
General Committee

Date: March 11, 2020
Time: 9:30 AM
Location: Council Chambers, Civic Centre, 2nd Floor
300 City Centre Drive, Mississauga, Ontario, L5B 3C1

Members

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

Contact

Allyson D'Ovidio, Legislative Coordinator, Legislative Services
905-615-3200 ext. 8587
Email allyson.dovidio@mississauga.ca

Find it Online

<http://www.mississauga.ca/portal/cityhall/generalcommittee>
Meetings of Council streamed live and archived at Mississauga.ca/videos

GENERAL COMMITTEE INDEX - MARCH 11, 2020

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **DECLARATION OF CONFLICT OF INTEREST**
4. **PRESENTATIONS** - Nil
5. **DEPUTATIONS**
- 5.1 8.1 Shari Lichterman, Director, Recreation and Corey Groulx, Leader, Projects, Recreation
6. **PUBLIC QUESTION PERIOD - 15 Minute Limit**

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 Healthy Food & Beverage Policy for Recreation Facilities
- 8.2 U-turn Prohibition – Mavis Road and Sombrero Way/Courtneypark Drive West (Ward 11)
- 8.3 Delegation of Authority – Routine Traffic Regulation Amendments to Schedules under Traffic By-law 555-00, as amended
- 8.4 Community Engagement – State of the City
- 8.5 Recommendation for Single Source Procurement with FrontDesk Suite for FrontDesk Queue and Appointment Management System
- 8.6 Surplus Land Declaration and Sale of City-Owned lands identified as 17 Dundas Street East to Metrolinx for the purpose of a Traction Power Sub Station (“TPSS”) as required in connection with the Hurontario LRT Project (Ward 7)
- 8.7 Surplus Land Declaration and Sale and Grant of Temporary Easement of City-Owned lands identified as part of Queen Street (Closed) road allowance – Port Credit GO Station to Metrolinx as required for the Hurontario LRT Project (Ward 1)

9. ADVISORY COMMITTEE REPORTS

9.1 Environmental Action Committee Report 2 - 2020 - March 3, 2020

9.2 Road Safety Committee Report 2 - 2020 - February 25, 2020

10. MATTERS PERTAINING TO REGION OF PEEL COUNCIL

11. COUNCILLORS' ENQUIRIES

12. OTHER BUSINESS/ANNOUNCEMENTS

13. CLOSED SESSION

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

13.1 Personal matters about an identifiable individual, including municipal or local board employees: Appointment of 2021 ParaSport Chair Position

14. ADJOURNMENT

City of Mississauga Corporate Report



| | |
|---|---------------------------------|
| Date: February 20, 2020 To: Chair and Members of General Committee From: Paul Mitcham, P.Eng, MBA, Commissioner of Community Services | Originator's files: |
| | Meeting date: March 11, 2020 |

Subject

Healthy Food & Beverage Policy for Recreation Facilities

Recommendation

1. That the Corporate Report dated February 20, 2020 from the Commissioner of Community Services entitled "Healthy Food & Beverage Policy for Recreation Facilities" be approved.
2. That in accordance with Purchasing By-law 374-06, Section 18 Subsection 3a(i) as amended, the Purchasing Agent and Manager of Materiel Management or designate be authorized to extend the Beverage Supply and Sponsorship Agreement between the City of Mississauga and the Pepsi Bottling Group (Canada) Co. for an interim extension from June 1, 2020 to December 31, 2020.

Report Highlights

- In recent years, there has been a shift in consumer demands within the food service industry, calling for healthier, more nutritious food and beverage offerings.
- The City is seeking to provide better food and beverage offerings, in line with the Ministry of Education - School Food and Beverage Policy (2010), as a large portion of Community Centres are in close proximity to Public and Separate Schools, and for the overall population, to assist in a healthier lifestyle and addressing the rising rates of obesity and diabetes.
- This policy applies to vending and concession services in all City owned/operated Recreation Facilities, including community centres, arenas and C Café. The policy excludes Banquet Services, Paramount Fine Foods Centre and Living Arts Centre.
- The criteria used in the Policy follows the established Region of Peel - Nutrition Standards

Developed collaboratively by the City's Recreation staff and Region of Peel - Public Health department.

- Implementation of the policy will require a change in specifications for the City's agreements for beverage supply and vending, to comply with these nutrition guidelines. The timing of this policy is close to the expiration date of the current agreements, therefore new procurements are planned.
- The upcoming procurements for beverage supply and vending will specify the new nutrition guidelines, but will also be used as an opportunity to address priorities in the City's Climate Change Action Plan. Specifically, the vendors will be required to eliminate single-use plastics in their food and beverage packaging, in addition to other sustainability factors.
- The City currently is under contract with Pepsi Bottling Group (Canada) Co. for beverage services through May 31, 2020. In order to provide adequate time for a new procurement to take place that aligns with the proposed policy, an extension is required until the end of 2020.
- Staff propose to implement the new policy in two phases commencing on September 1, 2020 implementation phase and on April 30, 2021 operational phase.
- Once implemented the policy eliminates the sale of beverages with greater than 60 calories (e.g. regular soft drinks), highly processed pre-packaged foods, deep-fried foods and processed meats.
- Marketing and Promotion materials related to Food and Beverage services must contain images of products that meet the Nutrition Standards.

Background

In recent years, there has been a shift in consumer demands within the food service industry, calling for healthier, more nutritious food and beverage offerings. In part due to the rising rate of diabetes among children and adults and the obesity epidemic, more and more municipalities have been looking into ways to provide healthier options to residents and patrons in their community centres.

In 2015, 2017 and 2018, the Recreation Division worked with the Region of Peel – Public Health unit to undergo nutritional assessments of food and beverage service operations at Community Centres as well as C Café. The goal was to provide better food and beverage offerings, in line with the Ministry of Education - School Food and Beverage Policy (2010), as a large portion of Community Centres are in close proximity to Public and Separate Schools and see a significant amount of resident and patron foot traffic annually.

The Recreation Division operates vending services in all recreation sites across the city and concession services in 8 community centres/arenas, 2 golf courses, C Banquets, C Café and C Express.

Benchmarking

While limited, there are examples of provinces, provincial organizations or municipalities initiating healthy food and beverage guidelines, action plans, strategies and/or policies in recent years. The Province of British Columbia developed a healthy food and beverage policy for vending machines in public buildings. In November 2006, the “Healthier Choices in Vending Machines in BC Public Buildings Policy” was introduced to replace junk food with healthy food and beverages in vending machines. This policy was revised in 2014 and follows the standard classification of food groups and identifies the target percentage for each category:

Healthiest (Sell Most) – higher levels of essential nutrients and lower levels of fat, sugar and/or sodium

Healthy (sell less/sometimes) – slightly higher levels of fat, sugar and/or sodium

Not permitted (do not sell) – few or no essential nutrients; high amounts of fat, sugar or sodium

Schools within the Province of Ontario are required to comply with the provincial policy (Healthy Foods for Healthy Schools Act) which applies to food/beverages sold in schools (cafeteria, tuck shop, vending machines) and included in school-funded programs. The provincial policy requires that at least 80% of the food/beverages provided for sale or in catered programs on school premises must be food/beverages in the “Healthiest” category.

The City of Hamilton has a Corporate Healthy Food and Beverage Policy that applies to food and beverages funded and provided by the City for all staff related and hosted events (e.g. meetings, training, appreciation events, etc.). With respect to food/beverages sold in recreation facilities, the City has taken a different approach. “Recreation’s Healthy Food and Beverage Action Plan” is a stepwise approach, taking into account operational feasibility.

Present Status

In August 2019, Recreation staff engaged Region of Peel – Public Health unit staff to complete nutritional assessments of vending and concession services available within Recreation Facilities. The results were compared to the Region of Peel Nutrition Standards, which have been recently updated to align with the new Canada’s Food Guide.

The assessment results provided a baseline percentage of products sold in Recreation Facilities that met and did not meet the Region of Peel Nutrition Standards. Vending services had 30% of beverages and 16% of food products meet the Region of Peel Nutrition Standards. Concession services had 48% of beverages and 17% of food products meet the Region of Peel Nutrition Standards.

The City currently is under contract with Pepsi Bottling Group (Canada) Co. for beverage services through May 31, 2020. In order to provide adequate time for a new procurement to take place that aligns with the proposed policy, an extension is required until the end of 2020. For food vending services, Compass Canteen is the current supplier and under contract until May 31, 2021.

Comments

Recreation Facilities are cornerstones within our communities, promoting healthy and active lifestyles for residents and patrons. This policy outlines the acceptable nutrition standard requirements, contractual obligations and business operations that apply to all concession and vending food and beverage items supplied and sold within Recreation Facilities. The policy applies to vending and concession services in all City owned/operated Recreation Facilities, including community centres, arenas and C Café. The policy excludes Banquet Services, Paramount Fine Foods Centre and Living Arts Centre.

The policy proposes a two-step phased in approach to start with an Implementation Phase - September 1, 2020 and then move to an Operational Phase - April 30, 2021. Utilizing the Region of Peel Nutrition Standards, the policy identifies the threshold, by percentage, of food and beverage product categories which will be implemented at all Recreation Facilities.

Recreation Facilities:

| Prepackaged Beverage Products | |
|---|--|
| Percentage of Beverage Products that must meet Nutrition Criteria | |
| Implementation Phase | Operational Phase |
| Beverages to Promote = at least 50% | Beverages to Promote = at least 75% |
| Beverages to Limit = no more than 50% | Beverages to Limit = no more than 25% |
| Beverages to Avoid = 0% | |

| Prepackaged and Prepared Food Products | |
|---|---------------------------------|
| Percentage of Food Products that must meet Nutrition Criteria | |
| Implementation Phase | Operational Phase |
| Meets Nutrition Criteria = at least 75% | Meets Nutrition Criteria = 100% |

| |
|--|
| Highly Processed Prepackaged Foods, Deep fried foods & Processed meats are removed |
|--|

Of note, beverages with greater than 60 calories (e.g. regular soft drinks), highly processed pre-packaged foods and deep-fried foods & processed meats are recommended to be removed as items sold through vending and concession services. Products that are highly processed contain few or no essential nutrients and/or contain high amounts of fat, sugar and/or sodium. (e.g. deep-fried foods and confectionaries)¹

The policy also outlines the process for current and future contractual obligations as well as the business operations protocol for food and beverage marketing and promotion. Future procurements will provide an opportunity to include the new Nutrition Standards requirements as well as align with the City's Sustainable Procurement Policy and support environmentally responsible product packaging. This would include the condition to deliver alternative food and beverage product packaging to eliminate single-use plastics in vending and concession services

The Healthy Food & Beverage Policy for Recreation Facilities Policy (Appendix 1) was developed collaboratively by the City's Recreation staff and Region of Peel – Public Health unit, endorsed by the Recreation Steering Committee.

Strategic Plan

The Healthy Food & Beverage Policy for Recreation Facilities Policy is aligned with the 2019 Future Directions Recreation Master Plan Recommendation #32 - Work with community partners to expand upon healthy food offerings in recreation facilities and educate the public on healthier food choices. The move to eliminate single-use plastics are part of the procurements and implementation of this policy align with the Climate Change Action Plan and the Green pillar.

Financial Impact

While the revenue impact of the necessary food and beverage product changes to vending and concession services is unknown at this time; it is anticipated that any impact will be minimal and can be absorbed through existing operating budgets.

Recent studies have shown that when implementing healthy options in vending machines, revenue is unaffected and some vendors have experienced an increase in sales when they increased healthier options. When supporting healthy choices with additional promotion, nutrition education and price adjustment the results can be favourable.

- A 2017 intervention study found that when the number of healthier products in vending machines increased, paired with both price incentives and promotional signage, revenue

¹ Region of Peel Nutrition Standards, 2020 (Region of Peel, 2020)

² Center for Science in the Public Interest, "It's Time to Restock our Future" <https://cspinet.org/sites/default/files/attachment/finance-health-vend.pdf>

³ Center for Science in the Public Interest, "It's Time to Restock our Future" <https://cspinet.org/sites/default/files/attachment/finance-health-vend.pdf>

increased by \$1,039, and the number of units sold increased by 460 for snacks and 204 for beverages over the 5-month study period.

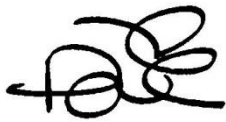
- In February 2012, the Chicago Parks District implemented 100% healthier products in all park vending machines. A 2014 study found that 88% of park-goers reacted positively to the healthier options; the leading complaint was that the options were not healthy enough. Average monthly per-machine sales increased over 15 months (from \$84 to \$371).

Conclusion

Recreation facilities host over twelve million visitors annually promoting healthy and active lifestyle to residents. The implementation of this policy will improve the quality of food and beverage products that are supplied and sold within Recreation facilities for the benefit of the community at large. It will also be an opportunity to promote more sustainable packaging and products as part of the Climate Change Action Plan.

Attachments

Appendix 1: Healthy Food & Beverage Policy for Recreation Facilities Policy



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

Prepared by: Corey Groulx, Leader, Projects - Recreation

Corporate Policy & Procedure



Appendix 1

Policy Title: Appendix 1 Healthy Food and Beverage Policy for Recreation Facilities.docx

Policy Number: [Policy No.]

Draft Policy – Clean Copy - February 14, 2020

| | | | |
|--|---------------------------|--|----------------------|
| Section: | Community Services | Subsection: | Recreation |
| Effective Date: | [Effective Date] | Last Review Date: | [Last Review] |
| Approved by: Click here to enter text. | | Owner Division/Contact: Recreation Division, Community Services Department | |

Policy Statement

The City of Mississauga is committed to supporting the supply and sale of healthy food and beverage choices within Recreation Facilities for the benefit of residents and patrons.

Purpose

This policy outlines the acceptable nutrition standard requirements, contractual obligations and business operations that apply to all concession and vending food and beverage items supplied and sold within Recreation Facilities.

Scope

This policy applies to:

- Vending Machine services in City owned/operated Recreation Facilities, and
- Concession Services in City owned/operated Recreation Facilities

Exclusions

This policy does not apply to:

- Vic Johnston Arena, Paramount Fine Foods Centre Concession Services, Living Arts Centre and
- Banquet Services (including Harding Estate)

Definitions

For the purposes of this policy:

“City” means the Corporation of the City of Mississauga.

| | | |
|--|-------------------|---------|
| Policy Number: [Last Review] | Effective Date: | |
| Policy Title: Appendix 1 Healthy Food and Beverage Policy for Recreation Facilities.docx | Last Review Date: | 2 of 14 |

“Concession Services” means food and beverage refreshments sold at Recreation Facilities that are not sold through Vending Machines.

“Nutrition Standards” means the minimum nutritional standard for food and beverage products as outlined in the Region of Peel Nutrition Standards, 2020. (See Appendix A)

“Recreation Facilities” means buildings owned, leased or occupied by the City of Mississauga and operated or occupied by the Recreation Division, Community Services Department, including but not limited to, arenas, activity centres, C-Café, community centres, golf courses, marinas, outdoor pools and recreation centres.

“Vending Machine” means a machine that dispenses items such as food or drinks that requires a payment transaction via coin, bill or payment card.

“Vendor” means the supplier of vending services.

Administration

This policy is administered by the Food Services Unit, Recreation Division, Community Services Department. The Manager, Food Services, is authorized to update the Appendix to reflect updates from the Region of Peel, with no further approval required.

The Manager, Food Services is responsible for categorizing food and beverage options in accordance with the Nutrition Standards and for ensuring that vendors comply with the Contractual Obligations of this policy.

Objective

To promote an environment in City Recreation Facilities that encourages healthier eating by increasing the range of healthier food and beverage choices available through Concession Services and Vending Machines.

Requirements

Phased Implementation

The Nutrition Standards will be phased in based on the percentages below, with the aim of continually increasing the presence of healthy choices while decreasing less healthy options.

| Implementation Timeline | |
|--------------------------|-----------------------|
| Implementation Phase | Operational Phase |
| Begins September 1, 2020 | Begins April 30, 2021 |

Recreation Facilities will offer a product mix in alignment with the following food and beverage product categories:

Prepackaged Beverage Products

| | | |
|--|-------------------|---------|
| Policy Number: [Last Review] | Effective Date: | |
| Policy Title: Appendix 1 Healthy Food and Beverage Policy for Recreation Facilities.docx | Last Review Date: | 3 of 14 |

| Percentage of Beverage Products that must meet Nutrition Criteria | |
|--|--|
| Implementation Phase | Operational Phase |
| Beverages to Promote = at least 50% | Beverages to Promote = at least 75% |
| Beverages to Limit = no more than 50% | Beverages to Limit = no more than 25% |
| Beverages to Avoid = 0% | |

| Prepackaged and Prepared Food Products | |
|--|---------------------------------|
| Percentage of Food Products that must meet Nutrition Criteria | |
| Implementation Phase | Operational Phase |
| Meets Nutrition Criteria = at least 75% | Meets Nutrition Criteria = 100% |
| Highly Processed Prepackaged Foods, Deep fried foods & Processed meats are removed | |

Calculation

Beverage Products

Vending Machines in Recreation Facilities will comply with the above noted threshold percentages for Beverage Products. To calculate, the sum of all beverage product types within the Vending Machine are divided by the number of beverage product types that are classified as “Beverages to Promote” and “Beverages to Limit”.

- Example: During the Implementation Phase, if a Vending Machine has 10 different beverage products, a minimum of 5 beverage products must meet the “Beverages to Promote” criteria and no more than 5 beverage products classified as “Beverages to Limit”. There will be no “Beverages to Avoid” products offered.

Food Products (Prepackaged and Prepared)

Each Concession Service in Recreation Facilities will comply with the above noted threshold percentages for Prepackaged and Prepared Food Products. To calculate, the sum of all food product types within the Concession Services are divided by the number of food product types that meet or exceed the Region of Peel Nutrition Standards.

- Example: During the Implementation Phase, if a Vending Machine has 40 different food products, a minimum of 30 food products must meet or exceed the Region of Peel Nutrition Standards. None of the food products in the Concession Service will be classified as “Highly Processed, Deep-fried Foods or Processed Meats”, based on the Region of Peel Nutrition Standards.

Director Exception

The Director of Recreation or their designate, after careful consideration of the circumstances and in consultation with applicable staff, may make exceptions to the Requirement criteria on a case by case basis.

| | | |
|--|-------------------|---------|
| Policy Number: [Last Review] | Effective Date: | |
| Policy Title: Appendix 1 Healthy Food and Beverage Policy for Recreation Facilities.docx | Last Review Date: | 4 of 14 |

Contractual Obligations

Sustainable Procurement & Environmental Responsibility

When initiating a procurement process, the Manager, Food Services, Recreation Division will ensure that the procurement documents include this policy, with the most current Nutrition Standards. Any food and beverage contractual procurement will align with the City's Sustainable Procurement Program and support the City's directive in providing environmentally responsible choices.

Existing Contracts

The Manager, Food Services, Recreation Division will work within the terms of existing City contracts to modify the items sold in Vending Machines and/or Concession Services to comply with this policy, including the most current Nutrition Standards. If the existing terms of the contract do not allow changes to the Vending Machine and/or Concession Services items, the Recreation Division may continue with the terms of the existing contract until the expiration date, at which time new products should comply with this policy, including the most current Nutrition Standards.

Contract Renewal

For contracts which contain optional renewal terms, the Manager, Food Services, Recreation Division will ensure the renewal terms allow for items to reflect this policy, including the most current Nutrition Standards.

For contracts with no renewal terms, the Manager, Food Services, Recreation Division will make reasonable efforts to ensure the renewal terms allow for items to reflect this policy, including the most current Nutrition Standards.

Business Operations

Food & Beverage Marketing

The use of marketing materials to promote food and beverage items must contain Vending Machine or Concession Services items that meet the Nutrition Standards, based on the criteria identified for the active phase of the Implementation Timeline. Marketing materials can include, but are not limited to, banners, posters, tent cards, static and digital menu boards.

Promotional Marketing

The Recreation Division will only enter into promotional agreements and marketing opportunities (e.g. rink board advertising, on-site product activations, Camp Pizza Days), that comply with this policy, including the most current Nutrition Standards.

| | | |
|--|-------------------|---------|
| Policy Number: [Last Review] | Effective Date: | |
| Policy Title: Appendix 1 Healthy Food and Beverage Policy for Recreation Facilities.docx | Last Review Date: | 5 of 14 |

Revision History

| Reference | Description |
|-----------|-------------|
| | |

DRAFT

| | | |
|--|-------------------|---------|
| Policy Number: [Last Review] | Effective Date: | |
| Policy Title: Appendix 1 Healthy Food and Beverage Policy for Recreation Facilities.docx | Last Review Date: | 6 of 14 |

APPENDIX A – Nutrition Standards

The Recreation Division is committed to providing residents with healthy choices where they live, learn, work and play. The Healthy Food & Beverage for Recreation Facilities Policy (“Policy”) contributes to healthy eating environments in Mississauga Recreation Facilities.

The minimum nutrition standard for prepackaged and prepared food and beverages for the Policy is defined by the Nutrition Standards outlined in this document. The Nutrition Standards is used to score food and beverages to identify what meets the Nutrition Standards.

Region of Peel Nutrition Standards (2020)

DRAFT – UNDER REVIEW

The Region of Peel Nutrition Standards (2020) enable healthy eating behaviours among Peel residents. They are used to help create supportive food environments that make the healthy choice the easy choice and ultimately reduce the risk of developing chronic diseases.

The standards were developed based on a robust evidence review that included an investigation of:

- North American nutrition standards (e.g. facilitators and barriers to adoption and implementation),
- key messages and concepts of [Canada’s Food Guide \(2019\)](#),
- practice-based evidence from experience with the Region of Peel Nutrition Standards (2013) and
- food and beverage product marketplace availability.

The standards below outline nutrition criteria for food and beverages offered for sale in community settings (e.g. workplaces, community/recreation centres, places of worship), excluding schools and child care centres. The nutrition standards do not apply to children under the age of two.

These standards apply to food service venues, including but not limited to cafeterias, cafés, concessions, vending and micro-markets and can be used by food service providers, facility managers, chefs and workplace owners or managers. The Region of Peel Nutrition Standards (2020) are presented in two sections: Prepared Products and Prepackaged Products.

Section 1: Nutrition Standards for Prepared Products

Overview of Nutrition Standards for Prepared Products

These standards apply to all prepared products. A prepared product is a product that **does not** have a Nutrition Facts table (NFT) and/or ingredient list for the final product. Prepared products include:

- A food product served in its natural state (e.g. fresh fruit or vegetable)
- An ingredient without a NFT (e.g. eggs, raw meat) used to prepare a mixed dish (e.g. snack or meal)
- A mixed dish made from ingredients from two or more food categories (e.g. lasagna, stew, soup)

| | | |
|--|-------------------|---------|
| Policy Number: [Last Review] | Effective Date: | |
| Policy Title: Appendix 1 Healthy Food and Beverage Policy for Recreation Facilities.docx | Last Review Date: | 7 of 14 |

Criteria have been developed for six food and beverage categories:

1. Beverages
2. Vegetables and Fruit
3. Grain Foods
4. Protein Foods
5. Mixed Foods
6. Miscellaneous Products

Application of Nutrition Standards for Prepared Products

- Prepared products that are a fresh/raw ingredient or single food item are assessed based on their food category (e.g. whole fruit are assessed in the Vegetables and Fruit category).
- Prepared products that have major ingredients from two or more food categories (e.g. noodles, tomato sauce and cheese to make lasagna) are assessed in the Mixed Foods category.
- Minor ingredients (e.g. dips, sauces, spreads) should follow guidance and serving sizes noted in the healthier ingredients list.
- Follow the Nutrition Standards for Prepackaged Products for all ready-to-eat prepackaged food and beverage products.
 - If a Mixed Food is being prepared using ingredients that have a NFt, use the Nutrition Standards for Prepackaged Products to assess each ingredient by their food category.
- All nutrition criteria apply during all service hours unless stated otherwise

Phased Implementation for Prepared Products

The Nutrition Standards for Prepared Products nutrition criteria will be phased in over time based on the percentages below. The percentages are based on the total number of criteria that are being applied (i.e. how many of the twenty-four criteria are being met).

| Percentage of Nutrition Criteria that are Applied | | | |
|---|------------------------------------|---|----------------------------|
| Phase 1 | Phase 2 | Phase 3 | Phase 4 |
| Applied Criteria = at least 25% | Applied Criteria = at least 50% | Applied Criteria = at least 75% | Applied Criteria = 100% |
| | | Processed meats are removed by Phase 3 (Remove earlier, if possible) | |
| Deep-fried foods are removed | | | |

Policy Number: [Last Review]

Effective Date:

Policy Title: Appendix 1 Healthy Food and Beverage
Policy for Recreation Facilities.docx

Last Review Date:

8 of 14

Nutrition Criteria for Prepared Products – Food and Beverage Categories

Beverages

1. Tap water is always available
2. Offer lower fat unsweetened milk and/or fortified plant-based beverages
3. If preparing beverages, use healthier ingredients (e.g. water, unsweetened milk, ≤ 2% milk fat [M.F.] or fortified plant-based beverages) and no added sugar or sodium

Vegetables and Fruit

4. Offer at least one raw vegetable (e.g. carrot sticks)
5. Offer at least one salad-type vegetable (e.g. leafy greens)
6. If offering cooked vegetables, offer cooked vegetable options prepared in a healthier way
7. Offer at least two fruit choices (e.g. whole fruit, fruit salad prepared in a healthier way); each kind of fruit (e.g. apple, orange) counts as one choice

Grain Foods

8. Prepare grain foods (e.g. rice, baked goods, pasta) using healthier ingredients with little to no added sodium, sugar or saturated fat
9. Offer smaller portion sizes of baked goods
10. At least 50% of all grain foods are whole grain/whole wheat

Protein Foods

11. Offer at least one plant-based protein choice (e.g. beans, seeds, tofu, nuts and legumes) at every meal and prepare in a healthier way
12. Offer at least one animal-based protein choice (e.g. beef, lamb, pork, poultry, fish or eggs) at every meal and prepare in a healthier way
13. Offer at least one non-fluid milk-based or plant-based choice (e.g. yogurt, cheese)

Mixed Foods

14. Prepare all mixed foods using healthier ingredients and in a healthier way
15. When serving an entrée, offer at least one vegetable or fruit, one whole grain/whole wheat and one protein food choice
16. When serving an entrée with sides, serve in proportions according to the [Canada's Food Guide Eat Well Plate](#)

When offering:

17. an entrée, ensure at least one plant-based protein option is available
18. pizza, ensure at least one vegetarian option is available
19. soup, ensure at least one vegetarian option is available
20. sandwiches or wraps, offer at least one vegetable or fruit and one protein food choice as fillings
21. meal-style salads, offer at least one vegetable or fruit and include one protein food choice

Policy Number: **[Last Review]**

Effective Date:

Policy Title: Appendix 1 Healthy Food and Beverage
Policy for Recreation Facilities.docx

Last Review Date:

9 of 14

Miscellaneous Products

22. When offering dessert, prepare using healthier ingredients and in a healthier way
23. Prepare all sauces, dressings and spreads using healthier fats and oils
24. Offer all Minor Ingredients with the option of being served on the side

Highly Processed Foods

- Deep-fried foods (e.g. French fries, fried chicken, onion rings, doughnuts) – Remove deep fryers in Phase 1
- Processed meats (e.g. deli meats, bacon, sausage, hot dogs, beef jerky) – Remove in Phase 3

Section 2: Nutrition Standards for Prepackaged Products**Overview of Nutrition Standards for Prepackaged Products**

These standards apply to all [prepackaged products](#) that are single serve and/or multi-serve ready-to-eat **with** a Nutrition Facts table (NFT) and ingredient list. Nutrition and ingredient information for a prepackaged product is compared to the nutrition criteria to determine if a food or beverage meets the nutrition standards or not. Information for this comparison is obtained from the NFT and/or product label (e.g. ingredient list).

Nutrition criteria have been developed for six food and beverage categories:

1. Beverages
2. Vegetables and Fruit Products
3. Grain Foods
4. Protein Foods
5. Mixed Foods
6. Miscellaneous Products
 - Food and beverage products are assessed per portion served/sold, unless stated otherwise.
 - Food products that represent a single food category are assessed based on the nutrition criteria for the corresponding food category. Food products that have major ingredients from two or more food categories are assessed based on the nutrition criteria for Mixed Foods.

Phased Implementation for Prepackaged Products

The Nutrition Standards will be phased in over time based on the percentages below. The aim is to continually increase the presence of healthy choices and decrease less healthy choices.

- In order to comply the noted percentage of prepackaged products must meet the nutrition standards criteria in each area (e.g. cafeteria and vending).
- When assessing vending machines, the noted percentages need to be met in each vending machine.

Policy Number: [Last Review]

Effective Date:

Policy Title: Appendix 1 Healthy Food and Beverage
Policy for Recreation Facilities.docx

Last Review Date:

10 of 14

| Beverage Products | | | |
|--|--|--|--|
| Percentage of Beverage Products that meet Nutrition Criteria | | | |
| Phase 1 | Phase 2 | Phase 3 | Phase 4 |
| Beverages to Promote = at least 25% | Beverages to Promote = at least 25% | Beverages to Promote = at least 50% | Beverages to Promote = at least 75% |
| Beverages to Limit = no more than 25% | Beverages to Limit = no more than 50% | Beverages to Limit = no more than 50% | Beverages to Limit = no more than 25% |
| Beverages to Avoid = no more than 50% | Beverages to Avoid = no more than 25% | Beverages to Avoid = 0% | |

| Food Products | | | |
|--|--|--|--|
| Percentage of Food Products that meet Nutrition Criteria | | | |
| Phase 1 | Phase 2 | Phase 3 | Phase 4 |
| Meets Nutrition Criteria = at least 25% | Meets Nutrition Criteria = at least 50% | Meets Nutrition Criteria = at least 75% | Meets Nutrition Criteria = 100% |
| | | Highly Processed Foods are removed | |

Nutrition Criteria for Prepackaged Products

Beverage Products

The beverages listed below are assessed **per portion served/sold** and should meet phase percentages:

| | Phase 1 | Phase 2 | Phase 3 | Phase 4 |
|--|---|---|--|--|
| Beverages to Promote – Nutrition Criteria | | | | |
| Water: without added sugar or artificial sweeteners (i.e. still or carbonated) | At least 25% of beverage choices | At least 25% of beverage choices | At least 50% of beverage choices | At least 75% of beverage choices |
| Unsweetened, Milk: ≤ 2% M.F. | | | | |
| Unsweetened, Plant-based Beverages (e.g. soy beverage): fortified <small>Error! Bookmark not defined.</small> with calcium and vitamin D | | | | |
| Neutral Beverages – Nutrition Criteria | | | | |
| Coffee and Tea (e.g. caffeinated, decaffeinated, herbal) | | | | |
| Beverages to Limit – Nutrition Criteria | | | | |
| Sweetened Milk or Milk-based Beverage (e.g. milk shake): ≤ 2% M.F. and ≤ 28 g sugar | At least 25% of beverage choices | At least 50% of beverage choices | No more than 50 % of beverage choices | No more than 25 % of beverage choices |
| Sweetened Plant-based Beverages: fortified with calcium and vitamin D and ≤ 20 g sugar | | | | |
| Yogurt Drinks – ≤ 3.25% M.F. and ≤ 13 g sugar | | | | |

| | | |
|--|-------------------|----------|
| Policy Number: [Last Review] | Effective Date: | |
| Policy Title: Appendix 1 Healthy Food and Beverage Policy for Recreation Facilities.docx | Last Review Date: | 11 of 14 |

| | | | | |
|--|--|--|---------------------|---------------------|
| Juice, Juice Blends or Coconut Water: 100% fruit or vegetable juice/coconut water, pulp or puree and without added sugar and ≤ 355 mL container size | | | | |
| Other Beverages: ≤ 60 calories (including artificially sweetened) <i>Examples:</i> soft drinks, diet soft drinks, iced tea, flavoured water, vitamin enhanced water, lemonade, sports drinks, protein drinks, hot chocolate, coffee/tea-based beverages (e.g. Frappuccino®, latte, flavoured cold-brew, kombucha) | | | | |
| Beverages to Avoid – Nutrition Criteria | | | | |
| Other Beverages > 60 calories (e.g. regular soft drinks) | No more than 50% of beverage choices | No more than 25% of beverage choices | 100% removed | 100% removed |
| Beverages that do not meet noted criteria (e.g. 437 mL chocolate milk, fruit drinks) | | | | |
| Energy drinks | 100% removed | | | |

Nutrition Criteria for Prepackaged Products

Food Product Categories

All food products: Trans fat: ≤ 5% of total fat content

Vegetables and Fruit Products

Vegetable and Fruit Product - To meet the Nutrition Standards for Prepackaged Products **all** of the following criteria must be met **per portion served/sold**:

Vegetables and Fruit – Nutrition Criteria

A vegetable or fruit is the first item on the ingredient list (or second ingredient after water)

Saturated fat: ≤ 2 g

Sodium: ≤ 480 mg

Sugar: ≤ 15 g (Exception: dried fruit Sugar ≤ 30 g)

Note: Snack bars or mixtures where dried fruit is the first ingredient are assessed in the category above

Vegetable and Fruit-based Chips (e.g. potato chips, apple chips) – Nutrition Criteria

A vegetable or fruit is the first item on the ingredient list (or second ingredient after water)

Total fat: ≤ 5 g

Saturated fat: ≤ 2 g

Sodium: ≤ 480 mg

Sugar: ≤ 15 g

Policy Number: [Last Review]

Effective Date:

Policy Title: Appendix 1 Healthy Food and Beverage
Policy for Recreation Facilities.docx

Last Review Date:

12 of 14

Grain Foods

Grain Food Product - To meet the Nutrition Standards for Prepackaged Products all of the following criteria must be met **per portion served/sold**:

Grain Foods – Nutrition Criteria

A whole grain, whole wheat or corn is the first item on the ingredient list

Saturated fat: ≤ 2 gSodium: ≤ 480 mgSugar: ≤ 15 g

Note: Snack bars or mixtures where a whole grain is the first ingredient are assessed in the category above.

Grain-based Chips and Popcorn (e.g. corn chips) – Nutrition Criteria

A whole grain, whole wheat or corn is the first item on the ingredient list

Total fat: ≤ 5 gSaturated fat: ≤ 2 gSodium: ≤ 480 mgSugar: ≤ 15 g

Note: Recommended: Fibre $\geq 10\%$ DV for all Grain Foods

Protein Foods

Protein Food Product- To meet the Nutrition Standards for Prepackaged Products all of the following criteria must be met **per portion served/sold**:

Protein Foods – Nutrition Criteria

A protein ingredient is the first item in the ingredient list (e.g. nuts, seeds, beans, lentils, soy, milk, meat, poultry, fish, eggs)

Saturated fat: ≤ 5 gSodium: ≤ 480 mgSugar: ≤ 15 g

Notes:

- Milk and plant-based beverages are assessed in the Beverage category
- Snack bars or mixtures (e.g. trail mix) where nuts or seeds are the first ingredient are assessed in the Protein Foods category above.

Cheese and Other Dairy-based Products – Nutrition Criteria

| | |
|---|---|
| Cheese | must meet all the above criteria and $\leq 35\%$ M.F. |
| Other dairy-based products (e.g. yogurt, cottage cheese, rice pudding, ice cream) | must meet all the above criteria and $\leq 3.25\%$ M.F. or Total fat ≤ 5 g |

Note: Recommended for cheese, and other dairy-based products: Calcium $\geq 10\%$ DV

Protein-based Chips (e.g. black bean chips) – Nutrition Criteria

A protein ingredient is the first item in the ingredient list (e.g. black beans, dried peas, chickpeas)

Total fat: ≤ 5 gSaturated fat: ≤ 2 g

| | | |
|--|-------------------|----------|
| Policy Number: [Last Review] | Effective Date: | |
| Policy Title: Appendix 1 Healthy Food and Beverage Policy for Recreation Facilities.docx | Last Review Date: | 13 of 14 |

Sodium: ≤ 480 mg

Sugar: ≤ 15 g

Mixed Foods

Food products that are comprised of major ingredients from more than one food grouping are assessed based on the nutrition criteria for Mixed Foods.

Mixed Food Product – Side, Snack or Soup - To meet the Nutrition Standards for Prepackaged Products all the following criteria must be met **per portion served/sold**:

Sides or Snacks (e.g. crackers and cheese, tuna and cracker snacks, vegetables and hummus, soups, vegetable or grain-based salad) – Nutrition Criteria

Saturated fat: ≤ 2 g

Sodium: ≤ 480 mg

Sugar: ≤ 15 g

Soups – Nutrition Criteria

Saturated fat: ≤ 2 g

Sodium: ≤ 720 mg

Sugar: ≤ 15 g

Note: Recommended for all sides, snacks or soups: Calcium ≥ 10% DV and Fibre ≥ 10% DV

Mixed Food Product – Entrée - To meet the Nutrition Standards for Prepackaged Products all of the following criteria must be met **per portion served/sold**:

Entrées (e.g. meals, pizza, sandwiches, meal-style salads) – Nutrition Criteria

Saturated fat: ≤ 7 g

Sodium: ≤ 800 mg

Fibre: ≥ 2 g

Protein: ≥ 7 g

Sugar: ≤ 24 g

Note: Recommended for all entrées: Calcium ≥ 10% DV

Miscellaneous Products

These are foods that do not contain a major ingredient from any of the food categories and are not assessed in the above food categories. Products that contain few or no essential nutrients and/or contain high amounts of fat, sugar and/or sodium are considered Miscellaneous Products.

Highly Processed Foods

Products that are highly processed contain few or no essential nutrients and/or contain high amounts of fat, sugar and/or sodium (e.g. deep-fried foods and confectionaries). **These food products do not meet nutrition criteria for the food categories and should be completely removed by Phase 3.**

- Candy, chocolate, chocolate bars, liquorice, gummies
- Gum with sugar
- Popsicles and freezies (where fruit or fruit juice is not the first ingredient)
- Snack, energy, or protein bars:

Policy Number: **[Last Review]**

Effective Date:

Policy Title: Appendix 1 Healthy Food and Beverage
Policy for Recreation Facilities.docx

Last Review Date:

14 of 14

- Where sugar or a sugar substitute is the first ingredient
- Where milk/whey/casein/soy/pea protein isolate or concentrate is listed as the first ingredient
- Meal replacements (e.g. nutritional supplements – drinks or bars)
- Processed meats (e.g. deli meats, bacon, sausage, hot dogs, beef jerky)

Minor Ingredients

An effort shall be made to limit the minor ingredients listed below to the serving size indicated, when possible. Products labelled low sodium, low fat and/or low sugar should be offered, when possible (e.g. mayonnaise, soy sauce, jams, salad dressings).

Serving Sizes:

- Condiments (e.g. ketchup, mustard, relish) and spreads (e.g. jams, jellies, low fat cream cheese) ≤ 15 mL (1 tbsp)
- Gravies and sauces (e.g. salsa) ≤ 60 mL (4 tbsp)
- Dips (e.g. hummus) ≤ 30 mL (2 tbsp)
- Fats (e.g. margarine, butter) ≤ 5 mL (1 tsp)
- Oils and dressings (e.g. olive oil, mayonnaise, salad dressing) ≤ 15 mL (1 tbsp)
- Other (e.g. chocolate chips, coconut, olives, parmesan cheese) ≤ 15 mL (1 tbsp)

Neutral Products

Some products are permitted but may not necessarily provide any nutritional value. These include:

- Coffee and tea
- Lozenges (e.g. Halls®)
- Sugar-free gum

City of Mississauga Corporate Report



| | |
|--|--|
| <p>Date: February 13, 2020</p> <p>To: Chair and Members of General Committee</p> <p>From: Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works</p> | <p>Originator's files: MG.23.REP RT.10.Z-44W</p> |
| | <p>Meeting date: March 11, 2020</p> |

Subject

U-turn Prohibition – Mavis Road and Sombrero Way/Courtneypark Drive West (Ward 11)

Recommendation

That a by-law be enacted to amend By-law 555-2000, as amended, to implement a U-turn prohibition, at any time, in all directions, at the intersection of Mavis Road and Sombrero Way/Courtneypark Drive West, as outlined in the report from the Commissioner of Transportation and Works, dated February 13, 2020 and entitled "U-turn Prohibition – Mavis Road and Sombrero Way/Courtneypark Drive West (Ward 11)".

Background

The Transportation and Works Department received a request from Councillor Carlson to review safety concerns related to U-turns at the intersection of Mavis Road and Sombrero Way/Courtneypark Drive West. Concerns were raised by local residents through the Councillor's office related to motorists making unsafe U-turns at the signalized intersection, resulting in disruption, delays and potential vehicular conflicts. It was suggested that restricting such turning movements at this location would reduce these incidents and improve the overall level of safety.

Comments

Transportation and Works staff monitored the intersection of Mavis Road and Sombrero Way/Courtneypark Drive West and observed a total of 11 U-turn movements completed at this intersection during peak time periods.

It was determined that these U-turns are being performed during times of increased traffic volumes. Designating a U-turn prohibition in all directions at this intersection will increase the

overall level of safety by reducing incidences of disruption and potential conflicts as a result of U-turns being completed at the intersection.

The Transportation and Works Department therefore supports a U-turn prohibition, in all directions at the intersection of Mavis Road and Sombrero Way/Courtneypark Drive West.

The Ward Councillor supports the recommendation.

Financial Impact

Costs for the sign installation can be accommodated in the 2020 Operating Budget.

Conclusion

The Transportation and Works Department recommends the installation of a U-turn prohibition, in all directions, at the intersection of Mavis Road and Sombrero Way/Courtneypark Drive West.

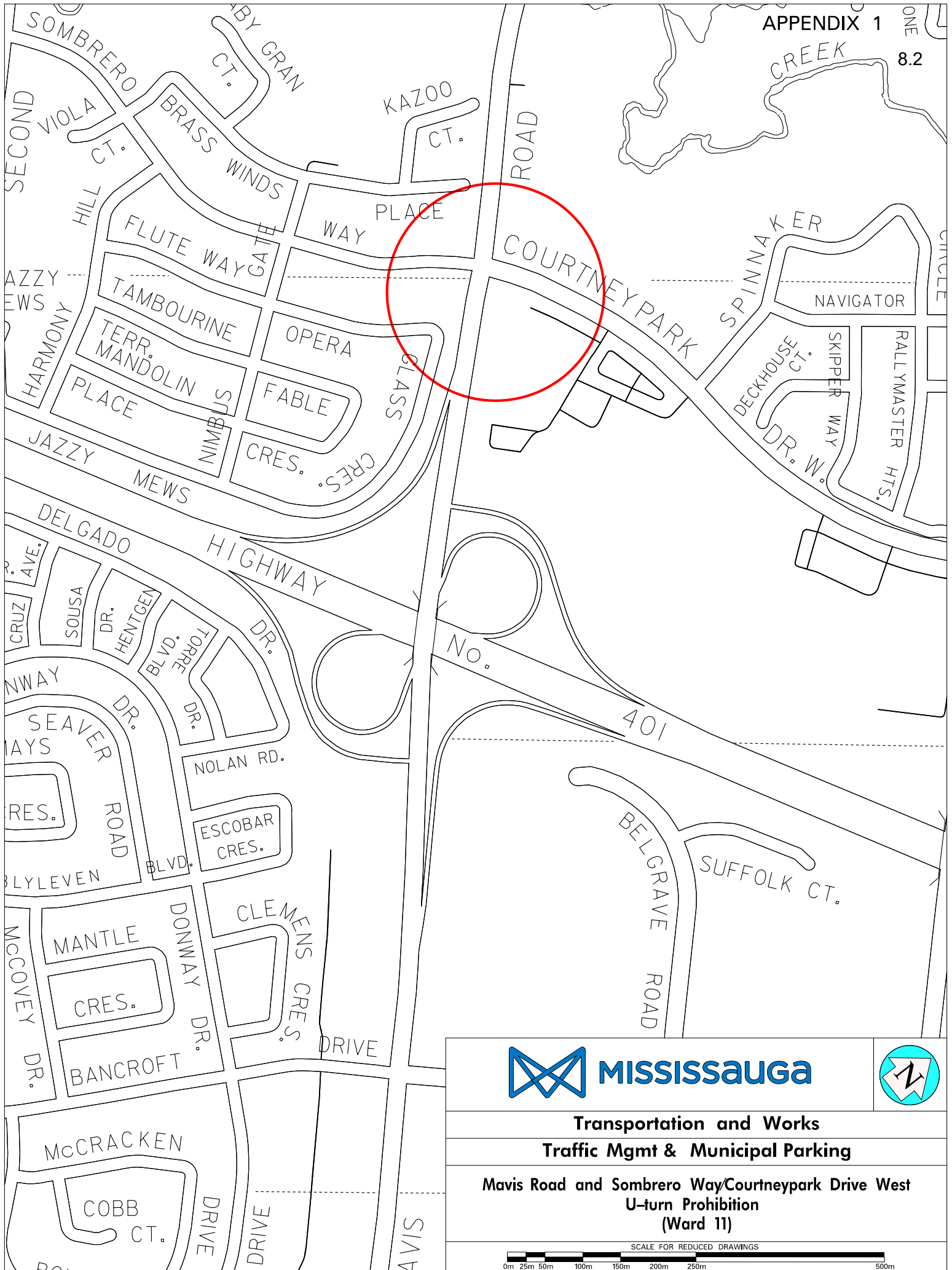
Attachment

Appendix 1: Location Map: U-turn Prohibition – Mavis Road and Sombrero Way/Courtneypark Drive West

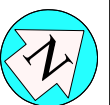


Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works

Prepared by: Denna Tallia, C.E.T., Traffic Operations Technologist



MISSISSAUGA



Transportation and Works

Traffic Mgmt & Municipal Parking

Mavis Road and Sombrero Way/Courtneypark Drive West
U-turn Prohibition
(Ward 11)

SCALE FOR REDUCED DRAWINGS

0m 25m 50m 100m 150m 200m 250m 500m

City of Mississauga Corporate Report



| | |
|--|---|
| <p>Date: February 14, 2020</p> <p>To: Chair and Members of General Committee</p> <p>From: Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works</p> | <p>Originator's files: MG.23.REP RT.10.ZGEN</p> <hr/> <p>Meeting date: March 11, 2020</p> |
|--|---|

Subject

Delegation of Authority – Routine Traffic Regulation Amendments to Schedules under Traffic By-law 555-00, as amended

Recommendation

1. That a by-law be enacted to delegate authority to the Commissioner of Transportation and Works, or designate, to approve routine amendments to the Schedules of Traffic By-law 555-00, as amended, by submitting such amending by-laws directly to Council for enactment, as outlined in the report from the Commissioner of Transportation and Works, dated February 14, 2020, and entitled "Delegation of Authority – Routine Traffic Regulation Amendments to Schedules under Traffic By-law 555-00, as amended".
2. That the Commissioner of Transportation and Works, or designate, be directed to consult with and obtain endorsement from the applicable Ward Councillor for routine amendments to the Schedules of Traffic By-law 555-00, as amended, prior to the submission of any amending by-laws to Council for enactment.

Background

Approximately 50 corporate reports per year are prepared by Transportation and Works staff for General Committee, recommending standard traffic regulation changes/amendments to Traffic By-law 555-00 (parking regulation changes, stop sign installations, turning restrictions, etc.) as a result of a technical review generated by internal or external stakeholders. Given the nature of the corporate reports, the overwhelming majority of these recommendations are approved as part of the General Committee's consent agenda.

Comments

Under Council Procedure By-law 139-13, as amended ("Council Procedure By-law") the Commissioner of Transportation and Works, or designate, is currently granted the authority during summer and election recess of Council to approve traffic regulation changes/amendments under the Traffic By-law 555-00 ("Traffic By-law"). Similar to the authority delegated during summer and election recess, staff are proposing that the Commissioner of Transportation and Works be delegated the authority to approve routine Traffic regulation changes/amendments on a permanent basis.

The proposed amendment would delegate to the Commissioner of Transportation and Works, or designate, the authority to approve traffic regulation changes/amendments to the Schedules of the Traffic By-law without the need for a corporate report being submitted to General Committee. Following consultation and endorsement from the relevant Ward Councillor, the Commissioner could then approve any traffic regulation amendment listed in the Schedules of the Traffic By-law without restriction.

It is important to note that any traffic regulation change still requires a Council-approved by-law amendment to be enforceable. Therefore, Council approval will be required to enact or implement any change.

The delegation of authority would remove the need for a corporate report to be submitted to General Committee for many of the regulation changes recommended by staff. This would be a significant savings in staff time associated with report preparation and approvals as well as a reduction in the number of reports put on the General Committee Agenda on a bi-weekly basis.

The following items would still require a corporate report to General Committee:

- Any item or issue considered contentious that would require discussion at Committee;
- Any item specifically requested by a Ward Councillor; or,
- Any item that staff are not recommending but have been requested to bring forward.

Traffic Services and Road Safety staff have worked in consultation with Legal Services and Clerks staff to develop the appropriate by-law that would provide delegation of authority to the Commissioner of Transportation and Works to approve traffic regulation amendments under the Traffic By-law, provided that the applicable Ward Councillor has been consulted with in advance, and has endorsed the amendment.

Financial Impact

Based on the number of corporate reports submitted in 2019, delegation of authority would result in a reduction of approximately 50 corporate reports. With an estimated minimum of 6 hours staff time per report, this would result in a total savings of staff time of 300 hours, and an approximate cost avoidance value of \$22,500.

Conclusion

The delegation of authority to the Commissioner of Transportation and Works, or designate, for the approval of routine amendments to the Schedules of the Traffic By-law will significantly reduce the amount of staff time dedicated to formal procedural processes related to standard traffic regulation changes under the Traffic by-law by removing the need for corporate report preparation and approvals. Additionally, it will reduce the number of reports put on the General Committee Agenda on a bi-weekly basis.



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

Prepared by: Maxwell Gill, C.E.T., Supervisor of Traffic Operations

City of Mississauga Corporate Report



| | |
|--|--|
| <p>Date: February 28, 2020</p> <p>To: Chair and Members of General Committee</p> <p>From: Andrew Whittemore, M.U.R.P., Commissioner of Planning & Building</p> | <p>Originator's files: CD.21.COM</p> <hr/> <p>Meeting date: March 11, 2020</p> |
|--|--|

Subject

Community Engagement – State of the City

Recommendation

That the report titled “Community Engagement – State of the City” and dated February 28, 2020, be received for information.

Background

The City's Community Engagement Strategy provides a consistent and comprehensive approach to engagement aligned with the International Association of Public Participation (IAP2) framework. This report documents the progress of City-led engagements in 2019 using the refined performance measures which were approved by Council in 2019.

Given the Community Engagement Strategy's vision for “meaningful engagement every time”, the refined performance measures were designed to gain insights into the quality of City-led engagement to inform continuous improvement. The refined performance measures rely on input from the participants on their engagement experience as received through feedback forms. Last year was the first year in which these feedback forms were used.

Comments

Appendix 1 provides a quantitative summary of engagement for City initiated and led projects in 2019. These results exclude community meetings associated with development applications under the *Planning Act*. There were 163 in-person events with over 11,000 attendees held last year.

Key findings from the 2019 engagement reporting include:

- There were a greater number of engagement events and more participants in 2019 compared to 2018. This was expected given that more major projects were advanced across more divisions in 2019
- A majority of community engagement participants were satisfied with the engagement and felt that their participation had value
- Over 40 projects are currently anticipated for 2020 that include an engagement component

As shown in Appendix 2, the refined performance measures data for 2019 included information on participants' level of satisfaction with the community engagement process. Based on the modest sample of feedback forms to date, participants were generally pleased with the engagement sessions. Staff will work on improving the information provided to attendees in advance of engagement as this was a lower ranked item in the feedback forms. As more feedback forms are collected in 2020, staff will also be able to provide further data on attendees next year, such as age and neighbourhood location. Further, there will be more data available to better inform the continuous improvement of the Community Engagement Program.

Appendix 3 provides a preliminary list of City-led community engagement initiatives planned for 2020. This is provided for information and will assist with staff collaboration on engagement and resource allocation.

Next Steps

Staff will continue to rely on the use of the feedback forms as the main driver for data collection informing change management. Staff will continue to build the capacity of project leads to improve the City's community engagement through training, toolkits, templates, tip sheets, awareness plans and industry best practices.

Strategic Plan

The Strategic Plan's Connect Pillar speaks to building socially and physically connected communities. Community engagement fosters this objective.

Financial Impact

No financial impact at this time.

Conclusion

The results from 2019 City-led community engagement initiatives will be used to improve the City's Community Engagement Program, the decision making process and the quality of future engagement events.

Attachments

Appendix 1: 2019 Engagement Report

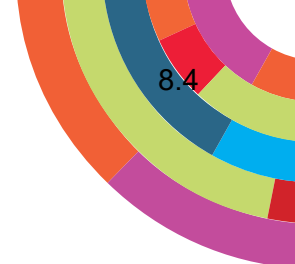
Appendix 2: 2019 Initial Satisfaction Data

Appendix 3: 2020 Planned Community Engagement Initiatives



Andrew Whitemore, M.U.R.P., Commissioner of Planning & Building

Prepared by: Filip Filipovic, Community Engagement Assistant, Community Relations, City Planning Strategies, Planning & Building



Our Community Engagement Strategy

2019 Engagement Report

The following statistics represent the engagement results for City initiated and led studies or initiatives. These statistics exclude community meetings associated with development applications under the *Planning Act*.

163

in-person events



11,036

in-person event attendees

28

projects represented across twelve City divisions

52,280

participants engaged virtually



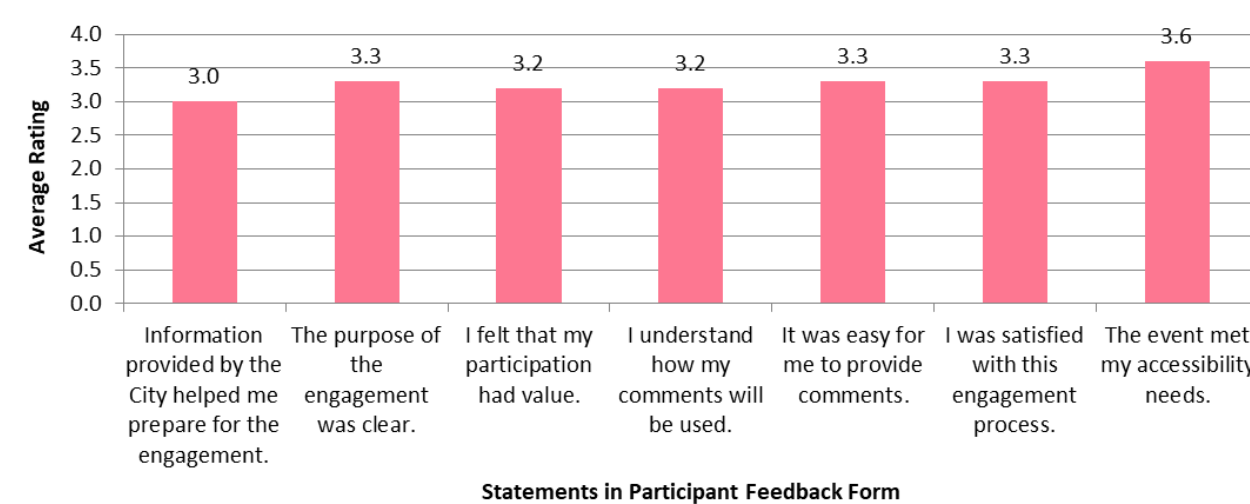
Key Engagements Undertaken

Bicycle Friendly Communities Workshops | 2020 Budget | Citizen Satisfaction Survey | Clarkson Transit Station Area Study
Climate Change Action Plan | Collegeway Protected Bicycle Lanes | Cultural Heritage Landscapes | Development Charges By-law Review
Digital Modernization Project | Downtown Strategy | Economic Development Strategy | Film Stakeholder Engagement | Gateway
Corporate Zoning By-law Amendment | Meadowvale Neighbourhood Character Study | Mississauga Moves: Transportation Master Plan
MiWay 5 2020 Service Plan | MiWay 5 Next (2021-2025) | Official Plan Review | Older Adult Plan | One Port Marina Street E. Environmental
Assessment | Rathburn and Ponytail Road Improvement Project | Regional Government Review | Sidewalk Snow Removal | Smart City Data
Governance | Smart City Downtown Living Lab | Smart City Idea Jam: Accessibility & Inclusion | Smart City Master Plan | Youth Plan

Appendix 2: 2019 Initial Satisfaction Data

The following statistics represent engagement results based on input by 115 participants collected at City-led in-person engagements. These statistics exclude community meetings associated with development applications under the *Planning Act*.

Participant Rating of In-Person Engagement (Average Rating out of 4) *



* Participants were asked to rate 7 statements from 1 to 4, with 1 being strongly disagree and 4 being strongly agree. This satisfaction data was collected at 9 different engagement events with 115 total submissions.

Appendix 3: 2020 Planned Community Engagement Initiatives

(Preliminary List and Timing)

| City of Mississauga Project Name | Dept./Division | 2020 Upcoming Engagements | | | | |
|--|--|---------------------------|----|----|----|-----|
| | | Q1 | Q2 | Q3 | Q4 | TBD |
| Economic Development Strategy | City Manager's Office, Economic Development Office | | X | | | |
| Archaeology Master Plan | Community Services, Culture & Heritage Planning | | X | X | | |
| Cultural Heritage Landscape Inventory | Community Services, Culture & Heritage Planning | X | | | | |
| Culture Districts Implementation | Community Services, Culture & Heritage Planning | X | X | | | |
| Culture Website Redevelopment | Community Services, Culture Services | | | X | X | |
| Music Strategy | Community Services, Culture Services | X | X | X | | |
| Public Art at Central Library | Community Services, Culture & Heritage Planning | X | X | | | |
| Public Art Master Plan | Community Services, Culture & Heritage Planning | | | X | X | |
| Credit Meadows (Former Harris Farm) Environmental Assessment | Community Services, Parks and Forestry | | X | | | |
| Downtown Parks – Park Programming | Community Services, Parks and Forestry | | | X | | |
| Erin Centre Trail – SunCanadian | Community Services, Parks and Forestry | | X | | | |
| Lakeview Village – Park Programming | Community Services, Parks and Forestry | | | X | | |
| One Port Marina Street E. Environmental Assessment | Community Services, Parks and Forestry | X | | | X | |
| Off Road Trail #11 | Community Services, Parks and Forestry | | X | | | |
| Thorncrest Park | Community Services, Parks and Forestry | X | | | | |
| Vimy Park Redevelopment | Community Services, Parks and Forestry | | | | X | |
| Burnhamthorpe CC Renovation Project | Community Services, Recreation | | X | | | |
| Budget | Corporate Services, Finance | | | X | X | |
| Smart City Centre for Civic Curiosity | Corporate Services, Information & Technology | | | | | X |
| Smart City Downtown Living Lab | Corporate Services, Information & Technology | X | X | X | X | |
| Digital Modernization Project | Corporate Services, Strategic Communications | | X | | | |
| Downtown Strategy | Planning & Building, City Planning Strategies | | X | | | |

| City of Mississauga Project Name | Dept./Division | 2020 Upcoming Engagements | | | | |
|---|--|---------------------------|----|----|----|-----|
| | | Q1 | Q2 | Q3 | Q4 | TBD |
| Inclusionary Zoning | Planning & Building, City Planning Strategies | | | | | X |
| Meadowvale Neighbourhood Character Study | Planning & Building, City Planning Strategies | | X | | | |
| Official Plan Review | Planning & Building, City Planning Strategies | | X | X | X | |
| Parking Regulations Review | Planning & Building, City Planning Strategies | | X | X | | |
| Ward Boundary Review | Planning & Building, City Planning Strategies | | | | | X |
| Apartment Building Standards and Maintenance Program | Transportation & Works, Enforcement | | X | | | |
| Noise Control By-law Review | Transportation & Works, Enforcement | X | | | | |
| 2020 Noise Wall Program | Transportation & Works, Infrastructure Planning & Engineering Services | X | | | | |
| Alstep Drive/Menkes Road Environmental Assessment (Bombardier) | Transportation & Works, Infrastructure Planning & Engineering Services | | X | | X | |
| Balboa Road/Lakeshore Road – Intersection Project | Transportation & Works, Infrastructure Planning & Engineering Services | | X | | | |
| Bloor Street – Integrated Roads Project | Transportation & Works, Infrastructure Planning & Engineering Services | | X | X | X | |
| Changing Lanes | Transportation & Works, Infrastructure Planning & Engineering Services | | X | X | X | |
| Clarkson Road Environmental Assessment | Transportation & Works, Infrastructure Planning & Engineering Services | | X | | X | |
| Collegeway Protected Bicycle Lanes | Transportation & Works, Infrastructure Planning & Engineering Services | | | | | X |
| Downtown Transportation Study | Transportation & Works, Infrastructure Planning & Engineering Services | | X | X | | |
| Lisgar District Utility Trench Dewatering and FDC Pumping Station | Transportation & Works, Infrastructure Planning & Engineering Services | X | | | | |
| Micromobility Program Development | Transportation & Works, Infrastructure Planning & Engineering Services | | | | | X |
| Ninth Line Environmental Assessment | Transportation & Works, Infrastructure Planning & Engineering Services | X | X | | X | |

| City of Mississauga Project Name | Dept./Division | 2020 Upcoming Engagements | | | | |
|--|--|---------------------------|----|----|----|-----|
| | | Q1 | Q2 | Q3 | Q4 | TBD |
| Pedestrian Master Plan | Transportation & Works, Infrastructure Planning & Engineering Services | | X | X | | |
| Rathburn Road – Integrated Roads Project | Transportation & Works, Infrastructure Planning & Engineering Services | | X | | | |
| MiWay Next 5 (2021-2025) | Transportation & Works, Transit (MiWay) | X | X | X | X | |
| MiWay Customer Charter Launch | Transportation & Works, Transit (MiWay) | | X | | | |

City of Mississauga

Corporate Report



| | |
|--|---|
| <p>Date: February 13, 2020</p> <p>To: Mayor and Members of Council</p> <p>From: Gary Kent, CPA, CGA, ICD.D, Commissioner of Corporate Services and Chief Financial Officer</p> | <p>Originator's files:</p> |
| | <p>Meeting date: March 11, 2020</p> |

Subject

Recommendation for Single Source Procurement with FrontDesk Suite for FrontDesk Queue and Appointment Management System: File Ref. PRC004097

Recommendation

1. That Council approve the single source procurement for FrontDesk Queue and Appointment Management System, professional services, training, and maintenance and support for a period of five (5) years, as detailed in the corporate report entitled, "Recommendation for Single Source Procurement with FrontDesk Suite for FrontDesk Queue and Appointment Management System : File Ref. [PRC004097](#)" dated, February 13, 2020, by the Commissioner of Corporate Services and Chief Financial Officer (the "Purchase").
2. That the Purchasing Agent or designate be authorized to execute all contracts and related ancillary documents with respect to the Purchase between the City and Frontdesk Queue Management Systems Inc. at an estimated cost of \$603,603 subject to budget approval, in accordance with the City's Purchasing By-law 374-06, as amended.
3. That Council authorize the Purchasing Agent to issue necessary future amendments with respect to the Purchase to increase the value of the contract between the City and Frontdesk Queue Management Systems Inc. for additional products, professional services, maintenance and support for the purpose of accommodating growth such as better alignment and consistency between customer service areas, reception procedures and locations, subject to budget approval.

Report Highlights

- The City manages public facing service counters in dozens of locations across the City to support services and programs. The in-person customer interactions at counters are a focal point for the overall customer experience for thousands of Mississauga residents each year.
- A Smart City FrontDesk pilot project at the Office of the City Clerks and Facilities and Property Management for contractor badging resulted in substantial improvement in the ability to track service levels, service time, and statistics for type of service and staff utilization.
- Customers can either book appointments in advance online or in-person when at the Service Counter. When a customer arrives they will be presented with an interactive digital screen where they check-in and have a ticket on their phone or printed and verify their appointment status. In many cases customers will be serviced prior to their appointment start time resulting in a negative wait-time.
- The FrontDesk solution is unique and has been tailored to meet the general needs of public service counters. Through the pilot project it has proven to meet the City of Mississauga's specific needs as well. In an environmental scan an equivalent solution has not been found. For this reason we are recommending a Single Source implementation with capacity to expand across Mississauga's public facing counters for the next 5 years at which time a competitive procurement process will be followed.

Background

The City's many public facing service counters manage interactions with thousands of residents for a full range of services, information, transactions, appointments, and enquiries. The in-person customer service counters within City Hall, Mavis Road, and Recreation are all public facing customer counter locations where lineups occur for face-to-face service.

The current approach to managing the operations of these counters includes many manual processes, use of extra staffing for peak hours, paper-based signage, and manual tracking and in place seating areas. This has made it difficult to balance staff availability and other resources for higher peak times. The current processes have impacted on customer experience at times with lineups, repeat visits, and incomplete services due to lack of documentation in some cases.

As part of the Smart City Master Plan consultation the City was approached by the Royal Danish Consulate General's office to share their journey to eliminate line-ups for all of their customer counters in Denmark. The solution they used was an innovative solution that shifts in person counter services from traditional line-ups to an appointment based solution. As a result the City decided to undertake a pilot project at the City Clerk's counter using the FrontDesk solution used in Denmark.

Comments

The Smart City pilot project using the FrontDesk solution is concluding at the end of June 2020 and was a no cost pilot project. It demonstrated service counter management and facility visitor/contractor management and was successful at demonstrating the benefits with very positive feedback from customers to the Office of the City Clerks counter. The system has been designed for government services, is able to provide online and in-person service counter booking and offers an integrated hardware and software solution.

FrontDesk recognizes the unique role of government service counters and the risks associated with keeping personal information and then being able to link these services to the customer (the system provides anonymized data only). FrontDesk manages and complies to the General Data Protection Regulation, a very strong privacy framework.

The results of the Smart City FrontDesk pilot project included a substantial improvement in overall operations and customer satisfaction:

- Able to track service levels, service time, stats for type of service and employee stats
- Customers can book a time in advance to better suit their availability
- Reduced wait-time as customer arrive according to their appointment times
- Balances work load as it can be spread out through the day
- Employees are able to manage time more efficiently
- Able to see type of service the customer is here for in order to have the right employee to assist them
- No need to track who has been helped or who is waiting as the counter app lets us know appointments still pending
- Control appointments times based on staff availability

To ensure that the City continues to achieve effective customer service at City counter operations, the investment in the FrontDesk system solution is recommended to be implemented.

The proposed vendor FrontDesk Queue Management Systems Inc. is a Danish company with implementations in Europe, North America and locally in Brampton who are piloting some of the back office functions. The City of Mississauga would be the first in Canada to fully implement the customer facing system that eliminates line ups and provides zero wait-time for customers.

With FrontDesk, customers can either book appointments in advance online or in-person when at the Service Counter. When a customer arrives they will be presented with an interactive digital screen where they check-in and have a ticket on their phone or printed and verify their appointment status. In many cases customers will be serviced prior to their appointment start time resulting in a negative wait-time. The solution also handles appointments, automatically informs the employee when the customer arrives and can provide additional information about the appointment such as required documents.

Staff have evaluated the FrontDesk solution based on the outcomes of the Smart City pilot project and are recommending that the solution be fully implemented effective July 2020 for the Clerk's counter and the Contractor badging function for F&PM.

In addition, it is acknowledged that the FrontDesk solution is unique and has been tailored to generally meet the counter service needs in public services and through the pilot project it has proven to meet the City of Mississauga's specific needs as well. In an environmental scan an equivalent solution has not been found. It is however likely that in the future this type of solution will become more commercially available in Canada. For this reason we are recommending a single source implementation with capacity to expand across Mississauga's public facing counters for the next five (5) years at which time a competitive procurement process will be followed. Information Technology, Materiel Management and Legal staff have reviewed the solution, pricing and contractual obligations, which are already in place for the current pilot project, and are recommending the single source procurement as per Appendix 1.

Purchasing By-law Authorization

The recommendation in this report is made in accordance with Schedule "A" of the Purchasing By-law 374-06, Section 1 The Goods and/or Services are only available from one supplier by reason of: (iii) the existence of exclusive rights such as patent, copyright or licence; AND (iv) the complete item, service, or system is unique to one vendor and no alternative or substitute exists within Canada.

Legislative Services, Information Technology, Legal Services and Materiel Management staff will collaborate to establish the detailed requirements, negotiate the final arrangements and prepare the requisite forms including contract agreements.

Financial Impact

The initial implementation which is the transition of the Smart City pilot project in Clerks and F&PM Contractor badging will require a small amount of capital funding and ongoing operating budget. For 2020 a onetime cost of \$5,000 in capital will be funded from PN18527 and \$17,280 in operating will be funded from the Office of the City Clerk's existing operating budget.

The 5-year term includes expansion of counters with an ongoing operating cost of \$1,440/month per location (\$17,280 annually). Each counter also requires a one-time \$5,000 capital investment for hardware and configuration. The total 5-year upset limit is \$603,603 and is subject to future budget approvals. The details of a full 5-year costing are found in Appendix 1 – FrontDesk Statement of Work.

Conclusion

Through the Smart City pilot project and best practice research it has been demonstrated that significant improvements can be made in how counter services can be delivered and eliminating wait times for customers. The City of Mississauga will be the first City in Canada to fully

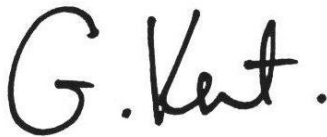
implement the FrontDesk solution which has been implemented in other jurisdictions with proven success and results.

Staff in the Office of the City Clerks, Information Technology and F&PM were able to fully test all the features, security and operational aspects of the solution through the pilot project and are recommending full implementation as of July 2020 with additional capacity in future years to expand to more counters across the City.

This report recommends the purchase of the FrontDesk solution on a single source basis for a 5-year term given the availability of an equivalent solution in the market today.

Attachments

Appendix1: FrontDesk – Statement of Work



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

Prepared by: Paul Burns, Manager, IT City Services

City of Mississauga

Corporate Report



Date: February 10, 2020

To: Chair and Members of General Committee

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

Originator's files:
PO.11.DUN

Meeting date:
March 11, 2020

Subject

Surplus Land Declaration and Sale of City-Owned lands identified as 17 Dundas Street East to Metrolinx for the purpose of a Traction Power Sub Station ("TPSS") as required in connection with the Hurontario LRT Project (Ward 7)

Recommendation

1. That the Corporate Report titled "Surplus Land Declaration and Sale of City-Owned lands identified as 17 Dundas Street East to Metrolinx for the purpose of a Traction Power Sub Station ("TPSS") as required in connection with the Hurontario LRT Project" dated February 10, 2020 from the Commissioner of Corporate Services and Chief Financial Officer, be received.
2. That the City-owned lands municipally identified as 17 Dundas Street East and legally described as part of Lots 7 and 8, Plan TOR 12, in the City of Mississauga, Regional Municipality of Peel and designated as Parts 3 to 8 on Reference Plan 43R-13311, having an area of approximately 0.098 hectares (0.241 acres), be declared surplus to the City's requirements for the purpose of sale to Metrolinx.
3. That the Commissioner of Transportation and Works and the City Clerk approve and execute an Agreement of Purchase and Sale, including all ancillary documents and subsequent amending agreements, between The Corporation of the City of Mississauga ("City") as Vendor and Metrolinx as Purchaser of the vacant City-owned lands municipally identified as 17 Dundas Street East, having an area of approximately 0.098 hectares (0.241 acres), for a purchase price of \$2,100,000.00 plus reimbursement of appraisal fees in the amount of \$7,345.00, as required for the purpose of the Hurontario LRT project, which lands are legally described as part of Lots 7 and 8, Plan TOR 12, and designated as Parts 3 to 8 on Reference Plan 43R-13311 in the City of Mississauga, Regional Municipality of Peel in Ward 7.

4. That the net proceeds of \$2,100,000 be deposited to the gain or loss on disposal of assets account (570165-28351) and the amount of \$2,100,000 be transferred to the Capital Reserve Fund #33121 with the remaining amount of \$7,345 being transferred to the Prepaid Land Sale expense account #125137 to reimburse the account for the cost of the appraisal report.
5. That all steps necessary to comply with the requirements of Section 2.(1) of City Notice By-law 215-08 be taken, including giving notice to the public by posting a notice on the City of Mississauga's website for at least three weeks prior to the execution of an agreement for the sale of the subject land.

Background

In 2014, the City of Mississauga, working with the City of Brampton and Metrolinx, completed the preliminary design and environmental assessment approvals through the Transit Project Assessment Process ("TPAP") for the Hurontario-Main Light Transit Project. The Environmental Project Report ("EPR") completed under the TPAP identified 17 Dundas Street East, which is currently used as a municipal parking lot, as a potential site that might be required for the purpose of constructing a Traction Power Sub-Station ("TPSS").

Through the TPAP process, which included technical and public engagement, the infrastructure elements for the HuLRT Project were identified and included the need for supporting TPSS units to provide the necessary power to the light rail system. As per the EPR, TPSS locations consist of high voltage switchgear, transformer rectifier unit, DVC switchgear and supporting equipment to provide DC Traction power. The equipment would be installed in a secure pre-fabricated building and connected to the Alectra Utilities network. In addition, space would be required for supporting equipment, clearance access and maintenance vehicles. While there are variations by manufacturer which will not be determined until the detailed design process has been completed, in general, a pre-fabricated TPSS unit can be approximately 15 metres (49.2 feet) by 5 metres (16.4 feet) with additional site area space requirements of approximately 20 metres (65.6 feet) by 5 metres (16.4 feet).

On July 11, 2016 the City of Mississauga, the City of Brampton and Metrolinx, entered into a Memorandum of Understanding ("MOU"), for the development of a 23 kilometre, 26 stop (later modified to 18 kilometre, 19 stop), Hurontario Light Rail Transit ("HuLRT") system between Port Credit in the south and terminating within the City of Brampton to the north.

Under the terms of the MOU, the following applies for the transfer of lands to Metrolinx: "Each municipality will transfer (or to the extent agreed by the parties, deliver an easement or other real property interest in respect of) any other property, (i.e. Lands other than Easement Lands) owned by it or its boards, agencies, or commissions, upon which the project infrastructure will be built and located to Metrolinx for nominal consideration, save and except

only if such lands are occupied and in use or which generate revenue, in which case Metrolinx will pay to the applicable Municipality fair market value for such lands.”

Through the development of the Reference Concept Design (“RCD”) for the procurement process of the HuLRT project, Metrolinx confirmed the requirement of the 17 Dundas Street East property for the construction of a TPSS site.

The placement of these TPSS sites has been generally determined by a technical load flow analysis and refined through the consultation process which included a review of feasible alternatives. Within Mississauga, there is anticipated to be a need for twelve (12) TPSS locations with eight (8) identified on private lands and four (4) on public lands.

Comments

The City-owned lands municipally identified as 17 Dundas Street East have been confirmed as a required location for a TPSS site to support the HuLRT Project implementation. This location is the only TPSS site located completely on City of Mississauga-owned lands which is to be acquired by Metrolinx. Metrolinx would like to proceed expeditiously on the procurement of the 17 Dundas Street East site from the City of Mississauga as it is a key infrastructure element and can also be used for early project staging once the procurement process has been concluded.

As part of the terms of the procurement, Metrolinx has committed to providing all necessary project lands within a specific time period to ensure the proposed project completion timelines. The processing of this transaction is required at this time in order to ensure that the lands are available within eighteen (18) months of the financial close of the procurement.

Prior to the sale of any City-owned lands, Council authorization is required to declare the lands surplus to City requirements. Realty Services has completed its circulation and received comments from Staff of Development and Design Division of Planning and Building Department (“D&D”) that D&D has concerns that the sale of this site will significantly limit the development of the adjoining lands. Metrolinx made attempts to find alternative locations for this TPSS however, due to accessibility, availability and technical constraints associated with power supply requirements, alternative sites could not be found. Should the City declare the lands surplus, D&D provided general comments respecting all TPSS design, such as limiting fencing only where absolutely necessary and the requirement of the use of architectural treatments on the facades to ensure they are visually pleasing. With regard to the 17 Dundas Street East site specifically, D&D suggested that the entire facility be located at the northerly limit of the property in order to reduce site footprint and reduce the visual impact on the public realm; place the driveway in front of the unit instead of beside to further reduce the site footprint; locate the power connection along the easterly side of the property line with a potential future connection to Hurontario Street; and recommended architectural treatment to the TPSS in order to integrate it into the existing built form. This has been communicated to Metrolinx and The City’s LRT team has confirmed that provisions have been made within the specifications document to

ensure that the ultimate design of the TPSS sites is context sensitive. The City of Mississauga has negotiated with Metrolinx through the procurement requirements to pay for the addition of cladding to reduce the visual impact at all TPSS locations. The specifications have also been drafted to promote these objectives/principles as much as technically possible. There are site constraints associated with accessing the unit and existing easements and underground services that limit the ability to address all of the suggestions made by D&D and these have already been flagged for D&D.

Prior to declaring lands surplus to City requirements, the various utilities are also circulated for interest and no utilities require protection save for those currently protected by easement. This report seeks to declare the lands municipally identified as 17 Dundas Street East being Parts 3 to 8 on Reference Plan 43R-13311, surplus to the City's needs and further requests authorization to sell the lands to Metrolinx for a TPSS.

Negotiations have concluded, and the City is now in receipt of an executed Agreement of Purchase and Sale from Metrolinx on the following terms:

- Parcel to be sold contains an approximate area of 0.098 hectares (0.241 acres) and is described as part of Lots 7 and 8, Plan TOR-12, Toronto and designated as Parts 3, 4, 5, 6, 7 and 8 on Reference Plan 43R-13311, City of Mississauga, Regional Municipality of Peel
- Purchase price of \$2,100,000.00 based on an appraisal estimating it's fair market value
- The parcel is subject to an existing easement along the north limit of the parcel in favour of the Region of Peel
- The sale to Metrolinx is conditional for 90 days on Metrolinx being satisfied with the result of any reports or surveys regarding the lands, with the environmental condition of the property, with the terms and conditions of any leases, licences or other agreements affecting the lands and with respect to all title matters
- Closing of this transaction to occur 45 days following the waiver by Metrolinx of the last of the Purchaser's conditions
- The lands are being sold "as is-where is"
- The City to have the option to re-purchase all, but not part, of the lands on the earlier to occur of: (i) delivery by Metrolinx to the City of written notice if Metrolinx no longer has a bona fide intention to construct the TPSS on the lands; and (ii) if Metrolinx fails to commence installation of the TPSS unit or associated supporting infrastructure by December 31, 2025. The option to re-purchase price to be \$2,100,000.00 increased by the percentage increase in the Consumer Price Index ("CPI"), applied on a cumulative year-over-year basis starting from the closing date of the transfer to Metrolinx to the date the City delivers a written notice to Metrolinx that it wishes to exercise this option, minus Land Transfer Tax, HST (if applicable) as well as reasonable legal fees and disbursements. If the option is exercised, the lands are to be re-conveyed to the City in no better or worse environmental condition

- Pursuant to Fees and Charges By-law No. 0156-2019, Metrolinx is to reimburse the City for its reasonable costs associated with this transaction, which shall not exceed \$3,000.00 plus reasonable disbursements and HST
- Metrolinx to reimburse the City for the cost of securing the appraisal report in the amount of \$7,345.00, including HST.

Financial Impact

Revenue generated by the sale of 17 Dundas Street East to Metrolinx in the amount of \$2,100,000.00 is to be deposited to the gain or loss on disposal of assets account (570165-28351) and will be transferred to the Tax Capital Reserve Account (33121). The Purchaser will be required to pay the Land Transfer Tax, HST, legal fees pursuant to the Fees and Charges Bylaw as well as any registration fees associated with this purchase. Metrolinx has also agreed to reimburse the City for the cost of securing the appraisal report in the amount of \$7,345.00, including HST and these monies will be deposited into Prepaid Land sale expense account #125137. Since the proceeds from the sale are being transferred directly to the Tax Capital Reserve Account, there is no impact to the Operating and Capital budgets. In the event that the re-purchase option is triggered in the future, funds will need to be identified for this purpose.

Conclusion

In order to address Metrolinx' requirement for a TPSS site to supply power to the HuLRT, it is recommended that the lands identified as Parts 3 to 8, inclusive, on Reference Plan 43R-13311, be declared surplus to City requirements and sold to Metrolinx.

Attachments

Appendix 1: Approximate Location of Subject Lands: 17 Dundas Street East

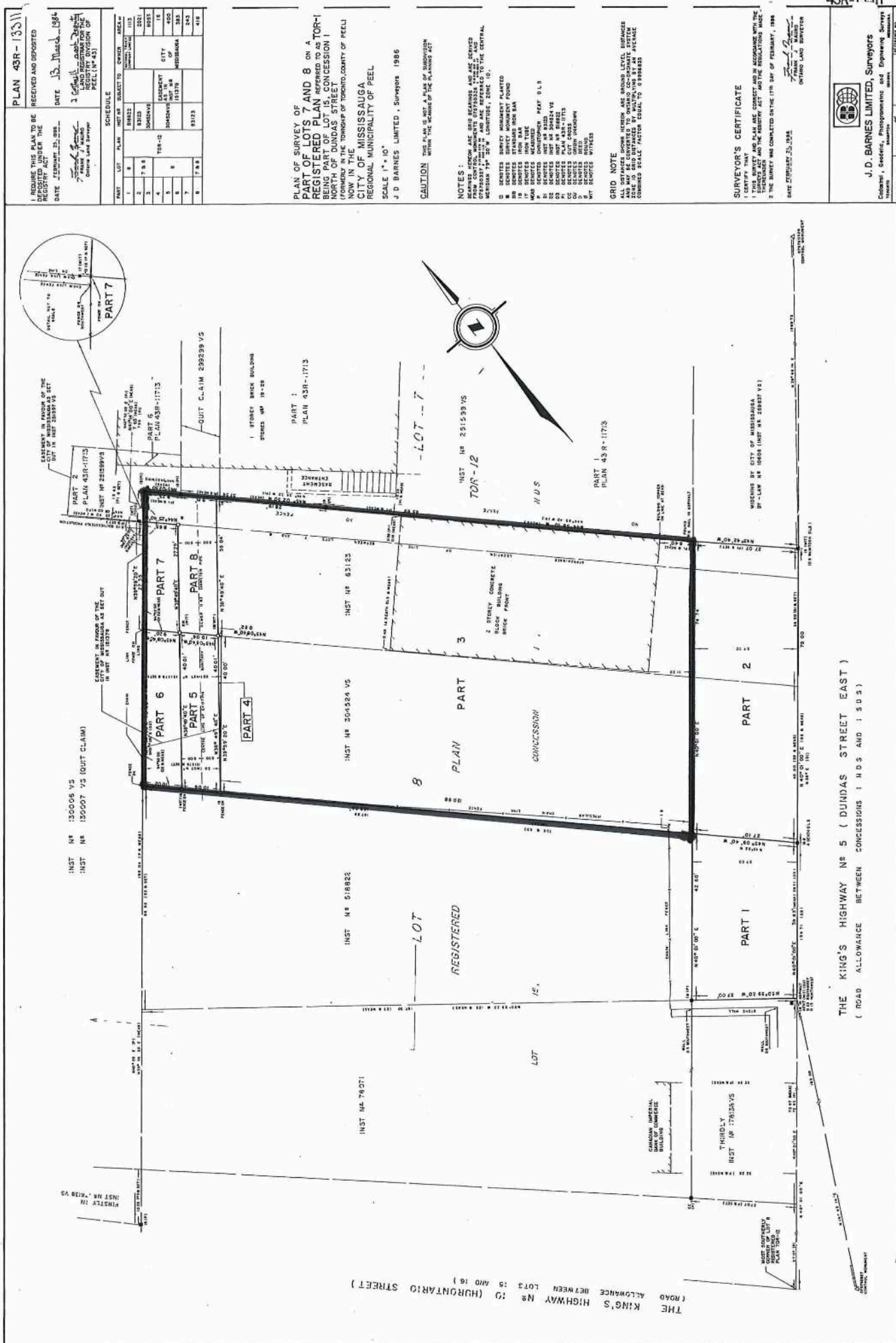
Appendix 2: Copy of Reference Plan 43R-13311 identifying the subject lands as Parts 3,4,5,6,7 and 8.



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

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





City of Mississauga

Corporate Report



Date: February 24, 2020

To: Chair and Members of General Committee

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

Originator's files:
PO.11.QUE

Meeting date:
March 11, 2020

Subject

Surplus Land Declaration and Sale and Grant of Temporary Easement of City-Owned lands identified as part of Queen Street (Closed) road allowance – Port Credit GO Station to Metrolinx as required for the Hurontario LRT Project (Ward 1)

Recommendation

1. That the Corporate Report titled "Surplus Land Declaration and Sale and Grant of Temporary Easement of City-Owned lands identified as part of Queen Street (Closed) road allowance – Port Credit GO Station to Metrolinx as required for the Hurontario LRT Project" dated February 24, 2020 from the Commissioner of Corporate Services and Chief Financial Officer, be received.
2. That the City-owned lands municipally identified as part of Closed Queen Street road allowance and legally described as part of Queen Street, Plan PC-1 (Shown on Plan 300) East of Credit River, Closed by RO481880, Lying between Ann Street and Hurontario Street, being Part 1 on Reference Plan 43R-39134, City of Mississauga, Regional Municipality of Peel, having an area of approximately 472.6 square metres (5,087.02 square feet), be declared surplus to the City's requirements for the purpose of sale to Metrolinx.
3. That the Commissioner of Transportation and Works and the City Clerk approve and execute an Agreement of Purchase and Sale, including all ancillary documents and subsequent amending agreements, between The Corporation of the City of Mississauga ("City") as Vendor and Metrolinx as Purchaser of the following interests in the vacant City-owned lands as required for the purpose of the Hurontario LRT project:

- a. A fee simple interest in lands having an area of approximately 371.6 square metres (4,000 square feet) which lands are legally described as part of Queen Street, Plan PC-1 (Shown on Plan 300) East of Credit River, Closed by RO481880, Lying between Ann Street and Hurontario Street, being Part 1 on Reference Plan 43R-39134 (Appendix 2), save and except Part 3 on Reference Plan 43R-37870, City of Mississauga, Regional Municipality of Peel, at a purchase price of \$1,500,000;
 - b. A temporary easement interest in lands having an area of approximately 119.1 square metres (1,281.98 square feet), which lands are legally described as part of Queen Street, Plan PC-1 (Shown on Plan 300) East of Credit River, Closed by RO481880, Lying between Ann Street and Hurontario Street, being Part 2 on Reference Plan 43R-39134 (Appendix 2) in the City of Mississauga, Regional Municipality of Peel, at a purchase price of \$ 165,859.00, calculated at a rate of \$375.00 per square foot at 6% per annum for a period of 69 months commencing April 1, 2020, together with two additional one year options to renew at a rate of \$28,844.55 per annum each; and
 - c. A temporary easement interest in lands having an area of approximately 101 square metres (1,087.15 square feet), which lands are legally described as part of Queen Street, Plan PC-1 (Shown on Plan 300) East of Credit River, Closed by RO481880, Lying between Ann Street and Hurontario Street, being Part 3 on Reference Plan 43R-37870 (Appendix 3) in the City of Mississauga, Regional Municipality of Peel (the "Part 3 Temporary Easement Lands"), at a purchase price of \$140,631.00, calculated at a rate of \$375.00 per square foot at 6% per annum for a period of 69 months commencing April 1, 2020, together with two additional one year options to renew at a rate of \$24,460.88 per annum and with an option for Metrolinx to purchase all or a portion of the lands at a rate of \$375 per square foot (less the monies paid for the Temporary Easement) if, as part of the construction of the Hurontario-Main Light Rail Transit ("HuLRT"), it is necessary for Metrolinx to construct permanent infrastructure on the Part 3 Temporary Easement Lands.
4. That the net proceeds of \$1,806,490.00 be deposited to the gain or loss on disposal of assets account (cost centre #28351, account #570165) and the amount of \$1,806,490.00 be transferred to the Capital Reserve Fund Account #33121 with the remaining amount of \$16,893.50 being transferred to the Prepaid Land Sale expense account # 125137 to reimburse the account for the cost of the appraisal reports.
5. That all steps necessary to comply with the requirements of Section 2.(1) of City Notice By-law 215-08 be taken, including giving notice to the public by posting a notice on the City of Mississauga's website for at least three weeks prior to the execution of an agreement for the sale of the subject land.
6. That all necessary bylaws be enacted.

Report Highlights

- A portion of the closed Queen Street road allowance property, currently part of a larger parcel of City-owned land leased to Metrolinx since 1979, is required by Metrolinx for the construction of the Port Credit HuLRT station and for temporary use during construction.
- In order to address Metrolinx' requirements at the HuLRT Port Credit station, it is recommended that the required lands be declared surplus and sold to Metrolinx at market value.
- It is further recommended that authorization be provided to provide temporary easements to Metrolinx for 69 months for staging and use during construction, with two options to extend for one year each, as well as an option to purchase a portion of the temporary lands if, as part of the construction of the HuLRT, it is necessary for Metrolinx to construct permanent infrastructure thereon, with all transactions being at market value.

Background

In 2014, the City of Mississauga, working with the City of Brampton and Metrolinx, completed the preliminary design and environmental assessment approvals through the Transit Project Assessment Process ("TPAP") for the "HuLRT" Project. The Environmental Project Report completed under the TPAP identified the closed Queen Street road allowance, which is currently used as part of the Metrolinx operated Port Credit GO Station, as part of the Port Credit Hurontario LRT station.

On July 11, 2016 the City of Mississauga, the City of Brampton and Metrolinx, entered into a Memorandum of Understanding ("MOU"), for the development of a 23 kilometre, 26 stop (later modified to 18 kilometre, 19 stop), HuLRT system between Port Credit in the south and terminating within the City of Brampton to the north.

Under the terms of the MOU, the following applies for the transfer of lands to Metrolinx:

"Each municipality will transfer (or to the extent agreed by the parties, deliver an easement or other real property interest in respect of) any other property, (i.e. Lands other than Easement Lands) owned by it or its boards, agencies, or commissions, upon which the project infrastructure will be built and located to Metrolinx for nominal consideration, save and except only if such lands are occupied and in use or which generate revenue, in which case Metrolinx will pay to the applicable Municipality fair market value for such lands."

Through the development of the Reference Concept Design for the procurement process of the HuLRT project, Metrolinx confirmed the requirement of the closed Queen Street road allowance property for the construction of the Port Credit HuLRT station and for temporary use during construction. These City-owned lands are part of a larger parcel containing an area of approximately 1,856 square metres (19,978 square feet that have been leased to the

Province/Metrolinx for parking purposes at Port Credit GO Station since 1979 (the “1979 Parking Lease”).

Comments

Metrolinx must have all lands required for the LRT project available to the contractor of HuLRT, Mobilinx, for its use by the end of April 2020 to meet its contractual obligations. In order to allow the sale of the City-owned lands to Metrolinx to proceed, the 1979 Parking Lease needs to be terminated. The lease is currently set to expire at the end of March 2020. Discussions are ongoing with Metrolinx in an effort to enter into a new agreement for the remaining City-owned lands to allow Metrolinx to continue to use the remainder lands for parking.

Prior to the sale of any City-owned lands, Council authorization is required to declare the lands surplus to City requirements. Realty Services has completed its circulation and confirmed the lands are not required for City purposes and may be sold and/or provided to Metrolinx on a temporary basis.

Prior to declaring lands surplus to City requirements, the various utilities are also circulated for interest and no easement protection for existing utilities is required at this location.

This report seeks to declare the lands municipally identified as part of Queen Street, Plan PC-1 (Shown on Plan 300) East of Credit River, Closed by RO481880, Lying between Ann Street and Hurontario Street, being Part 1 on Reference Plan 43R-39134 (the “Fee Simple Lands”), surplus to the City’s needs and further requests authorization to sell the lands to Metrolinx. This report also seeks to authorization to provide temporary use of additional lands legally described as part of Queen Street, Plan PC-1 (Shown on Plan 300) East of Credit River, Closed by RO481880, Lying between Ann Street and Hurontario Street, being Part 2 on Reference Plan 43R-39134 (the “Part 2 Temporary Easement Lands”) and Part 3 on Reference Plan 43R-37870 (the “Part 3 Temporary Easement Lands”), for temporary use by Metrolinx during the period of HuLRT construction. In addition, the report seeks authorization to provide Metrolinx with an option to purchase all or a portion of the Part 3 Temporary Easement Lands, identified more specifically as Part 3 on Reference Plan 43R-37870, to Metrolinx in the event that the lands are required to construct permanent infrastructure.

Negotiations have concluded, and the City is now in receipt of an executed Agreement of Purchase and Sale from Metrolinx on the following terms:

- Parcel to be sold contains an approximate area of 371.6 square metres (4,000 square feet) and is described as part of Queen Street, Plan PC-1 (Shown on Plan 300) East of Credit River, Closed by RO481880, Lying between Ann Street and Hurontario Street, being Part 1 on Reference Plan 43R-39134, save and except Part 3 on Reference Plan 43R-37870 at a purchase price of \$1,500,000.00 based on an appraisal estimating it’s fair market value.

- Parcel over which a temporary easement interest for the purposes of construction staging, lay down and access in relation to the construction of a light rail transit system and station, together with the rights of ingress and egress with machinery, materials, supplies, vehicles, and equipment, is to be conveyed, contains an area of approximately 119.1 square metres (1,281.98 square feet) and is legally described as part of Queen Street, Plan PC-1 (Shown on Plan 300) East of Credit River, Closed by RO481880, Lying between Ann Street and Hurontario Street, being Part 2 on Reference Plan 43R-39134 at a purchase price of \$165,859.00, calculated at a rate of \$375.00 per square foot at 6% per annum for a period of 69 months commencing April 1, 2020, together with two additional one year options to renew at a rate of \$28,844.55 per annum.
- Parcel over which a temporary easement interest to lay down, install, excavate, construct, erect, maintain, open, inspect, alter, repair and keep in good condition, move, replace, and supplement the construction of a light rail transit system and station, inclusive of all tracks, base materials, retaining walls, fixtures, chattels, signals, utilities of any kind, pedestrian walkways, road works and all other reasonable and appurtenant needs and requirements for the construction and operation of the above-noted, together with the rights of ingress and egress with machinery, materials, supplies, vehicles and equipment necessary, where the parcel contains an area of approximately 101 square metres (1,087.15 square feet) and is legally described as part of Queen Street, Plan PC-1 (Shown on Plan 300) East of Credit River, Closed by RO481880, Lying between Ann Street and Hurontario Street, being Part 3 on Reference Plan 43R-37870, at a purchase price of \$140,631.00, calculated at a rate of \$375.00 per square foot at 6% per annum for a period of 69 months commencing April 1, 2020, together with two additional one year options to renew at a rate of \$24,460.88 per annum.
- In addition to a temporary easement over Part 3 on Reference Plan 43R-37870, an option for Metrolinx to purchase all or a portion of the lands described as Part 3, 43R-37870 at a rate of \$375 per square foot to be granted as a component of this transaction if, as part of the construction of the HuLRT, it is necessary for Metrolinx to construct permanent infrastructure over Part 3 on Reference Plan 43R-37870. The consideration paid by Metrolinx to acquire this for the temporary easement (calculated at a rate of \$375 per square foot at 6% per annum exclusive of HST) for only that portion of the Part 3 Temporary Easement Lands that is being transferred in fee simple shall be credited toward the purchase price of the affected lands.
- The sale to Metrolinx is conditional for 30 days on Metrolinx being satisfied with result of any reports or surveys regarding the lands, with the environmental condition of the property, with the terms and conditions of any leases, licences or other agreements affecting the lands and with respect to all title matters.
- Closing of this transaction to occur April 1, 2020 or as extended by mutual agreement, however no later than April 7, 2020.
- The lands are being sold “as is-where is”.
- Pursuant to Fees and Charges By-law No. 0156-2019, Metrolinx is to reimburse the City for its reasonable costs associated with this transaction, which shall not exceed \$3,000.00 plus reasonable disbursements and HST.

- Metrolinx to reimburse the City for the cost of securing two appraisal reports in the amounts of \$7,062.50 and \$9,831.00, both including HST, for a total of \$16,893.50.

Financial Impact

Revenue generated by the sale and temporary easement to Metrolinx in the amount of \$1,806,490.00 is to be deposited to the gain or loss on disposal of assets account (570165-28351) and will be transferred to the Tax Capital Reserve Account (33121). Metrolinx will be required to pay any applicable Land Transfer Tax, HST, legal fees pursuant to the Fees and Charges Bylaw as well as any registration fees associated with this purchase. Metrolinx has also agreed to reimburse the City for the cost of securing two appraisal reports in the total amount of \$16,893.50, including HST and these monies will be deposited into Prepaid Land Sale Expense Account (125137). Since the proceeds from the sale are being transferred directly to the Tax Capital Reserve Account, there is no impact to the Operating and Capital budgets. In the event that Metrolinx purchases all or a portion of the lands identified as Part 3, 43R-37870, the additional funds will be deposited to the gain or loss on disposal of assets account (cost centre #28351, account #570165) and will be transferred to the Tax Capital Reserve Account (33121).

Conclusion

In order to address Metrolinx' requirements at the HuLRT Port Credit station, it is recommended that the lands identified as Part 1 on Reference Plan 43R-39134, be declared surplus to City requirements, that the lands identified as Part 1 on Reference Plan 43R-39134, save and except Part 3 on Reference Plan 43R-37870, be sold to Metrolinx, that lands identified as Part 2 on Reference Plan 43R-39134 and as Part 3 on Reference Plan 43R-37870, be provided to a temporary basis to Metrolinx, with Metrolinx having the option to purchase the lands identified as Part 3, 43R-37870 if, as part of the construction of the HuLRT, it is necessary for Metrolinx to construct infrastructure.

Attachments

Appendix 1: Approximate Location of Subject Lands: Queen Street (closed) road allowance.

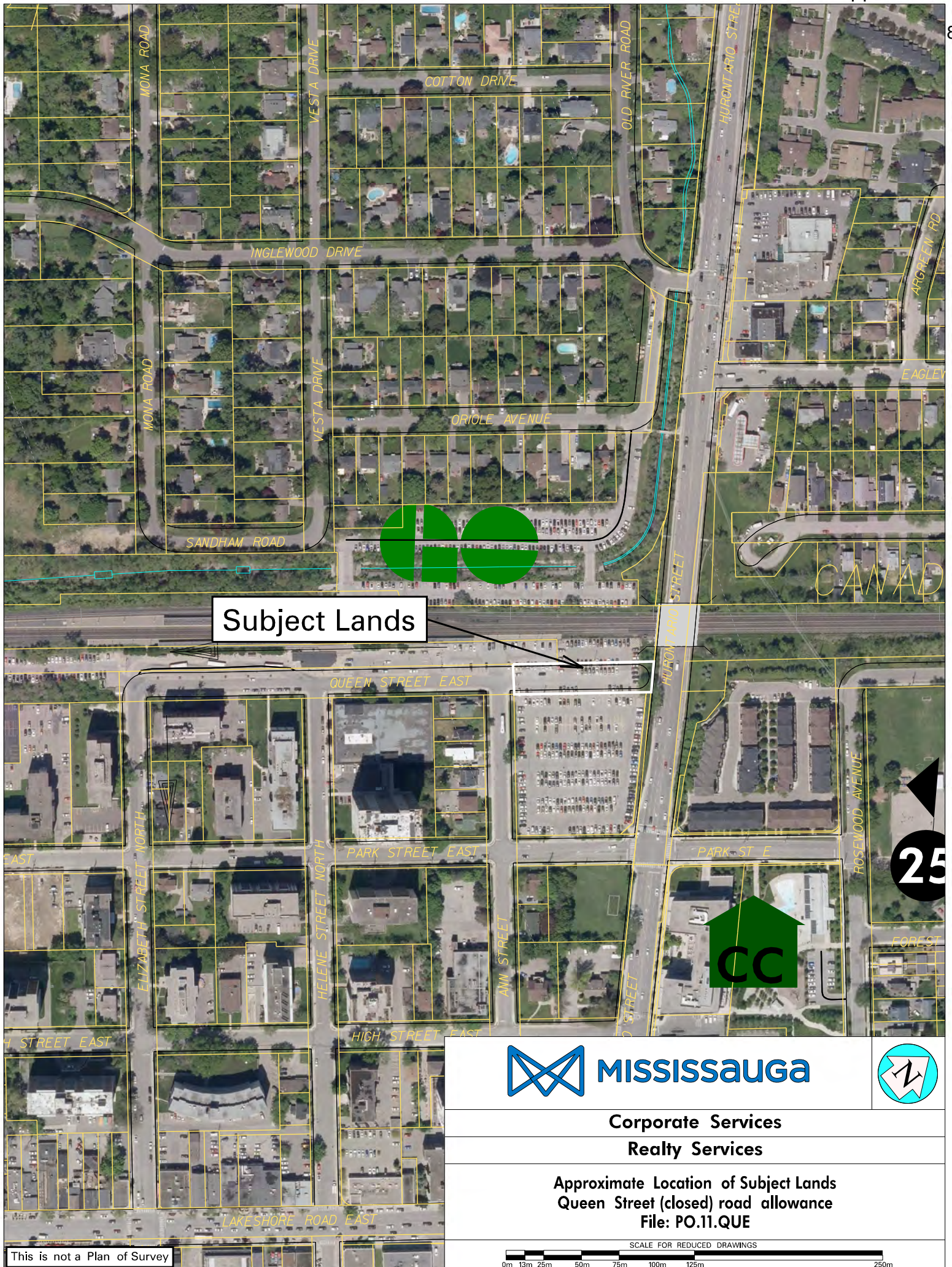
Appendix 2: Reference Plan 43R-39134 identifying lands to be declared surplus as Part 1, lands to be sold as part of Part 1 and lands subject to a Temporary Easement as Part 2.

Appendix 3: Reference Plan 43R-43R-37870 identifying lands subject to both a Temporary Easement and Option to Purchase as Part 3.



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

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



REPORT 2 - 2020

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Environmental Action Committee presents its second report for 2020 and recommends:

EAC-0006-2020

That the deputation and associated presentation by Melanie Zakarian, Statistician, Planning Strategies with respect to the Census Hub be received for information.

(EAC-0006-2020)

EAC-0007-2020

That the deputation and associated presentation by John MacKinnon, Natural Areas & One Million Tree Program Coordinator, Woodlands & Natural Areas with respect to the 2019 One Million Trees Review be received for information.

(EAC-0007-2020)

EAC-0008-2020

That the deputation and associated presentation by Heliya Babazadeh-Oleghi, Environmental Outreach Coordinator with respect the 2020 Earth Days be received for information.

(EAC-0008-2020)

EAC-0009-2020

1. That the deputation and associated presentation by Pujita Verma, EAC Member with respect to the Adopt-A-Park Initiative be received for information.
2. That the Environmental Action Committee selected the proposed dates of April 18, August 22, and October 17, 2020 at 10:00AM to participate in the Adopt-A-Park Clean-Up Program.
 - a. That the April 18, 2020 Adopt-A-Park Clean Up be located at the R.K. McMillan Park along the banks of the Cooksville Creek from Lakeshore Road to Lake Ontario.
 - b. That the locations of the August 22 and October 17, 2020 proposed Adopt-A-Park Clean-up dates be determined at a future date.

(EAC-0009-2020)

EAC-0010-2020

1. That Carina Suleiman and Shazerah Qureshi, Environmental Action Committee Student Members have been selected to present on the Committee's Progress and Achievements outlined in the Environmental Action Committee Work Plan to Members of Council at the June 10, 2020 General Committee.
2. That the Environmental Action Committee Work Plan be approved as discussed at the March 3, 2020 Environmental Action Committee meeting.

(EAC-0010-2020)

REPORT 2 - 2020

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Road Safety Committee presents its second report for 2020 and recommends:

RSC-0009-2020

That the Distracted Driving Campaign Strategy as presented by Communications staff on February 25, 2020 be approved as amended to include both the City of Mississauga logo and the Vision Zero logo on all creative tactics.

(RSC-0009-2020)

RSC-0010-2020

1. That the email from Jojo Chua, resident dated December 19, 2019 titled "A letter to the mayor" regarding Pedestrian Education be received; and
2. That Councillor Saito, Chair of the Road Safety Committee respond via a formal letter regarding the work of the Committee as it relates to the request.

(RSC-0010-2020)

RSC-0011-2020

That Councillor Saito, Chair, Road Safety Committee and Tony Power, Vice-Chair, Citizen Member, Road Safety Committee be directed to prepare an application for submission to the Ministry of Transportation to nominate the Road Safety Committee for the Road Safety Achievement Awards.

(RSC-0011-2020)

RSC-0012-2020

That Transportation and Works staff be directed to order additional "Please Slow Down" lawn signs as approved in 2019 and that the Road Safety Promotional Subcommittee review the design of the signs for approval in 2021.

(RSC-0012-2020)