
General Committee

Date: February 12, 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 (Chair)
Councillor Ron Starr	Ward 6
Councillor Dipika Damerla	Ward 7
Councillor Matt Mahoney	Ward 8
Councillor Pat Saito	Ward 9
Councillor Sue McFadden	Ward 10
Councillor George Carlson	Ward 11

Contact

Allyson D'Ovidio, Legislative Coordinator, Legislative Services
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General Committee Index - February 12, 2020

1. **CALL TO ORDER**

2. **APPROVAL OF AGENDA**

3. **DECLARATION OF CONFLICT OF INTEREST**

4. **PRESENTATIONS**

- 4.1 Item 8.1 Nav Bhatia, Nav Bhatia Superfan Foundation to present a cheque to the City of Mississauga with respect to sponsorship of the Paul Coffey Basketball Court (Ward 5)

5. **DEPUTATIONS**

- 5.1 Douglas Hancock, President, Mississauga Heritage with respect to an update, the 60th Anniversary of Heritage Mississauga and a publication launch in celebration of Black History Month

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 Paul Coffey Basketball Court Sponsorship (Ward 5)
- 8.2 Traffic By-law 555-00 – Definition of Unlicensed Vehicle
- 8.3 Proposed Parking Regulation Change - Camberwell Drive (Ward 10)
- 8.4 Parking Prohibition – Lorne Park Road (Ward 2)
- 8.5 Lower Driveway Boulevard Parking – Coldstream Road (Ward 8)
- 8.6 Lower Driveway Boulevard Parking – Gant Crescent (Ward 6)
- 8.7 Parking Prohibition Removal – Hollow Oak Terrace (Ward 2)
- 8.8 Delegation of Authority- Acquisition, Disposal, Administration and Lease of Land and Property – July 1st, 2019 to December 31st, 2019

- 8.9 Designation of a Cooksville Business Improvement Area (BIA) (Ward 7)
- 8.10 2020 List of Official Openings and Events
- 8.11 Annual Report on Commodity Price Hedging Agreements for 2019 (Electricity and Natural Gas)
- 8.12 Renewal of the Investigator Services Agreement with Local Authorities Services Limited with respect to closed meeting investigation services

9. ADVISORY COMMITTEE REPORTS

- 9.1 Traffic Safety Council Report 1 - 2020 - January 29, 2020
- 9.2 Road Safety Committee Report 1 - 2020 - January 28, 2020
- 9.3 Environmental Action Committee Report 1 - 2020 - February 4, 2020
- 9.4 Governance Committee Report 1 - 2020 - January 28, 2020

10. MATTERS PERTAINING TO REGION OF PEEL COUNCIL

11. COUNCILLORS' ENQUIRIES

12. OTHER BUSINESS/ANNOUNCEMENTS

13. CLOSED SESSION - Nil

14. ADJOURNMENT

City of Mississauga Corporate Report



Date: January 16, 2020

To: Chair and Members of General Committee

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

Originator's files:

Meeting date:
February 12, 2020

Subject

Paul Coffey Basketball Court Sponsorship (Ward 5)

Recommendation

That the Corporate Report dated January 16, 2020 from the Commissioner of Community Services, entitled "Paul Coffey Basketball Court Sponsorship (Ward 5)", be received for information.

Report Highlights

- The Paul Coffey Park re-development Phase 1 includes relocation of the tennis courts, bocce court reconstruction, addition of a Leash-free zone, cricket pitch upgrades and basketball court re-development.
- Phase 1 is scheduled to begin construction in 2020.
- The Nav Bhatia Superfan Foundation is dedicated to building and re-surfacing basketball courts across Canada.
- The Nav Bhatia Superfan Foundation has committed \$150,000 towards upgrading the courts at Paul Coffey Park and will provide programming opportunities to youth in the Community at these courts.
- A sponsorship agreement between the City of Mississauga and the Nav Bhatia Superfan Foundation will be executed by the Commissioner of Community Services under the authority delegated by Council, to capture the ongoing commitment to programming and court upgrades.

Background

In 2019, staff in Community Services finalized the Paul Coffey Master Plan. Phase 1 of the Master Plan includes a relocation of the tennis court, bocce court reconstruction, addition of Leash-free zone, cricket pitch upgrades and basketball court re-development. The planned re-

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construction of the basketball courts currently includes provision for asphalt court replacement, expanded basketball play area and fence replacement.

In December 2019 City Staff met with representatives from Nav Bhatia's Superfan Foundation to discuss potential sponsorship of the planned basketball courts at Paul Coffey Park. The discussion centred on sponsorship funds to be used to upgrade the planned court re-construction to include colour coating, seating area with umbrella seating, player benches, decorative fence wrap, the addition of 3vs3 court line painting. The Sponsor's foundation colours of red, grey and black will be included in the court colour design as well as up to three logos of key funders of the Foundation.

In addition to providing a financial commitment to the basketball courts, Nav Bhatia Superfan Foundation expressed an interest in ensuring the courts are animated and committed to programming the courts through the Nav Bhatia Superfan Foundation's annual Superfan Summer Tournaments and other Nav Bhatia Superfan Foundation events throughout the duration of the agreement.

Present Status

In January 2020, staff met with the Nav Bhatia Superfan Foundation to confirm details. A sponsorship agreement will be executed by the Commissioner of Community Services in accordance with City By-Law No. 0183-2012.

Staff will work with representatives from the Nav Bhatia Superfan Foundation through the detailed design process of the Paul Coffey Park Re-Development to ensure the court upgrades are reflected in the design and construction.

Comments

The Nav Bhatia Superfan Foundation is committed to building and resurfacing basketball courts across Canada.

When Nav Bhatia first arrived in Canada he settled in Malton. He rented a basement apartment for \$300 a month at the time and has expressed that he felt like the luckiest person on earth as he was in a safe country. Nav began his personal and career journey not far from Paul Coffey Park. It was an exciting time for Nav and his wife as they became integral members of the Malton community.

Canada gave Nav Bhatia and his family a new life but Malton gave them their first start. These upgraded courts will be a symbol of inclusion and like Nav has set out to do, a place where basketball can bring the community together and provide a positive outlet for children in the neighborhood.

Strategic Plan

Participation in this initiative supports the Connect Pillar within the Strategic Plan.

Financial Impact

There are no financial impacts resulting from the recommendations in this report. Funds received from the Superfan Foundation's sponsorship will be used for upgrades to the basketball court redevelopment project at Paul Coffey Park. The gross budget for PN 20311 Major Park Redevelopment - Paul Coffey Park Phase 1 will be increased by \$150,000 which will be offset by a recovery budget of \$150,000. There is no net financial impact to the City.

Conclusion

The Nav Bhatia Superfan Foundation has committed \$150,000 toward the improvement of the basketball courts at Paul Coffey Park and on-going programming. A sponsorship agreement will be executed.



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

Prepared by: Jodi Robillos, Director, Parks, Forestry and Environment

City of Mississauga

Corporate Report



Date: January 10, 2020 To: Chair and Members of General Committee From: Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works	Originator's files:
	Meeting date: February 12, 2020

Subject

Traffic By-law 555-00 – Definition of Unlicensed Vehicle.

Recommendation

That a by-law be enacted to amend the Traffic By-Law 555-00, as amended, to include a definition for “unlicensed vehicle,” as outlined in the report from the Commissioner of Transportation and Works, dated January 10, 2020, entitled “Traffic By-law 555-00 – Definition of Unlicensed Vehicle”.

Background

Traffic By-Law 555-00, as amended (“the By-law”), includes parking prohibitions for unlicensed vehicles; however, the term “unlicensed” is not defined in the By-Law:

- Section 7(13) No person shall park a vehicle on a highway which is immobile or unlicensed for the current year;
- Section 15(5) No person shall park a heavy vehicle on a highway, which is immobile or unlicensed for the current year.

In accordance with the By-Law, parking enforcement officers currently issue penalty notices to immobile or unlicensed vehicles.

Comments

An amendment to the By-Law will eliminate any uncertainty regarding the meaning of “unlicensed vehicle”.

A jurisdictional scan indicates that eight surrounding municipalities define the term “unlicensed vehicle” or “approved motor vehicle” in their applicable by-Laws.

R.R.O. 1990 Regulation 628 (Vehicle Permits) of the *Ontario Highway Traffic Act* states at Section 6(2):

- “Evidence of validation for a permit shall be affixed to a number plate for the vehicle in accordance with this Regulation, and the portion of the evidence of validation not intended for the number plate may be affixed in the appropriate space provided on the permit for the vehicle.”

To be consistent with the above provision, and to eliminate any uncertainty regarding the meaning of unlicensed vehicle in the By-law, it is recommended that the By-law be amended by adding the following definition:

“Unlicensed Vehicle means a motor vehicle that does not have a number plate displayed or does not have evidence of the current validation of the permit affixed to one of the number plates in a manner prescribed by the Highway Traffic Act.”

Financial Impact

There are no financial impacts resulting from the recommendations in this report.

Conclusion

An amendment to the By-Law will eliminate any uncertainty regarding the meaning of “unlicensed vehicle”.

Attachments

Appendix 1: Jurisdictional Scan – Unlicensed Vehicle Definitions



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

Prepared by: Camille McKay, Manager Parking Enforcement

Jurisdictional Scan – Unlicensed Vehicle Definitions

Jurisdiction	Unlicensed Vehicle Definition
Ontario	<p>Violations as to number plates</p> <p>Highway Traffic Act https://www.ontario.ca/laws/statute/90h08#BK40</p> <p>12(3) For the purpose of subsection (2), “number plate” includes, (a) a number plate bearing a requested number, (b) evidence of validation, (c) a permit, and</p>
Mississauga	<p>Traffic By-Law 555-00</p> <p>PARKING</p> <p>7. No person shall park a vehicle on a highway, (13) which is immobile or unlicensed for the current year;</p> <p>(Page 8-9)</p> <p>NO STOPPING, PARKING AND STANDING OF HEAVY VEHICLE</p> <p>15. No person shall park a heavy vehicle on a highway, (5) which is immobile or unlicensed for the current year;</p> <p>(Page 11-12)</p> <p><i>* No definition of “immobile” or “unlicensed”</i></p>
Brampton	<p>Traffic By-Law 93-93</p> <p>Part 6- Parking, Stopping and Standing UNLICENSED VEHICLES</p> <p>⁶⁵55. (1) No person shall park a motor vehicle on a highway or on municipal property unless: (a) there exists a currently validated permit for the vehicle issued pursuant to the <i>Highway Traffic Act</i> and its regulations; (b) number plates issued in accordance with the <i>Highway Traffic Act</i> and its regulations are displayed on the vehicle in the manner prescribed by the <i>Highway Traffic Act</i> and its regulations; and (c) evidence of the current validation of the permit is affixed to one of the number plates or to the rear mini-plate, if applicable, in the manner prescribed in the <i>Highway Traffic Act</i> and its regulations.</p> <p>(Page 28)</p>

Burlington	<p>Traffic By-Law 86-2007 Parking and Idling By-Law 39-2016</p> <p>Part 8- Parking and Stopping on a Highway</p> <p>33. Parking Prohibitions Unless specifically permitted by other provisions of this By-Law or permitted by Authorized Signs, no person shall Park any Vehicle at any time on any Highway: 17. If that Vehicle is un-plated or immobile;</p> <p>(By-Law 39-2016 Page 21-22)</p>
Hamilton	<p>Parking-On-Street By-Law 01-218</p> <p>Parking Time Limit Exemption</p> <p>10. (1) In this section: (a) "approved motor vehicle" means: (i) a passenger vehicle bearing valid Ontario License plates;</p> <p>(Page 15)</p> <p>PERMIT PARKING REGULATOINS</p> <p>11. (1) In this section: (a) "approved motor vehicle" means: (i) a passenger vehicle bearing valid Ontario License plates;</p> <p>(Page 18)</p> <p><i>* No definition as to what a "valid Ontario License plate is"</i></p>
Kitchener	<p>Traffic By-Law 2007-138</p> <p>Part II – Definitions</p> <p>Unlicensed Vehicle means a motor vehicle that does not have a current validation sticker visibly affixed to its licence plate.</p> <p>(Page 5)</p>
London	<p>Traffic and Parking By-Law- PS-113</p> <p>Definitions</p> <p>"Unlicensed Vehicle" means a motor vehicle that does not have a number plate displayed or does not have current validation of a vehicle permit affixed to the number plate, in the manner prescribed in the Highway Traffic Act;</p> <p>(Page 10)</p>

Markham	<p>Parking Control By-Law 2005-188</p> <p>Definitions</p> <p>“Inoperative vehicle” means a vehicle that is in a wrecked, discarded, dismantled or in an abandoned condition, and includes a vehicle that does not display a valid license plate; (Page 6)</p> <p>“Unauthorized Motor Vehicle” means a motor vehicle that does not have affixed thereto a current permit or provincial license plate identifying the vehicle as one operated by a physically handicapped person; (Page 8)</p>
Toronto	<p>Chapter 950 Traffic and Parking</p> <p>ARTICLE IV Parking, Stopping, Standing § 950-400. General stopping and parking regulations.</p> <p>D. No person shall on any highway park any vehicle: (10) Unless there are displayed on the vehicle, in the manner prescribed by law: (a) number plates issued in accordance with the provisions of the Highway Traffic Act, showing the number of the permit issued by the Province of Ontario for the vehicle and there is affixed to a number plate displayed on the vehicle, in the prescribed manner, evidence of the current validation of the permit; or (b) number plates issued in accordance with the laws of another jurisdiction and there is affixed to the number plate displayed on the vehicle, in the prescribed manner of that jurisdiction, evidence of the current validation of the permit, where so required by that jurisdiction. (Page 19-20)</p>
Town of Collingwood	<p>Parking By-Law 03-62</p> <p>Part I – Definitions</p> <p>ff) “Unlicensed Vehicle” means a vehicle that does not have a number plate displayed or does not have current validation of a vehicle permit affixed to the number plate, in the manner prescribed in the Highway Traffic Act, as amended. (Amendment By-Law No. 2016-070) (Page 3)</p>

City of Mississauga Corporate Report



Date: January 28, 2020

To: Chair and Members of General Committee

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

Originator's files:
MG.23.REP
RT.10.Z57

Meeting date:
February 12, 2020

Subject

Proposed Parking Regulation Change - Camberwell Drive (Ward 10)

Recommendation

That a by-law be enacted to amend the Traffic By-law 555-00, as amended, to change the recently implemented parking prohibition from the south side of Camberwell Drive to the north side of the roadway, between Terranova Drive/Equestrian Crescent and Castlepark Drive/Equestrian Crescent, as outlined in the report from the Commissioner of Transportation and Works, dated January 28, 2020 and entitled "Proposed Parking Regulation Change - Camberwell Drive (Ward 10)".

Background

Currently, parking is permitted for a maximum of five hours on the north side of Camberwell Drive, and prohibited on the south side of Camberwell Drive between Terranova Drive/Equestrian Crescent and Castlepark Drive/Equestrian Crescent. A location map is attached as Appendix 1.

A petition was presented to Councillor McFadden's office by local residents of Camberwell Drive requesting a change to the recently implemented parking prohibition from the south side of Camberwell Drive to the north side of the roadway, between Terranova Drive/Equestrian Crescent and Castlepark Drive/Equestrian Crescent.

Comments

To determine the level of support to change the existing parking prohibition from the south side of Camberwell Drive to the north side of the roadway, between Terranova Drive/Equestrian Crescent and Castlepark Drive/Equestrian Crescent, a parking questionnaire was distributed to the affected residents at the request of Councillor McFadden's office.

A total of 38 questionnaires were delivered and 10 (26%) were returned; 8 (80%) supported the change to the existing parking prohibition from the south side to north side, and 2 (20%) were opposed. Since greater than 66% of the total respondents support the change to the existing parking prohibition, the Transportation and Works Department support the change to the existing parking prohibition from the south side of Camberwell Drive to the north side of the roadway. The Ward Councillor supports the proposal for the parking prohibition change.

Financial Impact

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

Conclusion

Based on the results of questionnaire, the Transportation and Works Department could support the change to the existing parking prohibition from the south side of Camberwell Drive to the north side of the roadway, between Terranova Drive/Equestrian Crescent and Castlepark Drive/Equestrian Crescent.

Attachments

Appendix 1: Location Map – Proposed Parking Regulation Change – Camberwell Drive (Ward 10)



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

Prepared by: Wasan Yonan, C.E.T., Traffic Operations Technician

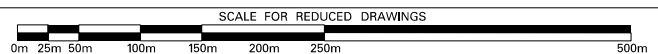


MISSISSAUGA



**Transportation and Works
Traffic Mgmt & Municipal Parking**

**Proposed Parking Regulation Change
Camberwell Drive
(Ward 10)**



City of Mississauga Corporate Report



Date: January 28, 2020

To: Chair and Members of General Committee

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

Originator's files:
MG.23.REP
RT.10.Z-9

Meeting date:
February 12, 2020

Subject

Parking Prohibition – Lorne Park Road (Ward 2)

Recommendation

That a by-law be enacted to amend the Traffic By-law 555-2000, as amended, to implement a parking prohibition on the east side of Lorne Park Road, between Lakeshore Road West and Queen Street West/Albertson Crescent from May to August, as outlined in the report from the Commissioner of Transportation and Works, dated January 28, 2020 entitled "Parking Prohibition – Lorne Park Road (Ward 2)".

Background

The Transportation and Works Department received a request through the Ward Councillor's office with respect to review the feasibility of prohibiting parking on one side of Lorne Park Road, between Lakeshore Road West and Queen Street West/Albertson Crescent, from May to August.

Currently, parking is permitted for a maximum of five hours on both sides of Lorne Park Road, between Lakeshore Road West and Queen Street West/Albertson Crescent. A location map is attached as Appendix 1.

Comments

To determine the level of support for the proposed parking prohibition on the east side of Lorne Park Road, between Lakeshore Road West and Queen Street West/Albertson Crescent, from May to August, a parking questionnaire was distributed to the affected residents.

A total of 37 questionnaires were delivered and 11 (30%) were returned; 8 (73%) supported the implementation of a parking prohibition and 3 (27%) were opposed. Since greater than 66% of the total respondents support the proposed parking prohibition, the Transportation and Works Department recommends implementing a parking prohibition on the east side of Lorne Park

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Originators files: MG.23.REP

RT.10.Z-9

Road, between Lakeshore Road West and Queen Street West/Albertson Crescent, from May to August. The Ward Councillor supports the proposal for the parking prohibition.

Financial Impact

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

Conclusion

Based on the results of the questionnaire, the Transportation and Works Department supports the implementation of a parking prohibition on the east side of Lorne Park Road, between Lakeshore Road West and Queen Street West/Albertson Crescent, from May to August.

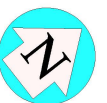
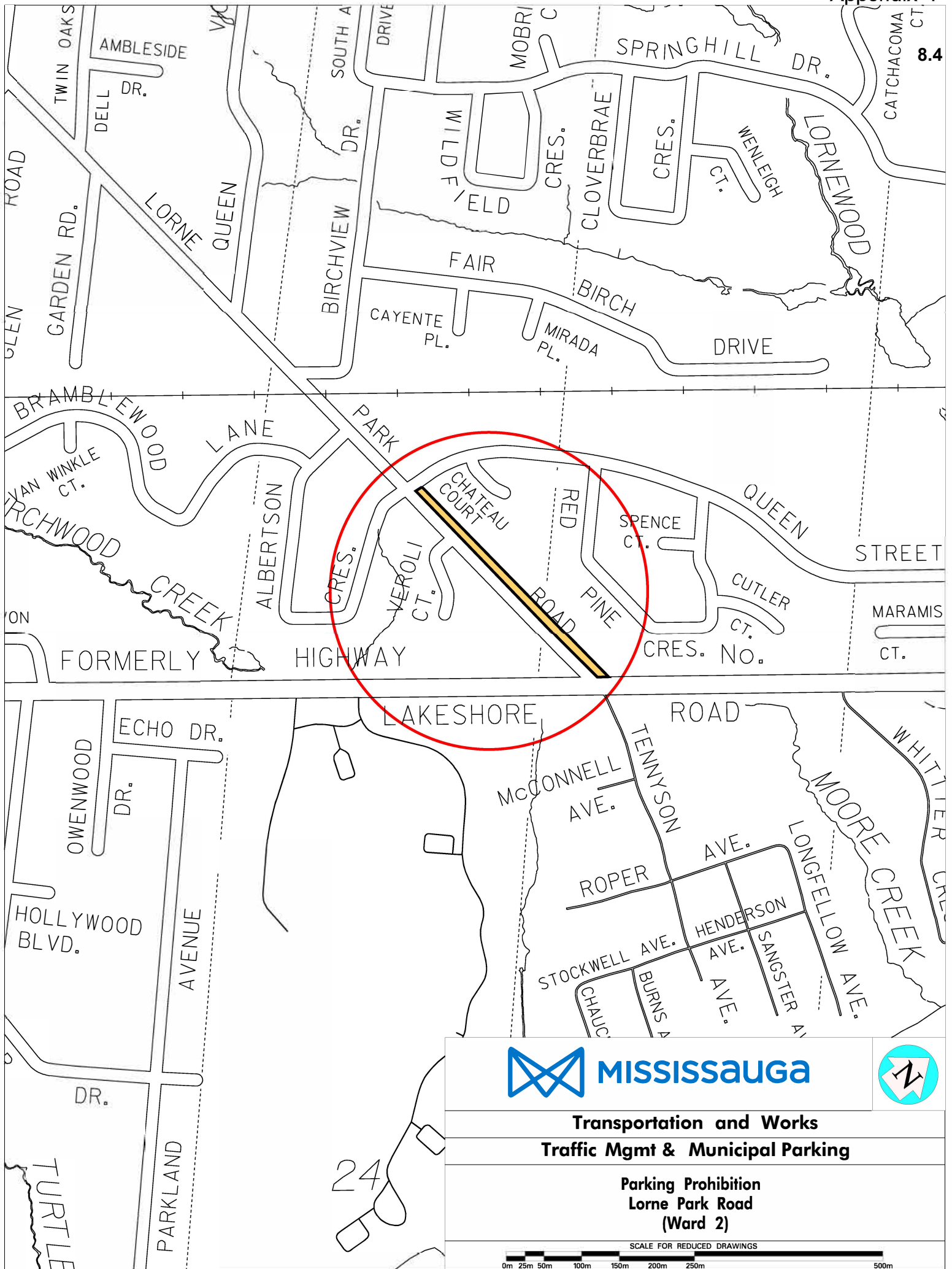
Attachments

Appendix 1: Location Map – Parking Prohibition – Lorne Park Road (Ward 2)



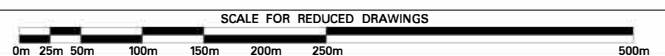
Geoff Wright, P. Eng., MBA, Commissioner of Transportation and Works

Prepared by: Wasan Yonan, C.E.T., Traffic Operations Technician



Transportation and Works
Traffic Mgmt & Municipal Parking

Parking Prohibition
Lorne Park Road
(Ward 2)



City of Mississauga Corporate Report



Date: January 28, 2020

To: Chair and Members of General Committee

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

Originator's files:
MG.23.REP
RT.10.Z-59

Meeting date:
February 12, 2020

Subject

Lower Driveway Boulevard Parking – Coldstream Road (Ward 8)

Recommendation

That a by-law be enacted to amend the Traffic By-law 555-00, as amended, to implement lower driveway boulevard parking between the curb and sidewalk, at any time on the north side of Coldstream Road where the sidewalk exists, as outlined in the report from the Commissioner of Transportation and Works dated January 28, 2020, entitled "Lower Driveway Boulevard Parking – Coldstream Road (Ward 8)".

Background

The Transportation and Works Department received a completed petition from an area resident with respect to the feasibility of implementing lower driveway boulevard parking on Coldstream Road. Lower Driveway Boulevard parking between the curb and sidewalk is currently prohibited on Coldstream Road. A location map is attached as Appendix 1.

Comments

To determine the level of support for lower driveway boulevard parking between the curb and sidewalk, a parking questionnaire was distributed to the residents of Coldstream Road.

A total of 24 questionnaires were delivered and 7 (29%) were returned; 7 (100%) supported the implementation of lower driveway boulevard parking and 0 (0%) were opposed. Since greater than 66% of the total respondents support lower driveway boulevard parking, the Transportation and Works Department recommends implementing lower driveway boulevard parking between the curb and sidewalk, at any time on the north side of Coldstream Road where the sidewalks exist.

The Ward Councillor supports the proposal for lower driveway boulevard parking. The existing on-street parking regulations will be maintained.

General Committee

2020/01/28

2

Originators files: MG.23.REP

RT.10.Z-59

Financial Impact

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

Conclusion

Based on the results of the questionnaire, the Transportation and Works Department supports lower driveway boulevard parking between the curb and sidewalk, on the north side of Coldstream Road where the sidewalk exists.

Attachments

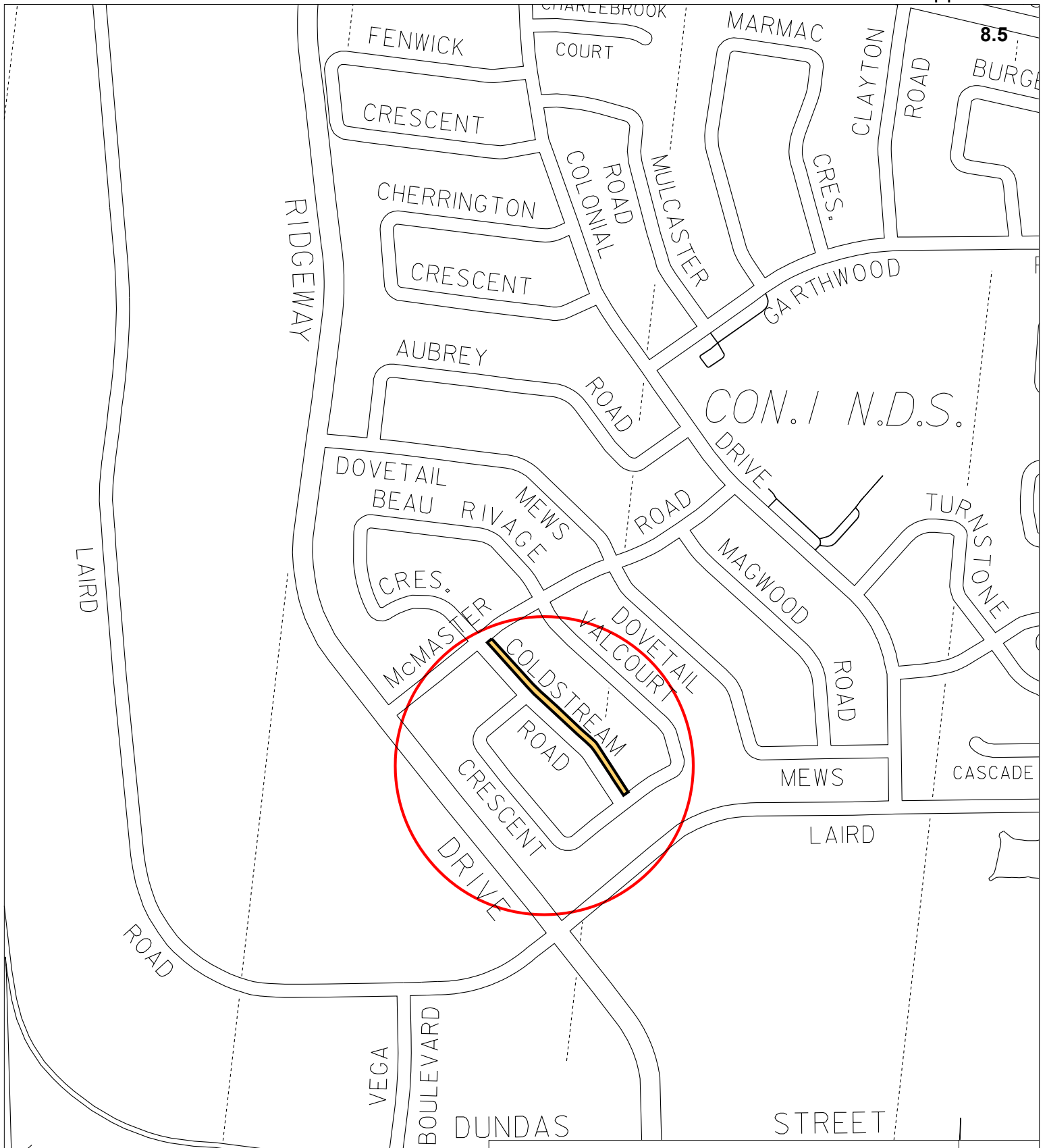
Appendix 1: Location Map - Lower Driveway Boulevard Parking – Coldstream Road.



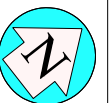
Geoff Wright, P. Eng., MBA, Commissioner of Transportation and Works

Prepared by: Wasan Yonan, C.E.T., Traffic Technician

8.5



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**Transportation and Works
Traffic Mgmt & Municipal Parking**

**Lower Driveway Boulevard Parking
Coldstream
(Ward 8)**

SCALE FOR REDUCED DRAWINGS



City of Mississauga Corporate Report



Date: January 28, 2020

To: Chair and Members of General Committee

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

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

Meeting date:
February 12, 2020

Subject

Lower Driveway Boulevard Parking – Gant Crescent (Ward 6)

Recommendation

That a by-law be enacted to amend the Traffic By-law 555-00, as amended, to implement lower driveway boulevard parking between the curb and sidewalk, at any time on the west and east side (outer circle) of Gant Crescent, where the sidewalk exists as outlined in the report from the Commissioner of Transportation and Works, dated January 28, 2020, entitled "Lower Driveway Boulevard Parking – Gant Crescent (Ward 6)".

Background

The Transportation and Works Department received a completed petition from an area resident with respect to the feasibility of implementing lower driveway boulevard parking on Gant Crescent. Lower Driveway Boulevard parking between the curb and sidewalk is currently prohibited on Gant Crescent. A location map is attached as Appendix 1.

Comments

To determine the level of support for lower driveway boulevard parking between the curb and sidewalk, a parking questionnaire was distributed to the residents of Gant Crescent.

A total of 38 questionnaires were delivered and 9 (24%) were returned; 7 (78%) supported the implementation of lower driveway boulevard parking and 2 (22%) were opposed. Since greater than 66% of the total respondents support lower driveway boulevard parking, the Transportation and Works Department recommends implementing lower driveway boulevard parking between the curb and sidewalk, at any time on west and east side (outer circle) of Gant Crescent where the sidewalks exist.

The Ward Councillor supports the proposal for lower driveway boulevard parking. The existing on-street parking regulations will be maintained.

Financial Impact

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

Conclusion

Based on the results of the questionnaire, the Transportation and Works Department supports lower driveway boulevard parking between the curb and sidewalk, on west and east side (outer circle) of Gant Crescent where the sidewalk exists.

Attachments

Appendix 1: Location Map - Lower Driveway Boulevard Parking – Gant Crescent.



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

Prepared by: Wasan Yonan, C.E.T., Traffic Technician

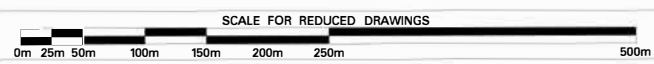


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**Transportation and Works
Traffic Mgmt & Municipal Parking**

**Lower Driveway Boulevard Parking
Gant Crescent
(Ward 6)**



City of Mississauga

Corporate Report



Date: January 28, 2020

To: Chair and Members of General Committee

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

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

Meeting date:
February 12, 2020

Subject

Parking Prohibition Removal – Hollow Oak Terrace (Ward 2)

Recommendation

That a by-law be enacted to amend The Traffic By-law 555-00, as amended, to remove the parking prohibition on both sides of Hollow Oak Terrace from a point 45 metres east of Clarkson Road North and the east limit of the roadway as outlined in the report from the Commissioner of Transportation and Works, dated January 28, 2020, entitled "Parking Prohibition Removal – Hollow Oak Terrace (Ward 2)".

Background

The Transportation and Works Department is in receipt of a request from area residents, through the Councillor's office, with regard to the existing parking prohibition on both sides of Hollow Oak Terrace. Currently, parking is prohibited on both sides of Hollow Oak Terrace.

Comments

To determine the level of support for the parking prohibition removal on both sides of Hollow Oak Terrace, a parking questionnaire was distributed to the residents of Hollow Oak Terrace. Eleven (11) questionnaires were delivered and 9 (82%) were returned; 9 (100%) supported the parking prohibition removal and 0 (0%) were opposed.

Since greater than 66% of the total respondents support the removal of the parking prohibition, the Transportation and Works Department supports removing the existing parking prohibition on both sides of Hollow Oak Terrace from a point 45 metres east of Clarkson Road North and the east limit of the roadway.

The Ward Councillor supports the proposal for the parking prohibition removal.

Financial Impact

Costs for the signage removal can be accommodated in the 2020 Operating Budget.

Conclusion

The Transportation and Works Department supports removing the existing parking prohibition on both sides of Hollow Oak Terrace from a point 45 metres east of Clarkson Road North and the east limit of the roadway.

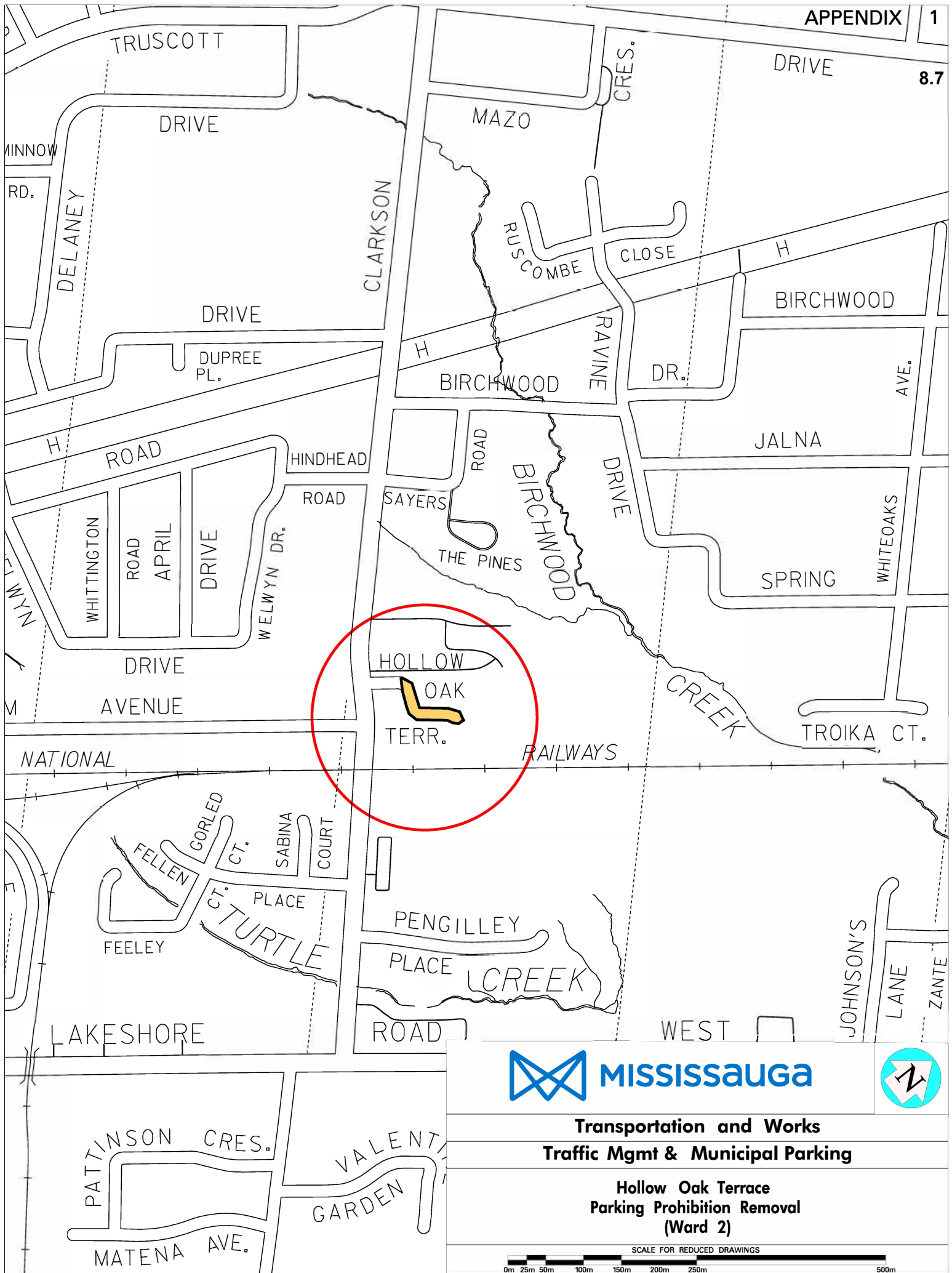
Attachments

Appendix 1: Location Map - Parking Prohibition Removal – Hollow Oak Terrace (Ward 2)



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

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



City of Mississauga Corporate Report



Date: January 27, 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:
CA.11.DEL

Meeting date:
February 12, 2020

Subject

Delegation of Authority- Acquisition, Disposal, Administration and Lease of Land and Property – July 1st, 2019 to December 31st, 2019.

Recommendation

That the report dated January 27, 2020 from the Commissioner of Corporate Services and Chief Financial Officer entitled, "Delegation of Authority - Acquisition, Disposal, Administration and Lease of Land and Property – July 1, 2019 to December 31, 2019", be received for information.

Background

The Delegation of Authority By-law 0148-2018, approved by Council on July 4, 2018, provides delegated authority for the approval and execution of real estate agreements. Sections 3 and 4 of the by-law provides delegated authority to approve and conclude real property transactions at four staff levels; Manager, Director, Commissioner and City Manager, depending on the value of the transaction.

<u>Value of Transaction</u>	<u>Designated Approval Authority</u>
\$100,000 or less (including leases)	Manager, Realty Services (the "Manager")
\$100,001 to \$250,000 (including leases)	Director, Facilities and Property Management (the "Director")
\$250,001 to \$500,000 (including leases)	Commissioner of Corporate Services and Chief Financial Officer (the "Commissioner")
\$500,001 to \$1,000,000 (\$2,000,000 for leases)	City Manager and Chief Administrative Officer (the "City Manager")

Delegated authority to approve and conclude real estate transactions is subject to the provisions outlined in Corporate Policy No. 05-04-01, Acquisition and Disposal of Real Property. Prior to the completion of any real estate transaction, all criteria of the Policy and Delegation of Authority

By-law must be met. Sections 3.5 and 4.6 of the Delegation of Authority By-law 0148-2018, require that the exercise of Delegated Authority be reported to Council on a semi-annual basis. This report covers the real property transactions which were completed under this delegation by-law in the second half of 2019.

Comments

During the period of July 1, 2019 to December 31, 2019, a total of 47 real estate matters were approved under Delegated Authority By-law 0148-2018. A breakdown of these matters is as follows:

- Acquisitions – Land: 2
- Disposals- Land: 6
- Acquisitions- Easements: 3
- Disposals - Easements: 2
- Leases, Licenses and Other Agreements (City Use): 13
- Leases, Licenses and Other Agreements (Third Party Use): 18
- Administrative Matters - 3

In addition to the above noted transactions, three (3) easement transactions were completed with the Region of Peel under the Easement Protocol By-law 0296-2007, three (3) encroachment agreements were executed pursuant to the Encroachment By-law 0057-2004 and one agreement was executed pursuant to Delegated Authority By-law 0120-2019.

Financial Impact

A breakdown of the financial implications of the real estate transactions for the period of July 1, 2019 to December 31, 2019 is shown on Appendices 1-5 of this report.

Prior to transaction approval, where applicable, Realty Services staff has confirmed with Financial Services staff that the appropriate funds are available in the budget. The availability of funds is a condition and requirement for approval under delegated authority.

Conclusion

This report is forwarded for information pursuant to Delegation of Authority By-law 0148-2018. Realty Services confirms that all transactions approved under delegation of Authority for the period of July 1, 2019 to December 31, 2019 are in compliance with the Delegation of Authority By-law 0148-2018, Corporate Policy No. 05-04-01, and the Notice By-law 215-2008, as amended, where applicable.

Attachments

Appendix 1: Acquisition of Land and Easements - July 1, 2019 to December 31, 2019

Appendix 2: Disposition of Land and Easements - July 1, 2019 to December 31, 2019

Appendix 3: Leases, Licenses and other Agreements (City Use) - July 1, 2019 to December 31, 2019

Appendix 4: Leases, Licenses and other Agreements (Third Party Use) - July 1, 2019 to December 31, 2019

Appendix 5: Administrative Matters – July 1, 2019 to December 31, 2019



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

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

Acquisition of Land and Easements- July 1 to December 31, 2019				
File Number	Approved By	Date of Approval	Report	Total Consideration
PO.12.ELA	Manager, Realty Services	7/2/2019	Authority to Execute an Easement Conveyance Agreement between Susan Clara Eccles and Christopher Patrick Batte, collectively the Vendor, and Mississauga, the Purchaser – 1488 Elaine Trail, part of the Cooksville Creek Erosion Project (Ward 1)	Legal fees up to a maximum of \$5,000.
PO.12.GLE	Manager, Realty Services	7/8/2019	Easement Conveyance Agreement between Peel Condominium Corporation NO.107 (PCC 107), and Mississauga, to purchase a portion of the PCC 107 lands for the installation and operation of traffic signals at the intersection of Shelter Bay Road and Glen Erin Drive, Mississauga (Ward 9)	Nominal plus payment of legal fees to a maximum of \$4,000.00 plus closing costs
PO.10.GLE	Manager, Realty Services	10/9/2019	Agreement of Purchase and Sale between Her Majesty the Queen in Right of Ontario, as represented by the Minister of Government and Consumer Services and Mississauga, to purchase property which is part of Glen Erin Drive (Ward 8)	\$51,750.00, plus all associated costs

Appendix 1

Acquisition of Land and Easements

File: CA.11.DEL

PO.10.DIX	Manager, Realty Services	10/16/2019	Indemnity Agreement between the Peel and Mississauga, to provide for the payment by Mississauga of any required costs to secure lands and easements from Ontario Infrastructure and Lands Corporation for Peel, as required in connection with construction of the Mississauga Transitway in the City of Mississauga (Wards 3, 4 and 5).	\$ 350,085 plus all associated costs including legal fees
PO.12.BRE	Manager, Realty Services	10/23/2019	Authority to Execute a Temporary Easement Agreement between Pure Metal Galvanizing ULC and Mississauga - Torbram Road Grade Separation Project (Ward 5)	\$78,162.00 plus payment of reasonable legal fees

Appendix 2

Disposition of Land and Easements

File: CA.11.DEL

Disposition of Land and Easements- July 1 to December 31, 2019				
File Number	Approved By	Date of Approval	Report	Total Consideration
PO.11.SIR	Manager, Realty Services	07/18/2019	Agreement of Purchase and Sale between Bonnie Braithwaite-Lee, Barbara Cathy Braithwaite and The Estate of Katherine Braithwaite and Mississauga to dispose of City lands adjacent to 731 Sir Richard's Road (Ward 7).	\$58,816.00 plus legal fees
PO.11.ANN	Manager, Realty Services	8/26/2019	Agreement of Purchase and Sale between Anthony Piccolo and Stefanie Sposato and Mississauga to dispose of City lands on Annelyn Court adjacent to 2563 Old Carriage Road (Ward 7)	\$9,427.00 plus payment of all closing costs
PO.16.DIX	Manager, Realty Services	09/17/19	Easement Encroachment Agreement between Mississauga and the Regional Municipality of Peel for a concrete sidewalk at the Burnhamthorpe Library	Nominal
PO.11.UTL	City Manager	10/10/2019	Sale of Surplus City-owned lands identified as Part 3 on Reference Plan 43R-38055, south side of Utley road, portion of former Willow Glen Public School Property Ward 2	\$605,000.00 plus HST less real estate commission of \$12,100.00

Appendix 2

Disposition of Land and Easements

File: CA.11.DEL

PO.11.UTL	City Manager	10/10/2019	Sale of Surplus City-owned lands identified as Part 5 on Reference Plan 43R-38055, south side of Utley Road, portion of former Willow Glen Public School Property (Ward 2).	\$605,000.00 plus HST less real estate commission of \$12,100.00
PO.11.UTL	Manager, Realty Services	10/10/2019	Sale of Surplus City-owned lands identified as Part 7 on Reference Plan 43R-38055, south side of Utley Road, portion of former Willow Glen Public School Property (Ward 2).	\$605,000.00 plus HST less real estate commission of \$12,100.00
PO.16.ARG	Manager, Realty Services	10/29/2019	Authority to execute an Assumption Agreement with First Gulf FMC 3 Limited, Sun Life Assurance Company of Canada and 2476 Argentia Road, Mississauga Holdings Inc. to assign the Easement Encroachment Agreement at 2476 Argentia Road to 2476 Argentia Road Mississauga Holdings Inc. (Ward 9)	Nominal
PO.11.PRE	Manager, Realty Services	12/20/2019	Agreement of Purchase and Sale between Trans-Northern Pipelines Inc. and Mississauga to dispose of City lands on a portion of Premium Way and a portion of Dickson Road (Ward 7).	\$59,150.00 plus legal fees

Appendix 3

Leases, Licenses and other Agreements (City Use)

File: CA.11.DEL

Leases, Licenses and other Agreements (City Use) - July 1 to December 31, 2019

File Number	Approved By	Date of Approval	Report	Total Consideration
PO.13.GOR	Manager, Realty Services	07/04/2019	Consent to Enter Agreement, Construction Staging and Parking, Westwood Mall Holdings Limited, 7205 Goreway Drive (Ward 5)	Nominal
PO.13.ARG	Manager, Realty Services	07/04/2019	Consent to Enter Agreement, Construction and Staging Area, and Access Route, 574199 Ontario Inc., 2570-2590 Argyle Road (Ward 7)	Nominal
PO.13.ARG	Manager, Realty Services	8/26/2019	Authority to execute a Facility Crossing Agreement between Mississauga (the "Grantee") and TransCanada Pipelines Limited (the "Grantor") to allow the City to construct a conduit with fibre optic cable over a pipeline within the Argentia Road right-of-way (Ward 9)	Nominal
PO.13.MIS	Manager, Realty Services	8/22/2019	Consent to Enter Agreement between the City of Mississauga and Mississauga Golf & Country Club for rehabilitation of storm sewers, outfall channels and culverts at 1725 Mississauga Road (Ward 8)	Nominal

Appendix 3

Leases, Licenses and other Agreements (City Use)

File: CA.11.DEL

PO.13.ONE	Manager, Realty Services	8/22/2019	Consent to Enter Agreement between Mississauga and Louis and Carmela Borges for rehabilitation of storm sewers, outfall channels and culverts at 2174 Oneida Crescent (Ward 8)	Nominal
PO.13.CIT	Manager, Realty Services	8/29/2018	Licence Agreement, SQ1 Food Hall Limited Partnership, "Taste of Mississauga" Cookbook by Hiba Abdallah, Open Museum Public Programming, 100 City Centre Drive - Square One Shopping Centre (Ward 4)	Nominal
PO.13.MEA	Manager, Realty Services	08/29/2019	Second extension of Pylon Sign Agreement, dated December 21, 2009, between Mississauga and First Capital (Meadowvale) Corporation, for certain premises at Meadowvale Town Centre (Ward 9).	Nominal
PO.13.LAK	Manager, Realty Services	09/05/2019	Consent to Enter Agreement between Mississauga and Christ Church First, 151 Lakeshore Road West (Ward 1)	Nominal
PO.13.LAK	Manager, Realty Services	9/20/2019	Consent to Enter Agreement between Mississauga and The Pentecostal Assemblies of Canada, 157 Lakeshore Road West (Ward 1)	Nominal

Appendix 3

Leases, Licenses and other Agreements (City Use)

File: CA.11.DEL

PO.13.MEA	Manager, Realty Services	09/25/2019	Non-Profit Agreement, MiWay Five Public Information Centre, First Capital (Meadowvale) Corporation, Meadowvale Town Centre, (Ward 9)	Nominal
PO.13.SOU	Manager, Realty Services	10/25/2019	Consent to Enter Agreement between Mississauga and Screo I Dixie Outlet Mall Inc. at 1250 South Service Road. (Ward 1)	Nominal
PO.13.QUE	Manager, Realty Services	12/04/2019	Tri-Party Lease Agreement between Late Bloom Ltd., and Mirna Tesolin and Mississauga to permit the City to lease a portion of the privately owned property at 220 and 222 Queen Street (Ward ??)	63% of net revenue to the City
PO.13.LAK	Manager, Realty Services	12/18/2019	Consent to Enter Agreement between Mississauga and First Capital (Meadowvale) Corporation, pathway lighting along Lake Aquitaine Trail (P-130) to Meadowvale Town Centre (Ward 9)	Nominal

Appendix 4

Leases, Licenses and other Agreements (Third Party Use)
File: CA.11.DEL

Leases, Licenses and other Agreements (Third Party Use) - July 1 to December 31, 2019				
File Number	Approved By	Date of Approval	Report	Total Consideration
PO.13.DIX	Manager, Realty Services	7/15/2019	Authority to Execute a Consent to enter Agreement with Peel to grant the Region temporary access to City lands identified as 6616 Dixie Road (Ward 5)	Nominal
PO.13.IMP	Manager, Realty Services	7/15/2019	Consent to Enter Agreement, Imperial Oil Limited, Waterdown to Finch Pipe Replacement, Archaeological Surveys (Wards 3, 4, 6, 8)	\$45,000.00 plus HST
PO.13.IMP	Manager, Realty Services	7/15/2019	Consent to Enter Agreement, Imperial Oil Limited, Waterdown to Finch Pipe Replacement, Tree Inventory and Fish Study (Wards 3, 4, 6, 8)	\$2,123.00 plus HST.
PO.13.IMP	Manager, Realty Services	7/15/2019	Consent to Enter Agreement, Imperial Oil Limited, Waterdown to Finch Pipe Replacement, Borehole, Archaeological and Geotechnical Investigations (Wards 6, 8)	\$13,800.00 plus HST

Appendix 4

Leases, Licenses and other Agreements (Third Party Use)
File: CA.11.DEL

PO.13.CRE	Manager, Realty Services	7/30/2019	Consent to Enter Agreement with Her Majesty the Queen in Right of the Province of Ontario, as Represented by the Minister of Transportation for the Province of Ontario, 6545 Creditview Road, known as the Harris Farm (Ward 11)	Nominal
PO.13.GLE	Manager, Realty Services	8/12/2019	Consent to Enter Agreement for the Regional Municipality of Peel to enter on City owned lands located on the west side of Glen Erin Drive, south of Highway 403 (Ward 8)	Nominal
PO.13.ROS	Manager, Realty Services	8/26/2019	Authority to execute a Consent to Enter Agreement with Peel to grant the Region access to City lands identified as PIN 13461-0133 (Ward 1)	Nominal
PO.13.LAK	Manager, Realty Services	8/19/2019	Lease Agreement with Port Credit Business Improvement Area, 105 Lakeshore Road West, Port Credit Lighthouse (Ward 1)	\$83,511.15 (incl. HST)

Appendix 4

Leases, Licenses and other Agreements (Third Party Use)
File: CA.11.DEL

PO.13.DIX	Manager, Realty Services	07/15/2019	Authority to execute a Consent to Enter Agreement with Peel to grant temporary access to City lands identified as 6616 Dixie Road (Ward 5)	Nominal
PO.13.CEN	Manager, Realty Services	10/10/2019	License Agreement between Her Majesty the Queen in Right of Ontario, as represented by the Minister of Government and Consumer Services, Metrolinx, and Mississauga, to license a portion of the property known as Centre View Drive off-ramp, (Hurontario at Rathburn), Mississauga (Ward 4).	Nominal
PO.13.WAT	Manager, Realty Services	10/25/2019	Authority to execute a Consent to Enter Agreement with Peel to grant the Region access to City lands identified as PIN 13488-2453 (Ward 2)	Nominal
PO.13. ENO	Manager, Realty Services	10/31/2019	Consent to Transfer of Control and Amendment of Sublease with 2016169 Ontario Inc. (o/a "Blyth Academy") and Blyth Academy Inc., 850 Enola Avenue, Ward 1	Increase in security deposit to \$18,362.50

Appendix 4

Leases, Licenses and other Agreements (Third Party Use)
File: CA.11.DEL

PO.13 CIT	Manager, Realty Services	11/05/2019	Lease Renewal and Amending Agreement, Sheridan College Institute of Technology and Advanced Learning, Work Place Daycare Centre at 300 City Centre Drive (Ward 4)	Nominal
PO.13.CIT	Manager, Realty Services	11/05/2019	License Agreement between Metrolinx and The Corporation of the City of Mississauga, to license a portion of the property known as 100 City Centre Drive, off ramp, (City Centre Drive at Rathburn), Mississauga (Ward 4).	Nominal
PO.13. STA	Manager, Realty Services	11/11/2019	Lease Agreement – Framed by Design Ltd., for space at 40 Stavebank Road (Port Credit Memorial Arena (Ward 1)	\$7,863.08 plus HST
PO.13.ENO	Manager, Realty Services	11/26/2019	License Agreement with Tetra Society of North America for the Premises at 875 Enola Avenue (Ward 1)	\$5,400.00 (inclusive of HST)

Appendix 4

Leases, Licenses and other Agreements (Third Party Use)
File: CA.11.DEL

PO.13. MAV	Manager, Realty Services	11/05/2019	Consent to Enter Agreement between Metrolinx and Astral Media Outdoor L.P. as represented by its general partner Astral Media Outdoor Inc., to access a portion of the public works yard, known municipally as 3280 Mavis Road, Mississauga (Ward 6).	\$2,123.00 (plus HST) and legal fees \$859.00 (plus HST)
PO.13.EAS	Manager, Realty Services	11/20/2019	Consent to Enter Agreement with Peel for temporary access over a portion of City lands between Eastgate Parkway and Fieldgate Drive (Ward 3)	Nominal

Administrative Matters- July 1 to December 31, 2019				
File Number	Approved By	Date of Approval	Report	Total Consideration
PO.13.ENO	Manager, Realty Services	10/2/2019	Application to the Committee of Adjustment for a minor variance to: (a) treat 875 Enola Avenue and 850 Enola Avenue as one for parking lot purposes; and (b) to allow Private School as a permitted use for 875 Enola Avenue (Ward 1)	Nominal
PO.13.MIS	Manager, Realty Services	7/26/2019	Application to the Committee of Adjustment for a Minor Variance – City of Mississauga for a Community Garden on City owned lands located at 4415 Mississauga Road (Ward 8)	Nominal
PO.13.CIT	Manager, Realty Services	12/12/2019	Estoppel Certificate, Morguard Corporation and MCC Ontario Limited for the Leased Premises at 201 City Centre Drive (Ward 4)	Nominal

City of Mississauga Corporate Report



Date: January 22, 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:
CD.05 - COO

Meeting date:
February 12, 2020

Subject

Designation of a Cooksville Business Improvement Area (BIA) (Ward 7)

Recommendation

1. That the creation of the Cooksville Business Improvement Area (BIA) and Governance Structure as outlined in the Corporate Report dated January 22, 2020 from the Commissioner of Corporate Services and Chief Financial Officer, be approved.
2. That all necessary bylaws be enacted including the Designation and Governance by-laws.

Report Highlights

- On November 20, 2019, Council adopted Recommendation GC-0607-2019 to endorse the intention to enact a by-law to establish the boundaries of the Cooksville BIA
- Given that the City Clerk did not receive objections from at least one-third of persons representing the taxes levied within the 60 days prescribed in the notice, the City is now permitted to enact a by-law to designate Cooksville BIA.
- A governance by-law has also been developed to assist the Cooksville BIA with establishing clear processes and procedures for its future operations.
- A map of the area included in the Cooksville BIA is included in Appendix 3.

Background

On November 20, 2019, City Council adopted recommendation GC-0607-2019 to endorse the intention to enact a by-law to establish the boundaries of the Cooksville BIA. A copy of the associated Corporate Report is attached in Appendix 1.

In accordance with the *Municipal Act, 2001* (“the Act”), a notice of intention to pass a by-law for the Cooksville BIA was sent to all persons within the proposed boundary area (Appendix 2) who, on the last returned assessment role, was assessed for rateable property that is in a prescribed business property class. It is the responsibility of the property owners to provide a copy of the notice to their tenants within 30 days after the notice is mailed. The notice stated that written objections must be received by the deadline of January 21, 2020.

Comments

Summary of Objections Received During Notice Period

Upon completion of the objection period of sixty (60) days as set out in the Act, a total of six (6) objections were received by the City Clerk. These objections were received from tenants and owners of business properties within the proposed Cooksville BIA boundary who represent approximately 4.1% of the tax base within the BIA area. The lack of objections indicates support for the establishment of a Cooksville BIA.

Given that the City Clerk did not receive objections from at least one-third of persons representing the taxes levied within the 60 days prescribed in the notice, the City is now permitted to enact a by-law to designate Cooksville BIA.

Designation By-law

In accordance with the Act, municipalities have the ability to enact by-laws to designate a BIA.

The Cooksville BIA will be centred on the intersection of Hurontario and Dundas Streets. It extends along Hurontario Street from Floradale Drive in the south, to the train line and lands around the Cooksville GO Station in the north; and along Dundas Street from Confederation Parkway in the west, to Cawthra Road in the east.

The boundaries for the BIA are set out in Appendix 3.

Governance By-law

In accordance with the Act, municipalities have the ability to enact by-laws with respect to the governance structure of local boards including BIAs. Therefore, staff have developed a Governance By-law to assist the Cooksville BIA with establishing clear processes and procedures for its future operations.

Board of Directors

The by-law includes the following key provisions relating to the Board of Directors:

- The Board will be composed of a minimum of 7 directors to a maximum of 12 directors. This is in line with other BIA compositions in Mississauga.
- Council shall select at least one director to the Board, which shall be the ward Councillor.
- The BIA members will select the remaining directors, who must be members of the BIA or a representative of a member. The by-law sets out a clear process for nominating and voting on directors.
- Council is responsible for approving all appointments to the Board, and may refuse to appoint a person selected by the members.
- Council can remove a director from the Board at any time. Mechanisms are also in place for the Board to recommend Council remove a director.
- The Board shall be responsible for selecting a chair, vice-chair, secretary, treasurer from the directors on the Board.
- The Board may appoint an executive director to administer delegated duties, who shall not be a member of the BIA.
- The term of a director aligns with the term Council.

The Cooksville BIA will be forming half way through the current term of Council. The new Board will need to be quickly established and have a budget in place by the end of March 2020, at the latest, to be able to collect a levy for its first year of operations. In future years, the Cooksville BIA will follow the schedule set out by the City in providing their budget by early February. Given this limited timeline, the by-law allows Council to approve a composition that is below the minimum number of 7 for the first term only. Council may also appoint additional directors (if needed) to ensure that the Board has the requisite expertise to exercise its duties.

Financial processes and reporting:

The by-law includes the following key provisions relating to the Board's financial management:

- The Board shall prepare and submit financial records and reports in line with requirements set by the by-law and the City's Finance Department.
- Council is responsible for approving the annual budget of the Board.
- The City's auditor is the auditor for the Board.
- The Board has limitations on its spending and the debts it can incur.
- The Board must establish a policy for all procurement processes.

Establishing procedures and policies:

The by-law includes the following key provisions relating to the Board establishing clear and transparent procedures and processes:

- This by-law shall act as the basis of the Board's governance structure. Once established the Board can set additional procedures and policies so long as they do not conflict with the standards set in the by-law, or other relevant municipal codes and/or pieces of legislation.
- All conflicts of interest must be declared in line with the *Municipal Conflict of Interest Act, 1990*.
- The BIA will engage the City through its BIA liaison in the Community Services Department. The Cooksville BIA Board will also establish a key contact for engaging the City.

Overall, enacting this Governance By-law represents a best practice approach to establishing a BIA. All of the by-law's requirements are in line with the powers of the Act, and have been developed with consideration for other by-laws adopted by Ontarian municipalities (e.g. City of Toronto, City of Hamilton and City of London) to support successful governance of their respective BIAs. Staff will also be working with the City's four other BIAs to determine the applicability and value of bringing this type of by-law to support BIA governance city-wide.

Financial Impact

There is no financial impact to the City, all costs associated with supporting the Cooksville BIA are covered within existing operating budgets.

Conclusion

In accordance with the Act, the City Clerk deems that it is valid for City Council to enact the Designation By-law and the Governance By-law for the Cooksville BIA.

In moving forward the BIA liaison from Community Services will be the key point of contact for the Cooksville BIA, they will provide ongoing assistance and support as it pertains to the group's understanding of and compliance with this by-law and for directing them to other City resources.

General Committee

2020/02/12

5

Originators files: CD.05 - COO

Attachments

- Appendix 1: Corporate Report for General Committee, dated October 31, 2019
Report titled: Establishment of a Cooksville Business Improvement Area (BIA) in Ward 7
- Appendix 2: Notice of Intention to Designate the Cooksville BIA
- Appendix 3: Detailed Map of Cooksville BIA Area



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

Prepared by: Angie Melo, Legislative Coordinator

City of Mississauga Corporate Report



Date: 10/31/2019

To: Chair and Members of General Committee

From: Andrew Whittemore, M.U.R.P., Commissioner of
Planning and Building

Originator's files:
CD.05-COO

Meeting date:
11/13/2019

Subject

Establishment of a Cooksville Business Improvement Association (BIA) in Ward 7

Recommendation

1. That the report titled "Establishment of a Cooksville Business Improvement Association (BIA) in Ward 7" dated October 31, 2019, from the Commissioner of Planning and Building, be received.
2. That the City Clerk gives notice of Council's intention to enact a by-law to establish the Cooksville BIA to every person that is in a prescribed business class, within the proposed BIA boundary (Appendix 2), in accordance with the *Municipal Act, 2001*.
3. That Council direct staff to continue to provide technical support to the BIA Steering Committee during the statutory establishment process.

Report Highlights

- The Cooksville BIA Steering Committee submitted a letter to Council, dated October 31, 2019, stating their interest in establishing a BIA (Appendix 1). City staff recommend that Council initiate the statutory process required to implement the Cooksville BIA designation.
- A proposed boundary of the Cooksville BIA has been defined and is acceptable to City staff (Appendix 2).
- The Cooksville BIA Steering Committee has proposed a preliminary budget of \$350,000 for its first year of operations (Appendix 3).

Background

On May 27, 2019, Ward 7 Councillor Dipika Damerla hosted a meeting with local businesses to discuss the benefits of a BIA and begin the process of establishing a BIA in Cooksville.

Following this meeting, the Cooksville BIA Steering Committee was formed to develop a boundary, goals, objectives and a preliminary budget for a future BIA in Cooksville. The Steering Committee met six times between June and October, 2019.

The Steering Committee also engaged the local business community to build support for a BIA in Cooksville. Notably, they hosted two community meetings (October 23 and 28, 2019) to present their proposal to form a BIA. The Steering Committee advertised these community meetings through an area wide mail-out, signage in a local parkette and canvassing of local businesses.

The City received a formal request from the Steering Committee to establish a BIA on October 31, 2019.

Legislative Requirements

The process for designating a BIA and establishing its board of management is outlined in the *Municipal Act, 2001* ("the Act").

Notice and By-Law to Designate a BIA

In accordance with the Act, the City must pass a by-law to designate an area as a BIA. Before such a by-law can be passed, notice of Council's intention to pass a by-law must be sent to every person in the proposed BIA who, on the last returned assessment roll, is assessed for rateable property that is in a prescribed business property class.

It is the responsibility of the property owners to provide a copy of the notice to their tenants within 30 days after the notice is mailed. If written objections to the by-law are received within 60 days, signed by at least one-third of the persons entitled to a notice and representing at least one-third of the taxes levied for purposes of the general local municipality levy on rateable property in all prescribed business property classes in the proposed BIA, then the Act prohibits enactment of the by-law. The City Clerk is responsible for determining whether the objection conditions are met.

If the proposal moves ahead, City staff intend to draft a by-law to designate a BIA in Cooksville. The draft by-law would be brought back to Council for approval in early in 2020.

Council to Establish a BIA Board of Management

If the BIA is designated and the by-law is approved, Council would then establish a board of management.

According to the Act, a board of management shall be composed of one or more directors appointed directly by Council and the remaining directors selected by a vote of the membership of the improvement area and appointed by Council. The term of the directors of a board of management is the same as the term of the Council that appointed them.

In addition to approving the composition of the board, the City can establish a code of conduct for a board of management.

Council to Approve BIA Budget

The board of management would be required to prepare a budget for Council's approval.

The Steering Committee has developed a preliminary budget of ~\$350,000 (see appendix 3). The exact cost of this levy to the taxpayer will be determined once the 2020 assessment values have been received and tax rates approved, however it is estimated the levy would be in the order of \$80 to \$110 for every \$100,000 of commercial tax assessment within the BIA area. BIA budgets are audited by the City annually. The BIA levy would be collected from the applicable rateable properties in the prescribed business property classes.

The final 2020 budget submission for the Cooksville BIA will be included in the 2020 Tax Ratios, Rates and Due Dates report for consideration in the Spring 2020.

Comments

City Staff Accept the Proposed BIA Boundary

The proposed BIA boundary is acceptable to City staff. The proposed designation would impact every person that is in a prescribed business class, within the proposed BIA boundary (Appendix 2), in accordance with the *Municipal Act, 2001*.

The proposed area is centred on the intersection of Hurontario and Dundas Streets. It extends along Hurontario Street from Floradale Drive in the south, to the train line and lands around the Cooksville GO Station in the north; and along Dundas Street from Confederation Parkway in the west, to Cawthra Road in the east.

The proposed BIA boundary follows commercial land uses within this area, which generally consist of shopfronts and mixed use plazas, office buildings and several automobile dealerships. It is noted that industrial uses along Hensall Circle were not included in the proposed boundary, as these parcels do not have frontage to Dundas Street and would not likely benefit from streetscape and beautification efforts of a future BIA.

Cooksville would be the City's 5th BIA

There are four BIAs currently operating in the City: Clarkson, Malton, Port Credit and Streetsville.

Some of the key objectives of the Cooksville BIA are: promoting Cooksville as a destination, beautification, safety and increased capacity and coordination among local business community. These are similar to functions performed by other Mississauga BIAs.

The Steering Committee has received technical support from several departments and the Ontario Business Improvement Area Association (OBIAA) in developing this request to establish a BIA.

Financial Impact

There would be no financial impact created by the recommendations.

Conclusion

The proposed Cooksville BIA boundary is acceptable to City staff (Appendix 2).

It is recommended that City Council initiate the statutory process required to implement the Cooksville BIA designation. Specifically, by providing notice of Council's intention to enact a by-law to establish the Cooksville BIA to all affected land and business owners to determine their support for the proposal.

Attachments

- Appendix 1: Letter from the Cooksville Business Improvement Association Steering Committee, dated October 31, 2019
- Appendix 2: Proposed Cooksville BIA Boundary (Map)

Originators file: CD.05-COO

Appendix 3: Preliminary budget for proposed Cooksville BIA



Andrew Whitemore, Commissioner of Planning and Building

Prepared by: Katherine Morton, Manager, Planning Strategies

NOTICE OF INTENTION TO DESIGNATE THE COOKSVILLE BUSINESS IMPROVEMENT AREA (BIA)

Following a meeting hosted by Ward 7 Councillor, Dipika Damerla with local businesses to discuss the benefits of a BIA and to begin the process of establishing a BIA in Cooksville, a Steering Committee was formed to develop a boundary, goals, objectives and a preliminary budget. The Steering Committee hosted two community meetings held on October 23, and 28, 2019. Subsequently, the Steering Committee submitted a formal request to the City on October 31, 2019.

On November 20, 2019, City Council endorsed the intention to enact a by-law to establish the boundaries of the Cooksville BIA (see map). The *Municipal Act*, 2001, S.O. 2001, Chapter 25 requires that notice to the intention to enact the by-law be served to all property owners within the proposed BIA boundary area that pay commercial property taxes. If the by-law is approved, a Cooksville BIA would be created and commercial property owners or their tenants would be obligated to pay a special BIA levy.

In accordance with the *Municipal Act*, notice is hereby given that the Council of the Corporation of the City of Mississauga, at its meeting on February 5, 2020, may adopt a by-law which would establish a Cooksville BIA.

1. Duties of Landowner (in accordance with the *Municipal Act*, 2001)

Each landowner who receives this notice is required to undertake the following within 30 days after the mailing date (**deadline December 22, 2019**);

- a) Give a copy of the notice to each tenant of the property to which the notice relates who is required to pay all or part of the taxes on the property; **and**
- b) Give the Clerk of the Municipality a list of every tenant described in clause (a) above and the share of the taxes that each tenant is required to pay.

If the property owner fails to give notice to the tenants and Clerk, as required under the Act, then the by-law is deemed to be invalid.

2. Objections may be Filed (In accordance with the *Municipal Act*, 2001)

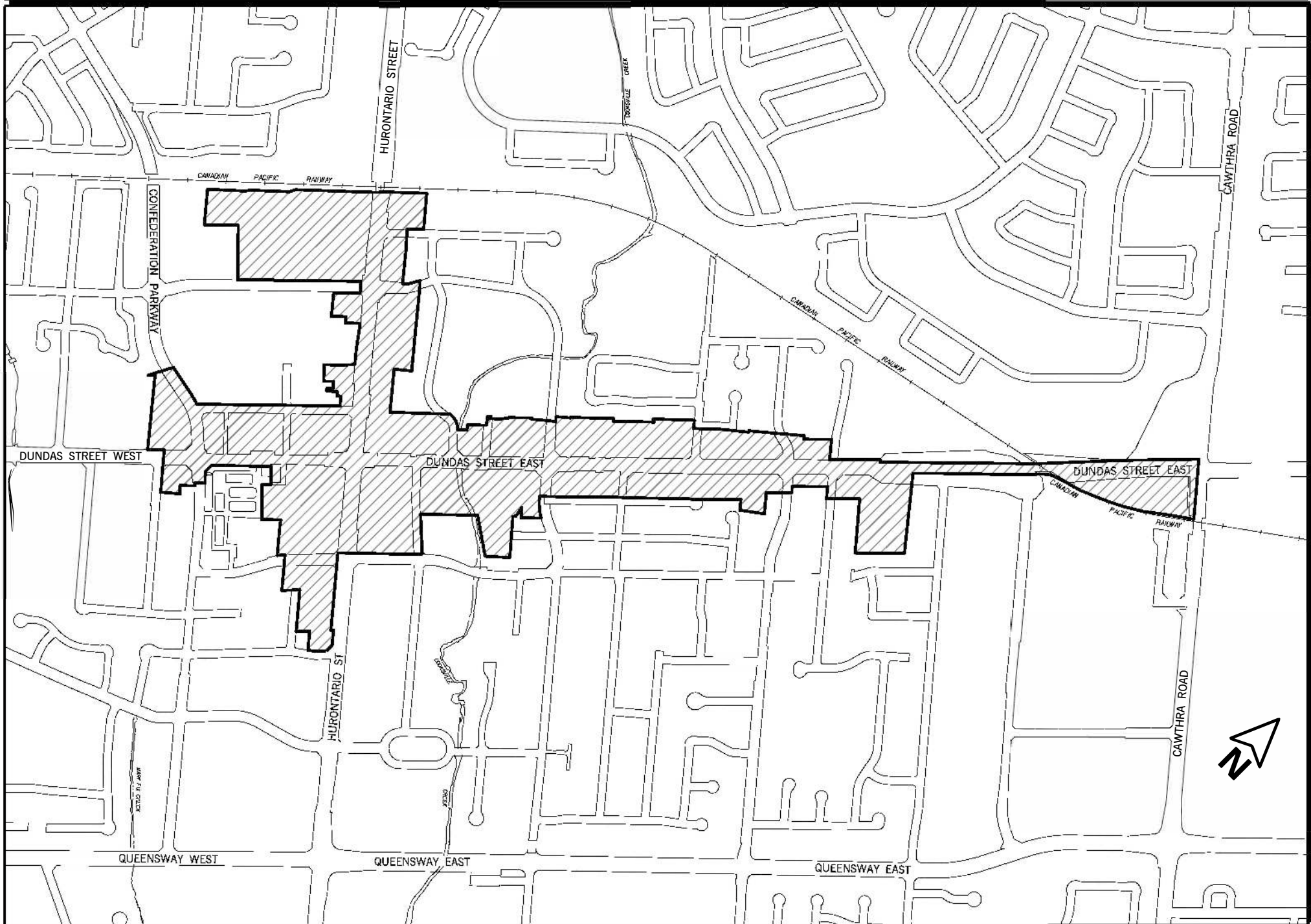
A municipality shall not pass a BIA By-law if:

- (a) written objections are received by the clerk of the City of Mississauga within 60 days after the mailing date of the notices (**deadline January 21, 2020**); **and**
- (b) the objections have been signed by at least one-third of the total number of persons entitled to notice; **and**
- (c) the objectors are responsible for at least one-third of the taxes levied for purposes of the general local municipality levy on rateable property in all prescribed business property classes in the improvement area.

Objections must be filed with the Clerk of the City of Mississauga, Attention: Diana Rusnov, 300 City Centre Drive, Mississauga, L5B 3C1 or city.clerk@mississauga.ca no later than **January 21, 2020**.

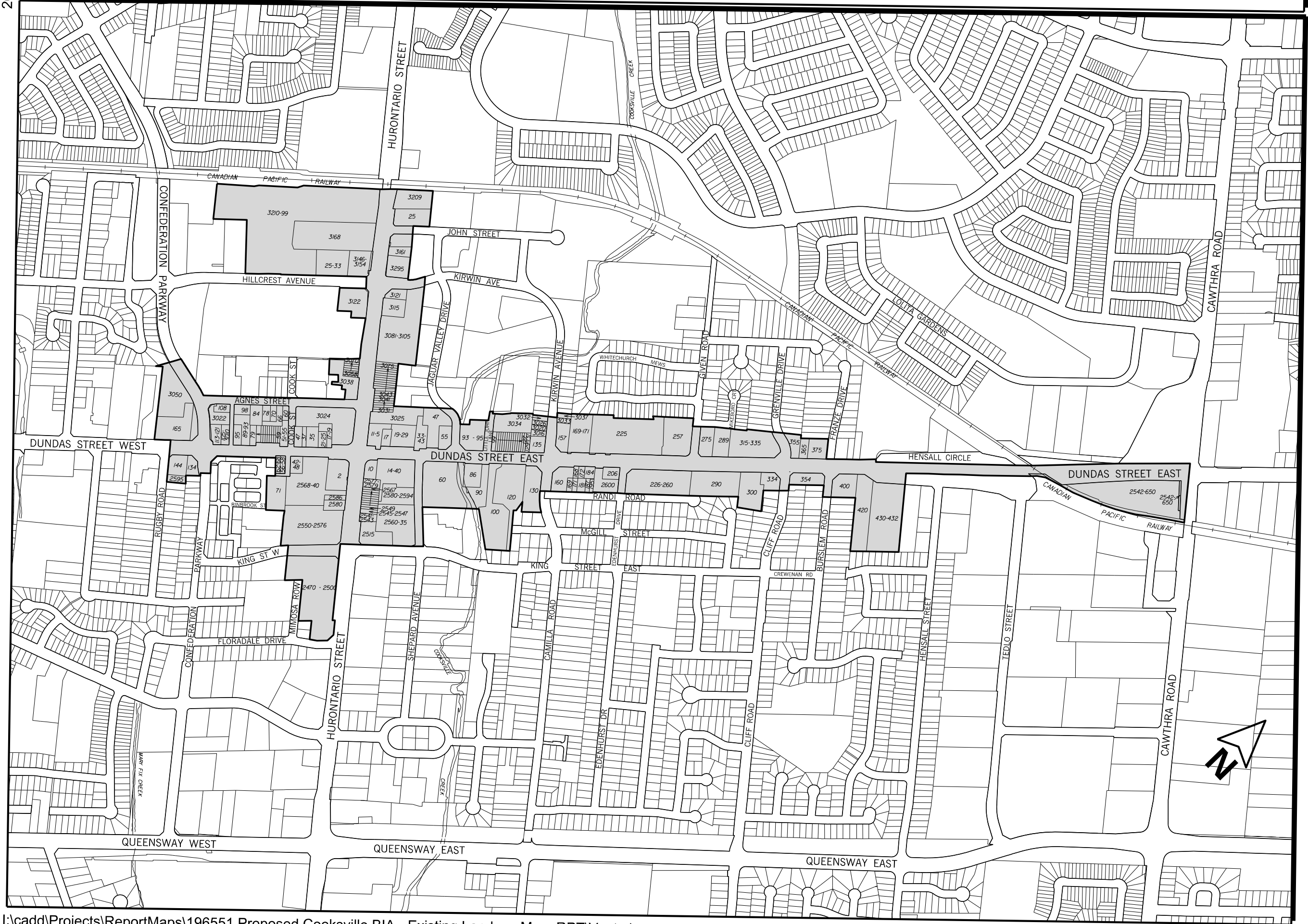
3. Key Dates

- (a) Notice issue dated November 22, 2019
- (b) Duties of Landowner on or before December 22, 2019
- (c) Objections on or before January 21, 2020
- (d) Intention to enact a By-law to Designate Cooksville BIA at City Council on February 5, 2020



PROPOSED COOKSVILLE BUSINESS IMPROVEMENT AREA BOUNDARY

nicolina



City of Mississauga

Corporate Report



Date: January 21, 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:

Meeting date:
February 12, 2020

Subject

2020 List of Official Openings and Events

Recommendation

That the 2020 list of official openings and events and their proposed categories included in the report titled *2020 List of Official Openings and Events* dated January 21, 2020 from the Commissioner of Corporate Services and Chief Financial Officer, be approved.

Report Highlights

- The 2020 official openings and events listed in this report were provided by staff from across the organization and placed into the categories of the Council-approved policy, adopted on December 14, 2016.
- The majority of the 2020 official openings and events are planned for the second and third quarters and include one (1) **Category A: Large Scale Projects with Capital Budgets**; one (1) **Category B: Small Scale Projects with Capital Budgets**; four (4) **Category C: Openings & Events with No Capital Budgets**; five (5) **Category E: Traditional Events**; three (3) **Category F: Ward-Specific events**; and four (4) **Category G: Other events**.
- The LRT Construction Ground Breaking Ceremony is listed as a Category G event, meaning that it is a partnership event where the City of Mississauga is not the lead. The significance of this project is understood and Strategic Communications will work closely with the staff involved to ensure an appropriate ceremony is executed.
- The 2020 list of official openings and events is intended to help manage expectations and establish equitable approaches regarding size, scope and budget for City openings and events.
- Following the same process from 2019, Mayor and Members of Council will be notified by email of any additional 2020 official openings and events as they come forward and will also be provided with confirmed dates for all events listed once they are established.

- As per Council direction in 2018, dedications have been added to the Corporate Policy 06-02-04: Official City Openings/Events. Dedications are now included in Category C: Openings & Events With No Capital Budgets
- To reflect this change, Corporate Policy 06-01-03: City Plaques has also been updated to include dedication plaques.

Background

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

- Large Scale Projects with Capital Budgets
- Small Scale Projects with Capital Budgets
- Openings and Events with No Capital Budgets
- City Hosted Major Sports Tournaments
- Traditional Events
- Ward Specific Events – *out of Scope*
- Other (non-public buildings, or events where the City is not the lead) – *out of scope*

Present Status

Staff continues to use the Council-approved Corporate Policy 06-02-04: Official City Openings/Events when planning all official openings and events. The policy is serving to provide greater clarity for staff and Council regarding size and scope for these events as well as costs for plaques, AV support and event ceremonies/celebrations, when applicable.

As per Council direction, “Dedications” have been added to the Official City Openings/Events policy and are reflected in this corporate report. “Dedication” means attributing part of a facility in honour of an individual (e.g. a room in a community centre or one rink in a multi-pad arena). Dedications are included in Category C openings and events, as outlined below.

To reflect the changes made to the above mentioned policy regarding dedications, Corporate Policy 06-01-03: City Plaques has also been updated with dedication plaques. Wording for such plaques has been included in the updated policy.

There are no dedications planned for 2020.

A. Large Scale Projects with Capital Budgets

- Official Opening Ceremony
- Public Event: city-wide public draw OR Public Event: major public works projects

Capital Budget: funds two separate items –

- plaque / interpretive sign(s) (\$5,000) and
- opening event with an upset spend limit of \$15,000

B. Small Scale Projects with Capital Budgets
<ul style="list-style-type: none"> a. Official Opening Ceremony b. Public Event: local public draw OR Limited Attendance Events <p>Capital Budget: funds two separate items –</p> <ul style="list-style-type: none"> i. plaque / interpretive sign(s) (\$5,000) and ii. opening event with an upset spend limit of \$5,000
C. Openings & Events With No Capital Budgets (anniversaries, re-namings and dedications)
<ul style="list-style-type: none"> a. Official Opening Ceremony (usually requires a small ceremony or photo op, on occasion a larger event might be planned) b. Limited Attendance Events <p>Budget: existing current budgets of business units involved are used to fund the events.</p> <p>It is recommended that spending for events in this category follow the budget for Category B events:</p> <ul style="list-style-type: none"> i. plaque / interpretive sign(s) where applicable (approximately \$5,000) and ii. opening event with an upset spend limit of \$5,000 <p>Re-naming requests, through a Corporate Report to Council, will identify for approval, the total required budget (plaques, interpretive signs, changes to existing way-finding signs, event costs.)</p>
D. City-Hosted Major Sports Tournaments
<p>Major tournaments to include a signed agreement with organizers. Official openings vary in format and style to ensure organizers' needs are met.</p> <p>Budget: Corporate Report to Council requesting permission to hold the event requires a full estimate of opening costs (including staff costs) to be built into the application, and approval for any opening costs.</p>
E. Traditional Events
<p>Includes: Mayor's New Year's Levee, Civic Recognition Evening, Civic Committee Recognition Evening (every 4 years), Canada Day (Mississauga Celebration Square), Remembrance Day (Civic Centre ceremony), Light up the Square, Inaugural Council Meeting (every 4 years)</p> <p>Budget: Funded through Strategic Communications' existing budgets. For events such as Canada Day, Light up the Square and the Mayor's New Year's Levee, some additional costs are borne by Parks and Forestry and/or Mississauga Celebration Square's operating budgets.</p>

F. Ward-Specific Events – Out of Scope

Considered community events where the Council Member's Office is the lead.

Budget: Costs are borne by the Councillor's Office and/or community groups, donations, etc. Staff provides very limited support and only as their capacity allows based on existing work plans; Strategic Communications staff provide only protocol advice.

G. Other – Out of Scope

- a. Openings and events of non-public buildings
- b. Partnership events where the City is not the lead

Budget: Most often there are no costs to the City. In the unusual event that an opening or event in this category requires funds, the request would be made through a report to Council.

Comments

Staff from across the organization identified official openings and events on their radar for 2020. All known official openings and events at the time this report was written are included in the following list.

Where possible, specific dates were included while others include a general time line as the exact date is still being confirmed. Following the same process from 2019, Mayor and Members of Council will be notified by email of any additional 2020 official openings and events as they come forward and will also be provided with confirmed dates for all events listed, once they are established.

2020 List of Official Openings and Events

A. Large Scale Projects with Capital Budgets

In this category, one event is being planned for 2020. This event is large scale, has a city-wide draw and existing capital budget funding, which will be used to an upset limit of \$15,000 for the ceremony and celebration activities. Additional capital funds will be used for any necessary plaques and/or interpretive signage.

1. **Saigon Park Official Opening** - New park and City's largest stormwater pond; will also include unveiling of new permanent public art installation, *A Year in Weather*, by Ferruccio Sardell (Q3)

B. Small Scale Projects with Capital Budgets

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

1. **Fire Station 120 Official Opening** (Q1/Q2)

C. Openings & Events With No Capital Budgets (anniversaries, re-namings and dedications)

Four events are planned in this category. Included further down in the report is a list of anniversaries taking place throughout the City that won't be officially recognized due to the anniversary year. The City officially recognizes the 25th, 50th, 75th and 100th anniversaries and subsequent anniversaries at 25 year intervals of City owned and operated buildings/facilities.

1. **Renaming of Fallingbrook Community Park** (Q2)
2. **Benares Historic House – 25th Anniversary** (Q2)
3. **Streetsville Library – 125th Anniversary** (Timing TBD)
4. **Burnhamthorpe Library – 50th Anniversary** (Timing TBD)

D. Traditional Events

Included in this section are five annual official ceremonies/events organized and executed by the Strategic Communications Division, in partnership with other business areas including Culture.

1. **Civic Recognition Evening** (Q2)
2. **Canada Day** July 1
3. **Remembrance Day** November 11
 - a. **Note:** The Civic Centre ceremony is being reviewed in 2020.
4. **Light Up the Square** November 21
5. **Mayor's New Year's Levee** January 2021

If Members of Council wish to celebrate Canada Day or Remembrance Day separate from the Mississauga Celebration Square event and Civic Centre event respectively, it would be considered a Ward-Specific event and fall within Category F of the Official Openings and Events policy.

E. Ward-Specific Events

Events described below are considered out of scope of "official openings." There are three events noted in this category.

1. **Love Your Library** – Customer appreciation events in libraries in various wards (Q1)
2. **Port Credit Plaque Unveiling** – Led by Ward 1 Councillor Stephen Dasko and Culture Division (Q1/Q2)
3. **Malton Sign Unveiling** – Led by Ward 5 Councillor, Carolyn Parrish and F&PM (Q2/Q3)

F. Other – Out of Scope

Events described below are considered out of scope of "official openings." There are four events noted in this category.

1. **Opening of new bus wash bay in Malton** (Q1)
2. **LRT Construction Ground Breaking Ceremony** – Working with Metrolinx and the Province (Q2)
3. **MiWay Service starts at new Kipling Station** – Capital project led by Metrolinx (Q3)
4. **Canadian Citizenship Ceremony** (Q4)

In addition to the above list, the following community milestones and departmental events will be celebrated in 2020:

- Frank McKechnie Library – 20th Anniversary
- Mississauga Valley Library – 40th Anniversary
- The People's Choice Awards for the Urban Design Awards
- MiWay Brand 10th Anniversary (Q2)
- Mississauga Civic Centre Ground Floor Modernization – (Q1)
- Churchill Meadows Transit Hub Official Opening (Q4)

These are not included on the official events listing, as the City is not planning any events to mark these celebrations but are noted as they may be of interest to ward councillors and members of the community.

Sound Support

Audio and visual are important elements to any official opening and event, regardless of size.

For all AV requirements that are contracted out to external vendors, AV Services will liaise with the vendor and manage this relationship on behalf of the business area.

Streaming

All official openings and events in Category E, as identified in this report, will be streamed live on the City's website and/or Facebook page.

Inclusion of online streaming for events in Categories A and G will be evaluated on a case-by-case basis by Strategic Communications and AV/IT Services, in consultation with business area lead.

Analysis

Staff analyzed streaming analytics of the 2019 Traditional Events (Category E) and learned the following:

Traditional Events	Analytics
Civic Recognition Evening	16 Unique Views
Canada Day	817 Unique Views
Remembrance Day	1,434 Unique Views
Light Up the Square	385 Unique Views
Mayor's New Year's Levee	14 Unique Views

In 2020, staff will analyze the streaming analytics of the Traditional Events (Category E) to determine if engagement is increasing or decreasing year over year.

The following AV support options were used during 2017, 2018 and 2019 and will continue for 2020:

A. Large Scale Projects with Capital Budgets	
i.	Contract out to Vendor with Technical Support if rental equipment is required – estimated cost \$2,000
ii.	Contract out to Vendor with Technical Support and Live Streaming – estimated cost \$4,000
B. Small Scale Projects with Capital Budgets	
i.	Contract out to Vendor with Technical Support if rental equipment required – estimated cost \$1,500
ii.	Sound System and AV Technician provided internally by AV Services with budgeting for Staff Overtime - estimated cost \$500 limit
iii.	Portable sound system signed out internally from IT Tech Hub and operated by client. No AV Technician present – estimated cost \$0
C. Openings & Events With No Capital Budgets (anniversaries, re-namings)	
i.	Contract out to Vendor with Technical Support if rental equipment required – estimated cost \$1,500
ii.	Sound System and AV Technician provided internally by AV Services with budgeting for Staff Overtime - estimated cost \$500 limit
iii.	Portable sound system signed out internally from IT Tech Hub and operated by the client. No AV Technician present – estimated cost \$0
D. City Hosted Major Sports Tournaments	
i.	Contract out to Vendor with Technical Support if rental equipment required – estimated cost \$1,500
ii.	Sound System and AV Technician provided internally by AV Services with budgeting for Staff Overtime - estimated cost \$500 limit
E. Traditional Events	
i.	AV Services support and Celebration Square AV support will be the same as past practices i.e. AV Services to support events inside Civic Centre; Celebration Square to support all traditional events on the Square Streaming for these events will be included in the AV and Celebration Square support, as these events are held at the Civic Centre, where equipment is readily available.
F. Ward Specific Events	
i.	AV Services only supports these Ward Specific events with sign-out equipment.
G. Other	
i.	AV does not provide support for these events. Online streaming of these events will be evaluated on a case-by-case basis.

Strategic Plan

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

Financial Impact

The official openings and events outlined in this report are anticipated to be handled within their associated 2020 capital or operating budgets. If additional, unanticipated funds are required for any of the 2020 official openings and events, the department responsible will request these funds through a separate report to Council.

Conclusion

The 2020 list of official openings and events is intended to help manage expectations and establish equitable approaches regarding size, scope and budget for City openings and events.

Attachments

Appendix 1: Official City Openings and Events – 06-02-04

Appendix 2: City Plaques – 06-01-03



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

Prepared by: Lindsay Noronha, Senior Communications Advisor, Strategic Communications

City of Mississauga

Corporate Policy & Procedure



Policy Title: Official City Openings/Events

Policy Number: 06-02-04

December 13, 2019

Section:	Public Relations	Subsection:	Events
Effective Date:	March 28, 2018	Last Review Date:	[Last Review]
Approved by: Council		Owner Division/Contact: Ceremonies – Communications Division, Corporate Services Department;	

Policy Statement

Official City Openings/Events are important moments in the City. Clear direction to staff and Mayor and Members of Council in classifying these requests ensures they are managed and budgeted for in a consistent manner.

Purpose

This policy:

- Categorizes the various types of openings and events
- Outlines the appropriate budget and staff resourcing required for related ceremonies and plaques, and
- Outlines the corresponding roles and responsibilities of staff

Scope

This policy applies to all employees and the Mayor and Members of Council.

Excluded from Scope

This policy does not apply to:

- External Partner Events - Where the City has a written agreement with an external party who has funded or sponsored a portion of a project, the external partner often supports the funding of the opening ceremony as well. The agreement will stipulate the City's requirements regarding the ceremony (attendees, media and promotion, protocol advice, etc.) but the opening is generally not City-hosted and therefore not an official opening in accordance with this policy. The funding contribution agreement and any role of City staff, such as Communications, must be detailed in a corporate report to Council.

Policy Number: 06-02-04

Effective Date: March 28, 2018

Policy Title: Official City Openings/Events

Last Review Date: [Last Review]

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- Community events which are entirely funded by an external organization, i.e. the Mayor and Members of Council are invited guests and may be called upon to bring greetings from the City (e.g. Streetsville Bread and Honey Festival). Community groups handle invitations for community events and may call on Corporate Communications for event planning protocol advice, as required. The degree of assistance provided may be limited by available resources.
- Ward-specific events that apply to an individual ward. Ward-specific events may include, but are not limited to, road extension/bridge developments; ward barbecues/celebrations; and other community milestones. The ward councillor handles all aspects of ward-specific events, including invitations, promotional elements, media relations and logistics. Costs are covered through the councillor's budget or external donations. Corporate Communications is not involved in the organization of these events but can be called upon to provide protocol advice. Limited support may be provided by operations staff, depending on available resources.

Related Policies

Corporate Policy and Procedure - Use of City Resources during an Election Campaign outlines the specific period in advance of a municipal election when Official City Openings/Events will not take place.

Refer to Corporate Policy and Procedure – Property and Facilities – Facility Naming for information on the selection process for Facility names.

Refer to the following Corporate Policies and Procedures – Public Relations for additional information on:

- Rules of protocol – Civic Protocol
- Protocol for official photographs – Official Photographs of Elected Officials and Senior Staff
- Condolences extended on behalf of the City – Expressions of Sympathy
- Flag etiquette and half-masting – Flag Protocol at City Facilities
- Plaques – City Plaques

Definitions

For the purposes of this policy:

“Anniversary Celebration Events” means official recognition of City owned and operated building/facility 25, 50, 75 and 100 year anniversaries and subsequent anniversaries at 25 year intervals, where anniversaries are identified and budgeted through the City's business plan and budget process. The anniversary date is the construction date recorded in the applicable City asset management data base.

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

Policy Number: 06-02-04

Effective Date: March 28, 2018

Policy Title: Official City Openings/Events

Last Review Date: [Last Review]

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“Dedication” means attributing part of a Facility in honour of an individual (e.g. a room in a community centre or one rink in a multi-pad arena).

“Facility” means all City property and facilities that are owned, leased, licensed or occupied/operated by the City, including:

- Any public buildings or building portion (e.g. rooms/indoor venues, indoor recreation fields)
- Parkland and open space, including
 - multi-use trails
 - outdoor recreation fields
 - gardens
 - other significant parks features, and
 - structures within a park (e.g. bridges and pavilions)

“Mayor” means the elected Mayor or the Acting Mayor.

“Official City Openings/Events” are held in Mississauga and have a City-wide impact; are identified in a project work plan/charter and/or are endorsed by the Leadership Team and/or Council. An Official City Opening/Event includes an opening ceremony component, followed by the main public program. The ceremony must include:

- An official invitation sent to the approved guest list using the City’s official invitation template
- All or some of the following elements: attendance of the Mayor and/or Members of Council, agenda, speakers, plaque unveiling, ribbon cutting

Exceptions

If significant funds are required for an opening that is not in accordance with this policy, the request must be made through a corporate report to Council.

Plaques for official park openings will only be installed where there is an associated building, other than washrooms, where the plaque can be displayed.

Accountabilities

Commissioners

Commissioners are responsible for authorizing corporate reports to Council outlining the scope and budget of the Official City Opening/Event.

Director, Communications

The Director, Communications, is responsible for approving the event work plan for Official City Openings/Events, in consultation with the Mayor, ward councillor and applicable staff.

Departmental Directors

All departmental directors are responsible for:

Policy Number: 06-02-04

Effective Date: March 28, 2018

Policy Title: Official City Openings/Events

Last Review Date: [Last Review]

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- Ensuring all applicable managers/supervisors are aware of this policy and of any subsequent revisions
- Ensuring compliance with this policy
- Ensuring annual capital budgets include the appropriate funding for Official City Openings/Events and plaques within each applicable project's capital request
- Ensuring funds are allocated from current operating budgets for events with no capital budget
- Ensuring all divisions involved in an Official City Opening/Event are consulted and in agreement with the funding and plan, and
- Ensuring an annual list of Official Openings/Events is provided to Communications by year-end

Managers/Supervisors

Managers/supervisors of staff who are responsible for any aspect of Official City Openings/Events, including budget planning, are accountable for:

- Ensuring staff in their respective work units are aware of this policy and any subsequent revisions
- Ensuring applicable staff are trained on this policy and any subsequent revisions with respect to their specific job function
- Ensuring staff comply with this policy
- Providing the applicable director with an annual list of Official Openings/Events by year-end, and
- Consulting with other departments/divisions as required

Person Most Responsible (PMR) – Ceremony

Communications staff designated as PMR are responsible for:

- Coordinating and executing the opening ceremony component of Official City Openings/Events on behalf of Council, including receiving all approvals, in consultation with the applicable organizers of the public program
- Providing protocol advice to staff and the public on events involving the Mayor and Members of Council, in accordance with Corporate Policy and Procedure – Civic Protocol
- Developing all elements of the ceremony component of the program: agenda, speakers, plaque wording, speaking notes, ribbon cutting, plaque unveiling, etc.
- Arranging for any special needs or requests for dignitaries and honourees
- Ceremony setup: all equipment in place and confirmed as working
- Organizing media, photography and promotion in various forms, if required, and
- Consulting with the PMR for the event to ensure sufficient budget is allocated for the ceremony costs

Person Most Responsible (PMR) – Event Following the Ceremony

The PMR from the business area involved in the event is responsible for:

Policy Number: 06-02-04

Effective Date: March 28, 2018

Policy Title: Official City Openings/Events

Last Review Date: [Last Review]

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- Handling all venue and event organization, except for the official ceremony noted above
- Providing a minimum of six weeks' notice to the Communications PMR, as required for the participation of Mayor and/or Members of Council
- Consulting with the applicable Members of Council, sponsors, etc. on the event program
- Handling of the City budget for the opening and all agreed to details: refreshments, equipment, give-aways, demonstrations, tours, photography, staffing and organizing security and volunteers, etc., including maintaining all records, and
- Consulting with the PMR for the ceremony, including ensuring sufficient budget is allocated for the ceremony

Categories of Openings and Associated Budgets

Following is an overview of the scope and budget related to each Official City Opening/Event category:

A - Large-scale Projects with Capital Budgets

Large-scale projects with capital budgets include two elements:

- An official opening ceremony, including unveiling of the plaque(s).
- A public event: City-wide public draw, includes elements such as tours, demonstrations, entertainment, give-aways, games, refreshments (typical for large community buildings and parks)

Or

Public event: major public works projects; may have less public attendance for the opening (e.g. major public transit projects)

Budget: capital budget for project contributes two items:

- The plaque (dollar value specific to site and project, with an upset limit of City funding of \$5,000, including the cost of installation.)
- Support for the opening event to an upset limit of City funding of \$15,000

Note: Additional funding may be donated or provided by an elected official.

B. Small-scale Projects with Capital Budgets

Small-scale projects with capital budgets include two elements:

- An official opening ceremony, including unveiling of the plaque(s)
- Public events: local public draw, includes elements such as tours, demonstrations, entertainment, give-aways, refreshments

Or

Limited attendance events: fire stations, recognition events, major summit/conference, buildings not generally accessible to the public

Budget: capital budget for project contributes two items:

Policy Number: 06-02-04

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Policy Title: Official City Openings/Events

Last Review Date: [Last Review]

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- a. The plaque (dollar value specific to site and project, with an upset limit of City funding of \$5,000, including the cost of installation)
- b. Support for the opening event to an upset limit of City funding of \$5,000

C. Openings and Events with No Capital Budgets

These are typically Facility renaming events, Dedications and Facility anniversaries.

Openings and events with no capital budgets include two elements:

- a. An official opening ceremony. The event may only require a small ceremony, plaque unveiling or photo-opportunity.
- b. Limited attendance events: such as, but not limited to, opening of a local fire station, renaming events, Anniversary Celebration Events, funding announcements, public art installations

Budget: As these events are generally small in nature, current budgets of the business unit involved will fund these events, including, if applicable, a plaque and plaque installation. Additional funding may be donated or provided by an elected official.

Exceptions:

- Naming/Renaming requests
When recommending the name of a Facility that is not part of Category A or B, the corporate report to Council will also request the total budget required for the event (plaques, event costs, all associated costs for changes to existing signs or way-finding).

D. City-hosted Major Sports Tournaments

Major sports tournaments (such as the Ontario Summer Games) will have a signed contract between the City and the tournament organizers, approved by Council. The Official Opening/Event will vary in format in accordance with the contract.

Budget: The corporate report to Council requesting permission to hold the event must ensure that a full estimate of the City's portion of the opening costs is built into the application.

E. Traditional Events

Traditional events include such activities as:

- Mayor's Levee
- Canada Day official ceremony, in partnership with Culture (Mississauga Celebration Square only)
- Remembrance Day
- Light up the Square official ceremony, in partnership with Culture (Mississauga Celebration Square)
- Civic Recognition (annual) and Civic Committees Recognition (every 4 years)
- Inaugural Council Meeting (every 4 years)

Policy Number: 06-02-04

Effective Date: March 28, 2018

Policy Title: Official City Openings/Events

Last Review Date: [Last Review]

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Budget: Opening ceremonies for traditional events are funded through the Strategic Communications Division, Corporate Services Department. Costs are primarily for staff time and labour. For events such as Canada Day, Light up the Square and the Mayor's Levee some additional costs are borne by the operating budgets of the Parks and Forestry Division, Community Services Department and/or Celebration Square, Culture Division, Community Services Department.

Report to Council

Early each year Communications will provide a list of Official City Openings/Events to Council for their approval.

Revision History

Reference	Description
GC-0178-2018 – 2018 03 28	

City of Mississauga

Corporate Policy & Procedure

**Policy Title: City Plaques****Policy Number: 06-01-03****December 13, 2019**

Section:	Public Relations	Subsection:	Plaques
Effective Date:	March 28, 2018	Last Review Date:	[Last Review]
Approved by: Council		Owner Division/Contact: Plaque design or ceremonies - Communications Division, Corporate Services Department. Plaques installation - Division responsible for operation of the facility.	

Policy Statement

Plaques are permanent markers representing the City. Plaques should be consistent and meaningful and enhance the City's appearance.

Purpose

This policy provides:

- Roles and responsibilities of staff, including design, procurement, installation and maintenance
- An overview of all City Plaques, and
- Guidelines for the wording and layout of common City Plaques

Scope

This policy applies to all City Plaques, with the exception of the exclusions noted below.

Related Policies

Facility Naming – Property and Facilities – Facility Planning

Official City Openings/Events – Public Relations – Events

Civic Protocol – Public Relations – Events

Exclusions

This policy does not apply to:

- Plaques that accompany a tree or bench donation (refer to Corporate Policy and Procedure – Tree and Bench Donation Program)

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- Plaques that accompany a piece of public art (Plaques are arranged in consultation with the Culture Division, Community Services Department, when art is acquired)
- Plaques installed to commemorate the designation of properties under the *Ontario Heritage Act* (Plaques are arranged as part of the heritage designation process, in consultation with the Culture Division)
- Interpretative signage (e.g. historic or informational)
- Way finding signage, and
- Plaques related to sponsorship agreements

Definitions

For the purposes of this policy:

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

“Dedication Plaque” means a Plaque displaying the name of that part of a Facility (e.g. a room or rink) that has been dedicated.

“Facility” means all City property and facilities that are owned, leased, licensed or occupied/operated by the City, including:

- Any public buildings or building portion (e.g. rooms/indoor venues, indoor recreation fields)
- Parkland and open space, including
 - multi-use trails
 - outdoor recreation fields
 - gardens
 - other significant parks features, and
 - structures within a park (e.g. bridges and pavilions)

“Naming/Renaming Plaque” means a Plaque describing the significance of the approved Facility name. (Refer to Corporate Policy and Procedure – Facility Naming for information on the selection of Facility names.)

“Official Opening Plaque” means a Plaque approved to be installed in a City Facility to:

- Commemorate official openings of new Facilities
- Commemorate official re-openings of Facilities that have been substantially renovated or where a significant addition to the Facility has been constructed
- Recognize Library Board contributions to a new or renovated public library facility, and
- Recognize funding partnerships and/or contributions (including funding programs) to new or renovated Facilities with partners, other levels of government and/or government agencies

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“Plaque” means a flat, rectangular tablet that includes text and/or images which commemorate a person, group or event. Plaques are permanently affixed to a structure (e.g. wall, gate, pillar or pedestal) and are typically made of metal.

Exceptions

Requests to place Plaques that do not comply with this policy may only be approved by the Mayor and Members of Council during a scheduled Council meeting. If approved by Council, such Plaques must meet all other requirements of this policy (e.g. design, consultation with City staff). External or public requests for Plaques will be funded by the requestor and will be subject to an installation and maintenance agreement with the City.

Official Opening Plaques for park openings will only be installed where there is an associated building, other than washrooms, where the Plaque can be displayed.

Accountability

Commissioners

Commissioners are responsible for approving exceptions to the Plaque standards outlined in this policy (e.g. exceptions to standard wording or size).

Departmental Directors

All departmental directors are responsible for:

- Ensuring all applicable managers/supervisors are aware of this policy and of any subsequent revisions
- Ensuring compliance with this policy
- Ensuring funds are allocated for Plaques for all projects with capital budgets, in accordance with Corporate Policy and Procedure – Official City Openings/Events, and
- Ensuring appropriate funding for Plaques where a capital budget does not exist

Managers/Supervisors

All departmental directors are responsible for:

- Ensuring all applicable managers/supervisors are aware of this policy and of any subsequent revisions, and
- Ensuring compliance with this policy

Manager, Park Planning

The Manager, Park Planning, Parks & Forestry Division, Community Services Department, is responsible for proposals from the public for Naming/Renaming and Dedication Plaques.

Communications Staff

Communications staff is responsible for:

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- Ensuring all aspects of the Plaque comply with this policy
- Arranging Plaque unveiling ceremonies as required, in accordance with Corporate Policy and Procedure - Official City Openings/Events
- Creating Plaque templates where practical (e.g. Facility naming or renaming)
- Providing and/or reviewing Plaque designs that are not subject to a template, in consultation with other City departments
- Administering the procurement of Plaques, in consultation with Materiel Management, as required, and
- Consulting with all City departments as requested

City Divisions

The applicable City division is responsible for:

- Where there is no capital budget, requesting the required funds for Plaques in the corporate report to Council (e.g. Naming/Renaming Plaque; major Anniversary Celebration events)
- Administering all internal and Council approved Plaque requests, with the exception of requests from the public; these requests should be forwarded to the Manager, Park Planning
- Consulting with Communications, Corporate Services Department, in the, design and wording of all Plaques and related unveiling ceremonies
- Approving the final Plaque
- Liaising with Materiel Management to ensure alignment with existing procurement procedures and compliance with the Purchasing By-Law, as amended
- Liaising with other City divisions/departments as required for the installation of Plaques
- Ongoing maintenance of Plaques, in consultation with Facilities and Property Management (FPM) and Parks Operations, as required, and
- Maintaining a database of the location, condition and wording of Plaques

City Plaques

All Plaques must be:

- Made of a durable and permanent material
- Created in accordance with Mississauga's Facility Accessibility Design Standards, as amended
- Designed and/or reviewed by the Communications Division
- Consistent in design and shape (i.e. rectangular)
- Installed and maintained in accordance with City standards
- Inclusive of the City logo, and
- Consistent with the City's brand

Initial Plaque installation costs are budgeted for in accordance with Corporate Policy and Procedure – Official City Openings/Events.

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Damaged Plaques

In the interest of preserving the appearance of the City, the City will repair, remove or replace any Plaques which have been damaged or otherwise degraded or require alterations. Facility Property Management or Parks Operations staff will consult with other City staff as required to determine what action will be taken.

Any applicable costs will be charged to the department responsible for the operation of the Facility.

Preservation

When a City Facility is permanently closed or sold, Plaques that have been installed in accordance with this policy will be removed and appropriately stored by that Facility's staff.

When a City Facility has been renovated and a previous Plaque(s) existed, it will be retained and may be displayed in the Facility, if appropriate.

Shared Facilities

Normally, one Official Opening Plaque is installed for the official opening of a shared Facility (e.g. a library and community centre). However, when there is a significant distance between or separate entrances to the library and community centre, two Official Opening Plaques (i.e. one Plaque identifying the shared Facility and a second Plaque for the library alone) may be installed. Installation of two Official Opening Plaques ensures that each area is clearly identified as a City Facility.

Official Opening Plaques**Location**

An Official Opening Plaque must be installed in a prominent location.

Design and Wording

Official Opening Plaques on City Facilities must:

- Be consistent in size, design and quality, and
- Include the City's official logo

In cases where logos from other levels of government or other organizations also appear on the Plaque, the City's logo must be the most prominent.

The wording of Official Opening Plaques will be limited to:

- The Facility name
- Date of the official opening or completion of construction
- Names of the Mayor and Members of Council in office at the date of the official opening, and
- Names of significant individuals, partners or levels of government

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In cases where there are two or more sentences, punctuation is required.

In cases involving Library Facilities, Communications is to consult with the Director of Library Services to ensure Library Board Plaques conform in size, design and quality with official City Plaques.

Samples of Plaques showing the appropriate design and wording may be obtained from Communications.

Sample Wording for Official Opening/Event Plaques:

a. Mayor and Council Plaque

The names of the Council members in office on the date of the official opening appear on the Plaque.

Following is an example of appropriate official opening wording:

[name of facility]
This *[type of facility]*

was constructed during *[dates]*
and
officially opened on
[date]

[List of Mayor and Members of Council]

b. Facilities Purchased or Leased by the City

Following is an example of appropriate wording for an Official Opening Plaque when the Facility has been purchased or leased by the City.

[name of facility]
This *[type of facility]*

was officially opened on
[date]

[List of Mayor and Members of Council]

c. Renovated Facilities

A commemorative Plaque will be installed on a City Facility that has been substantially renovated or where a significant addition to the Facility has been constructed.

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Following is an example of the wording to be used:

[name of facility]
This *[type of facility]*

was renovated during *[dates]*
and
officially re-opened on
[date]

[List of Mayor and Members of Council]

d. Library Board Contributions

A Plaque in recognition of the Library Board's contribution is to be prepared by the City and installed in the library for official openings or renovations of a public library.

Following is an example of wording:

The City of Mississauga
recognizes the contribution of the
Mississauga Public Library Board
to the development of

the *[name of Library Branch]*,
Which was officially opened/re-opened on
[date]

[List of Library Board Members]

e. Partnership Contribution and/or Government Agencies or Programs

Where a funding partnership and/or contributions from another level of government or external government agencies have contributed to a new or renovated public Facility, an accompanying Plaque in recognition of the funding may be installed.

Design and Wording

Plaques to recognize contributions from government agencies/programs must:

- Be consistent in size, design and quality, and
- Include the City's official logo, which must be the most prominent

Following is an example of wording to be used:

[name of facility]

The renovation (or construction) of this *[type of facility]*
was completed on *[date]*.

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This project was made possible through investments by and/or in partnership with
the City of Mississauga
the Government of Ontario, and/or
the Government of Canada and/or
partner name

[Name of funding program]

f. Naming/Renaming Plaques

When a Facility is named after an individual, a Naming/Renaming Plaque describing the significance of the individual will be installed at the Facility. **Where applicable,** this Plaque is in addition to the Mayor and Council Official Opening Plaque.

Design and Wording

Following are examples of wording to be used:

This facility is named in honour of
*Describe details of the individual's contribution
to the City of Mississauga (maximum 80 words)*

This facility is a memorial to his/her
long-standing commitment to the community of
[name of community]

[date]

A photograph of the individual may be included on the Plaque.

g. Dedication Plaque

When part of a Facility such as a room or rink is attributed to an individual or significant action or achievement, a Plaque with the chosen name and the date of the tribute will be affixed on the wall or door in a prominent location. No other information will appear on the Plaque.

Design and Wording

Following is an example of wording to be used:

[Name of dedication]

Dedicated on
[date]

Revision History

Reference	Description
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City of Mississauga

Corporate Report



Date: January 21, 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:

Meeting date:
February 12, 2020

Subject

Annual Report on Commodity Price Hedging Agreements for 2019 (Electricity and Natural Gas)

Recommendation

That the Corporate Report dated January 21, 2020 entitled "Annual Report on Commodity Price Hedging Agreements for 2019 (Electricity and Natural Gas)", from the Commissioner, Corporate Services and Chief Financial Officer be received for information.

Report Highlights

- The Ontario Regulation 635/05 "Debt-related financial instruments and financial agreements" under Municipal Act 2001 as it pertains to Commodity Price Hedging Agreements, requires that municipalities adopt a statement of policies and goals relating to the use of financial agreements to address commodity pricing and costs before the municipality enters into commodity price hedging agreements. City of Mississauga adopted Corporate Policy #03-06-07 Procurement of Electricity and Natural Gas. This report is to satisfy the requirements of this Policy.
- The goal of the electricity and natural gas procurement strategy is to mitigate the risk of price volatility and optimize the cost of the City's electricity and natural gas.
- Fixed Price Contract (Hedging) is a method of managing the electricity and gas price volatility.
- The total cost for electricity for the City of Mississauga in 2019 was \$14,514,198 (1.76% tax included). The market conditions and offerings did not favour hedging for electricity; therefore this strategy was not considered in 2019.
- The total cost for natural gas for the City of Mississauga in 2019 was \$2,413,628 (1.76% tax included).
- In 2019, the amount of natural gas the City purchased on Fixed Price contracts was 32%

of its requirements for January to October. Purchasing a portion of the City's natural gas on a fixed contract provided the intended budget stability and realised an avoided cost of \$5,629 compared to buying 100% of the gas at Spot Market rates.

- For 2020, no feasible hedging options were recommended as the analysis of current conditions suggests low market rates. This decision will be re-visited if the market conditions change and feasible hedging options become available.
- All Commodity Price Hedging Agreements presented in this report are consistent with the Corporate Policy #03-06-07 Procurement of Electricity and Natural Gas.

Background

This Report is being provided to General Committee as required by Corporate Policy # 03-06-07 on Commodity Price Hedging Agreements on Electricity and Natural Gas. The Policy states that electricity and natural gas procurement will be undertaken in a manner that endeavours to balance the need to achieve the lowest cost with the need for price stability.

To assist in developing the City's electricity and natural gas procurement strategy, the City hired Jupiter Energy Advisors Inc. (Subject Matter Expert) to provide advice on supplier contracts, identifying market opportunities, providing the City with market updates and ongoing advice and support as required.

The Policy also requires that the Commissioner of Corporate Services and CFO provide a report to Council, on an annual basis that contains the information provided in this report.

Comments

Electricity

There are 3 major costs associated with Electricity use for the City:

- Commodity/Supply – The cost of purchasing the electricity from a Generator, Retailer, or the Local Distributing Company (LDC).
- Global Adjustment – Charge which includes compensation to Ontario Power Generation when market prices fall below an agreed base price but also the recovery of premium that the Province pays towards green power generation projects and conservation programs.
- Regulated Charges – Costs to deliver the electricity from the Generator to the LDC (Transmission) and from the LDC to the end user (Distribution).

In an effort to identify the most suited electricity procurement strategy which best optimizes the City's electricity cost and reduces the risk of adverse price movement, the City analyzes the previous year's strategy performance, the market conditions, new regulations and available procurement options offered by the LDC.

Hedging is a procurement strategy known to manage the price volatility. Hedging was not considered for the City's electricity purchase since 2004 when Global Adjustment was introduced. The reason for this is that retailers are currently only offering contracts to cover Hourly Ontario Electricity Price (HOEP) portion of the Spot Market, and not the Global Adjustment. As the HOEP currently only makes less than 15% of the Spot Market pricing, a hedge would still leave a majority of the City's electricity exposed to the volatility of the Global Adjustment.

Hedging Agreements on Electricity for 2020

With HOEP (Hourly Ontario Energy Price) (index rates) currently averaging about 1.78 cents per kWh year-to-date, the majority of the City's electricity commodity charge is made up of the Global Adjustment (10.73 c/kWh). As such, no hedging is currently suggested as part of the procurement strategy for 2020. Should market conditions change and the risk of higher index price volatility increase, the strategy will be revisited.

Natural Gas

There are 3 major costs associated with Natural Gas use for the City:

- Commodity/Supply – The cost of purchasing the physical gas from a supplier
- Transportation – The costs associated with moving the purchased gas from the point of purchase to the Local Distributing Company (LDC)
- Regulated Charges – Costs to deliver the gas from the LDC to the end user.

This report refers to the first two bullets as regulated charges are fixed costs and are not subject to commodity purchase strategies.

Similarly with electricity, the procurement strategy for gas aims to mitigate budget volatility while maintain an optimal cost for gas over time.

There are 3 representative strategies for commodity procurement:

- 100% Fixed Price (Hedge)
- 0% Fixed (100% Index or Spot Market)
- Blended strategies (a combination of the 2 above)

Statistics show that a 100% Fixed Price strategy lowers volatility but produces the highest prices. The 100% Index achieves the lowest price but with greater volatility relative to other strategies. Blended strategies provide a compromise between price and volatility.

The City used Blended strategies in the past years and for most of 2019 with the aim of reducing market volatility without significant increase on price. A summary of the hedging strategy used in 2019 is presented in the table below (Table 1).

It should be noted that the decision to purchase different blocks of gas was based on the information at the time of purchase and the recommendations provided by Jupiter Energy Advisors Inc. (Subject matter expert), engaged by the City to advise on commodity procurement.

Table 1: Natural Gas Procurement Strategy

Year	Procurement Method	Period	Duration	Amount (% of total volume)	Volume of Natural Gas
2019	Hedging (contract)	Jan-Oct	10 Months	32%	91,200 GJ
		Nov-Dec	2 Month	0%	
	Daily Priced Index	Jan-Oct	10 Months	68%	255,185 GJ
		Nov-Dec	2 Months	100%	
	2019 Totals	Jan-Dec	12 Months	100%	346,384 GJ

Review of Natural Gas Strategy for 2019

The procurement strategy presented above was based on a financial analysis that took into consideration anticipated rates and volatility. The following table (Table 2) shows the results of that analysis and the expected impact of different rates on 2 different scenarios. The comparison is between doing nothing (purchasing 100% of the quantity on spot market rates) and the proposed hedging strategy in table 1 (transportation costs are included in both scenarios). As can be seen, the proposed hedging strategy would result in \$64,790 avoided cost if the market prices were on the higher end of the forecast range. It would also result in \$8,756 avoided cost if prices were on the middle of the range. The City would incur additional cost of \$26,265 only if the market prices were on the lower end of the forecast range. The proposed hedging strategy would also reduce volatility by reducing the value at risk from \$382,509 to \$291,454. Based on this analysis, the decision was to engage in a 32% price hedging for the period from January to October 2019 and evaluate the options for November and December at later stage. That evaluation results recommended the city not to engage in hedging for November and December of 2019.

Table 2: Financial Analysis of Natural Gas Procurement Scenarios¹

Scenario ²	Plan (Anticipated Rates)						Assumed Value at Risk
	Low Case Index		Middle Case Index		High Case Index		High Case – Low Case
	Rate \$/GJ	Total Cost	Rate \$/GJ	Total Cost	Rate \$/GJ	Total Cost	
Do Nothing	\$2.98	\$1,032,075	\$3.40	\$1,179,194	\$4.08	\$1,414,584	\$382,509
Hedging – 32%	\$3.06	\$1,058,340	\$3.38	\$1,170,438	\$3.90	\$1,349,794	\$291,454
Difference Between Hedging and Doing Nothing	\$26,265		(\$8,756)		(\$64,790)		NA

After the completion of 2019, the City evaluated the decision and compared the actual costs of the selected hedging strategy with what would have been paid if the Do Nothing option was selected. The selected strategy reduced volatility and resulted in \$5,629 in avoided costs compared to no hedging option.

Forecast and Recommendations

The main contributing factors with an impact on gas prices evaluated as part of the market analysis are described below:

Storage – Low:

- Storage levels were considerably below normal (41% lower than the previous year and 29% below the 5 year average) due to a colder than normal winter (2017/2018) followed by a colder than normal spring (2018)
- Storage was expected to recover by the end of the injection season and before the next heating season began (November 2018)

¹ The numbers have been adjusted to reflect 2019 fiscal period

² Transportation costs have been included in the totals of both scenarios

Production Levels – Increase

- Production levels were expected to increase considerably in 2018 and somewhat less in 2019

Demand – Increase

- Demand was expected to increase in the domestic U.S. market, and also as a result of increased pipeline exports to Mexico and Canada, and Liquefied Natural Gas (LNG) exports from the U.S.

Weather

- Forecasts were calling for a cooler spring and normal to above normal temperatures in the summer of 2018

Other Factors

- Alberta requires more pipeline capacity to ensure that natural gas production can reach markets outside of the province; additional capacity is planned to go into service in 2019, 2020 and 2021
- Additional pipeline capacity from the US Northeast is required into Dawn (Ontario) and is planned to go into service in late 2019

Price Forecasts

- Index forecasts for November 2018 to October 2019 averaged \$1.54/GJ at AECO (ranged from \$1.51/GJ to \$1.67/GJ)
- Estimated transport pricing (AECO to Dawn) for November 2018 to October 2019 was \$1.82/GJ
- Estimated index + transport pricing to Dawn is \$3.36/GJ
- Fixed pricing at Dawn for November 2018 to October 2019 was estimated at \$3.25/GJ or better

The results of the factors analysed above indicated that the risk of volatility is high and that the index prices were going to increase. The recommendations were to hedge portion of the total quantity in order to reduce the risks of volatility and provide control over rates increases.

Implemented Actions:

- The City secured a 12 months hedge form November 2018 to October 2019 for 32% of quantity at \$3.215/GJ including transportation to Dawn
- Transportation to Dawn was purchased for the remainder of the quantity
- The remainder of the quantity was left to be purchased at Index price at AECO

Actual Conditions

The actual evolution of the analysed factors was slightly different than the prediction:

Storage – Low to Normal

- A very hot summer (2018) followed a colder than normal winter and spring which required natural gas to create air conditioning; less gas was available to go into storage through the summer
- Storage levels did not recover as expected and remained 15% below the previous year and 16% below the 5 year average heading into the 2018/2019 heating season
- Storage levels started to recover in the summer of 2019

Production Levels – High

- Production began and continued to hit historic highs due to the abundance of shale gas; fortunately, this offset the low storage levels

Demand – Normal

- Demand continued to increase from the domestic US market, as well as from LNG export and pipeline exports to Mexico and Canada

Weather

- A colder than normal winter (2018/2019) followed by a cooler spring and a mild summer.
- A colder than normal fall with a mild beginning to the winter of (2019/2020)

Other Factors

- A pipeline explosion in BC in Oct 2018 created increased demand for Alberta gas (AECO) through the summer of 2019; this combined with extremely cold winter temperatures in BC and Alberta drove Feb and Mar 2019 index pricing (AECO) up considerably
- Trapped gas in Alberta during the summer 2019 pipeline maintenance period resulted in some very low summer index pricing (AECO) and drove Dawn transport pricing up

Actual Pricing

- Actual index pricing at AECO for November 2018 to October 2019 averaged \$1.52/GJ at AECO with normal volatility (ranged from \$0.4585/GJ to \$3.074/GJ)
- Actual transport pricing (AECO to Dawn) for November 2018 to October 2019 was \$1.79/GJ
- Actual index + transport pricing to Dawn on 68% of volume = \$3.31/GJ

- Overall average pricing for November 2018 to October 2019 was \$3.28/GJ

Although not all the predictions materialised and the gas rates were lower than anticipated with less volatility, the 2019 hedging strategy still provided the intended budget stability and resulted in \$5,629 avoided cost compared to buying 100% of the quantity on market price.

2020 Natural Gas Strategy

For the period of November 2019 to October 2020, which covers the majority of 2020 fiscal period, no hedging was recommended as the anticipated evolution of the selected factors described below indicates low market gas rates for 2020. Moreover, the large premiums that are currently in effect for fixed price contracts don't favour hedging. This decision will be re-visited if the market conditions change and feasible hedging options become available.

Storage – Normal

- Storage began recovering nicely in the spring of 2019 and continued through the normal to below normal summer of 2019
- Storage levels are on track to reach or exceed 5 year average levels by the end of October 2019

Production Levels – High

- Production continues to hit historical new highs through 2019 and is expected to remain at a similar level for 2020

Demand – Normal

- Demand for natural gas is expected to continue to rise as a result of US domestic and worldwide demand (through Liquefied Natural Gas exports)

Weather

- The US enjoyed a normal summer while Canada experienced a cooler than normal summer
- There was some late summer season heat which diverted some gas from storage in September 2019
- Warmer than normal temperatures are expected in October through December in both Canada and the US

Other Factors

- Strong AECO pricing and additional pipeline capacity from the US northeast into Dawn are resulting in lower Dawn transport prices

- Regulatory and operational changes during summer pipeline maintenance periods are expected to result in higher summer AECO index pricing in the future than has been experienced in the past couple of years (due to less stranded gas in Alberta).

Financial Impact

With the hedging option adopted for 2019 natural gas procurement strategy, the City was able to achieve the intended budget stability and realise a \$5,629 avoided costs.

There is no financial impact for the electricity purchasing strategy in 2019.

Conclusion

This report provides an overview of the hedging strategy for electricity and natural gas used in 2019 and the obtained results. Additionally, it describes the approach to be followed in 2020.

The City proactively monitors electricity and natural gas markets conditions and takes appropriate procurement decisions in order to mitigate the risk of price volatility and optimize the cost of the City's utilities.



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

Prepared by: Khaled Abu-Eseifan, Supervisor Utilities, Facilities and Property Management

City of Mississauga

Corporate Report



Date: January 22, 2020

To: Chair and Members of General Committee

From: Andra L. Maxwell B.A., LL.B., CIC.C, City Solicitor

Originator's files:

Meeting date:
February 12, 2020

Subject

Renewal of the Investigator Services Agreement with Local Authorities Services Limited with respect to closed meeting investigation services

Recommendation

1. That the Investigator Services Agreement, dated December 12, 2007, between The Corporation of the City of Mississauga and Local Authorities Services Limited be renewed in accordance with the automatic renewal provisions contained therein, until such time as the retainer fee or investigation fee increases.
2. That the Mayor and Clerk be authorized to execute an amendment or addendum to the Investigator Services Agreement, dated December 12, 2007, between The Corporation of the City of Mississauga and Local Authorities Services Limited to give effect to the fee change for the new term starting in 2020, in a form satisfactory to Legal Services.
3. That all necessary by-laws be enacted.

Report Highlights

- Under the *Municipal Act, 2001*, a municipality must appoint a closed meeting investigator, or the Provincial Ombudsman will be the default appointed investigator.
- By By-law 0438-2007 Council appointed Local Authority Services ("LAS"), owned by the Association of Municipalities of Ontario ("AMO"), to act as the City's closed meeting investigator.

- LAS has a cost effective, timely, and confidential process of conducting closed meeting investigations.
- The agreement with LAS is subject to automatic renewal from year to year until such time as either party provides 90 days written notice.
- In 2013, Council approved an increase in LAS' retainer from \$300 to \$330 per year and its hourly rate from \$156.25 per year to \$225 per year for the 2014 term.
- For the 2020 term, LAS has changed its administrative fee to \$200 per year and, in the event of a closed meeting investigation, its hourly investigation fee will vary between \$325 - \$725 per hour (excluding expenses).
- LAS has also advised that commencing January 1, 2020, its service provider for the Closed Meeting Investigator Program (the "Program") will change from Amberley Gavel Ltd. to Aird & Berlis LLP.

Background

Section 239.1 of the *Municipal Act, 2001*, provides that a person may request an investigation into whether a municipality, a local board, or a committee of either has complied with the closed meeting provisions of the *Municipal Act, 2001*. Such an investigation may be undertaken by:

- (a) an investigator appointed by the municipality, who has the function to investigate in an independent manner and report on the investigation; or
- (b) the Provincial Ombudsman appointed under the *Ombudsman Act*, if the municipality has not appointed an investigator.

The *Municipal Act, 2001* requires that in carrying out his or her functions, the investigator shall have regard to:

- (a) the investigator's independence and impartiality;
- (b) confidentiality with respect to the investigator's activities; and
- (c) the credibility of the investigator's investigative process.

Under the *Municipal Act, 2001*, an investigator is given a number of powers to carry out its investigation, including powers under section 19 of the *Ombudsman Act*, which provides the authority to summons any person and examine them under oath, and to require any officer, employee or member of a municipality to provide such information and to produce such documents or thing that the investigator requires.

In 2007, Council appointed LAS as the City's investigator, should an investigation be requested. LAS was created in 1992 by the AMO and it supports municipalities and the broader public

sector by delivering programs and services that takes advantage of economies of scale and cooperative procurement efforts.

LAS has offered the Program since 2008, which LAS delegated to Amberley Gavel Ltd., a service provider that was formed in 2007 with a mandate to conduct closed meeting investigations for municipalities. According to LAS's 2018 Annual Report, 147 municipalities subscribed to the LAS service in 2018.

The City entered into the Investigator Services Agreement (the "Agreement") with LAS in 2007. The Agreement allows for LAS to delegate its closed meeting investigation services, while LAS remains ultimately responsible for the services rendered as a contracting party. The Agreement automatically renews at the start of each year unless terminated by either Party by giving 90 days prior written notice.

As per the Agreement, LAS will undertake timely, impartial and independent investigations in accordance with the requirements with the *Municipal Act, 2001*. Other terms of the Agreement include the following:

- LAS will maintain a roster of investigators comprised of only lawyers who are in good standing with the Law Society of Ontario;
- If a complaint is received, LAS will make a recommendation to the City as to the individual proposed to undertake the investigation. If the City finds that the individual has a conflict of interest, the City may reject the selection and LAS shall recommend another investigator.
- Should a complaint of a closed meeting be received, LAS has a confidential and independent investigation process where:
 - Any request for an investigation is forwarded to LAS by the City Clerk in a sealed envelope to ensure confidentiality.
 - An initial review to determine whether the complaint is frivolous or vexatious based on outlined criteria. Only complaints deemed not frivolous or vexatious will proceed.
 - After conducting the investigation, a peer review of the draft report is conducted before finalization. This peer review process is designed to ensure consistency across the Province.
 - Consultation with the City may be held throughout the process of the investigation before a report is finalized, which is then sent to the complainant, council or the local board, and posted on the investigator's website.

LAS charges 2 fees as part of the Program: 1) an annual retainer fee and 2) an hourly investigation fee for each investigation. Since 2014, the City has paid LAS a retainer fee of \$330 plus applicable taxes and an hourly investigation fee of \$225 per hour plus applicable taxes. The City is also responsible for reasonable actual expenses incurred in the course of conducting an investigation.

Present Status

LAS advised the City in December 2019 that commencing January 1, 2020, Aird & Berlis LLP will be its new service provider for the Program. Although LAS has changed providers from Amberley Gavel Ltd. to Aird & Berlis LLP, the City, as a current participant in the Program, will not be required to enter into a new investigator services agreement with LAS.

LAS also advised the City that commencing January 1, 2020, its Program fees will change to the following:

- The 2020 administrative fee will be \$200 plus applicable taxes per year.
- The hourly investigation fee will vary between \$325 - \$725 per hour (excluding expenses). *This fee varies dependent upon the staff leading and are only payable in the event of a closed meeting investigation.*

Comments

To date, the City has not received any request for a closed meeting investigation. As Aird & Berlis is a new service provider, the City does not have firsthand experience with its work in relation to the Program. However, Aird & Berlis has a very strong and well-recognized municipal law practice and past decisions of LAS/Amberley Gavel posted online, appear reasonable and of high quality. The peer review process as outlined by LAS in its Investigation Request Process (attached as Appendix 1) also ensures consistency and quality in decisions.

LAS has advised that to-date about 140 municipalities are currently enrolled in the Program. Given the cost effective, defined and confidential process in handling closed meeting investigations offered by LAS, it is the recommendation of staff that the City continues to renew its Agreement with LAS to provide for closed meeting investigations.

Options

The other options available to the City are to appoint an individual to be the City's closed meeting investigator, or to not appoint any person but default to the Provincial Ombudsman as the investigator for closed meeting complaints. Staff's evaluation of the options remains the same from 2013.

Appointing an Individual as Closed Meeting Investigator:

The cost of appointing a specific individual with the same level of experience in law and municipal government as LAS' review officers is likely going to exceed the cost of retaining LAS, and it does not appear that there is a peer review process like the one that is offered through LAS.

The Provincial Ombudsman as Closed Meeting Investigator:

The Provincial Ombudsman offers closed meeting investigator services for free. It should be noted, however, that any closed meeting investigations by the Provincial Ombudsman would also trigger the broader Ombudsman powers under the *Ombudsman Act*, including the broad

powers of entry to inspect records. Further, the *Municipal Act, 2001* does not contain penalty provisions such as those found in the *Ombudsman Act*, which carries penalties for wilfully obstructing, hindering or resisting the Ombudsman in the performance of his or her functions, for failure to comply with any lawful requirements of the Ombudsman, or for wilfully making false statements. Such offences can result in a fine punishable up to \$500 and/or imprisonment of up to three months.

Financial Impact

If the City continues to utilize the services of LAS, the administrative fee will be \$200 plus applicable taxes per year and the hourly investigation fee will vary between \$325 - \$725 per hour. The City will also be responsible for reasonable out of pocket expenses.

Conclusion

Under the *Municipal Act, 2001*, a municipality must either appoint a closed meeting investigator or the Provincial Ombudsman will act as the municipality's default investigator. Many municipalities have decided to rely on the Provincial Ombudsman to carry on such investigations; however, a large number of municipalities have either appointed their own investigator or are utilizing the services offered by LAS, which is owned by AMO.

In 2007, Council opted for the latter option, and has appointed LAS as the City's closed meeting investigator since January 1, 2008. Council also approved a fee increase in 2013. The Agreement is subject to automatic renewal from year to year. For reasons of cost effectiveness, and its timely, confidential and professional investigative process, it is the recommendation of staff that the Agreement be continually renewed until such time as LAS' fees increase, at which time a report will be brought back to Council for approval.

Attachments

Appendix 1: LAS Investigator Program Information: Helping Municipalities Deal with Closed Meeting Investigations (prepared by LAS)



Andra L. Maxwell B.A., LL.B., CIC.C, City Solicitor

Prepared by: Nupur Kotecha, Legal Counsel

Procedure By-law

The *Municipal Act, 2001* provides that every municipality and local board in Ontario is mandated to enact a by-law to govern the calling, location and proceedings of their meetings under s.238.

Open Meeting Rule

All municipal council meetings, a local board, or a committee of either of them must be held in an open public session unless an exception applies pursuant to s.239(1).

Exceptions for Closed Meetings

The *Municipal Act, 2001* sets out a number of exceptions to the open meeting rule based on the subject matter of the item that the council, local board, or committee is considering (ss.239(2), (3) and (3.1)). Council, local board, or committee must follow certain procedural requirements prior to convening into a closed session.

Investigations

Since 2008, s.239.1(1) of the *Municipal Act, 2001* has allowed any person to request that an investigation be conducted to determine whether a municipality or local board has complied with s.239, or a procedure by-law passed under s.238.

Investigator

Municipalities are authorized to appoint an independent investigator to conduct what has become known as a "closed meeting investigation" under s.239.2. In appointing an investigator, the municipality is to consider the following matters:

- the investigator's independence and impartiality
- confidentiality with respect to the investigator's activities
- the credibility of the investigative process

If a municipality does not appoint an investigator, the default investigator is the Ontario Ombudsman.

Investigator's Powers

An investigator is given significant powers to carry out its investigation, including the powers set out in s.19 of the *Ombudsman Act* which include the authority to summons any person and examine them under oath, and to require any

officer, employee or member of a municipality to provide such information and to produce such documents or things that the investigator requires.

The investigator operates under a duty of confidentiality but is entitled to disclose such matters as they consider appropriate in any report.

No Challenge

The investigator's powers are paramount and its proceedings cannot be challenged, except for lack of jurisdiction, and no decision or report from the investigator can be challenged, reviewed, quashed or called into question in any court.

Reports

If the investigator determines that there has been a contravention of the procedure by-law or s.239 of the *Municipal Act, 2001*, a report will be provided to the municipality or local board and the council or the local board are required to pass a resolution stating how they intend to address the report. The report is required to be made publicly available.

Why Appoint LAS as Investigator?

LAS offers closed meeting investigation services as it complements our programming. This service will assist municipalities in demonstrating they are responsible and accountable orders of government, capable of managing their own business and affairs.

As part of the program, LAS will provide an educational component to help municipalities in the understanding of the opening meeting rule, its exceptions, and the investigative process.

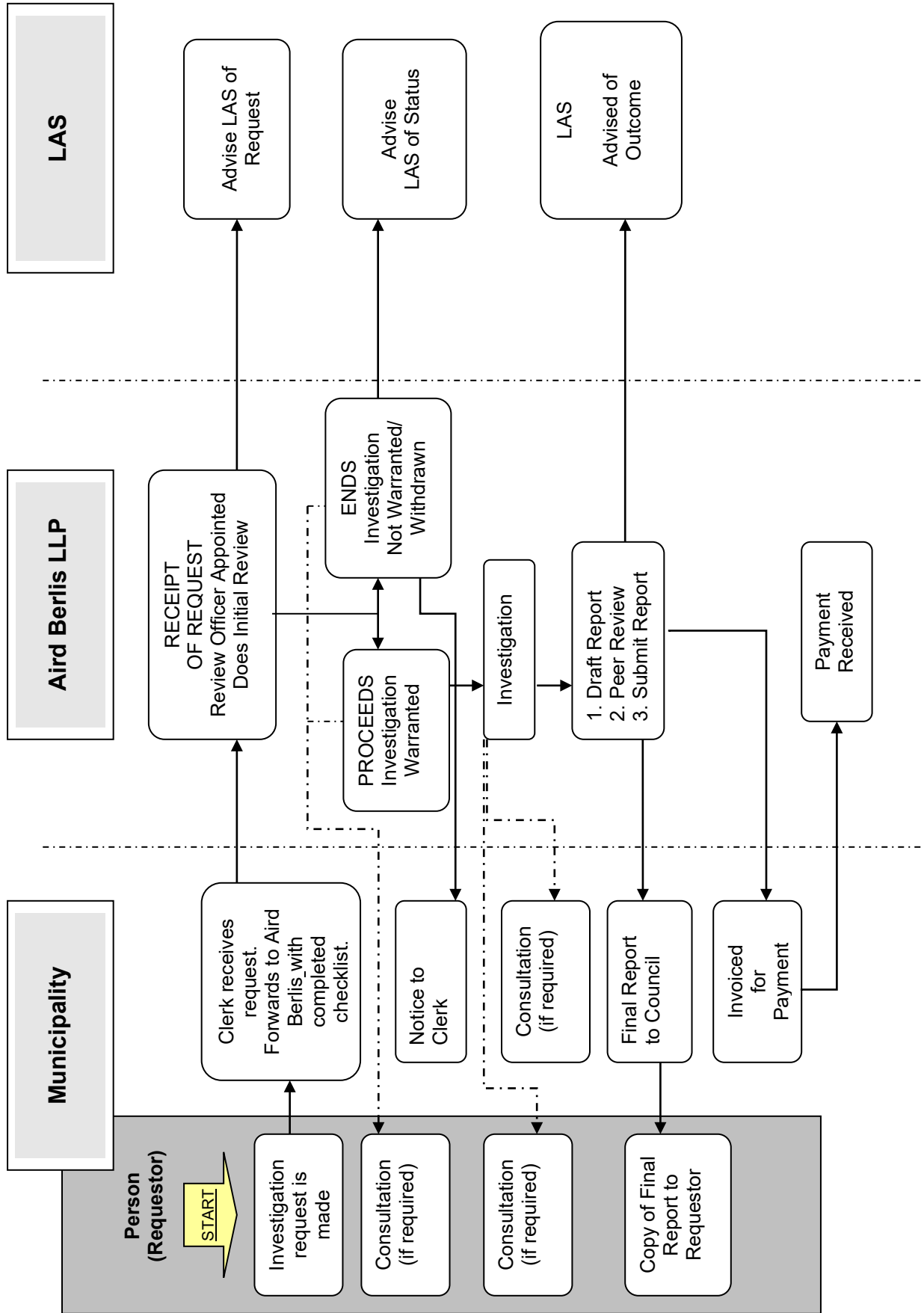
The LAS Program will ensure:

- municipal transparency and accountability
- independent, impartial and credible investigations and reports

Benefits to Participating Municipalities:

- experienced, knowledgeable and qualified investigators
- access to all completed reports via a secure website
- availability of on-going education/information
- no review by provincial Ombudsman

INVESTIGATION REQUEST PROCESS



REPORT 1 - 2020

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Traffic Safety Council presents its first report for 2020 and recommends:

TSC-0001-2020

1. That the warrants have not been met for the placement of a school crossing guard at the intersection of Bala Drive and Freshwater Drive for the students attending Ruth Thompson Middle School.
2. That Transportation and Works be requested to install corner prohibitions on Bala Drive and sign the north side of Bala Drive "No Stopping, 7:30 AM - 4:00 PM, Monday to Friday, September to June" in addition to existing "No Parking" signage.
3. That Traffic Safety Council school walking routes committee be requested to contact the principal of Ruth Thompson Middle School regarding the school walking routes program to promote active transportation and reduce the number of vehicles in the school zone.
4. That Parking Enforcement be requested to enforce "No Stopping" signage on the north side of Bala Drive once the signage is in place between the peak times of 8:00 - 8:25 AM and 2:20 - 2:45 PM for the students attending Ruth Thompson Middle School.

(Ward 10)

(TSC-0001-2020)

TSC-0002-2020

1. That the warrants have not been met for the placement of a school crossing guard at the intersection of Freshwater Drive and Thomas Street for the students attending Ruth Thompson Middle School.
2. That Transportation and Works be requested to paint a stop bar and zebra marked crosswalk on the south leg at the intersection of Freshwater Drive and Thomas Street for the students attending Ruth Thompson Middle School.

(Ward 10)

(TSC-0002-2020)

TSC-0003-2020

1. That the warrants have not been met for the placement of a school crossing guard at the intersection of Deepwood Heights and Freshwater Drive for the students attending Ruth Thompson Middle School.
2. That the Principal of Ruth Thompson Middle School be requested to remind students to cross safely at the intersection of Deepwood Heights and Freshwater Drive.
3. That Transportation and Works be requested to replace "No Parking" signage opposite Ruth Thompson Middle School with "No Stopping, Monday to Friday, September to June, 7:30 AM - 4:00 PM" signage.
4. That Traffic Safety council be requested to re-inspect the intersection of Deepwood Heights and Freshwater Drive in the Spring of 2020 once the signage is in place at Ruth Thompson Middle School.
5. That Parking Enforcement be requested to enforce the "No Parking/No Stopping" zones between the peak times of 8:00 - 8:25 AM and 2:20 - 2:45 PM once the signage is in place at Ruth Thompson Middle School.

(Ward 10)

(TSC-0003-2020)

TSC-0004-2020

1. That the warrants have not been met for the placement of a school crossing guard at Montevideo Road and Lorca Crescent (east Leg) as there are sufficient safe gaps in traffic for pedestrians to safely cross the road for the students attending Settler's Green Public School.
2. That Transportation and Works be requested to review the signage on Montevideo Road and review if there is a By-law restricting parking on the north side of Montevideo Road, east of Settler's Green Public School entrance driveway.
3. That the Principal of Settler's Green Public School be requested to advise parents to use the Kiss and Ride in the morning instead of parking on Lorca Crescent.

(Ward 9)

(TSC-0004-2020)

TSC-0005-2020

1. That the warrants have not been met for the placement of a school crossing guard at 1250 Melton Drive for the students attending St. Edmund Catholic Elementary School.
2. That Transportation and Works be requested to replace the faded "No Stopping" signage in front of St. Edmund Catholic Elementary School.

(Ward 1)

(TSC-0005-2020)

TSC-0006-2020

1. That the Principal of St. Basil Catholic Elementary School be requested to remove the remaining pylons in the Kiss and Ride lane to allow vehicles to exit the school driveway while buses are unloading.
2. That the Principal of St. Basil Catholic Elementary School be requested to ensure that the Kiss and Ride monitors move the buses and vehicles forward in the Kiss and Ride lane to unload.
3. That Transportations and Works be requested to review the school area and 40 KM speed zone signage in front of 4292 Golden Orchard Drive for the students attending St. Basil Catholic Elementary School.

(Ward 3)

(TSC-0006-2020)

TSC-0007-2020

1. That the warrants have not been met for the placement of a school crossing guard at the intersection of Osprey Boulevard and Waxing Drive for the students attending St. Edith Stein Catholic Elementary School.
2. That Transportation and Works be requested to review signage in the school zone on Osprey Boulevard for the students attending St. Edith Stein Catholic Elementary School.

(Ward 10)

(TSC-0007-2020)

TSC-0008-2020

1. That Transportation and Works be requested to move the "No Stopping" zone south to near the utility box to allow for better sightlines for vehicles exiting the driveway at St. Edith Stein Catholic Elementary School.
2. That Parking Enforcement be requested to enforce the "No Stopping" zones on the west side of Osprey Boulevard that protect the school exit driveway once the signage is in place at St. Edith Stein Catholic Elementary School.

(Ward 10)

(TSC-0008-2020)

TSC-0009-2020

1. That the warrants have not been met for the placement of a school crossing at the intersection of Tomken Road and Flagship Drive for the students attending St. Thomas More Catholic Elementary School.
2. That Traffic Safety Council Walk to School Subcommittee be requested to contact the Principal of St. Thomas More Catholic Elementary School to discuss the School Walking Routes Program.

(Ward 3)

(TSC-0009-2020)

TSC-0010-2020

That the Peel District School Board be requested to paint and sign the Kiss and Ride as per standard in front of Dolphin Senior Public School.

(Ward 11)

(TSC-0010-2020)

TSC-0011-2020

1. That the warrants have not been met for the placement of a school crossing guard at the intersection of McBride Avenue and Westlock Road for the students attending St. John XXIII Catholic Elementary School.
2. That Transportation and Works be requested to review signage on McBride Avenue in the St. John XXIII Catholic Elementary School area.
3. That Transportation and Works be requested to paint zebra markings on the east leg of the intersection at McBride Avenue and Westlock Road for the students attending St. John XXIII Catholic Elementary School.

(Ward 6)

(TSC-0011-2020)

TSC-0012-2020

That the letter dated December 16, 2019 from the Director of Education, Peel District School Board advising Robert Crocker, Trustee, Mississauga Wards 6 & 11, was appointed as the Board's representative to the Traffic Safety Council be received.

(TSC-0012-2020)

TSC-0013-2020

That the Site Inspection Statistics Report for December 2019 be received for information.

(TSC-0013-2020)

TSC-0014-2020

That the Site Inspection Statistics Report for January 2020 be received for information.

(TSC-0014-2020)

TSC-0015-2020

That the Parking Enforcement in School Zone Report for November 2019 be received for information.

(TSC-0015-2020)

TSC-0016-2020

That the Parking Enforcement in School Zone Report for December 2019 be received for information.

(TSC-0016-2020)

TSC-0017-2020

That the Transportation and Works Action Items List for November 2019 be received for information.

(TSC-0017-2020)

TSC-0018-2020

1. That Transportation and Works be requested to review the feasibility of installing stop signs on Chriseden Drive, both the east and south legs of the intersection effectively creating a 3 way stop with the stop sign on school property at the Kiss and Ride exit at Tecumseh Public School.
2. That Transportation and Works be requested to review the feasibility of installing a zebra marked crosswalk at the south leg of Chriseden Drive at the proposed stop sign and that the curb depressions on Chriseden Drive south of the Tecumseh Public School be removed.

(Ward 2)

(TSC-0018-2020)

TSC-0019-2020

1. That the Legislative Coordinator be requested to review the seats of all Citizen Members on Traffic Safety Council and declare the necessary seats vacant in accordance with the Council Procedure By-Law 0139-2013 Section 76(1).
2. That the City Clerk be directed to fill all vacancies that exist on the Traffic Safety Council in accordance with the Corporate Policy #02-01-01 on Citizen Appointments to Committees, Boards and Authorities.
3. That the Traffic Safety Council Terms of Reference be amended to include the requirement of Citizen Members to regularly attend Site Inspections and that staff be directed to report back to Traffic Safety Council on the final wording of the Terms of Reference.

(TSC-0019-2020)

REPORT 1 - 2020

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

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

RSC-0001-2020

That the deputation on January 28, 2020 by Murray Scott, resident with respect to Road Safety concerns be received.

(RSC-0001-2020)

RSC-0002-2020

That the 2019 Region of Peel Vision Zero Road Safety Strategic Plan Update dated January 23, 2020 be received.

(RSC-0002-2020)

RSC-0003-2020

1. That the 2020 Distracted Driving Campaign paid advertising strategy as presented by Kimberly Hicks, Senior Communications Advisor on January 28, 2020 be approved.
2. That the Road Safety Promotional Subcommittee work with Communications Staff to develop the 2020 Distracted Driving Campaign and return to the Road Safety Committee for final approval; and
3. That funds in the amount of up to \$10,500.00 from the 2020 Committee budget be allocated to the Road Safety Committee for the purposes of developing the 2020 Distracted Driving Campaign and obtaining a group subscription to the Canadian Association of Road Safety Professionals (CARSP).

(RSC-0003-2020)

RSC-0004-2020

That the email dated December 18, 2019 from Sergeant Sean Cole, OPP regarding "Safe Streets" statistics be received.

(RSC-0004-2020)

RSC-0005-2020

1. That the email dated January 21, 2020 from Thomas Barakat, Citizen Member with respect to his resignation from the Road Safety Committee be received.
2. That due to the resignation of Thomas Barakat, a vacancy exists on the Road Safety Committee, and that the City Clerk be directed to fill the vacancy in accordance with the Corporate Policy #02-01-01 on Citizen Appointments to Committees, Boards and Authorities.

(RSC-0005-2020)

RSC-0006-2020

That the 2020 Road Safety Committee Terms of Reference dated January 28, 2020 be approved as amended.

(RSC-0006-2020)

RSC-0007-2020

That the memorandum dated January 21, 2020 from Allyson D'Ovidio, Legislative Coordinator with respect to 2020 Road Safety Committee meeting dates be received.

(RSC-0007-2020)

RSC-0008-2020

That funds in the amount of up to \$1,200.00 from the Committee budget be allocated to the Road Safety Committee for the purposes of attending conferences.

(RSC-0008-2020)

REPORT 1 - 2020

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

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

EAC-0001-2020

That the deputation by Susan and David Aiken, Residents with respect to Make Mississauga a Bird City be received for information.

(EAC-0001-2020)

EAC-0002-2020

1. That the deputation and associated presentation by Michael Measure, Executive Director, FLAP (Fatal Light Awareness Program) Canada with respect to Enhancing Bird Glazing be received for information.
2. That staff be directed to report back to a future Environmental Action Committee meeting to investigate the feasibility of becoming a Bird City.
3. That Animal Services staff be requested to provide a list of programs and services related to injured animals and wildlife rehabilitation to be circulated to the Environmental Action Committee and Members of Council.

(EAC-0002-2020)

EAC-0003-2020

That the deputation and associated presentation by Christopher Pyke, Supervisor, Waste Management with respect to the Dog Waste Capture Initiative be received for information.

(EAC-0003-2020)

EAC-0004-2020

That the deputation and associated presentation by Diana Suzuki-Bracewell, Supervisor, Environmental Outreach with respect to the 2020 Climate Change Program Engagement and Outreach Plans be received for information.

(EAC-0004-2020)

EAC-0005-2020

That the Environmental Action Committee Work Plan be approved as discussed at the February 4, 2020 Environmental Action Committee meeting.

(EAC-0005-2020)

REPORT 1-2020

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Governance Committee presents its first report for 2020 and recommends:

(GOV-0001-2020)

That the report dated January 13, 2020 from the Director, Legislative Services be received and that a further report regarding Ranked Ballot Elections be brought back to General Committee for consideration.

(GOV-0001-2020)

(GOV-0002-2020)

1. That a follow up letter be sent to the School Boards regarding scheduling a P.A. Day on the same day as the Municipal Election
2. That a letter be sent to the Ministry of Municipal Affairs and Housing to reconsider remuneration once every four years for the municipal election.
3. That staff review voter cards and additional advance polling days for municipal elections.

(GOV-0002-2020)

(GOV-0003-2020)

That staff report back to General Committee on the Municipal Election Campaign Contribution Rebate Program using the Oakville model with 50 percent rebate on minimum \$100 contribution, for a maximum contribution between \$1000 to \$2500.

(GOV-0003-2020)

(GOV-0004-2020)

That the report dated October 28, 2019 from the Commissioner of Corporate Services and Chief Financial Officer be approved as outlined with the following amendments:

1. That electronic participation be permitted for Accessibility Advisory Committee members to allow voting and to count for quorum.
2. That the current procedure for the Consent Agenda remain the status quo.

(GOV-0004-2020)

(GOV-0005-2020)

That the memorandum dated January 21, 2020 regarding Electronic Participation at Accessibility Advisor Committee meetings be received.

(GOV-0005-2020)