



AGENDA

GENERAL COMMITTEE

THE CORPORATION OF THE CITY OF MISSISSAUGA

www.mississauga.ca

WEDNESDAY, MAY 15, 2013 – 9:00 A.M.

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

Members

Mayor Hazel McCallion	
Councillor Jim Tovey	Ward 1
Councillor Pat Mullin	Ward 2
Councillor Chris Fonseca	Ward 3
Councillor Frank Dale	Ward 4
Councillor Bonnie Crombie	Ward 5
Councillor Ron Starr	Ward 6
Councillor Nando Iannicca	Ward 7
Councillor Katie Mahoney	Ward 8
Councillor Pat Saito	Ward 9 (Chair)
Councillor Sue McFadden	Ward 10
Councillor George Carlson	Ward 11

Contact:

Sacha Smith, Legislative Coordinator, Office of the City Clerk
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sacha.smith@mississauga.ca

INDEX – GENERAL COMMITTEE – MAY 15, 2013

CALL TO ORDER

DECLARATIONS OF DIRECT (OR INDIRECT) PECUNIARY INTEREST

APPROVAL OF THE AGENDA

PRESENTATIONS

DEPUTATIONS

- A. David Naylor, President, University of Toronto, Deep Saini, Vice-President, University of Toronto and Principal, University of Toronto Mississauga (UTM) and Professor Ulrich Krull, Vice-Principal, Special Initiatives, University of Toronto Mississauga with respect to UTM's vision for the Institute for Management and Innovation.
- B. Syed Siraj-Ul Hassan to request an exemption to the Animal Care and Control By-law 98-04 for a pigeon enclosure at 3293 Fanleaf Drive (Ward 10)
- C. Item 2 Lorenzo Mele, Transportation Demand Coordinator and Kevin McLaughlin, President, Auto Share Inc.
- D. Item 3 Jason Klomp, Manager, Sports with respect to the Mississauga Sport Tourism Strategy and Arlene D'Costa, Web Designer with respect to the Mississauga Tourism website
- E. Robert Kawamoto, Mississauga Toronto West Tourism to provide an update on Mississauga Tourism

MATTERS TO BE CONSIDERED

Unfinished Business

- 1. Ground Lease Agreement with Bell Mobility Inc. for the use of portion of right of way, located on the south side of Premium Way, east of Stavebank Road, City of Mississauga (Ward 7)

New Business

2. Car Share Service Pilot Project – Year One Update
3. Mississauga Sport Tourism Strategy
4. Request by GO Transit for Permanent Noise Exemption from Noise Control By-law 360-79, as amended (Ward 4)
5. Administrative Penalty System for Licensing and Parking Offences and Single Source Contract Award to ParkSmart Inc. for Parking Enforcement and Administrative Penalty System Solution
6. Administration of Parking Tickets Issued at Lester B. Pearson International Airport
7. Parking Prohibition Anytime – Barchester Court (Ward 8)
8. Amendments to the Property Standards By-law 654-98, as amended, to address deficiencies related to boarded buildings
9. Temporary Road Closures – Lorne Park Road at the Canadian National Railway and Haig Boulevard at the Canadian National Railway (Wards 1 and 2)
10. 2013 Tax Ratios, Rates and Due Dates
11. Single Source Contract Award to Dependable Truck and Tank Limited for Repairs, Refurbishing and Maintenance Services for Mississauga Fire & Emergency Services

ADVISORY COMMITTEE REPORTS

Public Vehicle Advisory Committee Report 2-2013 – April 29, 2013

Mississauga Celebration Square Events Committee Report 3-2013 – April 29, 2013

Environmental Advisory Committee Report 3-2013 - May 7, 2013

Museums of Mississauga Advsiory Committee Report 2-2013 - May 7, 2013

COUNCILLORS' ENQUIRIES

CLOSED SESSION

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

ADJOURNMENT

CALL TO ORDERDECLARATIONS OF DIRECT (OR INDIRECT) PECUNIARY INTERESTAPPROVAL OF THE AGENDAPRESENTATIONSDEPUTATIONS

- A. David Naylor, President, University of Toronto, Deep Saini, Vice-President, University of Toronto and Principal, University of Toronto Mississauga (UTM) and Professor Ulrich Krull, Vice-Principal, Special Initiatives, University of Toronto Mississauga with respect to UTM's vision for the Institute for Management and Innovation.
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MATTERS TO BE CONSIDEREDUnfinished Business

- 1. Ground Lease Agreement with Bell Mobility Inc. for the use of portion of right of way, located on the south side of Premium Way, east of Stavebank Road, City of Mississauga (Ward 7)

Corporate Report dated April 8, 2013 from the Commissioner of Corporate Services and Treasurer with respect to a Ground Lease Agreement with Bell Mobility Inc. for a telecommunication cell tower.

This report was deferred to the May 15, 2013 General Committee meeting as per recommendation GC-0266-2013 adopted by Council on May 8, 2013.

RECOMMENDATION

That a by-law be enacted authorizing the Commissioner of Transportation and Works and the City Clerk to execute a Ground Lease Agreement, and all documents ancillary thereto, including amending agreements, between the Corporation of the City of Mississauga ("City"), as Landlord, and Bell Mobility Inc. ("Bell"), as Tenant, for the use of a portion of the public highway known as Premium Way, for a term of five (5) years, commencing on April 1, 2013 and expiring on March 31, 2018, to permit Bell to install and operate a telecommunication cell tower, together with three (3) options to extend of five (5) years each. The subject property is located on the south side of Premium Way, east of Stavebank Road, containing an area of approximately 34.84 square metres (375 square feet), in the City of Mississauga, Region of Peel, in Ward 7.

New Business

2. Car Share Service Pilot Project – Year One Update

Corporate Report dated May 1, 2013 from the Commissioner of Transportation and Works with respect to the Car Share Service Pilot Project.

RECOMMENDATION

1. That the report entitled, "Car Share Service Pilot Project-Year One Update" from the Commissioner of Transportation and Works, dated May 1, 2013 be received for information.
2. That the Transportation and Works Department report back to General Committee in one year with a final report on the Car Share Service Pilot Project.

3. Mississauga Sport Tourism Strategy

Corporate Report dated April 25, 2013 from the Commissioner of Community Services with respect to the Mississauga Sport Tourism Strategy.

Please note that Appendix 1 to the Report was distributed to Members of Council and the Leadership Team. Appendix 1 is available on the City's website or you contact the Clerk's Office for a copy.

RECOMMENDATION

That the Corporate Report dated April 25, 2013 from the Commissioner of Community Services entitled Mississauga Sport Tourism Strategy be endorsed in principal and referred to the budget process for implementation.

4. Request by GO Transit for Permanent Noise Exemption from Noise Control By-law 360-79, as amended (Ward 4)

Corporate Report dated May 1, 2013 from the Commissioner of Transportation and Works with respect to a request from GO Transit for a permanent noise exemption from the Noise Control By-law.

RECOMMENDATION

That a by-law to amend the Noise Control By-law 360-79, as amended, be enacted exempting GO Transit, a Division of Metrolinx, from Schedule 2, Column 1, Section 2 of the Noise Control By-law 360-79, as amended, for the Public Address System, located within the City of Mississauga right of way on Station Gate Road, upon the execution of a Licence Amending Agreement to permit the Public Address System.

5. Administrative Penalty System for Licensing and Parking Offences and Single Source Contract Award to ParkSmart Inc. for Parking Enforcement and Administrative Penalty System Solution

Corporate Report dated May 1, 2013 from the Commissioner of Transportation and Works with respect to the Administrative Penalty System for Licensing and Parking Offences and a Single Source Contract Award to ParkSmart Inc.

RECOMMENDATION

1. That an administrative penalty system be implemented for the City of Mississauga for the enforcement of licensing and parking offences.
2. That penalty amounts be reduced from the \$125 set fine to \$100 for heavy vehicle and fire route parking violations so that they are included in the City of Mississauga's administrative penalty system.
3. That Council pass a resolution requesting that the Province of Ontario amend Ontario Regulation 333/07 Administrative Penalties to permit the enforcement of accessible parking through an administrative penalty system.

4. That the contract for the supply of a Parking Enforcement and Administrative Penalty IT System Solution including hardware, software, accessories and related services be awarded to ParkSmart Inc. for a seven year term ending in 2020.
5. That the Purchasing Agent be authorized to execute the necessary contract forms in the estimated amount of \$1,145,000 (inclusive of \$210,000 estimated cost for interactive voice response system services which are fully recovered and exclusive of taxes), as well as any amendments which may be needed during the term to accommodate growth, provided funding is in place.
6. That ParkSmart Inc. continues to be designated as the "City Standard" for the duration of the contract term.

6. Administration of Parking Tickets Issued at Lester B. Pearson International Airport

Corporate Report dated May 1, 2013 from the Commissioner of Transportation and Works with respect to the administration of parking tickets issued at Lester B. Pearson International Airport.

RECOMMENDATION

That a by-law be enacted authorizing the Mayor and Clerk to execute an Agreement between the Corporation of the City of Mississauga and her Majesty the Queen in Right of Canada, as represented by the Minister of Justice and the Attorney General of Canada to provide for the administration of parking tickets issued at Lester B. Pearson International Airport from January 1, 2013 to March 31, 2018.

7. Parking Prohibition Anytime – Barchester Court (Ward 8)

Corporate Report dated May 1, 2013 from the Commissioner of Transportation and Works with respect to a parking prohibition on Barchester Court.

RECOMMENDATION

That a by-law be enacted to amend By-law 555-2000, as amended, to implement a parking prohibition anytime on the west and south sides of Barchester Court.

8. Amendments to the Property Standards By-law 654-98, as amended, to address deficiencies related to boarded buildings

Corporate Report dated May 1, 2013 from the Commissioner of Transportation and Works with respect to amendments to the Property Standards By-law 654-98, as amended to address deficiencies related to boarded buildings.

RECOMMENDATION

That a by-law be enacted to amend the Property Standards By-law 654-98, as amended, to update the by-law and limit the length of time a boarded building may remain boarded, as outlined in the report from the Commissioner, Transportation and Works, dated May 1, 2013 titled "Amendments to the Property Standards By-law 654-98, as amended, to address deficiencies related to boarded buildings".

9. Temporary Road Closures – Lorne Park Road at the Canadian National Railway and Haig Boulevard at the Canadian National Railway (Wards 1 and 2)

Corporate Report dated April 19, 2013 from the Commissioner of Transportation and Works with respect to temporary road closures on Lorne Park Road and Haig Boulevard.

RECOMMENDATION

That a by-law be enacted to implement the following temporary road closures necessary for GO Transit to complete the removal and replacement of track material and reconstruction of the railway crossings at:

1. Lorne Park Road commencing at 7:00 p.m. on Friday, May 31, 2013 and ending at 5:00 a.m. on Monday, June 3, 2013.
2. Haig Boulevard commencing at 7:00 p.m. on Friday, June 21, 2013 and ending at 5:00 a.m. on Monday, June 24, 2013.

10. 2013 Tax Ratios, Rates and Due Dates

Corporate Report dated April 26, 2013 from the Commissioner of Corporate Services and Treasurer with respect to the 2013 Tax Ratios, Rates and Due Dates.

RECOMMENDATION

1. That the 2013 net operating levy be approved at \$369,688,103.
2. That the City of Mississauga's 2013 tax ratios remain unchanged and be set as follows:

Commercial	1.409816
Industrial	1.570762
Multi-residential	1.778781
Pipeline	1.151172
Farmland	0.250000
Managed Forest	0.250000
3. That the City of Mississauga's 2013 tax rates be established as outlined in Appendix 1 to the report dated April 17, 2013 from the Commissioner of Corporate Services and Treasurer.
4. That the 2013 residential tax due dates be set for July 4th, August 1st and September 5th, 2013.
5. That the 2013 non-residential tax due date be set for August 1st, 2013.
6. That the 2013 due dates for properties enrolled in one of the City's Pre-authorized Tax Payment Plans be set based on their chosen withdrawal date.
7. That the 2013 budgets of the Clarkson, Port Credit, Streetsville and Malton Business Improvement Areas as set out in Appendix 2 requiring tax levies of \$75,000, \$594,993, \$232,102 and \$108,400 respectively, be approved as submitted, and that the necessary budget adjustments be made.
8. That the rates to levy the 2013 taxes for the Clarkson, Port Credit, Streetsville and Malton Business Improvement Areas be established as set out in Appendix 3 to the report dated April 5, 2013 from the Commissioner of Corporate Services and Treasurer.
9. That the necessary by-laws be enacted.

11. Single Source Contract Award to Dependable Truck and Tank Limited for Repairs, Refurbishing and Maintenance Services for Mississauga Fire & Emergency Services

Corporate Report dated April 17, 2013 from the Commissioner of Community Services with respect to a Single Source Contract Award to Dependable Truck and Tank Limited.

RECOMMENDATION

That the Purchasing Agent be authorized to sign and issue a purchase order to Dependable Truck and Tank Ltd, Brampton, ON in the amount of \$360,000.00 annual estimate (plus tax) per annum, subject to Council approval of annual operating budgets, for a period of five years for the demand service repairs and supply of parts.

ADVISORY COMMITTEE REPORTS

Public Vehicle Advisory Committee Report 2-2013 – April 29, 2013
(Recommendation PVAC-0009-2013 to PVAC-0012-2013)

Mississauga Celebration Square Events Committee Report 3-2013 – April 29, 2013
(Recommendation MCSEC-0008-2013 to MCSEC-0014-2013)

Environmental Advisory Committee Report 3-2013 - May 7, 2013
(Recommendation EAC-0015-2013 to EAC-0024-2013)

Museums of Mississauga Advsiory Committee Report 2-2013 - May 7, 2013
(Recommendation MOMAC-0008-2013)

COUNCILLORS' ENQUIRIES

CLOSED SESSION

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

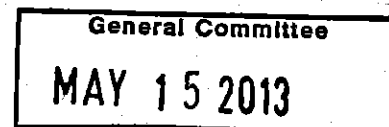
ADJOURNMENT



Corporate Report

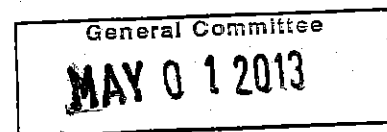
Clerk's Files

Originator's Files PO.13.PRE



DATE: April 8, 2013

TO: Chair and Members of General Committee
Meeting Date: May 1, 2013



FROM: Brenda R. Breault, CMA, MBA
Commissioner of Corporate Services and Treasurer

SUBJECT: **Ground Lease Agreement with Bell Mobility Inc. for the use of portion of right of way, located on the south side of Premium Way, east of Stavebank Road, City of Mississauga (Ward 7)**

RECOMMENDATION: That a by-law be enacted authorizing the Commissioner of Transportation and Works and the City Clerk to execute a Ground Lease Agreement, and all documents ancillary thereto, including amending agreements, between the Corporation of the City of Mississauga ("City"), as Landlord, and Bell Mobility Inc. ("Bell"), as Tenant, for the use of a portion of the public highway known as Premium Way, for a term of five (5) years, commencing on April 1, 2013 and expiring on March 31, 2018, to permit Bell to install and operate a telecommunication cell tower, together with three (3) options to extend of five (5) years each. The subject property is located on the south side of Premium Way, east of Stavebank Road, containing an area of approximately 34.84 square metres (375 square feet), in the City of Mississauga, Region of Peel, in Ward 7.

BACKGROUND: In April 2010, Bell submitted an application to the City's Planning and Building Department for permission to erect a telecommunication cell tower on private lands located on Stavebank Road, and it was decided the site was not suitable. Bell was asked to investigate an alternative location in the neighbourhood of Premium Way and Stavebank Road.

A suitable site was found on the south side of Premium Way, east of Stavebank Road. The site forms part of the untravelled portion of Premium Way, containing an area of approximately 34.84 square metres (375 square feet).

COMMENTS:

The proposed improvements on the leased lands include a telecommunication cell tower in a form of a monopole approximately 36 metres (118 feet) high, and an equipment cabinet approximately 8.08 square metres (87 square feet) in area. It is similar to the digital generated image shown on Appendix 2.

Negotiations were conducted with representatives of Bell and Bell has agreed to a Ground Lease Agreement, with the terms and conditions summarized as follows:

- Term: five (5) years from April 1, 2013;
- Option to Extend: three (3) options to extend of five (5) years each and the rent shall be negotiated to reflect fair market value at the time the Lease is extended;
- Rent: \$18,000 plus HST and all applicable taxes;
- Utilities: The Tenant shall be solely responsible for all charges for utilities and services used;
- Permitted Use: Telecommunication cell tower;
- Early Termination: The Tenant may, at its sole discretion, terminate the lease by giving the Landlord at least 180 days prior written notice and the Tenant shall ensure the improvements are removed and the lands restored to the satisfaction of the Landlord, acting reasonable;
- Relocation: The Landlord shall have the right to change the location of leased lands by giving 365 days prior written notice. If the relocation notice occur within the first 5 years of the term, the Landlord will solely responsible for the direct, reasonable, out of pocket expenses of relocation, except any loss of profits. If the relocation occurs after the first 5 years, the Tenant shall be responsible all relocation costs.
- The Tenant shall not sublet or license or allow a third party to affix or attach fixture or equipment on the leased lands or improvements without first obtaining the written consent of the Landlord, which consent may not be unreasonably withheld. If the Landlord is prepared to grant such consent, the Rent will

automatically be increased by a sum of \$5,000, plus all applicable taxes;

- Should there be a requirement to do so, the Tenant shall supply sufficient space for the Landlord to locate its services on the Tenant's improvements, rent free, provided the Landlord's use does not interfere with Tenant's use.

Transportation and Works staff had significant input in the negotiations and discussions with Bell in establishing mutually agreeable terms for the proposed Ground Lease Agreement, and subsequently have no objection to it.

FINANCIAL IMPACT: Under the terms of the Ground Lease Agreement, rent is \$18,000 per annum, plus all applicable taxes.

CONCLUSION: The proposed Ground Lease Agreement will allow Bell to construct and operate a telecommunication cell tower at a location deemed suitable by the City to enhance Bell's services.

ATTACHMENTS: Appendix 1: Approximate location of the Leased Lands.

Appendix 2: Image of the Telecommunication Tower



Brenda R. Breault, CMA, MBA
Commissioner of Corporate Services and Treasurer

Prepared By: Stephen Law, Project Leader



Leased Lands



MISSISSAUGA
Leading today for tomorrow

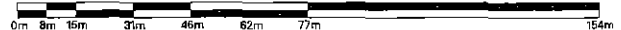


Corporate Services

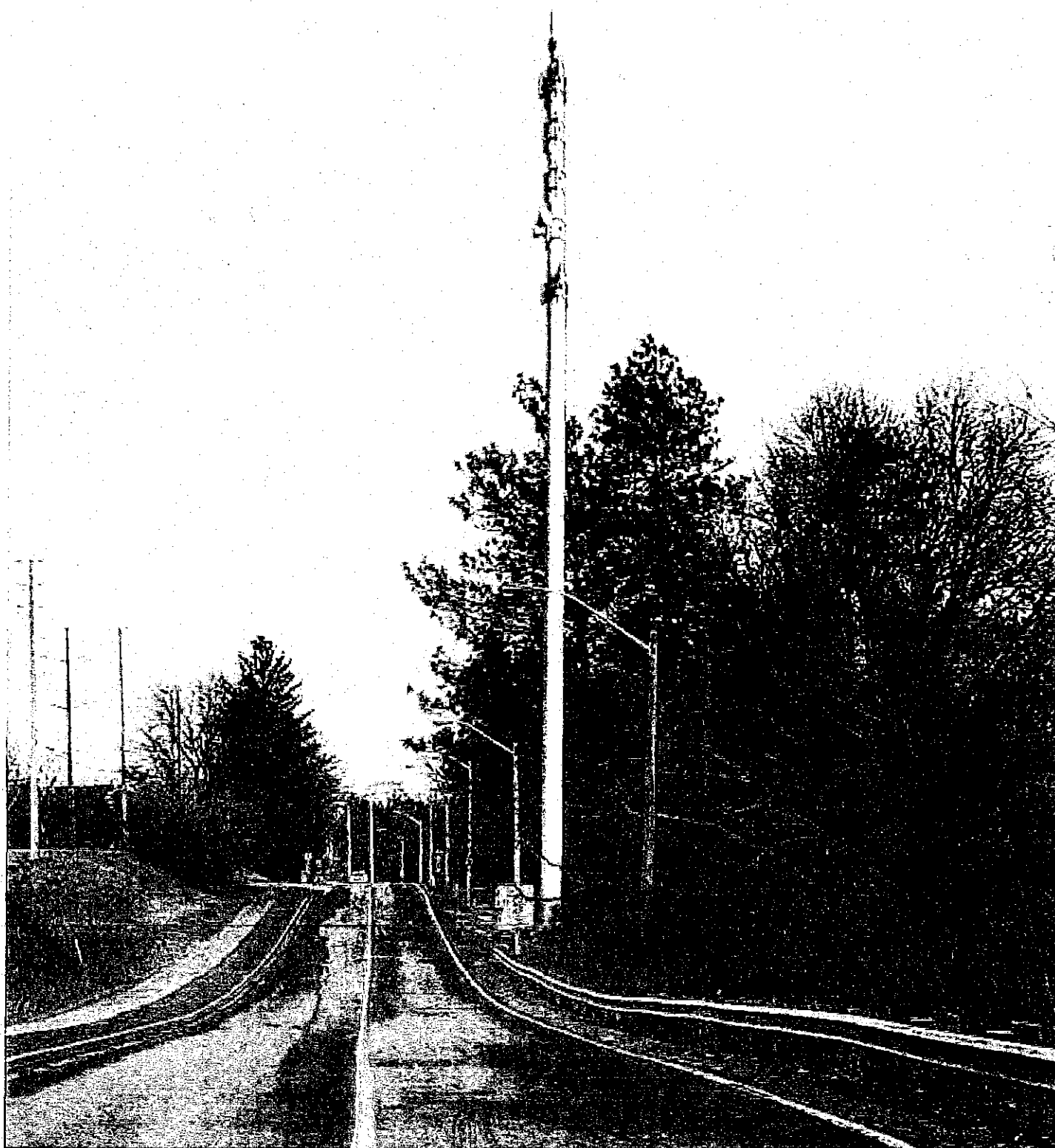
Realty Services

Location of Leased Lands
Premium Way & Stavebank Road
File: PO.13.PRE (Ward 7)

SCALE FOR REDUCED DRAWINGS



This is not a Plan of Survey

**Bell**

Photographic Simulation

W2358-Stavebank Road and Premium Way, Mississauga, Ontario



Corporate Report

Clerk's Files

Originator's
Files

MG.23.REP

2

DATE: May 1, 2013

General Committee

MAY 15 2013

TO: Chair and Members of General Committee
Meeting Date: May 15, 2013

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

SUBJECT: Car Share Service Pilot Project – Year One Update

- RECOMMENDATION:**
1. That the report entitled, "Car Share Service Pilot Project-Year One Update" from the Commissioner of Transportation and Works, dated May 1, 2013 be received for information.
 2. That the Transportation and Works Department report back to General Committee in one year with a final report on the Car Share Service Pilot Project.

**REPORT
HIGHLIGHTS:**

- The City introduced a two-year Car Share Service Pilot Project in April 2012.
- This report provides a summary of the year one financial indicators and usage patterns.
- 16 City divisions have used the car share service.
- 269 trips were taken using car share service by 40 City employees.
- 616 trips taken using car service by 126 community members.
- 43,468 total combined kilometers driven by all car share users.

- \$12,752 total year one cost to the City for the provision and business use of car share services.
- a third vehicle (Toyota Camry Hybrid) was added to the AutoShare Mississauga fleet at no additional cost to the City.
- A final report will be brought back at the end of the two-year pilot in May 2014.

BACKGROUND:

The population in the City of Mississauga is expected to grow to 812,000 by 2031, and the downtown area is fast becoming home to tens of thousands of residents, employees and students. The City of Mississauga has made a commitment to nurture the evolution of a liveable, compact, accessible, sustainable downtown centre, and in response there is a desire to further reduce parking demand in the downtown.

On July 4, 2011, the City began to charge employees and visitors for parking in the Civic Precinct, including the Civic Centre, Central Library and Living Arts Centre. During consultations leading up to changes in the parking program, City employees that were considering options to their commute mode expressed concerns related to not having a vehicle to use during the day for either personal or business purposes.

To encourage and support City employees and residents in the downtown to reduce personal vehicle use, the City introduced a Car Share Service Pilot Project in April 2012. Given the large concentration of high density residential buildings in the downtown, City Hall and other office uses, the potential for car sharing to encourage more people to take transit, carpool, walk or cycle more often is significant.

Introducing this service for people living, working and studying in the downtown aims to reduce total urban driving, support a reduction in household vehicle ownership, and increase walking, cycling and the use of public transport.

COMMENTS:

The car share service introduced in April 2012 and provided by AutoShare Inc. allows registered members to book a nearby vehicle, unlock it with a membership smart card and later return the vehicle to the same parking space. Two vehicles have been stationed on-street in the downtown on Burnhamthorpe Road and Living Arts Drive; and two parking spaces in each location have been provided free of charge during the pilot project. One of the vehicles has been designated for exclusive City employee use, Monday to Friday between the hours of 8:00 a.m. and 6:00 p.m.. The cost for using the service is calculated based on trip duration (hourly) and driving distance (km).

For the past year, the car share service has provided City employees that become registered members of AutoShare with access to the car share service for business use under the City corporate account, and City employees may also access the car share service for personal use under a personal account (the cost of using the service for personal use is paid for by the City employee).

In addition to the promotion of City employee use for business and personal reasons, access to the car share service has also been actively promoted to people living, working and studying in the broader downtown community. A comprehensive program of communication, advertising and marketing, designed to increase general public membership in the car share service has been and will continue to be delivered by AutoShare Inc. in collaboration with the City, Smart Commute Mississauga and other community partners.

As the Mississauga downtown and other key development areas continue to transform and grow, there is an increasing desire by the City's Planning and Building Department and land development industry to include car share services and associated parking requirements for large scale office and residential developments. The Transportation and Works Department will continue to provide support to the Planning and Building Department concerning the inclusion of transportation demand management and associated car share service policies and parking best practices within appropriate development projects.

Prior to the introduction and promotion of the car share service to all City employees, the Transportation Project Office, in cooperation with AutoShare Inc., established corporate accounts for all interested City

divisions. Each registered division is required to appoint a car share service administrative coordinator whose responsibility is to act as the prime contact and liaison between colleagues in their division and AutoShare on matters related to member registration, and 'mock' invoice retrieval and circulation.

The service use over the past year has been monitored on a monthly basis and each participating division has been provided with a monthly car share service 'mock' invoice and use report. The report includes all trip parameters (purpose, date, time, duration, distance and destination) for business use of the service by City employee and associated City division.

In addition, monthly reports have been prepared and reviewed that summarize monthly car share service use by the community expressed as total individuals using the service, hours used, vehicle kilometres travelled and total fees billed. As of the end of year one (March 31, 2013), 20 City divisions were registered with AutoShare and a total of 78 City employees had obtained an AutoShare membership. In terms of actual use, 14 of the 20 divisions are active users with a total of 40 employees having used the service in year one.

As anticipated, community use of the service has outpaced City use and an early indication of the continued growth in community use was the recent addition to the Mississauga car share fleet of a 2013 Toyota Camry Hybrid.

Below is a summary of the car share service use for year one:

	Trips	Kilometers	Hours
City	269	8,228	892
Community	616	35,240	3,225
Combined	885	43,468	4,116

STRATEGIC PLAN:

The Car Share Service Pilot Project is consistent with the following Strategic Pillars for Change, Goals and Actions put forth in the City's Strategic Plan:

- Develop a Transit-Oriented City
- Implement a Parking Strategy that Supports Public Transit

- Provide Mobility Choices. Action 15 – Use Incentives to Encourage Work Commutes by Public Transit.

The Downtown 21 Master Plan – ‘Build Multi-Modal’ is the guiding principle that places an emphasis on developing “A successful, vibrant and active downtown that will have to support and rely on a range of transportation modes including walking, cycling, transit and the car”.

The other associated principle is to “Adopt parking strategies that support urban design excellence, foster economic growth and implement transportation demand management”. The 2009 Downtown Parking Strategy also calls for “A City supported auto sharing service” as one of the recommended Transportation Demand Management (TDM) initiatives.

FINANCIAL IMPACT: The 2012 and 2013 approved annual budgets (23471-715350) for this two-year pilot project is \$20,000 per year and the minimum financial commitment by the City to AutoShare Inc. per month is \$1,150, which is comprised of \$500 for the open-access vehicle and \$650 for the vehicle designated for exclusive City use or \$13,800 annually.

The contract also contains provisions that acknowledge the start-up nature of the service in Mississauga and an economic indicator of business viability was established. Once combined City and community use of the service reaches or exceeds \$1,500 per month/vehicle, the City will receive a \$500/month credit for the open-access vehicle and a \$650/month credit for the exclusive City use vehicle, and the amount billed to the City will reflect only the actual costs of service used. Over the course of the first year, combined City and community use exceeded the \$1,500/month per vehicle threshold on three (3) occasions.

On a monthly basis, AutoShare Inc. issues e-invoices to all members including the City’s administrative coordinators, upon which the ‘mock’ invoices are reviewed and forwarded to the Transportation Project Office for project monitoring purposes. On a quarterly basis, actual invoices are issued by AutoShare to the City for processing and payment and the table below summarizes all costs associated with the provision and use of car services in year one.

Year One Actual Use	Amount Billed
Actual City Usage	\$6,570
Portion of Guaranteed Minimum*	\$6,182
Total City Billing	\$12,752
Community Usage	\$21,242
Combined City and Community	\$33,994

* Guaranteed Minimum represents the City's annual financial commitment of \$13,800 minus actual City use \$6,570 and adjusted to reflect the economic indicator of business viability (Community and City use exceeding the \$1,500/month per vehicle).

In year two of the project, Transportation and Works will continue to work with participating divisions and their employees to further evaluate the service by gauging user satisfaction, assessing operational and commuter needs and studying the overall economic merits of the service.

CONCLUSION:

The start-up of a car share service in the downtown area has become an important strategic investment for the City. Use of the service by employees and community members is approaching 1,000 trips and the addition of a third vehicle to the local fleet indicates that people value this transportation service; and further that it complements numerous strategic City priorities related to land use, parking management, public transit and overall community sustainability.

For people living, working and studying in the downtown, the car share service provides them with an alternative to traditional automobile ownership with the aim of reducing total urban driving, supporting a reduction in household vehicle ownership, and increasing walking, cycling and the use of public transport.

As the pilot project enters its second year, the Transportation and Works Department and Auto Share Inc., with support from Corporate Communications, will continue to promote and vigorously market the service across the entire downtown community. The department will

also work with interested and already participating City divisions to evaluate the merits of continuing the service beyond the pilot project term.



Martin Powell, P.Eng.

Commissioner of Transportation and Works Department

*Prepared By: Lorenzo Mele, Transportation Demand Management
Coordinator*



Corporate Report

Clerk's Files

Originator's
Files

3

DATE: April 25, 2013

TO: Chair and Members of General Committee
Meeting Date: May 15, 2013

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

SUBJECT: **Mississauga Sport Tourism Strategy**

General Committee

MAY 15 2013

RECOMMENDATION: That the Corporate Report dated April 25, 2013 from the Commissioner of Community Services entitled Mississauga Sport Tourism Strategy be endorsed in principal and referred to the budget process for implementation.

**REPORT
HIGHLIGHTS:**

- The Mississauga Sport Tourism Strategy ("Strategy") is a three (3) year strategic plan that provides recommendations designed to enhance the City's existing sport tourism events and attract new sport events to Mississauga. The Strategy is developed around four (4) strategic areas and includes seventeen (17) recommendations.
- Key strategic focus areas include Sport Tourism Leadership, High Impact Events, Community Capacity and Sport Event Friendly City.
- The recommendations are based on consultations with the sport and business communities, tourism stakeholders and the Mississauga Tourism Advisory Panel, a review of best practices and an assessment of Mississauga's capacity to host events.

- Mississauga's Sport Tourism Strategy requires resources to lead and implement the Strategy. A budget request will be submitted for a staff complement in the 2014 budget.
- Funding partnerships are required to successfully implement the strategy.

BACKGROUND:**The Sport Tourism Sector**

Sport Tourism is the fastest growing segment of the tourism industry with \$3.6 billion in annual spending (Statistics Canada 2010).

Communities across Canada are developing strategic alliances with key stakeholders in the municipal, hotel, corporate and education sectors in order to combine efforts and develop a strategic approach to attract sport events to their communities.

Many municipalities make sport tourism a key focus in their economic development and tourism strategies. For the City of Mississauga, investing in Sport Tourism will:

- generate economic activity for hotel, food and retail businesses;
- support infrastructure investment and renewal;
- generate incremental municipal revenues through rental fees;
- promote the City of Mississauga with national and international media coverage;
- build community involvement in volunteerism;
- build interest in sport and active life styles;
- profile local and high performance athletes;
- generate a sense of civic pride

Mississauga's Sport Tourism Strategy

At the Council Meeting of March 28, 2012, Council received a Corporate Report entitled "Mississauga Sport Tourism Strategy" from the Commissioner of Community Services. In that report staff advised Council that the City was partnering with Mississauga Toronto West Tourism (MTWT) to develop a Sport Tourism Strategy ("Strategy") with the objective of creating a proactive and systematic approach to

identifying and securing new sport events that support the City's strategic goals and the objectives of our partners.

A Sport Tourism Working Committee ("Committee") was established comprised of key community stakeholders to assist in developing the Strategy. Members of the Committee included: Catherine Holland (Executive Director Mississauga Sports Council), Mike Hamilton (Hershey Centre), Dave Clancy (University of Toronto), Laura McGill (ROPSSAA Athletic Convenor), Kevin Schmidt (Delta Hotels), Elliott Kerr (Landmark Sport Inc.), Robert Kawamoto (MTWT), Howie Dayton (Director, Recreation), Stu Taylor (District Manager, Northeast Recreation and Project Sponsor), Angie Russell (Administrative Assistant), and Jason Klomp (Manager, Sports and Project Lead).

In May 2012, the City retained the services of Cameron Hawkins and Associates and the Tourism Company to assist in the development of the Strategy.

A comprehensive consultation has informed the final strategy. Staff engaged approximately 40 affiliated and community sport groups, elected officials, hotel operators, Toronto Tourism, event organizers, the Greater Toronto Hotel Association, the Mississauga Sports Council through a series of roundtable discussions, surveys and one-on-one interviews. The general public was engaged through an open house meeting.

Mississauga's Sport Tourism Strategy recommendations have been fully endorsed by the Working Committee and the Mississauga Tourism Advisory Panel.

COMMENTS:

Mississauga's Sport Tourism Strategy recommends four (4) key strategic focus areas and includes seventeen (17) recommendations designed to build the city's capacity to pursue, host and grow existing and new sport events. The key strategic focus areas include:

- Sport Tourism Leadership – Build leadership capacity to implement the Sport Tourism Strategy
- High Impact Events – Assess, acquire and deliver new high impact events

- Community Capacity – Build on the community’s capacity to deliver well managed and sustainable events that maximize the community and economic benefits of sport tourism; and
- Event Friendly City – develop and implement “event friendly” policies, procedures and promotional programs.

The Sport Tourism Strategy includes a three (3) year implementation plan, (Section 13.0). The successful implementation of the plan within the suggested timelines will require additional staff and program resources. As described in the Strategy (Appendix E) the economic benefits from securing annual events such as the Little Native Hockey League or the North American Roller Hockey Championship, demonstrates the return on the investment.

Implementation

It is recommended that the implementation plan be supported through the creation of a Sport Tourism Subcommittee of the Mississauga Tourism Advisory Panel. Membership is recommended to include Mississauga hotel operators, MTWT, the Hershey Centre and the Mississauga Sport Council. The main purpose would be to develop a 3-year Event Pursuit Business Plan and to provide ongoing advice as the strategy moves forward.

Building capacity in the Sport Tourism sector requires focus and skill. Recommendations will influence policy (i.e. allocations), facility planning (i.e. Future Directions) and co-ordination with other city departments and divisions. The strategy recommends a dedicated resource with the necessary skill set to focus on the following:

- Lead for the Sport Tourism Strategy implementation
- Development of sport hosting bids; (i.e. Ontario Summer Games)
- Development of Sport Hosting event on-line information;
- Promotion of Mississauga as sport tourism destination;
- Liaise to major sport events (i.e. Pan Am/Para Pan Games)
- Chair the Sport Tourism Sub-Committee; and
- Building a stronger relationship with Mississauga West Toronto Tourism, Sport Council, sport groups and event organizers.

The Recreation Division is identified as the lead and will incorporate these recommendation into it work plan as resources allow. A new Sport Tourism/Events position, as described above, has been identified for Council's consideration in the 2014 budget submission

Short Term Priorities

Once the Strategy is approved, staff will pursue the following deliverables:

1. Establishing the Sport Tourism Subcommittee
2. Reviewing the partnership agreement with MTWT
3. Developing a funding agreement with the Greater Toronto Hotel Association
4. Finalizing the prospect event list
5. Developing and implementing an integrated marketing campaign including the development of sport tourism website

STRATEGIC PLAN:

The Mississauga Sport Plan identified Sport Tourism as a key strategic focus area and recommended that a Sport Tourism Strategy be developed. This report satisfies that requirement.

A successful sport tourism strategy will provide both community and economic benefits to the City and achieve the strategic pillars "belong" and "prosper".

FINANCIAL IMPACT:

The implementation of Mississauga's Sport Tourism Strategy will require funds to underwrite the development of an interactive event organizer toolkit, sport tourism website and marketing and promotional material, to guarantee bids and support future grant and rebate programs. A staffing resource will be included in the 2014 budget request for a full time complement for Council's consideration.

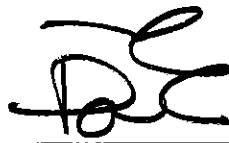
Funding to support these deliverables is being pursued with the Greater Toronto Hotel Association and Mississauga Toronto West Tourism who are both stakeholders in the advancement of the strategy. The City is seeking both an annual commitment to support the internal resources required and initial funding to address specific deliverables in each of the three (3) years.

CONCLUSION:

The process for the development of the Mississauga Sport Tourism Strategy has been extensive and inclusive of a broad range of stakeholders. The Strategy provides a strategic approach, identifies the levers and resources required to drive significant economic and community benefits from sport tourism, and positions Mississauga as a leader in the Sports Tourism sector.

ATTACHMENTS:

Appendix 1: Mississauga Sport Tourism Strategy



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

Prepared By: Jason Klomp, Manager, Sports



MISSISSAUGA SPORT TOURISM STRATEGY

April, 2013

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Executive Summary

Sport tourism has become an increasingly competitive business in Canada. To capture some of the \$3.6 billion in economic activity it generates, municipalities across the country have begun to focus on this unique form of tourism activity.

Mississauga offers event organizers a resident population of more than 740,000 and ready access to a market of seven million within 100 kilometres. Coupled with its excellent sports facilities and track record of successful event hosting, Mississauga has all the resources required to see an increase in sport tourism activity. What is missing is a proactive and systematic approach to event acquisition and hosting. With cities across Canada actively pursuing sport tourism events, an ad hoc or opportunistic approach to event acquisition cannot be competitive. The Strategy contains recommendations that will allow the city and its key stakeholders to implement a proactive and systematic approach to identifying and securing new events that support the city's strategic goals, and the objectives of its partners.

It is an axiom of business that your best customers are your current customers. For this reason, ten of the seventeen recommendations in the Sport Tourism Strategy focus on enhancing the viability, sustainability and tourism impact of the city's current sport tourism events.

Visitors - whether to existing tournaments or new events - bring new wealth to the community, create employment, enhance the city's tourism sector and provide an important revenue source to the affiliated groups involved in the event. An event such as the Mississauga Marathon with 25,000 participants and

spectators can generate an economic impact of almost \$2 million to the host city. A larger event such as North American Roller Hockey Championships can generate over \$10 million in economic activity for the host city. Marquee events such as the Memorial Cup or Skate Canada National Championships also attract considerable media attention and boost the city's national profile. The Strategy recommends pursuing both participant-oriented events such as youth and adult hockey, baseball and soccer tournaments, and spectator-oriented marquee events such as the Scottie's Tournament of Hearts.

The economic benefits of sport tourism activity accrue largely to the private sector businesses servicing participants, and to event organizers. Social and community benefits, on the other hand, accrue to the host city and its residents. For this reason the Sport Tourism Strategy should be implemented and funded by a partnership between the city and these key stakeholders. The economic and social benefits that would accrue to the city and other key stakeholders from hosting one or two new tournaments annually could recover the incremental costs required to implement this Strategy.

The Sport Tourism Strategy is built around four Areas of Focus, and contains seventeen recommendations designed to enhance the city's existing sport tourism events and attract new events to Mississauga. A summary of recommendations can be found on the following pages.

Strategic Framework

Vision Statement

Vision

Mississauga will be recognized as a great community to host sport events. Building on its strengths, Mississauga will strategically and proactively pursue and host sport events to drive economic activity to the city.

The Sport Tourism Strategy is built on four Strategic Focus Areas:

Strategic Focus Areas	Goal Statement
Sport Tourism Leadership	Build leadership capacity to implement the Sport Tourism Strategy
High Impact Events	Assess, acquire and deliver new high impact events.
Community Capacity	Build on the community's capacity to deliver well managed and sustainable events that maximize the community and economic benefits of sport tourism.
Event Friendly City	Develop and implement "event friendly" policies, procedures and promotional programs.

The seventeen recommendations are summarized in the following table.

Sport Tourism Leadership: Build leadership capacity to implement the Sport Tourism Strategy	
1	Operationalize the Sports Tourism Strategy with an experienced and dedicated staff resource.
2	Review the partnership agreement with Mississauga Toronto West Tourism to ensure alignment with the objectives of the Sport Tourism Strategy.
3	Establish a Sport Tourism subcommittee as part of the Mississauga Tourism Advisory Panel.
4	Establish an internal Major Sports Event Support Team.
High Impact Events: Assess, acquire and deliver new high impact events.	
5	Support and host selected events for the 2015 Pan/Parapan American Games and leverage the community and economic benefits from the Games.
6	Complete the feasibility study for hosting of the 2016 Ontario Summer Games.
7	Work with community sport organizations to identify opportunities for new locally-created events.
8	Prioritize the list of prospective events provided and pursue the opportunity to host.
9	Incorporate the assessment of sport tourism infrastructure into future iterations of <i>Future Directions</i> and other visioning, planning initiatives and capital budget forecasts.
Community Capacity: Build on the community's capacity to deliver well managed and sustainable events that maximize the community and economic benefits of sport tourism.	
10	Develop an innovative and interactive on-line Event Planning Toolkit for current and prospective event organizers
11	Develop and implement a series of workshops and roundtables for event organizers.
12	Provide event management assistance through direct involvement of municipal and Mississauga Toronto West Tourism staff on the Organizing Committee for selected events.
13	Facilitate the development of an accommodation strategy to build overnight stays in participating hotels.

14	Work with Mississauga Toronto West Tourism to develop and implement an “Attendance Builder” program for use by Event Organizing Committees.
Event Friendly City: Develop and implement “event friendly” policies, procedures and promotional pr	
15	Review administrative policies, procedures, rates and fees.
16	Develop and implement integrated marketing campaign and required promotional material
17	Develop and implement Sport Event Development Grant

1.0 Introduction

1.1 Rationale for the Project

Mississauga's Tourism Advisory Board identified an opportunity to attract additional visitors to the city through sport tourism events. With the concurrence of Council, the Recreation Division commissioned Cameron Hawkins & Associates, and the Tourism Company ("the Consultants") to review the current delivery of sport tourism initiatives and develop a Sport Tourism Strategy and Implementation Plan to optimize the impact of sport tourism on the city. The scope of the study included public and agency consultation, identification of the benefits of sport tourism, and the development of a Sport Tourism Strategy to guide the city in its efforts to build sport tourism activity.



2.0 Overview of Sport Tourism in Canada

2.1 Sport Tourism Defined

For the purpose of this study sport tourism is defined as:

Visitors who have travelled more than 40 kilometres one way from home and/or stay overnight, whose primary reason to travel is to participate in an organized sports-related activity.

An *organized sports-related activity* can include organized competitive events, trials, try-outs or training camps, clinics, exhibitions and sports-related meetings.

Participants can include:

Active participants—those who engage in sport for the purposes of competition with others, under a set of rules, or to improve their personal sporting performance;

Volunteers—individuals who volunteer their time and expertise in sport (for example, as a coach, a driver, an official or a fundraiser); and

Spectators—individuals who attend sporting games or events to observe.

2.2 Industry Size and Structure

Using data from the 2010 Statistics Canada's Travel Survey of Residents of Canada and International Travel Surveys, the Canadian Sport Tourism Alliance estimates that the total value of sport tourism in Canada reached \$3.6 million in 2010, an

increase of almost 9% since 2008. Domestic sport tourism accounted for the lion's share (\$2.6 billion) and saw the largest increase, almost 17%. US spending at Canadian events fell by 1% to \$283 million while international residents spent \$660 million, down almost 11% from 2008. During the same two year period, overall domestic tourism grew by 0.6%, while U.S expenditures fell by 3.0% and international revenues fell by 8.2%.

By a considerable margin, Ontario is the focal point of sport tourism activity in Canada, capturing 38% of total sport tourism overnight stays in 2010, or 2.63 million person visits. Quebec (1.35 million visits) and Alberta (620 thousand visits) were the next largest recipients. Accommodation, food and beverage and transportation represent the largest expenditure categories (each approximately 19%), followed by vehicle operation (15%) and recreation & entertainment (11%). These categories account for 84% of total receipts from sport tourism visits.

The market for sports events may be segregated by:

- the nature of the event activity – single or multi sport
- the geographic focus of the event – local, provincial, regional, national or international
- invitational events – events that are open to a limited number of participants that meet specific event criteria (performance standards, league standing, win-loss record)
- professional sports teams – while most of the attendance at professional sporting events is from the local or day-trip

market, professional sports events do generate economic activity from visiting teams, out of town spectators and from post-season play

- competitive versus non-competitive events (e.g. coaching clinics)

Sport tourism activity can also be classified to identify:

Championships: These are single-sport properties with rights held by the respective provincial, national or international sport organization. Such events may be permanently located in one venue (e.g. the U.S. Open Tennis Championship), but most rotate between locations - what are referred to as itinerant events. Securing high profile events such as the Tim Hortons Brier can be very competitive, but many smaller provincial and national events have difficulty finding willing host communities.

Tournaments: Tournaments are single sport, non-championship events. Many are arranged by local sport organizations, they are generally held in the same place at the same time every year and can become a familiar part of the community's annual calendar. While winning such a tournament may not be tied to provincial or national championship status, they can nevertheless be very competitive. Some tournaments, such as the Bell Cup minor hockey tournament in Ottawa, have grown to be very significant tourism generators.

Games: These are multi-sport events, staging a number of sport disciplines at the same time. The Ontario Games are a

program of the Ontario Ministry of Tourism, Culture and Sport and are delivered by Sport Alliance Ontario in collaboration with host communities. Other games can be delivered by a national or international sports organization such as the International Olympic Committee or by a cultural or industry group, such as the Police and Fire Games.

Camps, Clinics, Courses and Conferences: Although sport tourism is most often associated with competitive activity, training camps, skills clinics, training programs for coaches and officials, annual general meetings and conferences related to sports are also consider sport tourism activities.

Manufactured Events: A sport event may be created by a community, facility, or corporation primarily for commercial or tourism purposes. Red Bull created the “Crashed Ice” event (a cross between hockey and ski-cross) and staged its first event in Stockholm in 2001. It now runs five events worldwide each year, including a new event in Niagara Falls and its marquee event in Quebec City, which attracts an estimated 100,000 spectators. Marathons and half marathons, Skins Games and similar events fall into this category.



3.0 Environmental Scan

3.1 Defining the Competition

Defining the competition in the world of sport tourism is difficult. For large international multi-sport events such as the Pan / Parapan American Games, cities from around the world compete for hosting rights. For marquee events such as the IIHF World Juniors Hockey Championship the competitive field would include cities in North America and Europe, while for national championships such as the Memorial Cup or Tim Hortons Brier the competitive set would include only Canadian cities.

Cities compete for event hosting rights, but the competition does not stop there. Events themselves compete for hosting venues, sponsors, spectators, competitors and volunteers.

The competitive set for hosting rights is also defined by a city's event hosting capacity, including its sports facilities and past event hosting experience. In Ontario, Mississauga will face growing competition from all the major municipalities in the Golden Horseshoe, as well as the cities of Windsor, London, Kitchener-Waterloo, Brantford, Kingston, Ottawa, and Sault Ste. Marie. These cities have sports facilities that are competitive with those found in Mississauga, a successful track record for hosting major sports events and, in many cases, a well funded sport tourism strategy as part of the economic development plan.

In terms of competition for participants and spectators, the principal competition for events in Mississauga will be

comparable sports event in the GTA, as well as other forms of entertainment that compete for discretionary time and disposable income.

3.2 Benchmarking - Event Strategies and Policies in Other Jurisdictions

Sport tourism events can be found in almost every town and city in Canada. However, most municipalities do not have a cohesive policy framework for targeting major sports event, for facility allocation, event permit fees, the provision of municipal services or financial support. Most operate with a patchwork of policies and procedures based on historical precedents or adjustments to the community use policy framework. Financial support programs such as grants and fee waivers are typically aimed at a wide range of community events, including cultural celebrations and sports tournaments. Those municipalities such as Brantford and Kamloops that have developed policies, resources and strategies aimed specifically at growing their sport tourism sector have experienced very positive results.

Going forward, it may be difficult to experience the same rapid growth enjoyed by those municipalities that were amongst the first to focus on this sector. A growing number of cities have recognized the economic and community benefits that can accrue from sport tourism, and have developed, (or are developing) strategies, policies and procedures that link such events to corporate objectives.

To provide some background on how sport tourism is activated in other municipalities, benchmarking was undertaken on a number of cities that:

- Have shown innovation in leadership, governance and funding, and are succeeding in expanding their sport tourism sector.
- Are most likely to compete with Mississauga. This would include competition for itinerant national or provincial events, or in the creation of new events to meet an identified need within the GTA.

Most of these cities rely primarily on third parties for event delivery, but take a more active leadership role in the evaluation of hosting opportunities, preparation of event bids, and funding of major event operating costs. While some cities continue to differentiate between sports events and other cultural or heritage events, others such as Burlington and Hamilton have implemented an integrated framework of municipal procedures for all major events.

Appendix C provides additional details on how events are managed, supported and delivered in these municipalities.

Best Practices from Other Municipalities

The key lessons from municipal benchmarking are summarized below.

Linking Sport Tourism to Corporate Strategies

Municipalities that are achieving success in sport tourism have invested municipal resources in event acquisition and hosting as a means of achieving their economic development goals. They have clearly stated objectives and strategies within their strategic plan, economic development strategies and recreation master plans that provide the foundation for sport tourism strategy and policy. These corporate plans communicate to all stakeholders (including taxpayers) how the benefits of sport tourism will be used to achieve municipal and departmental objectives. The corporate strategic plan establishes the over-arching goals and deliverables for all other plans and strategies, and provides the rationale for resource allocation. Brantford and Kamloops, for example, have clearly articulated goals for sport tourism in their corporate strategic plans. These corporate goals have, in turn, been translated into economic development strategies, departmental programs and resource allocations focused on hosting sport tourism events.

Financial Support for Events

All of the municipalities reviewed for this engagement provide some form of ongoing financial support to selected events. The budgets for financial support (whether cash grants or waiver of fees and charges) range considerably. Hamilton's Community Partnership Program underwrites cash grants to Special Events (including sports, cultural and heritage events)

of \$358,000 and Event Road Closure fee waivers of an additional \$275,000 for a total of approximately \$633,000. Brampton's City-Wide Community Events Account, used to support sporting groups, community events and heritage, arts and culture has a 2011 budget of \$291,000.

For third party events, municipal funding (whether through grants, fee waivers or in kind services) is often based more on precedent than strategy. Grant programs that allow recurring events to apply year after year can result in the grant funding becoming an expected, and therefore necessary, component of the event business model. Such programs often allocate the majority of the total grant budget to recurring events, leaving few resources available to support new events.

Municipalities with a cohesive and coherent strategy and policy framework aimed at supporting major events are moving towards establishing direct linkages between event funding and municipal objectives. This is being done in a number of ways, including:

- Linking the funding for new events to specific economic or community development objectives;
- Structuring grants as a form of short-term start-up support with fixed eligibility terms;
- Limiting access to grant funding to new events.

Staff Support for Events

Municipal support for events goes beyond grants, fee waivers and in-kind services. All of the municipalities reviewed for this engagement have staff specifically tasked with supporting third party events and the direct delivery of municipal events. In addition, municipalities such as Burlington, Hamilton and Kitchener have formalized their event support teams by designating event support personnel in key municipal departments such as Roads, Parks & Recreation, Works, etc. These Event Teams provide guidance and direction to event organizers, assist in event permit applications and approvals

Recovery of Event Servicing Costs

With municipal budgets under growing pressure to fund essential services and infrastructure, communities across Ontario are looking at how municipal services are provided to events, and the extent to which event servicing costs are recovered. The trend is clearly towards greater recovery of costs from third party event organizers. The City of Toronto, for example, charges up to \$3,570 per day to rent Yonge-Dundas Square, plus market rates for equipment rentals, electrical services and labour. The City of Burlington charges event organizers for direct service delivery costs incurred by Roads & Parks Maintenance, Transit & Traffic, and is looking to recover a greater share of indirect costs in the future. While many municipalities do not add administrative burden to direct costs for municipal services, this will likely change over the next five years.

Event Sponsorship

Communities with significant event grant programs such as Brampton and Hamilton typically receive sponsorship recognition as part of their grant agreement with event organizers.

Streamlined Processes

Burlington, Kitchener and Hamilton have reviewed and modified their procedures for permits, grants and approvals to provide a more streamlined and efficient process. On-line applications, templates and tool kits are provided, and a “single window” approach to dealing with municipal departments has been adopted, to varying degrees, by these municipalities.

Role of the Tourism Sector

Destination Marketing Organizations, whether funded by the municipality, the private sector or both, typically work with event organizers to develop and implement complementary marketing efforts aimed at attracting out-of-town visitors to major sporting events. Event calendars, annual event guides and participant welcome kits are the most common vehicles. Enhanced marketing support (e.g. display ads in websites or event guides) are available on a fee basis.

Larger DMOs with more financial resources also provide dedicated sport tourism staff and, on a selected basis, event sponsorships and event development funding used to enhance event program content or to solicit large itinerant events such as the Tim Hortons Brier. These resources are generally linked to a tourism sector strategy that identifies sport tourism as a key driver for tourism visitation. In keeping with the DMO

mandate, sponsorship or event development funding is typically tied to the historical or projected attendance from outside visitors, especially overnight visitors.

Summary - Learnings from Other Jurisdictions

Municipalities are developing a more systematic and strategic approach to event evaluation and support and are making greater efforts to link their corporate strategic plan to the policy framework and resource allocation for evaluating, pursuing, delivery and supporting major sports events. Of the cities reviewed for this engagement, only Brantford and Kamloops have integrated sport tourism into their municipal strategic plan. However, a number of others have identified the need to build sport tourism into future updates of their Recreation Master Plans and municipal Strategic Plans.

Cities achieving success in sport tourism share a number of common attributes, including:

- Sport tourism is identified as a municipal priority.
- A sport tourism strategy has been developed that engages the key stakeholders - event organizers, facility managers and tourism operators.
- An advisory group exists to ensure ongoing community support and engagement.
- Dedicated staff and operating resources are provided to the departments responsible for implementing the strategy.

- Dedicated resources are provided to support event delivery by community groups. The most common form of support for event delivery is facilitation of event applications and permits (often through some form of “single window” administrative process), and coordination of municipal services through some form of Special Event Team.
- Financial support for qualified events is provided by way of fee waivers, cash grants or in-kind services. The fee waiver or cash grant is often tied to the cost of municipal services required to stage the event.
- The pursuit of new events is typically undertaken by a Destination Marketing Organization, where one exists, or by dedicated staff within an economic development agency.



3.3 Mississauga's Current Strategy and Policy Framework

The city's high level strategy and planning documents provide the context and rationale for allocation of the city's resources, and thus set the stage for the sport tourism strategy.

3.1 Mississauga's Strategic Plan - Our Future Mississauga

Mississauga's strategic plan - *Our Future Mississauga* - is built on five strategic pillars:



With the capacity to generate both social and economic benefits, a well executed sport tourism strategy has the potential to directly support the city's objectives and strategies for Attracting and Retaining Youth; Nurturing Diverse Cultures; Building Vibrant Communities, and Attracting Innovative Business.

If adopted, the sport tourism strategy should be considered in future strategic plans, as well as in visionary concept plans such as Inspiration Lakeview.

3.2 Recreation Master Plan - 2009 Future Directions

The city's focus in recreation facility development has been neighbourhood based. With a few notable exceptions such as the Hershey SportZone, large-scale recreation venues such as the 500-acre RIM Park in Waterloo have not been part of the city's strategy for recreation facility development. These large venues are well suited to hosting major tournaments - RIM Park, for example, has 12 multi-use sports fields and six ball diamonds. Other GTA municipalities with more available and affordable development land have been able to incorporate large centralized sports facilities into their recreation strategies.

Given the challenges associated with large-scale land assembly in Mississauga, facilities such as these are not contemplated in *Future Directions*.

Recommendations in *Future Directions* regarding the use of community partnerships to upgrade sports facilities, and clustering of similar sports fields, could create opportunities to improve the functionality of the sports facilities for tournaments and other sport tourism events. While these recommendations do not specifically reference sport tourism, future updates of *Future Directions* should consider the role sport tourism plays in facility location, design and use.

3.3 Current Operating Policies and Procedures

In discussions with city staff and community groups, two specific operating policies and procedures were raised that have an impact on the city's ability to host sports tournaments:

1. **Venue Allocation:** The current prime time ice allocation policy gives priority to community use (as is the case in all municipalities). The policy makes it difficult to secure ice time to host a new tournament during the "regular season". The city does not have a formal outdoor sports field allocation policy, nor is there an established process for booking other city facilities (e.g. community centre) for sport tourism events.
2. **Operating Practices:** Venue operating practices such as turf cutting standards or washroom cleaning schedules geared to community use may not be suitable for tournament activity. For example, waste removal geared to regular community use Monday through Friday may not provide sufficient coverage for a large weekend tournament.



4.0 Stakeholder Consultation

As part of the background research for the strategy, input was obtained from a wide range of stakeholders including elected officials and senior staff, event organizers and representatives of the tourism sector. The results of the stakeholder consultation are summarized below.

Elected Officials

Councillors were invited to provide their input on the current policy framework. Those that did felt that sport tourism activities directly supported the city's strategic plan and contributed to an enhanced quality of life for Mississauga residents. While acknowledging that the city did not derive significant short term gains in municipal tax revenues, the economic benefits accruing to the business sector, and in particular the tourism sector, were regarded as valuable. Councillors interviewed felt the city should not, as a rule, subsidize individual sport tourism events, but that an investment in municipal resources to pursue event bids and to develop additional community capacity was warranted. Direct investment could be considered for events that brought widespread media exposure to the community, or supported other economic development objectives of the city.

Councillors believed that event selection should be strategic, focusing on events that can be successfully staged without putting an undue burden on municipal resources. This would allow the direct cost of staging sport tourism events to be borne by those that benefit from the event - organizers, sponsors and businesses serving event participants. Venues and event

services should be provided on a cost-recovered basis, with rates and fees reflecting the city's cost of providing the facilities or services. New events should include a mix of participant oriented events and high profile spectator oriented events, which are seen as an effective way to enhance the city's image and awareness.

City Staff

While many departments play some role in supporting sport tourism events, the majority of the work is done by staff in the Recreation Division and Parks Operations. Staff noted that the time required to support sport tourism activities (e.g. assessment of bid opportunities, preparation of bid documents) had increased over the past five years, without a corresponding increase in municipal resources. Finally, the current ad hoc or opportunistic approach to event pursuit and evaluation was not conducive to either resource planning or effective event acquisition.

Event Organizers

Forty-six affiliated and community groups involved in youth and adult sports were invited to participate in five workshops to provide their input on staging events in Mississauga, sport facilities, working with city staff, and city policies and procedures related to events (e.g. facility scheduling, permits, and event services). Their feedback is summarized in the following section.

Sports Facilities

Mississauga's sports facilities were generally acknowledged to be very suitable for community use (including organized league

activity), but often not suitable for provincial or national events. The following shortcomings were most frequently cited:

- The city's neighbourhood-based approach to facility development means that, with a few notable exceptions, the city does not offer large clusters of similar sports facilities in a single location. This puts Mississauga at a disadvantage when bidding on large events that require four or more outdoor sports fields.
- Where good quality facilities are clustered together (e.g. Meadowvale Sports Park or Hershey SportsZone), other event hosting facilities are lacking - bleachers, washrooms, changing rooms, concessions, office space etc.
- The city's facility maintenance policies such as turf cutting or waste removal may be appropriate for regular community use, but fall short of what is required for tournament operations.
- The city does not have a stadium capable of hosting a large soccer, baseball or football event. Community groups did not present a specific business case for such a facility, but the prevailing sentiment was that a city such as Mississauga should be able to support a stadium of up to 5,000 seats.

Financial Support for Events

Sports tournaments are often an important fundraising activity for amateur sports leagues. It is not surprising, therefore, that many event organizers would like to see the city lower its cost of facility rentals and event services, or provide more direct

financial support in the form of grants, fee waivers or in-kind services.

Administrative Process and Staff Support

With few exceptions, event organizers were critical of the current framework of policies and procedures, described as cumbersome, inefficient and not "user friendly". The primetime arena allocation policy makes it very difficult to secure ice time "in season" to host sport tourism events. The absence of an outdoor sport field allocation policy and a formal process to secure other city facilities (e.g. community centres) for sport tourism events also make it difficult to plan a new event for Mississauga. Another major complaint was that the current policy framework, while suitable for regular community activities and programs, did not take into consideration the special requirements of tournaments. Many of the tournament organizers that attended workshops also hosted events in other GTA communities, and noted that Mississauga's current administrative and policy framework had led them to select other GTA communities to host their events.



Other Stakeholders Consulted

Mississauga Toronto West Tourism	Hotel operators
Tourism Toronto	Venue operators
Greater Toronto Hotel Association	Event organizers
Mississauga Board of Trade	Mississauga Sports Council
National Sports Licensing organizations	Provincial Sports Licensing organizations

Key findings from these interviews are summarized below:

- Sport tourism has been identified by Mississauga Toronto West Tourism and Tourism Toronto as the most productive opportunity to attract high yield overnight visitors to the city.
- There is strong support amongst hotel operators for more strategic and targeted efforts to attract new events to the community.
- Mississauga enjoys a good reputation amongst provincial and national sports organizations that have hosted events in the community. Organizations such as Skate Canada and the North American Roller Hockey Championships spoke highly of the city's advantages as a tournament destination, including the quality of venues, transportation access and hotels.
- Volunteer capacity was cited by a number of event organizers as an ongoing concern, although this challenge is

not unique to Mississauga.

- Major event hosting venues, including municipally owned facilities such as Hershey SportZone and those operated by educational institutions, have limited capacity to take on additional outside events. Some modification to current facility allocation policies would be required to free up capacity, and this could result in displacement of current programs aimed at local residents.

Summary - Stakeholder Consultation

All of the stakeholders interviewed - without exception - felt that sport tourism events added to the quality of life in the community and provided important economic benefits to community groups and the business community. However, event organizers and tourism operators believe that changes are required in order to increase sport tourism activity. The most important changes are:

- Revisions to facility allocation policies to free up venue time for more sport tourism events, and provide a more transparent and equitable process for allocation of sports facilities to sport tourism events.
- Upgrades to selected sports facilities to meet tournament hosting requirements.
- Changes to event service policies to meet the specific needs of tournament organizers.
- More financial resources dedicated to event acquisition.
- A more strategic and targeted approach to event acquisition.

5.0 Mississauga's Event Hosting Capacity

Event hosting capacity reflects the city's market base for ticket sales, advertising and sponsorships, event hosting experience and organizational capacity, and event hosting infrastructure.

5.1 Market Base

As noted earlier, sport tourism participants include Active Participants, Volunteers and Spectators. Although the goal of a sport tourism strategy is to bring new visitors to the community, many Active Participants and the majority of Volunteers and Spectators come from the local community. Therefore, the local population base is critical in determining the potential for the host city to sell individual tickets or ticket packages, to generate corporate sponsorship dollars, and to secure volunteers which many larger events require in significant numbers.

The population living within a 40 kilometre radius of Mississauga Civic Centre is in excess of five million, taking in all of Toronto, Brampton, Caledon and Bolton in Peel Region, Woodbridge, Vaughan, Richmond Hill and Markham in York Region and Oakville, Milton and Burlington in Halton (as well as many smaller towns and villages in these Regions). Participants from any of these communities would not be considered "tourists" under the generally accepted definition, as they would likely be day trip visitors and would generate a lower economic yield.

The area from 40 to 100 kilometres from Mississauga adds 2.1 million to the market base for Mississauga sports events.

Mississauga by the Numbers

- Population (2012) 741,000 (including undercounts), up 6.7% since 2006
- Largest city in Peel Region (total population 1,269,814 up 11.8% since 2006)
- Third largest city in Ontario and sixth largest in Canada
- GTA is projected to be the fastest growing region of the province over the next two decades, accounting for almost two-thirds of Ontario's net population growth to 2036.

including Hamilton (population 519,949), Guelph (121,688), Kitchener-Waterloo (318,993), Cambridge (132,000), Barrie (135,711) and Oshawa (149,607). Participants from these communities would be considered "tourists" under the generally accepted definition, and while many would be day-trip participants, some would stay overnight and generate a higher economic yield.

Moving beyond the 100 kilometre radius and extending the travel time up to five hours (not an unreasonable time for overnight visitors), would bring in all of southern Ontario west to Windsor, central Ontario to North Bay and eastern Ontario to Ottawa, adding another two million Ontario residents to the potential market trading area for Mississauga events. For events with international participation or appeal, major US cities such as Buffalo, Rochester, Syracuse, Detroit and Cleveland would fall within the same five hour drive time.

5.2 Event Hosting History

Mississauga has a strong history in hosting major sports events. In addition to marquee events such as the Skate Canada National Figure Skating Championships, Mississauga has hosted many provincial and national events for hockey, baseball, basketball, soccer, figure skating, roller hockey, gymnastics and a range of other sporting disciplines. Beyond these national and international sport tourism events, Mississauga has hosted many provincial and regional events for hockey, baseball, soccer, figure skating, lacrosse and other sports. A sample of major sports events staged in Mississauga over the past five years is shown in table opposite.

The city's annual sport calendar includes itinerant marquee events such as the Memorial Cup and a wide range of rotating regional, provincial and national championships, as well as recurring locally-created events. These include "select" and "rep" tournaments in minor hockey, baseball and soccer, as well as open events such as the Mississauga Marathon.

5.3 Organizational Capacity

Hosting a successful sport tourism event requires considerable organizational capacity and expertise. As most events are organized by non-profit community groups, the leadership for the event hosting committee is typically provided by volunteers from the community. Mississauga's community groups host a number of successful recurring events for hockey, soccer, baseball and basketball, clear evidence of ample

Major Sport Tourism Events 2008 - 2012

Dixie Showcase (Soccer)
 Memorial Cup (Hockey)
 Mississauga Marathon
 Panther Cup (Soccer)
 Mississauga Early Bird Hockey Tournament
 Mississauga Chiefs Girls Christmas Classic (Hockey)
 Canadian Indoor Rowing Championships
 North American Roller Hockey Championship
 Field Hockey U16 National Championship
 Hatashita International Judo Tournament
 Ontario Cup Provincial Basketball Championship
 OFSAA Boys Soccer Championships
 Basketball National Championships, U15 & U17
 Skate Canada International Grand Prix
 Ultimate Canada High School National Championship

organizational capacity in these popular sports. Professional organizations such as Landmark Sports Incorporated also have the capacity to stage large events, as demonstrated by the success of the Mississauga Marathon. In other sports, organizational capacity may require further development before large tournaments can be considered.

The city plays a major role in sport tourism, providing the competitive venues and a wide range of event hosting services. Municipalities such as London, Kitchener and

Brantford have organized their municipal resources to facilitate the successful execution of sport tourism events. Mississauga's recreation policies and objectives are focused on community use, and administrative procedures for event permits, facility booking and the provision of municipal services are consistent with this strategic direction. To expand sport tourism activity within Mississauga, some realignment of municipal policies and resources must be undertaken to address the specific needs of tournament organizers.

5.4 Event Hosting Infrastructure - Sports Facilities

Event hosting infrastructure includes publicly and privately owned and operated sports venues, as well as facilities and services supporting major events, such as hotels, public transit and convention centres. Large sports events with the potential to draw significant visitation from outside the city are often spectator oriented events that require large seating capacity, or participant oriented events that require multiple competition venues. Facilities that offer only one ice pad or sports field are of little use for major participant-oriented events, except as practice facilities. Indeed, given the number of large multi-pad or multi-field sports facilities now available throughout southern Ontario, one could conclude that these large facilities represents the "entry level" required for a comprehensive sport tourism strategy.

The opening of the Hershey Sport Zone and its complement of indoor and outdoor facilities added high quality ice-sport and soccer capacity to the city's roster of sport venues. A strong base of municipally owned facilities now exists to support sport tourism in ice sports, baseball, softball and soccer. In sports

such as cricket or aquatics, facility upgrades are required to meet the standards for major competitions. In other sports such as basketball, football and track the city must rely on facilities owned and operated by third parties or in partnership (most notably educational institutions).

5.5 Other Facilities & Services

Event hosting infrastructure also includes facilities and services supporting event organizers and participants, such as hotels, public transit, road networks, attractions and other visitor services.

After sport venues, commercial accommodation is the most important element of hosting infrastructure. Mississauga is well served by limited and full service hotels, with 40 properties offering in excess of 5,700 guest rooms. Hotels are clustered in four primary zones:

1. Pearson International Airport - 5 hotels, 1,050 rooms
2. Dixie Road and Highway 401 - 12 hotels, 1,730 rooms
3. Hurontario Street from Britannia to Derry - 9 hotels, 850 rooms
4. Mississauga Road and Argentia Road - 9 hotels, 1,460 rooms

The ability to house sponsors, licensing body officials and other VIPS in a single full service hotel is an important criteria for many events. The Airport Strip, Dixie Road and Meadowvale areas all offer large three and four star properties that have the full range of accommodation, meeting, banquet and dining facilities required to serve as the headquarters hotel for a major

sporting event. While the hotels in the Hurontario Street zone are primarily limited service properties, the Holiday Inn Mississauga Toronto West on Britannia Road does have the facilities required to serve as headquarters hotel for smaller events.

Mississauga offers outstanding transportation infrastructure to sport tourism participants, whether coming from elsewhere in Ontario or destinations across the globe. Highways 401, 403, 407, 410, 427 and the Queen Elizabeth Way connect the city to other major municipalities in the GTA and throughout southern Ontario, and to Ontario's principal US gateways at Niagara Falls and Windsor. Mississauga's Pearson International Airport, Canada's largest and busiest, offers scheduled, charter and general aviation services. Mississauga Transit provides an extensive network of bus routes and connection nodes to other public transit systems including the Toronto Transit System and GO Transit.

5.7 Summary - Event Hosting Capacity

Mississauga has the attributes and resources necessary to pursue additional sport tourism activity. The city has a population of 741,000 and is connected by outstanding transportation infrastructure to a market population in excess of seven million. For large events such as the Ontario Summer Games or the Pan / Parapan American Games, travel times of up to five hours provide access to an even larger market that includes Ontario communities such as Windsor and Ottawa, as well as the US markets in New York, Pennsylvania, Ohio and Michigan.

Organizational capacity is a critical element in a sport tourism strategy. The stability and experience of local sports teams and their linkages to senior sport governing bodies are important factors in tournament hosting bids. Mississauga is well served in tournament organizational capacity for the most popular youth and adult recreational sports - ice hockey, baseball, basketball and soccer. A number of organizations involved in sports such as ringette have the desire and the potential to become more prominent in the sport tourism field. Municipal resources at this time are not geared towards sport tourism, as this activity has not been a priority in the city's strategic plan or recreation master plan.

Mississauga has a number of sport facilities with capacity for large sport tourism events. Most notable are the ball diamonds at Dunton Athletic Fields and Meadowvale Sports Park, the arena, soccer and field house facilities at Hershey SportZone, and the football field and track at Courtneypark. These venues offer high quality sport facilities with excellent proximity to hotels. Facility size precludes a number of national and international events that municipalities such as Hamilton, Kitchener and London are able to pursue. However, there are many provincial and national events that can be hosted in the city's current facilities, and the competition for these events is typically far less than for marquee events such as the Tim Horton's Brier. Furthermore, it can be argued that a series of smaller events, and in particular recurring annual events, can bring more long-term economic benefit to a community than marquee events that have significantly higher costs and risks.

6.0 Strengths, Weaknesses, Opportunities & Threats (“SWOT”)

A SWOT analysis is a useful tool in strategic planning. Strengths and Weaknesses are factors internal to the organization, while Opportunities and Threats are factors external to the organization.

A SWOT Analysis for sport tourism in Mississauga was prepared based on discussions with elected officials, city staff, community affiliated groups, tourism operators and other stakeholders.

Strengths	Weaknesses	Opportunities	Threats
Strong population base to support event attendance, volunteers, sponsors.	Current ad hoc approach to dealing with sport tourism opportunities.	Increase event hosting opportunities by modifying venue allocation policies.	Additional resources will be required to implement a strategic approach to event acquisition.
Well established local community groups in mainstream youth and adult sports.	Facility allocation policy limits access to key venues for sport tourism events.	Build roster of events by securing more provincial and national itinerant events.	Other GTA municipalities may be better positioned to capture events aimed at emerging markets (e.g. the South Asian market) and could dominate these segments.
Strong track record in event hosting.	Limited clustering of sport facilities compared to other communities in southern Ontario.	Enhance impact of current events by focusing more on out of town participation.	New competitive event hosting infrastructure will be created in GTA to support Pan Am Games.
Good quality venues with some clustered competitive facilities, proximate to transportation and hotels.	Community is largely built out, leaving few opportunities for development of new large sports parks.	Build community capacity in sports and activities more closely aligned with demographics, including cricket, kabaddi.	

Strengths	Weaknesses	Opportunities	Threats
Excellent transportation infrastructure. Pearson International Airport and highway transportation network are major advantages for hosting provincial and national competitions.	Missing facilities for some key sports, including aquatics, track & field. Other facilities (e.g. gymnasias) largely controlled by third parties.	Develop core competencies in common event management functions (e.g. volunteer recruitment, sponsorship, hospitality) that can support a wide range of community groups and events, including cultural and heritage events that require the same functional activities.	
Excellent range of hotel facilities available with clusters of hotels proximate to the principal athletic facilities. Hotel capacity generally available when needed.	Lack of spectator seating, washrooms, dressing rooms, concessions at most venues.	Create partnerships to upgrade facilities beyond municipal recreational requirements.	
	Operational and service standards for community recreation use may not be fully compatible with major event requirements.	Reconfigure current outdoor facilities as they come up for major renovation or refurbishment to create clusters of similar sports fields.	
	Post secondary educational institutions not as fully developed as Kitchener-Waterloo, Hamilton, London. Affects sports facility infrastructure and opportunities to host CIS events.	Consider opportunities to incorporate competition-quality sports facilities into new master planning initiatives (e.g. Inspiration Lakeview).	
	Event organizers can draw the majority of their participants from the GTA and day trip market. Little incentive to pursue more distant "tourism" markets.		

7.0 Event Venue Analysis

Mississauga has the sport hosting venues and community capacity to increase sport tourism activity. Based on a review of the city's sports facilities, the venues best suited to sport tourism are:

Sports Venue	Facilities
Dunton Athletic Fields	4 lit softball diamonds
Hershey SportZone (including IceLand)	4 lit artificial soccer pitches / sport fields 8 indoor rinks Indoor soccer field Triple gymnasium Gymnastics centre Portable FIBA size basketball court 2,000 parking spaces Spectator seating for up to 5,500 arena style in largest rink
Meadowvale Sports Park	1 lit baseball diamond, 2 lit softball diamonds
Courtneypark	artificial turf football field. artificial surface running track, jump pits and other track & field staging areas

These venues offer clustered sports facilities, high quality playing fields, some spectator services and proximity to a range of good quality commercial accommodation. With relatively modest permanent or temporary facility upgrades (e.g. the provision of permanent or high quality temporary washrooms), the venues are well positioned to compete for regional, provincial and some national events.

Over the long-term, more substantial permanent upgrades to playing fields and spectator facilities would further enhance the tournament hosting potential of these venues. Upgrades that should be considered over the medium to long term, or when playing fields are scheduled for major refurbishment, include improved playing field quality (addition of irrigation or artificial turf), lighting and fencing, and expanded spectator facilities (seating, washrooms, concessions).

The city's tournament hosting capacity could also be enhanced over the medium to long term by reconfiguration of some of the city's current sports fields. This would involve conversion of an existing sport field to an alternate use to provide a greater cluster of similar facilities at one site - for example, swapping the Syntex Green ball diamond and the Meadowvale Sports Park soccer pitch would improve the hosting capacity of Meadowvale Sports Park for baseball events, while leaving the same overall inventory of sports fields in the Meadowvale community.

8.0 Types of Events to Target

Attracting new sport tourism events is a matching process that begins with identifying prospective events with technical requirements that can be met by the city's sports facilities, organizational capacity, financial resources, and hosting infrastructure. As event bids can require considerable time and effort to prepare, a proactive approach to the selection of event bidding opportunities can improve the city's success in securing new events.

Provincial, regional and national sporting events awarded on a bid basis have event hosting cycles as short as one year for smaller niche events, to more than a decade for the marquee events. Successful bids require four principal capacities:

- Facilities
- Organizational infrastructure
- Logistics and support services (e.g. accommodations, transportation, etc.).
- Financial resources (e. g: sponsorships, ticket sales, direct funding, etc.)

These events generally require a bid team and a bid proposal, which may entail front end costs. The bid process is competitive, with an increasing number of events requiring financial guarantees from the host community or bid sponsor. Despite the higher costs and attendant risks, events in this category are still seen as very desirable, for the following reasons:

- Significant potential to bring non-resident Active Participants and Attendees to the community.
- Can absorb underutilized facilities space, providing increased revenue for municipal and private sports facilities.
- Can provide significant public and media exposure for the community.
- The “event management” model offered by organizations such as Skate Canada can lessen the organizational burden on the host committee.
- Operating and capital grants may be available from senior levels of government.
- Can be a motivating experience for volunteers.
- Allows local sports organizations to develop volunteer, technical, training and other skills and capacities that benefit the organization and the community.

As the city's capacity to host new events is limited by facility availability, staff resources and community capacity, it is important that the application of these resources be directed at events that provide the best return on investment. While return on investment is typically measured by economic impact, event hosting opportunities should consider both the economic benefits captured by key stakeholders, as well as the degree of alignment between the event and the goals and objectives outlined in the city's Strategic Plan. A systematic approach

should be developed to evaluate all new event opportunities, including community-created and itinerant events.

Priority One: Best Fit Events

Event hosting opportunities should be pursued based on a Best Fit basis, that is where Mississauga currently has:

- The facilities, event services and organizational capacity necessary to host the event.
- A reasonable opportunity to secure the event, given the competitive environment and the costs associated with the bid.
- An acceptable return on investment and manageable risk profile.

The four main venues identified earlier have considerable potential to increase the city's sport tourism activity. From the current roster of national tournaments and championships, a "long list" of potential best fit events has been drawn, which is included in Appendix A. In just five sport disciplines - baseball, curling, gymnastics, hockey and figure skating - there are at least thirty national events that could be hosted within the four main venues identified (see sidebar, opposite).

Governing Body	Event
Baseball Canada	Canadian Bantam Championships Canadian Junior Championships Canadian Midget Championships Canadian Bantam Boys Canadian Senior Womens Championships Canadian Senior Mens Championship
Canadian Curling Association	Olympic Pre Trials Continental Cup Canadian Sr. Curling Championships Ford World Championships M&M Meatshops Canadian Jr. Men & Women's Championships Mixed Curling Championship Scotties Tournament of Hearts
Gymnastics Canada	Canadian Gymnastics Championships Elite Canada Canada Cup
Hockey Canada	Esso Women's National Hockey Championships Telus Cup The RBC Royal Bank Cup National Women's Under 18 Championship World U-17 Hockey Challenge World Jr. A Hockey Challenge World Sledge Hockey Challenge
Skate Canada	Skate Canada International Skate Canada Challenge Canadian Figure Skating Championships Skate Canada Synchronized Skating Championships

Priority Two: “Close Fit” Event Opportunities

Consideration should also be given to events that require upgraded facilities, what can be called *Close Fit* events. To host one of Baseball Canada’s larger National Championships, for example, requires spectator seating for at least 1,500. Temporary bleachers could be considered for a single year hosting bid. However, Baseball Canada accepts two-year bid proposals, and securing this event for two consecutive years could provide the catalyst for a partnership with one or more local baseball clubs for development of a permanent grandstand at Meadowvale Sports Park or Dunton Athletic Fields. A successful event bid may also provide opportunities for financial support from senior governments.

Appendix A contains a preliminary list of Best Fit and Close Fit event hosting opportunities that warrant further evaluation. The focus is on national competitions and hosting opportunities, with an emphasis on team sports, as these events typically generate more out of town participation and media attention. Many of these events fall into the Best Fit category, where Mississauga has the facilities, community capacity and track record to host the event. Others are clearly in the Close Fit category where some facility upgrades would be required. Not included are events that require facilities that have little or no prospect of being developed in the short to medium term, or events such as the Memorial Cup, where the prospects of a winning bid during the next decade are remote. The list does include events where technical shortfalls could be mitigated over the short to medium term if there is sufficient

interest from affiliated community groups to consider partnership programs for venue upgrades.

Further due diligence will be required to develop a final prospect list of event hosting opportunities. Many national and provincial sports organizations post their event bid opportunities on line and provide information on the bid process and technical requirements. Further consultation with sports organizations may be required where such information is not readily available. The due diligence process is outlined below.



Appendix B contains a sample Event Prospect Due Diligence Form.

9.0 Capitalizing on the Pan Am Games

The 2015 Pan / Parapan American Games will bring more than 10,000 athletes and officials to Ontario. The Games are expected to attract more than 250,000 tourists, and Mississauga's tourism sector needs to develop strategies and programs to capture its share of visitor spending. The Games are expected to involve more than 20,000 volunteers from the host cities, which provides an outstanding opportunity to build volunteer capacity in the city. The Games are also expected to generate 15,000 jobs, many of which will be in firms providing event services such as catering, AV technology, logistics and hospitality.

The key challenge with capitalizing on these opportunities is that decisions around issues such as volunteer management are being made by the Toronto 2015 Organizing Committee. The city and its private sector partners need to be proactive in identifying the key benefits they would like to see come from the Games. Priority should be given to the following five initiatives:

1. Volunteer Database - many of the volunteers required for the Games will come from Mississauga. The Organizing Committee has asked for assistance in recruiting volunteers, and the city should use this opportunity to build its database of residents interested in volunteering for sports events.
2. Event Service Providers - the city should identify event service needs for the events being held at the Hershey Centre, and work to ensure Mississauga companies are engaged where possible to provide these services. This will enhance event hosting expertise and capacity for future events.
3. City Staff Engagement - the city should identify key employment and volunteer opportunities that could be filled by city staff. The experience gained from these positions will enhance the city's event hosting capacity for future events.
4. Capturing Visitor Expenditures - many of the anticipated 250,000 visitors to the Games will require hotel accommodation in the Greater Toronto Region. With more than 5,000 hotel rooms and outstanding transportation infrastructure, Mississauga has an opportunity to provide spectators an affordable alternative to downtown Toronto, with a central location for many of the venue clusters.

Although the competition schedule won't be released for some time, spectators will likely have large blocks of open time between events. Mississauga has an opportunity to keep spectators in the city by promoting its attractions, and staging events during the Games.
5. Event Hosting Venues - Hershey Centre has a well deserved reputation as an event hosting venue, having successfully staged many national and international championships and tournaments. Hosting the combative sports (judo, wrestling , karate and taekwando) will enhance its event hosting reputation and further demonstrate its ability to hold a wide variety of sports events.

Beyond these opportunities to integrate the sport tourism strategy with the 2015 Pan / Parapan American Games, Mississauga's designation as a host city provides further opportunities to advance the city's strategic objectives:

- The Games will feature a wide range of sports disciplines and promote a healthy active lifestyle;
- Participation in the celebratory activities attached to the Games, such as the torch relay, will enhance civic pride; and,
- The 2015 Pan / Parapan American Games will be covered internationally by print, electronic and social media. The city

has an opportunity to reach an enormous audience to promote its broad economic development goals.

The Games will integrate cultural programming with sports, a model that has been successfully executed for other major sporting events such as the Olympics, the Superbowl and the Grey Cup. The experience gained from participating in the IGNITE program and similar Pan / Parapan American Games initiatives can provide a valuable template for the integration of cultural and community programming into future sport tourism events.

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10.0 Financial Support for Events

For the event organizers interviewed for this assignment, their events were critical to the success and sustainability of their organization. As every dollar paid to the city for facility rental and event services reduces the operating surplus from their event, event organizers would like to see a reduction in city charges.

The Consultants do not share this view. Major sports events are, with few exceptions, designed to make a profit for their organizers, and are aimed at a small sub-set of the community, not the community at large. An across the board reduction of municipal charges would be the same as writing a cheque to the event organizers.

Many large marquee events require an event licensing fee or ticket sales guarantee. Such costs should be considered in the overall event evaluation, and treated as event line item expenses. The city should not be expected to underwrite event license fees, although some form of credit line or guarantee could be considered for selected events.

Financial support from the city should be tied directly to achieving the principal goal of this sport tourism strategy, that is attracting more out of town visitors to Mississauga. Specifically, any grants to sport tourism events should be structured along the following guidelines:

1. Tied to the number of overnight visitors attending the event and staying in participating hotels. This could include commissions paid by participating hotels to event

organizers, or venue rental rebates paid by the city based on room nights occupied.

2. Underwriting program content that extends the length of stay or number of out of town visitors. For example, adding activities to expand the Mississauga Marathon from a two day to a three day event.
3. Incubator programs for new events that are structured for high tourism impact.

There are times when the city *should* consider providing financial support for major sports events:

- As event host committees do not have an acceptable financial covenant, many large events require a financial guarantee from the host city. If the event has been identified as a top priority for the city and the business case shows an acceptable level of risk, a guarantee by the city could be considered.
- Events with extensive national or international media coverage will help promote the city to a broader market, supporting the city's economic development objectives. For these events, city sponsorship could be considered.

Mega events such as the Pan / Parapan American Games or the Ontario Summer Games typically require additional municipal staff resources to ensure the event is successfully executed and achieves the host city's underlying goals. As Mississauga evaluates such future events, it should ensure that the necessary incremental staff resources are included in the event business plan and operating budget.

11.0 Strategic Framework

From stakeholder consultation and the Visioning Workshop, the following Vision, Strategic Areas of Focus and Recommendations were developed for the Sport Tourism Strategy.

11.1 Vision Statement

Vision

Mississauga will be recognized as a great community to host sport events. Building on its strengths, Mississauga will strategically and proactively pursue and host sport events to drive economic activity to the city.

11.2 Strategic Areas of Focus

The Sport Tourism Strategy is built on four Strategic Focus Areas:

Strategic Focus Areas	Goal Statement
Sport Tourism Leadership	Build leadership capacity to implement the Sport Tourism Strategy
High Impact Events	Assess, acquire and deliver new high impact events.
Community Capacity	Build on the community's capacity to deliver well managed and sustainable events that maximize the community and economic benefits of sport tourism.
Event Friendly City	Develop and implement "event friendly" policies, procedures and promotional programs.

Strategic Focus #1: Sport Tourism Leadership

Goal Statement: *Build leadership capacity to implement the Sport Tourism Strategy.*

Successful sport tourism strategies are built on a leadership model that brings together key stakeholders from the municipality, the tourism sector and local sports organizations and provides dedicated staff focused on strategy implementation. Mississauga is well positioned to implement such an approach, given the resources and competencies of the City's Recreation Division and its established relationship with Mississauga Toronto West Tourism.

To attract new high-impact events in today's increasingly competitive environment, the City of Mississauga must demonstrate leadership and be strategic in its policies, practices, and partnerships. Investment from the City and its partners will be required to implement the following key actions in the Sport Tourism Strategy:

- Assess, recommend and lead event bids
- Assess and recommend infrastructure requirements
- Engage Council, the business community, sports organizations and other key stakeholders
- Promote Mississauga as a sport tourism destination to national and provincial sport organizations

- Assist event organizers in developing and implementing event-specific marketing and sales strategies
- Facilitate venue selection and booking, event applications and permits for event organizers.
- Provide support and guidance to event organizers to ensure safe event operations and adherence to city regulations
- Coordinate the delivery of necessary event services from municipal (or regional) government departments.
- Manage the successful execution of mega events such as the Pan / Parapan American Games.

The sport tourism strategy should be implemented and funded by a partnership between the City and key stakeholders. The partnership model envisioned for the sport tourism strategy calls for ongoing leadership from the municipality and the business community. The development of a Sport Tourism subcommittee as part of the Mississauga /Toronto West Tourism Advisory Committee would assist in bringing key stakeholders together to provide input and direction on event bid opportunities and the establishment of Bid and Host Committees.

Sport Tourism Leadership

Rec #	Recommended Action
1	Operationalize the Sports Tourism Strategy with experienced and dedicated staff resources.
2	Review the partnership agreement with Mississauga Toronto West Tourism to ensure alignment with the objectives of the Sport Tourism Strategy.
3	Establish a Sport Tourism subcommittee as part of the Mississauga / Toronto West Tourism Advisory Committee.
4	Establish an internal Major Sports Event Support Team.

Strategic Focus #2: High Impact Sport Events.**Goal Statement:** *Assess, acquire and deliver new high impact sport events.*

High impact events are those that most closely align with the City's objectives for economic and social benefits. These events may be locally conceived and executed, or they may be itinerant regional, provincial or national events. Successful sport tourism events can deliver significant economic benefits to event organizers, private businesses servicing event participants, and to senior levels of government. While the municipality may not directly capture a significant share of these economic benefits, events with national or international media coverage can help promote the city to a broader market and support the city's economic development objectives.

The 2015 Pan / Parapan American Games will bring more than 10,000 athletes and officials to Ontario and attract more than 250,000 tourists to the GTA. Mississauga's designation as a host city provides further opportunities to advance the City's strategic objectives and reach an enormous audience to promote the City's broad economic development goals.

While the 2016 Ontario Summer Games will not match the Pan/Parapan American Games in scale or scope, this event does provide Mississauga an opportunity to capitalize on the work it is undertaking to host the Pan /Parapan American Games. The city's population base, market trading area and hosting infrastructure appear well suited for the Ontario Summer Games, and the City should complete a feasibility

study to determine if this event should be pursued.

Locally-created events such as the Dixie Showcase may not generate the media attention or visitation levels of large multi-sport events, but they are a cost-effective means of generating tourism activity. During stakeholder consultation, a number of community sports groups expressed an interest in creating and / or hosting a new event if facility time could be made available. The City should encourage more locally-created, participant-oriented events, while also pursuing itinerant events that generate higher levels of out of town visitors and help to enhance the city's profile and awareness.

The Sport Tourism Strategy includes a preliminary prospect list of national tournaments and championships that are either Best Fit or Close Fit prospects. This list should be reviewed by key stakeholders including City staff, Mississauga Toronto West Tourism and the Sport Tourism Sub-Committee. The intent of this review is to generate a final list of new event prospects. The Sport Tourism Strategy includes an Evaluation Framework (see Appendix D) to assist in that process and ensure the final list of event prospects is aligned with the City's corporate and strategic priorities.

The construction of a new sports facility can seldom be justified by hosting a single event, even one as large as the Pan/Parapan American Games. The recommended Event Evaluation process will identify gaps in Mississauga's event-

hosting infrastructure, and this information should inform the next version of *Future Directions* as well as visioning initiatives such as Inspiration Lakeview.

High Impact Sport Events

Rec #	Recommended Action
5	Support and host selected events for the 2015 Pan/Parapan American Games and leverage the community and economic benefits from the Games.
6	Complete the feasibility study for hosting of the 2016 Ontario Summer Games.
7	Work with community sport organizations to identify opportunities for new locally-created events.
8	Prioritize the list of prospective events provided and pursue the opportunity to host.
9	Incorporate the assessment of sport tourism infrastructure into future iterations of <i>Future Directions</i> and other visioning, planning initiatives and capital budget forecasts.

Strategic Focus #3: Community Capacity.

Goal Statement: *Build on the community's capacity to deliver well-managed and sustainable events that maximize the community and economic benefits of sport tourism.*

Local, recurring tournaments are the foundation of any sport tourism strategy. Looking after your existing customers is an axiom for any business, and ensuring that existing events are successful and sustainable is a key platform of this sport tourism strategy.

From the stakeholder consultation process, it appears that some local organizations involved in hockey, baseball and soccer have considerable experience and resources to support their tournament hosting activities. This is not the case for every affiliated organization involved in these mainstream sports, and for smaller organizations involved in sports with lower participation rates. Securing volunteer leadership is a challenge not limited to sports groups and not limited to Mississauga. Smaller groups find the prospect of organizing a major tournament to be overwhelming. Even within the city's most successful community groups, many are having difficulty recruiting and sustaining new volunteer leaders.

Event Organizing Committees focus much of their efforts on event operations and logistics. Marketing efforts are focused on the Greater Toronto Area. Although this makes perfect sense for the event organizers, it greatly limits the tourism

impact of the event.

The sport tourism strategy addresses these issues with a series of programs to build organizational capacity in the community, and to maximize economic impact by increasing average length of stay and visitor expenditures from spectators and active participants. Specific initiatives include:

Event Planning Tool Kit - an innovative and interactive on-line Event Planning Toolkit for current and prospective Event Organizers, that provides:

- Facility listings, suppliers, hospitality and entertainment options, accommodation, municipal contacts, local media etc.
- Municipal Policies and Procedures – all relevant municipal policies and procedures in one reference source.
- Standard forms and procedures – examples of the forms, procedures and agreements typically required for event operations, such as vendor agreements, sponsorship agreements, advertising agreements, volunteer registration, emergency procedures.

Event Organizer Workshops – for current and prospective event organizers, providing best practices on key event planning skills such as marketing, integrating sports and cultural programming, volunteer recruitment and management, sponsorship, health and safety procedures, fundraising programs etc.

Event Management Support – event management assistance through direct involvement of municipal and Mississauga Toronto West Tourism staff on the Organizing Committee for selected events.

Accommodation Strategy - to build overnight stays in participating hotels. Consideration should be given to

incentives that reward tournament organizers for pursuing out of town participants. Welland's Sport Tourism Fee Rebate Program, for example, provides tournament organizers a rebate of up to 20% of total facility rental charges, based on the number of hotel rooms sold during the event.

Attendance Builder Programs - for use by Event Organizing Committees. Attendance Builder programs are aimed at Active Participants and their families, and seek to extend length of stay or increase visitor spending. To include web site links, promotional brochures, visitor guides, visitor maps and suggested itineraries for pre-and post event visits.

Community Capacity

Rec #	Recommended Action
6	Develop an innovative and interactive on-line Event Planning Toolkit for current and prospective event organizers
7	Develop and implement a series of workshops and roundtables for event organizers.
8	Provide event management assistance through direct involvement of municipal and Mississauga Toronto West Tourism staff on the Organizing Committee for selected events.
9	Facilitate the development of an accommodation strategy to build overnight stays in participating hotels.
10	Work with Mississauga Toronto West Tourism to develop and implement an "Attendance Builder" program for use by Event Organizing Committees.

Strategic Focus #4 Event Friendly City

Goal Statement: *Develop and implement “event friendly” policies, planning procedures and promotional programs.*

While Mississauga has some facilities (most notably the Hershey Sport Zone) that cluster a number of tournament quality sports facilities in a single location, the city’s approach to the development and operation of its sports facilities has been largely driven by a neighbourhood-based, community first policy framework. This framework is not conducive to building a robust calendar of sport tourism events. To experience a significant increase in sport tourism activity, modifications to the current policy framework are needed. The Major Sports Event Support Team should review policies and procedures for event permits, facility allocation, facility rental and event services. Particular attention should be given to:

- facility allocation and booking policies to permit some “bumping” of in-season league activity to free up venues for sport tourism events; and,
- facility maintenance and operating standards to allow enhanced maintenance and operational support, on a cost recovery basis.
- rates and fees to attract event organizers and encourage utilization of facilities during traditional slow periods.

With a more “event friendly” policy framework in place, it is important that event planners and sports organizations across the country are aware of what Mississauga has to offer. A

marketing strategy should be developed and implemented in conjunction with Mississauga Toronto West Tourism, to include a sport tourism website and promotional material highlighting the city’s sports facilities and event hosting success.

To support new events or existing events with clear potential to attract additional high-yield visitors, a Sport Event Development Grant should be created to provide financial assistance by way of direct grant, or a waiver or reduction of municipal charges.



Event Friendly City

Rec. #	Recommended Action
15	Review administrative policies, procedures, rates and fees.
16	Develop and implement integrated marketing campaign and required promotional material
17	Develop and implement Sport Event Development Grant

12.0 The Business Case for Sport Tourism

The benefits of sport tourism are broadly based, but can be generally categorized into two areas – Community Benefits and Economic Benefits.

Community Benefits	Economic Benefits
Health and well being, physical fitness, recreation and relaxation, sense of achievement	Direct and indirect expenditures by participants, volunteers, attendees and organizers
Family and community cohesion	Enhanced municipal profile
Community safety	Enhancement of existing sports facilities
Enhanced community capacity	Financial support for community sports groups
Celebrate culture & heritage	Promotion of local event service providers
Civic pride	Tax revenue

The majority of the direct economic benefits flow to event organizers, private business servicing event participants, or to senior levels of government in the form of sales and income taxes. Municipalities capture a more modest share of the tax benefits, and may receive additional facility rental income. Sport tourism also facilitates the city's economic development strategy by supporting the city's tourism sector and providing opportunities for national media exposure.

To illustrate the nature and extent of economic activity generated by sport tourism, economic impact studies were prepared for two of Mississauga's recurring sport tourism events. A summary of these studies is shown in the following table. (Additional details are provided in Appendix E, following).

The Economics of Sport Tourism

The Mississauga Marathon is a locally-managed recurring event that generates considerable economic benefits. The economic impact of this three day event is estimated at \$1.95 million, including:

Transportation	\$633,492
Accommodation	\$198,307
Food & Beverage	\$744,396
Retail	\$147,031

Each year Mississauga plays host to the Umbra Top Rated Invitational Soccer College Showcase Tournament, or as it's commonly known, the Dixie Showcase. This event draws teams from across Canada and the United States and the 7,100 participants and spectators generate an estimated \$896,000 in visitor spending, including:

Transportation	\$310,011
Accommodation	\$133,864
Food & Beverage	\$298,491
Retail	\$153,738



13.0 Implementation

13.1 Resources

The Recreation Division will require additional staff resources to implement the Sport Tourism Strategy. Mississauga Toronto West Tourism has considerable sales resources already engaged in promoting meetings, conventions and events in Mississauga, and has advised that no incremental staff will be required.

Funds should also be provided for the following activities:

- One-time costs to underwrite the development of Event Organizer Toolkits, workshops and a new sport tourism website.
- Ongoing communication and capacity development initiatives such as stakeholder consultation and event organizer workshops.
- Event marketing support
- Bid preparation
- Grants, rebates and other financial incentives for selected high-yield events.

As these activities are all scalable, an allowance of \$75,000 to \$150,000 should be sufficient to implement these initiatives. The Recreation Division currently has some resources for “Event Hosting” to cover one-time and ongoing operating costs, with the exception of staffing. Given the economic spin-offs from sport tourism, one new event per year would generate sufficient economic benefits to cover the incremental

investment required to implement the Sport Tourism Strategy.

Event related costs (e.g. financial guarantees, event marketing, in-kind services) are not included in this budget range (nor are they covered in the Division’s budget), as these costs can vary widely and should be considered as part of the event business case.

13.2 Priorities

It is key to establish the organizational capacity required to implement the strategy and to establish an “event friendly” policy and administrative framework before any resources are committed to pursuing new events.

In terms of organizational capacity, priorities are:

- Securing the staff to implement the strategy
- Establishing the Sport Tourism Sub Committee
- Prioritizing the event hosting prospect list
- Establishing the Major Sports Event Support Team, with representatives from key city departments providing event support services.

With these building blocks in place, a number of initiatives aimed at enhancing the impact of existing events and solicitation of new events can then move forward concurrently.

An implementation plan and summary timeline for the sport tourism strategy is provided on the following pages.

Strategic Focus # 1		Sport Tourism Leadership		
Goal Statement:		Build leadership capacity to implement the Sport Tourism Strategy.		
Recommendation	Priority	Year	Accountability	Outcomes ("O") and Measurements ("M")
1. Operationalize the Sports Tourism Strategy with experienced and dedicated staff resources.	High	2013	Recreation	O: Dedicated staff resources in Recreation to implement strategy and provide additional support for Pan Am Games.
2. Review the partnership agreement with Mississauga Toronto West Tourism to ensure alignment with the objectives of the Sport Tourism Strategy.	High	2013	Recreation	O: Confirmation of key responsibilities and staffing to be provided by MTWT to undertake sport tourism strategy.
3. Establish a Sport Tourism subcommittee as part of the Tourism Advisory Panel Committee.	High	2013	Tourism Advisory Panel	O: Key public and private sector stakeholders actively engaged in providing direction to city and MTWT.
4. Establish an internal Major Sports Event Support Team.	Medium	2014	Community Services	O: Establishment of Major Sports Event Support Team with dedicated staff representatives from other key city departments providing event support services.

Strategic Focus # 2		High Impact Events.		
Goal Statement:		Assess, acquire and deliver new high impact sport events.		
Recommendation	Priority	Year	Accountability	Outcomes (“O”) and Measurements (“M”)
5. Support and host selected events for the 2015 Pan/Parapan American Games and leverage the community and economic benefits from the Games.	High	2013-2015	Community Services	O: Operational plan to meet the host city obligations for selected Pan/Parapan American Games events. M: Event attendance, volunteer engagement, economic impact, staging costs and other identified event performance metrics.
6. Complete the feasibility study for hosting of the 2016 Ontario Summer Games.	Medium	2013	Recreation	O: Detailed assessment of financial, operational, organizational, economic and community impacts of hosting 2016 Ontario Summer Games.
7. Work with community sport organizations to identify opportunities for new locally-created events.	Medium	2015	Recreation	O: List of prospective locally-created sport tourism events.
8. Prioritize the list of prospective events provided and pursue the opportunity to host.	Medium	2014	Recreation	O: Finalized list of regional, provincial and national event prospects.
9. Incorporate the assessment of sport tourism infrastructure into future iterations of <i>Future Directions</i> and other visioning, planning initiatives and capital budget forecasts.	Medium	Ongoing	Community Services	O: Sport tourism infrastructure needs assessment incorporated into terms of reference for future planning initiatives.

Strategic Focus # 3		Community Capacity		
Goal Statement:		Build on the community's capacity to deliver well-managed and sustainable events that maximize the community and economic benefits of sport tourism.		
Recommendation	Priority	Year	Accountability	Outcomes (O") and Measurements ("M")
10. Develop an innovative and interactive on-line Event Planning Toolkit for current and prospective event organizers	Medium	2014	Recreation / MTWT	O: New resources available to assist event organizers M: Number of new locally-created or locally-hosted events. M: Total event participants
11. Develop and implement a series of workshops and roundtables for event organizers.	Low	2015	Recreation	O: New resources available to assist event organizers M: Number of new locally-created or locally-hosted events. M: Total event participants
12. Provide event management assistance through direct involvement of municipal and Mississauga Toronto West Tourism staff on the Organizing Committee for selected events.	High	Ongoing	Recreation / MTWT	O: Successful execution of high profile major events (e.g. Pan Am Games, Ontario Games). O: New recurring events reach sustainable level of financial and organizational capacity within three years. M: Performance metrics for high profile events meet or exceed city targets.
13. Facilitate the development of an accommodation strategy to build overnight stays in participating hotels.	Medium	2015	MTWT	O: Event organizer incentive program(s) based on hotel room nights sold. M: Tracking of total event room nights
14. Work with Mississauga Toronto West Tourism to develop and implement an "Attendance Builder" program for use by Event Organizing Committees.	Medium	2014	MTWT	O: Event organizer incentive program(s) based on hotel room nights sold. M: Tracking of total event room nights

Strategic Focus #4		Event Friendly City		
Goal Statement:		Develop and implement “event friendly” policies, procedures and promotional programs.		
Recommendation	Priority	Year	Accountability	Outcomes (O”) and Measurements (M”)
15. Review administrative policies, procedures, rates and fees.	High	2014	Recreation	O: New facility allocation policy to permit high impact sport tourism opportunities. O: Modified operating and cost recovery policies to permit enhanced facility maintenance and service.
16. Develop and implement integrated marketing campaign and required promotional material	High	2014	MTWT	O: Sport tourism website, database of bid preparation material. O: Proactive and systematic sales strategy for top prospects. M: Number of event bids submitted M: Number of successful event bids
17. Develop and implement Sport Event Development Grant	Medium	2015	Community Services	O: Grant program focused on new events, or expansion of current events designed to increase tourism impact. M: Tracking of total events and event room nights

Appendix A: National Sports Governing Bodies and Potential Events

Organization	Potential Events	Recent/ 2013 Host City (Venue)
Canadian Curling Association	Canada Cup of Curling World Financial Group Continental Cup of Curling Scotties Tournament of Hearts Ford World Men's Curling Championship	Moose Jaw, SK (Mosaic Place) Penticton, BC (South Okanagan Events Centre) Kingston, ON (K-Rock Centre 2013) Victoria, BC (Save-on Foods Memorial Centre)
Canadian Lacrosse Association	Minto Cup	Whitby (Iroquois Sports Park)
Canada Soccer Association	Various – U14, U15-17, U16 Boys & Girls Championship	Vaughan (U14), Charlottetown (U16), Sydney (U18)
Special Olympics Canada	Special Olympics	London, ON (Summer 2010)
Canadian Ultimate Players Association	Canadian Ultimate Championships Canadian University Ultimate Championships	Victoria, BC Kelowna, BC
Canadian Wheelchair Basketball Association	Canadian Wheelchair Basketball National Championships Canadian Wheelchair Basketball Women's Championships Canadian Wheelchair Basketball Junior and Mini Finals Canadian Wheelchair Basketball Open Finals	Vancouver, BC Richmond, BC Halifax (East), Regina (West) Charlottetown, PEI
Gymnastics Canada	Canadian Gymnastics Championships Elite Canada Canada Cup	Regina, SK (Credit Union Eventplex) Mississauga, ON (Hershey Sports Complex) Langley, BC (Langley Events Centre)
Hockey Canada	Esso Women's National Hockey Championships Telus Cup The RBC Royal Bank Cup National Women's Under 18 Championship World U-17 Hockey Challenge World Jr. A Hockey Challenge World Sledge Hockey Challenge	Charlottetown, PEI Leduc, AB Humboldt, SK Dawson Creek, BC Windsor, ON Yarmouth, NS (Mariners Centre) Calgary, AB
Karate Canada	National Championships	Richmond, BC
Ringette Canada	Canadian Ringette Championships	Burnaby, BC
Skate Canada	Skate Canada International Skate Canada Challenge Canadian Figure Skating Championships Skate Canada Synchronized Skating Championships	Windsor, ON (WFCU Centre) Regina, SK (Co-operators Centre) Moncton, NB Windsor, ON (WFCU Centre)
Softball Canada	U14 Girl's Jamboree U16 Girl's U18 Women's U18 Men's U21 Women's U21 Men's Senior Women's Senior Men's Senior Men's and Women's SP	Brampton, ON (Old Fairgrounds & Duggan Park) Brantford, ON Montreal, QC Fredericton, NB Truro, NS Owen Sound, ON Jarvis, ON Fredericton, NB Dorchester, ON
Volleyball Canada	14/15/16U Canadian East Open 17U/18U Canadian Open	Sherbrooke, QC Abbotsford, BC

Appendix B - Event Due Diligence Form

Organizer	Skate Canada		
Event Name	Skate Canada Synchronized Skating Championships		
Sport	Ice Skating		
Event Description	Approximately 53 synchronized skating teams from across Canada compete in the novice, intermediate, open, junior and senior categories Skate Canada Synchronized Skating Championships. Roughly 1,000 athletes will be present to compete for the national title in their category and senior teams will have the opportunity to qualify to compete at the ISU World Synchronized Skating Championships.		
Contact Information			
Address	865 Shefford Road Ottawa, Ontario K1J 1H9		
Web Site	www.skatecanada.ca		
Telephone	(613) 747-1007 ext 2508		
Name	Donna Keough	Title	Event Bid Development Manager
Event History			
Year	Host City	Venue	
2012	Windsor, ON	WFCU Centre	
2011	Brampton, ON	Powerade Centre	
2010	Brampton, ON	Brampton, ON	
Committed Events			
Year	Host City	Venue	
2013	Calgary AB	WinSport Athletic and Ice Complex	
2014	Burnaby BC	Copeland Sports Centre	
Open Events			
2015 and beyond. The preferred dates for the 2015 Skate Canada Synchronized Skating Championships are February 19-21 or February 20-22, 2015 or February 26-28 or February 27-March 1, 2015. The preferred dates for the 2016 Skate Canada Synchronized Skating Championships are February 18-20 or February 19-21, 2016 or February 25-27 or February 26-28, 2016.			
Host City Requirements			
Sports Facilities	Exclusive use of one ice surface is required, hourly use of second practice ice surface, preferably in one facility. Ice surface size: 85' x 200' (NHL) or 100' x 200' (Olympic). Seating: minimum 1,500 seats in main competition arena; minimum 500 in second arena.		
Accommodation	Minimum 500 rooms per night for three nights available at hotels within close proximity to one another and the competition venue (not more than 15 minutes by car). Meeting Rooms: Complimentary access to two meeting rooms at the designated official hotel for the event in order to schedule any functions surrounding the competition		
Other	Function rooms/areas: Space for a minimum of 10 working rooms/areas preferably on event level (back-of-house) plus 6 dressing rooms (may require temporary construction). Warm up space for up to 7 teams		
Rotation Policy	Not formalized. Events are awarded based on competitive bidding process.		
Bid Documents	The Bid Package to host the 2015 & 2016 Skate Canada Synchronized Skating Championships will be available in November 2012.		

Appendix C - Sport Tourism and Major Event Strategies in Other Jurisdictions

City of Brantford

Strategic Framework

In 1998 Brantford City Council endorsed a new sport tourism initiative entitled Tournament Capital of Ontario (“TCO”). In 2001 the TCO officially became part of Brantford Economic Development and Tourism Division. The city’s most recent Strategic Plan (*Shaping our Future 2010 - 2014*) includes the following Strategic Action:

- Expand tourism opportunities and benefits
 - Develop a link from the arts, cultural, sports and heritage assets of the City to the tourism opportunities and benefits of the community.

Within the city’s most recent Economic Development Strategy are the following initiative related to sport tourism:

- Accelerate the growth of sports tourism through the strategic marketing of new municipal sports infrastructure and bid and hosting opportunities

Within Tourism Brantford’s 2011-2012 Business and Marketing Plan, is the following objective:

- Take the lead in developing external marketing efforts for the sport tourism sector for the City, in partnership with the Tournament Capital of Ontario and the City of Brantford’s Parks and Recreation Department.

The Tournament Capital of Ontario is a community based organization that assists organizations to promote and recognize Brantford as a recreation and sport tourism destination. Its goals are to:

- Create networking opportunities for the sport and business communities in an effort to coordinate and maximize partnerships.
- Provide assistance to sport organizers who host sports events in Brantford.
- Increase community awareness and help promote sports events hosted in Brantford.

- Provide positive and memorable experience for visitors who come to Brantford to participate in sports.
- Promote Brantford as a preferred sport event destination to stimulate the growth and development of sport tourism in Brantford.

Administrative Framework

Partners in the Tournament Capital of Ontario initiative include the City (through its Economic Development and Tourism Department) Tourism Advisory Board, Parks, Recreation & Waterfront Advisory Board, business community, sport associations, volunteers and ambassadors network. Tourism Brantford takes the lead role in marketing the city to prospective event organizers.

Tournament Capital services and benefits include monthly networking luncheons, website, welcome packages, sponsorship opportunities, bid assistance and ambassador program.

City of Kamloops

Strategic Framework

After adopting the slogan “Canada’s Tournament Capital in 2001 and hosting the BC Summer Games in 2006, the City of Kamloops developed the following objectives:

- Continue to grow Kamloops’ reputation as the top sport-tourism destination in Canada for medium-sized cities.
- Use our position as the Tournament Capital of Canada to effectively promote the Kamloops lifestyle advantage.

Kamloops identifies Sport Tourism and its Tournament Capital Program as priority objectives in their strategic plan. It benefits greatly from legacy venues that have been clustered together as the Tournament Capital Centre, including:

- Hillside Stadium, a 135,000 sq. ft multi-sport facility with a FIFA-certified turf (soccer/football/field hockey/lacrosse), 400-metre 8 lane, all-weather running track, dedicated jumps area/throws area, media booth and filming deck, two grass fields and a new field house that includes an international-scale indoor track, dedicated gymnastics space, multi-function gym, classroom and retail space.
- Canada Games Aquatic Centre, which offers a 50m 8-lane competition pool and 1m, 3m and 5m diving towers.

The Tournament Capital program is, to a large degree, a facility marketing plan to drive business to the city's premier recreation facilities.

Administrative Framework

The Tournament Capital Program is administered and implemented by the Tourism Kamloops Destination Marketing Manager - Sports and Leisure, Tourism Kamloops Manager Sports, Meetings and Events, and by the city's Tournament Capital Coordinator.

Resources Available to Event Organizers

Cash grants are available to amateur sport groups staging an event within municipally-owned facilities. The city has developed a wide range of on-line tools including facility specifications and schedules, facility booking, on line forms and permit applications.

City of Brampton

Strategic Framework

Brampton's strategic plan does not specifically identify any sport tourism initiatives. However, a number of programs and initiatives are provided that apply to large sport tournaments.

Administrative Framework

Major event programs and resources are found in a number of municipal departments. The Recreation Division of the Community Services Department is responsible for city-run events, the Arts, Culture and Theatre Division of the Community Services Department is responsible for supporting a select group of cultural events and Tourism Brampton (part of the Economic Development Office) promotes sports tourism events.

Resources Available to Event Organizers

Brampton offers generous financial support to selected event organizers. The City-Wide Community Events Account, used to support sporting groups, community events and/or heritage, arts and culture had a 2012 Budget of \$291,000. All funding requests from this account must be approved by Council. In the past twelve months, approved grants include:

- \$36,000 cash grant to 2012 Brampton Canadettes 43rd Annual Female Hockey Tournament

- \$82,000 cash grant for 2012 Ontario Senior Summer Games
- \$5,500 cash grant for Ontario Minor Field Lacrosse Provincial Tournament and the Annual John McCauley Memorial Lacrosse Tournament

City of Burlington

In 2011, the City of Burlington hosted 114 events (58 major events and 56 minor events) for residents and visitors to the community, with attendance spanning from 25 to 190,000. In total an estimated 565,000 people attended or participated in Burlington events in 2011.

Strategic Framework

The City of Burlington recognizes the importance of major events in terms of quality of life, local economic development and community identity. The City's strategic plan includes the goal of positioning Burlington as a Vibrant Community by enhancing Burlington's arts and cultural opportunities and experiences.

The City's Strategic Plan, the Waterfront Strategic Plan and the City of Burlington Tourism Vision Report have each identified the importance of major events in contributing to Burlington's quality of life, economic development and community identity.

The City of Burlington is proactive in attracting new special events to the city, particularly its Waterfront Park, as well as working with existing event organizers to further the success of their activities.

Administrative Framework

The city provides support to new and recurring event organizers through its Parks and Recreation Department or, in the case of road-based events, through the Transportation Services Department. Anyone planning an outdoor event must first contact either Parks and Recreation or Transportation Services to obtain event guidelines to ensure all requirements for hosting an event are in place. Based on information provided in the Event Application, the staff liaison provides all necessary City of Burlington applications and city and agency requirements relating to the event.

Events attracting 500 attendees or more, held in a high profile or high traffic area (such as the downtown area or Spencer Smith Park), and city-run events are the subject of an annual report to Council. Third-party events in this category must complete an

application for the coming year by mid-September, and Council approval is obtained by the end of the calendar year. Minor events, i.e. those that are more localized in nature and do not directly impact a high traffic or high profile location, are managed through the City's permit process and do not require Council approval.

The City of Burlington has established a Special Events Team ("SET") to coordinate services from other city departments. SET is comprised of representatives from the City's Roads, Parks & Maintenance (RPM), Fire, Parking, Transportation, Transit, Building, and Parks & Recreation departments, plus Halton Region Police, Emergency Medical Services, and Health Protection Services.

Staffing for special events includes a Supervisor of Festivals and Events, Festival and Events Coordinator, three event programmers and one Coordinator - Revenue Generation. The three event programmers are organized by event type - sports & recreation, waterfront events, other events, while the coordinator of revenue generation focuses on sponsorships for city-run events.

Resources Available to Event Organizers

Cash grants and fee waivers are available to community based not-for-profit recreational, sport or cultural organizations whose primary purpose is the development or delivery of leisure services to the community.

The city has developed an Event Organizers Manual, which provides information specific to events staged in Burlington (e.g. permits, approvals, timelines) as well as generic best practices and resources.

City of Hamilton

Strategic Framework

The City's strategic plan contains no specific objectives, strategies or initiatives related to sport tourism. However, the city's economic development plan identifies the development of a sport tourism strategy as a key deliverable for Tourism Hamilton. Tourism Hamilton, a destination marketing organization funded in part by the city, works with event organizers and other tourism sector stakeholders to increase the number of visitors attending events and festivals in Hamilton. Tourism Hamilton also works the interested parties in attracting events to Hamilton, and acts as a liaison between the tourism sector and event organizers for large events such as the World Cycling Championships.

Administrative Framework

The City of Hamilton has dedicated staff resources to assist event organizers with operational support and coordinate services from other city departments via its Special Event Advisory Team ("SEAT"). SEAT is composed of staff from the following city departments:

CULTURE DIVISION (3)	MUNICIPAL LAW ENFORCEMENT (2)	BUILDING SERVICES (2)
PARKING (5)	WASTE MANAGEMENT (5)	EMERGENCY MEDICAL SERVICES (2)
FIRE (1)	POLICE (1)	PUBLIC HEALTH (3)
TRAFFIC (2)	FILM – ECONOMIC DEVELOPMENT (1)	ROADS (4)
PARKS (5)	HAMILTON STREET RAILWAY (3)	ELECTRICAL SAFETY AUTHORITY (1)

All events held on city property must submit an Event Application, which is first reviewed by the Culture Division's Arts & Events Unit. This initial review is intended to identify and resolve any immediate problems including scheduling, permitted uses etc. Assuming any such problems can be resolved, the application is then reviewed by members of the Special Events Advisory Team. SEAT offers "one window" service, providing the event organizer with the necessary instructions and department specific applications needed to properly secure the various permits and licenses required. SEAT also advises event organizers of any associated costs (i.e park rental, road closure fee etc.).

Staffing for special events includes a Manager of Arts and Events, a Festivals and Events Officer, two Arts and Event Initiative Coordinators and one part-time Events Coordinator. The Festival and Events Officer and Events Coordinators are each responsible for providing support to a portfolio of third-party events.

Resources Available to Event Organizers

In addition to the application support provided by the Cultural Division and the Special Event Advisory Team, the city provides an on-line listing of event related support and services, including links to other granting sources. The Culture Division is currently working on an Event Organizers Toolkit.

The City of Hamilton's Community Partnership Program is intended to provide limited financial assistance to community groups and organizations engaged in programs and activities within the City of Hamilton, and is designed "to achieve the self-fulfillment of individuals and the general well-being of the community." The program promotes the self-sufficiency of community groups and programs by encouraging those in receipt of funding from the city to become self-supporting.

Of the \$3.2 million in actual expenditures for the Community Partnership Program in 2010, cash grants to Special Events were \$358,000 and Event Road Closure fee waivers were an additional \$275,000 for a total of approximately \$633,000.

In 2011 event organizers requested a total of \$681,000 in cash grant funding, up more than 90% from the amount approved in 2010. Of the \$330,000 in additional funding requested, the overwhelming majority came from events that had received funding the prior year. Virtually all of these requests for additional funding were denied, although most organizations were approved for recurring funding and typically received an increase of about 3.8% over the 2010 grant.

Only five new event grants were approved. These events requested grants totaling \$58,000 and were approved for grants totaling \$17,000, representing 4.9% of the total approved grants for 2011. Of the \$264,000 budgeted for Road Closures in 2011, the largest share covered police services (\$228,000 or 86%). Most grants were relatively modest, typically less than \$5,000, for small-scale community activities, walks and runs. Events receiving large cash grants, not surprisingly, often received large Road Closure grants as well.

Approximately 95% of the total Special Events grant budget is allocated to recurring events. The size of grant is tied, to some degree, to the nature and extent of municipal services provided (and billed) to the event, and is generally limited to not more than 30% of the total event operating budget. As noted earlier, the Community Partnership Program has the stated objective of "promoting

the self-sufficiency of community groups and programs by encouraging those in receipt of funding from the city to become self-supporting.” It would appear, however, that these grants have become an ongoing source of operating funds that event organizers rely upon.

Tourism Hamilton offers a Sport Tourism Grant of up to \$1,000 per event, based on hotel room nights occupied. However, this grant cannot be combined with funding from the Community Partnership Program.

City of Kitchener

Strategic Framework

The City of Kitchener’s Strategic Plan identifies “Dynamic Downtown” as critical to the city’s economic health and quality of life. The Citizens’ Vision for Downtown states that Kitchener will be a “community that has built a vital and lively downtown which provides all residents with a unique mix of exciting big city amenities and diverse services”. The initiatives to achieve this vision are found largely in Kitchener’s Economic Development Strategy.

To achieve these objectives, a working group has been formed with representatives from the city’s Economic Development, Arts and Culture and Community Services departments. This working group has developed and implemented a comprehensive program of downtown animation, including free public concerts and other programs at Civic Square, street parties and major events. In addition to these programs delivered directly by the city, the city provides grant funding and in-kind services to third party events that are aligned with the goals of the downtown vitality initiative.

Administrative Framework

The Enterprise Division of the city’s Community Services department is responsible for direct delivery of city-managed events and supporting the delivery of third-party events on city property. Sports field, arena and park scheduling is managed by Facility Rentals staff within the Community Services department. Staffing for special events includes a Manager of Special Events and three Special Event Coordinators, each of whom has responsibility for one or more city-run events, and supports a number of third party events.

A Special Events Action Plan was approved by Council in 2010, and includes the following strategic themes:

- Deliver Festivals, Events & Celebrations

- Support Urban Vitality through Activity
- Formalize Internal Collaboration
- Build Capacity with External Partners
- Refine Processes and Systems

Specific initiatives included in this strategy include:

- Deliver the current inventory of city-owned major events
- Continue to support third party event organizers and clarify level and type of support
- Create a formal Civic Square activity program with a goal of an intense schedule of daily programming
- Establish a formal event capacity-building program and materials that would incorporate a city wide focus
- Establish a marketing based webpage (not website) outlining services provided by Special Events
- Promote use of on-line calendar

Internally, Special Events is positioned as a service unit supporting the strategic interests of other city departments. Their event planning services and expertise are available, on a cost recovery basis, to other municipal departments staging events as a means of achieving their departmental deliverables.

Resources Available to Event Organizers

Cash grants and fee waivers are available to community based not-for-profit recreational, sport or cultural organizations that provide services within the City of Kitchener for the common good of all residents.

The city has developed an Event Organizers workshop for prospective event organizers, which provides information on event planning, budgeting, volunteer management, permits and approvals.

Appendix D - Event Evaluation Framework

On the following pages is a three-step Event Evaluation Framework to guide the city in completing its due diligence of event hosting opportunities. The first step addresses event hosting capacity - the ability to host the event with the facilities and other resources currently available. The next two steps address the alignment of the anticipated event outcomes with the city's strategic objectives.

Event Evaluation Framework			
Section One: Alignment with Event Hosting Capacity			
	Measurement Criteria	Weight	Score
Facility Planning & Operations	Can the event be successfully staged with existing event hosting and other infrastructure.		
	If not, what is the nature and extent of permanent event infrastructure required for the event.		
	Would this investment replace or accelerate planned capital investment(s).		
	Would any new event capacity created through this investment serve an existing or anticipated community need.		
	Are there reasonable prospects that any new event hosting capacity created through this investment would help to attract more or larger events to Mississauga.		
	Would this investment result in any ongoing operating expenditures or operational savings for the city.		
	Are there other public and private sector funding partners committed to this capital project.		
Organizational Capacity	Is there experienced and committed organizational capacity within the community to successfully execute the event.		
	Does the event have organizational support from other key stakeholder groups.		

Event Evaluation Framework				
Section Two: Economic Benefits - Alignment with Strategic Pillar <i>Prosper</i>				
Strategic Pillar	Specific Deliverable	Measurement Criteria	Weight	Score
<i>Prosper - cultivating creative and innovative businesses</i>	Job creation and revenue generation for local business	Does the event occur at a time when capacity exists within our event hosting and accommodation sectors, or will there be displacement of existing activity.		
		Will the event be one-time or recurring		
		Will the event generate incremental revenue for local accommodation, dining, retailers and event suppliers.		
		Will the event create additional capacity to develop and/or deliver future major events		
		Will the event require financial or other support from the municipality		
		What level of support will be provided by other stakeholders including senior levels of government.		
	Enhanced municipal profile	Media exposure expected		
		Does the event provide an opportunity to showcase other key business sectors in Mississauga		
		Will the event attract participants from a wide geographic origin of participants, and stimulate opportunities for return visits.		

Event Evaluation Framework				
Section Three: Community Benefits - Alignment with Strategic Pillars <i>Belong and Connect</i>				
Strategic Pillar	Specific Deliverable	Measurement Criteria	Weight	Score
<i>Belong - Ensuring youth, older adults and new immigrants thrive</i>	Improved health & well being through participation in sports activities	Will the event promote awareness of sporting activity with high potential for resident participation		
		Will the event provide a wide cross section of the community with an opportunity to visit community recreation facilities		
<i>Connect - Completing our neighbourhoods</i>	Family & community cohesion	Will the event celebrate unique culture or heritage of the community.		
	Celebration of culture & heritage	Will the event provide a wide range of opportunities for Active participants and Volunteers and encourage family participation.		
	Increased awareness and appreciation of recreational facilities	Will the event provide a wide cross section of the community with an opportunity to visit community recreation facilities		
	Impact on Affiliated and Community Groups	Will the event displace other regularly scheduled or previously scheduled community programs, or otherwise displace or adversely affect resident use of the event hosting facilities		
		Is the event projected to generate an operating surplus to support the community-based goals of the organizing committee.		
	Impact on Residents & Business	Will the event have other adverse impacts on residents or business (e.g. parking, noise, traffic congestion).		

Appendix E - Economic Impact of Selected Events

Using the Tourism Region Economic Impact model from the Ministry of Tourism, Sport and Culture and visitor statistics provided by event organizers, the economic impact of two recurring events and two itinerant events was calculated.

Locally Managed Recurring Events

Umbra Top Rated Invitational Soccer College Showcase Tournament

Each year the showcase draws the top Canadian National Cup Champions, Provincial Champions and League Champions throughout the four age groups. Past showcases drew the top Canadian club teams from Calgary, Edmonton, Manitoba, Quebec, as well as Super Y League teams from the Ottawa Fury, Toronto Lynx's and London Gryphon's along with the best club teams Ontario offers. The three-day event is held at four different Field Turf soccer venues including the three main complexes, Ice Lands and the Hershey Sports Zone.

Origin	Number of Visitors	Same Day	Overnight	
		Percent of Visitor Origin	Percent of Visitor Origin	Average Length of Stay
Ontario	5,325	75%	25%	2
Rest of Canada	1,704	0%	100%	2
United States	71	0%	100%	2
Total	7,100	56%	44%	2

Estimated total visitor expenditure: \$896,000

Breakdown of visitor expenditures:

Transportation	\$310,000	34.6%
Accommodation	\$134,000	14.9%
Food & Beverage	\$298,000	33.3%
Retail	\$154,000	17.2%
Recreation & Entertainment	\$ 83,000	9.2%
Estimated labour income	\$363,000	

Mississauga Marathon

With a mandate of "A Run for Everyone," the Mississauga Marathon has a festival atmosphere where spectators, volunteers, runners and their families enjoy a day of fitness and entertainment. The event includes the Full Marathon, Half Marathon, Team Relay Challenge, 10K & 10K Student Relay, a community favourite, "The Hazel" 5K and the 2K Family Fun Run/Walk round out the weekend ensuring that there truly is an event for everyone.

Origin	Number of Visitors	Same Day	Overnight	
		Percent of Visitor Origin	Percent of Visitor Origin	Average Length of Stay
Ontario	22,000	72%	28%	1
Rest of Canada	2,000	0%	100	1
United States	750	0%	100	1
Other International	250	0%	100	1
Total	25,000	63%	37%	1

Estimated total visitor expenditure: \$1,723,000

Breakdown of visitor expenditures:

Transportation	\$633,000	36.8%
Accommodation	\$198,000	11.5%
Food & Beverage	\$744,000	43.2%
Retail	\$147,000	18.5%
Recreation & Entertainment	\$224,000	11.5%
Estimated labour income	\$738,000	

Itinerant Events

North American Roller Hockey Championship

First held at the Hershey Sport Zone in 2009, the North American Roller Hockey Championship is returning to Mississauga in July 2013. The North American Roller Hockey Championships (NARCh) is a "for-profit company" which operates in-line hockey tournaments in Canada and the United States

Origin	Number of Visitors	Same Day	Overnight	
		Percent of Visitor Origin	Percent of Visitor Origin	Average Length of Stay
Ontario	6,000	20%	80%	7
Rest of Canada	1,000	0%	100%	7
United States	8,500	0%	100%	7
Overseas	2,000	0%	100%	7
Total	17,500	7%	93%	7

Estimated total visitor expenditure: \$10,549,000

Breakdown of visitor expenditures:

Transportation	\$2,221,000	34.6%
Accommodation	\$2,642,000	14.9%
Food & Beverage	\$3,074,000	33.3%
Retail	\$1,270,000	12.0%
Recreation & Entertainment	\$1,341,000	12.7%
Estimated labour income	\$4,685,000	

Little Native Hockey League Tournament

The four-day tournament features 155 teams of First Nations boys and girls up to age 18. Games were played at the Hershey Centre, Iceland and Meadowvale Arena. The event was hosted by the Six Nations Minor Hockey League Association.

Origin	Number of Visitors	Same Day	Overnight	
		Percent of Visitor Origin	Percent of Visitor Origin	Average Length of Stay
Ontario	4,500	10%	90%	3
Total	4,500	10%	90%	3

Estimated total visitor expenditure: \$1,215,000

Breakdown of visitor expenditures:

Transportation	\$249,000	20.5%
Accommodation	\$262,000	21.6%
Food & Beverage	\$453,000	37.2%
Retail	\$130,000	10.7%
Recreation & Entertainment	\$121,000	10.0%
Estimated labour income	\$504,000	



Corporate Report

Clerk's Files

Originator's
Files

4

DATE: May 1, 2013

General Committee

MAY 15 2013

TO: Chair and Members of General Committee
Meeting Date: May 15, 2013

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

SUBJECT: Request by GO Transit for Permanent Noise Exemption from
Noise Control By-law 360-79, as amended (Ward 4)

RECOMMENDATION: That a by-law to amend the Noise Control By-law 360-79, as amended, be enacted exempting GO Transit, a Division of Metrolinx, from Schedule 2, Column 1, Section 2 of the Noise Control By-law 360-79, as amended, for the Public Address System, located within the City of Mississauga right of way on Station Gate Road, upon the execution of a Licence Amending Agreement to permit the Public Address System.

BACKGROUND: On December 5, 2012 staff from Compliance and Licensing Enforcement received a letter dated November 27, 2012 (Appendix 1) from GHD, advising they had been retained by GO Transit, a Division of Metrolinx (GO Transit) to provide engineering services for a new station building and parking lot expansion at the Square One GO Bus Terminal. Their letter advises that as part of these works, GO Transit is interested in providing a public address system consisting of eight pole-mounted speakers to provide service to the existing GO Transit bus platforms located within the Station Gate Road right of way and requested a permanent noise exemption under the Noise Control By-law 360-79, as amended, for the public address system. GHD also

provided a map of the GO Transit bus platforms located on Station Gate Road (Appendix 2) and the proposed locations of the pole-mounted speakers.

Further, they advised that the planned use for the proposed public address system is between the hours of 6:00 a.m. and 10:00 p.m., Monday through Sunday, to inform GO Transit commuters accessing bus platforms on Station Gate Road of the following:

- cancellations or delays for scheduled bus service;
- changes to platform locations or detours resulting in alternative platform locations; and,
- general updates relating to bus service.

In addition, GHD has advised Compliance and Licensing Enforcement staff that the sound intensity produced by the speakers are specified to be a maximum of 76 decibels at night at a height of 1.5 metres (5 feet) above the ground level directly below the speakers. Further, that this sound intensity is approximately equivalent to the perceived sound of highway traffic heard at a distance of 25 metres (82 feet).

COMMENTS:

An amending Licensing Agreement between the City and GO Transit would be required to permit the installation of the public address system. Currently, there is a Licence Agreement between the City and the Greater Toronto Transit Authority for the bus terminal on Station Gate road for interregional public transit operations. Staff from Realty Services are working with GO Transit staff to amend the Licence Agreement to permit the public address system. Further, they foresee no issues in executing the agreement prior to the completion of construction and operation of the public address system tentatively scheduled for completion prior to October 2013.

Compliance and Licensing Enforcement staff have reviewed the exemption request and the applicable provisions under the Noise Control By-law 360-79, as amended (Appendix 3). The By-law prohibits the proposed noise that would be emanating from the public address system if audible at a point of reception within a residential area as follows:

- between the hours of 6:00 a.m. to 7:00 a.m. and from 5:00 p.m. to 10:00 p.m. Monday through Saturday; and,
- between the hours of 6:00 a.m. to 9:00 a.m. and from 5:00 p.m. to 10:00 p.m. on Sundays

Compliance and Licensing Enforcement staff have inspected the Station Gate bus platform area and note that within the surrounding area the emission of sound from the proposed public address system is unlikely to be clearly audible at a point of reception in a residential area. As a result, Compliance and Licensing Enforcement staff recommend that the permanent noise exemption request be approved.

FINANCIAL IMPACT: No financial impact.

CONCLUSION: This report responds to the request received by Compliance and Licensing Enforcement staff from GHD on behalf of GO transit for a permanent noise exemption under the Noise Control By-law 360-79, as amended, for the GO Transit bus platforms located on Station Gate Road.

ATTACHMENTS: Appendix 1: Exemption request letter from GHD dated November 27, 2012

Appendix 2: Map of Station Gate Road

Appendix 3: Noise Control By-law 360-79, as amended



Martin Powell, P. Eng.

Commissioner, Transportation and Works

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



November 27, 2012

City of Mississauga
Transportation and Works Department
Compliance and Licensing Enforcement
300 City Centre Drive
Mississauga, ON
L5B 3C1

Attention: Ms. Sakina Hussain

RE: **Square One Park and Ride – New Station Building
Public Address System on Station Gate Road
GHD Project No. 11280**

GHD was retained by GO Transit, A Division of Metrolinx to provide engineering services for a new station building and parking lot expansion at the Square One GO Bus Terminal. As part of these works, GO Transit is interested in providing a public address system consisting of 8 pole-mounted speakers to provide service to the existing GO Transit bus platforms located within the Station Gate Road right of way.

The planned use for the proposed public address system is between the hours of 6am and 10pm, Monday through Sunday, to inform GO Transit commuters accessing bus platforms on Station Gate Road of the following:

- Cancellations or delays for scheduled bus service
- Changes to platform locations or detours resulting in alternate platform locations
- General updates relating to bus service

Since the proposed public address system is located within a City of Mississauga right of way and would be in use for a period of time greater than 6 months, we request that the City's General Committee grant a permanent amendment to the noise control by-law 360-79 to exempt GO Transit from noise restrictions for bus operations on Station Gate Road.

I trust that this is satisfactory. Should you have any questions or comments please contact the undersigned.

Regards,


Nick Xanthos
Project Coordinator

CC: Arthur Fidera, GO Transit
Ken Chow, GHD
Casey Kwan, GHD

RECEIVED

DEC 05 2012

ENFORCEMENT

CENTRE VIEW DRIVE



METRIC

ALL DIMENSIONS SHOWN ARE
IN METRES AND/OR MILLIMETRES
UNLESS OTHERWISE NOTED.

[illegible]

NOT FOR CONSTRUCTION

SERNAS PROJECT NO. 11280

METROLINX PROJECT NO. 10-5720

SQUARE ONE PARK AND RIDE
NEW STATION BUILDING
ELECTRICAL SITE PLAN

CONTRACT NO. PT-2013-BI-014	DWG. NO. E-008	REV. 0	SHEET 97/103
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REFERENCE DRAWINGS		ISSUE		REVISIONS		DRAWN BY: N.X. 2011/09/28	DESIGNED BY: N.X. 2011/09/28
						CHECKED BY: K.C. 12/08/22	APPROVED BY: YY/MM/DD
		NOV 19/10	ISSUED FOR TENDER				
		JUN 12/12	ISSUED FOR TENDER				
		MAR 6/12	202 SUBMITTAL			SCALE: 1:250	FULL SIZE ONLY
WG NO.	TITLE	REV	DATE	ISSUED FOR	REV	DATE	



A Division of METROLINX

4e



THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79

(Amended by 77-85, 1298-86, 755-87, 62-92, 230-94, 303-00, 495-03, 124-05, 110-06, 92-07, 120-07, 127-07, 248-07, 73-08, 99-08, 299-08, 325-09)

WHEREAS the Council of a local municipality is empowered under The Environmental Protection Act, 1971, as amended, to pass by-laws, subject to the approval of the Minister of the Environment, for regulating or prohibiting the emission of sounds or vibrations;

AND WHEREAS it is the policy of the Council to reduce and control unusual or unnecessary sounds or vibrations which may degrade the quality and tranquillity of the lives of the inhabitants of the City of Mississauga or cause nuisance.

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

INTERPRETATION

1. In this by-law,

"City" means the City of Mississauga in the Regional Municipality of Peel

"Commissioner" means the Commissioner of Transportation and Works for the City or his or her designate; (299-08)

"construction" includes erection, alteration, repair, dismantling, demolition, structural maintenance, painting, moving, land clearing, earth moving, grading, excavating, the laying of pipe and conduit whether above or below ground level, street and highway building, concreting, equipment installation and alteration and the structural installation of construction components and materials in any form or for any purpose, and includes any work in connection therewith;

"construction equipment" means any equipment or device designed and intended for use in construction or material handling, including but not limited to, air compressors, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, scrapers, pavers, generators, off-highway haulers or trucks, ditchers, compactors and rollers, pumps, concrete mixers, graders or other material handling equipment;

**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

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

"Minister" means the Minister of the Environment;

"Ministry" means the Ministry of the Environment;

"motor vehicle" includes an automobile, motorcycle, motor assisted bicycle unless otherwise indicated in The Highway Traffic Act, and any other vehicle propelled or driven otherwise than by muscular power, but does not include the cars of electric or steam railways, or other motor vehicles running only upon rails, or a motorized snow vehicle, traction engine, farm tractor, self-propelled implement of husbandry or road-building machine within the meaning of The Highway Traffic Act.

"motorized conveyance" includes a vehicle and any other device employed to transport a person or persons or goods from place to place, but does not include any such device or vehicle if operated only within the premises of a person or if propelled or driven only by muscular, gravitational or wind power;

"noise" means unwanted sound;

"Noise Control Officer" means a person designated by the Commissioner for the City as a noise control officer; (By-law 755-87, 299-08)

"point of reception" means any point on the premises of a person where sound or vibration originating from other than those premises is received;

"Quiet Zone" means those areas of the City where quiet is of particular importance and as more particularly designated in Schedule 4 to this By-law.

"Residential Area" means any area containing dwellings which are normally used for human habitation.

ADMINISTRATION

2. The Commissioner shall be responsible for the administration and enforcement of this by-law. (By-law 755-87, 495-03, 299-08)

GENERAL PROHIBITION

3. No person shall emit or cause or permit the emission of sound resulting from an act listed in Schedule 1 to this by-law and which sound is clearly audible at a point of reception.

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**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

PROHIBITION BY TIME AND PLACE

4. No person shall emit or cause or permit the emission of sound resulting from any act listed in Column 1 to Schedule 2 to this by-law if clearly audible at a point of reception located in a residential area or quiet zone within a prohibited period of time for such an area as set out in Column 2 to Schedule 2 to this By-law.

PUBLIC SAFETY EXEMPTION

5. The provisions of Section 3 and 4 do not apply to the emission of a sound or vibration in connection with emergency measures undertaken:
- (a) for the immediate health, safety or welfare of the inhabitants of the City or any of them; or
 - (b) for the preservation or restoration of property.

EXEMPTION OF TRADITIONAL FESTIVE OR RELIGIOUS ACTIVITIES

6. The provisions of Section 3 and 4 do not apply to the emission of sounds or vibrations made by persons in connection with any of the traditional, festive, religious or other activities set out in Schedule 3 to this by-law.

GRANT OF EXEMPTION BY COUNCIL

7. (1) Any person may apply for an exemption from the provisions of Sections 3 and 4 of this By-law, with respect to any source of sound or vibration. (299-08)
- (2) An application for exemption under Subsection (1) shall be in writing and shall contain:
- (a) the name and address of the applicant,
 - (b) a description of the source of sound or vibration in respect of which exemption is being sought,
 - (c) a statement of the section of the by-law from which exemption is sought,
 - (d) the period of time (not in excess of six (6) months) for which the exemption is sought,

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**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

- (e) the reasons why the exemption is being sought,
 - (f) proof of publication for two consecutive days within the preceding ten (10) days in a newspaper of general circulation within the City, of a notice of intention to apply for any exemption to this by-law, received or by the distribution of a flyer as prescribed by the City to all residences within a 500 meter radius of the subject property containing the information required by Clauses (a) through (e) hereof, stating the date upon which objections may be submitted to City staff. (299-08)
 - (g) the application fee. (299-08)
- (3) An application for an exemption completed in accordance with section 7(2) shall be delivered to the Commissioner. (299-08)
- (4) The Commissioner may grant an exemption, in whole or in part, with terms and conditions, subject to the provisions of this By-law. (299-08)
- (5) In considering the completed application for any exemption, the Commissioner shall take into account the following: (299-08)
- (a) If an exemption is granted, a time limit shall be specified, and an exemption shall not exceed six months.
 - (b) The Commissioner shall consult with the affected Ward Councillor on an application for an exemption and the consultation shall include any terms and conditions that may be attached to an exemption.
 - (c) Any correspondence received regarding the application as a result of the distribution of the Notice or newspaper advertisement referred to in Section 7(2)(f).
 - (d) The proximity of the sound to a Residential Area and the likelihood that the sound for which an exemption is requested may negatively affect persons in a Residential Area.
 - (e) Whether any negative impacts under clauses (c) or (d) can be reduced with the use of mitigation measures including limiting the sound to certain days or times of the day.
- (6) A breach by the applicant of any of the terms or conditions imposed by the Commissioner in granting an exemption shall immediately render the exemption null and void. (299-08)

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**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

- (7) Notwithstanding that the authority to grant an exemption is delegated to the Commissioner, and that he or she may have already exercised the delegated power, Council shall retain the right to exercise the authority to grant or deny an exemption in accordance with the conditions set out in section 7 (5) of this By-law. (299-08)

SEVERABILITY

8. If a court of competent jurisdiction declares any section or part of a section of this by-law invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the by-law and it is hereby declared that the remainder of the by-law shall be valid and shall remain in force.

PENALTY

9. (1) Every person who contravenes any provision of this by-law is guilty of an offence. Pursuant to the provisions of the Provincial Offences Act, R. S. O. 1990, c.P. 33 upon conviction a person is liable to a fine of not more than \$5,000, exclusive of costs. (by-law 63-92)
- (2) In addition to the provisions of Subsection (1), the Court in which the information is first laid and any court of competent jurisdiction thereafter, may issue an order prohibiting the contravention and repetition of the offence by the person convicted, and such order shall be in addition to any penalty imposed on the person convicted.
10. (1) By-law Number 7364 enacted by the former Town of Mississauga and any other by-law passed by the former Town of Mississauga to control noise is hereby repealed.
- (2) By-law Number 957, enacted by the former Village of Port Credit and any other by-law passed by the former Village of Port Credit to control noise is hereby repealed.
- (3) By-law Number 66-36, enacted by the former Town of Streetsville and any other by-law passed by the former Town of Streetsville to control noise is hereby repealed.
- (4) By-law 2370 enacted by the former Township of Toronto and any other by-law passed by the former Township of Toronto to control noise is hereby repealed.

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**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

- (5) Any Noise Control By-law, enacted by the Town of Oakville in that part of Oakville which was annexed by the City of Mississauga, and more particularly described in Section 2(1)(a) of The Regional Municipality of Peel Act, 1973, S.O. 1973, c. 60, is hereby repealed.

READ A FIRST AND SECOND TIME THIS 28TH DAY OF MAY, 1979.

READ A THIRD TIME AND FINALLY PASSED THIS 28TH DAY OF JANUARY 1980.

Signed by: "Hazel McCallion", Mayor "Terence L. Julian", Clerk

This by-law is approved pursuant to the provisions of The Environmental Protection Act, 1971, as amended, at Toronto, this 9th day of April, 1980.

Signed by: "Harry Parrott", Minister of the Environment

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**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

**SCHEDULE 1 TO BY-LAW NUMBER 360-79
GENERAL PROHIBITIONS**

1. The racing of any motorized conveyance other than in a racing event regulated by law.
2. The operation of a motor vehicle at a speed and in a manner which causes its tires to squeal.
3. The operation of any combustion engine or pneumatic device without an effective exhaust or intake muffling device in good working order and in constant operation.
4. The operation of a vehicle or a vehicle with a trailer resulting in banging, clanking, squealing or other like sounds due to improperly secured load or equipment, or inadequate maintenance.
5. The operation of an engine or motor in, or on, any motor vehicle or item of attached auxiliary equipment for a continuous period exceeding five minutes, while such vehicle is stationary in a Residential Area or a Quiet Zone unless:
 - (a) the original equipment manufacturer specifically recommends a longer idling period for normal and efficient operation of the motor vehicle in which case such recommended period shall not be exceeded; or,
 - (b) operation of such engine or motor is essential to a basic function of the vehicle or equipment, including but not limited to, operation of ready-mixed concrete trucks, lift platforms and refuse compactors; or,
 - (c) weather conditions justify the use of heating or refrigerating systems powered by the motor or engine for the safety and welfare of the operator, passengers or animals, or the preservation of perishable cargo, and the vehicle is stationary for purposes of delivery or loading; or,
 - (d) prevailing low temperatures make longer idling periods necessary immediately after starting the motor or engine; or,
 - (e) the idling is for the purpose of cleaning and flushing the radiator and associated circulation system for seasonal change of antifreeze, cleaning of the fuel system, carburettor or the like, when such work is performed other than for profit.

**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

**SCHEDULE 1 TO BY-LAW NUMBER 360-79
GENERAL PROHIBITIONS**

6. The operation of a motor vehicle horn or other warning device except when required or authorized by law or in accordance with good safety practices.
7. The operation of any item of construction equipment in a Quiet Zone or Residential Area without effective muffling devices in good working order and in constant operation.

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**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

**SCHEDULE 2 TO BY-LAW NUMBER 360-79
PROHIBITED PERIODS OF TIME:**

- A - 23:00 hrs. of one day to 07:00 hrs. next day (09:00 hrs. Sundays)**
- B - 19:00 hrs. of one day to 07:00 hrs. next day (09:00 hrs. Sundays)**
- C - 17:00 hrs. of one day to 07:00 hrs. next day (09:00 hrs. Sundays)**
- D - All Day Sundays and Statutory Holidays**
- E - 17:00 hrs. of one day to 07:00 hrs. next day**
- F - 19:00 hrs. of one day to 07:00 hrs. next day**

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**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

**SCHEDULE 2 TO BY-LAW NUMBER 360-79
PROHIBITED PERIODS OF TIME:**

COLUMN 1

COLUMN 2

PROHIBITED PERIOD OF TIME

QUIET ZONE

**RESIDENTIAL
AREA**

- | | | |
|---|-------------|-------|
| 1. The operation of any auditory signalling device, including but not limited to the ringing of bells or gongs and the blowing of horns or sirens or whistles, or the production, reproduction or amplification of any similar sounds by electronic means except where required or authorized by law or in accordance with good safety practices. | At Any Time | B & D |
| 2. The operation of any electronic device or group of connected devices incorporating one or more loudspeakers or other electro-mechanical transducers, and intended for the production, reproduction or amplification of sound. | At Any Time | C |
| 3. All selling or advertising by shouting or outcry or amplified sound. | At Any Time | B & D |
| 4. Loading, unloading, delivering, packing, unpacking, or otherwise handling any containers, products, materials, or refuse, whatsoever, unless necessary for the maintenance of essential services or the moving of private household effects. | B | B & D |
| 5. The operation of any construction equipment in connection with construction. | E & D | F & D |

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**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

**SCHEDULE 2 TO BY-LAW NUMBER 360-79
PROHIBITED PERIODS OF TIME:**

<u>COLUMN 1</u>	<u>COLUMN 2</u> <u>PROHIBITED PERIOD OF TIME</u>	
	<u>QUIET ZONE</u>	<u>RESIDENTIAL AREA</u>
6. The detonation of fireworks or explosive devices not used in construction.	At Any Time	A - unless otherwise permitted in accordance with the provisions of By-law 160-74 or its successors
7. The discharge of firearms.	At Any Time	At Any time- unless in accordance with the provisions of By-law 331-77 or its successors.
8. The operation of a combustion engine which (i) is, or (ii) is used in, or (iii) is intended to be used in, a toy, or a model or replica of any device, which model or replica has no function other than amusement and which is not a conveyance.	At Any Time	A
9. The operation of any powered rail car including but not limited to refrigeration cars, locomotives or self-propelled passenger cars, while stationary on property not owned or controlled by a railway governed by The Canada Railway Act	At Any Time	A

4p

**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

**SCHEDULE 2 TO BY-LAW NUMBER 360-79
PROHIBITED PERIODS OF TIME:**

COLUMN 1

COLUMN 2

PROHIBITED PERIOD OF TIME

QUIET ZONE

**RESIDENTIAL
AREA**

- | | | | |
|-----|---|-------------|-------------|
| 10. | The operation of any motorized conveyance other than on a highway or other place intended for its operation. | At Any Time | B |
| 11. | The venting, release or pressure relief of air, steam or other gaseous material, product or compound from any autoclave, boiler, pressure vessel, pipe, valve, machine, device or system. | At Any Time | A |
| 12. | Persistent barking, calling or whining or other persistent noise making by any domestic pet. | At Any Time | At Any Time |
| 13. | The operation of any powered or nonpowered tool for domestic purposes other than snow removal. | A | A |
| 14. | The operation of solid waste bulk lift or refuse compacting equipment. | B | A |
| 15. | The operation of a commercial car wash with air drying equipment. | B | B |
| 16. | Yelling, shouting, hooting, whistling or singing. | At Any Time | A |

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**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

**SCHEDULE 3 TO BY-LAW 360-79
ACTIVITIES TO WHICH THE BY-LAW DOES NOT APPLY**

(amended by By-law 495-03, 124-05, 110-06, 92-07, 120-07, 127-07, 248-07, 73-08, 99-08, 325-09)

ACTIVITIES TO WHICH THE BY-LAW DOES NOT APPLY	LOCATION
Airport Taxi Limousine Sports Tournament & Picnic	Wildwood Park 3430 Derry Road West
Ashworth Square Co-operative Multicultural Day	Ashworth Square Co-operative Complex 3180 Kirwin Avenue
BOT Construction Group construction of McLaughlin Road at Highway 401 between March 1, 2008 and December 31, 2008	McLaughlin Road at Highway 401
Can-Sikh Festival	Wildwood Park 3430 Derry Road West
Canadian Cancer Society – Relay for Life	John Fraser Secondary School 2665 Erin Centre Boulevard
Carolling in the Park	Port Credit Memorial Park 22 Stavebank Road North
Celebrate the Season	Civic Square 300 City Centre Drive, Library Square 301 Burnhamthorpe Road West Living Arts Centre Park 4141 Living Arts Centre Drive
Desh Bhagat	Wildwood Park 3430 Derry Road West
Graham Bros. Construction of Confederation Parkway from Rathburn Road West to the Hydro Corridor north of Highway 403 between July 5, 2007 and September 30, 2008	Confederation Parkway from Rathburn Road West to Hydro Corridor
Historic Halloween Fun	Benares Museum 1507 Clarkson Road North
Kalayaan Festival	Mississauga Valley Park 1275 Mississauga Valley Boulevard
Meadow-Wood Rattray Ratepayers Picnic	Bradley Museum 1620 Orr Road

4r

**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

**SCHEDULE 3 TO BY-LAW 360-79
ACTIVITIES TO WHICH THE BY-LAW DOES NOT APPLY**

Ministry of Transportation of Ontario construction related to the Queen Elizabeth Way (QEW)/Hurontario Street Interchange Improvements project between August 1, 2007 to November 30, 2009.	Queen Elizabeth Way (QEW) and Hurontario Street Interchange
Mississauga Canada Day Celebration	Civic Square 300 City Centre Drive, Library Square 301 Burnhamthorpe Road West Living Arts Centre Park 4141 Living Arts Centre Drive
Mississauga Corporate Challenge	J.C. Saddington Park 53 Lake Street
Mississauga Marathon	City Centre Drive, Lakefront Promenade Park 800 Lakefront Promenade
Mississauga Waterfront Festival	Port Credit Memorial Park 22 Stavebank Road North
Mount Zion Apostolic Church Picnic	Wildwood Park 3430 Derry Road West
Movies In The Park Series	Port Credit Memorial Park 22 Stavebank Road North
My Mississauga	Civic Square 300 City Centre Drive, Library Square 301 Burnhamthorpe Road West Living Arts Centre Park 4141 Living Arts Centre Drive
On the Verandah Concert Series	Benares Museum 1507 Clarkson Road North
Port Credit Paint the Town Red	Port Credit Memorial Park 22 Stavebank Road North
Port Credit's Busker Fest	Downtown Port Credit, Port Credit Memorial Park 22 Stavebank Road North
Salmon Derby	J.C. Saddington Park 53 Lake Street

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**THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79**

**SCHEDULE 3 TO BY-LAW 360-79
ACTIVITIES TO WHICH THE BY-LAW DOES NOT APPLY**

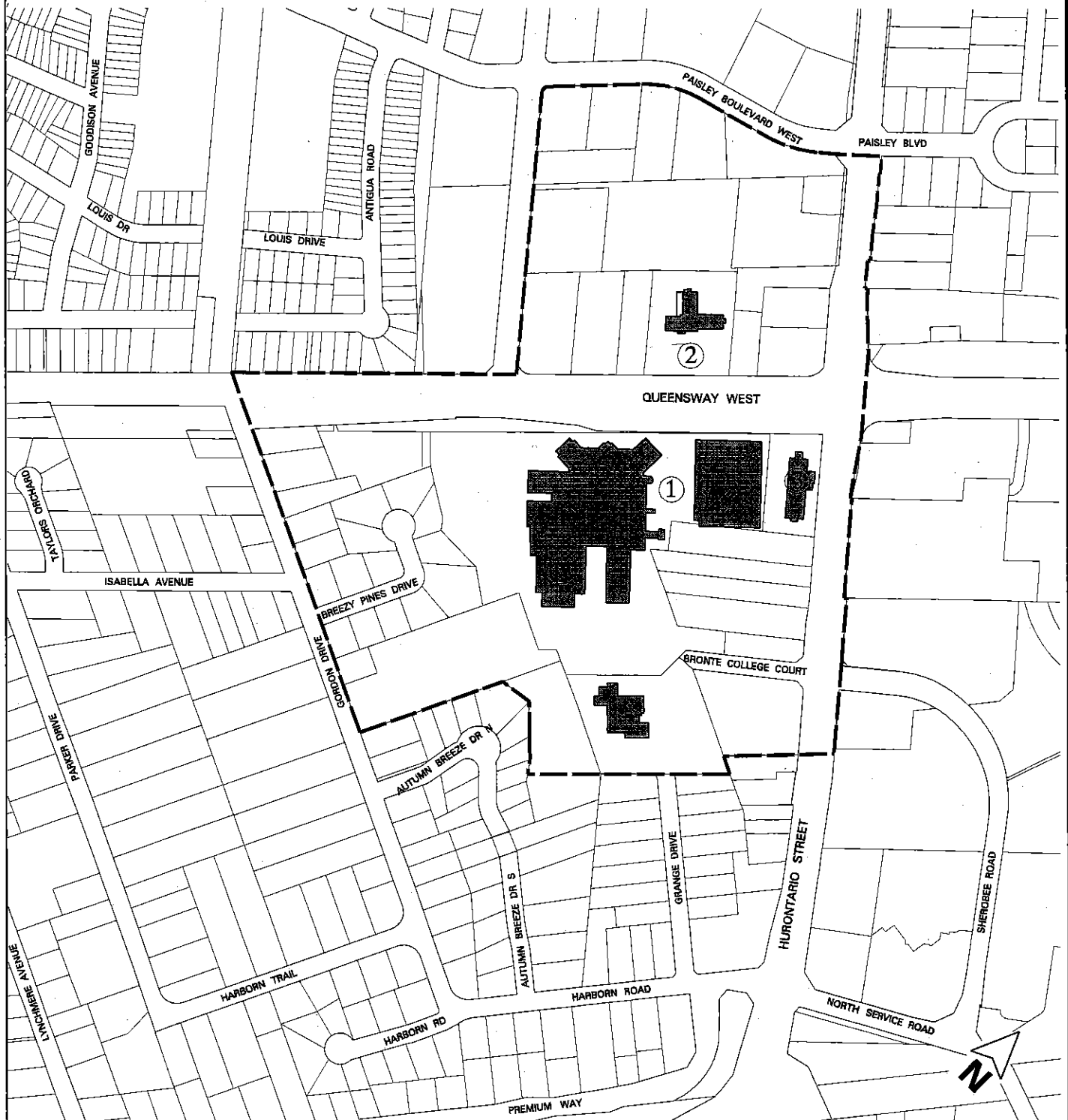
San Salvador Del Mundo Festival	Fred Halliday Park 2187 Stir Crescent
Shakespeare Under the Stars	Bradley Museum 1620 Orr Road
Sherwood Forrest Family Fun Day	Sherwood Green Park 1864 Deer's Wold
Streetsville Canada Celebration	Streetsville Memorial Park 335 Church Street
Streetsville Founders Bread & Honey Festival	Streetsville Memorial Park 335 Church Street
Sunset Concert Series	Port Credit Memorial Park 22 Stavebank Road North
Southside Shuffle	Port Credit Memorial Park 22 Stavebank Road North
Teddy Bears' Picnic	Benares Museum 1507 Clarkson Road North
The Mississauga Fall Festival	Bradley Museum 1620 Orr Road
University of Santos Thomas Alumni Annual Picnic	Mississauga Valley Park 1275 Mississauga Valley Boulevard

THE CORPORATION OF THE CITY OF MISSISSAUGA
NOISE CONTROL BY-LAW 360-79
SCHEDULE 4 TO BY-LAW NUMBER 360-79
QUIET ZONES

The Quiet Zones are those areas contained within the dotted lines on Maps A, B, C and D which are attached to By-law 360-79

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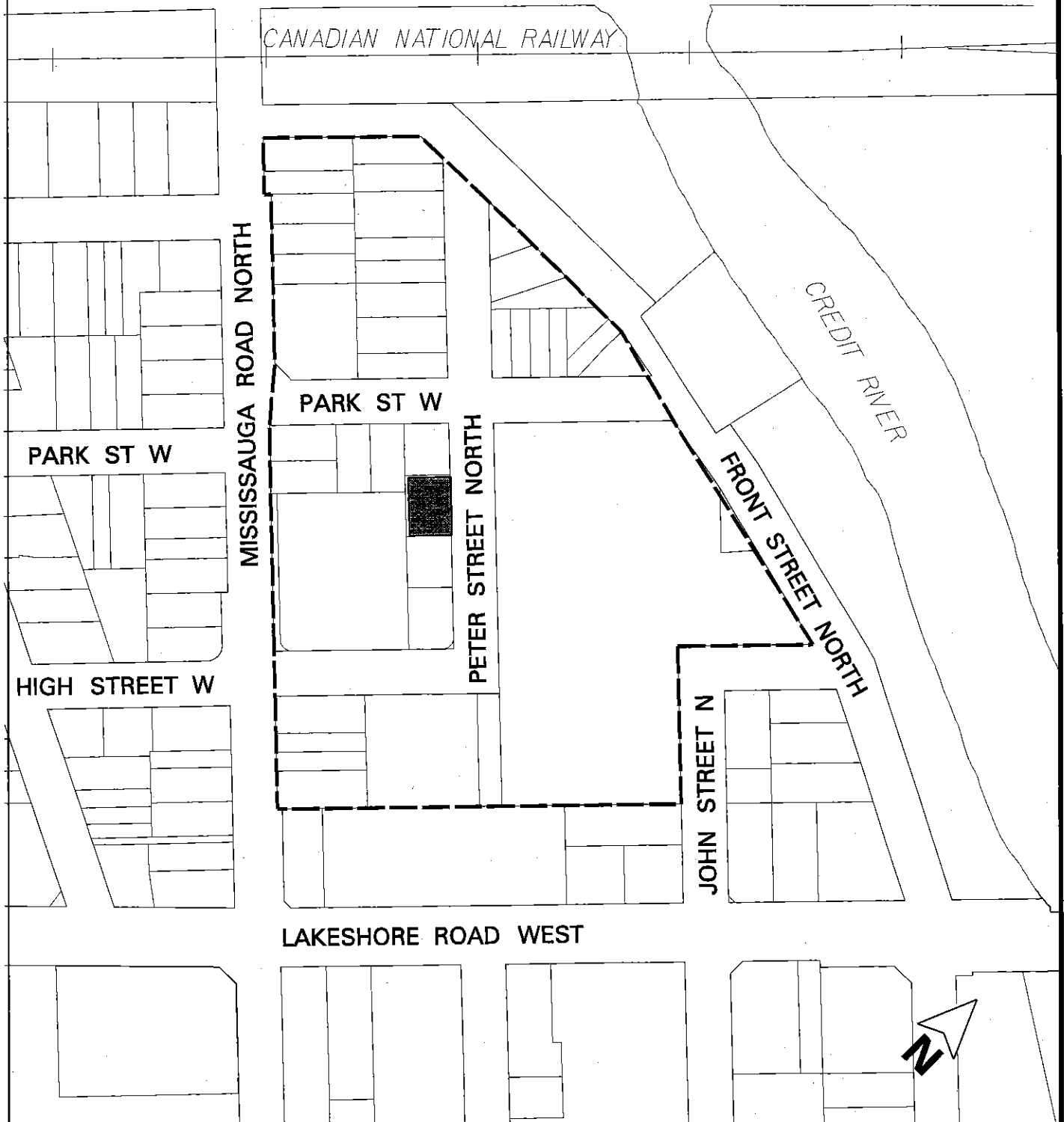
THE CORPORATION OF THE CITY OF MISSISSAUGA
THE NOISE CONTROL BY-LAW 360-79



- ① TRILLIUM HEALTH CARE
100 THE QUEENSWAY WEST
- ② CHELSEY PARK NURSING HOME
2250 HURONTARIO STREET
- ③ EXTENDICARE NURSING HOME
55 THE QUEENSWAY WEST

MAP A- BY-LAW 360-79

THE CORPORATION OF THE CITY OF MISSISSAUGA
THE NOISE CONTROL BY-LAW 360-79

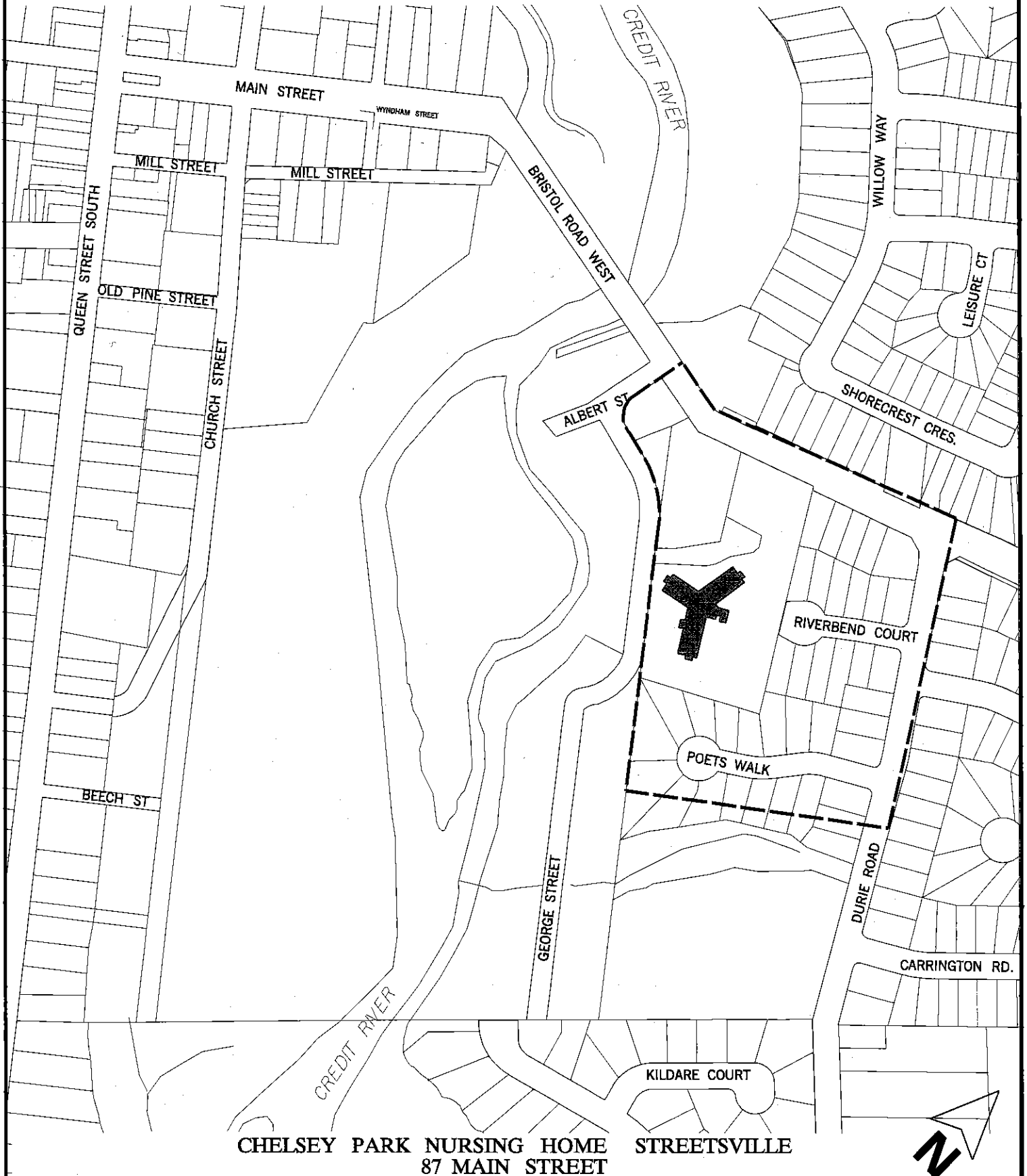


TAARA NURSING HOME
26 PETER STREET NORTH

4W

THE CORPORATION OF THE CITY OF MISSISSAUGA

THE NOISE CONTROL BY-LAW 360-79



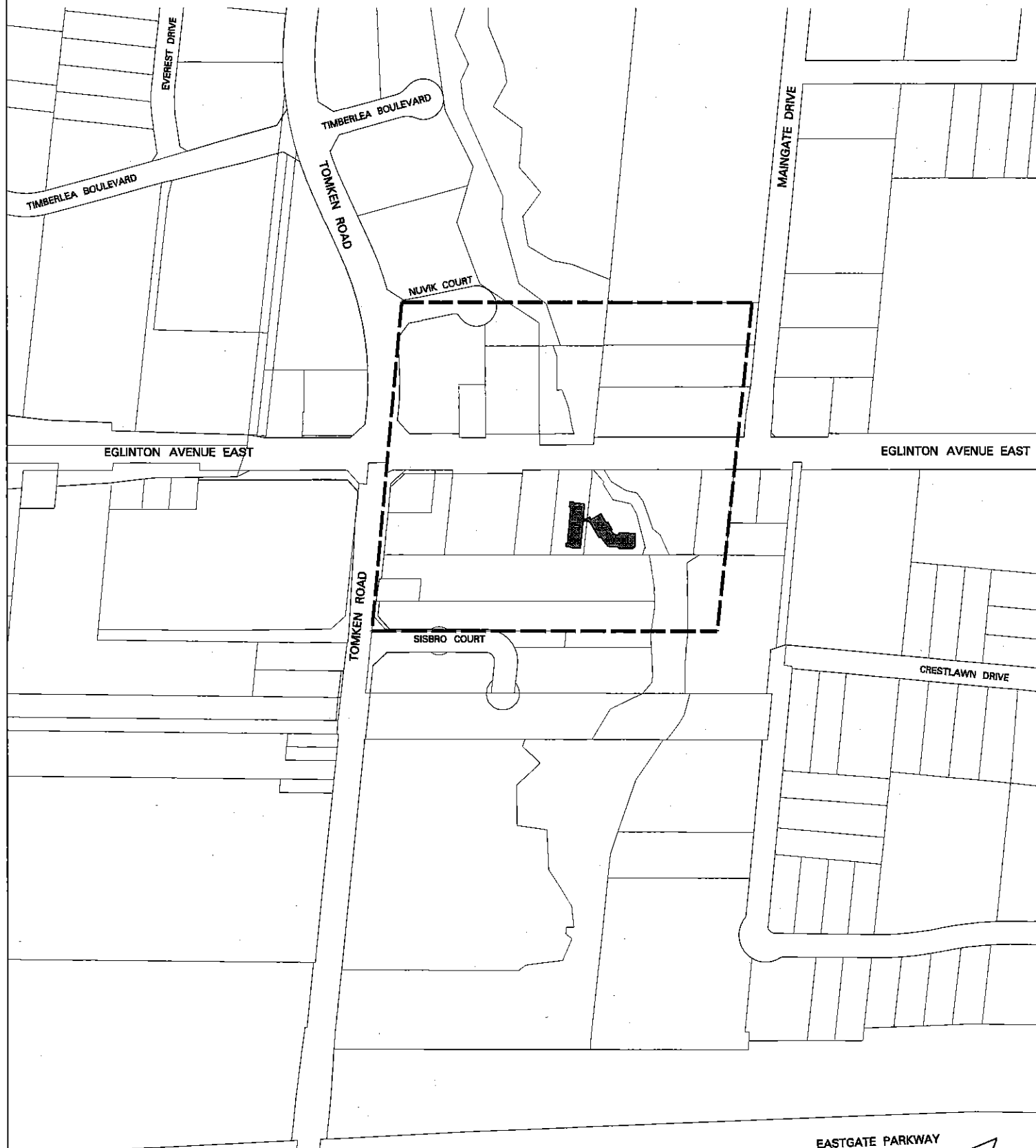
CHELSEY PARK NURSING HOME
87 MAIN STREET

KILDARE COURT

STREETSVILLE

4x

THE CORPORATION OF THE CITY OF MISSISSAUGA
THE NOISE CONTROL BY-LAW 360-79



TYDALL NURSING HOME
1060 EGLINTON AVENUE EAST

EASTGATE PARKWAY



MAP D- BY LAW 360-79



Corporate Report

Clerk's Files

Originator's
Files

DATE: May 1, 2013

General Committee

MAY 15 2013

TO: Chair and Members of General Committee
Meeting Date: May 15, 2013

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

SUBJECT: **Administrative Penalty System for Licensing and Parking
Offences and Single Source Contract award to ParkSmart Inc. for
Parking Enforcement and Administrative Penalty System Solution
(File Ref: F.A.49.171-13)**

- RECOMMENDATION:**
1. That an administrative penalty system be implemented for the City of Mississauga for the enforcement of licensing and parking offences.
 2. That penalty amounts be reduced from the \$125 set fine to \$100 for heavy vehicle and fire route parking violations so that they are included in the City of Mississauga's administrative penalty system.
 3. That Council pass a resolution requesting that the Province of Ontario amend Ontario Regulation 333/07 Administrative Penalties to permit the enforcement of accessible parking through an administrative penalty system.
 4. That the contract for the supply of a Parking Enforcement and Administrative Penalty IT System Solution including hardware, software, accessories and related services be awarded to ParkSmart

Inc. for a seven year term ending in 2020.

5. That the Purchasing Agent be authorized to execute the necessary contract forms in the estimated amount of \$1,145,000 (inclusive of \$210,000 estimated cost for interactive voice response system services which are fully recovered and exclusive of taxes), as well as any amendments which may be needed during the term to accommodate growth, provided funding is in place.
6. That ParkSmart Inc. continues to be designated as the "City Standard" for the duration of the contract term.

REPORT**HIGHLIGHTS:**

- Sections 102.1, 151(1)(g) and 151(5) of the *Municipal Act, 2001* establish the new statutory authority for municipalities to implement a system of administrative penalties for the enforcement of licensing and parking offences. Ontario Regulation 333/07, under the *Municipal Act, 2001*, allows municipalities to establish an administrative penalty system (APS) for administering, disputing and resolving most minor parking offences as an alternative to the current system of parking tickets being processed under Part II of the *Provincial Offences Act (POA)*.
- This report sets out the requirements for, and seeks approval to implement, an APS for the City of Mississauga for parking and licensing matters. This report also seeks approval to enter into a long term supply contract with ParkSmart Inc. for the supply of goods and services as needed to support the system.
- The annual incremental operating costs from the implementation of an APS will be more than offset by the increase in annual incremental operating revenues. Further, staff anticipate that the budgeted capital costs associated with the APS will be recovered in approximately three years as a result of this annual net incremental benefit.
- Matters proceeding by way of an APS will require an electronic ticket issuance and management system. Parking Enforcement currently utilizes a system provided by ParkSmart. After looking

at other options in the market, staff have concluded that the functionalities offered by ParkSmart's AutoCITE handhelds and AutoISSUE and AutoPROCESS software provides a viable and effective solution that continues to meet Parking Enforcement's needs and can accommodate the additional functional requirements of an APS for all enforcement staff.

- ParkSmart has proven itself as a reliable vendor over the past 12 years as a service and product provider and is the only vendor who supports AutoPROCESS in Canada. ParkSmart was approved as a City Standard by Council in a Corporate Report dated March 19, 2010.
- ParkSmart was previously authorized by Council in 2011 (Appendix 1) for a single source contract concerning replacement of Parking Enforcement's AutoCITE handheld devices and AutoISSUE software.

BACKGROUND:

Sections 102.1, 151(g) and 151(5) of the *Municipal Act, 2001* establish the statutory authority for municipalities to implement an APS for the enforcement of licensing and parking offences with the exception of accessible parking which is not under this authority. This legislation also allows a municipal council to delegate its quasi-judicial and administrative functions to individuals appointed by Council.

Under an APS, an officer will issue a penalty notice to an alleged offender, which becomes a debt owed to the city. The recipient of the penalty may pay the penalty or request a review of the penalty notice by a screening officer, and if unsatisfied with the outcome, may request a review of the decision by a hearing officer. The screening and hearing officers are appointed by Council for the term of Council. Provincial Offences Court (POC) is not an available option and the decision of the hearing officer is final.

The process for establishing an APS for parking is set out in Ontario Regulation 333/07 under Section 102.1 of the *Municipal Act, 2001*. The regulation outlines the administrative fees permitted to be

charged, procedural requirements, enforcement powers and general conditions under which the system can operate.

The regulation also requires that a municipality “designate” the parking by-law or the part of it to which the administrative penalty will apply. As the *POA* does not apply to the contravention of a “designated by-law”, an APS for parking would become the only means of enforcing the “designated” parking by-law or the “designated” part of the parking by-law. There is no regulation that specifically deals with a licensing administration penalty process therefore the option to alternate between an APS and the current *POA* system would remain for licensing matters.

The City issues approximately 200,000 parking infraction notices (commonly known as “parking tickets”) per year, resulting in approximately \$7.1 million worth of revenue for the City. The City’s Parking Enforcement Division has used an automated system from ParkSmart to issue parking tickets electronically to violators for the past 13 years. The system consists of three components:

- The first component includes AutoCITE, which is the handheld computers that officers use to issue parking tickets and AutoISSUE, which is the software which transmits data between the handhelds and the backend database and also uploads the data to the AutoPROCESS system.
- The second component is the AutoPROCESS system. It contains the backend database and the software to track payment, ticket cancellations, court notices, previous notices of convictions and other related information.
- The third component is the interactive voice response system (IVR). This system allows the recipient of a parking ticket to make payment by telephone (approximately 20,000 transactions per year). The IVR communicates with AutoPROCESS to locate and confirm ticket information and, if payment is made, updates AutoPROCESS with payment information.

The Enforcement Division currently has 20 AutoCITE S3 handheld units shared between 50 Parking Enforcement officers on a 24/7 basis.

These units were due for replacement in 2011. In 2011 Council approved the recommendation to award ParkSmart the single source contract for the replacement of Parking Enforcement's AutoCITE handheld devices and AutoISSUE software. However, the acquisition of the replacement items and the execution of the contract with ParkSmart was put on hold pending the implementation of an APS and the requirement of hardware and software with different functionality.

PRESENT STATUS:

The administration of the City of Mississauga's licensing and parking offences are currently governed by the *POA*. The *POA* is a procedural code that governs the prosecution of regulatory offences created by provincial law and municipal by-law. The *POA* contains three parts that govern the commencement of proceedings, as noted below:

Part I:

- This includes less serious offences brought forward by a Provincial Offences Officer, including a Police Officer or a Municipal Law Enforcement Officer (MLEO), with a maximum fine of \$1,000. Examples include municipal licensing violations (operating as a tow truck driver without a tow truck driver's licence) and traffic violations (speeding and stop sign offences and other *Highway Traffic Act* violations).
- The MLEO can issue a Certificate of Offence under Part 1 and the offender has the option to pay the set fine on the Certificate of Offence issued or the offender can give their Notice of Intention to appear in POC.

Part II:

- This includes less serious offences related only to parking offences established by municipal by-laws and enforced by an MLEO, including a Police Officer, with a maximum fine of \$5,000. Examples include parking a vehicle in a prohibited area, blocking a fire hydrant and parking in a designated fire route.
- An MLEO will issue a Parking Infraction Notice (PIN) and the offender has the option to pay the set fine or discuss the ticket with

a First Attendance Administrator who has the option to vary, amend or withdraw the ticket. If the offender is not satisfied with the decision of the First Attendance Administrator they may file a Notice of Intention to appear and request a trial date to be heard in POC.

Part III:

- This includes more serious offences (violation of the *Building Code Act*, *Fire Protection and Prevention Act* and *Planning Act*) brought forward by an MLEO, Building and Fire Inspectors or a Police Officer, or where a higher penalty is sought for repeat offenders.
- Under a Part III charge the offender must attend at POC. The person who has been charged can either plead “guilty” or “not guilty”. If a “not guilty” plea is entered, a trial will be held.

Some licensing by-law offences can be issued under Part I of the *POA* and requests for early resolution interviews are being scheduled within a three to four month timeframe. If trials are requested, they are currently being set in approximately eight months’ time. This can mean up to one year before a matter is dealt with. As the business can continue to operate while the accused relies on lengthy delays in the court system, delays in proceedings provide no incentive for compliance.

Parking offences fall under Part II of the *POA* and a review of the City’s court data as it relates to parking offences provides the following information:

- The number of parking tickets for which a trial was requested in 2010 was 3,151 of which 2,191 or 70% were scheduled for trial.
- In 2011 of the 4,345 requests for trial only 2,343 or 54% were scheduled for trial.
- In 2012 of the 3,609 requests for trial only 1,256 or 35% were scheduled for trial.

- As of December 2012, a total of 6,146 requests for trial were unscheduled due to unavailable court time. If these trial requests pending were to proceed to trial, the outcome (based on historical data) would yield 5,285 convictions with total revenue of approximately \$348,665. This data reflects all offences including accessible parking and fines in excess of \$100.

Approximately 15% of the parking tickets for which a trial is requested exceed the permitted threshold for an APS. Currently the regulation governing administrative penalties for parking matters imposes a fee cap of \$100. This would mean that accessible parking, all heavy vehicle and fire route violations which currently have set fines greater than \$100 would have to be processed through the POC. A resolution passed by Council on July 4, 2012 seeks to appeal to the province to increase this fee cap to \$500 to avoid operating a dual system. To date the province has not responded to the City's request.

It is recommended that while the fee cap remains at \$100 the City set the penalty amounts for fire route and heavy vehicle parking violations at \$100 so that they will be included in the City's APS. While this is a reduction from the set fine amount of \$125 when proceeding within the POC, it is anticipated that the revenue from administrative fees and the expeditious resolution of disputed parking matters will more than offset this difference.

Also, the APS Regulation under the *Municipal Act, 2001* prohibits the application of administrative penalties to a municipality's system of disabled parking. As a result, to bring disabled parking violations under the APS system not only must the fee cap of \$100 be increased to at least \$350 which is the set fine for accessible parking offences, but in addition, the Regulation must be amended to allow for the designation of by-laws relating to disabled parking. It is therefore recommended that Council pass a resolution requesting the Province of Ontario to amend Ontario Regulation 333/07 Administrative Penalties to permit the enforcement of accessible parking through an APS. In conjunction with Council's previous resolution to request an increase of the fee cap, these requests if granted, would permit the inclusion of accessible parking violations within an APS.

Failure by the province to increase the fee cap for parking matters and to amend the Regulation to permit the enforcement of accessible parking through an APS will mean that the judiciary will be required to maintain an appropriate level of court time for hearing parking matters that are not eligible for APS.

In addition, the City of Mississauga currently has an agreement under the *Contraventions Act* to process parking tickets issued at Toronto Pearson International Airport. Under federal regulation these tickets would still be required to be processed through the *POA* system.

In August of 2011 the Regional Senior Justice of the Peace for the Central West District, which includes the City of Mississauga, advised of his intent to allocate judicial resources in order of the seriousness of the offences with Part I, Part III and by-law matters taking precedence over Part II (parking matters). Therefore, effective January 2012, court time for Part II matters (parking tickets) was reduced by 50% which equates to two half days per month. This allocation of resources has been extended to 2014. This imposed reduction in available court time to hear parking matters will further impact the City's ability to schedule requests for trial, and will create additional backlog, resulting in more lost revenue and decreased customer service. Many members of the public are aware of the backlog in trial requests and use this to delay or to avoid payment of parking offences.

Although an APS must have a review process, unlike the appointment of Justices of the Peace, which is managed at the provincial level, the municipality has the authority to appoint the screening and hearing officers that are required for the system. By using an APS, judicial resources would be freed up to address more serious by-law and *Highway Traffic Act* matters.

The use of an APS will also contribute to greater compliance with both the City's licensing and parking by-laws. From a licensing enforcement perspective, rather than having to proceed through a lengthy court process, the City will be able to immediately issue administrative penalties, creating greater incentives for licencees to comply. In addition, the City's powers regarding suspension and revocation of licences will be enhanced as a licencee's record of administrative penalties may be relied on in proceedings before the

Mississauga Appeal Tribunal. The City could also refuse to issue or renew a municipal licence where an individual has outstanding administrative penalties.

There will be more incentive to comply with the parking by-law as all disputed parking matters will be required to go before a screening officer and all hearings would be scheduled in a timely manner.

To reiterate, one of the key benefits of an APS is that the municipality takes control of the review process and manages the timing and availability of hearings.

To date, the Cities of Vaughan, Oshawa and Burlington have implemented a system of administrative penalties for parking and licensing offences. An APS for parking matters was approved by the Council for the City of Brampton in December of 2012. The Town of Oakville is also in the process of implementing an APS for its parking matters. Though these municipalities are considerably smaller than the City of Mississauga (for example Vaughan, Oshawa and Burlington issue approximately 40,000 parking tickets annually compared to approximately 200,000 issued by the City of Mississauga, it is clear that more and more municipalities are realizing the benefits of an APS regardless of size. As detailed further below, the City of Mississauga can anticipate even greater financial benefits because of the greater volume of matters that will be addressed through an APS.

Attached to this Report as Appendix 2 is a Table setting out various operational details of the municipalities currently under an APS.

Staff visited the cities of Vaughan, Oshawa and Burlington to observe their processes and procedures and will continue to consult with them as we implement APS at the City of Mississauga.

COMMENTS:

The existing AutoCITE handheld units have been used in the field for over eight years and are now due for replacement. In addition, an APS will benefit from a hardware and software system with functionalities that differ from those of the previous system. By purchasing new devices and software Parking Enforcement and

Animal Services officers will be able to take advantage of the new features of the AutoCITE X3 such as additional note taking capabilities, voice recordings and photographic capabilities. These features, particularly photographic capability, are advantageous for an APS as they will greatly facilitate the review process and may preempt the need for hearings altogether. Other issues currently experienced by Parking Enforcement officers, such as inadequate operating times and ineffective backlighting for night time enforcement, are solved by the advanced technology of the X3 units.

AutoCITE, AutoISSUE and AutoPROCESS are developed and maintained by the same vendor. The components are integrated seamlessly with each other.

The AutoPROCESS system meets Parking Enforcement's needs to perform its day to day operations. Staff have determined that AutoPROCESS will also accommodate the operational requirements of Mobile Licensing Enforcement, Compliance and Licensing Enforcement and Animal Services. It is planned to continue to use the system for the next seven years.

The ParkSmart solution is an integral part of the delivery of the services provided by Parking Enforcement, which generates significant revenue for the City. As well, staff have determined that the ParkSmart solution will effectively address the APS requirements for the other Enforcement sections, including Mobile Licensing Enforcement, Compliance and Licensing Enforcement and Animal Services.

Summary of Procurement Information

A single source approach to procurement of the necessary IT System Solution is justified on the basis that the required goods and services are an approved City Standard and that this procurement strategy represents the best value overall to the City because it leverages our investments in existing infrastructure, equipment and training. The recommendation to award the contract to Parksmart Inc. is made in accordance with Schedule A of the Purchasing By-law item 1(b) (xi) which states:

"that a need exists for compatibility with, or for the maintenance and support of a City Standard and there are no reasonable alternatives, substitutes, or accommodations".

Materiel Management has obtained volume pricing from ParkSmart Inc. based on the projected total requirements for the life-cycle of the System as follows:

Initial Capital Costs:

\$560,000 Hardware/Software Licensing and Ticket Forms

\$15,000 Professional Services

Operating Cost: (7 years)

\$360,000 Maintenance and Support

Estimated Total Life - Cycle Cost = \$935,000

IVR services are also required. Fines paid by parking violators using this service include an administrative fee which the City receives and then passes on to ParkSmart. These fees are projected to be \$210,000 over the term of the contract based on an estimated 20,000 transactions per year at \$1.50 each.

Materiel Management negotiated a reduction in the administrative fee component of the IVR services from the current \$2.50 per transaction down to \$1.50 for the full term, secured price protection for annual maintenance fees (formerly increased by 3% per year), and reduced the total cost for professional services, ticket forms and software for total savings of approximately \$325,000 over the seven year term of the contract.

Attached to this Report as Appendix 3 is a Scope of Work for the supply contract with ParkSmart Inc. It is also recommended that an APS be implemented in the City as soon as practicable because of the many benefits anticipated. In addition to all the reasons set out above to single source with Park Smart there is the additional and significant benefit of expediting the implementation of an APS through this streamlined procurement process.

It is anticipated that most tasks related to implementation will be completed during the procurement process. Assuming the procurement contract is executed in early June, it is expected that an APS for Parking Enforcement could be implemented by November 2013.

Attached to this Report as Appendix 4 is an Implementation Plan based on single source procurement.

FINANCIAL IMPACT: A one-time capital cost will be required to implement an APS for licensing and parking offences. The majority of this cost will be required to purchase/upgrade the current ticket issuance and processing system. This will include electronic handheld computers and related software for Parking and Animal Services Enforcement officers and private security officers who issue parking tickets on behalf of the City on private property. While these private security officers will utilize the City's existing handheld computers to issue Penalty Notices, it is anticipated that the new handheld units will be required for their use in the next two to three years and this cost is included in the "Summary of Procurement Information" referenced in the Comments section of this report.

Mobile Licensing and Compliance and Licensing Enforcement officers will utilize existing laptops to issue Penalty Notices. Mobile printers will need to be purchased for 10 Mobile Licensing and 20 Compliance and Licensing Enforcement officers.

The cost of hardware and software replacement was included in the 2011 Transportation and Works Department capital budget with funding in the amount of \$250,000. Additional funding in the amount of \$350,000 has been approved in the Transportation and Works Department 2013 capital budget for additional costs to upgrade the system to accommodate an APS.

The primary operating cost will be the compensation of hearing officers. It is estimated that in order to effectively manage the projected volume of parking and licensing matters requesting a hearing, it may be necessary to have two part-time hearing officers working up to five days per week. This will result in the elimination of any future backlog and provide for a speedy resolution for the public

and potentially increase revenue. The hearing officers would be paid on a per diem basis allowing for flexibility in scheduling once the program has been in place for a period of time.

In addition, a Prosecutor will be required to appear on behalf of the City on more complicated hearings such as business licensing. While it is anticipated that existing staff will be re-purposed to fill the positions of Screening Officer and Hearings Clerk the need for additional staff may arise.

All operating costs will be included in the appropriate service area operating budgets for 2014.

It is anticipated that one room will be required for the hearings under the proposed system and a suitable vacant room is available at 950 Burnhamthorpe Road West resulting in no additional cost. Situating the hearing room in the provincial court building provides added benefits since individuals will be able to pay their penalty notices at the parking ticket counter. In addition, as Peel Regional Police are on site, no additional security will be required.

The fee cap for an APS impacts total operating costs. If the fee cap is increased to \$500, less parking matters would be processed through a *POA* system and Justice of the Peace labour and prosecutor costs would be less for Enforcement Division matters.

Under an APS increased revenues are anticipated from having hearings heard in a timely manner. For example, a significant number of parking tickets must be written off because trial requests could not be accommodated within the time period lawfully permitted. With the ability to accommodate all screening and hearing requests revenue loss due to mass withdrawals will be unnecessary under an APS.

Most importantly, under an APS the municipality may charge other administrative fees including fees for late payments and the failure to appear at the time and place scheduled for the hearing. Under the current *POA* system, only nominal amounts are collected for late payments.

Given the volume of ticket issuance in the City (approximately 180,000 parking tickets issued in 2012) the operating revenues generated from late and administrative fees alone are anticipated to significantly exceed those of the other municipalities that have transitioned to an APS. Staff are confident that the annual incremental operating costs from the implementation of an APS will be more than offset by the increase in annual incremental operating revenues. Further, staff anticipate that the budgeted capital costs associated with the APS will be recovered in approximately three years as a result of this annual net incremental benefit.

CONCLUSION:

An APS for the enforcement of the City's parking and licensing by-laws is authorized under the *Municipal Act, 2001*. Under this system the City would become the regulatory authority. For the reasons outlined in this report, it is recommended that an APS be implemented for the City of Mississauga for the enforcement of licensing and parking offences. Some municipalities are already using this type of system and others are in the process of implementation. Reference has and will continue to be made to these municipalities as the City moves towards implementation of an APS.

It is further recommended that Fire Route and Heavy Vehicle Parking violations be included in the City's APS by reducing the current *POA* set fine of \$125 to an Administrative Penalty of \$100. This will alleviate some of the burden currently overwhelming the POC and allows the City to assume responsibility over the review process and to generate further revenue through administrative fees.

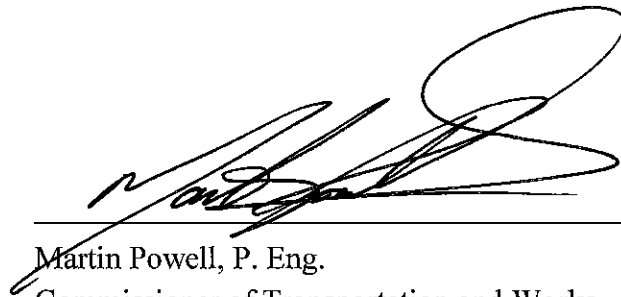
It is further recommended that Council pass a resolution requesting the Province of Ontario to amend Ontario Regulation 333/07 dealing with Administrative Penalties to permit the enforcement of disabled parking through an APS.

Finally, this report recommends that the required IT System Solution (computer hardware, software, accessories, maintenance and support and related services) be purchased from ParkSmart Inc. on a single source basis for the expected life-cycle. ParkSmart Inc. has been the City's supplier for the past 15 years for Parking Enforcement's requirements and has been declared as a City Standard. This will

ensure the technology remains current with minimal disruption through the replacement process. Accordingly, it will also expedite the implementation of an APS in the City.

ATTACHMENTS:

- Appendix 1: 2011 ParkSmart Single Source Corporate Report
- Appendix 2: Administrative Penalties in Other Municipalities
- Appendix 3: Scope of Work
- Appendix 4: APS Implementation Plan



Martin Powell, P. Eng.

Commissioner of Transportation and Works

Prepared By: Carla Mariuz, Project Manager, APS



Corporate Report

Clerk's Files

Originator's
Files

DATE: June 15, 2011

TO: Chair and Members of General Committee
Meeting Date: June 29, 2011

FROM: Brenda R. Breault, CMA, MBA
Commissioner of Corporate Services and Treasurer

SUBJECT: Sole Sourcing Procurement for Parking Enforcement Hand Held
Devices Replacement
File Ref: FA.49.746-11

- RECOMMENDATION:**
1. That the sole source contract for the replacement of Parking Enforcement's AutoCITE hand held devices and AutoISSUE software, in the amount of \$157,183 including taxes, plus an annual maintenance cost of \$26,000 including taxes, increased 3% annually, including taxes, starting in 2012 for a period of 5 years, be awarded to ParkSmart, and that the Purchasing Agent be authorized to execute the contract.
 2. That the contract for the annual maintenance cost of \$15,992 including taxes, increased 3% annually, including taxes, for the AutoPROCESS software for a period of 5 years, be awarded to ParkSmart, and that the Purchasing Agent be authorized to sign the contract.

REPORT SUMMARY: After looking at other options in the market, staff have concluded that the functionalities offered by ParkSmart's AutoCITE handhelds and AutoISSUE software is the only viable solution that meets Parking Enforcement's needs.

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- AutoISSUE is designed to interface with AutoPROCESS (Parking Enforcement's ticket issuance management database).
- The hand held equipment, AutoCITE, continues to meet the needs of Parking Enforcement Officers and is a cost effective field device.
- Parking Enforcement staff are familiar with the current equipment and software. The transition from the old system to the new one will be relatively simple, minimizing training efforts.
- ParkSmart has proven itself as a reliable vendor over the past 12 years as a service and product provider.
- ParkSmart is the only vendor who supports AutoPROCESS in Canada.
- ParkSmart was approved as a City Standard by Council in a Corporate Report dated March 19, 2010.

BACKGROUND:

The City's Parking Enforcement Division has used an automated system from ParkSmart to issue parking infraction notices, commonly known as "parking tickets", electronically to violators for the past 12 years. The system consists of two components:

- The first component includes AutoCITE – the handheld units that officers use to issue parking tickets and AutoISSUE – the software which transmits data between the handhelds and the backend database and also uploads the data to the AutoPROCESS system.
- The second component is the AutoPROCESS system. It contains the backend database and the software to track payment, ticket cancellations, court notices, previous notices of convictions, and other related information.

The Enforcement Division currently has 20 AutoCITE S3 handheld units, shared between 50 parking enforcement officers on a 24x7

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rotational basis. In addition, ParkSmart leases the previous generation of AutoCITE units to private enforcement officers to issue tickets on private properties. In total, the City issues approximately 200,000 parking tickets per year, resulting in \$7.1 million worth of revenue for the City.

COMMENTS:

The existing AutoCITE units have been used in the field for over 6 years and are now subject to frequent breakdowns. When the units fail to function in the field, the Officers have to resort to paper tickets and re-enter the information into the system after they return to the office, resulting in duplication of effort and additional administration for the Officers.

AutoCITE, AutoISSUE, and AutoPROCESS are developed and maintained by the same vendor. The components are integrated seamlessly with each other. By replacing the devices and software, Officers will be able to take advantage of the new features of AutoCITE X3, such as attaching additional notes and voice recordings to an infraction. These notes and recordings can be used as evidence in court. Also, the backlight of the existing units often burns out during operations. The technologies incorporated into the new X3 units will eliminate this issue.

The AutoPROCESS system meets Parking Enforcement's needs to perform its day to day operations. It is planned to continue to use the system for the next 5 years.

The ParkSmart solution is an integral part of the delivery of Parking Enforcement that brings in significant revenue to the City. A sole source procurement is highly recommended in order to keep the Parking Enforcement system current and operational.

Scope of Work can be found in Appendix 1.

This recommendation is made in accordance with Schedule A of the Purchasing By-law item 1 (a)(iv) the complete item, services, or system is unique to one vendor and no alternative or substitute exists within Canada.

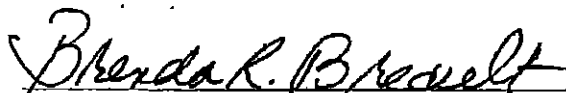
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FINANCIAL IMPACT: The system replacement costs \$157,183 including taxes, which had been approved as part of the 2010 IT Capital Budget.

A yearly maintenance cost of \$26,000 including taxes, for AutoCITE and AutoISSUE would apply starting in 2012, subject to an annual increase of 3%. In addition, an annual maintenance cost of \$15,992 including taxes, starting 2011, subject to an annual increase of 3% is required for AutoPROCESS. The yearly maintenance cost is covered in the Information Technology annual operating budget.

CONCLUSION: The existing AutoCITE/AutoISSUE system, having been in place for six years and is nearing end of life. The new AutoCITE/AutoISSUE system will meet the needs of Parking Enforcement and the Officers in the field. A sole source procurement to replace the AutoCITE/AutoISSUE system is recommended to ensure the technology remains current with minimal disruption through the replacement process.

ATTACHMENTS: Appendix 1: Scope of Work



Brenda R. Breault, CMA, MBA
Commissioner of Corporate Services and Treasurer

Prepared By: Shawn Slack, Director, Information Technology

Scope of Work

The Parking Enforcement Division depends on the AutoCITE, AutoISSUE and AutoPROECSS technology to manage and deliver Parking Enforcement. The ongoing system and hardware maintenance is funded through the Information Technology annual operating budget. The onetime upgrade and hardware costs are funded through the IT Capital Budget.

The replacement of the equipment is necessary to minimize equipment failures in the field.

The terms by which the Sole Source is proceeding is based on the available vendor support available in Canada. At this time ParkSmart is the only vendor in Canada who supports the AutoPROCESS systems.

The equipment and software as identified above and described in the Scope Sheet below has proven to be very effective and reliable for the delivery of Parking Enforcement.

Detail Scope

Item	Qty	Unit Price	Onetime Cost	Ongoing Costs
AutoCITE X3 LCI Handheld	20	\$ 5,200	\$104,000	
USB Multiplexer/Charging Unit	4	\$ 1,300	\$ 5,200	
AutoISSUE .NET Software	1	\$ 34,700	\$ 34,700	
Tradein AutoCITE S3	20	-\$ 300	-\$ 6,000	
On-site Installation & Training	1	\$ 1,200	\$ 1,200	
Total Onetime Costs(Incl. Taxes)			\$157,183	
AutoCITE/AutoISSUE Maintenance (Incl. Taxes)	1			\$ 26,000
AutoPROCESS System Maintenance (Incl. Taxes)	1			\$ 15,992

Administrative Penalties in Other Municipalities

	City of Vaughan	City of Oshawa	City of Burlington
APS Start Date	August 2009	March 2011	July 3, 2012
# of Parking Tickets Issued Annually	40,000	39,000	38,000
By-law Violations that APS applies to	Licensing and all parking except for accessible parking	All parking except for accessible parking and unauthorized parking, Business Licensing, Responsible Pet Ownership, Nuisance, Snow and Ice Removal and Waste Collection	All parking except for accessible parking
Hardware/Software	Gtechna (front-end system), Ticket Tracers (back-end system)	Gtechna (front-end and back-end systems)	Gtechna (front-end system), Ticket Tracers (back-end system)
By-laws, Forms, Policies and Guidelines	By-laws provided, forms, policies and guidelines available for review	By-laws provided, policies and guidelines available for review	By-law, forms, policies and guidelines provided
Screening Officers (conduct initial review of the Administrative Penalty and are appointed by Council)	First Attendance Administrators (under POA system)	Municipal Prosecutor	First Attendance Administrators (under POA system)
Hearing Officers (reviews the decision of the Screening Officer and are appointed by Council as per Reg.333/07)	Ex-Superior Court Judge @ rate of \$500.00 per diem	Lawyer @ rate of \$300.00 per diem	Committee of Adjustment Citizen Member @ rate of \$100.00 per diem

Administrative Penalties in Other Municipalities

	City of Vaughan	City of Oshawa	City of Burlington
Screening Procedure	By appointment only and in person three days/week	By appointment only, in person and in writing one day/week	Walk-in and phone- in, no appointments three days/week
Hearing Procedure	By appointment only. four full days per month For parking violations, officer attends For licensing violations, the issuing officer and City Representative attends	By appointment only. two half days per month For parking and licensing violations the issuing officer and City Representative attends	By appointment only. one half day per month Only a City Representative attends The issuing Officer is not present
Administrative Fees (as authorized in section 12 of reg.333/07)	\$50.00 late fee, \$10.00 documentation fee (vehicle/owner information), \$100.00 non-appearance fee (failure to attend screening or hearing)	Incremental late fee (\$10.00 then \$15.00); Plate Denial fee of \$22.00, \$50.00 fee for failure to attend Screening, \$100.00 for failure to attend Hearing	\$16.00 late fee; \$10.00 documentation fee; Plate Denial fee of \$20.00; \$50.00 fee for failing to attend Hearing; \$50.00 fee for towing

The above information was compiled with the assistance and support of the cities of Vaughan, Oshawa and Burlington. The City of Mississauga has visited these participating municipalities to observe first-hand their processes and procedures and will continue to work with them as we move towards establishing an APS.

Scope of Work

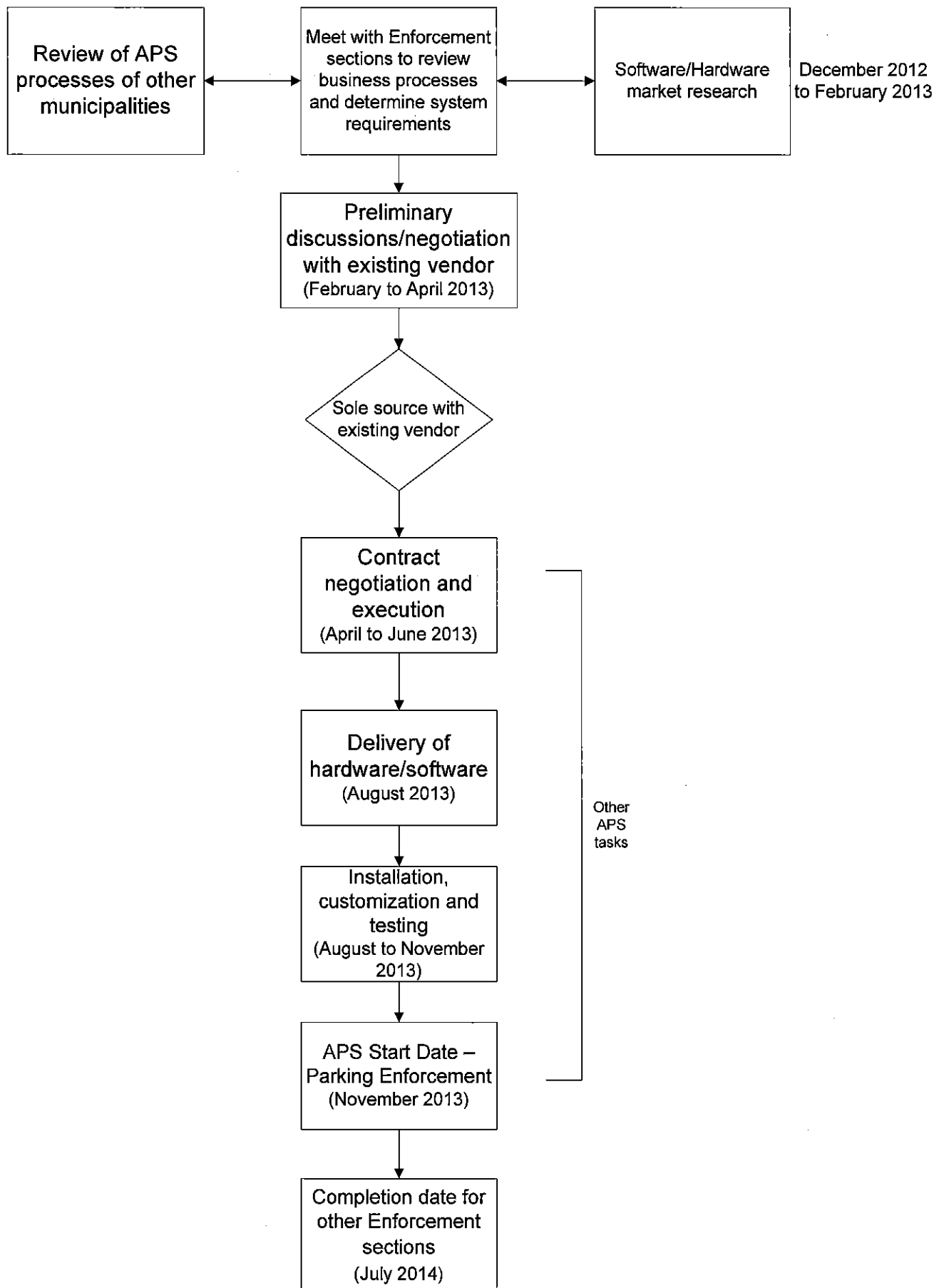
The Parking Enforcement Division depends on the AutoCITE, AutoISSUE and AutoPROCESS technology (as supplied by Parksmart Inc.) to manage and deliver Parking Enforcement services. This technology will also be used to manage and deliver the services provided by Compliance and Licensing Enforcement, Mobile Licensing Enforcement and Animal Services.

The contract scope is based on a life-cycle approach. The scope includes the purchase of equipment (handheld devices), software upgrade and modifications, accessories (printers, scanners, etc.), and long-term maintenance and support, as well as professional services to implement the new solution. IVR is also required to permit users to pay their fines by telephone.

The contract is based on a seven year Vendor of Record arrangement which includes the initial capital purchase of the goods and services required to implement the new Automated Penalties and Enforcement System; as well as operating costs, including: maintenance and support; ticket supplies; and, the IVR. Staff have been able to secure immediate cost savings and future price protection for maintenance through this approach.

Estimated final quantities for the initial Capital purchase:

45	Handheld devices including batteries, cameras, voice recording and wireless communication.
15	Chargers
10	USB Bar code readers and cables
30	Mobile printers
20,000	Ticket forms.





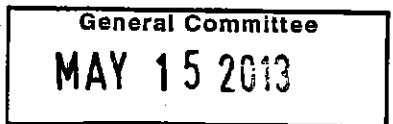
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DATE: May 1, 2013



TO: Chair and Members of General Committee
Meeting Date: May 15, 2013

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

SUBJECT: Administration of Parking Tickets Issued at
Lester B. Pearson International Airport

RECOMMENDATION: That a by-law be enacted authorizing the Mayor and Clerk to execute an Agreement between the Corporation of the City of Mississauga and her Majesty the Queen in Right of Canada, as represented by the Minister of Justice and the Attorney General of Canada to provide for the administration of parking tickets issued at Lester B. Pearson International Airport from January 1, 2013 to March 31, 2018.


BACKGROUND: The Enforcement Division received confirmation from the Department of Justice that they wish to negotiate a further Agreement with the City of Mississauga on behalf of the Greater Toronto Airports Authority (GTAA) for the administration of parking tickets issued at the Lester B. Pearson International Airport. These agreements have existed between the City and the Department of Justice since 1994.

COMMENTS: Staff from the Enforcement Division and Legal Services negotiated the terms of the new Agreement (Appendix 1) and recommend that it be accepted. The new Agreement is consistent with previous agreements.

FINANCIAL IMPACT: The Agreement provides for an equal division of all revenue received through parking tickets issued at the airport, less administrative costs and allowances under the *Provincial Offences Act*. The administration costs include two regular full-time court administration assistants required under the Agreement to provide bilingual service as a requirement of the *Official Languages Act*. The allowances under the *Provincial Offences Act* relate to the cost of Ministry of Transportation record searches required for parking tickets. After being reimbursed from gross airport parking ticket revenues for administration costs and allowances, it is estimated that revenue in the amount of approximately \$90,000 will be received on an annual basis by the City for airport parking ticket infractions based on present ticket issuance trends.

CONCLUSION: The contractual arrangement with the Minister of Justice to administer parking tickets on behalf of the GTAA at Lester B. Pearson International Airport continues to be beneficial to the City and a new Agreement should be executed for the term from January 1, 2013 to March 31, 2018.

ATTACHMENTS: Appendix 1: Draft Contraventions Act Administration and Enforcement Agreement



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

Prepared By: Mickey Frost, Director, Enforcement

**CONTRAVENTIONS ACT ADMINISTRATION
AND ENFORCEMENT AGREEMENT**

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF CANADA,
as represented by the Minister of Justice and Attorney General of Canada
(hereinafter called "Canada")

OF THE FIRST PART

AND

THE CORPORATION OF THE CITY OF MISSISSAUGA
(hereinafter called "Mississauga")

OF THE SECOND PART

WHEREAS the *Contraventions Act*, S.C. 1992, c. 47 and subsequent amendments, provides for a procedure for the prosecution of contraventions that is in addition to the procedures set out in the *Criminal Code*, R.S.C. 1985, c. C-46 and subsequent amendments for the prosecution of contraventions and other offences;

AND WHEREAS sections 65.2 and 65.3 of the *Contraventions Act* provide that the Minister of Justice of Canada may enter into an agreement with the government of a province and a municipality respecting the administration and enforcement of the Act

AND WHEREAS the *Contraventions Act Fund*, which is subject to the Treasury Board of Canada's Policy on Transfer Payments, provides Mississauga with funding to implement measures ensuring the use of both official languages pursuant to the *Official Languages Act*, R.S.C. 1985, c.31 and subsequent amendments and the *Criminal Code* in proceedings instituted under the *Contraventions Act*;

AND WHEREAS the parties agree that this Agreement replaces the previous Agreement between Canada and Mississauga signed on March 15, 2002 and amended on March 28, 2007;

NOW THEREFORE, Canada and Mississauga wish to enter into this agreement to administer and enforce the *Contraventions Act*, and therefore they agree as follows:

1. ADMINISTRATION AND ENFORCEMENT

Term

- 1.1 This Agreement shall take effect on January 1, 2013 and terminate on March 31, 2018.

Undertakings of Canada

- 1.2 Canada shall notify Mississauga of any amendments to the *Contraventions Act*, the *Application of Provincial Laws Regulations*, and the *Contraventions Regulations* before their publication in Part II of the *Canada Gazette*, recognizing the confidentiality of such amendments and if they were not previously published under Part I of the *Canada Gazette*.
- 1.3 Canada shall provide Mississauga, upon request, with relevant documentation for training and may, upon request, participate in training.

Undertakings of Mississauga

- 1.4 With respect to the administration and enforcement of the *Contraventions Act* in its jurisdiction, Mississauga shall:

- 1.4.1 Collect fines, fees and other penalties imposed in respect of contraventions and enforce their payment;
- 1.4.2 If applicable, for any fiscal year or part thereof (the period commencing on April 1st in one calendar year and ending on March 31st in the next calendar year), withhold from the fines, fees and other penalties it collects in respect of contraventions, all costs to Mississauga in respect of the administration and enforcement of the *Contraventions Act*;
- 1.4.3 For any fiscal year or part thereof, withhold after the costs referred to in clause 1.4.2 are deducted, an amount representing fifty percent of the balance of the fines, fees and other penalties collected; the remainder shall be remitted to the Receiver General of Canada at the address referred to in clause 3.2;
- 1.5 With respect to contraventions alleged to have been committed in its jurisdiction, Mississauga shall ensure that:
 - 1.5.1 The contraventions scheme is administered on a cost recovery basis using means such as administrative provincial fees charged in addition to the amount of the fine indicated on the ticket;
 - 1.5.2 The tickets and other documents issued under the *Provincial Offences Act* and that are to be used for the prosecution of contraventions are distributed at no cost and as required to enforcement authorities as defined under the *Contraventions Act*;
 - 1.5.3 The federal offences designated as contraventions that are enforced at Lester B. Pearson International Airport are entered into the computerized offence processing system or its replacement;
 - 1.5.4 The tickets and other documents issued under the *Provincial Offences Act* and that are to be used for the prosecution of contraventions are processed and prosecution commenced as required under that Act;
 - 1.5.5 An administration report be provided to Canada annually, on or about the 31st day of August, in paper and electronic forms, containing the following information:
 - 1.5.5.1 Number of tickets issued specifying the Act or Regulations under which the offences were committed;
 - 1.5.5.2 Number of tickets for which the fine was paid voluntarily;
 - 1.5.5.3 Number of trials requested in French;
 - 1.5.5.4 Number of trials requested in English;
 - 1.5.5.5 Number of trials held in French;
 - 1.5.5.6 Number of trials requested in French and scheduled but not held (with explanation);
 - 1.5.5.7 Number of complaints concerning non-compliance to the *Official Languages Act* and Regulations; and,
 - 1.5.5.8 Calculation of how Mississauga arrives at Net Fine Revenues (total fine amounts collected plus administrative fees and other penalties collected less costs to administer the contraventions scheme) in conformity with clauses under 2.4.

1.5.6 Subject to the authority of the Attorney General of Canada to institute such prosecutions on his own initiative, and subject to the provisions hereinafter enumerated, with respect to prosecutions, Mississauga shall ensure that:

1.5.6.1 The prosecution of contraventions is undertaken in accordance with the procedure provided for in the *Provincial Offences Act* of Ontario;

1.5.6.2 Contraventions are prosecuted under Part II of the *Provincial Offences Act* as well as the conduct of appeals of these prosecutions;

1.5.6.3 Pursuant to the terms of the Transfer Agreement involving the transfer of the prosecution of offences commenced under Part II of the *Provincial Offences Act* to Municipal Partners, maintain a reporting protocol to notify the local Crown Attorney, the Attorney General of Ontario and the Director of the Federal Prosecution Service for the Ontario Region as expeditiously as possible, of any matter that appears likely to raise a substantive legal issue at trial or appeal, including anything that may affect the administration, constitutional validity or enforceability of the *Contraventions Act* or the administration, validity or enforceability of a federal enactment for which there is a contravention. Canada shall then decide whether it will be a party to the court proceedings, in whichever court the proceedings are instituted.

1.5.6.4 The Director of the Federal Prosecution Service for the Ontario Region is notified as expeditiously as possible, of any matter that appears likely to raise a substantive legal issue at trial or appeal, including anything that may affect the administration, constitutional validity or enforceability of the *Contraventions Act* or the administration, validity or enforceability of a federal enactment for which there is a contravention, with respect to proceedings commenced under Part II of the *Provincial Offences Act* that are prosecuted by the Office of the Crown Attorney. Canada shall then decide whether it will be a party to the court proceedings, in whichever court the proceedings are instituted.

1.5.6.6 Pursuant to the Transfer Agreement, in the circumstances described in clause 1.5.6.3, upon receipt of a decision rendered by a court, send the Director of the Federal Prosecution Service for the Ontario Region a copy of the decision and reasons and inform the Director of the Federal Prosecution Service for the Ontario Region in writing of its own position concerning a possible appeal.

1.5.6.7 The Director of the Federal Prosecution Service for the Ontario Region receive a copy of the decision and reason pursuant to clause 1.5.6.4, upon receipt of a decision rendered by a court and inform the Director of the Federal Prosecution Service for the Ontario Region in writing of its own position concerning a possible appeal.

1.5.7 Canada and Mississauga may agree in writing, from time to time, on any new division or allocation of responsibilities with respect to the prosecution of contraventions.

1.5.8 Nothing in clause 1.5.6 takes away from either party that party's right at law to appeal a decision or intervene in an appeal, an application for judicial review or another proceeding relating to a contravention.

1.6 With respect to language requirements, Mississauga shall ensure that:

- 1.6.1 The tickets and other documents referred to in clause 1.5.2 being used for the prosecution of contraventions are printed in both official languages;
- 1.6.2 The enforcement authorities be provided with the short-form descriptions of the contraventions in English and in French designated in the Contraventions Regulations;
- 1.6.3 The enforcement authorities indicate the short-form description on the ticket and other documents in the official language chosen by the accused offender at the time the ticket is issued to this alleged offender;
- 1.6.4 A bilingual prosecutor is available for any proceeding under Part II of the *Provincial Offences Act* in relation to a contravention where the proceeding is to be conducted in French. A proceeding is deemed to include a trial and early resolution meeting;
- 1.6.5 In respect of any proceeding for contraventions, the language regime applicable to trials for offences prosecutable by summary conviction under the *Criminal Code* is available to any accused offender;
- 1.6.6 In respect of communications and services to the public prior to and after such trials, that the language rights referred to in Part IV of the *Official Languages Act* are respected.
- 1.6.7 A mechanism is put in place for monitoring and following up on any complaint respecting communications with and services to the public provided accordingly to the *Official Languages Regulations (Communications with and Services to the Public)*;
- 1.6.8 Canada be immediately informed of any complaints concerning non-compliance to the *Official Languages Act* and Regulations and provide a statement of the measures taken to address the complaint;
- 1.6.9 Any entity which is vested under a change referred to in clause 1.8 with some of Mississauga's undertakings under this Agreement, shall, in respect of contraventions, undertake to respect the language requirements referred to in clause 1.6.

1.7 With respect to documentation and training, Mississauga shall:

- 1.7.1 Provide, in cooperation with Canada, all documentation and training material on the *Provincial Offences Act* and on the *Contraventions Act* to all provincial, federal and municipal officials involved in the administration, enforcement and prosecution of contraventions under this Agreement;
 - 1.7.2 Provide, in cooperation with Canada, training sessions concerning the application of the provincial penal regime set out in the *Provincial Offences Act* to all provincial, federal and municipal officials involved in the in the administration, enforcement and prosecution of contraventions under this Agreement.
- 1.8 Obtain Canada's approval of any contractual arrangement that would have the affect of vesting in another entity some of Mississauga's undertaking under this Agreement.

2. OBJECTIVE AND CONDITIONS OF THE *CONTRAVENTIONS ACT* FUND

- 2.1 Canada agrees to provide a financial contribution from the *Contraventions Act* Fund to Mississauga in order to enable Mississauga to implement measures, on behalf of Canada, to permit the use of both official languages in proceedings instituted under the *Contraventions Act* and in conformity with the *Official Languages Act* and the *Criminal Code*.

Maximum Amount of Contributions

- 2.2 Subject to Mississauga having fulfilled its obligations under this Agreement, Canada will pay Mississauga approved eligible expenditures incurred up to a maximums identified in Schedule 1.
- 2.3 Unexpended funds may not be transferred from one fiscal year to another fiscal year.

Type and Nature of Eligible Expenditures

- 2.4 The financial contribution from the *Contraventions Act* Fund is to cover agreed upon expenditures of the undertakings of Mississauga that are identified in Schedule 1.
- 2.5 The financial contribution shall be used solely for the agreed upon eligible expenditures in Schedule 1 that are actually incurred in the fiscal year and directly related to Mississauga's undertakings in clauses under 1.6 of the Agreement.
- 2.6 Mississauga may transfer funds between categories of expenditures in Schedule 1.

Method and Schedule of Payment

- 2.7 Canada agrees to make progress payments to Mississauga upon receipt and acceptance of a financial statement showing expenditures incurred to date, up to the maximum of 80% of Canada's financial contribution per fiscal year pursuant to Schedule 1.
- 2.8 Canada agrees to make advance payments up to six months in advance based on the cash flow requirements and other supporting documents supplied by Mississauga up to a maximum of 80% of Canada's financial contribution per fiscal year pursuant to Schedule 1.
- 2.9 Canada agrees to make a final payment of Canada's financial contribution for each fiscal year upon receipt and acceptance of the administration report referred to in clause 1.5.5. The final payment will be based on actual expenditures incurred and identified in the financial statement pursuant to clause 2.12.
- 2.10 Mississauga agrees that Canada can claim from Mississauga, an amount owing to Her Majesty the Queen in Right of Canada as an unexpended balance, surplus or an expense which Canada has disallowed, and that Canada may recover this amount by deducting it from any other amount that the Receiver General of Canada may owe to Mississauga with respect to the *Contraventions Act* Fund now or in the future.
- 2.11 Mississauga's financial statement for all eligible expenditures will be net of any relief of the Harmonized Sales Tax (HST) rebate from Canada Revenue Agency.

Financial Statement

- 2.12 Mississauga shall submit to Canada, on or about the 31st day of August of each year, in paper and electronic forms, a financial statement showing all actual expenditures pursuant to Schedule 1 incurred in the previous fiscal year.

- 2.13 Mississauga shall ensure that the financial statement is signed by its Treasurer, or by Mississauga's auditor or by a qualified auditor or, with the agreement of Canada, an entity designated by Mississauga to conduct an audit confirming that these expenditures represent fairly the agreed upon eligible costs pursuant to Schedule 1; that they are in compliance with the terms and conditions of this Agreement; and, that they have been verified using generally accepted accounting principles.

Audit and Control of Funding

- 2.14 Subject to the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, Canada has the right to audit, on 30 days' notice, the accounts and financial records of Mississauga pertaining to expenditures pursuant to Schedule 1 and defrayed by the *Contraventions Act* Fund, and may choose to rely on the information contained in the financial statements submitted by Mississauga pursuant to clause 2.12, without forfeiting the right to conduct an audit, in the manner prescribed by this provision, if it deems it appropriate.
- 2.15 Canada may also direct Mississauga to conduct an audit of accounts and financial records of any other entities entrusted with the administration and implementation of contraventions and make the results of the audit available to Canada within 30 days of its completion.
- 2.16 Subject to the *Municipal Freedom of Information and Protection of Privacy Act*, Mississauga shall ensure that the auditors appointed by Canada have access, during normal business hours, to all the accounts, documents and financial statements required for the audit conducted for the purposes described herein, and shall provide the said auditors with all the information they may reasonably request in order to be able to verify the amounts of the eligible expenditures claimed by Mississauga in its financial statement and also to verify that these eligible expenditures are in keeping with the terms and conditions of this Agreement.
- 2.17 Mississauga shall keep all accounts and financial statements for a minimum of three years following the end of the fiscal year to which these accounts and statements apply.
- 2.18 Canada shall bear all costs and expenses for audits under clauses 2.14 and 2.15.
- 2.19 Notwithstanding clause 2.18, Mississauga shall bear all costs and expenses where audits performed under clauses 2.14 and 2.15 report a material breach of any standard or requirement under the Agreement.

Acknowledgement

- 2.20 Mississauga agrees to acknowledge the financial contribution of Canada in any appropriate public announcement concerning the Agreement, or in any materials produced as a result of this Agreement.

Appropriation

- 2.21 Notwithstanding any other provision of this Agreement, the parties acknowledge that Canada's financial contribution is subject to the appropriation of funds by the Parliament of Canada, and that this may result in the reduction or elimination of funding should the funding levels be changed or not approved by Parliament.

Public Disclosure

- 2.22 Canada may make available to the public reports on evaluations, audits and other reviews related to the funding provided under this Agreement.

Assignment

- 2.23 Mississauga agrees not to assign, delegate or subcontract the responsibility or management of the undertakings funded under this Agreement to any organization or individual, except as noted in this Agreement, without Canada's written permission.

3. OTHER PROVISIONS

Notice

- 3.1 Any notice to be given under this Agreement shall be in writing; all notices shall be addressed to the representatives of Canada and Mississauga set out below (or to such substitutes as each party may from time to time notify the other).

- 3.2 Canada's address and fax number for communications are:

Director
Department of Justice
Programs Branch
Innovations, Analysis and Integration Directorate
284 Wellington Street, 6th Floor
Ottawa, ON K1A 0H8

- 3.3 Mississauga's address and fax number for communications are:

Director of Enforcement
Transportation and Works Department
The Corporation of the City of Mississauga
300 City Centre Drive
Mississauga, ON L5B 3C1

- 3.4 Notice will be considered as received four (4) working days after the date sent.

Dispute Resolution

- 3.5 Conflicts and disputes concerning the application or interpretation of this Agreement shall be the subject of consultations between the respective representatives of the parties and shall be resolved by these representatives.
- 3.6 In order to resolve conflicts and disputes concerning the application or interpretation of this Agreement, the respective representatives of the parties may decide to refer such disputes and conflicts to mediation or another dispute resolution process, subject to terms and conditions agreed upon in writing by the duly authorized representatives of the parties.
- 3.7 If the consultations provided for in clause 4.5 fail to resolve the conflict or dispute, or if the representatives of the parties do not agree on a referral under clause 4.6, or the dispute or conflict is still unresolved following the referral, resolution of the conflict or dispute shall then be the subject of consultations between the Minister of Justice and Attorney General of Canada and Mississauga for the purpose of resolving the conflict or dispute.

Amendments

- 3.8 Canada and Mississauga may amend this Agreement from time to time by mutual agreement signed in writing by both parties prior to the termination of the Agreement.

Termination

- 3.9 Either party to this Agreement may terminate it, even in the absence of a breach of its provisions, by giving the other party written notice of termination. Termination shall take effect automatically 180 days following receipt of this notice.
- 3.10 Upon the expiry or termination of this Agreement, Mississauga shall provide a financial statement to Canada within 90 days of such expiry or termination and agrees to repay to the Receiver General of Canada immediately all or any part of the yearly contribution it received from the *Contraventions Act* Fund under Schedule 1 that is unspent and/or uncommitted.
- 3.11 Further to clause 3.10, Canada agrees to pay Mississauga for all or any part of the yearly contribution it should receive from the *Contraventions Act* Fund under Schedule 1 necessary for processing the remaining contraventions.

Transition Clause

- 3.12 Upon the expiry or termination of this Agreement, Mississauga's obligations concerning contraventions alleged to have been committed before the expiry or termination date shall continue to apply until these contraventions have been paid, processed or subjected to a final decision by a court.

Members of the Senate and the House of Commons

- 3.13 No member of the Senate or House of Commons shall be admitted to any share or part of this Agreement, or to any benefit to arise therefrom, that is not otherwise available to the general public.

Survival

- 3.14 Section 2.4 shall survive the expiry or termination of this Agreement.

Confidential Matters

- 3.15 Subject to the *Municipal Freedom of Information and Protection of Privacy Act*, if Mississauga becomes aware of any information that Canada indicates is confidential, it will be treated as confidential by Mississauga, during and after the period of this Agreement.

Preamble and Schedules

- 3.16 The Preamble is an integral part of this Agreement.
- 3.17 Schedule 1, Eligible Expenditures, is attached and shall form part of this Agreement.

Severability

- 3.18 If any provision of this Agreement is invalid to any extent, the remainder of this Agreement will not be affected or impaired thereby and will be valid and enforceable to the extent permitted by law.

Conflict of Interest

- 3.19 Mississauga agrees and will ensure that no current or former public servant or public office holder to whom the *Conflict of Interest Act*, S.C. 2006, c. 9 and subsequent amendments, the *Conflict of Interest and Post-Employment Code for Public Office Holders*, the *Conflict of Interest Code for Senators* or the *Values and Ethics Code for the Public Service* applies shall derive direct benefit from the funding Agreement unless the provision or receipt of such benefits is in compliance with such legislation and codes.

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General Provisions

- 3.20 This Agreement shall be governed and construed in accordance with the laws of Canada and the Province of Ontario.
- 3.21 If any item of this Agreement is found to be prohibited by law or otherwise ineffective this shall in no way invalidate or otherwise affect the remaining provisions of this Agreement.

Evaluation

- 3.22 Mississauga shall co-operate in any review undertaken by Canada to evaluate the *Contraventions Act* and the *Contraventions Act* Fund for effectiveness and efficiency.

Coming into Force

- 3.23 This Agreement is deemed to come into force on the date set under clause 2.1.

IN WITNESS WHEREOF the parties have signed this Agreement in duplicate.

This is page 9 of the *Contraventions Act* Administration and Enforcement Agreement between Her Majesty the Queen in Right of Canada as represented by the Deputy Minister of Justice and Deputy Attorney General of Canada and Title.

**HER MAJESTY THE QUEEN IN RIGHT OF
CANADA**
as represented by the Minister of Justice and
Attorney General of Canada

Witness

(date) (date)

**THE CORPORATION OF THE CITY OF
MISSISSAUGA**
as represented by the Mayor and City Clerk

Witness

(date) Mayor (date)

Witness

(date) City Clerk (date)

6K

Schedule 1

MISSISSAUGA
ELIGIBLE EXPENDITURES
FOR SOME OF THE UNDERTAKINGS UNDER CLAUSE 1.6 OF THE CONTRAVENTIONS ACT
ADMINISTRATION AND ENFORCEMENT AGREEMENT

Eligible Expenditures	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
<i>Bilingual Staff Positions (2)</i>	\$138,651	\$144,132	\$149,896	\$155,894	\$162,130
<i>Total Maximum Amounts</i>	\$138,651	\$144,132	\$149,896	\$155,894	\$162,130

DRAFT



Corporate Report

Clerk's Files

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Originator's
Files

MG.23.REP
RT.10.Z-24

DATE: April 19, 2013

TO: Chair and Members of General Committee
Meeting Date: May 15, 2013

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

SUBJECT: **Parking Prohibition Anytime
Barchester Court
(Ward 8)**

General Committee

MAY 15 2013

RECOMMENDATION: That a by-law be enacted to amend By-law 555-2000, as amended, to implement a parking prohibition anytime on the west and south sides of Barchester Court.

BACKGROUND: The Transportation and Works Department has received a completed petition from an area resident to implement a parking prohibition anytime on the west and south sides of Barchester Court. Presently, parking is prohibited on Barchester Court between 8:00 a.m. and 6:00 p.m., Monday to Friday.

COMMENTS: To determine the level of support for parking prohibition anytime on the west and south sides of Barchester Court, a parking questionnaire was distributed to the residents of Barchester Court on March 5, 2013.

Nine (9) questionnaires were delivered and 9 (100%) were returned; 8 (89%) supported the implementation of a parking prohibition anytime and 1 (11%) was opposed.

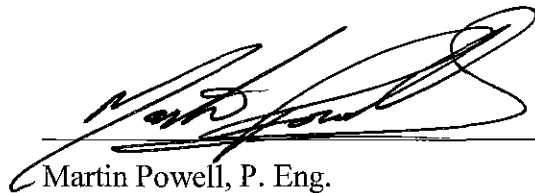
Since greater than 66% of the total respondents support a parking prohibition anytime, the Transportation and Works Department recommends implementing a parking prohibition anytime on the west and south sides of Barchester Court.

The Ward Councillor supports the implementation of this parking prohibition.

FINANCIAL IMPACT: Costs for the sign installations can be accommodated in the 2013 Current Budget.

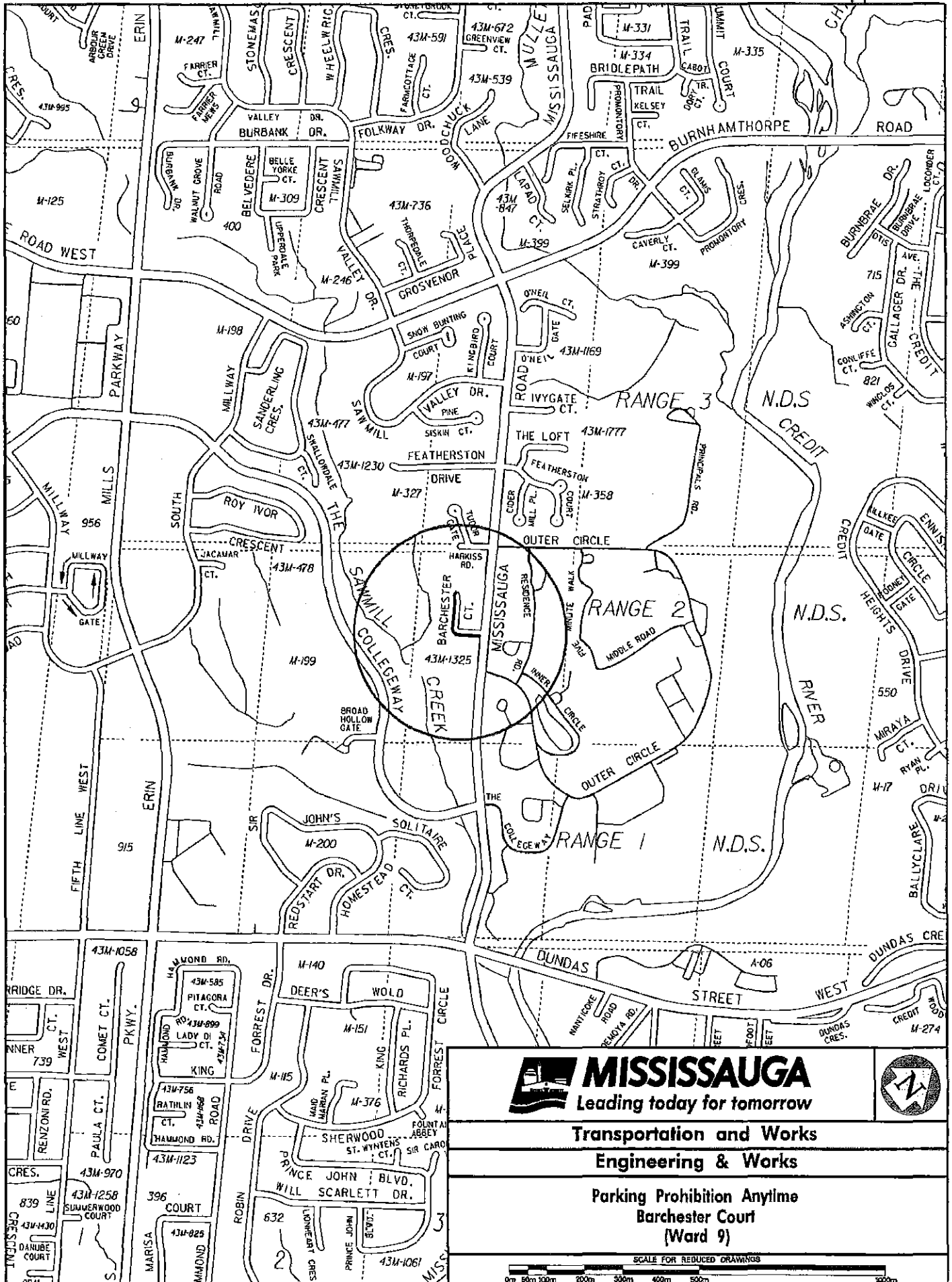
CONCLUSION: The Transportation and Works Department recommends implementing a parking prohibition anytime on the west and south sides of Barchester Court.

ATTACHMENTS: Appendix 1: Location Map: Parking Prohibition Anytime
Barchester Court (Ward 8)



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

Prepared By: Magda Kolat, Traffic Operations Technician





Corporate Report

Clerk's Files

Originator's
Files

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DATE: May 1, 2013

TO: Chair and Members of General Committee
Meeting Date: May 15, 2013

General Committee

MAY 15 2013

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

SUBJECT: **Amendments to the Property Standards By-law 654-98, as amended, to address deficiencies related to boarded buildings**

RECOMMENDATION: That a by-law be enacted to amend the Property Standards By-law 654-98, as amended, to update the by-law and limit the length of time a boarded building may remain boarded, as outlined in the report from the Commissioner, Transportation and Works, dated May 1, 2013 titled "Amendments to the Property Standards By-law 654-98, as amended, to address deficiencies related to boarded buildings".

BACKGROUND: Concerns have been raised by Council and residents over the length of time derelict buildings are allowed to remain boarded up in accordance with the applicable provisions of the Property Standards By-law 654-98, as amended, (Appendix 1). At the November 14, 2012 Council meeting staff were requested to review and revise the provisions of the by-law to more effectively address the issues concerning boarded buildings.

PRESENT STATUS: The by-law requires significant updating to address deficiencies identified by both Compliance and Licensing Enforcement and Legal Services staff and to better reflect the current environment in the City as it relates to property standards.

COMMENTS:

The attached draft by-law amendments have been developed by staff from Compliance and Licensing Enforcement and Legal Services in order to address the identified deficiencies in the current by-law and in response to the issues raised by Council concerning boarded buildings. Noted below is an overview of the most significant highlights of the proposed draft amendments to the by-law.

Amendment Highlights

While the current provisions of the by-law allow for the City to order an owner to board a building as an interim security measure, it does not limit or specify a time period that a building can remain boarded. To address this concern proposed draft amendments to the by-law would only permit an owner to board their building as a temporary repair measure for a maximum period not to exceed six months. If after six months the property has not been completely repaired in accordance with the provisions of the by-law, the owner would be in violation of the by-law.

The proposed draft amendments to the by-law also address vacant damaged buildings and the provisions have been strengthened to provide for progressively more secure options to protect the building and adjoining properties against damage arising from the entry of unauthorized persons, the elements or the infestation of pests. If Council approves the amendments to the by-law the amendments should be substantially similar to the attached draft by-law contained in Appendix 2.

Enforcement Action Plan

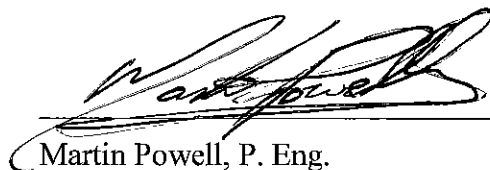
Enforcement staff recommend that moving forward, re-inspection of existing properties which were previously ordered to be boarded would be undertaken. These properties would be subject to the new provisions of the by-law and where applicable new Property Standards Orders (PSO) issued requiring the restoration of the property in accordance with the applicable provisions of the by-law.

The new PSO would limit the time a building could be left boarded, to six months. Those properties that fail to comply with the PSO could be subject to charges. In addition, the property could be remediated by a contractor retained by the City with all associated costs added to the tax roll for the property. Properties where staff determine that the remediation costs will be significant will be subject to review by the Commissioner, Transportation and Works, or his designate, Chief Building Official; Legal Services staff and recommendation brought forward to General Committee prior to proceeding. The area Ward Councillor will also be informed of the action being taken. New property complaints concerning violations under the by-law would be investigated and subject to the same enforcement practices noted above.

FINANCIAL IMPACT: No financial impact is expected.

CONCLUSION: Enforcement staff support the amendments to the by-law to rectify the identified deficiencies and address the concerns raised by Councillors and residents. Enforcement staff recommend that the by-law be enforced as outlined in the Enforcement Action Plan.

ATTACHMENTS: Appendix 1: Property Standards By-law 654-98, as amended.
Appendix 2: Draft By-law to amend Property Standards By-law 654-98, as amended.



Martin Powell, P. Eng.

Commissioner, Transportation and Works

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



**THE CORPORATION OF THE
CITY OF MISSISSAUGA**

Property Standards By-law 654-98

(Amended by 357-00, 162-03, 89-04, 76-06, 368-06, 348-07, 211-08)

WHEREAS under subsection 15.1(3) of the Building Code Act, S.O. 1992, c.23, a by-law may be passed by the Council of a municipality prescribing the standards for the maintenance and occupancy of property within the municipality provided the official plan for the municipality includes provisions relating to property conditions;

AND WHEREAS the Official Plan for The Corporation of the City of Mississauga includes provisions relating to property conditions;

AND WHEREAS the Council of The Corporation of the City of Mississauga is desirous of passing a by-law under subsection 15.1(3) of the Building Code Act;

AND WHEREAS subsection 15.6(1) of the Building Code Act requires that a by-law passed under subsection 15.1(3) of the Building Code Act shall provide for the establishment of a Property Standards Committee;

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

1. SHORT TITLE

This By-law may be referred to as the "Property Standards By-law".

2. DEFINITIONS

In this by-law,

"accessory building" means a subordinate building or structure on the same lot as the main building, or a part of the main building and devoted exclusively to a use that is naturally and normally incidental, subordinate, and exclusively devoted to the principal use of the main building on the lot;

"balcony" means an external balustraded platform and includes both upper and lower surfaces of the platform; (162-03)

THE CORPORATION OF THE CITY OF MISSISSAUGA
PROPERTY STANDARDS BY-LAW 654-98

“boarded building” means a vacant, a partially vacant building, or an abandoned building or structure in which some or all of the windows, doors or other openings have been covered for by affixing wood or metal over them so as to prevent the entrance of elements or unauthorized persons; (162-03)

“certificate of compliance” means a written opinion of property compliance with the standards contained in this by-law issued under Section 15.5 (1) of the *Building Code Act 1992*, S.O. 1992, c.23, as amended. (76-06)

“child of tender years” means a person who is or, in the absence of evidence to the contrary, appears to be under the age of twelve years. (76-06)

“city” means The Corporation of the City of Mississauga in the Regional Municipality of Peel;

“compost” means a mixture of decaying organic matter used or intended to be used as fertilizer;

“Council” means the Council of The Corporation of the City of Mississauga;

“demolish” means the doing of anything to effect the removal of a building or structure or part thereof;

“dwelling unit” means one or more habitable rooms designed, occupied or intended to be occupied as living quarters;

“fence” means any structure, except a structural part of a building, used wholly or partially to screen from view, to enclose or divide a yard or other land, to mark or substantially mark the boundary between adjoining land, and includes swimming pool enclosures, privacy screens, retaining walls, noise attenuation walls, any hedge or grouping of shrubs, or other combination of fencing components which form a continuous barrier for the same purposes; (162-03)

“fire code” means the regulations made under section 12 of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, as amended;

“graffiti” means one or more letters, symbols or marks, howsoever made, that disfigure or deface a property or object, but does not include a sign pursuant to the City's sign by-laws or a mural which has been authorized by the City;

“habitable room” means a room commonly used for living purposes, including a bedroom and kitchen, but does not include any space in a dwelling used as a lobby, hallway, closet, or bathroom, or any room having a floor space of less than 4.5 m²; (162-03)

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THE CORPORATION OF THE CITY OF MISSISSAUGA
PROPERTY STANDARDS BY-LAW 654-98

“hard surface” means asphalt, concrete, or compacted crushed stone or gravel, granular material or aggregate with an asphaltic or cement binder having a minimum over all depth of 15.0 cm. or any other permanent type of surfacing which prevents the raising of dust or loose particles. (76-06)

“health hazard” means a condition of a premise, a substance, thing, plant or animal other than man, or a solid, liquid, gas or combination or any of them, that has or that is likely to have an adverse effect on the health of any person and includes but is not limited to accumulations of water that is infected with mosquito larva implicated in the transfer of the West Nile Virus; (162-03)

“heritage attributes” means the attributes or features of property, buildings or structures that contribute to the property’s cultural heritage value or interest that are defined or described or that can be reasonable inferred: (211-08)

- (a) In a by-law designating a property passed under section 29 of the *Ontario Heritage Act* and identified as heritage attributes, values, reasons for designation, or otherwise;
- (b) In a Minister’s order made under section 34.5 of the *Ontario Heritage Act* and identified as heritage attributes, reason for designation or otherwise;
- (c) In a by-law designating a heritage conservation district passed under section 41 of the *Ontario Heritage Act* and identified as heritage attributes, values, reasons for designation or otherwise;
- (d) In the supporting documentation required for a by-law designating a heritage conservation district, including but not limited to a heritage conservation district plan, assessment or inventory, and identified as heritage attributes, reasons for designation or otherwise; or
- (e) Notwithstanding subsection (d), from section 3.1.3.1 of the Old Port Credit Village Heritage Conservation District Plan where a property is located in the Old Port Credit Village Heritage Conservation District.

“hoarding” means a fence or similar structure used to enclose a property or part thereof which is or intended to be under development

“multiple occupancy residential building” means a building containing more than two dwelling units;

“noise attenuation wall” means a wall which is intended to be used for the purpose of abating noise and which has a minimum density of four pounds per square foot or twenty kilograms per square metre;

THE CORPORATION OF THE CITY OF MISSISSAUGA
PROPERTY STANDARDS BY-LAW 654-98

“non-habitable space” means any space in a dwelling or dwelling unit other than a habitable room, and includes a washroom, bathroom, toilet room, laundry, lobby, communication corridor, stairway, closet, boiler room and other space used for service and maintenance of common use, for access to and vertical travel between storeys and a basement or part thereof which does not comply with the standards of occupancy set out in this by-law;

“Ontario Building Code” means the regulations made under section 34 of the Building Code Act, S.O. 1992, c.23, as amended;

“Ontario Electrical Safety Code” means the regulations made under section 111 of the Power Corporation Act, R.S.O. 1990, c. P. 18, as amended;

“parking garage” means a building or part thereof used or intended for the storage or parking of motor vehicles, boats, trailers bicycles or other machinery and which contains no facilities for the repair or servicing of vehicles as authorized in accordance with municipal by-laws.

“Part IV Heritage Property” means real property, including all buildings and structures thereon, that has been designated by the City under section 29 or by the Minister under section 34.5 of the *Ontario Heritage Act, R.S.O. 1990, c.O.18*, as amended, or substituted from time to time. (211-08)

“Part V Heritage Property” means real property, including all buildings and structures thereon, located within a heritage conservation district that has been designated by the City under section 41 of the *Ontario Heritage Act, R.S.O. 1990, c.O.18*, as amended, or substituted from time to time. (211-08)

“residential property” means a property that is used or designed for use as a dwelling unit;

“rooming house” means a residential building in which lodging is provided with or without meals, for hire or gain, where the occupants, in addition to their private accommodations, may or may not have access to a common washroom, kitchen or laundry facilities;

“standards” means the standards of physical condition and occupancy of property set out in this by-law.

“swimming pool enclosure” means a fence or wall or combination thereof including any doors or gates surrounding an outdoor swimming pool and restricting access thereto; and (162-03)

“yard” means any open, uncovered, unoccupied space appurtenant to a building.

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THE CORPORATION OF THE CITY OF MISSISSAUGA
PROPERTY STANDARDS BY-LAW 654-98

3. SCOPE

This by-law shall apply to all property in the City.

4. STANDARDS

The standards for maintenance and occupancy of property set out in this by-law are prescribed as the minimum standards for the City.

4.1 STANDARDS FOR PART IV AND PART V HERITAGE PROPERTIES (368-06, 348-07, 211-08)

- (1) In addition to the minimum standards for the maintenance and occupancy of property in the City as set out in this by-law, the owner or occupant of a Part IV Heritage Property or a Part V Heritage Property shall: (211-08)

 - (a) Maintain, preserve and protect the Heritage Attributes so as to maintain the heritage character, visual and structural heritage integrity of the building or structure.
 - (b) Maintain the property and the components of the property that hold up, support or protect the Heritage Attributes in a manner that will ensure the protection and preservation of the Heritage Attributes.
- (2) Despite any other provision of this by-law, where a Heritage Attribute of a Part IV Heritage Property, or a Part V Heritage Property can be repaired, the Heritage Attribute shall not be replaced and shall be repaired: (211-08)

 - (a) In a manner that minimizes damage to the heritage values and attributes of the property;
 - (b) In a manner that maintains the design, colour, texture, grain or other distinctive features of the Heritage Attribute;
 - (c) Using the same types of material as the original material being repaired and in keeping with the design, colour, texture, grain and any other distinctive features of the original material; and
 - (d) Where the same types of material as the original material are no longer available, using alternative materials that replicate the design, colour, texture, grain or other distinctive features and appearance of the original material.

THE CORPORATION OF THE CITY OF MISSISSAUGA
PROPERTY STANDARDS BY-LAW 654-98

- (3) Despite any other provision of this by-law and notwithstanding that a permit may be required under the *Ontario Heritage Act* or the *Building Code Act, 1992*, where a Heritage Attribute of a Part IV Heritage Property or a Part V Heritage Property cannot be repaired, the Heritage Attribute shall be replaced: (211-08)
- (a) Using the same types of material as the original;
 - (b) Where the same types of material as the original material are no longer available, using alternative materials that replicate the design, colour, texture, grain or other distinctive features and appearance of the original material; and
 - (c) In a manner that replicates the design, colour, texture, grain and other distinctive features and appearance of the Heritage Attribute.

5. PROHIBITION

- (1) No person shall use or occupy, or permit the use or occupancy of any property that does not conform to the standards set out in Sections 7 and 8 of this by-law.
- (2) The owner of any property which does not conform to the standards in this by-law shall repair and maintain the property to conform to the standards or the property shall be cleared of all buildings, structures, debris or refuse and left in a graded and leveled condition.
- (3) Notwithstanding subsection (2), the owner of a Part IV Heritage Property or a Part V Heritage Property which does not conform to the standards in this by-law shall repair and maintain the property to conform to the standards and the property shall not be cleared of all buildings and structures that fail to do so. (368-06, 211-08)

6. ADMINISTRATION

- (1) **Property Standards Committee**
 - (a) Council shall appoint at large, by a Resolution of Council, five (5) citizens to the Property Standards Committee for a term of office concurrent with Council.
 - (b) Each member of the Property Standards Committee shall receive an honorarium of \$100.00 per day (\$50.00 per half day) for attendance at Property Standards Committee meetings for the City of Mississauga.

THE CORPORATION OF THE CITY OF MISSISSAUGA
PROPERTY STANDARDS BY-LAW 654-98

- (c) Every person who intends to appeal an Order made under subsection 15.2(2) of the Building Code Act, S.O. 1992, c.23, shall submit a notice of appeal in the manner and within the time frame as prescribed in subsection 15.3(1) of the Building Code Act, S.O. 1992, c.23. All notices of appeal shall be accompanied by a non-refundable payment as provided for under the applicable Fees and Charges By-law, as amended. (162-03, 76-06)

(2) **Property Standards Officer**

- (a) The Council may from time to time appoint officers to carry out the administrative functions of this by-law including the enforcement thereof.
- (b) Any building or plumbing inspector, fire prevention officer, arborist or by-law enforcement officer of the City is hereby authorized and directed to act from time to time as an assistant to the officer.

(3) **Certificate of Compliance**

Where a Certificate of Compliance is requested by a property owner, it shall be issued by the property standards officer but only where accompanied by a non-refundable fee payment as provided for under the applicable Fees and Charges By-law, as amended. (76-06)

7. **STRUCTURAL CAPACITY**

Every building or structure or part of a building or structure shall be structurally sound and maintained in that condition so that it has sufficient structural capacity to resist safely and effectively all loads and the effects of loads and influences that may reasonably be expected, having regard to its expected use and service life.

8. **FOUNDATIONS AND FOUNDATION WALLS**

The foundations and the foundation walls of every building or structure or part of a building or structure shall be structurally sound and maintained in that condition so that all masonry cracks are grouted, walls, joists, beams or other exposed wood members are waterproofed, and so that there is adequate subsoil drains at footing levels and that jacking, underpinning or shoring is done where necessary.

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THE CORPORATION OF THE CITY OF MISSISSAUGA
PROPERTY STANDARDS BY-LAW 654-98

9. EXTERIOR WALLS

- (1) The exterior walls of every building or structure or part of a building or structure must be structurally sound, weather proof and free of loose and unsecured objects and materials. Improperly secured objects and materials shall be either removed, repaired or replaced.
- (2) All brick and stonework, cornices, entablatures, belt courses, parapet walls, corbels, terra-cotta trim, wall facings and similar decorative features shall be maintained in good repair and safe condition with proper anchorage.
- (3) The exterior wall of every building and structure shall be properly painted or otherwise treated.
- (4) The cladding on the exterior walls of all buildings or structures shall consist of masonry stucco, wood, finished plywood, metal or other similar materials that are of equivalent strength, durability and fire resistance.

10. ROOFS

- (1) The roof of every building or structure shall be structurally sound, weatherproof and free of loose or unsecured objects and materials and excessive accumulations of ice and snow. Improperly secured objects and materials shall be either removed, repaired or replaced.
- (2) All roof flashing, gutters, valleys, eaves troughs and downpipes shall be secured, free of rust and maintained in a serviceable condition.
- (3) All soffit and fascia components of a building shall be secured and maintained in good repair and properly painted or otherwise treated.

11. EXTERIOR DOORS, WINDOWS AND EXTERIOR TRIM

- (1) The exterior doors, windows and exterior trim of every building or structure or part of a building or structure, shall be maintained in a good state of repair, properly fitted to prevent the entrance of the elements and painted or otherwise treated to provide protection against decay and rust.
- (2) The owner shall provide and install a safety device on any window with a movable sash, and on any balcony door, so as to ensure that a child of tender years will be unable to open such windows or doors to a width greater than four (4) inches (10 centimetres).

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THE CORPORATION OF THE CITY OF MISSISSAUGA
PROPERTY STANDARDS BY-LAW 654-98

- (3) The owner of an apartment building shall provide and install in a secure manner, screens on all exterior door and window openings in each apartment unit.
- (4) Where windows in exit stairways of buildings greater than three storeys in height extend to less than 42 inches (107 centimetres) above the landing, they shall be protected by a guard not less than 42 inches (107 centimetres) in height.
- (5) No window referred to in subsection (2) shall be equipped with a safety device that makes it incapable of being opened by an adult in an emergency without the use of tools.

12. BALCONIES

- (1) Balconies shall be structurally sound and shall not allow the ponding of water. All balconies shall be enclosed by a sound, safe, clean railing which is firmly fastened to the main structure.
- (2) All balconies shall be kept clear of accumulations of unsightly material or objects.
- (3) All railings shall be sound, rust free, properly treated or painted.(162-03)

13. EXTERIOR STAIRS AND PORCHES

- (1) All exterior stairs, stairways, porches, awnings, canopies, fire escapes and other related structures shall be structurally sound, properly painted or otherwise treated, and free of loose and unsecured objects and materials.
- (2) Where there is a difference in elevation between adjacent levels of 24 inches or more, a guard shall be installed and maintained in accordance with the Ontario Building Code.

14. UNFINISHED BUILDINGS OR STRUCTURES

All buildings or structures, or parts thereof that are unfinished shall be finished in an acceptable manner within a reasonable amount of time and, where applicable, in accordance with all relevant legislation.

THE CORPORATION OF THE CITY OF MISSISSAUGA
PROPERTY STANDARDS BY-LAW 654-98

14.1 BOARDED BUILDINGS (162-03)

- (1) Notwithstanding subsection 11(1), where the exterior doors, windows, trim or other opening of vacant buildings, partially vacant buildings, or abandoned buildings or structures are broken, improperly fitted or otherwise in disrepair the City may order the property owner to board of the building or structure as an interim security repair measure so as to prevent the entrance of elements, or unauthorized persons, or the infestation of pests.
- (2) The boarding as ordered under subsection (1) shall comply with the following requirements:
 - (a) All boards used in the boarding shall be installed from the exterior and properly fitted to the size of the opening of the building or structure within the frames in a watertight manner.
 - (b) All boards shall be painted or otherwise treated so that the colour blends with the exterior of the building.
 - (c) Doors, windows and other openings at the basement, ground floor and first floor level of the building or structure shall be securely boarded up with a solid piece of plywood or metal plate at least 11 millimetres thick.
 - (d) Doors, windows and other openings above the first floor level of the building or structure shall be securely boarded up with a solid piece of plywood or metal plate at least 8 millimetres thick.
 - (e) All plywood used for the boarding must be secured with nails and screws at least 50 millimetres in length, and spaced not more than 150 millimetres on centre.

14.2 BOARDED BUILDINGS ON HERITAGE PROPERTIES (368-06)

- (1) Notwithstanding the provisions in section 14.1, this section applies exclusively to all buildings and structures located on a Part IV Heritage Property or a Part V Heritage Property. (211-08)
- (2) Notwithstanding subsection 11(1), where exterior doors, windows or other opening of vacant buildings or structures, partially vacant buildings or structures or abandoned buildings or structures are broken, improperly fitted or otherwise in disrepair the City may order the property owner to board up the building as an interim security measure so as to prevent the entrance of elements, or unauthorized persons, or the infestation of pests.

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THE CORPORATION OF THE CITY OF MISSISSAUGA
PROPERTY STANDARDS BY-LAW 654-98

- (3) The boarding as ordered under subsection (2) shall comply with the following requirements:
- (a) In the case of door and window openings, all boards used in the boarding shall be installed from the exterior and shall be properly fitted in a watertight manner to fit within the side jambs, head jamb and the exterior bottom sill of the door or window so that any exterior trim remains uncovered by the boarding.
 - (b) In the case of window openings, all boards used in (a) shall be painted in a manner to reflect the panes of glass, window frames and muntins that were or are found on the window that is being boarded over. The panes of glass shall be painted in matt black and the window frames and muntins shall be painted in a colour that matches that of the original window.
 - (c) In the case of door openings, all boards used in (a) shall be painted in a manner that reflects any glass panes, frame and muntins that were or are found on the door that is being boarded over. The panes of glass shall be painted in matt black and the frames, muntins and remainder of the board shall be painted in a colour which matches that of the original door.
 - (d) All boards not located in a window or door opening shall be painted or otherwise treated so that the colour blends with the exterior of the building or structure.
 - (e) Doors, windows and other openings at the basement, ground floor and first level of the building shall be securely boarded up with a solid piece of exterior grade plywood or metal at least 19 millimetres (3/4 inch) thick.
 - (f) Doors, windows and other openings above the first floor level of the building shall be securely boarded up with a solid piece of exterior grade plywood or metal plate at least 19 millimetres (3/4 inch) thick.
 - (g) All plywood used for the boarding must be secured with nails and screws at least 50 millimetres (2 inches) and spaced not more than 150 millimetres (6 inches) on centre.

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- (h) An exterior lighting fixture shall be installed and/or maintained in the front porch, veranda or area adjacent to the front entrance of the building or structure and must be kept on a timer so that the light will be turned on at 6:00 p.m. and turned off at 11:00 p.m. on each day of the week and shall maintain an average level of illumination of at least (50) lux (4.6 foot candles)."

15. GRAFFITI

All property, including but not limited to, buildings, structures, fences or other objects shall be kept clean of graffiti at all times.

16. INTERIOR HALLWAYS, STAIRWELLS, AND FLOORS

The interior stairs, stairways, stairwells, hallways, landings and floors of every part of a building or structure shall be in a safe and clean and sanitary condition, shall be properly painted or otherwise treated, and;(162-03)

- (1) excessively worn, broken, warped or loose boards, floors and floor coverings must be replaced or repaired in a good workmanlike manner;
- (2) handrails must be securely installed and maintained around any open area;
- (3) all interior doors, doorframes and required hardware must be provided and maintained in good condition and properly functioning and closing.

17. MAIL COLLECTION AREAS

All mail collection areas, including mail boxes, where supplied in any building, shall be maintained in good repair.

18. LIGHTING

- (1) Lighting fixtures shall be installed and maintained in all areas inside and outside every building or structure or part thereof so that work, use or occupation normally carried out in such areas can be undertaken safely.
- (2) All fixtures and all connections thereto shall be kept in a safe working condition.
- (3) Exterior lighting fixtures shall be installed and maintained so as to prevent the light source from shining directly into a dwelling unit.

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19. INTERIOR CEILINGS AND WALLS

- (1) The interior ceilings and walls of every building and structure shall be maintained in a safe and sound condition and in a good state of repair, free of loose plaster.
- (2) All paint, or other wall covering, which is stained or deteriorated shall be repainted and repaired, missing or loose ceiling or wall tiles shall be repaired or replaced.
- (3) Repairs made to interior walls and ceilings shall be completed in a workmanlike manner and each repair shall be finished to match the existing wall or ceiling.

20. REFUSE STORAGE ROOMS AND VERTICAL REFUSE SERVICE SPACES MAINTENANCE

All refuse storage rooms, vertical refuse service spaces and refuse containers shall be operable, accessible at reasonable times and maintained in a clean and sanitary condition free from accumulations of garbage, odours, insects, and other pests. (162-03)

21. LAUNDRY ROOMS, STORAGE ROOMS, RECREATION ROOMS AND CHILDREN'S PLAY AREAS CONTAINED WITHIN MULTIPLE OCCUPANCY RESIDENTIAL BUILDINGS AS COMMON AREAS

- (1) Laundry and recreational equipment contained within multiple occupancy residential buildings shall be maintained in a safe working state of repair.
- (2) All rooms used for storage, laundry or recreational purposes shall be kept clean and free from health, fire and accident hazards.
- (3) Every area of a property set aside as a children's play area shall be kept in a clean, safe and operable condition including all equipment placed therein.

22. CHIMNEYS

Every chimney, smoke pipe, vent, flue or similar apparatus serving a heating device or system shall be:

- (1) installed and maintained so as to prevent the escape of smoke or gases into the building;
- (2) clear of obstructions;

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- (3) free from open joints;
- (4) free from broken and loose masonry;
- (5) in good repair, securely anchored and plumb.

23. SWIMMING POOLS

- (1) All swimming pools, wading pools and artificial ponds, and any accessory or parts thereof shall be maintained in good repair free from leaks, mechanical or structural disrepair, or any other defects, accumulations of stagnant water, and free from any safety or health hazard. (162-03)
- (2) All swimming pools, wading pools and artificial ponds, and any accessory or parts thereof which are not operated shall be removed, or fitted with a suitable cover so as to prevent visual blight, the entrance of elements, and/or the infestation of pests or insects. (162-03)

24. LANDSCAPING

Whenever landscaping, parking area, walkways, steps, hedges, trees, fences, curbs, or similar changes to property have been required by the City as a condition of development or redevelopment, such works shall be undertaken and maintained so as to ensure continuous compliance with the City requirements. (162-03, 76-06)

25. FENCES (162-03)

- (1) All fences shall be erected and maintained so that they:
 - (a) do not cause or create an unsightly appearance
 - (b) are structurally sound; and
 - (c) are in a condition free of safety hazards and in a state of good repair.
- (2) For the purpose of this section, the term "good state of repair" means that:

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- (a) the fence is completely built, standing in a vertical position, and is securely anchored;
 - (b) the fence is free of components that are broken, rusted, rotted, or otherwise in disrepair; and
 - (c) any stained or painted surface of the fence are maintained free of peeling paint or stain.
- (3) Fences shall not be used as a support for any structure, object or thing, that is capable of or is causing force to be exerted against or upon the fence.
- (4) With the exception of noise attenuation walls, all fences shall be maintained in accordance with the height restrictions as set out in the City of Mississauga Fence By-law 397-78, as amended.

25.1 NOISE ATTENUATION WALLS (348-07)

All noise attenuation walls shall;

- (1) be structurally sound;
- (2) be maintained in a safe condition;
- (3) be maintained in a good state of repair;
- (4) not be used as a support for any structure, object or thing that could exert a lateral force against or upon the noise attenuation walls and;
- (5) be uniform in appearance in relation to those sections of the wall that are located on adjacent properties but form part of the same stretch of noise attenuation wall

26. TREES

- (1) All trees on a property shall be maintained in a manner that will eliminate a condition which is a source of danger.
- (2) Where the dangerous condition cannot be eliminated by maintenance practices, the tree shall be removed.

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27. TELEVISION AND RADIO ANTENNAE

Television antennae and other similar structures must be securely anchored and maintained in a safe and good condition.

28. LAND

All exterior property areas, including vacant land, shall be maintained in a clean and reasonable condition so as to prevent fire, accidents or health hazard, and more particularly:(162-03)

- (1) No wrecked, dismantled, inoperative, discarded, unused or unlicensed vehicles, trailers, machinery or objects or parts thereof shall be placed, stored or left on land, but this does not apply where such articles are required and used for business purposes permitted under the City's land use by-laws and where such articles are placed, stored or left in a manner which avoids an unsafe or unsightly condition deleterious to the neighbouring environment.
- (2) Any part of a yard that is low lying or has been excavated so that it accumulates water, shall be drained, filled and graded so that water drains to a storm sewer or ditch. Swimming pools, ornamental pools and agricultural ponds shall not be included in this requirement.
- (3) Every hard surfaced walkway, driveway, parking area or laneway shall be evenly graded and maintained free of potholes or uneven sections.
- (4) Dilapidated, collapsed or unfinished structures and all accumulations of material, wood, debris or other objects that create an unsafe or unsightly condition, deleterious to the neighbouring environment, shall be removed.
- (5) All grassed and landscaped areas abutting buildings or structures or on vacant lots in developed residential areas shall be cut and maintained in a reasonable condition in relation to the neighbouring environment.
- (6) All exterior property areas, including vacant land, shall be maintained to prevent accumulations of dust or dirt from spreading to neighbouring properties.
- (7) Notwithstanding subsection (3) of this section, where speed bumps or speed humps have been installed, they shall be distinctively marked so as to be clearly visible to approaching pedestrian and vehicular traffic. (357-00)

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29. HOARDING

All hoarding shall be maintained in a structurally secure manner, neatly painted or otherwise treated and kept free of signs and posters unless such signs and posters are authorized by the City.

30. SNOW REMOVAL

The following subsections apply to all private property containing multiple occupancy residential buildings, and all areas of commercial, industrial and institutional property that the general public has access to:

- (1) All ramps and access routes leading to garages shall be kept free from ice and snow.
- (2) Mechanical de-icing equipment for ramps and access routes, where provided, shall be maintained in a usable condition.
- (3) All walkways and access routes to and from buildings shall be kept free from ice and snow and hazards at all times.
- (4) All exterior parking areas, including laneways, shall be kept free from accumulations of ice and snow at all times.

31. ACCESSORY BUILDINGS

Accessory buildings shall be kept:

- (1) protected by paint, preservative or other weather-resistant material;
- (2) in a structurally sound condition and plumb, unless specifically designed to be other than vertical;
- (3) in good repair and free of accident hazards; and
- (4) so as not to present an unsightly appearance.

32. SIGNS

Exterior signs on any land, building or structure that are unused or not cared for or discarded shall be removed from the property or shall be stored within a building on the property.

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33. HEATING VENTILATION AND MECHANICAL SYSTEMS (162-03)

- (1) All heating, ventilation and mechanical systems shall be provided, maintained and operated free of safety hazards.
- (2) Any duct work that is part of a heating and/or ventilating system shall be kept in a clean and sanitary condition free of dust, mold, mildews, or any other health hazard.

34. ELEVATING DEVICES

Elevating devices in multiple occupancy residential buildings, including all parts thereof, shall be maintained in good repair in accordance with the Elevating Devices Act, R.S.O. 1990, c.E.8, as amended, and shall be operational, except for such reasonable period of time as may be required for the purpose of repairing such elevating devices.

35. PARKING GARAGES

- (1) **Lighting**
 - (a) Lighting fixtures in all parking garages shall be maintained in good working condition.
 - (b) Every parking garage shall be illuminated by natural means where available, and adequate number of light fixtures, or the painting of walls, columns and ceilings white in colour, or any combination thereof, so to maintain an average level of illumination of at least fifty (50) lux (4.6 foot candles).
 - (c) One (1) measurement of intensity of illumination made at floor level for every nine (9) square metres (96.9 square feet) of floor area shall be used in establishing the average level of illumination.
 - (d) The level of illumination at any location on the floor of a parking garage shall not be less than 11 lux (1 foot candle).
- (2) All ventilation systems within parking garages shall be maintained in good working order at all times.

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(3) Exits

- (a) All means of egress, including doors, in parking garages shall be maintained in good repair and free from all obstructions.**
- (b) All exit signs shall be provided and maintained in good repair in accordance with the requirements of the Ontario Building Code and Fire Code and shall be unobstructed and readily visible.**
- (4) All floor drains in such garages shall be in good working order and free from obstructions.**
- (5) Every floor, wall, ceiling and stairwell of a parking garage shall be kept clean and free from debris, objects or other conditions that might create a hazard, obstruction or unsightly condition.**
- (6) All parking garages shall be kept clear of any machinery, vehicles, boats, trailers or parts thereof which are in an unusable, wrecked, unlicensed, discarded or abandoned condition.**

36. ELECTRICAL SYSTEMS

- (1) All buildings, where required by the Ontario Building Code or the Ontario Electrical Safety Code, shall be connected to an electrical supply system and shall be wired to receive electricity.**
- (2) The capacity of the connection to the building and system of circuits and electrical outlets distributing the electrical supply within the building shall be adequate for the use and intended use and shall be maintained in good working order, free from fire and accident hazards, and in compliance with the Ontario Hydro Electrical Safety Code.**

37. DRAINAGE AND PLUMBING SYSTEMS

- (1) Drainage and plumbing systems on the property shall be provided, installed and maintained in good working order and shall be:**
 - (a) in compliance with the requirements of the Ontario Building Code, the Ontario Water Resources Act, R.S.O. 1990, c.O.40, as amended, and their respective Regulations, as amended from time to time; and**
 - (b) free from leaks, defective or dripping taps and other defects.**

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- (2) Water run-off from roof surfaces shall discharge into an eaves trough or gutter and thence to a downpipe, discharging into a storm sewer and all eaves troughs and drainpipes shall be maintained:
 - (a) watertight and free from leaks; and
 - (b) in working order and free from health hazards.
- (3) Downpipes need not be connected to a storm sewer when arranged to discharge water run-off at least three feet from the building and contained on the property.
- (4) Eaves troughs, gutters, downpipes and storm sewer connections are not required when the roof is designed to prevent water run-off causing deterioration to the building or creating a nuisance to persons on or adjacent to the property.

38. SEWAGE DISPOSAL

- (1) When a sanitary sewer is installed on a street or road, all sewage from the abutting property shall be discharged into the sanitary sewer.
- (2) When a sanitary sewer has not been installed on a street or road, all sewage from each abutting property shall be discharged into private sewage disposal systems on the subject property and each such system shall be approved by and maintained in accordance with the Ontario Building Code.

39. REFUSE DISPOSAL

- (1) Every multiple occupancy residential building having common access corridors to individual apartments shall be equipped with a garbage or refuse room accessible to all tenants on the floor, and all doors to these rooms shall not be equipped with locking devices. Every residential building exceeding two storeys in height shall have a garbage chute with a self closing door connecting the aforesaid rooms to a common room at or near grade.
- (2) In all other multiple occupancy residential buildings sufficient rooms with containers and receptacles shall be provided to safely contain all garbage, rubbish, ashes, waste and other refuse, which shall not be allowed to accumulate but shall be removed or made available for removal in accordance with the applicable waste collection by-laws.
- (3) The facilities required by subsections 39 (1) and (2) shall be designed and installed in accordance with the Ontario Building Code.

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- (4) In the event that strict application of subsections 39(1), (2) and (3) are not practical, the Property Standards Officer may accept alternative measures, provided that the resultant standard is generally equivalent to the standard herein required, and that such alternative measures are in accordance with all applicable law.
- (5) All exterior refuse storage and collection areas, including containers and receptacles, shall be maintained in a safe, clean, sanitary, odour free and tidy condition.
- (6) All exterior refuse storage areas, including containers and receptacles, shall be screened from the view of adjacent residential properties where possible and the screening shall be maintained in good repair.

40. COMPOST, PET FOOD AND ANIMAL FEED STORAGE

All compost, pet food and animal feed shall be stored and kept on a property in a reasonable manner so as not to allow offensive odours to effect the surrounding neighbourhood or attract rodents, vermin, pests, or other animals to the property. (89-04).

41. PEST PREVENTION

All dwelling units and the exterior portions of buildings shall be kept free of garbage and refuse at all times so as to prevent the infestation of pests such as rodents, vermin, insects and birds, and methods used for exterminating rodents, vermin, and insects shall be in accordance with the provisions of the Pesticides Act, R.S.O. 1990, c. P-11, as amended, and all regulations passed pursuant thereto.(89-04)

42. HUMAN HABITATION

- (1) Non-habitable space shall not be used for human habitation.
- (2) The maximum number of persons residing in a dwelling unit shall not exceed one person for each nine square metres of habitable room floor area.
- (3) No portion of a dwelling unit shall be used for human habitation unless:
 - (a) the floors, walls and ceilings and openings in the exterior walls or roof are watertight, free from dampness and reasonably free from drafts at all times:

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- (b) every habitable room, except a kitchen, contains one or more windows or skylights that
 - (i) open directly to the outside air, and
 - (ii) have a total light transmitting openable ventilating area of not less than that required by the Ontario Building Code;
 - (c) all windows and skylights are:
 - (i) glazed or fitted with an approved substitute;
 - (ii) provided with hardware and locking devices;
 - (iii) maintained in good repair; and
 - (iv) if required for ventilating purposes, capable of being easily opened and closed at all times; and
 - (d) a heating system is provided which is capable of maintaining adequate and suitable heat in accordance with City of Mississauga By-law 826-84, as amended.
- (4) Every habitable room shall have a minimum ceiling height in accordance with the Ontario Building Code.
 - (5) Buildings used or to be used for human habitation shall be insulated to minimize heat loss, air infiltration and moisture condensation on the interior surfaces of walls, ceilings and floors as required by the Ontario Building Code.
 - (6) Anything employed in providing water or any energy source serving light, heat, refrigeration or cooking facilities in a dwelling unit occupied by a tenant shall not be disconnected, except for such reasonable period of time as may be required for the purpose of repairing, replacing or altering such service or utility.
 - (7) Where there is fuel burning equipment in any occupied dwelling unit not occupied by the owner and the owner is required by the lease or agreement providing for the occupancy to provide fuel, an adequate supply of fuel, in a convenient and safe location, shall be available at all times for the equipment.

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- (8) Each kitchen in a dwelling unit shall be:
- (a) equipped with a refrigerator and stove in good repair and in good working condition;
 - (b) provided with cupboards having a capacity of not less than four cubic feet multiplied by the total number of persons occupying the unit; and
 - (c) all counter-tops, drawers and cupboards shall be maintained in good condition;
- (9) Interior and exterior barrier-free access facilities for persons with disabilities where installed or required by the Ontario Building Code or as a condition of development or redevelopment shall be maintained in a good state of repair, operational suitable and available for use by persons with disabilities.
- (10) Every occupant of a dwelling unit shall maintain the dwelling unit and all supplied facilities and equipment therein in a clean and sanitary condition and shall co-operate with the landlord in complying with the requirements of this by-law.

43. SECURITY

- (1) Doors which allow access to or egress from a dwelling unit shall be equipped with a lock that:
- (a) complies with the Ontario Building Code and Fire Code; and
 - (b) is maintained in good repair and in an operative condition.
- (2) Exterior security locking and release, and voice communication systems, when provided, shall be maintained in good repair and operative condition, and in compliance with the requirements of the Ontario Building Code.

44. EGRESS

Every means of egress from a dwelling unit, building or structure shall be safe and unobstructed and comply with the Ontario Building Code and Fire Code.

45. TOILET AND BATHROOM FACILITIES

- (1) Every dwelling unit, except as provided in subsection 45(2), shall contain plumbing fixtures consisting of at least:

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- (a) a water closet;
 - (b) a sink; and
 - (c) a bathtub or shower.
- (2) In a rooming house there shall be a water closet, sink and bathtub or shower for every eight persons or portion thereof and the facilities shall be located on the same storey as, or on the next storey up or down from the storey on which the room or dwelling unit is located.
- (3) Every commercial, institutional and industrial building shall contain plumbing fixtures in accordance with the appropriate Provincial legislation.
- (4) All bathrooms and toilet rooms shall be located within and be accessible from within the building which it serves.
- (5) All bathrooms and toilet rooms shall be fully enclosed and have a door capable of being locked so as to provide privacy for the occupant.
- (6) Where practical a wash basin shall be located in the same room as the water closet.

46. HOT AND COLD RUNNING WATER

Every dwelling unit shall be connected to and supplied with hot and cold running water of adequate water pressure and the hot water shall be at least 43 degrees Celsius measured at the tap with the water running for at least 30 seconds.

47. TELEPHONE WIRING

All internal wiring for telephone use within a dwelling unit shall be maintained in good working order.

48. PENALTY

An owner who fails to comply with an order that is final and binding under this by-law is guilty of an offence under of Section 36(1) of the Building Code Act, S.O. 1992, c.23, and is liable to a penalty or penalties as set out in section 36 of that Act.

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49. VALIDITY

If a court of competent jurisdiction declares any provision, or any part of a provision, of this By-law to be invalid, or to be of no force and effect, it is the intention of the Council in enacting this by-law, that each and every other provision of this By-law authorized by law, be applied and enforced in accordance with its terms to the extent possible according to law.

50. TRANSITIONAL RULES

After the date of passing of this by-law, By-law 11-94, as amended, applies only to properties in respect of which an Order has been issued prior to the date of passing of this by-law, and then only to such properties until such time as the work required by such Order has been completed or any enforcement proceedings in respect of such Order, including demolition and repair by the City, have been concluded.

51. REPEAL

Except for the purpose as set out in section 50 of this By-law, By-law 11-94 is hereby repealed.

ENACTED AND PASSED THIS 16th day of December 1998.

Signed by: Hazel McCallion, Mayor and Arthur Grannum, City Clerk

Appendix 2

A by-law to amend By-law 654-98,
being a by-law to prescribe the standards
of the maintenance and occupancy for all properties

WHEREAS Council of The Corporation of the City of Mississauga deems it desirable to establish standards for the maintenance and occupancy of certain properties, so that owners and occupants provide minimum standards for persons who may live at, attend or otherwise be affected by the condition of the properties;

AND WHEREAS under subsection 15.1(3) of the *Building Code Act, 1992*, Council of The Corporation of the City of Mississauga has enacted Property Standards By-law 654-98, as amended, which prescribes the minimum standards for the maintenance and occupancy of property within the municipality;

AND WHEREAS Part XII of the *Municipal Act, 2001* and section 15.5 of the *Building Code Act, 1992* authorizes The Corporation of the City of Mississauga to charge fees for services and activities carried out under this By-law;

AND WHEREAS The Council of the Corporation of the City of Mississauga is desirous of amending Property Standards By-law 654-98, as amended, to effect housekeeping measures;

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

1. That section 2 of By-law 654-98, as amended, is hereby amended by adding the following terms and definitions in alphabetical order:

"building" means any structure used or intended to be used for supporting or sheltering any use or occupancy;

"debris" means the remains of anything broken, discarded or not being used for the intended designed purpose, and includes but is not limited to, garbage, ashes, rubbish, builder's and building contractor's refuse, industrial or residential waste, inoperative vehicles, motor vehicle parts and accessories;

"Director" means the City's Director of Enforcement and his or her designate or successor;

"domesticated mouse or rat" means a mouse or rat:

- (a) kept as a pet by an occupant of a dwelling or dwelling unit, normally in an enclosed cage or container within the dwelling or dwelling unit;

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- (b) cared for and fed by the occupant, which care includes clean up and removal of mouse or rat waste and soiled rodent bedding from the dwelling or dwelling unit and cage or container; and
- (c) kept in compliance with any applicable animal-control laws or by-laws.

"Fees and Charges By-law" means the City's applicable Fees and Charges By-law;

"Lodging House" means "Lodging House" as defined in the City's Residential Rental Accommodation Licensing By-law 172-10, as amended;

"Lodging Unit" means "Lodging Unit" as defined in the City's Residential Rental Accommodation Licensing By-law 172-10, as amended;

"occupant" means any person or persons over the age of 18 years in possession of the property;

"owner" includes:

- (a) an owner in fee simple;
- (b) the person for the time being, managing or receiving the rent of the property in connection with which the word is used, whether on the person's own account, or as agent or trustee of any other person, or who would receive the rent if the property were let; and
- (c) a lessee or occupant of the property who, under the terms of a lease, is required to repair and maintain the property in accordance with the standards for the maintenance and occupancy of property.

"person" includes an individual, association, firm, partnership, corporation, trust, organization, trustee, or agent, and the heirs, executors or legal representatives of the person to whom the context can apply according to law;

"pest" includes any ant, cockroach, hornet, mouse, rat, silverfish, wasp, other wild animals, pigeons, or other wild birds, but does not include any domesticated mouse or rat;

"property" means a building or structure, or part of a building or structure, and includes the lands and premises appurtenant thereto and all mobile structures, mobile buildings, mobile homes, outbuildings, fences, retaining walls, and erections thereon, whether heretofore or hereafter erected, and also includes vacant property, a Part IV Heritage Property and a Part V Heritage Property;

"Property Standards Officer" means a person appointed by The Corporation of the City of Mississauga or assigned by the Director to enforce this By-law;

"property standards order" means an order made under subsection 6(4) of this By-law;

"reasonable timeframe" means a short period of time deemed to be acceptable by the Property Standards Officer, not to exceed 1 year;

"Site Plan" means site plan as referenced in the *Planning Act*, R.S.O. 1990, c. P.13;

"temporary" means a period of time that is not to exceed a six month period;

"unfinished" means buildings or structures left in an incomplete state of workmanship and land not left in a clean and clear condition;

2. That section 2 of By-law 654-98, as amended, is hereby amended by deleting "rooming house" definition in its entirety.
3. That section 5 of By-law 654-98, as amended, is hereby amended by adding the following subsection:

(4) POWER OF CITY TO REPAIR OR DEMOLISH

- (a) If the owner or occupant of a property fails to comply with a final and binding property standards order, the City may cause the property to be repaired or demolished in accordance with such order.
 - (b) The City or a person acting on its behalf is not liable to compensate the owner, occupant or any other person by reason of anything done by or on behalf of the municipality in the reasonable exercise of its powers under paragraph 5(4)(a).
 - (c) Despite paragraph 5(4)(a), no building or structure on a Part IV Heritage Property or a Part V Heritage Property may be altered or cleared, including but not limited to removed, demolished or relocated, except in accordance with the *Ontario Heritage Act*.
 - (d) Upon completion of the work necessary for compliance with the property standards order under subsection 5(4), the City shall have a lien on the property for the amount spent on the repair or demolition and the amount shall have priority lien status as described in section 1 of the *Municipal Act, 2001* which, amongst other things, means the amount may be added to the tax roll for the property and collected in the same manner as property taxes.
4. That section 6 of By-law 654-98, as amended, is hereby amended by adding the following subsections:

(4) PROPERTY STANDARDS ORDER

If, after inspection, a Property Standards Officer is satisfied that in some respect the property does not conform with the standards prescribed in this By-law, he or she may issue an order and such property standards order shall be served on the owner of the property and may be served on such other persons affected by it as the Property Standards Officer determines and a copy of the order may be posted on the property.

(5) REGISTRATION OF PROPERTY STANDARDS ORDER

- (a) A final and binding property standards order may be registered in the land registry office on title to the property to which it applies and, upon such registration, any person acquiring any interest in the property subsequent to the registration of the order shall be deemed to have been served with the order on the day on which the order was served under section 6(4). The owner shall be responsible for paying the applicable fee as set out in the Fees and Charges By-law.
- (b) An owner or occupant may apply for a discharge of a property standards order issued and registered on title to a property by submitting a completed application form and paying the applicable fee as set out in the Fees and Charges By-law and where, upon inspection of the property by a Property Standards Officer, compliance with the order is found, the discharge shall be registered by the City.

See

5. That section 10 of By-law 654-98, as amended, is hereby deleted and replaced by the following section:

10. ROOFS

- (1) Buildings shall maintain a roof and its components and attachments including the fascia board, soffit, cornice and flashing, and shall be maintained to properly perform their intended functions including but not limited to being in a weather-tight condition able to prevent the leakage of water into the building;
- (2) The roof of every building or structure shall be structurally sound, weatherproof and free of loose or unsecured objects and materials and excessive accumulations of ice and snow. Improperly secured objects and materials shall be either removed, repaired or replaced.
- (3) All roof flashing, gutters, valleys, eaves troughs and downpipes shall be secured, free of rust and maintained in a serviceable condition.
- (4) All soffit and fascia components of a building shall be secured and maintained in good repair and properly painted or otherwise treated.

6. That section 14 of By-law 654-98, as amended, is hereby deleted and replaced by the following section:

14. UNFINISHED BUILDINGS, STRUCTURES and PROPERTY

All buildings or structures, or parts thereof that are unfinished shall be finished in an acceptable manner within a reasonable timeframe and where applicable, in accordance with all applicable laws.

7. That section 14.1 of By-law 654-98, as amended, is hereby deleted and replaced by the following section:

14.1 VACANT DAMAGED BUILDINGS

- (1) In addition to complying with all other applicable provisions of this By-law, the owner of a building that is vacant or is damaged by accident, storm, fire, neglect or otherwise shall comply with this section.
- (2) Notwithstanding subsection 11(1), where the exterior doors, windows, trim or other openings of vacant buildings, partially vacant buildings, buildings damaged by accident, storm, fire, neglect or otherwise, or abandoned buildings or structures are broken, improperly fitted or otherwise in disrepair the City may order the property owner to board the building or structure as a temporary repair measure so as to protect such building and adjoining properties against damage arising from the entry of unauthorized persons by closing and securing openings to the building, prevent the entrance of the elements, or the infestation of pests in compliance with this By-law.
- (3) Where any building is vacant or is damaged by accident, storm, fire, neglect or otherwise, the buildings shall be demolished or boarded up and maintained securely by the owner to protect such building and adjoining properties against damage arising from the entry of unauthorized persons, prevent the entrance of the elements, or the infestation of pests by closing and securing openings to the building.
- (4) For the purposes of subsection 14.1(2), doors, windows, trim, hatches and other openings are required to be maintained so as to properly perform their intended function and secured from unauthorized entry, prevent the entrance of the elements, or the infestation of pests, or shall be prevented by closing and securing an opening for a temporary period with at a minimum:

- (a) wood sheathing of at least 12.7 mm plywood which is weather resistant, completely covers the opening, is securely fastened to the building, and shall be painted or otherwise treated so that the colour blends with the exterior of the building;
 - (b) metal sheathing which is weather resistant, completely covers the opening, where possible, is installed within the reveal of the exterior cladding, is securely fastened to the building, and shall be painted or otherwise treated so that the colour blends with the exterior of the building; or
 - (c) brick or concrete block and mortar which completely covers the opening, is securely fastened to the building, and shall be painted or otherwise treated so that the colour blends with the exterior of the building.
- (5) The options available in subsection 14.1(4) shall be considered progressively more secure with (c) being the most secure, and the minimum standard imposed by subsection 14.1(4) shall be considered not to include the use of a less secure option which has failed to exclude unauthorized entry, prevent the entrance of the elements, or the infestation of pests.
- (6) At any time where there are circumstances to support a more secure option, including an option that is more secure than those listed in subsection 14.1(4), the owner shall supply such more secure option, as may be required by a property standards order. The property standards order shall not remove, reset or extend the time of the temporary period for the temporary repair measure.
- (7) The exterior walls and other surfaces of a building that is vacant or is damaged by accident, storm, fire, neglect or otherwise shall be maintained so as to properly perform their intended function.
- (8) Where a building remains vacant for a period of more than 90 days, the owner shall ensure that all utilities serving the building, which are not required for safety or security, are properly disconnected or otherwise secured to prevent accidental or malicious damage to the building or adjoining property.
- (9) Vacant buildings, including vacated fire damaged buildings, shall be kept cleared of all garbage, rubbish, flammable substances and debris.
8. That subsection 19(1) of By-law 654-98, as amended, is hereby deleted and replaced by the following subsection:
- (1) The interior ceilings and walls of every building and structure shall be maintained in a safe and sound condition and in a good state of repair.
9. That subsection 23(2) of By-law 654-98, as amended, is hereby deleted and replaced by the following subsection:
- (2) All swimming pools, wading pools and artificial ponds, and any accessories or parts thereof which are not utilized or operated within a reasonable timeframe, shall be removed, or fitted with a suitable cover so as to prevent a visual blight, the entrance of elements, and/or the infestation of pests or insects.
10. That section 24 of By-law 654-98, as amended, is hereby deleted and replaced by the following section:

24. LANDSCAPING

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Whenever landscaping, parking area, walkways, steps, hedges, trees, fences, curbs, or similar changes to property have been required by the City as a condition of development or redevelopment and are listed on the most current Site Plan filed with and approved by the City, such works shall be undertaken and maintained so as to ensure continuous compliance with the City requirements.

11. That paragraph 25(2)(c) of By-law 654-98, as amended, is hereby deleted and replaced by the following subsection:

(c) any painted surface of the fence is maintained free of peeling paint.

12. That section 27 of By-law 654-98, as amended, is hereby deleted and replaced by the following section:

27. SATELLITE DISHES, TELEVISION AND RADIO ANTENNAE

Satellite dishes, television and radio antennae and other similar structures and their supporting members must be securely anchored and maintained in a safe and good condition and be in accordance with all applicable laws.

13. That section 34 of By-law 654-98, as amended, is hereby deleted and replaced by the following section:

34. ELEVATION DEVICES

- (1) Elevators (where provided) and all its parts and components (including lighting fixtures, lamps, elevators buttons, floor indicators and ventilation fans) shall be maintained in good repair.
- (2) Elevators shall comply with the *Technical Standards and Safety Act, 2000* and its regulations as enforced by the Technical Standards and Safety Authority.

14. That section 37(3) of By-law 654-98, as amended, is hereby deleted and replaced by the following subsection:

- (3) Downpipes need not be connected to a storm sewer when arranged to discharge water run-off at least three feet from the building and contained and directed within the property so as to prevent the flooding of neighbouring lands.

15. That subsection 39(1) of By-law 654-98, as amended, is hereby deleted and replaced by the following subsection:

- (1) Every multiple occupancy residential building having common access corridors to individual apartments shall be equipped with a garbage or refuse room accessible to all tenants on the floor in accordance to all applicable laws and all doors to these rooms shall not be equipped with locking devices. Every residential building that contains a garbage chute system shall ensure that the doors to the garbage chute on each floor are not locked, are self-closing and that the chutes are connected to a garbage room at or near grade level.

16. That subsection 39(2) of By-law 654-98, as amended, is hereby deleted and replaced by the following subsection:

- (2) In all multiple occupancy residential buildings sufficient rooms or areas shall be provided with containers and/or receptacles to safely contain all garbage, rubbish, waste and other refuse and shall not be allowed to accumulate, but shall be removed or made available for removal in accordance with the applicable waste collection by-laws.

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17. That subsection 39(3) of By-law 654-98, as amended, is hereby deleted and replaced by the following subsection:

- (3) The facilities required by subsections 39(1) and (2) shall be designed and installed in accordance with all applicable laws.

18. That subsection 39(4) of By-law 654-98, as amended, is hereby deleted and replaced by the following subsection:

- (4) In the event that the strict application of subsections 39(1) and (2) are not practical, the Property Standards Officer may accept alternative measures, provided that the resultant standard is generally equivalent to the standard herein required, and that such alternative measures are in accordance with all applicable laws.

19. That subsection 39(6) of By-law 654-98, as amended, is hereby deleted and replaced by the following subsection:

- (6) All exterior refuse storage areas, including containers and receptacles, shall be screened from the view of adjacent residential properties where possible and the screening shall be maintained in good repair in accordance with all applicable laws.

20. That section 41 of By-law 654-98, as amended, is hereby deleted and replaced by the following section:

41. PEST PREVENTION

- (1) All dwelling units and the exterior portions of buildings shall be kept free of garbage and refuse at all times, and shall be kept free of the infestation of pests.
- (2) Methods used for pests removal and prevention shall be in accordance with the provisions of the *Pesticides Act*, R.S.O. 1990, c. P.11, as amended, and all regulations passed pursuant thereto.
- (3) The owner of a building shall take the appropriate steps to remove all pests infestations using a licensed pest control agency in accordance with all applicable laws.
- (4) The owner of a building that has used a pest control agency shall produce for the Property Standards Officer on demand, documented proof of steps taken to eliminate the violating pests.

21. That subsection 42(3) of By-law 654-98, as amended, is hereby deleted and replaced by the following subsection:

- (3) No portion of a dwelling unit shall be used for human habitation unless:
 - (a) the floors, walls and ceilings and openings in the exterior walls or roof are watertight, free from dampness and reasonably free from drafts at all times;
 - (b) every portion of a building must be free of visible mould;
 - (c) when visible mould is present, an environmental report from a qualified consultant agency who is registered with the Province of Ontario may be required;
 - (d) mould remediation will be completed in accordance with the environmental report and all applicable laws;

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- (e) every habitable room, except a kitchen, contains one or more windows or skylights that open directly to the outside air, and have a total light transmitting openable ventilating area of not less than that required by the Ontario Building Code;
 - (f) all windows and skylights are:
 - (i) glazed or fitted with an approved substitute;
 - (ii) provided with hardware and locking devices; and
 - (iii) maintained in good repair; and if required for ventilating purposes, capable of being easily opened and closed at all times; and
 - (g) a heating system is provided which is capable of maintaining adequate and suitable heat in accordance with all applicable laws.
22. That subsection 45(2) of By-law 654-98, as amended, is hereby deleted and replaced by the following subsections:
- (2) In a Lodging House there shall be a water closet, sink and bathtub or shower for every four persons or portion thereof, and the facilities shall be located on the same storey as, or on the next storey up or down from the storey on which the room or dwelling unit is located.
23. That subsection 45(6) of By-law 654-98, as amended, is hereby deleted.
24. That By-law 654-98, as amended, is hereby amended by adding the following section:

49.1 COMPLIANCE WITH OTHER BY-LAWS AND REGULATIONS

- (1) This By-law shall not be construed to reduce or mitigate any restrictions or regulations lawfully imposed by the City or by any governmental authority having jurisdiction to make such restrictions or regulations.
- (2) If there is a conflict between a provision in this By-law and a provision of any other City by-law, the provision that establishes the highest standard to protect the health, safety and welfare of the general public shall apply.

ENACTED AND PASSED this day of , 2013.

MAYOR

CLERK



Corporate Report

Clerk's Files

Originator's
Files

MG.23.REP
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RT.10.Z09

9

DATE: April 19, 2013

TO: Chair and Members of General Committee
Meeting Date: May 15, 2013

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

SUBJECT: **Temporary Road Closures**
Lorne Park Road at the Canadian National Railway
(between Albertson Crescent and Birchview Drive)
Haig Boulevard at the Canadian National Railway
(between Lakeshore Road East and Atwater Avenue)
(Wards 1 and 2)

General Committee

MAY 15 2013

RECOMMENDATION: That a by-law be enacted to implement the following temporary road closures necessary for GO Transit to complete the removal and replacement of track material and reconstruction of the railway crossings at:

1. Lorne Park Road commencing at 7:00 p.m. on Friday, May 31, 2013 and ending at 5:00 a.m. on Monday, June 3, 2013.
2. Haig Boulevard commencing at 7:00 p.m. on Friday, June 21, 2013 and ending at 5:00 a.m. on Monday, June 24, 2013.

BACKGROUND: The Transportation and Works Department is in receipt of a request from GO Transit to temporarily close Lorne Park Road and Haig Boulevard at the Canadian National Railway (CN Rail) crossings in order to facilitate the removal and replacement of track material and resurfacing of the asphalt pavement at the crossings and crossing approaches.

COMMENTS:

The CN Rail crossings on Lorne Park Road and Haig Boulevard are in need of repair. In order to complete the construction safely and expediently, it is necessary to close both roadways.

The work at the crossings will consist of the removal and replacement of track material and resurfacing of the asphalt pavement at the crossings and crossing approaches.

In an effort to minimize the inconvenience to local businesses and residents, the closures were scheduled to occur on weekends. Please note that some overnight work is scheduled at both locations. As all the overnight construction activities will occur within the CN Rail right-of-way, which is under federal jurisdiction, it is not subject to the municipal Noise Control By-law 360-79 provisions. Consequently, the exemption to the above is not required in this particular case.

Nonetheless, staff will work with GO Transit to ensure the general public is notified well in advance of the anticipated construction activities through appropriate signage and a communication plan.

If approved, the Transportation and Works Department will supply and install the appropriate advanced road closure and notification signage. The Transportation and Works Department will also notify all emergency services, 311 Customer Service Centre, Student Transportation, and Mississauga Transit.

GO Transit will arrange to notify area residents of the temporary road closure, overnight work, and provide a project description in writing prior to commencing work.

Ward Councillors have been made aware of the temporary road closures.

FINANCIAL IMPACT:

The City will share the cost of the road closure signage as the reconstruction of the railway crossings on Lorne Park Road and Haig Boulevard will improve the conditions of the crossing for motorized vehicles. The shared cost of the road closure signage can be accommodated in the 2013 Operating Budget.

CONCLUSION:

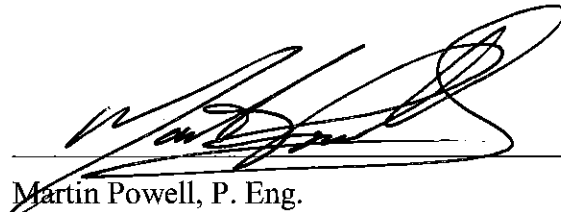
In recognition of the need to complete the removal and replacement of track material and reconstruction of the railway crossings at Lorne Park Drive and Haig Boulevard, the Transportation and Works Department supports the following temporary road closures:

1. Lorne Park Road commencing at 7:00 p.m. on Friday, May 31, 2013 and ending at 5:00 a.m. on Monday, June 3, 2013.
2. Haig Boulevard commencing at 7:00 p.m. on Friday, June 21, 2013 and ending at 5:00 a.m. on Monday, June 24, 2013.

ATTACHMENTS:

Appendix 1: Location Map: Temporary Road Closure
Lorne Park Road at CN Rail Crossing (Ward 2)

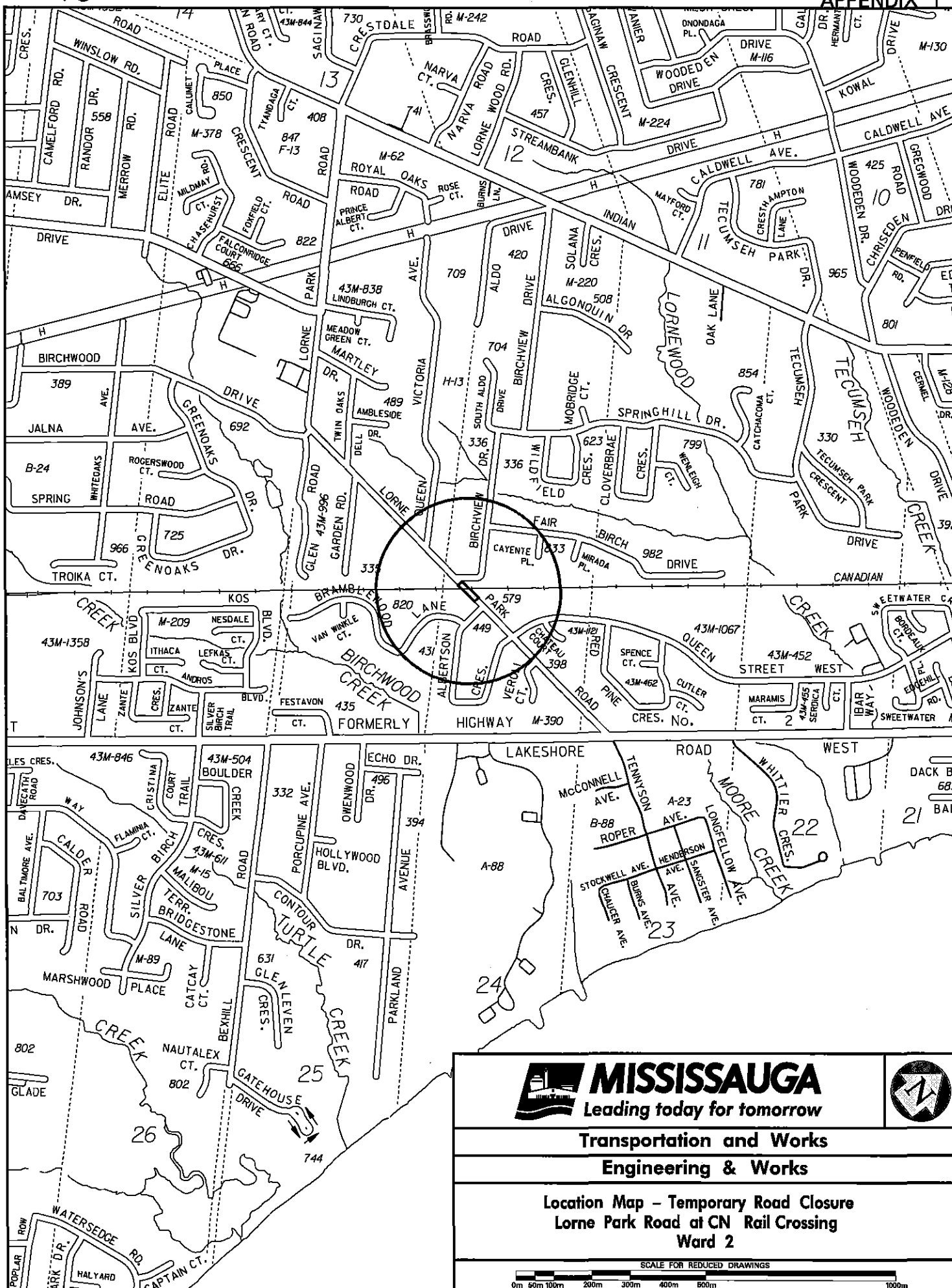
Appendix 2: Location Map: Temporary Road Closure
Haig Boulevard at CN Rail Crossing (Ward 1)

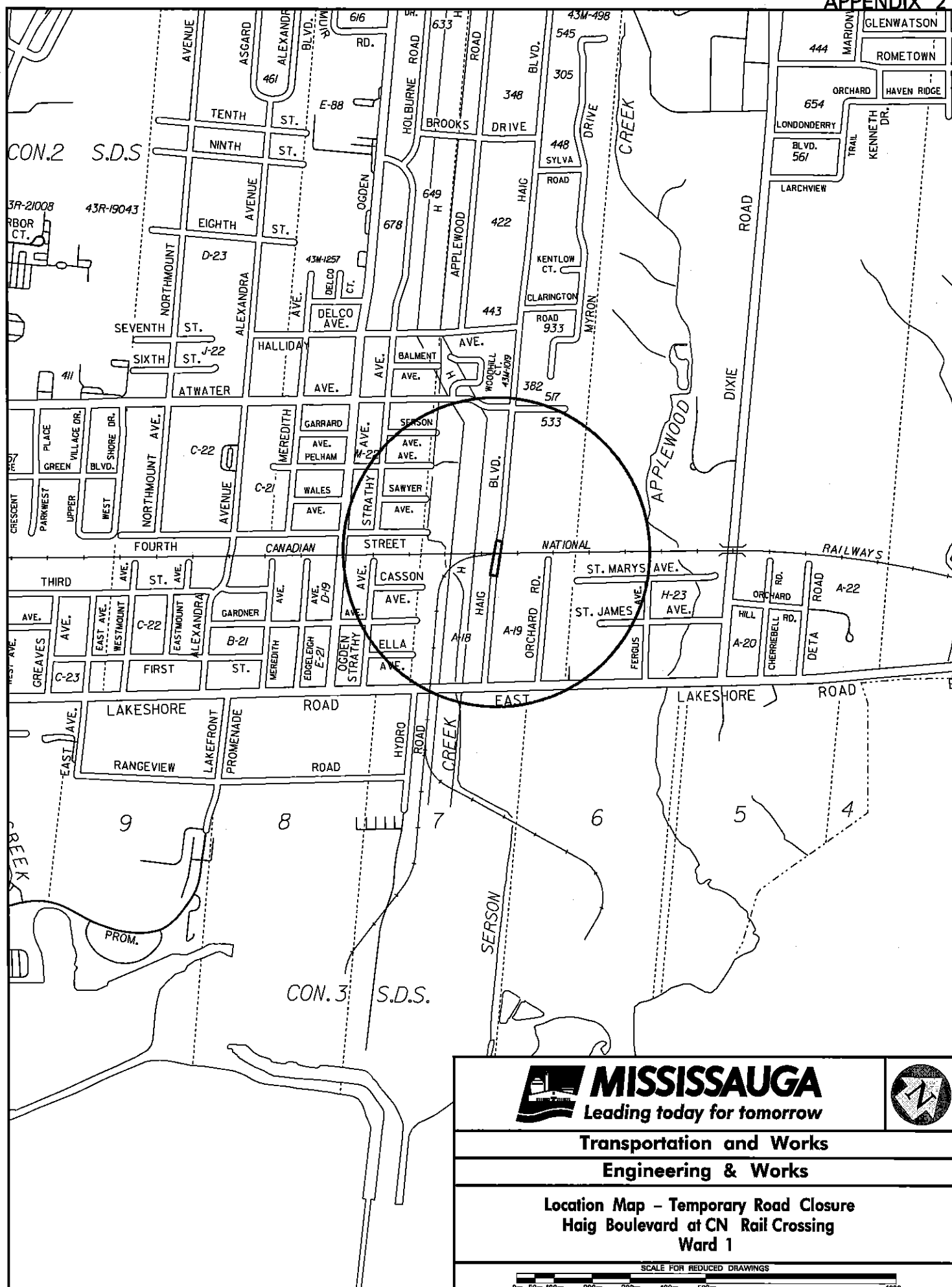


Martin Powell, P. Eng.

Commissioner of Transportation and Works

Prepared By: Darek Koziol, Traffic Operations Technologist







Corporate Report

Clerk's Files

Originator's
Files

10

DATE: April 26, 2013

TO: Chair and Members of General Committee
Meeting Date: May 15, 2013

FROM: Brenda R. Breault, CMA, MBA
Commissioner of Corporate Services and Treasurer

SUBJECT: 2013 Tax Ratios, Rates and Due Dates

General Committee

MAY 15 2013

- RECOMMENDATION:**
1. That the 2013 net operating levy be approved at \$369,688,103.
 2. That the City of Mississauga's 2013 tax ratios remain unchanged and be set as follows:

Commercial	1.409816
Industrial	1.570762
Multi-residential	1.778781
Pipeline	1.151172
Farmland	0.250000
Managed Forest	0.250000
 3. That the City of Mississauga's 2013 tax rates be established as outlined in Appendix 1 to the report dated April 17, 2013 from the Commissioner of Corporate Services and Treasurer.
 4. That the 2013 residential tax due dates be set for July 4th, August 1st and September 5th, 2013.
 5. That the 2013 non-residential tax due date be set for August 1st, 2013.

6. That the 2013 due dates for properties enrolled in one of the City's Pre-authorized Tax Payment Plans be set based on their chosen withdrawal date.
7. That the 2013 budgets of the Clarkson, Port Credit, Streetsville and Malton Business Improvement Areas as set out in Appendix 2 requiring tax levies of \$75,000, \$594,993, \$232,102 and \$108,400 respectively, be approved as submitted, and that the necessary budget adjustments be made.
8. That the rates to levy the 2013 taxes for the Clarkson, Port Credit, Streetsville and Malton Business Improvement Areas be established as set out in Appendix 3 to the report dated April 5, 2013 from the Commissioner of Corporate Services and Treasurer.
9. And that the necessary by-laws be enacted.

**REPORT
HIGHLIGHTS:**

- As a result of the 2012 reassessment, the average value of residential properties has increased by 23.7% since the previous reassessment in 2008.
- 2013 taxes on the average single family detached residential dwelling will increase by \$49.88 due to reassessment or \$182.56, including tax increases.
- Tax due dates consistent with the previous year in number and timing are being proposed.
- Approval is being sought for the City's 2013 net levy, tax ratios, tax rates, tax due dates and budgets submitted by the Clarkson, Port Credit, Streetsville and Malton Business Improvement Areas.

BACKGROUND:

City Council approved the 2013 budget which equates to an average 2.1% increase on the total tax bill, including 1.23% for operating costs, 0.62% for infrastructure repair and 0.25% for the Emerald Ash Borer Program.

The Region of Peel Council approved its 2013 budget which equates to an average 0.7% increase on the total tax bill.

The Province of Ontario has set the 2013 education tax rates by regulation. There is one Province-wide rate for residential taxpayers. While the Province has indicated that it reduced the residential education rate to offset the increase in assessment, the impact can be felt differently across the Province depending on whether assessment increases are above or below the provincial average assessment change. On average, Mississauga's residential taxpayers will see an increase in their education tax of 0.3% on the total tax bill as a result of reassessment as assessment value increases in Mississauga were higher than the provincial average residential assessment increase of 19.0% between January 2008 and January 2012.

The Clarkson, Port Credit, Streetsville and Malton Business Improvement Areas (BIAs) have submitted their 2013 budget requests. In accordance with section 205 of the *Municipal Act, S.O. 2001, c. 25*, Council must approve the BIA budgets annually. Section 208 of the *Municipal Act, S.O. 2001, c. 25*, requires a special charge to be levied upon the BIA members to provide the revenues as identified in each of the BIA budgets.

This report outlines the decisions necessary by Council to establish tax ratios and tax rates for 2013 and authorize the final tax levy.

COMMENTS:

Property Reassessment

All properties in Ontario were reassessed by MPAC for the 2013 property taxation year based upon January 1, 2012 property values. The previous valuation date was January 1, 2008. To smooth the impact properties are reassessed every four years with a phase-in of increases over the four year period.

For non-residential properties, the existing capping regime continues. Properties that have reached Current Value Assessment (CVA) taxes in 2012 or that would cross over from being a capped property in 2012 to a claw back property in 2013 or vice versa continue to be taxed at

CVA thereby reducing the number of capped and claw back properties. It is estimated that of the almost 10,000 non-residential properties in Mississauga, 58 remain capped and 373 will be clawed back in 2013 to fund the cap. The remainder of the properties will pay taxes at CVA.

Property values change over time at different rates. A reassessment causes a shift in taxation between properties within a class. Properties with assessment increases above the average increase for the class will experience a tax increase. Properties with assessment increases below the average increase for the class will experience a tax decrease.

The chart below provides the average total assessment increase for each of the property classes since the last reassessment, as well as the increase being phased-in each year for the next four years.

Property Class	Assessment Change 2008 - 2012 Values	2013 Phased-In Assessment
Residential	23.7%	5.8%
Multi-Residential	17.3%	4.3%
Commercial	14.3%	2.8%
Industrial	12.2%	2.5%

On average, the assessment value of residential properties has increased by 23.7% since the last reassessment in 2008. Assessment increases are phased in over four years and decreases occur in year one. Aggregated 2013 Phased-In Assessment is less than one-quarter of the Assessment Change as a result.

In addition to tax shifts within classes, there are also tax shifts between classes. This is because the different classes change in value at different rates. The chart below identifies the changes between classes.

Tax Class	Tax Change	Percentage Change
Residential	\$ 5,777,027	1.05%
Multi-Residential	(222,202)	(0.51%)
Commercial	(4,216,612)	(1.83%)
Industrial	(1,291,073)	(2.42%)

The assessment values of residential properties increased more rapidly than commercial, industrial and multi-residential property values increased over the last four years.

Reassessment also causes a shift in Region of Peel taxes apportioned between Mississauga, Brampton and Caledon.

Municipality	Tax Change	Percentage Change
Mississauga	\$1,412,373	0.53%
Brampton	(1,043,846)	(0.76%)
Caledon	(368,527)	(1.44%)

An additional \$1.4 million in Regional taxes shift from Brampton and Caledon to Mississauga as a result of the higher increases in property values experienced in Mississauga over the last four years.

Tax Ratios and Rates

Section 310 of the *Municipal Act, S.O. 2001, c. 25*, requires Council to establish tax ratios for property classes annually. The existing tax ratios have been in place since 2006. It is proposed that no changes be made to the tax ratios for 2013. The Financial Impact section of this report shows the impact of reassessment on the average single family detached residential dwelling to be \$49.88 or 1.2%. There are 169 properties that will have a tax increase greater than \$200 and 10% due to reassessment. 88% of properties will either see an increase of less than \$100 or have a decrease. In addition, our low tax ratios maintain the City's competitiveness in commercial and industrial taxes relative to other municipalities. Attached as Appendix 1 are the tax rates based upon these ratios. Education tax rates are set by the Province through regulation and are included in Appendix 1 for information purposes.

Levy Due Dates

It is proposed that the 2013 final levy for residential properties with regular instalment due dates be payable in three (3) instalments on July 4th, August 1st and September 5th, 2013 and that the 2013 final levy for commercial, industrial, and multi-residential properties on the regular instalment plan be payable in a single instalment on August 1st, 2013.

The final levy due dates recommended are consistent in time and number of instalments with the previous year. The 2013 final levy for properties enrolled in the City's Pre-authorized Tax Payment Plan will be payable based on their chosen withdrawal date. The Pre-authorized Tax Payment Plan is available to all taxpayers.

2013 BIA Budgets and Levy

The Clarkson, Port Credit, Streetsville and Malton BIA 2013 budget submissions are summarized in Appendix 2. Staff have reviewed the submissions to ensure that adequate provisions have been made for audit fees. In keeping with past practice, other elements of the budgets have not been reviewed in detail. The BIA tax rates have been calculated as indicated in Appendix 2 using the Current Value Assessment provided by the Municipal Property Assessment Corporation for the 2013 taxation year for the properties within each of the BIA boundaries in order to raise the required revenues.

FINANCIAL IMPACT: The tax levy changes affecting the typical single family home are as follows:

2012 taxes on \$451,000 assessment	\$4,256.08
Reassessment change – City and Region	49.88
Reassessment change - Education	14.63
City tax increase	88.43
Region tax increase	29.62
2013 taxes on \$479,000 assessment	<u>\$4,438.64</u>

The change in the City and Region tax rates combined with reassessment impacts will result in an overall tax increase of 4.3%.

CONCLUSION:

The 2013 tax rates have been calculated as shown in Appendix 1. It is proposed that the existing tax ratios for the property classes remain unchanged. Final levy due dates are consistent with the previous year.

The 2013 budgets submitted by the Clarkson, Port Credit, Streetsville and Malton BIAs provide sufficient funds for audit fees.

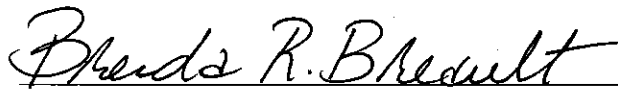
2013 BIA tax rates have been calculated as shown in Appendix 3 to raise the required revenue for the purposes of the BIA Boards of Management specified in Appendix 2.

ATTACHMENTS:

Appendix 1: 2013 Final Tax Rates and Levy

Appendix 2: 2013 Business Improvement Area Budget
Submissions

Appendix 3: 2013 Business Improvement Area Tax Rates



Brenda R. Breault, CMA, MBA

Commissioner of Corporate Services and Treasurer

Prepared By: Connie Mesih, Manager, Revenue & Taxation

**The Corporation of the City of Mississauga
2013 Final Tax Rates and Levy**

Class	Description	City Tax Rate (%)	Region Tax Rate (%)	Education Tax Rate (%)	Total Tax Rate (%)	City of Mississauga Levy	Region of Peel Levy	Education Levy	Total Levy
RT	Residential	0.290425%	0.424223%	0.212000%	0.926648%	233,822,493	341,543,297	170,681,973	746,047,763
RH	Residential Shared (PIL for Ed)	0.290425%	0.424223%	0.212000%	0.926648%	7,490	10,941	5,467	23,898
R1	Res Farm Awaiting Development I	0.087128%	0.127267%	0.063600%	0.277995%	16,312	23,827	11,907	52,046
R4	Res Farm Awaiting Development II	0.290425%	0.424223%	0.212000%	0.926648%	0	0	0	0
RD	Residential - Education Only	0.000000%	0.000000%	0.212000%	0.212000%	0	0	12,689	12,689
MT	Multi-Residential	0.516603%	0.754599%	0.212000%	1.483202%	18,182,949	26,559,739	7,461,793	52,204,481
M1	MR Farm Awaiting Development I	0.087128%	0.127267%	0.063600%	0.277995%	27,129	39,627	19,803	86,559
M4	MR Farm Awaiting Development II	0.516603%	0.754599%	0.212000%	1.483202%	0	0	0	0
CT	Commercial	0.409446%	0.598076%	1.147477%	2.154999%	55,445,082	80,988,342	155,385,357	291,818,781
CH	Commercial Shared (PIL for Ed)	0.409446%	0.598076%	1.147477%	2.154999%	51,727	75,558	144,966	272,251
CM	Commercial Taxable (No Ed)	0.409446%	0.598076%	0.000000%	1.007522%	139,592	203,902	0	343,494
CK	Commercial Excess Land (PIL for Ed)	0.286612%	0.418653%	0.803234%	1.508499%	2,738	3,999	7,672	14,409
C1	Commercial Farm Awaiting Development I	0.087128%	0.127267%	0.063600%	0.277995%	73,898	107,943	53,943	235,784
C4	Commercial Farm Awaiting Development II	0.409446%	0.598076%	1.147477%	2.154999%	0	0	0	0
CU	Commercial Excess Land	0.286612%	0.418653%	0.803234%	1.508499%	466,517	681,438	1,307,417	2,455,372
CJ	Commercial Vacant Land (PIL for Ed)	0.286612%	0.418653%	0.803234%	1.508499%	3,094	4,519	8,671	16,284
CX	Commercial Vacant Land	0.286612%	0.418653%	0.803234%	1.508499%	630,767	921,358	1,767,731	3,319,856
XC	Commercial New Construction - Lower Tier and Education Only	0.409446%	0.000000%	1.147477%	1.556923%	0	0	0	0
XD	Commercial New Construction - Education Only	0.000000%	0.000000%	1.147477%	1.147477%	0	0	0	0
XH	Commercial New Construction Shared (PIL for Ed)	0.409446%	0.598076%	1.147477%	2.154999%	0	0	0	0
XJ	Commercial New Construction Vacant Land (PIL for Ed)	0.286612%	0.418653%	0.803234%	1.508499%	0	0	0	0
XK	Commercial New Construction Excess Land (PIL for Ed)	0.286612%	0.418653%	0.803234%	1.508499%	0	0	0	0
XL	Commercial New Construction - Upper Tier and Education Only	0.000000%	0.598076%	1.147477%	1.745553%	0	0	0	0
XT	Commercial New Construction	0.409446%	0.598076%	1.147477%	2.154999%	2,550,690	3,725,780	7,148,333	13,424,803
XU	Commercial New Construction Excess Land	0.286612%	0.418653%	0.803234%	1.508499%	121,225	177,073	339,734	638,032
XX	Commercial New Construction Vacant Land	0.286612%	0.418653%	0.803234%	1.508499%	0	0	0	0
DT	Office Building	0.409446%	0.598076%	1.147477%	2.154999%	12,941,639	18,903,785	36,269,064	68,114,488
DH	Office Building Shared (PIL for Ed)	0.409446%	0.598076%	1.147477%	2.154999%	60,796	88,804	170,381	319,981
DU	Office Building Excess Land	0.286612%	0.418653%	0.803234%	1.508499%	90,284	131,878	253,022	475,184
DK	Office Building Excess Land (PIL for Ed)	0.286612%	0.418653%	0.803234%	1.508499%	7,857	11,476	22,019	41,352
YC	Office Building New Construction - Lower Tier and Education Only	0.409446%	0.000000%	1.147477%	1.556923%	0	0	0	0
YD	Office Building New Construction - Education Only	0.000000%	0.000000%	1.147477%	1.147477%	0	0	0	0
YH	Office Building New Construction Shared (PIL for Ed)	0.409446%	0.598076%	1.147477%	2.154999%	0	0	0	0
YK	Office Building New Construction Excess Land (PIL for Ed)	0.286612%	0.418653%	0.803234%	1.508499%	0	0	0	0
YL	Office Building New Construction - Upper Tier and Education Only	0.000000%	0.598076%	1.147477%	1.745553%	0	0	0	0
YT	Office Building New Construction	0.409446%	0.598076%	1.147477%	2.154999%	1,488,099	2,173,658	4,170,411	7,832,168
YU	Office Building New Construction Excess Land	0.286612%	0.418653%	0.803234%	1.508499%	3,170	4,631	8,884	16,685
ST	Shopping Centre	0.409446%	0.598076%	1.147477%	2.154999%	20,455,304	29,878,956	57,326,179	107,660,439
SU	Shopping Centre Excess Land	0.286612%	0.418653%	0.803234%	1.508499%	62,145	90,776	174,163	327,084
ZC	Shopping Centre New Construction - Lower Tier and Education Only	0.409446%	0.000000%	1.147477%	1.556923%	0	0	0	0
ZD	Shopping Centre New Construction - Education Only	0.000000%	0.000000%	1.147477%	1.147477%	0	0	0	0
ZH	Shopping Centre New Construction Shared (PIL for Ed)	0.409446%	0.598076%	1.147477%	2.154999%	0	0	0	0
ZK	Shopping Centre New Construction Excess Land (PIL for Ed)	0.286612%	0.418653%	0.803234%	1.508499%	0	0	0	0
ZL	Shopping Centre New Construction - Upper Tier and Education Only	0.000000%	0.598076%	1.147477%	1.745553%	0	0	0	0
ZT	Shopping Centre New Construction	0.409446%	0.598076%	1.147477%	2.154999%	557,838	814,831	1,563,347	2,936,016

**The Corporation of the City of Mississauga
2013 Final Tax Rates and Levy**

Class	Description	City Tax Rate (%)	Region Tax Rate (%)	Education Tax Rate (%)	Total Tax Rate (%)	City of Mississauga Levy	Region of Peel Levy	Education Levy	Total Levy
ZU	Shopping Centre New Construction Excess Land	0.286612%	0.418653%	0.803234%	1.508499%	23,024	33,631	64,524	121,179
GT	Parking Lot	0.409446%	0.598076%	1.147477%	2.154999%	54,866	80,142	153,762	288,770
IT	Industrial	0.456189%	0.666353%	1.399256%	2.521798%	15,185,766	22,181,769	46,578,875	83,946,410
IH	Industrial Shared (PIL for Ed)	0.456189%	0.666353%	1.399256%	2.521798%	176,793	258,241	542,272	977,306
I1	Industrial Farm Awaiting Development I	0.087128%	0.127267%	0.063600%	0.277995%	72,952	106,561	53,253	232,766
I4	Industrial Farm Awaiting Development II	0.456189%	0.666353%	1.399256%	2.521798%	0	0	0	0
IU	Industrial Excess Land	0.319332%	0.466447%	0.979479%	1.765258%	166,264	242,861	509,977	919,102
IX	Industrial Vacant Land	0.319332%	0.466447%	0.979479%	1.765258%	1,028,829	1,502,805	3,155,696	5,687,330
II	Industrial - Water Intake System	0.456189%	0.666353%	1.399256%	2.521798%	0	0	0	0
IJ	Industrial Vacant Land (PIL for Ed)	0.319332%	0.466447%	0.979479%	1.765258%	11,820	17,266	36,255	65,341
IK	Industrial Excess Land (PIL for Ed)	0.319332%	0.466447%	0.979479%	1.765258%	167,700	244,959	514,382	927,041
JH	Industrial New Construction Shared (PIL for Ed)	0.456189%	0.666353%	1.260000%	2.382542%	0	0	0	0
JI	Industrial New Construction - Water Intake System (PIL for Ed)	0.456189%	0.666353%	1.260000%	2.382542%	0	0	0	0
JJ	Industrial New Construction Vacant Land (PIL for Ed)	0.319332%	0.466447%	0.882000%	1.667779%	0	0	0	0
JK	Industrial New Construction Excess Land (PIL for Ed)	0.319332%	0.466447%	0.882000%	1.667779%	0	0	0	0
JN	Industrial New Construction - Non-Generating Station (PIL for Ed)	0.456189%	0.666353%	1.260000%	2.382542%	0	0	0	0
JS	Industrial New Construction - Generating Station (PIL for Ed)	0.456189%	0.666353%	1.260000%	2.382542%	0	0	0	0
JT	Industrial New Construction	0.456189%	0.666353%	1.260000%	2.382542%	163,745	239,182	452,286	855,193
JU	Industrial New Construction Excess Land	0.319332%	0.466447%	0.882000%	1.667779%	15,606	22,795	43,103	81,504
JX	Industrial New Construction Vacant Land	0.319332%	0.466447%	0.882000%	1.667779%	0	0	0	0
LT	Large Industrial	0.456189%	0.666353%	1.399256%	2.521798%	4,731,609	6,911,436	14,513,131	26,156,176
LH	Large Industrial Shared (PIL for Ed)	0.456189%	0.666353%	1.399256%	2.521798%	0	0	0	0
LJ	Large Industrial Vacant Land (PIL for Ed)	0.319332%	0.466447%	0.979479%	1.765258%	0	0	0	0
LK	Large Industrial Excess Land (PIL for Ed)	0.319332%	0.466447%	0.979479%	1.765258%	0	0	0	0
LU	Large Industrial Excess Land	0.319332%	0.466447%	0.979479%	1.765258%	152,407	222,620	467,473	842,500
KH	Large Industrial New Construction Shared (PIL for Ed)	0.456189%	0.666353%	1.260000%	2.382542%	0	0	0	0
KI	Large Industrial New Construction - Water Intake System (PIL for Ed)	0.456189%	0.666353%	1.260000%	2.382542%	0	0	0	0
KK	Large Industrial New Construction Excess Land (PIL for Ed)	0.319332%	0.466447%	0.882000%	1.667779%	0	0	0	0
KN	Large Industrial New Construction - Non-Generating Station (PIL for Ed)	0.456189%	0.666353%	1.260000%	2.382542%	0	0	0	0
KS	Large Industrial New Construction - Generating Station (PIL for Ed)	0.456189%	0.666353%	1.260000%	2.382542%	0	0	0	0
KT	Large Industrial New Construction	0.456189%	0.666353%	1.260000%	2.382542%	89,386	130,565	246,884	466,835
KU	Large Industrial New Construction Excess Land	0.319332%	0.466447%	0.882000%	1.667779%	0	0	0	0
KX	Large Industrial New Construction Vacant Land	0.319332%	0.466447%	0.882000%	1.667779%	0	0	0	0
PT	Pipeline	0.334330%	0.488353%	1.397111%	2.219794%	433,431	633,111	1,811,243	2,877,785
FT	Farm	0.072606%	0.106056%	0.053000%	0.231662%	4,660	6,807	3,402	14,869
TT	Managed Forests	0.072606%	0.106056%	0.053000%	0.231662%	410	599	299	1,308
						369,688,103	540,001,488	513,461,723	1,423,151,314

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Business Improvement Associations Budget Submissions

Appendix 2

2013 Budget

	Clarkson	Port Credit	Streetsville	Malton	Total
Revenues:					
Taxation	75,000	594,993	232,102	108,400	1,010,495
Other Income		79,500	117,500		197,000
Surplus/(Deficit) from prior year	3,360	(25,456)	5,757		(16,339)
Total Revenues	78,360	649,037	355,359	108,400	1,191,156
Expenses:					
Advertising and promotion	23,200	225,845	134,600	37,200	420,845
Beautification and maintenance	46,000	142,100	69,352	42,000	299,452
Office and general	5,800	180,942	137,182	14,200	338,124
Sponsorship		56,950		10,000	66,950
Capital		23,000	14,225		37,225
Transfer to Reserves	3,360			5,000	8,360
Repayment of prior year underlevy to City		20,200			20,200
Total Expenses	78,360	649,037	355,359	108,400	1,191,156
Reserve Balance	11,399	53,548	0	0	

2012 Budget

	Clarkson	Port Credit	Streetsville	Malton	Total
Revenues:					
Taxation	63,200	536,568	226,000		825,768
Other Income		78,713	102,068		180,781
Surplus/(Deficit) from prior year	3,053	(28,207)	(2,029)		(27,183)
Total Revenues	66,253	587,074	326,039		979,366
Expenses:					
Advertising and promotion	31,900	183,070	122,589		337,559
Beautification and maintenance	26,000	125,080	61,400		212,480
Office and general	5,300	196,309	135,550		337,159
Sponsorship		51,450			51,450
Capital		31,165	6,500		37,665
Transfer to Reserves	3,053				3,053
Total Expenses	66,253	587,074	326,039		979,366
Reserve Balance	11,399	11,000	0	0	

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**Clarkson Business Improvement Area
2013 Final Tax Rates and Levy**

Appendix 3

	Description	Returned Assessment for 2013	Tax Rate	Tax \$
CT	Commercial	61,516,323	0.106487%	65,506
CH	Commercial Shared (PIL for Ed)		0.106487%	0
CM	Commercial Taxable (No Ed)		0.106487%	0
CK	Commercial Excess Land (PIL for Ed)		0.074541%	0
C4	Commercial Farm Awaiting Development II		0.106487%	0
CU	Commercial Excess Land	328,500	0.074541%	245
CJ	Commercial Vacant Land (PIL for Ed)		0.074541%	0
CX	Commercial Vacant Land		0.074541%	0
XC	Commercial New Construction - Lower Tier and Education Only		0.106487%	0
XH	Commercial New Construction Shared (PIL for Ed)		0.106487%	0
XJ	Commercial New Construction Vacant Land (PIL for Ed)		0.074541%	0
XK	Commercial New Construction Excess Land (PIL for Ed)		0.074541%	0
XT	Commercial New Construction		0.106487%	0
XU	Commercial New Construction Excess Land		0.074541%	0
XX	Commercial New Construction Vacant Land		0.074541%	0
DT	Office Building		0.106487%	0
DH	Office Building Shared (PIL for Ed)		0.106487%	0
DU	Office Building Excess Land		0.074541%	0
DK	Office Building Excess Land (PIL for Ed)		0.074541%	0
YC	Office Building New Construction - Lower Tier and Education Only		0.106487%	0
YH	Office Building New Construction Shared (PIL for Ed)		0.106487%	0
YK	Office Building New Construction Excess Land (PIL for Ed)		0.074541%	0
YT	Office Building New Construction		0.106487%	0
YU	Office Building New Construction Excess Land		0.074541%	0
ST	Shopping Centre	8,685,153	0.106487%	9,249
SU	Shopping Centre Excess Land		0.074541%	0
ZC	Shopping Centre New Construction - Lower Tier and Education Only		0.106487%	0
ZH	Shopping Centre New Construction Shared (PIL for Ed)		0.106487%	0
ZK	Shopping Centre New Construction Excess Land (PIL for Ed)		0.074541%	0
ZT	Shopping Centre New Construction		0.106487%	0
ZU	Shopping Centre New Construction Excess Land		0.074541%	0
GT	Parking Lot		0.106487%	0
IT	Industrial		0.106487%	0
IH	Industrial Shared (PIL for Ed)		0.106487%	0
I4	Industrial Farm Awaiting Development II		0.106487%	0
IU	Industrial Excess Land		0.074541%	0
IX	Industrial Vacant Land		0.074541%	0
II	Industrial - Water Intake System (PIL for Ed)		0.106487%	0
IJ	Industrial Vacant Land (PIL for Ed)		0.074541%	0
IK	Industrial Excess Land (PIL for Ed)		0.074541%	0
JH	Industrial New Construction Shared (PIL for Ed)		0.106487%	0
JI	Industrial New Construction - Water Intake System (PIL for Ed)		0.106487%	0
JJ	Industrial New Construction Vacant Land (PIL for Ed)		0.074541%	0
JK	Industrial New Construction Excess Land (PIL for Ed)		0.074541%	0
JN	Industrial New Construction - Non-Generating Station (PIL for Ed)		0.106487%	0
JS	Industrial New Construction - Generating Station (PIL for Ed)		0.106487%	0
JT	Industrial New Construction		0.106487%	0
JU	Industrial New Construction Excess Land		0.074541%	0
JX	Industrial New Construction Vacant Land		0.074541%	0
LT	Large Industrial		0.106487%	0
LH	Large Industrial Shared (PIL for Ed)		0.106487%	0
LJ	Large Industrial Vacant Land (PIL for Ed)		0.074541%	0
LK	Large Industrial Excess Land (PIL for Ed)		0.074541%	0
LU	Large Industrial Excess Land		0.074541%	0
KH	Large Industrial New Construction Shared (PIL for Ed)		0.106487%	0
KI	Large Industrial New Construction - Water Intake System (PIL for Ed)		0.106487%	0
KK	Large Industrial New Construction Excess Land (PIL for Ed)		0.074541%	0
KN	Large Industrial New Construction - Non-Generating Station (PIL for Ed)		0.106487%	0
KS	Large Industrial New Construction - Generating Station (PIL for Ed)		0.106487%	0
KT	Large Industrial New Construction		0.106487%	0
KU	Large Industrial New Construction Excess Land		0.074541%	0
KX	Large Industrial New Construction Vacant Land		0.074541%	0
	Total Returned Assessment	70,529,976		75,000

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**Port Credit Business Improvement Area
2013 Final Tax Rates and Levy**

Appendix 3

	Description	Returned Assessment for 2013	Tax Rate	Tax \$
CT	Commercial	147,885,461	0.348089%	514,773
CH	Commercial Shared (PIL for Ed)		0.348089%	0
CM	Commercial Taxable (No Ed)		0.348089%	0
CK	Commercial Excess Land (PIL for Ed)		0.243662%	0
C4	Comm Farm Awaiting Development II		0.348089%	0
CU	Commercial Vacant Units	463,043	0.243662%	1,128
CJ	Commercial Vacant (PIL for Ed)		0.243662%	0
CX	Commercial Vacant Land	3,659,000	0.243662%	8,916
XC	Commercial New Construction - Lower Tier and Education Only		0.348089%	0
XH	Commercial New Construction Shared (PIL for Ed)		0.348089%	0
XJ	Commercial New Construction Vacant Land (PIL for Ed)		0.243662%	0
XK	Commercial New Construction Excess Land (PIL for Ed)		0.243662%	0
XT	Commercial New Construction	4,176,250	0.348089%	14,537
XU	Commercial New Construction Excess Land		0.243662%	0
XX	Commercial New Construction Vacant Land		0.243662%	0
DT	Office Building		0.348089%	0
DH	Office Building Shared (PIL for Ed)		0.348089%	0
DU	Office Building Vacant Units		0.243662%	0
DK	Office Building Excess Land (PIL for Ed)		0.243662%	0
YC	Office Building New Construction - Lower Tier and Education Only		0.348089%	0
YH	Office Building New Construction Shared (PIL for Ed)		0.348089%	0
YK	Office Building New Construction Excess Land (PIL for Ed)		0.243662%	0
YT	Office Building New Construction		0.348089%	0
YU	Office Building New Construction Excess Land		0.243662%	0
ST	Shopping Centre	14,350,568	0.348089%	49,953
SU	Shopping Centre Vacant Units	306,653	0.243662%	747
ZC	Shopping Centre New Construction - Lower Tier and Education Only		0.348089%	0
ZH	Shopping Centre New Construction Shared (PIL for Ed)		0.348089%	0
ZK	Shopping Centre New Construction Excess Land (PIL for Ed)		0.243662%	0
ZT	Shopping Centre New Construction		0.348089%	0
ZU	Shopping Centre New Construction Excess Land		0.243662%	0
GT	Parking Lot	565,500	0.348089%	1,968
IT	Industrial		0.348089%	0
iH	Industrial Shared (PIL for educ)		0.348089%	0
I4	Industrial Farm Awaiting Development II		0.348089%	0
IU	Industrial Vacant Units		0.243662%	0
IX	Industrial Vacant Land	1,219,500	0.243662%	2,971
II	Industrial - Water Intake System (PIL for Ed)		0.348089%	0
IJ	Industrial Vacant (PIL for Ed)		0.243662%	0
IK	Industrial Excess Land (PIL for Ed)		0.243662%	0
JH	Industrial New Construction Shared (PIL for Ed)		0.348089%	0
JI	Industrial New Construction - Water Intake System (PIL for Ed)		0.348089%	0
JJ	Industrial New Construction Vacant Land (PIL for Ed)		0.243662%	0
JK	Industrial New Construction Excess Land (PIL for Ed)		0.243662%	0
JN	Industrial New Construction - Non-Generating Station (PIL for Ed)		0.348089%	0
JS	Industrial New Construction - Generating Station (PIL for Ed)		0.348089%	0
JT	Industrial New Construction		0.348089%	0
JU	Industrial New Construction Excess Land		0.243662%	0
JX	Industrial New Construction Vacant Land		0.243662%	0
LT	Large Industrial		0.348089%	0
LH	Large Industrial Shared (PIL for Ed)		0.348089%	0
LJ	Large Industrial Vacant (PIL for Ed)		0.243662%	0
LK	Large Industrial Excess Land (PIL for Ed)		0.243662%	0
LU	Large Industrial Vacant Units		0.243662%	0
KH	Large Industrial New Construction Shared (PIL for Ed)		0.348089%	0
KI	Large Industrial New Construction - Water Intake System (PIL for Ed)		0.348089%	0
KK	Large Industrial New Construction Excess Land (PIL for Ed)		0.243662%	0
KN	Large Industrial New Construction - Non-Generating Station (PIL for Ed)		0.348089%	0
KS	Large Industrial New Construction - Generating Station (PIL for Ed)		0.348089%	0
KT	Large Industrial New Construction		0.348089%	0
KU	Large Industrial New Construction Excess Land		0.243662%	0
KX	Large Industrial New Construction Vacant Land		0.243662%	0
	Total Returned Assessment	172,625,976		594,993

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**Streetsville Business Improvement Area
2013 Final Tax Rates and Levy**

Appendix 3

	Description	Returned Assessment for 2013	Tax Rate	Tax \$
CT	Commercial	70,035,168	0.256645%	179,740
CH	Commercial Shared (PIL for Ed)		0.256645%	0
CM	Commercial Taxable (No Ed)		0.256645%	0
CK	Commercial Excess Land (PIL for Ed)		0.179652%	0
C4	Commercial Farm Awaiting Development II		0.256645%	0
CU	Commercial Excess Land		0.179652%	0
CJ	Commercial Vacant Land (PIL for Ed)		0.179652%	0
CX	Commercial Vacant Land	999,500	0.179652%	1,796
XC	Commercial New Construction - Lower Tier and Education Only		0.256645%	0
XH	Commercial New Construction Shared (PIL for Ed)		0.256645%	0
XJ	Commercial New Construction Vacant Land (PIL for Ed)		0.179652%	0
XK	Commercial New Construction Excess Land (PIL for Ed)		0.179652%	0
XT	Commercial New Construction	1,920,750	0.256645%	4,930
XU	Commercial New Construction Excess Land		0.179652%	0
XX	Commercial New Construction Vacant Land		0.179652%	0
DT	Office Building		0.256645%	0
DH	Office Building Shared (PIL for Ed)		0.256645%	0
DU	Office Building Excess Land		0.179652%	0
DK	Office Building Excess Land (PIL for Ed)		0.179652%	0
YC	Office Building New Construction - Lower Tier and Education Only		0.256645%	0
YH	Office Building New Construction Shared (PIL for Ed)		0.256645%	0
YK	Office Building New Construction Excess Land (PIL for Ed)		0.179652%	0
YT	Office Building New Construction		0.256645%	0
YU	Office Building New Construction Excess Land		0.179652%	0
ST	Shopping Centre	17,464,411	0.256645%	44,822
SU	Shopping Centre Excess Land		0.179652%	0
ZC	Shopping Centre New Construction - Lower Tier and Education Only		0.256645%	0
ZH	Shopping Centre New Construction Shared (PIL for Ed)		0.256645%	0
ZK	Shopping Centre New Construction Excess Land (PIL for Ed)		0.179652%	0
ZT	Shopping Centre New Construction		0.256645%	0
ZU	Shopping Centre New Construction Excess Land		0.179652%	0
GT	Parking Lot	317,000	0.256645%	814
IT	Industrial		0.256645%	0
IH	Industrial Shared (PIL for Ed)		0.256645%	0
I4	Industrial Farm Awaiting Development II		0.256645%	0
IU	Industrial Excess Land		0.179652%	0
IX	Industrial Vacant Land		0.179652%	0
II	Industrial - Water Intake System (PIL for Ed)		0.256645%	0
IJ	Industrial Vacant Land (PIL for Ed)		0.179652%	0
IK	Industrial Excess Land (PIL for Ed)		0.179652%	0
JH	Industrial New Construction Shared (PIL for Ed)		0.256645%	0
JI	Industrial New Construction - Water Intake System (PIL for Ed)		0.256645%	0
JJ	Industrial New Construction Vacant Land (PIL for Ed)		0.179652%	0
JK	Industrial New Construction Excess Land (PIL for Ed)		0.179652%	0
JN	Industrial New Construction - Non-Generating Station (PIL for Ed)		0.256645%	0
JS	Industrial New Construction - Generating Station (PIL for Ed)		0.256645%	0
JT	Industrial New Construction		0.256645%	0
JU	Industrial New Construction Excess Land		0.179652%	0
JX	Industrial New Construction Vacant Land		0.179652%	0
LT	Large Industrial		0.256645%	0
LH	Large Industrial Shared (PIL for Ed)		0.256645%	0
LJ	Large Industrial Vacant Land (PIL for Ed)		0.179652%	0
LK	Large Industrial Excess Land (PIL for Ed)		0.179652%	0
LU	Large Industrial Excess Land		0.179652%	0
KH	Large Industrial New Construction Shared (PIL for Ed)		0.256645%	0
KI	Large Industrial New Construction - Water Intake System (PIL for Ed)		0.256645%	0
KK	Large Industrial New Construction Excess Land (PIL for Ed)		0.179652%	0
KN	Large Industrial New Construction - Non-Generating Station (PIL for Ed)		0.256645%	0
KS	Large Industrial New Construction - Generating Station (PIL for Ed)		0.256645%	0
KT	Large Industrial New Construction		0.256645%	0
KU	Large Industrial New Construction Excess Land		0.179652%	0
KX	Large Industrial New Construction Vacant Land		0.179652%	0
	Total Returned Assessment	90,736,829		232,102

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**Malton Business Improvement Area
2013 Final Tax Rates and Levy**

Appendix 3

	Description	Returned Assessment for 2013	Tax Rate	Tax \$
CT	Commercial	143,576,671	0.047733%	68,534
CH	Commercial Shared (PIL for Ed)		0.047733%	0
CM	Commercial Taxable (No Ed)		0.047733%	0
CK	Commercial Excess Land (PIL for Ed)		0.033413%	0
C4	Commercial Farm Awaiting Development II		0.047733%	0
CU	Commercial Excess Land	452,863	0.033413%	151
CJ	Commercial Vacant Land (PIL for Ed)		0.033413%	0
CX	Commercial Vacant Land	800,750	0.033413%	268
XC	Commercial New Construction - Lower Tier and Education Only		0.047733%	0
XH	Commercial New Construction Shared (PIL for Ed)		0.047733%	0
XJ	Commercial New Construction Vacant Land (PIL for Ed)		0.033413%	0
XK	Commercial New Construction Excess Land (PIL for Ed)		0.033413%	0
XT	Commercial New Construction	2,026,250	0.047733%	967
XU	Commercial New Construction Excess Land		0.033413%	0
XX	Commercial New Construction Vacant Land		0.033413%	0
DT	Office Building	1,301,455	0.047733%	621
DH	Office Building Shared (PIL for Ed)		0.047733%	0
DU	Office Building Excess Land		0.033413%	0
DK	Office Building Excess Land (PIL for Ed)		0.033413%	0
YC	Office Building New Construction - Lower Tier and Education Only		0.047733%	0
YH	Office Building New Construction Shared (PIL for Ed)		0.047733%	0
YK	Office Building New Construction Excess Land (PIL for Ed)		0.033413%	0
YT	Office Building New Construction		0.047733%	0
YU	Office Building New Construction Excess Land		0.033413%	0
ST	Shopping Centre	79,314,563	0.047733%	37,859
SU	Shopping Centre Excess Land		0.033413%	0
ZC	Shopping Centre New Construction - Lower Tier and Education Only		0.047733%	0
ZH	Shopping Centre New Construction Shared (PIL for Ed)		0.047733%	0
ZK	Shopping Centre New Construction Excess Land (PIL for Ed)		0.033413%	0
ZT	Shopping Centre New Construction		0.047733%	0
ZU	Shopping Centre New Construction Excess Land		0.033413%	0
GT	Parking Lot		0.047733%	0
IT	Industrial		0.047733%	0
IH	Industrial Shared (PIL for Ed)		0.047733%	0
IA	Industrial Farm Awaiting Development II		0.047733%	0
IU	Industrial Excess Land		0.033413%	0
IX	Industrial Vacant Land		0.033413%	0
II	Industrial - Water Intake System (PIL for Ed)		0.047733%	0
IJ	Industrial Vacant Land (PIL for Ed)		0.033413%	0
IK	Industrial Excess Land (PIL for Ed)		0.033413%	0
JH	Industrial New Construction Shared (PIL for Ed)		0.047733%	0
JI	Industrial New Construction - Water Intake System (PIL for Ed)		0.047733%	0
JJ	Industrial New Construction Vacant Land (PIL for Ed)		0.033413%	0
JK	Industrial New Construction Excess Land (PIL for Ed)		0.033413%	0
JN	Industrial New Construction - Non-Generating Station (PIL for Ed)		0.047733%	0
JS	Industrial New Construction - Generating Station (PIL for Ed)		0.047733%	0
JT	Industrial New Construction		0.047733%	0
JU	Industrial New Construction Excess Land		0.033413%	0
JX	Industrial New Construction Vacant Land		0.033413%	0
LT	Large Industrial		0.047733%	0
LH	Large Industrial Shared (PIL for Ed)		0.047733%	0
LJ	Large Industrial Vacant Land (PIL for Ed)		0.033413%	0
LK	Large Industrial Excess Land (PIL for Ed)		0.033413%	0
LU	Large Industrial Excess Land		0.033413%	0
KH	Large Industrial New Construction Shared (PIL for Ed)		0.047733%	0
KI	Large Industrial New Construction - Water Intake System (PIL for Ed)		0.047733%	0
KK	Large Industrial New Construction Excess Land (PIL for Ed)		0.033413%	0
KN	Large Industrial New Construction - Non-Generating Station (PIL for Ed)		0.047733%	0
KS	Large Industrial New Construction - Generating Station (PIL for Ed)		0.047733%	0
KT	Large Industrial New Construction		0.047733%	0
KU	Large Industrial New Construction Excess Land		0.033413%	0
KX	Large Industrial New Construction Vacant Land		0.033413%	0
	Total Returned Assessment	227,472,552		108,400



Corporate Report

Clerk's Files

Originator's
Files

DATE: April 17, 2013

General Committee

MAY 15 2013

TO: Chair and Members of General Committee
Meeting Date: May 15 , 2013

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

SUBJECT: **Single Source Contract Award to Dependable Truck and Tank Limited for Repairs, Refurbishing, and Maintenance Services for Mississauga Fire & Emergency Services (MFES).**
File FA.49.129-13

RECOMMENDATION: That the Purchasing Agent be authorized to sign and issue a purchase order to Dependable Truck and Tank Ltd, Brampton, ON in the amount of \$360,000.00 annual estimate (plus tax) per annum, subject to Council approval of annual operating budgets, for a period of five years for the demand service repairs and supply of parts.

**REPORT
HIGHLIGHTS:**

- The purpose of this report is to obtain authorization to renew the Vendor of Record arrangement with Dependable Truck and Tank Limited for the supply of body repairs, refurbishment, structural repairs and parts for MFES emergency response equipment.
- The purchasing By-Law 374-2006,
Section 12 Schedule A – Non-Competitive Acquisitions (single/sole source and Emergency) item;
1 (a) (ii) a scarcity of supply in the market,
1 (b) (i) An attempt to acquire the required Goods and/or

Services by soliciting competitive Bids has been made in good faith, but has failed to identify a willing, capable and compliant supplier, provides for this approach.
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BACKGROUND:

Mississauga Fire & Emergency Services (MFES) covers 111 square miles of residential, high-rise, commercial, and industrial properties as well as highways, servicing a population of over 740,000 with a full time staff of 704.

With over 25,000 incidents reported every year, multiple vehicle responses result in over 45,000 emergency vehicle dispatches annually.

All emergency response vehicles must be maintained to ensure they are operationally ready to respond at all times. When called on, vehicles must not only provide safe reliable transportation for staff to emergencies, but must also perform during response, rescue, and suppression activities.

The MFES fleet is maintained by a small group of mechanics, however, they are unable to repair or maintain structural or damaged body components.

There is a continuing need for 'on demand' body work, structural repairs, inspection, and custom fabrication for the 47 front line, reserve, and emergency support fire apparatus in the MFES fleet.

PRESENT STATUS:

The original five year, single source services contract with Dependable Truck and Tank Ltd, established through Corporate report 275-08, expires on May 31, 2013.

MFES recently circulated a public "Expression of Interest" FA.49.129-13 document seeking information and interest from all local service providers capable of providing structural repairs, parts, custom fabrication and demand repair services.

Structural repairs and body work can range from damage caused by collisions, broken body welds, rotted out material, aerial ladder

repairs or truck body changes that may also include custom fabrication of equipment mounts, fasteners, and cabinets, to accommodate new equipment demands.

Dependable Truck and Tank Ltd was the only local respondent.

Dependable Truck and Tank Ltd provided all requested information and were again able to satisfy our enquiries regarding their ability to meet the required services expectations.

COMMENTS:

Demand maintenance and repair work is service not previously anticipated or resulting from situations requiring an immediate response. Structural and body repairs can only be completed by mechanics and technicians certified in the work. Parts are required to maintain the equipment on an ongoing basis and consistency of make and quality is critical.

Dependable Truck and Tank Ltd is one of the largest independent emergency vehicle manufacturers in Canada with a long standing reputation for producing quality products and providing full service quality repairs. Their location has a 30 bay full service manufacturing and repair facility for body work, painting, refurbishing and truck repairs, with over 1 million dollars of inventory parts in stock.

A survey of surrounding fire departments (Brampton, Oakville, Toronto and Milton Fire) has identified Dependable Truck and Tank as a vendor of choice for this type of services and supply.

MFES purchase fire apparatus from a variety of custom builders in Canada and the United States. A large percentage of the vehicle chassis are from Spartan Chassis Inc of Michigan. The Canadian authorized dealer for Spartan chassis is Dependable Truck and Tank Ltd located in Brampton, Ontario. As a Canadian authorized dealer, Dependable satisfies any warranty work on the Spartan chassis and are also qualified to service other chassis makes.

A current 20 year lifecycle replacement schedule for emergency vehicles (15 year frontline and 5 year reserve) often necessitates body refurbishment of these vehicles after 10 – 12 years.

Materials and parts are purchased from Dependable Truck and Tank Ltd for the ongoing maintenance of the apparatus through an inventory management system.

MFES has a need for quality service with a timely response for repairs on a demand basis to meet the service levels required.

MFES has used Dependable exclusively for structural repairs, body work and fabrication of truck bodies to accommodate new equipment with satisfactory performance for the past 5 years.

Therefore, Dependable Truck and Tank Ltd is recommended as the single source supplier for the structural repairs, body repairs and the supply of parts for the next five years.

FINANCIAL IMPACT: Each year, operating account 715355-23001 is approved by Council for ongoing preventative and demand maintenance to fire apparatus.

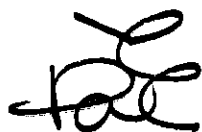
The annual costs for the demand service repairs and supply of parts generally do not exceed \$360,000.00 (plus tax).

Materiel Management has reviewed this report and supports the recommendation contained herein from a procurement perspective. Working with Legal Services, a Vendor Services Agreement has been developed and firm pricing established for the five year term of the agreement. The anticipated total contract upset limit is estimated at \$1,800,000.00, exclusive of all taxes.

CONCLUSION: There is a need for MFES to have structural repairs and body work completed, and to receive parts and materials for the in-house maintenance on the 47 front line, reserve, and emergency support fire apparatus in the MFES fleet.

Dependable Truck and Tank Ltd has been supplying materials and parts and providing demand services to MFES for several years and have provided the quality of parts and service deemed necessary by the department.

It is therefore recommended that Dependable Truck and Tank Ltd be contracted for a period of 5 years, June 1, 2013 to May 31, 2018 as a Vendor of Record for structural and body repairs, aerial ladder inspection and servicing, custom fabrication as well as parts supply for the MFES fleet.



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

*Report written by Brian P. Walsh
Division Chief – Fleet and Facilities*

REPORT 2-2013

General Committee

MAY 15 2013

TO: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Public Vehicle Advisory Committee presents its second report for 2013 and recommends:

PVAC-0009-2013

That the Public Vehicle Advisory Committee approve the recommended changes to the requirements for taxicab model years as outlined in the report from the Commissioner, Transportation and Works, dated April 22, 2013 and titled "Amendments to the Public Vehicle Licensing By-law 420-04, as amended for Taxicab Model Years", and that the by-law be amended accordingly.

PVAC-0009-2013

PVAC-0010-2013

That the corporate report dated April 22, 2013 from the Commissioner of Transportation and Works with respect to amendments to the Public Vehicle Licensing By-law 420-04, as amended, for Camera System Requirements in Taxicabs be received and deferred to a future Public Vehicle Advisory Committee meeting.

(PVAC-0010-2013)

PVAC-0011-2013

That the fax dated April 19, 2013 from Gurvel Singh, Broker Representative with respect to hotel shuttles be received and referred to staff to prepare a Corporate Report for a later meeting date.

(PVAC-0011-2013)

PVAC-0012-2013

That the Action List of the meeting held on March 25, 2013 provided to the Committee to update on the status of initiatives raised at prior meetings be received.

(PVAC-0012-2013)

**MISSISSAUGA CELEBRATION SQUARE
EVENTS COMMITTEE**

April 29, 2013

REPORT 3-2013

General Committee

MAY 15 2013

TO: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Mississauga Celebration Square Events Committee presents its third report for 2013 and recommends:

MCSEC-0008-2013

That the report from the Commissioner of Community Services dated April 12, 2013 entitled "Shade and Furniture for Mississauga Celebration Square" be received for information.
(MCSEC-0008-2013)

MCSEC-0009-2013

That an exemption to the ban on mechanical amusement rides, as outlined in the "Outdoor Events in the Civic District" policy 05-03-03, be approved for the 2013 Mississauga Amacon Rotary Ribfest, contingent to the event organizers compliance with all conditions and requirements set out by the City of Mississauga.
(MCSEC-0009-2013)

MCSEC-0010-2013

That the report from the Commissioner of Community Services dated April 16, 2013 entitled "Mississauga Celebration Square 2012/13 Rink Summary" be received for information.
(MCSEC-0010-2013)

MCSEC-0011-2013

That the report from the Commissioner of Community Services dated April 10, 2013 entitled "Assessing Televised Programming Event Opportunities for Mississauga Celebration Square" be received for information.
(MCSEC-0011-2013)

MCSEC-0012-2013

That the verbal update provided by Melissa Agius, Manager, Mississauga Celebration Square Events on the 2013 Summer Programming Launch be received for information.
(MCSEC-0012-2013)

MCSEC-0013-2013

That the memorandum dated April 24, 2013 from the Legislative Coordinator with respect to recommendations resulting from the City Committees of Council Structure Review that were approved by Council on April 10, 2013, be received for information.
(MCSEC-0013-2013)

MCSEC-0014-2013

That Council be requested to pass a resolution to authorize the absence of a Mississauga Celebration Square Events Committee member who will be absent for three (3) consecutive months.

(MCSEC-0014-2013)

ENVIRONMENTAL ADVISORY COMMITTEE

May 7, 2013

REPORT 3-2013

General Committee

MAY 15 2013

TO: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Environmental Advisory Committee presents its third report for 2013 and recommends:

EAC-0015-2013

1. That the PowerPoint presentation, dated May 7, 2013 and entitled "Mississauga Plastic Litter: The Prevention of Plastics from Mississauga Entering Streams, Rivers, The Great Lakes and The Ocean," by Ruwanthi Halwala, Intern, International Holistic Tourism Education Centre, to the Environmental Advisory Committee on May 7, 2013 be received and that the recommendations in Ms. Halwala's PowerPoint presentation be forwarded to the federal and provincial governments for their information and review; and
2. That the email messages dated April 23, 2013 and March 27, 2013 from Julia Morton-Marr, Founding President, International Holistic Tourism Education Centre, and Ward 8 resident, entitled "Plastics Near Highway Exits," be received.

(EAC-0015-2013)

EAC-0016-2013

That the Memorandum dated April 25, 2013 from Jeff Smylie, Environmental Engineer, Environmental Services, Transportation and Works Department, entitled "Pipeline Proposals in Mississauga," be received.

(EAC-0016-2013)

EAC-0017-2013

That the PowerPoint presentation, dated May 7, 2013 and entitled "Toronto's Future Weather & Climate," by Christopher LI. Morgan, PhD, Program Manager, Environment & Energy Office, City of Toronto, to the Environmental Advisory Committee on May 7, 2013 be received.

(EAC-0017-2013)

EAC-0018-2013

That the Environmental Advisory Committee supports the enforcement action plan outlined in the Corporate Report dated April 24, 2013 from the Commissioner of Transportation and Works entitled "Enforcement Action Plan – Idling Control By-law 194-09."

(EAC-0018-2013)

EAC-0019-2013

That the Memorandum dated April 26, 2013 from Kate Hayes, Project Leader, Restoration and Stewardship, Credit Valley Conservation, entitled "Lakeview Waterfront Connection Environmental Assessment," be received.

(EAC-0019-2013)

EAC-0020-2013

That the Memorandum dated March 19, 2013 from John Calvert, Director, Policy Planning Division, Planning and Building Department, entitled "Natural Areas Survey 2012 Update," be received.

(EAC-0020-2013)

EAC-0021-2013

That the Memorandum dated April 25, 2013 from Andrea J. McLeod, Environmental Specialist, Environment Division, Community Services Department, entitled "Update on the Development of a Recognition Program," be received.

(EAC-0021-2013)

EAC-0022-2013

That the chart from Environment staff, with respect to upcoming agenda items and Environmental Advisory Committee (EAC) role, be received.

(EAC-0022-2013)

EAC-0023-2013

That the chart dated May 7, 2013 from Julie Lavertu, Legislative Coordinator, Environmental Advisory Committee, with respect to the status of outstanding issues from the Environmental Advisory Committee, be received.

(EAC-0023-2013)

EAC-0024-2013

That the email message dated May 2, 2013 from Michael Hoy, Environmental Planner, City of Brampton, entitled "City of Brampton's Natural Heritage Strategy Stakeholder Workshop," be received.

(EAC-0024-2013)

REPORT 2-2013

General Committee

MAY 15 2013

TO: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Museums of Mississauga Advisory Committee presents its second report for 2013 and recommends:

MOMAC-0008-2013

That the proposed Corporate Policy and Procedure entitled. "Museums Collections Policy" dated April 25, 2013, be endorsed.

(MOMAC-0008-2013)