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## General Committee

### Date

2016/02/17

### Time

9:00 AM

### Location

Civic Centre, Council Chamber,  
300 City Centre Drive, Mississauga, Ontario, L5B 3C1 Ontario

### Members

Mayor Bonnie Crombie	
Councillor Jim Tovey	Ward 1 (CHAIR)
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

### Contact

Sacha Smith, Legislative Coordinator, Legislative Services  
905-615-3200 ext. 4516  
Email [sacha.smith@mississauga.ca](mailto:sacha.smith@mississauga.ca)

### Find it Online

<http://www.mississauga.ca/portal/cityhall/generalcommittee>

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**INDEX – GENERAL COMMITTEE- FEBRUARY 17, 2016**

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **DECLARATION OF CONFLICT OF INTEREST**
4. **PRESENTATIONS**
5. **DEPUTATIONS**
- 5.1. Item 6.1 Mark Jeffreys, Past President, Mississauga Rotary Club
- 5.2. Sonja Banic, Manager, Culture Operations and Stuart Keeler, Manager and Chief Curator with respect to the Canada 150 project.
6. **MATTERS TO BE CONSIDERED**
- 6.1. Paid Admission for Events – Mississauga Celebration Square – Follow-up with Rotary Ribfest Organizers
- 6.2. Additional Information from Living Arts Centre re: follow-up to recommendation GC-0033-2016
- 6.3. Request for an Exemption to the Animal Care and Control By-law 0098-04, as amended, for two Pigeon Enclosures, 6084 Rowers Crescent (Ward 11)
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- 6.6. Turning Prohibition Removal Oriole Avenue and Inglewood Drive (Ward 1)
- 6.7. Revise the existing 15-hour parking limits on Mill Street and Wyndham Street (Ward 11)
- 6.8. Traffic By-law Amendments for Multi-Use Trails - Various Locations (Wards 3, 5 and 11)
- 6.9. Presto Senior Monthly Pass Fare and MiWay High School Student Category

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**CONTINUED**

- 6.10. 2016 Sidewalk and Multi-Use Trail Construction Program (Major Roads)  
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- 6.11. Removal and Replacement of the Living Wall between Uxbridge Lane and Rathburn Road East (Ward 3)
- 6.12. Animal Standards of Care
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- 6.14. Sole Source Procurement for LinkedIn Subscription  
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7. **ADVISORY COMMITTEE REPORTS**

- 7.1. Environmental Action Committee Report 1-2016 - February 2, 2016
- 7.2. Accessibility Advisory Committee Report 1-2016 - February 8, 2016
- 7.3. Heritage Advisory Committee Report 2-2016 - February 9, 2016
- 7.4. Mississauga Cycling Advisory Committee Report 2-2016 - February 9, 2016

8. **COUNCILLORS' ENQUIRIES**

9. **OTHER BUSINESS/ANNOUNCEMENTS**

10. **CLOSED SESSION**

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

- 10.1 A proposed or pending acquisition or disposition of land by the municipality or local board - Potential Acquisition of Lands Within Former Ontario Power Generation Lakeview Generating Site (Ward 1)

11. **ADJOURNMENT**

# City of Mississauga Corporate Report



Date: 2016/01/22

To: Chair and Members of General Committee

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

Originator's files:

Meeting date:  
2016/02/17

## Subject

**Paid Admission for Events – Mississauga Celebration Square – Follow-up with Rotary Ribfest Organizers**

## Recommendation

That the report dated January 22, 2016, from the Commissioner of Community Services entitled "Paid Admission for Events – Mississauga Celebration Square - Follow-up with Rotary Ribfest Organizers" be received for information.

## Report Highlights

- As per GC-0580-2015, the report dated August 26, 2015, from the Commissioner of Community Services entitled "Paid Admission for Events – Mississauga Celebration Square" was deferred to provide staff the opportunity to meet with the organizers of Mississauga's Rotary Ribfest and report back to General Committee. This recommendation was adopted by Council on October 14, 2015.
- A joint City-Rotary working group was established and a series of four meetings were held (from October to December 2015) with the purpose of:
  1. conducting an Operational Review of the Ribfest event with the intent of finding efficiencies that could reduce the event's overall costs and increase its net proceeds; and
  2. discussing the City's Cultural Festivals and Celebrations (CFC) grant and the Ribfest event's eligibility for the grant
- Meeting discussions were positive and productive with a focus on exploring joint solutions to improve the long-term sustainability of the Ribfest event.
- Based on an event budget of \$101,090, which only includes eligible costs as per the CFC grant criteria, Ribfest organizers could be eligible for a grant in the amount of \$20,218. An additional \$3,478 in potential cost savings was found using Rotary Ribfest's 2015 Mississauga Celebration Square (MCS) invoice.

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- While Rotary Ribfest Organizers appreciate the options to apply for a grant under the CFC Grant Program and potential efficiencies, they confirmed their wish to re-address the paid admission option and make a deputation to Council on the basis that it would generate a yield in the amount of \$100,000.
- Culture Division staff do not support a policy exemption allowing paid admission.

## Background

In May 2015, organizers of the Amacon Rotary Ribfest on Mississauga Celebration Square asked Council members to consider an exemption from the City's Outdoor Events in the Civic District Policy (05-03-03) to allow paid admission (\$2 per person or \$5 per family for the Friday and Saturday).

As part of Council's discussion during the presentation of the MCS's Strategic Plan on June 3, 2015, Council directed staff to further explore the option of paid admission for events and to report back in the fall. With the summer event season already in progress at the time, the exemption was not granted for the 2015 Ribfest event.

Culture Division staff conducted municipal benchmarking by contacting seven Canadian cities and two U.S. cities to further review their practices with respect to paid entrance fee events.

Staff also:

- consulted with Recreation and Parks & Forestry Division staff to review current practices with respect to park closures;
- developed and launched an informal public survey which was posted on the City's web site ([www.mississauga.ca](http://www.mississauga.ca)); and
- met with members of Council to share benchmarking, survey results and to obtain feedback.

Benchmarking of municipal civic squares and public parks confirmed: nine of the eleven are in line with Mississauga Celebration Square's mandate; five specifically noted that a portion of their civic square/park must remain open and accessible to the public.

Of those who participated in the City's informal online public survey, 56% of participants indicated they would not be willing to pay admission.

The City currently permits paid admission for festivals and events in certain parks. There are events held on Mississauga Celebration Square (MCS) that also include paid components.

In order for an event to be approved for MCS, the event must comply with the Outdoor Events in the Civic District Policy (05-03-03) which requires all events to be "open to the public and free of charge" See Appendix 1.

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Applications to hold Large Events on the Square are approved by the Mississauga Celebration Square Community Reference Group (formerly known as the Mississauga Celebration Square Events Committee).

For complete background, benchmarking, online survey results and paid admission options, see Appendix 2 – Corporate Report – Paid Admission for Events – Mississauga Celebration Square – October 7, 2015.

## Present Status

On October 21, 2015, Paul Mitcham, Community Services Commissioner, Paul Damaso, Acting Director of Culture and Sonja Banic, Acting Manager Culture of Operations met with Rotary Ribfest organizers for the purpose of discussing the following items:

- **Corporate Report** - any questions on the Paid Entrance Fee Corporate Report that was received by General Committee on October 7th.
- **Grants Program** – organizational changes required to address the group's eligibility for grant funding through the City's Community Festivals and Celebrations (CFC) program.
- **Operational Review** – efficiencies and improvements that could be made to reduce overall operating costs of the event.

During this meeting, Rotary Ribfest organizers agreed to establish a joint working group, with Culture Division staff, to identify changes required which would allow the Ribfest event to meet CFC eligibility. This same team would also conduct an Operational Review to explore changes that would reduce overall operating costs and net profitability. Working group members included:

Culture Division		Rotary Ribfest	
Name	Role	Name	Role
Sonja Banic	Manager, Operations, Culture Division	Richard Fawcett	Director, Rotary Club Mississauga
Andrew Douglas	Grants Officer	Natalie Hart	Coordinator, Mississauga RibFest
Nidhi Khanna	Manager, MCS	Young Ngo	President, Rotary Club, Mississauga West
		Pietar Kool	Director, Rotary Club Mississauga West

Working group meetings were held on November 18<sup>th</sup> and November 25<sup>th</sup>, with a final meeting held on December 8 that also included Paul Mitcham, Paul Damaso, and Ribfest representatives:

Mark Jeffries, Lucie Shaw, Gordon West, Rick Blake (attending for Young Ngo) and Tom McPherson.

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### **Grant Eligibility**

During the working group meetings CFC eligibility requirements were reviewed and a preliminary festival operating budget (which includes eligible expenses) was developed to determine if grant funding was feasible for organizers to pursue. As part of this exercise, operating expenses related to the cultural component of the event (music and entertainment) needed to be identified and extracted to create a music festival event budget.

After several deliberations, it was determined the operating expenses for the music festival component of the Rotary Ribfest event totalled \$101,090.

Based on the CFC funding formula, Ribfest organizers could potentially receive a grant in the amount of \$20,218 in 2017 if approved. See Appendix 3 for Rotary Ribfest Event Budget.

### **Operational Review -Event Efficiencies**

Using the 2015 Rotary Ribfest invoice from Mississauga Celebration Square as a base, the working group reviewed operating costs and event procedures. This exercise resulted in a total of \$3,478 in cost savings and efficiencies in the areas of:

- parking fees as they relate to load-in/out times;
- Parks' services (cost of garbage bags; potential sponsorship/donation opportunity);
- F&PM maintenance (# of onsite hours for mandatory electrical, mechanical and custodial services); and
- technical fees based on event programming.

See Appendix 4 for detailed event cost breakdown and potential savings.

After a better understanding of the City's fees and charges and MCS event procedures, Ribfest organizers acknowledged the possibility of additional cost savings; they plan to review their logistics to better organize and execute certain aspects of their event going forward.

### **Comments**

At the last meeting on December 8, 2015, staff offered to continue working with Ribfest organizers on their CFC application this year for funding in 2017. The application process for funding in 2016 closed on October 15, 2015.

Culture Division staff also offered Ribfest organizers the opportunity to use the 2016 Ribfest event as a pilot to work through the discussed efficiencies and any other operational challenges. Ribfest organizers commented they were appreciative of staff efforts and found the meetings to be most informative and collaborative.

After taking some time to review their options, staff received an email on December 18, 2015 from Richard Fawcett; the email confirmed their intent to ask City Council to re-visit the exemption allowing paid admission for their event.

## Strategic Plan

- Strategic Plan – Connect & Prosper
  - Mississauga Celebration Square Strategic Plan

## Financial Impact

If Ribfest organizers apply for a CFC grant and are approved by the Peer Assessment Committee, they could potentially receive a grant in the amount of \$20,218; this would be a new application and may impact funding amounts for other eligible applicants.

## Conclusion

After working with a joint City-Rotary working group over the past few months, Culture Division staff determined a total of \$101,090 of the Rotary Ribfest event operating expenses are elements of a music festival and eligible for submission under the City's CFC grant program. Based on the number of eligible applications, approved budget, and funding formula, Ribfest organizers could potentially receive a CFC grant in the amount of \$20,218 in 2017.

In addition, an operational efficiency review found \$3,478 in potential cost savings and efficiencies. This means, there is the potential to increase the group's net charitable proceeds by at least \$23,696.

Although appreciative of staff efforts, Rotary Ribfest organizers confirmed their intent to speak to this report and make a deputation to Council; they will be re-visiting their ask for an exemption to the City's Outdoor Events in the Civic District Policy to allow a paid admission for their event on MCS. Paid admission is expected to generate approximately \$100,000 additional revenue. As noted in the previous Corporate Report (Appendix 2), Culture Division staff do not support a policy exemption allowing paid admission; based on best practices and the precedent setting impact that it would have for other groups to also request paid admission exemptions for their events.

## Attachments

Appendix 1: Outdoor Events in the Civic District Policy (05-03-030)

Appendix 2: Paid Admission for Events - Mississauga Celebration Square - October 7, 2015.

Appendix 3: Rotary Ribfest Event Budget

Appendix 4: Event Cost Breakdown and Potential Savings




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

Prepared by: Sonja Banic, Manager, Culture Operations



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Appendix 1  
6.1

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TAB: PROPERTY AND FACILITIES  
SECTION: CIVIC CENTRE  
SUBJECT: OUTDOOR EVENTS IN THE CIVIC DISTRICT

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**POLICY STATEMENT** The Civic District provides outdoor venues for the enjoyment of the public, including the opportunity for participation in a series of high-profile premiere events offered at Mississauga Celebration Square.

**PURPOSE** The purposes of this policy are:

- to identify the outdoor Event venues;
- to outline the booking process for venues in the Civic District, including those that are available for Event use by City of Mississauga staff, elected officials and members of the public;
- to outline the conditions for approval and any restrictions on the use of the available venues; and
- to outline the roles and responsibilities of specific City staff.

While it is the City's wish that the Civic District be regarded as a "people place" — open and accessible to all members of the community — steps must be taken to ensure that both the area and its patrons are protected. Procedures are required so that a uniform approach to permitting Events in Civic District venues, which are normally public areas, can be taken.

**DEFINITIONS** For the purposes of this policy:

The "Civic District" includes the event venue of Mississauga Celebration Square; the Glass Pavilion, Jubilee Garden, the Ice Rink and the following parks: the Living Arts Centre (LAC) Park; Community Common Park; and Scholar's Green.

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“Customer Service Centre (CSC)” means the Community Services Department, Recreation Division booking office.

“Event” means any pre-planned, organized activity that will be facilitated with the support and expertise of City staff.

“Event Organizer” means any individual or organization booking an Event.

“External Booking” means requests by an Event Organizer to book an Event in Mississauga Celebration Square. This includes bookings by City employees for non-work related Events.

“Internal Booking” means any request by City staff or Council to book a City Event in Mississauga Celebration Square that is work related. There are two types of Internal Bookings:

“Public Event” means a City Event that is promoted and open to the public.

“Staff Event” means a City Event that is promoted and limited to staff only.

The “Mississauga Celebration Square Section” means the Culture Division, Community Services Department.

“Normal Business Hours” are 8:30 a.m. to 4:30 p.m., Monday to Friday, with the exception of Public Holidays.

“Program Coordinator” means the Mississauga Celebration Square employee assigned to liaise with the Event Organizer.

“Public Holiday” means a non-working day that is legislated in Ontario in the *Employment Standards Act, 2000*. Ontario has nine public holidays: New Year's Day; Family Day; Good Friday; Victoria Day; Canada Day; Labour Day; Thanksgiving Day; Christmas Day; and Boxing Day.

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“Weekend” means from 4:30 p.m. Friday to 6:00 a.m. Monday.

## SCOPE

This policy applies to all outdoor venues in the Civic District. For information on booking indoor facilities at the Civic Centre, such as the Council Chamber, Great Hall, meeting rooms, etc., refer to Corporate Policy and Procedure – Civic Centre – Booking Facilities in the Civic Centre.

## CIVIC CENTRE DISTRICT VENUES

### Mississauga Celebration Square

Mississauga Celebration Square is available for booking through the Mississauga Celebration Square Section. Mississauga Celebration Square is comprised of the outdoor square, including the main stage, and the Amphitheatre, an open air venue with a seating capacity of 300 that is suitable for theatrical, musical or other artistic/cultural Events.

### Other Venues in the Civic District

The Glass Pavilion is suitable for meetings and special occasions and is bookable through the CSC.

The Ice Rink may not be booked, as exclusive use of the rink by outside groups is not permitted. (The City may, on occasion, reserve the ice for a major outdoor Event.) The rink is available for use by the general public, at no charge.

The Jubilee Garden area is open for the enjoyment of the general public, at no charge. While exclusive use is not permitted, this area may be booked through the CSC for film projects, wedding photography and/or marriage ceremonies.

### Parks in the Civic District

Community Common is not a bookable space, but may be utilized by the City as required for City produced or co-produced Events.

LAC Park is not a bookable space, but may be utilized for City produced or co-produced Events. Indoor events booked at the

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Living Arts Centre that wish to expand the event into a portion of LAC Park may do so with the approval of the LAC. In these instances, a park permit is required.

Scholar's Green may be used for Sheridan College events, upon approval of the City (a park permit is required). The space may also be utilized by the City as required for City produced or co-produced Events.

## BOOKING MISSISSAUGA CELEBRATION SQUARE

Mississauga Celebration Square may be booked for Events by the public or City staff through the Mississauga Celebration Square Section, in accordance with the processes outlined in this policy.

## PRIORITY EVENTS

If there is more than one request to book all or part of Mississauga Celebration Square for the same date and/or applications are received for similar events, the following will apply:

- First Priority:
  - City produced or co-produced Events, such as Canada Day celebrations, tree lighting, movie nights, summer music series, yoga on the lawn, etc.
- Second Priority:
  - new or existing Events deemed by the City to contribute to the City's cultural diversity, raise its arts and culture profile and/or add economic benefit to Mississauga from a tourism perspective
- Third Priority:
  - Events with proven experience that have met all requirements and conditions for approval

Where separate Events are booked on more than one area of Mississauga Celebration Square at the same time, consideration will be given to ensure that the two Events are compatible.

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## BOOKING PROCESS – EXTERNAL AND INTERNAL PUBLIC EVENT BOOKINGS

Terms and Conditions for booking, eligibility criteria and an overview of the Event process are detailed in the Mississauga Celebration Square Guidelines (the “Guidelines”), which are provided when a booking request is made. The Mississauga Celebration Square application, available on the City of Mississauga web site or by contacting the Mississauga Celebration Square Section, must be signed and submitted to the Program Coordinator by the applicable deadline for all bookings.

### Incomplete Applications

An application will be considered incomplete if it is submitted without the requested information or accompanying documentation. Applications that are incomplete will not be considered.

### Application Deadlines – Bookings With More Than 500 Attendees

Applications for bookings where the expected attendance is greater than 500 must be received by the applicable annual Event season deadline. Applications for subsequent years of an Event (e.g. annual Events) will not be accepted in advance.

Outdoor Event seasons and deadlines are defined as follows:

Summer/Fall Season – May 01 - October 31 → Deadline  
September 30 of the preceding year

Winter/Spring Season – November 01 – April 30 → Deadline  
March 31 of the preceding year.

Exceptions to the application deadline must be approved by the Director, Culture Division, Community Services Department.

### Application Deadlines – Bookings With Less Than 500 Attendees

Applications for bookings where the expected attendance is less than 500 must be submitted a minimum of sixteen (16) weeks in advance. Exceptions to the applicable deadline must be approved by the Manager, Mississauga Celebration Square.

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## APPROVAL PROCESS – EXTERNAL AND INTERNAL PUBLIC EVENT BOOKINGS

Once the deadline has passed, all external and internal applications for the respective season will be evaluated by the Mississauga Celebration Square Section, who will compile a list of recommended Events. All eligible applications will be fairly evaluated based on the Conditions for Approval outlined in this policy.

The recommendations will be reviewed for approval by a group comprised of:

- the Director, Culture Division, Community Services Department;
- the Director, Parks and Forestry, Community Services Department;
- the Director, Facilities and Property Management, Corporate Services Department;
- the Director, Communications, Corporate Services Department;
- the Manager, Events, Mississauga Celebration Square Section, Culture Division;
- the Manager, Mississauga Celebration Square, Mississauga Celebration Square Section, Culture Division; and
- Three members of the City's Mississauga Celebration Square Events Committee.

\*Note: all members of the committee may appoint a designate to review and approve the recommendations.

All applicants will be notified once the recommendations are finalized. If agreement on approving an Event and/or the selection of an Event from competing applicants cannot be reached by the group, the Commissioner of Community Services will be consulted and will make the final decision.

The City reserves the right to decline applications that do not meet the Priority Event criteria and/or the Conditions of

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Approval outlined in this policy.

A request to appeal a committee decision may be made in writing to the Commissioner of Community Services.

## Once Approved

A letter of agreement confirming the date and outlining all requirements for approval will be sent to the applicant once the Event is approved. The letter must be signed by an individual within the group with authority to enter into a binding agreement with the City and returned to the Mississauga Celebration Square Section by the date specified in the letter of agreement.

The Program Coordinator will assist the Event Organizer in meeting all conditions for approval. A final facility rental contract detailing all fees and charges and specific requirements (e.g. payment/cancellation terms, additional security, maintenance, technical support, furniture, etc.) will be issued by the CSC when all terms and conditions for approval are met. The contract must be signed and returned to the CSC at least thirty (30) days prior to the event.

The Mississauga Celebration Square Section may rescind approval for an Event at any time if the terms and conditions outlined in the application package are not met.

## INTERNAL STAFF EVENT BOOKINGS

### Application Process

Staff who are Event Organizers for Events where attendees are City staff and the event is held primarily during the City's regular business hours (Monday to Friday, 8:30 am – 4:30 pm, excepting holidays) must complete the application form that is available on Inside Mississauga. The application form provides all of the information the Event Organizer is required to provide and must be submitted a minimum of 16 weeks in advance for Events with fewer than 500 attendees and one year in advance for Events with more than 500 attendees.

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## Approval Process

Once approved, the Program Coordinator will provide the Internal Event Organizer with a detailed summary of requirements, including instruction on the steps needed to fulfill each. A final facility rental contract will be issued by the CSC when all terms and conditions for approval are met. The contract must be signed by an employee with budget authority for the Event and returned to the CSC at least thirty (30) days prior to the Event.

## CONDITIONS FOR APPROVAL

All requests to book Mississauga Celebration Square will be considered in light of the City's need to ensure that:

- an Event does not endorse views and ideas that are likely to promote discrimination, contempt or hatred for any person on the basis of race, national or ethnic origin, citizenship, religion, age, sex, marital status, family status, sexual orientation, disability, political affiliation, economic status or level of literacy;
- the Event is consistent with the City's principle of respect for the dignity and worth of all persons;
- the Event does not conflict with the City's core values, vision or strategic goals or does not adversely impact on the City's identity;
- the Event does not interfere with normal business conducted by staff or with other activities in the Civic District;
- Event participants and patrons of all venues are adequately safeguarded;
- the security and protection of all venues is adequately safeguarded;
- activities which are contrary to City policies or by-laws, or provincial or federal laws are not conducted or promoted;
- all regulatory approvals are obtained (i.e. alcohol, lottery licence, etc.);
- the Event will be open to the public and free of charge;



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- the minimum expected attendance for Public Holiday and Weekend Events is 1,000 people; and
- the Event is deemed to raise the City's profile, support its arts and culture agenda as outlined in the Culture Master Plan and/or add economic benefit to Mississauga from a tourism perspective.

In addition to the conditions outlined above, External Bookings are required, at a minimum, to secure third party liability insurance, in accordance with the Guidelines, as a condition of approval. In some cases, the risks related to the Event may require additional coverage or limits of insurance. The Program Coordinator may consult with the Manager, Risk and Insurance, Finance Division, who may recommend additional coverage or limits.

## Requirements Once Approved

Once a request to book Mississauga Celebration Square has been approved, the Event Organizers, where applicable, will be required to:

- obey all federal and provincial laws and municipal by-laws and policies;
- adhere to any existing City contracts or agreements;
- ensure any City signage, including sponsorship recognition, is not obscured, removed or altered; and
- adhere to all aspects of the Guidelines.

## RESTRICTIONS

The following activities will be restricted:

- use of outside technicians and/or crews if the stage and/or media screen is required. The City's sound and lighting equipment must be booked in conjunction with the Event and use of City technicians and/or crews to operate the equipment is mandatory;
- fireworks that are not part of a City produced or co-produced Event (e.g. Canada Day);
- mechanical amusement rides (excluding inflatables) will not

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- be permitted;
- amplified sound will only be allowed in accordance with the Guidelines; and
- any other restrictions on activities addressed in the Guidelines.

## POST-EVENT EVALUATION

A post-event walk-through(s) with the Event Organizer will be scheduled by the Mississauga Celebration Square Section to take place after the Event to assess clean-up and/or damage and to ensure that all conditions and requirements outlined in the Event facility rental contract were adhered to. The evaluation(s) may be undertaken with applicable City staff (e.g. Facilities and Property Management and Parks) and will be kept on file by the Mississauga Celebration Square Section.

Event Organizers will be charged for any damage to City venues (e.g. damage to protective surfaces, broken fixtures, etc.) and for any cost for services that the City incurred as a result of the terms and conditions of their facility rental contract with the City (e.g. garbage clean up, additional security, etc.) not being met.

## ROLES AND RESPONSIBILITIES

Departmental Directors	All Departmental Directors are accountable for: <ul style="list-style-type: none"><li>• ensuring all Managers/Supervisors are aware of this policy and of any subsequent revisions.</li></ul>
Managers/Supervisors	Managers/Supervisors with staff who are identified in the Roles and Responsibilities section of this policy are accountable for: <ul style="list-style-type: none"><li>• ensuring staff in their respective work units are aware of this policy and of any subsequent revisions;</li><li>• ensuring applicable staff are trained on this policy with respect to their specific job function; and</li><li>• ensuring applicable staff comply with this policy.</li></ul>

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## Mississauga Celebration Square Section

The Mississauga Celebration Square Section is responsible for managing Events at Mississauga Celebration Square Section. This involves:

- adhering to the Booking Process as outlined in this policy;
- assisting in the selection and approval of Events for Mississauga Celebration Square, in accordance with this policy;
- ensuring all conditions of approval and requirements are outlined in the Event facility rental contract and are met prior to the Event;
- once notified, taking appropriate action as required to ensure all aspects of the facility rental contract are adhered to (e.g. hire additional cleaning or security staff);
- ensuring a signed copy of the facility rental contract is obtained from the CSC prior to the Event and kept on file;
- advising appropriate City staff of all bookings and of all subsequent changes;
- ensuring a physical pre-event venue inspection(s) is completed in consultation with the Event Organizer;
- ensuring a physical post-event venue inspection(s) is completed in consultation with the Event Organizer for each Event; and
- evaluating the overall Event following the post-event venue inspection(s) and documenting any issues and/or concerns.

## FEES/RENTAL RATES

Rental fees for Civic District venues, and additional expenses for labour and amenities outside of normal day-to-day City operations, are established annually through a report to Council. Refer to the applicable Rental Rates and/or Fees and Charges By-law(s), as amended from time to time, for current rates.

## REFERENCE:

GC-0590-2010 - 2010 09 15  
GC-0662-2012 – MCSEC-0033-2012 - 2012 10 10

## LAST REVIEW DATE:

# ***Corporate Policy and Procedure***



Policy No. 05-03-03<sup>6.1</sup>  
Page 12 of 12  
Effective Date 2012 10 10  
Supersedes 2010 09 15

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## **CONTACT:**

For more information on booking Mississauga Celebration Square contact the Mississauga Celebration Square Section, Culture Division, Community Services Department.

# City of Mississauga Corporate Report



<div data-bbox="657 375 1042 499" data-label="Text"> <p>General Committee <b>OCT 07 2015</b></p> </div> <p>Date: August 26, 2015</p>	<p>Originator's files: -file names</p>
<p>To: Chair and Members of General Committee</p> <p>From: Paul A. Mitcham, P. Eng. MBA Commissioner of Community Services</p>	<p>Meeting date: October 7, 2015</p>

## Subject

**Paid Admission for Events – Mississauga Celebration Square**

## Recommendation

That the report dated August 26, 2015, from the Commissioner of Community Services entitled "Paid Admission for Events – Mississauga Celebration Square" be received for information.

## Report Highlights

- Organizers of the Amacon Rotary Ribfest on Mississauga Celebration Square asked Council members to consider an exemption from the City's Outdoor Events in the Civic District Policy (05-03-03) to allow paid admission.
- The City's Outdoor Events in the Civic District Policy (05-03-03) requires all events to be "open to the public and free of charge".
- Culture Division staff do not support a policy exemption allowing paid admission.
- Culture Division staff conducted municipal benchmarking by contacting seven Canadian cities and two U.S. cities to further review their practices with respect to paid entrance fee events.
- Staff also consulted with Recreation and Parks & Forestry Division staff to review current practices with respect to park closures; developed and launched an informal public survey which was posted on the City's web site ([www.mississauga.ca](http://www.mississauga.ca)); and met with members of Council to share benchmarking, survey results and to obtain feedback.
- Benchmarking of municipal civic squares and public parks confirmed: nine of the eleven are in line with Mississauga Celebration Square's mandate; five specifically noted that a portion

of their civic square/park must remain open and accessible to the public.

- 56.5% of participants in the City's informal online public survey indicated they would not be willing to pay admission.
- The City currently permits paid admission for festivals/events in certain parks. There are events held on Mississauga Celebration Square (MCS) that also include paid components.

## Background

In May 2015, representatives of the Rotary Club of Mississauga and the Rotary Club of Mississauga West, organizers of the Amacon Rotary Ribfest on MCS, asked Council members to consider an exemption from the current no admission fee policy. The Rotary representatives asked permission to charge \$2 per person or \$5 per family for the Friday and Saturday of this year's event. In return, they proposed 10% of the admission fee raised would be contributed to a city designated community project.

Staff did not support the request and responded with the following information:

- In order for an event to be approved for MCS, the event must comply with the Outdoor Events in the Civic District Policy (05-03-03) which requires all events to be "open to the public and free of charge" See Appendix 1. Applications to hold Large Events on the Square are approved by the Mississauga Celebration Square Community Reference Group (formerly known as the Mississauga Celebration Square Events Committee).
- The 2011 transformation of Mississauga City Hall and Library Squares into Celebration Square revitalized the downtown core based on the principles of *placemaking*. A key principle of *placemaking*, and the creation of people-oriented spaces, is public spaces should be open and accessible to all members of the community - similar to other notable civic squares around the world. Placemaking and its key principles informed the development of the Outdoor Events in the Civic District Policy.
- MCS was purposefully designed as an open, unencumbered public space to support the hosting of free and accessible public events and activities. For event organizers who wish to charge admission, there are several other venues in Mississauga that can be considered.
- The 2014 MCS Strategic Plan survey indicated that Mississauga residents ranked, "being a public space for events and celebrations", as the most important role of the Square. A majority of residents also confirmed they want the space to remain free and open to the public.
- As part of the benchmarking exercise for the MCS Strategic Plan, other Civic Squares were investigated to determine their practice with respect to allowing paid admission events. The results showed that municipally-run venues are mandated to hold free events. While

the majority do not allow paid admission events, some of the benchmarked municipalities do allow a section of the Square to support paid activities, while maintaining free public access to the central parts of the venue.

### **Amacon Mississauga Rotary Ribfest**

This year, approximately 60,000 people attended the Amacon Mississauga Rotary Ribfest which was held from Thursday July 16<sup>th</sup> to Sunday, July 19<sup>th</sup>.

The operational details are as follows:

- This 4-day large event required 3 days for load-in (Monday, July 13-Wednesday, July 15) and one day for load-out (Monday, July 20).
- The water fountain was shut-down/drained on Tuesday, July 14 in the afternoon and re-started on Tuesday, July 21 in the afternoon to accommodate load-in, event days, load-out and clean-up (for a total of 8 days).
- Clean-up by Parks staff is substantial after this event; this year the cost of clean-up was \$5,103 and it was paid by the event organizers.
- The event is fully-fenced to allow attendees to buy/drink alcoholic beverages throughout MCS as required under Special Occasion Permit issued by AGCO; fencing is also used to provide additional security (i.e. heavy equipment, propane tanks and set-up for several days)
- Square appears closed although the public is allowed access through the gates and is asked for a voluntary \$2 donation; this year, staff was allowed access by showing their security pass; there was limited access to the Central Library and Civic Centre.
- One road closure is required for 5 days: Princess Royal Drive from Living Arts Drive to parking entrance West of Duke of York Boulevard

The annual Rotary Ribfest has taken place in the City's downtown core for 12 years. Once MCS officially opened in 2011, event organizers continued to apply through the MCS Festival Application process as a Large Event applicant.

As part of Council's discussion during the presentation of the MCS's Strategic Plan on June 3, 2015, Council directed staff to further explore the option of paid admission for events and to report back in the fall; with the summer event season already in progress, the exemption was not granted for the 2015 Ribfest event.

### **Present Status**

Over the summer months, Culture Division staff conducted municipal benchmarking by contacting seven Canadian cities and two U.S. cities to further review their practices with respect to paid entrance fee events:

- Toronto: Nathan Phillips Square, Mel Lastman Square, Yonge-Dundas Square
- Brampton: Garden Square
- Kitchener: Carl Zehr Square
- Waterloo: Waterloo Public Square
- Edmonton: Churchill Square
- Calgary: Olympic Plaza
- Ottawa: Confederation Park/Marion Dewar Plaza
- New York: Bryant Park
- Chicago: Millennium Park

In addition to municipal benchmarking, Culture Division staff:

- Consulted with staff from the Recreation and Parks & Forestry Divisions to review current practices with respect to park closures and/or paid event admissions in City parks;
- Developed and launched an informal public survey which was posted on the well-visited MCS web page from June 30 – August 14, 2015. This survey was promoted through MCS channels including social media, digital screens as well as with a banner on the front page the City's web site ([www.mississauga.ca](http://www.mississauga.ca)). A total of 294 respondents from across Mississauga and the GTA completed the survey leaving 124 comments; and
- Met with members of Council between August 1 - September 8, 2015 to share benchmarking, survey results, and to obtain additional feedback. As part of these discussions, the Ward 4 Councillor confirmed he does not support paid admission on MCS.

## Comments

### Benchmarking

Benchmarking of the above-noted municipal civic squares and public parks confirmed nine of the eleven are in line with MCS's mandate: all events are free and open to the public. Two of the eleven are considered "public squares" and allow paid admission but their operating models are different (Yonge-Dundas Square in Toronto and Marion Dewar Plaza in Ottawa).

Yonge-Dundas Square is municipally-owned but agency-operated; during gated events one percent of admissions must be reserved for the Yonge-Dundas Square Board of Management. It is also important to note that Yonge-Dundas Square is one of five "public squares" in the City of Toronto and the only one that is available for commercial as well as charitable and community events. Marion Dewar Plaza is owned by the National Capital Commission; different rental rates apply for not-for-profit organizations charging admission fees. Edmonton is currently piloting a



partial closure model on Churchill Square. These three squares are managed by independent boards, mandated to operate at no net cost and charge fees to defray operating costs.

### Other important findings

Of those municipalities that allow for 'exception' closures with paid admission, seven specifically noted that the central portion of their civic square/park must remain open and accessible to the public:

- Toronto-Nathan Phillips Square
- Toronto-Yonge-Dundas Square
- Calgary-Olympic Square
- Edmonton-Churchill Square
- Waterloo-Waterloo Public Square,
- New York- Bryant Park
- Chicago-Millennium Park

Also important to note: the Toronto Jazz Festival on Nathan Phillips Square must apply annually for a by-law amendment allowing paid admission; even with this exception, one side of the large tent must remain open allowing "free" access to entertainment. For full details on benchmarking, please refer to Appendix 2.

### Online Public Survey Results

Of the 294 surveys completed, 94% of participants were from across Mississauga, with 6% spread across the GTA. 91% of the participants indicated they attended a festival or event at MSC in the past year.

When asked if they would be willing to pay admission for select, independently-produced, public festivals and events at MSC, 56.5% indicated they would not be willing to pay admission.

When asked about their concerns around permitting paid admission, 124 participants left comments summarized as follows:

- MCS is a City-owned and operated facility (supported by municipal taxes), events should remain free and accessible for residents
- Paid admission may exclude families, students and low income earners that cannot afford admission rates for events
- Paid admission, along with high vendor fees (food, product, etc.) will make it unaffordable to many
- Events with paid admission will mean loss of attendance
- Loss of "public" space with paid admission (set up, fencing, tear down, etc.)

When asked: how often would you support the City of Mississauga allowing select, independently produced, public festivals and events to charge admission? 108 of the respondents (47%)

indicated that if paid admission was to be permitted, they wouldn't want to see more than two to three events with paid admission per year. For complete survey results, see Appendix 3.

### **Current Practice - City Parks**

A viable alternative for paid admission events exists in City of Mississauga Parks, Recreation and Parks & Forestry Division staff confirmed current examples of park rentals which include paid admission and are fully enclosed with fencing:

- Southside Shuffle - Memorial Park, Port Credit. This event includes a five-hour street closure to allow for free entertainment throughout the village.

Admission: Friday: \$10, Saturday and Sunday \$15 Weekend Pass: \$30

- Waterfront Festival - Memorial Park, Port Credit

Admission: Free

- Bread & Honey Festival - Memorial Park, Streetsville. This event includes street closures and this year, free activities and entertainment was provided at the newly opened Streetsville Village Square.

Admission: Fri - \$2/ person; Sat. - \$5/ person; Sun. - \$5/ person; Infants free

Note - fencing is required for event security purposes and to meet the requirements of a Special Occasion permit, issued by the Alcohol and Gaming Commission of Ontario (AGCO) which states: "It is a requirement to have a clearly defined permit area. Must be separated by 36" (0.9 m) high barrier" when alcohol is served or sold.

### **Current Practice - Mississauga Celebration Square (MCS)**

Event requests with paid components are considered on a case-by case basis, but are not actively promoted as an option or outlined in the Outdoor Events in the Civic District policy. There is no formal process to guide decision-making or future paid admission exceptions. It is reasonable to expect that if a policy exemption was provided to allow paid admission for Ribfest, other event organizers would request similar exemptions.

Currently, there are MCS events that include paid components:

- \*Scotiabank Bed Race - charge for teams to race
- Mississauga Ukrainian Festival - charge admission for paid inflatables\*\*
- \*Classics on the Square - charge for car owners to display
- MuslimFest - includes a paid event in Noel Ryan Auditorium, paid animal rides and inflatables\*\*
- Mississauga Halal Food Fest - includes paid inflatables\*\*
- TD Irie Music Festival - includes a paid VIP area

General Committee

August 26, 2015

7

Originators files: File names

- \*Amacon Mississauga Rotary Ribfest – includes a \$2 voluntary donation at gate; paid games, rides, paid VIP area (\$25)

\*Events include fundraising activities; \*\*Inflatables – refers to Bouncy Castles, Slides, and other activities.

## Options

The following chart outlines options and criteria for consideration based on our policy, municipal benchmarking and best practices:

Options	Mandate – Open & Free to the Public	Aligns with City Policy/ Guidelines	Aligns with Public Survey	Notes:
Option 1 - Status Quo No Paid Admission (site open)	✓	✓	✓	Public has free access to MCS and stage entertainment  Some events include paid components (VIP area, rides, inflatables).
Option 2  Paid Admission (Site closed)	X	X	X	Event includes paid admission.  Public does not have free access to event, entertainment or MCS.  Requires amendments to Outdoor Events in the Civic District Policy (05-03-03)
Option 3  Paid Admission in Designated Areas	✓	X	✓	Event includes paid admission; event is held in a designated area of MCS.  Public has partial access to MCS and entertainment.  Requires amendments to Outdoor Events in the Civic District Policy (05-03-03)

The MCS 2016 event application process has already begun with the Mississauga Celebration Square Community Reference Group reviewing Large Event applications on October 20, 2015.

## Strategic Plan

- Strategic Plan – Connect & Prosper
  - Mississauga Celebration Square Strategic Plan

## Financial Impact

There are no financial implications as a result of this report.

## Conclusion

Amacon Rotary Ribfest organizers' request to allow paid admission for their annual event on MCS is currently not permitted as per the City's Outdoor Events in the Civic District Policy (05-03-03). Culture Division staff do not support this request and have confirmed it is not line with the municipal benchmarking. The majority of the public who took the time to complete the City's recent online public survey also do not support paid admission on MCS.

Of the municipalities contacted, five out of nine allow paid admission in designated areas of their civic squares; these municipalities also noted that a portion of their civic square/park must remain open and accessible to the public during these events.

Currently, there are events held on MCS with paid components and there are viable alternatives for event organizers who wish to hold paid admission events in City parks.

Subject to Council's direction, staff would like to meet with Ribfest organizers to review fencing requirements to allow more public access to the central parts of MCS; this would bring the event more in line with municipal benchmarking and best practices.

To date, all paid admission event requests are considered on a case-by case basis and are not actively promoted as an option. There is no formal process to guide decision-making or future paid admission exceptions.

## Attachments

**Appendix 1:** Outdoor Events in the Civic District Policy (05-03-03)

**Appendix 2:** Civic Square Paid Admission Benchmarking

**Appendix 3:** Mississauga Celebration Square Online Survey Summary



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

Prepared by: Sonja Banic, Acting Manager, Culture Operations

**MUSIC FESTIVAL BUDGET - 2016**  
**BASED ON 2015 ACTUAL EXPENSES**
**RIBFEST - EXPENSES ATTRIBUTABLE TO MUSIC FESTIVAL**

10 MONTHS ENDED OCT.31, 2015	All Expenses	100% Music Festival	Partially Music Festival	Comments
<b>5000 · EXPENSES</b>				
5510 · Food tickets redeemed	9,901	-	998	Tickets provided to entertainers
5515 · Ribber expenses	1,326	-	-	
5520 · Beverage costs	54,318	-	120	20% of volunteer water costs of 600
5525 · VIP expenses	4,341	-	868	VIP lanyards & tickets - 20%
5530 · Police services	11,451		2,290	per invoice - 20% per email
5540 · Private security services				
5541 · St. John Ambulance	1,000		500	per invoice - 50%
5540 · Private security services - Other	21,208		4,242	per invoice - 25% per email
<b>Total 5540 · Private security services</b>	<b>22,208</b>			
5550 · Fencing	6,447		-	\$1289 Not allowable, per email
5560 · Charges from C of M	44,867	14,188	4,343	per C of M invoice: 25% of 17370
5580 · Garbage/grease disposal	4,375	-	-	
5600 · Printing, postage, stationery				
5605 · Treasury room supplies & equip.	133	-		
5600 · Printing, postage, stationery - Other	137	-		
<b>Total 5600 · Printing, postage, stationery</b>	<b>270</b>		54	20%
5610 · Washrooms/washstands	18,478		8,315	per invoice - 45%
5615 · Tents, tables & chairs rental	22,371		6,711	per invoice - 30%
5625 · Volunteers - food and expenses	5,156	-	258	5% (excludes garbage, beverage, entrance)
5630 · Set up / Take down	734	-	-	
5635 · Hours worked - Community Groups	3,660	-	58	Sheridan bursaries + Miss.Food
5645 · Utility carts	3,051		872	Bank volunteer hrs - 5% of 1,160
5646 · Two-way radios	1,980		396	rental of 2 cart (7 rented in total)
5650 · Advertising and promotion				per invoice - 15%
5651 · Print advertising	1,000	-	200	per invoices - 20%
5652 · Radio, TV advertising	21,624	-	4,325	per invoices - 20%
5650 · Advertising and promotion - Other	717	-	143	per invoices - 20%
<b>Total 5650 · Advertising and promotion</b>	<b>23,341</b>			
5680 · Music & entertainment	22,710	22,710		per contracts with entertainers
5685 · Children's entertainment	3,390	3,390		including \$5K re upper level (new in 2015)
5690 · Electrical/Mechanic	51,774		23,298	per contracts with entertainers
5720 · Signs	8,856	-	1,771	REEL Services - per invoice - 45%
5730 · Vendor permits - C of M	1,989	-	-	per invoices - 20%
5740 · Entrance expenses	559	-	-	turnstile rental
5751 · Committee expenses	1,632	-	-	wrap-up dinner, phone charges,
5760 · Other and sundry	698	-	140	supplies
5761 · Professional fees	16,950	-	-	supplies, labour - 20%
5762 · Sponsorship expenses	102	-		fund-raising services - Hallett Horlor
5763 · Contract Services	4,500	-	900	sponsor banner - 15% removed as
5765 · Bank charges	719	-	-	per email
<b>Total 5000 · EXPENSES</b>	<b>352,153</b>	<b>40,288</b>	<b>60,801</b>	admin support to Ribfest
<b>SUMMARY:</b>				committees - 20%
100% music festival	40,288			
Partially music festival	60,801			
	<b>101,090</b>			

## C of M Invoice

	<u>100 % Music Festival</u>	<u>Partially Music Festival</u>	<u>Other</u>	
Main Stage	1,654			
Tech Support	9,711			
Additional tech	360			
Truck rental	550			
Admin fee		74		
Park Permit		1,095		
Vendor surcharge			1,066	<i>not allowable, per Andrew Douglas</i>
Indoor bookings			1,980	<i>not allowable, per Andrew Douglas</i>
Onsite Coordinator		4,035		
Electrician & mechanic		5,280		
Custodial		3,360		
Post-event site cleaning			2,395	
Parks damages			2,287	
Equip set-up - umbrellas		140		
Equip set-up - crowd control	281			
Waste Mgmt			3,570	some portion of this should pertain to music festival?
Garbage bin delivery			1,050	some portion of this should pertain to music festival?
Garbage disposal			2,307	some portion of this should pertain to music festival?
Parking - Burnhamthorpe		1,160		
Underground parking		408		
	12,556	15,552	14,655	42,763
HST	1,632	1,818	1,905	5,355
	14,188	17,370	16,560	48,118
Recovery			(3,030)	(3,030)
C of M adjustment			(221)	(221)
	14,188	17,370	13,309	44,867

RIBFEST				Current Savings Applied to Account	2016 Estimate			2016 Potential Savings to Account	Explanation/Efficiency	Go Forward Action
Festival Date: 16-19 July 2015 (set-up: 15 July 2015 strike: 20 July 2015)										
<b>SERVICES</b>	<b>COST (pre tax)</b>	<b>UNITS</b>	<b>TOTAL</b>		<b>COST (pre tax)</b>	<b>UNITS</b>	<b>TOTAL</b>			
Administration Fee	\$74.01	1.00	\$ 74.01		\$75.86	1.00	\$ 75.86			
<b>PERMIT FEES</b>										
MCS Park Permit Fee for not-for-profit/charitable groups	\$156.38/day	7.00	\$ 1,094.66		\$136.08/day	8.00	\$ 1,088.64		Mon July 11th- Monday July 18th	
Vendor Surcharge II (more than 30 vendors less than 60)	\$1066.38/event	1.00	\$ 1,066.38		\$1,093.04/event	1.00	\$ 1,093.04		wear and tear on venue vs mobile licensing permit to sell	
<b>INDOOR BOOKINGS</b>										
Central Library Classrooms 1 & 2 Wed-Mon 8hrs/day	\$22.50/hour/room	88.00	\$ 1,980.00	\$ 180.00	\$22.50/hour/room	88.00	\$ 1,980.00		Cheapest option in the Civic District, unless you want to go offsite to a community centre; only charged for use of room during hours when it could be booked by another client- not during entire building operations	Currently not charged hr rate on Thu & Fri for 4 hours each day when building is open in the evening (8 hrs total)
<b>TECHNICAL SERVICES</b>										
of load out; 4hr min-12hr max; over 12hrs additional hr required for overlap) Tues 8am-4pm [8], Wed 8am-8pm [12], Thurs 8am-midnight [16+1], Fri 10am-midnight [14+1], Sat	\$46.92/hour	86.00	\$ 4,035.12		\$48.09/hour/staff	86.00	\$ 4,135.74			
<b>Main Stage &amp; Screen Rental:</b> Set up and tear down of main stage, Rental of two cameras, Screen content set up and scheduling	\$1653.84/event	1.00	\$ 1,653.84		\$1,692.07/event	1.00	\$ 1,692.07		1 Supervisor, 1 Video Board Operator 1 Lighting Board Technician 1 Audio Technician- Front of House 1 Audio Technician - on stage, responsible for monitors 1 'Deck Chief' - manages stage transitions 2 camera operators	Potential Efficiencies in the programming of the event: Moving the Singfest rehearsal or shortening the length of time for rehearsal <b>NB: This is a variable cost and potential savings are an estimate.</b>
<b>Technical Support</b> Supervisor, Video Operator and 6 technicians (MANDATORY from sound check to end of show; 4hr min)Thursday 11:00am-11:30pm [12.5]; Friday 3:00pm-11:30pm [8.5]; Saturday 11:00am-11:30pm [12.5]; Sunday 11:00am-7:30 [8.5]	\$234/hour	41.50	\$ 9,711.00		\$239/hour	41.50	\$ 9,918.50	\$ 500.00		
Additional Tech Supervisor/Video Board Operator (4hr min) Backline pick-up/drop-off [8]	\$45/hour	8.00	\$ 360.00		\$46/hour		\$ -	\$ 360.00		Ribfest will pick up the backline
Rental/Purchase Surcharge on additional requested equipment	hard drive + truck rental		\$ 550.00		\$150/drive		\$ -	\$ 550.00		Any extra item will be documented with a quote and signed off by Ribfest signing authority Ribfest will source hard drive based on MCS tech specs
<b>FACILITIES &amp; PROPERTY MAINTENANCE SERVICES</b>							\$ -			
Electrician and Mechanic (MANDATORY 2 staff from load in to end of load out)	\$60/hour/person	88.00	\$ 5,280.00	\$ 1,680.00	\$60/hour/staff	88.00	\$ 5,280.00		Charged Thurs & Friday starting at 4pm and weekend hours	Thu: 8am-4pm not charged (8hrs) Fri: 10am-4pm not charged (6hrs)
Custodial (MANDATORY 2 staff from start of event to one hour past end)	\$70/hour	48.00	\$ 3,360.00		\$70/hour	38.00	\$ 2,660.00	\$ 700.00	Will charge Thurs & Friday starting at 4pm and weekend hours	Thu & Fri not charged: 11am-4pm (10hrs)
<b>PARKS SERVICES</b>										
Standard Post Event Site Cleaning (MANDATORY cleaning of concrete & turf)	\$479.09/event	5.00	\$ 2,395.45		\$491.07/clean	5.00	\$ 2,455.35		Per clean not per event	MCS will let Ribfest know the zones that required the most cleaning. Ribfest will charge back their vendors accordingly
Equipment - 20 clear + 20 black garbage bags (\$900.00), 2 replacement flat annuals (\$17.50), 6 tonne 1/4 granite chip replacement (\$630.00), 37 grasses 2 gallon (\$739.63)			\$ 2,287.10					\$ 900.00	boxes not bags- Ribfest can source their own bags based on specs	MCS to give Ribfest the specs for the garbage bags. Ribfest will source independantly
Equipment Set Up - 20 umbrellas	\$140.26	1.00	\$ 140.26		\$143.77	1.00	\$ 143.77			
Equipment Set Up - crowd control (100 pieces)	\$140.26	2.00	\$ 280.52		\$143.77	1.00	\$ 143.77			
Equipment Set Up - white picket fence (40 pieces: 6"x42" )					\$143.77	1.00	\$ 143.77			
<b>WASTE MANAGEMENT (subject to change)</b>										
Waste management (MANDATORY post event/daily)	\$490/light \$892.50/heavy	4 x heavy	\$ 3,570.00		\$490/light \$892.50/heavy	4 x heavy	\$ 3,570.00			
Industrial Garbage Bin Delivery & Pick Up	\$75/bin	14.00	\$ 1,050.00		\$75/bin	14.00	\$ 1,050.00			
Industrial Garbage Disposal <b>ESTIMATE</b>	\$49.50/tonne	46.60	\$ 2,306.70		\$49.50/tonne	46.00	\$ 2,277.00			
<b>PARKING</b>										
Burnhamthorpe Parking (maximum of 10 spots)	\$1/spot/hour	1160.00	\$ 1,160.00		\$1/spot/hour	1160.00	\$ 1,160.00		Rigs and trucks using this space. If Ribfest can rejig their site plan, potential to charge by the space	1. Ribfest will explore using this area only for set-up and tear-down 2. Ribfest will consider this as a pass through charge to their vendors
Underground Parking (group parking rate)	\$3/day/spot	136.00	\$ 408.00		\$3/day/spot	136.00	\$ 408.00			
<b>Sub Total</b>			<b>\$ 42,753.04</b>		<b>Potential net2016 savings</b>		<b>\$ 39,275.51</b>	<b>\$ 3,477.53</b>		
HST	13%	n/a	\$ 5,355.36				\$ 4,901.98			
<b>Total</b>			<b>\$ 48,118.40</b>				<b>\$ 44,177.49</b>			

**Other Action Items- MCS**

MCS will look into more directional signage to City Hall  
MCS will supply Ribfest with Key Messages for Volunteer Orientation  
MCS will contact Ribfest on site if there are any issues with volunteer communication

**Other Action Items- Ribfest**

Ribfest will add to the venue signage earlier- Tuesday instead of Wednesday  
Ribfest will supply MCS with their map and signage as soon as possible  
Ribfest will supply MCS with any messaging to communicate to City employees

City of Mississauga  
**Memorandum**



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Date: 2016/02/09

To: Chair and Members of General Committee

From: Paul Damaso, A/Director, Culture Division

Meeting Date: February 17, 2016

Subject: **Additional information from Living Arts Centre re. follow-up to GC-033-2016**

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In follow-up to GC-0033-2016, regarding Council's request for additional information from the Living Arts Centre (LAC), please find attached the information as received from Mr. Gerry Townsend, CEO, Living Arts Centre.



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Paul Damaso, A/Director, Culture Division

Encl:

Appendix 1: Information on Fundraising, the Program Initiatives Fund and the ARTward Bound Program from LAC.



# MEMORANDUM

**Date:** February 10, 2016

**To:** Paul Damaso, MBA  
A/Director, Culture Division

**From:** Gerry Townsend  
CEO Living Arts Centre

**Re:** Information on Fundraising, the Program Initiatives Fund and the ARTward Bound Program

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This information is prepared in response to a request by City Council for more information in connection with the Culture Division's recommendation for a grant to support our Outreach program known as **ARTward Bound**. The program was started with the support of a City grant. In many ways, this is the only one of our many programs that reaches out to children across the City who might otherwise never have a "free" quality arts experience.

100% of the grant is spent on the incremental direct costs of the program. The related costs of our full time staff, marketing and accountings services are not included in the grant request.

## FUNDRAISING

Fundraising for Arts and Culture is challenging. They are well down the list of causes to which corporations and individuals give money. Hospitals, education and health research attract most of the philanthropic giving. Consequently, the focus of most of our fundraising activity is on acquiring sponsorships and grants.

The Capital Campaign related to the building of the Centre concluded in 1999. From time to time since then we have had a dedicated fundraiser on staff. None of them were able to produce results that justified their retention. At the present time our fundraising activity is split between several senior managers who identify and pursue sponsorship and grant opportunities. We have also engaged a consultant to assist in seeking appropriate government grants.

Most of the naming rights sold to corporations in connection with the Capital Campaign expire in late 2017. A dedicated team of staff and lay leaders may be required to pursue renewals and replacements as necessary.

The funds raised by, and for, LAC fall into three main categories:

1. Grants
2. Sponsorships and Memberships
3. Donations

The following table shows the sources and amounts of funds raised in the past four years and budgetted for Fiscal 2016.

Fiscal Year	Grants	Sponsorships and Memberships	Donations	Total Funds Raised
2012	\$42,500	\$137,963	\$7,345	\$187,808
2013	\$163,250	\$176,531	\$4,600	\$344,381
2014	\$155,250	\$247,844	\$5,260	\$408,354
2015	*\$806,005	\$171,748	\$8,791	**\$986,544
Budget 2016	\$213,137	\$216,000	\$5,000	**\$434,137

\*Includes a \$580,000 grant for upgrading the Hammerson Hall audio system

\*\* Does not include Children's Festival Revenue

Donations from individuals and corporations provide the least amounts of money and these are credited to the Program Initiatives Fund.

Grants, sponsorships and memberships are shown as program revenue in the Financial Statements.

The Capital Improvement charge made to theatre and course patrons is credited to the Capital Improvement Fund and the annual amount collected is shown on the Operating Statements as Contributions.

### Program Initiatives Fund

For a number of years prior to 2006, LAC had a Community Access Fund that assisted arts groups in either expanding their use of the theatres at LAC or enabling them to perform at LAC for the first time.

In the fiscal year ended August 31, 2006, the Centre had an operating surplus before amortization of \$280,000 - primarily due to one-off rentals for television shoots and large commercial events. Our Board determined that it was an appropriate time to start a Program Initiatives Fund. This is an internally restricted fund and is shown as such in our Financial Statements.

The intention was to move in a small way towards one of the goals of the original Capital Campaign that was to establish an endowment fund for program development. The Mayor's Gala Fund provided a one-time donation of \$20,000.

The purpose of the Fund is to provide access for funding of programming endeavors that address key goals from the Centre's mission statement that are not yet able to be financially self sustaining on their own. Key goals from the mission statement that may be addressed through the fund are:

- Enrich the community by stimulating diverse artistic and cultural development.
- Enhance community experiences by partnering and cooperating with local arts organizations.
- Provide diverse educational experiences in performing and visual arts programming.

Over the years the Fund has been used to enable many Mississauga artists to perform and exhibit at the Centre as well as support innumerable student and children performances and workshops.

#### Sources of the Program Initiatives Fund

	Allocation of LAC Surplus	Donations	Expenditures	Balance End of Year
2006	\$250,000			\$250,000
2007	\$150,000	\$25,950	\$47,240	\$378,710
2008	\$200,000	\$9,595	\$17,000	\$571,305
2009		\$7,885	\$63,085	\$516,105
2010		\$4,170	\$63,423	\$452,682
2011	\$250,000	\$6,600	\$48,129	\$661,153
2012	\$250,000	\$7,345	\$44,402	\$874,096
2013		\$4,600	\$39,571	\$839,125
2014		\$5,260	\$77,756	\$766,629
2015		\$8,791	\$82,006	\$693,414

More than 90% of the Fund comes from an allocation of the excess of revenue over expenses in five years between 2006 and 2012. In other words the majority of the Fund does not come from outside sources and no cash is set aside or segregated in LAC's financial statements. Consequently, the availability of monies to match the fund balance depends very much on the working capital balances at any one time.

The allocations represent the intention of the LAC Board of Directors that a good part of accumulated surpluses should be set aside to support future program initiatives that might not be otherwise feasible in a given year. They are a designation of the accumulated equity but do not necessarily represent actual cash available for use. The operating surplus is used in many ways and may be invested in capital assets, inventories etc.

The table below shows the working capital at the end of each of the fiscal years since 2006 compared to the aggregate of the Program Initiatives and Capital Improvement Funds. This demonstrates that the fund balances are not available for current use. In fact at the end of Fiscal 2015, and after deducting the total of the Capital Improvement Fund, that does come from external sources, the working capital available is just less than \$200,000 compared to the Program Initiatives Fund balance of \$693,000.

It is easy to overlook this fact and assume we have a large amount of money available for programming support. We do not.

Fiscal Year	Working Capital end of Year	Capital Improvement Fund	Program Initiatives Fund	Total Internally Restricted Funds
2006	\$525,190	\$212,999	\$250,000	\$462,999
2007	\$559,377	\$246,795	\$378,710	\$625,505
2008	\$765,006	\$243,057	\$571,305	\$814,362
2009	\$597,064	\$319,355	\$516,105	\$835,460
2010	\$382,384	\$301,278	\$452,682	\$753,960
2011	\$568,672	\$395,277	\$661,153	\$1,056,430
2012	\$589,977	\$431,899	\$874,096	\$1,305,995
2013	\$718,338	\$505,607	\$839,125	\$1,344,732
2014	\$778,663	\$610,717	\$766,629	\$1,377,346
2015	\$444,184	*\$245,910	\$693,414	\$939,324

\*After payment for upgrading of Hammerson Hall audio system (net of Federal Government Grant)

### Management of the Program Initiatives Fund

The Board of Directors adopted the following Statement of Policy and Procedure to govern the operation of the Program Initiatives Fund.

Each year staff within the Arts programming areas will identify specific projects or initiatives that meet one or more of the criteria set out above. A proposal will be developed for each project or initiative that describes the program and details how it meets the key objectives within the organization's Mission statement. A budget will be prepared outlining the expenses for the project as well as expected revenues and expected maximum contribution sought from the Fund.

Each project or initiative will be presented to the Arts & Entertainment Committee for approval. The final project proposal, if approved by the Arts & Entertainment Committee, will be distributed to the Board's Executive Committee for review. A minimum of three members of the Executive Committee must give approval for the project to proceed. Any project expected to cost more than \$50,000 requires the approval of the Board of Directors.

The following projects in 2015-2016 will be recommended for funding support:

- 2015-2016 Film Series.
- Visual Voices elementary school exhibition.
- Mississauga Series of performances in RBC Theatre and Hammerson Hall.
- Individual Peel student-based performances including music, dance, drama showcases as well as the Peel Intermediate Music Teachers Association Band Festival and Literacy and Values.
- Ambient programming for March and December Break performances and special events (Canada Day, Family Day).
- Mississauga Youth Orchestra and Mississauga Chamber Players as projects of Mississauga Symphony
- Opera in partnership with Mississauga Symphony
- Introduction of second stage performances in LIVE
- Seniors painting and arts program
- Children's Festival
- Summer Programming

Expenditures Charged to the Program Initiatives Fund

	Fiscal 2014	Fiscal 2015
LAC Programs	\$23,602	\$9,271
Introductory Programs:		
Arts Battle	\$6,000	\$12,000
Dance Battle	\$6,000	
Children's Festival		\$20,000
Summer Programming	\$9,000	
Live Cuisine Shows		\$3,083
LAC Film Series	\$6,240	\$1,500
Rental Subsidies to Third Parties:		
Rotaract	\$1,500	
Mississauga Symphony Youth Orchestra	\$824	\$15,232
Peel Students - Dance Showcase	\$3,730	\$2,500
Peel Students - Literacy and Values	\$3,730	\$2,220
Peel Intermediate Music Teachers Association Music Festival	\$9,480	\$11,060
Peel Students - Music Showcase	\$6,150	\$4,420
Peel Students - Visual Voices Film/Exhibit	\$500	
Peel Students - Drama	\$1,000	\$720
<u>Total Support from the Program Initiatives</u>	\$77,756	\$82,006

## **Grant from the Culture Division**

### **History**

This program was piloted in the summer 2012, through a City of Mississauga Culture operating grant. The goal was to bring free visual and performing arts activities, workshops and performances into the community reaching children and families that may not have had the opportunity or means to attend programming at the Centre as well as bring the arts to local festivals which connects with our community at large. After the pilot year the number of venues was expanded to reach each Ward in Mississauga, program multiple days within a variety of venues and include a lunch program where appropriate. The growth in programming and participation in this initiative over the first 4 years was as follows::

#### **Summer 2012**

- 3,500 participated in 6 full day programs and 2 festivals
- 8 activities over 10 days
- 6 Wards

#### **Summer 2013**

- 5,165 participated in 24 activities over 26 days
- 22 full days and 2 community festivals
- 2,739 lunches provided
- 11 Wards

#### **Spring/Summer 2014**

- 6,672 participated in 47 activities over 31 days
- 5 afterschool workshops, 5 Community Festivals, 26 workshops, and 11 full day programs
- 1,698 lunches provided
- 11 Wards

#### **Spring/Summer 2015**

- 7,100 participated in 51 activities over 33 days
- 4 afterschool workshops, 6 community festivals, 25 workshops and 16 full day programs
- 1,620 lunches provided
- 11 Wards

### **2014-2015 Program summary**

The Centre's ARTward Bound outreach program delivered programming in the community May through September. Programming ran within each Ward in Mississauga and consisted of four afterschool programs, twenty-five workshops, six community festivals, and sixteen full day summer programs. Programming was hosted in community centres, parks, housing complexes, churches, arenas, a mall and school bringing hands on visual arts activities, music and dance workshops as well as a children's performance into underserved communities.

The audience for Artward Bound is predominately children ages 5 to 12 and their families. For community festivals the Centre brought three family friendly visual arts activities that were themed to the festival and/or the demographic attending the event. With an attendance of over 5,000 participants were ages 2 and up. We also offered a variety of experiences including afterschool workshops, full day events and customized programming for select camp programs that worked within underserved communities. These activities were specifically targeted for children ages 5 to 12 and their parent/guardian and reached over 2,100 participants. For the full day programming the public had the option to stay from 10:30 am to 3 pm or for a portion of the activities. As programming was offered over two consecutive days in most venues families often came for both days as well as followed the program to other venues throughout the summer. Customized camp programs included visual arts activities, Hip Hop dance workshops, drumming workshops and a theatre performance. In all of these activities the community was able to create something to take with them, experience a live performance and learn a new skill. A free healthy lunch program was offered at most full day and camp programs.

This program was funded through the City of Mississauga Culture grant, The Daniels Corporation and The Mississauga News.

### **Community Partners**

Community partners have played an integral role in ARTward Bounds growing participation and consist of the following: Region of Peel, Acorn Community Outreach Network, Mississauga Boys and Girls Club, Early Years Centres, Erin Mills Youth Centre, Learning in our Neighbourhood Program, Community Food Banks, Mississauga Parent and Child Services, Dixie Bloor Neighbourhood Centre, Peel Youth Village/Acorn Place, Britannia Glen Co-op, Forest Ridge Community Housing, Cooksville United Church, Malton Community Centre, Sheridan Centre, River Grove Community Centre, Chartwell Baptist Church, Camille's Place, Churchill Meadows Library, Port Credit Arena, Bread and Honey Festival, Waterfront Festival, Malton Community Festival, Dixie Bloor Fun Day, and Eden Community Food Bank.

### **Vision of the Future**

Children, parents and partners are all saying the same thing...Can you come for more days? Can you support our community throughout the year and not just the summer? Based on this feedback the Centre applied for a Trillium Grow grant to expand the programming beyond the May to September term supported under the City of Mississauga's Culture grant. Together these two funding partners would enable the Centre to create deeper and lasting relationships within communities in Mississauga through bringing arts experiences to neighbourhoods that would not normally have access to the Centre's programs and facilities. Learning and creating with experienced visual and performing artists educators provide role models for youth and opportunities to develop their creativity, confidence and ability to communication. Another area of need within these communities is programming for seniors and within increased funding this area will also be developed.

**SUMMER ARTward Bound SCHEDULE – 2015**  
**Workshops / Festival Set-Ups / Full Day Programs / Camp Set-ups/ Mall**

Date / Event	Time	Type of Program	Lunch	Ward	Organization / Location	Address
May, 7,14,21,28	6:00pm-7:00pm	Hip Hop Workshops	No	4	SHIP - Peel Youth Village	99 Acorn Place Mississauga, ON, L4Z 4E6
Bread and Honey Sat June 6 & Sun June 7	11:00am-6:00pm O.Staff - 10:00am- 6:30pm	3 Visual Arts - Outreach	No	11	Bread & Honey Festival Streetsville Memorial Park	355 Church Street P.O. Box 42211 Mississauga, ON L5M 4Z0
Waterfront Sat June 13 & Sun June 14	11:00am-6:00pm O-Staff - 10:00am- 6:30pm	3 Visual Arts - Outreach	No	1	Waterfront Festival Port Credit Memorial Park	20 Lakeshore Rd E, Mississauga ON L5G 1C8
Malton Festival Sat June 20	10:00am-4:00pm O.Staff – 9:00am- 4:30pm	3 Visual Arts – Outreach	No	5	Malton Festival Wildwood Park	3430 Derry Road East Mississauga, ON L4T 1A9
Dixie Bloor Fun Day Sat June 20	11:00am-3:00pm O.Staff – 10:00am- 3:30pm	3 Visual Arts – Outreach Hip Hop 12:30-1pm	No	3	Dixie Bloor Fun Day Burnhamthorpe Community Centre	1500 Gulleden Dr, Mississauga, ON L4X 2T7
Wed July 8 & Thu July 9	10:30am-3:00pm O.Staff-9:30am- 3:30pm	3 Arts - Outreach Hip Hop 11:30-12:15pm 8 <sup>th</sup> Dufflebag 2-3pm 9 <sup>th</sup> Neil 2-3pm	Yes	9	Britannia Glen Co-op	5995 Glen Erin Drive Mississauga, ON, L5M 5P7
Fri, July 10	10:30am-3:00pm O.Staff-9:30am- 3:30pm	3 Arts – Outreach Hip Hop 11:30-12:15pm Neil 2-3pm	Yes	8	Forest Ridge Community Housing	3420 The Collegeway Mississauga, ON, L5L 5T2
Mon July 13 & Tues July 14	10:30 am-3:00pm O.Staff-9:30am- 3:30pm	3 Arts – Outreach Hip Hop 11:30-12:15pm 13 <sup>th</sup> Dufflebag 2-3pm 14 <sup>th</sup> Neil 2-3pm	yes		Cooksville United Church	2500 Mimosa Row, Mississauga, ON
Wed Jul 15 & Thu Jul 16	10:30am-3:00pm O.Staff-9:30am- 3:30pm	3 Arts – Outreach Hip Hop 11:30-12:15pm Neil 2-3 pm	Yes	5	Malton Community Centre Small Auditorium	3540 Morning Star Drive Mississauga, ON, L4T 1Y2
Oakville's Children Festival Sun July 19 <sup>th</sup>	10:00am – 4:00pm O. Staff 8:30am- 4:30pm	3 Visual Arts - Outreach	No		Oakville Children's Festival Coronation Park	1426 Lakeshore Road West
Wed Jul 22	1:00-4:00 O-Staff – noon- 4:30pm	3 Arts Outreach/Festival DuffleBag 3-4pm	No	8	Sheridan Centre	2225 Erin Mills Parkway Mississauga, ON, L5K 1T9
Thu Jul 23 & Fri Jul 24	10:30am-3:00pm O.Staff-9:30am- 3:30pm	3 Arts - Outreach Hip Hop 11:30-12:15pm 23rd - Dufflebag 2-3 24 <sup>th</sup> Neil 2-3	Yes	11	River Grove Community Centre	5800 River Grove Ave, Mississauga, ON L5M 4R8
Mon Jul 27	10:30am-3:00pm O.Staff-9:30am- 3:30pm	2-3 Arts - Outreach Drum 10:30, 11:30, 1pm DuffleBag Theatre 2- 3pm	No	2	Chartwell Baptist Church (Camp gr 1-4)	1880 Lakeshore Road W Mississauga, ON L5J 1J7



Wed, Jul 29 & Thu, Jul 30	10:30am-3:00pm <i>O.Staff-9:30am-3:30pm</i>	3 Arts - Outreach Hip Hop 11:30-12:15pm 29 <sup>th</sup> Neil 2-3 pm 30 <sup>th</sup> Dufflebag 2-3pm	Yes	6	Camille's Place	4983 Rathkeale Rd Mississauga, ON L5V 2B3
Fri. Jul 31	1:00 pm & 2:00 pm rotating workshops (2 groups)	Hip Hop 1pm & 2pm Drums 1pm & 2 pm	No (BBQ)	2	Chartwell Baptist Church (Camp gr 5-7)	1880 Lakeshore Road West Mississauga, ON L5J 1J7
Tues Aug 4 & Wed, Aug 5	10:30am-3:00pm <i>O.Staff-9:30am-3:30pm</i>	3 Arts - Outreach Hip Hop 11:30-12:15pm 4 <sup>th</sup> Neil 2-3 5 <sup>th</sup> - Dufflebag theatre	Yes	10	Churchill Meadows Library Main Level Hall A & B	3801 Thomas Street Mississauga, ON, L5M 7G2
Thu, Aug 6 & Fri, Aug 7	10:30am-3:00pm <i>O.Staff-9:30am-3:30pm</i>	3 Arts - Outreach Hip Hop 11:30-12:15pm 6 <sup>th</sup> Neil 7 <sup>th</sup> Dufflebag 2-3pm	Yes	1	Port Credit Memorial Arena The Credit Room, 2 <sup>nd</sup> Floor	40 Stavebank Road N. Port Credit, ON, L5G 2T4
Fri Sept 25	Fall Festival 4-8 pm Staff 3:00-8:30 pm	3 Visual Arts Dufflebag available	No	4	SHIP - Peel Youth Village	99 Acorn Place Mississauga, ON, L4Z 4E6

### **Chartwell Camp Set-up July 27**

10:30-11:30am – Rot 1

11:30-12:30pm – Rot 2

12:30-1:00pm – Lunch

1:00-2:00pm – Rot 3

2:00-3:00pm – Dufflebag Theatre

### **Chartwell Camp Set-up July 31**

**Concurrent sessions of Hip Hop and Drumming @ 1:00 & 2:00**

# Corporate Report



Date: 2016/02/03  To: Chair and Members of General Committee	Originator's files:
From: Martin Powell, P.Eng. Commissioner of Transportation and Works	Meeting date:  2016/02/17

## Subject

**Request for an Exemption to the Animal Care and Control By-law 0098-04, as amended, for Permitting a Pigeon Enclosure within the Minimum Setback Requirement of the Property Lines, 6084 Rowers Crescent (Ward 11)**

## Recommendation

That the request for an exemption to the Animal Care and Control By-law 0098-04, as amended, for permitting a pigeon enclosure within the minimum setback requirement at 6084 Rowers Crescent, be denied as outlined in the report from the Commissioner of Transportation and Works, dated February 3, 2016 entitled "Request for an Exemption to the Animal Care and Control By-law 0098-04, as amended, for Permitting a Pigeon Enclosure within the Minimum Setback Requirement of the Property Lines, 6084 Rowers Crescent (Ward 11)".

## Background

On May 26, 2015 staff from the Compliance and Licensing Enforcement section of the Enforcement Division received a complaint concerning two pigeon enclosures located at 6084 Rowers Crescent. Attached as Appendix 1 is an aerial photograph and diagrams of the subject property and the surrounding properties.

Upon inspection, it was determined that two pigeon enclosures did exist in the rear yard within 6.1 metres (20 feet) of the property lines 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 225-2007, as amended, which permits a maximum of one accessory structure, whereas the rear yard of the subject property contained two accessory structures (two pigeon enclosures). Attached as Appendix 2 are inspection photographs of the pigeon enclosures.

On June 10, 2015 a Notice of Contravention was issued to the property owners to remove the pigeon enclosures by July 10, 2015, 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.

General Committee		2016/02/03	2
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On July 6, 2015 Compliance and Licensing Enforcement staff received a letter from the property owner, Mr. Icon Meriel, dated June 29, 2015 requesting an exemption to the Animal Care and Control By-law 0098-04, as amended, to permit two pigeon enclosures to remain on the property (Appendix 3).

The purpose of this report is to respond to the property owners request for an exemption to the Animal Care and Control By-law 0098-04, as amended, for permitting a pigeon enclosure within the minimum setback requirement of the property line.

## Comments

On October 29, 2015 Compliance and Licensing Enforcement staff inspected the subject property and observed both pigeon enclosures were still present in the rear yard. Mr. Meriel confirmed that he would be removing one pigeon enclosure and amending his request for an exemption to the Animal Care and Control By-law 0098-04, as amended, for permitting a pigeon enclosure within the minimum setback requirement of the property line.

The large pigeon enclosure contained 23 pigeons and measured 1.84 metres (six feet) in width, 1.79 metres (five feet eight inches) in length and 2.87 metres (nine feet four inches) in height from effective ground level to the peak of the roof. The enclosure has a 2.65 metre (eight feet seven inches) setback from the north side property line, 2.27 metres (seven feet four inches) setback from the east side property line and 0.80 metre (two feet six inches) setback from the rear west side property line.

The small pigeon enclosure did not contain any pigeons and measured 1.89 metres (six feet two inches) in width, 1.06 metres (three feet four inches) in length and 1.65 metres (five feet four inches) in height. The enclosure has a 0.38 metre (one foot two inches) setback from the south property line and a 0.94 metre (three feet) setback from the rear west property line.

On December 2, 2015 Compliance and Licensing Enforcement staff inspected the subject property and confirmed the smaller pigeon enclosure had been removed (Appendix 4) and as such, the subject property is in compliance with the Zoning By-law 225-2007, as amended.

On December 6, 2015 Compliance and Licensing Enforcement staff received correspondence from Mr. Meriel with a formal request to amend his exemption to the Animal Care and Control By-law 0098-04, as amended, for permitting a pigeon enclosure within the minimum setback requirement of the property line. Mr. Meriel indicated he wished to be granted an exemption for allowing the rear lot setback for the pigeon enclosure to be altered from 6.1 metres (20 feet) to 0.80 metres (two feet six inches).

Attached as Appendix 5 is the documentation provided by Mr. Meriel, which includes his amended request for an exemption to the Animal Care and Control By-law 0098-04, as amended, for permitting a pigeon enclosure within the minimum setback requirement of the property line, a letter of support dated December 5, 2015 signed by neighbouring property owners, two of which are abutting the subject property, a diagram of the rear yard and a copy of his Canadian Pigeon Fanciers Association membership card.

Compliance and Licensing Enforcement staff have received one complaint regarding the keeping of pigeons on the subject property.

## Financial Impact

Not applicable.

## Conclusion

Compliance and Licensing Enforcement staff do not support the exemption to the Animal Care and Control By-law 0098-04, as amended, in light of having received a complaint and given that not all of the abutting property owners are in support of the exemption request.

## Attachments

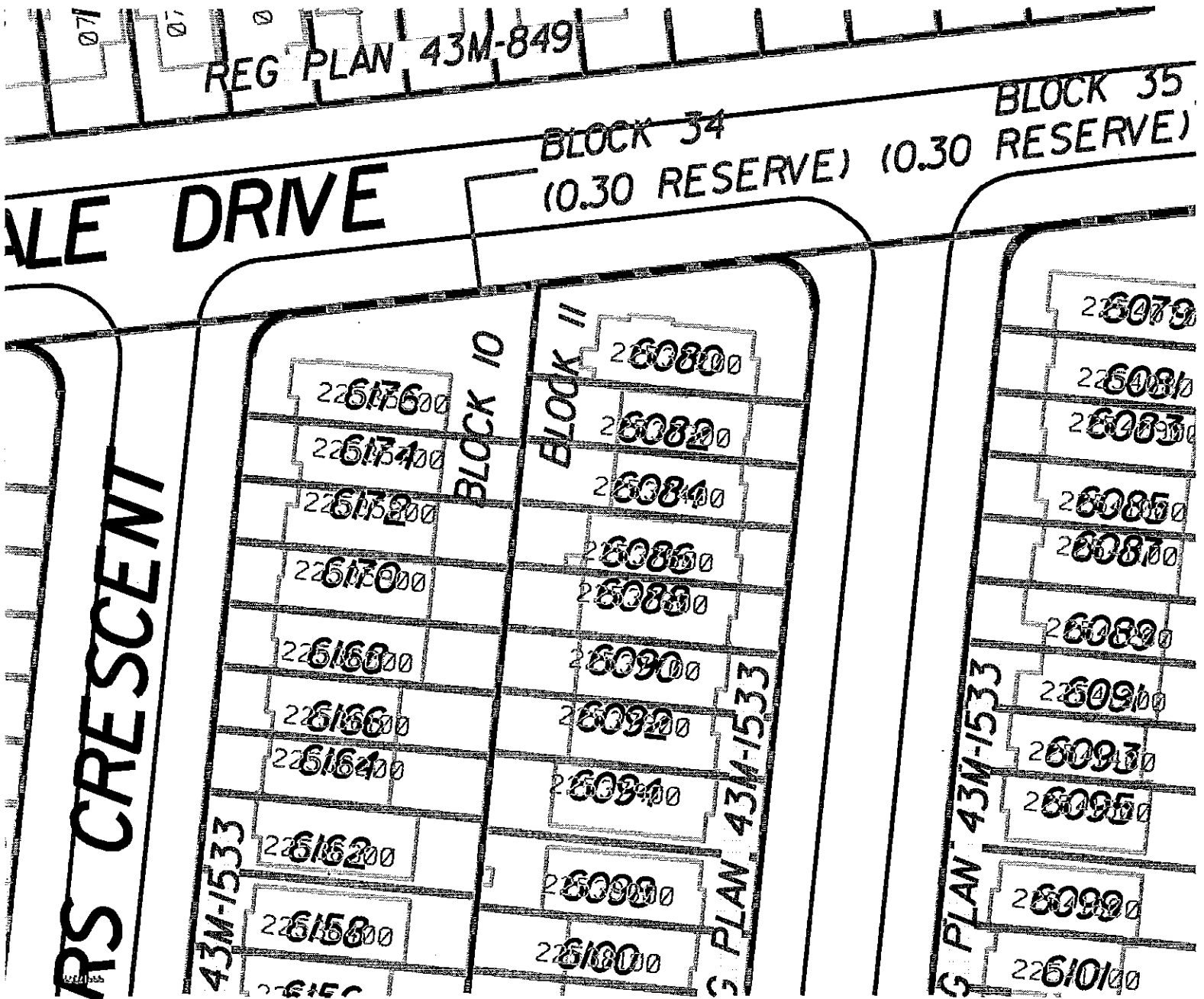
- Appendix 1: Aerial photograph and diagrams of 6084 Rowers Crescent and the surrounding properties
- Appendix 2: Photographs of two pigeon enclosures from the June 27, 2015 property inspection
- Appendix 3: Request from Mr. Icon Meriel dated June 29, 2015 for an Exemption to the Animal Care and Control By-law 0098-04, as amended to permit two pigeon enclosures to remain on the property
- Appendix 4: Photograph of the pigeon enclosure from the December 2, 2015 property inspection
- Appendix 5: Amended exemption request from Mr. Icon Meriel dated December 6, 2015, letter of support, diagram of the rear yard and his Canadian Pigeon Fanciers Association membership card

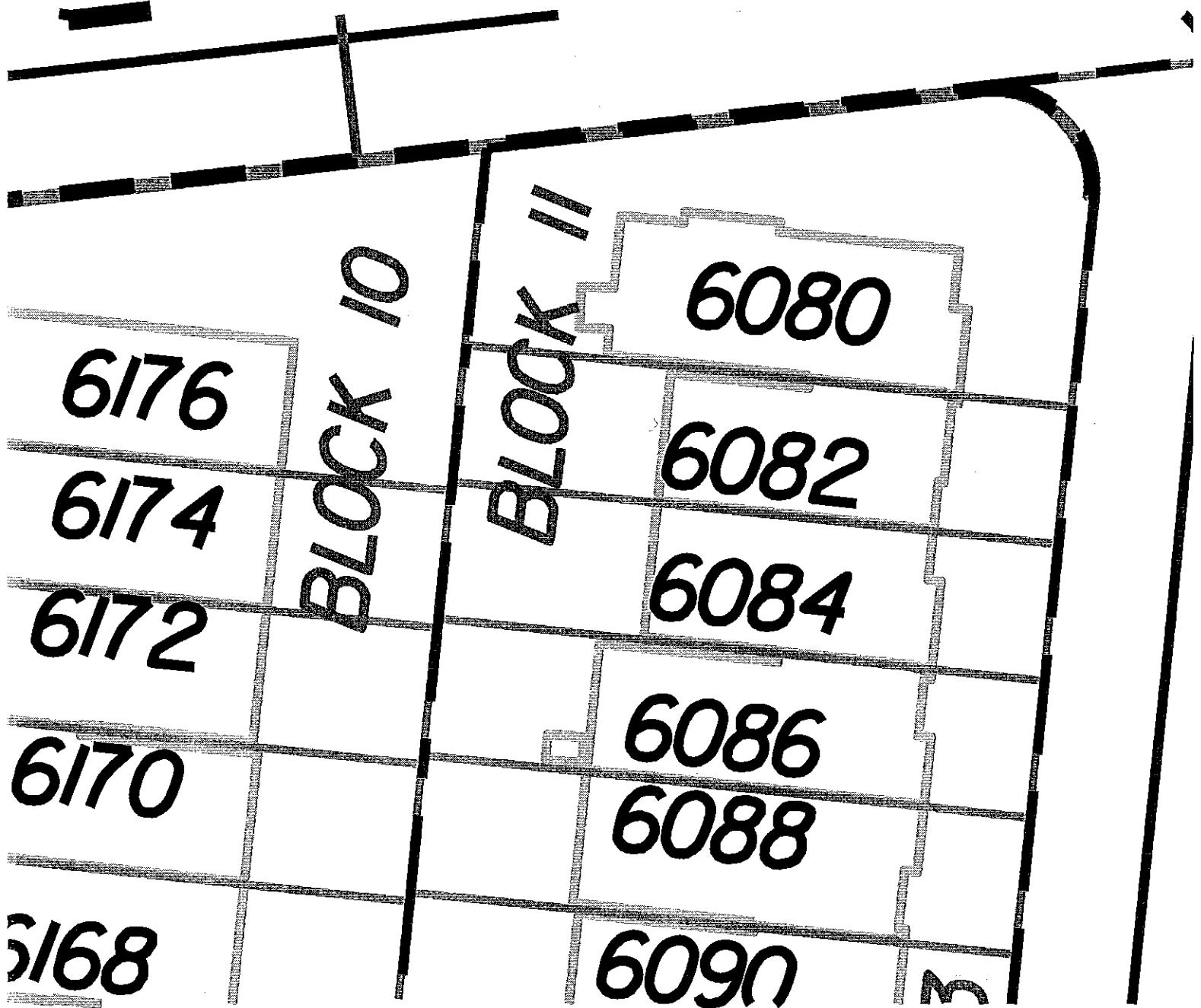


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Martin Powell, P. Eng.  
Commissioner of Transportation and Works

Prepared by: Douglas Meehan, Manager, Compliance and Licensing Enforcement

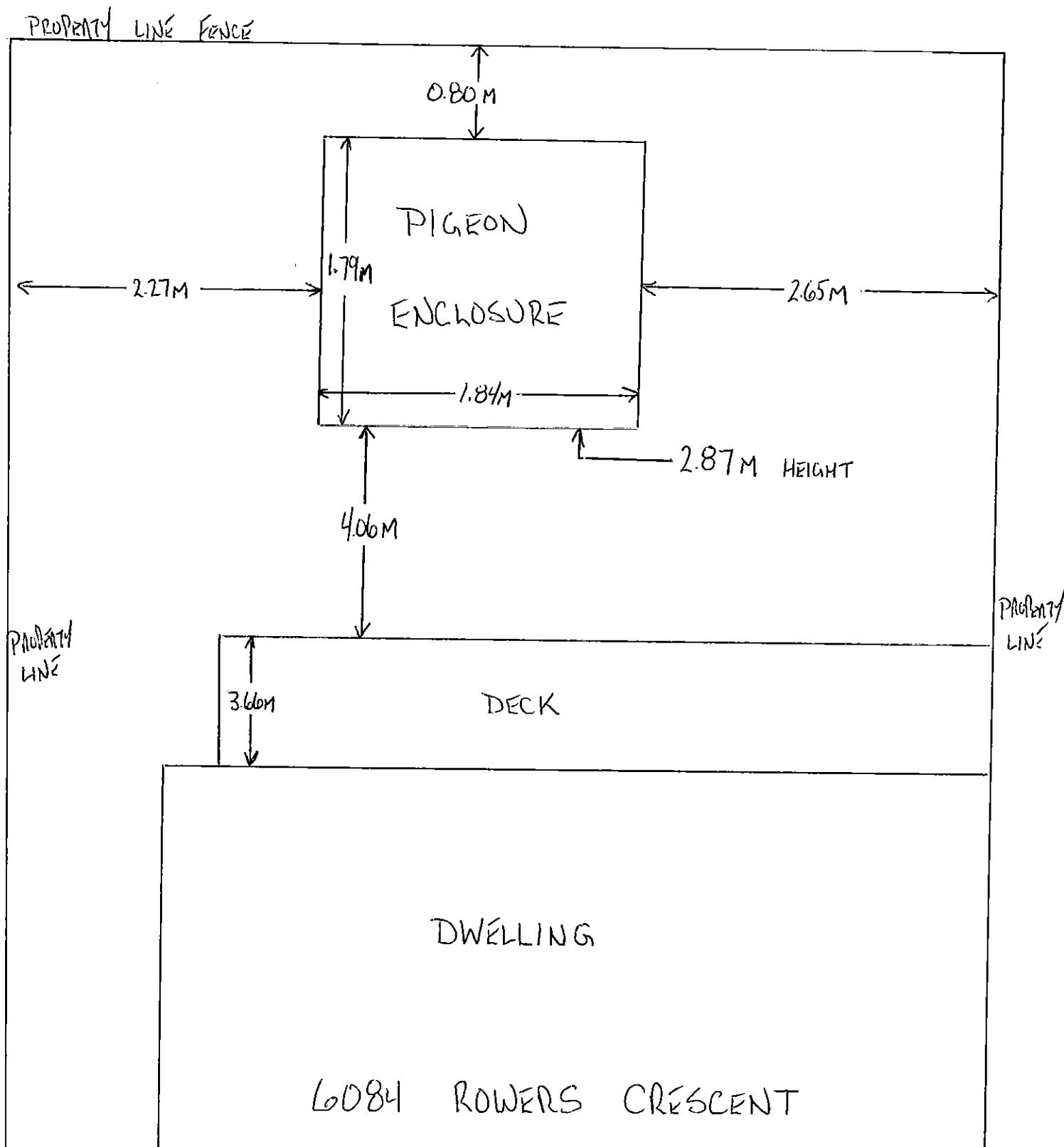




PIGEON  
ENCLOSURE

DWELLING

6084 ROWERS CRESCENT









2015.06.27 13:42

June 29, 2015

Mr. Douglas Meehan  
Manager, Municipal Law Enforcement  
Compliance & Licensing Enforcement

Dear Mr. Meehan,

I'm writing in response to the letter of Mr. Ryan Regent regarding "Animal Care and Control By-law 98-04" Notice of Contravention dated June 10, 2015. We were sad when we open the letter and broke the news to our 3 young girls. Their first reaction was...are we going to lose our birds? And I said to them, not really, it's just that we have to fix the issue with the authorities. We are sorry and I apologize for the contravention I incurred which I am fully responsible.

Upon discussion with Mr. Regent on June 29, 2015, I explained that there is no way we can meet the requirement as per 98-04 by-law and I sought his advice how we can keep the coop. The birds gave lots of fun and education to my 3 children Louise 11, Glanna 8 and Jullian 5, It teaches them how to care and feed them as they enjoy their presence. And for us parents and our right neighbour John and left neighbour Bob feel so relaxed every time we are out in the backyard watching them dancing and singing in their fly pen

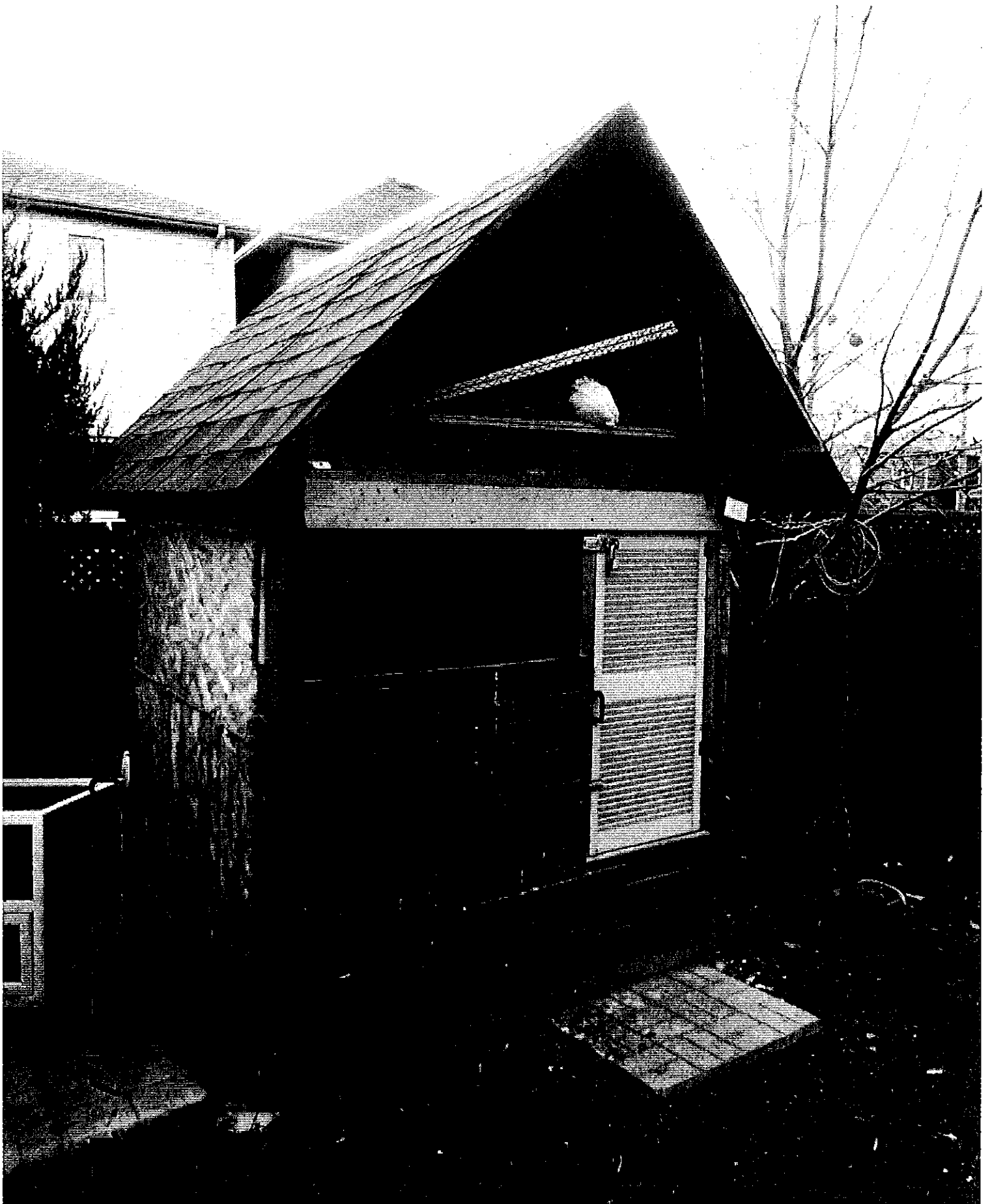
When Mr. Regent heard our story, he recommended that it is possible to keep the coop by filling an application of exemption. Hence, it is with excitement and joy to us having this opportunity to our kids and to the whole family. If this requires an annual license fee or a permit, I'm more than happy to go for it.

I lived in the area for the last 12 years and Mississauga 15 years. It is the best city in Canada. I hope to receive a favourable outcome.

With Kind regards,



Carla Meriel, CPA, CGA  
Carla Meriel



December 6, 2015

Mr. Blaine Williamson  
Researcher, Enforcement Division  
Municipal Law Enforcement Officer  
Compliance & Licensing Enforcement

Subject: Exemption Request on Pigeon Enclosure to be within the required setback.

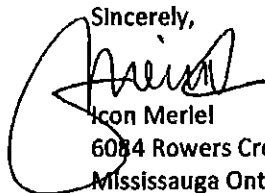
Dear Mr. Williamson,

I have compiled and attached in this letter the requested documents for my request of exemption on Pigeon enclosure within the required setback.

1. Membership to the Canadian Pigeon Fanciers' Association – email confirmation. The actual membership is yet to be received in the mail
2. I confirm that I have purchased sets of bands for new breed pigeons. All existing pigeons are banded.
3. Diagram of my backyard
4. Letter of support from abutting neighbours.

Note: 6080 Rowers Crescent, 6082 Rowers Crescent, 6086 Rowers Crescent and 6088 Rowers Crescent all have signed. However, I wasn't able to get hold of 6172 Rowers Crescent and 6176 Rowers Crescent due to non-availability at home or not wanting to open their door. I work very far and arrive home late night so my only time to knock on their doors is during Saturday and Sunday, unfortunately, I wasn't able to get hold of them. 6174 Rowers Crescent, I spoke with her in September and her concern was if she decides to sell her property, the pigeon coop might scare away the potential buyer or lower the value of her property. I told her that the pigeon coop is not permanent. I then asked her when is she planning to move (so I can make some plans to help regarding her concerns in the pigeon coop) and she said, not now and maybe sometime in the future.

Sincerely,



Icon Merlel  
6084 Rowers Crescent  
Mississauga Ontario  
L5V3A2


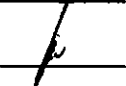
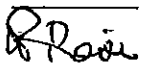
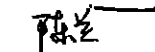
December 5, 2015

Dear Neighbour,

As you may already aware, I have put up a temporary pigeon coop in my backyard that contains fancy pigeons.

I do not fly out my birds, I keep them inside the coop, I treat them with antibiotics to keep the birds healthy and I also provide regular vitamins to maintain good health. And clean the area regularly.

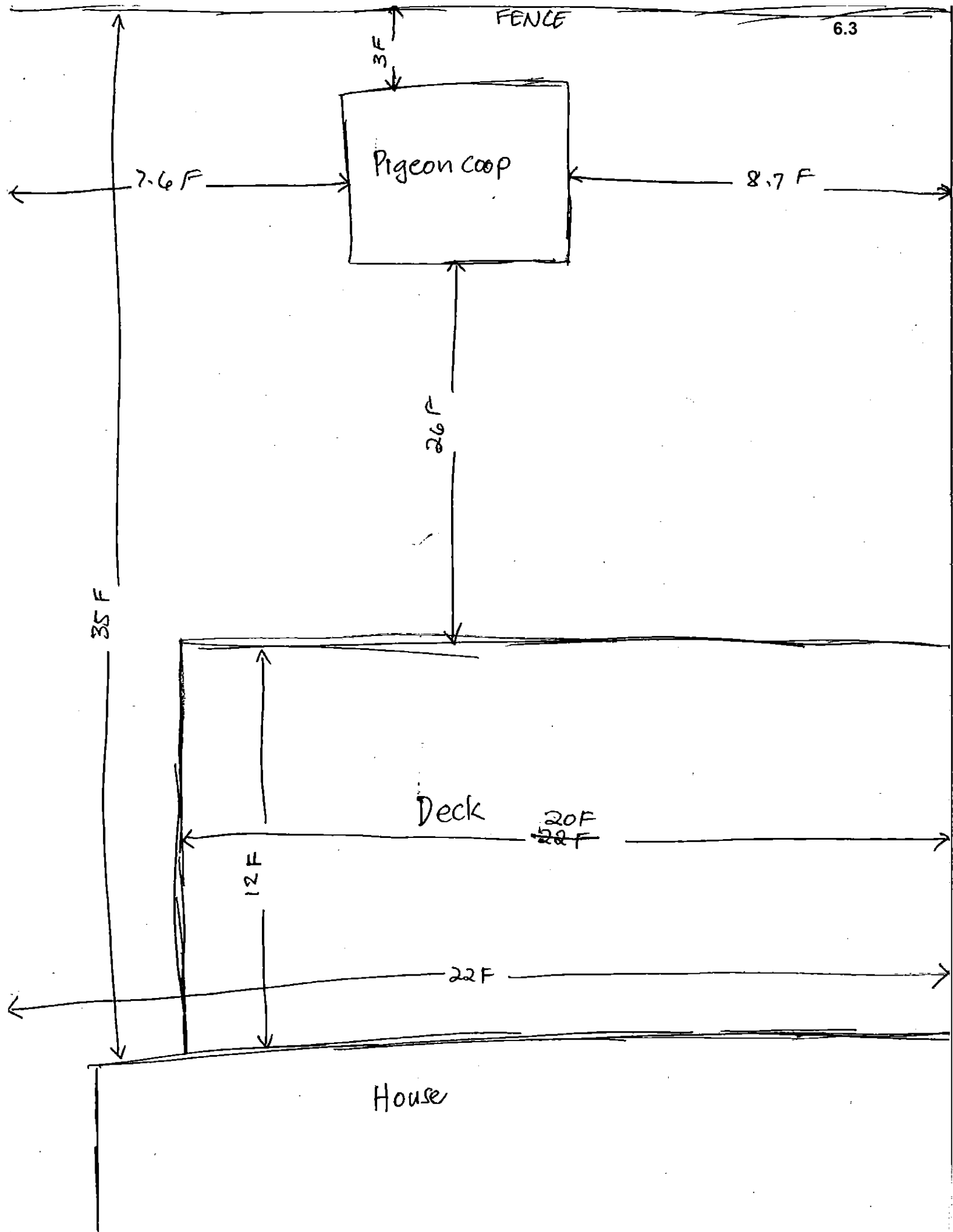
The city of Mississauga requires your support by signing below. Your support will be very much appreciated for continuous education and entertainment to my family.

Address	Name	Support	Do not support	Not Available
6082 Rowers Crescent	Ona			
6086 Rowers Crescent	John			
6172 Rowers Crescent				
6174 Rowers Crescent				
6176 Rowers Crescent				
6080 Rowers Cres.	Mr. Bhati			
6088 Rowers Cres.	Mr. Lan			

Sincerely,

  
Con Meriel

6084 Rowers Crescent  
Mississauga Ontario  
L5V 3A2



**CANADIAN PIGEON FANCIERS ASSOCIATION**  
**MEMBERSHIP CARD**



**Expires/Expire December 31, 20 16**

Name/Nom Icon Meriel

Signature R. Rodgers Secy.

**ASSOCIATION CANADIENNE DU PIGEON DE FANTAISIE**



# City of Mississauga

## Corporate Report



Date: 2016/02/01

To: Chair and Members of General Committee

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

Originator's files:

Meeting date:  
2016/02/17

## Subject

**Route 91 – Hillcrest (Wards 6 and 7)**

## Recommendation

That MiWay implement a peak frequency improvement on Route 91 and that it be effective for the April 11, 2016 board period, as outlined in the Corporate Report dated February 1, 2016 entitled "Route 91 – Hillcrest (Wards 6 and 7)" from the Commissioner of Transportation and Works.

## Background

Changes to service levels to Route 91-Hillcrest were implemented on Monday October 26, 2015 that saw frequencies reduced to provide a 45 minute frequency during the peak periods. Prior to this change, a detailed ridership review revealed that approximately 75% of the passengers using Route 91-Hillcrest that travel to Cooksville GO Station reside along Webb Drive area within close proximity to Route 28 - Confederation. Given this level of passenger demand, the Route 28-Confederation path was revised to service the Cooksville GO Station and additional service was added to Route 28-Confederation. Existing Route 91 passengers residing in the Webb Drive and Confederation Parkway area can now use Route 28-Confederation and benefit from the higher service levels (which meet every GO Train) along with a shorter and more direct path to the GO Station.

Ridership along Hillcrest Avenue has remained minimal since the inception of Route 91. With the majority of ridership occurring within walking distance to the Route 28 path, MiWay could not support maintaining a 20 minute frequency on Route 91-Hillcrest. The reduction in peak frequency to 45 minutes was in proportion to the ridership levels along Hillcrest Avenue while still maintaining direct access to City Centre Transit Terminal and Cooksville GO Station.

A resident's petition against the changes to Route 91 was presented at Council on January 20, 2016 and was referred to the Transportation and Works Department for a report to General Committee. The residents' concerns are regarding the reduced frequency on Route 91 since October 26, 2015 which has caused an increase in travel time.

## Comments

Passenger feedback received since the service change in October, 2015 has been reviewed by MiWay staff. Based on the feedback received, and through route rationalization, staff acquired additional resources to accommodate a peak frequency improvement on Route 91 from every 45 minutes to 30 minutes. With the majority of ridership occurring within walking distance to the Route 28 path, MiWay cannot support reinstating the previous 20 minute frequency on Route 91-Hillcrest as requested in the received Petition.

Since the October 2015 service change, passenger activity on Route 91 has declined with a reduced number of passenger boardings/alightings occurring at Cooksville GO Station. Simultaneously, ridership on Route 28 has been increasing steadily since the October service change, with passengers migrating onto the more frequent Route 28.

Therefore, for the April Board Period (effective April 11th, 2016) peak frequency on Route 91 will be improved to approximately 30 minutes (off-peak frequencies remain the same). With the improved frequency, connections to the GO Trains at Cooksville GO Station will also be improved with the Route 91 now connecting with two additional trains in the AM and PM peak periods (four to six trains in the AM peak and five to seven trains in the PM peak). MiWay staff will continue to monitor the route performance going forward on Route 91 – Hillcrest and will make further adjustments to frequency and/or routing as required.

## Financial Impact

The recommended changes have no financial impact.

## Conclusion

MiWay fully understands the concerns the Hillcrest residents have with the reduced peak frequency on Route 91 – Hillcrest. It is always a challenge for MiWay to achieve a good balance between satisfying the need for convenience for our customers and minimizing the operating cost given that our resources are limited. As such, MiWay cannot support reinstating the previous frequency on Route 91-Hillcrest. However, in response to customer feedback and based on route rationalization, the peak frequency on Route 91 – Hillcrest will be improved from 45 to 30 minutes, which will consequently reduce overall travel times for customers and improve the connections to the GO Trains at Cooksville GO Station. The recommended service change will be implemented for the April Board Period, effective April 11th, 2016.

## Attachments

Appendix 1: Petition 11.1 – Bus Route 91S and 91N (Jan 20 2016).pdf

A handwritten signature in black ink, appearing to read 'Martin Powell', with a large, stylized flourish at the end.

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

Prepared by: Alana Tyers, MCIP, RPP, Team Leader, Transit Planning, MiWay

# City of Mississauga

## Corporate Report



Date: 2016/02/03

To: Chair and Members of General Committee

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

Originator's files:  
MG.23.REP

Meeting date:  
2016/02/17

## Subject

**Parking Limit Exemption on Statutory Holidays**

## Recommendation

That the current Temporary Parking Permit program be utilized and promoted to address the public demand for extended parking during Statutory Holidays and other celebrations as outlined in the corporate report from the Commissioner of Transportation and Works dated February 3, 2016 entitled, "Parking Limit Exemption on Statutory Holidays".

## Report Highlights

- There are a total of ten applicable Holidays per calendar year that are designated by Mississauga's Traffic By-law 555-00, as amended, consisting of New Year's Day, Family Day, Good Friday, Victoria Day, Canada Day, Civic Holiday, Labour Day, Thanksgiving Day, Christmas Day and Boxing Day. Parking Enforcement presently does not enforce the three-hour parking limit from 7:00 p.m. on Christmas Eve until 7:00 a.m. on December 27th and from 7:00 p.m. on New Year's Eve until 7:00 a.m. on January 2nd. The applicability of a three-hour parking limit exemption could be considered on the remaining seven Holidays consisting of Family Day, Good Friday, Victoria Day, Canada Day, Civic Holiday, Labour Day and Thanksgiving Day.
- The implementation of a three-hour parking limit exemption on Statutory Holidays may not fully address the public demand of extended parking during public gatherings in neighbourhoods and celebrations on other days of the year.
- A three-hour parking limit exemption on Statutory Holidays should only be considered at the locations where unsigned and unmetered three-hour parking is permitted, and where no other parking restrictions exist.

- The negative impact of long-term non-residential parking on Statutory Holidays in residential neighbourhoods should be taken into consideration.
- The current Temporary Parking Permit program (Parking Considerations) allows a sufficient number of temporary parking permits per year to cover public gatherings in neighbourhoods on Statutory Holidays and other celebrations.
- In other area municipalities, there are no parking limit exemptions on Statutory Holidays and extended parking demand for visitors is addressed through the area municipalities temporary parking permit programs.
- The implementation of a three-hour parking limit exemption on Statutory Holidays would reduce the number of penalty notices issued for three-hour parking violations with a corresponding reduction in related revenues of approximately \$36,000 per year.
- Extending the current three-hour parking limit to a five-hour limit would impact Parking Enforcement service levels and eliminate the related penalty notice revenue currently estimated at \$788,000 per year.
- The implementation of a three-hour parking limit exemption on Statutory Holidays on all roadways within the City of Mississauga would require the modification of 94 City entrance signs at an estimated cost of \$16,798.

## Background

At the Council meeting of September 16, 2015, Councillor Fonseca requested staff to come back to General Committee with an information report on implementing a city wide three-hour parking limit exemption on Statutory Holidays on all residential roadways to accommodate the gathering of family and friends.

Subsequently, Councillor Fonseca requested staff to review the feasibility of increasing the statutory on-street parking regulation from three to five hours anytime city wide.

## Present Status

On-street parking on City roadways is not permitted for a period longer than three hours and is prohibited from November 1st to March 31st inclusive each year from 2:00 a.m. to 6:00 a.m., unless otherwise posted or if a temporary parking permit is granted. Signs advising the public of these parking regulations are posted at all entrances to the City and at all exit ramps from the provincial highway system.

## Comments

On-street parking regulations help to ensure the safe and efficient movement of vehicles, cyclists and pedestrians. The purpose of prohibited parking is to maintain the smooth flow of traffic, and to provide clear and safe sightlines and passage for both vehicular and pedestrian traffic. Parking is also prohibited on several residential roadways in the City where the majority of the residents requested a parking prohibition on their street through the petition process. No vehicle may be parked or stopped where parking and/or stopping is prohibited and authorized signs are displayed.

On-street parking on City roadways at some locations is restricted for periods shorter than three hours, which is indicated by authorized signs. These parking regulations for restricted periods have been implemented at pick-up/drop-off areas and locations where quick turnover is required, such as commercial or food establishments which may or may not operate on Statutory Holidays.

In summary, parking prohibitions and restrictions in the City of Mississauga have been implemented to address safety and operational concerns, or have been requested by the residents/businesses. Given the diverse nature of parking restrictions, a three-hour parking limit exemption on Statutory Holidays should only be considered at locations where unsigned and unmetered three-hour parking is permitted and where no other parking restrictions exist.

It should be noted that unlimited parking on Statutory Holidays may result in residents' dissatisfaction especially in residential neighbourhoods, which attract significant non-residential traffic and parking, and at locations near parks, places of worship, public places and locations hosting the Holidays' celebrations. Therefore, the negative impact on these residential neighbourhoods should be taken into consideration.

### Statutory Holidays

In accordance with Mississauga's Traffic By-law 555-00, as amended, there are a total of ten applicable Holiday designations consisting of five national Statutory Holidays in Canada (New Year's Day, Good Friday, Canada Day, Labour Day and Christmas Day), four provincially legislated Holidays in Ontario (Family Day, Victoria Day, Thanksgiving Day and Boxing Day) and one Civic Holiday. Parking Enforcement presently does not enforce the three-hour parking limit from 7:00 p.m. on Christmas Eve until 7:00 a.m. on December 27th and from 7:00 p.m. on New Year's Eve until 7:00 a.m. on January 2nd. The applicability of a three-hour parking limit exemption could be considered on the remaining seven Holidays consisting of Family Day, Good Friday, Victoria Day, Canada Day, Civic Holiday, Labour Day and Thanksgiving Day.

It should be noted that this may not be beneficial to many ethno-cultural communities in Mississauga that celebrate religious and cultural Holidays on various other days throughout the year. In addition, the proposed parking limit exemption would not include other “unofficial” Holidays, such as Mother’s Day for example, that promote the gathering of friends and families.

#### Temporary Parking Permits (Parking Considerations)

Temporary parking permits allow residents to park on a designated portion of a City roadway for a short period of time in excess of the period of time prescribed by the Traffic By-law 555-00, as amended. These permits are not valid on private property.

Based on the current Temporary Parking Permit Program, any resident may apply and obtain, at no cost, up to 14 temporary parking permits a year for up to five days each and a maximum of five vehicles on a residential street where there are no prohibitions in place. Essentially, a resident may request and receive a temporary parking permit on any residential street in the City where parking is permitted. Permits for longer term residential parking (i.e. more than five days) and/or for a greater number of vehicles (i.e. greater than five vehicles) are available for a fee. In addition, blanket permits for large commercial renovations, parking lot resurfacing, underground garage sweeping, etc., are available for a fee. Information regarding temporary parking permits is available on the City’s website. Citizens are able to request a temporary parking permit online via the City’s website, on a smartphone using Pingstreet (mobile app) or by calling 3-1-1.

The Temporary Parking Permit Program provides residents the opportunity to obtain a temporary parking permit quickly and easily, and only when the extended on-street parking is needed. It surpasses the proposed parking limit exemption on Statutory Holidays by the number of times a year and the length of permitted parking. As an example, a temporary parking permit could be obtained to allow parking during a Holiday weekend including overnight parking (provided there is no weather or emergency situation) versus the proposed parking limit exemption on Statutory Holidays, which would allow for unlimited parking on the Holiday only and not between 2:00 a.m. and 6:00 a.m. from November 1st to March 31st.

#### Area Municipalities

Transportation and Works staff contacted area municipalities including the City of Toronto, the City of Brampton, the Town of Milton, the Town of Oakville and the City of Burlington, in order to obtain information regarding their parking regulations.

The current practices of the surveyed municipalities with respect to parking regulations are similar to those set in Mississauga where there is no parking limit exemption on Statutory Holidays. Extended parking, if needed, is obtained by the residents in the surveyed area

municipalities through parking permit programs similar to the Mississauga's Temporary Parking Permit Program.

On-street parking is limited to three hours in the City of Toronto, the City of Brampton and the Town of Oakville. On-street parking is limited to five hours in the Town of Milton and the City of Burlington.

#### Sign Modification

The implementation of a three-hour parking limit exemption on Statutory Holidays on all roadways within the City of Mississauga would require amending the general provisions of Traffic By-law 555-00, as amended, and the modification of 94 City entrance signs in order for the parking limit to be legally enforceable. The City entrance signs advising the public of parking regulations are posted at all entrances to the City and at all exit ramps from the provincial highway system.

#### Public Awareness

Normally, public awareness of parking regulation changes on a particular roadway is provided through the installation of parking signage on that roadway, which clearly defines the permissive use of on-street parking or applicable restrictions/prohibitions.

If a city wide three-hour parking limit exemption on Statutory Holidays is implemented, it would only be reflected on the City entrance signs and no additional signs would be installed on City roadways to inform public of this change. Changes to the City entrance signs may stay unnoticeable to the majority of Mississauga residents.

Should the parking limit exemption change to include Statutory Holidays, information to the public would be provided through the City's corporate communications channels such as the City's website, social media and the Ward Councillor's newsletters.

#### Parking Enforcement - Exemption on Statutory Holidays

Parking Enforcement currently enforces the three-hour on-street parking prohibition and the 2:00 a.m. to 6:00 a.m. restriction as outlined in Traffic By-law 555-00, as amended, on all Holidays with the exception of Christmas day, Boxing Day and New Year's day. Moreover, from 7:00 p.m. on Christmas Eve until 7:00 a.m. on December 27th and from 7:00 p.m. on New Year's Eve until 7:00 a.m. on January 2nd, Parking Enforcement operates with skeleton staffing levels who are on-call to address emergency complaints only, including but not limited to blocked residential driveways, parked vehicles impeding police, fire or ambulance emergency services, and private property parking issues of a more serious nature such as blocked fire routes.



Parking Enforcement's current staffing operations consists of three shifts, namely the day, afternoon and night shifts. A review of current enforcement practices as it relates to the proposed implementation of a three-hour parking limit exemption on Statutory Holidays would result in a reduction in the number of penalty notices issued for three-hour parking violations on all three shifts, with the night shift being affected the most. If a three-hour parking limit exemption was approved for Statutory Holidays, Parking Enforcement officers would be reassigned to perform other functions including enforcement of parking regulations on fire routes, accessible parking, private properties and parks, which tend to be problematic immediately before, during and after Statutory Holidays.

#### Parking Enforcement - Five-Hour On-Street Parking Limit

The three-hour parking limit is enforced by Parking Enforcement officers by chalking parked vehicle tires and returning during the course of their shift to determine if the vehicle has moved based on the chalk marks and the officer's observations. Extending the three-hour parking limit to five hours makes it extremely difficult to enforce the limitation in terms of chalking efforts and continuity of evidence. Enforcement efforts would overlap shifts and days, and would be performed by multiple officers, based on the capability of the current technology employed today by Parking Enforcement. As a result, a five-hour parking limit could not be enforced effectively.

In 2015, 192,458 penalty notices were issued by Parking Enforcement for by-law violations of which 21,795 (11.3%) were issued for three-hour parking infractions comprising approximately \$788,000 in related penalty notice revenues. This revenue would be eliminated if the three-hour limit was extended to five hours.

## **Financial Impact**

Should the implementation of a three-hour parking limit exemption on Statutory Holidays be considered, the cost to modify all 94 City entrance signs is estimated to be \$16,798 and could be accommodated in the approved 2016 operating budget.

The enforcement of three-hour parking limit violations conducted on seven designated Holidays (Family Day, Good Friday, Victoria Day, Canada Day, Civic Holiday, Labour Day and Thanksgiving Day) in 2015 resulted in the issuance of 1,130 penalty notices with an approximate \$36,000 in related penalty notice revenues. This revenue would be eliminated if the three-hour parking limit is suspended on Holidays.

In 2015, 21,795 penalty notices were issued by Parking Enforcement for three-hour parking infractions comprising of approximately \$788,000 in related penalty notice revenues. This revenue would be eliminated if the three-hour limit was extended to five hours.

## Conclusion

The implementation of a three-hour parking limit exemption could be considered on the designated ten Holidays as outlined in Mississauga's Traffic By-law 555-00, as amended; however, the implementation of a three-hour parking limit exemption on Statutory Holidays would not fully address the public demand of extended parking during gatherings and celebrations on other days of the year.

A parking limit exemption on Statutory Holidays should only be considered at the locations where no parking restrictions exist and where unsigned and unmetered three-hour parking is currently permitted. Any and all other parking restrictions and prohibitions should remain unchanged and applicable.

Although no concerns with unlimited parking on Statutory Holidays have been found from a traffic operational perspective, the negative impact of long-term non-residential parking in the residential neighbourhoods should be taken into consideration.

Should a parking limit exemption on Statutory Holidays be considered, public awareness about this parking regulation change should be provided to the public through available sources of communication. The same effort could be placed towards informing the public to utilize the existing and effective Temporary Parking Permit program when additional/extended parking is needed.

The parking regulations of other area municipalities are similar to those set in Mississauga where there are no parking limit exemptions on Statutory Holidays. The City of Mississauga's current practice of addressing extended parking demand through the Temporary Parking Permit Program is consistent with other surveyed area municipalities.

Based on the current enforcement practices, the proposed exemption to the three-hour parking limit on Statutory Holidays would reduce the number of penalty notices issued and result in a corresponding reduction in penalty notice revenues of approximately \$36,000 per year. Extending the current three-hour parking limit to a five-hour limit would impact Parking Enforcement service levels and eliminate the related penalty notice revenue currently estimated at \$788,000 per year.

In summary, it is recommended that temporary parking permits be utilized and promoted to address the public demand for extended parking during Statutory Holidays and other celebrations.



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

Prepared by: Ouliana Drobychevskaia, Traffic Operations Technologist

# City of Mississauga

## Corporate Report



Date: 2016/02/03

To: Chair and Members of General Committee

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

Originator's files:

MG.23.REP

RT.10.Z-8

Meeting date:

2016/02/17

## Subject

**Turning Prohibition Removal Oriole Avenue and Inglewood Drive (Ward 1)**

## Recommendation

That a by-law be enacted to amend Traffic By-law 555-2000, as amended, to remove the left turn prohibition for northbound motorists on Oriole Avenue at the intersection of Oriole Avenue and Inglewood Drive from 4:30 p.m. to 6:30 p.m., Monday to Friday inclusive.

## Background

The Transportation and Works Department is in receipt of a request from an area resident, through the local Ward Councillor, to remove a left turn prohibition on Oriole Avenue to allow motorists exiting Port Credit GO Station's parking lot the ability to access the adjacent residential neighbourhood.

## Comments

Presently, in accordance with Traffic By-law 555-00, as amended, left turns are prohibited for northbound traffic on Oriole Avenue at the intersection of Oriole Avenue and Inglewood Drive from 4:30 p.m. to 6:30 p.m., Monday to Friday inclusive. This turning prohibition was implemented in 1993. Although, a background search did not reveal any reasoning behind this prohibition, it is assumed that the left turn prohibition was implemented to eliminate alleged traffic infiltration on the adjacent local residential roadways.

Transportation and Works staff completed observations on a weekday between 4:30 p.m. and 6:30 p.m. at the intersection of Oriole Avenue and Inglewood Drive. The observations revealed a sign discrepancy that, due to the incorrectly posted sign at this intersection, permitted left turn movements for northbound traffic at Oriole Avenue and Inglewood Drive. However, during the two-hour study period only one motorist was observed making a left turn from Oriole Avenue to Inglewood Drive.

Since the alleged traffic infiltration was not evident at this location, the Transportation and Works Department supports the removal of the left turn prohibition at the intersection of Oriole Avenue and Inglewood Drive.

The Ward Councillor supports this proposal.

## Financial Impact

Not applicable.

## Conclusion

The Transportation and Works Department recommends removal of the left turn prohibition for northbound traffic on Oriole Avenue at the intersection of Oriole Avenue and Inglewood Drive from 4:30 p.m. to 6:30 p.m., Monday to Friday inclusive.

## Attachments

Appendix 1: Location Map - Turning Prohibition Removal - Oriole Avenue and Inglewood Drive (Ward 1)



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Martin Powell, P. Eng.

Commissioner of Transportation and Works

Prepared by: Ouliana Drobychevskaia, Traffic Operations Technologist



# City of Mississauga

## Corporate Report



Date: 2016/02/03

To: Chair and Members of General Committee

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

Originator's files:  
MG.23.REP  
RT.10.Z-38W

Meeting date:  
2016/02/17

## Subject

**Revise the Existing 15-hour Parking Limits on Mill Street and Wyndham Street (Ward 11)**

## Recommendation

That a by-law be enacted to amend the Traffic By-law 555-00, as amended, to revise the existing 15-hour parking limits at the following locations:

- On the south side of Mill Street from a point 15 metres (49 feet) east of Wyndham Street to the easterly limit of the roadway.
- On the south side of Mill Street from a point 15 metres (49 feet) west of Wyndham Street to Church Street.
- On the east side of Wyndham Street from a point 15 metres (49 feet) north of Mill Street to a point 14 metres (46 feet) northerly thereof.

## Background

The Transportation and Works Department is in receipt of a request from an area resident with regard to revising the existing 15-hour parking on Mill Street. The resident has indicated that it is very difficult to enter and exit their driveway when vehicles are parked on the south side of Mill Street.

Currently, 15-hour parking is permitted on the south side of Mill Street between Church Street and the east limit of the roadway, and on the east side of Wyndham Street between Main Street and Mill Street.

## Comments

Traffic Operations staff conducted a site inspection which revealed that the existing 15-hour parking is in effect along the entire roadway and directly adjacent to the intersection of Mill Street and Wyndham Street. As a result, potential safety concerns are present for motorists negotiating a turn at the intersection and for residents to maneuver their vehicle in and out of their garage. Therefore, in order to increase the overall level of safety, the Transportation and

Works Department supports the implementation of 15 metre (49 feet) corner prohibitions at all approaches of the intersection of Mill Street and Wyndham Street.

The Ward Councillor has requested that the Transportation and Works Department submit a report to Council.

## Financial Impact

Costs for the signage installation can be accommodated in the 2016 current budget.

## Conclusion

The Transportation and Works Department supports revising the existing 15-hour parking limits at the following locations:

- On the south side of Mill Street from a point 15 metres (49 feet) east of Wyndham Street to the easterly limit of the roadway.
- On the south side of Mill Street from a point 15 metres (49 feet) west of Wyndham Street to Church Street.
- On the east side of Wyndham Street from a point 15 metres (49 feet) north of Mill Street to a point 14 metres (46 feet) northerly thereof.

## Attachments

Appendix 1: Location Map - Revise the existing 15-hour parking limits on Mill Street and Wyndham Street (Ward 11)

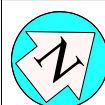
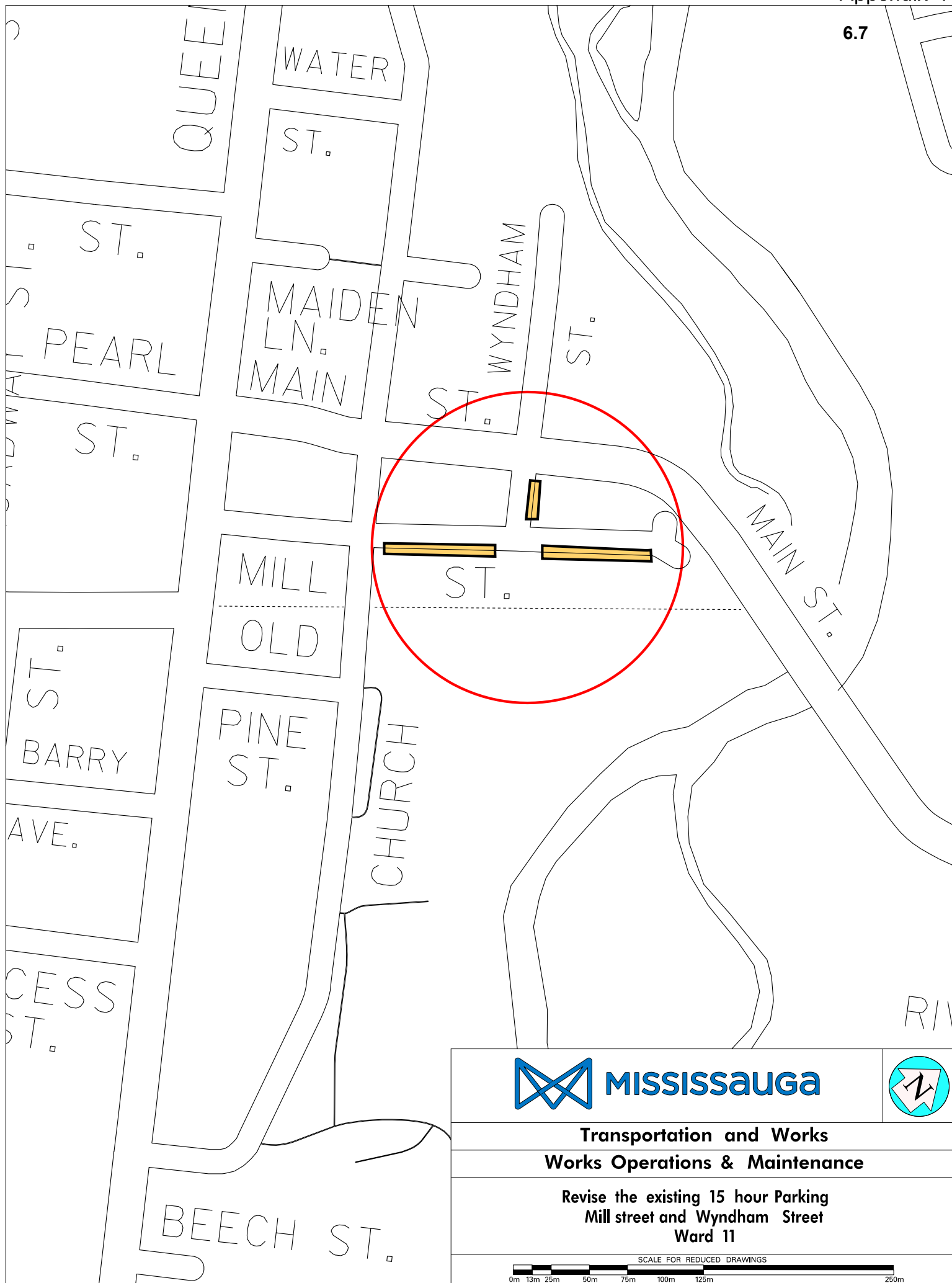


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Martin Powell, P. Eng.  
Commissioner of Transportation and Works

Prepared by: Wasan Yonan, Traffic Operations Technician





**Transportation and Works**  
**Works Operations & Maintenance**

**Revise the existing 15 hour Parking**  
**Mill street and Wyndham Street**  
**Ward 11**



# City of Mississauga

## Corporate Report



Date: 2016/02/03

To: Chair and Members of General Committee

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

Originator's files:  
MG.23.REP

Meeting date:  
2016/02/17

## Subject

**Traffic By-law Amendments for Multi-Use Trails - Various Locations (Wards 3, 5 and 11)**

## Recommendation

That a by-law be enacted to amend Traffic By-law 555-2000, as amended, to modify Schedule 35 (Multi-Use Trails) to include Multi-Use Trails constructed in 2015, as identified in Appendix 1 of the report titled "Traffic By-law Amendments for Multi-Use Trails – Various Locations (Wards 3, 5 and 11)" dated February 3, 2016 from the Commissioner of Transportation and Works.

## Background

The Transportation and Works Department has recently constructed multi-use trails in several locations. These locations are aligned with the criteria contained within the Cycling Master Plan and Implementation Strategy.

The Multi-Use Trail projects that were completed in 2015 were:

- Creditview Road between Britannia Road West and Sir Monty's Drive, west side (Ward 11)
- Eastgate Parkway between Fieldgate Drive and Eglinton Avenue East, east side (Ward 3)
- Eglinton Avenue East between Eastgate Parkway and Etobicoke Creek, south side (Ward 5)
- Goreway Drive between Derry Road East and Dorcus Street, west side (Ward 5)
- Goreway Drive between Dorcus Street and a point 65 metres southerly thereof, east side (Ward 5)

Traffic By-law amendments are now required for these locations.

A total of 15 km (9.3 miles) of cycling infrastructure was completed in 2015 including 0.6 km (0.4 miles) of off-road trails, 3.6 km (2.2 miles) of boulevard multi-use trails, 0.1 km (0.06 miles) of sharrows and 10.7 km (6.6 miles) of signed routes on local roadways.

## Comments

A multi-use trail is a part of the boulevard or municipal road allowance that is designated for shared use by cyclists, pedestrians and skaters. There are no impacts to on-street parking as a result of these amendments.

## Financial Impact

Not applicable.

## Conclusion

The Transportation and Works Department recommends that Schedule 35 (Multi-Use Trails) of Traffic By-law 555-00, be amended to include Multi-Use Trails constructed in 2015, as indicated in the attached Appendix 1.

## Attachments

Appendix 1: Multi-Use Trail By-law Amendments



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

Prepared by: Jacqueline Hunter, Active Transportation Coordinator

That Schedule 35 of By-law No. 555-2000, as amended, be amended by ADDING the following:

**SCHEDULE 35**  
**MULTI-USE TRAILS**

Column 1 Roadway	Column 2 Between	Column 3 Direction
Creditview Road	Britannia Road West and Sir Monty's Drive	Northbound/Southbound (west side)
Eastgate Parkway	Fieldgate Drive and Eglinton Avenue East	Northbound/Southbound (east side)
Eglinton Avenue East	Eastgate Parkway and Etobicoke Creek	Eastbound/Westbound (south side)
Goreway Drive	Derry Road East and Dorcus Street	Northbound/Southbound (west side)
Goreway Drive	Dorcus Street and a point 65 metres southerly thereof	Northbound/Southbound (east side)

# City of Mississauga Corporate Report



Date: 2016/02/02

To: Chair and Members of General Committee

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

Originator's files:

Meeting date:  
2016/02/17

## Subject

**Presto Senior Monthly Pass Fare & MiWay High School Student Category**

## Recommendation

That the proposed transit fare changes outlined in the report entitled Presto Senior Monthly Pass & MiWay High School Student Category dated February 2, 2016 from the Commissioner of Transportation and Works be implemented effective May 1, 2016.

That MiWay include a senior monthly pass on the Presto smartcard at a price of \$61 effective May 1, 2016.

That 'High School Student' fare category be renamed to 'Student' effective May 1, 2016 for consistency and fare harmonization with other transit systems within the Greater Toronto and Hamilton area.

That a by-law be enacted to amend the MiWay Fares By-law 0240-2015, to include a senior monthly pass on Presto at \$61 per month as set out in Appendix 1 of this report.

That a by-law be enacted to amend the Transit By-law 425-2003, to include changes to regulations with respect to the student fare name change, to add the monthly passes to Presto, and other related housekeeping items as outlined in this report from the Commissioner of Transportation and Works dated February 2, 2016.

## Report Highlights

All MiWay monthly paper passes will be discontinued May 1, 2016. A new monthly adult pass is available using the Presto smartcard effective February 2016. This report recommends adding a seniors monthly pass option to the Presto smartcard beginning May 1, 2016 at a price of \$61 which is considerably less than the adult pass price of \$130.

There is a need for Greater Toronto Hamilton Area (GTHA) fare policy alignment. The "High School Student" category name should be changed to "Student" only for consistency and fare harmonization with other GTHA transit systems.

The necessary changes to Transit By-law 425-03 will be required.

## Background

Almost 50% of our customers now use Presto as their choice of fare payment on MiWay. Over the past few years MiWay has transitioned customers onto Presto through the elimination of paper fare products. To date MiWay has discontinued weekly passes, high school student monthly passes and the senior annual pass.

On September 30, 2015 the 2016 MiWay Fares Strategy was approved by Council which included the following; an increase in some fare categories, the elimination of all remaining paper monthly passes and the introduction of an adult monthly pass on Presto.

## Comments

### Senior Fare

The 2016 MiWay Fares strategy focused on the fare category pricing changes and the discontinuation of paper passes. Once the paper passes are removed (May 1, 2016), customers will be able to pay using cash, tickets, Presto e-purse equivalent to the ticket price or an adult monthly pass on Presto. The Presto e-purse includes a customer loyalty program which allows customers to benefit from free rides after taking 12 trips within one week on MiWay. In addition to these options MiWay recommends adding a seniors monthly pass option for customers who prefer the monthly discounted option.

Although seniors' monthly and annual pass sales have been in decline and have been accelerated during the \$1.00 cash pilot program approximately 900 senior continue to use a pass product. In addition, with the elimination of the seniors annual pass at the end of 2015 there has been some additional migration to the monthly pass.

To lessen the price impact for seniors, MiWay recommends adding a senior monthly pass on Presto beginning May 1, 2016 price of \$61/month. This price is less than half of the costs of the adult monthly pass price of \$130/month. The senior pass rate remains reasonable allowing seniors to travel with a monthly pass at \$1.39 per trip based on an average of 44 trips per month. This compares favourably with the ticket price of \$2.00.

Seniors Presto monthly pass price change effective May 1, 2016

<b>Current Fare - Paper pass</b>	<b>Proposed Fare - Presto</b>	<b>Change</b>
\$57.00/month	\$61.00/month	\$4.00

### Student Fares

A recent review of consistency and fare harmonization with other transit systems within the Greater Toronto and Hamilton Area (GTHA) indicates a need to rename the “High School Student” category. The “High School Student” fare category consists of students’ ages 13-19 years which is consistent with other transit agencies.

However MiWay’s student fare classification specifically naming ‘High School’ creates some confusion to customers since some students who are 13 years of age could be attending either high school or elementary school based on the students’ birthdate and school board enrolment policies.

Staff recommends that ‘High School’ in the fare name be removed and the category for students ages 13-19 years be known solely as ‘Student’ which is consistent with other transit agencies within GTHA.

## Strategic Plan

The growth and investment in transit contributes to the strategic pillar of Developing a Transit Oriented City and the strategic goals of:

- Connect our City
- Ensuring Youth, Older Adults and New Immigrants Thrive
- Ensuring Affordability and Accessibility
- Attract and Retain Youth

## Financial Impact

On September 30, 2015 the 2016 MiWay Fares Strategy was approved by Council which outlined a fare change effective May 2, 2016. It was identified that approximately \$1M revenues generated from fare increase will go towards reducing the existing revenue shortfall between the budget and actual revenue. Any revenue changes resulting from the implementation of the Presto seniors monthly pass is not material to the revenue budget for 2016.

There is no financial impact as a result of the Transit By-law 425-03 update to regulations and definitions.

## Conclusion

MiWay’s fare structure needs to strike a balance between providing affordable fare options for riders and consistency with other GTHA transit systems. A significant investment has been made in the Presto fare card and recommendations encourage continued customer migration to Presto. Staff recommend that a seniors monthly pass be available using the Presto smartcard to provide affordability and continued convenience.

The Transit By-law currently governs regulations with respect to the access and behavior of passengers on MiWay vehicles, City property and regulations governing all fare related policy.

General Committee

2016/02/02

4

Originators files: File names

Staff recommend the current By-law 425-03 be amended to reflect the changes to student and other aspects related to monthly passes on Presto.

## Attachments

Appendix 1: MiWay Fares

A handwritten signature in black ink, appearing to read "Martin Powell", with a stylized flourish at the end.

---

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

Prepared by: Margaret Johnston, Supervisor of Transit Revenue



## Appendix 1

## MiWay Fares

ITEM	Fares Existing	Fares Proposed	Increase \$	Increase %
<b>Blind Patrons (with C.N.I.B. Card)</b>	Free	Free	N/A	N/A
<b>Pre-School Children (with fare paying customer)</b>	Free	Free	N/A	N/A
<b>Support Person ( with fare paying customer)</b>	Free	Free	N/A	N/A
<b>Children (Age 6-12)</b>				
Cash Fare	\$3.50	\$3.50	\$0.00	0.0%
Tickets – 10	\$16.50	\$16.50	N/A	N/A
Tickets – 5	\$8.25	\$8.25	N/A	N/A
PRESTO e-purse	\$1.65	\$1.65	N/A	N/A
<b>Students - High School (Age 13-19)</b>				
Cash Fare	\$3.50	\$3.50	\$0.00	0.0%
Tickets – 10	\$22.50	\$22.50	N/A	N/A
Tickets – 5	\$11.25	\$11.25	N/A	N/A
PRESTO e-purse	\$2.25	\$2.25	N/A	N/A
<b>Students - Post-Secondary</b>				
Cash Fare	\$3.50	\$3.50	\$0.00	0.0%
PRESTO e-purse	\$2.65	\$2.85	\$0.20	7.5%
UPass 8-month fee (for eligible UTM students) <sup>1</sup>	\$200.02	\$200.02	N/A	N/A
UPass replacement fee <sup>1</sup>	\$100.01	\$100.01	N/A	N/A
Summer UPass fee (for eligible UTM students) <sup>1</sup>	\$113.07	\$113.07	N/A	N/A
Summer UPass replacement fee <sup>1</sup>	\$56.54	\$56.54	N/A	N/A
<b>Adults</b>				
Cash Fare	\$3.50	\$3.50	\$0.00	0.0%
Tickets – 10	\$29.00	\$30.00	\$1.00	3.4%
Tickets – 5	\$14.50	\$15.00	\$0.50	3.4%
PRESTO e-purse	\$2.90	\$3.00	\$0.10	3.4%
Monthly Pass	\$125.00	\$130.00	\$5.00	4.0%
<b>Seniors (65 years of age or older)</b>				
Cash Fare	\$3.50	\$3.50	\$0.00	0.0%
Tickets – 10	\$19.00	\$20.00	\$1.00	5.3%
Tickets – 5	\$9.50	\$10.00	\$0.50	5.3%
PRESTO e-purse	\$1.90	\$2.00	\$0.10	5.3%
Monthly Pass	\$57.00	\$61.00	\$4.00	7.0%
Photo ID Card – new and replacement	\$5.00	\$5.00	N/A	N/A
<b>GO Transit Fare Integration</b>				
PRESTO e-purse	\$0.80	\$0.80	\$0.00	0.0%
<b>GTA Weekly Pass2</b>	\$61.00	\$61.00	N/A	N/A
<b>PRESTO Fare Card – new and replacement</b>	\$6.00	\$6.00	N/A	N/A
<b>Board of Education Student Tickets - 10</b>	\$21.50	\$21.50	N/A	N/A
Dufferin-Peel Catholic District School Board and Peel District School Board				
<b>Purchase Discount</b>	1.50%	1.50%	N/A	N/A
For purchases of tickets and passes with a				

total value of \$750 or more per transaction and made directly from Mississauga Transit.				
<b>Charter Rate (per hour, minimum charge 2 hours)</b>				
-60 foot bus	\$200.00	\$200.00	N/A	N/A
-30 or 40 foot bus	\$175.00	\$175.00	N/A	N/A
<b>Transit Route Map</b>	\$2.00	\$2.00	N/A	N/A
<b>Canadian Armed Forces Veterans and Companion</b>				
-on the day of the Warriors' Day Parade	Free	Free	N/A	N/A
-on Remembrance Day, November 11				

1 As per Council approved agreement.

2 Price set by the TTC and other participating partners.

# City of Mississauga

## Corporate Report



Date: 2016/02/03

To: Chair and Members of General Committee

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

Originator's files:  
MG.23.REP

Meeting date:  
2016/02/17

### Subject

**2016 Sidewalk and Multi-Use Trail Construction Program (Major Roads)**  
**(Wards 2, 5, 6, 8, 9 and 11)**

### Recommendation

That the proposed 2016 Sidewalk and Multi-Use Trail Construction Program, as outlined in the report dated February 3, 2016 from the Commissioner of Transportation and Works, be approved.

### Report Highlights

- New sidewalks will be constructed in 2016 with an emphasis on transit accessibility, for a total of 2.0 kilometers (1.2 miles).
- A total of 2.0 kilometers (1.2 miles) of new multi-use trails will be constructed as part of the 2016 Cycling Program Capital Budget, based on the Mississauga Cycling Master Plan.
- A total of 7.5 kilometers (12 miles) of new multi-use trails will be constructed over 2015-2017 as part of the 2013-2016 Cycling Program Capital Budget, in conjunction with the Region of Peel's Hanlan Water Project.

### Background

The Transportation and Works Department has reviewed and prioritized new sidewalk construction needs, taking into consideration a compiled inventory of requests with emphasis on transit accessibility, to determine the recommended 2016 sidewalk construction program. In addition, staff has reviewed and prioritized new multi-use trail construction needs based on the Mississauga Cycling Master Plan.

### Comments

Candidate locations for these programs have been assessed based upon safety considerations, transit servicing, alignment with the Cycling Master Plan, construction feasibility, timing of adjacent land development, connections to the existing sidewalk and cycling networks and co-ordination with other capital infrastructure projects.

### 2016 Sidewalk Program

Table 1 provides a description of the proposed works at various locations. All proposed sidewalks are 1.5 metres (5 feet) wide concrete sidewalks. Site drawings showing the locations of each proposed sidewalk are attached (Appendix 2 to Appendix 7).

### 2016 Multi-Use Trail Program

Table 2 provides a description of the proposed works at various locations. All multi-use trails are approximately 3.5 metres (11.5 feet) wide. Site drawings showing the locations of each proposed multi-use trail are attached (Appendix 8 to Appendix 12).

Most of the multi-use trail construction locations outlined in this report are being tendered and constructed in coordination with other capital infrastructure projects, namely the Region of Peel's Hanlan Water Project. Construction timing will be subject to the overall project schedules.

The Thomas Street Multi-Use Trail Project is part of the 2016 Cycling Program. The Thomas Street Multi-Use Trail is proposed to be constructed between Winston Churchill Boulevard and Erin Mills Parkway and between Vista Drive and Broadway Street. Due to limited boulevard space on Thomas Street, between Erin Mills Parkway and Vista Drive the construction of a multi-use trail is not feasible. The route will continue utilizing Turney Drive, a local residential roadway. Along Turney Drive it is proposed to be a signed route with no changes to on-street parking.

## **Strategic Plan**

The addition of sidewalk and cycling network infrastructure supports the CONNECT, MOVE and LIVING GREEN pillars of the Strategic Plan.

## **Financial Impact**

New sidewalk and cycling construction along major roads is funded through Development Charges.

An amount of \$350,000 from Development Charges was approved in the 2016 Capital Budget for sidewalk construction will be used to fund the sidewalk program outlined within this report. An additional amount of \$70,000 from the Developer Contributions Reserve fund will be used to fund the sidewalk construction on Shawson Drive and Viscount Road.

An amount of \$960,000 was approved in the 2016 Capital Budget for the overall Cycling Program. The 2016 multi-use trail program outlined in this report is estimated at \$740,000 (excluding the Hanlan-related works). The remaining funds in the 2016 Cycling Program capital

budget will be used for on-road facilities. Council approval for these projects will be addressed in future reports, as appropriate.

An amount of \$2,525,000 was approved for the construction of multi-use trails co-ordinated with the Hanlan Water Project as a multi-year project, cash-flowed over the 2013-2016 Capital Budgets.

## Conclusion

The proposed 2016 Sidewalk and Multi-Use Trail Construction Programs will advance the City of Mississauga's planned pedestrian and cycling networks, with an emphasis on transit accessibility and the implementation of the Cycling Master Plan.

## Attachments

- Appendix 1: Tables 1 and 2 Sidewalk and Multi-Use Trail Programs
- Appendix 2: Ridgeway Drive (Ward 8) Sidewalk Program
- Appendix 3: Shawson Drive (Ward 5) Sidewalk Program
- Appendix 4: Terry Fox Way (Ward 6) Sidewalk Program
- Appendix 5: Thomas Street (Ward 11) Sidewalk Program
- Appendix 6: Truscott Drive (Ward 2) Sidewalk Program
- Appendix 7: Viscount Road (Ward 5) Sidewalk Program
- Appendix 8: Cawthra Road (Ward 4) Multi-Use Trail Program
- Appendix 9: Dixie Road (Ward 3) Multi-Use Trail Program
- Appendix 10: Tomken Road (Ward 5) Multi-Use Trail Program
- Appendix 11: Thomas Street (Ward 9) Multi-Use Trail Program
- Appendix 12: Thomas Street (Ward 11) Multi-Use Trail Program



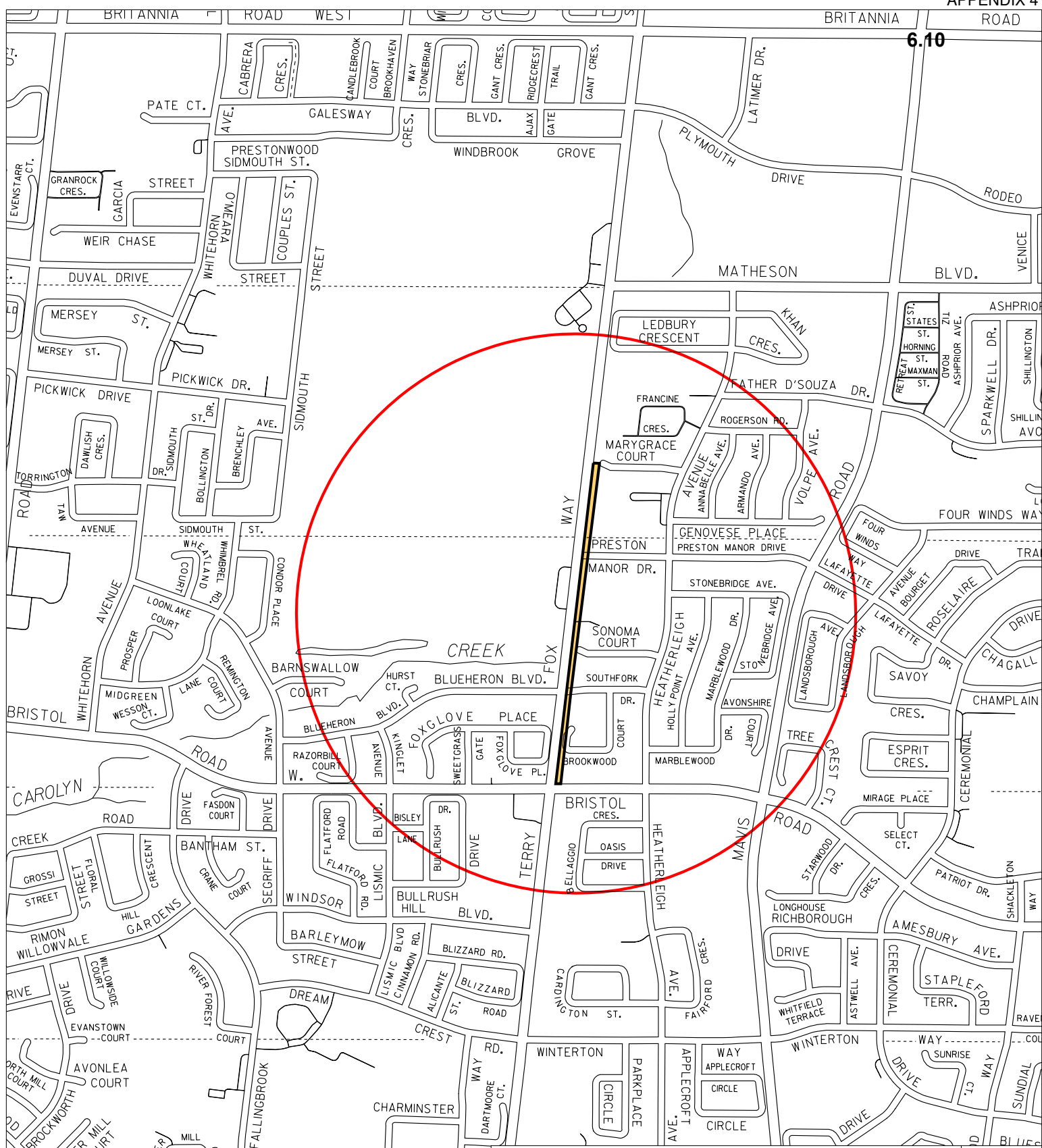
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Martin Powell, P. Eng.  
Commissioner of Transportation and Works

Prepared by: Jacqueline Hunter, Active Transportation Coordinator



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**MISSISSAUGA**

**Transportation and Works**


**Transportation & Infrastructure Planning**

**Sidewalk Program**

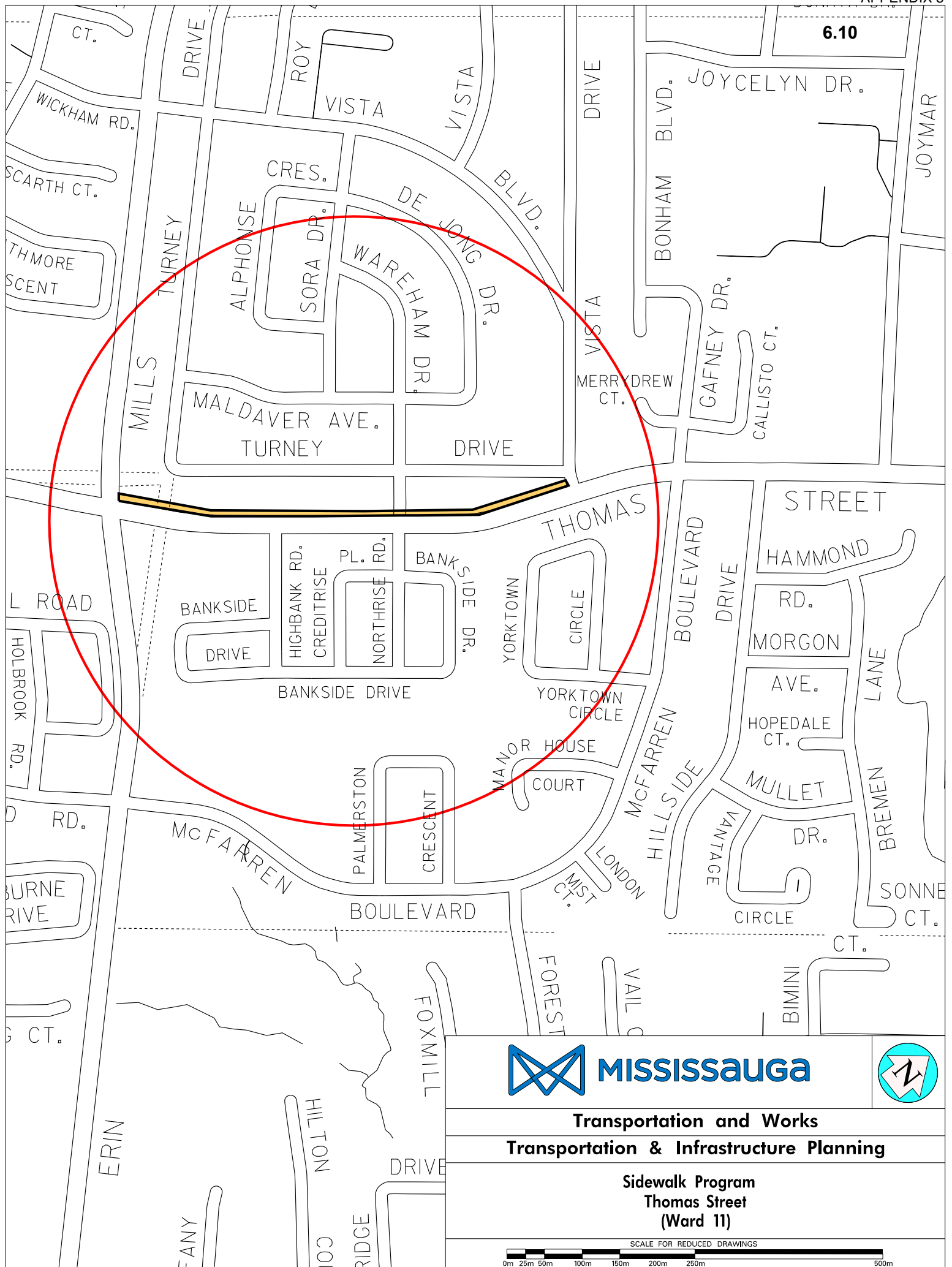
**Terry Fox Way**

**(Ward 6)**

SCALE FOR REDUCED DRAWINGS



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MISSISSAUGA



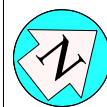
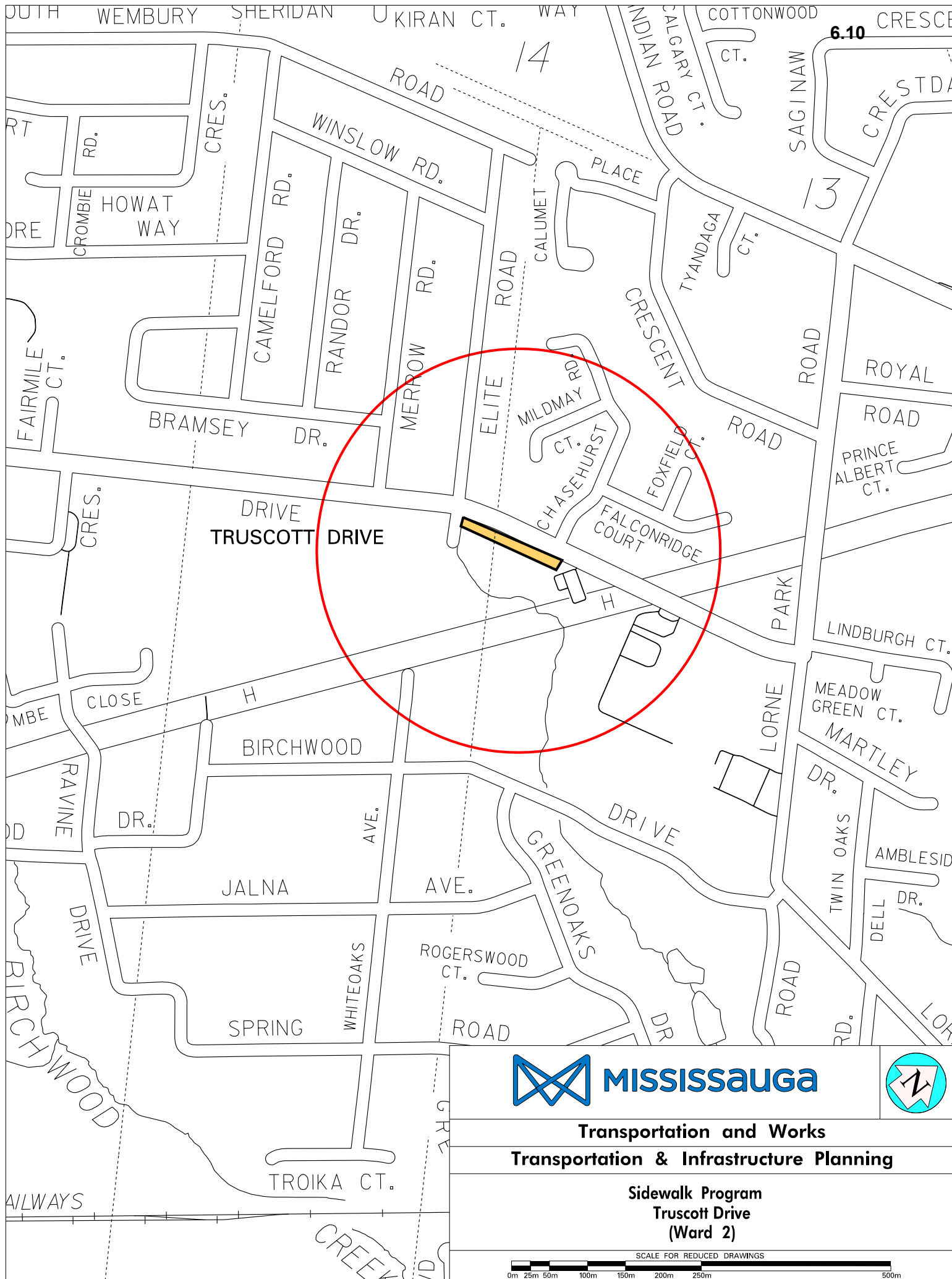
**Transportation and Works**  
**Transportation & Infrastructure Planning**

**Sidewalk Program**  
**Thomas Street**  
**(Ward 11)**

SCALE FOR REDUCED DRAWINGS

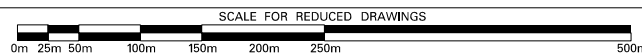
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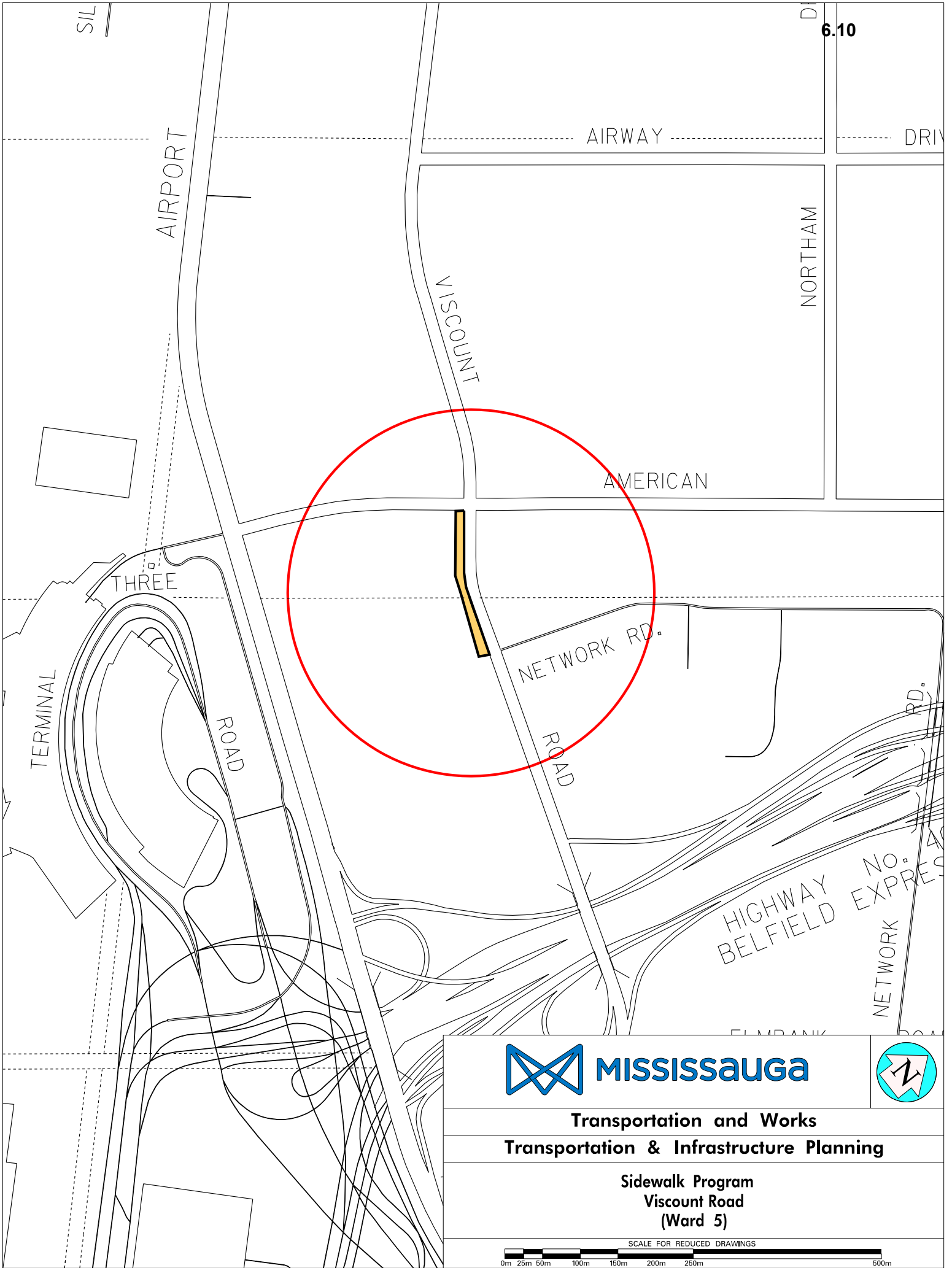


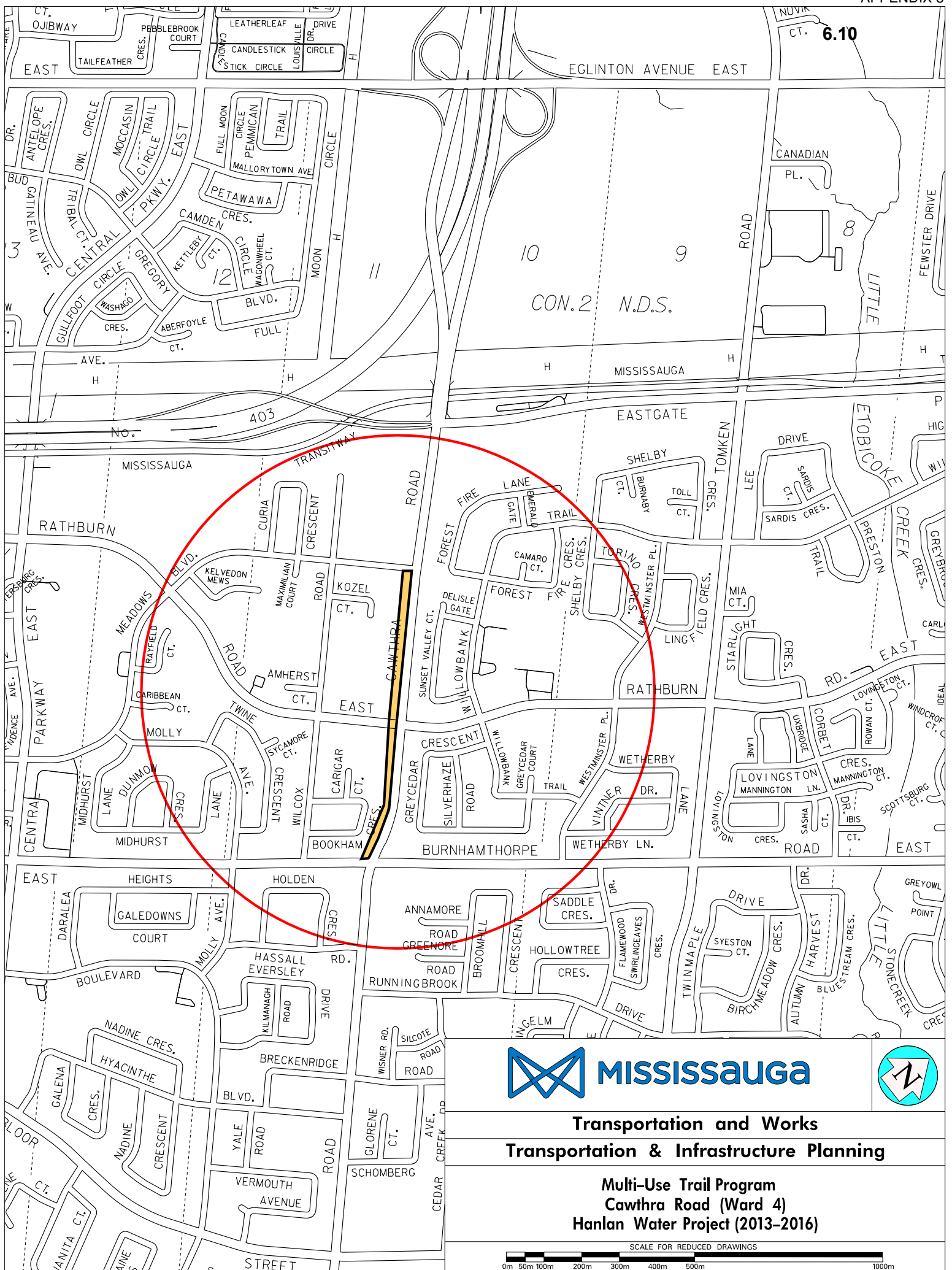


**Transportation and Works**  
**Transportation & Infrastructure Planning**

**Sidewalk Program**  
**Truscott Drive**  
**(Ward 2)**







**MISSISSAUGA**



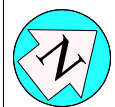
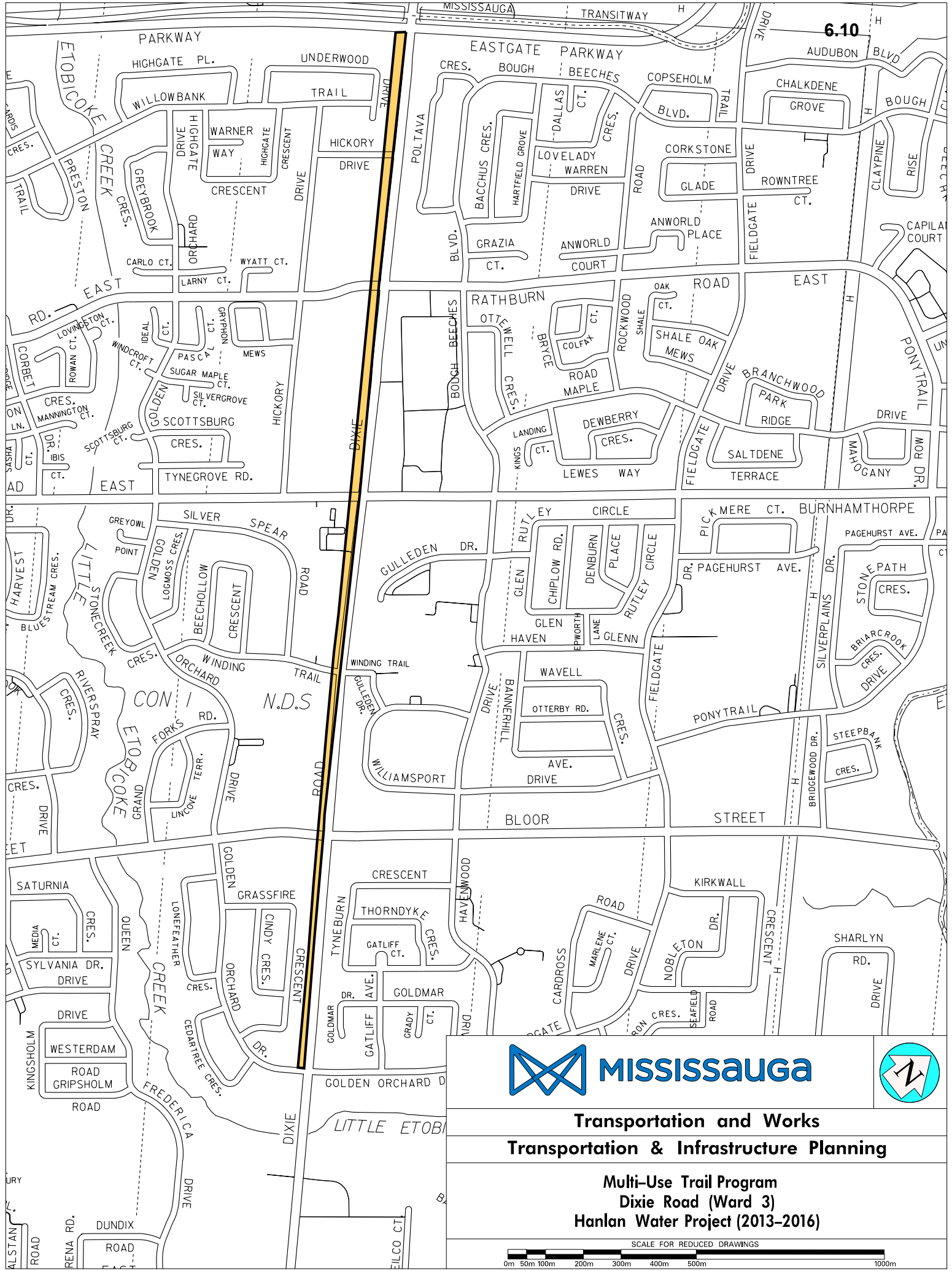
**Transportation and Works**  
**Transportation & Infrastructure Planning**

**Multi-Use Trail Program**  
**Cawthra Road (Ward 4)**  
**Hanlan Water Project (2013-2016)**

SCALE FOR REDUCED DRAWINGS

0m 50m 100m 200m 300m 400m 500m 1000m

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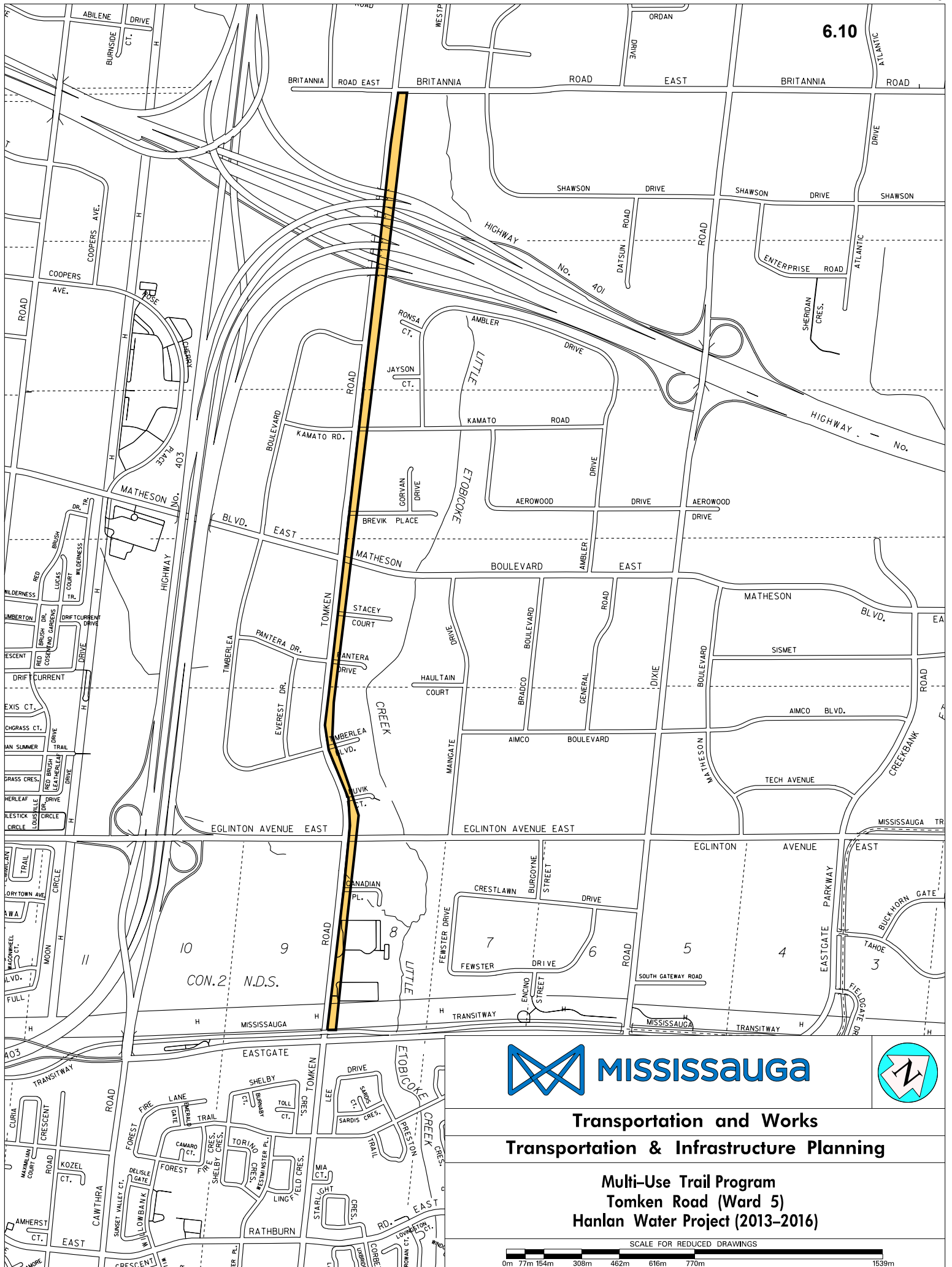
**Transportation and Works**  
**Transportation & Infrastructure Planning**

**Multi-Use Trail Program**  
**Dixie Road (Ward 3)**  
**Hanlan Water Project (2013-2016)**

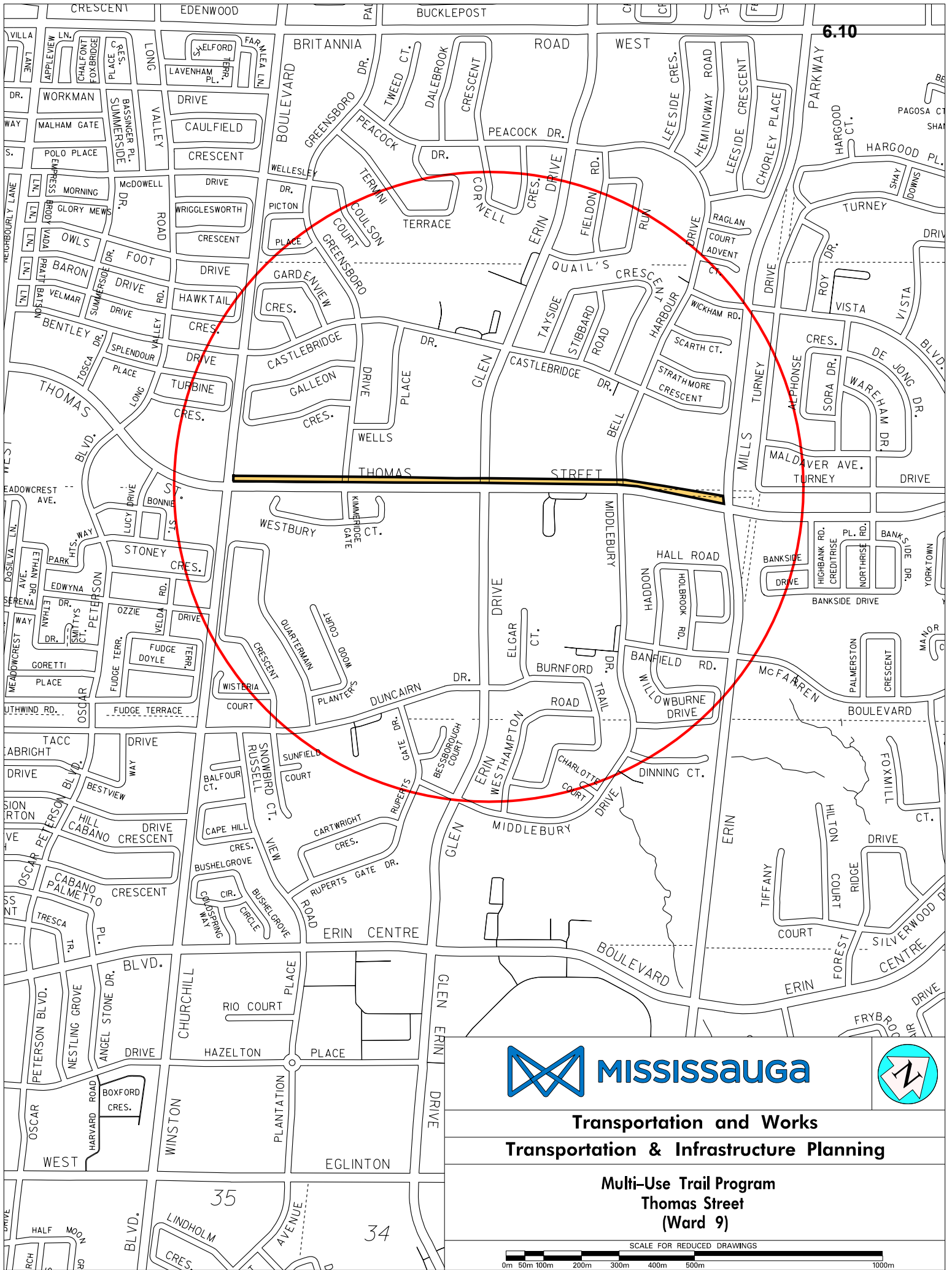




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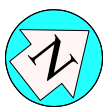
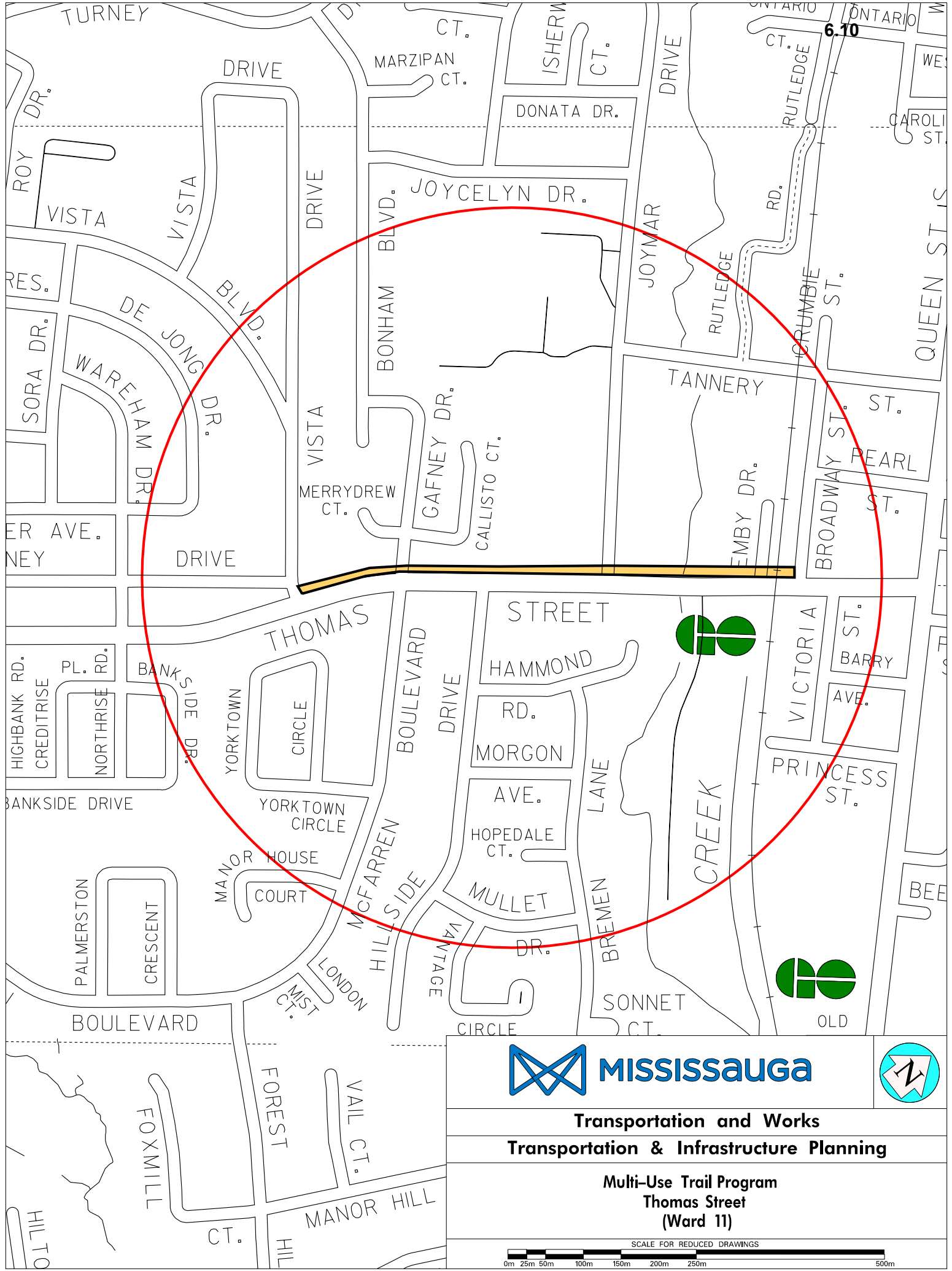


**Transportation and Works**  
**Transportation & Infrastructure Planning**

**Multi-Use Trail Program**  
**Thomas Street**  
**(Ward 9)**



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**Transportation and Works**  
**Transportation & Infrastructure Planning**

**Multi-Use Trail Program**  
**Thomas Street**  
**(Ward 11)**



# Corporate Report



<p>Date: 2016/02/03</p> <p>To: Chair and Members of General Committee</p> <p>From: Martin Powell, P. Eng. Commissioner of Transportation and Works</p>	<p>Originator's files:</p> <hr/> <p>Meeting date: 2016/02/17</p>
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## Subject

Removal and Replacement of *The Living Wall* between Uxbridge Lane and Rathburn Road East (Ward 3)

## Recommendation

That the following requests regarding *The Living Wall* be approved as outlined in the report from the Commissioner of Transportation and Works dated February 3, 2016 entitled "Removal and replacement of *The Living Wall* between Uxbridge Lane and Rathburn Road East (Ward 3).

- a) the removal of *The Living Wall* between Uxbridge Lane and Rathburn Road East;
- b) its replacement with a chain link fence to facilitate pedestrian access; and
- c) the installation of a wood noise barrier at 4124 and 4158 Uxbridge Lane to properly attenuate noise.

## Background

In 2010, the City of Mississauga removed a deteriorated Evercrete concrete noise barrier and installed a green alternative to traditional noise attenuation barriers called *The Living Wall*. Undertaken as a pilot project, approximately 70 metres (230 feet) of *The Living Wall* was installed between 4137 Uxbridge Lane and 4149 Uxbridge Lane, adjacent to Rathburn Road East. See Appendix 1 showing the existing *Living Wall* configuration. This location was selected because it was entirely on City property and provided the City with full control over the maintenance and review of the product. The manufacturer of *The Living Wall* promoted it as having the ability to absorb noise instead of deflecting it and being easy and quick to repair if required. Under ideal conditions it was expected to achieve at least a 50-year life cycle provided that routine maintenance was performed throughout its life. Support for *The Living Wall* was received from the City of Mississauga Environmental Advisory Committee, City of Mississauga Council and the local community prior to installation. A TD Green Streets grant of \$15,000 was also received to reduce the cost of installation.



In 2011 the community was surveyed and of the 60 surveys sent out, 10 responses indicated they disliked *The Living Wall* and 8 responses indicated they liked it.

Since then, many residents in the community have advised the City of their dislike for *The Living Wall* and many requests for it to be removed have been received by the local councillor and the Transportation and Works Department. Yearly documentation of *The Living Wall* project shows that the product is not thriving in its current condition and location, with many areas showing no growth. As a City we strive to lead and encourage environmentally responsible approaches by piloting and promoting new green initiatives and technologies. Unfortunately, this product did not meet the expectations of the City and the community in which it was implemented.

## Present Status

In June of 2015, five years after the installation, *The Living Wall* was inspected and the community surveyed. The findings showed the posts on the east end of the wall leaning towards Uxbridge Lane and the posts on the west end leaning towards Rathburn Road East. In spite of the leaning on both ends, the posts remained solid. The central pocket with the soil and filter fabric remained full with minimal voids present. There were various areas throughout the wall with gaps in the vegetation and signs of vegetation decay. The overall appearance of *The Living Wall* was not consistent. There were sections that were flourishing while other sections were in complete decline. Appendix 3 contains pictures of *The Living Wall* when first installed and its current condition.

The community response to the follow-up survey in 2015 indicated a general displeasure with *The Living Wall* with many requesting to have it removed and replaced with something more traditional. Of the 60 surveys sent to the community, 14 responses indicated they disliked *The Living Wall* project and 3 responses indicated they liked it. The remaining 43 households did not respond.

## Comments

City staff has monitored the condition of *The Living Wall* over the last five years. Despite the ongoing monitoring and maintenance, the condition of the wall has been declining much faster than anticipated. At the request of the area Councillor, staff reviewed several options and are recommending the removal of *The Living Wall* and replacing it with a chain link fence to facilitate pedestrian access between Uxbridge Lane and Rathburn Road East. Noise modelling of the area indicates that the ultimate traffic along Rathburn Road East will produce noise above 60dBA impacting the outdoor living area of 4124 and 4158 Uxbridge Lane. It is recommended that the two affected properties be attenuated properly with a 34 metre long (112 feet) wood noise barrier which will maintain a similar appearance to what is currently in place. See Appendix 2 for the proposed changes. The estimated cost for this work is \$50,000.

Through the survey responses the request for access to Rathburn Road East was evident and this solution facilitates that request.

Originators files:

Subject to council approval of the removal of *The Living Wall*, a communication plan involving the TD Green Streets Program (Grant Provider), City Council (General Committee) and the City of Mississauga Environmental Advisory Committee will be developed and implemented.

## Strategic Plan

The relocation of the noise barrier and addition of a pedestrian connection between Uxbridge Lane and Rathburn Road East supports the CONNECT, MOVE, and LIVING GREEN pillars of the Strategic Plan.

## Financial Impact

A budget amount of \$50,000 will be required to facilitate the removal of *The Living Wall* and replacement with a chain link fence. If the recommendations of this report are approved, the amount will be programmed into the 2017 Noise Attenuation Program for consideration during the 2017 Business Plan and Budget discussions.

## Conclusion

Removing *The Living Wall*, installing a new wood noise wall adjacent to the affected properties and installing a chain link fence between Uxbridge Lane and Rathburn Road East, provides the community with improved pedestrian access, noise attenuation at the correct location and is the most cost-effective solution.

## Attachments

Appendix 1: The Existing Configuration

Appendix 2: The Recommended Plan

Appendix 3: The Living Wall Condition Pictures




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

Prepared by: Michael Long, Transportation Infrastructure Technologist

# RATHBURN ROAD EAST

Existing Concrete Noise Barrier

Existing Living Wall

## UXBRIDGE LANE



Transportation and Works

Transportation & Infrastructure Planning

Uxbridge Lane

The Living Wall – Existing Configuration

SCALE FOR REDUCED DRAWINGS

0m 2m 4m 8m 11m 15m 19m 38m

# RATHBURN ROAD EAST

Existing Concrete Noise Barrier

Proposed Chain Link Fence with Access

# UXBRIDGE LANE

Proposed Noise Barrier

4149

4153

4157

4161

4165

4169

4158

4162

4166

4170

4124

4120

41

4



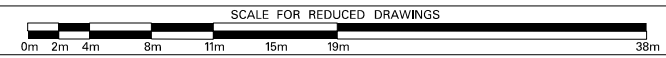
MISSISSAUGA



Transportation and Works  
Transportation & Infrastructure Planning

Uxbridge Lane  
The Recommended Plan

This is not a Plan of Survey





November 2010



July 2015 – Current Condition



City of Mississauga

# Corporate Report



Date: 2016/02/03  To: Chair and Members of General Committee	Originator's files:
From: Martin Powell, P. Eng. Commissioner of Transportation and Works	Meeting date:  2015/02/17

## Subject

Animal Standards of Care

## Recommendation

That the report from the Commissioner of Transportation and Works, dated February 3, 2015, and entitled "Animal Standards of Care", be received.

### Report Highlights

- At its meeting of September 3, 2015 Council approved amendments to the Animal Care and Control By-law 0098-04, as amended, to improve animal standards of care.
- Animal Services included efforts to inform pet owners of the by-law changes and responsible pet care by way of mail-out information, community information sessions and through various modes of media including press releases, web-site information, print media and television media opportunities.
- Animal Services also reviewed their processes and procedures to ensure best practices are followed to facilitate enforcement of the by-law amendments for animal standards of care. New tools and adjustments to procedures were implemented to assist officers with these calls.
- Staff have found in the first year of the by-law changes that education and awareness, on its own, has served to be an effective tool in achieving compliance before having to escalate regulatory efforts to more serious actions.
- The changes to the by-law, coupled with the promotion of these changes, have demonstrated a positive effect on public awareness. Increased public awareness has resulted in a higher volume of complaints, more investigations and better protection of pets in the community.

## Background

At its meeting of September 3, 2014, Council approved the following recommendations:

*“GC-0368-2014*

- 1. That a by-law be enacted to amend the Animal Care and Control By-law 0098-04, as amended, to provide for greater standards of care for animals and dogs as outlined in the report from the Commissioner of Transportation and Works, dated August 20, 2014 and entitled “Animal Standards of Care.”*
- 2. That the Animal Care and Control By-law 0098-04, as amended, be amended to provide Animal Services officers with the authorization to enter on lands, as provided for under the Municipal Act, to carry out an inspection to determine whether the by-law has been complied with including the provisions relating to standards of care.*
- 3. That a by-law be enacted to amend the Fees and Charges Transportation and Works By-law 250-13, as amended, to incorporate an application fee to process exemptions to the pen and tethering time limitations as outlined in the report from the Commissioner of Transportation and Works, dated August 20, 2014 and entitled: “Animal Standards of Care.”*
- 4. That information outreach, using existing communication channels, be updated to inform pet owners about responsible pet care related to tethering, pens and doghouses, animal standards of care, extreme weather, pets in vehicles and barking dogs; and, commence with a 2014 winter campaign, as well as a media release upon approval of the by-law changes by Council.*
- 5. That staff report to General Committee in the fall of 2015 on the impact of the changes to the Animal Care and Control By-law 0098-04, as amended, for greater standards of care for animals and dogs, including a summary of the enforcement activity, identification of any issues and further amendments to the by-law, if required.”*

A copy of the report from the Commissioner of Transportation and Works, dated August 20, 2014 and entitled “Animal Standards of Care” is attached as Appendix 1.

Standards related to extreme weather and Animal Services staff authorization to enter onto private lands took effect on September 10, 2014 with other standards taking effect on December 1, 2014, including regulations for outdoor shelter and penning, tethering, animals being transported or left unattended in vehicles and for the provision of veterinary care.

The purpose of this report is to respond to recommendation five included in GC-0368-2014. This report is being considered in the winter of 2016 in order to allow a full year from December 1, 2014 to collect and analyze the data related to animal standards of care following the by-law changes.

## Comments

### Communications

Animal Services included efforts to inform pet owners of the by-law changes and responsible pet care by way of mail-out information, community information sessions and through various modes of media including press releases, web-site information, print media and television media opportunities.

In an effort to educate new pet owners on the standards of care amendments, information cards summarizing the by-law amendments continue to be sent out to all residents purchasing new pet licences on-line or over the phone when mailing their receipts. Additionally, reminders are routinely sent by the City through social media channels to maintain awareness of the requirements within the standards of care, in advance of and/or during extreme weather alerts, extreme heat alerts, extreme cold alerts, flood alerts and generic emergency alerts.

### Improvements to Processes and Procedures

Animal Services also reviewed their processes and procedures to ensure best practices are followed to facilitate enforcement of the by-law amendments for animal standards of care. New tools and adjustments to procedures were implemented to assist officers with these calls.

Some of these tools include:

- A standards of care information card entitled “Be Aware of the Standards of Care.” (attached as Appendix 2), which provides an educational information tool to residents on the changes to the requirements for animal standards of care.
- An officer inspection checklist entitled “Mississauga’s Animal Care and Control By-law sets Standards of Care to Protect Pets”, which standardizes officer inspection procedures for standards of care investigations.
- Templates to standardize the wording for Notices of Contravention issued for animal standards of care by-law infractions related to outdoor enclosures, tethering and penning.

Staff also made improvements to Animal Services data collection by offering more detail in the record keeping of standards of care activities, which reflect the new amendments. Eight call sub-types were created in the Animal Services Chameleon system. A description of the Animal Services Chameleon System eight call sub-types is shown in Appendix 3 attached.



The Standards of Care sub-type break down for December 1, 2014 to November 30, 2015, and in order of frequency are as follows:

2015 Standards of Care				
Call Breakdown with result (Dec 1/14 - Nov 30/15)				
Sub-type	Number	% of calls	NOC's	CHARGES
Care & Concern	87	27.3%	26	0
Extreme Weather	66	20.7%	23	0
Shelter	47	14.7%	14	0
Multiple Standards of Care	36	11.3%	6	2
In Car	34	10.7%	3	4
Sanitary Conditions	21	6.6%	8	1
Vet Care	15	4.7%	4	0
Tethering	13	4.1%	5	3
<b>TOTAL</b>	<b>319</b>	<b>100%</b>	<b>89</b>	<b>10</b>

This enhancement has enabled Animal Services to more effectively track standards of care calls by distinguishing them. This information is used to monitor and create reporting on the various standards of care call types, which assists management in identifying opportunities for focused education or enforcement efforts, and helps in identifying further changes in policy that could be considered.

### Service Call Volumes

From December 1, 2014, when all of the new standards of care amendments to the by-law took effect, to November 30, 2015, Animal Services responded to 319 standards of care complaints, an increase of 44.3% since the standards of care amendments were fully implemented.

### Process of Enforcement

Staff investigate and respond to all complaints received. Staff have found in the first year of the by-law changes that education and awareness, on its own, has served to be an effective tool in achieving compliance before having to escalate regulatory efforts to more serious actions, including Notices of Contravention or charges.

**Change Considerations to the By-law**

No changes to the by-law for animal standards of care are recommended at this time. The changes to the by-law, coupled with the promotion of these changes, have demonstrated a positive effect on public awareness. Increased awareness has resulted in a higher volume of complaints, more investigations and the desired effect from the by-law amendments: better protection of pets in the community.

**Financial Impact**

The amendments to the Animal Care and Control By-law, 0098-004, as amended, for animal standards of care have resulted in a 44.3% increase in complaint volumes. Standards of care matters often involve investigations that require follow-up visits, particularly for those matters that involve extreme weather, shelter and sanitary conditions. Staff are monitoring the impact on resources required to meet this demand and will address resource requirements in this regard, if required, through the annual Business Plan and Budget process. Staff also continue to look for opportunities for efficiencies through Lean reviews.

**Conclusion**

The City of Mississauga has successfully introduced standards of care amendments to the Animal Care and Control By-law, 0098-004, as amended. The changes have garnered the support and cooperation of residents in the community as well as the interest of other municipalities who are considering similar changes in their own by-laws.

In practice, the amendments have provided the tools to enable Animal Services to extend support for a heightened standard of care to animals in the community. This has been demonstrated by an increase in the number and variety of standards of care complaints being received. Further, in almost all cases, the policy changes have been met with the cooperation and compliance of pet owners.

Staff will continue to monitor the effectiveness of the animal standards of care changes and will report to General Committee if further amendments are required in the future.

**Attachments**

Appendix 1: Report from the Commissioner of Transportation and Works, dated August 20, 2014 entitled "Animal Standards of Care".

General Committee

2015/02/03

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Appendix 2: Standards of Care Information Card, entitled “Be Aware of the Standards of Care”

Appendix 3: Animal Services Chameleon System Standards of Care Call Sub-types



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

Prepared by: Jay Smith, Manager of Animal Services



## Corporate Report

Clerk's Files

Originator's  
Files

General Committee

SEP 03 2014

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**DATE:** August 20, 2014

**TO:** Chair and Members of General Committee  
Meeting Date: September 3, 2014

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

**SUBJECT:** Animal Standards of Care

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- RECOMMENDATION:**
1. That a by-law be enacted to amend the Animal Care and Control By-law 0098-04, as amended, to provide for greater standards of care for animals and dogs as outlined in the report from the Commissioner of Transportation and Works, dated August 20, 2014 and entitled "Animal Standards of Care".
  2. That the Animal Care and Control By-law 0098-04, as amended, be amended to provide Animal Services officers with the authorization to enter on lands, as provided for under the *Municipal Act*, to carry out an inspection to determine whether the by-law has been complied with including the provisions relating to standards of care.
  3. That a by-law be enacted to amend the Fees and Charges Transportation and Works By-law 250-13, as amended, to incorporate an application fee to process exemptions to the pen and tethering time limitations as outlined in the report from the Commissioner of Transportation and Works, dated August 20, 2014 and entitled "Animal Standards of Care".

4. That information outreach, using existing communication channels, be updated to inform pet owners about responsible pet care related to tethering, pens and doghouses, animal standards of care, extreme weather, pets in vehicles and barking dogs; and, commence with a 2014 winter campaign, as well as a media release upon approval of the by-law changes by Council.
5. That staff report to General Committee in the fall of 2015 on the impact of the changes to the Animal Care and Control By-law 0098-04, as amended, for greater standards of care for animals and dogs, including a summary of the enforcement activity, identification of any issues and further amendments to the by-law, if required.

**REPORT  
HIGHLIGHTS:**

- At its meeting of July 2, 2014 Council approved the establishment of an Ad Hoc Committee, chaired by Councillor Pat Saito, to discuss the proposed amendments to the Animal Care and Control By-law 0098-04, as amended, regarding the standards of care for the keeping and housing of dogs and animals.
- The Animal Standards of Care Ad Hoc Committee met on July 9, 2014 and July 30, 2014, and supports the following, which are recommended in this report:
  - A person having custody or care of an animal shall not allow the animal to remain outdoors during extreme weather, except for brief walks or brief periods of exercise, unless the animal has access to a doghouse or shelter that will adequately protect the animal from the elements and extreme weather.
  - No person shall tether a dog unless the person is outside with the dog at all times or the dog is in plain view of the person responsible. A tether must be at least three metres (9.84 feet) in length and cannot be attached to a choke chain or prong collar. The tether must also allow the dog to move safely and unrestricted, allowing appropriate food, water, shelter and shade. Animals shall be tethered to a fixed object only. Animals are permitted to be tethered for up to four consecutive hours in any 24 hour time period.

- A doghouse must have adequate insulation in the floor, walls and ceiling; a suitable door flap in the winter months; clean, dry bedding material; the dog must have access to shade, other than the shelter; and a size regulation that would ensure the dog can turn around inside the house.
- In addition to having access to shelter, water and shade, any pen used for a dog outdoors shall be at least 9.3 square metres (100 square feet) in size to be increased by 2.8 square metres (30 square feet) for each additional dog. The height shall be one metre (3.3 feet) higher than the largest animal in a standing position. The pen must be in a good state of repair with a clean, dry, place to lie down; be maintained in a sanitary condition; and, comply with the applicable City zoning regulations. Animals shall be released from the pen and not tethered for four cumulative hours in any 24 hour time period.
- Doghouses, dog pens and dog enclosures must comply with the requirements of an accessory structure as per Zoning By-law 0225-2007, as amended.
- No person shall leave an animal unattended in a motor vehicle unless the animal is restrained in such a manner that prevents contact between the animal and any member of the public; the animal has suitable ventilation and the owner of an animal shall not leave an animal unattended in a motor vehicle if the weather conditions are not suitable for containment of an animal and which may cause the animal distress.
- No person shall transport a companion animal outside the passenger compartment of any motor vehicle unless the animal is contained in a kennel or similar device that is securely fastened in such a manner to prevent distress or injury to the animal, and the kennel or similar device provides adequate ventilation, adequate space and protects the animal from the elements.
- Every owner of an animal shall provide the veterinary care deemed necessary by a reasonably prudent person to relieve distress from injury, neglect or disease.

- An Animal Services officer may at any reasonable time enter upon and inspect the land of any person to ensure that the provisions of the Animal Care and Control By-law 0098-04, as amended, are complied with.
- An exemption process in the proposed changes to the Animal Care and Control By-law 0098-04, as amended, that exempts a person from the regulations pertaining to the time limitations on tethering or enclosures in the event the proposed regulations cause undue hardship to the dog owner.
- 
- The proposed amendments to the Animal Care and Control By-law 0098-04, as amended, for the tethering of animals; animal enclosures, including doghouses and dog pens; and, setbacks for doghouses, dog pens and dog enclosures shall come into force and effect on December 1, 2014. This will allow for a reasonable amount of time in which to comply with these proposed by-law regulations as existing structures may need to be altered. The proposed other amendments to the Animal Care and Control By-law 0098-04, as amended, related to animal standards of care shall come into force and affect when the by-law is approved by Council.
- Information outreach, using existing communication channels, be updated to inform pet owners about responsible pet care related to tethering, pens and doghouses, animal standards of care, extreme weather, pets in vehicles and barking dogs; and, commence with a 2014 winter campaign, as well as a media release upon approval of the by-law changes by Council.

**BACKGROUND:**

At its meeting of July 2, 2014 Council approved the following:

*"GC-0314-2014*

- 1. That the matter with respect to proposed amendments to the Animal Care and Control By-law 0098-04, as amended regarding the standards of care for the keeping and housing of dogs and animals be deferred and that a committee be established to discuss this matter; and*

2. *That Councillor Saito be appointed as Chair for the committee regarding the standards of care for the keeping and housing of dogs and animals for a term ending on November 30, 2014, or until a successor is appointed."*

A copy of the report from the Commissioner of Transportation and Works, dated June 4, 2014 and entitled "Proposed Amendments to the Animal Care and Control By-law 0098-04, as amended, regarding the Standards of Care for the Keeping and Housing of Dogs and Animals" is attached as Appendix 1.

On July 2, 2014 Council also approved the following:

*"That the mandate and terms of reference outlined in the report from the Commissioner of Transportation and Works, dated June 18, 2014 and entitled "Terms of Reference – Ad Hoc Committee to Review the Animal Care and Control By-law 0098-04, as amended, regarding the Standards of Care for the Keeping and Housing of Dogs and Animals" be approved."*

A copy of the report from the Commissioner of Transportation and Works, dated June 18, 2014 and entitled "Mandate and Terms of Reference – Ad Hoc Committee to Review the Animal Care and Control By-law 0098-04, as amended, regarding the Standards of Care for the Keeping and Housing of Dogs and Animals" is attached as Appendix 2.

This report presents the recommendations, including proposed amendments to the Animal Care and Control By-law 0098-04, as amended, resulting from the work of the Animal Standards of Care Ad Hoc Committee.

**COMMENTS:**

Proposed Amendments to the Animal Care and Control By-law 0098-04, as amended:

The Animal Standards of Care Ad Hoc Committee met on July 9, 2014 and July 30, 2014. The Ad Hoc Committee reviewed the following items related to animal standards of care:



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- leaving animals outside 24/7 and during extreme weather;
- tethering dogs;
- pet housing size and build qualities for animals left outside;
- enclosure/pen size;
- setbacks for animal enclosures;
- leaving animals in parked or unattended motor vehicles;
- transporting animals in motor vehicles;
- providing veterinary care;
- right of inspection for enforcement staff;
- exemptions to pen and tethering time limitations; and,
- timing of proposed regulations.

As a result of the work of the Animal Standards of Care Ad Hoc Committee, staff propose the following amendments to the Animal Care and Control By-law 0098-04, as amended, to more effectively regulate animal standards of care and to improve animal welfare. The proposed amendments are supported by the Animal Standards of Care Ad Hoc Committee.

#### **Extreme Weather:**

In some cases it may be necessary to keep or house a dog or animal outdoors. For dogs or animals that are kept or housed outdoors they must be provided access to shelter that will provide comfort and protection from the elements and extreme weather at all times. If the dog or animal does not have access to shelter or if the shelter is not adequate to protect the animal from the elements or extreme weather, the animal cannot be kept or housed outdoors. It is therefore recommended that the by-law include extreme weather recommendations as follows:

A person having custody or care of an animal shall not allow the animal to remain outdoors during extreme weather, except for brief walks or brief periods of exercise, unless the animal has access to a doghouse or shelter that will adequately protect the animal from the elements and extreme weather.

Extreme weather is defined in the by-law as occurring when Environment Canada issues an extreme cold warning; extreme heat

warning; or, other weather hazard or severe weather conditions such as winter storms, freezing rain, heavy rainfall, hurricanes, tornadoes and/or strong winds for their Mississauga/Brampton geographic area.

#### **Tethering of Animals:**

Tethering of animals and dogs is not a preferred method of restraint. It is reasonable to assume however, that tethering may be necessary in some circumstances. It is therefore recommended that the by-law include tethering regulations as follows:

No person shall tether a dog unless the person is outside with the dog at all times or the dog is in plain view of the person responsible. A tether must be at least three metres (9.84 feet) in length and cannot be attached to a choke chain or prong collar. The tether must also allow the dog to move safely and unrestricted, allowing appropriate food, water, shelter and shade. Animals shall be tethered to a fixed object only. Animals are permitted to be tethered for up to four consecutive hours in any 24 hour time period.

#### **Animal Enclosures, Doghouse:**

As per the current Animal Care and Control By-law 0098-04, as amended, regarding the keeping of animals, an animal shelter must be waterproof, provide protection from exposure to the elements, be of adequate size for the animal, allow the animal to stand, sit and extend their legs and body to the full natural extent. An enclosure cannot cause harm or negatively affect the health of the animal, the enclosure must be kept sanitary and odour free. The enclosure must be constructed with hard, durable material, be impervious to water, maintained in good state of repair, free of holes, rust, damage, constructed of material that can be readily sanitized and adequately ventilated for the health, welfare and comfort of the animal.

In addition to the current sheltering regulations pertaining to housing and enclosures in the by-law, it is recommended that the by-law include requirements for bedding, additional build qualities, and access to shade which will better address extreme weather in both summer and winter months as follows:

A dog house must have adequate insulation in the floor, walls and ceiling; a suitable door flap in the winter months; clean, dry bedding material; the dog must have access to shade, other than the shelter; and, a size regulation that would ensure the dog can turn around inside the house.

#### Animal Enclosures, Dog Pen:

Since tethering restrictions have been introduced into the by-law regulations, it may be necessary for pet owners to provide an enclosure to safely and humanely confine a pet. Subsequently, it is recommended that dog pen enclosures be regulated as follows:

In addition to having access to shelter, water and shade, any pen used for a dog outdoors shall be at least 9.3 square metres (100 square feet) in size to be increased by 2.8 square metres (30 square feet) for each additional dog. The height shall be one metre (3.3 feet) higher than the largest animal in a standing position. The pen must be in a good state of repair with a clean dry, place to lie down; be maintained in a sanitary condition; and, comply with the applicable City zoning regulations. Animals shall be released from the pen and not tethered for four cumulative hours in any 24 hour time period.

#### Setbacks for Doghouses, Dog Pens and Dog Enclosures:

Doghouses, dog pens and dog enclosures must comply with the requirements of an accessory structure as per the Zoning By-law 0225-2007, as amended. In particular, where the lot area is less than 750 square metres (8,073 square feet), the setback requirement for an accessory structure is .61 metres (two feet). Where the lot area is greater than 750 square metres (8,073 square feet), the setback requirement for an accessory structure is 1.2 metres (four feet).

#### Animals in Vehicles:

Pets left unattended in motor vehicles during extreme weather are a very common issue, particularly during the summer months. The Ontario Society for the Prevention of Cruelty to Animals relies on municipal staff to respond to these complaints. As a result, it is

recommended that by-law regulations address safety issues for animals in motor vehicles whether parked or during transport as follows:

No person shall leave an animal unattended in a motor vehicle unless the animal is restrained in such a manner that prevents contact between the animal and any member of the public; the animal has suitable ventilation and the owner of an animal shall not leave an animal unattended in a motor vehicle if the weather conditions are not suitable for containment of an animal and which may cause the animal distress.

No person shall transport a companion animal outside the passenger compartment of any motor vehicle unless the animal is contained in a kennel or similar device that is securely fastened in such a manner to prevent distress or injury to the animal; and, the kennel or similar device provides adequate ventilation, adequate space and protects the animal from the elements.

#### Veterinary and Medical Care for Animals:

Some standards of care cases have a component related to animal injury or illness. As a result, it is recommended that the by-law be amended as follows:

Every owner of an animal shall provide the veterinary care deemed necessary by a reasonably prudent person to relieve distress from injury, neglect or disease.

#### Right of Inspection:

Animal Services officers routinely conduct preliminary standards of care investigations. This requires the inspection of a back or side yard of a property to determine whether the pet owner is in compliance with the by-law or the animal is in distress. Therefore, it is recommended that Animal Services officers be given a right of inspection for standards of care complaints as follows:

An Animal Services officer may at any reasonable time enter upon and inspect the land of any person to ensure that the provisions of the Animal Care and Control By-law 0098-04, as amended, are complied with.

Exemptions to Pen and Tethering Time Limitations:

Dogs which are considered dangerous and that must be penned or contained at all times as a result of a provincial court order or a muzzle order issued by the Manager of Animal Services in accordance with the Animal Care and Control By-law 0098-04, as amended, are exempt from the new pen and tethering time limitations proposed in the by-law. Dogs considered dangerous are exempt from the tethering and penning time limitations since these dogs are required to be contained at all times when outdoors for public safety reasons.

The changes to the by-law also include an exemption process that exempts a person from the regulations pertaining to the time limitations on tethering or enclosures in the event the proposed regulations cause undue hardship to the dog owner. In particular, working dogs, including guard dogs, and sporting dogs, including hunting dogs, to name a few, may require an exemption in some cases. It is anticipated that these circumstances would be extremely rare and the dog owner would have to clearly justify to the satisfaction of the City why the by-law time limitations for tethering and/or penning cause undue hardship, as well as supporting that the exemption will not affect the welfare of the animal in any way.

The proposed exemption process in the by-law delegates approval for the exemption to the Commissioner of Transportation and Works, or their designate, and allows for any person to apply for an exemption. An application fee of \$200 is proposed to process the exemption, which is similar to the fee charged for processing exemptions to the Noise Control By-law 360-79, as amended. The proposed fee covers the cost to process the application. In addition, the proposed exemption process provides for the applicant to appeal the decision of the Commissioner of Transportation and Works, or their designate, to the Mississauga Appeal Tribunal should the applicant wish to dispute the decision.

It is recommended that the proposed exemption process be approved.

Timing of Proposed Regulations:

The proposed amendments to the Animal Care and Control By-law 0098-04, as amended, for the tethering of animals; animal enclosures, including doghouses and dog pens; and, setbacks for doghouses, dog pens and dog enclosures shall come into force and effect on December 1, 2014. This will allow for a reasonable amount of time in which to comply with these proposed by-law regulations as existing structures may need to be altered. The proposed amendments to the Animal Care and Control By-law 0098-04, as amended, for extreme weather, animals in vehicles, veterinary and medical care for animals, right of inspection and exemptions shall come into force and affect when the by-law is approved by Council.

2015 Review of the Animal Care and Control By-law 0098-04, as amended:

It is recommended that staff report to Council in the fall of 2015, or in approximately one year's time, on the impact of the changes to the Animal Care and Control By-law 0098-04, as amended, for greater standards of care for animals and dogs, including a summary of the enforcement activity, identification of any issues and further amendments to the by-law, if required.

Communication and Public Awareness about Animal Standards of Care Issues:

Information outreach by the City of Mississauga is an effective tool in raising public awareness and improving compliance with municipal by-laws. The Animal Standards of Care Ad Hoc Committee supported staff developing an educational component to follow the proposed changes to the Animal Care and Control By-law 0098-04, as amended. In particular, the Animal Standards of Care Ad Hoc Committee supported a winter campaign once the amendments are approved by Council, along with a media release. The media release should include quotes from the Mississauga Humane Society and explain the intent and premise of the proposed by-law changes.

As a result, it is recommended that information outreach, using existing communication channels, be updated to inform pet owners about responsible pet care related to tethering, pens and doghouses, animal standards of care, extreme weather, pets in vehicles and barking dogs; and, commence with a 2014 winter campaign, as well as a media release upon approval of the by-law changes by Council.

Animal Services Processes and Procedures:

As a result of the information gathered in the preparation of this report, Animal Services staff are reviewing their processes and procedures related to animal standards of care to ensure that Animal Services continues to follow best practices in this area.

Enforcement of Time-related Amendments:

Animal Services officers will enforce the time related provisions of the by-law relating to tethering and enclosures using a similar enforcement process currently in place to address noise complaints. In these circumstances, an informant must provide evidence to the offence by way of a written log and must agree to provide such evidence in court if necessary.

For example, if a complainant alleges that a dog has been tethered for more than four consecutive hours within a 24 hour period, an Animal Services officer will attend the residence to investigate the allegations, educate the resident on humane tethering practices and inform them of the by-law regulations to ensure compliance.

If the situation continues or is not resolved, the Animal Services officer will then engage the informant/witness to provide evidence, based on their observations over a period of time in the form of a diary or written log. Prosecutions will review the evidence to ensure it is factual and complete. If the evidence provides for a reasonable prospect of conviction, the Animal Services officer may proceed with a formal charge under the by-law, and the informant will be required to attend court as witness to the offence and to substantiate their evidence.

**FINANCIAL IMPACT:** The recommended changes to the Animal Care and Control By-law 0098-04, as amended, should have no significant financial impact on Animal Services as Animal Services officers currently respond to standards of care complaints in accordance with the existing standards of care provisions in the Animal Care and Control By-law 0098-04, as amended. In addition, since the cost of processing applications for exemptions to the proposed tethering or enclosure time limitations is offset by user-fees, there is no financial impact. Further, applications for exemptions are anticipated to be minimal.

**CONCLUSION:** As a result of the work of the Animal Standards of Care Ad Hoc Committee, staff recommend that a by-law be enacted to amend the Animal Care and Control By-law 0098-04, as amended, as outlined in the report from the Commissioner of Transportation and Works dated August 20, 2014.

It is also recommended that the Animal Care and Control By-law 0098-04, as amended, be revised to authorize Animal Services officers to inspect any property to ensure compliance with the by-law and allow Animal Services officers to investigate any animal that may be in distress.

In addition, it is recommended that information outreach, using existing communication channels, be updated to inform pet owners about responsible pet care related to tethering, pens and doghouses, animal standards of care, extreme weather, pets in vehicles and barking dogs; and, commence with a 2014 winter campaign, as well as a media release upon approval of the by-law changes by Council.

A final recommendation is included for staff to report to Council in the fall of 2015 on the impact of the changes to the Animal Care and Control By-law 0098-04, as amended, for greater standards of care for animals and dogs, including a summary of the enforcement activity, identification of any issues and further amendments to the by-law, if required.

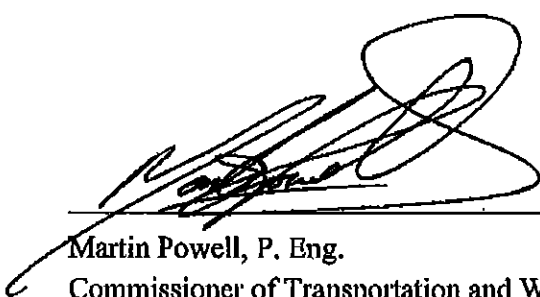
The recommendations included in this report are supported by the Animal Standards of Care Ad Hoc Committee.



**ATTACHMENTS:**

Appendix 1: Report from the Commissioner of Transportation and Works, dated June 4, 2014 and entitled "Proposed Amendments to the Animal Care and Control By-law 0098-04, as amended, regarding the Standards of Care for the Keeping and Housing of Dogs and Animals".

Appendix 2: Report from the Commissioner of Transportation and Works, dated June 18, 2014 and entitled "Mandate and Terms of Reference – Ad Hoc Committee to Review the Animal Care and Control By-law 0098-04, as amended, regarding the Standards of Care for the Keeping and Housing of Dogs and Animals".



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

*Prepared By: Linda Dent, Public Education Officer, Animal Services*



## Corporate Report

in  
Clerk's Files

Originator's  
Files

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**DATE:** June 4, 2014

**TO:** Chair and Members of General Committee  
Meeting Date: June 18, 2014

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

**SUBJECT:** Proposed Amendments to the Animal Care and Control By-law  
0098-04, as amended, regarding the Standards of Care for the  
Keeping and Housing of Dogs and Animals

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- RECOMMENDATION:**
1. That a by-law be enacted to amend the Animal Care and Control By-law 0098-04, as amended, to improve the standards of care for animals and dogs as outlined in the report from the Commissioner of Transportation and Works, dated June 4, 2014 and entitled "Proposed Amendments to the Animal Care and Control By-law 0098-04, as amended, regarding the Standards of Care for the Keeping and Housing of Dogs and Animals".
  2. That the Animal Care and Control By-law 0098-04, as amended, be amended to provide Animal Services officers with the authorization to enter on lands, as provided for under the *Municipal Act*, to carry out an inspection to determine whether the by-law has been complied with and to investigate where an animal is reported to be in distress or lacking in the standards of care.
  3. That information outreach, using existing communication channels, continue to be used by staff to raise public awareness and improve compliance with the Animal Care and Control By-law 0098-04, as amended, and be updated to inform pet owners

# APPENDIX 1

General Committee

- 2 -

June 4, 2014

about responsible pet care related to tethering, standards of care, extreme weather, pets in vehicles and barking dogs.

## REPORT HIGHLIGHTS:

- At its meeting of January 22, 2014 Council received a deputation by Mr. Shano McNeil and directed staff to review the Animal Care and Control By-law 0098-04, as amended, regarding dogs being left outside in extreme weather and report back to Council (resolution 0004-2014).
- This report addresses the following issues related to the care and control of animals, including dogs:
  - leaving animals outside 24/7 and during extreme weather;
  - tethering dogs;
  - pet housing size and build qualities for animals left outside;
  - enclosure/pen size;
  - transporting animals in motor vehicles; and,
  - leaving animals in parked or unattended motor vehicles.
- Staff consulted and/or obtained information from veterinary, animal welfare and kennel club associations; Canadian municipalities; provincial laws related to animal welfare; and, U.S.A jurisdictions.
- This report also addresses staff comments on five additional items related to animal rights that were identified in subsequent correspondence to the Mayor, Council and staff since the deputation to Council on January 22, 2014. The items identified include: mandatory/large scale spay and neuter programs, banning the sale of pets from pet stores, banning the use of pens and crates, providing protection for animals from abuse and increasing the fines for offenders.
- In summary, the Canadian research from veterinary, animal welfare and kennel club associations; Canadian municipalities; and, provincial laws related to animal welfare indicates:
  - Dogs thrive outdoors if they have adequate shelter and care. Bringing all dogs/animals indoors during an extreme weather

event was unrealistic and in some cases would not constitute a safe or humane approach. Each situation should be investigated on a case by case basis as many factors need to be considered such as type and breed of animal, body condition of the animal, length of coat, the age of the animal, shelter availability and environmental conditions.

- Tethering may be necessary in some cases. Tethering requirements should include safety measures, access to food, water, shelter at all times and that a tethered dog should have a break from confinement and be provided with exercise opportunities.
  - Companion animals should not ride outside the passenger compartment of the vehicle unless contained, secured and sheltered and animals should never be left unattended in a vehicle during conditions that can cause harm or distress to the animal.
- A synopsis of the research from U.S.A jurisdictions indicates:
    - The U.S.A. has stricter companion animal regulations in some areas, particularly related to tethering and extreme weather but not one jurisdiction or state prohibited a companion animal from being kept outdoors.
    - Some municipalities, particularly in the southern states, include provisions to bring animals inside if the temperature would affect the health and well-being of the animal.
    - Housing and pen size regulations were often broad, providing general build quality descriptors relating to safety, quality and comfort. Pen sizing was generally based on the size of the dog and the number of dogs in the enclosure.
    - Many jurisdictions have restrictions related to tethering for safety and during extreme weather events such as hurricanes, tornadoes, flooding or extreme temperatures. There are also municipalities that ban the practice of tethering and those that regulate the time frame in which the animal can be tethered based on the time of day or number of hours the animal is on a tether.
    - Many U.S.A. jurisdictions do not allow animals to ride in an open vehicle. Many do not allow dogs to be left in vehicles unattended, particularly in the southern states.

- Changes to the Animal Care and Control By-law 0098-04, as amended, are proposed to address the following:
  - Tethering regulations to address safety with requirements for supervision, access to shade and prohibited equipment.
  - Dog house requirements for bedding, additional build qualities, and access to shade which will better address extreme weather in both summer and winter months.
  - Dog pen enclosures be regulated with requirements for size, safety, comfort and sanitary conditions.
  - Regulations to address safety issues for animals in motor vehicles whether parked or during transport.
  - Animal Services officers be given a right of inspection for standards of care complaints to enable them, at any reasonable time, to enter upon and inspect the land of any person to ensure that the provisions of the Animal Care and Control By-law 0098-04, as amended, are complied with.
- It is not proposed to amend the Animal Care and Control By-law 0098-04, as amended, to adopt standards of care regulations relating to animals and extreme weather. Provincial legislation exists to address situations that involve distressed animals and extreme weather and authorizes the removal of distressed animals by an OSPCA inspector or police officer.

**BACKGROUND:**

At its meeting of January 22, 2014 Council approved resolution 0004-2014 as noted below:

*"That Council receive the deputation by Shane McNeil and direct staff to review By-law 0098-04 regarding dogs being left outside during extreme weather conditions and report back to Council."*

- Also at its meeting of January 22, 2014, Council received 40 petitions and two information items related to the issue of dogs being left outside in extreme weather conditions and referred it to the Transportation and Works Department, Enforcement Division for a report.

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Council received a second deputation on April 2, 2014 from Ms. Joanna Bond, a resident of Mississauga regarding the practice of tethering dogs. Council acknowledged the deputation and advised that the Animal Care and Control By-law 0098-04, as amended, was currently under review.

Since January 22, 2014, an additional five information items have been identified in correspondence received by the Mayor, Members of Council and staff.

This report is in response to the above-noted Council resolution, deputations and five additional information items identified in the correspondence received by the Mayor, Members of Council and staff.

**COMMENTS:**Issues Addressed:

This report addresses the following issues related to the care and control of animals, including dogs:

- leaving animals outside 24/7 and during extreme weather;
- tethering dogs;
- pet housing size and build qualities for animals left outside;
- enclosure/pen size;
- transporting animals in motor vehicles; and,
- leaving animals unattended in motor vehicles.

Sources Consulted:

In preparing this report staff consulted and/or obtained information from the following sources:

- Veterinary, animal welfare and kennel club associations, including:
  - Canadian Veterinary Medical Association (CVMA); Ontario Veterinary Medical Association (OVMA); Canadian Federation of Humane Societies (CFHS); Ontario Society for the Prevention of Cruelty to Animals (OSPCA); Canadian Kennel Club (CKC); and, American Kennel Club (AKC).

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- Ontario municipalities: Brampton, Markham, Oakville, Windsor, London, Kitchener/Waterloo and Thunder Bay.
- Canadian municipalities: Winnipeg, Regina, Calgary, Edmonton, Montreal, Quebec City, Ottawa, and Whitehorse.
- Provincial laws relating to animal welfare: Ontario, Alberta, Manitoba, Saskatchewan, Yukon Territories and Nova Scotia.
- U.S.A. jurisdictions identified by Mr. Shane McNell:
  - Chagrin Falls, Ohio; Grand Prairie, Texas; Moundville, West Virginia; Topeka, Kansas; Creve Coeur, Missouri; State of Rhode Island; Maumelle, Arkansas; Collier County Florida; Pembroke Park, Florida; Taos, New Mexico; Forsyth County, North Carolina; and,
- Other U.S.A. jurisdictions:
  - Phoenix, Arizona; Tallahassee and Miami, Florida; Baton Rouge and New Orleans, Louisiana; Jefferson City, Missouri; Austin, Texas; Juneau, Alaska; Atlanta, Georgia; Detroit and Lansing, Michigan; Helena, Montana; Lincoln, Nebraska; Bismarck, North Dakota; Madison, Wisconsin; Montpelier, Vermont; and the state of Ohio.

## Recommendations from the Veterinary Community:

Staff consulted with veterinary expert, Dr. Warren Skippon, Manager of National Issues of Animal Welfare for the CVMA and Dr. Tim Zaharchuk, former president of the OVMA and ex-officio member and representative of the CVMA's, Animal Welfare Committee (AWC).

The CVMA's and AWC's position is that dogs thrive outdoors if they have adequate shelter and care and the AWC does not think it realistic to prohibit dogs from remaining outdoors at all times. However, these groups insisted that all dogs should have access to adequate shelter at all times while outdoors. Shelters must be adequate based on the weather conditions and the size and type of animal to provide protection from sun, wind, rain and snow.

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The AWC approves of the OSPCA dog house guidelines. Enclosure size must allow animals or dogs to engage in typical behaviours, maintain social distances, and have adequate space for urination, defecation, resting and eating. The AWC recommends that requirements must be made for safety; rest; play; food; clean water; environmental enrichment; exercise and socialization (to maintain health); regular grooming and nail trimming; disease and parasite prevention; and, medical care to prevent distress.

The AWC does not think that bringing all dogs/animals indoors during an extreme weather event was realistic or in some cases would not constitute a safe or humane approach. They strongly recommend investigating each situation on a case by case basis as many factors need to be considered such as type and breed of animal, body condition of the animal, length of coat, the age of the animal, shelter availability, and environmental conditions.

The AWC suggested that tethering may be necessary in some cases to protect the animal or the public but did not think it is realistic for tethered dogs to be supervised at all times. They agree that tethered dogs are more at risk to behavioural problems including aggression and territorial behaviour and that some dogs may not be suitable for tethering due to hyperactivity or age. They strongly recommend tethering requirements include safety measures, access to food, water, shelter at all times and that a tethered dog should have a break from confinement and be provided with exercise opportunities.

Regarding the issue of companion animals travelling in motor vehicles, the AWC strongly agrees that companion animals should not ride outside the passenger compartment unless contained, secured and sheltered and animals should never be left unattended in a vehicle during conditions that can cause harm or distress to the animal.

**Recommendations from the Animal Welfare Community:**

**CFHS:**

The CFHS recommends that municipalities make every effort to ensure that pet owners provide their animals with care to meet their species-specific health, physical, social and behavioural needs. This should include clean water, food, proper housing, appropriate



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companionship, health care and exercise.

Barbara Cartwright, President and CEO for the CFHS recommends that due to the variability of breeds as well as many other factors, the CFHS does not recommend the use of specific temperatures to address extreme temperatures but that guidance be outcome based on the individual needs of the animal and the care provided.

The CFHS also recommends the CVMA Codes of Practice for Canadian Kennel Operations as a guideline in determining standards of care for kennelled dogs. The Codes of Practice guidelines include all aspects of companion dog husbandry as defined by the CVMA and American Veterinary Medical Association.

On the issue of tethering, the CFHS does not condemn the practice but supports having regulations that will address the safety and well-being of a companion animal. The CFHS also recommends allowing the animal time spent untethered.

The CFHS also recommends that municipalities include guidelines for the safe transport of pets. They support companion animals being transported inside the passenger compartments of motor vehicles and are opposed to having animals loose in the back of open trucks unless measures are taken to keep the animal safe from harm or injury.

OSPCA:

Staff consulted with Ms. Connie Mallory, Chief Inspector and with Mr. Scott Sylvia, Senior Inspector with the OSPCA.

Regarding extreme weather, the OSPCA cautions against using specific temperatures or environmental factors as a guideline for enforcement. The OSPCA strongly recommends that standards of care issues be investigated on a case by case basis due to the many variables involved in order to determine the best possible outcome for that particular animal.

The OSPCA supports enhanced standards of care inclusions related to dog housing and enclosure guidelines in the Animal Care and Control By-law 98-04, as amended, as these provisions could complement the OSPCA regulations to provide higher standards of care for animals

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and dogs in Mississauga. The OSPCA has published dog house guidelines, which will be helpful in preparing an amendment to the Animal Care and Control By-law 0098-04, as amended.

The OSPCA has also provided training to Animal Services staff and is willing to work with City staff to further enhance their skills in the investigation of animal standards of care issues.

The OSPCA recognizes that some situations may require a dog to be tethered for public safety and/or the safety of the dog. The OSPCA supports tethering regulations that address safety, health and the welfare of the animal.

The OSPCA agrees that unattended dogs in motor vehicles, particularly during the summer months, has become a serious issue as situations may require immediate intervention to save the life of an animal. The OSPCA does not have the resources to attend to the numerous complaints in the Region of Peel and subsequently depends on the availability of municipal staff and Peel Regional Police. The OSPCA would definitely support regulations pertaining to the leaving of pets unattended in vehicles where harm or injury may occur.

Recommendations from the CKC:

The CKC deferred all issues related to standards of care to the animal welfare and veterinary experts. However, the CKC fully supports and encourages the adoption of reasonable, enforceable and non-discriminatory laws governing the ownership of dogs.

The CKC condemns cruelty in any manner or form regarding the treatment of canines and believes that the decisions on whether an event is in fact cruelty should rest with the courts.

The CKC would like dog owners to understand the difference between animal welfare and animal rights groups. Animal welfare concerns the care and well-being of animals whereas animal rights groups may have extreme views and seek to eliminate companion animal ownership.

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## Recommendations from the AKC:

The AKC defers to the animal welfare and veterinary experts on issues of standards of care. However, they believe that dog owners bear a special responsibility to their canine companions to provide proper care and humane treatment at all times.

The AKC believes that protection from extreme weather must be provided and support high levels of standards of care for shelter, food, water, play, exercise, medical care, disease prevention and suggest that daily human contact is also an important component of care.

The AKC understands that tethering may be necessary under certain circumstances. However, they support regulations that protect the health and safety of the animal. The AKC also discourages the practice of leaving a dog in a vehicle during the summer months unless the dog is supervised. The AKC also opposes the transporting of dogs in open vehicles.

Attached as Appendix 1 are the accreditations and backgrounds of the animal health and welfare experts and associations that were consulted.

## Regulatory Approaches and Enforcement Practices of Canadian Municipalities regarding Standards of Care:

In summary, none of the Canadian municipalities researched prohibit animals from being housed outdoors. This practice is permitted providing the animal has adequate shelter and care.

Some Canadian municipalities (Ottawa, Whitehorse and Thunder Bay) do have standards of care inclusions in their by-laws; however, none directly relate to extreme weather and pets. For those municipalities that have standards of care regulations in their by-laws, municipal enforcement officers will investigate standards of care cases as they apply to their by-law regulations. If there is an infraction, municipal enforcement officers can issue a monetary fine but they cannot remove the animal from the premises.

If the by-law provisions do not address the issue or the animal remains in distress due to inadequate housing or extreme weather, these

situations are then referred to the authority responsible for enforcing the provincial animal protection laws.

Only six of the municipalities had by-law regulations related to the tethering of dogs (Calgary, Edmonton, Whitehorse, Thunder Bay, Ottawa and Quebec City). Of those six municipalities, two (Edmonton and Quebec City) referred to the tethering of restricted or dangerous dogs (dogs that are deemed dangerous due to a court conviction) and none of the municipalities specified a minimum or maximum time limit for animals tethered. The City of Calgary's by-law is the most restrictive in that the regulation will only permit the tethering of a dog while supervised, whether tethered on public or private property.

Regarding pet housing and build qualities, most municipal by-law regulations were very general and most by-laws mirrored the provincial legislation. Six municipalities (Calgary, Edmonton, Whitehorse, Regina, Winnipeg and Quebec City) had regulations pertaining to enclosure or pen size. However, five (Calgary, Edmonton, Regina, Winnipeg and Quebec City) of these only applied to restricted or dangerous dogs (dogs that are deemed dangerous due to a court conviction).

Three municipalities (Calgary, Whitehorse and Quebec City) had by-law regulations addressing the transportation of animals in a vehicle, with the most comprehensive being the City of Calgary. In Calgary, animals must be contained inside the passenger cab regardless of whether the vehicle is parked or moving. Calgary's by-law also states that, "no owner shall leave an animal unattended in a motor vehicle if the weather conditions are not suitable for containment of an animal". All other municipalities rely on the provincial animal protection laws to investigate and enforce distress situations relating to animals being left inside a vehicle.

#### Additional Municipal By-law Research from Ontario:

With the assistance of the Association of Animal Shelter Administrators of Ontario (AASAO), staff polled the AASAO membership for additional municipal by-law research related to outdoor dogs and extreme weather.

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A total of 13 responses were received from seven municipalities, five humane societies and one private contractor. The municipalities included; Brampton, Markham, Oakville, Thunder Bay (covered in the research) Windsor, London and Kitchener/Waterloo, with the remaining respondents from rural territories or townships.

Of the 13 respondents, all reported that their municipality does not have any by-law provisions related to extreme weather and outdoor dogs. Comments received indicated that those municipalities with standards of care inclusions in their by-laws would address complaints through the by-law related to dog housing standards and/or general animal care standards. All municipalities reported that if their by-law provisions could not address the standards of care situation or if the municipality did not have by-law provisions relating to standards of care, they would report or refer complaints to the local humane society or OSPCA.

## Provincial Legislation of Animal Care and Enforcement Processes:

Provincial animal protection legislation is very similar throughout Canada and generally enforced by the humane society, society for the prevention of cruelty to animals or police. Animal welfare authorities have police powers under Ontario legislation and can remove or seize animals that are in immediate distress and/or a life threatening situation.

Most provinces have standards of care regulations included in the provincial legislation; however, most regulations are broad. Ontario's regulations were among the most detailed. This may change as the province of Nova Scotia is working to amend their animal protection laws. Provincial enforcement authorities agree that the generality of the provincial regulations allows enforcement authorities to exercise more discretion so they are better able to make decisions about what is best for each animal on a case by case basis. Animal cruelty charges may be enforced under both provincial and federal legislation (*Criminal Code of Canada*).

Attached to this report as Appendix 2 are highlights from the Canadian municipal and provincial legislative research pertaining to standards of care for companion animals.

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Attached to this report as Appendix 3 are the standards of care regulations from the Ontario *OSPCA Act*, as well as sections 445 and 446 of the *Criminal Code of Canada* relating to cruelty to animals.

## Research Analysis from the United States:

In summary, the research from 26 municipalities and two states, indicates that the U.S.A. has stricter companion animal regulations in some areas, particularly related to tethering and extreme weather but not one jurisdiction or state prohibited a companion animal from being kept outdoors. The majority of jurisdictions did not provide provisions for the length of time an animal can be left outside but did include provisions for shelter, protection from the elements, protection from direct sunlight and many ordinances stipulate the animal must have access to shade in summer months.

Some municipalities, particularly in the southern states (Pembroke Park, Florida; Tallahassee, Florida; Taos, New Mexico; and, New Orleans, Louisiana), include provisions to bring animals inside if the temperature would affect the health and well-being of the animal.

Housing and pen size regulations were often broad, providing general build quality descriptors relating to safety, quality and comfort. Pen sizing was generally based on the size of the dog and the number of dogs in the enclosure. A common minimum enclosure size was 9.2 square metres (100 square feet) per dog.

Many jurisdictions have restrictions related to tethering for safety and during extreme weather events such as hurricanes, tornadoes, flooding or extreme temperatures. There are also municipalities that ban the practice of tethering (Maumelle; Arkansas) and those (Topeka, Kansas; St. Paul, Minnesota; Collier County, Florida; Pembroke Park, Florida; Grand Prairie, Texas; and, Chagrin Falls, Ohio) that regulate the time frame in which the animal can be tethered based on the time of day or number of hours the animal is on a tether.

Many U.S.A. jurisdictions do not allow animals to ride in an open vehicle. Many do not allow dogs to be left in vehicles unattended, particularly in the southern states. In Topeka Kansas it is allowed to leave a pet unattended in a vehicle for no longer than five minutes. In Maumelle, Arkansas, if the temperature is above 80 degrees Fahrenheit

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(26.67 degrees Celsius), you are prohibited from leaving an animal in a vehicle.

Attached as Appendix 4 are highlights from the U.S.A. legislative research pertaining to standards of care for companion animals.

Other Issues Raised in the Petition and Letters submitted to the Mayor, Members of Council and City staff:

In addition to the issues raised at Council on January 22, 2014, staff also identified five additional items in the subsequent correspondence received by the Mayor, Members of Council and staff. The items identified include: mandatory/large scale spay and neuter programs, banning the sale of pets from pet stores, banning the use of pens and crates, providing animals with protection from abuse and increasing the fines for offenders.

As these items do not relate directly to the standards of care identified in this report, they have been addressed separately below:

Spay and Neutering:

Issues regarding low-cost or accessible spaying/neutering are governed by the *Ontario Veterinary Act*. The City promotes and encourages responsible pet ownership and the voluntary spaying and neutering of pets through incentives such as discounted pet licensing fees for those who have spayed or neutered their pets. Spay and neuter continues to be part of the key messaging included in Animal Services educational outreach programs and Animal Services spays and neuters all age-appropriate pets before they are adopted by the public.

Banning the Sale of Pets in Pet Stores:

Council approved amendments to the Business Licensing By-law 1-06, as amended, to regulate the sale of pets in pet stores on July 4, 2012 (GC-0477-2012). Pet stores selling more than 10 pets per year are required to obtain live animals from municipal animal shelters, registered humane societies, registered shelters or rescue groups.

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Improve or Ban the Use of Pens and Crates:

The item related to the use of pens has been addressed in this report under standards of care. Regarding the use of crates, veterinary and behavioural companion animal experts encourage the use of crates as a safe place for dogs to rest, sleep and travel, and as a house training tool. If the use or misuse of a crate causes an animal distress, this would be considered abuse and should be reported to animal welfare authorities for investigation. Enforcement on this issue may be challenging since most crate training or crate use occurs inside a dwelling unit.

Protecting Abused Animals:

Animal protection law, including cruelty and animal abuse, is covered in Ontario by the *Ontario Society for the Prevention of Cruelty to Animals Act (OSPCA Act)* and federally under the *Criminal Code of Canada*. In Mississauga, the Animal Care and Control By-law 0098-04, as amended, includes provisions for the humane treatment of animals which carries a fine of \$305 plus victim services fees. Animal Services officers work very closely with the OSPCA to investigate standards of care cases and animals left unattended in vehicles. This enforcement partnership affords the OSPCA additional resources to ensure the prompt investigation of reported cases of abuse, cruelty or neglect in Mississauga.

Increased Fines for Offences:

Fines, fees and charges are reviewed each year as part of the business planning and budget process, including a benchmarking exercise conducted with other comparable municipalities. The fines, fees and charges are increased where it is appropriate to offset costs and/or facilitate compliance.

Recommendations for Amendments to the Animal Care and Control By-law 0098-04, as amended:

It is recommended that the City take a fair and balanced approach to setting by-law regulations that are effective and enforceable. The proposed amendments to the standards of care section of the Animal Care and Control By-law 0098-04, as amended, are designed to



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augment but not replicate or supersede the *OSPCA Act*.

It should be noted that as of 2012, the OSPCA routinely refers animal standards of care incidents to municipalities with standards of care regulations in their municipal by-laws. In Mississauga, Animal Services officers routinely conduct preliminary standards of care investigations with the understanding that if the by-law regulations cannot address the situation, or the animal is in distress, the municipality must refer the case to the OSPCA or to Peel Regional Police so that they may take the necessary and appropriate action under the authority of the *OSPCA Act*, including the removal of an animal.

Staff recommendations related to the proposed amendments to the Animal Care and Control By-law 0098-04, as amended, to regulate the standards of care and improve animal welfare are as follows:

**Extreme Weather:** It is not recommended that the City adopt standards of care regulations relating to animals and extreme weather. The *OSPCA Act* exists to address situations that involve distressed animals and extreme weather and authorizes the removal of distressed animals by an OSPCA inspector or police officer.

It is recommended by both animal welfare and the veterinary community that reports of distressed animals during extreme weather events should be investigated on a case by case basis and should consider more than weather conditions as there are many factors involved such as type of animal, breed of dog, age and health of animal, length of coat, and suitability of shelter, in order to determine the best possible response for the animal.

In order to properly respond to this issue, Animal Services officers will continue their practice of engaging the OSPCA and Peel Regional Police in these circumstances because OSPCA inspectors and Peel Regional Police officers have the authority to, as per Section 14 of the *OSPCA Act*, remove an animal in distress including circumstances involving extreme weather.

Furthermore, if the animal was not in distress and had suitable shelter, the OSPCA inspector and/or Peel Regional Police officer would not remove the animal, nor would the OSPCA and/or Peel Regional Police

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be able to support the City's actions related to the issuance of a fine for the by-law infraction. Animal Services officers do not have the authority to remove the animal.

**Tethering of Animals:** Tethering of animals and dogs is not a preferred method of restraint. It is reasonable however to assume that tethering may be necessary in some circumstances. Regulating the number of hours an animal is tethered is difficult to enforce and it is therefore recommended that the by-law include tethering regulations to address safety with requirements for supervision, access to shade and prohibited equipment as follows:

No person shall tether a dog unless the person is outside with the dog at all times or the dog is in plain view. A tether must be at least three metres (9.84 feet) in length and cannot be attached to a choke chain or prong collar. The tether must also allow the dog to move safely and unrestricted, allowing appropriate food, water, shelter and shade.

**Animal Enclosures, Dog House:** The Animal Care and Control By-law 0098-04, as amended, currently addresses protection from the elements, size of dog housing, ventilation, safety, comfort, access to food, water, shelter and sanitary conditions. It is recommended that the by-law include requirements for bedding, additional build qualities, and access to shade which will better address extreme weather in both summer and winter months as follows:

A dog house must have adequate insulation in the floor, walls and ceiling; a suitable door flap in the winter months; clean, dry bedding material; and, the dog must have access to shade, other than a shelter.

**Animal Enclosures, Dog Pen:** Since tethering restrictions have been introduced into the by-law regulations, it may be necessary for pet owners to provide an enclosure to safely and humanely confine a pet. Subsequently, it is recommended that dog pen enclosures be regulated with requirements for size, safety, comfort and sanitary conditions as follows:

In addition to having access to shelter, water and shade, any pen used for a dog outdoors shall be at least 9.3 square metres (100 square feet) in size to be increased by 2.8 square metres (30 square feet) for each additional dog. The height shall be one metre (3.3 feet) higher than the

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largest animal in a standing position. The pen must be in a good state of repair with a clean dry, place to lie down; be maintained in a sanitary condition; and, comply with the applicable City zoning regulations.

**Animals in Vehicles:** Pets left unattended in motor vehicles during extreme weather is a very common issue, particularly during the summer months. Again, the OSPCA relies on municipal staff to respond to these complaints. As a result, it is recommended that by-law regulations address safety issues for animals in motor vehicles whether parked or during transport as follows:

No person shall leave an animal unattended in a motor vehicle unless the animal is restrained in such a manner that prevents contact between the animal and any member of the public; the animal has suitable ventilation and the owner of an animal shall not leave an animal unattended in a motor vehicle if the weather conditions are not suitable for containment of an animal.

No person shall transport a companion animal outside the passenger compartment of any motor vehicle unless the animal is contained in a kennel or similar device that provides adequate ventilation, adequate space, protects the animal from the elements and is securely fastened in such a manner to prevent distress or injury to the animal.

**Right of Inspection:** Animal Services officers routinely conduct preliminary standards of care investigations. This requires the inspection of a back or side yard of a property to determine whether the pet owner is in compliance with the by-law or the animal is in distress. Therefore, it is recommended that Animal Services officers be given a right of inspection for standards of care complaints as follows:

An Animal Services officer may at any reasonable time enter upon and inspect the land of any person to ensure that the provisions of the Animal Care and Control By-Law 0098-04, as amended, are complied with.

Animal Services officers presently do not have this authority under the by-law.

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**Veterinary and Medical Care for Animals:** Some standards of care cases have a component related to animal injury or illness. As a result, it is recommended that the by-law be amended as follows:

Every owner of an animal shall provide the veterinary care deemed necessary by a reasonably prudent person to relieve distress from injury, neglect or disease.

**Public Awareness about Animal Standards of Care Issues:**

Information outreach by the City of Mississauga is an effective tool in raising public awareness and improving compliance with municipal by-laws. As a result, staff recommend that information outreach, using existing communication channels, continue to be used to raise public awareness and improving compliance with the Animal Care and Control By-law 0098-04, as amended, and be updated to inform pet owners about responsible pet care related to tethering, standards of care, extreme weather, pets in vehicles and barking dogs.

**Animal Services Processes and Procedures:**

As a result of the information gathered in the preparation of this report, Animal Services staff are reviewing their processes and procedures related to animal standards of care to ensure that Animal Services continues to follow best practices in this area.

**Support for the Recommendations:**

Attached as Appendix 5 is a letter from Mr. Warren Skippon, DVM, Manager, Animal Welfare and National Issues Committee, CVMA, dated May 29, 2014 indicating the CVMA's support in principle for the recommendations in this report related to animal standards of care and the related proposed amendments to the Animal Care and Control By-law 0098-04, as amended.

Attached as Appendix 6 is a letter from Ms. Connie Mallory, Chief Inspector, OSPCA, dated June 2, 2014 supporting the recommendations for the amendments to the Animal Care and Control By-law 0098-04, as amended, which are outlined in this report.

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**FINANCIAL IMPACT:** The recommended changes to the Animal Care and Control By-law 0098-04, as amended, should have no significant financial impact on Animal Services as Animal Services officers currently respond to standards of care complaints in accordance with the existing standards of care provisions in the Animal Care and Control By-law 0098-04, as amended.

**CONCLUSION:** Staff have reviewed the standards of care provisions in the Animal Care and Control By-law 0098-04, as amended, consulted with various animal health and welfare authorities and conducted research in both Canada and the U.S. A. related to the standards of care for dogs and companion animals.

Staff recommend that the standards of care provisions in the Animal Care and Control By-law 0098-04, as amended, be amended to incorporate higher standards of care for companion animal housing, enclosures, tethering, pets in vehicles, and pet care to promote and preserve the safety, health and well-being of companion animals and the safety of the public.

It is also recommended that the Animal Care and Control By-law 0098-04, as amended, be revised to authorize Animal Services officers to inspect any property to ensure compliance with the by-law and allow a municipal officer to investigate any animal that may be in distress.

In addition, it is recommended that information outreach, using existing communication channels, continue to be used by staff to raise public awareness and to improve compliance with the Animal Care and Control By-law 0098-04, as amended, and be updated to inform pet owners about responsible pet care related to tethering, standards of care, extreme weather, pets in vehicles and barking dogs.

**ATTACHMENTS:**

Appendix 1: Accreditations and Backgrounds of Experts and Associations.

Appendix 2: Highlights of Canadian Municipal Research Relating to Standards of Care for Companion Animals.

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Appendix 3: *OSPCA Act Regulations and Criminal Code of Canada.*

Appendix 4: *U.S.A. Research Relating to Standards of Care for Companion Animals.*

Appendix 5: *Letter from Mr. Warren Skippon, DVM, Manager, Animal Welfare and National Issues Committee, CVMA, dated May 29, 2014.*

Appendix 6: *Letter from Ms. Connie Mallory, Chief Inspector OSPCA, dated June 2, 2014.*

  
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Martin Powell, P. Eng.

Commissioner of Transportation and Works

*Prepared By: Linda Dent, Public Education Officer, Animal Services*

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#### Accreditations and Backgrounds of Experts and Associations

##### Canadian Veterinary Medical Association:

The Canadian Veterinary Medical Association (CVMA) is the national voice for the veterinary profession dedicated to serving and representing the veterinarians of Canada. The CVMA is committed to excellence within the profession and to the well-being of animals. It promotes public awareness of the contribution of animals and veterinarians to society.

The CVMA's Animal Welfare Committee (AWC) is a group within the CVMA. The purpose of the AWC is to advocate and promote animal welfare within the animal industry to government and the public, to advise the CVMA on animal welfare issues and to develop pertinent position statements.

The AWC comprises veterinarians from various sectors of veterinary medicine. Five members are active companion animal practitioners, two members are with the Ontario Veterinary College and Atlantic Veterinary College and two members are involved in provincial animal welfare and enforcement. The AWC was involved with British Columbia's sled dog standards and more recently the AWC also played an active role in the review and recent amendments to Nova Scotia's *Animal Protection Act*.

##### Canadian Federation of Humane Societies:

The Canadian Federation of Humane Societies (CFHS) is a national body comprising animal welfare organizations and individuals whose purpose is to promote compassion and humane treatment of all animals.

Founded in 1957, the CFHS has earned a reputation and enviable credibility as the expert national voice on animal welfare issues for industry, media, government, non-governmental organizations and the public. The CFHS works collaboratively and cooperatively with key stakeholders to have a greater impact creating positive change by being a part of the process instead of being apart from it.

In 1999, the CFHS headed up the National Companion Animal Coalition, which comprised the CFHS, CVMA and Pet Industry Joint Advisory Council. This Coalition developed a position paper entitled "An Enlightened Approach to Companion Animal Control" for Canadian municipalities. This paper was developed as a guideline to assist municipalities in defining and implementing effective and efficient by-laws. Although the document was created in 1999, the CFHS stands by the recommendations in 2014. The document speaks to a variety of by-law

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issues including animal control, pet licensing, neutering, number of pets permitted, responsible pet ownership and dangerous dogs, nuisance situations, pet stores and more. The document also includes a sample of municipal by-laws regulating the keeping and controlling of animals which addresses standards of care issues relating to animal welfare.

#### Ontario Society for the Prevention of Cruelty to Animals:

Through its province-wide network of 50 plus communities, the Ontario Society for the Prevention of Cruelty to Animals (OSPCA) is one of the largest, most responsive animal welfare organizations in the country, providing care and shelter for tens of thousands of animals every year. The OSPCA is unique amongst animal welfare organizations in Ontario; the *Ontario SPCA Act* mandates the OSPCA to enforce animal cruelty laws and provides Society Branch and Affiliate investigators with police powers to do so.

The OSPCA's mission is to facilitate and provide for province-wide leadership on matters relating to the prevention of cruelty to animals and the promotion of animal welfare. The OSPCA is seen as the recognized authority on animal welfare issues and making a measurable difference for animals. The OSPCA is an integral part of each community, promoting mutually beneficial human-animal interactions, and is viewed as a desirable organization for volunteerism and support.

The OSPCA programs include: cruelty investigations, sheltering and adoptions, government and industry advocacy, humane education, reducing pet overpopulation, emergency rescue and treatment, and reuniting pets with their owners.

#### Canadian Kennel Club:

The Canadian Kennel Club (CKC) is a national member based non-profit organization and is the primary registry body for purebred dogs in Canada which currently recognizes 175 breeds.

The CKC is dedicated to encouraging, guiding and advancing the interests of purebred dogs and their responsible owners and breeders in Canada and promoting the knowledge and understanding of the benefits which dogs can bring to society.

#### American Kennel Club

The American Kennel Club's (AKC) values promote responsible pet ownership and maintenance of dogs and is the American equivalent of the CKC.



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**APPENDIX 1****APPENDIX 1****Association of Animal Shelter Administrators of Ontario:**

The Association of Animal Shelter Administrators of Ontario (AASAO) is a non-profit organization that was established in 1981. AASAO members include professional administrators and supervisors employed by agencies and institutions involved in animal care and control. The AASAO is dedicated to the promotion of a professional approach to the management of humane societies, as well as contracted and governmental animal care and control agencies.

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### Highlights of Canadian Municipal Research Relating to Standards of Care for Companion Animals

#### Extreme Weather:

If there is an infraction as per the by-law regulation, municipal enforcement officers can charge the pet owner/issue a fine but they cannot remove the animal from the situation. Listed below are the exceptions.

- **Edmonton:** municipal enforcement officers have authority as "peace officers" as identified in *Alberta's Animal Protection Act*. Municipal officers may issue a fine under the by-law or seize an animal if in distress under the authority of the provincial legislation.
- **Calgary's** operational procedures will allow a municipal enforcement officer to remove a dog or animal that is out in severe cold and "in distress" if the owner cannot be found. The dog would be impounded at no charge for a "safe keep" overnight or until the owner can be found.
- **Ottawa:** the Ottawa Humane Society is contracted by the municipality to enforce the municipal by-laws; however, as they are an affiliate of the Ontario Society for the Prevention of Cruelty to Animals (OSPCA) they may also enforce the Provincial *OSPCA Act* and seize animals in distress during extreme weather events.

#### Tethering:

- **Calgary** will only permit the tethering of a dog while supervised, whether tethered on public or private property. In the City of Calgary if a dog is found tethered the owner may be issued a fine ranging from \$50 to \$100.
- **Edmonton** allows restricted dogs to be tethered. Restricted refers to dogs that have been deemed dangerous due to a court conviction. Edmonton will enforce non-compliance of tethering as it relates to the restricted dog provisions in their by-law.
- **Whitehorse** allows tethering but prohibits leaving a tethered animal unattended where a choke chain, pinch collar or rope around the animal's neck formed part of the securing apparatus.
- **Thunder Bay** specifies that a tether must be at least three metres (10 feet) in length.

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- Ottawa prohibits the use of a choke collar device as part of a tether and indicates the tether length should be suitable for the species, allowing the animal unrestricted movement so as not to cause injury to it. In addition, the tether is to be a minimum of three metres (10 feet) in length while not allowing the animal to trespass on neighbouring property.
- Quebec City requires a dangerous dog (dangerous refers to dogs that have been deemed dangerous due to a court conviction) to be tethered on land that is not a pen to be attached to a post by chain, wire rope or synthetic fibre and kept more than two metres (seven feet) away from a common area or driveway or lot line that is not separated by a fence.

### Pet Housing Construction:

Most standards of care regulations pertaining to the construction of pet housing and build qualities were very general.

A compilation of by-law descriptors for pet housing from all nine municipalities are as follows:

- structurally sound; weatherproof; insulated; off-the-ground flooring; protection from the elements; adequate light; adequate ventilation; kept in a sanitary condition; will provide protection from heat, cold, wet conditions; appropriate to the animal's weight and coat type; and, allow the animal to extend legs to full extent, turn around, stand, sit and lie down in a fully extended position.
- Whitehorse: "House or shelter that has sufficient space to allow the animal the ability to turn around freely and lie in a normal position."
- Thunder Bay: "The enclosure must enable the animal to extend its legs to their full extent, stand, sit, turn around and lie down in a fully extended position."

### Pen/Enclosure Size:

- Edmonton: No pen measurements in the by-law. Their Animal Services Manager advises that the pen size must be large enough for the animal to roam and have a place for a shelter.
- Calgary: 1.5 metres (five feet) in length by three metres (10 feet) in width by 1.5 metres (five feet) in height and, not within one metre (3.3 feet) from a property line or five metres (16 feet) of a dwelling unit.

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- **Winnipeg:** Three metres (10 feet) by five feet (1.5 metres)
- **Regina:** Defined as a "dog run" rather than enclosure and it must be three times the length of the animal in all directions, five metres (16 feet) from a dwelling unit and cannot utilize a shared fence line as part of the enclosure. Regina can issue orders to alter, demolish or re-locate a dog run.
- **Quebec:** four square metres (43 square feet) by two metres (seven feet) in height.
- **Whitehorse:** two times the length of the animal in all directions.

### Companion Animals in Vehicles:

- **Whitehorse:** Animal must be contained inside the passenger compartment of a vehicle or secured with a harness when outside the passenger compartment to prevent the dog from falling, jumping or injuring itself.
- **Quebec City:** Only regulates guards that carry dogs in road vehicles. They must ensure the dog cannot escape or bite someone near the vehicle. In an open vehicle the dog must be contained within a box, cage or be tethered so that all parts of the dog remain in the vehicle at all times.
- **Calgary:** Animals must be contained inside the passenger cab regardless of whether the vehicle is parked or moving. Animals may ride outside the passenger compartment if they are in a fully enclosed trailer, topper or ventilated kennel or similar device that is securely attached to the bed of the truck. They may also tether an animal but it may not stand on bare metal, jump or be thrown, be in danger of strangulation and cannot reach beyond the outside of the vehicle. Fines range from \$50 to \$100.

Calgary's by-law regulations include a provision that states "no owner shall leave an animal unattended in a motor vehicle if the weather conditions are not suitable for containment of an animal."

When temperatures exceed 15 degrees Celsius (59 degrees Fahrenheit) the Calgary Humane Society will respond to complaints in an educational capacity at 20 degrees Celsius (80 degrees Fahrenheit) they will seize/remove animals from cars.

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**Highlights of Canadian Provincial Research  
Relating to Standards of Care for Companion Animals**

**Province of Ontario:**

*The Ontario Society for the Prevention of Cruelty to Animals Act or the OSPCA Act is the provincial legislation which regulates humane treatment and the standards of care for animals in Ontario. Only OSPCA agents and inspectors, appointed by the Ontario SPCA, and police are authorized to enforce the OSPCA Act. OSPCA agents and inspectors have the powers of a police officer under the OSPCA Act.*

- The *OSPCA Act* states that no person shall cause or permit an animal to be in distress.
- Distress as defined in the *OSPCA Act* means the state of being in need of care, water, food or shelter or being injured, sick or in pain or suffering or being abused, or subject to undue or unnecessary hardship, privation or neglect.

*The OSPCA Act is silent on specific temperatures; however, it does state that every animal must be provided with protection from the elements and harmful temperatures. This allows OSPCA agents and inspectors to exercise discretion on a case by case basis when making decisions about what is best for each animal.*

**OSPCA Act Regulations - Standards of Care:**

*The OSPCA Act Ontario Regulation 60/90 Standards of Care have been paraphrased and subcategorized below:*

- All animals must be provided with adequate food, water and shelter, medical attention and the care necessary for general welfare.
- Every animal must be provided with protection from the elements and harmful temperatures.
- A chain, rope or similar restraining device is allowed providing it is at least three metres (10 feet) in length, allows for unrestricted and safe movement and allows access to appropriate water and shelter.

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- Shelters must be structurally sound, weather proofed and insulated, appropriate design and size for the dog and available for use at all times.
- Shelter materials must be in a good state of repair, safe, non-toxic and of a texture or design that will not injure the animal.
- Enclosures must provide space to move around naturally and to exercise; enclosures must have sanitary conditions, ventilation, light and an appropriate resting and sleeping area; and, enclosures cannot contain other animals that may harm or pose a danger to the animal.
- Every animal must be transported in a manner that ensures its physical safety and welfare.

### Penalties under the OSPCA Act:

- Fines range from \$1,000 to \$60,000 and/or imprisonment.
- Imprisonment ranges from 30 days to two years.
- A ban from pet ownership up to a lifetime.

### Province of Alberta:

The *Alberta Animal Protection Act (AAPA)* is the provincial legislation which regulates humane treatment and the standards of care for animals in Alberta and does not go into as much detail on standards of care as the *OSPCA Act*.

Distress as defined by the *AAPA* includes an animal that is deprived of adequate shelter, ventilation, space, food, water, veterinary care or reasonable protection from injurious heat, cold, injured, sick, in pain or suffering or abused or subjected to undue hardship, privation or neglect.

The *AAPA* is silent on specific temperatures; however, it does state that owners must provide the animal with reasonable protection from injurious heat or cold.

### *Alberta's Animal Protection Act Regulations (AAPA) - Standards of Care:*

The *AAPA* regulations pertaining to standards of care have been paraphrased and subcategorized as they relate to the issues in this report and are as follows:

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- All animals must be provided with adequate food, water and shelter, medical attention if wounded or ill.
- All animals must be provided reasonable protection from injurious heat or cold.
- All animals must be provided with adequate shelter, ventilation and space.

### Province of Manitoba:

The *Manitoba Animal Care Act (MACA)* is the provincial legislation which regulates humane treatment and the standards of care for animals in Manitoba.

The *MACA* defines distress as follows: if an animal is subjected to conditions that, unless immediately alleviated, will cause the animal death or serious harm.

The *MACA* is silent on specific temperatures; however, it does state that a person who has ownership or possession of an animal shall provide the animal reasonable protection from the heat or cold.

### Manitoba's Animal Care Act Regulations (MACA) - Standards of Care:

Manitoba's *MACA* regulations have been paraphrased and subcategorized as noted below:

- A person shall not be convicted of an offence for treating an animal in such a manner providing they are treating an animal by the recommended codes of practice and standards.
- A person who has ownership or possession of an animal shall provide the animal reasonable protection from the heat or cold.
- Tethering is covered under the adequate space section of the *MACA*. Tethers must permit an animal normal movement and be appropriate for the age and size of the animal. The weight of the chain or tether cannot exceed more than 1/15<sup>th</sup> of the dog's weight. It must be of a flexible material without significant memory (cannot kink). The tether must measure three times the length of the animal from tip of nose to tip of tail, unless it is a leash or a running line. The tether must be properly attached to a collar that is not pinch or prong type. The collar and tether must protect the animal from injury and prevent it from becoming entangled or strangled. Unless freedom of movement would endanger the animal, it is permitted to tether temporarily to groom, camp, complete a task or if the dog

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is an active sled dog.

- Additional tethering recommendations include: dogs not be tethered unless they have access to an insulated dog house. The tether should not allow the dog to stand two body lengths from a road, bicycle path or sidewalk. A dog should not be tethered in the event of severe weather. Tethers should include swivel or rotation points. Dogs less than six months should not be tethered nor should a dog that is in season or about to give birth. Dogs should not be tethered where wild animals may attack them.
- A person shall not confine an animal to an enclosure or area with inadequate space, unsanitary conditions, inadequate light or ventilation.

### Transport:

- No person shall load or transport an animal if by reason of infirmity, fatigue or any other cause the animal is unable to stand or would suffer during transport unless transporting to veterinarian.
- Every animal must be transported in a manner that ensures its physical safety and welfare.

### Province of Saskatchewan:

*Saskatchewan's Animal Protection Act (SAPA)* is the provincial legislation which regulates humane treatment and the standards of care for animals in Saskatchewan. The *SAPA* states that an animal is in distress if it is deprived of adequate, food, water, care or shelter, injured, sick or suffering, abused or neglected.

The *SAPA* is silent on specific temperatures; it simply states that an animal must have adequate shelter and care.

### Yukon Territories:

*The Yukon Territories Animal Protection Act (YTAPA)* is the provincial legislation which regulates humane treatment and the standards of care for animals in the province.

The *YTAPA* states that no person shall cause or permit an animal to be in distress. The *YTAPA* defines distress as the state of being in need of care, water, food or shelter or being injured, sick or in pain or suffering or being abused, or subject to undue or unnecessary hardship, privation or neglect.



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Province of Nova Scotia:Nova Scotia Animal Protection Act (Proposed Regulations) - Standards of Care:

- Quality and quantity of food, water, cleanliness of receptacles, preventing spillage, veterinary care and, grooming.
- Considerations for morphology, coat, age, and health, adaptation level to heat or cold adequately protected from weather conditions. Shelter appropriate to their needs, removal of excreta on a daily basis.
- Ability to require higher standards of shelter based on the breed or age or health of the animal.
- Shelter must be maintained to be safe, weatherproof, waterproof, insulated, protect animal from sun, sufficiently ventilated, prevents accumulation of moisture and odours, adequate for the size of the animal with ceiling height five centimetres (two inches) greater than the height of the dog in a sitting position and bedding that is clean, dry and sufficient to insulate from cold weather conditions.
- Enclosure prevents injury or distress, not less than nine square metres (97 square feet) to be increased by one square metre (10.8 square feet) for every additional animal, the height shall be one metre (3.3 feet) higher than the largest animal in a standing position, in a good state of repair with a clean dry place to lie down. Must contain a shelter if the animal is outdoors in pen for 12 hours or more.
- A tethered dog shall be left no longer than 12 consecutive hours with a mandatory break from tethering seven consecutive hours in a 24 hour period and must have access to a shelter. If the dog is unsupervised it must be able to reach food and water, move in an unrestricted manner, not be able to get entangled, stuck or wrapped around an object, not cause discomfort because of the weight of the tether. The tether must be a minimum of five metres (16 feet) or at least five times the length of the animal or whichever is greater. The animal's collar or restraining device must not hamper the animal's breathing or cause injury or pain.
- Animal to be transported in passenger compartment of a motor vehicle. An animal must not be transported in the trunk. The animal must be confined or secured in a container in a manner to prevent the animal from falling off the vehicle or otherwise injuring itself if transported outside of the passenger compartment. The container must be constructed so the animal cannot escape; durable and in good repair; large enough for the animal to turn

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around; sit and lie down in a natural position; and secured to the vehicle.

- In a vehicle that is stopped or parked, an animal in the passenger section of the vehicle must not be left in conditions that cause the animal distress; for extended periods of time; facing extreme hot or cold; and/or, without food, water, blankets etc. to keep the animal comfortable.
- No person shall offer an animal for sale without a certificate of health from a veterinarian.

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### OSPCA Act Regulations and Criminal Code of Canada

#### Ontario Society for the Prevention of Cruelty to Animals Act

#### ONTARIO REGULATION 60/09

#### STANDARDS OF CARE

##### Application

1. (1) The basic standards of care applicable to all animals are set out in section 2, O. Reg. 60/09, s. 1 (1).

(2) In addition to the basic standards of care applicable to all animals set out in section 2,

(a) standards of care specific to dogs that live primarily outdoors are set out in section 3; and

(b) standards of care specific to wildlife kept in captivity are set out in sections 4 and 5, O. Reg. 60/09, s. 1 (2).

(3) In addition to the basic standards of care applicable to all animals set out in section 2 and the standards of care specific to wildlife kept in captivity set out in sections 4 and 5, the standards of care specific to primates kept in captivity are set out in section 6, O. Reg. 60/09, s. 1 (3).

(4) A requirement that a standard of care be adequate and appropriate or necessary is a requirement that the standard of care be adequate and appropriate or necessary to the specific animal, having regard to its species, breed and other relevant factors. O. Reg. 60/09, s. 1 (4).

##### Basic standards of care for all animals

2. (1) Every animal must be provided with adequate and appropriate food and water, O. Reg. 60/09, s. 2 (1).

(2) Every animal must be provided with adequate and appropriate medical attention, O. Reg. 60/09, s. 2 (2).

(3) Every animal must be provided with the care necessary for its general welfare, O. Reg. 60/09, s. 2 (3).

(4) Every animal must be transported in a manner that ensures its physical safety and general welfare, O. Reg. 60/09, s. 2 (4).

(5) Every animal must be provided with an adequate and appropriate resting and sleeping area, O. Reg. 60/09, s. 2 (5).

(6) Every animal must be provided with adequate and appropriate,

(a) space to enable the animal to move naturally and to exercise;

(b) sanitary conditions;

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(c) ventilation;

(d) light, and;

(e) protection from the elements, including harmful temperatures. O. Reg. 60/09, s. 2 (6).

(2) If an animal is confined to a pen or other enclosed structure or area,

(a) the pen or other enclosed structure or area, and any structures or material in it, must be in a state of good repair;

(b) the pen or other enclosed structure or area, and any surfaces, structures and materials in it, must be made of and contain only materials that are,

(i) safe and non-toxic for the animal, and

(ii) of a texture and design that will not bruise, cut or otherwise injure the animal;  
and

(c) the pen or other enclosed structure or area must not contain one or more other animals that may pose a danger to the animal. O. Reg. 60/09, s. 2 (7).

(8) Every animal that is to be killed must be killed by a method that is humane and minimizes the pain and distress to the animal; an animal's pain and distress are deemed to be minimized if it is killed by a method that produces rapid, irreversible unconsciousness and prompt subsequent death. O. Reg. 60/09, s. 2 (8).

#### Standards of care for dogs that live outdoors

3. (1) Every dog that lives primarily outdoors must be provided with a structurally sound enclosure for its use at all times. O. Reg. 60/09, s. 3 (1).

(2) The enclosure must be weather-proofed and insulated. O. Reg. 60/09, s. 3 (2).

(3) The size and design of the enclosure must be adequate and appropriate for the dog. O. Reg. 60/09, s. 3 (3).

(4) A chain, rope or similar restraining device used to tether a dog that lives primarily outdoors,

(a) must be at least three metres long;

(b) must allow the dog to move safely and unrestricted (except by its length); and

(c) must allow the dog to have access to adequate and appropriate water and shelter.

O. Reg. 60/09, s. 3 (4).

#### Standards of care for captive wildlife

4. (1) Wildlife kept in captivity must be provided with adequate and appropriate care, facilities and services to ensure their safety and general welfare as more specifically set out in subsections (2) and (3) of this section and in sections 5 and 6. O. Reg. 60/09, s. 4 (1).

(2) Wildlife kept in captivity must be provided with a daily routine that facilitates and stimulates natural movement and behaviour. O. Reg. 60/09, s. 4 (2).

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(3) Wildlife kept in captivity must be kept in compatible social groups to ensure the general welfare of the individual animals and of the group and to ensure that each animal in the group is not at risk of injury or undue stress from dominant animals of the same or a different species. O. Reg. 60/09, s. 4 (3).

#### Standards for enclosures for captive wildlife

5. (1) A pen or other enclosed structure or area for wildlife kept in captivity must be of an adequate and appropriate size,

- (a) to facilitate and stimulate natural movement and behaviour;
- (b) to enable each animal in the pen or other enclosed structure or area to keep an adequate and appropriate distance from the other animals and people so that it is not psychologically stressed; and
- (c) to ensure that the natural growth of each animal in the pen or other enclosed structure or area is not restricted. O. Reg. 60/09, s. 5 (1).

(2) A pen or other enclosed structure or area for wildlife kept in captivity must have,

- (a) features and furnishings that facilitate and stimulate the natural movement and behaviour of each animal in the pen or other enclosed structure or area;
- (b) shelter from the elements that can accommodate all the animals in the pen or other enclosed structure or area at the same time;
- (c) surfaces and other materials that accommodate the natural movement and behaviour of each animal in the pen or other enclosed structure or area;
- (d) one or more areas that are out of view of spectators; and
- (e) one or more sleeping areas that can accommodate all the animals in the pen or other enclosed structure or area at the same time and that are accessible to all the animals at all times. O. Reg. 60/09, s. 5 (2).

(3) A pen or other enclosed structure or area for wildlife kept in captivity must be made of and contain only materials that are,

- (a) safe and non-toxic for the animals kept in the pen or other enclosed structure or area; and
- (b) of a texture and design that will not bruise, cut or otherwise injure the animals. O. Reg. 60/09, s. 5 (3).

(4) A pen or other enclosed structure or area for wildlife kept in captivity and any gates or other barriers to it, including mounts, must be designed, constructed and locked or otherwise secured to prevent,

- (a) interaction with people that may be unsafe or inappropriate for the wildlife;
- (b) animals escaping from the pen or other enclosed structure or area by climbing, jumping, digging, burrowing or any other means; and

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(c) animals or people (other than people who are required to enter the enclosure as part of their duties) from entering the pen or other enclosed structure or area by climbing, jumping, digging, burrowing or any other means. O. Reg. 60/09, s. 5 (4).

(5) A pen or other enclosed structure or area for wildlife kept in captivity and any gates or other barriers to it, including moats, must be designed, constructed and maintained in a manner that presents no harm to the wildlife. O. Reg. 60/09, s. 5 (5).

**Standards of care for captive primates**

6. Every primate kept in captivity must be provided with,

- (a) daily interaction with a person having custody or care of the primate;
- (b) a varied range of daily activities, including foraging or task-oriented feeding methods; and
- (c) interactive furnishings, such as perches, swings and mirrors. O. Reg. 60/09, s. 6.

7. Omitted (provides for coming into force of provisions of this Regulation). O. Reg. 60/09, s. 7.

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**APPENDIX 1****APPENDIX 3****Criminal Code of Canada – Cruelty to Animals**

Sections in the Criminal Code of Canada that are directly related to animal cruelty.

**Causing unnecessary suffering**

**445.1 (1)** Every one commits an offence who

(a) wilfully causes or, being the owner, wilfully permits to be caused unnecessary pain, suffering or injury to an animal or a bird;

(b) in any manner encourages, aids or assists at the fighting or baiting of animals or birds;

(c) wilfully, without reasonable excuse, administers a poisonous or an injurious drug or substance to a domestic animal or bird or an animal or a bird wild by nature that is kept in captivity or, being the owner of such an animal or a bird, wilfully permits a poisonous or an injurious drug or substance to be administered to it;

(d) promotes, arranges, conducts, assists in, receives money for or takes part in any meeting, competition, exhibition, pastime, practice, display or event at or in the course of which captive birds are liberated by hand, trap, contrivance or any other means for the purpose of being shot when they are liberated; or

(e) being the owner, occupier or person in charge of any premises, permits the premises or any part thereof to be used for a purpose mentioned in paragraph (d).

**Punishment**

**(2)** Everyone who commits an offence under subsection (1) is guilty of

(a) an indictable offence and liable to imprisonment for a term of not more than five years; or

(b) an offence punishable on summary conviction and liable to a fine not exceeding ten thousand dollars or to imprisonment for a term of not more than eighteen months or to both.

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**APPENDIX 1****APPENDIX 3****Failure to exercise reasonable care as evidence**

(3) For the purposes of proceedings under paragraph (1)(a), evidence that a person failed to exercise reasonable care or supervision of an animal or a bird thereby causing it pain, suffering or injury is, in the absence of any evidence to the contrary, proof that the pain, suffering or injury was caused or was permitted to be caused wilfully, as the case may be.

**Presence at baiting as evidence**

(4) For the purpose of proceedings under paragraph (1)(b), evidence that an accused was present at the fighting or baiting of animals or birds is, in the absence of any evidence to the contrary, proof that he or she encouraged, aided or assisted at the fighting or baiting. 2008, c. 12, s. 1.

**Causing damage or injury**

446. (1) Every one commits an offence who

(a) by wilful neglect causes damage or injury to animals or birds while they are being driven or conveyed; or

(b) being the owner or the person having the custody or control of a domestic animal or a bird or an animal or a bird wild by nature that is in captivity, abandons it in distress or wilfully neglects or fails to provide suitable and adequate food, water, shelter and care for it.

**Punishment**

(2) Everyone who commits an offence under subsection (1) is guilty of

(a) an indictable offence and liable to imprisonment for a term of not more than two years; or

(b) an offence punishable on summary conviction and liable to a fine not exceeding five thousand dollars or to imprisonment for a term of not more than six months or to both.

**Failure to exercise reasonable care as evidence**

(3) For the purposes of proceedings under paragraph (1)(a), evidence that a person failed to exercise reasonable care or supervision of an animal or a bird thereby causing it damage or injury is, in the absence of any evidence to the contrary, proof that the damage or injury was caused by wilful neglect.

R.S., 1985, c. C-46, s. 446; 2008, c. 12, s. 1.



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**APPENDIX 1**

APPENDIX 4

**U.S.A. Research Relating to Standards of Care for Companion Animals**

The following includes samples of existing U.S.A. legislation regulating the standards of care for animals as provided by Mr. Shane McNeill in his deputation to Council on January 22, 2014 and additional samples as researched by staff.

**Animals Left Outdoors 24/7:****Jefferson County, Missouri:**

No person shall keep a dog outdoors unless at least one of the following applies:

- dog has access to owner's home through a dog door during time spent outside;
- the dog is under the supervision of a human who can let the dog into the owner's home during all time spent outside; and/or,
- the dog spends less than one hour per day outside;
- the dog is provided full access to an enclosed building, dog house, or similar shelter at all times.

**State of Ohio:**

- Maximum four hours (if tethered or penned) where ambient temperature falls below minus one degree Celsius (30 degrees Fahrenheit) or where temperature is above 29 degrees Celsius (85 degrees Fahrenheit) must have access to shade.

**Extreme Weather:****Pembroke Park, Florida:**

- A dog may not be maintained outdoors during periods of extreme weather including but not limited to hurricanes, tropical storms and tornadoes. The animal must not be exposed to excessive heat or cold. It is unlawful to not prevent an animal from being exposed to extreme temperatures which adversely affect health and safety.

**Tallahassee, Florida:**

- It is the responsibility of the owner to provide adequate water, food, shelter and health care for their animals during hurricanes and other natural disasters and to responsibly evacuate them when necessary.

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**APPENDIX 1****APPENDIX 4****Taos, New Mexico:**

- An animal shall be brought indoors, garages or other suitable areas when temperatures drop to a point where the animal is potentially exposed to harm based on size/species of animal.

**New Orleans, Louisiana:**

- When outdoor temperatures reach freezing levels all animals must be moved indoors or to an area that provides shelter from the weather. All animals must be moved indoors for their safety for the duration of an extreme weather advisory issued for a specific time period including but not limited to: heat, tornado, tropical storm or hurricane. Animals must remain indoors and be provided care for the duration of the advisory unless being walked on a leash by their owner/custodian.

**Creve Coeur, Missouri:**

- Animals cannot be exposed to weather conditions that cause immediate or imminent threat to the animal's physical well-being.

**Tethering:**

Many U.S.A. jurisdictions regulate, limit or ban the tethering of dogs. The AKC research indicates that this practice became more and more prevalent in the U.S.A. around the mid 2000's.

Almost all of the tethering laws prohibit the use of choke or pinch collars and list a variety of safety precautions relating to entanglement, strangulation, access to neighbouring or public property etc. Specifications also apply to a maximum weight of a tether which is usually a percentage of the dog's weight and a minimum length for a tether. Tether lengths ranged from five to eight times the length of the dog (from nose to tip of tail) to six metres (20 feet) in length.

**Chagrin Falls, Ohio:**

- Dogs tethered outside shall be limited to a total of nine hours in any 24 hour period. When ambient temperatures fall below minus one degree Celsius (30 degrees Fahrenheit) dogs shall be limited to a total of four hours outside whether in a pen or on a tether. Dogs must be provided with shade when summer temperatures exceed 29 degrees Celsius (85 degrees Fahrenheit).

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**APPENDIX 1****APPENDIX 4****Grand Prairie, Texas:**

- Tethering cannot exceed three hours in a 24 hour period and no longer than is necessary for an owner to complete a temporary task that requires the animal to be restrained. Tethering is prohibited between the hours of 10:00 p.m. to 6:00 a.m. Tethering is prohibited if the outdoor temperature is below 0 degrees Celsius (32 degrees Fahrenheit) or if a heat advisory has been issued by a local or state authority or a hurricane, tropical storm or tornado warning has been issued by the jurisdiction or the National Weather Service.

**Tallahassee, Florida:**

- No tethering permitted that is injurious to the animal's health, safety or well-being. Tethering is prohibited during extreme weather occurrences, natural disasters including extreme heat, cold, flood, hail, fire, tornado, hurricane and/or blizzard. No tethering on vacant or abandoned property.

**Topeka, Kansas:**

- No tethering without supervision. No tethering if the animal cannot access shade or shelter or when below 40 degrees Fahrenheit (4 degrees Celsius).

**St. Paul, Minnesota:**

- Tethering is limited to two consecutive hours maximum with a two hour rest period off of the tether and a maximum of four, two hour tethering periods in a 24 hour period.

**Maumelle, Arkansas:**

- Tethering is not permitted, not permitted to tether to stationary objects.

**Collier County and Pembroke, Florida:**

- A tethered animal must be in visual range or supervised at all times. Specifying the person must be outdoors with the dog while the dog is tethered.

## APPENDIX 1

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APPENDIX 4

### Pet Housing Construction:

Research of the U.S.A. legislation as it pertains to the construction or size of pet housing was very similar to the Canadian standards in that, the provisions are very general and related to protection from the elements and extreme weather.

#### Baton Rouge, Louisiana:

- Indoor kennels should be a minimum of 10 degrees Celsius (50 degrees Fahrenheit).

#### State of Ohio:

- An animal cannot be confined without access to shelter from wind, rain, snow or excessive or direct sunlight or if one would reasonably expect the animal would suffer or become sick. Shelters must be insulated for living outside, must have four walls, roof, and raised floor and front entrance protected from the elements.

### Pen/Enclosure Size:

Examples are shown below where a minimum measurement or a measurable calculation was provided:

#### Grand Prairie, Texas:

- Minimum measurement standard for a pen/enclosure size, 9.2 square metres (100 square feet) with an additional 2.8 square metres (30 square feet) for each additional dog.

#### State of Ohio and Maumelle, Arkansas:

- Minimum measurement standard for a pen/enclosure size, 13.9 square metres (150 square feet) per dog.

#### Collier County, Florida:

- Pen/enclosure size calculation: double the length of the animal squared and then divided by 144. Height is 1.5 times the length of the animal

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**APPENDIX 1****APPENDIX 4****Transport of Animals:**

Many U.S.A. jurisdictions do not allow animals to ride in open vehicles. Here is one example:

**Taos, New Mexico:**

- Animals cannot be carried in a cruel, inhumane or unsafe manner including the open bed of a truck.

**Animals Unattended in Vehicles:****Pembroke Park, Florida:**

- It is illegal to leave any animal unattended in a motor vehicle.

**State of West Virginia:**

- It is illegal to leave an animal unattended and confined in a car when physical injury or death is likely to result.

**Phoenix, Arizona:**

- No person shall confine an animal in a car under conditions or for a period of time that may endanger the health or well-being of the animal due to heat, lack of food or drink, or during circumstances that may reasonably be expected to cause suffering, disability or death.

**Topeka, Kansas:**

- It is illegal to leave any animal confined in a vehicle for more than five minutes in 26.6 degrees Celsius (80 degrees Fahrenheit) or minus one degree Celsius (30 degrees Fahrenheit) weather.

**Jefferson City Missouri:**

- It is illegal to leave an animal unattended in a standing or parked car in a way that endangers the health or safety of the animal. The presumption is that the health and safety of an animal is in danger if the animal is in a car and the temperature is 26.6 degrees Celsius (80 degrees Fahrenheit) or greater and the interior of the vehicle is not provided

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**APPENDIX 1****APPENDIX 4**

with conditioned air to maintain an internal temperature of 26.6 degrees Celsius (80 degrees Fahrenheit) or less.

**Maumelle, Arkansas:**

- Not permitted if higher than 26.6 degrees Celsius (80 degrees Fahrenheit).

**Austin, Texas:**

- A person may not keep an animal in a car or other enclosed space in which the animal's health or life is endangered by high temperature, low temperature or inadequate ventilation.

In summary, research indicates that in many cases the U.S.A. has stricter guidelines than Canada related to extreme weather and the tethering of dogs.

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## APPENDIX 1

## APPENDIX 5



Canadian Veterinary  
Medical Association  
L'Association canadienne  
des médecins vétérinaires

May 29, 2014

Linda Dent  
Public Education Officer  
City of Mississauga - Animal Services  
795 Central Parkway West  
Mississauga Ontario  
L5C 4H4  
(905) 615-3200 ext 5946  
[Linda.dent@mississauga.ca](mailto:Linda.dent@mississauga.ca)

Dear Ms Dent:

Re: Recommendations for Amendments to the Animal Care and Control Bylaw

The Canadian Veterinary Medical Association's (CVMA) animal welfare committee (AWC) is appreciative of the opportunity to provide comments to the City of Mississauga on the draft recommendations relating to the proposed amendments to the Animal Care and Control Bylaw 98-04 to regulate the standards of care and improved animal welfare.

The CVMA supports in principle the City of Mississauga staff report and standards of care recommendations to amend the Animal Care and Control Bylaw.

Sincerely,

Warren Skippon DVM  
Manager  
Animal Welfare and National Issues Committee  
Canadian Veterinary Medical Association



[www.animalhealthcare.ca](http://www.animalhealthcare.ca) [www.canadianveterinarians.net](http://www.canadianveterinarians.net)  
[www.santeanimal.ca](http://www.santeanimal.ca) [www.veterinairesolucanada.net](http://www.veterinairesolucanada.net)

399, RUE DODGE STREET  
OTTAWA (ONTARIO) K1N 7K1  
T: (613) 236-1162 F: (613) 236-9681  
or [admin@cvma-acmv.org](mailto:admin@cvma-acmv.org)

APPENDIX 1

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APPENDIX 6

ONTARIO SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS



**ONTARIO SPCA**  
AND HUMANE SOCIETY • PROTECTING ANIMALS SINCE 1873

16518 Woodbine Avenue, #183  
Markham, ON L3Y 4W1

Phone: 800-898-7127  
Toll free: 1-800-ONT-SPCA (616-7722)  
Fax: 905-943-8643  
Email: info@ospcan.ca  
Website: www.ontariospcan.ca

Charitable Registration # 88563 1044 RR0002

June 2, 2014

City of Mississauga - Animal Services  
735 Central Parkway West  
Mississauga Ontario  
L5C 4H4

To whom it may concern:

The Ontario SPCA has reviewed the City of Mississauga standards of care recommendation and commends you for taking the steps to enhance animal welfare.

The Ontario SPCA supports the recommendations for Amendments to the Animal Care and Control By-law 0098-04. Please see attached,

Should you have any further questions, please do not hesitate to contact me,

Regards,

Connie Maffory  
Chief Inspector  
Ontario SPCA  
1-888-608-7722 x 942





## Corporate Report

Clerk's Files

Originator's  
Files

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**DATE:** June 18, 2014

**TO:** Council  
Meeting Date: July 2, 2014

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

**SUBJECT:** Mandate and Terms of Reference – Ad Hoc Committee to Review the Animal Care and Control By-law 0098-04, as amended, regarding the Standards of Care for the Keeping and Housing of Dogs and Animals

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**RECOMMENDATION:** That the mandate and terms of reference outlined in the report from the Commissioner of Transportation and Works, dated June 18, 2014 and entitled "Mandate and Terms of Reference – Ad Hoc Committee to Review the Animal Care and Control By-law 0098-04, as amended, regarding the Standards of Care for the Keeping and Housing of Dogs and Animals" be approved.

**BACKGROUND:** At its meeting of June 18, 2014 General Committee deferred consideration of a report from the Commissioner of Transportation and Works, dated June 4, 2014 and entitled "Proposed Amendments to the Animal Care and Control By-law 0098-04, as amended, regarding the Standards of Care for the Keeping and Housing of Dogs and Animals". In addition, on June 18, 2014 General Committee approved a motion to form an ad hoc committee to address issues regarding the standards of care for the keeping and housing of dogs and animals.

The purpose of this report is to bring forward, for approval, the mandate and terms of reference for the ad hoc committee formed to review the Animal Care and Control By-law 0098-04, as amended, regarding the standards of care for the keeping and housing of dogs and animals.

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**COMMENTS:**

Standards of care and the humane treatment of animals are important to Council and the residents of Mississauga. Any changes to the Animal Care and Control By-law 0098-04, as amended, to address animal standards of care need to be well thought out; informed and based on a factual understanding of animal welfare; and, meet the best interests of the community and the animals.

With that in mind, attached to this report as Appendix 1 is a draft mandate and terms of reference for the ad hoc committee. The draft mandate and terms of reference outlines the mandate, composition, operations and term of office for the ad hoc committee.

It is recommended that the draft terms of reference for the ad hoc committee be approved.

**FINANCIAL IMPACT:**

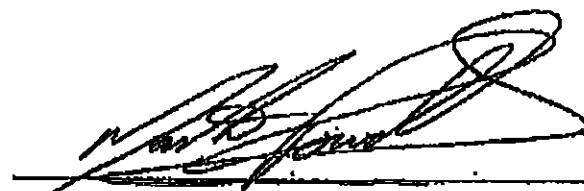
Any costs associated with the ad hoc committee, and its related work, are anticipated to be minimal and can be absorbed within the existing operating budgets for Regulatory Services and Legislative Services.

**CONCLUSION:**

General Committee approved the formation of an ad hoc committee to review the Animal Care and Control By-law 0098-04, as amended, regarding the standards of care for the keeping and housing of dogs and animals. The mandate and terms of reference for the ad hoc committee are attached as Appendix 1. It is recommended that the mandate and terms of reference be approved.

**ATTACHMENTS:**

Appendix 1: Draft Mandate and Terms of Reference – Animal Standards of Care Ad Hoc committee



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

*Prepared By: Mickey Frost, Director of Enforcement*

## APPENDIX 2

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### Animal Standards of Care Ad Hoc Committee Mandate and Terms of Reference

#### Mandate:

1. That the Animal Standards of Care ad hoc committee review the following issues related to the care and control of animals, including dogs:
  - leaving animals outside 24/7 and during extreme weather;
  - tethering dogs;
  - pet housing size and build qualities for animals left outside;
  - enclosure/pen size;
  - transporting animals in motor vehicles;
  - leaving animals in parked or unattended motor vehicles; and,
  - setbacks for animal enclosures.
2. That the Animal Standards of Care ad hoc committee consult with, and consider the input of, animal owners.
3. That the Animal Standards of Care ad hoc committee report to Council with recommendations regarding the standards of care for the keeping and housing of animals and dogs.

#### Composition:

The Animal Standards of Care ad hoc committee will be chaired by Councillor Pat Salto and its membership shall comprise up to two additional Councillors; two residents of Mississauga having an interest in animal standards of care issues; one representative from the Mississauga Humane Society; representatives from Animal Services and Enforcement; and, representatives from the veterinary and animal welfare communities, as required.

#### Operations:

A quorum of the Animal Standards of Care ad hoc committee will result from the presence of a majority of the appointed members, at a time no later than 30 minutes past the time for which the meeting was scheduled and noted on the agenda or notice of the meeting.

The Animal Standards of Care ad hoc committee shall operate its business meetings according to the Procedure By-law regulating the operation of the meetings of Council and its Committees.

## APPENDIX 2

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Legislative Services staff from the Office of the City Clerk will attend all meetings of the Animal Standards of Care ad hoc committee to record and report its recommendations to Council, and to provide administrative support with the proceedings.

### Term of Office:

The term of office of the Animal Standards of Care ad hoc committee shall terminate at the conclusion of the submission of the report regarding changes to the Animal Care and Control By-law 0098-04, as amended, to address standards of care for the keeping and housing of dogs and animals.

## APPENDIX 2

### Be Aware of the Standards of Care

The City of Mississauga's Animal Care and Control By-law includes standards of care to help protect animals and ensure their well-being.

#### Animal Care and Control By-law 0098-04

##### Extreme Weather

- Pets cannot be left outdoors during extreme weather except for brief walks or exercise unless the animal has access to adequate shelter. Some breeds can live outside during winter with proper shelter.

##### Adequate Shelter - Doghouses

- Doghouses must be large enough for the dog to stand up, turn around, lie down and stretch its limbs to the fullest.
- The doghouse floor, ceiling and walls must be insulated. Insulation must be covered with interior walls to prevent the dog from having contact with the insulation.
- The doghouse must be safe, sanitary and in good repair with ample clean, dry bedding such as straw.
- The doghouse must have a suitable door flap for the winter months. During the summer months a dog must have access to shade - in addition to the doghouse.
- The doghouse must comply with the City's Zoning By-law.

##### Veterinary Care

- Owners must provide veterinary care to pets to relieve distress from injury neglect or disease.



##### Pens and Enclosures

- Must be a minimum of 9.3 m<sup>2</sup> or 100 ft<sup>2</sup> per dog.
- To be increased by 2.8 m<sup>2</sup> or 30 ft<sup>2</sup> for each additional dog.
- Animals must be out of the pen and not tethered for four hours in any 24 hour time period.
- Pens must be maintained in a sanitary condition with a dry area for the dog to lie down.
- Pens must be safe, secure and provide shade and shelter for the dog.

##### Tethering

- Animals must not be tethered for any longer than a total of four hours out of every 24 hours.
- Tethers must be at least 3 m or 9.84 ft allowing the dog to move safely and unrestricted. The animal is to be in view of the owner with access to appropriate food, water, shelter and shade.

##### Automobile Travel

- Animals cannot be left unattended in automobiles if weather conditions are not suitable and may cause the animal distress.
- Animals must have suitable ventilation and be restrained to prevent contact between the animal and the public.
- Animals travelling in automobiles must be in the passenger compartment of the vehicle or if outside must be in a securely fastened kennel that provides adequate ventilation and protects the animal from the elements.

Animal Services Enforcement Officers are authorized to enter on private lands for inspections to ensure the by-law is being followed. Charges under the by-law may apply where there is evidence.

For more information contact Mississauga Animal Services  
905-896-5858 or visit [mypetmississauga.ca](http://mypetmississauga.ca)

## **Animal Services Chameleon System Standard of Care Call Sub-types**

**Care and Concern:** This sub-type is used to document complaints of alleged ill care/concern shown by the owner/harbourer.

**Extreme Weather:** This sub-type is used to document animals left in both extreme hot and cold weather. It is also used when animals are exposed to certain extreme weather elements (rain, snow, wind, etc.).

**Shelter:** This sub-type is used to document dog house and dog pen complaints. As well, it is used to document complaints of animals being housed in cages not suitable for the animal.

**Multiple SOC:** This sub-type is used to document complaints about multiple standards of care infractions found.

**In Car:** This sub-type is used to document all complaints of animals being left inside of vehicles.

**Sanitary Conditions:** This sub-type is used to document all sanitary conditions complaints.

**Vet Care:** This sub-type is used to document animals that require veterinary care and that have not yet been treated by a veterinarian.

**Tethering:** This sub-type is used to document all dog tethering complaints.

# City of Mississauga

## Corporate Report



Date: 2016/02/02

To: Chair and Members of General Committee

From: Gary Kent, Commissioner of Corporate Services and  
Chief Financial Officer

Originator's files:

Meeting date:  
2016/02/17

## Subject

**Additional Development Charge Information for Places of Religious Assembly**

## Recommendation

That the report dated February 2, 2016, entitled "Additional Development Charge Information for Places of Religious Assembly" from the Commissioner of Corporate Services and Chief Financial Officer be received for information.

## Report Highlights

- During deliberations of the report "Development Charge Information for Places of Religious Assembly" (PRA) at the December 9, 2015 Council meeting, Councillor Parrish requested that St. Mary Antiochian Orthodox Church and future places of worship be provided with a grant in the amount of DCs payable under the City's existing DC By-law, for the area-of-worship portion only, until a new development charge By-law is undertaken. Other Members of Council asked how much it would cost to go back and provide grants for previously paid DCs as well. Members of Council indicated that more information was required before a vote could be held.
- The financial information provided in this report is based on data extracted from the MAX Building System using a set of criteria intended to capture all PRA information. There is the possibility that data omissions have occurred, as not all PRAs are noted as such in MAX. Furthermore, the portion that is specifically for worship is not always clearly identified. Finally, future PRA DCs payable under the current By-law can only be roughly estimated, as the number and size of future PRA development projects cannot be accurately predicted.
- Based on information known to date, the value of DCs payable to date for the area-of-worship portion of PRAs under the 2014 By-law is \$94.5K.

- The value of DCs payable for the area of worship in the future construction of PRAs for the remaining lifespan of the 2014 DC By-law to June 25, 2019 is estimated to be \$286.7K, resulting in a total estimated value of \$381.5K for the entire 2014 DC By-law (Table 5).
- Any grants that would be provided for the DCs payable related to areas of worship would be drawn from tax-based funding sources.

## Background

A report entitled “Development Charge Information for Places of Religious Assembly” (PRA) from the Commissioner of Corporate Services and Chief Financial Officer was discussed during the December 9, 2015 Council meeting. During deliberations of this report, Councillor Parrish requested that St. Mary Antiochian Orthodox Church and future places of worship be provided with a grant in the amount of DCs payable under the City’s existing DC By-law, for the area-of-worship portion only, until a new development charge by-law is undertaken. This would be in keeping with the Region’s DC policy for PRAs.

Other Members of Council asked how much it would cost to go back and provide grants for previously paid DCs as well. More specifically, Members of Council requested information on the total development charges (DC) that had been paid by PRAs under the 2009 and 2014 DC By-laws by Ward, and the financial impact for the City if a refund were to be provided to PRAs under each of these DC By-laws.

In addition, Members of Council requested the full financial impact of providing a grant for the worship area of future PRAs that would be constructed between 2014 and the next mandatory review of the DC By-law in 2019.

A motion to receive the report was deferred by Council until members of Council had the opportunity to review further information specific to their Wards and understand the financial impact of providing grants for the area of worship in PRAs.

Mississauga’s 2014 DC By-law imposes development charges on all non-residential construction, regardless of the building’s function. The only exemptions provided for in the City’s DC By-law are those exemptions that are required under the *Development Charges Act, 1997*.

Many municipalities provide some type of DC exemption for places of religious assembly. Each municipality determines the exemption area somewhat differently but requires development charges to be paid on a portion of the building that is beyond the defined area of worship.

The introduction of such an exemption would require opening the City’s existing DC By-law. More than 18 months have passed since the Background Study was approved. Therefore, legislation dictates that a new Background Study and By-Law would have to be adopted and would subject to appeal to the OMB. In lieu of providing an exemption for the area of worship,



General Committee	2016/02/02	3
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Council may direct that a grant be given to offset the area of worship development charge payable.

## Comments

This report will provide the General Committee with the following information:

- The value for the area of worship DCs payable from payments made under the 2009 and 2014 DC By-law. Also included is a summary of this information with respect to PRAs since Council approval of the 1999 DC By-law to present.
- The estimated value of DCs payable for the area of worship for PRA's that may be constructed during the five-year lifespan of the 2014 DC By-law expiring on June 25, 2019.
- Historical information related to the Region of Peel's (ROP) area of worship policy exemption.
- Previous DC exemptions approved by Council.
- The public engagement undertaken throughout the 2014 DC By-law update.

## Data Limitations

The financial information provided in this report is based on data extracted from the Mississauga Approvals Express Building System (MAX). The information provided in this report has changed slightly compared to the information provided in the December 9, 2015 report. There is no business report to identify places of worship specifically in the City of Mississauga. As a result, no specific parameter ensures that 100% of PRAs are captured. Therefore, a manual review of text entries is required to capture this type of category. This has been accomplished by reviewing a subset of MAX data, using specific criteria for the original data extraction (e.g. anything with the words church, mosque, worship, etc.).

A wider range of criteria has been applied to the data extraction used for this report, with the hopes of capturing more (if not all) PRA information. For example, the December 2015 report did not capture an application that was listed as "office," but in fact was a church office. This application has been included in the January extraction.

Every effort has been made to capture all current applications but, due to the very wide range of potential descriptors, the possibility of some data omissions remains.

## DC Amounts Paid To Date for Areas of Worship under Current and Previous DC By-Laws

The total value of DCs collected for areas of worship under previous and current DC By-laws is summarized in Table 1. Development charges collected from PRAs since Council approved the 1999 DC By-law total \$1.89M, of which \$551K is related to area of worship.

**Table 1 – Total Value of DCs Collected by DC By-law for PRAs**

City DC By-law	Total PRA Sq. Ft. Constructed	Total City Development Charges Paid (\$)	Total Region Sq. Ft. Exempted for Area of Worship	Total Value of Region Area of Worship Exemption (\$)	Total Value of City DCs for Area of Worship (\$)
1999 By-law	155,728.49	\$299,631.02	40,970.80	\$121,738.17	\$76,975.38
2004 By-law	234,875.00	\$881,441.72	63,815.13	\$294,257.85	\$261,094.71
2009 By-law	106,583.41	\$427,530.61	27,260.80	\$157,756.10	\$118,573.28
2014 By-law	56,709.60	\$280,712.88	19,861.73	\$295,240.92	\$94,529.45
<b>Grand Total all DC By-laws</b>	<b>553,896.50</b>	<b>\$1,889,316.23</b>	<b>151,908.46</b>	<b>\$868,993.04</b>	<b>\$551,172.82</b>
<b>Total 2009-2014 By-law</b>	<b>163,293.00</b>	<b>\$708,243.49</b>	<b>47,122.53</b>	<b>\$452,997.01</b>	<b>\$213,102.73</b>

Table 2 provides a summary of these financial impacts by Ward. Appendix 1 provides a detailed listing by Ward of PRAs.

**Table 2 – DC Amounts Paid for Area of Worship by Ward, 2009 and 2014 DC By-law**

City DC By-law	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Total Value of City DCs for Area of Worship (\$)
2009 DC By-law	\$7,661.77	\$3,164.09	\$62,770.15	\$6,069.37	\$38,907.90	\$118,573.28
2014 DC By-law	\$66,984.79	\$27,544.66				\$94,529.45
<b>Total Amount by Ward</b>	<b>\$74,646.56</b>	<b>\$30,708.75</b>	<b>\$62,770.15</b>	<b>\$6,069.37</b>	<b>\$38,907.90</b>	<b>\$213,102.73</b>

**DC Amounts Projected to be paid for Areas of Worship under Current DC By-Law**

It is very difficult to project the DCs that will be payable for areas of worship in the future. The projection requires an estimate of the amount of PRA projects, the square footage of future PRAs and an estimate of the percentage of the square footage that would be an area of worship. In order to have some measure for comparison, it has been assumed that historical information can be applied for future projections. Table 3 provides the historical amount of PRA square feet constructed, and the total area of worship as a percentage of total square feet.

**Table 3 –Average Worship Area Constructed for City DC By-laws**

City DC By-law	Total PRA Sq. Ft. Constructed	Total Region Sq. Ft. Exempted for Area of Worship	Percentage of Area of Worship for Total Sq. Ft. Constructed
1999 By-law	155,728.49	40,907.80	26.3%
2004 By-law	234,875.00	63,815.13	27.2%
2009 By-law	106,583.41	27,260.80	25.6%
2014 By-law	56,709.60	19,861.73	35.0%
Total for all DC By-laws	553,896.50	151,908.46	27.4%
Average Sq. Ft / month	2,783.40	(199 months)	

As can be seen in Table 3, the total square footage of PRA construction can vary significantly from year to year. For example, the square footage in the five-year period governed by the 2004 By-law was almost 150% higher than that in the five-year period governed by the 2009 By-law. Similarly, the percentage that is deemed the area of worship can vary, albeit not as significantly.

Table 3 provides data for a total of 199 months. There are 41 months remaining in the 2014 By-law. Assuming the historical trend can be used to project future development, approximately 114,120 square feet of PRAs can be projected to be constructed. Again based on history, assuming an average 27.4% of this construction is actual area of worship, approximately 31,270 square feet would be for areas of worship. This information is summarized in Table 4.

**Table 4 -Estimated Square Footage of PRAs from February 2016 to June 2019**

Total Number of Months By-law in effect	Average Sq. Ft. per Month	2014 DC By-law remaining Months	Estimate of Sq. Ft. to be built	Estimate of Area of Worship Sq. Ft. (27.4%)
199	2,783.40	41	114,119.38	31,268.71

There is one PRA in the MAX building system already identified to be built in the City within the five-year period affected by the 2014 DC By-law (Meadowvale Islamic Centre). Data is not available in the MAX system to indicate the exact size of the worship area for this application, so the same assumption of 27.4% has been applied to this project. Taking into consideration the projection of 114,120 square feet identified in Table 4, and including the partially known

information with respect to Meadowvale Islamic Centre, the following table provides an estimate of future PRAs and their associated DC value.

**Table 5 – Estimated DC Value for PRAs from 2016 to 2019**

Applicant	Estimated PRA Sq. Ft. Constructed	Estimated Sq. Ft. Exempted for Area of Worship (27.4%)	Future Estimated City Development Charges Paid (\$)	Total Value of Region Area of Worship Exemption (\$)	Estimated Value if City Issued Provided Grant for Area of Worship (\$)
Meadowvale Islamic Centre (OZ 13/009)	12,228.33	3,350.56	\$112,127.15	\$ 62,379.50	\$ 30,722.84
Forecast Estimate of Additional PRAs to be constructed	101,891.05	27,918.15	\$934,285.23	\$519,769.28	\$255,994.15
<b>Total, 2016-2019:</b>	<b>114,119.38</b>	<b>31,268.71</b>	<b>\$1,046,412.38</b>	<b>\$582,148.78</b>	<b>\$286,716.99</b>

### **History of Region of Peel Area of Worship Exemption**

The Region of Peel has provided an exemption for the area of worship within a PRA since its first DC By-law. In 2007, Regional staff sought to remove this exemption, with the goal of providing some consistency between the City's 2004 DC By-law and the Regions 2007 DC By-law. Regional Council Members representing the City of Brampton were opposed to this policy change and the policy was not included in the final approved DC By-law. In 2012, Regional staff proposed that the area of worship be restricted to one room per development for the purposes of calculating the exemption. This was adopted by Regional Council in 2012 and remains in place in the 2015 DC By-law.

### **History of DC Exemptions or Grants approved by Council**

Historically, there have been no exemptions provided for Council-approved DC payments to residential or non-residential development outside of those exemptions that are provided for specifically under the *DC Act, 1989* or the amended *DC Act, 1997*.

There has been one grant approved with respect to DCs. During the approval of the 2014 DC By-law, Councillor Katie Mahoney moved that Council approve a grant in the amount equivalent to the total City development charges payable for the Heart Hospice House when a building permit was to be issued. This motion was approved by Council resolution 0120-2014.

### **DC Background Study and By-law Public Engagement Process**

The approval of the City's Development Charge Study and By-law is an extensive process which generally takes eighteen months to complete from start to finish. As part of this process, administrative issues are collected over the five-year period of the preceding DC By-law, and are reviewed in detail. Any changes deemed appropriate are recommended in the next DC By-law, submitted for Council approval. All major changes to policies from one By-law to the next are highlighted for Council's consideration and approval.

The 2014 DC By-law Update undertook an extensive stakeholder engagement process, with 5 stakeholder meetings, advertisement of public and Council meetings, and several discussions at Council (timelines are provided in Appendix 2). At no time during this engagement were any issues brought forward requesting the City to provide an exemption to the area of worship for PRAs. Furthermore, at no time was this issue raised over the previous five-year period.

Appendix 3 (provided for information) identifies the DC By-laws that have been approved by Council since 1991, including when Development Charge legislation came into effect.

### **Financial Impact**

Any grants that would be provided for DCs payable related to areas of worship would be drawn from tax-based funding sources. The approval to provide grants for DCs paid under the 2014 By-law would cost \$94.5K immediately as a refund, and an estimated \$286.7K for potential future grants (a total of \$381.2K under the current By-law).

Provision of similar grants for previous By-laws would have the following costs:

2009 By-law – \$118.5K

2004 By-law – \$261.1K

1999 By-law – \$77.0K

These are minimum estimates, since there is no methodology that extracts PRA information from MAX. City staff have attempted to extract all available information from the MAX system based on a number of criteria related to PRAs but there is always the possibility that additional developers would self-identify if grants were approved.

### **Conclusion**

This report provides the information requested by Council with respect to the cost of providing a grant to St. Mary Antiochian Orthodox Church and other PRA applicants in lieu of paying developments charges for the areas of worship under the 2014 DC By-law. If this motion is successful, a tax-based funding source would need to be directed by Council for the amount of grants approved.

General Committee

2016/02/02

8

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**Attachments**

Appendix 1: Ward Listing Detail of Development Charges Paid under 2009 and 2014 DC By-laws

Appendix 2: 2014 DC By-law Engagement Process

Appendix 3: History of Development Charges By-law Approved by Council



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Gary Kent, Commissioner of Corporate Services and Chief Financial Officer

Prepared by: Susan Cunningham, Manager Development Charges and Reserve Management

**Ward Listing Detail of Development Charges Paid  
under 2009 and 2014 DC By-laws**

**6.13 Appendix 1**

Ward	Building Permit #	Permit Issue Date (mm/dd/year)	City DC By-law	DESCRIPTION	Address	Demo Credits Unit or m2	City S.14 Credit/ \$Credit Value	Sq. Ft.	GFA Exempted for Worship Area Sq. Ft.	Value of Regions Exemption \$	Value if City Issued Exemption \$	City Development Charges Paid
3	10-1845	11/04/2010	2009 By-law	NEW - CHURCH, WEST END BUDDHIST CULTURAL CENTRE	3133 CAWTHRA RD	1 house	\$ 9,237.41	7,480.98	-	\$ -	\$ -	\$ 43,778.05
<b>2009 DC By-law Total Ward 3</b>							<b>9,237.41</b>	<b>7,480.98</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 43,778.05</b>
4	14-2055	07/31/2015	2014 By-law	ROMAN CATHOLIC EPISCOPAL	4070 CENTRAL PKY E			-	-			18,807.33
<b>2009 DC By-law Total Ward 4</b>										<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,807.33</b>
5	05-8558 R1	04/14/2011	2009 By-law	NEW - MOSQUE ANJUMAN-E ANWARUL ISLAM OF MALTON ADDITION	7097 AIRPORT RD			430.56	-	\$ -	\$ -	\$ 2,550.00
5	07-4549	04/14/2010	2009 By-law	NEW - PLACE OF RELIGIOUS ASSEMBLY, VEDIC ARYAN CULTURAL CENTRE	405 WATLINE AVE			6,058.95	1,655.72	\$ 13,769.97	\$ 7,661.77	\$ 28,037.55
5	12-3227	05/06/2014	2009 By-law	ADDITION/ALTERATIONS - ENTRANCE ENCLOSURE / VESTIBULE FOR PLACE OF RELIGIOUS ASSEMBLY, MISSISSAUGA RAM MANDIR	270 EXPORT BLVD			448.00	-	\$ -	\$ -	\$ 2,825.58
<b>2009 DC By-law Total Ward 5</b>								<b>6,937.51</b>	<b>1,655.72</b>	<b>\$ 13,769.97</b>	<b>\$ 7,661.77</b>	<b>\$ 33,413.13</b>
5	15-4343	09/09/2015	2014 By-law	NEW (2) STOREY CHURCH - ST MARY ANTIOCHIAN ORTHODOX CHURCH - FOUNDATION ONLY	280 TRADERS BLVD			21,721.43	7,352.89	\$ 137,917.89	\$ 66,984.79	\$ 197,882.14
<b>2014 DC By-law Total Ward 5</b>								<b>21,721.43</b>	<b>7,352.89</b>	<b>\$ 137,917.89</b>	<b>\$ 66,984.79</b>	<b>\$ 197,882.14</b>
6	12-2396	02/14/2013	2009 By-law	ROMAN CATHOLIC EPISCOPAL	1290 MCBRIDE AVE			4,866.51	503.00	\$ 9,163.29	\$ 3,164.09	\$ 30,612.37
6	13-7266	05/12/2014	2009 By-law	MISSISSAUGA CARMEL MANDARIN ALLIANCE, ADDITION	5725 TERRY FOX WAY			9,408.81	-	\$ -	\$ -	
6	13-5845	12/06/2013	2009 By-law	ALTERATIONS - ADDITION OF NEW H/C LIFT + COAT ROOM	1400 DUNDAS CRES			176.53	-	\$ -	\$ -	\$ 1,111.92
<b>2009 DC By-law Total Ward 6</b>								<b>14,451.85</b>	<b>503.00</b>	<b>\$ 9,163.29</b>	<b>\$ 3,164.09</b>	<b>\$ 31,724.29</b>
6	15-4759	05/22/15	2014 By-law	ST. ELIZABETH'S ANGLICAN CHURCH THE INCORPORATED SYNOD OF THE DIOCESE OF TORONTO	1051 EGLINTON AVE WEST			7,110.48	3,059.13	\$ 56,717.79	\$ 27,544.66	\$ 64,023.41
<b>2014 DC By-law Total Ward 6</b>								<b>7,110.48</b>	<b>3,059.13</b>	<b>\$ 56,717.79</b>	<b>\$ 27,544.66</b>	<b>\$ 64,023.41</b>
7	06-2527	10/24/2006	2009 By-law	WESTSIDE PRESBYTERIAN CHURCH -	3637 GRAND PARK DR			36,602.12	15,905.32	65,651.55	62,770.15	144,449.84
<b>2009 DC By-law Total Ward 7</b>								<b>36,602.12</b>	<b>15,905.32</b>	<b>\$ 65,651.55</b>	<b>\$ 62,770.15</b>	<b>\$ 144,449.84</b>

**Ward Listing Detail of Development Charges Paid  
under 2009 and 2014 DC By-laws**

**6.13 Appendix 1**

Ward	Building Permit #	Permit Issue Date (mm/dd/year)	City DC By-law	DESCRIPTION	Address	Demo Credits Unit or m2	City S.14 Credit/ \$Credit Value	Sq. Ft.	GFA Exempted for Worship Area Sq. Ft.	Value of Regions Exemption \$	Value if City Issued Exemption \$	City Development Charges Paid
8	13-7225	10/07/2014	2009 By-law	NEW - CHURCH & DEMOLITION OF EXISTING BUILDINGS, CHURCH OF GOD PILLAR & GROUND OF TRUTH INC	3341 WINSTON CHURCHILL BLVD	386.65	\$ -	4,355.11	962.30	\$ -	\$ 6,069.37	\$ 1,218.63
<b>2009 DC By-law Total Ward 8</b>						<b>386.65</b>		<b>4,355.11</b>	<b>962.30</b>	<b>\$ -</b>	<b>\$ 6,069.37</b>	<b>\$ 1,218.63</b>
9	09-5162	11/27/2009	2009 By-law	NEW - CHURCH, CHURCHILL MEADOWS CHRISTIAN CHURCH	7755 TENTH LINE WEST			36,436.14	8,234.46	\$ 69,171.30	\$ 38,907.90	\$ 172,161.10
<b>2009 DC By-law Total Ward 9</b>								<b>36,436.14</b>	<b>8,234.46</b>	<b>\$ 69,171.30</b>	<b>\$ 38,907.90</b>	<b>\$ 172,161.10</b>
11	11-3650	02/28/2011	2009 By-law	NEW - STORAGE SHED, KINGDOM HALL OF JEHOVAH WITNESS	2125 ERIN CENTRE BLVD			319.69	-	\$ -	\$ -	\$ 785.57
<b>2009 DC By-law Total Ward 11</b>								<b>319.69</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 785.57</b>
11	14-216	06/30/2015	2014 By-law	NEW - 3 STOREY PLACE OF RELIGIOUS ASSEMBLY (PRA) & DEMOLITION OF EXISTING PRA - COMPLETION Big 3 Agreement No DC's Payable	6635 CAMPOBELLO RD	2,085.79		27,877.68	9,449.72	\$ 100,605.23	\$ -	\$ -
<b>2014 DC By-law Total Ward 11</b>						<b>2,085.79</b>		<b>27,877.68</b>	<b>9,449.72</b>	<b>\$ 100,605.23</b>	<b>\$ -</b>	<b>\$ -</b>
<b>2009 -2014 DC By-laws Total All Wards</b>						<b>2,472.44</b>	<b>9,237.41</b>	<b>163,293.00</b>	<b>47,122.53</b>	<b>\$ 452,997.01</b>	<b>\$ 213,102.73</b>	<b>\$ 708,243.49</b>



**City of Mississauga**  
**2014 DC By-law Public Engagement**

**Appendix 2**

The City's 2014 Development Charges (DC) By-law 0161-2014 was approved by Council on June 25, 2014. Prior to the approval of the 2014 DC By-law, a series of stakeholder meetings were held, including a public meeting and a number of communications posted in the Mississauga News and on the City's website.

The stakeholder group participants represented a cross section of development interests. These included large residential and non-residential developers, architects, planning firms, and the Building Industry Land Development (BILD) Association.

Table 1 provides a summary of the DC Study public engagement process:

**Table 1 □ Summary of engagement process for 2014 DC By-law 0161-2014**

<b>Type of Public Engagement</b>	<b>Date</b>
Stakeholder Meeting #1	January 28, 2014
Stakeholder Meeting #2	March 24, 2014
Stakeholder Meeting #3	April 25, 2014
Advertisement of Public Meeting □ Mississauga News (2 notices)	April 16, 2014 April 23, 2014
City Website Notice of Public Meeting	April 9, 2014
DC Background Study & Draft By-law Released to the Public (Website & Hard Copy available in Clerks Office) City Media Advisory Issued	April 29, 2014
Mississauga News Cityscape □ Notice of Public Meeting listed	April 30, 2014
Public Meeting Held in Council Chambers	May 14, 2014
Stakeholder Meeting #4	May 23, 2014
Stakeholder Meeting #5	May 30, 2014
DC Study and By-law for Council approval (deferred)	June 11, 2014
DC Study and By-law for Council approval (deferred)	June 18, 2014
DC Study and By-law for Council (approved)	June 25, 2014

DC By-law Number	Effective Period	Transition Period (BP <input type="checkbox"/> Building Permit)	DC Act in effect
0532-91 Approved Oct 21, 1991	October 22, 1991 to Aug 11, 1999	BP Application Submitted before Oct 21, 1991 BP issued by Jan 20, 1992	<i>Development Charges Act, 1989</i>
0375-96 Sept 4, 1996 to remove the expiry date for 0532-91 DC By-law per transition rules of <i>DC Act, 1997</i>		n/a	
0329-1999 August 11, 1999	August 12, 1999 to July 7, 2004	BP Application Submitted before Aug 11, 1999 BP issued by Dec 24, 1999	<i>Development Charges Act, 1997</i>
0316-2004 July 7, 2004	July 8, 2004 to June 24, 2009	BP Application Submitted before Jul 7, 2004 BP issued by Dec 23, 2004	<i>Development Charges Act, 1997</i>
0197-2009 Jun 24, 2009 (repealed and replaced by 0342-2009)	Jun 25, 2009 to Nov 12, 2009	BP Application Submitted by Dec 4, 2009 BP issued by Apr 30, 2010	<i>Development Charges Act, 1997</i>
0342-2009 Nov 11, 2009	Nov 12, 2009 to June 25, 2014	BP Application Submitted by Dec 4, 2009 BP issued by Apr 30, 2010	<i>Development Charges Act, 1997</i>
0161-2014 Jun 25, 2014	Jun 26 2014 to June 25, 2019	BP Application Submitted before Jun 25, 2014 BP issued by Nov 11, 2014	<i>Development Charges Act, 1997</i>

City of Mississauga  
**Corporate Report**



Date: 2016/01/18

To: Chair and Members of General Committee

From: Gary Kent, Commissioner of Corporate Services and  
 Chief Financial Officer

Originator's files:

Meeting date:  
 2016/02/17

## Subject

**Sole Source LinkedIn Subscription**

**File No. F.A49.155-16**

## Recommendation

1. That the Purchasing Agent be authorized to execute the necessary contract and all related ancillary documents with LinkedIn for a period of three years at an estimated cost of \$291,787 excluding taxes, including an option to extend for up to three years subject to prices negotiation as described in the report "Sole Source LinkedIn Subscription" dated January 18, 2016 from the Commissioner of Corporate Services and Chief Financial Officer and subject to City Solicitor approval of the contract and annual budget approval.
2. That the Purchasing Agent be authorized to issue contract amendments to increase the value of the contract where necessary to accommodate growth and where amount is approved in the budget.

## Report Highlights

- LinkedIn is the world's largest professional network which provides a talent pool to proactively source candidates, both passive and active to support the City of Mississauga's hiring needs, especially for technical /professional and leadership positions.
- Over the past three years, Human Resources has successfully used LinkedIn on an ad hoc bases with a limited number of recruitments.
- Human Resources are recommending a contract be entered into with LinkedIn on a sole source basis for a three year period with the option to extend an additional three years.

## Background

LinkedIn operates the world's largest professional network with more than 347 million members in over 200 countries and territories. There are over 39 million students and recent college graduates on LinkedIn which has become their fastest growing demographic. New members are joining LinkedIn at a rate of more than two new members per second with over 10 million members in Canada. As the world's largest professional network, LinkedIn provides a talent pool to source the best candidates for the City of Mississauga's (City) hiring needs, especially for technical /professional and leadership positions. LinkedIn is compatible with our current iCIMS applicant tracking system and our future applicant tracking system, SuccessFactors.

Currently the City has a basic, unsupported career page on LinkedIn and purchases job slots for posting positions on an ad hoc basis. LinkedIn has been underutilized as a recruitment tool to date because we have lacked the recruiter licenses for more sophisticated candidate searches. LinkedIn is the most well used professional recruitment tool available and is actively used by over 60% of private and public sector organizations, including 11 municipalities such as the Region of Peel, City of Brampton, Calgary, Edmonton, Ottawa and Toronto.

The purpose of this report is to obtain authority to contract with LinkedIn on a sole source basis for a three year period with the option to extend an additional three years.

## Comments

The Human Resources Division has conducted a comprehensive review of the City's recruitment processes and identified the need to utilize new technologies, standardize recruitment processes and enhance the role of the recruiter, specifically around sourcing candidates. Best practice research indicates strengthening the organization's ability to source qualified candidates allows it to be more competitive and attract candidates who best meet our needs.

Human Resources has recently begun to utilize social media in recruitment campaigns, including LinkedIn, recognizing the need to strengthen sourcing methods in order to be more competitive. The City's People Strategy includes recommendations to develop and implement technologies, such as LinkedIn, to proactively seek out qualified candidates as well as develop relationships with prospective candidates now and for the future. LinkedIn is the only resource that fulfills these needs.

Human Resources is recommending a three year subscription to LinkedIn be purchased with the option to renew for three one year terms, with features that include: subscription for job slots (job postings); "Gold" level career page; Recruiter licenses (5); proactive recruitment advertisements and training provided by LinkedIn.

The agreement with LinkedIn will enable the City to actively recruit both active and passive candidates as well as provide training and support to our Recruiters to use new technologies in the search for talent. In addition, LinkedIn will provide metrics and measures to understand the effectiveness of the tool and support ongoing improvements to how the tool is used.

The Purchasing By-Law #374-2006, provides for sole source awards under the following circumstances: Schedule A, section 1 (a) The Goods and/or Services are only available from one supplier by reason of (iii) the existence of exclusive rights such as patent, copyright or license, and (iv) the complete item, service or system is unique to one vendor and not alternative or substitute exists within Canada.

LinkedIn is the sole provider of the services which are described above. Therefore it is recommended the City enters a three year contract, with three, one year extensions with costing to be negotiated by purchasing and legal. In the first year, up to five licences would be purchased with the option of increasing the number of licenses over the term of the contract, within the value of allotted budget.

## Financial Impact

Council approved Budget Request # 1919 "LinkedIn Subscription for Human Resources" as part of the 2016 budget deliberations. Approval was granted for \$125,000 annually for a subscription to LinkedIn.

The total cost of the contract over the three year term is \$291,787.

## Conclusion

In an effort to source and compete for the right talent to meet the City's current and future needs the City must use innovative tools to proactively source and engage candidates.

It is recommended that the City award a contract to LinkedIn for



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Gary Kent, Commissioner of Corporate Services and Chief Financial Officer

Prepared by: Christine Gabany, Manager, Talent Acquisition

**ENVIRONMENTAL ACTION COMMITTEE**February 2, 2016

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REPORT 1-2016

TO: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Environmental Action Committee presents its first report for 2016 and recommends:

EAC-0001-2016

That the deputation and associated PowerPoint presentation by Robert Shirkey, Executive Director, Our Horizon with respect to the labelling of gas pump nozzles to the Environmental Action Committee on February 2, 2016 be received.

(EAC-0001-2016)

EAC-0002-2016

That the deputation and associated PowerPoint presentation by Julius Lindsay, Community Energy Specialist entitled, "Mississauga Climate Change Update and Economic Impacts of Climate Change Study" to the Environmental Action Committee on February 2, 2016 be received.

(EAC-0002-2016)

EAC-0003-2016

That the deputation by Cameron McCuaig, Resident with respect to the Blue Dot Movement, To the Environmental Action Committee on February 2, 2016 be received.

(EAC-0003-2016)

EAC-0004-2016

1. That the memorandum dated January 8, 2016 from Jessika Corkum-Gorrill, Acting Environmental Specialist with respect to an update and draft motion pertaining to the Blue Dot Movement, be received;
2. That the Environmental Action Committee is in full support of Council adopting the motion as written in Appendix 1 of the aforementioned memorandum pertaining to the Blue Dot Movement.

(EAC-0004-2016)

EAC-0005-2016

That the memorandum dated January 5, 2016 from Jessika Corkum-Gorrill, Acting Environmental Specialist with respect to the City of Mississauga Environment Focus Study 2015, be received.

(EAC-0005-2016)

EAC-0006-2016

That Council Resolution 0264-2015 pertaining to boulevard gardens, be received.

(EAC-0006-2016)

EAC-0007-2016

That the letter dated November 13, 2015 to the Mayors of the Great Lakes and St. Lawrence Cities Initiative, be received.

(EAC-0007-2016)

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EAC-0008-2016

That the email dated January 18, 2016 from Diana Gaspar with respect to the February Green Drinks Mississauga coffee evening, be received.

(EAC-0008-2016)

EAC-0009-2016

That the document from the Office of the City Clerk with respect to the role and ground rules for Advisory Committees and their Members, be received.

(EAC-0009-2016)

EAC-0010-2016

1. That the EAC Environmental Actions Summary Chart, as amended at the February 2, 2016 meeting of the Environmental Action Committee, be received.
2. That Members be requested to forward environmental actions and events to the Legislative Coordinator for inclusion on the EAC Environmental Actions Summary Chart.

(EAC-0010-2016)

EAC-0011-2016

That all future meetings of the Environmental Action Committee begin at 9:15 AM.

(EAC-0011-2016)

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REPORT 1-2016

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TO: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Mississauga Accessibility Advisory Committee presents its first report for 2016 and recommends:

**AAC-0001-2016**

That the email dated December 15 , 2015 from the Association of Municipalities Ontario (AMO) with respect to recent changes to accessibility laws in Ontario, be received for information.

(AAC-0001-2016)

**AAC-0002-2016**

1. That the Region of Peel Accessible Transportation Office be requested to accelerate the expanded eligibility criteria for persons with visual, intellectual and cognitive disabilities to access TransHelp as outlined in the Region of Peel Accessible Transportation Master Plan, to mid-2016;
2. That the Region of Peel Accessible Transportation Master Plan be amended to reconsider the withdrawal of the TransHelp Passenger Assist Program as the withdrawal of this program reintroduces barriers to persons with disabilities;
3. That the Mississauga Accessibility Advisory Committee requests a presentation about the Accessible Transportation Master Plan at a future Mississauga AAC Meeting.

(AAC-0002-2016)

**AAC-0003-2016**

1. That the memorandum dated February 1, 2016 from Diana Simpson, Accessibility Coordinator with respect to the 2015 City of Mississauga Annual Report on the Multi-Year Accessibility Plan, including the Draft 2015 City of Mississauga Annual Report on the Multi-Year Accessibility Plan, the MiWay 2015 Accessibility Report, and the AODA Self-Certified Accessibility Report, be received for information;
2. That the Accessibility Advisory Committee is in full support of the Draft 2015 City of Mississauga Annual Report on the Multi-Year Accessibility Plan.

(AAC-0003-2016)

**AAC-0004-2016**

1. That the PowerPoint presentation regarding P519 Union Park development located at 6627 Tenth Line West, Mississauga presented to the Facility Accessibility Design Subcommittee on November 30, 2015, be received for information;
2. That subject to the comments on the presentation, the Facility Accessibility Design Subcommittee is satisfied with the design of P519 Union Park development located at 6627 Tenth Line West, Mississauga, as presented.

(AAC-0004-2016)



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AAC-0005-2016

1. That the PowerPoint presentation regarding Off Road Trail (ORT) #7 to the Facility Accessibility Design Subcommittee on November 30, 2015, be received for information;
2. That subject to the comments on the presentation, the Facility Accessibility Design Subcommittee is satisfied with the design of Off Road Trail (ORT) #7, at this early stage of development;
3. That staff bring Off Road Trail (ORT) # 7 back to the Facility Accessibility Design Subcommittee nearer completion of the project for additional review.

(AAC-0005-2016)

AAC-0006-2016

That the memorandum dated November 19, 2015 from Alana Evers, Project Manager – Landscape Architecture with respect to follow-up information regarding Off Road Trail (ORT) # 11, be received for information.

(AAC-0006-2016)

AAC-0007-2016

1. That the memorandum dated November 25, 2015 from Karen Morden, Legislative Coordinator with respect to the referral of Region of Peel projects to the Facility Accessibility Design Subcommittee be received for information;
2. That the Region of Peel be requested to forward minutes pertaining to Regional projects in Mississauga to the Accessibility Advisory Committee (AAC) or the Facility Accessibility Design Subcommittee (FADS) for consideration, whichever meeting occurs first, and that the AAC and FADS may request further review and/or a presentation on a project;
3. That the minutes pertaining to Regional projects in Mississauga be forwarded by the Legislative Coordinator to Planning and Building staff for their records.

(AAC-0007-2016)

AAC-0008-2016

That the document dated November 2015 from the Office of the City Clerk with respect to the role and ground rules for City of Mississauga Advisory Committees and their Members, be received for information.

(AAC-0008-2016)

AAC-0009-2016

That the Pending Work Plan Items chart, updated for the February 8, 2016 meeting of the Accessibility Advisory Committee, be received for information.

(AAC-0009-2016)

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## **REPORT 2 - 2016**

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Heritage Advisory Committee presents its second report for 2016 and recommends:

### **HAC-0006-2016**

That the request to alter the property at 1059 Old Derry Road, as described in the report from the Commissioner of Community Services, dated January 7, 2016, be approved.  
(HAC-0006-2016)

### **HAC-0007-2016**

1. That the property at 1585 Adamson Street, 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.
2. That, in order to mitigate impact to the Erindale cultural landscape, the option for the replacement design depicted in Figures 61-77 in Appendix 1 is preferred.  
(HAC-0007-2016)

### **HAC-0008-2016**

That the Memorandum dated January 2016 from Paula Wubbenhorst, Senior Heritage Coordinator, entitled "*Heritage Impact Assessment Addendums: 5175 and 5215 Mississauga Road*", be received for information.  
(HAC-0008-2016)

### **HAC-0009-2016**

1. That the background information entitled '*Heritage Naming Policy Research*,' and the Bell Gairdner Estate Cultural Heritage Assessment dated September 2008, be received; and
2. That the proposed amendments to the Corporate Policy No. 05-02-02 entitled *Property and Facility Naming and Dedications*, discussed by the Heritage Advisory Committee (HAC) on February 9, 2016, be referred to staff for review and report back to HAC.  
(HAC-0009-2016)

### **HAC-0010-2016**

That the document entitled "*Advisory Committee Role*" from the Office of the City Clerk, presented to the Heritage Advisory Committee on February 9, 2016, be received for information.  
(HAC-0010-2016)

**REPORT 2-2016**

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Mississauga Cycling Advisory Committee presents its second report for 2016 and recommends:

MCAC-0006-2016

That the amount of up to \$750.00 be approved for the costs associated with the attendance of two Members of the Mississauga Cycle Advisory Committee at the 2016 Ontario Bike Summit on April 19<sup>th</sup> and 20<sup>th</sup>, 2016, in Toronto, Ontario.

(MCAC-0006-2016)

MCAC-0007-2016

That the amount of up to \$250.00 be approved for costs associated with the Mississauga Cycling Advisory Committee's information booth at the 2016 Toronto International Bicycle Show on March 4<sup>th</sup> to March 6<sup>th</sup>, 2016.

(MCAC-0007-2016)

MCAC-0008-2016

That the City of Mississauga Advisory Committees Role and Rules dated November 2015, be received for information.

(MCAC-0008-2016)