertainment of business contacts, such as business lunches or dinners, may be allowed when such entertainment is considered to be necessary for the advancement of the interests of the City. (City staff are not considered "business contacts".) The expense claim must include the purpose of the entertainment and the name(s) of the individual(s) being entertained.

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Staff must be mindful of the fact that entertainment expenses in particular must be able to withstand public scrutiny.

Refreshments at Staff Meetings

Refreshments may be provided at staff meetings (other than the coffee and tea provided to each department) on an occasional basis, but not routinely. Examples of circumstances under which it may be considered appropriate to provide refreshments include, but are not limited to:

- when outside parties are involved in the meeting;
- when the meeting is scheduled for one hour or more;
- when it is not possible to use the coffee or tea provided to each department (i.e. there is no coffee room located on the same floor); or
- when the meeting is scheduled to take place over breakfast, lunch or dinner, in which case an appropriate light meal may be provided.

Staff must adhere to established purchasing procedures and any food service contracts entered into by the City. The individual responsible for approving the expenditure is ultimately responsible for ensuring that the expense is reasonable, appropriate for the circumstances and within budget. Refreshment expenses must be approved by the staff person having budget responsibility.

Telephone Charges

Business-related telephone charges may be allowed. The expense claim form must include a description of the purpose of the call and the name of the individual and organization called. Personal telephone calls when staff are away from home over night are reimbursed through the per diem allowance.

Transportation

Transportation-related costs associated with City business may be allowed, including:

- parking;

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- taxi, subway, bus, GO train fares;
- toll highway charges;
- economy air, rail or bus fare;
- departure taxes from transportation terminals;
- travel to and from public transportation terminals, provided such transportation is actually used by the traveller;
- cycling to and from local destinations equivalent to the transit ticket fare for the same trip, provided that the trip is made using a personally owned bicycle and is at least one (1) km. in length;
- travel cancellation insurance;
- expenses associated with the use of a small to mid-size rented automobile for travel to and from a function, provided the expense does not exceed the cost of taxi fares for the same purpose and a cost justification for the rental car is included with the claim (use of the automobile for personal business is not an allowable expense);
- car allowance for the use of a personal vehicle (when attending an out-of-town function, if air travel is available, the car allowance may not exceed the equivalent of the applicable economy air fare; if air travel is not available, the car allowance may be based on actual distance travelled). Refer to Corporate Policy and Procedure - Car Allowance.

Transportation costs must be supported by receipts showing the details of the costs incurred. Credit card receipts or statements alone are not acceptable as receipts. If the receipt does not state the dates and times of travel, separate documentation confirming dates and times of travel must also be provided. Claims for air travel must be supported by proof of travel, such as a boarding pass or, where a boarding pass has not been printed (i.e. electronic boarding pass), travel will be validated against hotel or incidental business expenses.

Per Diem Allowance

Only when an overnight stay is required in conjunction with a

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function may employees request compensation on a per diem basis for personal meals and personal miscellaneous expenses that would not have been incurred otherwise, rather than on an individual expense basis. An employee who receives a per diem allowance may not claim additional personal expenses or charge meals or incidentals to their PCard. To simplify reporting, receipts are not required for per diem expenses.

Per Diem for Travel in Canada and Continental USA

Per diem allowances for travel within Canada and the Continental United States (USA) may not exceed \$75.00 per day, including travel days (US\$75.00 if the function takes place in the Continental USA). This per diem is based on an allowance of \$15 for breakfast, \$20 for lunch, \$30 for dinner and \$10 for incidentals.

Per Diem for International Travel, including Alaska and Hawaii

In order to provide for the reimbursement of reasonable expenses for meals and incidentals while undertaking international travel on behalf of the City, staff shall receive a per diem allowance that is based on the Treasury Board of Canada's Travel Directive. The Treasury Board of Canada's Travel Directive per diem rates can be found on the following website:

<http://www.njc-cnmc.gc.ca/directive/travel-voyage/s-td-dv-a4-eng.php>

Treasury Board per diem allowances for international travel, including Alaska and Hawaii, are based on a formula that takes into account the breakfast, lunch and dinner and incidental allowance for the applicable country/location. Prior to undertaking international travel, staff must request an all-inclusive per diem from Finance based on the duration of the trip, including travel days. Staff are required to print a copy of the Treasury Board per diem rate for the country/region they are travelling to and attach it as backup to the per diem request.

Finance will use the daily per diem amounts, including all meals (breakfast, lunch and dinner) and incidental expenses for the

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applicable country of travel to verify and calculate the eligible total per diem for the trip. The per diem will be all-inclusive, regardless of whether or not some meals are subsequently provided.

Where the rate is shown in a currency other than Canadian, Finance will convert the per diem to Canadian dollars, using the exchange rate in effect on the day the per diem is processed (i.e. transferred by electronic fund transfer to the employee's personal bank account). The Manager, Corporate Financial Services, will determine which financial institution the exchange rate will be obtained from.

FORMS & APPROVAL REQUIREMENTS

Following is a description of the forms and approvals required for each type of expense outlined in this policy. This information is also displayed in chart form in Appendix A.

Reimbursement of expenses incurred by a citizen member of a committee or board requires the approval of the Director, Legislative Services & Office of the City Clerk, Corporate Service Department. For the purposes of this policy, the following positions are considered equivalent to a "director level":

- Recreation Division District Manager; Manager, Business Planning; Manager, Business Development;
- Parks and Forestry Parks Manager; Manager, Forestry; Manager, Park Planning; Manager, Park Development;
- Library Division Area Manager; Manager, Shared Services
- Fire and Emergency Services Division Platoon Chief

Out of Province Travel
Attendance at Functions,
Including Functions
with an Overnight Stay -

All out of province travel requires approval at a commissioner level. Expense claims associated with attendance at a function on City business (e.g. conference, convention, seminar, work-shop) must be approved at a director level or higher or, in the case of out of province functions, at a commissioner level.

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Advance Payment

Employees may request an advance to pay for expenses that must be incurred in advance of an approved function, such as registration fees, overnight accommodation or air fares. Advances are requested using Form 461 - Request for Advance and Statement of Expenses. If the requested cash advance is based on an estimated amount, the request must include a justification for the amount. All expenses associated with a particular function should be recorded on the same Form 461.

If an advance is provided, the actual expenses must be reconciled with the advanced amount upon return and all supporting documentation, as outlined in this policy, must be submitted with the reconciled claim. The attendee is responsible for reimbursing the City for any funds which were advanced in excess of the authorized expenses.

Functions Without an Overnight Stay

Reimbursement of incidental business expenses and expenses associated with functions where an overnight stay is not required, and that were not charged to a PCard, are requested using E2421 Incidental Expense Report.

Incidental Expenses

Incidental business expenses that are unrelated to attendance at functions on City business, such as off-site meetings or refreshments at staff meetings (and that do not require submission of another City form), must be approved by the employee's immediate supervisor, the staff person having budget responsibility or the person designated to authorize the expense in accordance with another Corporate Policy and Procedure. Reimbursement may be made through an Incidental Expense Report - Form E2421, or through petty cash, in accordance with Corporate Policy and Procedure - Petty Cash Fund Administration. An Incidental Expense Report Form E2421 is not required when reimbursement is made through petty cash.

RESPONSIBILITIES

Employee's Role

The employee is responsible for completing the appropriate expense

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claim form, as outlined above, and submitting it for approval in accordance with the applicable Accounts Payable PCard or reimbursement timelines. Supporting documentation, as outlined in this policy, must be attached to the applicable form.

Approver's Role

The approver is responsible for reviewing the request for approval and authorizing payment. The approver must ensure that the applicable Accounts Payable PCard or reimbursement timelines are met.

Note: Under no circumstances may an approver authorize expenses incurred on his or her own behalf. (For example, if a manager incurs an expense for a business lunch at which his or her director was in attendance, the manager's expense claim cannot be approved by the director, but must be approved by the commissioner.)

The approver's signature indicates that:

- the expense is a legitimate business expense;
- the purchasing method does not violate the purchasing by-law, or any supply contracts;
- appropriate supporting documentation, as outlined in this policy, is attached; and
- the expense has been charged to the correct cost centre and expense code.

REFERENCE:

GC-0504-2010 2010-07-07

2011-02-04 – Housekeeping – revise Form180a to E2421

2012-08-30 – Housekeeping due to Community Services reorg;
updated “equivalent to director” positions

2013 08 12 – revised to include refreshments at staff meetings –
refreshment policy rescinded.

2013 08 21 – administrative change of authority for citizen member
expenses from the Commissioner, Corporate Services, to the

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Director, Legislative Services & Office of the City Clerk.

LT – 2014 11 20 – revised to align with new Petty Cash
Administration policy.

2014 11 24 - Resolution 0205-2014 – EDO per diem for international
travel

LAST REVIEW DATE:

CONTACT:

For more information, contact Accounts Payable, Finance Division,
Corporate Services Department.

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APPENDIX A - Note: Form E2421- Incidental Expense Report is not required for expenses that were charged to a PCard or where the employee is to be reimbursed for out-of-pocket expenses through petty cash.

Expense	Form	Supervisor/ Manager	Director level or higher	Commissioner
Citizen Members of Committees and Boards	E2421 or 461		Director, Legislative Services & Office of the City Clerk	
Out of Province Travel	461			X
Attendance at Functions – Advance Payment, including all per diem	461		X	
Functions (conference, convention, seminar, workshop) without an Overnight Stay	E2421		X	
Functions with an Overnight Stay, including Accommodation	461		X	
Employee Incidental Expenses associated with attendance at a function	E2421		X	
Employee Incidental/ Operational Expenses	E2421	X		
Personal Meals While On City Business	E2421	X		
Business Entertainment	E2421	X		
Telephone Charges	E2421	X		
Transportation (with the exception of Car Allowance)	E2421	X		

Comparison of Current and Proposed Policy – Allowable Business Expenses

NOTE: Only sections that have been revised are included.

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Current Policy – What Exists Today in Facility Access policy	Proposed Policy – If the information in a specific section is unchanged, or has required minimal revision to terminology only, "No change – same as Current Policy" will appear.	Rationale – Why changes (deletions and/or additions) to the revised policy were made.
<p>SCOPE This policy applies to all employees and citizen members of committees and boards. If a particular collective agreement conflicts with this policy, the collective agreement will apply.</p> <p>Expenses incurred by elected officials are paid through Corporate Policy and Procedure - Elected Officials' Expenses.</p> <p>Meals and incidental expenses for international travel incurred by staff in the Economic Development Office (EDO), City Manager's Department, are outlined in the EDO - International Travel – Meals and Incidental Expenses section of this policy.</p>	<p>SCOPE No Change.</p> <p>No Change</p>	<p>The international per diem will now apply to any City staff travelling on City business, not just EDO staff.</p>
<p>ALLOWABLE EXPENSES Business or Personal Meals (City Staff Only in Attendance) It may be necessary for staff to conduct City business over a meal, or an employee may incur meal expenses in conjunction with attending a function on City business. Such meal expenses may be allowed to a per person maximum of \$10 for breakfast, \$15 for lunch, and \$20 for dinner, inclusive of taxes and tip. Alcoholic beverages cannot be charged to the City. It is the</p>	<p>ALLOWABLE EXPENSES Personal Meals While On City Business It may be necessary for staff to conduct City business over a meal, or an employee may incur meal expenses in conjunction with attending a function or staying overnight on City business. Such meal expenses may be allowed to a per person maximum of \$15 for breakfast, \$20 for lunch and \$30 for dinner, inclusive of taxes and tip. Alcoholic beverages cannot be charged to</p>	<p>The per diem rates for personal meals while on City business have been increased, based on benchmarking with other municipalities. The City had not increased the per diem rate since 2004. Added a reminder that meal allowances may not be claimed if staff receive a per diem.</p>

Comparison of Current and Proposed Policy – Allowable Business Expenses

NOTE: Only sections that have been revised are included.

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Current Policy – What Exists Today in Facility Access policy	Proposed Policy – If the information in a specific section is unchanged, or has required minimal revision to terminology only, "No change – same as Current Policy" will appear.	Rationale – Why changes (deletions and/or additions) to the revised policy were made.
<p>responsibility of the approver to determine whether the meal expense should be allowed, given the particular circumstances. Claims must include a description of the purpose of the meal and a list of all persons in attendance. (For meal allowances while working overtime, refer to Corporate Policy and Procedure - Meal Allowance.)</p>	<p>the City. It is the responsibility of the approver to determine whether the meal expense should be allowed, given the particular circumstances. Claims must include a description of the purpose of the meal and a list of all persons in attendance. If payment is by PCard and the maximum meal expenses are exceeded, the City must be reimbursed for the difference. (For meal allowances while working overtime, refer to Corporate Policy and Procedure - Meal Allowance.)</p> <p>Note: Meal allowances may not be claimed if staff receive a per diem allowance.</p>	
<p>Transportation Transportation-related costs associated with City business may be allowed, including:</p> <ul style="list-style-type: none"> expenses associated with the use of a rented automobile for travel to and from a function, provided the expense does not exceed the cost of taxi fares for the same purpose and a cost justification for the rental car is included with the claim (use of the automobile for personal business is not an allowable expense); 	<p>Transportation Transportation-related costs associated with City business may be allowed, including:</p> <ul style="list-style-type: none"> expenses associated with the use of a small to mid-size rented automobile for travel to and from a function, provided the expense does not exceed the cost of taxi fares for the same purpose and a cost justification for the rental car is included with the claim (use of the automobile for personal business is not an allowable expense); 	<p>The policy now specifies a small or mid-size car rental.</p>
<p>Transportation costs must be supported by receipts showing the details of the costs incurred. Credit</p>	<p>Transportation costs must be supported by receipts showing the details of the costs</p>	

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Comparison of Current and Proposed Policy – Allowable Business Expenses

NOTE: Only sections that have been revised are included.

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Current Policy – What Exists Today in Facility Access policy	Proposed Policy – If the information in a specific section is unchanged, or has required minimal revision to terminology only, "No change – same as Current Policy" will appear.	Rationale – Why changes (deletions and/or additions) to the revised policy were made.
card receipts or statements alone are not acceptable as receipts. If the receipt does not state the dates and times of travel, separate documentation confirming dates and times of travel must also be provided. Claims for air travel must be supported by boarding passes.	incurred. Credit card receipts or statements alone are not acceptable as receipts. If the receipt does not state the dates and times of travel, separate documentation confirming dates and times of travel must also be provided. Claims for air travel must be supported by proof of travel, such as a boarding pass or, where a boarding pass has not been printed (i.e. electronic boarding pass), travel will be validated against hotel or incidental business expenses.	The policy has been revised to reflect current online travel bookings. Proof of travel by air other than a boarding pass is now acceptable.
Per Diem Allowance Only when an overnight stay is required in conjunction with a function may employees request compensation on a per diem basis for personal meals and personal miscellaneous expenses that would not have been incurred otherwise, rather than on an individual expense basis. Per diem allowances may not exceed \$60.00 per day, including travel days (US\$60.00 if the function takes place outside Canada). An employee who receives a per diem allowance may not claim additional personal expenses. To simplify reporting, receipts are not required for per diem expenses.	Per Diem Allowance Only when an overnight stay is required in conjunction with a function may employees request compensation on a per diem basis for personal meals and personal miscellaneous expenses that would not have been incurred otherwise, rather than on an individual expense basis. An employee who receives a per diem allowance may not claim additional personal expenses or charge meals or incidentals to their PCard. To simplify reporting, receipts are not required for per diem expenses.	The per diem amounts were removed from this section of the policy and are reflected in the new section, below.

Comparison of Current and Proposed Policy – Allowable Business Expenses

NOTE: Only sections that have been revised are included.

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Current Policy – What Exists Today in Facility Access policy	Proposed Policy – If the information in a specific section is unchanged, or has required minimal revision to terminology only, "No change – same as Current Policy" will appear.	Rationale – Why changes (deletions and/or additions) to the revised policy were made.
	<p>Per Diem for Travel in Canada and Continental USA</p> <p>Per diem allowances for travel within Canada and the Continental United States (USA) may not exceed \$75.00 per day, including travel days (US\$75.00 if the function takes place in the Continental USA). This per diem is based on an allowance of \$15 for breakfast, \$20 for lunch, \$30 for dinner and \$10 for incidentals.</p>	<p>New section to show separate per diem allowances for travel in Canada and the Continental USA and for international travel.</p>
<p>ECONOMIC DEVELOPMENT OFFICE – INTERNATIONAL TRAVEL – MEALS AND INCIDENTAL EXPENSES</p> <p>In order to provide for the reimbursement of reasonable expenses for meals and incidentals while undertaking international travel on behalf of the City's International Travel Investment Attraction Initiatives, EDO staff will receive a per diem allowance that is based on the Treasury Board of Canada's Travel Directive. The Treasury Board of Canada's Travel Directive per diem rates can be found on the following website: http://www.njc-cnrm.gc.ca/directive/travel-voyage/s-td-dv-a4-eng.php</p>	<p>Per Diem for International Travel, including Alaska and Hawaii</p> <p>In order to provide for the reimbursement of reasonable expenses for meals and incidentals while undertaking international travel on behalf of the City, staff shall receive a per diem allowance that is based on the Treasury Board of Canada's Travel Directive. The Treasury Board of Canada's Travel Directive per diem rates can be found on the following website: http://www.njc-cnrm.gc.ca/directive/travel-voyage/s-td-dv-a4-eng.php</p>	<p>As per Council Resolution 0205-2014, the international per diem will now apply to any City staff who are travelling internationally on City business.</p>
<p>Treasury Board per diem allowances for international travel are based on a formula that takes into account the breakfast, lunch and dinner</p>	<p>Treasury Board per diem allowances for international travel, including Alaska and Hawaii, are based on a formula that takes into</p>	<p>Minor revisions to reference all staff.</p>

Comparison of Current and Proposed Policy – Allowable Business Expenses

NOTE: Only sections that have been revised are included.

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2/12

Current Policy – What Exists Today in Facility Access policy	Proposed Policy – If the information in a specific section is unchanged, or has required minimal revision to terminology only, "No change – same as Current Policy" will appear.	Rationale – Why changes (deletions and/or additions) to the revised policy were made.
<p>and incidental allowance for the applicable country/location. Prior to undertaking international travel, EDO staff will request an all-inclusive per diem from Finance based on the duration of the trip, including travel days. EDO staff are required to print a copy of the Treasury Board per diem rate for the country/region they are travelling to and attach it as backup to the per diem request.</p> <p>Finance will use the daily per diem amounts, including all meals (breakfast, lunch and dinner) and incidental expenses for the applicable country of travel to verify and calculate the eligible total per diem for the trip. Where the rate is shown in a currency other than Canadian, Finance will convert the per diem to Canadian dollars, using the exchange rate in effect on the day the per diem is processed (i.e. transferred by electronic fund transfer to the employee's personal bank account). The Manager, Corporate Financial Services, will determine which financial institution the exchange rate will be obtained from.</p> <p>The per diem will be all-inclusive, regardless of whether or not some meals are subsequently provided. To simplify expense reporting, receipts</p>	<p>account the breakfast, lunch and dinner and incidental allowance for the applicable country/location. Prior to undertaking international travel, staff must request an all-inclusive per diem from Finance based on the duration of the trip, including travel days. Staff are required to print a copy of the Treasury Board per diem rate for the country/region they are travelling to and attach it as backup to the per diem request.</p> <p>Finance will use the daily per diem amounts, including all meals (breakfast, lunch and dinner) and incidental expenses for the applicable country of travel to verify and calculate the eligible total per diem for the trip. The per diem will be all-inclusive, regardless of whether or not some meals are subsequently provided.</p> <p>Where the rate is shown in a currency other than Canadian, Finance will convert the per diem to Canadian dollars, using the exchange rate in effect on the day the per diem is processed (i.e. transferred by electronic fund transfer to the employee's personal bank account). The Manager, Corporate Financial Services, will determine which financial institution the exchange rate will be obtained from.</p>	<p>The policy now requires a per diem to be used for international travel, as reconciling meals and other incidental expenses for foreign travel when a PCard is used is extremely labour intensive for both the employee and Accounts Payable.</p> <p>Paragraphs reconstructed for ease of reading with no change to intent.</p>

Comparison of Current and Proposed Policy – Allowable Business Expenses

NOTE: Only sections that have been revised are included.

Appendix 2

2015 04 16

Page 6 of 6

<i>Current Policy – What Exists Today in Facility Access policy</i>	<i>Proposed Policy – If the information in a specific section is unchanged, or has required minimal revision to terminology only, "No change – same as Current Policy" will appear.</i>	<i>Rationale – Why changes (deletions and/or additions) to the revised policy were made.</i>
are not required for per diem expenses. EDO employees who receive a per diem allowance may not claim additional personal expenses or charge meals or incidentals to their PCard.		

REPORT 3 – 2015**General Committee****JUN 03 2015****TO: CHAIR AND MEMBERS OF GENERAL COMMITTEE**

The Traffic Safety Council presents a second report from its meeting of April 22, 2015, containing recommendations that were omitted:

TSC-0079-2015

1. That the request for a crossing guard at the intersection of Credit Valley Road and Metcalfe Avenue for the students attending Credit Valley Public School be denied as the warrants are not met.
2. That the Vehicle Count Reports for Metcalfe Avenue in front of 4560 Metcalfe Avenue, provided by Transportation and Works Department be received for information.
3. That the Traffic Safety Council conduct a further site inspection at the intersection of Credit Valley Road and Metcalfe Avenue for the students attending Credit Valley Public School, once the new buildings being constructed are ready for occupancy.
4. That Transportation and Works Department be requested to provide a vehicle count report when Traffic Safety Council conducts a further site inspection on Metcalfe Avenue, south of Bay Villa Avenue when the new buildings being constructed are ready for occupancy.

(Ward 8)

(TSC-0079-2015)

**MISSISSAUGA CYCLING
ADVISORY COMMITTEE**

May 12, 2015

REPORT 5 - 2015

TO: CHAIR AND MEMBERS OF GENERAL COMMITTEE

General Committee

JUN 03 2015

The Mississauga Cycling Advisory Committee presents its fifth report for 2015 and recommends:

MCAC-0021-2015

That the deputation by Michael Donnelly, Peel Regional Police with respect to cycling enforcement/education be received.

(MCAC-0021-2015)

MCAC-0022-2015

That the deputation by Irina Polo, Project Manager, Park Development and April Szeto, Landscape Architect, Harrington McAvan with respect to Hydro One Trail East (South City Trail) be referred to the Network and Technical Subcommittee.

(MCAC-0022-2015)

MCAC-0023-2015

That the deputation by Dana Glofcheskie, Transportation Project Engineer and Leslie Green, Manager, Transportation Projects, with respect to McLaughlin Road Class Environment Study be received.

(MCAC-0023-2015)

MCAC-0024-2015

That the remaining stock of the 2014 Tour de Mississauga cycling jerseys be sold at a reduced price from \$60.00 to \$40.00 (including tax).

(MCAC-0024-2015)

MCAC-0025-2015

That the memorandum dated May 7, 2015 from Jacqueline Hunter, Active Transportation Technologist regarding the 1st quarterly update on the Proposed 2015 Cycling Network Program be referred to the Network and Technical Subcommittee.

MCAC-0025-2015

MCAC-0026-2015

That the 2015 Mississauga Cycling Advisory Committee Calendar of Events be received as amended.

(MCAC-0026-2015)

**MISSISSAUGA CYCLING
ADVISORY COMMITTEE**

May 12, 2015

MCAC-0027-2015

That the 2015 Community Ride Schedule be received as amended.

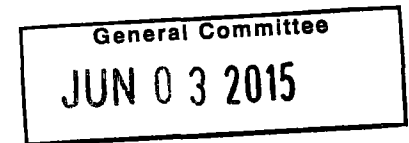
(MCAC-0027-2015)

MCAC-0028-2015

That up to \$100.00 be spent from the 2015 Mississauga Cycling Advisory Committee budget for Irwin Nayer to attend the Joint Cycling Committee Meeting on May 30, 2015.

(MCAC-0028-2015)

REPORT 4-2015



TO: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Heritage Advisory Committee presents its fourth report for 2015 and recommends:

HAC-0023-2015

That the Heritage Property Grant Program requests be approved as outlined in the report from the Commissioner of Community Services dated April 21, 2015.

(HAC-0023-2015)

HAC-0024-2015

That the property located at 15 Shady Lawn Court, which is listed on the City's Heritage Register, is not worthy of heritage designation, and consequently, that the owner's request to demolish proceed through the applicable process.

(HAC-0024-2015)

HAC-0025-2015

That the request to alter the property at 7005 Pond Street, as described in the report from the Commissioner of Community Services, dated April 14, 2015, be approved, and the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

(HAC-0025-2015)

HAC-0026-2015

That the request to alter the property at 7050 Old Mill Lane, as described in the report from the Commissioner of Community Services, dated April 14, 2015, be approved and the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

(HAC-0026-2015)

HAC-0027-2015

That the request to alter the property at 42 Lake Street, as described in the report from the Commissioner of Community Services dated April 14, 2015, be approved, and the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

(HAC-0027-2015)

HAC-0028-2015

1. That the request to install two plaques at J. C. Saddington Park, 53 Lake Street, as described in the report from the Commissioner of Community Services, dated April 29, 2015, be approved, with the caveat that plaques' format and location may change in the future.
2. That a city-wide plaque policy is needed and that this matter be referred to the Office of the City Manager for action.

(HAC-0028-2015)

HAC-0029-2015

That the property located at 1445 Glenburnie Road, which is listed on the City's Heritage Register, is not worthy of heritage designation, and consequently, that the owner's request to demolish proceed through the applicable process.

(HAC-0029-2015)

HAC-0030-2015

That the property located at 267 Kenollie Avenue, which is listed on the City's Heritage Register, is not worthy of heritage designation, and consequently, that the owner's request to demolish proceed through the applicable process.

(HAC-0030-2015)

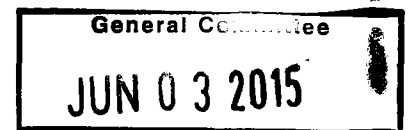
HAC-0031-2015

That the Memorandum from Paula Wubbenhorst, Senior Heritage Coordinator, Culture Division, dated April 27, 2015 that Recommendation HAC-0072-2013 with respect to 1125 Willow Lane (Ward 11) be revised to approve the drawings presented at the Heritage Advisory Committee Meeting held on September 17, 2013 and not those included in the Corporate Report dated August 29, 2013 from the Commissioner of Community Services.

(HAC-0031-2015)

REPORT 3-2015

TO: CHAIR AND MEMBERS OF GENERAL COMMITTEE



The Governance Committee presents its third report for 2015 and recommends:

GOV-0009-2015

That staff survey the members of Council for interest in an annual election of a Chair for the Planning and Development Committee and provide the results at the June 3, 2015 General Committee meeting.

(GOV-0009-2015)

GOV-0010-2015

That Members of General Committee may speak on an item of business for five (5) minutes and any Member wishing to speak to an item of business for a second time may do so for a further five (5) minutes and that staff be directed to update the Procedure By-law 0139-2013.

(GOV-0010-2015)

GOV-0011-2015

That the report entitled, 'Governance Committee Review – Additional Research', dated May 6, 2015 from the City Manager and Chief Administrative Officer be received for information.

(GOV-0011-2015)

GOV-0012-2015

That Public Question Period be included on the agenda at all Budget Committee meetings.

(GOV-0012-2015)

GOV-0013-2015

1. That the revised Corporate Policy and Procedure, Elected Officials' Expenses 04-05-04 attached as Appendix 1 to the Corporate Report dated April 20, 2015 from the Commissioner of Corporate Services and Chief Financial Officer, be approved.

2. That staff be directed to review the Elected Officials' Expenses Policy every two (2) years.

(GOV-0013-2015)

GOV-0014-2015

1. That the revised Corporate Policy and Procedure "Corporate Reports" be amended as outlined in Appendix 1 to the Corporate Report dated May 8, 2015 from the Commissioner of Corporate Services and Chief Financial Officer and that it further be amended to include imperial and metric measurements in corporate reports and that metric measurements are required for by-laws.
2. That the proposed Corporate Report template attached as Appendix 3 to the Corporate Report dated May 8, 2015 from the Commissioner of Corporate Services and Chief Financial Officer be approved and that the template be used for all Corporate Reports prepared for consideration by Council or Committees of Council after September 1, 2015.

(GOV-0014-2015)

GOV-0015-2015

That the following Terms of Reference for advisory committees of Council be approved as outlined in the Corporate Report dated May 8, 2015 from the Commissioner of Corporate Services and Chief Financial Officer:

- a) Accessibility Advisory Committee
- b) Diversity and Inclusion Advisory Committee
- c) Environmental Action Committee
- d) Governance Committee
- e) Heritage Advisory Committee
- f) Mississauga Cycling Advisory Committee
- g) Museums of Mississauga Advisory Committee
- h) Public Vehicle Advisory Committee
- i) Traffic Safety Council
- j) Towing Industry Advisory Committee

(GOV-0015-2015)

GOV-0016-2015

That the workplan for the Governance Committee be approved as amended to move the budget allocation process for advisory committees to the 3rd quarter in 2015 and the Integrity Commissioner RFP to the 4th quarter of 2016.

(GOV-0016-2015)

GOV-0017-2015

That staff be directed in consultation with the Integrity Commissioner to review draft wording to amend Rule 2 - Gift and Benefits in the Council Code of Conduct.

(GOV-0017-2015)

REPORT 4 – 2015

TO: CHAIR AND MEMBERS OF GENERAL COMMITTEE

General Committee

JUN 03 2015

The Traffic Safety Council presents its fourth Report for 2015 and recommends:

TSC-0080-2015

1. That the presentation made by Grace Vivilecchia, resident, with respect to safety concerns associated with the removal of school bus service for students attending St. Julia Catholic Elementary School to the school be received.
2. That the request to conduct a site inspection at Sombrero Way and Nimbus Gate, Sombrero Way and Harmony Hill, and at Lamplight Way and Historic Trail, for students attending St. Julia Catholic Elementary School be referred to the Site Inspection Subcommittee for a report back to the Traffic Safety Council at the next meeting.

(Ward 11)

TSC-0080-2015

TSC-0081-2015

That Transportation and Works be requested to re-inspect the area of Tenth Line and Sunlight St/Serena Way, once the area development is completed on the east side of Tenth Line and the subdivision is assumed (by the City).

(Ward 10)

(TSC-0081-2015)

TSC-0082-2015

That the request for a crossing guard at the intersection of Mineola Road and Woodland Avenue for students attending Kenollie Public School be denied as the warrants are not met.

(Ward 1)

TSC-0082-2015

TSC-0083-2015

1. That the request for a crossing guard at the intersection of Lewisham Drive and Brookhurst Road for the students attending Willow Glen Public School be denied as the warrants are not met.
2. That the Transportation and Works department be requested to review signage and replace faded signs at Lewisham Drive, north of the park path on the west side, and on Brookhurst Road at the bridge for students attending Willow Glen Public School.

(Ward 2)

TSC-0083-2015

TSC-0084-2015

1. That the request for a crossing guard at the intersection of Bloor Street and Bridgewood Drive, for the students attending Forest Glen Public School be denied as the warrants are not met.
2. That the request for a crossing guard at the intersection of Ponytrail Drive and Bridgewood Drive for the students attending Forest Glen Public School be denied as the warrants are not met.

(Ward 3)

TSC-0084-2015

TSC-0085-2015

That the Report submitted by Sandra Beniuk, Mashkoor Sherwani and Louise Goegan, Goegan summarizing the sessions they attended at the 65th Annual Ontario Traffic Council Conference held on May 3rd to 5th, 2015 in Sault Ste. Marie.

(TSC-0085-2015)

TSC-0086-2015

That the report from the Manager of Parking Enforcement with respect to parking enforcement in school zones for the month of April 2015 be received.

TSC-0086-2015

TSC-0087-2015

That the Minutes from the Walk to School Subcommittee meeting on May 20, 2015 be received.

TSC-0087-2015

TSC-0088-2015

That Louise Goegan be appointed as the Chair of the Walk to School Subcommittee for a term ending on November 30, 2018 or until a successor is appointed.

TSC-0088-2015

TSC-0089-2015

That the Action Items List from the Transportation and Works Department for the month of April 2015 be received.

TSC-0089-2015

TSC-0090-2015

1. That the request for a crossing guard at the intersection of Second Line and Silverthorn Mill Avenue for students attending St. Julia Catholic School and Meadowvale Village Public School be denied as the warrants are not met.

2. That Traffic Safety Council's Site Inspection Subcommittee conduct a further site inspection at Second Line and Sombrero Way, for students attending St. Julia Catholic School and Meadowvale Village Public School, in September 2015, when bussing is removed. The all way stop provides protection for crossing students.
3. That Transportation and Works Department be requested to conduct a speed study east of Second line and Sombrero Way for students attending St. Julia Catholic School and Meadowvale Village Public School.

(Ward 11)

TSC-0090-2015

TSC-0091-2015

That the Minutes from the Public Information Subcommittee meeting on May 25, 2015 be received for information.

TSC-0091-2015

TSC-0092-2015

That Heather Relf be appointed as Chair of the Traffic Safety Council's Public Information Subcommittee for a term ending on November 30, 2018 or until a successor is appointed.

TSC-0092-2015

TSC-0093-2015

That the letter dated May 27, 2015 from Councillor George Carlson with respect to the Removal of School Bus Services for Students attending St. Julia Catholic Elementary School be received for information.

(Ward 11)

TSC-0093-2015

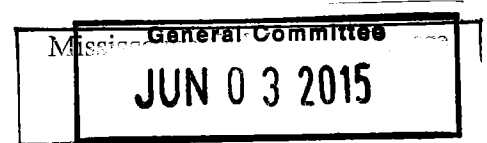
TSC-0094-2015

That a staff member from the Active Transportation section of the Transportation, Infrastructure and Planning Division, be requested to sit on the Traffic Safety Council's Advisory Board.

TSC-0094-2015

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