
General Committee

Date

2018/02/28

Time

9:00 AM

Location

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

Members

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

Contact

Stephanie Smith, Legislative Coordinator, Legislative Services
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Find it Online

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

INDEX – GENERAL COMMITTEE – FEBRUARY 28, 2018**1. CALL TO ORDER****2. APPROVAL OF AGENDA****3. DECLARATION OF CONFLICT OF INTEREST****4. PRESENTATIONS**

- 4.1. Daniela Paraschiv, Manager, Energy Management to present the Living City Energy Efficiency Award

5. DEPUTATIONS

- 5.1. Amanjot Singh, Sr. Engineer, Water & Climate Change Science, Credit Valley Conservation with respect to road salt impacting our bodies of water
- 5.2. Item 8.1 Al Sousa, Senior Manager, Traffic Management with respect to the Advanced Transportation Management (ATMS) - Progress Report

6. PUBLIC QUESTION PERIOD - 15 Minute Limit (5 minutes per speaker)

Pursuant to Section 42 of the Council Procedure By-law 0139-2013, as amended: General Committee may grant permission to a member of the public to ask a question of General Committee, with the following provisions:

1. The question must pertain to a specific item on the current agenda and the speaker will state which item the question is related to.
2. A person asking a question shall limit any background explanation to two (2) statements, followed by the question.
3. The total speaking time shall be five (5) minutes maximum, per speaker.

7. CONSENT AGENDA**8. MATTERS TO BE CONSIDERED**

- 8.1. Advanced Transportation Management System (ATMS) - Progress Report
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- 8.3. Ontario Municipal Commuter Cycling Program Enabling Bylaw
- 8.4. Increase to Contract with Aquafor Beech Limited for Contract Administration Services for Cooksville Creek Stormwater Management Facility #3702, FA.49.245-13 (Ward 5)
- 8.5. Canada 150 Community Infrastructure Program - Additional Projects

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10. **MATTERS PERTAINING TO REGION OF PEEL COUNCIL**

11. **COUNCILLORS' ENQUIRIES**

12. **OTHER BUSINESS/ANNOUNCEMENTS**

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

13.1. The security of the property of the municipality - IT Security Briefing (Verbal)

13.2. Personal matters about an identifiable individual, including municipal or local board employees - PMP Review of the City Manager (Verbal)

14. **ADJOURNMENT**

City of Mississauga

Corporate Report



Date: 2018/02//07

To: Chair and Members of General Committee

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

Originator's files:
MG.23.REP

Meeting date:
2018/02/28

Subject

Advanced Transportation Management System (ATMS) - Progress Report

Recommendation

That the report from the Commissioner of Transportation and Works, dated February 7, 2018 and entitled "Advanced Transportation Management System (ATMS) - Progress Report", be received for information.

Report Highlights

- The ATMS project is an approved project with an overall view of mitigating traffic congestion and its effect on the road network.
- The ATMS project involves the planning, design and implementation of the following specific projects:
 - Traffic Management Centre
 - Traffic Signal Communication Upgrade
 - Traffic Control System Replacement
 - Intelligent Transportation Systems
- Both the Region of Peel and the Ministry of Transportation Ontario are contributing partners in the ATMS project.
- The new Traffic Management Centre was substantially completed in June 2014 at the Transportation and Works facility located at 3185 Mavis Road and the video wall display was installed in the fall of 2015. In addition, a backup natural gas generator for the facility was installed and commissioned in December 2017.
- The upgrade in traffic signal communications involves the migration to the City's public fibre and WiFi network, and the employment of the Rogers cellular network. As of the

end of 2017, 455 signalized intersections out of 777 locations have migrated to the new communication network while the remaining traffic signals are expected to migrate by the end of 2018.

- A new Traffic Control System was acquired and successfully launched into production in the fall of 2016. Transitioning to the new Traffic Control System, including the replacement of traffic signal controllers, commenced in December 2016. As of the end of 2017, new traffic signal controllers have been placed at 455 signalized intersections out of 777 locations and it is expected that the remaining controllers will be replaced by the end of 2018.
- A number of Intelligent Transportation System (ITS) initiatives along the Dundas Street corridor between Ninth Line and Mississauga Road are to be demonstrated by mid-2018 with the goal of improving safety, mobility and efficiency. The demonstration pilot will illustrate the benefits and costs associated with these initiatives in order to build business cases for future business planning and budget requests.
- ITS technologies such as traffic monitoring cameras and detection technology are also being deployed as part of an annual ITS Capital Program. In addition, City staff are working to provide public viewing access to the traffic monitoring cameras.
- The Transportation and Works Department is focused to provide proactive traffic management and to measure performance using the technologies and tools that are now available.
- To meet the City's future transportation needs, the Transportation and Works Department will continue its due diligence to examine technological advancements, future ITS initiatives and future impacts associated with transportation enhancements such as connected automated vehicles.
- An overall capital budget of \$16.191 million (gross) has been cash-flowed for the ATMS project with recoverable commitments from the Region of Peel and the Ministry of Transportation Ontario for their respective shares.
- Operational budget allowances have been approved for traffic signal communication cost savings and for additional staff resources for the ATMS project. Associated operational savings and labour costs are shared with the Region of Peel and the Ministry of Transportation Ontario on a pro-rated basis.

Background

The ATMS project is a state-of-the-art project with an overall view of mitigating traffic congestion and its effect on the road network. A well designed ATMS will make it possible to actively monitor travel conditions, influence the operation of traffic signals, disseminate information and interact with other transportation modes.

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Originators files: MG.23.REP

A business case and position paper were prepared to outline the need for an ATMS. The ATMS project is an approved cash-flow project, originally approved in 2011 and was recently refreshed as part of the 2017 Business Plan and Budget under Budget Request #2473.

The ATMS involves the planning, design and implementation of the following project components:

- Traffic Management Centre
- Traffic Signal Communication Upgrade
- Traffic Control System Replacement
- Intelligent Transportation Systems

Both the Region of Peel and the Ministry of Transportation Ontario are contributing partners in the ATMS project.

The purpose of this report is to provide General Committee with an update on the status of the overall ATMS project delivery.

Comments

The City is in the process of implementing the ATMS project. The following overview and update on the project components are provided:

Traffic Management Centre (TMC)

The TMC project component involves the design and construction of the physical central space where staff monitor and provide responses to mitigate traffic-related situations that impact the motoring public.

The City's Facilities and Property Management Division managed the design and construction of the TMC located at the Transportation and Works facility at 3185 Mavis Road. Construction was substantially completed in June 2014 and the video wall display was installed in the fall of 2015.

On February 7, 2017 an open house and tour were hosted for the Mayor, members of Council, media and other stakeholders to unveil the TMC and showcase the progress on the ATMS project. The event was well-received with positive media coverage provided in seven published print articles and ten online articles.

In addition, the City's Facilities and Property Management Division managed the installation of a backup natural gas generator for the Transportation and Works facility at 3185 Mavis Road to replace the existing undersized diesel generator as part of the TMC project. Commissioning of the backup generator was completed in December 2017.

Traffic Signal Communication Upgrade

This component involves the migration of traffic signal communications from aging and leased analog Bell Canada wired circuits to the City's private outdoor Internet Protocol (IP) communication network.

By leveraging the City's fibre network together with wireless connectivity, the City will be able to eliminate its dependency on Bell as the service provider for traffic signal communications and realize operational savings in communication costs. For those remote traffic signal locations, a cellular network will be required to provide communications in the interim until the City network can be built-out in the area.

The City's IT Division is leading this project as the Corporation's network service provider. IT is responsible to deploy, operate and maintain the outdoor IP communication network to support the Traffic Control System, other associated IP based field devices and future Smart City initiatives.

As of the end of 2017, 455 signalized intersections within Mississauga out of a total of 777 locations have migrated away from Bell circuits with the following communication network breakdown:

<u>Communication Network</u>	<u>No. of Signalized Intersections</u>
Fibre (City Network)	132 (33%)
WiFi (City Network)	152 (29%)
Cellular Network (Rogers)	<u>171</u> (38%)
	455

The remaining traffic signals are expected to have the legacy Bell circuits disconnected and cancelled by the end of 2018.

Traffic Control System (TCS) Replacement

This component involves the acquisition of a new TCS and the replacement of traffic signal controllers in the field. The TCS contract was awarded to Parsons Inc. at an original contract value of approximately \$6 million (excluding HST) and involves a ten-year working relationship. Project implementation commenced January 2015.

A new iNET Traffic Control System, including IT set-up and training, was successfully launched into production in the fall of 2016. The TCS is expandable to acquire additional functional modules to enhance transportation management capabilities. In addition, the proof of concept for the new traffic signal controllers has been completed with the testing and selection of the preferred controller.

The transition to the new TCS and the replacement of all traffic signal controllers in the field commenced in December 2016 with the goal of converting 10 signalized intersections per week over a two-year period.

As of the end of 2017, new traffic signal controllers have been replaced at 455 signalized intersections within Mississauga out of a total of 777 locations and it is expected that the remaining traffic controllers will be replaced by the end of 2018.

Intelligent Transportation Systems (ITS)

ITS involves the application of sensing, analysis, control and communication technologies to provide innovative and enhanced transportation management systems.

Currently, Transportation and Works is piloting a number of ITS initiatives, including the deployment of specific ITS technologies, to improve safety, mobility and efficiency.

ITS Demonstration Pilot: As part of the ATMS project, one of the work packages that is to be provided includes an ITS Demonstration Pilot along the Dundas Street corridor from Ninth Line to Mississauga Road. The pilot will examine the following developing ITS initiatives:

- Adaptive Traffic Control - Planned signal timing changes made automatically in real time based on traffic conditions
- Responsive Traffic Control - Automatic selection of signal timing plans
- Traveller Information - Variable message signs indicating travel times and public web viewing of traffic monitoring cameras

The Dundas Street corridor was selected for the following reasons:

- High volume corridor
- Sensitive to peak commuter traffic
- Diverse adjacent land use (residential, commercial)
- Diverse road geometrics (two lanes, three lanes, turning lanes)
- Intersecting major arterial roads (Winston Churchill Boulevard, Erin Mills Parkway)
- Interchange with Highway 403

Detailed design of the ITS demonstration pilot is currently being finalized by Parsons with field installations to be completed by mid-2018. Evaluation of this pilot, including presentation of benefits and costs, is targeted by the end of 2018. The ITS demonstration will serve as a showcase for observation, testing and future ITS considerations for other corridors in the City.

Traffic Monitoring Cameras: Traffic monitoring cameras are an ITS technology that is currently being employed by Transportation and Works to monitor traffic conditions in the field. As of the end of 2017, 72 traffic monitoring cameras have been deployed along high profile

corridors that bring live images back to the Traffic Management Centre. The ITS work plan calls for 15 to 20 cameras to be installed per year with a forecasted future total of 250 cameras to be deployed throughout the City. Funding for this technology is provided through an annual ITS Capital Program.

The traffic monitoring cameras are part of the Avigilon surveillance camera system that is managed by the City's Security Services. To accommodate the growing number of traffic monitoring cameras and volume of recording data, upgrades are required to the IT network infrastructure (i.e. additional Network Video Recorders). Transportation and Works staff are actively exploring expansion options with IT and Security Services.

There is increasing pressure to provide public viewing access to traffic monitoring cameras and to share such information with other agencies. Currently, operators at the Traffic Management Centre are able to view and monitor traffic conditions from City traffic monitoring cameras; however, staff are unable to release or share video images to the general public or other agencies at this time. There are two main impediments that restrict the public viewing of such cameras.

The first impediment to public access of cameras involves the inability of the current Avigilon surveillance camera system to provide public web viewing. To overcome this obstacle, Transportation and Works staff are exploring the feasibility of a third party integrator to generate traffic camera snapshots for public web viewing. As part of the ITS demonstration pilot, the capability of providing web viewing integration of traffic monitoring cameras along the Dundas Street corridor will be demonstrated and eventually applied to other cameras.

The second impediment to public access of cameras involves the current policy restrictions on the use of information obtained through City traffic monitoring cameras due to privacy concerns. Transportation and Works staff are working with the City's Privacy staff to complete Privacy Impact Assessments in order to determine allowable camera images and to establish operational controls. By establishing fixed "pre-set" views on cameras, Privacy staff can assess each of the pre-set views to determine if they meet privacy standards and can be made available to the public.

Detection Technology: For effective traffic management and control, detection devices for vehicles, pedestrians and bicycles are required to provide feedback data for signal timing changes and signal progression analysis. As part of the ITS work plan, overhead radar detection as well as road sensors are being deployed to collect the required data for analysis. In addition, collected data can be used to automate the reporting of how the traffic signal/system is performing. Funding for this technology is provided through an annual ITS Capital Program.

Moving Forward

The Transportation and Works Department is in the process of transitioning to a new ATMS. This transition will provide the capacity to enhance traffic management capabilities and to be proactive at a higher level than the previous system allowed.

As the transitioning work continues, a “Concept of Operations” document is being prepared by Transportation and Works that will guide staff to provide proactive traffic management and to measure performance using the available technologies and tools. It is expected that these operational practices will be in place by 2019, after the transition work is complete, and will continue to be refined by staff.

Proactive Traffic Management: The road map to proactive traffic management will involve the development of “Standards of Practice” that will enable active monitoring of travel conditions, selection of appropriate traffic signal timing plans, dissemination of information and interaction with other transportation modes. In addition, linkages to internal and external stakeholders at an operational level need to be established.

It will be essential to build and maintain working relationships with internal stakeholders such as Transit, Fire, Dispatch, Emergency Management and Works. As well, linkages to external agencies such as Emergency Services (i.e. Police and 911), Ministry of Transportation Ontario, Metrolinx (i.e. GO Bus, GO Train, LRT) and neighbouring municipalities will be important to interconnect especially from a Traffic Incident Management perspective.

Performance Measures: To help answer the question of how the traffic signal/system is performing, it will be necessary to set program objectives and to measure appropriate outcomes. Traditional methods require manual collection of data and staff analysis to measure and report on performance outcomes such as vehicle/pedestrian delay and percent of arrivals on green. Transportation and Works are examining ways to improve the capability to assess program objectives by automating the process of collecting data and conducting analysis through the technologies and tools provided.

Other Opportunities: To meet the City’s future transportation needs, other ITS opportunities such as Transit Signal Priority, Traffic Incident Management and Centre-to-Centre Interconnection with agencies and other municipalities are to be explored by Transportation and Works. The ATMS provides an open and expandable architecture that is able to meet these future transportation needs.

As an example, MiWay is championing Transit Signal Priority as a measure to favour approaching buses at a signalized intersection. In support, Traffic Management is developing a strategy to determine the readiness of the ATMS, the transit and traffic infrastructure improvements required and the projected costs for future Transit Signal Priority implementation.

The Future: It will be important that staff keep pace with technological advancements and the impacts of future transportation enhancements to identify potential opportunities to improve traffic management.

Private traffic data apps such as Waze, Here and Inrix are able to provide real-time traffic information through GPS supported devices and connected vehicles without the use of detector deployment. The real-time probe data collected, combined with other variables that affect traffic including weather, special events, construction and school schedules, are able to provide traffic predictions that continue to improve in accuracy. Such apps will certainly raise the question as to who is best suited to provide traveller information between the public and private sectors.

Connected automated vehicles are starting to appear but will take some time to penetrate the market. The associated impacts on traffic demand and traffic management are unknown at the present time, but it is likely there will be future requirements to interconnect such vehicles to traffic infrastructure such as traffic signals/systems.

Smart Cities/Big Data involves the sharing of data to enhance the efficiency of operations and services. The potential exists for untapped sources of data between the public and private sectors to improve the dissemination of information and the management of traffic.

Strategic Plan

Under the Move Pillar, a more robust transportation management system will allow the City to get more capacity out of the road system and allow the City to deliver on multi-modal initiatives and the strategic desire to not widen any more roads.

Financial Impact

As part of the 2017 Business Planning and Budget process, a refresh was provided under Budget Request #2473 for the overall ATMS project. A cumulative capital budget of \$16.191 million (gross) has been cash-flowed for the ATMS project consisting of the following components:

ATMS Project Component	Project Number	Gross Capital Budget	Gross Expenditures (as of Dec. 31, 2017)
Traffic Management Centre	11175	\$3,600,000	\$2,935,048
Traffic Signal Communication Upgrade	08171	\$5,241,000	\$1,753,852

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Traffic Signal Control Replacement	08173	\$7,350,000	\$5,940,022
TOTAL		\$16,191,000	\$10,628,922

Capital recoverable commitments from both the Region of Peel and the Ministry of Transportation Ontario for their respective ATMS capital components are estimated at \$4.0 million.

The ATMS project has resulted in the 2016 reorganization of the Traffic Management Section within the Transportation and Works Department and the recruitment of additional approved staff resources to operate the TMC and the TCS.

In addition, operating savings of approximately \$400,000 are forecast with the migration of traffic signal communications from leased Bell Canada circuits to the City's IP network by the end of 2018.

Associated operating labour costs and savings are shared with the Region of Peel and the Ministry of Transportation Ontario on a pro-rated basis.

Depending on technical advances and the outcome of the ITS Demonstration Pilot, additional potential ITS initiatives are expected to be considered as part of the 2020 Business Plan and Budget process.

Conclusion

The ATMS project sets the foundation for a new Traffic Management Centre, upgraded Traffic Signal Communications and a new Traffic Control System, which is expected to be substantially completed by the end of 2018. It also provides a system architecture that is both open and expandable to meet the City's future transportation needs and technological advancements.

The transition to a proactive ATMS will permit the City of Mississauga and its partners to be leaders in transportation management. With this initiative, service levels for traffic operations will be enhanced as higher traffic demands, transit priority and conflicting interests erode available road network capacity. In addition, the ATMS will make it possible to mitigate traffic congestion and its effect on the road network.

The ITS Demonstration Pilot along the Dundas Street corridor will serve as a showcase for observation, testing and the development of future ITS initiatives. In addition, it will demonstrate the benefits and costs associated with these initiatives in order to build business cases for future business planning and budget requests.

The Transportation and Works Department is focused to provide proactive traffic management and to measure performance using the technologies and tools that are now available. To meet the City's future transportation needs, continued diligence will be needed to keep pace with technological advancements, future ITS initiatives and future impacts associated with transportation enhancements such as connected automated vehicles.



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

Prepared by: Al Sousa, P.Eng., Senior Manager, Traffic Management

City of Mississauga

Corporate Report



Date: 2018/02/13

To: Chair and Members of General Committee

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

Originator's files:

Meeting date:
2018/02/28

Subject

Ontario One Call Locate Request Delays

Recommendation

1. That the Commissioner of Transportation and Works submit a formal complaint to the Ministry of Government and Consumer Services on behalf of the City of Mississauga regarding the delays experienced in securing locates from utility companies for City-led construction projects within the timeframes set out in the *Ontario Underground Infrastructure Notification System Act, 2012*, as outlined in the report from the Commissioner of Transportation and Works, dated February 13, 2018 and entitled "Ontario One Call Locate Requests Delays".
2. That staff from the Transportation and Works Department be directed to review options to appoint a City of Mississauga staff representative to the Ontario One Call Board of Directors, in consultation with Legal Services, as outlined in the report from the Commissioner of Transportation and Works, dated February 13, 2018 and entitled "Ontario One Call Locate Request Delays".

Report Highlights

- At its meeting of November 1, 2017 Councillor Starr directed staff to prepare a report to General Committee regarding Ontario One Call service levels and the City's experience on locate requests.
- Staff have received numerous complaints from contractors in the last year regarding significant delays in receiving standard locate requests from member utilities of Ontario One Call within the five-day period set out in the *Ontario Underground Infrastructure Notification System Act, 2012*.
- Ontario One Call has acknowledged that they have faced a large number of complaints regarding late locate requests. Between January 2017 and August 2017, Ontario One Call received 541 complaints across Ontario of which 395 were considered valid complaints by Ontario One Call. Currently, Ontario One Call has not issued any fines to member

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organizations and utilities since the *Act* was passed in 2012.

- Since becoming a member of Ontario One Call, the City of Mississauga is required to fulfill locate requests for storm sewers, as well as arranging locate request services for other municipal infrastructure, including traffic signals, street lighting and the Public Sector Network.
- There is a cost impact from locate delays, as work scheduled to be completed in a given construction season may not be completed.

Background

At its meeting of April 24, 2013, Council approved the following recommendation:

“GC-0244-2013

1. *That the preliminary comments submitted on April 4, 2013 from the Commissioner of Transportation and Works to the Ministry of Consumer Services included as Appendix 1 to the General Committee report dated April 5, 2013 in response to the “Proposals for the Implementation of the Ontario Underground Infrastructure Notification System Act, 2012” consultation package and included as Appendix 2, be endorsed.*
2. *That the Corporate Report dated April 5, 2013 from the Commissioner of Transportation and Works entitled “Ministry of Consumer Services Consultation Package for the Ontario Underground Infrastructure Notification System Act, 2012” be forwarded to the Premier of Ontario.”*

A copy of the report from the Commissioner of Transportation and Works, dated April 5, 2013 and entitled *“Ministry of Consumer Services Consultation Package for the Ontario Underground Infrastructure Notification System Act, 2012”*, is attached as Appendix 1.

The purpose of this report is to respond to the inquiry by Councillor Starr at the General Committee meeting of November 1, 2017 related to locate delays. In particular, this report outlines the excessive delays in the provision of locates in 2017 and staff's actions to address this matter with Ontario One Call. A representative from Ontario One Call will be in attendance at the General Committee meeting of February 28, 2018 to respond to any questions or concerns from the members of General Committee related to the service provided by Ontario One Call.

Comments

Contractors working on Transportation and Works Department contracts have consistently not received standard locate requests from utility companies within the five-day period set out in the *Ontario Underground Infrastructure Notification System Act, 2012* (the “*Act*”).

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Legislative Requirements:

The *Act* requires all utility locate requests to go through Ontario One Call. An Ontario One Call member with underground infrastructure that may be affected by a proposed excavation or dig must make all reasonable attempts to provide locates within five business days of receiving notification about the proposed excavation or dig, unless there is a reasonable expectation that the excavation or dig will not start within 30 business days of receiving notification, in accordance with subsection 6(2) of the *Act*.

If members do not meet this obligation, they may be subject to fines and penalties as per section 8 of the *Act*.

All Ontario municipalities, including the City of Mississauga, as well as relevant utilities such as Alectra Utilities and Enbridge Gas Distribution Inc. and any entity which owns or operates underground infrastructure, are required to be a member of Ontario One Call.

Ontario One Call Service Levels:

Ontario One Call has three service categories for locate requests:

- **Standard:** A standard locate request is for proposed work reasonably expected to commence in 30 business days and reasonable attempts to do all things required for a locate within a period of five business days from its receipt on the system that the member has designated for those purposes.
- **Priority:** A priority locate request is for proposed work that is requested less than five business days before the dig is to start but is not otherwise an emergency locate. A locate is requested to be completed in less than five business days from its receipt on the system that the member has designated for those purposes but such performance cannot be guaranteed.
- **Emergency:** An emergency locate request is defined as a loss of service by a utility that in the circumstances would be considered essential, so that absence of the service can reasonably be expected to result in an imminent or significant safety or environmental hazard, or imminent threat to the person or the public. An excavator crew is either on site or has been dispatched. The circumstances therefore require facility owners to take all reasonable steps to complete a locate response (clear or locate) within two hours from its receipt on the system that the member has designated for those purposes.

In other words, reasonable attempts must be made to do all things required to complete standard locate requests within five business days of receipt, priority locate requests should be completed in less than five days of receipt and all reasonable steps must be taken to complete emergency locate requests within two hours of receipt.

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Ontario One Call also has procedures in place regarding unfulfilled and late locate requests. Under its “Late Locate Protocol”, Ontario One Call will record complaints and pass them along to the relevant member organization. If complaints remain unresolved, Ontario One Call will directly contact the offending member organization.

Late Locate Requests in 2017:

Works Operations and Maintenance contractors have filed complaints with Ontario One Call as per the organization’s “Late Locate Protocol” but continue to face delays significantly longer than five business days on a regular basis.

In 2017 Works Operations and Maintenance contractors’ standard locate requests were typically being completed in around 15 to 20 business days with some requests taking longer. For example, 19 locate requests for the Lakeside Contracting Company Ltd. requested from Enbridge Gas Distribution Inc. through Ontario One Call between April 26, 2017 and May 19, 2017 were delayed well in excess of five business days. Similarly, Promark Telecon Inc. the Locate Service Provider for Enbridge Gas Distribution Inc. completed their locates between 11 and 16 business days from the date of request. The attached Appendix 2 entitled “Promark/Enbridge Locate Delays” provides a snapshot of these locate requests as of June 2, 2017.

In 2017 Capital Works contractors also experienced locate delays of between four to five weeks and traffic signal contractors faced locate delays of up to six weeks. Emergency locate requests were generally completed on time in 2017.

Impact of Locate Delays:

These delays effectively shorten the construction season, limiting the timely completion of projects, and can also be responsible for adversely affecting costs and budgets. Contractors will account for the delay costs experienced in their tenders and pass these costs onto the City of Mississauga. In order to ensure timely completion of City construction contracts and maximize the work completed in a given construction season, timely completion of locate requests are required.

When planned work is not completed within the construction season, the residents of the City of Mississauga do not get scheduled work completed within the timelines prescribed, and have to endure delays to commencement and completion of construction work.

Staff’s Action in 2017 to address Locate Delays:

Staff have closely monitored the work progress of contractors and their adherence to approved construction schedules. Throughout the 2017 construction season, staff received numerous complaints from the contractors on several City contracts, advising of excessive delays to locate requests. Staff advised the contractors that they should contact the Investigations and Compliance Investigator of Ontario One Call to make a formal complaint. On May 23, 2017 a

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compliance process for “Late Locate Protocols” was shared with the contractors on how to register a complaint.

On May 31, 2017 staff contacted representatives from both Ontario One Call and the Regulatory Policy and Oversight Unit of the Ministry of Government and Consumer Services to inquire into the excessive locate delay complaints. The response from the Ministry was that the Ministry refers any complaints about specific instances of late locates to Ontario One Call’s Compliance department to resolve, which they do by working with their members. The Ministry further advised that if the City of Mississauga continues to experience problems in obtaining locates in a timely fashion, then the matter should be further escalated to the Compliance Manager at Ontario One Call.

Staff spoke to the Compliance Manager on May 31, 2017, and found that the enforcement of fines and penalties as per section 8 of the *Act* for not meeting the Ontario One Call service levels was not strictly enforced and was subject to prolonged escalation procedures.

In early June 2017 staff commenced a benchmarking exercise to validate contractors’ claims respecting excessive delays for locate requests and the legislative requirements were reviewed in conjunction with Legal Services.

Staff also attended the Ontario Regional Common Ground Alliance meeting on November 30, 2017 to make inquiries with Ontario One Call on the locate request delays.

Jurisdictional Context:

Ontario One Call has acknowledged that they have faced a large number of complaints regarding late locate requests. Between January 2017 and August 2017, Ontario One Call received 541 complaints across Ontario of which 420 consisted of late locate requests. Of these complaints, 395 (94%) were considered valid complaints by Ontario One Call. Currently, Ontario One Call has not issued any fines to member organizations and utilities since the *Act* was passed in 2012.

In 2014 and 2015 City of Toronto staff filed numerous complaints with Ontario One Call after enduring locate request delays of more than four weeks on a consistent basis. After Ontario One Call indicated to Toronto that locate request times were unlikely to diminish in the near future, Toronto City Council directed staff to issue a general complaint to the Province of Ontario - Ministry of Government and Consumer Services, which oversees Ontario One Call. At the time this report was finalized, staff had not received any information from the City of Toronto on the improvements, if any, to locate delays experienced by the City of Toronto following their issuance of a general complaint to the Province of Ontario - Ministry of Government and Consumer Services.

In addition to municipalities, contractor organizations have also complained of locate request delays. The Canadian Construction Association, noted that its member contractors in Ontario have typically faced waits for locates often lasting between four to 10 weeks, resulting in

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disrupted service levels across Ontario due to road repair delays. Another organization, the Ontario Sewer and Watermain Construction Association, has publicly raised concerns regarding similar issues on behalf of its members. The Residential and Civil Construction Alliance of Ontario commissioned and published a 50 page report “Improving Ontario’s One Call System” in 2015, which also corroborates that locate request delays have become a widespread problem across Ontario since Ontario One Call’s mandate came into force in 2012.

Municipal Responsibilities:

As the owner of the City’s storm sewers, the City of Mississauga is a member organization of Ontario One Call and is required to fulfill locate requests. In 2017 the City received 11,500 storm sewer locate requests. The fees paid by the City to Ontario One Call for their services were approximately \$55,000. The City also spends approximately \$440,000 annually for staff (one Coordinator and between three to four Inspectors depending on time of year) and vehicle costs needed to coordinate and undertake the storm sewer locates. The fees paid to Ontario One Call are less than the \$80,000 projected in 2013 when the City was reviewing the cost impact of becoming a member of Ontario One Call. However, the labour costs are consistent with the projection made in 2013. The City of Mississauga is 100% compliant with legislation in completing storm sewer locate requests within Ontario One Call service levels.

In addition to storm sewers, the City also arranges locate request services for other municipal infrastructure including traffic signals, street lighting and the public sector network.

In 2017 the City received approximately 3,800 locate requests for traffic signals. The fees paid by the City to Ontario One Call for their services were approximately \$75,000, which included additional secondary screening services. The City also spends approximately \$270,000 annually for the locate service to be completed through a contractor (Guild Electric). In 2013 these costs were projected to be approximately \$125,000 per year based on a volume of 2,500 traffic signal locate requests. In 2017, we have far exceeded these projected costs based on the volume of locate requests.

The report from the Commissioner of Transportation and Works, dated April 5, 2013 and entitled “*Ministry of Consumer Services Consultation Package for the Ontario Underground Infrastructure Notification System Act, 2012*” (attached as Appendix 1) projected the future costs of storm sewer and traffic signal locate requests to be undertaken by the City.

Utility locates for street lighting are currently outsourced to Alectra Utilities through a Street Lighting Service Agreement. No cost increase is expected to the annual service fees paid to Alectra Utilities as a result of the locates Alectra Utilities performs for the City.

The Public Sector Network (PSN) involves the effort of the four municipal agencies operating within the Region of Peel (Mississauga, Brampton, Caledon and the Region of Peel). Through years of planning and collaboration, a communications infrastructure capable of providing cost effective, high-speed telecommunications has been developed. In 2017 the City received approximately 16,000 PSN locate requests. The fees paid to Ontario One Call were

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approximately \$19,000 in 2017. The total cost for our locate provider (Multiview) amounted to approximately \$275,000 in 2017.

In December 2017 the members of Ontario One Call voted to change the way fees are collected. The previous per notification billing has now been replaced by an assessment-based model, where the costs of running Ontario One Call are spread among members based on the volume of notifications the members received in prior years. Staff anticipate that the use of the assessment-based model will result in a slight increase in fees to members, including the City.

Financial Impact

There is a cost impact due to locate delays impacting the work to be completed in a given construction season; however, these are difficult to quantify at this time.

Conclusion

Given the persistence of significant delays in locate requests being completed by member utilities of Ontario One Call even after fulfilling Ontario One Call's "Late Locate Protocol", as well as staff's efforts in 2017 to address the issue of locate delays, staff recommend that a formal complaint be made through the office of the Commissioner of Transportation and Works to the Ministry of Government and Consumer Services, which oversees Ontario One Call.

Transportation and Works staff, in consultation with Legal Services, will draft and submit a formal letter of complaint on behalf of the City to the Ministry.

Further, Transportation and Works staff will work with Legal Services staff to explore options to appoint a City of Mississauga staff representative to the Ontario One Call Board of Directors.

Attachments

Appendix 1: Report from the Commissioner of Transportation and Works, dated April 5, 2013 and entitled "Ministry of Consumer Services Consultation Package for the Ontario Underground Infrastructure Notification System Act, 2012"

Appendix 2: Promark/Enbridge Locate Delays



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

Prepared by: Samer Inchasi, P. Eng., Manager, Works Maintenance



Corporate Report

Clerk's Files

Originator's
Files

DATE: April 5, 2013

TO: Chair and Members of General Committee
Meeting Date: April 17, 2013.

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

SUBJECT: Ministry of Consumer Services Consultation Package for the
Ontario Underground Infrastructure Notification System Act, 2012

General Committee

APR 17 2013

RECOMMENDATION: That the preliminary comments submitted on April 4, 2013 from the Commissioner of Transportation and Works to the Ministry of Consumer Services included as Appendix 1 to the General Committee report dated April 5, 2013 in response to the "Proposals for the Implementation of the *Ontario Underground Infrastructure Notification System Act, 2012*" consultation package and included as Appendix 2, be endorsed.

**REPORT
HIGHLIGHTS:**

- The *Ontario Underground Infrastructure Notification System Act, 2012* came into force June 14, 2012 with no regulations. The Ministry of Consumer Services (MCS), was assigned the responsibility of oversight, and has made a consultation package available for comment regarding the implementation of the Act.
- The objective of the Act is to reduce strikes and damage to underground infrastructure by establishing Ontario One Call ("ON1Call"), a not-for-profit corporation, as the single organization to route all underground utility locate requests in Ontario. The Act deems all Underground Infrastructure Owners as members of ON1Call with private stakeholders deemed as members by June 19, 2013 and municipalities by June 19, 2014.

shareholders: Bell, Union Gas and Enbridge Gas. In 2011, it became a not-for-profit corporation, with members from various municipalities, electrical, telecommunication, and oil and gas/pipeline sectors. With the Act, ON1Call became a statutory not-for-profit corporation, thus deriving its powers of the legislation and any corresponding regulations.

Excavators must call ON1Call to request the location of all underground infrastructure that may be affected by a planned excavation. In addition, the Act establishes a number of requirements for underground infrastructure owners. Further, membership is no longer voluntary, with every municipality in Ontario and other specified underground infrastructure owners becoming a member.

For municipalities (such as the City) that are not currently a member, they will become a member on June 19, 2014; two years after the Act came into force. For non-municipal owners (such as Hydro One, Ontario Power Generation, gas distributors and transmitters, electrical distribution systems, persons or entities regulated under the Oil, Gas, and Salt Resources Act, and every person/entity that owns or operates underground infrastructure crossing a public right-of-way or is in the vicinity of a public right-of-way), they will become members as of June 19, 2013.

The Act came into force without any regulations. The Ministry of Consumer Services (MCS) has been assigned the responsibility for the Act, which includes policy and regulatory development, and oversight of ON1Calls performance.

On February 7, 2013, the MCS released a consultation package for comment regarding the implementation of the Act, to be submitted in writing.

On April 4, 2013, the City responded to the consultation package provided by the MCS with our preliminary concerns. Our concerns are largely aligned with the Region of Peel's submission.

COMMENTS:

The Act requires all members that receive a notification from ON1Call of excavation in the vicinity of its infrastructure to provide locates by marking the ground and providing the excavator with written

It is also unclear how the Committee will exercise by-law enforcement under this regime, especially as the by-law enforcement model is imposed internally against its members and not as an externally governing mechanism. There is no comment on the recourse a member may have when disputing a claim. There is no mention of investigation techniques and fees that could be imposed on members in the event of a claim. In a bylaw enforcement model, due process is afforded to those being charged with an infraction and who wants to dispute it – either through a formal established process (e.g. appeal before a tribunal or council), or through the court system. In this case, the mechanism under which a member may be levied a fine, or how a member may dispute the fine levied, is unclear. We requested that a proposal for an appeal process be available for comment.

Fee Setting

The MCS proposes the requirement of ON1Call to establish a fee setting process. Currently ON1Call is proposing not to charge municipalities until December 31, 2014. It is unclear what the charge for municipal members will be after that date. We requested that a fee schedule that looks beyond December 31, 2014 for municipal is required or there should be confirmation that the current fee schedule will not change.

Reporting Requirements

The MCS proposes that members are to notify ON1Call of the date and time that locates have been completed and to report to ON1Call any damages to underground infrastructure due to excavation. There has been no expressed timelines when ON1Call requires the transfer of such information.

When The Corporation of the City of Mississauga is deemed to be a member of ON1Call under the Act, the City will be subject to proposed Terms and Conditions of Membership.

ON1Calls Terms and Conditions (Proposed By-law)

It is important to note that the Act and the Terms and Conditions of On1Call stand separate; however as a legislated member of ON1Call, the City will be required to adopt their Terms and Conditions.

increase in either staff and equipment levels or the pursuit of other options as we are currently not able to handle that volume of locate requests. *The Ontario Underground Infrastructure Notification System Act, 2012* will cause an annual budget pressure to the storm sewers and appurtenances unit of at least \$450,000 in labour and \$80,000 in 2014 for equipment, plus the possible future fees associated with ON1Calls service.

CONCLUSION:

As result of the passing of the *Ontario Undergrounds Infrastructure Notification System Act, 2012*, the City of Mississauga will be a deemed member of ON1Call as of June 14, 2014. There are key benefits that are associated with becoming a member of ON1Call, including improved public service and safety, and risk management, and infrastructure protection, but the regime currently proposed is unclear and creates a lot of uncertainty on the City's obligations. We have submitted our preliminary concerns to the Province, and will play a more active role in advocating our interests, and ask for more information on the three key topics of the consultation package in the areas of compliance, fee setting, and reporting requirements.

ATTACHMENTS:

- Appendix 1: Ontario Underground Infrastructure Notification System Act, 2012, Request for Consultation
- Appendix 2: Proposals for the Implementation of the *Ontario Underground Infrastructure Notification System Act, 2012*


Martin Powell, P.Eng.

Commissioner of Transportation and Works

*Prepared By: Jevito Marchese**PUCC/Permit Technologist, Maintenance Standards
and Permits*

2. It is unclear how the Committee will exercise its bylaw enforcement under this regime, especially as the bylaw enforcement model is imposed internally against its members and not as an externally governing mechanism. There is no comment on the recourse a member may have when disputing a claim. There is no mention of investigation techniques and fees that could be imposed on members in the event of a claim. In a bylaw enforcement model, due process is afforded to those being charged with an infraction and who wants to dispute it – either through a formal established process (e.g. appeal before a tribunal or council), or through the court system. In this case, the mechanism under which a member may be levied a fine, or how a member may dispute the fine levied, is unclear. We request that a proposal for an appeal process be available for comment.
3. The maximum fine under the Act and the proposed bylaws of \$10,000 is unacceptable if this is to apply to a first offence. The City of Mississauga's traffic infrastructure is tendered out to a contractor. Introducing a maximum fine of \$10,000 per occurrence will greatly affect future bid prices, with the expectation that they will go up as we impose this responsibility on contractors. This added financial burden on the City is not acceptable.
4. It is proposed that ON1Call will be comprised of 15 Directors, of which only 3 will be municipal directors. This gives municipalities only 1/5 of voting power, which is unfair and does not allow sufficient representation from a major sector of the membership. Municipalities have specific issues that are different from other sectors, as the majority of utilities are found on publically owned land, and particularly given the uncertainty on the regime that is being created; we respectfully request that municipalities have stronger representation on the committees. We would also insist to have equal representation on the compliance committee.
5. The "Emergency Locate Request" under the proposed by-law would require "a locate response by Members within two (2) hours". This is not acceptable. Perhaps the standard "a locate response as soon as practicable" is more palatable and in line with other legislated municipal standards, such as Ontario Regulation 239/02 (Minimum Maintenance Standards). The vague definition of an emergency as being "a loss of an essential service" should also be further defined or eliminated as it is much too broad. It should only apply to services provided by a utility that are essential. A potentially more acceptable definition may be simply, "an imminent safety hazard".
6. Currently ON1Call is proposing not to charge municipalities until December 31, 2014. It is unclear what the charge for municipal members will be after that date. A fee schedule that looks beyond December 31, 2014 for municipal members is required or there should be confirmation that the current fee schedule will not change.

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**PROPOSALS FOR THE IMPLEMENTATION OF THE
ONTARIO UNDERGROUND INFRASTRUCTURE NOTIFICATION
SYSTEM ACT, 2012**

FOR COMMENT

**Ontario Ministry of Consumer Services
February 7, 2013**

Purpose of this consultation

The Ministry of Consumer Services (MCS), in cooperation with Ontario One Call (ON1Call), is seeking input on proposals related to the implementation of the *Ontario Underground Infrastructure Notification System Act, 2012* (the Act). The purpose of this consultation paper is to invite comments from all stakeholders, including excavators and underground infrastructure owners and operators, on key implementation issues related to administration and oversight.

You are invited to comment on this paper and/or propose alternative suggestions for consideration. We encourage you to explain, in detail, any proposals you suggest, as this will help MCS to assess feedback and develop recommendations.

More information about how to provide input is provided at the end of this paper. Responses must be received no later than March 25, 2013 in order to receive full consideration.

Context

The Act:

The Act was introduced on November 24, 2011 and passed by the Ontario Legislature on June 14, 2012. It came into force on June 19, 2012.

The Act's objective is to reduce strikes and damage to underground infrastructure by establishing a single organization to route all underground utility locate requests in Ontario. Excavators must call ON1Call to request the location of all underground infrastructure that may be affected by a planned excavation. The Act, which converted ON1Call into a statutory not-for-profit corporation, requires underground infrastructure owners and operators to become members of ON1Call within specific time frames.

The Act applies to ON1Call, underground infrastructure owners and excavators. MCS has been assigned responsibility for the Act, which includes policy and regulatory development, and oversight of ON1Call's performance. To support appropriate

- Municipalities that own or operate underground infrastructure are deemed to become members on June 19, 2014. All members are required to provide ON1Call with information about the location of their underground infrastructure when they become a member.

A member who receives a notification from ON1Call that there will be excavation in the vicinity of its infrastructure is required by the Act to provide locates by marking the ground and providing the excavator with written documentation that identifies the location of the underground infrastructure. If the member does not have infrastructure in the vicinity of the excavation, the member must confirm, in writing, that its underground infrastructure will not be affected by the excavation.

The Act requires members to make all reasonable attempts to respond to a notification within five (5) business days, provided that the excavation is reasonably expected to start within 30 days. There are some exceptions to this time limit, for example if the member and excavator have agreed to a different time limit or if regulations set out a different time limit in specified circumstances.

The Act defines an excavator as "any individual, partnership, corporation, public agency or other person or entity that digs, bores, trenches, grades, excavates, moves or breaks earth, rock or the materials in the ground". Excavators are required to contact ON1Call to request locates before an excavation and are not to excavate until locates have been properly provided.

The Act also places a general duty on an excavator to not excavate or dig in a manner that the excavator knows or ought to know would damage or interfere with any underground infrastructure.

Why is MCS considering regulations?

Although the Act is in effect now without any regulations, it is necessary to consider what regulations may be advisable to effectively implement and administer the requirements of the Act. MCS is therefore considering areas that may require regulations to support ON1Call's effective administration of the Act and MCS's oversight of the Act and ON1Call. Depending on feedback received through this consultation, regulations may be necessary to achieve one or more of the objectives outlined below. As well, MCS is open to receiving feedback on any other issues of interest to stakeholders which could impact implementation, administration and oversight.

ON1Call's governance model

ON1Call was established in 1996 as a for-profit corporation by its then three shareholders, Bell, Union Gas and Enbridge Gas. In August 2011, ON1Call became a not-for-profit corporation. A list of its current members can be found on its website at www.on1call.com. In June 2012, ON1Call elected a board of 12 directors who represent

Board of directors

Under the new governance model ON1Call will increase its current board from the current 12 directors to 15 by June 2014. Members will elect directors to represent them in the following five sectors:

- 1) Electrical
- 2) Oil and Gas/Pipelines
- 3) Telecommunications
- 4) Municipalities
- 5) Other non-utility infrastructure owners

ON1Call currently has one-year terms for directors. They can be re-elected. If re-elected, directors can serve multiple terms, up to a limit of six (6) years in total, provided they continue to meet the criteria established in the by-laws which are set by ON1Call's board. This will continue to be the case under the new model.

ON1Call's officers (i.e., Chair, Vice-Chair and Treasurer) are and will continue to be elected by the board, not by the general membership. The board's Chair and Vice-Chair positions will be held in rotation by Bell, Union Gas and Enbridge Gas until 2015-2016. After 2015-2016, these positions could be held by a director representing any sector, and will be elected by the board annually.

Overview of Key Topics

Three key topic areas must be addressed for the effective implementation, administration and oversight of the Act. Proposals are provided for each topic.

1. Compliance
2. Fee Setting
3. Reporting Requirements

1. Compliance

Objective: To promote compliance with the requirements of the Act, using appropriate compliance tools.

Proposal: Provide ON1Call with a range of enforcement tools to promote compliance with the Act by:

- a) enabling a by-law enforcement model which is binding on ON1Call's members and subject to penalties for non-compliance; and
- b) establishing fines under the Act.

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sections 5, 6 or 7. Sections 5, 6, and 7 set out membership requirements, member responses to notification requests by ON1Call and provision of locates, and excavator duties, respectively. Section 8 applies to members of ON1Call as well as any other person or entity that fails to comply with those sections.

If no fine amount is prescribed, an offence under the Act cannot be established. In order to ensure that ON1Call has the appropriate enforcement tools to implement the Act, MCS is seeking input on the amount of the maximum fine.

In considering the maximum amount of fines that could be imposed by a court of law, it is useful to consider fines found in similar legislation of other jurisdictions. In Alberta, a jurisdiction which requires every pipeline operator licensee to register with Alberta One-Call service, the Pipeline Act sets out potential fines of up to \$10,000 for a corporation and \$5,000 for an individual. Depending on whether it is an individual or a corporation, a person who is found guilty of a continuing offence, may be subject to additional fines of between \$2,500 and \$5,000 for each subsequent day during which the offence continues. In the United States, Virginia may impose a civil penalty not exceeding \$2,500 for each violation.

Setting the total fine amounts under the legislation is an expression of legislative intent that reflects the seriousness of the offence. However, imposing a fine for an offence under the Act would ultimately be decided by a sentencing court, and each sentence would be addressed by the court on its own facts. Generally speaking, courts would look at a number of mitigating and aggravating factors to arrive at a just sentence (i.e., a fine) and would generally reserve the highest fine amounts for the most egregious cases.

The following are proposed as the fine amounts for particular offences:

- 1) An offence under Section 5 of the Act involves failure of a member to provide ON1Call with certain information necessary to fulfill its objects. The maximum fine amount proposed for an offence under Section 5 is \$10,000.
- 2) An offence under Section 6 involves failure of a member to provide a locate within the timeframes established in the Act (i.e. within five (5) days unless an exception to that time period applies), or failure to state in writing that infrastructure will not be affected by an excavation. The maximum proposed fine for an offence under Section 6 is \$10,000.

3. Reporting Requirements

Objective: To promote compliance and monitor the effectiveness of the Act.

Proposal: To require members to:

- a) notify ON1Call of the date and time that locates have been completed; and,
- b) report to ON1Call any damages to underground infrastructure due to excavation.

a) Completion of locates

It is proposed that members must advise ON1Call, either electronically or by telephone, of a completed locate, with the date and time of its completion.

This information is necessary so that ON1Call can monitor and enforce compliance. Under the Act, locates must be performed within a set time (i.e., generally within five (5) days unless an exception to that time period applies). This information is also necessary for ON1Call to measure and report to the public that the requirements of the Act have been met.

b) Damage-reporting by members

There is no comprehensive baseline data currently available regarding the number and cause of strikes, and the resulting damage to Ontario's underground infrastructure.

The Ontario Regional Common Ground Alliance (ORCGA) publishes an annual Damage Information Reporting Tool (DIRT) report which gathers, on a voluntary basis, strike data from some, but not all, infrastructure owners. It is a useful tool which reports on the root cause of how damage occurs, but it does not provide a complete picture of damage occurrence in Ontario.

The Act's primary objective is to reduce strikes to underground infrastructure. It is necessary to have an established baseline and annual tabulation of strikes and infrastructure damage, to assess whether the Act met this objective.

It is proposed that members be required to report strike data to ON1Call on damage to their underground infrastructure. This requirement would not replace any other obligations (under other legislation) that infrastructure owners may have to report damage. For example, provincially regulated gas companies would continue to be required to report pipeline strikes to the Technical Standards and Safety Authority.

Will MCS be considering regulations in any other areas than those described in this paper?

There are other areas in which MCS has regulation-making authority as set out in the Act including establishing what underground infrastructure crosses, or is "in the vicinity of a public right of way" and establishing shorter or longer time limits for locates. The

Personal information of those who do not specify an organizational affiliation, such as an individual's name and contact details, will not be disclosed by the ministry without the individual's consent unless required by law. If you have any questions about the collection of this information, please contact vanessa.rae@ontario.ca.

French translation:

Veillez noter que, à moins qu'une demande ne soit formulée au ministère des Services aux consommateurs et acceptée, tout le matériel et tous les commentaires reçus des organisations en réponse à cette consultation seront considérés comme de l'information publique et pourront être utilisés et divulgués par le Ministère pour aider celui-ci à évaluer et réviser les propositions de modifications de la réglementation. Ceci pourrait comprendre la divulgation de matériel ou de commentaires ou de sommaires de ceux-ci à d'autres parties intéressées pendant ou après la demande pour un processus de commentaires publics.

Un individu qui fournit du matériel et des commentaires et qui indique son affiliation avec une organisation sera considéré comme ayant soumis ces commentaires ou ce matériel au nom de l'organisation mentionnée. Le matériel ou les commentaires reçus d'individus qui n'indiquent pas d'affiliation avec une organisation ne seront pas considérés comme de l'information publique à moins que l'individu n'indique expressément le contraire. Cependant, le matériel ou les commentaires des individus pourront être utilisés et être divulgués par le Ministère pour aider à évaluer et réviser les propositions de modifications de la réglementation.

Les renseignements personnels de ceux qui ne mentionnent pas une affiliation organisationnelle, comme le nom d'un individu ou des coordonnées, ne seront pas divulgués par le Ministère sans le consentement de l'individu, à moins que la loi ne l'exige. Si vous avez des questions quant à la collecte de ces renseignements, veuillez communiquer avec vanessa.rae@ontario.ca.

"Notification of Locate Request" means the communication to the Member of an Excavator Locate Request received by the Call Centre;

"Primary Telephone Number" means the telephone number designated by the Corporation from time to time to enable an Excavator to make an Excavator Locate Request by telephone, facsimile or such other means of communication which requires the use of a telephone number;

"Proposed Work" means any actual or intended excavation, demolition, drilling, blasting and includes, without limitation, any disturbance of the surface and/or subsurface of the earth by an Excavator;

"Service" means the Call Centre's receipt, processing and recording of an Excavator Locate Request and communication of a related Notification of Locate Request to the Member for the Member's Service Area;

"Service Area" means the geographical area in which a Member operates;

"The Specifications" means the Corporation's performance standards and specifications, which shall be delivered by the Corporation to the Member along with these terms and conditions.

Application

3. These terms and conditions shall apply to all Members.

Limitation of Liability

4. Each Member shall be solely responsible for the accuracy and adequacy of their locates, and any information provided by it to the Corporation.
5. The Corporation shall not be responsible for ensuring the accuracy of locates, nor shall be held liable for any injury or damage as a result of excavation performed using a locate provided by any Member or any Member's contractor or subcontractor.
6. The Corporation shall not be liable to the Member for any special, indirect or consequential damages, including but not limited to, loss of profit, loss of revenue, failure to realize expected savings or other commercial or economic losses or damages of any kind caused by the Member's failure to meet the obligations as set forth in this Schedule, the By-laws, and the Act.

Equipment Specification and Requirements

12. Each member shall supply and maintain, at the Member's sole cost and expense, receiving equipment as required by the Corporation for the transmission of Locate Requests from the Call Centres, including:
 - (a) Paying the cost of installing communication lines of the Member's premises to ensure supply and maintenance of compatible receiving equipment;
 - (b) Paying all costs associated with dedicated communication lines to receive notifications of Locate Requests, if the member so chooses to install such facilities; and
 - (c) Maintain adequate equipment to receive an alarm by the Corporation if an Emergency Locate Request must be transmitted, either through receiving equipment compatible with the Call Centre's software system, or by telephone
13. Each member shall promptly notify the Corporation of any proposed or actual actions to relocate, move or disconnect any of the Member's receiving equipment.
14. In order to improve the quality of service, the Corporation shall be permitted to make updates and changes to its equipment, software, rules of operation and any other procedure. Each Member shall be required to make any necessary changes or modifications in order to comply with such changes or updates.

Care of Property

15. Each Member and the Corporation shall take proper care of any and all property owned by the other which may be in the custody, care, or control of the other party, and shall be responsible for any loss or, or damage to any such property until it is returned to the custody, care, or control of its rightful owner.

Confidentiality

16. Each Member and the Corporation shall keep any information relating to the business affairs of any Member and the Corporation, obtained as a result of Membership, which is of a confidential nature and not publicly available in the strictest confidence. Each Member shall be responsible for ensuring any representative, affiliate, director, officer, employee or agent of the Member or Corporation hold all such information in the strictest confidence.
17. Each Member and the Corporation shall not use any confidential information except as is required for each to perform its legislated requirements.

transportation, or any similar occurrence beyond the reasonable control of the party affected ("Force Majeure"). Should either party be temporarily excused from performance hereunder by any such circumstances it shall use its best efforts to avoid, remove or cure such circumstances and shall resume performance with utmost dispatch when such circumstances are removed or cured. Where either the Member or the Corporation claims Force Majeure as an excuse for delay in performance, that party so claiming Force Majeure shall give prompt written notice thereof to the other party.

22. Pursuant to S. ● of the By-laws, a Member who fails to comply with these terms and conditions set out in Schedule A to the By-laws may face financial sanctions to be imposed by the Corporation up to a maximum for each such failure of \$10,000.

Pricing

23. Prices to be paid for services to be provided to Members by the Corporation are set out in schedule B to the By-laws.

Billing and Invoicing

24. The Corporation shall invoice the Member for the Service provided during the previous month, on a monthly basis. The Member shall pay the amount set forth in the invoice in full within thirty (30) days from date of receipt of the particular invoice (hereinafter the "invoice period"). If there are corrections or inaccuracies in the invoice, it is the obligation of the Member to contact the Corporation.
25. Interest shall be charged and payable by the Member on all amounts remaining unpaid after the invoice period and interest shall be calculated monthly at the rate of 1.5% per month, which is equivalent to an effective annual rate of 19.56% per annum or maximum permitted by law.

The following shall be the pricing schedule for all municipal Members until December 31, 2014:

- (a) All standard service costs are free of charge to municipal Members. The only costs incurred will be for set-up, as indicated below, and any mapping related labour exceeding the 4 hour annual allowance.

Cost per notification	\$0.00
Cost per suppression	\$0.00
Additional cost per notification for a follow-up telephone call notification (where requested by Member)	\$0.00
Cost per "All Clear" (screened/cleared through Selective Sending or Depth Selective Sending or other filtering options) provided by Ontario One Call to the excavator on behalf of the Member	\$0.00
One Time Set-up Fee:	\$0.00
4 hours/year Mapping	FREE
Additional hours	\$65.00/hour
Customized Reporting	\$55/hour (minimum 1 hour)

NB: The above prices do not include applicable sales taxes, which the Member is responsible for paying in addition.

NB: the Corporation may change the Pricing Schedule at any time, so as to continue to recover the full costs of fulfilling the Corporation's objectives and obligations as defined in: the *Ontario Underground Information Notification System Act, 2012* (The "Act"); the Accountability Agreement between the Corporation and the Province of Ontario; all regulations applicable to the Act; all governing federal and provincial Statutes; and the Corporation's bylaws.

Appendix 2: Promark/Enbridge Locate Delays

#	<u>Ticket #</u>	<u>Contract/Locate Provider</u>	<u>Locate Request</u>	<u>Delay - Business Days</u>
1	20171828011	Utility Repair - Promark / Enbridge	11-May-17	16
2	20171828012	Utility Repair - Promark / Enbridge	11-May-17	16
3	20171828013	Utility Repair - Promark / Enbridge	11-May-17	16
4	20171828014	Utility Repair - Promark / Enbridge	11-May-17	16
5	20171828015	Utility Repair - Promark / Enbridge	11-May-17	16
6	20171828017	Utility Repair - Promark / Enbridge	11-May-17	16
7	20171828018	Utility Repair - Promark / Enbridge	11-May-17	16
8	20171828019	Utility Repair - Promark / Enbridge	11-May-17	16
9	20171828020	Utility Repair - Promark / Enbridge	11-May-17	16
10	20171828021	Utility Repair - Promark / Enbridge	11-May-17	16
11	20171828022	Utility Repair - Promark / Enbridge	11-May-17	16
12	20171828023	Utility Repair - Promark / Enbridge	11-May-17	16
13	20171828024	Utility Repair - Promark / Enbridge	11-May-17	16
14	20171923617	City Repair - Region of Peel	11-May-17	16
15	20171828761	Utility Repair - Promark / Enbridge	12-May-17	15
16	20171828760	Utility Repair - Promark / Enbridge	12-May-17	15
17	20171828762	Utility Repair - Promark / Enbridge	12-May-17	15
18	20171833774	City Repair - Region of Peel	12-May-17	15
19	20171926212	City Repair - Region of Peel	12-May-17	15
20	20172021737	City Repair - Region of Peel	18-May-17	12
21	20171928859	Utility Repair - Promark / Enbridge	19-May-17	11
22	20171928860	Utility Repair - Promark / Enbridge	19-May-17	11
23	20171928919	Utility Repair - Promark / Enbridge	19-May-17	11

City of Mississauga

Corporate Report



Date: 2018/02/16

To: Chair and Members of General Committee

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

Originator's files:

Meeting date:
2018/02/28

Subject

Ontario Municipal Commuter Cycling Program Enabling By-law

Recommendations

1. That a by-law be enacted authorizing the Commissioner of Transportation and Works and City Clerk to execute on behalf of the Corporation of the City of Mississauga, a Transfer Payment Agreement (Agreement) with Her Majesty the Queen in right of the Province of Ontario as represented by the Minister of Transportation for the Province of Ontario for 2017/18 funding under the Ontario Municipal Commuter Cycling Program (OMCC), in a form satisfactory to Legal Services;
2. That the Commissioner of Transportation and Works has the delegation of authority to execute any and all required documentation, including any amendment, extension or any ancillary document thereto on behalf of the Corporation of the City of Mississauga as required by the OMCC for 2017/18, in a form satisfactory to Legal Services;
3. That the Corporation of the City of Mississauga commits to providing funding in 2018 equivalent to twenty percent (20%) of 2017/18 funding provided to the Corporation of the City of Mississauga under the OMCC;
4. That the Corporation of the City of Mississauga commits to implementing projects and spending OMCC 2017/18 funding in accordance with all provisions specified in the Agreement;
5. That the Corporation of the City of Mississauga commits to spending OMCC 2017/18 funding only on the approved projects as submitted to the Province of Ontario;
6. That the Corporation of the City of Mississauga commits that it will obtain all required approvals for each project prior to use of OMCC funding;

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7. That a new project, PN18189 – The Collegeway Protected Bicycle Lanes Planning and Design, be established with a gross budget of \$150,000 including a recovery of \$120,000 from OMCC revenue and a net budget of \$30,000 and that funding be allocated from the Tax-Capital Reserve Fund (Account #33121);
8. That a new project, PN18349 – Sun-Canadian Pipeline Trail, be established with a gross budget of \$725,000 including a recovery of \$487,588 from OMCC revenue and a net budget of \$237,412 with funding of \$213,671 allocated from the DCA Recreation Reserve Fund (Account #31315) and \$23,741 allocated from the Tax-Capital Reserve Fund (Account #33121);
9. That the budgets be amended for previously approved projects funding sources as follows: an increase of OMCC revenue of \$1,674,412, a decrease of Tax Capital Reserve Fund funding of \$116,486 and decrease of DCA Recreation Reserve Fund funding of \$1,048,378 (details to be found in Appendix 5); and
10. That all necessary by-law(s) be enacted.

Report Highlights

- The City of Mississauga will receive \$2.282 Million as part of the 2017/18 Ontario Municipal Commuter Cycling Grant Program
- An enabling bylaw is required to execute the Transfer Payment Agreement (TPA) between the City and the Province.
- OMCC revenue will impact the approved City funding of existing projects and increase cycling program funding overall.

Background

On December 4, 2017 the Province of Ontario announced that the City of Mississauga will receive funding through the Ontario Municipal Commuter Cycling (OMCC) Grant Program. Across Ontario, 120 municipalities will receive funding through this program for new bike lanes and other cycling infrastructure. Total program funding is \$93 Million, an increase from the \$42.5 Million announced earlier in 2017. This investment is part of Ontario's Climate Change Action Plan and is funded by proceeds from the Province's cap on pollution and carbon market.

The City of Mississauga will receive \$2.282 Million as part of the 2017/18 funding allocation. A funding formula determined the City's allocation, based on population and existing cycling mode share. The Transportation and Works and Community Services Departments jointly submitted a list of possible eligible projects to the OMCC program for consideration (see Appendix 1). The report received by General Committee on October 18, 2017 from the Commissioner of

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Transportation and Works, entitled **Ontario Municipal Commuter Cycling Grant Program**, attached as Appendix 2, includes additional grant program details.

This funding can be used to cover up to 80% of the eligible costs of the approved project list. Projects that use OMCC funds must be completed by December 30, 2020.

Comments

Transportation and Works and Community Services have prioritized a short list of projects that will be moving forward to implementation in 2018 and draw from the City's 2017/18 OMCC allocation, as summarized in Appendix 3, attached. One additional project will utilize OMCC funds to complete planning and design exercises in advance of implementation in 2019.

An enabling bylaw is required to execute the Transfer Payment Agreement (TPA) between the City and the Province. The TPA sets out the terms and conditions upon which the Province has agreed to provide the City with funding towards the eligible costs of each eligible project, including timelines to be met, payment schedules and communications protocols.

The City is required to annually declare its interest in participating in future year intakes of the OMCC program. This will require a new enabling bylaw in each of those years in order to execute each annual TPA.

Financial Impact

The City is required to provide a minimum 20% contribution for each project utilizing OMCC funds as a condition of the funding agreement. Approved capital budgets have been identified that will account for the City's required 20% contribution, as shown in Appendix 3, attached.

OMCC revenue will impact the approved City funding of existing projects and increase cycling program funding overall as per the summary table below:

Funding Changes	Amount
OMCC Revenue	\$2,282,000
City Funding Increase – Two New Projects	\$ 267,412
City Funding Decrease – Existing Projects	(\$1,164,864)
Gross Budget Change (no impact to City Funding)	\$1,384,548

The details of the OMCC revenue impact by project are included in Appendix 4, while the net impact to funding for existing projects is included in Appendix 5.

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Conclusion

The City of Mississauga will receive \$2.282 Million as part of the 2017/18 funding allocation from the Ontario Municipal Commuter Cycling Program. In order to receive this funding the City must enter into a Transfer Payment Agreement with the Province of Ontario. This report seeks the authority to enter into and execute the Transfer Payment Agreement.

Attachments

Appendix 1: OMCC Approved Project List

Appendix 2: Corporate Report, Ontario Municipal Commuter Cycling Grant Program

Appendix 3: Projects for 2018

Appendix 4: Revenue Impact by Project

Appendix 5: Net Impact to Funding for Existing Projects



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

Prepared by: Matthew Sweet, Manager, Active Transportation

Ontario Municipal Commuter Cycling (OMCC) Program

2017 Application

Potential Eligible Project List

Project Name	Project Description	Project Location	Total Project Costs	Total Eligible Costs	OMCC Funding Request	Municipal Funding	Other Funding	OMCC Benefit
Burnhamthorpe Rd E Multi-use Trail (W3)	Multi-use Trail coordinated through road reconstruction project completing east/west cross-city facility and connecting with north/south cross-city facility	Burnhamthorpe Rd E between Ponytrail Dr and East Border, North Side	\$308,000	\$280,000	\$224,000	\$84,000		Better network connecting residential areas to downtown employment hub; Safe cycling through multi-use trail fully separated from roadway and including crossrides and bicycle signals; commuter cycling option to and from downtown with north/south connection opportunities
Collegeway Protected Bicycle Lanes (W8)	Protected bicycle lanes through road diet and road widening coordinated with road resurfacing	The Collegeway between Winston Churchill Boulevard and Mississauga Road	\$385,000	\$350,000	\$280,000	\$105,000		Better network connecting employment hub (UTM) and transit hubs; Safe cycling through protected on-road facilities; More commuter cycling options to and from employment and transit hubs
Glen Erin Drive Protected Bicycle Lanes (W8)	Protected bicycle lanes through road diet coordinated with road resurfacing	Glen Erin Drive between Burnhamthorpe Rd W and Credit Valley Rd	\$99,000	\$90,000	\$72,000	\$27,000		Better network connecting existing facilities along with destinations; Safe cycling through protected on-road facilities; More commuter cycling options to and from employment and transit hubs
Bloor Street Protected Bicycle Lanes (W3,4)	Protected bicycle lanes through road diet coordinated with road resurfacing	Bloor St between Central Parkway East and Dixie Road	\$181,500	\$165,000	\$132,000	\$49,500		Better network connecting residential areas to downtown employment hub and high order transit; Safe cycling through protected on-road facilities; More commuter cycling options to and from employment and transit hubs
Courtneypark Multi-use Trail (W5,11)	Multi-use Trail recommended in the Cycling Master Plan	Courtneypark Dr between Mavis Rd and Hurontario St, South Side	\$1,408,000	\$1,280,000	\$1,024,000	\$384,000		Better network connecting residential areas to the west with future facilities along Hurontario corridor; Safe cycling through multi-use trail fully separated from roadway; More commuter cycling options to and from employment, education, and transit
Mavis Road Multi-use Trail (W11)	Multi-use Trail recommended through EA process and implemented through Major Roads project	Mavis Road between Courtneypark Dr and Derry Rd, West Side	\$440,000	\$400,000	\$320,000	\$120,000		Better network connecting residential areas and existing facilities with destinations; Safe cycling through protected on-road facilities. Provides connection to the future Second Line West Active Transportation bridge over Hignway 401. In addition, provides connection to the City of Brampton via the future wideing of the Mavis Road/Highway 407 structure, which will be widened to accomodate a multi-use trail
Burnhamthorpe Rd W Multi-use Trail (W8)	Multi-use Trail recommended through EA process and implemented through Major Roads project	Burnhamthorpe Rd W between Loyalist Dr and West Border, North Side	\$965,250	\$877,500	\$702,000	\$263,250		Better network connecting residential areas and existing facilities with destinations including schools; Safe cycling through protected on-road facilities; More commuter cycling options to and from employment areas including the downtown empoyment hub and schools. In addition, connection to Halton Region's planned multi-use trail along the future William Halton Parkway, which will extend from the west City limit to Bronte Road in Oakville (Halton Region).
Creditview Road Multi-use Trail (W11)	Multi-use Trail recommended through EA process and implemented through Major Roads project	Creditview Road between Bancroft Rd and Old Creditview Rd	\$660,000	\$600,000	\$480,000	\$180,000		Better network connecting residential areas and existing facilities with destinations including the Meadowvale Business Park. Safe cycling through protected on-road facilities. In addition, includes accomodation of a multi-use trail along the Creditview Road bridge over Highway 401.
Lakeshore Corridor Trail ORT 2A & B (W2,3,7)	Development of a new east-west multi-use trail in the Southern Portion of Mississauga. Trail connection from Oakville border to Westfield Drive. Project is recommended in the Cycling Master Plan and will be constructed in conjunction with the Region of Peel Active Transportation Plan.	Winston Churchill to Westfield Dr	\$4,985,616	\$4,659,454	\$1,164,864	\$1,491,025	\$2,329,727	Better network connecting residential areas to central Mississauga. Safe cycling through protected off-road facilities. More commuter cycling options to and from employment and transit hubs
BRT Trail - Cawthra - ORT 7A,B (W3)	Completing the BRT Trail System. Trail connection from Cawthra Rd to Fieldgate Dr	Cawthra Rd to Fieldgate Dr	\$1,222,146	\$1,142,193	\$285,548	\$365,502	\$571,096	Better network connecting residential areas to higher order transit and employment. Provides connections across Mississauga and promotes safe cycling through protected off- road facilities. More commuter cycling options to and from employment and transit hubs.
BRT Trail - Winston Churchill - ORT 7C West (W8)	Completing the BRT Trail System. Trail connection from Ridgeway Drive to the Winston Churchill BRT Station.	Ridgeway Dr to Winston Churchill BRT	\$500,000	\$448,430	\$112,108	\$163,677	\$224,215	Better network connecting residential areas to higher order transit and employment. Provides connections across Mississauga and promotes safe cycling through protected off- road facilities. More commuter cycling options to and from employment and transit hubs.

BRT Trail - Erin Mills - ORT 7C East (2 of 2, W8)	Completing the BRT Trail System. Trail connection from Crawford Walk Park (Near Glen Erin Drive) to the Erin Mills BRT Station	Crawford Walk Park to Erin Mills BRT	\$125,000	\$106,383	\$26,596	\$45,213	\$53,191	Better network connecting residential areas to higher order transit and employment. Provides connections across Mississauga and promotes safe cycling through protected off- road facilities. More commuter cycling options to and from employment and transit hubs.
BRT Trail - Erin Mills - ORT 7C East (1 of 2, W8)	Completing the BRT Trail System. Trail connection from Winston Churchill BRT Station East to Glen Erin Drive	Winston Churchill BRT to Glen Erin Dr	\$450,000	\$403,587	\$100,897	\$147,309	\$201,794	Better network connecting residential areas to higher order transit and employment. Provides connections across Mississauga and promotes safe cycling through protected off- road facilities. More commuter cycling options to and from employment and transit hubs.
BRT Trail - Winston Churchill - ORT 7C (W8,10)	Completing the BRT Trail System. Trail connection from the Winston Churchill Station north to Erin Centre Blvd.	Erin Centre Blvd. to Winston Churchill BRT	\$582,500	\$522,422	\$130,605	\$190,684	\$261,211	Better network connecting residential areas to higher order transit and employment. Provides connections across Mississauga and promotes safe cycling through protected off- road facilities. More commuter cycling options to and from employment and transit hubs.
Pipeline Corridor Trail - ORT 18 A,B (W10)	Development of a new east-west multi-use trail in the Northern Portion of Mississauga. Provides key trail connection from 9th line to 10th Line. Project is recommended in the Cycling Master Plan.	9th Line to 10th Line	\$500,000	\$448,430	\$224,215	\$275,785	\$-	Better network connecting residential areas to transit and employment. Provides connections in North West Mississauga and promotes safe cycling through protected off- road facilities. More commuter cycling options to and from employment and transit hubs.
Hydro Corridor East Trail - ORT 11 (W3)	Development of a new North-South multi-use trail in the Eastern portion of Mississauga. Trail connection to Tahoe Blvd Station	Etobicoke Creek to Tahoe Blvd BRT	\$750,000	\$700,935	\$350,467	\$399,533	\$-	Better network connecting residential areas to higher order transit and employment. Provides connections across Mississauga and promotes safe cycling through protected off- road facilities. More commuter cycling options to and from employment and transit hubs.
Sun-Canadian Pipeline Trail - ORT 21A (W10)	Development of a new east-west multi-use trail in Central Mississauga. Trail connection from 9th Line to 10th Line	Ninth Line to Tenth Line	\$725,000	\$677,570	\$338,785	\$386,215	\$-	Better network connecting residential areas to transit and employment. Provides connections in West Mississauga and promotes safe cycling through protected off-road facilities. More commuter cycling options to and from employment and transit hubs.
			\$14,287,012	\$13,151,904	\$5,968,085	\$4,677,693	\$3,641,235	

Total Trips under 5km
(Origin and Destination trips; cycling and non-cycling/walking)
Trips are stats within 5km radius of the project, and Trips under 5km is all trips regardless of mode under 5km in length.

City of Mississauga Corporate Report



Date: 2017/10/02

To: Chair and Members of General Committee

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

Originator's files:

Meeting date:
2017/10/18

Subject

Ontario Municipal Commuter Cycling Grant Program

Recommendation

That the report dated October 2, 2017 from the Commissioner of Transportation and Works, titled "Ontario Municipal Commuter Cycling Grant Program", be received for information.

Background

The Ontario Municipal Commuter Cycling ("OMCC") Grant Program is a four-year program being administered by the Ministry of Transportation ("Ministry") to invest in municipal infrastructure for commuter cycling and is part of a suite of provincial initiatives to address climate change. The program has allocated \$42 million in funding for 2018, supported by proceeds from the Province of Ontario's Cap and Trade program. There are two primary objectives of the program: (i) to construct better cycling networks along routes that have high commuting volumes; and (ii) to support safe cycling.

Program Details:

Municipalities must submit a list of commuter cycling capital projects, including anticipated eligible project costs, that they could implement using OMCC funds. Municipalities may submit one or many projects for funding consideration at their discretion. Municipalities may also nominate more projects for funding than their funding allocation, which the Ministry would look to, should there be underspending of funds in other areas. The Ministry will not approve funding for individual projects but will approve a list of eligible projects for each participating municipality. Municipalities can submit a request to update the approved project list semi-annually in the second, third and fourth funding years. For the first funding year, participating municipalities may request an update to the approved project list in January, 2018. Approved projects must be completed by December 30, 2020.

Eligible Projects:

OMCC funding can be applied to a wide variety of commuter cycling infrastructure types. Further, municipalities can apply OMCC funding to multiple eligible projects. Projects must be consistent with the requirements in the Ontario Traffic Manual – Book 18 – Cycling Facilities.

Projects may be a component of a larger infrastructure project or stand-alone. Municipalities may use OMCC funding for municipal commuter cycling projects that cross provincial transportation infrastructure (i.e., provincial right-of-way such as a highway or bridge). Such projects require additional provincial approvals prior to the use of OMCC funds.

Funding Formula:

The OMCC is a four-year program with annual intakes. The City may apply to participate in the program annually for each year (2017-2020) and will receive an annual allocation based on the funding formula.

The annual funding allocation for each participating municipality will be based upon the number of participating municipalities and the available funds in each funding year, and then upon the funding formula shown below:

<u>Base Funding:</u> \$25,000 for each participating municipality	+	<u>Population-based Funding:</u> 70% of the remaining allocation based on municipal population*	+	<u>Cyclist-based Funding:</u> 30% of the remaining allocation based on the number of municipal commuting cyclists*
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*Source: 2011 Census (Statistics Canada)

Upper-tier and lower-tier municipalities are both eligible for OMCC funding. However, funding will be divided 50/50 between the two tiers if both tiers declare interest in participating in any given year. Upper and lower-tier municipalities can pool their respective OMCC funds on eligible projects.

Present Status

The 2017 deadline for applications was September 8, 2017. Staff from Transportation and Works and Community Services collaborated to submit an application. The Ministry intends to reply to all applications by the end of 2017.

Comments

Appendix 1 lists the projects that have been submitted by Transportation and Works and Community Services for consideration. Projects submitted for consideration will be prioritized based on the Cycling Master Plan.

Note that:

- On-road projects that appear on this list that involve lane conversions or road widenings require full study to confirm final design solutions;
- “Separated” bicycle lanes can include lanes with a painted buffer or lanes with a physical buffer (e.g. curbs, knockdown sticks / bollards, planter boxes);

- All projects that are deemed eligible by the Ministry can be completed using OMCC funds. However funding is not allocated to projects specifically. A project can appear on the list that ultimately does not go ahead or does not require OMCC funding upon implementation.

This report was prepared in co-operation with the Community Services Department.

Financial Impact

Funding will be awarded to a list of eligible projects, as opposed to specific individual projects. Municipalities will only be able to use OMCC funding on approved eligible projects. The City is required to provide a minimum of 20% of funding for approved eligible projects. If the application is successful, an enabling by-law is required to authorize the execution of the agreement and commitment of 20% of funding.

Appendix 1 outlines the City's minimum contribution for each project, including the minimum 20% City contribution plus funding for non-eligible costs.

If all projects listed are approved as eligible for OMCC funding and are subsequently implemented, the City's total funding requirement would be \$4.7 million. The total value of projects submitted for consideration is \$14.3 million.

Conclusion

The Province of Ontario is providing ongoing funding support for the development of municipal cycling infrastructure focused on commuter cycling. Transportation and Works and Community Services have identified several projects in support of this goal for consideration. Future intakes for the grant program will provide opportunities to revisit and revise the list of eligible projects.

Attachments

Appendix 1: Submitted Project List, Ontario Municipal Commuter Cycling Grant Program



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

Prepared by: Matthew Sweet, Active Transportation Coordinator

Projects for 2018

Project Title	Description	Implementation Phase (2018)	Department Responsible	City PN
Burnhamthorpe Road East Multi-use Trail (W3)	Multi-use Trail coordinated through road reconstruction project completing east/west cross-city facility from Garnetwood Park to Toronto border and connecting with Etobicoke Creek Trail	Construction	T&W	17-190
The Collegeway Protected Bicycle Lanes (W8)	Protected bicycle lanes through road diet and road widening coordinated with road resurfacing	Planning / Design	T&W	17-190
Lakeshore Corridor Trail ORT 2A & 2B (W2,3,7)	Development of a new east-west multi-use trail along the Lakeshore corridor. Trail connection from Westfield Drive to the Oakville border. Project is recommended in the Cycling Master Plan and will be constructed in conjunction with the Region of Peel Active Transportation Plan.	Construction	CMS	12-307 12-308
BRT Trail - Cawthra Road to Fieldgate Drive - ORT 7A & 7B (W3)	Completing the BRT Trail System. Trail connection from Cawthra Road to Fieldgate Drive	Construction	CMS	13-331
Sun-Canadian Pipeline Trail - ORT 21A (W10)	Development of a new east-west multi-use trail in Central Mississauga. Trail connection from 9th Line to 10th Line	Construction	CMS	12-307

			APPROVED BUDGET		REVISED BUDGET			NET CHANGE IN FUNDING					
Project Name	Project Type	PN	2017	TOTAL APPROVED	2017	2018	TOTAL REVISED	CHANGE IN GROSS EXPENDITURE	Total Project Costs	Total Eligible Costs	City Share at least 20%	OMCC Share not more 80%	Funding Freed Up
Burnhamthorpe Road East Multi-use Trail (from Garnetwood Park to Toronto border and connecting with Etobicoke Creek Trail)	Construction	17190	\$1,500,000	\$1,500,000	\$1,500,000	\$224,000	\$1,724,000	\$224,000	\$308,000*	\$280,000	\$84,000	\$224,000	\$0
The Collegeway Protected Bicycle Lanes	Planning / Design	18189	\$0	\$0		\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$30,000	\$120,000	\$30,000
Lakeshore Corridor Trail ORT 2A & 2B (from Westfield Drive to the Oakville border)	Construction	12307	\$2,534,016	\$2,534,016	\$2,534,016		\$2,534,016	\$0	\$4,985,616	\$4,659,454	\$3,820,752	\$1,164,864	(\$1,164,864)
Lakeshore Corridor Trail ORT 2A & 2B (from Westfield Drive to the Oakville border)	Construction	12308	\$2,451,600	\$2,451,600	\$2,451,600		\$2,451,600	\$0	\$0	\$0	\$0	\$0	\$0
Sun-Canadian Pipeline Trail - ORT 21A (from 9th Line to 10th Line)	Construction	18349		\$0		\$725,000	\$725,000	\$725,000	\$725,000	\$677,570	\$237,412	\$487,588	\$237,412
BRT Trail - Cawthra Road to Fieldgate Drive - ORT 7A & 7B (from Cawthra Road to Fieldgate Drive)	Construction	13331	\$1,222,146	\$1,222,146	\$1,222,146	\$285,548	\$1,507,694	\$285,548	\$1,222,146	\$1,142,193	\$936,598	\$285,548	\$0
				\$7,707,762			\$9,092,310	\$1,384,548	\$7,390,762	\$6,909,217	\$5,108,762	\$2,282,000	(\$897,452)

* Note – Trail extension is one of three projects in PN.

				Increase (Decrease)			
Project Name	Project Type	PN	Total Approved Budget	Recovery from OMCC	33121 Tax Capital Reserve Fund	31315 DCA - Recreation Reserve Fund	Gross Budget Change
Burnhamthorpe Road East Multi-use Trail (from Garnetwood Park to Toronto border and connecting with Etobicoke Creek Trail)	Construction	17190	\$1,500,000	\$224,000	\$0	\$0	\$224,000
Lakeshore Corridor Trail ORT 2A & 2B (from Westfield Drive to the Oakville border)	Construction	12307	\$2,534,016	\$1,164,864	(\$116,486)	(\$1,048,378)	\$0
BRT Trail - Cawthra Road to Fieldgate Drive - ORT 7A & 7B (from Cawthra Road to Fieldgate Drive)	Construction	13331	\$1,222,146	\$285,548	\$0	\$0	\$285,548
Totals			\$5,256,162	\$1,674,412	(\$116,486)	(\$1,048,378)	\$509,548

City of Mississauga Corporate Report



Date: 2018/01/29

To: Chair and Members of General Committee

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

Originator's files:
MG.23.REP
FA.49.245-13

Meeting date:
2018/02/28

Subject

Increase to Contract with Aquafor Beech Limited for Contract Administration Services for Cooksville Creek Stormwater Management Facility #3702, FA.49.245-13 (Ward 5)

Recommendation

That the Purchasing Agent be authorized to increase the contract with Aquafor Beech Limited (Procurement No. FA.49.245-13) to include additional Contract Administration services for Cooksville Creek Stormwater Management Facility #3702 by an additional amount of \$521,939 to a revised total contract value of \$1,110,984 (excluding taxes) with an extension to May 31, 2019.

Background

In 2012, the Cooksville Creek Flood Evaluation Study was completed. This study examined and proposed solutions to reduce the risk of riverine flooding to properties within the Cooksville Creek watershed. One recommendation that came out of this study was the construction of a number of detention storage facilities in the upper part of the watershed. The largest proposed facility was located immediately north of Matheson Boulevard East, between Falbourne Street and Avebury Road.

This facility, the Cooksville Creek Stormwater Management Facility #3702, is currently under construction. When completed, it will be the largest stormwater management facility in the City of Mississauga, providing stormwater quality and quantity control for approximately 20 percent of the Cooksville Creek watershed area and reducing the 100-year storm flow by roughly 80 percent.

Engineering consulting services for the project have been provided by a consultant team led by Aquafor Beech Limited ("ABL"), who was selected through a previous competitive bid process.

The construction plan for this project is divided into two major phases with earthworks being the first, followed by infrastructure and landscaping works. Phasing has allowed the City to secure a contractor specializing in earthworks and realize a significant cost savings. However, as this was not anticipated in the original consultant proposal, Council, at its June 8, 2016 meeting,

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approved an increase of \$220,000 in the contract value to ABL to account for additional design and contract administration services.

Phase 1 of the project, the earthworks, is complete and Phase 2, the infrastructure and landscaping works, are currently underway but are taking longer than anticipated as will be discussed further below. Given the intricacies of this large-scale project, continued proper full-time construction supervision remains important. As the engineering fees and time for construction contract administration services for this project will exceed the initial bid by ABL for this provisional contract item, this report is seeking authority from Council to increase the contract amount with ABL in accordance with Purchasing By-law No. 374-2006.

Comments

The complexity associated with the construction of the Cooksville Creek Stormwater Management Facility #3702, given its sheer size and magnitude, brings a host of logistical complications that has led to a lengthier than expected construction period. They include:

- The need to order custom materials which requires lengthy production time and complex delivery logistics;
- Sourcing sufficient quantity of materials to meet the project needs; and,
- Time to adequately construct large infrastructure elements.

The ABL team has assisted in effectively managing the project to this stage. In order to satisfactorily administer the contract, additional construction supervision is required as outlined in Appendix 1. This team has specialized knowledge of all facets of the project and is well positioned to see the project to completion in a cost-effective manner.

It is recommended that the existing contract with ABL be amended to include the additional contract administration of the Cooksville Creek Stormwater Management Facility #3702. The estimated cost for the additional consulting services is \$521,939 which can be funded through PN 12-135.

The contract amendment recommendation in this report is made in accordance with Schedule 'A' of the Purchasing By-law No. 374-2006 item 1(b) which states that the single source procurement method may be applied when (iv) *the solicitation of competitive Bids would not be economical to the City.*

Strategic Plan

The construction of this stormwater management facility falls within the *Connect* Strategic Pillar under its strategic goal to *Build and Maintain Infrastructure*.

Financial Impact

The table below outlines the status of the existing and revised contract amounts with ABL:

Contract Item	Original Value	Cost for additional design & contract administration work (Phase 1)	Cost for additional design & contract administration work (Phase 2)	New Upset Limit
Phase 1-Preliminary Design Component including Disbursement	\$98,660			\$98,660
Phase 1-Detailed Design including Disbursement	\$145,563	\$81,930		\$227,493
Phase 1-Project Management	\$35,182			\$35,182
Phase 1-Construction Contract Administration (Provisional)	\$59,640	\$125,816		\$185,456
Phase 2-Construction Contract Administration			\$474,490	\$474,490
Contingency	\$30,000	\$12,254	\$47,449	\$89,703
Total	\$369,045	\$220,000	\$521,939	\$1,110,984

The Capital Budget for this contract, PN12-135, has sufficient funds available to accommodate the proposed increase to the upset limit of the contract. No additional funding is required.

Conclusion

An increase to the existing contract and time extension with Aquafor Beech is required for additional construction contract administration services that were identified during Phase 2 of construction that involves the infrastructure and landscaping work for the project. The contract with Aquafor Beech was established competitively and continues to represent good value while Aquafor Beech is well-resourced to accommodate such additional work.

Attachments

Appendix 1: Cooksville Creek Stormwater Management Facility #3702 – Additional Construction



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

Prepared by: Muneef Ahmad, Manager, Stormwater Projects & Approvals

To: Muneef Ahmad, City of Mississauga

From: Chris Denich, M.Sc., P.Eng., Aquafor Beech Ltd

Re: Cooksville Storm Water Management Facility No.3702: Additional Construction Supervision Budget

Per our previous discussion, this correspondence summarizes the additional construction supervision and administration budget requirements for the above noted project.

The second construction contract (Contract 17 111 14142) which began in May 2017 is anticipated to be completed by November 31, 2018. Aquafor Beech's current construction supervision and administration budget is anticipated to be expended by the end of January 2018. At present the second construction contract (Contract 17 111 14142) is approximately 50% complete.

As such, in order to continue to provide the current level of service to the City for the above noted project, we are requesting a budget increase corresponding to 10 months of additional construction supervision and administration budget totalling \$474,490 (exclusive of HST). A detailed breakdown is provided in the subsequent table. As the completion date for construction may be revised in the future, it is recommended that the City include a contingency of 10%.

TASK	P. Tewari \$ 130	C. Denich \$ 100	W. Cowlin \$ 80	A. Samadi \$ 90	M. Schollen \$200	K. Brown \$ 130	Professional Time	Disburse- ments	TOTAL
Construction Supervision (10 months)	10			1500	150	600	\$253,300.00	\$20,000.00	\$273,300.00
Administration (10 Months)	5	800	800		40	200	\$178,650.00	\$2,500.00	\$181,150.00
As-Built Drawings	4	4	8	80	14	46	\$17,540.00	\$2,500.00	\$20,040.00
Sub-Total	19	804	808	1580	204	846	\$449,490.00	\$25,000.00	\$474,490.00
Contingency (10%)									\$47,449.00
TOTAL									\$521,939.00

The services provided will continue to include full-time construction supervision and administration, review and approval of all shop drawings, coordination and payment of all sub-consultants (landscape architect, structural, electrical and geotechnical as required), attendance at all meetings including coordination and minute preparation, as well as preparation of all payment certificates and documentation.

January 29, 2018



8.4

All fees have been based on Schedule B – Hourly Rates for Additional Services as provided in our original proposal (Procurement No.: FA.49.245-13).

We trust the forgoing meets with your approval. Please do not hesitate contact us if you have further questions.

Yours sincerely,

Chris Denich, M.Sc., P.Eng.

AQUAFOR BEECH LIMITED

Denich.c@aquaforbeech.com

City of Mississauga
Corporate Report



Date: 2018/01/31

To: Chair and Members of General Committee

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

Originator's files:

Meeting date:
 2018/02/28

Subject

Canada 150 Community Infrastructure Program - Additional Projects

Recommendation

1. That the Commissioner of Community Services and City Clerk be authorized to execute and affix the corporate seal on behalf of The Corporation of the City of Mississauga (the "City") to a contribution agreement between the City and Her Majesty the Queen in Right of Canada as represented by the Minister responsible for the Federal Economic Development Agency for Southern Ontario ("FedDev") for funding by FedDev of the City projects (the "Projects") listed in Appendix 1 of the Corporate Report of the Commissioner of Community Services dated January 31, 2018 entitled "Canada 150 Community Infrastructure Program – Additional Projects" (the "Report"), including any amendment thereto or ancillary document necessary to fulfill the CIP 150 requirements, each in a form satisfactory to Legal Services.
2. That existing PN17276 Makerspace Mississauga project name be change to "Burnhamthorpe Library – Makerspace" and change the gross budget to \$212,500 including a recovery of \$37,500 from the Canada 150 Community Infrastructure Program and a net budget of \$175,000 and return \$215,000 to the Tax Capital Reserve Fund (33121)
3. That a new PN18270 Courtneypark Library - Makerspace be established with a gross budget of \$212,500 including a recovery of \$37,500 from the Canada 150 Community Infrastructure Program and a net budget of \$175,000 funded from the Tax Capital Reserve Fund (33121)
4. That existing PN17345 Expansion of Zonta Meadows Trail gross budget be increased to \$93,985 including a recovery of \$26,889 from the Canada 150 Community Infrastructure Program and a net budget of \$67,096 and return \$1,104 to the Tax Capital Reserve Fund (33121)
5. That all by-laws be enacted.

Report Highlights

- The City has been awarded \$101,889 in additional funding through the Canada 150 Community Infrastructure Program for the expansion of Zonta Meadows Trail, and the addition of makerspaces at Burnhamthorpe Library and Courtneypark Library.
- This new contribution agreement provides the City with \$101,889 towards three projects, with a total gross expenditure of \$708,985.
- Projects must be substantially completed as per the Statement of Work within the Contribution Agreement by March 31 2018.
- A by-law authorizing the municipality to enter into a Contribution Agreement for the Canada 150 Community Infrastructure Program indicating the amount approved under the funding program and the name of the projects indicated in the agreement is required by FedDev prior to submission of an initial claim.

Background

Through the Government of Canada's Canada 150 Community Infrastructure Program (CIP 150), the City of Mississauga was awarded \$5,668,937 in grant funding through Intake 1 and Intake 2 to support 54 infrastructure rehabilitation projects.

In June 2017, the City of Mississauga was advised by FedDev of the possibility of additional funding being available through CIP 150 and was requested by FedDev to provide information on the status of select projects submitted during Intake 2 that were not approved.

Through this process in January 2018, an additional \$101,889 in grant funding was approved by FedDev to support three projects:

Ward	Project Name	*Project Budget	Eligible Costs	FedDev Contribution
3	Improvement of Burnhamthorpe Library to include a Makerspace	\$307,500	\$75,000	\$37,500
4	Expansion of Zonta Meadows Trail	\$93,985	\$76,075	\$26,889
11	Improvement of Courtneypark Library to include a Makerspace	\$307,500	\$75,000	\$37,500
		\$708,985	\$226,075	\$101,889

**Includes 2019 Cash Flow Budget.*

All projects will be able to meet the March 31 2018 deadline for substantial completion as per the Statement of Work within the Contribution Agreement.

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Comments

In order for the City to make claims and receive payment for the three additional projects a by-law authorizing the municipality to enter into a new Contribution Agreement for the Canada 150 Community Infrastructure Program indicating the name of the project in the amended agreement and the amount approved under the funding program is required by FedDev. The current by-law for CIP 150 will not be accepted by FedDev as it relates to the previous approved projects and does not provide reference to the newly approved ones.

Financial Impact

The additional \$101,889 in grant funding will be applied to existing approved tax funded projects.

The “Makerspace” project is currently approved as one project, but is being divided into two for the purposes of CIP 150 reporting.

Conclusion

CIP 150 offers an opportunity for the City to complete Projects of significance that will continue to celebrate Canada’s 150th anniversary. In keeping with the CIP 150 objectives, the City will contribute to the economic well-being of Canadians through job creation and provide improved trails and library spaces for the benefit of the entire community.

With funding from the Federal government’s CIP 150, the City has been able to leverage \$5,770,826 to deliver the rehabilitation of fifty-seven (57) City-wide projects totalling approximately \$15,531,914.



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

Prepared by: Ashley Lyons, Coordinator Grants Funding

City of Mississauga

Corporate Report



Date: 2018/02/14

To: Chair and Members of General Committee

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

Originator's files:

Meeting date:
2018/02/28

Subject

2018 Food Trucks in Parks Pilot

Recommendation

That the Corporate Report dated February 14th, 2018 from the Commissioner of Community Services entitled "2018 Food Trucks in Parks Pilot" be endorsed for a 1 year period in select parks and that staff report back on the results and recommendations at the conclusion of the pilot.

Report Highlights

- This report addresses the growing trend in the mobile food industry and proposes a 1 year pilot project in 9 parks.
- This pilot will further the Community Services Parks and Forestry strategy to provide opportunities to introduce food and beverage services to parks through private operators.
- This pilot will help inform the development of future food truck strategies.

Background

Currently, the City only permits food trucks at special events within parks throughout the City and 4 stationary park vendors at Mississauga Celebration Square. These approvals have been provided by Culture and Community Development. In addition, Parks Operations currently approves 8 hot dog and 14 ice cream vendors in parks.

Benchmarking showed that there are multiple models that appear to work well for various cities (see Appendix 1 for Food Truck Benchmarking Overview). For example, both Toronto and Vancouver run multiple location (1 permit is valid for multiple approved locations) and designation location (1 permit is valid at 1 assigned location) programs. However, Toronto prefers the multiple location model while Vancouver prefers the designation location model.

All cities charge a licence fee but not all charge a location permit fee. Fees can be categorized as low (under \$1,000), medium (\$1,000 to \$2,000), and high (over \$6,000). Mississauga's

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stationary park vendor fees at Mississauga Celebration Square are currently priced in the medium range, with Vancouver and Burlington similarly priced.

Special event licensing also varies by city. Toronto and Hamilton only allow licensed vendors to participate, with no temporary license or permit fee listed. Oakville and Mississauga allow vendors without a license to operate at a \$173 and \$53 fee per event, respectively.

Present Status

Staff have identified 9 City parks that are suitable to assess food truck vending in the proposed pilot. These parks were selected to provide good coverage across the City and to provide a mix of park categories and locations. The 9 pilot locations are listed below and are mapped in Appendix 2 (2018 Food Truck Pilot Locations):

- P-012 Jack Darling Park
- P-059 Paul Coffey Park
- P-060 Erindale Park
- P-096 Mississauga Valley Park
- P-224 Dunton Athletic Fields
- P-226 R.K. McMillan Park (adjacent to Lakefront Promenade Park)
- P-242 Syntex Green
- P-267 Max Ward Sports Park
- P-276 Meadowvale Sports Park

The pilot will run from May 1, 2018 to April 30, 2019 during park hours (7am to 11pm). Expected core operation dates are expected from May 21, 2018 to October 31, 2018. A vendor bid package will be released in March and 1 permit per park will be awarded using a lottery process, aligning to a designation location model.

License fees will be aligned to the City's standard food truck owner and operator fees. Permit fees will be aligned to Mississauga Celebration Square fees for Stationary Park Vendors. Vendors will need to submit their menu, pricing, and estimated foot traffic as part of their lottery submissions. Vendors will be required to adhere to the City's vending by-laws and other standard operating conditions specified in the vendor information package in order to qualify to enter the lottery process.

Comments

The food truck industry continues to grow, with nearby cities like Toronto and Hamilton attracting many vendors and customers. This parks pilot will provide insight to the future development of food truck strategies. This pilot will also further the Community Services Parks and Forestry strategy to provide opportunities for the City to introduce food and beverage

services to parks through private operators. Further location expansion of this program will be guided by the results of this pilot.

Strategic Plan

Launching a Food Trucks in Parks Pilot would generate additional jobs for residents and enhance park user experience, thus supporting the Strategic Goal of Prosper, cultivating creative and innovative businesses.

Financial Impact

This pilot is expected to be revenue neutral, with minimal fees designed for cost recovery only at this pilot stage.

Conclusion

With growing public demand for food services in parks and a thriving food truck industry in neighboring cities, staff recommend launching a pilot for food truck vending in selected City parks. This approach will enable staff to gauge customer and vendor demand at parks across the City and identify issues and opportunities to address when expanding this program in the future.

Attachments

Appendix 1: Food Truck Benchmarking Overview

Appendix 2: 2018 Food Truck Pilot Locations



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

Prepared by: Samantha Yee, Business Planning Services, Community Services

Appendix 1: Food Truck Benchmarking Overview

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	COM	Toronto	Ottawa	Vancouver	Burlington	Hamilton	Oakville
Multiple locations	No	Yes	No	Yes	Yes	Yes	Yes
Designation locations	Yes	Yes, until 12/31/2020	Yes	Yes	No	No	Yes
Annual License Fees*	\$604	\$1,932	\$2,981	\$0	\$1,330	\$422	\$601
Annual Permit Fees	\$1,023	\$5,434	\$3,767	\$1,202	\$0	\$0	\$0
Annual Total Fees	\$1,627	\$7,366	\$6,748	\$1,202	\$1,330	\$422	\$601
Special Events License Fees (exclusive of Event Permit Fees)	Free for licensed vendors, \$53 any other vendor	Licensed vendors only	Not listed	Not listed	Not listed	Licensed vendors only	Free for licensed vendors, \$173 any other vendor
# Vendors (including Special Events)	162	152+	60	104	53	113	Not listed

* 1 food truck, 2 operators

Ottawa, Hamilton are 2016 fees, all others are 2017 fees.



City of Mississauga

Corporate Report



Date: 2018/02/11

To: Chair and Members of General Committee

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

Originator's files:

Meeting date:
2018/02/28

Subject

2018 List of Official Openings and Events

Recommendation

That the 2018 list of official openings and events and their proposed categories included in this report titled *2018 List of Official Openings and Events* dated February 11, 2018 from the Commissioner of Corporate Services and Chief Financial Officer, be approved.

Report Highlights

- The 2018 official openings and events listed in this report were provided by staff from across the organization and placed into the categories of the Council-approved framework, adopted on December 14, 2016 (BC-0031-2016).
- The majority of the 2018 official openings and events are planned for the second and third quarters and include three (3) **Category A: Large Scale Projects with Capital Budgets**; one (1) **Category B: Small Scale Projects with Capital Budgets**; two (2) **Category C: Openings and Events with no Capital Budgets**; one (1) **Category D: City Hosted Major Sports Tournaments**; and seven (7) **Category E: Traditional Events**.
- The 2018 list of official openings and events is intended to help manage expectations and establish equitable approaches regarding size, scope and budget for City openings and events.
- The Council-approved framework served as a useful reference guide in 2017 and will continue to be used for 2018.
- Following the same process from 2017, Mayor and Members of Council will be notified by email of any additional 2018 official openings and events as they come forward and will also be provided with confirmed dates for all events listed once they are established.

Background

During the 2016 Budget and Business Planning process, Council adopted the Corporate Report *Official Openings' Protocols and Budgets* which included the Council-approved framework (adopted December 14, 2016 - BC-0032-2016) for the following seven (7) categories:

- A. Large Scale Projects with Capital Budgets
- B. Small Scale Projects with Capital Budgets
- C. Openings and Events with no Capital Budgets
- D. City Hosted Major Sports Tournaments
- E. Traditional Events
- F. Ward Specific Events – *out of Scope*
- G. Other (non-public buildings, or events where the City is not the lead) – *out of scope*

Present Status

Staff continues to use the Council-approved framework noted below for official openings and events. It is serving to provide greater clarity for staff and Council regarding size and scope for official openings and events as well as costs for plaques and event ceremonies/celebrations, when applicable.

A. Large Scale Projects with Capital Budgets
<ul style="list-style-type: none"> a. Official Opening Ceremony b. Public Event: city-wide public draw OR Public Event: major public works projects <p>Capital Budget: funds two separate items – i. plaque / interpretive sign(s) and ii. opening event with an upset spend limit of \$15,000</p>
B. Small Scale Projects with Capital Budgets
<ul style="list-style-type: none"> a. Official Opening Ceremony b. Public Event: local public draw OR Limited Attendance Events <p>Capital Budget: funds two separate items – i. plaque / interpretive sign(s) and ii. opening event with an upset spend limit of \$5,000</p>
C. Openings & Events With No Capital Budgets (anniversaries, re-namings)
<ul style="list-style-type: none"> a. Official Opening Ceremony (usually requires a small ceremony or photo op, on occasion a larger event might be planned) b. Limited Attendance Events <p>Budget: existing current budgets of business units involved are used to fund the events. Re-naming requests, through a Corporate Report to Council, will identify for approval, the total required budget (plaques, interpretive signs, changes to existing way-finding signs, event costs.)</p>
D. City Hosted Major Sports Tournaments
Major tournaments to include a signed agreement with organizers. Official opening varies in format and style to ensure organizers' needs are met.

<p>Budget: Corporate Report to Council requesting permission to hold the event requires a full estimate of opening costs (including staff costs) to be built into the application, and approval for any opening costs.</p>
<p>E. Traditional Events</p> <p>Includes: Mayor's Levee, Civic Recognition Evening, Civic Committee Recognition Evening (every 4 years), Canada Day (Mississauga Celebration Square only), Remembrance Day (Civic Centre only), Light up the Square, Inaugural Council (every 4 years).</p> <p>Budget: funded through Communications existing current budgets. For events such as Canada Day, Light up the Square and Mayor's Levee some additional costs are borne by Parks and Forestry and/or Mississauga Celebration Square operating budgets.</p>
<p>F. Ward Specific Events – Out of Scope</p> <p>Considered community events and the Council Member's Office is the lead for the opening event.</p> <p>Budget: Costs are borne by the Councillor's Office and/or community groups, donations etc. Staff provides very limited support and only as their capacity allows based on existing work plans; Communications staff provide only protocol advice.</p>
<p>G. Other – Out of Scope</p> <p>a. Openings and events of non-public buildings b. Partnership events where the City is not the lead</p> <p>Budget: Most often there are no costs to the City. In the unusual event that an opening or event in this category requires funds, the request would be made through a report to Council.</p>

Comments

Staff from across the organization identified official openings and events on their radar for 2018. All known official openings and events at the time this report was written were included.

Category A: Large Scale Projects with Capital Budgets

In this category, three events are being planned for the second quarter of the year. They are all large scale, have a city-wide draw and existing capital budget funding, which will be used to an upset limit of \$15,000 for the ceremony and celebration activities. Additional capital funds will be used for any necessary plaques and/or interpretive signage.

- **Hancock Woodlands** – new destination park
- **Danville Park** – new destination park includes partnership with Greater Toronto Airports Authority for observation platform
- **Small Arms Building** – new City facility

Category B: Small Scale Project with Capital Budgets

One event is being planned in this category for the second quarter. It is small in scale, has a local/limited attendance draw and existing capital budget funding, which will be used to an upset limit of \$5,000 for the ceremony and celebration activities. Additional capital funds will be used for any necessary plaques and/or interpretive signage.

- **Zonta Meadows Public Art** – new permanent public art piece

Category C: Openings and Events with No Capital Budgets

In this category, two events are being planned for the second and third quarter. There are no capital budgets associated with these events and funding to support the ceremonies and events will be found within existing operating budgets of the business area responsible.

- **Mississauga Fire and Emergency Services' 50th Anniversary** – open house, community celebration
- **Showcase Garden Event** – showcase for the City's newest gardens as part of the *Scotts Miracle-Gro Community Gardens and Green Spaces Initiative*

Category D: City Hosted Major Sports Tournaments

There is one event planned for this category for the third quarter. The official ceremony for the Ontario 55+ Summer Games will follow and adhere to the terms and conditions outlined in the agreement.

- **Ontario 55+ Summer Games – opening ceremony**

Category E: Traditional Events

Included in this section are the annual official ceremonies/events organized and executed by the Strategic Communications Division, in partnership with other business areas including Culture and Legislative Services/Office of the City Clerk. They will be taking place throughout the year.

- **Civic Recognition Evening**
- **Canada Day** official ceremony, in partnership with Culture (Mississauga Celebration Square only)
- **Remembrance Day** (Mississauga Civic Centre only)
- **Light Up the Square** official ceremony, in partnership with Culture (Mississauga Celebration Square)
- **Civic Recognition Evening Committees of Council**
- **Inaugural Council** in partnership with Legislative Services/Office of the City Clerk
- **Mayor's New Year's Levee**

If Members of Council wish to celebrate Canada Day or Remembrance Day separate from the Mississauga Celebration Square event and Civic Centre event, it would be considered a Ward Specific event and fall within category F of the official openings and events framework.

Category G: Other – Out of Scope

There is one event noted in this section.

- **Work of Wind – Land, Sea, Air** – temporary public art exhibition and festival led and hosted by Blackwood Gallery at the University of Toronto Mississauga

2018 List of Official Openings and Events

A. Large Scale Projects with Capital Budgets
<ol style="list-style-type: none"> 1. Hancock Woodlands – timing Q2 2. Small Arms Building – Q2-Q3 3. Danville Park – timing Q3
B. Small Scale Projects with Capital Budgets
<ol style="list-style-type: none"> 1. Zonta Meadows Public Art – timing Q2
C. Openings & Events With No Capital Budgets (anniversaries, re-namings)
<ol style="list-style-type: none"> 1. Mississauga Fire and Emergency Services' 50th Anniversary – timing May 12 2. Showcase Garden Event – timing Q2-Q3
D. City Hosted Major Sports Tournaments
<ol style="list-style-type: none"> 1. Ontario 55+ Summer Games – opening ceremony – timing August 10
E. Traditional Events
<ol style="list-style-type: none"> 1. Civic Recognition Evening – timing Q2 2. Canada Day – timing July 1 3. Remembrance Day – timing November 9 4. Light Up the Square – timing November 24 5. Civic Recognition Evening Committees of Council – timing Q4 6. Inaugural Council – timing December 3 7. Mayor's New Year's Levee – timing Q1, 2019

<i>Events Described below are considered out of scope of “official openings”</i>	
F. Other – Out of Scope	
1. Work of Wind – Land, Sea, Air – timing September 15 to 23	

In addition to the above 2018 list, the City of Mississauga is the host city for the Creative Cities Network of Canada (CCNC) Summit in November. Attendees are delegates from municipalities that are members of CCNC. This falls outside the scope of the official openings and events framework and is not open to the public.

Where possible, specific dates were included while others include a general time line as the exact date is still being confirmed. Following the same process from 2017, Mayor and Members of Council will be notified by email of any additional 2018 official openings and events as they come forward and will also be provided with confirmed dates for all events listed, once they are established.

Sound Support

Audio and Visual is a key element to any official opening and event regardless of size. The following support options were used during 2017 and will continue for 2018.

A. Large Scale Projects with Capital Budgets
<ul style="list-style-type: none"> i. Contract out to Vendor with Technical Support if rental equipment is required – estimated cost \$2000 ii. Contract out to Vendor with Technical Support and Live Streaming – estimated cost \$4000
B. Small Scale Projects with Capital Budgets
<ul style="list-style-type: none"> i. Contract out to Vendor with Technical Support if rental equipment required – estimated cost \$1500 ii. Sound System and AV Technician provided internally by AV Services with budgeting for Staff Overtime - estimated cost \$500 limit iii. Portable sound system signed out internally from AV Services and operated by client. No AV Technician present – estimated cost \$0
C. Openings & Events With No Capital Budgets (anniversaries, re-namings)
<ul style="list-style-type: none"> i. Contract out to Vendor with Technical Support if rental equipment required – estimated cost \$1500 ii. Sound System and AV Technician provided internally by AV Services with budgeting for Staff Overtime - estimated cost \$500 limit iii. Portable sound system signed out internally from AV Services and operated by client. No AV Technician present – estimated cost \$0

D. Traditional Events	
I.	AV Services support and Celebration Square AV support will be the same as past practices.
II. Ward Specific Events	
I.	AV Services only supports these Ward Specific events with sign-out equipment.
II. Other	
I.	AV does not provide support for these events.

Strategic Plan

Acknowledging and celebrating official openings and events helps to support the City's Strategic Plan under each of the five *Pillars for Change*. They most notably help to *Complete our Neighbourhoods*, through the celebration of our communities – promoting our past, taking pride in our diversity, getting excited about the future and celebrating our uniqueness.

Financial Impact

The official openings and events outlined in this report are anticipated to be handled within their associated 2018 capital or operating budgets. When the new classifications and associated budgets for official openings and events were adopted through Budget Committee in 2016, it was determined that beginning in 2018 and beyond departments would adjust their capital and operating budgets accordingly. If additional, unanticipated funds are required for any of the 2018 official openings and events, the department responsible will request these funds through a separate report to Council.

Conclusion

The 2018 list of official openings and events is intended to help manage expectations and establish equitable approaches regarding size, scope and budget for City openings and events. The Council-approved framework served as a useful reference guide in 2017 and will continue to be used for 2018.



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

Prepared by: Laurel Schut, Manager Corporate and Department Communications

REPORT 1 - 2018

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Traffic Safety Council presents its first report for 2018 and recommends:

TSC-0001-2018

That the deputation by resident Antonia Palmer with respect to children's safety at school Kiss and Ride areas, be received.

(TSC-0001-2018)

TSC-0002-2018

1. That the request to extend the hours of the Crossing Guard at White Clover Way and Edenrose Street for the students attending St. Bernadette Catholic Elementary School be denied as the warrants have not been met.
2. That Traffic Safety Council conduct a further site inspection at the intersection of White Clover Way and Edenrose Street for the students attending St. Bernadette Catholic Elementary School in the spring 2018.

(Ward 6)

(TSC-0002-2018)

TSC-0003-2018

That the request for the placement of a crossing guard at the intersection of Glengarry Road and Cedarglen Gate for the students attending Hawthorn Public School and St. Jerome Catholic Elementary School be denied as the warrants have not been met.

(Ward 7)

(TSC-0003-2018)

TSC-0004-2018

That the request for the placement of a crossing guard at the intersection of Hazelridge Road and Rosehurst Drive for the students attending St. Albert of Jerusalem Catholic Elementary School be denied as the warrants have not been met.

(Ward 10)

(TSC-0004-2018)

TSC-0005-2018

1. That Student Transportation of Peel Region be requested to provide school bus service to all students being re-located from Mineola Public School to Forest Avenue Public School in September 2018.
2. That Traffic Safety Council be requested to schedule a site inspection to review the bus drop off and on-street vehicle flow in front of Forest Avenue Public School.
3. That Peel District School Board be requested to attend the site inspection to review Kiss and Ride and school bus drop off alternatives at Forest Avenue Public School.

(Ward 1)

(TSC-0005-2018)

TSC-0006-2018

1. That the request from Councillor Pat Saito on behalf of an area resident, for a site inspection to determine the warrants for a crossing guard on Plum Tree Crescent for students attending Plum Tree Park Public School be denied.
2. That Sheelagh Duffin, Supervisor, Crossing Guards, communicate to Councillor Pat Saito the rationale for not conducting a site inspection on Plum Tree Crescent.

(Ward 9)

(TSC-0006-2018)

TSC-0007-2018

That the updates to the Respectful Workplace Policy (01-03-06) and Workplace Violence Policy (01-07-01) be received for information.

(TSC-0007-2018)

TSC-0008-2018

That the Parking Enforcement School Zone Report for December 2017 be received.

(TSC-0008-2018)

TSC-0009-2018

That the Transportation and Works Action Items List for December 2017 be received.

(TSC-0009-2018)

REPORT 1 - 2018

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Governance Committee presents its first report for 2018 and recommends:

GOV-0001-2018

That the Region of Peel report, dated November 29, 2017, entitled “Update to the Business Expense Accounts – Members of Council Policy”, be received.

(GOV-0001-2018)

GOV-0002-2018

That the streaming of Audit Committee and Governance Committee meetings be continued, as outlined in the Corporate Report dated January 24, 2018 from the Commissioner of Corporate Services and Chief Financial Officer entitled, “Audit Committee and Governance Committee Meeting Streaming – Pilot Project Update”.

(GOV-0002-2018)

GOV-0003-2018

That the Draft Government Relations Protocol as outlined in Appendix 1, attached to the memorandum dated, February 6, 2018 from Robert Trewartha, Chief of Staff, Office of the Mayor, be approved as amended and that staff be directed to incorporate the following changes to the “Purpose” section of the Protocol and report back to Council:

- a) Include wording with respect to Mississauga’s strategic priorities and advocacy.
- b) Include wording with respect to the rationale to have a Government Relations Protocol.

(GOV-0003-2018)

GOV-0004-2018

1. That the report from John Magill, Citizen Member, entitled “Governance Subcommittee Report – Municipal Governance Leadership Challenge”, dated February 5, 2018, be received.
2. That the Guide to Good Municipal Governance Concluding Chapters Question Review be reviewed on a semi-annual basis by the Governance Committee to maintain and update the document.
3. That the recommendations from the Citizen members outlined in this report be added to the Governance Committee work plan.

(GOV-0004-2018)

GOV-0005-2018

1. That the report dated January 25, 2018, entitled "Requirements for Citizen Appointments to Committees of Council", from Gary Kent, CPA, CGA, Commissioner of Corporate Services and Chief Financial Officer, be received.
2. That Canadian citizenship be removed as an eligibility requirement for citizen appointments to Committees of Council, as outlined in Corporate Policy 02-01-01 Citizen Appointments to Committees, Boards and Authorities.

(GOV-0005-2018)

GOV-0006-2018

That the status of the Governance Committee Work Plan, dated February 12, 2018, be approved as amended to include a review of the Code of Conduct on the Work Plan.

(GOV-0006-2018)

REPORT 1 - 2018

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Environmental Action Committee presents its first report for 2018 and recommends:

EAC-0001-2018

That the deputation and associated presentation by Matthew Sweet, Manager, Active Transportation with respect to the Cycling Master Plan be received.

(EAC-0001-2018)

EAC-0002-2018

That the deputation and associated presentation by Herbert Sinnock, Manager, Sustainable Energy Systems, Sheridan College with respect to District Energy be received.

(EAC-0002-2018)

EAC-0003-2018

1. That the deputation and associated presentation by Cameron McCuaig with respect to the City of Mississauga's vision to "inspire the world" be received.
2. That the presentation by Cameron McCuaig with respect to the City of Mississauga's vision to "inspire the world" be referred to staff from the Environment Division for follow-up.
3. That the follow-up by staff from the Environment Division regarding Cameron McCuaig's presentation with respect to the City of Mississauga's vision to "inspire the world" be considered at a future meeting of the Environmental Action Committee.

(EAC-0003-2018)

EAC-0004-2018

That the deputation and associated presentation by Julius Lindsay, Climate Change Specialist with respect to Climate Change Project Engagement Strategy be received.

(EAC-0004-2018)

EAC-0005-2018

That the Environmental Action Committee Work Plan be approved as discussed at the February 13, 2018 meeting of the Environmental Action Committee.

(EAC-0005-2018)

EAC-0006-2018

That the EAC Environmental Actions Summary be approved, as amended, as discussed at the February 13, 2018 meeting of the Environmental Action Committee.

(EAC-0006-2018)

REPORT 1-2018

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Public Vehicle Advisory Committee presents its first report for 2018 and recommends:

PVAC-0001-2018

That the deputation and associated presentation by Yelena Adamopoulos, Project Manager – TNC Pilot with respect to the TNC Pilot Project, be received for information.
(PVAC-0001-2018)

PVAC-0002-2018

That the verbal update by Michael Foley, Manager, Mobile Licensing Enforcement with respect to industry feedback and comments pertaining to the line-by-line review of Public Vehicle Licensing By-law 420-04, as amended, be received for information.
(PVAC-0002-2018)

PVAC-0003-2018

That the verbal update by Michael Foley, Manager, Mobile Licensing Enforcement with respect to an interim report pertaining to accessible taxi plates, be received for information.
(PVAC-0003-2018)

PVAC-0004-2018

1. That the correspondence from Harsimar Singh Sethi, Elected at Large provided to the Public Vehicle Advisory Committee at their meeting on February 13, 2018 with respect to the requirement of designated taxi stands at Square One Shopping Centre, be received;
2. That Enforcement staff and the Chair and Vice-Chair of the Public Vehicle Advisory Committee meet with Square One Shopping Centre owners and mall security to discuss the installation of taxi stands at Square One;
3. That staff be directed to prepare a report regarding possible installation of taxi stands at other locations across the City of Mississauga at a future meeting of the Public Vehicle Advisory Committee.

(PVAC-0004-2018)

PVAC-0005-2018

1. That the revised Public Vehicle Advisory Committee Work Plan 2014-2018, be received;
2. That staff be directed to review and remove Work Plan items that are no longer relevant.

(PVAC-0005-2018)

PVAC-0006-2018

That the following Information Items, as listed on the February 13, 2018 Public Vehicle Advisory Committee agenda, be received for information:

- 8.1. Memorandum dated November 30, 2017 from the Legislative Coordinator with respect to Karam Punian's PVAC Membership status.
- 8.2. Policy Update – Respectful Workplace and Workplace Violence Policies.
- 8.3. Public Vehicle Advisory Committee 2018 Meeting Dates.

(PVAC-0006-2018)

REPORT 2 - 2018

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The General Committee presents its second report for 2018 and recommends:

MCAC-0003-2018

That the deputation by Scott Holmes, Manager, Works Operations regarding winter maintenance be received.

(MCAC-0003-2018)

MCAC-0004-2018

That the memorandum by Matthew Sweet, Manager, Active Transportation entitled Ontario Municipal Commuter Cycling Program - Projects for 2018 be received.

(MCAC-0004-2018)

MCAC-0005-2018

That the memorandum by Matthew Sweet, Manager, Active Transportation entitled Millcreek Drive Multi-use Trail Design Review be received.

(MCAC-0005-2018)

MCAC-0006-2018

That the memorandum entitled 2018 Community Rides from Jelmer Stegnik, Active Transportation Marketing and Education Specialist be received.

(MCAC-0006-2018)

MCAC-0007-2018

1. That the Mississauga Cycling Advisory Committee partners with the Active Transportation Office to organize Tour de Mississauga 2018.
2. That the Mississauga Cycling Advisory Committee forms a Tour de Mississauga 2018 workgroup with members interested in helping event planning.
3. That the Mississauga Cycling Advisory Committee recruiting event volunteers for key event operation positions.
4. That in principal of General Committee's approval of a future Corporate Report outlining the operational models for the 2018 and 2019 Tour de Mississauga, that \$5000.00 be transferred to the Active Transportation budget from the 2018 Mississauga Cycling Advisory Committee (MCAC) budget in support the 2018 Tour de Mississauga.

(MCAC-0007-2018)

MCAC-0008-2018

That the 2018 Mississauga Cycling Advisory Committee 2018 work plan be approved as amended.

(MCAC-0008-2018)

MCAC-0009-2018

That the written correspondence by Dorothy Tomiuk, Citizen Member regarding the Communications and Promotions Subcommittee Update be received.

(MCAC-0009-2018)

MCAC-0010-2018

That the memorandum from Stephanie Smith, Legislative Coordinator regarding the Workplace Violence and Respectful Workplace Policies be received.

(MCAC-0010-2018)

Report 2 - 2018

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The General Committee presents its second report for 2018 and recommends:

TIAC-0003-2018

That the deputation by Michael Foley, Manager, Mobile Licensing Enforcement regarding Plate Issuance Options be received for information.

(TIAC-0003-2018)

TIAC-0004-2018

That report from the Commissioner of Transportation and Works titled "Parked Tow Truck Owners Licences" be referred to the February 20, 2018 Towing Industry Advisory Committee meeting.

(TIAC-0004-2018)

TIAC-0005-2018

That the letter dated February 16, 2018 from Teresa Di Felice Director, Government and Community Relations CAA South Central Ontario regarding Parked Tow Truck Owners Licenses be received.

(TIAC-0005-2018)

TIAC-0006-2018

That the Towing Industry Advisory Committee 2018 Action List be received.

(TIAC-0006-2018)

TIAC-0007-2018

That the memorandum from Stephanie Smith, Legislative Coordinator entitled Updates to the Workplace Violence and Respectful Workplace Policies be received.

(TIAC-0007-2018)

REPORT 1 - 2018

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Arts, Culture & Heritage Ad Hoc Committee presents its first report for 2018 and recommends:

ACHC-0001-2018

1. That the deputation and associated presentation by Mojan Jianfar, Culture Planner, Culture Division to the Arts, Culture & Heritage Ad Hoc Committee, be received.
 2. That the March 5, 2018 Committee meeting date be cancelled, and that staff from the Culture Division look into the next meeting date of the Arts, Culture & Heritage Ad Hoc Committee.
- (ACHC-0001-2018)