
REVISED Council

Date: April 1, 2020
Time: 9:30 AM
Location: Online Video Conference

Members

Mayor Bonnie Crombie	
Councillor Stephen Dasko	Ward 1
Councillor Karen Ras	Ward 2
Councillor Chris Fonseca	Ward 3
Councillor John Kovac	Ward 4
Councillor Carolyn Parrish	Ward 5
Councillor Ron Starr	Ward 6
Councillor Dipika Damerla	Ward 7
Councillor Matt Mahoney	Ward 8
Councillor Pat Saito	Ward 9
Councillor Sue McFadden	Ward 10
Councillor George Carlson	Ward 11

Due to efforts to contain the spread of COVID-19 and to protect all individuals, the Council Chamber will not be open to the public to attend Council and Committee meetings until further notice.

Public Comments: The public may submit comments regarding agenda matters to the city.clerk@mississauga.ca by Tuesday, March 31, 2020 before 4:30 PM. Comments submitted will be considered as public information and entered into public record.

Contact

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Legislative Coordinator

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1. **CALL TO ORDER**

2. **INDIGENOUS LAND STATEMENT**

"Welcome to the City of Mississauga Council meeting. We would like to acknowledge that we are gathering here today on the Treaty Lands and Territory of the Mississaugas of the Credit, and the traditional territories of the Anishinaabe, Haudenosaunee, Wyndot and Huron people. We also acknowledge the many First Nations, Inuit, Metis and other global Indigenous peoples who call Mississauga home. We welcome everyone."

3. **APPROVAL OF AGENDA**

4. **DECLARATION OF CONFLICT OF INTEREST**

5. **MINUTES OF PREVIOUS COUNCIL MEETING - Nil**

6. **PRESENTATIONS - Nil**

7. **DEPUTATIONS - Nil**

8. **PUBLIC QUESTION PERIOD**

Written submissions can be submitted to city.clerk@mississauga.ca by Tuesday, March 31, 2020 before 4:30 PM

9. **CONSENT AGENDA**

10. **INTRODUCTION AND CONSIDERATION OF CORPORATE REPORTS**

10.1 Housekeeping Matters Related to Roads – Wards 1, 2, 3, 5, 6, 7, 10 and 11

10.2 Kariya Drive from Elm Drive to Central Parkway West – Municipal Class Environmental Assessment Study (Ward 7)

10.3 Naming of the Arts Studio at River Grove Community Centre - Ward 6

10.4 Proposed Amendment to Notice By-law 215-08

10.5 Park Naming of former Willow Glen School Site (P-531) to "Willow Glen" (Ward 2)

10.6 Request to Increase Contract with Dillon Consulting for the Fire and Emergency Services Comprehensive Risk Assessment and Risk Reduction Plan, Procurement No. FA.49.543.16.

10.7 Reciprocal Lending Agreement between the Mississauga Library System, Burlington Public Library and Hamilton Public Library

10.8 Canadian Coast Guard Divestment of Navigational Aids in Port Credit (Ward 1)

- 10.9 THIS MATTER HAS BEEN REMOVED AND DEFERRED TO A FUTURE MEETING
- ~~Cannabis Retail Sale—Legislative Update~~
- 10.10 Security in City Facilities, Properties and Transit - Strategic Directions and 2019 Annual Summary
- 10.11 Surplus Declaration and Sale of City-owned Vacant Land on the West Side of Hurontario Street, North of the CNR Tracks to Metrolinx for the Purpose of the Hurontario LRT Project (Ward 1)
- 10.12 Delegating the authority to waive and/or reduce Committee of Adjustment fees
11. **PRESENTATION OF COMMITTEE REPORTS - Nil**
12. **UNFINISHED BUSINESS - Nil**
13. **PETITIONS - Nil**
14. **CORRESPONDENCE**
- *14.1 Information Items
- *14.1.1 Letter dated March 25, 2020 from the Assistant Deputy Minister, Allan Doheny, Ministry of Finance, with respect to an Update on Property Tax Initiatives
- *14.2 Direction Items - Nil
15. **NOTICE OF MOTION**
16. **MOTIONS**
- 16.1 To close to the public a portion of the Council meeting to be held on April 1, 2020 to deal with various matters. (See Item 21 Closed Session)
17. **INTRODUCTION AND CONSIDERATION OF BY-LAWS**
18. **MATTERS PERTAINING TO REGION OF PEEL COUNCIL**
19. **COUNCILLORS' ENQUIRIES**
20. **OTHER BUSINESS/ANNOUNCEMENTS**
21. **CLOSED SESSION**
- (Pursuant to Subsection 239(2) of the Municipal Act, 2001)*
- 21.1 A proposed or pending acquisition or disposition of land by the municipality or local board: Downtown Roads Construction Update – Ward 4
- 21.2 Labour relations or employee negotiations - Update from Janice Baker, City Manager and Chief Administrative Officer
- *21.3 The security of the property of the municipality or local board: Deferral of Rent Payments for Properties where the City is the landlord - COVID - 19

22. CONFIRMATORY BILL

A by-law to confirm the proceedings of the Council of The Corporation of the City of Mississauga at its meeting held on April 1, 2020

23. ADJOURNMENT

City of Mississauga

Corporate Report



<p>Date: March 18, 2020</p> <p>To: Mayor and Members of Council</p> <p>From: Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works</p>	<p>Originator's files:</p> <hr/> <p>Meeting date: April 1, 2020</p>
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Subject

Housekeeping Matters Related to Roads – Wards 1, 2, 3, 5, 6, 7, 10 and 11

Recommendations

1. That the Corporate Report titled “Housekeeping Matters Related to Roads – Wards 1, 2, 3, 5, 6, 7, 10 and 11” dated March 18, 2020, from the Commissioner of Transportation and Works be received.
2. That all necessary by-laws be enacted authorizing the establishment, permanent closure, naming or renaming of public highways on those lands described in Appendix 1 attached to the report Housekeeping Matters Related to Roads, dated March 18, 2020, from the Commissioner of Transportation and Works, and that City staff be authorized to register the by-law(s) on title against the subject lands in the appropriate land registry office.
3. That Council authorize an exemption from Notice By-Law 215-08 (amended by By-Law 376-08 and 140-13) related to Section 34 of the *Municipal Act, 2001, as amended* for the following:
 - a. the permanent closure of a public highway that is untraveled, unconstructed and housekeeping in nature; and
 - b. a name change for a public highway that is housekeeping in nature and does not affect or change any existing addresses.
4. That Council authorize an exemption from City Policy 10-02-01, titled “Street Names” in relation to naming or renaming streets that are housekeeping in nature.

Background

Council is granted the authority to pass by-laws over highways within its jurisdiction pursuant to Sections 27, 31, 34 and 53 of the *Municipal Act, 2001, as amended (the Act)*.

City staff members, through their normal duties, routinely identify roads and associated parcels of land that are incorrectly designated and require correction by by-law, which requires Council approval. These categories include:

1. Instances when land currently in use as a public highway should have been established as public highway to form part of the City's road network;
2. Instances when untraveled and unconstructed land that had been designated as a public highway should be closed as public highway and removed from the City's road network to correctly reflect the use of the land; and
3. Instances when roads need to be named or renamed to reflect the current street signage.

For each road or parcel subject to a housekeeping correction, staff typically prepares a report for review and approval by the Commissioner of Transportation and Works. Subsequently, the report is brought to General Committee with recommendations to seek approval from Council on a number of matters to facilitate the housekeeping corrections, including the appropriate by-laws.

Staff has completed a preliminary review of a roads database and identified approximately 1,000 instances for which a housekeeping correction is required. In lieu of a separate corporate report for each property requiring the same type of correction, staff will prepare simplified reports that list roads or parcels that require similar corrections that are housekeeping in nature in accordance with the categories listed above. The intent is to streamline and reduce the number of individual corporate reports and by-laws submitted to Council annually. Staff will bring these simplified housekeeping reports to General Committee as required.

Comments

This report is seeking approval from Council to facilitate housekeeping corrections for the road parcels listed in Appendix 1 and illustrated in Appendix 2, both attached. These road parcels fall into the housekeeping correction categories described in Table 1 in Appendix 3, attached.

Prior to a road closure by-law being enacted by Council, the appropriate utility companies will be circulated to determine if easement protection is required for any roads identified in this report to be closed as public highway.

Strategic Plan

The recommendations in this report align with the City's Strategic Pillars of *Move* and *Connect*.

Financial Impact

The fees associated with registering the appropriate by-laws will total approximately \$3,500 with funding available from the Infrastructure Planning and Engineering Services Division's operating budget, Cost Centre 23724.

Conclusion

There are many instances that require staff attention to correct the designation of roads or associated parcels of land. To address these and other similar road designation issues in an efficient manner, this is the first of a number of simplified reports seeking approval from Council to make corrections of a housekeeping nature. Subsequent reports will follow on a regular basis until all of the necessary housekeeping items have been addressed.

Attachments

Appendix 1: List of parcels

Appendix 2: Location map

Appendix 3: Housekeeping Correction Categories and Circumstances



Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works

Prepared by: Lin Rogers, P. Eng, Manager, Transportation Projects

Appendix 1: List of parcels subject to housekeeping bylaws

Part 1: Roads to Be Established as a Public Highway

PIN	Street Name	Legal Description	Ward
Part of 13467-0276	Angelene Street	0.61m (2ft) Reserve, Registered Plan C-20	1
All of 13479-0171	Applewood Drive	0.30m (1ft) Reserve, Registered Plan 414	1
Part of 13471-0889	Atwater Avenue	0.30m (1ft) Reserve, Registered Plan 412, lying adjacent to Lot 41, Registered Plan 412; 0.30m (1ft Reserve), Registered Plan 412, lying adjacent to Lot 66, Registered Plan 412; and 0.30m (1ft) Reserve, Registered Plan F-20, lying adjacent to Lot 165, Registered Plan F-20.	1
Part of 13470-0254	Atwater Avenue	0.30m (1ft) Reserve, Registered Plan F-20, lying adjacent to Lot 154, Registered Plan F-20.	1
Part of 13459-0066	Avonbridge Drive	0.30m (1ft) Reserve, Registered Plan 539	1
Part of 13478-0134	Brooks Drive	0.30m (1ft) Reserve, Registered Plan 348 and 0.30m (1ft) Reserve, Registered Plan 414	1
Part of 13471-0861	Carmen Drive	0.30m (1ft) Reserve, Registered Plan 321	1
Part of 13336-0261	Caterpillar Road	Part of Lot 5, Concession 1, South of Dundas Street, designated as Part 5, Plan 43R-7620	1
Part of 13438-0474	Agnew Road	0.30m (1ft) Reserve, Registered Plan 642	2
Part of 13431-0250	Bushland Crescent	0.30m (1ft) Reserve, Registered Plan 641	2
Part of 13313-0303	Annamore Road	0.30m (1ft) Reserve, Registered Plan 827	3
Part of 13334-0281	Cedartree Crescent	0.30m (1ft) Reserve, Registered Plan 716	3
All of 13311-0860	Tomken Road	Part of Lot 9, Concession 2, North of Dundas Street, designated as Parts 8-13 (inclusive), Plan 43R-33931	3
All of 13311-0862	Tomken Road	Part of Lot 9, Concession 2, North of Dundas Street, designated as Parts 14-18 (inclusive), Plan 43R-33931	3
Part of 13294-0100	Aerowood Drive	Part of Lot 3, Concession 3, East of Hurontario Street, designated as Part 17, Plan 43R-1327 and Part 7, Plan 43R-1411	5
All of 13286-0017	Annagem Boulevard	All of Reserve Block 26, Registered Plan 43M-915	5
Part of 13288-0006	Anthony Avenue	All of Reserve Block 170, Registered Plan 43M-1100	5
Part of 13287-	Britannia Road	Part of Lot 6, Concession 1, East of	5

0242	East	Hurontario Street, designated as Parts 1, 2, 3, 4, and 9, Plan 43R-8656 and all of Instrument TT128685	
All of 13287-0283	Britannia Road East	Part of Lot 6, Concession 1, East of Hurontario Street, designated as Part 5, Plan 43R-21196	5
All of 13287-0330	Britannia Road East	Part of Lot 6, Concession 1, East of Hurontario Street, designated as Part 1, Plan 43R-24738	5
Part of 13201-0175	Aquarius Court	All of Reserve Block 34, Registered Plan 43M-898	6
Part of 13201-0145	Astrella Crescent	All of Reserve Blocks 35 and 36, Registered Plan 43M-898	6
All of 13194-0508	Bisley Lane	All of Reserve Block 114, Registered Plan 43M-1070	6
Part of 13504-0432	Asta Drive	0.30m (1ft) Reserve, Registered Plan 831	7
All of 13504-0449	Asta Drive	Part of Lot 11, Concession 1, South of Dundas Street, designated as Part 6, Plan 43R-15814	7
All of 13239-1622	Agean Drive	All of Reserve Block 263, Registered Plan 43M-1366	10
All of 13239-1620	Algarve Drive	All of Reserve Block 261, Registered Plan 43M-1366	10
All of 13239-1619	Bermuda Drive	All of Reserve Block 260, Registered Plan 43M-1366	10
Part of 13522-0120	Bloomfield Drive	All of Reserve Block 118, Registered Plan 43M-1053	10
All of 13239-1621	Cozumel Drive	All of Reserve Block 262, Registered Plan 43M-1366	10
All of 13239-4968	Bala Drive	All of Reserve Block 369, Registered Plan 43M-1494	10
All of 13239-6277	Bala Drive	All of Reserve Block 58, Registered Plan 43M-1535	10
All of 14360-0770	Burdette Terrace	All of Reserve Block 271, Registered Plan 43M-1653	10
All of 14360-2249	Callaway Lane	All of Reserve Block 53, Registered Plan 43M-1727	10
All of 14360-2187	Callaway Lane	All of Reserve Block 58, Registered Plan 43M-1726	10
All of 13239-1624	Rainspring Drive	All of Reserve Block 265, Registered Plan 43M-1366	10
Part of 13199-0028	Amity Road	0.30m (1ft) Reserve, Registered Plan 563	11
All of 14084-4305	Appletree Lane	All of Reserve Block 117, Registered Plan 43M-1497	11
All of 14084-2793	Avocado Crescent	All of Reserve Block 54, Registered Plan 43M-1359	11

All of 14084-3428	Avocado Crescent	All of Reserve Block 212, Registered Plan 43M-1422	11
All of 14084-4307	Baskerville Run	All of Reserve Block 119, Registered Plan 43M-1497	11

Part 2: Roads to be Closed as Public Highway

PIN	Street name	Legal description	Ward
All of 13359-0774 and Part of 13360-0170	Street Widening	All of Block A, Registered Plan 873	7

Part 3: Roads to be Named or Renamed

PIN	Street name	Legal description	Ward
All of 13489-0075 and 13488-1030	Bexhill Road	Part of the Original Road Allowance between Lots 25 and 26, Concession 3, South of Dundas Street lying between the south limit of Gatehouse Drive and Lakeshore Road West	2
All of 13442-0526	Crescent Road	All of the Unnamed Road, Registered Plan F-13	2
All of 13127-0252	Beejay Court	Unnamed Road, Registered Plan 529, lying between Lots 14 and 15, Registered Plan 529 and 0.30m (1ft) Reserve, Registered Plan 529, lying at the southwest limit of the unnamed street above.	6
All of 13197-0001	Carolyn Road	Unnamed Road, Registered Plan A-15, lying north of Lots 6-10 and 31, Registered Plan A-15	6

TO BE ESTABLISHED

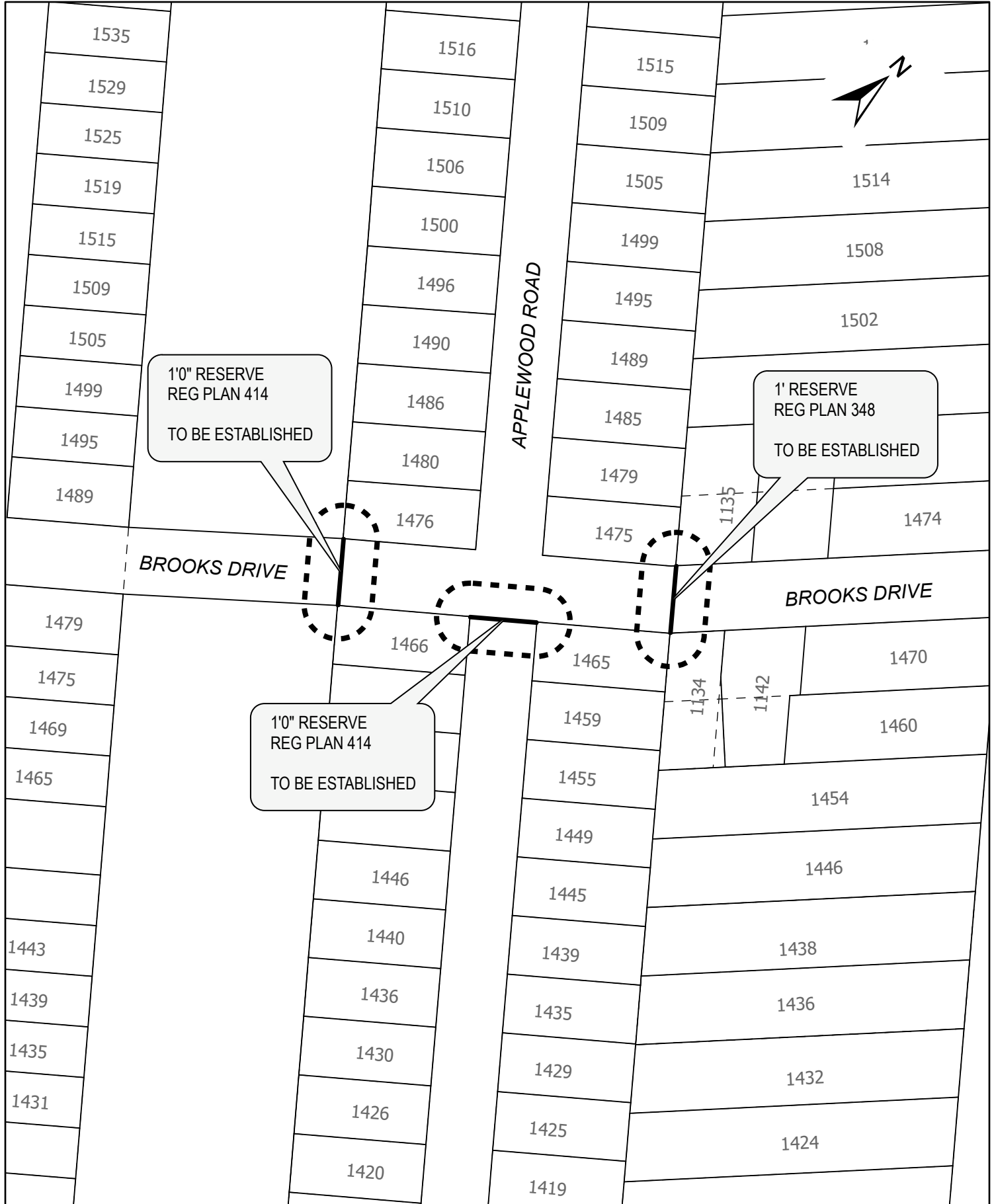


APPLEWOOD ROAD/BROOKS DRIVE

Appendix 2- 2 10.1

Ward 1

TO BE ESTABLISHED

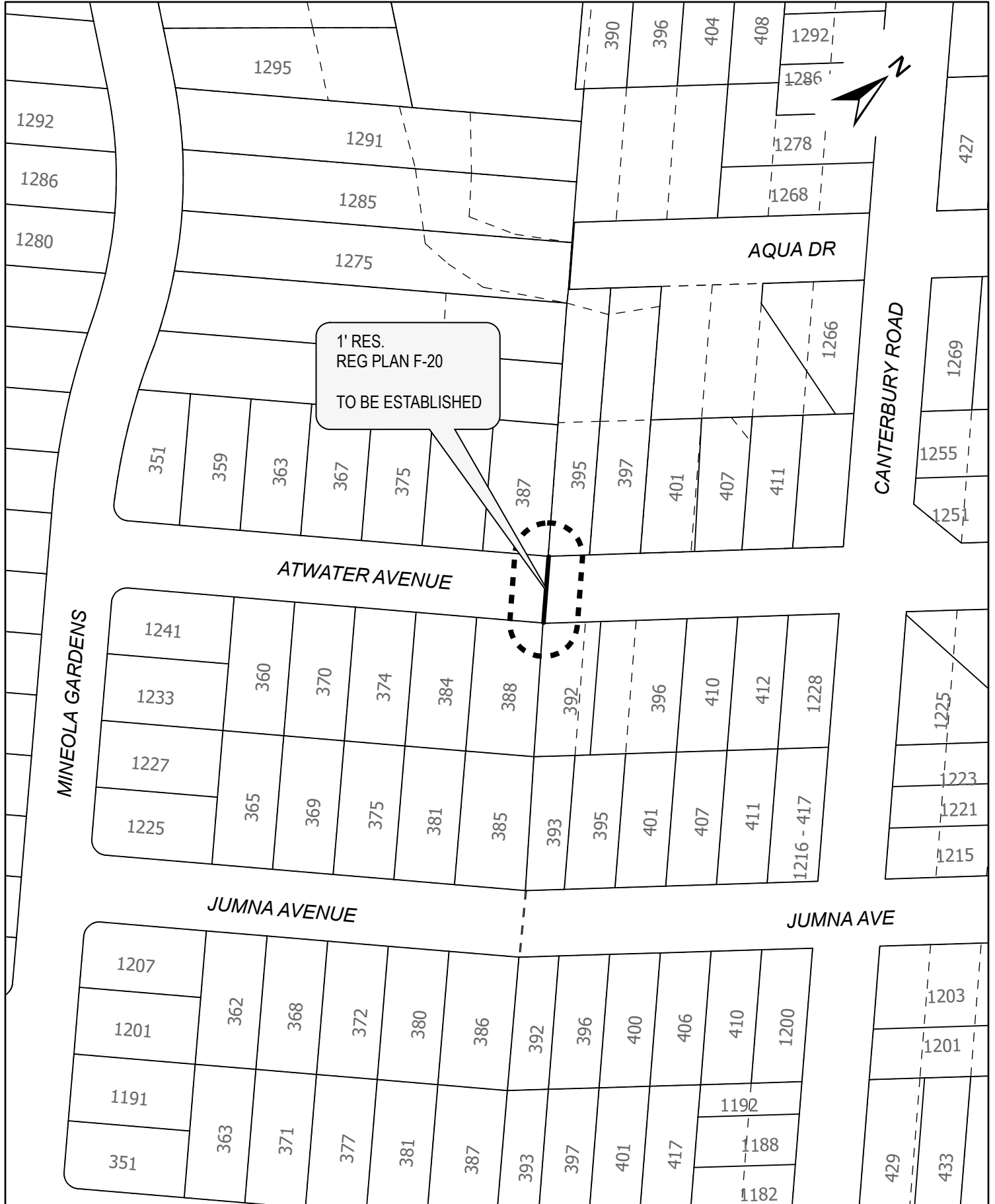


ATWATER AVENUE

Appendix 2- 3 10.1

Ward 1

TO BE ESTABLISHED



ATWATER AVENUE

TO BE ESTABLISHED

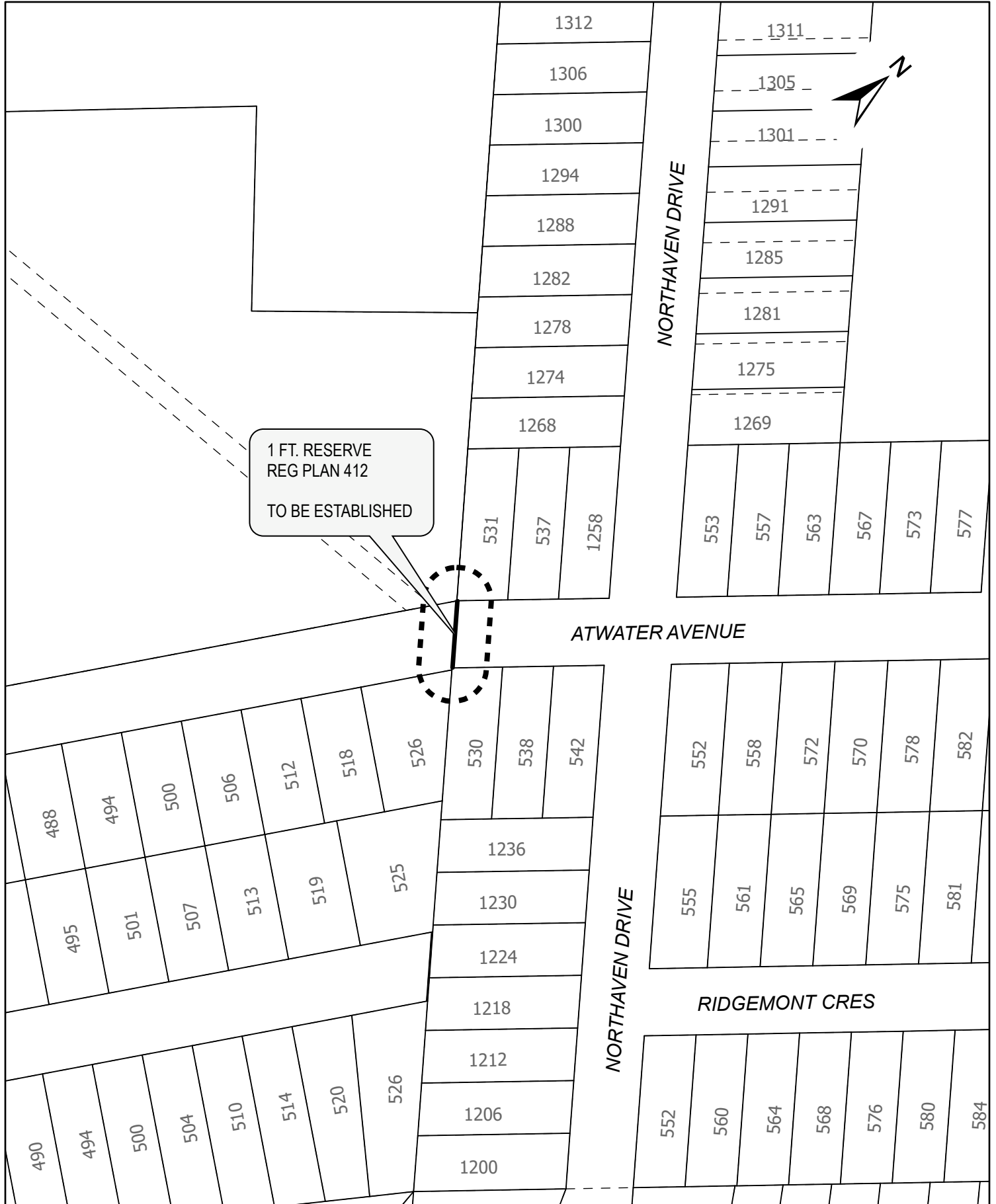


ATWATER AVENUE

Appendix 2- 5 10.1

Ward 1

TO BE ESTABLISHED



ATWATER AVENUE

Appendix 2- 6 ^{10.1}

Ward 1

TO BE ESTABLISHED

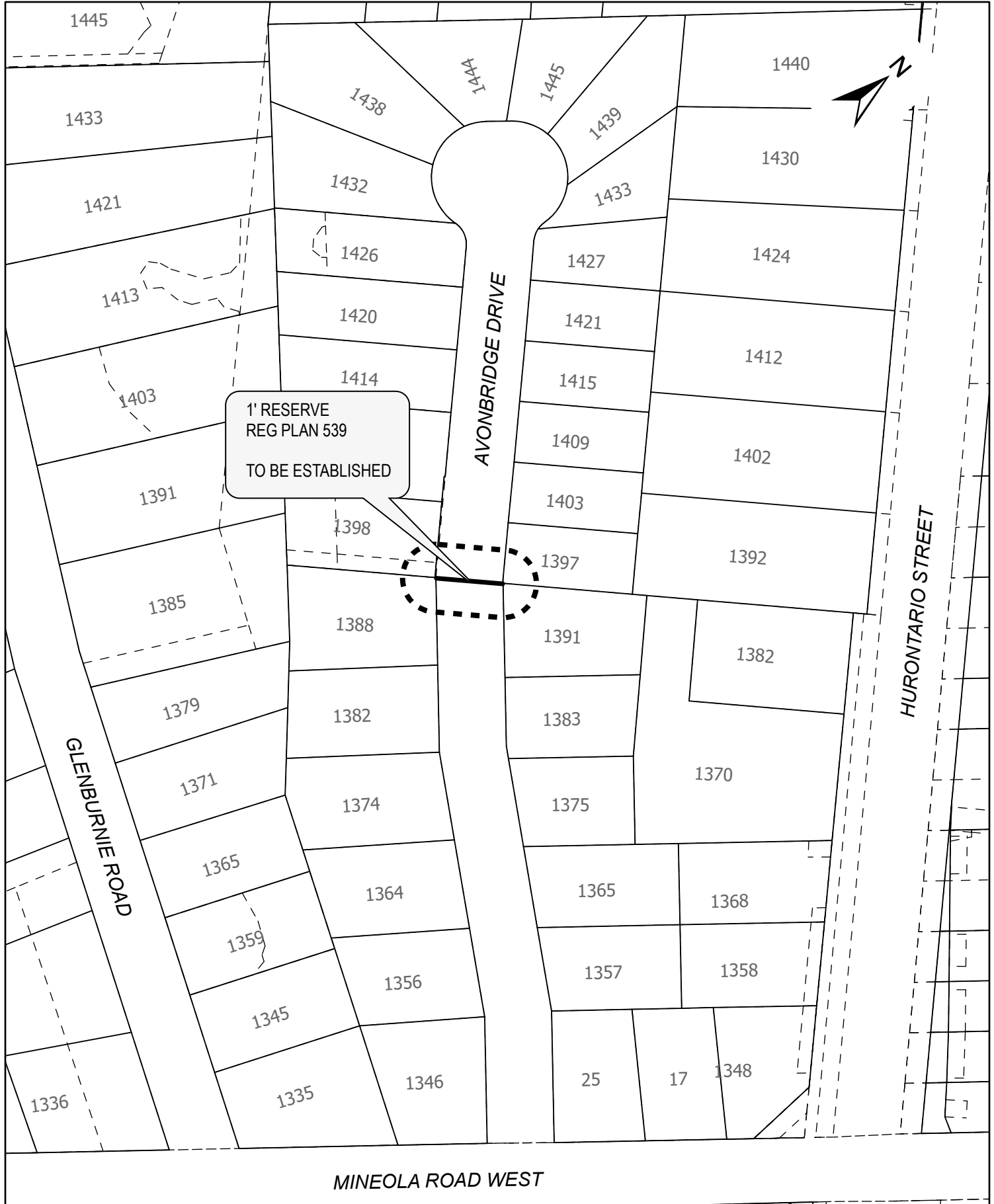


AVONBRIDGE DRIVE

Appendix 2- 7 10.1

Ward 1

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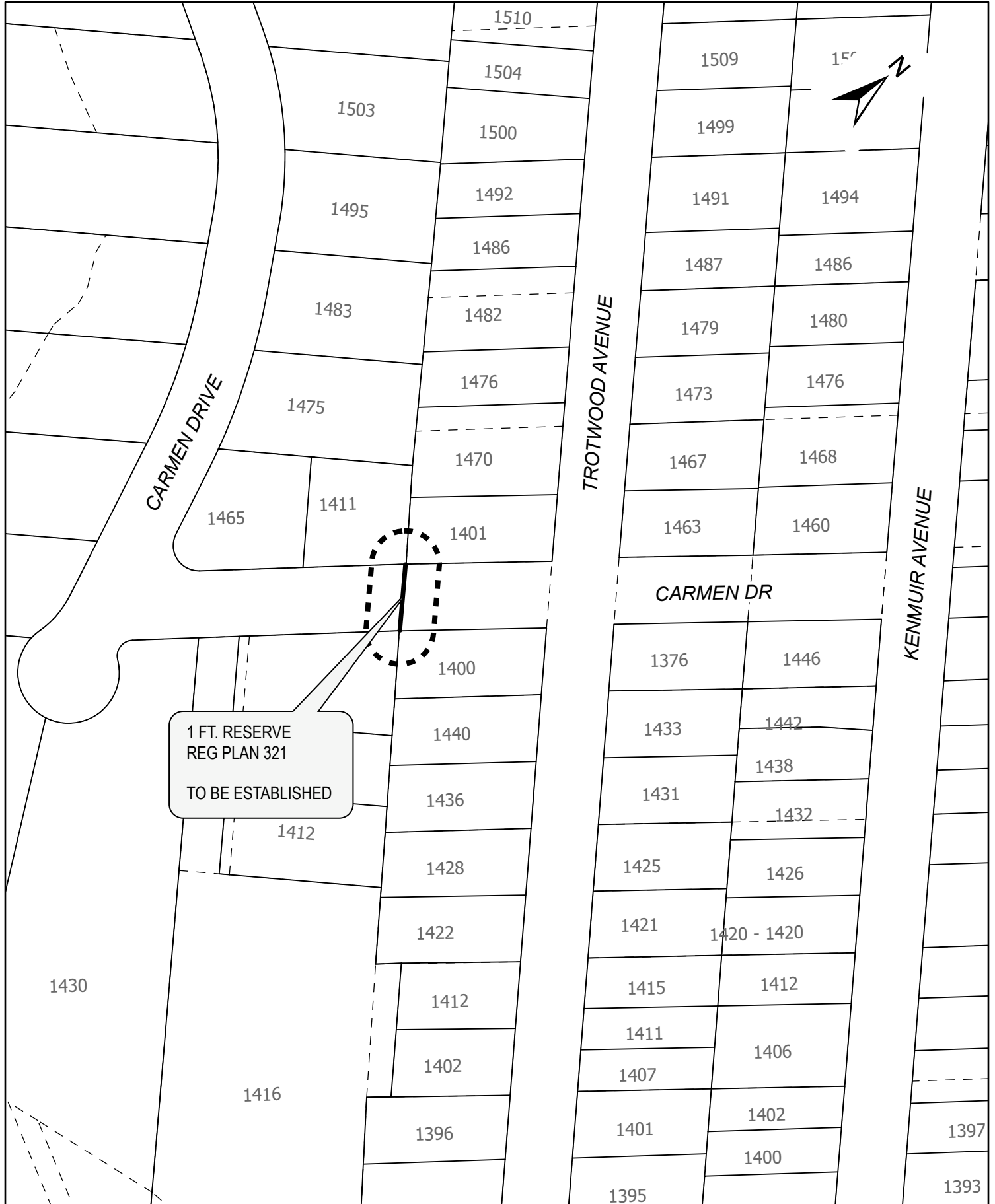


CARMEN DRIVE

Appendix 2- 8 10.1

Ward 1

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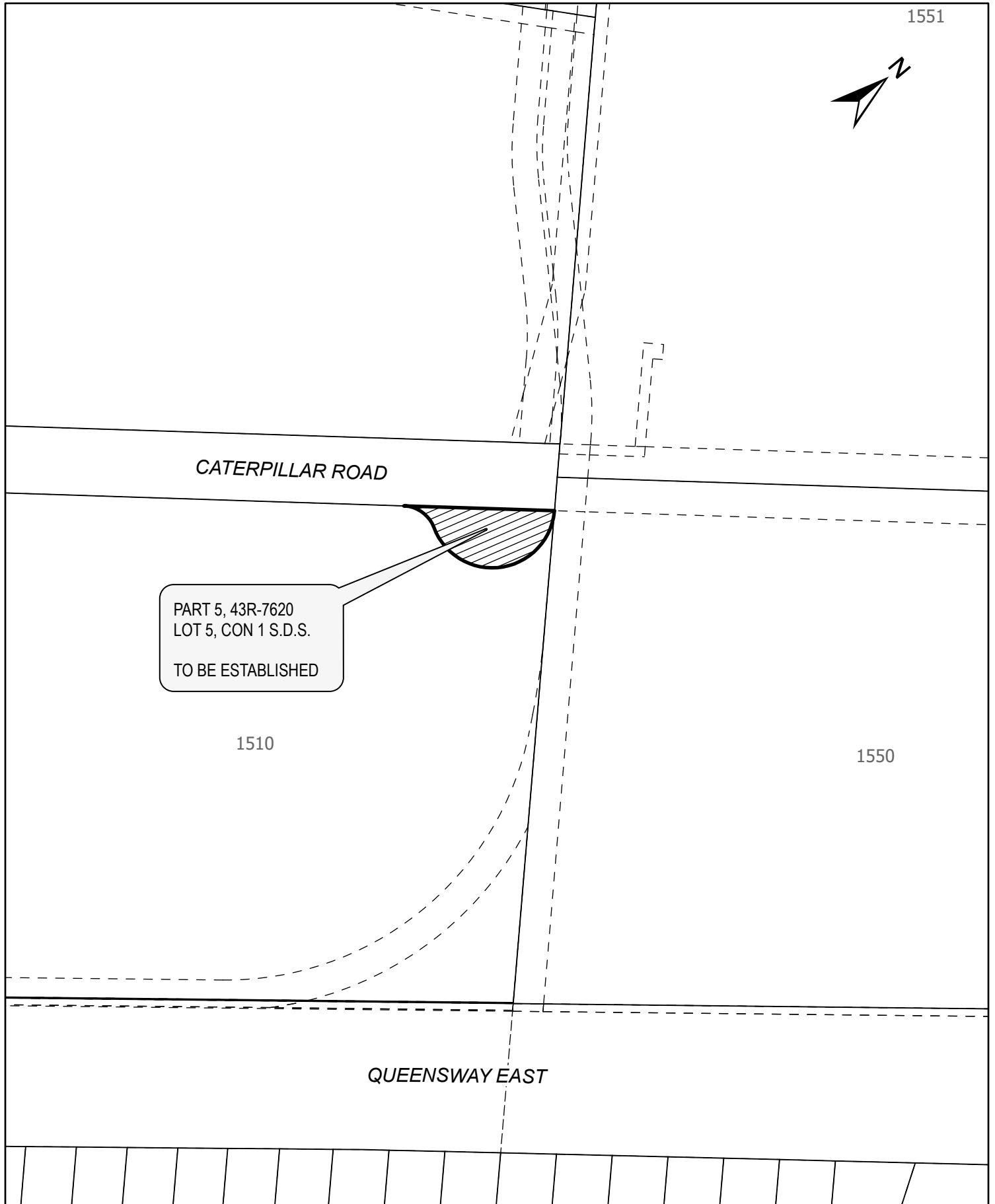


CATERPILLAR ROAD

Appendix 2- 9^{10.1}

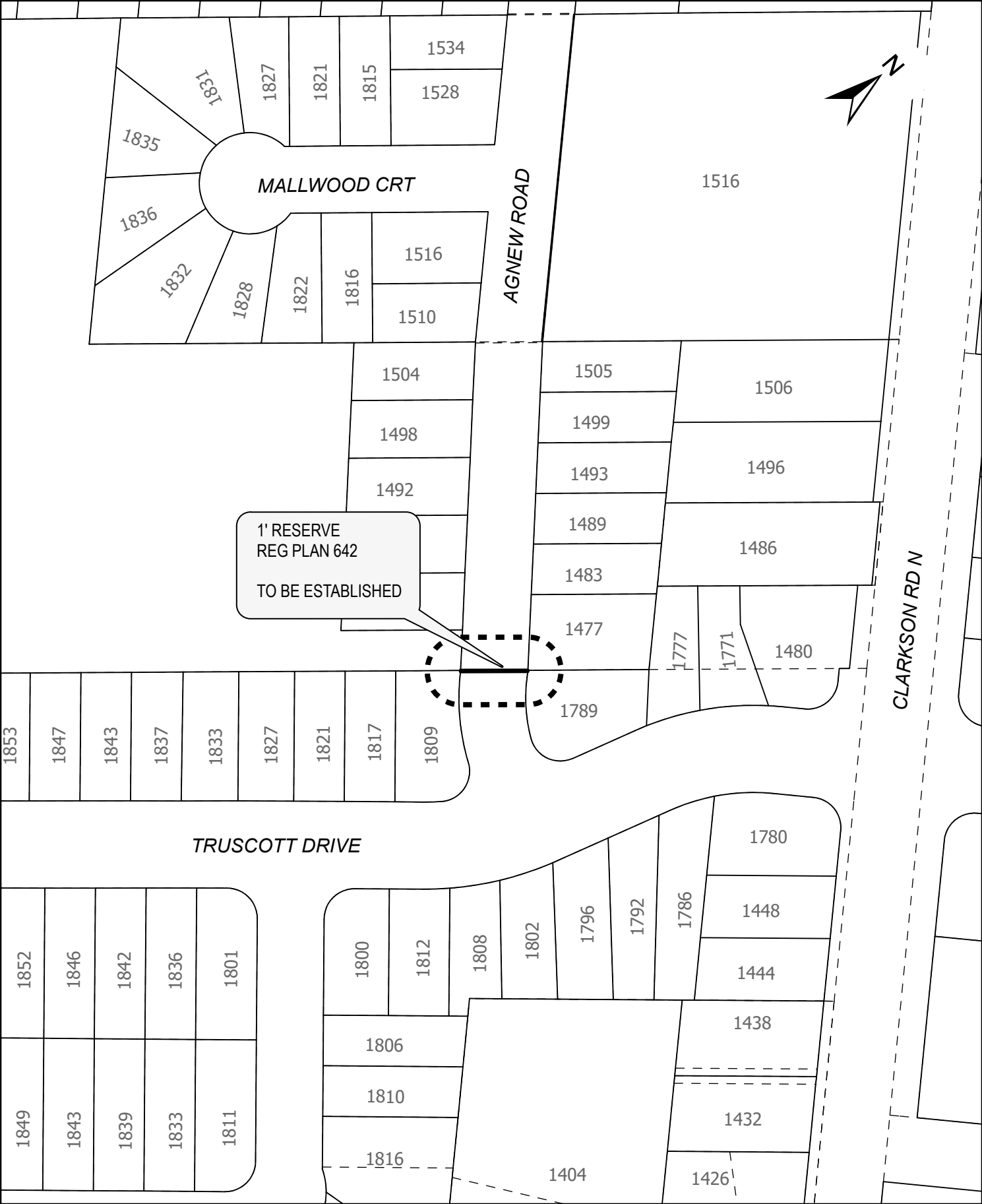
Ward 1

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AGNEW ROAD

TO BE ESTABLISHED



BEXHILL ROAD

Appendix 2- 11 ^{10.1}

Ward 2

TO BE NAMED

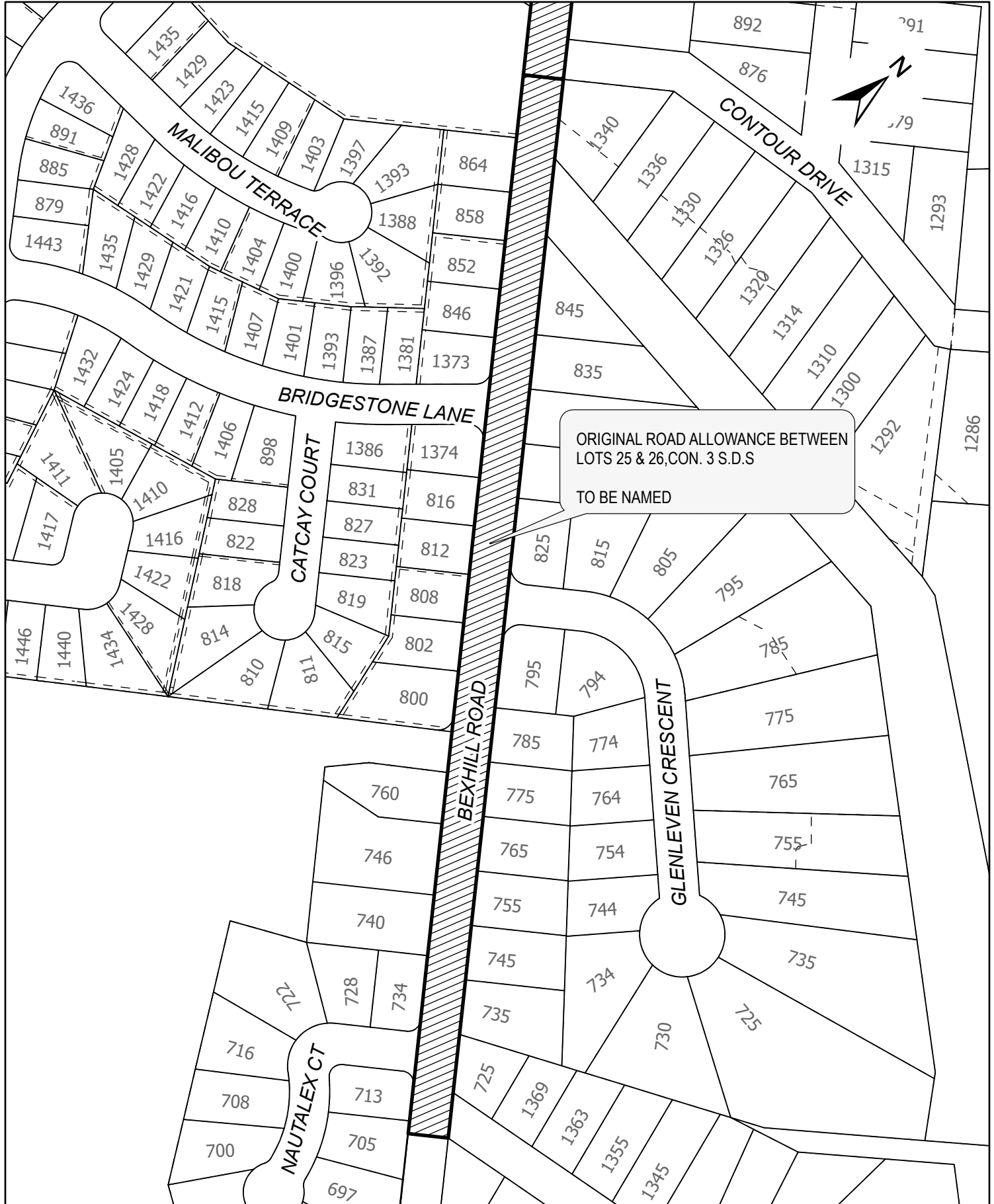


BEXHILL ROAD

Appendix 2- 12^{10.1}

Ward 2

TO BE NAMED

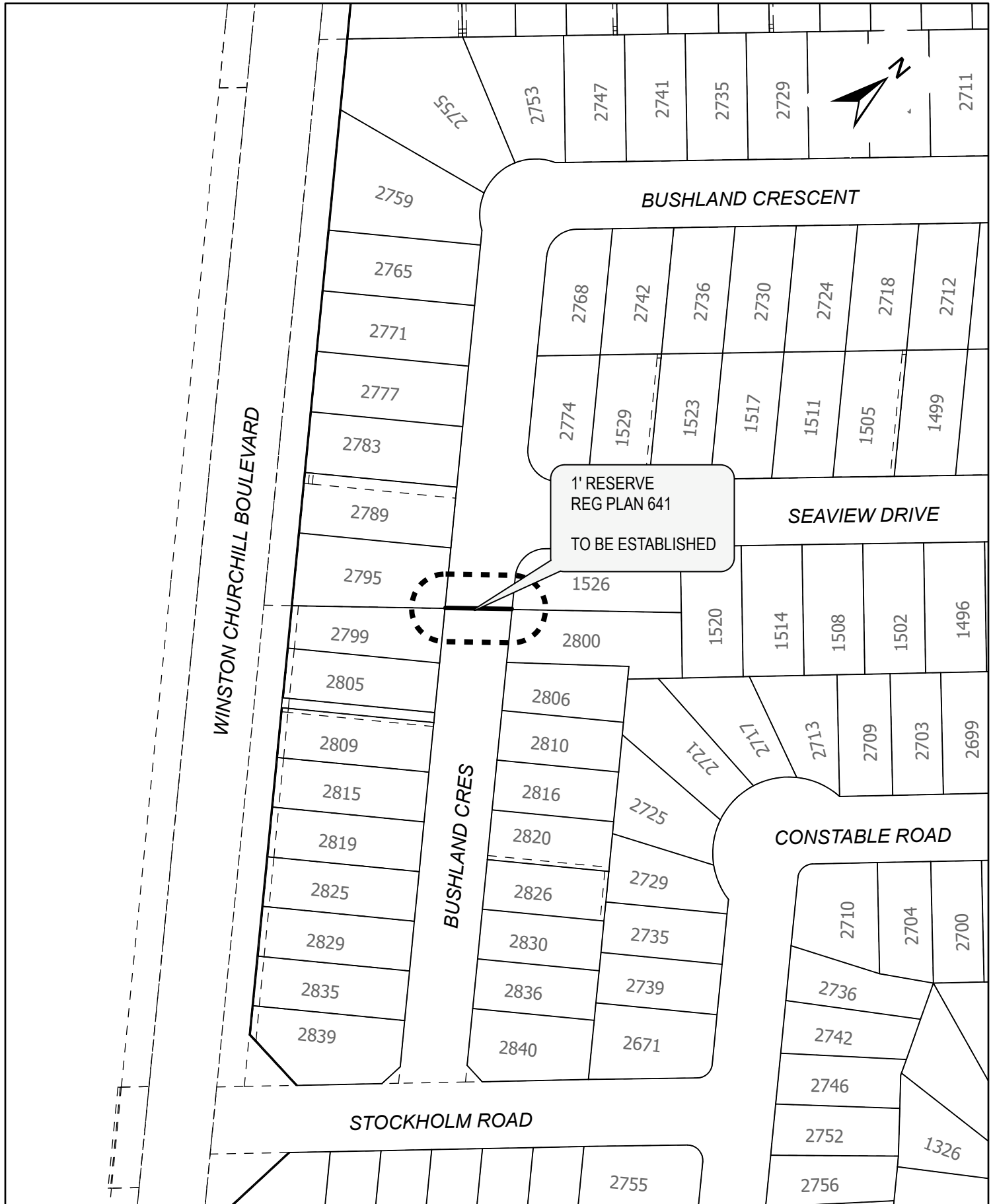


BUSHLAND CRESCENT

Appendix 2- 13^{10.1}

Ward 2

TO BE ESTABLISHED

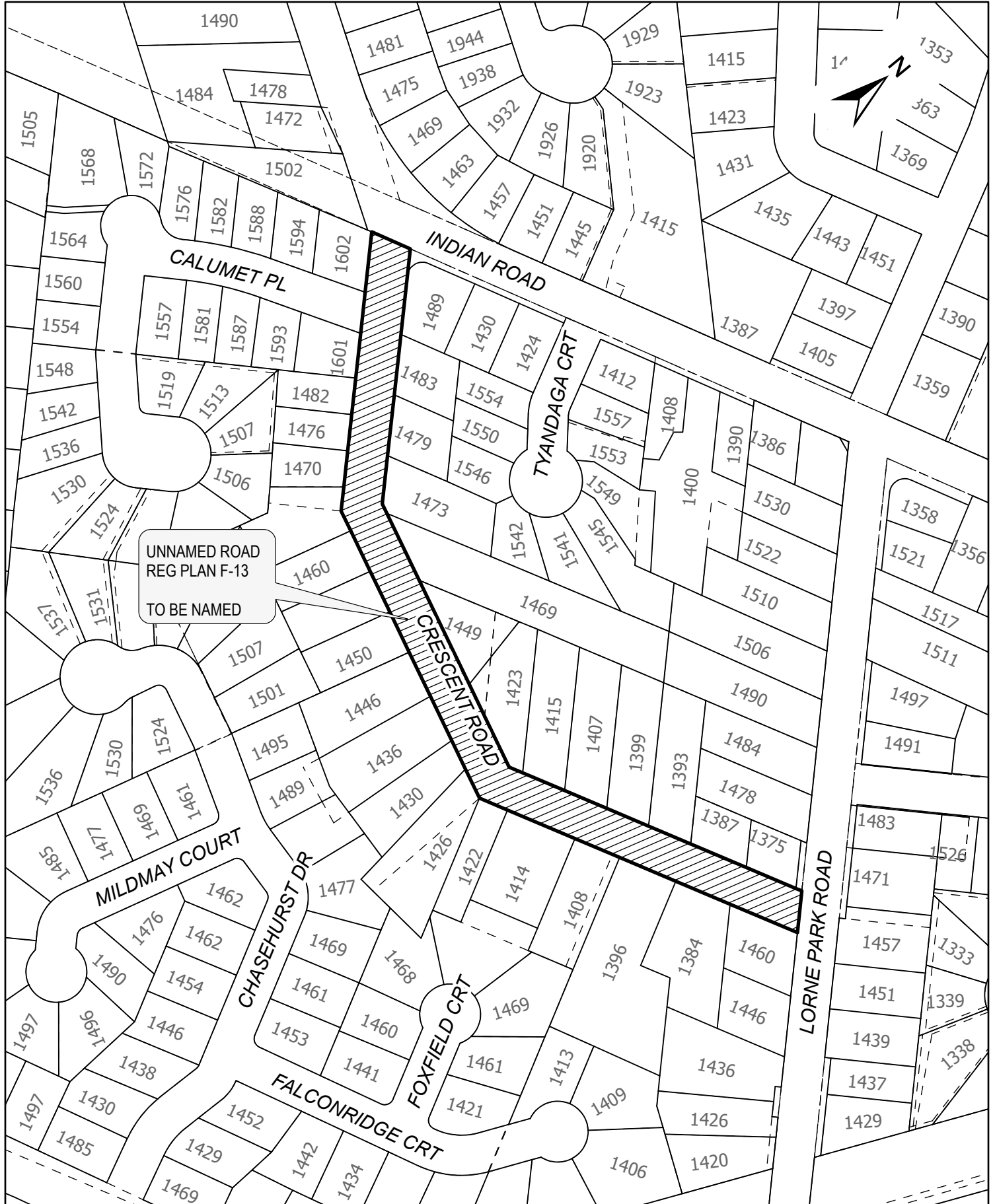


CRESCENT ROAD

Appendix 2- 14^{10.1}

Ward 2

TO BE NAMED

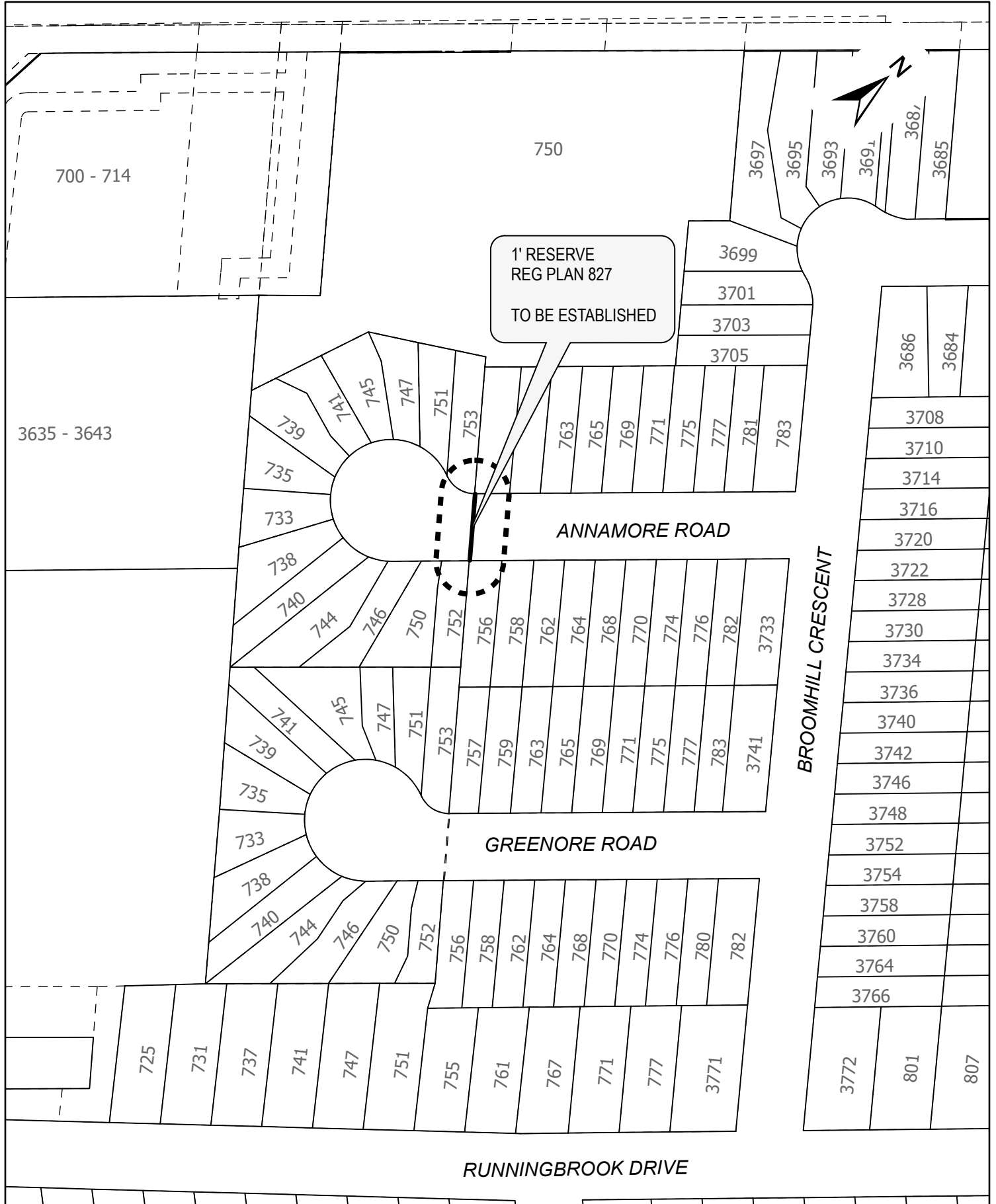


ANNAMORE ROAD

Appendix 2- 15^{10.1}

Ward 3

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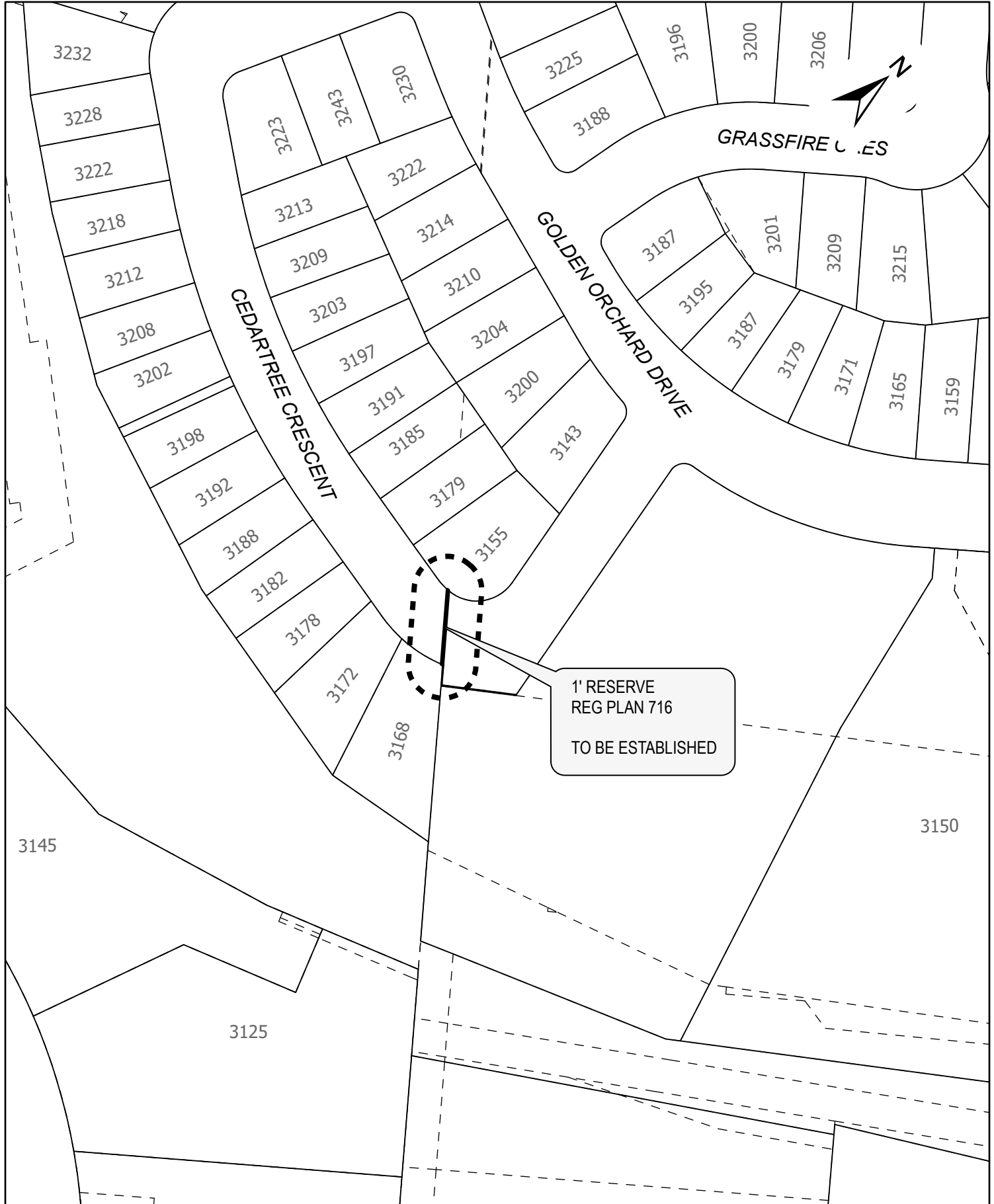


CEDARTREE CRESCENT

Appendix 2- 16^{10.1}

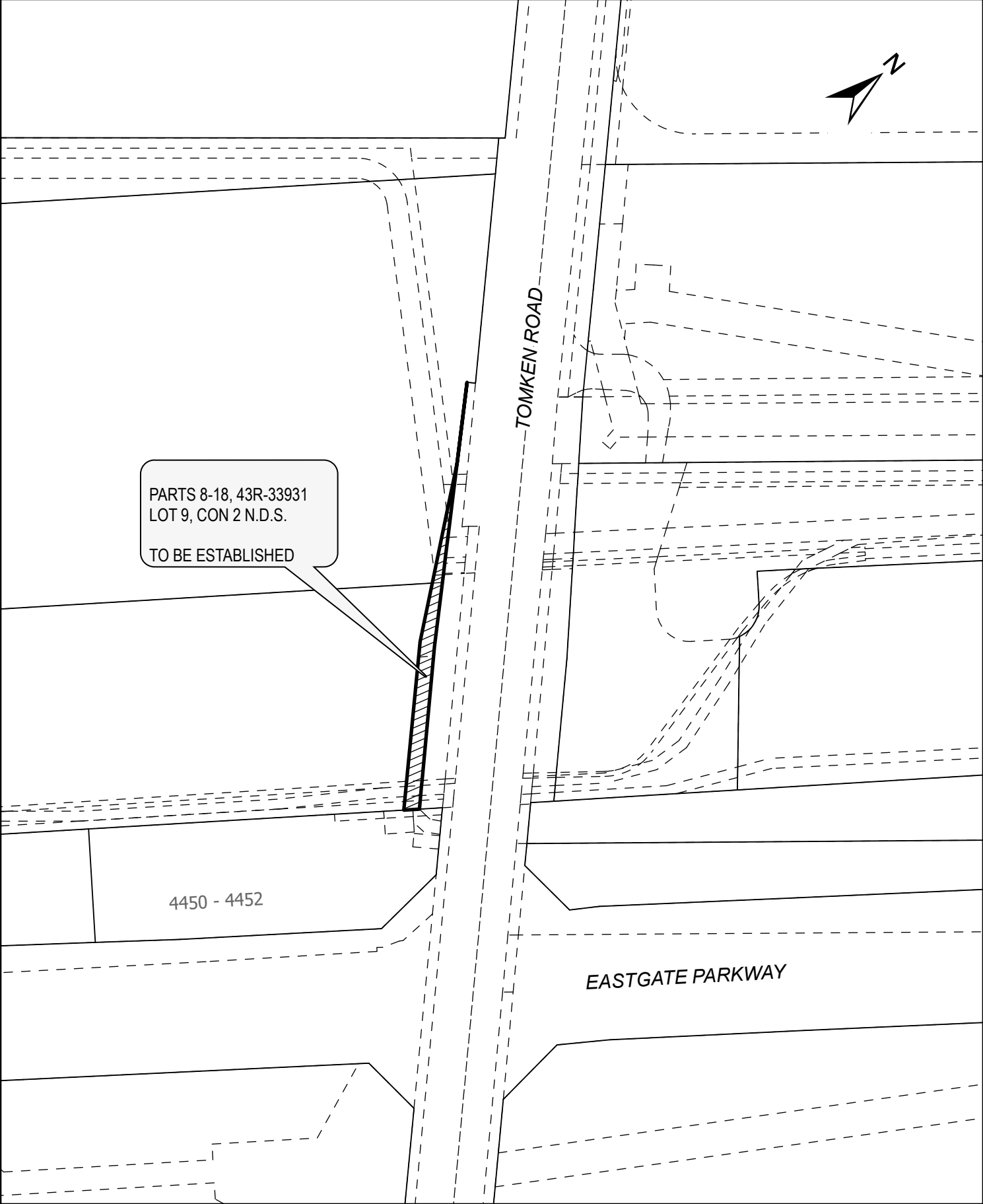
Ward 3

TO BE ESTABLISHED



TOMKEN ROAD

TO BE ESTABLISHED

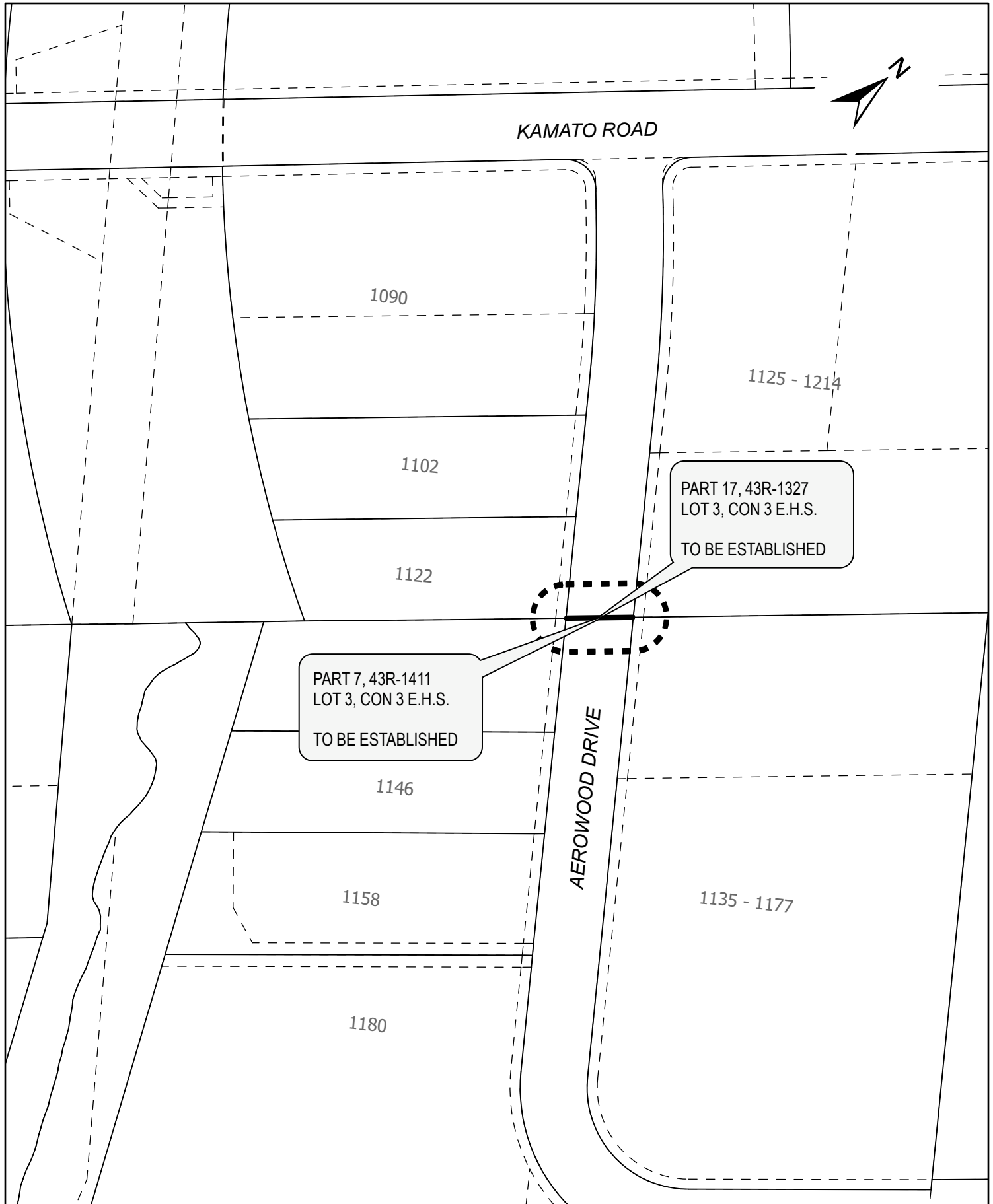


AEROWOOD DRIVE

Appendix 2- 18^{10.1}

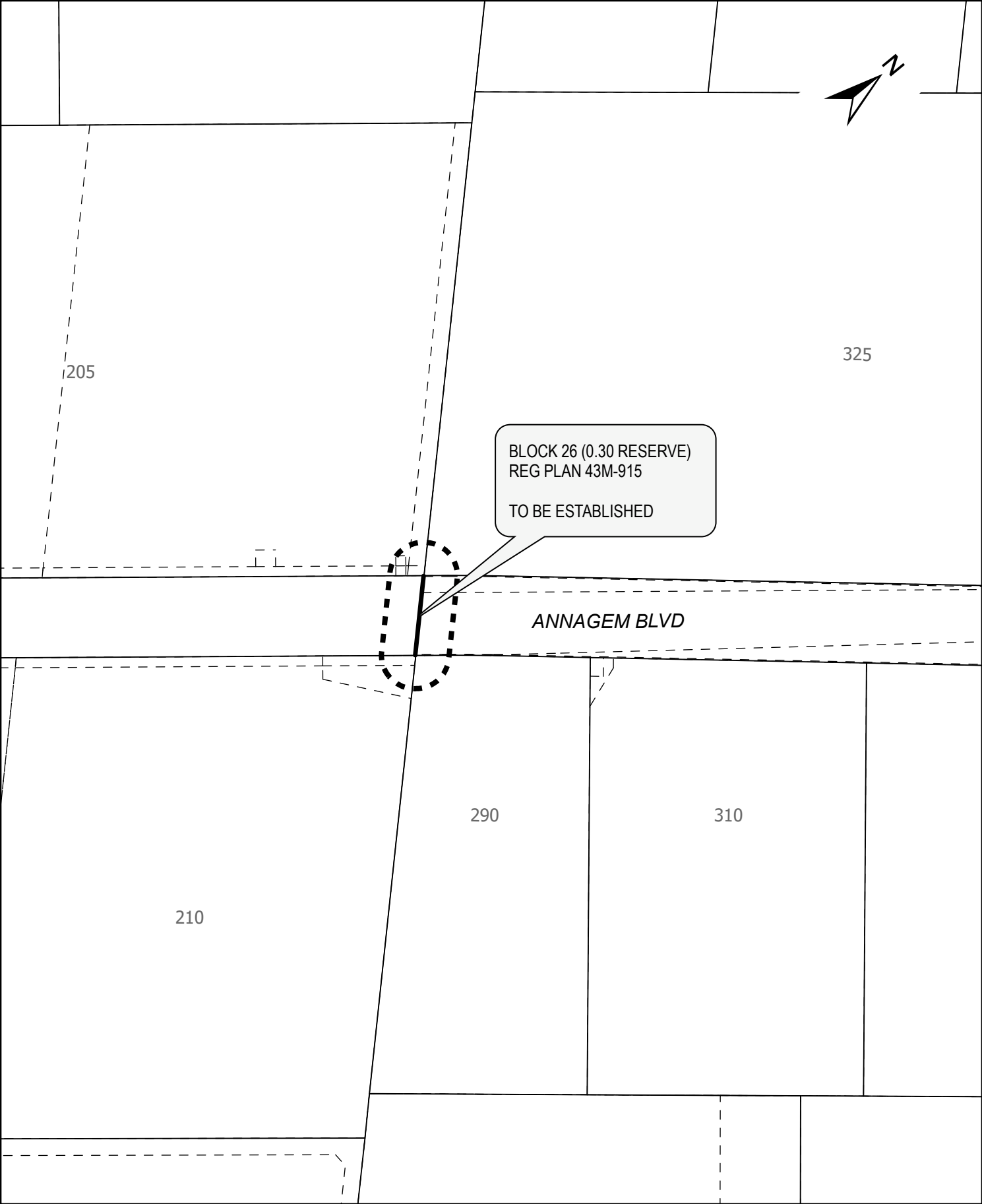
Ward 5

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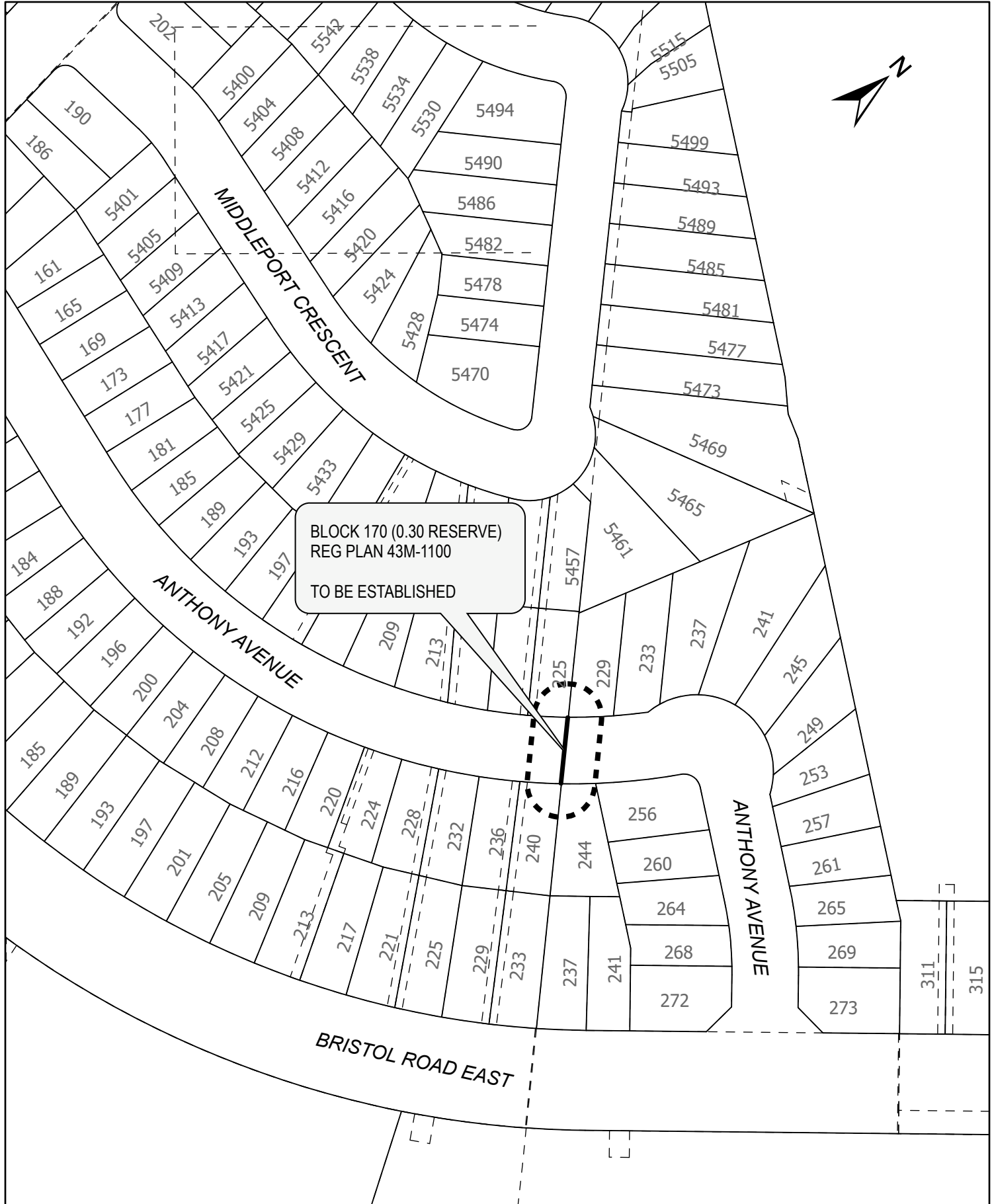


ANNAGEM BOULEVARD

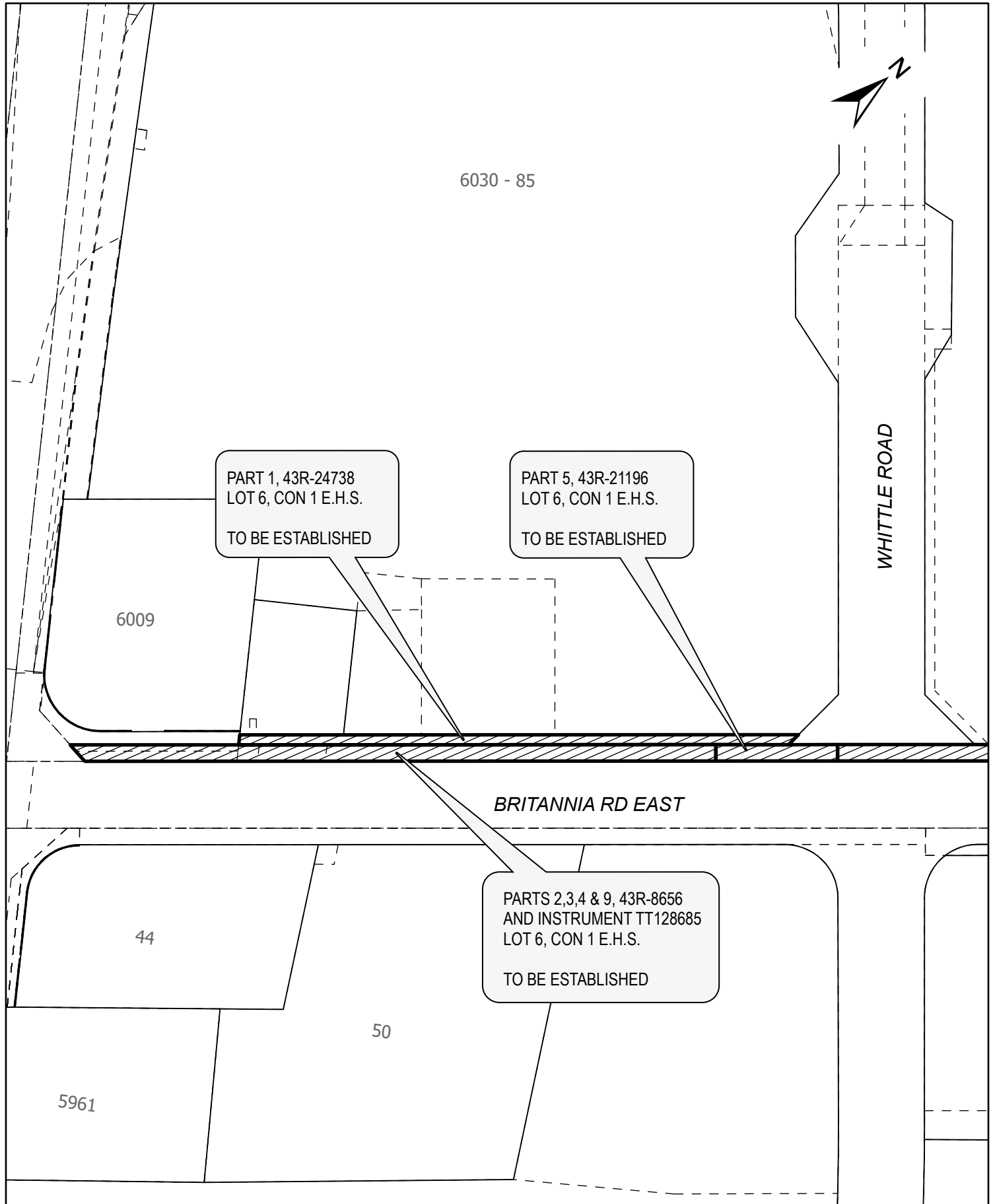
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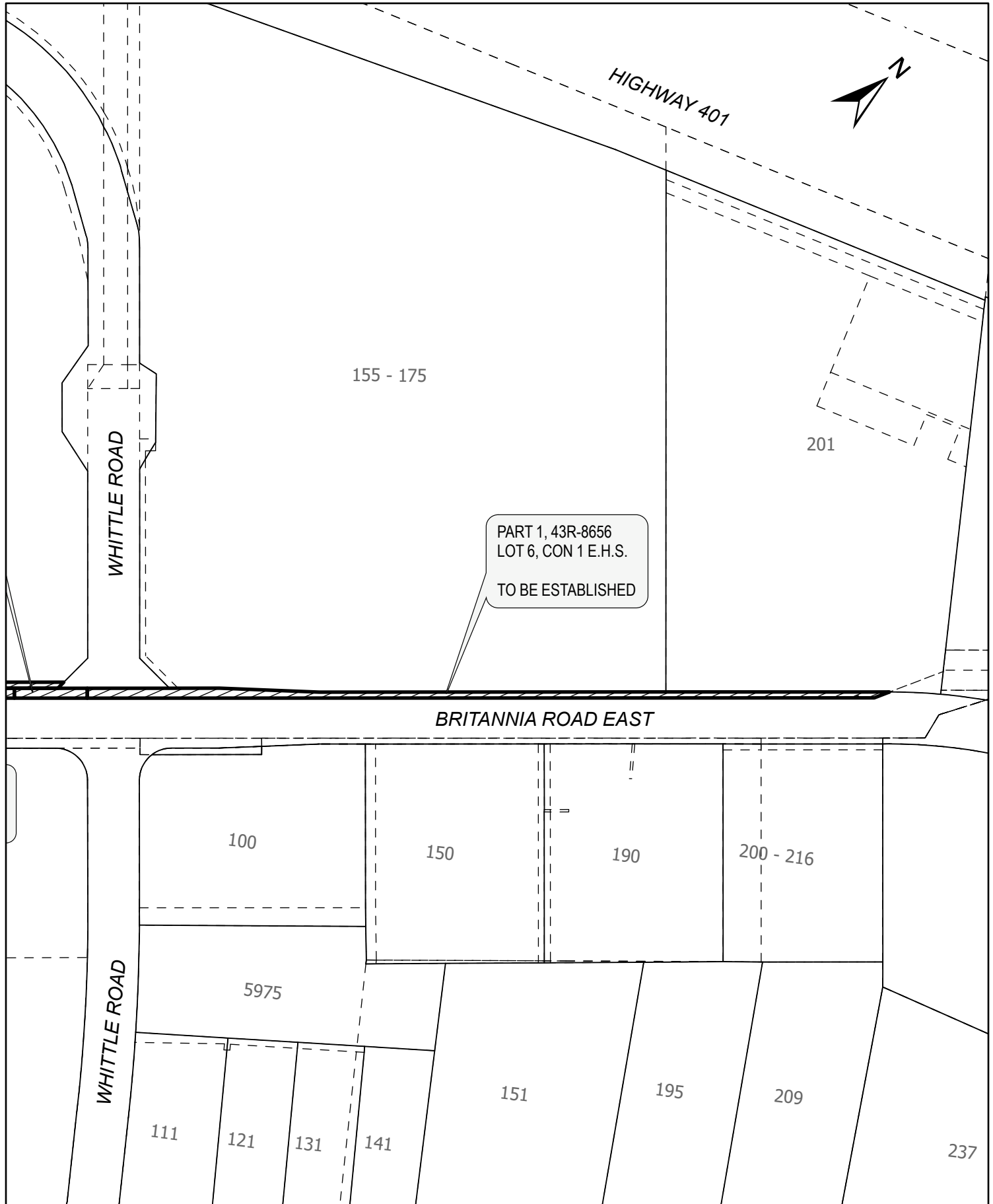
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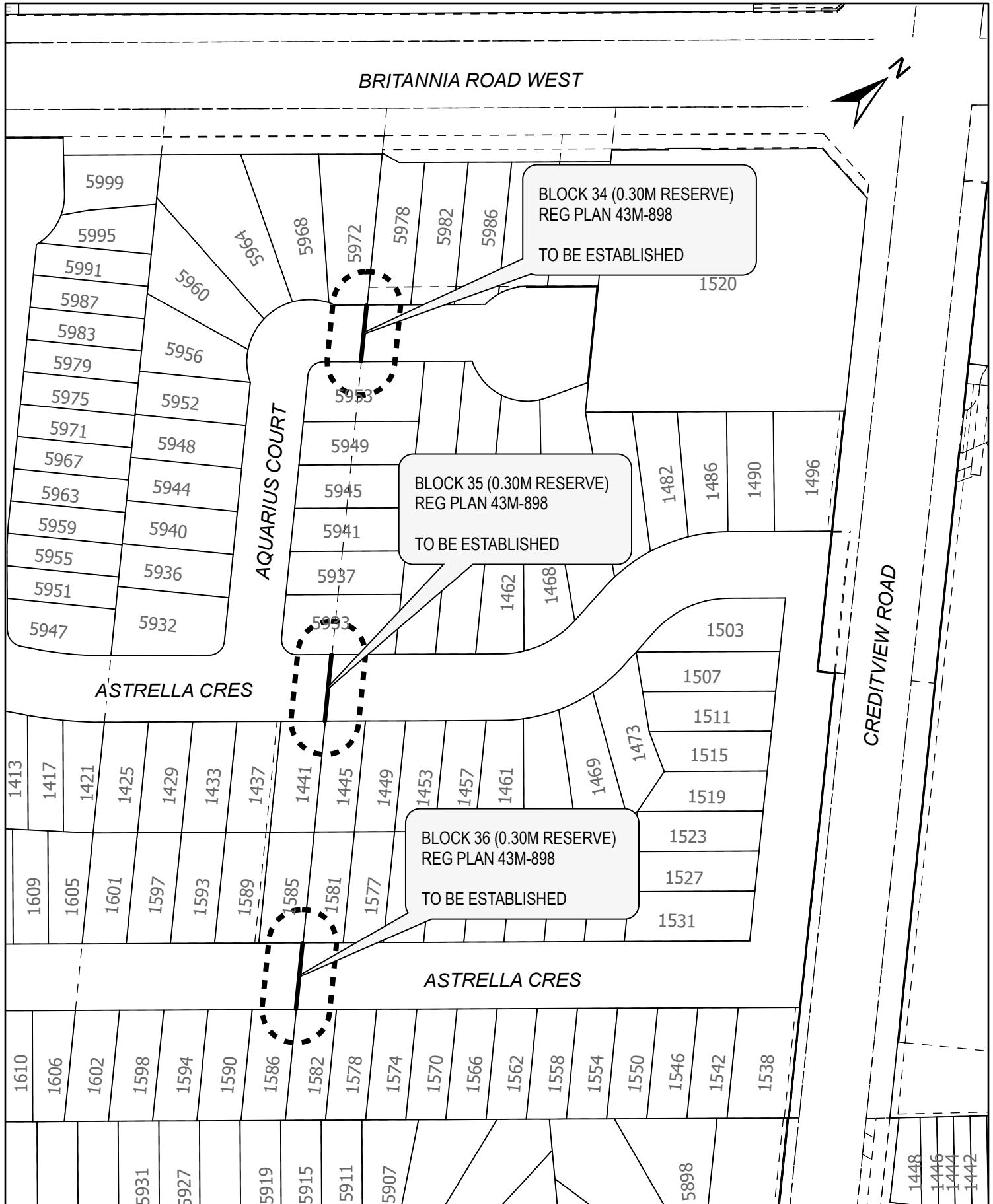


AQUARIUS COURT

Appendix 2- 23^{10.1}

Ward 6

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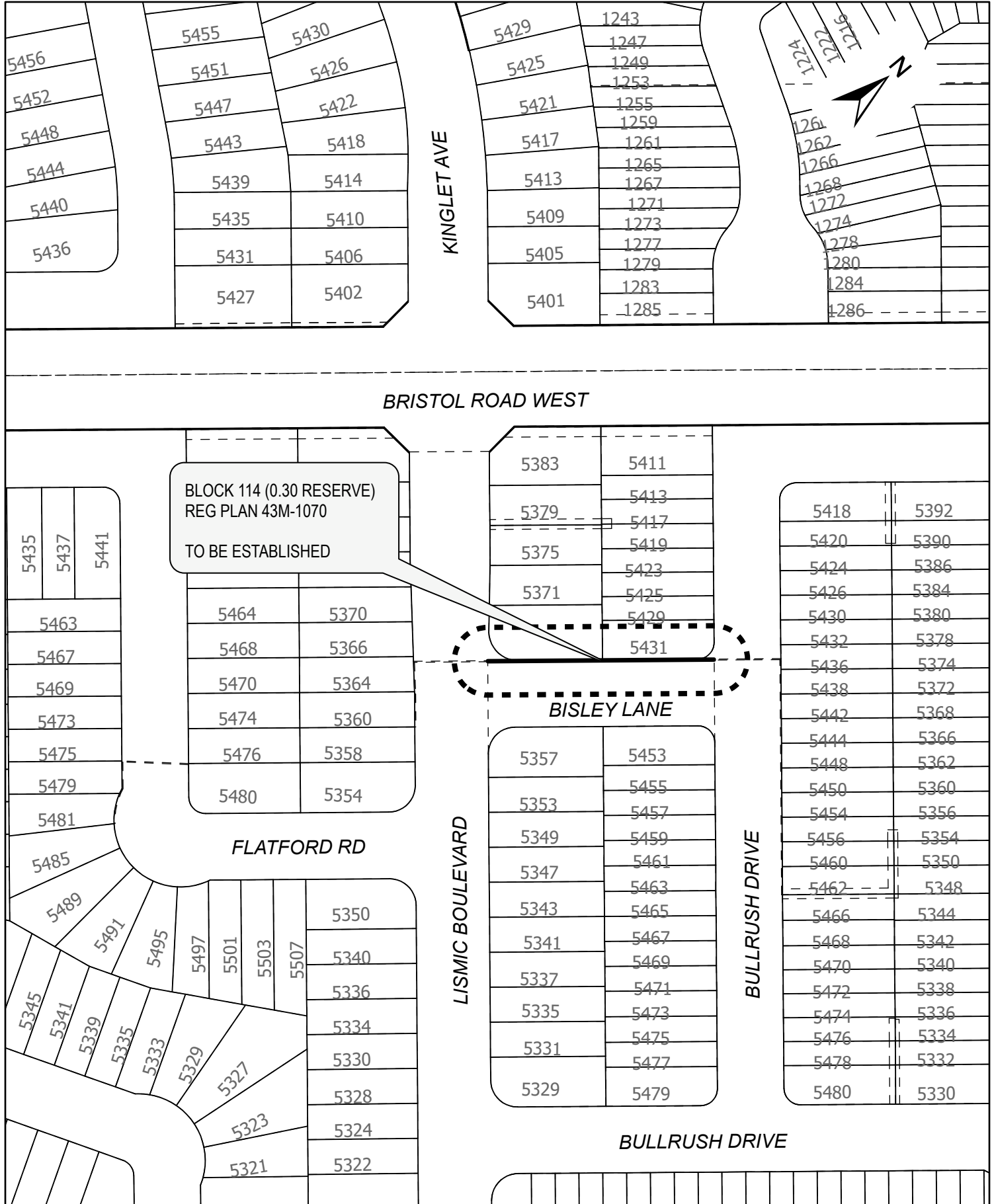


BISLEY LANE

Appendix 2- 24^{10.1}

Ward 6

TO BE ESTABLISHED



TO BE NAMED

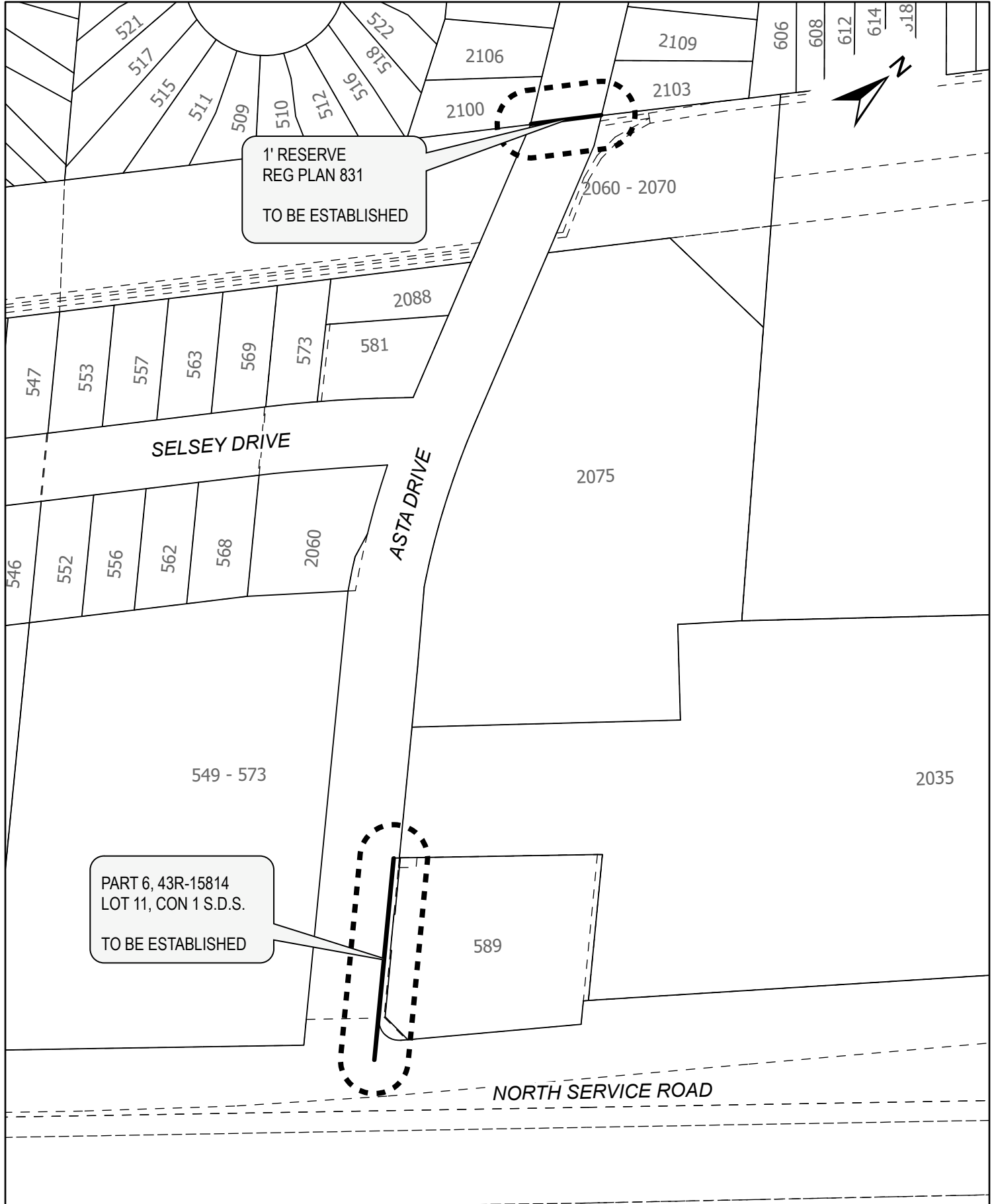


ASTA DRIVE

Appendix 2- 26^{10.1}

Ward 7

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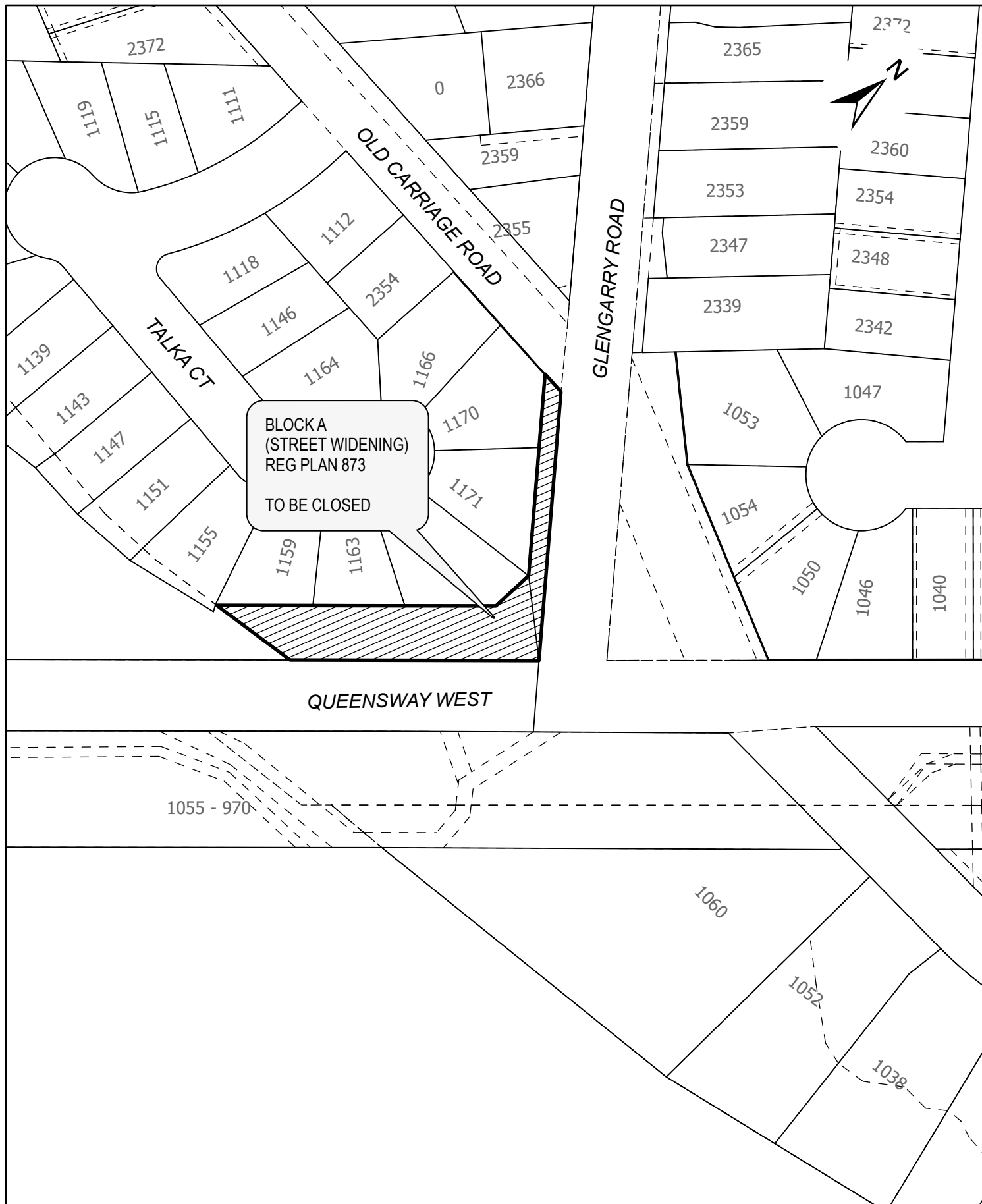


STREET WIDENING - REG PLAN 873

Appendix 2- 27^{10.1}

Ward 7

TO BE CLOSED

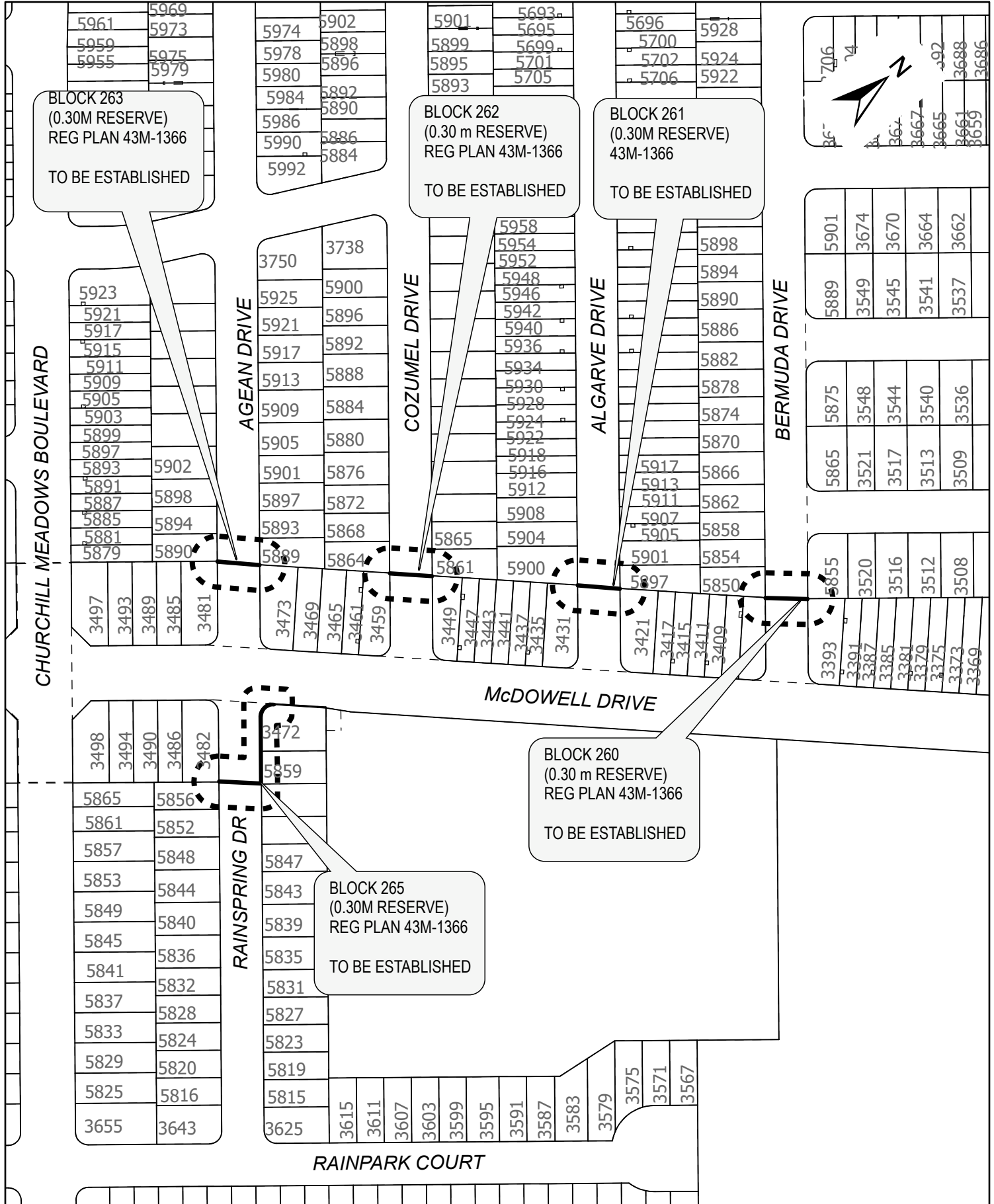


AGEAN DRIVE

Appendix 2- 28^{10.1}

Ward 10

TO BE ESTABLISHED

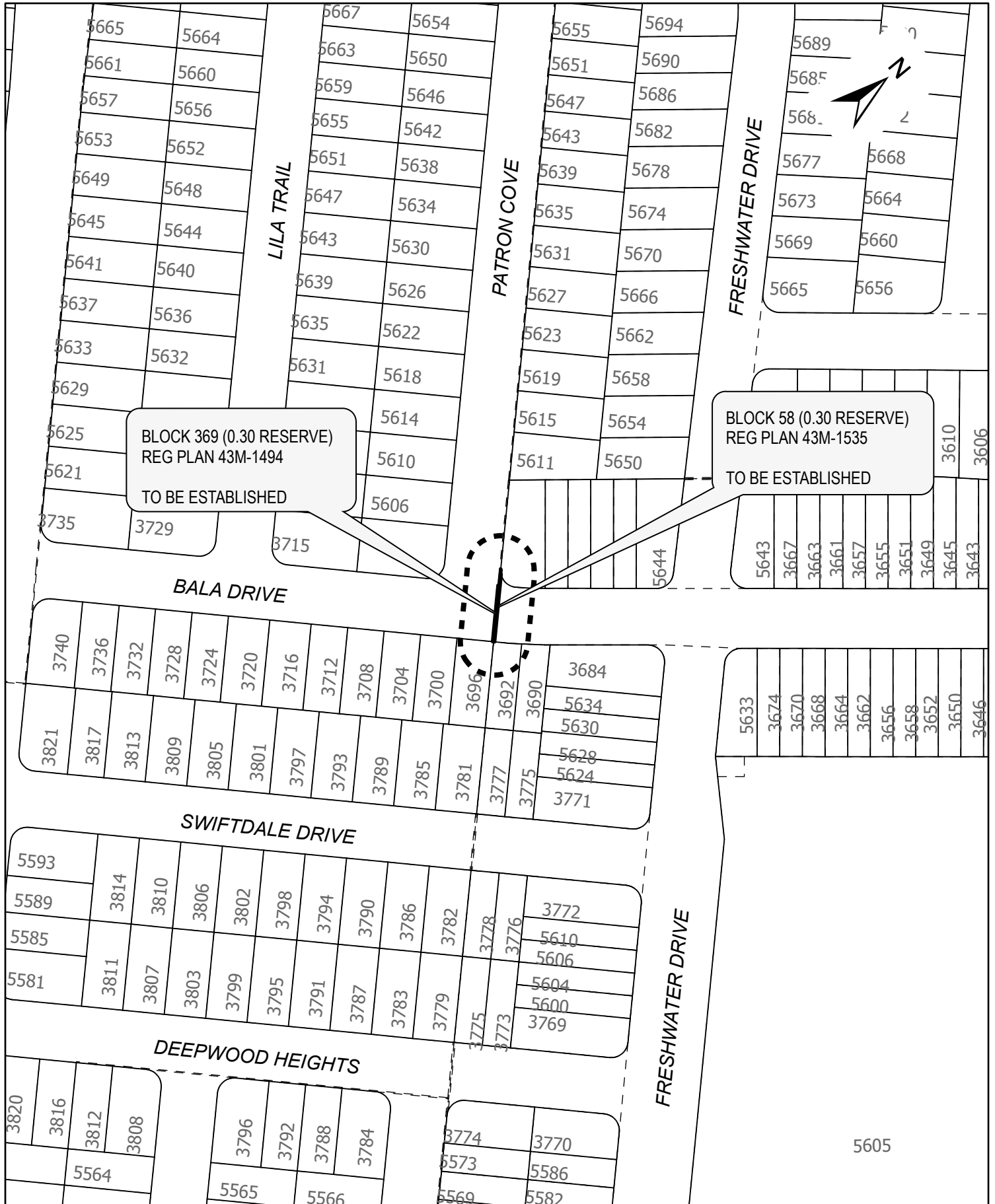


BALA DRIVE

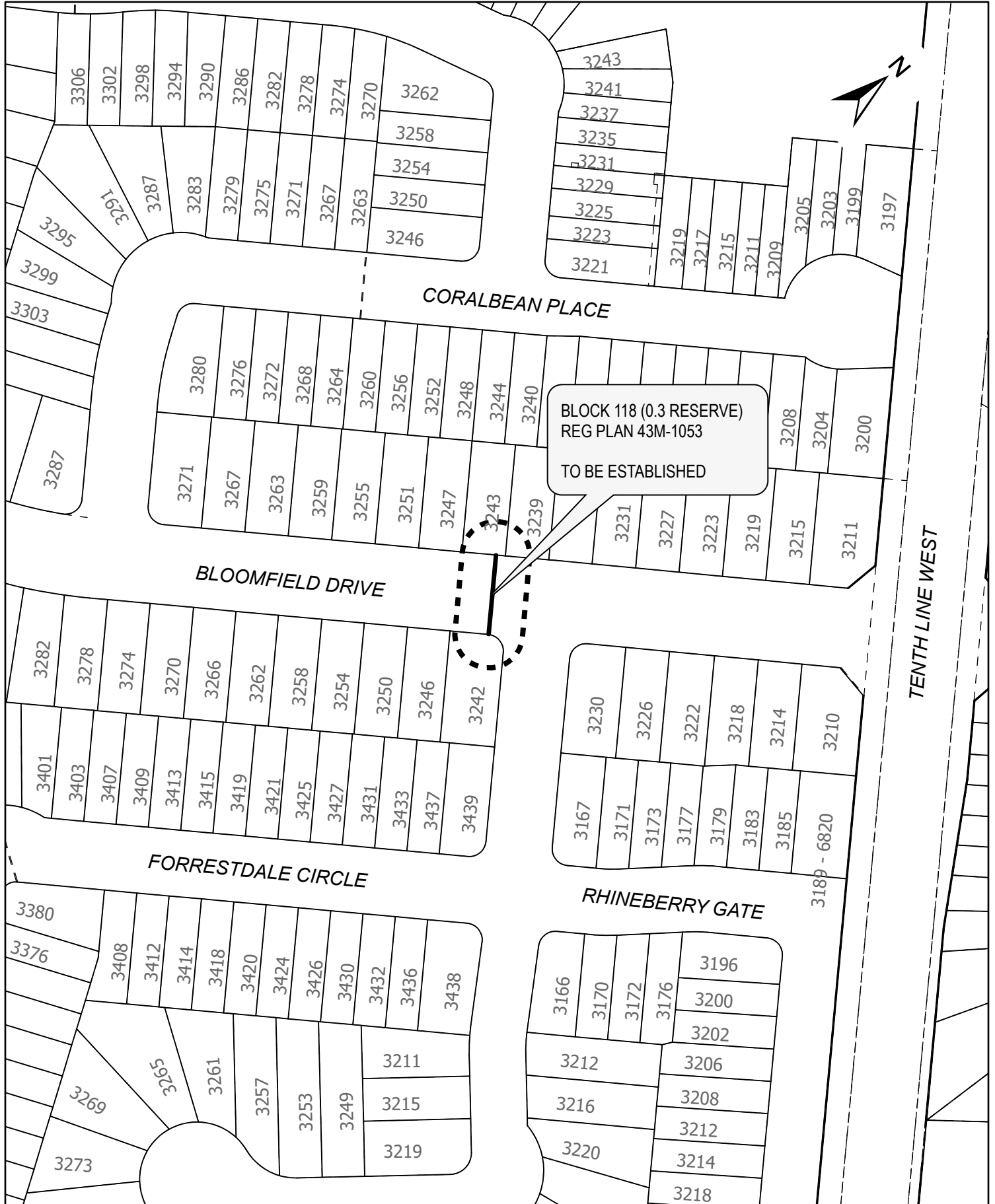
Appendix 2- 29^{10.1}

Ward 10

TO BE ESTABLISHED



TO BE ESTABLISHED

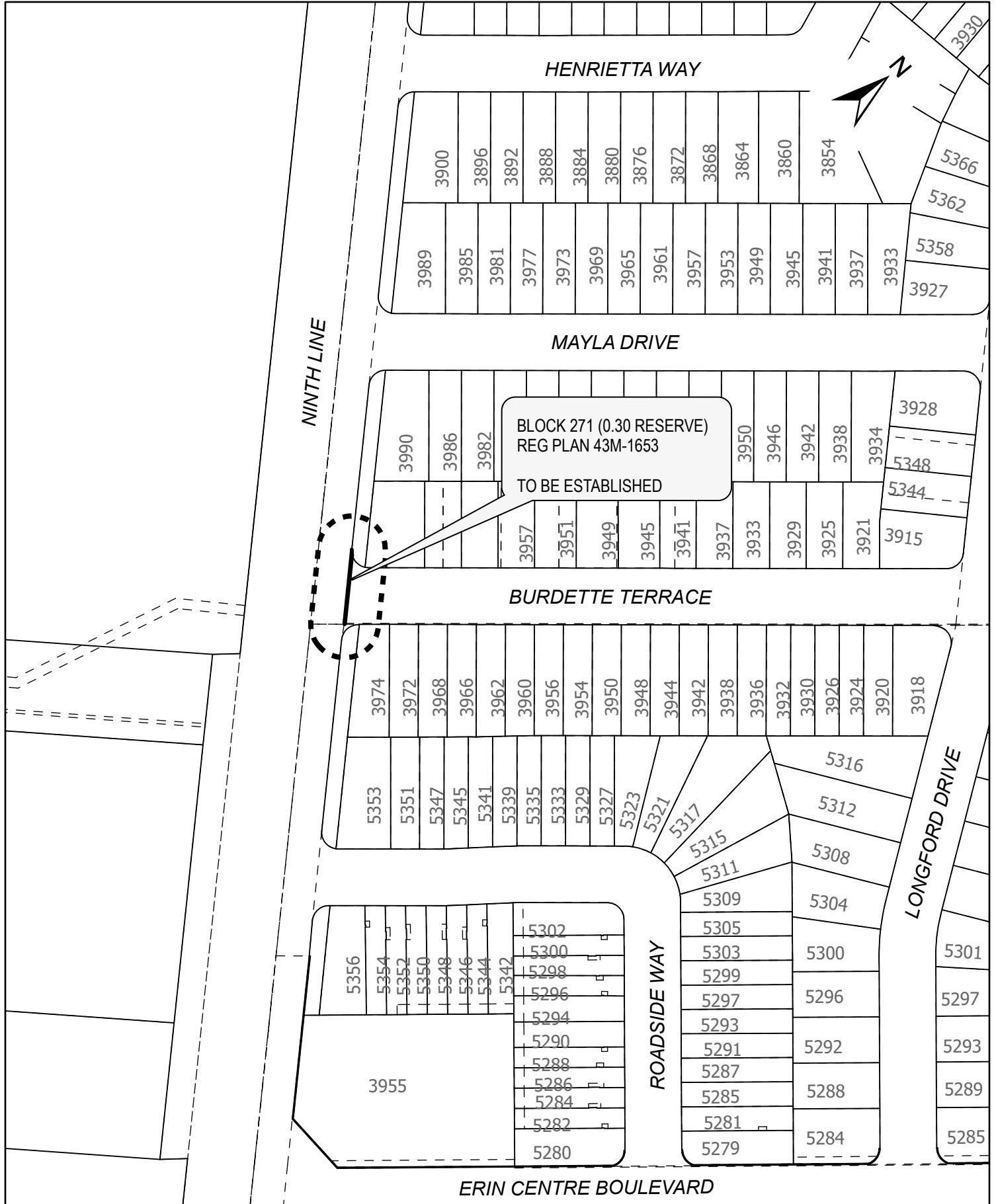


BURDETTE TERRACE

Appendix 2- 31^{10.1}

Ward 10

TO BE ESTABLISHED

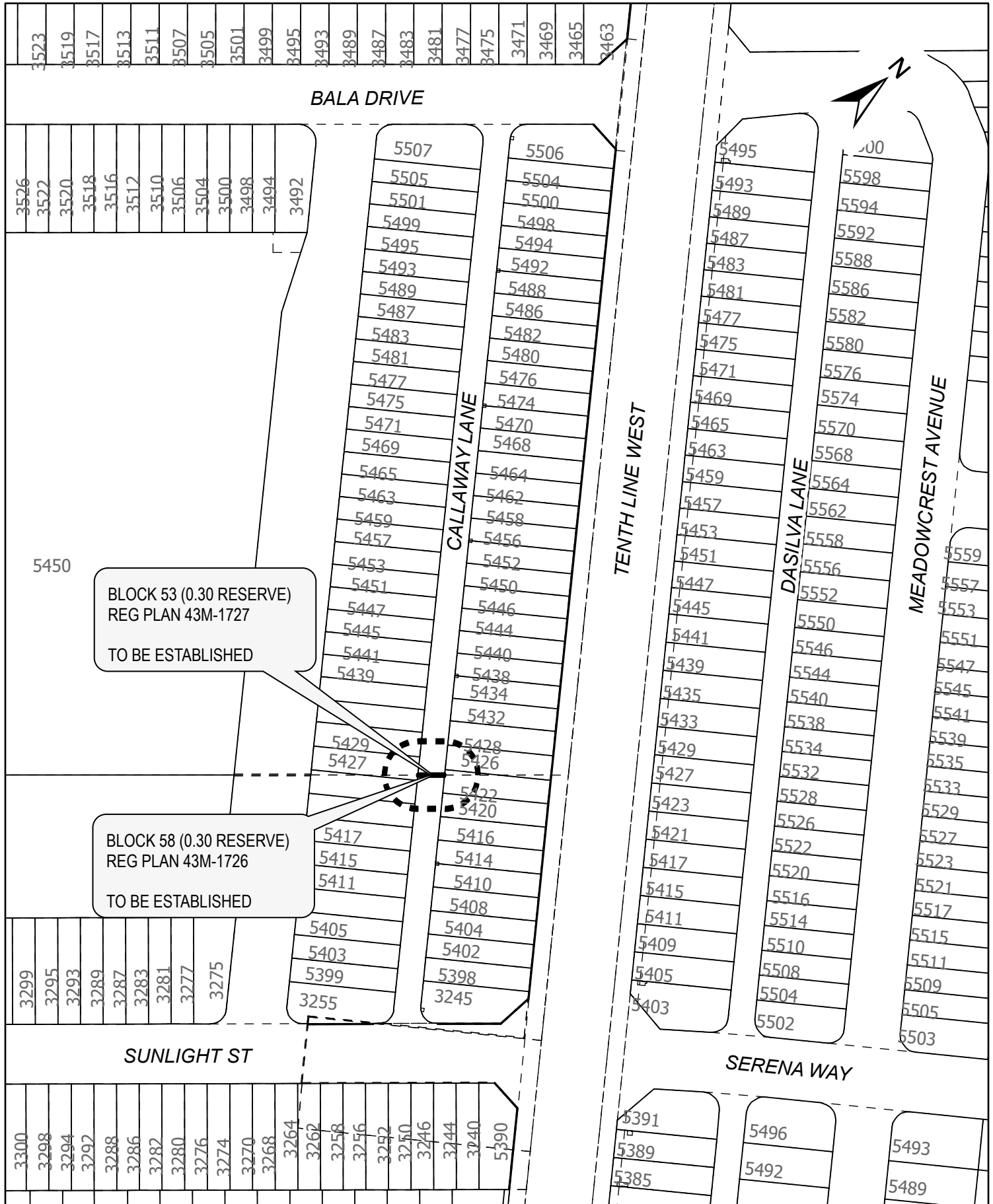


CALLAWAY LANE

Appendix 2- 32^{10.1}

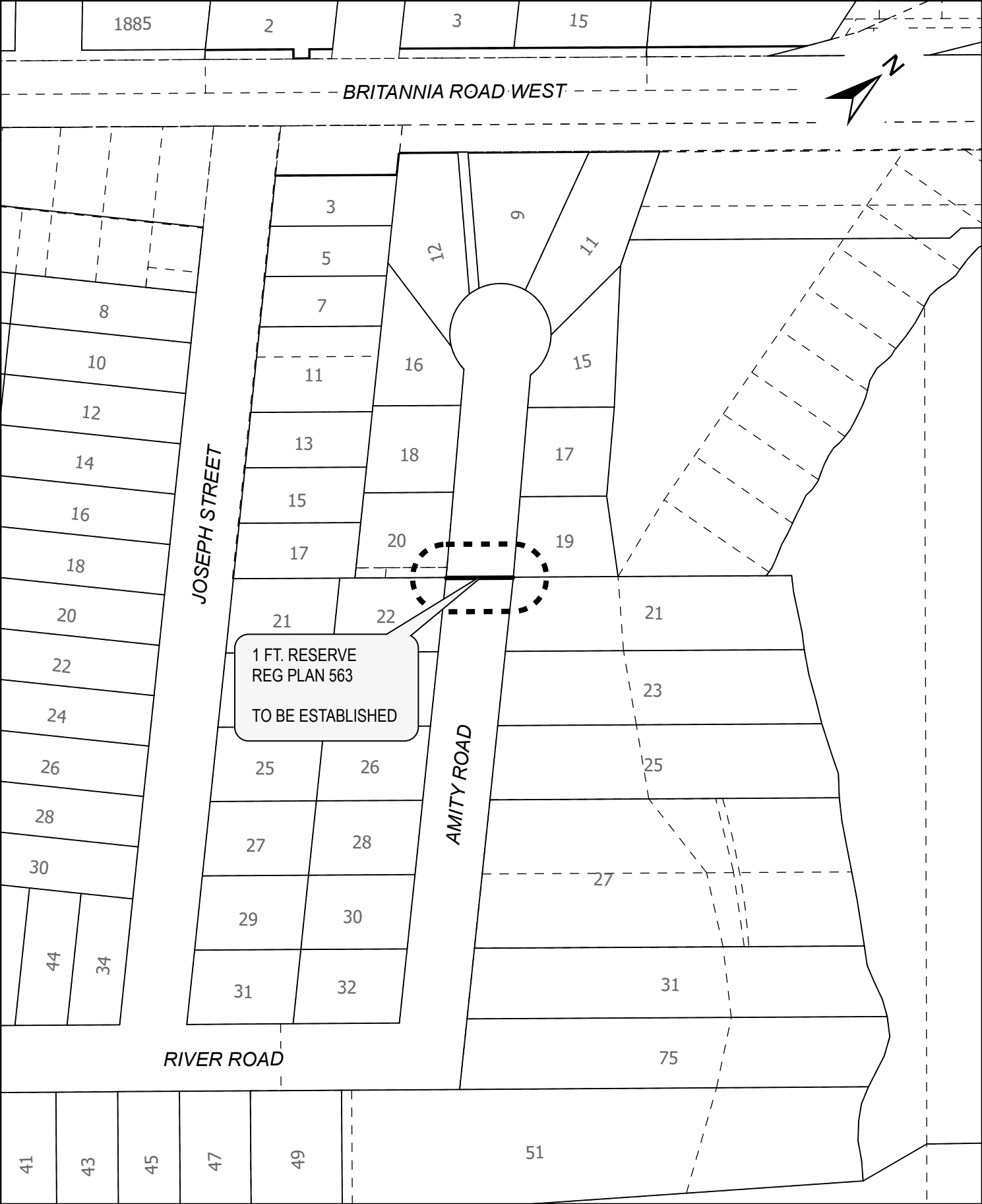
Ward 10

TO BE ESTABLISHED

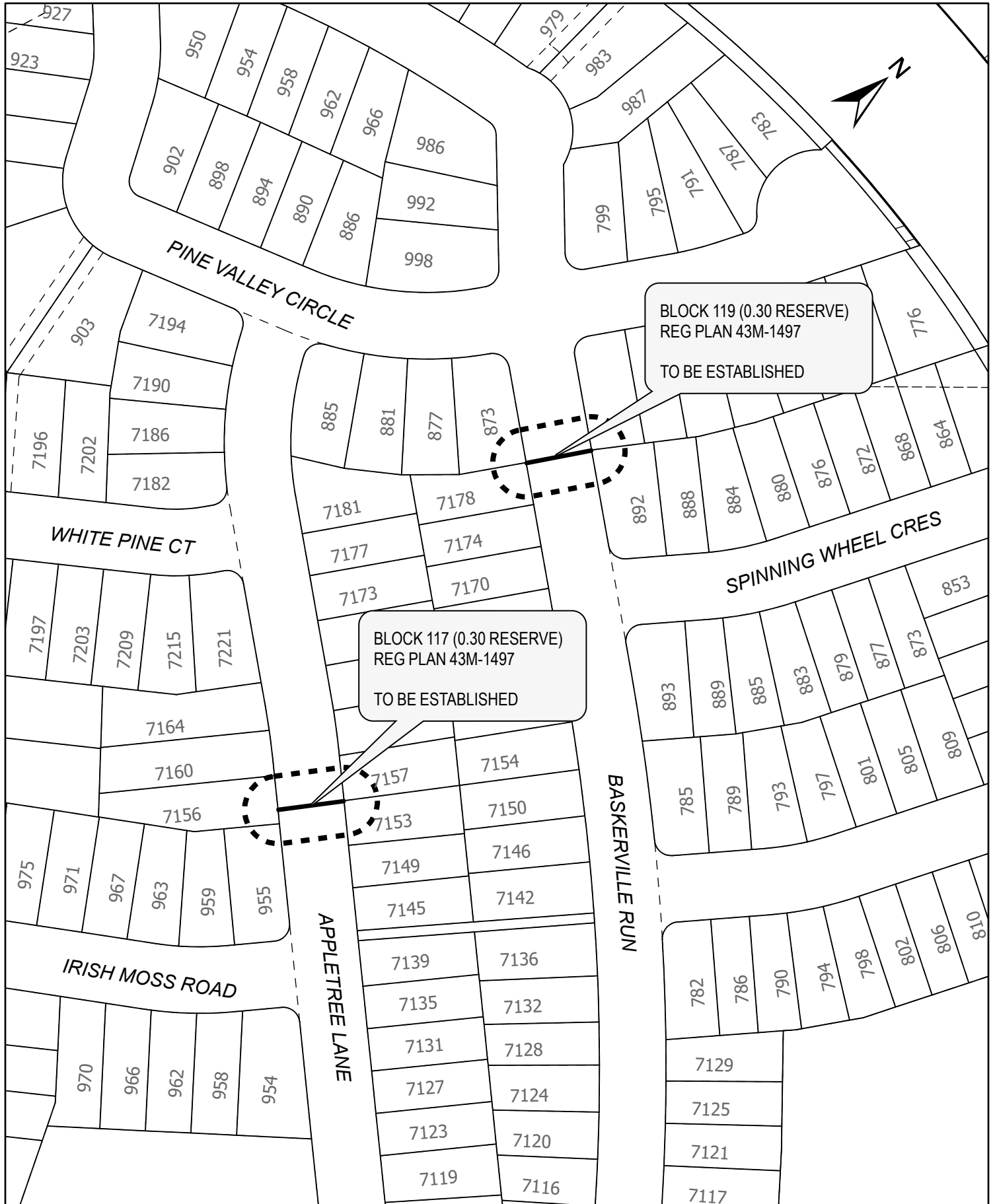


AMITY ROAD

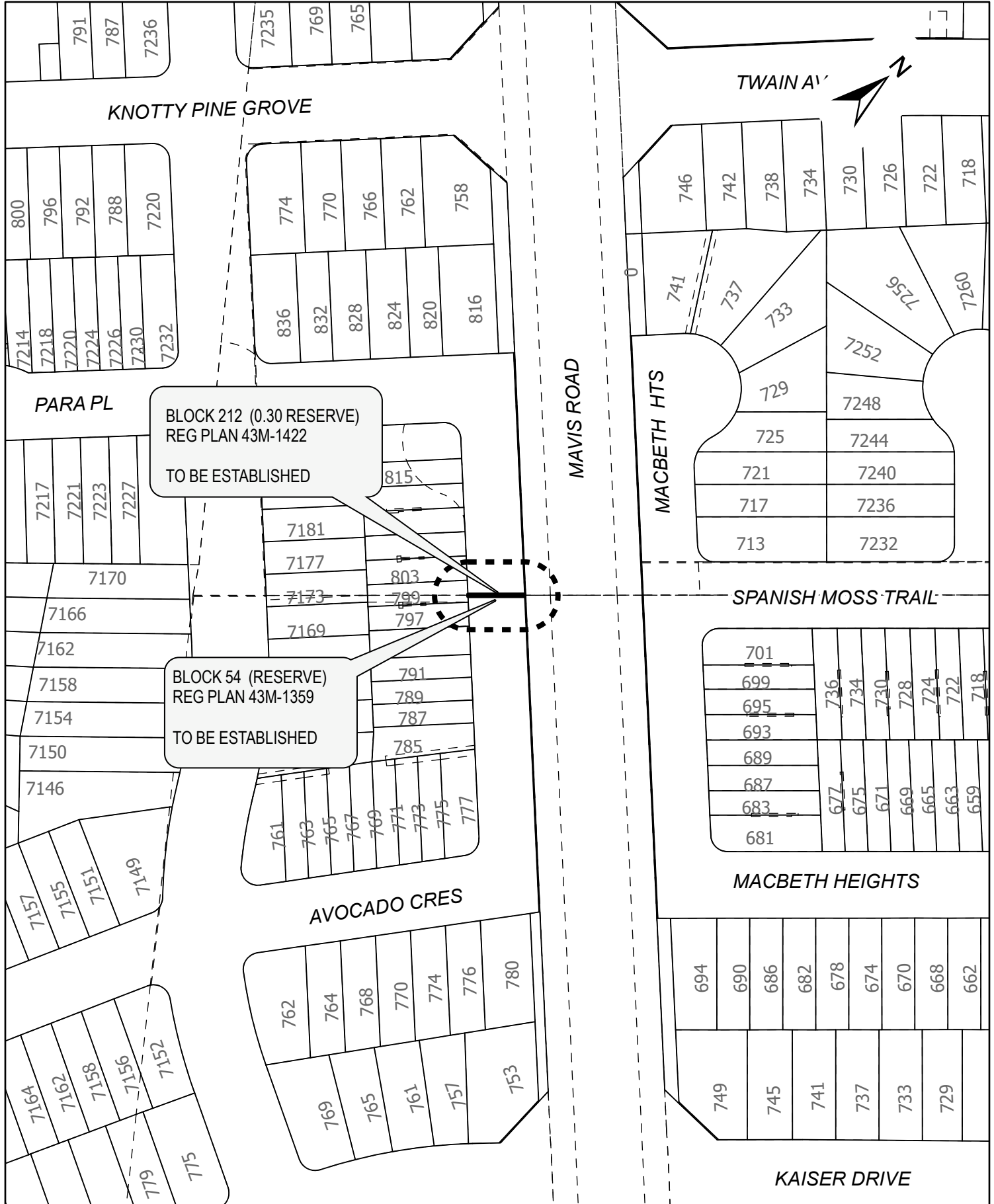
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TO BE ESTABLISHED



BEEJAY COURT

Appendix 2- 36^{10.1}

Ward 11

TO BE NAMED

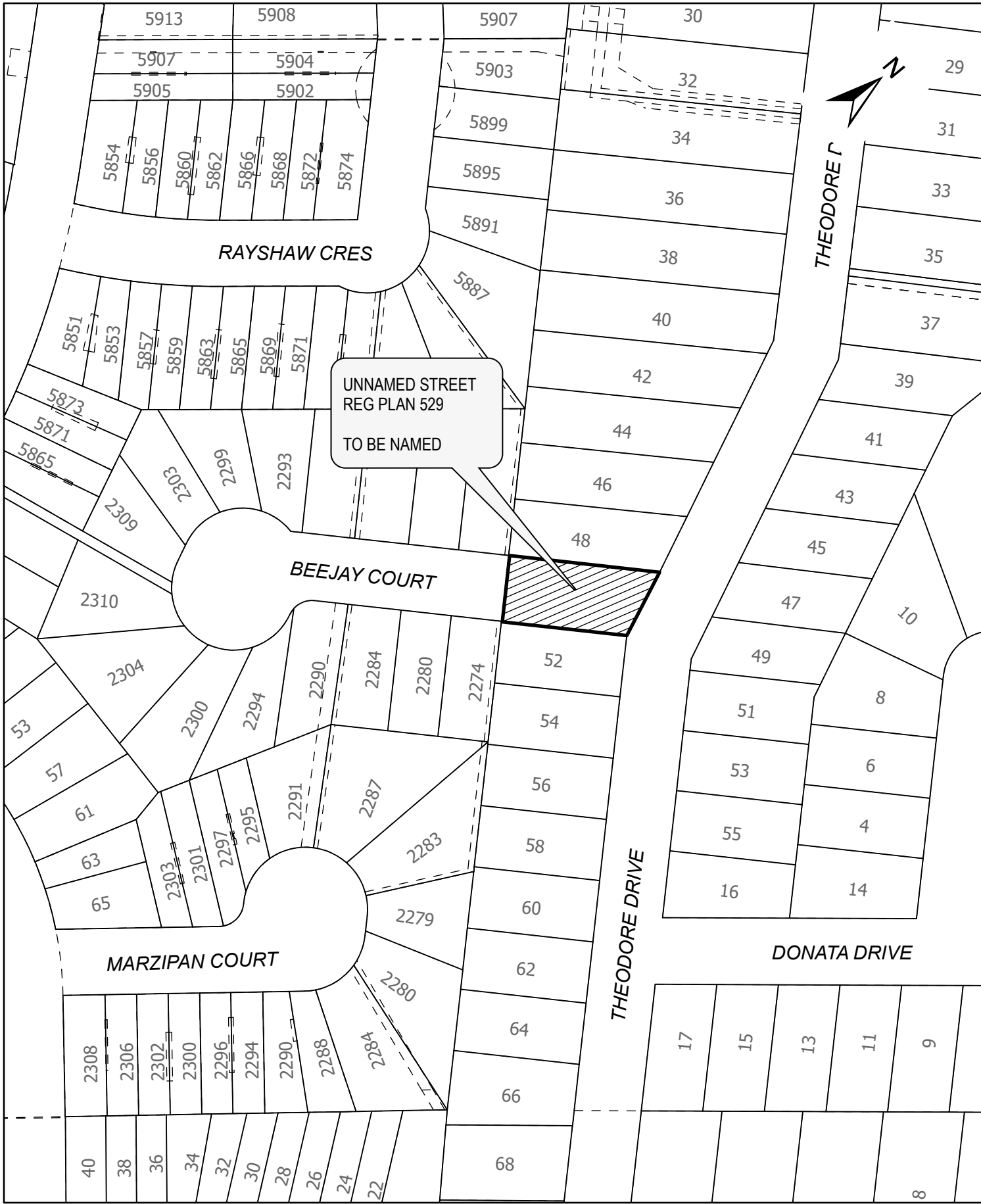


Table 1: Housekeeping Correction Categories and Circumstances

Category	Circumstances
Roads to Be Established as a Public Highway	Circumstance 1: Roads to be established by agreements <ul style="list-style-type: none"> Road parcels owned by the City that should have been established as a public highway pursuant to a legal agreement, such as development agreements or site plan applications. This does not include future road parcels that can be established in accordance with the City's standard procedures.
	Circumstance 2: Parcels to be established as roads to reflect current use <ul style="list-style-type: none"> Road parcels that are currently being traversed on and may be constructed as road that are being used by vehicles or pedestrians and are not established as public highway. Road parcels that are considered boulevard areas adjacent to travelled portions that may be encumbered by public utilities or sidewalks and are not established as public highway.
	Circumstance 3: Parcels that restrict public access to be established as roads to grant legal access <ul style="list-style-type: none"> Road parcels such as a 0.30m (1ft) reserve or parcels of land acquired by the City for road widening purposes that restrict legal access to a public highway from a privately held property.
Roads to be Closed as Public Highway	Circumstance 1: Public highway not constructed and not travelled <ul style="list-style-type: none"> Public highways or a portion of public highway established by a Plan of Subdivision or being an original road allowance that was never constructed and is currently not travelled.
	Circumstance 2: Public highway not constructed in accordance with plan location. <ul style="list-style-type: none"> Public highways or portions of public highway that deviated from the original plan due to site conditions, changes of infrastructure owned by higher tiers of government, or re-design resulting in a discrepancy between the original design or location shown on a plan and the current as-built location.
Roads to be Named or Renamed	Circumstance 1: Public highway does not reflect current street signage <ul style="list-style-type: none"> The name of a public highway was established by a Plan of Subdivision but does not reflect the posted street sign.
	Circumstance 2: Public highways not named on a Plan of Subdivision <ul style="list-style-type: none"> Public highways or portions of public highways that were established as a road or road allowance through a Plan of Subdivision but were not named.
	Circumstance 3: Public highways to be renamed due to inconsistencies in bylaws <ul style="list-style-type: none"> Public highways or portions of public highways that were not properly captured in the naming or renaming bylaws affecting the other portions or the public highway of the same. Correcting naming inconsistencies or errors in existing road bylaws.

City of Mississauga

Corporate Report



Date: March 19, 2020

To: Mayor and Members of Council

From: Geoff Wright, P.Eng, MBA, Commissioner of
Transportation and Works

Originator's files:

Meeting date:
April 1, 2020

Subject

Kariya Drive from Elm Drive to Central Parkway West – Municipal Class Environmental Assessment Study (Ward 7)

Recommendations

1. That the report titled Kariya Drive from Elm Drive to Central Parkway West – Municipal Class Environmental Assessment Study (Ward 7) dated March 19, 2020 from the Commissioner of Transportation and Works be received;
2. That the draft Project File Report and the preferred solution for the Kariya Drive Municipal Class Environmental Assessment Study (Elm Drive to Central Parkway West), dated March 2020 be endorsed by Council;
3. That staff be directed to publish the “Notice of Study Completion” for the study in the local newspaper and to place the Project File Report on the public record for a 30-day review period in accordance with the Municipal Class Environmental Assessment process; and
4. That all necessary by-laws be enacted.

Report Highlights

- The City has carried out, through its consultant, WSP, Phases 1 and 2 of Schedule ‘B’ Class Environmental Assessment (EA) study for the Kariya Drive corridor from Elm Drive to Central Parkway West.
- Through the EA, there were several opportunities for consultation with the public, stakeholders and various government and technical agencies, including a public information centre.

- The preferred solution is to extend Kariya Drive from Elm Drive to Central Parkway West with two lanes of travel as well as sidewalks and a multi-use trail.
- The implementation will be completed with a total estimated design and construction cost of approximately \$2 million, to be included as part of the 2021-2024 Business Planning and Budget process.
- A copy of the executive summary of the Project File Report (PFR) has been appended to this report.
- Subject to Council endorsement, the PFR will be posted on the public record for a 30-day review period.

Background

Municipalities in Ontario follow the Municipal Class Environmental Assessment (October 2000, amended 2007, 2011, and 2015) process under the Ontario Environmental Assessment Act to complete a Municipal Class Environmental Assessment (EA) for most transportation, water and wastewater projects. The Municipal Class EA is a phased planning approach that includes five (5) main study phases and public consultation. The complexity and extent of the environmental impact of a specific project determines the number of phases to be completed to comply with the Class EA process.

The five (5) phases are as follows:

Phase 1 - Problem or Opportunity: The completion of this phase requires the proponent to document the factors that lead to the conclusion that an improvement or change is warranted.

Phase 2 - Alternative Solutions: In this phase, alternative solutions to the problem or opportunity are identified and evaluated, taking into account the existing environment. A recommended preferred solution can be developed with input from the public and review agencies. The nature of the solution will determine if the proponent is required to complete additional phases of the Municipal Class EA process. Schedule B projects are required to follow phases 1 and 2 of the Class EA process and conclude at this phase with a Project File Report which documents the rationale and planning and consultative process undertaken for the project and the publication of the report for public review (similar to the review process outlined below for phase 4).

Phase 3 - Alternative Design Concepts for Preferred Solution: If required, this phase will examine alternative methods of implementing the preferred solution, again considering environmental impacts and public and review agency input.

Phase 4 - Environmental Study Report (ESR): Schedule C projects are required to follow phases 1 through 4 and include the preparation of an ESR that documents the rationale and planning and consultative process undertaken for the project and the publication of the report for public review. The ESR is filed with the Municipal Clerk and placed on the public record for at

least 30 calendar days for review by the public and review agencies. At the time of filing the ESR, the public and review agencies are notified via the Notice of Study Completion of the ESR, which is mailed out to area residents and advertised in local newspapers and online at mississauga.ca. Any outstanding comments and concerns must be provided to the proponent during this time. If concerns regarding this project cannot be resolved through discussion with the proponent, a person or party may request that the Minister of Environment, Conservation and Parks order the project to comply with Part II of the Environmental Assessment Act (referred to as a Part II Order), which addresses individual environmental assessment. If no request for an Order is received by the Minister within the review period, the ESR is deemed approved and the proponent may proceed to Phase 5 - the implementation of the project.

The anticipated environmental impacts of an extension of Kariya Drive are minor, considering the study area setting and development context. Therefore, this study meets the criteria for a Schedule 'B' process.

City staff has worked with their consultants WSP to complete Phases 1 and 2 of a Schedule 'B' Class EA study for the Kariya Drive corridor from Elm Drive to Central Parkway West.

The Executive Summary of the PFR is provided in Appendix 1.

The major objectives of the EA were to:

- Confirm and document the need for road improvements, vehicular and non-vehicular;
- Address existing and potential safety issues along the corridor;
- Establish a preferred alternative planning solution and right-of-way requirements;
- Determine active transportation requirements (pedestrian and cyclist), and
- Prepare a PFR.

Study Area

The Kariya Drive Class EA study area is generally situated between Hurontario Street to the east and Confederation Parkway to the west (as shown in Figure 1); within the Peel District School Board (PDSB) property that is currently the site of the Adult Education Centre. The City of Mississauga has recently approved the redevelopment of the property (Site Plan Approval File No. 18-107-W7). As part of the redevelopment, the Adult Education Centre is being relocated to Gordon Graydon Secondary School and a new elementary school for grades K-8 is being established to serve the families in the downtown.

Kariya Drive currently exists as a 2-lane north-south roadway between Burnhamthorpe Road West and Elm Drive. The existing roadway network links a variety of land uses including commercial/hotel in the north, older low-density residential enclaves and newer condominium communities and provides access to Kariya Park and the PDSB Adult Education Centre.

Other key transportation connections in the immediate area include Hurontario Street and Central Parkway West.

Existing Conditions

Existing conditions of the study area were collected and reviewed, including the following:

- Various background studies and reports (e.g. stormwater management reports, etc.);
- Data provided by various City Departments (e.g. traffic data, tree survey data, etc.);
- Investigations undertaken as part of this Class EA study;
- Meetings with the Project Team;
- Meetings and correspondence with agencies including the Ministry of Environment, Conservation and Parks;
- Consultation with members of the public; and
- Site visits.

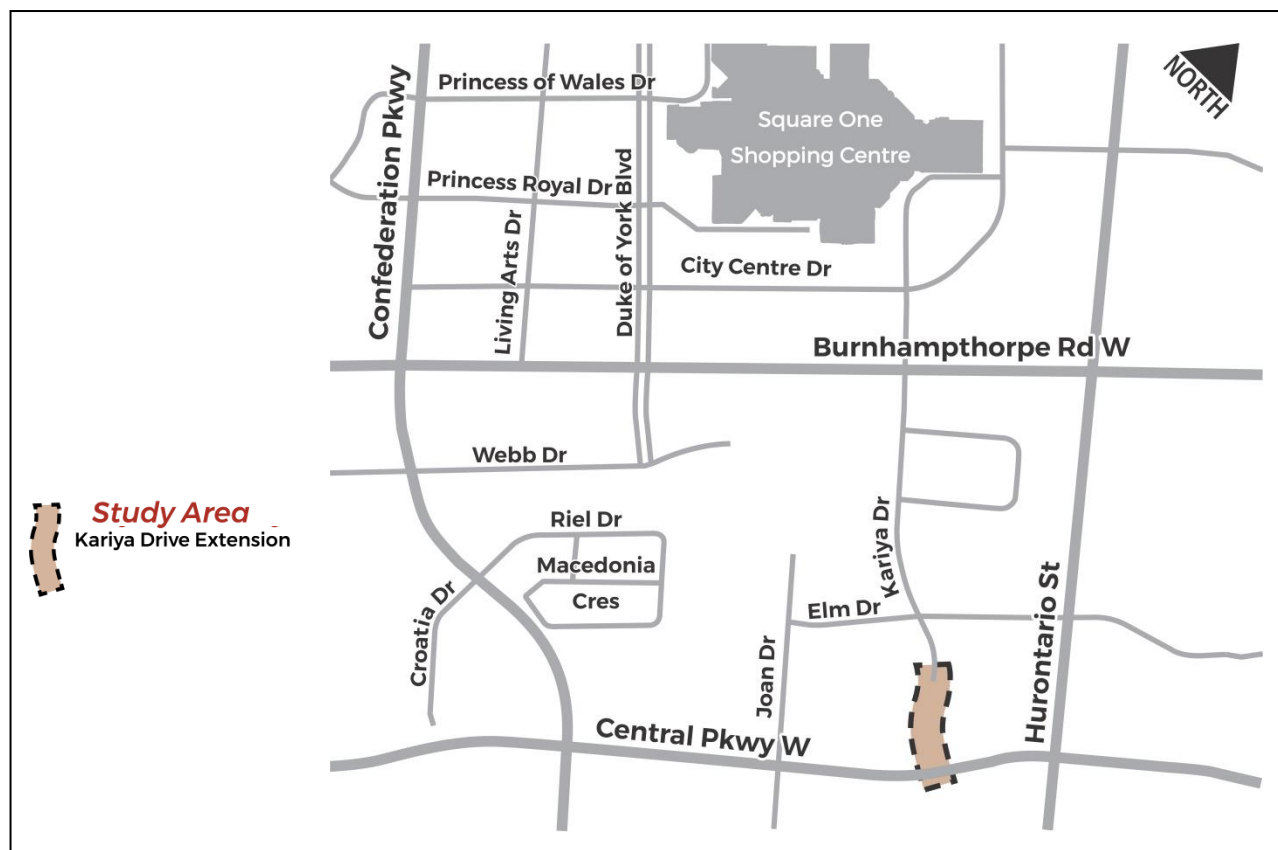


Figure 1: Kariya Drive Study Area

Comments

Problems and Opportunities

The City has an opportunity to protect a road right-of-way for a future extension of Kariya Drive as part of the Peel District School Board's proposed redevelopment of the Adult Education Centre.

The extension of Kariya Drive allows the City of Mississauga to continue to enhance the downtown collector road system, contributing to a finer-grid street network and expanding opportunities for walking and cycling connections. A context-sensitive design approach will ensure that the new road fits well with its surroundings including the new school site, existing low-density neighbourhoods and new high-density condominium blocks.

The Kariya Drive extension will support the City's vision for Downtown Mississauga that includes: a high-density, dynamic urban core with smaller block sizes, fine-grained street network with a high-quality public realm and a range of transportation choices.

Evaluation of Alternative Solutions

The Class EA process for municipal roads in Ontario requires consideration and evaluation of all reasonable alternative solutions to accommodate future travel demand. The following alternative solutions have been assessed from a traffic perspective and identified as possible alternative solutions:

- Alternative 1 – Do Nothing;
- Alternative 2 – Diverting traffic or developing Transportation Demand Management (TDM) strategies;
- Alternative 3 – Resolving the deficiency elsewhere in the network; and
- Alternative 4 – Extending Kariya Drive from Elm Drive to Central Parkway West.

Each alternative solution was evaluated based on the following criteria:

- Transportation and Technical;
- Socio-Economic environment;
- Natural environments;
- Cultural environment,
- Construction Impacts; and
- Cost

Based on the analysis and evaluation of alternative solutions and feedback received from the public and stakeholders, the preferred planning solution is Alternative 4 – Extend Kariya Drive from Elm Drive to Central Parkway West. Alternative 4 addresses the Problems and Opportunities by:

- Supporting the creation of an urban environment that meets planning objectives, network connectivity and access;

- Fully addressing the City's transportation objectives by creating a fine-grained downtown street network;
- Providing a new north-south collector road within the planned development area;
- Providing redundancy in the road network for all vehicles; and
- Creating smaller, more walkable blocks that enhance pedestrian access to transit.

Road Design Concept

A design concept was developed for the Preferred Planning Solution to extend Kariya Drive. The design concept was developed for illustrative purposes only and is subject to refinement during future design phases.

Figure 2 illustrates the proposed typical road cross-sections, which are based on the City's Standard City Centre Cross-Section. Two variations on the cross-section are proposed to reflect the proposed road rights-of-way. Figure 3 shows the road alignment concept.

The following design aspects will be of particular interest:

- The use of the City of Mississauga Standard City Centre Cross-Section will ensure appropriate space is available for underground utilities, multi-use trail and sidewalk. However, some details of the road cross-section may be subject to minor adjustments during the design phase;
- Traffic control and operations including the new intersection of Central Parkway West and Kariya Drive;
- 'Crime Prevention through Environmental Design' principles will be considered to enhance personal safety through lighting and landscaping to ensure a safe streetscape is created.
- Expansion of the cycling network with a new multi-use trail on the west side of Kariya Drive to encourage active transportation to and from the new school, and along the corridor. The multi-use trail adjacent to the school provides for added safety features for more vulnerable road users such as students, and will transition to the existing on-road cycle lanes to the north of Elm Drive.
- Streetscape depiction is conceptual only. Green areas are identified for future streetscape design and do not imply the presence of sod. Location of streetscape is subject to further design and integration with the school site, utilities and municipal services.

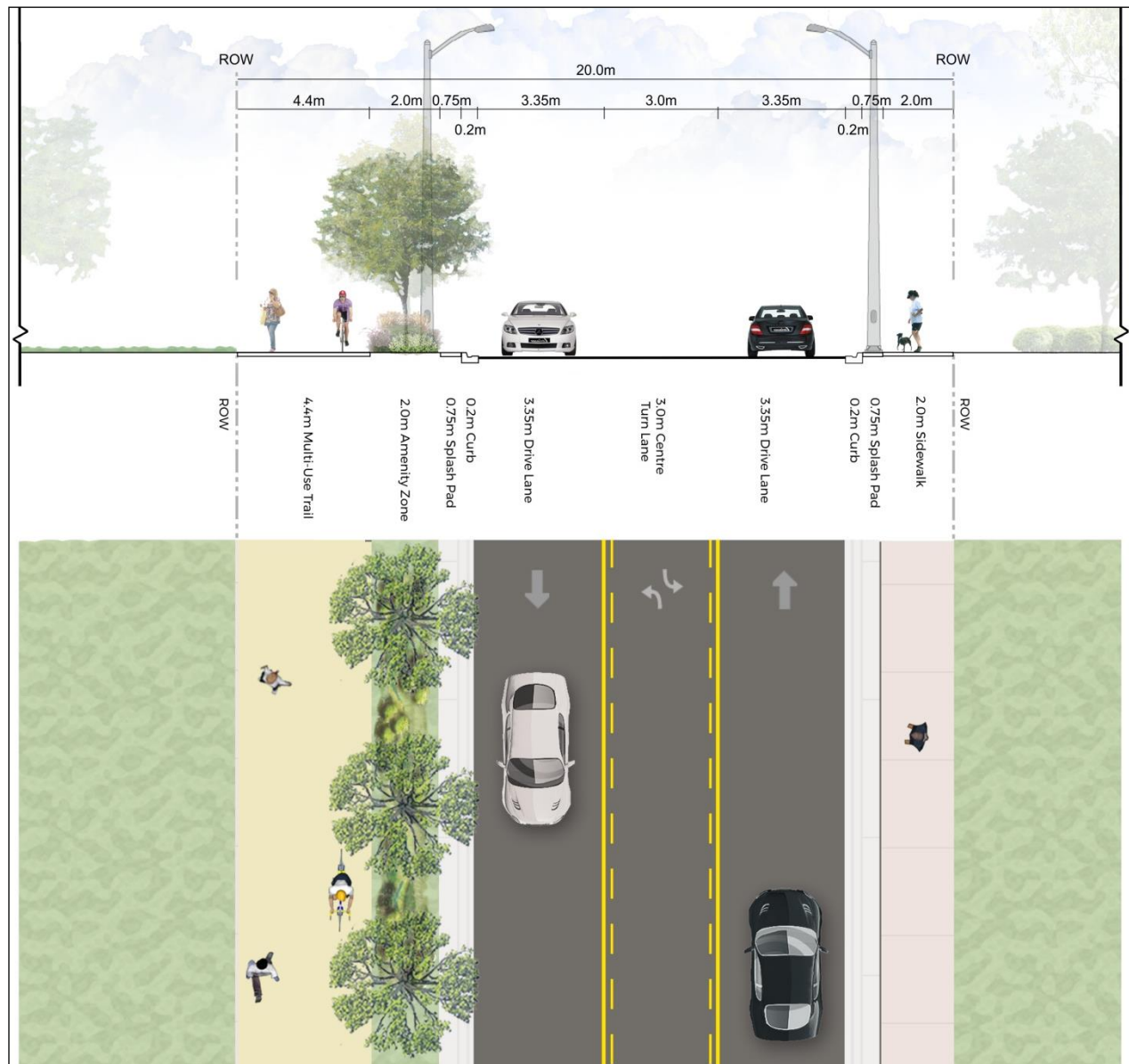


Figure 2: Kariya Drive Cross-Sections

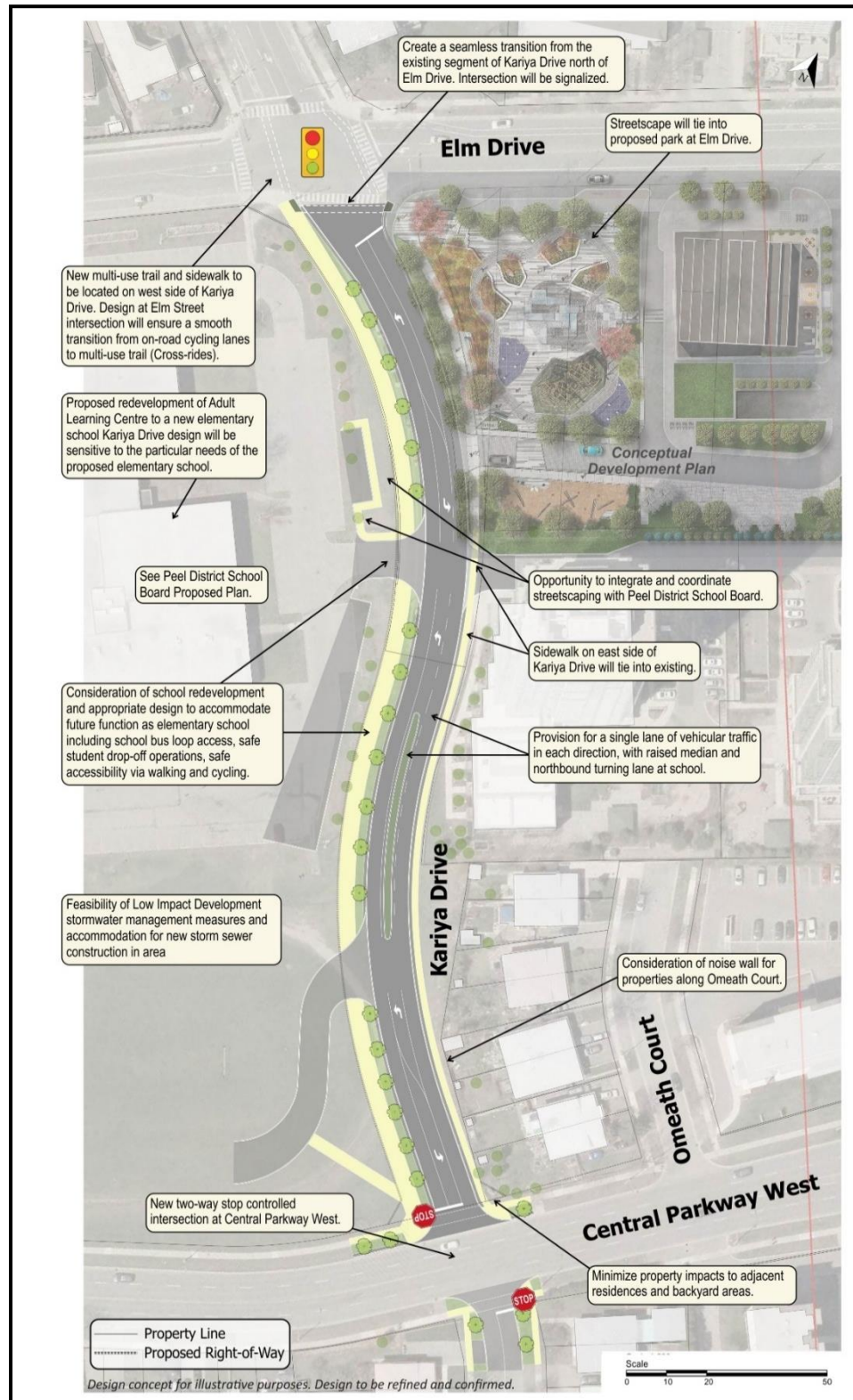


Figure 3: Kariya Drive Design Concept

Public Consultation

Public consultation is a key feature of an EA planning process and therefore was a principle component of the Kariya Drive from Elm Drive to Central Parkway West – Municipal Class Environmental Assessment Study. Key features of the consultation program undertaken as part of this study included:

- Notice of Study Commencement published in the local newspaper on December 6 and 13, 2018 and mailed to area property owners and technical agencies;
- Meeting with Peel District School Board on May 30, 2019; and
- Public Information Centre held on June 12, 2019.

Subject to Council endorsement, a Notice of Study Completion will be published in the local newspaper and mailed to area property owners and technical agencies.

Implementation

It is recommended that the preferred road design concept be constructed in coordination with the approved redevelopment plan for Peel District School Board (Site Plan Approval File No. 18-107-W7) to minimize the impact to surrounding residents. The necessary funding to initiate the detailed engineering design and construction has been identified in the City's Capital Plan and will be included in a future Business Plan and Budget for Council's approval.

Property Requirements

The proposed Kariya Drive extension is primarily situated on lands that have been gratuitously dedicated to the City as condition of the previously noted site plan application by Peel District School Board. Based on the preferred road concept design, one residential property may be directly impacted. It may be possible to minimize or avoid the property through the design process. Confirming the potential for property impacts and engagement of the property owner will be a priority during the preliminary design phase.

Next Steps

Should this study PFR and the preferred alternative solution be endorsed by Council and no Part II Orders are filed with the Ministry of the Environment, Conservation and Parks during the public notification period, this project will be deemed approved. The Notice of Study Completion for this PFR will be posted for a 30-day review period.

Financial Impact

The estimated cost to implement the preferred road design is \$2 million and funding will be requested in the 2021-2024 Business Planning and Budget process.

The nominal fees associated with publishing the “Notice of Study Completion” for this study in the local newspaper and placing the PFR on the public record for a 30-day review period are available in the existing capital project #17-104 Downtown Roads.

Conclusion

The preferred solution identified through the Schedule ‘B’ Class Environmental Assessment Study is to extend Kariya Drive from Elm Drive to Central Parkway West with two lanes of travel as well as sidewalks and a multi-use trail, as outlined in this report. The Transportation and Works Department recommends that Council endorse this preferred alternative solution for Kariya Drive and that staff be directed to publish the Notice of Study Completion for this study in the local newspaper and to place the PFR on the public record for a 30-day review period.

Attachments

Appendix 1: Kariya Drive Municipal Class Environmental Assessment Study - Draft Project File
Report: Executive Summary



Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works

Prepared by: Gino Dela Cruz, P. Eng., Transportation Project Engineer, Transportation Projects

Kariya Drive Extension

Schedule B Municipal Class Environmental Assessment

PROJECT FILE (DRAFT)

March 2020

Prepared for: City of Mississauga

Prepared by: WSP

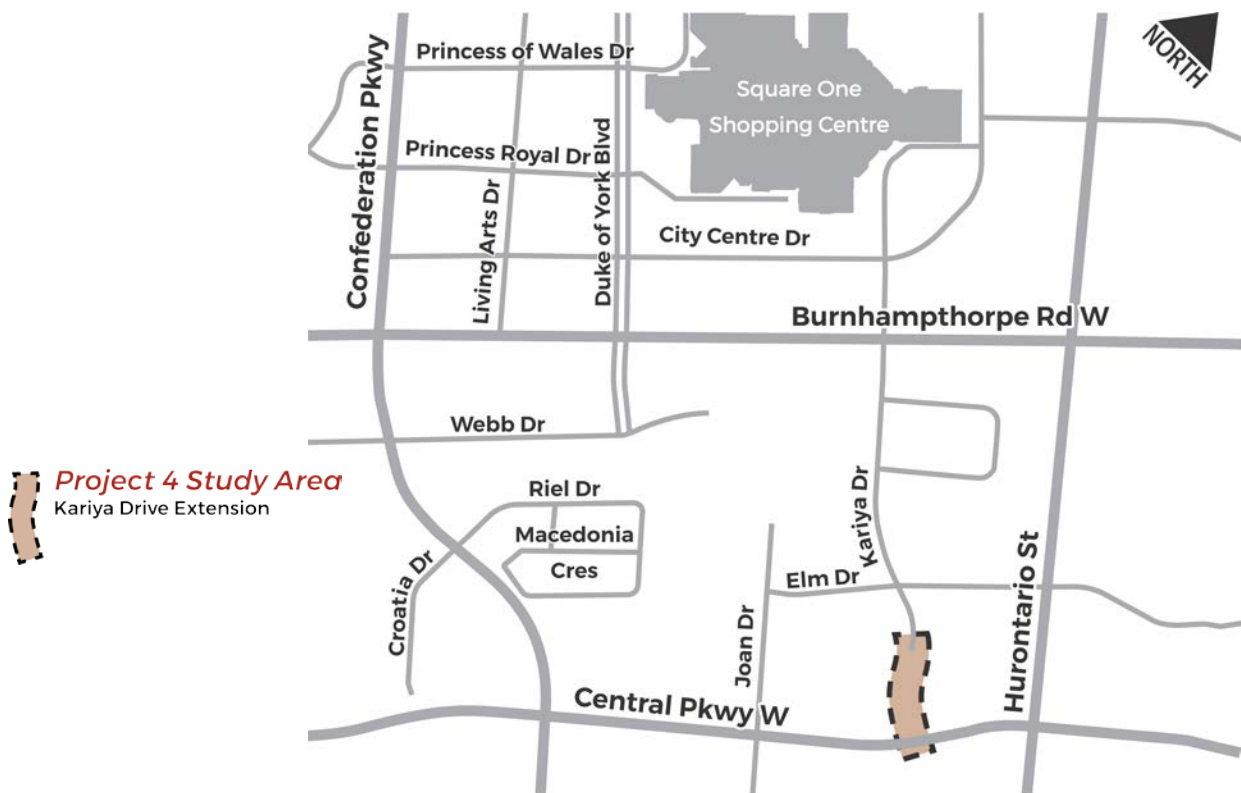
Executive Summary

Introduction

The City of Mississauga has completed a Municipal Class Environmental Assessment (Class EA) study to evaluate the need to extend Kariya Drive from south of Elm Drive to Central Parkway West, a distance of approximately 150 m. The study was carried out as a Schedule B project in accordance with the Municipal Class EA document (2000, as amended in 2015), as approved under the Ontario Environmental Assessment Act.

The Kariya Drive Class EA study area is generally situated between Hurontario Street to the east and Confederation Parkway to the west (Exhibit ES-1), within the Peel District School Board (PDSB) property that is currently the site of the Adult Education Centre. The City of Mississauga has recently approved the redevelopment of the property to be the site of the future Elm Drive Public School (Site Plan Approval File No. 18-107-W7).

Exhibit ES-1: Study Area



Planning Context

The planning and policy framework applicable to the Kariya Drive Class EA Study was reviewed. The planning and policy framework guides infrastructure planning, land use planning, and strategic investment decisions to support Provincial, Regional and Local objectives in growth and transportation. Plans and policies reviewed and documented included:

- A Place to Grow - Growth Plan for the Greater Golden Horseshoe (2019)
- Provincial Policy Statement (2014)
- City of Mississauga Strategic Plan
- City of Mississauga Official Plan (2016)
- Mississauga Transportation Master Plan (2019)
- City of Mississauga Cycling Master Plan (2018)
- Peel District School Board Site Plan SP 18-107-W7 (approved 2020)

Existing Conditions

Land Use

The proposed Kariya Drive extension will be entirely situated on lands currently owned by the Peel District School Board (PDSB). Property for the Kariya Drive extension right-of-way will be conveyed by PDSB to the City.

Land use in the surrounding area contains a mix of low density older residential enclaves (e.g. Walford Court, Achill Crescent) and high-density condominium communities primarily along the east side of Kariya Drive and along Elm Drive, east of Kariya Drive. The existing portion of Kariya Drive, south of Elm Drive, provides for access to two condominium communities.

Cultural Heritage

A Cultural Heritage Assessment was conducted in support of the Kariya Drive Class EA. Based on this work, there are no built heritage resources or cultural heritage landscapes that will be impacted by the Kariya Drive extension.

A Stage 1 Archeological Assessment was conducted in support of the Kariya Drive Class EA (**Appendix A**). The assessment was carried by Archaeological Research

Associates Ltd (ARA) in accordance with the *Ministry of Tourism, Culture and Sport (MTCS) Standards and Guidelines for Consultant Archaeologists* (2011). The findings indicate that a portion of the Kariya Drive Class EA study area may have archaeological potential and should be subject to a Stage 2 Archaeological Assessment.

Natural Environment

A Natural Heritage assessment was conducted in support of the Kariya Drive Class EA. The review confirmed that there are no natural environmental features within the Kariya Drive Class EA study area.

Drainage and Stormwater

There are no surface water features or areas regulated under Credit Valley Conservation Authority Regulation 160/06, in the Kariya Drive Class EA study area.

A series of rain gardens are located along the north edge of the PDSB property fronting on to Elm Drive. Rain gardens are one of a variety of Low Impact Development (LID) measures designed to reduce stormwater runoff quantity and flows entering the sewer system and reduce pollutant load of runoff from impervious urban areas.

Storm runoff from the new section of Kariya Drive will likely be conveyed via storm sewer to the existing sewer system. LID measures may be considered during detailed design however, opportunities may be limited by property.

Transportation

Existing Transportation Network

Kariya Drive currently exists as a 2-lane north-south roadway between Burnhamthorpe Road (in the north) and just south of Elm Drive (in the South). The existing road links a variety of land uses including commercial/hotel in the north, older low-density residential enclaves and newer condominium communities and provides access to Kariya Park and the PDSB Adult Education Centre.

Other key transportation links in the immediate area include: Hurontario Street and Central Parkway West.

Traffic and Transportation Assessment

An assessment of existing (2018) traffic conditions was undertaken to assess the overall transportation network performance which incorporated the study areas of all four EA studies (Redmond Road, Webb Drive, The Exchange and Kariya Drive). The micro-simulation assessment included an analysis of existing conditions and operational performance for the area bounded by Elora Drive, Webb Drive / Central Parkway West, Hurontario Street, as well as Burnhamthorpe Road West / City Centre Drive.

Results from the future (2031) traffic analysis indicated that without the Kariya Drive extension from south of Elm Drive to Central Parkway West, north-south traffic could only travel along Joan Drive and Hurontario Street, which will result in heavy delays. During AM peak hour, the northbound traffic on both parallel corridors is expected to operate at LOS F with queues backing up to the upstream intersections (e.g. LOS F for the northbound movements at Elm Drive and Joan Drive intersection, and for the northbound left movements along Burnhamthorpe Road).

Traffic modeling indicates that the proposed Kariya Drive extension would enhance north-south minor collector road access and connectivity within the community, considering existing neighbourhoods, new condominium communities and the new Elm Drive Public School.

Problems and Opportunities

Based on a review of the planning context and policy, the following problems and opportunities have been identified:

- ▶ There is an opportunity for the City to protect a right-of-way for the future at extension of Kariya Drive i.e. Completion of about 150 m of new road to connect the current terminus south of Elm Drive, with Central Parkway West;
- ▶ The extension of Kariya Drive will contribute to the key objectives of the City's Official Plan related to creating complete communities that have a compact urban form, are walkable and provide convenient access to a variety of land uses and public transit;
- ▶ A new roadway will provide additional routing in the downtown and make for more pedestrian-friendly environment;

- ▶ The extended roadway will integrate with the approved school redevelopment and with the planned community park at Elm Drive;
- ▶ There is an opportunity to expand MiWay service on Kariya Drive;
- ▶ The design will create safe pedestrian and cycling zones for all users, and in special consideration of school children;
- ▶ The design will plan for a smooth transition between the on-road cycling lanes to the north of Elm Drive, and the proposed multi-use trail south of Elm Drive.

Problem and Opportunity Statement:

The City has an opportunity to protect a road right-of-way for a future extension of Kariya Drive as part of the Peel District School Board's proposed redevelopment of the Adult Education Centre.

The extension of Kariya Drive allows the City of Mississauga to continue to enhance the downtown collector road system, contributing to a finer-grid street network and expanding opportunities for walking and cycling. A context-sensitive design approach will ensure that the new road fits well with its surroundings including the new school site, existing low-density neighbourhoods and new high-density condominium blocks.

The Kariya Drive extension will support the City's vision for Downtown Mississauga that includes: a high-density, dynamic urban core with smaller block sizes, fine-grained street network with a high-quality public realm and a range of transportation choices.

Alternative Solutions

Phase 1 of the Municipal Class EA process involves the identification of the transportation problems and opportunities to be addressed by the study and Phase 2 involves the identification and evaluation of a range of possible solutions or 'planning alternatives'. The following Alternative Solutions are being considered to address the Problems and Opportunities:

1. Do Nothing: Maintain existing transportation system within the study area.
2. Manage Transportation Demand: Improve access within the downtown by: discouraging single-occupant vehicles and encouraging carpooling; shifting travel demand to off-peak hours; and encouraging walking, cycling and transit use.

3. Improve Other North-South Routes: Upgrade parallel roads to meet transportation needs.
4. Extend Kariya Drive: Kariya Drive as a 2-lane road from south of Elm Drive to Central Parkway West.

The alternative planning solutions were assessed in their ability to reasonably address the problems and opportunities. Criteria were developed to guide the assessment process so that transportation planning, technical and environmental (socio-economic, community and cultural / heritage) conditions were all factored into the recommendation.

The assessment of alternatives employed a reasoned argument approach which assesses the potential impacts of each alternative and then compares the relative significance of the impacts among the alternatives to select the recommended solution. A summary is provided in Exhibit ES-2.

Exhibit ES-2: Summary of the Evaluation of Alternative Planning Solutions

Preferred Planning Solution

Based on the results of the evaluation, Alternative 4, Extension of Kariya Drive, is preferred because it fully addresses the Problems and Opportunities by:

- ▶ Supporting the creation of an urban neighbourhood environment that meets planning objectives for multi-modal mobility;
- ▶ Expanding the minor collector road network to provide enhanced connectivity for all modes of travel;
- ▶ Providing redundancy in the road network for all vehicles; and
- ▶ Creating smaller, more walkable blocks that enhance pedestrian access to transit.

Alternative 1 does not address any of the Problems and Opportunities. Alternatives 2 and 3 only partially address the Problems and Opportunities and do not contribute to a fine-grained street network that supports community growth, improved pedestrian options and access to transit.

Future Transportation Conditions

Traffic modeling indicates that the proposed Kariya Drive extension would enhance north-south access and connectivity within the community, considering existing neighbourhoods, new condominium communities and the new school.

It is important to note that the City's objectives of the Official Plan are to prioritize the development of a complete community with a compact urban form that is walkable and convenient to public transit and the cycling network.

MiWay Transit currently operates on the road network around the study area. MiWay will have the flexibility to extend transit service on Kariya Drive and connect with Central Parkway West.

The cycling network will be expanded to include a new multi-use trail on the west side of Kariya Drive.

Road Design Concept

A design concept was developed for the Preferred Planning Solution to extend Kariya Drive by about 150 m, from its existing terminus located south of Elm Drive, to a new

intersection at Central Parkway West. The design concept was developed for illustrative purposes only and is subject to refinement during future preliminary and detailed design phases.

Exhibit ES-3 depicts the proposed typical road cross-section, which is based on the City's Standard City Centre Cross-Section. Exhibit ES-4 depicts the road alignment concept.

The following design aspects will be of particular interest:

- ▶ The use of the City of Mississauga Standard City Centre Road Cross-Section will ensure appropriate space is available for underground utilities, multi-use trail and sidewalk. However, some details of the road cross-section may be subject to minor adjustments during the design phase; and
- ▶ Traffic operations including the new intersection of Central Parkway West and Kariya Drive.

Streetscape depiction on ES-3 is conceptual only. Green areas are identified for future streetscape design and do not imply the presence of sod. Location of streetscape is subject to further design and integration with the school site, utilities and municipal services.

Potential Property Requirements

Based on the concept design, it appears that one residential property at 3470 Omeath Court may be directly impacted. A very small portion of the backyard (~15 m²) may be required for the daylighting triangle for the intersection of Central Parkway West and Kariya Drive. The work would involve regrading and replacement of the fence (replacement as a noise barrier). It may be possible to minimize or avoid the property through the design process. Confirming the potential for property impacts and engagement of the property owner will be a priority during the preliminary design phase.

Exhibit ES-3: Kariya Drive Cross-Section

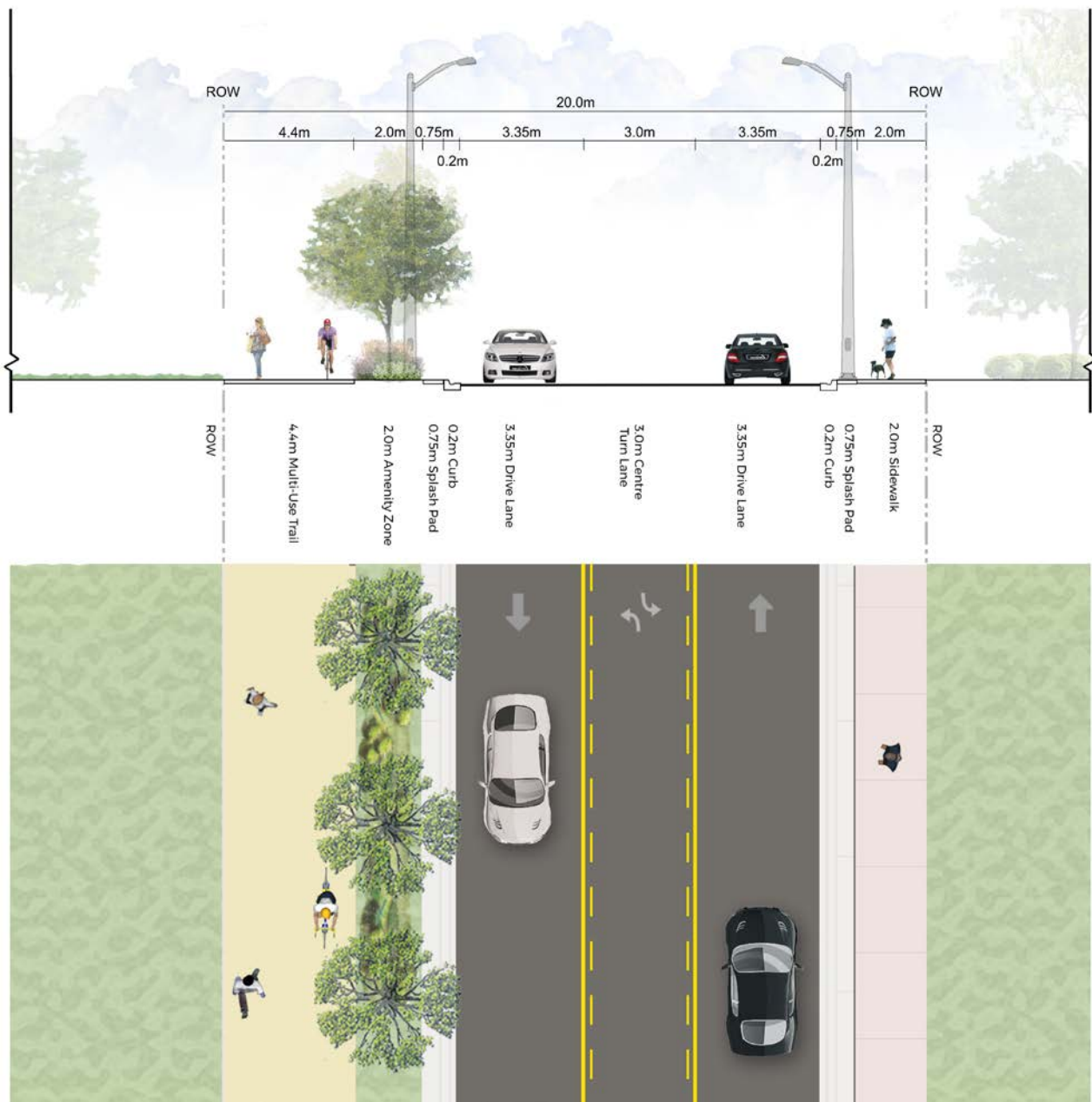


Exhibit ES-4: Kariya Drive Design Concept

Consultation

Key Points of Contact

External agencies, utilities, emergency service providers, and residents and business owners were contacted directly at key points during the study and requested to provide input to the study and feedback on the decision-making process. The key points of contact are listed in Exhibit ES-5.

A direct mailing list of residents and businesses, within the defined catchment area, agencies and utilities was developed at the outset of the study. The catchment area for property owners was defined as approximately 300 m around the proposed Kariya Drive extension. The mailing list continued to be updated based on feedback received through the study.

Members of the general public were made aware of the study through notifications in the local newspapers and invited to contact the project team to join the project mailing list. Members of the public requesting to be on the mailing list received direct notification of subsequent study milestones at the key points of contact.

A dedicated website and email address were established through the City of Mississauga's website at the outset of the study.

Various Public Information Centre (PIC) materials were made available on the website (e.g. Notices, display material and comment sheets). All notices and study materials contained the dedicated project team email address to facilitate direct contact from interested members of the public.

The potential need for formal Indigenous community engagement was explored with the Ministry of Environment, Conservation and Parks (MECP). In correspondence dated January 18, 2019, MECP confirmed that, given the urban downtown setting, the absence of natural features and watercourses, Indigenous communities were unlikely to have an interest in the study and direct outreach was not required.

Exhibit ES-5: Key Points of Public Contact

Date	Notification	Purpose
Notice of Study Commencement December 4, 2018	<ul style="list-style-type: none"> - Letter sent to property owners / mailing list – December 4, 2018 - City project website – December 4, 2018 - The Mississauga News – December 6 and December 13, 2018 - Letters and Response Forms sent to agencies and utilities – December 10, 2018 - Letter and Streamlined EA Project Information Form sent to MECP – December 12, 2018 	To introduce and invite participation in the study and to request any preliminary comments or pertinent information.
Public Information Centre June 12, 2019	<ul style="list-style-type: none"> - Postcard notices sent to property owners / mailing list – May 27, 2019 - City project website – May 31, 2019 - City website – June 3, 2019 - The Mississauga News – June 6, 2019 - PIC Display materials posted on City website on June 13, 2019 	To notify and invite interested parties to attend the first Public Information Centre on June 12, 2019 to review information and provide input regarding: the problem and opportunities being addressed, the collection of background information, the evaluation of planning alternatives and early design concepts.
Notice of Study Completion [TO BE COMPLETED]	<ul style="list-style-type: none"> - Letters sent to property owners / mailing list – XX - Letters sent to agencies and utilities – XX - City project website – XX - The Mississauga News – XX 	To announce the completion of the Class EA Study and notify interested parties of the 30-calendar review period for the Environmental Study Report.

Agency Consultation

The list of technical agencies was assembled based on previous City of Mississauga Class Environmental Assessment studies and Ministry of the Environment, Conservation and Parks (MECP) Government Review Team (GRT) list. External ‘agencies’ (including regulatory/review agencies, utilities and emergency service providers) were first notified of this Class EA study through written correspondence

on December 10, 2018 which included a copy of the Notice of Study Commencement and a Response Form. A summary of Agency comments received throughout the study and course of action taken by the Project Team, as appropriate, is provided in Exhibit ES-6.

Exhibit ES-6: Agency Comments

Agency Comment	Course of Action
<p>Ministry of Natural Resources and Forestry Email dated: January 2, 2019 I have received your letter regarding four proposed road extensions in Mississauga. There was no attached notice with a key plan. Please provide.</p>	<p>Notice of Commencement was provided via email.</p>
<p>Ministry of Natural Resources and Forestry Email dated: January 3, 2019 Natural areas to be affected will need to be searched for Butternut trees of all sizes, including seedlings, within 25 metres from proposed works. The woodland areas to be affected will need to be outlined and, if they are at least 0.5 ha averaging at least 30 metres in width with some native oak or maple species, assessed for potential as habitat for endangered bat species (Little Brown Myotis, Northern Myotis, Tri-coloured bat).</p>	<p>An assessment of the natural environment was completed as part of this study.</p>
<p>Ministry of the Environment, Conservation and Parks Letter dated: January 18, 2019 Response to Notice of Commencement providing guidance on consultation with Indigenous Communities.</p>	<p>Given the nature of this project and the existing land uses in the area, separate notification for Indigenous Communities was not required.</p>
<p>Ministry of Natural Resources and Forestry Emailed dated: June 6, 2019 We have received the Notice of Public Information Centre for this project. If you have any questions regarding natural features/systems or impacts on them, please let us know.</p>	<p>No action required.</p>
<p>Region of Peel Public Health Email dated: June 12, 2019 Thank you for sharing the notice of PIC for the environmental assessment process for Redmond Road, Webb Drive, The Exchange and Kariya Drive. We would like to request digital copies of information being shared at tonight's PIC, including the presentation, so that we may review and provide comments.</p>	<p>PIC materials were provided via email on June 17, 2019.</p>

Public Information Centre

A Public Information Centre (PIC) was held on June 12, 2019 from 5:30 pm to 7:30 pm in the Great Hall at the Mississauga Civic Centre, located at 300 City Centre Drive in Mississauga.

The purpose of the PIC was to provide stakeholders and interested members of the public with an opportunity to view study information including project background, the Municipal Class EA process, planning and policy context, assessment and evaluation of alternative planning solutions and the selection of a preliminary preferred solution. A design concept was presented of the preliminary preferred solution, for illustrative purposes.

Twelve people signed in at the PIC. Attendees included local residents / property owners, stakeholders, and staff from the Peel District School Board and City of Mississauga. The PIC materials were made available on the City's website the day after the PIC.

One comment was received via email the day of the PIC. No additional comments were received during the comment period, ending July 5, 2019. The written comment that was received is provided verbatim below, along with the how the feedback was considered in this study. Sensitive information such as names and contact information have been removed.

Exhibit ES-7: Public Feedback Received at the Public Information Centre

Comments	How the feedback has been considered in this study
<p>We are against the Kariya Drive Extension. We have seen added traffic congestion and congestion on Central Parkway over the past years. Drivers speed through between intersections of Hurontario Street & Central Parkway and Joan Drive and Central Parkway. This makes it extremely dangerous for kids playing or anyone even trying to cross the street to go play or jog in the Britannia field. It is hard to pull out of our driveways or cross into incoming traffic.</p> <p>Extending Kariya Drive will disrupt our</p>	<p>The proposed road way extension is consistent with the City of Mississauga Official Plan policies that seek to create a finer-grid street network that improves accessibility and walkability in the downtown, reduces congestion overall, and expands opportunities for active transportation (e.g. cycling), and encourages greater use of transit. These aspects are viewed by the City as complementary to the existing community, proposed Elm Drive Public School, new condominium communities and new parks in the area.</p>

Comments	How the feedback has been considered in this study
<p>neighbourhood and quality of life. There is already too much crime and drug dealing going on at the &Co bar on Kariya across the Kariya Park. Opening extending this drive will just increase traffic, noise, and crime on a 24-hour basis.</p> <p>I suggest using our tax dollars to at least keep the Britannia High School field clean and brought back to life. Currently the City of Mississauga fails to maintain the field. It is rarely mowed, and if it is it is never raked or cleaned.</p> <p>Making this park clean and creating a walkway from Central Parkway through to Elm Drive, would greatly increase our quality of life. We need the field brought back to it's former glory, in order to allow our children to play in a clean and safe environment, we can walk our dogs peacefully, we can go jogging and cycle, play soccer, sunbathe or skate in the winter, etc.</p> <p>The residents of Achill Crescent & Central Parkway West stand firmly against any road extension of Kariya Drive.</p>	<p>The proposed design of the Kariya Drive extension is being coordinated with the Peel District School Board to ensure a safe streetscape is created. 'Crime Prevention Through Environmental Design' principles will be considered to enhance personal safety through lighting and landscaping. Other aspects of community safety will continue to be led by enforcement organizations including Peel Regional Police and community organizations, such as Safe City Mississauga.</p>

Stakeholder Consultation

The proposed Kariya Drive extension is located adjacent to the approved Elm Drive Public School site on Kariya Drive. The extension of Kariya Drive has been previously conceptualized as part of the Elm Drive Public School site plan. As such, the Peel District School Board has a direct stake in the planning for Kariya Drive.

A meeting was held with representatives of the Peel District School Board on May 30, 2019. Minutes of the meeting are on file with City staff. A summary of the meeting is provided below:

- ▶ A meeting was held with Peel District School Board representatives on May 30, 2019, at the City of Mississauga, 201 City Centre Drive.
- ▶ The purpose of the meeting was to introduce the study, review early design concepts, discuss stakeholder questions and concerns, and review next steps.

- ▶ During the meeting it was noted that the design concept was developed to accommodate future function as Elm Drive Public School access, including school bus loop access, safe student drop-off operations, and accessibility via walking and cycling.
- ▶ Following the meeting, the Peel District School Board provided display material for the Public Information Centre (PIC), held on June 12, 2019. The PIC displays included exterior elevations and floor plans for the proposed Elm Drive Public School.

Mitigation and Commitments to Further Work

The Kariya Drive extension will be subject to preliminary and detailed design phases. Construction phasing and potential for coordination with PDSB school construction is not known at this time and will be identified during design.

Property

Confirming the potential for property impacts and engagement of the property owner of 3470 Omeath Court will be a priority during the preliminary design phase.

Drainage and Stormwater Management

The stormwater management design will appropriately manage water quality and quantity per applicable City of Mississauga and Credit Valley Conservation design criteria. A new storm sewer system expansion is already being planned for the area. It is expected that Kariya Drive road runoff will be conveyed via the new sewer.

Utilities

The City will engage with utility companies to determine needs and coordinate design and installation. Ideally this will be done in coordination with the school redevelopment.

Noise and Vibration

A noise assessment was conducted in support of the Kariya Drive Class EA (**Appendix C**). There are a number of noise sensitive areas (NSAs) located along Omeath Court (i.e. private homes) where the backyards are adjacent to the open field associated with the Peel District Adult Education Centre the proposed Kariya Drive right-of-way. A noise assessment was conducted to evaluate the potential increase in noise level for the NSAs as a result of the proposed Kariya Drive extension. This

technical work is based on the Ministry of Transportation (MTO) / Ministry of the Environment, Conservation and Parks (MECP) Noise Protocol, as well as the City of Mississauga's Noise Attenuation Policy (2011).

Noise levels were calculated using STAMSON 5.0 program for the selected receiver locations for the future (2031) with and without roadway extension scenarios. All the representative receivers are warranted for the consideration of noise mitigation, i.e., the increase in noise level as a result of the proposed roadway improvement is 5 dBA or higher, or the absolute noise level is 60 dBA or higher.

The implementation length of noise wall is recommended to protect the representative receiver and extend 2.5 times of the noise wall-receiver distance on both side of the receiver, as per the Ministry of Transportation (MTO) Technical Areas Manual – Noise, 1992. Therefore, the noise wall may extend from the south boundary of 3470 Omeath Court, to the west boundary of 3490 Omeath Court. Additional review will need to be carried out prior to the construction to determine the exact limits the noise wall.

The potential for construction noise issues will be further reviewed during detailed design when construction methodology and schedule is fully developed. Construction activities will conform to the City of Mississauga Noise Control By-Laws.

There is no existing land uses which are considered to be highly sensitive to vibration impact (e.g. sensitive equipment such as electron microscopes, or laboratory with sensitive scientific equipment, etc.).

Once constructed, the main source of vibration from Kariya Drive would be from truck traffic. However, vehicles with pneumatic tires generally do not create significant levels of vibration except at very short distances. This road will function as a minor collector road serving only the local community and truck traffic volumes will be low, as such, vibration levels to the community are not expected to be perceptible or significant.

Some construction activities associated with the road building may at times create vibration levels that are perceptible at nearby land uses. However, the vibration levels produced by the anticipated construction activities will not be large enough to cause structural damage. The potential vibration generated by the building of the road and the surrounding community should be reviewed in detailed design, once construction methodologies and scheduling are developed.

Archaeology

A portion of the proposed Kariya Drive right-of-way that is considered previously undisturbed will require a Stage 2 Archaeological Assessment. Undisturbed areas extend onto areas approved for the new school building. It is recommended that the Stage 2 Archaeological Assessment work be coordinated with PDSB.

The southeastern section of the Kariya Drive extension must be assessed using the test pit survey method. A survey interval of 5 m will be required due to the proximity of the lands to the identified features of archaeological potential. Given the likelihood that the remaining areas of potential have been impacted by past construction activities, a combination of visual inspection and test pit survey should be utilized to confirm the extents of any disturbed areas. This will allow for the empirical evaluation of the integrity of the soils and the depth of any past disturbances.

Air Quality

During construction of the roadway, emissions sources will include construction equipment engines and air borne dust from construction vehicles travelling over exposed soils/unpaved surfaces. These impacts will be temporary, during construction. Due to the temporary nature of construction activities, there are no air quality criteria specific to construction activities. Construction emissions can be mitigated by appropriate maintenance of equipment and proper phasing that minimizes activity on unpaved surfaced.

The Environment Canada “Best Practices for the Reduction of Air Emissions from Construction and Demolition Activities” document provides several mitigation measures for reducing emissions during construction activities. Mitigation techniques discussed in the document include material wetting or use of chemical suppressants to reduce dust, use of wind barriers, and limiting exposed areas which may be a source of dust and equipment washing.

Ministry of Environment, Conservation and Parks (MECP) recommends that non-chloride dust suppressants be applied. MECP also recommends referring to the following publication in developing dust control measures: Cheminfo Services Inc. Best Practices for the Reduction of Air Emissions from Construction and Demolition Activities. Report prepared for Environment Canada. March 2005.

Sustainability

The City's objective is to create a high quality, pedestrian friendly, human scaled environment in the downtown area. The Kariya Drive extension will contribute to this objective by improving multi-modal connectivity among existing and new communities, the new school, and new/existing area parks. The new road will result in smaller scaled blocks, providing routing options for vehicular, transit, pedestrian and cycling movement. The scale of the street is to be narrower with special attention paid to the adjacent school site.

City of Mississauga

Corporate Report



<p>Date: March 9, 2020</p> <p>To: Mayor and Members of Council</p> <p>From: Paul Mitcham, P.Eng, MBA, Commissioner of Community Services</p>	<p>Originator's files:</p> <hr/> <p>Meeting date: April 1, 2020</p>
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Subject

Naming of the Arts Studio at River Grove Community Centre - Ward 6

Recommendation

1. That the Arts Studio at River Grove Community Centre be named in honour of the late Susan R. Burt as outlined in the Corporate Report dated Monday, March 9, 2020 from the Commissioner of Community Services.
2. That Council waive the requirements to wait a minimum of one year posthumously before honouring individuals; and waive the 30 day waiting period as outlined in the City's "Facility Naming" Corporate Policy 05-02-02.

Background

The City's 'Facility Naming' Corporate Policy, 05-02-02, establishes the process and criteria for facility and park naming's and memorial dedications. The policy addresses naming's and dedications related to public portions of facilities and parks (non-public spaces are not within the scope of this policy). In compliance with the policy, the Community Services Department is required to present facility and dedication names for General Committee and Council's consideration. In accordance with the Policy, General Committee is requested to consider the recommended name presented by the Community Services Department for a period of 30 days, to allow time for public comment after which the Committee is asked to make a final recommendation to Council.

The subject report outlines a request to dedicate the Arts Studio at River Grove Community Centre located at 5800 River Grove Avenue in honour of Susan R. Burt. The room is recommended due its function as an arts programming space and its proximity to Mrs. Burt's residence in the City of Mississauga.

Comments

Susan R. Burt was an exceptional and highly respected employee with the City of Mississauga for more than 29 years. Through a variety of leadership positions with the City, Susan left a considerable legacy within Mississauga's arts, culture and heritage sector. Through the later part of her career, Susan also made considerable contributions to the Inspiration Lakeview and Inspiration Port Credit master plans as a senior leader within the Planning and Building Division.

Susan R. Burt joined the City of Mississauga, in 1987, as a member of the Community Services Department. Between 1997 and 2004, she held a variety of leadership roles, in Recreation, focussed on programming (primarily in the arts), community development and business services.

In 2005, Susan was seconded to the Mayor's Arts Review Task Force. The outcomes of this study would include a recommendation to form the City's Arts and Culture division. The Arts Task Force recommendations would also serve as a catalyst for the dramatic growth and transformation of Mississauga's arts and culture sector over the next decade.

After returning to the Community Services Department, as Director of Park Planning Development and Business Services in 2006, Susan led the teams that delivered several strategic and business plans aimed at improving and modernizing Recreation and Parks facilities in Mississauga.

In 2008, Susan became Mississauga's second Director of Arts and Culture, where she led the development of the City's first ever Culture Master Plan. The Culture Master Plan would help to shape the direction of Mississauga's significant cultural development over the next 5 years. In 2014, Susan assumed the role of Director of Strategic Community Initiatives within the Planning & Building Department, playing a key role in the development of the Inspiration Lakeview and Inspiration Port Credit Strategies before retiring in October 2016.

Over her exceptional 29 year career at the City, it is difficult to overstate her achievements in community development, arts and culture, and city building. Susan was a trusted and thoughtful resource to Council, the City's Leadership Team, her colleagues across the corporation and to the many organizations and leaders in Mississauga's arts, culture and heritage sector.

Sadly, Susan passed away on January 19, 2020. Her legacy and contributions to Mississauga, are worthy of distinction and recognition by the City. In accordance with the City's "Facility Naming" corporate policy, the proposed dedication of the Arts Room at River Grove Community Centre, in Susan's honour, is consistent with the policy's selection criteria.

The Ward 6 Councillor has been consulted and supports the recommended naming.

Financial Impact

There are no financial impacts resulting from the recommendations in this report. Using the Council approved Official Opening and Event categories, this event falls under category C: Opening and Events with no capital budget.

A ceremony for the plaque unveiling will be scheduled for a future date in 2020 (To Be Determined). A budget of up to \$5,000 for the dedication plaque will be absorbed within the existing Community Services Department operating budget.

Conclusion

The proposed naming of the Arts Studio at Rive Grove Community Centre, in honour of the late Susan R. Burt, is in accordance with the City's "Facility Naming" Corporate Policy.

Attachments

Appendix 1: Photo of the River Grove Arts Room and

Appendix 2: Location Map of the River Grove Community Centre.



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

Prepared by: Paul Damaso, Director, Arts and Culture

Appendix 1

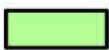


River Grove Community Centre
Art Studio



River Grove
(P-304)

Location Map for River Grove Community Centre



Subject Property: Arts Room (Art Studio) located at
River Grove Community Centre (P-304), 5800 River Grove Avenue



FILE NUMBER:
P-304

SCALE:



MISSISSAUGA

City of Mississauga

Corporate Report



<p>Date: February 24, 2020</p> <p>To: Mayor and Members of Council</p> <p>From: Paul Mitcham, P.Eng, MBA, Commissioner of Community Services</p>	<p>Originator's files:</p> <hr/> <p>Meeting date: April 1, 2020</p>
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Subject

Proposed Amendment to Notice By-law 215-08

Recommendation

That a by-law be enacted to amend the City's Notice By-Law 215-08, as amended, as per the Corporate Report dated February 24, 2020, from the Commissioner of Community Services, entitled "Proposed Amendment to (Heritage) Notice By-Law 251-08".

Background

Section 270(1)(4) of the *Municipal Act, 2001* provides that a municipality shall adopt policies with respect to the circumstances where the municipality shall provide public notice and, if notice is to be provided, the form, manner and times notices shall be given.

The City enacted Notice By-law 215-08, as amended by By-law 140-13, which establishes how notice will be provided including the form, manner and times notice shall be given including circumstances where notice may be posted on the City's website. The Notice By-law currently only addresses alternative forms of notice for matters addressed by the *Municipal Act, 2001*.

Sections 26(4) and 39.1(3) of the *Ontario Heritage Act* provide that where a municipality is required to publish a notice in a newspaper having general circulation in the municipality, notice given in accordance with a policy adopted by the municipality under section 270 of the *Municipal Act, 2001* is deemed to satisfy the requirement under Parts IV and V, respectively, of the *Ontario Heritage Act* to publish notice in a newspaper.

The *Ontario Heritage Act* currently requires that public notice be given for:

- Intent to designate property under Part IV of the *Ontario Heritage Act* and withdraw of said intent;

Council	2020/02/24	2
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- By-law, including amending and repealing by-law, for property designated under Part IV of the *Ontario Heritage Act*;
- Hearings related to notice of intent to designate, repeal of designation by-law and alteration of property, under Part IV of the *Ontario Heritage Act*, if necessary;
- Decision regarding the demolition or removal of a structure or building on property designated under Part IV of the *Ontario Heritage Act*;
- By-law designating study area or area under Part V of the *Ontario Heritage Act*, including adoption of heritage conservation district plan.

Comments

The Provincial government amended the *Ontario Heritage Act* in 2019 through Bill 108; the amendments are expected to be in force July 1, 2020. They include public notification of applications to repeal a heritage designation by-law. More significantly, Bill 108 narrows the definition of “alter” to clarify that demolition or removal includes the demolition or removal of heritage attributes.

As mentioned above, in “Background,” decisions regarding demolition or removal under Part IV of the *Ontario Heritage Act* require notification to be published in a newspaper having general circulation in the municipality. Alterations do not require such notice. As such, the definition change will result in the need for additional newspaper notices.

Mississauga News notices cost \$1400 (excluding HST) each. As the City processes approximately 10 heritage permits per year for property designated under Part IV of the *Ontario Heritage Act*, depending on the scope of the proposals, the definition change may result in an added cost of approximately \$14,000 per year. In addition to this, the City currently posts other *Ontario Heritage Act* notices in the Mississauga News on average two times per year. As such, the costs would rise from approximately \$2,800 to \$16,800.

The City has been publishing public notices for certain Council decisions on its website as provided by the Notice By-law since the Notice By-law was amended in 2013. The public has become accustomed to consulting the City’s website for public notices.

Where a municipality or the Clerk of a municipality is required to provide notice to an owner of an affected property and to the Ontario Heritage Trust, the Clerk will continue to provide such notice to the owner and the Ontario Heritage Trust as required by the *Ontario Heritage Act* in addition to publishing notices on the City’s website.

To mitigate the additional costs resulting from the changes proposed by Bill 108, as well as the existing notification costs and to improve efficiencies, the City’s Notice By-law 215-08 should be amended to allow for *Ontario Heritage Act* notices to be posted on the City’s website rather than in a newspaper having general circulation in the municipality. The notices shall comply in all other respects with the requirements of the *Ontario Heritage Act*. The proposed changes are attached as Appendix 1. Schedule B, attached to Appendix 1, encompasses the changes to Bill

108 relating to public notification of applications to repeal a heritage designation by-law and notice requirements from the change in the definition of “alter.” If approved, a final newspaper notice would be posted to advise the public of the new manner in which notices are given.

Financial Impact

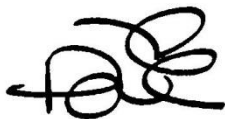
There are no financial impacts resulting from the recommendation in this report. The proposed amendment may result in cost avoidance of approximately \$16,800 per year.

Conclusion

Public notices of other Council decisions have been posted on the City’s website since 2013 and the public is accustomed to consulting the City’s website for public notices. To improve efficiencies and to save the City the cost of publishing newspaper notices, the City’s Notice By-law should be amended to include that the notices required under the *Ontario Heritage Act* be posted on the City’s website rather than in a newspaper. Affected property owners and the Ontario Heritage Trust will continue to be notified individually as required under the *Ontario Heritage Act*.

Attachments

Appendix1: Proposed amending By-law to Notice By-law



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

Prepared by: P. Wubbenhorst, Heritage Planner & G. Belmonte, Law Clerk

Appendix 1

A By-law to amend Notice By-law 0251-2008, as amended

WHEREAS on June 18, 2008, the Council of The Corporation of the City of Mississauga enacted By-law 0215-2008 ("Notice By-law 0251-2008") to prescribe the form and manner for the giving of public notice under section 270 of the *Municipal Act, 2001*, S.O. 2001, c. 25 (the "*Municipal Act*");

AND WHEREAS sections 26(4) and 39.1(3) of the *Ontario Heritage Act*, R.S.O. 1990, c. O.18 (the "*Ontario Heritage Act*") provide that where a municipality is required to publish notice in a newspaper having general circulation in the municipality, notice given in accordance with a policy adopted by the municipality under section 270 of the *Municipal Act* is deemed to satisfy the requirement under Parts IV and V respectively of the *Ontario Heritage Act* to publish notice in a newspaper.

AND WHEREAS on, the Council of The Corporation of the City of Mississauga approved the Corporate Report from the Commissioner of Corporate Services and Chief Financial Officer and directed that By-law 0215-2008 be amended to include the circumstances, form, manner and times for giving public notice under the *Ontario Heritage Act*;

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

1. That Notice By-law 0251-2008 is amended by adding the following paragraph at the end of paragraph 2:
 - (4) Where the City is required under a provision of the *Ontario Heritage Act* to publish notice in a newspaper having general circulation in the City, the notice shall be given through posting on the City's website in a form and manner and at the times indicated in Schedule "B" to this By-law.

2. That Notice By-law 0251-2008 is further amended by adding Schedule "B" attached hereto at the end of Notice By-law 0251-2008.

ENACTED AND PASSED this day of , 2020.

APPROVED AS TO FORM City Solicitor MISSISSAUGA			
Date	2020		

MAYOR

CLERK

Schedule B
Public Notice Requirements under the
Ontario Heritage Act

Ontario Heritage Act Section & Subject	Requirements of the Ontario Heritage Act	City of Mississauga Requirements
Section 29 Designation by municipal by-law	<ul style="list-style-type: none"> • Notice of intention to designate shall be published in a newspaper having general circulation in the municipality. • Publish notice of the by-law in a newspaper having general circulation in the municipality. • Withdraw the notice of intention to designate the property by causing a notice of withdrawal to be published in a newspaper having general circulation in the municipality. 	<ul style="list-style-type: none"> • Website posting as soon as possible following Council's decision for a period of 30 days. • The notice shall comply in all other respects with the requirements of the Ontario Heritage Act.
Section 30.1 Amendment of designating by-law	<ul style="list-style-type: none"> • The council shall withdraw the notice by causing a notice of withdrawal to be published in a newspaper having general circulation in the municipality. • If no notice of objection or no withdrawal, the council may pass an amending by-law and publish notice of the amending by-law in a newspaper having general circulation in the municipality. 	<ul style="list-style-type: none"> • Website posting as soon as possible following Council's decision for a period of 30 days. • The notice shall comply in all other respects with the requirements of the Ontario Heritage Act.
Section 31 Repeal of designating by-law, council's initiative	<ul style="list-style-type: none"> • Notice of intention to repeal a by-law or part thereof published in a newspaper having general circulation in the municipality. • If the council of the municipality decides to withdraw the notice of intention, either of its own initiative at any time or after considering an objection, the council shall withdraw the notice by causing a notice of withdrawal to be published in a newspaper having general circulation in the municipality. • If no notice of objection is filed within the 30-day period or a notice of objection is served within that period but the council decides not to withdraw the notice of intention, the council may pass a by-law repealing the by-law or 	<ul style="list-style-type: none"> • Website posting as soon as possible following Council's decision for a period of 30 days. • The notice shall comply in all other respects with the requirements of the Ontario Heritage Act.

Schedule B

	part thereof designating the property and if it does so, it shall publish notice of the repealing by-law in a newspaper having general circulation in the municipality.	
Section 32 Repeal of designating by-law, owner's initiative	<ul style="list-style-type: none"> • Notice of an application shall be published in a newspaper having general circulation in the municipality • The council shall publish notice of the intention to repeal the by-law in a newspaper of general circulation in the municipality. • The council shall pass a by-law repealing the by-law, or the part of the by-law, that designated the property as property of cultural heritage value or interest and cause notice of the repealing by-law to be published in a newspaper of general circulation in the municipality. 	<ul style="list-style-type: none"> • Website posting as soon as possible following Council's decision for a period of 30 days. • The notice shall comply in all other respects with the requirements of the Ontario Heritage Act.
Section 34 Demolition or removal of structure	Council shall publish its decision in a newspaper having general circulation in the municipality.	<ul style="list-style-type: none"> • Website posting as soon as possible following Council's decision for a period of 30 days. • The notice shall comply in all other respects with the requirements of the Ontario Heritage Act.
Section 34.3 Repeal of by-law designating property	When the council passes a repealing by-law under this section, the council shall cause notice of the repealing by-law to be published in a newspaper having general circulation in the municipality.	<ul style="list-style-type: none"> • Website posting as soon as possible following Council's decision for a period of 30 days. • The notice shall comply in all other respects with the requirements of the Ontario Heritage Act.
Section 40.1 Designation of study area	If the council of a municipality passes a by-law, the council shall, within 30 days after the by-law is passed, cause notice of the by-law to be published in a newspaper of general circulation in the municipality.	<ul style="list-style-type: none"> • Website posting within 30 days after the by-law is passed for a period of 30 days. • The notice shall

Schedule B

		comply in all other respects with the requirements of the Ontario Heritage Act.
Section 41 Designation of heritage conservation district	If the council of a municipality passes a by-law under this section designating the municipality or any defined area or areas of the municipality as a heritage conservation district, the council shall cause notice of the passage of the by-law to be published in a newspaper having general circulation in the municipality.	<ul style="list-style-type: none"> • Website posting as soon as possible following Council's decision for a period of 30 days. • The notice shall comply in all other respects with the requirements of the Ontario Heritage Act.
Section 41.1 Heritage conservation district plans	If the council of a municipality passes a by-law adopting a heritage conservation district plan under subsection, the council shall cause notice of the by-law to be published in a newspaper having general circulation in the municipality.	<ul style="list-style-type: none"> • Website posting as soon as possible following Council's decision for a period of 30 days. • The notice shall comply in all other respects with the requirements of the Ontario Heritage Act.

City of Mississauga Corporate Report



<p>Date: February 21, 2020</p> <p>To: Mayor and Members of Council</p> <p>From: Paul Mitcham, P.Eng, MBA, Commissioner of Community Services</p>	<p>Originator's files:</p> <hr/> <p>Meeting date: April 1, 2020</p>
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Subject

Park Naming of former Willow Glen School Site (P-531) to "Willow Glen" (Ward 2)

Recommendation

1. That General Committee consider, for a period of 30 days, the park naming of former Willow Glen School Site (P-531) to "Willow Glen".
2. That Community Services staff be directed to provide notice as set out in the "Facility Naming" Corporate Policy 05-02-02 of the proposed park naming of the former Willow Glen School Site (P-531) to "Willow Glen".

Background

In accordance with the City's "Facility Naming" Corporate Policy 05-02-02, the Community Services Department is directed to present names for the General Committee and Council's consideration for the purposes of naming parks, trails, and facilities in the City of Mississauga. In accordance with the policy, General Committee is requested to consider the recommended name presented by the Community Services Department for a period of 30 days, after which the Committee is asked to make a final recommendation to Council.

The subject report outlines the recommended park naming for the former Willow Glen School Site (P-531) to "Willow Glen".

The City completed the purchase of these lands from the Peel District School Board in May 2017 with the intended use for parkland. Community Services staff proceeded with park design and held a community engagement session to seek residents' feedback on the proposed park design and amenities. Park construction was initiated in summer 2019 and substantially completed in December 2019.

Comments

The subject property is the former Willow Glen School, located at 1301 Epton Crescent, in Ward 2. The newly constructed 4.92 ac (1.99 ha) Community Park will serve the neighbourhood recreational needs identified through engagement with residents and reflect the amenity needs for this service area based on recommendations from Future Directions 2019 Parks & Forestry Master Plan.

In accordance with the City's "Facility Naming" Corporate Policy, Park Planning undertook research and recommends "Willow Glen" as the preferred name for its direct geographic relationship and to recognize the school's long standing association with the property.

The school was a local focal point for learning, teaching, coming together and sharing educational experiences. It was a place of fond memories for former students, parents, teachers and the local community. There is a shared sentiment to honour and remember the site through the school's name "Willow Glen" because of the direct relationship to the park location and surrounding area.

Since the school's closure, the local community has informally referred to the site as "Willow Glen" which makes it a familiar and user-friendly name that blends well with the community's positive sentiment. Furthermore, residents have contacted Community Services staff to express their support and interest to formally name the park as "Willow Glen". The name "Willow Glen" celebrates the site's history as a school and brings geographic awareness that resonates with the local community.

In accordance with the City's "Facility Naming" Corporate Policy, the recommended park name is consistent with the selection criteria which gives preference to names that "have a direct relationship" and "reflect the geographic location" of the park.

The Ward 2 Councillor has been consulted and strongly supports the recommended park name.

Financial Impact

As per the Corporate Policy and Procedure for Official City Openings/Events, this event falls under Category B: Small-scale Projects with Capital Budgets. A small official opening event will be planned for summer 2020 with a budget of up to \$5,000. Costs related to the opening event will be absorbed through the existing Parks, Forestry and Environment capital budget PN 16326 Community Parks - Design & Construction - F_410 (Willow Glen).

Conclusion

The recommended name "Willow Glen" is in accordance with the City's "Facility Naming" Corporate Policy and should be considered by General Committee for approval 30 days, as per the policy.

Attachments

Appendix 1: Location Map for former Willow Glen School Site P-531

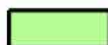


Paul Mitcham, P.Eng, MBA, Commissioner of Community Services

Prepared by: Anna Melikian, Planner, Park Planning



Location Map for P-531



Subject Property Former Willow Glen School Site (P-531)



FILE NUMBER:
P-531

SCALE:



MISSISSAUGA

City of Mississauga

Corporate Report



<p>Date: March 2, 2020</p> <p>To: Mayor and Members of Council</p> <p>From: Paul Mitcham, P.Eng, MBA, Commissioner of Community Services</p>	<p>Originator's files:</p> <hr/> <p>Meeting date: April 1, 2020</p>
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Subject

Request to Increase Contract with Dillon Consulting for the Fire and Emergency Services Comprehensive Risk Assessment and Risk Reduction Plan, Procurement No. FA.49.543.16.

Recommendation

That the Purchasing Agent be authorized to increase the contract with Dillon Consulting (Procurement No. FA.49.543-16) to include work required to accommodate service level modelling and information acquired through the Fire Station Building Condition Audit by an amount of \$144,025.56, to a revised total contract value of \$472,170.56.

Background

In 2016 Mississauga Fire and Emergency Services (MFES) retained Dillon Consulting through a competitive bid process (Procurement No. FA.49.543-16) for consulting services to undertake a Comprehensive Risk Assessment which included two (2) phases: Phase 1: Community Risk Identification and Phase 2: Community Risk Reduction Plan. The goal of the project was to identify all of the existing community risks, undertake a gap analysis to identify risks related to fire and emergency services in the City of Mississauga and provide recommendations that included risk mitigation strategies and associated corrective actions. Dillon was the only bidder.

Comments

This report is seeking authority from Council to increase the contract with Dillon Consulting in accordance with the Purchasing By-Law #374-2006, which requires Council approval for increases that exceed 20% of the original contract value. There are sufficient funds remaining in the capital budget to accommodate the proposed increase to the contract. No additional funding is required.

Council	2020/02/03	2
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The original scope was to include a longer term infrastructure plan (Infrastructure Renewal Strategy) that included a station location study that would help to inform the 10 year capital budget process. The scope of the project was broadened to include the following:

1. New fire station modelling to demonstrate fire station incremental improvement to meet identified service levels; and
2. The recommendations of an independent Building Condition Audit (BCA) that was completed on all of the existing fire stations.

This was done with the intention to provide more comprehensive costing to inform the budget. The addition of this information required Dillon to adjust the existing station location modelling and facility rating calculations to reflect the new information from the BCA.

The BCA was completed to determine the current condition and scope of work required to meet applicable health and safety, building and fire code accessibility and operational requirements for each fire station. Dillon Consulting used the BCA to update the Fire Infrastructure Renewal Strategy (FIRS) and subsequent recommendations related to station location, renovations and relocation. The objective of the studies that have been completed is to be able to provide all of the information required to understand MFES long term infrastructure needs.

Given the proprietary nature of the data and work that Dillon Consulting has already completed, it would not be feasible or economical to award this work to another vendor.

Financial Impact

There are no budget impacts resulting from the recommendation in this report. There are sufficient funds remaining in capital PN 17264 and PN 14251 to accommodate the proposed increase. No additional funding is required. The original and revised contract amounts are summarized in the table below:

Contract Item	Original Contract Value	Change Order #1	Change Order #2	(Change Order #3)
Phase 1	\$158,680.00			
Phase 2	\$89,310.00	\$10,000 Additional station location modelling (City-wide 4 mins @ 90%)	\$20,000 Additional station location modelling (City-wide 4 mins @ 85% and 75%)	\$144,025.56 Inclusion of Building Condition Audit
Contract Value	\$297,588.00	\$308,145.00	\$328,145.00	\$472,170.56

Conclusion

An increase to the existing contract with Dillon Consulting is required for the completion of this project. The original contract with Dillon Consulting was established through a competitive bid process with Dillon Consulting being the sole bidder. Dillon Consulting continues to represent value for money and is resourced to accommodate this additional work. Council approval is required according to the Purchasing By-law as this increase will exceed 20% of the original contract value.

Attachments

Appendix 1: 2016 Comprehensive Risk Assessment Statement of Work



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

Prepared by: Tracey Martino, Executive Officer

The Corporation of the City of Mississauga
Procurement No.: FA.49.543-16; PART A – Bidder Information Package
Request for Proposal for Comprehensive Risk Assessment For Mississauga Fire And Emergency Services

STATEMENT OF WORK

1.0 Project Description and Background

The last Fire & Emergency Services Master Plan was prepared and endorsed in 2014.

Mississauga Fire and Emergency Services (MFES) currently draws strategic direction from both the Fire and Emergency Services Business Plan and Budget document which is updated annually and the 2014 Future Directions Fire and Emergency Services Master Plan which is updated every five (5) years. MFES recently updated its long strategic goals to better reflect community needs and circumstances.

The Comprehensive Risk Assessment for MFES should be designed to be a living document that can be updated regularly to reflect rapidly changing information and service delivery to meet the current and future needs of the City's residents. It will be divided into two phases with three separate deliverables which will include a Community Risk Identification Report (Phase 1), a Community Risk Reduction plan (Phase 2) and the final Comprehensive Risk Assessment Report that will compile the results from both Phase 1 and Phase 2.

Note: The award of Phase 2 of the project will be contingent on satisfactory performance of the consultant at the completion of Phase 1 and budget availability.

The main deliverable for phase 1 will be the Community Risk Identification report, which will identify city wide community risks by profile type. The profile types will be consistent with those identified in National Fire Protection Association (NFPA) Standard 1730. The main deliverable for phase 2 will be Community Risk Reduction Plan(s) which will identify the areas that are most vulnerable based on a sectional gap analysis.

MFES is divided into 5 sections. They are:

- Emergency Operations
- Fire Prevention and Life Safety
- Capital Assets
- Professional Development and Accreditation
- Administration

Both phases will consider recommendations from existing reports and studies and plans as they pertain to MFES. The final report will include summaries from both Phase 1 and Phase 2 reports including recommendations.

The Corporation of the City of Mississauga
Procurement No.: FA.49.543-16; PART A – Bidder Information Package
Request for Proposal for Comprehensive Risk Assessment For Mississauga Fire And Emergency Services

2.0 Scope of Project

For successful completion of the project, the following requirements must be met:

The Community Risk Identification report will include (but is not limited to) the following community profiles based on NFPA Standard 1730 and the identification and assessment of the risks within each profile:

- Demographics
- Geographic overview
- Building Stock
- Fire experience
- Responses
- Hazards
- Economic/social
- The CRIR must be in an updatable format

3.0 Research Interests

The consultant shall refer to documents, studies and initiatives previously prepared and undertaken by the City. It will be necessary to maintain the connection with previous community documents. The consultant will review (at minimum) the following:

- OFMEM Review of Fire Protection Services (Fire Prevention and Public Fire Safety Education) in the City of Mississauga, 2015
- National Fire Protection Association (NFPA) 1730- Standard on Organization and Development of Fire Prevention Inspection and Code Enforcement, Plan Review, Investigation, and Public Education Options, 2016 Edition
- Fire and Emergency Services 2016-2018 Business Plan and budget
- MFES long term Strategic Goals, 2015
- The City of Mississauga Future Directions Fire and Emergency Services Master Plan and Implementation Plan, 2014
- Office of Emergency Management Documents (HIRA, CI, Risk plans, etc.)
- 2014 Station Location Study
- 2014 Development Charges Modelling Report, 2014

The Corporation of the City of Mississauga
 Procurement No.: FA.49.543-16; PART A – Bidder Information Package
 Request for Proposal for Comprehensive Risk Assessment For Mississauga Fire And Emergency Services

- 2010 Standard of Cover
- Existing mutual aid and other service agreements
- Computer Aided Dispatch (CAD) data
- GIS data
- City of Mississauga Strategic Plan
- City of Mississauga Accessibility Plan
- City of Mississauga Official Plan

The documents identified above, in addition to supplemental material, will be made available to the consultant upon award.

4.0 Project Goal and Objectives

The goal of this project is to identify all of the existing community risks, undertake a gap analysis to identify vulnerabilities related to fire and emergency services in the City of Mississauga and provide recommendations that include risk mitigation strategies and associated corrective actions. The Risk Assessment will be a guide to the strategic planning and management of Fire and Emergency Services programming and community engagement.

The Risk Assessment will:

- Satisfy section 2(1) b of the Fire Prevention and Protection Act (FPPA) that prescribes that a municipality should provide other such fire protection services as it deems necessary based on its needs and circumstances
- Identify the municipality's needs and circumstances that will inform the appropriate services levels. It will satisfy recommendation #14 of the Ontario Fire Marshal and Emergency Management (OFMEM) Review of Fire Protection Services (May 20,2015): "Recommendation# 14 - The Municipal Council of the City of Mississauga shall ensure the completion and annual update of a comprehensive fire risk assessment."
- Establish a consistent way of assessing risks and service demands across the City and enhance planning for other initiatives (professional development, capital assets, administration, etc.) and facilitate a more informed decision making process based on data

The Corporation of the City of Mississauga
Procurement No.: FA.49.543-16; PART A – Bidder Information Package
Request for Proposal for Comprehensive Risk Assessment For Mississauga Fire And Emergency Services

5.0 Project Organization

The City has assembled two working groups to oversee this project; a Core Team and a Steering Committee.

The Core Team will include at least one representative from each of the divisional sections including Emergency Operations, Fire Prevention and Life Safety, Capital assets, Professional Development and Accreditation and Administration.

The Steering Committee will consist of the Fire Chief, 4 Assistant Chiefs and the Executive Officer.

Notwithstanding the above, additional staff will be involved throughout the review.

6.0 Timing

The proposed project start date is immediately upon award of contract.

Completion dates for major project deliverables are provided below and must be considered by the consultant.

PHASE ONE – Community Risk Assessment	
Community Risk Identification Draft Report	December 1, 2016
Community Risk Identification Final Report	January 2, 2017
PHASE TWO- Community Risk Reduction Plan	
Sectional Risk Identification Assessment	April 3, 2017
Vulnerability Assessment Draft Report	May 1, 2017
Vulnerability Assessment Final Report	May 31, 2017
Final Reporting	
Comprehensive Risk Assessment Draft Report	July 1, 2016
Comprehensive Risk Assessment Final Report	July 31, 2017

7.0 Project Plan

The successful consultant will provide the Project Core Team with a detailed project work plan and schedule that outlines each task, target dates for progress, draft and final reports, meetings and presentations. The schedule should clearly identify the critical path for the project, and identify how it will be managed. The project plan and schedule will be created at the onset of the project, and may be revised and confirmed by the City as the project progresses.

The Corporation of the City of Mississauga
Procurement No.: FA.49.543-16; PART A – Bidder Information Package
Request for Proposal for Comprehensive Risk Assessment For Mississauga Fire And Emergency Services

8.0 Deliverables

The consultant will be responsible for the following deliverables:

8.1 Project Timeline

It is expected that this project will be completed within the timelines listed above. Phase 2 of the project will be contingent on satisfactory performance of the successful consultant at the completion of Phase 1 and budget availability.

8.2 Project Management

The Consultant will appoint a senior professional in the firm as the project manager. The project manager will be the main contact and will be responsible for the coordination of all of the consulting resources for the duration of the project. The project manager will represent the Consulting team at required meetings, as considered appropriate by the City.

8.3 Reports and Files

The consulting team must deliver a Comprehensive Risk Assessment document that incorporates all of the recommendations for the Fire and Emergency Services as per the project objectives outlined above.

8.3.1 Draft Reports

The consultant will provide one (1) printed colour copy of each draft document, including an executive summary. The consultant will also provide electronic PDF and MS Word copies of all draft documents. The draft documents are to include:

- Phase 1 – Community Risk Assessment Draft Report
- Phase 2 – Vulnerability Assessment Draft Report
- Final – Comprehensive Risk Assessment Final Draft Report

8.3.2 Final Report

The consultant will provide one (1) printed and bound colour copy of an executive summary which can stand on its own when removed from the rest of the document. The consultant will also provide an electronic PDF copy and MS Word copy of all final reports and executive summary documents.

The Corporation of the City of Mississauga
 Procurement No.: FA.49.543-16; PART A – Bidder Information Package
 Request for Proposal for Comprehensive Risk Assessment For Mississauga Fire And Emergency Services

8.3.3 Electronic Format (e.g. CD's/Memory Stick)

The consultant will provide one (1) CD/Memory Stick of all electronic research papers and web-based documentation and electronic files used for analysis related to this project, all e-mail correspondence between the City and the consulting team, all primary research collected for this project including consultation activities, all draft and final documents prepared for this project and any related graphics or maps in the project documents. All files must be compatible with Adobe Acrobat or Microsoft Office Products.

9.0 Meetings

The consultant is responsible for leading, preparing a draft agenda for each meeting (one week in advance) and minutes of each meeting (one week after). The consultant will not schedule meetings for administrative purposes. The consultant will indicate the expected outcomes of each meeting in their proposed work plan for this project. In addition monthly progress reports must be delivered to the steering committee. The following number of meetings is anticipated:

Core Project Team Meetings	5
Steering Committee	2
Leadership Team/Council/General Committee Meeting	1
Interviews/meetings with appropriate City Staff	As required (max. 6)

10.0 Presentation Materials

The consultant is responsible for developing and producing all presentations and presentation materials required for this project, including presentation boards, power point presentations and handouts and presentation evaluation forms.

City of Mississauga Corporate Report



<p>Date: March 3, 2020</p> <p>To: Mayor and Members of Council</p> <p>From: Paul Mitcham, P.Eng, MBA, Commissioner of Community Services</p>	<p>Originator's files:</p> <hr/> <p>Meeting date: April 1, 2020</p>
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Subject

Reciprocal Lending Agreement between the Mississauga Library System, Burlington Public Library and Hamilton Public Library

Recommendation

1. That the Commissioner of Community Services and City Clerk be authorized to enter into the Reciprocal Lending Agreement and any amendments and/or ancillary documents with Hamilton and Burlington Public Libraries through OverDrive, Inc. on behalf of the Corporation of the City of Mississauga to allow for eBook and eAudiobook resource sharing all in a form satisfactory to the City Solicitor
2. That all necessary by-laws be enacted.

Background

A core tenet of library services is to ensure equitable access to library materials in all formats. Historically, physical materials have been shared through reciprocal lending agreements with other libraries known as interlibrary loan. Interlibrary loans are conducted through a coordinated network and process that allows customers to request items not currently available in their own library systems. This supports efficient use of library collections across the country and supports increased availability for research and pleasure reading. The Mississauga Library System (Library) has participated in interlibrary loans for more than 30 years.

Until recently, this sharing option has not been available for eBook and eAudiobook formats. The Library's eResource platform host, OverDrive Inc., has now introduced an option for libraries to link their collections resulting in an increase to the size of collections available for customers of all linked partner libraries. Customers from linked libraries are able to see the collections and borrow eBooks and eAudiobooks from all the linked libraries. This new option

extends the size and breadth of the collections, increases the variety and availability of materials and maximizes the use of collections. The program is configured to ensure that customers from the home library retain priority access to their own collections to ensure that they are not adversely impacted by the arrangement.

Comments

The Library's eBook and eAudiobook usage has grown by approximately 240% since 2015 and continues to trend upwards with a 17% increase in usage from 2018 to 2019. The Library's collection currently includes 52,194 titles with 73,365 copies. To respond to the increasing demand from customers for electronic formats, the Library is recommending accepting an invitation from Burlington and Hamilton libraries to enter into an agreement to link electronic collections. This would make an additional 99,778 titles and 127,988 copies available to Mississauga Library customers through the existing platform and its mobile applications. Mississauga Library customers would be able to borrow 10 items at a time from the linked libraries and place 5 items on hold, in addition to being able to continue to borrow 10 items from the Mississauga Library's collections and place 20 items on hold.

Highlights of the agreement include:

- Library customers retain priority access for materials from their home library;
- In order to maintain eligibility each member library agrees to spend an annual amount equal to at least 95% of their previous fiscal year's total content expenditure with OverDrive;
- Member libraries agree to share basic collection information such as customer activity and collection size with each other for the purpose of understanding usage and trends;
- Members may terminate their participation in the agreement for any reason with at least thirty days prior written notice.

A review of the agreement has been undertaken by Legal Services and the Privacy Officer. The terms have been deemed acceptable by all parties.

Upon approval by Council, Library customers can begin accessing the partner library collections, borrowing and placing holds with seven working days.

Libraries who have participated in linked usage agreements have found their participation to be mutually beneficial for the libraries and their customers. As an example, Brampton Public Library has participated in a similar agreement on a different platform since 2017 with 30 other libraries and has experienced a 250% increase in the collection size available to its customers and a 290% increase in circulation. In addition, customers experienced reduced wait times for resources and reported increased user satisfaction.

Strategic Plan

This initiative aligns with both the Strategic Plan and the Library's Future Directions Master Plan. The Strategic Pillars of Move, Prosper, and Green are supported by this proposal.

- The Move pillar is supported under the "Connect to our city" as it supports Mississauga's aim to be a vibrant successful city through its connection with Burlington and Hamilton. The extended resources provided will always be available on the Library's website through its virtual branch 24 hours a day.
- The Prosper pillar is supported through the creation of a new partnership with Burlington and Hamilton Public libraries through the sharing of resources. This meets the goal of the "Create Partnerships for Innovation" which will leverage opportunities for increased services and fosters innovation.
- The Green pillar is supported as eBooks and eAudiobooks provide a responsible and sustainable approach to reading, without the ecological impact of physical items.

The initiative is linked to the Library's Future Directions Master Plan by significantly increasing eBook and eAudiobook availability and by investing in technology to continue to meet customer needs. Specifically, the initiative responds to the following recommendations in the Master Plan:

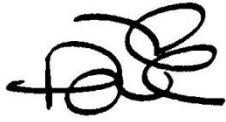
1. Establish a virtual library which will operate as an always open 19th branch.
2. Make the Library known for new technology integration and application by investing significantly in technology prioritizing the matching of technology offerings to comparator libraries, and responding to customer needs.

Financial Impact

There is no financial impact as a result of this report. The cost of participating in the shared collection is part of the Library's existing fee for the OverDrive platform.

Conclusion

eBook and eAudiobook use in Mississauga continues to grow at a consistent rate. The Library is consistently searching for innovative and cost effective ways to increase the number of available resources for customers as well as improve the availability of resources. Entering into an agreement with Burlington and Hamilton libraries would increase the available titles to customers by 200% and available copies to borrow by 275%. There is no financial impact as a result of this report as the cost of participating in the shared collection is part of the Library's existing fee for Overdrive. Benchmarking demonstrates that with partnered lending, resource use and availability increase resulting in increased circulation of titles for all partners and improved customer satisfaction.



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

Prepared by: Jennifer Stirling, Manager, Digital Library Services & Collections

City of Mississauga Corporate Report



Date: February 25, 2020

To: Mayor and Members of Council

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

Originator's files:

Meeting date:
April 1, 2020

Subject

Canadian Coast Guard Divestment of Navigational Aids in Port Credit

Recommendation

1. That the Commissioner of Community Services be authorized to execute an agreement with Her Majesty the Queen, as represented by the Minister of Fisheries and Oceans with regard to the divestment of navigational aids at the mouth of the Credit River, and any amendments or ancillary documents thereto, in a form satisfactory to the City Solicitor.
2. That all necessary by-laws be enacted.

Report Highlights

- As an agency of the Ministry of Fisheries and Oceans, the Canadian Coast Guard (CCG) completes a Level of Service (LOS) reviews for marine navigational aids every 5, years to determine if they are exceeding their level of service requirements.
- The 2018 LOS review for navigational aids in Port Credit determined that the CCG was exceeding its service levels for the harbour, as it has transitioned from a commercial port to a recreational port.
- CCG has approached the City to determine if we would accept the divestment of seven navigational aids in a state of good repair.
- Staff recommend the City accept the divestment of six navigational aids to ensure continuity of navigational aids at Port Credit and provide safety to the mariners using the harbour.
- Staff do not support accepting the divestment of the seventh navigational aid at this time as the aid is not located on City-owned or leased lands.
- Any future maintenance or replacement costs would be absorbed by existing Park Operations operating budgets.

Background

The Canadian Coast Guard (CCG) completes Level of Service (LOS) reviews for marine navigational aids in systems across Canada approximately every 5 years, or when triggered by something warranted (eg. change in traffic or types of users at a harbour). CCG initiated a LOS review of the marine navigational aids in Port Credit in late 2018 and have prepared recommendations for the City to consider.

The LOS review determined that CCG is exceeding its level of service requirements for Port Credit, as it now predominately services recreational users as opposed to commercial users. The primary recommendation is for CCG to divest all aids to the municipality after replacing the existing structures to bring them into a state of good repair. However, if divestment is not accepted by the City, the secondary recommendation is for CCG to discontinue all navigational aids in Port Credit.

It is the responsibility of the landowner to determine if they want to mark hazards, obstructions and channels for mariners accessing their facilities. As such, staff recommends that the City accept the navigational aids given the Credit Village Marina in Port Credit. There would be considerable safety issues, risk and liability, if the aids were discontinued entirely since mariners currently rely on them to navigate existing hazards within the harbour (please see Figure 1 for a map of the aids).

Consultations with Risk Management and Legal Services staff have occurred and they agree that the City should pursue this divestment opportunity. Legal Services has reviewed the Bill of Sale received from the Ministry of Fisheries and Oceans and will negotiate, as necessary, its terms and conditions.

Comments

CCG has indicated that should the divestment process be accepted by the City:

1. CCG will forward the divestment procedures and paperwork to the necessary parties;
2. CCG will replace the existing navigational aids prior to divestment with remote-controlled solar powered LED lights:
 - a. LL #521:Port Credit East Breakwater – located on eastern most breakwater;
 - b. LL #523:Port Credit East Breakwater Extension – located on the Ridgetown; and
 - c. LL #525:Port Credit Inner Harbour – located on JJ Plaus Pier;
3. Floating aids MC1, MC3, MC5 – replace with similar buoys
4. CCG will provide City staff with all necessary information, documentation, advice, and expertise to maintain the aids; and
5. CCG will provide support, in terms of future design if the City is interested in establishing new or modifying aids so they are safe and effective for mariners.

One additional navigational aid in Port Credit Harbour, LL #522 Port Credit West Breakwater, is located on lands owned by Canada Lands Company (CLC) and leased to a private marina operator. Staff do not support accepting the divestment of the aid at this time as the aid is not located on City-owned or leased lands.

CCG provided information that has been collected since 1995 in terms of maintenance of the aids to be divested. At most, there were seven outages reported since 1995, with the last outage being reported in 2013.

Due to the condition of the Ridgetown, a lighted buoy will be installed by CCG to replace the navigational aid (#LL523) currently on the boat. The buoy would alleviate health and safety concerns related to accessing the lighted mast on the boat. Permission is not required for the installation of the buoy as long as they meet the requirements in the Private Buoy Regulations, issued by Transport Canada.

CCG's maintenance staff inspected the aids once a year, as well as relying on mariners, members of the public and the National Navigational Warning (NAVWARN) system to inform them of any issues. They would anticipate that with the divestment, local mariners would report it to the Marina directly. Mariners may also send an email through the NAVWARN system which would then be forwarded to the City. The City would need to develop an inspection program for the navigational aids during our operating season (May 1 to October 31).

Once the season is closed for the winter (November 1 to April 30), the City can send a notice to the NAVWARN system indicating such and inspections and maintenance of the aids would not need to occur in winter months.

If the City feels that the mariner use of Port Credit harbour changes, the City can trigger a LOS review with the CCG to see if they would then re-assume the navigational aids.

Financial Impact

There are no financial impacts resulting from the recommendations in this report. Any future maintenance or replacement costs would be absorbed by existing Park Operations operating budgets.

Conclusion

The Canadian Coast Guard has determined through a Level of Service review that they are currently exceeding their requirements for navigational aids in Port Credit. The CCG approached the City to divest of these aids, and committed to bringing them into a state of good repair before completing the divestment. To ensure continuity of service at Port Credit, staff recommend accepting the divestment.

Attachments

Appendix: Port Credit Navigational Aids



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

Prepared by: Jamie Ferguson, Manager, Parks Services



Figure 1: Location of existing navigational aids in Port Credit. Please note that LL #522 is not part of the divestment to the City as it is on CLC lands under lease to a private marina operator.

City of Mississauga Corporate Report



Date: March 5, 2020

To: Mayor and Members of Council

From: Gary Kent, CPA, CGA, ICD.D, Commissioner of
Corporate Services and Chief Financial Officer

Originator's files:

Meeting date:
April 1, 2020

Subject

Security in City Facilities, Properties and Transit - Strategic Directions and 2019 Annual Summary

Recommendation

That the Corporate Report titled "Security in City Facilities, Properties and Transit - Strategic Directions and 2019 Annual Summary", from the Commissioner of Corporate Services and Chief Financial Officer dated March 5, 2020 be received for information.

Report Highlights

- This report highlights the strategic direction and focus on Operational Excellence, Security Awareness, Community outreach, and Security Infrastructure with supporting activities and initiatives for 2019.
- The Security Services key achievements in 2019 including an emphasis on Performance Metrics, Staff Training, the Protective Measures Program, and Integration in community activities and partnerships.
- 2019 Security Services Incident and Graffiti reporting.

Background

The report provides the Chair and Members of General Committee with:

1. An overview of key strategic directions and 2020 security program initiatives.
2. A summary of key 2019 accomplishments.
3. Key security metrics.
4. A summary and analysis of graffiti incidents.

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The Security Services section within the Facilities and Property Management division is responsible for bylaw enforcement and security on most City properties including Transit. The section's mandate is to protect staff, customers and assets, by providing collaborative and proactive, risk-based security services to support the delivery of safe and reliable City services.

The source data utilized in this report comes from the section's Special Occurrence Reports (SORs). All Security incidents reported to, or responded to, by Security Services are documented as Special Occurrence Reports:

- Appendix 1 provides the total number of SORs issued within each Ward for a number of categories in 2019 and 2018.
- Appendix 2 provides the number and reason for bans imposed under the Trespass to Property Act for 2019 and 2018.
- Appendix 3 provides definitions for common security occurrences used by Security Officers when preparing SORs.
- Appendix 4 provides a breakdown of Graffiti Incidents reported in 2019.

Comments

Part 1 – Key Strategic Directions and 2020 Security Program Initiatives

Security Services aims to become the centre of excellence in municipal security service delivery. Key strategic directions have been set and in 2020 initiatives will continue to concentrate on optimizing the service delivery model through security risk management and preventive program initiatives.

Security Services has three key areas of focus:

Operational Excellence

- Implement effective service delivery oversight and decision-making that will allow the Security Services section to grow and achieve its objectives.
- Enable the development and implementation of a City-Wide Security Policy.
- Further develop and implement continuous improvement initiatives, including the development of Standard Operating Procedures.
- Ensure effective implementation of a Training and Compliance unit with a focus on staff development.
- Implement further Security Occurrence Reporting improvements for better data analysis and staff efficiencies.

Security Awareness and Community Outreach

- Drive to move security initiatives from a reactive workforce to a proactive reduction of crime and community based enforcement.
- Maintain and build a security awareness program engaging communities and staff through town hall meetings, security awareness campaigns and active engagement.

Council	2020/03/05	3
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- Continue implementation of the Protective Measures Program.
- Develop a Security Risk Methodology for the City of Mississauga to support key activities and actions based on a priority framework.

Security Infrastructure

- Maintain current infrastructure in a state of good repair with an effective maintenance plan.
- Continue the Physical Security Integrated Management System (formerly Integrated Security Systems) project that will enable an end-to-end incident and risk management solution.
- Implement City Hall Security improvements including maintaining and managing the City's access control and intrusion detection system.
- Improve frontline activities by increasing mobile patrols from two cars to four cars on the road as approved by Council in the 2019 operating budget.

Part 2 - 2019 Achievements

Security Services, in partnership with law enforcement and City staff, made a number of significant contributions to the safety of Mississauga in 2019 through the following actions.

Operational Excellence

Performance Metrics: Performance metrics have begun to provide a better understanding of the section's performance on response times, allowing more informed decisions related to resource allocation and priorities.

Security Response Times

Security response times were measured and reported on a monthly basis based on two target categories.

Category 1 - Core Precinct

- Target: 95% of all calls for service to be responded to within 5 minutes or less.
- Actual 2019 response rate achieved: 89%.

Category 2 – All other City properties including parks and transit infrastructure

- Target: 95% of all calls for service to be responded to within 30 minutes or less.
- Actual 2019 response rate achieved: 87%.

A new response criteria based on incident criticality will be piloted early 2020 to more effectively measure our response times. Calls which did not meet the response targets are primarily low risk incidents.

Security Awareness and Community Outreach

Staff Training

In 2019, Security Services delivered training to 375 City staff. Training was focused on Personal Safety and Security Awareness (PSSA) and provides general information about staff roles & responsibilities and de-escalation techniques.

Security Awareness and Outreach

In 2019, Security Services attended 14 outreach events interacting with approximately 1500 members of the public. Further efforts will be made in 2019 to increase public awareness about Security Services.

Protective Measures Program

Through the collaborative efforts of various City teams, the Protective Measures Policy was approved by Council on June 21st 2017. This policy aims to mitigate the risk of serious injury to City staff and the public in the event of an emergency situation at a City facility. The Protective Measures Policy (03-10-04) has been revised to change the word “safe room” to “appropriate safe area”. This change will aid in having protective measures plans that are more consistent and manageable. The first Protective Measures Drill occurred on July 26, 2019 at Mississauga Civic Centre. The continued employment of this program, drills, associated training and development of facility plans will continue in 2020.

Increased Community and Partner Organization Integration

Crime prevention is optimized through a holistic, integrated and community based approach. Security Services has continued to increase integration with key community partners such as Peel Regional Police, Crime Prevention Through Environmental Design (CPTED) Advisory Committee, Integrated Municipal Enforcement Team (IMET) and various internal stakeholders. Throughout 2019, Security Services presented at various Councillor Town Hall meetings on crime prevention with educational materials presented at community centres and recreation facilities. This has increased the overall understanding of the City-wide security environment and helped to identify areas of focus and concern.

Security Infrastructure

Physical Security Integrated Management System (formerly Integrated Security System)

The Physical Security Integrated Management System (PSIM) will be a unified, end-to-end incident and risk management solution that consolidates multiple physical security system platforms into a single interface. The feasibility study and design for short and long term

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solutions and roadmap was completed in 2019. A business case has been submitted for approval as part of the 2021 budget cycle.

Video Requests

Video surveillance plays a key role in allowing Security Services and Peel Regional Police to keep the City safe. In 2019 the number of video requests totaled 438. Video requests from Risk Management totaled 167 representing an increase of 58% compared to 2018.

Part 3 – Security Incidents

Special Occurrence Reports (SORs)

In 2019 the total number of SORs decreased by 34% when compared to 2018. This decline is attributed to streamlining the reporting criteria where only significant incidents require full reports. This allows officers to spend more time on the road or in facilities where they can provide the most value.

See Appendix 1 for details on the total number of SORs issued in 2019 within each Ward and for various categories.

Bans

Bans imposed under the Trespass to Property Act as detailed in Appendix 2, increased from 228 in 2018 to 248 in 2019. The under 18 bans decreased from 104 to 76. Security Services reserves bans for serious events and habitual offenders. For minor offenses, the approach of Inform, Educate and Enforce is taken.

- First Inform: Advise that a violation has occurred and inquire as to the reasons why
- Then Educate: Explain the reason for the bylaw/policy and the role of the officer in enforcing the bylaw/policy
- Finally Enforce: Issue warning notices or infractions, as a last resort, depending on the situation and in keeping with the prescribed protocols

The aim is to continue this trend in 2020 with officer's interacting with patrons to establish and initiate an appropriate and proportional response to the situations, ensuring that prohibited activity ceases and/or the individual leaves the premises. Enabling the lawful enjoyment of City facilities and the continuity of business operations can be accomplished through "education" instead of "bans".

As per Corporate Policy No. 05-01-10, Responding to Incidents in City Facilities, when a ban is issued, a Special Occurrence Report and Supplementary Banning Report is created and distributed in compliance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

Part 4 - Graffiti

Graffiti Incidents

There were 911 graffiti incidents reported in 2019. This is a 2% increase from 2018 (894 incidents).

Summary of Graffiti Incidents and Service Level

Service Level is defined as the time established for graffiti removal in order of priority from 2 to 5 business days.

	2018	2019
Graffiti Incidents	894	911
Service Level Targets Achieved	78%	70%
Removal Costs	\$145,528	\$146,252

Further detailed analysis can be found in Appendix 4

Graffiti tracking and mitigation efforts are included as part of the broader security awareness outreach programs - from measuring the effectiveness of prevention strategies for all security incidents as well as to increase collaboration with community groups (e.g. Safe City Mississauga), external stakeholders (e.g. Mississauga Integrated Municipal Enforcement Team (IMET)), etc.

Graffiti Removal

Service level targets decreased compared to 2018. Total costs for graffiti removal stayed in line with last year's costs.

Incidents where service level targets were not achieved can be attributed to several factors including seasonal weather impacts, staff workloads, reporting system limitations and new user training issues. Additional challenges meeting targets often arise when coordinating cleanup efforts with non-city entities such as utilities (e.g. graffiti on electrical box within a City park). Business lines (e.g. Works Operations & Maintenance, Parks Operations, Building Services & Operations, Transit Enforcement, Compliance & Licensing) will continue to refine these input processes to improve data fidelity for future reports.

Further details about graffiti incidents and removal statistics are found in Appendix 4.

Financial Impact

No financial impact.

Conclusion

Security Services optimized services through new program initiatives and continued enhancements throughout 2019. In 2020, the Section will continue to focus on the highest quality of service to City staff and the public while delivering value added outcomes in an efficient and effective manner. The Security Services section is committed to taking a strategic approach that will emphasize proactive prevention through engagement and priority based improvements initiatives and activities.

Attachments

Appendix 1: 2019 and 2018 Security Occurrence Reports (SORs)

Appendix 2: 2019 and 2018 Bans Under the Trespass to Property Act

Appendix 3: Security Occurrence Definitions

Appendix 4: 2019 Graffiti Incidents Summary



Gary Kent, CPA, CGA, ICD.D, Commissioner of Corporate Services and Chief Financial Officer

Prepared by: Silvia Fraser, Manager Security Services, Facilities & Property Management

Facilities & Property Management Division Security Services
2019 Security Occurrence Reports (SOR's)

INCIDENT CATEGORIES	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Ward 11	Buses & Bus Stops	Other	Grand Total
ACCESS	0	0	1	0	0	0	0	0	0	1	0	0	0	2
ACCESS	0	0	1	0	0	0	0	0	0	1	0	0	0	2
ACCIDENT	3	3	0	33	7	11	2	1	8	3	2	18	2	93
PERSONAL INJURY	1	1	0	19	1	1	0	1	2	0	0	1	1	28
PROPERTY DAMAGE	1	2	0	9	3	6	1	0	0	0	1	14	1	38
VEHICLE (PROPERTY DAMAGE)	1	0	0	5	3	4	1	0	6	3	1	3	0	27
ALARM	5	0	1	8	5	3	1	1	0	1	0	0	0	25
DURESS	0	0	1	0	0	0	0	0	0	0	0	0	0	1
GENERAL	5	0	0	8	5	3	1	1	0	1	0	0	0	24
ASSAULT	1	0	0	12	9	1	3	1	4	1	0	17	4	53
BODILY	0	0	0	4	5	0	2	0	0	0	0	9	2	22
COMMON	1	0	0	7	4	1	1	0	4	1	0	4	2	25
SEXUAL	0	0	0	1	0	0	0	1	0	0	0	3	0	5
WEAPONS	0	0	0	0	0	0	0	0	0	0	0	1	0	1
DISTURBANCE	85	45	39	206	101	46	46	44	61	18	20	101	14	825
DISPUTE	0	0	0	2	1	0	2	1	3	0	0	1	0	10
DISPUTE : OPERATOR/PASSENGER	0	1	0	8	5	0	0	5	0	0	0	25	3	47
DISPUTE : PASSENGER/PASSENGER	0	0	0	3	1	0	0	0	0	0	0	12	1	17
DRUGS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DRUGS : MARIJUANA	0	0	1	8	0	0	1	0	1	0	0	0	0	11
DRUGS : OTHER	1	0	0	3	1	0	0	0	0	0	0	1	0	6
DRUNKENNESS	3	1	2	14	8	2	1	6	5	0	0	23	3	68
FIGHTING	0	0	0	14	4	0	1	0	7	0	0	3	1	30
HARASSMENT	0	0	1	9	3	0	0	1	1	0	0	4	0	19
INDECENT BEHAVIOUR	0	0	1	5	0	0	1	0	0	0	0	3	0	10

INCIDENT CATEGORIES	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Ward 11	Buses & Bus Stops	Other	Grand Total
LIQUOR OFFENCE	1	1	3	13	4	0	0	1	4	0	0	8	0	35
MISCHIEF : (CITY PROPERTY) MISCHIEF OVER \$5000	0	0	0	0	0	0	1	1	0	0	0	1	0	3
MISCHIEF : (CITY PROPERTY) MISCHIEF UNDER \$5000	4	6	2	12	4	4	9	2	4	2	5	10	2	66
MISCHIEF : (NON-CITY PROPERTY) MISCHIEF UNDER \$5000	0	0	0	3	1	2	1	0	0	0	0	0	3	10
MISCHIEF : MISCHIEF ENDANGER LIFE	0	0	0	1	1	0	0	0	0	0	0	0	0	2
NOISE	0	1	0	1	2	0	0	0	0	0	0	0	0	4
POSSESSION OF A WEAPON	0	0	0	2	2	0	0	0	2	0	1	1	0	8
PROHIBITED ACTIVITY	7	1	2	14	6	7	3	3	4	3	0	0	0	50
PROHIBITED ACTIVITY : BY-LAW INFRACTION	18	9	9	21	10	13	8	7	6	3	7	0	1	112
PROHIBITED ACTIVITY : ENTER/REMAIN AFTER CLOSING	26	15	2	6	1	11	4	1	0	2	1	0	0	69
PROHIBITED ACTIVITY : FAIL TO COMPLY WITH ORDER BY STAFF	2	0	1	4	5	0	1	0	2	0	1	0	0	16
PROHIBITED ACTIVITY : OPERATE/USE SOUND AMPLIFICATION EQUIPMENT	0	0	0	0	0	0	0	0	0	0	1	0	0	1
PROHIBITED ACTIVITY : PERMIT DISPUTE	0	2	0	0	0	0	0	0	0	0	0	0	0	2
PROHIBITED ACTIVITY : VIOLATE RESPECTFUL WORKPLACE POLICY	2	0	1	8	16	1	1	3	3	4	1	0	0	40
PROHIBITED ACTIVITY : VIOLATION OF FACILITY RULES	5	2	5	13	13	1	3	7	8	4	0	0	0	61
SOLICITING	0	0	0	2	0	0	0	0	1	0	0	0	0	3
SUSPICIOUS ACTIVITY	15	6	7	32	10	5	7	5	8	0	3	2	0	100
SUSPICIOUS PACKAGE	0	0	0	1	0	0	1	0	0	0	0	2	0	4
UNAUTHORIZED ADVERTISING	0	0	0	1	0	0	0	0	0	0	0	0	0	1
UTTERING THREATS	1	0	2	6	3	0	1	1	2	0	0	4	0	20
EMERGENCY/911	1	2	2	25	7	6	0	0	1	0	0	2	4	50
ASSIST LAW ENFORCEMENT	0	0	0	6	0	0	0	0	0	0	0	1	1	8
FATALITY ON PREMISE	0	0	1	1	1	3	0	0	0	0	0	0	0	6
GAS LEAK	0	0	0	1	1	0	0	0	0	0	0	0	0	2
MISSING PERSON	0	0	0	2	0	1	0	0	1	0	0	0	1	5
MISSING PERSON : FOUND	0	0	0	4	1	0	0	0	0	0	0	0	1	6
MISSING PERSON : REPORTED	0	1	0	1	0	0	0	0	0	0	0	0	0	2
PERSON(S) TRAPPED (ELEVATOR)	0	0	1	3	3	0	0	0	0	0	0	0	0	7
SMOKE/FIRE	1	1	0	7	1	2	0	0	0	0	0	1	1	14

[illegible]

INCIDENT CATEGORIES	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Ward 11	Buses & Bus Stops	Other	Grand Total
FARE OFFENCE : USE INVALID/EXPIRED PASS/TICKET	0	0	0	1	1	0	0	1	0	0	0	0	0	3
FARE OFFENCE : USE UNAUTHORIZED PASS/TICKET/TRANSFER	0	0	0	4	0	0	0	7	0	0	0	1	0	12
INTERFERE WITH BUS OPERATION	0	0	1	6	1	0	0	0	0	0	0	3	1	12
PEDESTRIAN ON TRANSITWAY	0	0	0	1	0	0	0	0	0	0	0	0	0	1
SMOKING ON TRANSIT PROPERTY	0	0	0	18	0	0	0	1	1	0	0	3	1	24
SMOKING ON TRANSIT PROPERTY : MARIJUANA	0	0	0	1	0	0	0	0	0	0	0	0	1	2
UNAUTHORIZED VEHICLE ON TRANSIT PROPERTY	0	6	0	65	9	3	0	86	4	0	0	0	1	174
UNAUTHORIZED VEHICLE ON TRANSITWAY	0	1	6	3	1	0	0	3	0	0	0	0	3	17
TRESPASSING	3	2	3	28	6	3	5	1	1	0	5	1	0	58
FORCED ENTRY	0	0	1	4	2	1	0	0	0	0	4	0	0	12
FORCED ENTRY (ATTEMPTED)	1	0	0	0	1	0	0	0	0	0	0	0	0	2
TRESPASSER ON SITE (BANNED PERSON)	2	2	2	24	3	2	5	1	1	0	1	1	0	44
Grand Total	107	61	60	544	200	81	64	156	109	29	30	186	39	1666

Facilities & Property Management Division Security Services
2018 Security Occurrence Reports (SOR's)

INCIDENT CATEGORIES	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Ward 11	Buses & Bus Stops	Other	Grand Total
ACCIDENT	13	1	4	50	15	17	5	6	13	0	1	43	8	176
PERSONAL INJURY	4	1	3	31	6	1	3	2	2	0	0	1	0	54
PROPERTY DAMAGE	3	0	1	6	3	3	1	0	1	0	0	36	3	57
VEHICLE (PERSONAL INJURY)	0	0	0	1	0	0	0	1	1	0	0	3	2	8
VEHICLE (PROPERTY DAMAGE)	6	0	0	12	6	13	1	3	9	0	1	3	3	57
ALARM	43	24	13	36	34	39	18	4	5	9	14	3	0	242
GENERAL	42	24	10	31	27	37	17	3	5	8	14	3	0	221
DURESS	1	0	3	5	7	2	1	1	0	1	0	0	0	21
ASSAULT	1	0	1	14	7	0	2	1	3	0	0	17	1	47
BODILY	1	0	0	6	2	0	0	0	2	0	0	6	1	18
COMMON	0	0	0	6	5	0	2	1	1	0	0	6	0	21
SEXUAL	0	0	0	2	0	0	0	0	0	0	0	4	0	6
WEAPONS	0	0	1	0	0	0	0	0	0	0	0	1	0	2
DISTURBANCE	96	37	41	287	149	42	47	62	52	14	35	281	6	1149
DISPUTE : OPERATOR/PASSENGER	0	0	0	10	6	0	0	5	1	0	0	73	3	98
DISPUTE : PASSENGER/PASSENGER	1	0	0	4	0	0	0	1	0	0	0	15	0	21
DRUGS : MARIJUANA	5	2	2	36	7	2	0	1	0	1	1	1	0	58
DRUGS : OTHER	0	0	1	4	1	0	0	2	0	0	0	2	0	10
DRUNKENNESS	11	1	1	28	14	0	2	6	3	0	0	50	2	118
FIGHTING	0	0	1	11	13	0	0	2	1	0	0	1	0	29
HARASSMENT	5	2	3	13	2	3	2	3	9	3	0	5	0	50
INDECENT BEHAVIOUR	0	1	0	7	9	0	2	4	3	1	0	3	0	30
LIQUOR OFFENCE	6	1	3	27	8	0	4	1	1	1	1	5	0	58
MISCHIEF : (CITY PROPERTY) MISCHIEF OVER \$5000	0	0	0	2	1	0	0	0	0	0	1	1	0	5
MISCHIEF : (CITY PROPERTY) MISCHIEF UNDER \$5000	10	2	0	12	7	2	5	2	1	0	3	87	0	131

[illegible]

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INCIDENT CATEGORIES	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Ward 11	Buses & Bus Stops	Other	Grand Total
UNAUTHORIZED VEHICLE ON TRANSIT PROPERTY	0	0	0	51	24	1	0	40	4	0	0	6	0	126
UNAUTHORIZED VEHICLE ON TRANSITWAY	0	0	12	9	11	0	0	3	0	0	0	1	0	36
TRESPASSING	3	2	8	21	12	2	2	0	1	2	2	0	0	55
FORCED ENTRY	2	1	0	2	2	0	0	0	0	1	2	0	0	10
FORCED ENTRY (ATTEMPTED)	1	0	0	0	0	0	0	0	0	0	0	0	0	1
TRESPASSER ON SITE (BANNED PERSON)	0	1	8	19	10	2	2	0	1	1	0	0	0	44
Grand Total	174	73	115	749	335	121	91	161	109	30	58	500	21	2537

Facilities & Property Management Division
Security Services
2019 vs 2018 Bans Under the Trespass to Property Act

REASON FOR BAN	2018 Under 18	2018 Total	2019 Under 18	2019 Total
ASSAULT : BODILY	1	4	2	7
ASSAULT : COMMON	0	0	3	12
ASSAULT : SEXUAL	0	2	0	1
DISTURBANCE : DISPUTE	0	0	0	1
DISTURBANCE : DISPUTE : OPERATOR/PASSENGER	0	0	0	3
DISTURBANCE : DISPUTE : PASSENGER/PASSENGER	0	1	0	0
DISTURBANCE : DRUGS : MARIJUANA	23	52	4	9
DISTURBANCE : DRUGS : OTHER	0	6	0	1
DISTURBANCE : DRUNKENNESS	0	5	0	11
DISTURBANCE : FIGHTING	11	15	10	13
DISTURBANCE : HARASSMENT	0	6	0	1
DISTURBANCE : INDECENT BEHAVIOUR	1	4	0	3
DISTURBANCE : LIQUOR OFFENCE	0	8	0	13
DISTURBANCE : NOISE	0	1	0	0
DISTURBANCE : MISCHIEF : (CITY PROPERTY) MISCHIEF OVER \$5000	8	8	0	1
DISTURBANCE : MISCHIEF : (CITY PROPERTY) MISCHIEF UNDER \$5000	5	6	5	6
DISTURBANCE : MISCHIEF : MISCHIEF ENDANGER LIFE	0	0	3	3
DISTURBANCE : OFFENSIVE MATERIAL : HATE	0	1	0	0
DISTURBANCE : POSSESSION OF A WEAPON	0	0	2	3
DISTURBANCE : PROHIBITED ACTIVITY	0	0	6	22
DISTURBANCE : PROHIBITED ACTIVITY : BY-LAW INFRACTION	7	11	3	17
DISTURBANCE : PROHIBITED ACTIVITY : ENTER/REMAIN AFTER CLOSING	0	7	3	10
DISTURBANCE : PROHIBITED ACTIVITY : FAIL TO COMPLY WITH ORDER BY STAFF	10	13	2	5
DISTURBANCE : PROHIBITED ACTIVITY : RESPECTFUL WORKPLACE POLICY	13	19	6	15
DISTURBANCE : PROHIBITED ACTIVITY : VIOLATION OF FACILITY RULES	10	18	6	21
DISTURBANCE : SOLICITING	0	1	0	1
DISTURBANCE : SUSPICIOUS ACTIVITY	0	0	2	4
DISTURBANCE : UTTERING THREATS	0	2	3	12
EMERGENCY/911 : ASSIST LAW ENFORCEMENT	0	0	0	1
GRAFFITI : CITY PROPERTY : HATE	0	1	0	0
GRAFFITI : CITY PROPERTY : OTHER	1	2	0	0
MEDICAL	0	0	0	1
ROBBERY	0	0	1	2
THEFT : ATTEMPTED	1	1	0	0
THEFT : LOCKER	1	1	0	0
THEFT : (CITY PROPERTY) UNDER \$5000	0	0	0	2
THEFT : (NON CITY PROPERTY) OVER \$5000	0	0	2	2
THEFT : (NON CITY PROPERTY) UNDER \$5000	0	1	1	3
TRANSIT : INTERFERE WITH BUS OPERATION	0	1	0	0
TRANSIT : SMOKING ON TRANSIT PROPERTY	0	1	0	3
TRESPASSING : FORCED ENTRY	7	10	1	4
TRESPASSING : TRESPASSER ON SITE (BANNED PERSON)	6	20	11	35
Grand Total	105	228	76	248

Security Occurrence Definitions

Category	Definition
ACCESS : DENIED	Substantiation and justification of denial of access to a contractor or staff member.
ACCIDENT : PERSONAL INJURY	Any personal injury where city staff/facility/or action or inaction may have caused the injury
ACCIDENT : PROPERTY DAMAGE	Any accident that damages City Property - Not including any person
ACCIDENT : VEHICLE (PERSONAL INJURY)	Any accident involving a vehicle and a person, where the person was injured (1staid +)
ACCIDENT : VEHICLE (PROPERTY DAMAGE)	Any accident that damages city assets that involves a vehicle
ALARM : GENERAL	Incidents where security responds to facility (not duress) alarms and must take action to disarm or reset
ALARM : DURESS	Incidents where a duress alarm is activated (eg code blue station or panic button)
ASSAULT : BODILY	An assault that causes bodily harm to a person.
ASSAULT : COMMON	An assault that does not result in a serious injury, ie pushing someone.
ASSAULT : SEXUAL	Sexual assault is defined as sexual contact with another person without that other person's consent.
ASSAULT : WEAPONS	An assault committed using a weapon.
DISTURBANCE : DISPUTE : OPERATOR/PASSENGER	A dispute between a Transit Operator and a passenger causing a disturbance.
DISTURBANCE : DISPUTE : PASSENGER/PASSENGER	A dispute between two passengers on Transit property causing a disturbance.
DISTURBANCE : DRUGS : MARIJUANA	Persons using or impaired by marijuana
DISTURBANCE : DRUGS : OTHER	Persons using or impaired by drugs
DISTURBANCE : DRUNKENNESS	Persons using or impaired by alcohol
DISTURBANCE : FIGHTING	Persons who have consented to a fight
DISTURBANCE : HARASSMENT	Persons engaging in pattern of conduct that causes another person to reasonably fear for their safety or others around them
DISTURBANCE : INDECENT BEHAVIOUR	Behaviour that is deemed to be insulting or offensive and may include indecent exposure of genitals
DISTURBANCE : LIQUOR OFFENCE	Person consuming alcohol in a facility or park without a permit
DISTURBANCE : MISCHIEF : MISCHIEF OVER \$5000	The intentional damage of property, excluding graffiti, over \$5000 in damages.
DISTURBANCE : MISCHIEF : MISCHIEF UNDER \$5000	The intentional damage of property, excluding graffiti, under \$5000 in damages.
DISTURBANCE : MISCHIEF : MISCHIEF ENDANGER LIFE	Any person who destroys or damages property that causes actual danger to life.
DISTURBANCE : NOISE	Persons creating excessive noise resulting in a disturbance to others. Eg. Students yelling in a library study zone. Does not include sound amplification equipment.
DISTURBANCE : OFFENSIVE MATERIAL	Distribution of material deemed to be offensive (explicit images/words) excluding hate material
DISTURBANCE : OFFENSIVE MATERIAL : HATE	Distribution of material deemed to be targeting identifiable groups
DISTURBANCE : POSSESSION OF A WEAPON	A person who carries or possesses a weapon, an imitation of a weapon, a prohibited device or any ammunition or prohibited ammunition for a purpose dangerous to the public peace or for the purpose of committing an offence.
DISTURBANCE : PROHIBITED ACTIVITY : BY-LAW INFRACTION	Any other By Law infraction the specifics of which are to be detailed in the SOR

DISTURBANCE : PROHIBITED ACTIVITY : ENTER/REMAIN AFTER CLOSING	A person who is not authorized to be in a park or facility after normal operating hours have ended
DISTURBANCE : PROHIBITED ACTIVITY : FAIL TO COMPLY WITH ORDER BY STAFF	A person who has not complied with directions issued by city staff
DISTURBANCE : PROHIBITED ACTIVITY : OPERATE/USE SOUND AMPLIFICATION EQUIPMENT	A person or persons engaged in the use of sound amplification equipment who do not have a permit to do so
DISTURBANCE : PROHIBITED ACTIVITY : PERMIT DISPUTE	A person, or persons engaged in a dispute surrounding a permitted space, or activity
DISTURBANCE : PROHIBITED ACTIVITY : VIOLATE RESPECTFUL WORKPLACE POLICY	A person who has violated the respectful workplace policy who is not city staff
DISTURBANCE : PROHIBITED ACTIVITY : VIOLATION OF FACILITY RULES	A person who does not comply with the rules of a facility
DISTURBANCE : SOLICITING	A person requesting or attempting to sell goods/services without a permit
DISTURBANCE : SUSPICIOUS ACTIVITY	A person or event which is deemed suspicious in nature
DISTURBANCE : SUSPICIOUS PACKAGE	An item which is out of place, unusual in nature or suspected of being an explosive device
DISTURBANCE : UNAUTHORIZED ADVERTISING	Advertising on City property that has not been authorized, i.e. flyers taped to shelters or library doors.
DISTURBANCE : UTTERING THREATS	A person who, in any manner, utters, conveys or causes any person to receive a threat. Includes gestures such as hand motions.
EMERGENCY/911 : BOMB THREAT	Threat of a bomb on City property
EMERGENCY/911 : FATALITY ON PREMISE	A fatality on City property
EMERGENCY/911 : GAS LEAK	A gas leak on City property
EMERGENCY/911 : HOLD & SECURE	A hold & secure event issued by (police, security or City staff) in response to a threat
EMERGENCY/911 : MISSING PERSON : FOUND	Missing person located
EMERGENCY/911 : MISSING PERSON : REPORTED	Missing person reported
EMERGENCY/911 : PERSON(S) TRAPPED (ELEVATOR)	Person(s) trapped in elevator
EMERGENCY/911 : SMOKE/FIRE	Any report of smoke/fire
FRAUD	Falsified or forged fare media, attempts to solicit funds from city staff or patrons through illegitimate means
GRAFFITI : GANG	Used by Gangs to mark territory
GRAFFITI : HATE	Conveys political messages, racial, religious or ethnic slurs
GRAFFITI : OFFENSIVE	Drawings, messages, etc. that are explicit and/or obscene.
GRAFFITI : MURAL	A very large image, such as a painting or enlarged photograph
GRAFFITI : OTHER	Does not fit any of the above
GRAFFITI : TAGGING	Use of Repeated use of a symbol or a series of symbols that acts as a signature
MEDICAL	Any injury requiring 1st Aid and/or Evacuation by ambulance for a party - where city assets are not suspected as the cause

ROBBERY	Theft with the threat of violence and/or with a weapon
THEFT : OVER \$5000	Theft of property over \$5000
THEFT : UNDER \$5000	Theft of property under \$5000
THEFT : ATTEMPTED	An unsuccessful effort to commit a theft. ie, person interrupted while trying to break in to a locker.
THEFT : BICYCLE	The illegal removal of a bicycle
THEFT : LOCKER	Theft from a locker
TRANSIT : ASSIST PASSENGER	Any sort of informational or physical assistance worthy of capture in a report to a passenger
TRANSIT : BRING UNMUZZLED DOG ON TRANSIT PROPERTY	Bring un-muzzled dog on Transit property. Note that service dogs are exempt from this requirement.
TRANSIT : FARE OFFENCE : RIDE BUS W/O TENDERING FARE	Failure to tender fare
TRANSIT : FARE OFFENCE : USE INVALID/EXPIRED PASS/TICKET	Use of invalid/expired pass/ticket
TRANSIT : FARE OFFENCE : USE UNAUTHORIZED PASS/TICKET/TRANSFER	Use of unauthorized pass/ticket/transfer
TRANSIT : INTERFERE WITH BUS OPERATION	Interfering with the operation of a bus or the Operator
TRANSIT : PEDESTRIAN ON TRANSITWAY	Pedestrian on Transitway
TRANSIT : SMOKING ON TRANSIT PROPERTY	Smoking on Transit property including buses, shelters and stations. Does not include Marijuana.
TRANSIT : SMOKING ON TRANSIT PROPERTY : MARIJUANA	Smoking Marijuana on Transit property including buses, shelters and stations.
TRANSIT : UNAUTHORIZED VEHICLE ON TRANSIT PROPERTY	Unauthorized vehicle on transit property excluding the Transitway
TRANSIT : UNAUTHORIZED VEHICLE ON TRANSITWAY	Unauthorized vehicle on transit way
TRESPASSING : FORCED ENTRY	Persons successful in entering a City property by force
TRESPASSING : FORCED ENTRY (ATTEMPTED)	Persons unsuccessful in entering a City property by force
TRESPASSING : TRESPASSER ON SITE	Unauthorized persons found on City property however not by forced entry. May include persons who have been banned from a property/facility.

2018 Graffiti Incidents

There were 909 reported graffiti incidents in 2019 representing a 2% increase compared to 2018's total of 894.

Incidents by Location

The total numbers of incidents by location are listed in the table below:

Graffiti Incidents by Location		
Location	Total # of Incidents	Total % of Incidents
City Road Allowances*	401	44%
City Parks	314	34%
City Properties	54	6%
Utilities	62	7%
Private Property	53	6%
Bus Shelters	25	3%
TOTAL	909	100%

*City road allowances include utility, communication and postal companies' property and equipment.

Incidents by Ward

The following table provides the total number of graffiti incidents by ward:

Graffiti Incidents by Ward				
	2018		2019	
Ward	# Reported Incidents	% of Total	# Reported Incidents	% of Total
1	116	13%	81	9%
2	71	8%	45	5%
3	44	5%	45	16%
4	158	18%	90	10%
5	26	3%	27	3%
6	26	3%	18	2%
7	71	8%	36	4%
8	26	3%	27	3%
9	89	10%	45	5%
10	98	11%	45	5%
11	44	5%	36	4%
Unreported*	125	14%	314	35%

**Note: Because roads span across multiple wards, the graffiti tracking system is unable to attribute wards to most city road allowance incidents.*

Incidents by Graffiti Types

The following table provides the breakdown of the graffiti incidents by type:

Graffiti Incidents by Type		
Type	Number of Incidents	%
Inoffensive	34	4%
Tagging	52	6%
Offensive	9	2%
Gang	6	<1%
Hate	0	0%
Mural	2	<1%
Not Reported	806	89%
TOTAL	909	100%

Definitions of Graffiti Types

Type of Graffiti	Description	Removal Service Level
Hate	Conveys political messages, racial, religious or ethnic slurs	Within 2 business days
Offensive	Drawings, messages, etc. that are obscene, lewd or indecent	Within 2 business days
Tagging	Repeated use of a symbol or initials	Within 5 business days
Gang	Markings associated with gangs or to mark territory	Within 5 business days
Mural	Large images, such as a paintings or designs, resembling intricate artwork	Within 5 business days
Inoffensive	Drawings or markings or messaging that deface property	Within 5 business days

Note: There is no nationally recognized standard for graffiti classification; however the above types are consistent with other municipalities and law enforcement agencies in the Region of Peel as well as the Greater Toronto Area.

Graffiti Removal Targets

- Hate – removal within 2 business days
- Offensive – removal within 2 business days
- Gang – removal within 5 business days
- Tagging – removal within 5 business days
- Mural – removal within 5 business days
- Inoffensive –removal within 5 days

The following is a breakdown of the 2019 service level targets by location:

Graffiti SLA Targets by Location			
Location	Total # of Incidents	SLA Target Achieved	%
City Road Allowances	401	175	44%
City Parks	314	286	91%
City Properties	54	47	87%
Utilities	62	56	90%
Private Property	53	N/A*	
Bus Shelters	25	N/A**	
TOTAL	909	564	68%

**Service levels for removal of graffiti from private property is based on the Property Standards By-law specifications, which are different from the service levels set for City owned properties.*

***Graffiti on bus shelters is managed by a third party company. The process of tracking this information more effectively is being examined for 2020.*

Notifications of graffiti incidents are now forwarded directly to the business unit responsible for removal:

Business Unit/Division	Graffiti Location
Works Operations and Maintenance	<ul style="list-style-type: none"> • City Road Allowances • Utility & Communication Companies' property or equipment • Canada Post property
Parks Operations	City Parks
Building Services and Operations	City Buildings
Third Party Company	Bus Shelters
Compliance and Licensing	Private Property

Removal Costs

In 2019, the total cost for graffiti removal was \$146,252. This included both contracted vendors as well as labour costs.

The total cost for contracted vendor graffiti removal services was \$108,509:

Graffiti Removal Costs:	
Contracted Vendor	
Location	Cost 2019
City Road Allowance and City Parks	\$103,359
City Properties	\$5,150
TOTAL	\$108,509

The total staff labour cost associated with graffiti removal was \$37,743:

Graffiti Removal Costs:	
Staff Labour	
Unit	Cost 2019
Parks Operations	\$8,149
Works Operations	\$28,624
Facilities Operations	\$970
TOTAL	\$37,743

City of Mississauga

Corporate Report



Date: March 6, 2020

To: Mayor and Members of Council

From: Gary Kent, CPA, CGA, ICD.D, Commissioner of
Corporate Services and Chief Financial Officer

Originator's files:
PO.11.HUR

Meeting date:
April 1, 2020

Subject

Surplus Declaration and Sale of City-owned Vacant Land on the West Side of Hurontario Street, North of the CNR Tracks to Metrolinx for the Purpose of the Hurontario LRT Project (Ward 1)

Recommendation

1. That the Corporate Report titled "Surplus Declaration and Sale of City-owned Vacant Land on the West Side of Hurontario Street, North of the CNR Tracks to Metrolinx for the Purpose of the Hurontario LRT Project (Ward 1)", dated March 6, 2020, from the Commissioner of Corporate Services & Chief Financial Officer, be received.
2. That City-owned lands on the west side of Hurontario Street, north of the CNR tracks, containing an area of approximately 0.0583 hectares (0.144 acres), be declared surplus to the City's requirements, subject to providing any easement protection that may be required for existing utilities, for the purpose of sale to Metrolinx for the Hurontario LRT project on the lands, legally described under the Land Titles Act as PIN 13461-0132 (LT), and more particularly described as part of Block B, Plan 325, in the City of Mississauga, Regional Municipality of Peel, designated as Parts 1 and 2 on Reference Plan 43R-6528.
3. That all steps necessary to comply with the requirements of Section 2.(1) of the City Notice by-law 215-08 be taken, including giving notice to the public by posting a notice on the City of Mississauga's website for a two week period, where the expiry of the two week period will be at least one week prior to the execution of an agreement for the sale of the subject lands.

Background

The City is the registered owner of lands identified as PIN 13461-0132 (LT) and legally described as part of Block B, Plan 325 and designated as Parts 1 and 2 on Registered Plan 43R-6528. This City-owned parcel is located just north of the CNR tracks on the west side of

Council	2020/03/06	2
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Hurontario Street. Metrolinx owns the adjoining lands to the north, south and west. The entire parcel slopes down to Hurontario from the grade separated CNR tracks above Hurontario Street. Part 1 on Reference Plan 43R-6528 is subject to an existing easement to the Region of Peel for protection of watermain infrastructure.

Comments

Metrolinx has identified a requirement for the lands identified as Parts 1 and 2 on Reference Plan 43R-6528 in order to facilitate the construction of the Hurontario LRT.

Realty Services has completed its circulation and received confirmation that these lands can be declared surplus to the City's requirements and sold.

The lands have been circulated to external utility companies and prior to the sale to Metrolinx, the City will provide easement protection that may be required for existing utilities identified by the circulation.

In accordance with an MOU executed between the City of Mississauga and Metrolinx for the construction of the Hurontario LRT, where land is vacant, not in use and non-revenue producing, the lands would transfer to Metrolinx at nominal value. These City-owned lands are vacant, not in use and non-revenue producing. Accordingly, staff is recommending that the lands be transferred to Metrolinx at nominal consideration.

Prior to the sale of the subject lands, public notice will have been given by the posting of a notice of proposed sale on the City of Mississauga's website for a two week period, where the expiry of the two week period will be at least one week before the execution of the agreement for the sale of the said lands. This notice shall satisfy the requirements of the City Notice By-law 0215-2008, as amended by by-law 0376-2008.

An Agreement of Purchase and Sale to convey the subject property to Metrolinx at nominal value will be processed pursuant to Delegated Authority By-Law 0148-2018.

Financial Impact

There is no financial impact from declaring the lands surplus.

Conclusion

As the City parcel identified in this report can be released from its requirement of municipal purposes, it is reasonable and recommended to declare this parcel surplus to the City need, and transfer said lands to Metrolinx for nominal consideration.

Attachments

Appendix 1: Approximate location of lands to be declared surplus

Appendix 2: Sketch showing the parcel of land to be declared surplus

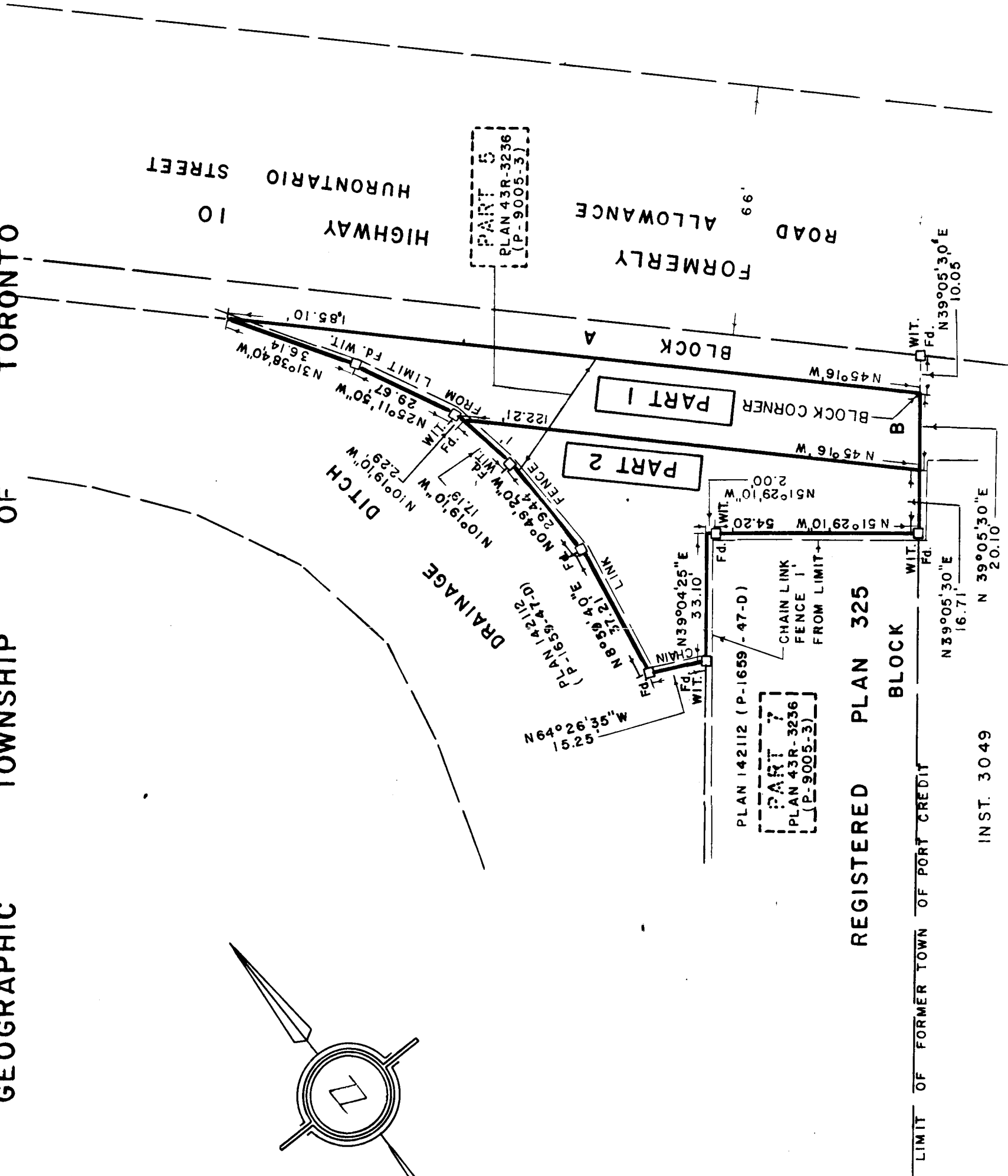
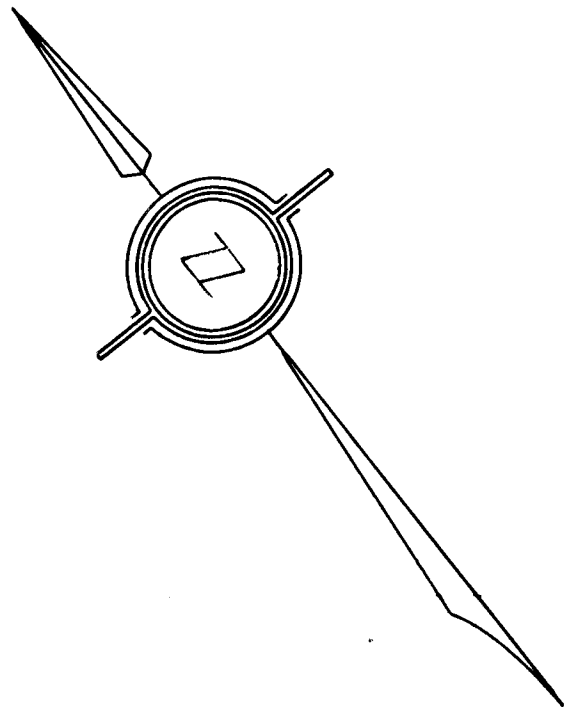


G. Kent.

Gary Kent, CPA, CGA, ICD.D, Commissioner of Corporate Services and Chief Financial Officer

Prepared by: Sheryl Badin, Manager, Realty Services, Facilities & Property Management

CITY OF MISSISSAUGA
(FORMERLY TOWN OF MISSISSAUGA)
GEOGRAPHIC TOWNSHIP OF TORONTO



RANGE 1, CREDIT INDIAN RESERVE
LOT 3
CANADIAN NATIONAL RAILWAY
CITY OF MISSISSAUGA
(FORMERLY TOWN OF PORT CREDIT)
GEOGRAPHIC TOWNSHIP OF TORONTO

CAUTION: THIS PLAN IS NOT A PLAN
OF SUBDIVISION WITHIN THE MEANING
OF SECTION 29, 32 OR 33 OF THE
PLANNING ACT.

SCHEDULE			
PART LOT	LOCATION	OWNER	INST. AREA
1	REGISTERED PLAN 325 TOWNSHIP OF TORONTO	CROWN (MINISTRY OF TRANSPORTATION AND COMMUNICATIONS)	PLAN 142112 (P-1659-47-D)
2			

RECEIVED AND DEPOSITED AS
PLAN 43 R 6528

DECEMBER 12, 1978
DATE OF 2:59 P.M.

LAND REGISTRAR FOR THE
REGISTRY DIVISION OF
PEEL

I REQUIRE THIS PLAN TO BE
DEPOSITED UNDER PART II OF
THE REGISTRY ACT.

NOVEMBER 29, 1978

BRUCE WRIGHT
CHIEF SURVEYOR

PLAN TYPE "U"
REFERENCE PLAN
IN THE CITY OF
MISSISSAUGA
REGIONAL MUNICIPALITY OF PEEL
SCALE: 1 INCH = 30 FEET
SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT:

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT AND THE REGISTRY ACT AND THE REGULATIONS MADE THEREUNDER;
2. THE SURVEY WAS COMPLETED ON THE 25TH DAY OF SEPTEMBER, 1978.

1978-11-19

J.H. CHRISTIE
ONTARIO LAND SURVEYOR

ALL HANGING LINES SHOWN ON THIS PLAN HAVE BEEN VERIFIED.

BEARINGS ARE ASTRONOMIC, DERIVED FROM THE SOUTH-EAST LIMIT OF REGISTERED PLAN 325 SHOWN ON PLAN 142112 (P-1659-47-D) AND ARE REFERRED TO THE MERIDIAN THROUGH THE INTERSECTION OF THE CENTRE LINES OF MIDDLE ROAD AND HURONTARIO STREET (LONGITUDE 79° 36' WEST).
INDICATES A STANDARD IRON BAR PLANTED ON A PREVIOUS M.T.C. SURVEY.

MINISTRY OF TRANSPORTATION AND COMMUNICATIONS
FOR MTC OFFICE USE ONLY

W.O. 78 - 27 - 297

PLAN HAS BEEN CHECKED AND AGREES WITH
INSTRUCTIONS AND APPROVALS.

INDEXED UNDER
TOWNSHIP OF
TORONTO

SUPERVISOR SURVEYS
W.L. FOWLER

PARTY CHIEF SURVEYS
D.DILLON, O.L.S.

EXAMINER-PLANS
M. PICIURA

TECHNICIAN PLANS
H. GROVER

PLAN
P-9005-8

PLAN TYPE "U"

TECHNICIAN PLANS
H. GROVER

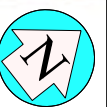
CENTRAL REGION



Subject Lands



MISSISSAUGA



Corporate Services

Realty Services

Surplus Declaration and Sale of City-owned Vacant Land
West Side of Hurontario Street, North of the CNR Tracks
PO.11.HUR

SCALE FOR REDUCED DRAWINGS



This is not a Plan of Survey

City of Mississauga Corporate Report



<p>Date: February 20, 2020</p> <p>To: Mayor and Members of Council</p> <p>From: Gary Kent, CPA, CGA, ICD.D, Commissioner of Corporate Services and Chief Financial Officer</p>	<p>Originator's files:</p> <hr/> <p>Meeting date: April 1, 2020</p>
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Subject

Delegating the authority to waive and/or reduce Committee of Adjustment fees

Recommendation

That Council provide direction related to the desired approach to waiving or reducing fees related to Committee of Adjustment applications as outlined in the Corporate Report dated February 20, 2020 from the Commissioner of Corporate Services and Chief Financial Officer entitled "Delegating the authority to waive and/or reduce Committee of Adjustment Fees".

Background

On February 5, 2020 Council directed staff to report back on the potential to delegate authority to the City Clerk to waive fees for minor variance applications where additional variances are required due to special circumstances.

The direction arose as a result of a notice of motion on the same agenda related to waiving of fees for a resident who had received approval from the Committee of Adjustment however through the building permit process, additional variances were identified thereby requiring an additional minor variance application and associated fees.

Since 2016, four (4) requests for fee waivers have been received and approved by Council.

Comments

The *Planning Act* provides both City Council and the Committee of Adjustment the authority to deal with requests to reduce or waive fees. Section 69 (2) of the *Planning Act* states that: the council of a municipality, a planning board, a committee of adjustment or a land division committee in processing an application may reduce the amount of or waive the requirement for the payment of a fee in respect of the application where the council, planning board or

Council	2020/02/20	2
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committee is satisfied that it would be unreasonable to require payment in accordance with the tariff.

City Policies (07-06-01 and 07-06-02) state that the Committee of Adjustment may use their discretion to reduce or waive application fees when it is determined that the newly required application is a result of an error on the part of the City or the application fee is deemed an extreme hardship to the applicant. The policy states that if the requestor is not satisfied with the Committee of Adjustment decision on a fee waiver request they may appeal to City Council.

Staff conducted a benchmarking review of 11 Ontario municipalities and found that none have delegated the authority to reduce or waive Committee of Adjustment fees to staff. The municipalities reviewed included Brampton, Burlington, Guelph, Hamilton, Kingston, Markham, Oshawa, Ottawa, Vaughan, Toronto and Windsor.

The onus for submitting a complete and correct variance application lies solely on the applicant. Applicants can and are encouraged to file a Building Permit, Occupancy Permit, Site Plan, or Preliminary Zoning Review applications prior to submitting a variance application. Through these applications reviews the Zoning Division identifies the variances that are required and the proper wording needed for the variance application.

Applicants have sought a fee waiver or reduction as a result of:

- a) Staff error where despite submitting Building Permit/Occupancy Permit/Site Plan, or Preliminary Zoning Review application(s) prior to submitting the variance application additional variance(s) are identified variance(s) after the Committee of Adjustment consideration of the initial application. In situations resulting from a staff error the City Division responsible has made arrangements to cover the cost of the new/additional application.
- b) Applicant oversight where the applicant did not make a Building Permit, Occupancy Permit, Site Plan, or Preliminary Zoning Review prior to making the variance application and during the final review of plans it is determined that an additional variance(s) is required or that an approved variance(s) is not worded correctly.

Section 23.1 of the Municipal Act, 2001 states that Council can delegate the authority to reduce or waive Committee of Adjustment fees to a designated staff position. In order to delegate this authority Council must be of the opinion that the power being given to staff is minor in nature. The delegation of authority also needs to be exercised in a transparent and accountable manner. Delegation dealing with fees should include a clear policy framework to be followed by the person making the decision and have a reporting component.

Any policy framework related to the delegation of this power to staff would need to be broad enough to capture what is "reasonable" to allow for a fee waiver or reduction, but at the same time be tight enough to not allow for abuse of the system. The policy also cannot be based on

“who” the applicant is (ie. experienced developer vs. a resident representing themselves). The policy would also have to be justifiable to a broader audience. Given that the process related to providing notice and holding a hearing, the costs associated with any application where the fees are waived and the costs are not paid for by the applicant must be covered by property tax revenues.

The current avenues of requesting waivers from the Committee of Adjustment or Council, and the frequency of requests does not appear to require an alternative process or avenue to deal with such requests.

Financial Impact

The financial impact of maintaining the status quo is minimal as typically Council approves 1 fee waiver request per year. The resulting budget impact on average is \$1000.00 yearly.

Conclusion

Section 69 (2) of the *Planning Act RSO 1990* allows the delegation of authority for the waiving or reducing of fees however given the very limited number of requests received, the current practice of allowing the Committee of Adjustment and Council to waive fees remains an appropriate method of addressing requests.



Gary Kent, CPA, CGA, ICD.D, Commissioner of Corporate Services and Chief Financial Officer

Prepared by: Sean Kenney, Manager Vital Statistics and Secretary-Treasurer, Committee of Adjustment

Ministry of Finance

Provincial-Local
Finance Division
10th Floor
777 Bay Street
Toronto ON M5G 2C8

Tel.: 416 327 0264
Fax.: 416 325 7644

Ministère des Finances

Division des relations provinciales-
municipales en matière de finances
10^e étage
777 rue Bay
Toronto ON M5G 2C8

Tél. : 416 327 0264
Téléc.: 416 325 7644



March 25, 2020

Dear Municipal Treasurer / Clerk-Treasurer:

I am writing to follow up on the Minister of Finance's letter that was sent to your Head of Council today by providing you with further details on a number of property tax initiatives that were announced in *Ontario's Action Plan: Responding to COVID-19 (March 2020 Economic and Fiscal Update)*.

Deferral of Education Property Tax Remittance

The Province recognizes that many residents and businesses are facing challenges in making their scheduled property tax payments. We have been working closely with municipalities as they introduce measures to provide property tax relief, for example, by allowing taxpayers to defer property tax payments. In particular, we have been having discussions with members of the Property Assessment and Taxation Review Municipal Advisory Committee regarding potential measures.

In order to support and encourage municipal tax relief measures, the government announced that it is deferring the property tax payments that municipalities make to school boards by 90 days. This is consistent with requests that we have received from a number of municipalities and municipal organizations.

The Minister of Finance has announced the deferral of the upcoming quarterly (June 30) municipal remittance of education property taxes to school boards, as well as the deferral of the September 30 quarterly municipal remittance to school boards. Deferring these payments by 90 days each will provide municipalities the flexibility to, in turn, provide property tax deferrals to local residents and businesses.

To ensure this deferral does not have a financial impact on school boards, the Province will adjust payments to school boards to offset the deferral.

2021 Reassessment

The government will also be postponing the planned property tax reassessment for 2021, reflecting input that has been received from a number of municipal leaders. This will ensure that municipal governments are able to focus their attention on critical public health initiatives and other efforts to manage the local response to the COVID-19 outbreak. Postponing the reassessment will also provide stability for Ontario's property taxpayers and municipalities.

Postponing the reassessment means that property assessments for the 2021 taxation year will continue to be based on the same valuation date that was in effect for the 2020 taxation year. The Municipal Property Assessment Corporation (MPAC) will continue to maintain the assessment roll and ensure that it is updated to reflect changes such as new construction.

As part of our ongoing consultations with municipalities and taxpayers through the Property Assessment and Taxation Review, we will be discussing potential approaches for the next reassessment. The focus will be on maintaining stability for property owners and municipalities.

Appeal Deadlines

In addition, I want to make you aware that the government has issued a regulation under the *Emergency Measures and Civil Protection Act* which suspends the application of limitation periods and related deadlines under provincial legislation for the duration of the current emergency period. As a result, the deadlines for submitting Requests for Reconsideration (RfRs) to MPAC and appeals to the Assessment Review Board (ARB) will be extended until after the emergency declaration is lifted.

Information on the deadline extension for RfRs is posted on MPAC's website. Property owners who have questions regarding how the deadline extension may apply to the circumstances of their specific RfR or appeal should contact MPAC or the ARB.

Additional Support for Municipalities

As noted in the Minister of Finance's letter to your Head of Council, as we work with our municipal partners to help stop the spread of COVID-19, the government is providing nearly \$250 million of direct support that will assist municipalities in their efforts.

As the COVID-19 outbreak continues to evolve, we will continue to work closely in partnership with municipalities to ensure stability for Ontario's property tax system.

If you have any questions related to the property tax decisions noted above, please contact Chris Broughton, Director of the Property Tax Policy Branch at Chris.Broughton@ontario.ca or 416-455-6307.

Sincerely,

A handwritten signature in black ink, appearing to read 'Allan Doheny', with a stylized flourish at the end.

Allan Doheny
Assistant Deputy Minister

c: Greg Orencsak, Deputy Minister, Ministry of Finance
Kate Manson-Smith, Deputy Minister, Ministry of Municipal Affairs and Housing