

CHAIR:

N. IANNICCA

MEMBERS:

P. BROWN

G. CARLSON

B. CROMBIE

D. DAMERLA

S. DASKO

G. S. DHILLON

J. DOWNEY

C. FONSECA

P. FORTINI

A. GROVES

J. INNIS

J. KOVAC

M. MAHONEY

S. MCFADDEN

M. MEDEIROS

M. PALLESCHI

C. PARRISH

K. RAS

P. SAITO

R. SANTOS

I. SINCLAIR

R. STARR

A. THOMPSON

P. VICENTE



The Council of the
Regional Municipality of Peel

Date: Thursday, November 12, 2020

Time: 9:30 AM

Place: Council Chamber, 5th Floor
Regional Administrative Headquarters
10 Peel Centre Drive, Suite A
Brampton, Ontario

Due to the efforts to contain the spread of COVID-19 there will be limited public access to the Council Chambers, by pre-registration only. Please email regional.clerk@peelregion.ca to pre-register. The meeting will be live streamed on <http://www.peelregion.ca/>.

For inquiries about this agenda or to make arrangements for accessibility accommodations including alternate formats, please contact:

Jill Jones at jill.jones@peelregion.ca.

Agendas and reports are available at www.peelregion.ca/council

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1. **CALL TO ORDER**

2. **INDIGENOUS LAND ACKNOWLEDGEMENT**

3. **DECLARATIONS OF CONFLICTS OF INTEREST**

4. **APPROVAL OF MINUTES**

4.1. October 22, 2020 Regional Council meeting

5. **APPROVAL OF AGENDA**

6. **CONSENT AGENDA**

7. **DELEGATIONS**

7.1. Deborah Flint, President and CEO, Greater Toronto Airports Authority (GTAA) and Michele McKenzie, GTAA Board Member for Peel Region

Providing the Annual GTAA Update to Regional Council (**To be distributed when available**)

8. **COVID-19 RELATED MATTERS**

8.1. Peel Public Health COVID-19 Response

Presentation by Dr. Lawrence Loh, Medical Officer of Health

9. **COMMUNICATIONS**

9.1. Doug Ford, Premier of Ontario

Email dated October 15, 2020, Responding to a Letter from Regional Chair Iannicca dated October 14, 2020, Requesting that the Provincial Government Immediately Restrict all Residential Rental Evictions (Resolution 2020-807)
(Receipt recommended) (Related to 9.2)

9.2. Kyle Seebach, Member of Parliament, Dufferin-Caledon

Letter dated October 20, 2020, Responding to a Letter from Regional Chair Iannicca dated October 14, 2020, Requesting that the Provincial Government Immediately Restrict all Residential Rental Evictions (Resolution 2020-807)
(Receipt recommended) (Related to 9.1)

9.3. Steve Clark, Minister of Municipal Affairs and Housing

Letter dated October 26, 2020, Advising of Social Services Relief Fund, Phase 2, Service Manager Business Case Approval with Follow Up Direction (Referral to Human Services and Finance recommended)

9.4. Nando Iannicca, Regional Chair and Chief Executive Officer, Region of Peel; Patrick Brown, Mayor, City of Brampton; Bonnie Crombie, Mayor, City of Mississauga; and Alan Thompson, Mayor, Town of Caledon

Letter dated October 27, 2020, to the Premier of Ontario Requesting Continued Dialogue to Jointly Review the Region of Peel and Local Municipalities' Perspective, Local Data and Patterns Regarding COVID-19 (Receipt recommended)

9.5. Brock Hovey, VP Corporate Services, Accountability and Quality (Central West LHIN), Interim CFO and VP Finance, Performance and Corporate Services (Mississauga Halton LHIN) Ontario Health (Central)

Letter dated November 3, 2020, Advising of One-Time Funding to the Community Support Services Sector in 2020/21 to Support Capacity and One-time Expenditures Related to COVID-19 (Referral to Health Services recommended)

10. STAFF PRESENTATIONS

10.1. Update on the Development Services Fee Review

Presentation by Sean-Michael Stephen, Manager, Watson and Associates Economists Ltd. and John Hardcastle, Interim Director, Development Services (**A copy of the Final Watson Report titled "Development Services User Fees Review" is available from the Office of the Regional Clerk**) (Related to 18.1)

11. ITEMS RELATED TO HUMAN SERVICES

11.1. Housing with Supports Contract Extension

11.2. Report of the Strategic Housing and Homelessness Committee (SHHC-2/2020) meeting held on October 15, 2020

12. COMMUNICATIONS

12.1. Ruby Sahota, Member of Parliament, Brampton North

Email dated October 27, 2020, Advising of the Federal Rapid Housing Initiative (Referral to Human Services and Finance recommended)

13. ITEMS RELATED TO PLANNING AND GROWTH MANAGEMENT

13.1. Proposed Work Plan for the Region of Peel Planning Advisory Committee

- 13.2. Report of the ROPA 30 Appeals Oversight Committee (R30AOC-4/2020) meeting held on October 29, 2020

14. COMMUNICATIONS

- 14.1. Andrew Walker, Principal Planner, Gagnon Walker Domes Ltd., jointly with Glen Schnarr and Associates Inc., on behalf of the Heritage Heights Landowners Group (HHLOG) Owners

Email dated October 21, 2020, Providing a Copy of HHLOG's Letter to the Minister of Transportation Regarding the GTA West Transportation Corridor, Urban Boulevard Concept versus Traditional Highway within Heritage Heights, City of Brampton (Receipt recommended)

15. ITEMS RELATED TO ENTERPRISE PROGRAMS AND SERVICES

- 15.1. Procurement Activity Report – T2 May 1 to August 31, 2020
(For information)
- 15.2. Election of Regional Council Section Chairs and Vice-Chairs; and Appointment of Members to Committees
(Related to 16.2)
- 15.3. Report of the Government Relations Committee (GRC-3/2020) meeting held on October 15, 2020

16. COMMUNICATIONS

- 16.1. Richard Stubbings, Assistant Deputy Minister, Public Safety Division, Ministry of the Solicitor General

Letter dated October 15, 2020, Advising of a Court Security and Prisoner Transportation Program (Receipt recommended)
- 16.2. Alisa Mahrova, Clerk and Manager, Policy, Toronto and Region Conservation Authority

Letter dated October 19, 2020, Regarding Appointments to the Toronto and Region Conservation Authority (TRCA) Partners in Project Green Executive Management Committee
(Receipt recommended) (Related to 15.2)
- 16.3. Doug Downey, Attorney General

Letter dated October 27, 2020, Regarding Changes to the Special Investigations Unit (Receipt recommended)

- 16.4. Laura Hall, Acting General Manager, Corporate Services/Acting Town Clerk, Town of Caledon

Letter dated October 28, 2020, Regarding the Proposed 2021 Caledon Ontario Provincial Police Budget and 2022-2024 Projections (Referral to Finance recommended)

17. ITEMS RELATED TO PUBLIC WORKS

- 17.1. Queen Elizabeth Way Credit River Bridge – Active Transportation Crossings

- 17.2. Report of the Waste Management Strategic Advisory Committee (WMSAC-4/2020) meeting held on October 29, 2020

18. COMMUNICATIONS

- 18.1. Jennifer Jaruczek, Planner, Policy and Advocacy, Building Industry and Land Development Association

Letter dated November 3, 2020 Regarding Peel Region Development Services Fee Review (Receipt recommended) (Related to 10.1)

19. ITEMS RELATED TO HEALTH

- 19.1. Eliminating Violence Against Paramedics – A Call to Action

20. COMMUNICATIONS

21. OTHER BUSINESS/COUNCILLOR ENQUIRIES

22. NOTICE OF MOTION/MOTION

- 22.1. Motion Regarding the Development of a Comprehensive Advocacy Strategy for the Implementation of the Ontario Seniors Dental Care Plan Services Program

(As requested by Councillor Groves)

- 22.2. Motion Regarding Advocacy for Property Tax Exemptions Under Bill 57

(As requested by Councillor Dasko)

- 22.3. Motion Regarding Community Policing and Special Investigations Unit (SIU) Reform

(As requested by Mayor Brown and Mayor Crombie)

23. BY-LAWS

Three Readings

- 23.1. By-law 65-2020

A by-law to govern the Regional Council Code of Conduct and to repeal By-law 1-2017.

23.2. By-law 68-2020

A by-law to amend the Region of Peel Procedure By-law 56-2019, as amended, being a by-law to govern the calling, place, and proceedings of the meetings of Council and its committees and the conduct of its members.

24. IN CAMERA MATTERS

24.1. Closed Session Report of the ROPA 30 Appeals Oversight Committee (R30AOC-4/2020) meeting held on October 29, 2020

(Advice that is subject to solicitor-client privilege, including communications necessary for that purpose)

24.2. Update from the External Legal Counsel Regarding Local Planning Appeal Tribunal Hearing - Regional Official Plan Amendment 30

(Oral) (Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and, Advice that is subject to solicitor-client privilege, including communications necessary for that purpose)

24.3. Letter from the External Legal Counsel Regarding Local Planning Appeal Tribunal Hearing - Regional Official Plan Amendment 30

(Advice that is subject to solicitor-client privilege, including communications necessary for that purpose)

24.4. Funding Request for Bruce Trail Conservancy Project Proposal, Town of Caledon, Ward 1
(A proposed or pending acquisition or disposition of land by the municipality or local board)

24.5. Proposed Property Acquisition – Dixie Road Widening – PF-08073.11 – North of Countryside Drive to North of Mayfield Road – City of Brampton, Ward 9 and Town of Caledon, Ward 2

(A proposed or pending acquisition or disposition of land by the municipality or local board)

24.6. Proposed Property Acquisition – Town of Caledon, Ward 4

(A proposed or pending acquisition or disposition of land by the municipality or local board)

25. BY-LAWS RELATING TO IN CAMERA MATTERS

26. BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL

27. ADJOURNMENT



**THE COUNCIL OF
THE REGIONAL MUNICIPALITY OF PEEL
MINUTES**

October 22, 2020

| | | |
|------------------|---|---|
| Members Present: | P. Brown G. Carlson B. Crombie D. Damerla S. Dasko G.S. Dhillon J. Downey C. Fonseca P. Fortini A. Groves N. Iannicca J. Innis J. Kovac | M. Mahoney S. McFadden M. Medeiros M. Palleschi C. Parrish K. Ras P. Saito R. Santos I. Sinclair R. Starr A. Thompson P. Vicente |
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| Staff Present | J. Baker, Chief Administrative Officer S. Baird, Commissioner of Digital and Information Services K. Lockyer, Regional Clerk and Interim Commissioner of Corporate Services S. VanOwewegen, Commissioner of Finance and Chief Financial Officer P. O'Connor, Regional Solicitor A. Smith, Interim Chief Planner A. Farr, Interim Commissioner of Public Works J. Sheehy, Commissioner of Human Services | N. Polsinelli, Commissioner of Health Services Dr. L. Loh, Medical Officer of Health A. Adams, Deputy Clerk and Acting Director of Clerk's C. Thomson, Deputy Clerk and Manager of Legislative Services J. Jones, Legislative Specialist H. Gill, Legislative Specialist S. Valteau, Legislative Specialist R. Khan, Legislative Technical Coordinator |
|---------------|--|---|

1. CALL TO ORDER

Regional Chair Iannicca called the meeting of Regional Council to order at 9:33 a.m. in the Council Chamber, Regional Administrative Headquarters, 10 Peel Centre Drive, Suite A, Brampton.

Councillor Kovac arrived at 10:02 a.m.

Councillor Dhillon arrived at 9:52 a.m.

Councillor Starr arrived at 9:53 a.m.

Councillor Thompson departed at 2:26 p.m.

2. INDIGENOUS LAND ACKNOWLEDGEMENT

Regional Chair Iannicca read an Indigenous Land Acknowledgement.

3. DECLARATIONS OF CONFLICTS OF INTEREST

Nil.

4. APPROVAL OF MINUTES**4.1 October 8, 2020 Regional Council meeting**

Resolution Number 2020-820

Moved by Councillor Carlson

Seconded by Councillor Downey

That the minutes of the October 8, 2020 Regional Council meeting be approved.

Carried

5. APPROVAL OF AGENDA

Resolution Number 2020-821

Moved by Councillor Crombie

Seconded by Councillor Parrish

That the agenda for the October 22, 2020 Regional Council meeting include a communication from the Peel Safe and Active Routes to School Committee, regarding installation of automated school bus stop arm cameras, to be dealt with under Items Related to Public Works - Item 16.7;

And further, that the agenda for the October 22, 2020 Regional Council meeting be approved, as amended.

Carried

6. CONSENT AGENDA

Resolution Number 2020-822

Moved by Councillor Downey

Seconded by Councillor Santos

That the following matters listed on the October 22, 2020 Regional Council Agenda be approved under the Consent Agenda: Items 9.1, 9.2, 9.3, 9.4, 9.5, 13.2, 13.3, 13.4, 15.3, 15.4, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7, 18.1, 20.1, 24.1 and 24.2.

In Favour (23): Councillor Brown, Councillor Carlson, Councillor Crombie, Councillor Damerla, Councillor Dasko, Councillor Dhillon, Councillor Downey, Councillor Fonseca, Councillor Fortini, Councillor Groves, Councillor Innis, Councillor Mahoney, Councillor McFadden, Councillor Medeiros, Councillor Palleschi, Councillor Parrish, Councillor Ras, Councillor Saito, Councillor Santos, Councillor Sinclair, Councillor Starr, Councillor Thompson, and Councillor Vicente

Absent (1): Councillor Kovac

Carried**RESOLUTIONS AS A RESULT OF THE CONSENT AGENDA****9. COMMUNICATIONS****9.1 Christine Massey, Resident, City of Bampton**

Email dated October 6, 2020, Regarding How the Centres for Disease Control and World Health Organization Will Fake the Effects of the COVID Vaccine to Make it Look Like a Success (Receipt recommended)

Resolution Number 2020-823

Received

This item was dealt with under the Consent Agenda.

9.2 Steve Clark, Minister of Municipal Affairs and Housing

Letter dated October 8, 2020, Advising that the *Helping Tenants and Small Businesses Act, 2020* has Received Royal Assent (Receipt recommended)

Resolution Number 2020-824

Received

This item was dealt with under the Consent Agenda.

9.3 Laurie Scott, Minister of Infrastructure

Email dated October 13, 2020, Regarding Investing in Canada Infrastructure Plan Funding (Receipt recommended)

Resolution Number 2020-825

Received

This item was dealt with under the Consent Agenda.

9.4 Kate Manson-Smith, Deputy Minister of Municipal Affairs and Housing and Mario Di Tommaso, Deputy Minister of Community Safety

Email dated October 10, 2020, Regarding Enforcement of Orders under the *Reopening Ontario Act, 2020* (Receipt recommended)

Resolution Number 2020-826

Received

This item was dealt with under the Consent Agenda.

**9.5 Danielle Andrade, Acting Senior Program Development Officer,
Government of Canada**

Email dated October 8, 2020, Regarding Additional Funding for Community Entities During COVID-19 (Receipt recommended)

Resolution Number 2020-827

Received

This item was dealt with under the Consent Agenda.

13. ITEMS RELATED TO ENTERPRISE PROGRAMS AND SERVICES

13.2 Encroachment Agreement – 44 Simpson Road (Coleraine Drive) - Town of Caledon, Ward 5 – Owner: 1799125 Ontario Ltd.

(Related to By-law 63-2020)

Resolution Number 2020-828

Moved by Councillor Downey

Seconded by Councillor Santos

That the encroachment of a private 375mm storm sewer on Regional Road 150 (Coleraine Drive), adjacent to the property known municipally as 44 Simpson Road, Caledon, be permitted in accordance with the terms and conditions contained in an Encroachment Agreement between The Regional Municipality of Peel and 1799125 Ontario Ltd;

And further, that the necessary by-law be presented for enactment.

Carried

This item was dealt with under the Consent Agenda.

13.3 Report of the Regional Council Policies and Procedures Committee (PPC-7/2020) meeting held on October 1, 2020

(Related to By-laws 64-2020 and 65-2020)

Resolution Number 2020-829

Moved by Councillor Downey

Seconded by Councillor Santos

That the report of the Regional Council Policies and Procedures Committee (PPC-7/2020) meeting held on October 1, 2020, be adopted.

Carried

This item was dealt with under the Consent Agenda.

2. DECLARATIONS OF CONFLICTS OF INTEREST

Nil.

3. APPROVAL OF AGENDA**RECOMMENDATION PPC-13-2020:****Resolution Number 2020-830**

That the agenda for the October 1, 2020 Regional Council Policies and Procedures Committee meeting be approved.

Approved

4. DELEGATIONS**4.1 Jeffrey Abrams and Janice Atwood-Petkovski, Integrity Commissioners, Principles Integrity**

Presenting an Overview of Proposed Amendments to the Principles Integrity Recommended Regional Council Code of Conduct (Related to 7.1, 7.2 and 7.3)

Resolution Number 2020-831

Received

RECOMMENDATION PPC-14-2020:**Resolution Number 2020-832**

That the Regional Council Code of Conduct provided as an attachment to the delegation from Jeffrey Abrams and Janice Atwood-Petkovski, Integrity Commissioners, Principles Integrity, be approved, as amended;

And further, that the existing Regional Council Code of Conduct By-law 1-2017, as amended, be repealed;

And further, that the required by-law be presented to Regional Council for enactment.

Approved

5. REPORTS**WITHDRAWN****~~5.1 Process to Enact a By-law to Provide Mississauga a Designated Voting Member~~****5.2 Review of Regional Council Composition**

(For information)

RECOMMENDATION PPC-15-2020:**Resolution Number 2020-833**

That the report of the Interim Commissioner of Corporate Services, titled "Review of Regional Council Composition", be deferred to the next Regional Council Policies and Procedures Committee meeting.

Approved

5.3 Regional Council Agenda Development Process

(For information)

RECOMMENDATION PPC-16-2020:

Resolution Number 2020-834

That the Region of Peel Procedure By-law be amended to provide that Revised Council agendas be distributed to each member of Regional Council not less than 72 hours (three days), prior to the time of the regular Council meeting;

And further, that delegations be required to provide all materials not less than 48 hours (2 days) prior to the time of the committee or regular Council meeting;

And further, that the required amending by-law be presented to Regional Council for enactment.

Approved

5.4 Establishing a Region of Peel Media Release Policy

RECOMMENDATION PPC-17-2020:

Resolution Number 2020-835

That the Media Release Policy attached as Appendix II to the report of the Interim Commissioner of Corporate Services, titled "Establishing a Region of Peel Media Release Policy", be approved;

And further, that the Media Release Policy replace Corporate Policy I30-02 – Communication with Media.

Approved

5.5 Replacing the Regional By-law to Indemnify Employees and Members of Council

(Related to By-law 64-2020)

RECOMMENDATION PPC-18-2020:

Resolution Number 2020-836

That By-law 38-2005, as amended by By-law 24-2014 (the "By-law") be repealed and replaced with a newly enacted by-law to provide:

- a) clarification of the ability of Regional Council to provide indemnification or reimbursement of legal costs incurred by members of Regional Council and Regional employees in proceedings under or pursuant to the criminal law, including the Criminal Code of Canada (the "Criminal Code") where deemed appropriate by Regional Council in its discretion; and*

b) protection for members of Regional Council and Regional employees from liability to the Region and the prevention of proceedings by the Region against members of Regional Council and Regional employees in certain instances described in the report of the Interim Commissioner of Corporate Services and the Regional Solicitor titled "Replacing the Regional By-law to Indemnify Employees and Members of Council";

And further, that the required by-law be presented to Regional Council for enactment;

And further, that staff be directed to revise the Region's external insurance program to remove coverage for legal costs incurred in Criminal Code proceedings with indemnifying coverage being extended instead in the discretion of Regional Council, to be exercised on a case by case basis.

Approved

6. COMMUNICATIONS

Nil.

7. OTHER BUSINESS

7.1 Motion Regarding Rules Governing the Conduct of the Regional Chair as it Relates to the Sharing of Information to Council as a Collective Whole and Endorsement of Regional Council Position Statements

(Related to 4.1 and 7.2)

Resolution Number 2020-837

Received

7.2 Resolution 2019-1069 - Paragraph [105] from the Integrity Commissioner's Report Titled, "Region of Peel – Code of Conduct Complaint Against Chair Iannicca – Recommendation Report"

(Related to 4.1 and 7.1)

Resolution Number 2020-838

Received

7.3 Request that Amendments to the Peel Regional Council Code of Conduct Include a Process for Resolving Matters Under Joint Responsibility of the Region and Local Municipalities

(Related to 4.1)

Resolution Number 2020-839

Received**13.4 Report from the Deputy Clerk Regarding the Public Meeting held on October 8, 2020**

Regarding the Proposed Region of Peel Development Charges By-law and Background Study

Resolution Number 2020-840

Received

This item was dealt with under the Consent Agenda.

15. ITEMS RELATED TO PUBLIC WORKS**15.3 Maintenance Hole Deficiency Repairs, Various Locations, Capital Project 18-2307, Assignment No. 3, Document 2020-295T**

Resolution Number 2020-841

Moved by Councillor Downey

Seconded by Councillor Santos

That the contract (Document 2020-295T) for maintenance hole deficiency repairs at various locations throughout the Region of Peel, Assignment No.3, be awarded to Rockwell Site Works Inc. in the estimated amount of \$3,365,956.00 (excluding applicable taxes), under Capital Project 18-2307, in accordance with Procurement By-law 30-2018, as amended.

Carried

This item was dealt with under the Consent Agenda.

15.4 Report of the Waste Management Strategic Advisory Committee (WMSAC-3/2020) meeting held on October 1, 2020

Resolution Number 2020-842

Moved by Councillor Downey

Seconded by Councillor Santos

That the report of the Waste Management Strategic Advisory Committee (WMSAC-3/2020) meeting held on October 1, 2020, be adopted.

Carried

This item was dealt with under the Consent Agenda.

2. DECLARATIONS OF CONFLICTS OF INTEREST

Nil

3. APPROVAL OF AGENDA

RECOMMENDATION WMSAC-12-2020:

Resolution Number 2020-843

That the agenda for the October 1, 2020 Waste Management Strategic Advisory Committee meeting include an oral update on waste management services during COVID-19, to be dealt with under Reports – Item 5.3 as the first item of business;

And further, that the agenda for the October 1, 2020 Waste Management Strategic Advisory Committee meeting be approved, as amended.

Approved

4. DELEGATIONS

Nil

5. REPORTS

Item 5.3 was dealt with.

5.3 Update on Waste Management Services During COVID-19

(Oral)

Resolution Number 2020-844

Received

5.1 Status Update: Mixed Waste Processing Pilot

(Oral)

Presentation by Norman Lee, Director of Waste Management

Resolution Number 2020-845

Received

5.2 Curbside and Multi-Residential Enforcement Programs to Reduce Blue Box Contamination**RECOMMENDATION WMSAC-13-2020:**

Resolution Number 2020-846

That Region-wide curbside and multi-residential enforcement programs be implemented to reduce contamination in the blue box and other waste collection programs as outlined in the report of the Interim Commissioner of Public Works titled "Curbside and Multi-Residential Enforcement Programs to Reduce Blue Box Contamination";

And further, that curbside households that regularly set out extra bags of recycling be provided with education on how to fit more recycling in the blue cart and, where appropriate as determined by staff, be given a larger or second blue

cart as outlined in the subject report;

And further, that the programs outlined in the subject report be funded from general working fund reserves.

Approved

RECOMMENDATION WMSAC-14-2020:

Resolution Number 2020-847

That staff be directed to provide regular updates or messaging regarding the Region of Peel curbside and multi-residential programs to Members of Council to be shared with constituents.

Approved

16. COMMUNICATIONS

16.1 Bruce and Shirley Reed, Property Owners, City of Brampton

Letter dated September 21, 2020, Providing a Copy of a Letter to the Minister of Transportation Regarding the GTA West Transportation Corridor, Urban Boulevard Concept versus Traditional Highway within Heritage Heights, City of Brampton (Receipt recommended) (Related to 7.1, 15.1 and 16.2 to 16.6 inclusive)

Resolution Number 2020-848

Received

This item was dealt with under the Consent Agenda.

16.2 Adam Goldstein, Redwood Properties

Email dated September 24, 2020, Expressing Support for the GTA West/Urban Motorway - Heritage Heights Secondary Plan Area, City of Brampton (Receipt recommended) (Related to 7.1, 15.1, 16.1 and 16.3 to 16.6 inclusive)

Resolution Number 2020-849

Received

This item was dealt with under the Consent Agenda.

16.3 Kaveh Wahdat, Planning Coordinator, Maplequest Group

Email dated September 24, 2020, Providing a Copy of Maplequest Group's Letter to the Minister of Transportation Regarding the GTA West Transportation Corridor, Urban Boulevard Concept versus Traditional Highway within Heritage Heights, City of Brampton (Receipt recommended) (Related to 7.1, 15.1, 16.1, 16.2 and 16.4 to 16.6 inclusive)

Resolution Number 2020-850

Received

This item was dealt with under the Consent Agenda.

16.4 Lindsey Baskerville, Project Manager, Mattamy Homes Canada, on behalf of D’Orazio Group in Partnership with Mattamy Homes (DMHH Partnership)

Email dated September 25, 2020, Providing a Copy of DMHH Partnership's Letter to the Minister of Transportation Regarding GTA West Transportation Corridor, Urban Boulevard Concept versus Traditional Highway within Heritage Heights, City of Brampton (Receipt recommended) (Related to 7.1, 15.1, 16.1 to 16.3 inclusive, 16.5 and 16.6)

Resolution Number 2020-851

Received

This item was dealt with under the Consent Agenda.

16.5 Larry and Heather Laidlaw, Owners, Orchalaw Farms

Letter dated September 29, 2020, Providing a Copy of a Letter to the Minister of Transportation Regarding GTA West Transportation Corridor, Urban Boulevard Concept versus Traditional Highway within Heritage Heights, City of Brampton (Receipt recommended) (Related to 7.1, 15.1, 16.1 to 16.4 inclusive and 16.6)

Resolution Number 2020-852

Received

This item was dealt with under the Consent Agenda.

16.6 Eddie Lee, Vice President, Land Development and Construction, Forest Hill Homes on behalf of Bramwest Development Corporation

Letter dated September 29, 2020, Providing a Copy of Bramwest Development Corporation's Letter to the Minister of Transportation Regarding GTA West Transportation Corridor, Urban Boulevard Concept versus Traditional Highway within Heritage Heights, City of Brampton (Receipt recommended) (Related to 7.1, 15.1, 16.1 to 16.5 inclusive)

Resolution Number 2020-853

Received

This item was dealt with under the Consent Agenda.

16.7 Peel Safe and Active Routes to School Committee

Letter dated October 21, 2020, Regarding Installation of Automated School Bus Stop Arm Cameras supporting Region of Peel Schools (Receipt recommended) (Related to 15.2)

Resolution Number 2020-854

Received

This item was dealt with under the Consent Agenda.

18. COMMUNICATIONS**18.1 Christine Massey, Spokesperson, Fluoride Free Peel**

Email dated October 9, 2020, Advising that the Former National Toxicology Program and National Institutes of Health Director Raises Alarm About Fluoridation (Receipt recommended)

Resolution Number 2020-855

Received

This item was dealt with under the Consent Agenda.

20. COMMUNICATIONS**20.1 Tina Malti, Professor of Psychology, Department of Psychology and Director, Centre for Child Development, Mental Health and Policy, University of Toronto Mississauga**

Letter dated September 23, 2020, Advising of the Award of a Partnership Development Grant for the Project titled Building Interconnectedness: Linking Social-Emotional Development Research to Practice and Policy (Receipt recommended)

Resolution Number 2020-856

Received

This item was dealt with under the Consent Agenda.

24. IN CAMERA MATTERS**24.1 October 8, 2020 Regional Council Closed Session Report**

Resolution Number 2020-857

Received

This item was dealt with under the Consent Agenda.

24.2 Commencement of Expropriation Proceedings – Steeles Avenue Widening – EXP-20041.00 – Chinguacousy Road to Mississauga Road – City of Brampton, Wards 4 and 6

(A proposed or pending acquisition or disposition of land by the municipality or local board)

Resolution Number 2020-858**Moved by** Councillor Downey**Seconded by** Councillor Santos

That commencement of expropriation proceedings regarding the Steeles Avenue Widening project for the acquisition of the lands as set out in Appendix I to the in camera report to Regional Council at its meeting on October 22, 2020 titled “Commencement of Expropriation Proceedings – Steeles Avenue Widening – EXP-20041.00 – Chinguacousy Road to Mississauga Road – City of Brampton, Wards 4 and 6” be approved and become public upon approval;

And further, that the necessary by-law, including the Application for Approval to Expropriate Land and the Notice of Application for Approval to Expropriate Land attached as Schedules B and C to the by-law, for the lands as set out in Appendix I to the subject report, be presented for enactment;

And further, that following service and publication of the Notice of Application for Approval to Expropriate Land, the Application for Approval to Expropriate Land and recommendation of any inquiry be reported to Regional Council for its consideration and decision as the approving authority under the Expropriations Act;

And further, that the Commissioner of Finance and Chief Financial Officer, upon the advice of the Regional Solicitor, be authorized to approve Direct Negotiations for retention of other professional services, including appraisal services, that may be required, under Capital Project 14-4035, for the completion of the necessary property acquisitions and expropriation proceedings.

Carried

This item was dealt with under the Consent Agenda.

AGENDA ITEMS SUBJECT TO DISCUSSION AND DEBATE**7. DELEGATIONS****7.1 Bob Bjerke, Director, Policy Planning and Andrew McNeill, Strategic Leader, City of Brampton; and, Ian Lockwood, Principal, Toole Design Group**

Regarding Planning for the Heritage Heights Community in Brampton (Related to 15.1 and 16.1 to 16.6 inclusive)

Resolution Number 2020-859**Received**

Andrew McNeill, Strategic Leader, City of Brampton, provided an overview of the proposed Heritage Heights community concept, stating that the plan would develop the land in a manner that realizes the provincial objective of catalyzing employment and mixed use development; and maximizes value, creativity and financial return. He noted the design promotes healthy, sustainable living with

walking, cycling, transit use, and a robust network for automobile traffic. The plan would create an environment to encourage employment growth and entrepreneurialism, and provide a green approach to urban development, transportation planning and technology.

Ian Lockwood, Principal, Toole Design Group, provided an overview of the plan details including proposed transit services and the benefits of a boulevard design in comparison to a highway model.

In response to a question from Councillor Thompson regarding costing of the proposed concept, Andrew McNeill stated that approval of the concept is the first step and that a funding mechanism and financial impacts will follow. Bob Bjerke, Director, Policy Planning, City of Brampton, stated that City of Brampton staff propose the boulevard will be less expensive to construct than a highway due to reduced land acquisition and construction costs.

In response to a question from Councillor Innis regarding the 40 metre hydro corridor, Andrew McNeill noted that City of Brampton staff have requested that the provincial government consider the hydro infrastructure to be urban in design. He stated that underground infrastructure would be more costly than overhead design but that specific costs could not yet be quantified.

Councillor Parrish suggested that the delegation present the Heritage Heights Community concept to the local municipalities and include more information on costing and Development Charges.

Councillor Damerla suggested that representatives from the Ministry of Transportation delegate to a future Regional Council meeting to provide an update on the GTA West Corridor planning and the future construction of Highway 413.

Item 15.1 was dealt with.

15. ITEMS RELATED TO PUBLIC WORKS

15.1 GTA West Transportation Corridor Environmental Assessment – Preferred Route Update

(For information) (Related to 7.1 and 16.1 to 16.6 inclusive)

Resolution Number 2020-860

Received

Resolution Number 2020-861

Moved by Councillor Palleschi

Seconded by Councillor Vicente

That staff work with staff from the three local municipalities to review the City of Brampton Heritage Heights community planning concept and report back to a future meeting of Regional Council.

Carried

Councillor Palleschi proposed that City of Brampton staff present the Heritage Heights Community concept to the local municipalities; and, he requested that the future report to Regional Council include costing information, where possible, and confirmation as to whether the proposed planning concept needs to be included as part of the provincial Environmental Assessment (EA) process to be able to address any outstanding questions.

In response to a question from Councillor Saito regarding previously collected Development Charges (DCs), Adrian Smith, Interim Chief Planner, clarified that DCs had been collected for the North-South transportation corridor that has since been superseded by the provincial GTA West process. He noted that those funds have been retained for Regional aspects of the project and should the management of the GTA West and EA change, the allocation of DC funding would be reconsidered.

Councillor Saito requested that the future report include detailed information on the original plan and costing when Regional Council approved the collection of fees for the North-South Corridor; and how those funds relate to the proposed concept.

8. COVID-19 RELATED MATTERS**8.1 Update on the Region of Peel's Response to COVID-19**

(Oral)

Presentation by Dr. Lawrence Loh, Medical Officer of Health

Resolution Number 2020-862**Received**

Dr. Lawrence Loh, Medical Officer of Health, provided an update on the current status of the pandemic noting that Region of Peel daily cases at the time were steady but high, at approximately 130 to 150. Peel Public Health continues to track hospitalizations and Intensive Care Unit (ICU) usage which has remained steady and low throughout the Region. He noted that contact tracing indicates cases continue to occur in large workplaces, large households and social gatherings; with some cases occurring in sports teams and one school closure. Dr. Loh noted that the low number of school cases to date is a result of the precautions taken to ensure safe school openings. In general, however, cases remain high and the additional measure may have come at the right time to prevent further spread.

Peel Public Health continues to monitor the development of vaccines and a recent vaccine trial stoppage was an example of safety mechanisms required anytime a vaccine trial identifies a negative side effect. These safety mechanisms are necessary to ensure approved vaccines are safe and effective for the public.

Dr. Loh stated that Peel Public Health continues to integrate equity considerations into the planning of new interventions and the development of a

framework to address vulnerable populations; and will continue working with the community to expand current supports, provide greater awareness, and consider options for advocacy on issues with respect to vulnerable persons and COVID-19 risks.

Dr. Loh stated there is a significant demand for the flu vaccine this year and recommended booking in advance to ensure availability. He noted that Peel Public Health vaccine clinics are prioritized for those who do not have OHIP and children six months to five years of age. He stated that influenza vaccine clinics will be operated at Region of Peel facilities that are in close proximity to public transportation and have the ability to conduct COVID-19 screening and maintain protective measures, such as physical distancing. He noted that the delivery of public communications regarding flu clinics will be delivered immediately following the provincial communications campaign, in mid to late October.

Dr. Loh reiterated that COVID-19 spreads from person to person and he encouraged everyone to limit close contacts to immediate households and essential supports. He stated adherence to the four core behaviours is essential for in person meetings: stay two metres apart, wear a mask, wash hands often and get tested and self-isolate if sick or exposed.

In response to a request from Councillor Dasko to provide a Halloween message to residents, Dr. Loh noted that a messaging campaign is being prepared and will be provided to all Councillors.

In response to a question from Councillor Dasko regarding the modified stage two restrictions, Dr. Loh stated that provincial restrictions were based on adjacency and consistency across regions and recommendations from many communities across the province, including the Region of Peel.

In response to a question from Councillor Ras regarding self-isolation requirements, Dr. Loh indicated that the provincial government has provided new guidelines: those who test positive for COVID-19 should self-isolate for ten days and those who have been exposed to the virus should be tested and isolate for 14 days.

In response to a question from Councillor Parrish regarding longer test centre wait times in the Region of Peel compared to other areas in Ontario, Dr. Loh noted that Ontario Health is the agency responsible for testing, and the question can be directed to them .

In response to questions from Councillor Brown regarding the need for additional resources, Dr. Loh noted that Peel Public Health is involved in discussions with the provincial government and other health units regarding the need for additional case managers, contact tracers and outbreak investigators. He stated that a report outlining anticipated needs for the next year will be presented at the next Regional Council meeting.

In response to a request from Councillor Starr, Dr. Loh undertook to provide members with a media communication highlighting key points of the modified stage two restrictions for distribution to the public and impacted businesses, such as restaurants and bars.

In response to questions from Councillor Crombie, Dr. Loh stated that the provincial regulations continue to be points of discussion between health units and the provincial government.

10. STAFF PRESENTATIONS

10.1 Community Safety and Well-being Plan 2020-2024

Presentation by Nishan Duraiappah and Nancy Polsinelli, Co-Chairs, Community Safety and Well-being System Leadership Table

Resolution Number 2020-863

Received

Resolution Number 2020-864

Moved by Councillor Downey, Councillor Palleschi and Councillor Saito

That the Community Safety and Well-being Plan, attached as Appendix I to the report from the Commissioner of Health Services, titled "Community Safety and Well-being Plan 2020-2024", be adopted;

And further, that the additional resources to implement and sustain the Community Safety and Well-being Plan 2020-2024 as outlined in the subject report, be approved;

And further, that a copy of the Community Safety and Well-being Plan 2020-2024 be forwarded to the Ministry of the Solicitor General, as required by the Police Services Act, 1990;

And further, that a copy of the subject report and Plan be forwarded to all Peel-area MPPs, the Cities of Brampton and Mississauga and the Town of Caledon, for their information.

In Favour (24): Councillor Brown, Councillor Carlson, Councillor Crombie, Councillor Damerla, Councillor Dasko, Councillor Dhillon, Councillor Downey, Councillor Fonseca, Councillor Fortini, Councillor Groves, Councillor Innis, Councillor Kovac, Councillor Mahoney, Councillor McFadden, Councillor Medeiros, Councillor Palleschi, Councillor Parrish, Councillor Ras, Councillor Saito, Councillor Santos, Councillor Sinclair, Councillor Starr, Councillor Thompson, and Councillor Vicente

Carried

Nancy Polsinelli, Commissioner of Health Services stated that the Community Safety and Well-being Plan 2020-2024 (the Plan) is the product of two years of collaborative, community effort with over 25 community partners. She highlighted key development milestones and provided an overview of the goals, strategies and actions included to address family violence, mental health addiction and systemic discrimination.

Chief Nishan Duraiappah, Peel Regional Police (PRP), provided an overview of the legislative requirements for the Community Safety and Well-being Plan (the

Plan) under the *Police Services Act, 1990*. He reviewed the Plan's vision, mission and areas of focus. Chief Duraipappah noted that the community partners agreed to a process for an endorsement model, whereby partner organizations are asked to sign a stakeholder agreement to demonstrate a commitment to the Plan ensuring Peel is a safe, inclusive and connected community where all residents thrive.

Nancy Polsinelli stated that the Region of Peel is an active partner in the Plan's development, implementation and sustainability; and is accountable through provincial legislation for monitoring and reporting. She noted that Health Services staff provide ongoing coordination and facilitation of the Community Safety and Well-being tables; community engagement and communications; and, monitoring and evaluation of the Plan. She stated that the proposed 2021 budget will include funding for six permanent positions to ensure work is completed and the Plan is successfully implemented.

In response to a question from Councillor Crombie, Chief Duraipappah confirmed that a Memorandum of Understanding (MOU) was signed between the Peel Regional Police (PRP) and the Ontario Human Rights Commission. He noted that the MOU demonstrates the PRP's commitment to address the systemic racism that is prevalent in all services across the system.

In response to a question from Councillor Brown, Chief Duraipappah confirmed that Peel Regional Police were successful in receiving a closed-circuit television (CCTV) public safety program grant from the Solicitor General and Attorney General, which will be operationalized along the large transportation corridors. He noted that the grant will allow PRP to tighten the safety and security net in the Region of Peel.

11. ITEMS RELATED TO PLANNING AND GROWTH MANAGEMENT

Nil.

12. COMMUNICATIONS

12.1 Laura Hall, Acting General Manager, Corporate Services and Acting Town Clerk, Town of Caledon

Letter dated October 6, 2020, Providing a Copy of the Town of Caledon Resolution and Report titled "Town of Caledon Initial Planning Comments on Status of the Peel 2041 Regional Official Plan Review" (Referral to Public Works recommended)

Resolution Number 2020-865

Referred to Public Works

In response to a question from Councillor Parrish, Adrian Smith, Interim Chief Planner, clarified that the Town of Caledon report, titled "Town of Caledon Initial Planning Comments on Status of the Peel 2041 Regional Official Plan Review", would be referred to staff to provide input into the broader comprehensive review process. He confirmed that staff will incorporate the information into the overall

Municipal Comprehensive Review (MCR) and report back to a future Regional Council meeting.

In response to a question from Councillor Ras regarding reporting timelines, Adrian Smith noted that staff will provide an update report to Regional Council in December 2020 and a final report would be presented early in the new year.

13. ITEMS RELATED TO ENTERPRISE PROGRAMS AND SERVICES

13.1 Update on the Development of the 2021 Budget

Resolution Number 2020-866

Moved by Councillor Ras

Seconded by Councillor Kovac

That, to decrease pressure on the 2021 operating budget and maintain financial flexibility, the debt financing for the Seniors Health and Wellness Village, estimated at \$16.7 million, be replaced with funds from the Tax Rate Stabilization Reserve;

And further, that the Regional Chair, write a letter to the provincial government, on behalf of Regional Council, in support of the City of Mississauga's advocacy efforts to remove the five per cent cap on the Payments In Lieu of Taxes (PILT) from the Greater Toronto Airport Authority which has been sought for decades to avoid the type of dramatic fall in PILTS that is currently happening.

In Favour (24): Councillor Brown, Councillor Carlson, Councillor Crombie, Councillor Damerla, Councillor Dasko, Councillor Dhillon, Councillor Downey, Councillor Fonseca, Councillor Fortini, Councillor Groves, Councillor Innis, Councillor Kovac, Councillor Mahoney, Councillor McFadden, Councillor Medeiros, Councillor Palleschi, Councillor Parrish, Councillor Ras, Councillor Saito, Councillor Santos, Councillor Sinclair, Councillor Starr, Councillor Thompson, and Councillor Vicente

Carried

Councillor Ras raised a concern with respect to the estimated 3.7 per cent net tax levy increase given the effects of the COVID-19 pandemic on Peel residents and businesses.

14. COMMUNICATIONS

Nil.

15. ITEMS RELATED TO PUBLIC WORKS

15.2 Automated School Bus Stop Arm Camera – Interim Update

(For information) (Related to 16.7)

Resolution Number 2020-867

Moved by Councillor Ras

Seconded by Councillor Downey

Whereas October is Pedestrian Safety Month in the Region of Peel and Ministry of Transportation, recognizing the collaboration with Partners and the raising of awareness in our communities in order to proactively address pedestrian safety issues for all road users;

And whereas, Peel Regional Council recognizes the need to work collaboratively with its community partners to support and increase safety for children travelling to and from school;

And whereas, Peel Regional Council unanimously endorsed Resolution 2019-1134, supporting the development of a school bus stop arm camera program which upholds the principles of Vision Zero;

And whereas, Regional Council unanimously endorsed Resolution 2020-446 that directed staff to support the Student Transportation of Peel Region's (STOPR) procurement process for the suite of modern school bus technologies and directed staff to report back to Council with options, scope and costs for implementing an automated School Bus Stop Arm Camera Program in the Region of Peel;

And whereas, Ontario Bill 107 which enables the use of Administrative Monetary Penalties System (AMPS) to be used in conjunction with Automated School Bus Stop Arm Camera Programs is awaiting proclamation;

And whereas, Ontario Regulation 424/20, which came into effect September 1st, 2020, introduces a regulatory framework which sets out evidentiary rules to govern automated school bus stop arm programs;

And whereas, other Provincial municipalities have moved forward with stop-arm camera pilots under the current Provincial Offences Act (POA) system;

And whereas, Peel Regional Council supports a "Made in Peel, No Child Left Behind" program using a qualified vendor(s) that can assist in implementing a School Bus Stop Arm Camera technology program;

And whereas, on September 3, 2020, the Region of Peel was notified by Student Transportation of Peel Region (STOPR) the results of PDSB Peel Advance Contract Notification (PCAN) #M20-4513;

Therefore be it resolved, that staff be directed to support the STOPR procurement process by initiating without prejudice negotiations with STOPR's selected vendors for the acquisition of technologies and services necessary to implement a Peel Region Automated Stop Arm Camera Program in accordance with the Procurement Bylaw 30-2018, as amended;

And further, that all equipment and services meet or exceed current and future regulatory and legislative requirements and that the Working Group is updated on the progress of those discussions no later than November 11, 2020.

And further, that Staff proceed with implementation of a Peel Region Automated School Bus Stop Arm Camera Program, working directly with Student Transportation of Peel Region (STOPR) their vendor(s) and affiliated School Bus Consortia, in a timeline that respects the operational needs and schedules of School Boards and School Bus transportation providers, for a scheduled full fleet rollout for September 2021;

And further, that Council direct a broader range of Regional personnel and resources, including but not limited to, the CAO's office, Information Technology and Government Relations, to be utilized in the execution and implementation of a Peel Regional Automated Stop Arm Camera program;

And further, that staff prioritize the pursuit and development of a Peel Region Central Processing Centre, critical to the successful operation of a Peel Regional Automated Stop Arm Camera program, that can provide efficient program delivery, effective enforcement and increased employment and economic opportunities for the Region of Peel.

And further, that as part of implementation, staff report to Regional Council with any requisite vendor, financial and other agreements, as well as budget implications, that require Council approval.

In Favour (23): Councillor Brown, Councillor Carlson, Councillor Crombie, Councillor Damerla, Councillor Dasko, Councillor Dhillon, Councillor Downey, Councillor Fonseca, Councillor Fortini, Councillor Groves, Councillor Innis, Councillor Kovac, Councillor Mahoney, Councillor McFadden, Councillor Medeiros, Councillor Palleschi, Councillor Parrish, Councillor Ras, Councillor Saito, Councillor Santos, Councillor Sinclair, Councillor Starr, and Councillor Vicente

Absent (1): Councillor Thompson

Carried

17. ITEMS RELATED TO HEALTH

17.1 Paramedic Services 2021 Response Time Framework

Resolution Number 2020-868

Moved by Councillor Sinclair

Seconded by Councillor Groves

That the recommended Response Time Framework for Peel Regional Paramedic Services for the year 2021, as described in the report of the Acting Commissioner of Health Services, titled "Paramedic Services 2021 Response Time Framework," be approved.

In Favour (22): Councillor Brown, Councillor Carlson, Councillor Crombie, Councillor Damerla, Councillor Dasko, Councillor Dhillon, Councillor Downey, Councillor Fortini, Councillor Groves, Councillor Innis, Councillor Kovac, Councillor Mahoney, Councillor McFadden, Councillor Medeiros, Councillor Palleschi, Councillor Parrish, Councillor Ras, Councillor Saito, Councillor Santos, Councillor Sinclair, Councillor Starr, and Councillor Vicente

Abstain (1): Councillor Fonseca

Absent (1): Councillor Thompson

Carried

Councillor Sinclair and Councillor Groves requested that staff provide response time statistics for the Town of Caledon, as well as information regarding changes in fuel and maintenance costs since the deployment model was changed.

In response to a question from Councillor Parrish regarding the potential viability of a paramedic station located in Pearson International Airport, Nancy Polsinelli, Commissioner of Health Services, noted that staff met with the Greater Toronto Airports Authority (GTAA) in the late summer and have started a collaborative process to identify paramedic needs at the airport.

Councillor Innis congratulated the paramedics team for improved call response times.

19. ITEMS RELATED TO HUMAN SERVICES

Nil.

21. OTHER BUSINESS/COUNCILLOR ENQUIRIES

Nil.

22. NOTICE OF MOTION/MOTION

22.1 Motion Regarding a Request for Support of Banning Single Use Plastics

Resolution Number 2020-869

Moved by Councillor Innis

Seconded by Councillor Ras

Whereas the Government of Canada is taking steps toward eliminating plastic pollution in Canada, including potentially banning or restricting harmful single-use plastic products, where warranted and supported by science;

And whereas, since signing the Ocean Plastics Charter in June 2018, and approving in principle the Canada-wide Strategy on Zero Plastic Waste in November 2018, the Government of Canada has signaled its intent to move toward a more sustainable approach to producing, using and managing plastics in Canada;

And whereas, the Government of Canada, on October 7, 2020, released a discussion paper on a proposed integrated waste management approach to plastics and is seeking input on the discussion paper by December 9, 2020;

And whereas, the discussion paper includes a potential ban of harmful single-use plastic items including plastic checkout bags, stir sticks, six-pack rings, cutlery, straws and food service ware made from problematic plastics;

And whereas, viable alternative non-plastic options exist for each of the harmful single-use plastic items considered in the potential ban;

And whereas, the Region of Peel is responsible for managing plastics in the residential waste stream;

And whereas, the Region Council approved Resolution 2018-631 at its meeting held on June 28, 2018 requesting the Federal Government to develop a national strategy that addresses plastic pollution;

Therefore be it resolved, that the Region of Peel Council supports the Federal Government's proposal to ban harmful single-use plastic items in 2021, and not through a phased in approach, including plastic checkout bags, stir sticks, six-pack rings, cutlery, straws, food service ware made from problematic plastics;

And further, that the Region supports a national strategy on plastic pollution that includes a minimum recycled content performance standard for single-use plastics;

And further, that the Region supports a national strategy on plastic pollution that modernizes composting certification standards for compostable products and packages to be in line with municipal organics processing operations;

And further, that the Region submit comments on the discussion paper by December 9, 2020 to the Director of the Plastics and Marine Litter Division of Environment and Climate Change Canada and participate in any forthcoming engagement opportunities;

And further, that a copy of this resolution be forwarded to the Minister of Environment and Climate Change Canada; the Association of Municipalities of Ontario; the Federation of Canadian Municipalities; the Ontario Minister of the Environment, Conservation and Parks; and, Peel-area MPs and MPPs.

In Favour (23): Councillor Brown, Councillor Carlson, Councillor Crombie, Councillor Damerla, Councillor Dasko, Councillor Dhillon, Councillor Downey, Councillor Fonseca, Councillor Fortini, Councillor Groves, Councillor Innis, Councillor Kovac, Councillor Mahoney, Councillor McFadden, Councillor Medeiros, Councillor Palleschi, Councillor Parrish, Councillor Ras, Councillor Saito, Councillor Santos, Councillor Sinclair, Councillor Starr, and Councillor Vicente

Absent (1): Councillor Thompson

Carried

In response to a question from Councillor Innis, Norman Lee, Director of Waste Management, stated that the federal government issued a policy paper and the provincial government issued a draft regulation with respect to the transition of the blue box program to full producer responsibility. He noted that staff are reviewing the legislation and will report their findings to the Waste Management Strategic Advisory Committee meeting scheduled for November 19, 2020.

23. BY-LAWS

Three Readings

Resolution Number 2020-870

Moved by Councillor Fonseca

Seconded by Councillor Dasko

That the by-laws listed on the October 22, 2020 Regional Council agenda, being By-laws 63-2020 and 64-2020, be given the required number of readings, taken as read, signed by the Regional Chair and the Deputy Regional Clerk, and the Corporate Seal be affixed thereto.

Carried**23.1 By-law 63-2020**

A by-law to provide for the Regional Corporation's consent to permit encroachments onto parts of Regional Road 150 (Coleraine Drive), Town of Caledon. (Related to 13.2)

23.2 By-law 64-2020

A by-law to provide for certain insurance, indemnification and reimbursement of members of Council and employees by The Regional Municipality of Peel, and to repeal By-laws 38-2005 and 24-2014. (Related to 13.3)

24. IN CAMERA MATTERS

These items were dealt with under the Consent Agenda.

25. BY-LAWS RELATING TO IN CAMERA MATTERS**Resolution Number 2020-871**

Moved by Councillor Damerla

Seconded by Councillor Mahoney

That the by-law relating to In Camera Item 24.2 being By-law 66-2020, be given the required number of readings, taken as read, signed by the Regional Chair and the Deputy Regional Clerk, and the Corporate Seal be affixed thereto.

Carried**25.1 By-law 66-2020**

A by-law to authorize an application for approval to expropriate All Right, Title and Interest (Fee Simple), Limited Interests in Perpetuity (Permanent Easement) and Temporary Limited Interests (Temporary Easement) in lands in the City of Brampton, in the Regional Municipality of Peel, as more particularly described in Schedule "A" to this by-law. (Related to Item 24.2)

26. BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL**Resolution Number 2020-872**

Moved by Councillor Starr

Seconded by Councillor Vicente

That By-law 67-2020 to confirm the proceedings of Regional Council at its meeting held on October 22, 2020, and to authorize the execution of documents in accordance with the Region of Peel by-laws relating thereto, be given the required number of readings, taken as read, signed by the Regional Chair and the Deputy Regional Clerk, and the corporate seal be affixed thereto

Carried**27. ADJOURNMENT**

The meeting adjourned at 2:56 p.m.

Deputy Regional Clerk

Regional Chair

Request for Delegation

FOR OFFICE USE ONLY

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| MEETING DATE YYYY/MM/DD 2020/11/12 | MEETING NAME Regional Council |
|--|---|

Attention: Regional Clerk
Regional Municipality of Peel
10 Peel Centre Drive, Suite A
Brampton, ON L6T 4B9
Phone: 905-791-7800 ext. 4582
E-mail: council@peelregion.ca

| |
|--|
| DATE SUBMITTED YYYY/MM/DD 2020/07/07 |
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| NAME OF INDIVIDUAL(S) Deborah Flint and Michele McKenzie |
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|--|
| POSITION(S)/TITLE(S) President & CEO and GTAA Board Member for Peel Region |
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|---|
| NAME OF ORGANIZATION(S) Greater Toronto Airports Authority (GTAA) |
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| E-MAIL | TELEPHONE NUMBER | EXTENSION |
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| REASON(S) FOR DELEGATION REQUEST (SUBJECT MATTER TO BE DISCUSSED) Providing the Annual GTAA Update to Regional Council |
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| A formal presentation will accompany my delegation <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Presentation format: <input checked="" type="checkbox"/> PowerPoint File (.ppt) <input type="checkbox"/> Adobe File or Equivalent (.pdf) | | |
| <input type="checkbox"/> Picture File (.jpg) | <input type="checkbox"/> Video File (.avi,.mpg) | <input type="checkbox"/> Other <input type="text"/> |
| Additional printed information/materials will be distributed with my delegation : <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Attached | | |

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| <p>Note: Delegates are requested to provide an electronic copy of all background material / presentations to the Clerk's Division at least ten (10) business days prior to the meeting date so that it can be included with the agenda package. In accordance with Procedure By-law 56-2019, as amended, delegates appearing before <u>Regional Council</u> or <u>Committee</u> are requested to limit their remarks to 5 minutes and 10 minutes respectively (approximately 5/10 slides).</p> <p>Delegates should make every effort to ensure their presentation material is prepared in an accessible format.</p> <p>Once the above information is received in the Clerk's Division, you will be contacted by Legislative Services staff to confirm your placement on the appropriate agenda.</p> |
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| <p align="center">Notice with Respect to the Collection of Personal Information (Municipal Freedom of Information and Protection of Privacy Act)</p> <p>Personal information contained on this form is authorized under Section 5.4 of the Region of Peel Procedure By-law 56-2019, as amended, for the purpose of contacting individuals and/or organizations requesting an opportunity to appear as a delegation before Regional Council or a Committee of Council. The Delegation Request Form will be published in its entirety with the public agenda. The Procedure By-law is a requirement of Section 238(2) of the <i>Municipal Act, 2001</i>, as amended. Please note that all meetings are open to the public except where permitted to be closed to the public under legislated authority. All Regional Council meetings are audio broadcast via the internet and will be posted and available for viewing subsequent to those meetings. Questions about collection may be directed to the Manager of Legislative Services, 10 Peel Centre Drive, Suite A, 5th floor, Brampton, ON L6T 4B9, (905) 791-7800 ext. 4462.</p> |
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Please save the form to your personal device, then complete and submit via email attachment to council@peelregion.ca

REPORT TITLE: Peel Public Health COVID-19 Response

FROM: Nancy Polsinelli, Commissioner of Health Services
Lawrence C. Loh, MD MPH FCFP FRCPC FACPM, Medical Officer of Health

RECOMMENDATION

That the staffing strategy as outlined in the report from the Commissioner of Health Services and Medical Officer of Health, titled “Peel Public Health COVID-19 Response”, be approved;

And further, that the funding related to the adoption of the staffing strategy using a combination of COVID-19 related and other external funding be approved;

And further, that the Region of Peel continue to advocate to the provincial government to ensure that appropriate funding is provided to address long standing system pressures in Public Health and any current needs due to COVID-19.

REPORT HIGHLIGHTS

- Driven by population and demographic factors, Peel Region has had the second largest number of COVID-19 cases in Ontario and one of the largest at a local level in Canada.
 - Between March 5 and October 15, 2020, Peel Public Health conducted case and contact management for 11,506 cases and managed at least 177 outbreaks.
 - Though cases have risen again of late, collaborative work with partners brought wave one of the COVID-19 pandemic under control in the Peel community, through the redeployment of 80 per cent of Peel Public Health’s staff to support the pandemic response.
 - The COVID-19 Staffing Strategy requires 32 temporary and three permanent FTEs to continue to respond to COVID-19 cases in Peel, advance harm reduction programs that needed resourcing before the pandemic and prepare for future needs. The three permanent FTEs are for Opioid response, which has been exasperated by COVID-19.
 - Risks of inadequate staffing resources to maintain the response include inadequate capacity to control the COVID-19 pandemic and other critical programs, reputational risk, negative impacts on staff wellbeing, staff turnover and the inability to fulfill Provincially mandated requirements (e.g. immunization and public health inspections).
 - COVID-19 remains the top public health priority for the foreseeable future and other health programs continue to be scaled appropriately to the pandemic response.
-

Peel Public Health COVID-19 Response

DISCUSSION

1. Background

The emergence of COVID-19 in early 2020 led the World Health Organization to declare a Public Health Emergency of International Concern on January 30, 2020 and a pandemic on March 11, 2020. To facilitate careful monitoring and decision making around the growing crisis, Peel Public Health's Emergency Operations Centre was activated on January 23, 2020, with the implementation of an Incident Management System, followed by the activation of the Regional Emergency Operations Centre on March 10, 2020. Key functions facilitated by Public Health's Emergency Operations Centre include efficient re-deployment of Public Health resources to support case and contact management ("contact tracing"), outbreak investigation, and exposure assessment, surveillance and data collection, coordination across partners, and communication, while maintaining critical public health services.

As with other local public health units in the province, Peel Public Health has been a key agency in our community in leading the pandemic response to reduce morbidity and mortality, protect the healthcare system, and mitigate the broader impacts of COVID-19 on the community. The partnership between local public health units and key community stakeholders during the first wave prevented potentially devastating mortality, morbidity, and healthcare system collapse seen in other jurisdictions globally.

Peel Public Health has been historically underfunded by the Province to deliver on its mandate and meet community needs, with one of the lowest Provincial per capita funding among public health units in Ontario. Years of Provincial underfunding has required Peel Public Health to make efforts to increase efficiencies and implement effective evidence-based programs to respond to community needs. These efficiencies, however, have taken resulted tradeoffs between critical services, which threaten the ability of Peel Public Health to respond effectively to the COVID-19 pandemic and Provincial mandates.

2. Findings

a) Peel Public Health COVID-19 Response

The first peak of COVID-19 cases occurred in mid-summer of 2020 and cases declined significantly by the end of August. Approximately, 80% of staff were rapidly mobilized in April and May to respond to the pandemic and prevent community transmission and exposures, through rapid response to reported cases and outbreaks in long-term care facilities, shelters, workplaces and other institutions. At the same time, Peel Public Health has reviewed evidence and research to inform policy, and has communicated key recommendations to Council, as well as other community partners, key stakeholders, and the public at a highly sustained level.

Preventing and limiting the spread of the virus through outbreak management and case and contact management is central to achieving Public Health's goal. Early identification of cases and exposure settings, and rapid implementation of control measures are essential to preventing spread. Another vital role of Public Health is to continuously collect and monitor COVID-19 data to provide an accurate picture of illness in our community. This data is used to inform Peel Public Health's response and interventions and is shared with partners and stakeholders to inform decision-making.

Peel Public Health COVID-19 Response

Work undertaken by Peel Public Health has included:

- The investigation of for 11,506 cases and management of 177 outbreaks and 1000 workplace exposures between March 5 and October 15, 2020.
- The deployment of Public Health Inspectors to work with municipalities on the development and enforcement of local COVID-19 related by-laws and responding to 2,207 COVID-19 requests for service between January 1 to October 17 related to premises still operating, social distancing and individuals not isolating.
- Work with Communications staff on the development of public education messaging, including web content on the pandemic, a redesigned Health Professional website and a dedicated COVID-19 website that provides business/workplace reopening information as well as data and mapping dashboards.
- From March 19 to September 8, responding to nearly 50,000 calls from residents through the Public Health contact centre, a public health specific hub to answer to specialized questions. Additional 1,000 other public inquiries (e.g. email) were also answered in the same period.

In September 2020, COVID-19 cases began to rise in Peel, with identified outbreaks observed in an increased diversity of settings across the community. The continuing response necessitate the recruitment of additional resources to protect the health of the public from both COVID-19 and other health issues of significance.

b) Efforts Made to Optimize Resources

i. Past Efforts

Given historic Provincial underfunding and increasing service delivery pressures, over the years Peel Public Health has made considerable efforts to find efficiencies in operations to maintain public health programming and services. As part of the Region of Peel Continuous Quality Improvement process, Public Health's efforts have included:

- A 2016 vaccine clinic continuous improvement review maximized services and revealed that no additional efficiencies could be realized.
- Public health inspections are prioritized according to risk, due to already-existing resource constraints. However, with growth, Peel Public Health has less ability to conduct inspections and respond to complaints.
- Harm reduction programs have leveraged collaboration with existing community resources. However, more leadership and support are needed due to increasing and evolving community needs.
- Technological improvements and prioritization of community data and reporting needs have been implemented to maximize the use of staff. However, there is a growing backlog in the capacity to respond to information needs and fulfill reporting requirements.
- A Healthy Sexuality Clinic review conducted in 2018 identified strategies to improve efficiency, with recommendations piloted in 2019. However, demand remains high given Peel's growing population and high rates of sexually transmitted infections.

Peel Public Health COVID-19 Response

The maximization of existing resources has reached a limit and the COVID-19 pandemic has further demonstrated the current and anticipated future need for additional resources.

ii. Current Efforts

The COVID-19 response has added more pressure to an already strained complement of resources. Peel Public Health has implemented several process benchmarks and improvements to respond to the scope and scale of COVID-19 transmission in Peel, including:

- Redeploying Public Health and Regional staff into high needs areas;
- Pausing almost all other public health programs, to the point that meeting community needs and Provincial mandates is at risk;
- Regular callouts to staff to voluntarily take on overtime work;
- Using Provincial pandemic response support from Public Health Ontario;
- Borrowing staff and resources from other public health units;
- Changing contact tracing shifts to work 11-hour days and on weekends;
- Hiring new staff with Provincial funding (e.g. 64 Public Health Nurses with Ministry-provided funds, additional Case and Contact Managers, and an additional Associate Medical Officers of Health);
- Seeking federal funding for isolation housing;
- Enhancing technology in Public Health call centres to respond to more inquiries; and,
- Adopting the Provincial Salesforce platform to replace dated information management systems ill-equipped to respond to the COVID-19 pandemic.

Although these strategies have assisted in reaching Provincial mandates and delivering programming, they have not been sufficient.

c) COVID-19 Staffing Strategy

i. COVID-19 Response (Temporary)

Peel Public Health has exhausted all options that utilize existing resources to sustain the COVID-19 response and will not be able to achieve appropriate service levels without additional staffing. During the first wave of the pandemic, Peel Public Health was able to successfully respond by pausing critical programming within a closed economy. With continued and increasing incidence of COVID-19, pressures are rapidly increasing. As more settings remain open to the public (e.g. schools, restaurants, personal services, etc.). Despite exhortations to reduce interactions in person, the complexity of COVID-19 case and contact tracing has increased, and more outbreak management staff is required. During the first wave, when so many restrictions were in place, most people did stay inside, making contact tracing much easier. This is more challenging now that cases are often going out to more places and having more interactions with others, requiring more time and resources. In order to ensure the health and safety of staff and residents, additional staff equivalent to 32 temporary positions are required to support:

- **Case and contact tracing:** To address challenges to meet Provincial requirement to contact 90 per cent of cases within 24 hours, conduct appropriate

Peel Public Health COVID-19 Response

follow-up with contacts, and properly manage outbreaks in multiple settings (e.g. long-term care, workplaces, schools, etc.).

- **Data support:** Meeting mandated COVID-19 public reporting data requirements (data entry and quality functions).
- **Immunization:** Capacity to implement seasonal immunization program and vaccine distribution, as required by the Province to support COVID-19 response.
- **Healthy Sexuality:** Capacity to answer to increased demand in a time when clinic Public Health Nurses have been redeployed to support the COVID-19 response.
- **Health Protection:** Meeting mandated public health inspections as majority of Public Health Inspectors are seconded to the COVID-19 response and responding to COVID-19 related service calls/inspections.

ii. Harm Reduction – Peel Opioid/Drug Strategy (Permanent)

In December 2019, Council endorsed the Peel Opioid Strategy, that outlines work by Peel organizations and stakeholders related to prevention, harm reduction, treatment, and enforcement and justice needed to address the opioid crisis. Peel Public Health plays a key role in leading the harm reduction and prevention work and coordinating the Strategy. Resources are needed to focus and advance progress on the Peel Opioid Strategy and related work with community stakeholders on a broader Peel drug strategy.

Measures needed to prevent the spread of COVID-19 continue to create challenges (e.g. isolation, access to services) for people who use drugs and increase the risk of overdose. Since the COVID-19 state of emergency was declared in March, the number of opioid related deaths has increased. April and May were both the highest single month totals for opioid overdose deaths on record for Peel. There is increased demand for already strained Peel Public Health harm reduction services, particularly as community partners have been forced to reduce or stop their services during the pandemic.

At this point, actions under the harm reduction pillar of the Peel Opioid Strategy are a priority, requiring three permanent full-time positions to advance critical work. Dedicated and stable resources will ensure this priority work advances and informs Regional priorities related to mental health and addictions under the Community Safety and Well-being Plan.

d) Other Urgent Needs to be Addressed through the 2021 Budget Process

With historical Provincial underfunding and population growth, the maximization of existing resources has reached a limit. There is a need for three additional full-time positions to support the following functions:

- **Healthy Sexuality:** Prior to the pandemic, limited capacity at Healthy Sexuality clinics had already been identified due to population growth and high incidence of sexually transmitted infections in Peel. There is a need to add shifts and reduce the number of clients turned away during walk-in hours due to capacity issues identified in 2019 prior to the pandemic.
- **Health Protection:** Prior to the pandemic, there was an identified historical backlog in public health inspections to cover high and moderate risks scenarios.

Peel Public Health COVID-19 Response

Increasing population growth would challenge by existing complement, resulting in further shortfall in meeting the risk scenarios outlined by Provincial mandate.

RISK CONSIDERATIONS

a) Reputation

The Region of Peel and Peel Public Health are looked to for trusted, timely evidence-based information related to COVID-19. The pace and volume of information and evolving nature of the virus creates challenges to provide timely, fulsome information and guidance to stakeholders.

b) Meeting Community Needs for COVID-19 Supports and Other Public Health Services

Strained staffing resources impact the capacity to answer to COVID-19 and other public health needs, including:

- Unfulfilled mandate in contact tracing of COVID-19 cases within 24 hours.
- Unfulfilled mandate for vaccine program planning and implementation within schools, flu immunization, and mass immunization for COVID-19.
- Unfulfilled mandate in providing mandated public health inspections and responding to an increased demand for service requests.
- Increased opioid related harms and deaths.
- Loss of capacity to process data, guide decision making and inform the public.

c) Staff Wellbeing and Turnover

Peel Public Health managed one of the largest COVID-19 outbreaks at a local level in Canada. The low ratio of public health staff to Peel residents coupled with the demands and unpredictability of COVID-19 have the potential to adversely affect staff wellbeing, impacting staff turnover, absences, and recruitment challenges which will ultimately impact the COVID-19 response.

FINANCIAL IMPLICATIONS

a) COVID-19 Staffing Strategy

The proposed staffing model changes will require:

i. Temporary Staffing Resources to Continue the COVID-19 Response

The additional 32 temporary full-time staff will result in a total expected cost of \$3.54 million between 2020 and 2022. The annualized impact will depend on hiring timelines, with a current estimated annual impact of \$0.23 million in 2020, \$2.72 million in 2021 and \$0.59 million in 2022.

These positions will primarily be funded through Provincial COVID-19 related funding that the Region of Peel has been allocated or may be absorbed within the existing budget if capacity exists. There is no anticipated tax impact for these temporary positions. Advocacy for additional funding for costs not covered by Provincial funding will continue. This request will be included for consideration as part of the 2021 and 2022 Budget processes.

Peel Public Health COVID-19 Response

ii. Addition of Full-time Regular Staff to Sustain Service Levels

The additional three permanent full-time staff (Harm Reduction Coordinator, Harm Reduction Health Analyst, and Harm Reduction Advisor) will have a total annual expected cost of \$354 thousand.

b) Further Staffing Implications for Consideration in the 2021 Budget

Additional resources may be needed to continue to manage the response and meet pressures to restart/increase capacity in other mandated public health programs. The anticipated annual cost for these positions (Public Health Nurse and Public Health Inspectors (x2)) is \$313 thousand and will be presented through the 2021 budget.

CONCLUSION

In Peel, the first wave of the COVID-19 pandemic was successfully brought under control through a pandemic response that required collaboration with cross-sector partners and the redeployment of close to 80 per cent of Peel Public Health's staff. More staffing resources are urgently required to maintain an adequate pandemic response while also delivering critical public health programs to meet community need.

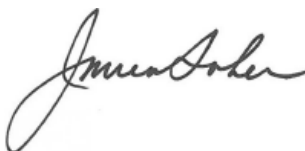
For further information regarding this report, please contact Dr. Lawrence Loh, Medical Officer of Health, extension 2856, Lawrence.loh@peelregion.ca

Authored By: Fatime Grigorescu, Health Promoter, and Fabio Cabarcas, Policy Advisor

Reviewed and/or approved in workflow by:

Department Commissioners, Division Directors, Medical Officer of Health and Financial Support Unit.

Final approval is by the Chief Administrative Officer.



J. Baker, Chief Administrative Officer

Peel Public Health

COVID-19 Response

Lawrence Loh, MD MPH FCFP FRCPC FACPM
Medical Officer of Health, Region of Peel



COVID-19 Response Goals

1. Reduce morbidity and mortality
2. Protect the healthcare system
3. Mitigate broader impacts of COVID-19 on the community

Outline

1. COVID-19 in Peel
2. Case, contact, exposure and outbreak management
3. Surveillance and epidemiological analysis
4. Public communications and external stakeholder relations
5. Planning for the future
6. Going forward

1. COVID-19 in Peel

- Peel Public Health's Emergency Operations Centre activated on January 23, 2020 with the implementation of the Incident Management System.
- Between March 5 and October 15, the status of COVID-19 in Peel was the following:

Total cases
(confirmed and probable)

11,506

Ever hospitalized

745

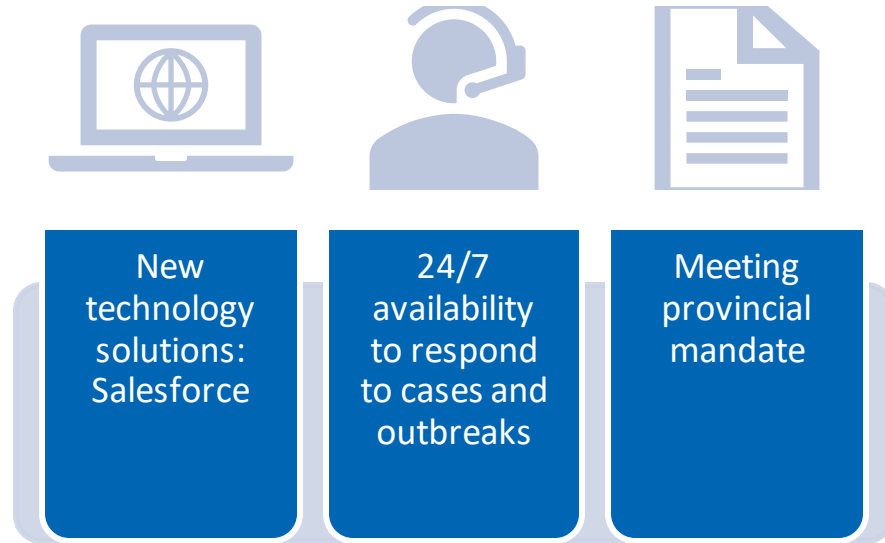
Total deaths

332

2. Case, contact, exposure and outbreak management

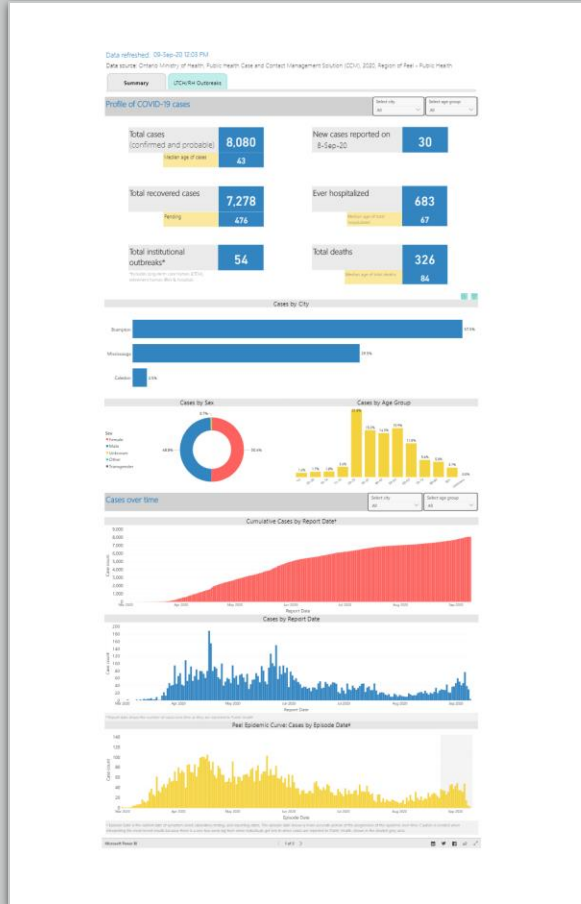
- Rapid mobilization of over 80% Peel Public Health staff
- 11,506 cases and at least 177 outbreaks managed
- Outbreak mitigation in long-term care homes, retirement homes, shelters, workplaces and other congregate settings

Implemented several process benchmarks and improvements:



3. Surveillance and epidemiological analysis

- Data collection, analysis, and synthesis are core public health functions.
- Peel Public Health maintains transparent communication with the public and stakeholder. Examples of meaningful data include:
 - Interactive website dashboard about race and occupation of COVID-19 cases
 - Mapping dashboard
 - Weekly epidemiological reports
 - Ongoing monitoring and collection of COVID-19 indicators



COVID-19 Monitoring Indicators



Virus Spread and Containment

- New non-institutional cases
- New hospitalizations
- Active COVID-19 outbreaks in institutions



Health System Capacity

- Acute care occupancy
- Intensive care occupancy
- Occupancy of beds with ventilators



Public Health Capacity

- Time for public health to contact cases



Incidence Tracking Capacity

- Time from testing to reporting of positive result to public health
- COVID-19 testing rate and per cent positivity

4. Public communications and external stakeholder relations

Peel Public Health is a visible source of timely and credible information to general public and guides decision-making for internal and external partners by:

| 1. Public Communications | 2. External Stakeholder Relations |
|--|---|
| Creating a dedicated coronavirus web page | Coordinating response with health care partners |
| Launching translation and virtual assistant functions on website | Maintaining cross-sector connections and coordination with various community partners |
| Answering 1,360 public inquiries and 45,000 calls | Supporting daycares and schools with reopening |
| Delivering targeted outbreak prevention webinars | Working closely with local decision makers |

5. Planning for the future – resourcing ask

- 32 temporary positions are required to support the COVID-19 response.
- 3 permanent positions are required to support Peel's Opioid Strategy.

5. Planning for the future

More staffing resources are urgently required to support:

- **Case and contact tracing:** to follow-up with cases within 24-hours, follow-up with contacts, and manage outbreaks in multiple settings.
- **Immunization:** to implement seasonal immunization program and vaccine distribution.
- **Healthy Sexuality:** to answer to increased demand.
- **Health Protection:** to meet mandated public health inspections.
- **Harm Reduction:** to address Peel's opioid crisis.

6. Going forward

1. **Continue** to work with stakeholders to minimize transmission and prevent outbreaks.
2. **Looking** at new interventions and policies to meet the evolving nature of the pandemic (including addressing the worsening opioid crisis).
3. **Planning and preparing** for future needs and of the pandemic (e.g. mass vaccinations).

Thank you.



From: Doug Ford <Premier.Correspondence@ontario.ca>
Sent: October 15, 2020 8:00 AM
To: Iannicca, Nando <nando.iannicca@peelregion.ca>
Subject: An email from the Premier of Ontario

RECEIVED
October 16, 2020
REGION OF PEEL
OFFICE OF THE REGIONAL CLERK

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST.

Dear Mr. Iannicca:

Thanks for your letter about housing stability. I appreciate hearing council's views on this matter.

You can be sure that I'll keep your comments in mind. I note that you have sent a copy of council's resolution to the Honourable Steve Clark, Minister of Municipal Affairs and Housing. I'm sure that he, too, will carefully consider council's views.

Working with the people of this great province, we'll build a brighter future for Ontario.

Thanks again for contacting me.

Doug Ford
Premier of Ontario

c: The Honourable Steve Clark

Please note that this email account is not monitored. For further inquiries, kindly direct your online message through <<https://correspondence.premier.gov.on.ca/en/feedback/default.aspx>>.

This email contains information intended only for the use of the individual named above. If you have received this email in error, we would appreciate it if you could advise us through the Premier's website at <<https://correspondence.premier.gov.on.ca/en/feedback/default.aspx>> and destroy all copies of this message. Thank you.

REFERRAL TO _____
RECOMMENDED _____
DIRECTION REQUIRED _____
RECEIPT RECOMMENDED ☒ _____

The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

October 14, 2020

Dear Premier Ford,

As we address the continued threat of COVID-19, one critical area requiring immediate attention is housing stability. While the continuation of public health measures remains necessary, it is essential to recognize that the resulting economic impacts of the current crisis have a disproportionate effect on tenants, who are experiencing unprecedented job losses and income loss as a consequence.

To this end, Region of Peel Council passed the attached resolution at its meeting on October 8, 2020, requesting that the Province immediately restrict all residential rental evictions, except in case of threats to public safety, and maintain this moratorium on evictions until the COVID-19 pandemic is effectively contained.

With Ontario facing an escalating number of COVID-19 cases indicating that we are entering the second wave, we must support our residents facing precarious housing situations. Keeping Ontarians housed is one of the most powerful tools in controlling the spread and the impact of this virus.

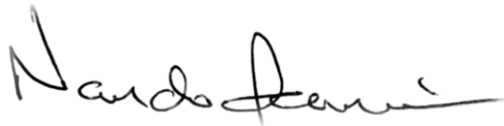
As Service Manager, the Region has taken a proactive approach with all community housing providers, including the Peel Housing Corporation, to encourage a supportive and respectful approach to arrears management with a focus on maintaining successful tenancies. In close collaboration with the Peel Alliance to End Homelessness and the Canadian Alliance to End Homelessness, the Region is also working to implement coordinated access to services for the homeless.

The Region appreciates the financial support received from the federal and provincial governments for our COVID-19 response, including the funds received through the Phase 2 allocation of the Social Services Relief Fund (SSRF). Peel's diverse communities are realizing the positive impact of your support. Today, we are requesting the Province provide additional SSRF funding immediately to support the Region's eviction prevention programs and offset the costs of the provincially mandated rent freeze.

While progress toward a future without this virus continues, we recognize there is much more to do in the weeks and months ahead to bring these effects of the pandemic under control. I look forward to continued engagement in

supporting those who need our help most as we work together to address the challenge and flatten this recent rise in COVID-19 cases.

Kindest personal regards,



Nando Iannicca
Regional Chair & Chief Executive Officer
Region of Peel

CC: The Hon. Steve Clark, Minister of Municipal Affairs and Housing
Peel MPs and MPPs
Nancy Polsinelli, Interim Chief Administrative Officer, Region of Peel

Attached Resolution 2020-807

APPROVED AT REGIONAL COUNCIL
October 8, 2020

8. COVID-19 RELATED MATTERS

8.3 Update on the Passage of Bill 184, Protecting Tenants and Strengthening Community Housing Act, 2020 and Implications for the Region of Peel

Resolution Number 2020-807

Moved by Councillor Damerla

Seconded by Councillor Santos

Whereas the Province of Ontario is currently experiencing a sharp increase in the number of COVID-19 cases, indicating the onset of a second wave of the pandemic;

And whereas, it is uncertain when an effective vaccine will be broadly available for COVID-19 and when public health measures can be relaxed to allow for a return to 'normalcy';

And whereas, tenants have experienced unprecedented job losses and loss of income due to continued challenges as a result of the COVID-19 crisis;

And whereas, housing stability is a critical tool to manage the pandemic, as acknowledged by the implementation of a moratorium on most eviction proceedings from March 19, 2020 to July 31, 2020;

And whereas, the provincial government had put a freeze on all evictions but has since rolled that back and it is now legal for landlords to once again evict tenants;

And whereas, the Region of Peel is expecting an increased demand on client services such as increased street homelessness, shelter visits and overflow costs, applications to the housing stability fund, among others;

Therefore be it resolved, that the Regional Chair, on behalf of Regional Council, advocate to the Premier of Ontario and the Minister of Municipal Affairs and Housing to request that the provincial government immediately restrict all residential rental evictions, except in case of threats to public safety, and maintain this moratorium on evictions until the COVID-19 pandemic is effectively contained;

And further, that the provincial government be requested to immediately provide additional funding as requested through the Social Services Relief Fund to support the Region of Peel's eviction prevention programs and offset the costs of the provincially-mandated rent freeze;

And further, that a copy of this resolution be sent to Peel-area MPs and MPPs.



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Kyle Seeback

Member of Parliament
Dufferin-Caledon

October 20th, 2020

Mr. Nando Iannicca
Regional Chair & CEO
Regional Municipality of Peel
10 Peel Centre Drive
Suite A, 5th Floor
Brampton, ON
L6T 4B9

RECEIVED

October 23, 2020

REGION OF PEEL
OFFICE OF THE REGIONAL CLERK

**Re: October 14, 2020 E-mailed Correspondence –
October 08, 2020 Council Resolution**

Dear Mr. Iannicca,

Thank you for forwarding a copy of Council's October 8th, 2020 resolution supporting a restriction to residential rental evictions as well as your letter to Premier Doug Ford, bringing this resolution to his attention. I appreciate you taking the time to keep me informed on Council's initiatives and activities.

As we enter a second wave of COVID-19 we, as government officials, need to be supporting residents who are facing serious financial challenges. Advocating for the residents of Peel who may find themselves in precarious housing situations as a result of the COVID-19 pandemic is most important. I agree with the resolution put forth by Region of Peel Council. Although housing projects do not fall within federal jurisdiction, I appreciate being updated on all initiative's that Council is pursuing.

I look forward to working with Region of Peel Council, and Member of Provincial Parliament for Dufferin-Caledon The Honourable Sylvia Jones to provide adequate support to the residents of Peel during this extremely difficult and uncertain times for all Canadians.

Thank you again for bringing this resolution to my attention.

Sincerely,

Kyle Seeback, M.P.
Dufferin-Caledon

REFERRAL TO _____
RECOMMENDED _____
DIRECTION REQUIRED _____
RECEIPT RECOMMENDED ☒ _____

Ottawa | *Constituency Office*

Room 209, Justice Building, Ottawa, ON K1A 0A6
Tel.: 613-995-7813, Fax: 613-992-9789

229 Broadway, Unit 2, Orangeville, ON L9W 1K4
Tel.: 519-941-1832, Fax: 519-941-8660

The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

October 14, 2020

Dear Premier Ford,

As we address the continued threat of COVID-19, one critical area requiring immediate attention is housing stability. While the continuation of public health measures remains necessary, it is essential to recognize that the resulting economic impacts of the current crisis have a disproportionate effect on tenants, who are experiencing unprecedented job losses and income loss as a consequence.

To this end, Region of Peel Council passed the attached resolution at its meeting on October 8, 2020, requesting that the Province immediately restrict all residential rental evictions, except in case of threats to public safety, and maintain this moratorium on evictions until the COVID-19 pandemic is effectively contained.

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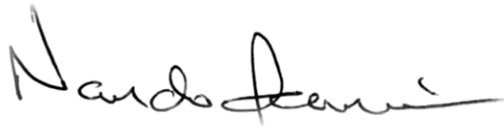
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supporting those who need our help most as we work together to address the challenge and flatten this recent rise in COVID-19 cases.

Kindest personal regards,



Nando Iannicca
Regional Chair & Chief Executive Officer
Region of Peel

CC: The Hon. Steve Clark, Minister of Municipal Affairs and Housing
Peel MPs and MPPs
Nancy Polsinelli, Interim Chief Administrative Officer, Region of Peel

Attached Resolution 2020-807

RECEIVED
October 27, 2020

REGION OF PEEL
OFFICE OF THE REGIONAL CLERK

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



October 26, 2020

Nando Iannicca
Regional Chair, Regional Municipality of Peel
10 Peel Centre Drive, 5th Floor
Brampton ON L6T 4B9

REFERRAL TO **Human Services and Finance**
RECOMMENDED
DIRECTION REQUIRED _____
RECEIPT RECOMMENDED _____

Dear Nando Iannicca:

**Re: Social Services Relief Fund (SSRF) – Phase 2
Service Manager Business Case Approval – with follow up direction**

As you know, this summer, my ministry announced \$362 million in new provincial and federal funding under a second phase of the Social Services Relief Fund (SSRF) to help protect vulnerable people from COVID-19. The Social Services Relief Fund has been effective in supporting Service Managers and Indigenous Program Administrators to respond quickly, adapt services, and address the housing and economic impacts of COVID-19 in their communities. The additional investment of SSRF Phase Two can help Service Managers and Indigenous Program Administrators continue to protect homeless shelter staff and residents, expand rent support programming and create longer-term housing solutions.

This brings the government's total Social Services Relief Fund investment provided to Service Managers and Indigenous Program Administrators to \$510 million.

This is part of our commitment of up to \$4 billion for municipalities across the province under the federal-provincial Safe Restart Agreement. This funding will help municipalities protect the health and well-being of the people of Ontario while delivering critical public services, such as public transit and shelters, as the province continues down the path of renewal, growth and economic recovery.

Prior to receiving SSRF Phase 2 funds, you were asked to submit a business case to the Ministry. The business case process provided an opportunity for you to outline how your initial planning allocation would be used and assisted the Ministry in ensuring that funds were being directed to the communities most in need. The business cases were reviewed by the Ministry, as well as an inter-ministerial working group, which made recommendations on funding decisions.

The Ministry has now completed its review of your business case, and I am pleased to confirm that we have **approved** your plan with follow up direction in accordance with a total planning allocation of **\$9,747,382** for the fiscal year 2020-21. Ministry staff will be in contact with you in the coming days to discuss feedback on your business case.

I want to acknowledge that, in addition to the capital and operating plans being approved with this letter, many Service Managers have submitted as part of their business cases additional capital proposals (i.e., additional proposals where submitted in response to Question 12 in the business cases). Where applicable, the Province encourages Service Managers to consider submitting these additional capital proposals under the federal government's Rapid Housing Initiative to maximize the potential benefits to Ontario's housing as well as the good work done by Service Managers as part of this process.

As communicated to you in August 2020, to ensure SSRF Phase 2 funding is targeted to where it is needed most, the Ministry has held back a portion of the total SSRF Phase 2 funding from the initial planning allocations. Decisions on how to allocate this hold back will be determined over the coming weeks and months based on emerging public health needs and progress to date as indicated through required program reporting. This will allow us to target these remaining investments where they are most required, as the public health situation continues to evolve. Service Managers will be notified when decisions are made to allocate this remaining funding.

SSRF Phase 2 Funding and Reporting

Now that your business case has been approved, we will provide an initial payment of up to 75 per cent of operating funding based on the projections made in your approved business case. This payment will be processed shortly.

Funding for capital projects will be dispersed based on project submissions and the funding schedule outlined in the Program Guidelines. For each capital project, you must complete and submit a Project Information Form through the Transfer Payment Ontario (TPON) system for Ministry approval.

Please note that you are required to submit an interim report by **December 15, 2020** on your use of SSRF Phase 2 funds and projected spending. A subsequent operating payment will be made following the submission and approval of this report and attestation.

As part of the quarterly reporting requirements, you will also be required to report actual expenditures for the previous financial quarter and revised projections for subsequent quarters by the relevant spending category by **January 31, 2021**. For your year-end reports, you will also be required to report on data collected on specific performance indicators.

Please note that all SSRF Phase 2 reports must be submitted through the TPON system, in accordance with the program guidelines.

Thank you again for your tireless work supporting Ontario's most vulnerable residents during this challenging time. I appreciate your continued commitment to ensuring that the province's significant investments through SSRF are directed to where they are needed most, and I look forward to continuing our work together as we serve the people of Ontario.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark". The signature is fluid and cursive, with the first name "Steve" and last name "Clark" clearly distinguishable.

Steve Clark
Minister

c. Nancy Polsinelli, Chief Administrative Officer
Aileen Baird, Director of Housing Services

The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

October 27, 2020

RECEIVED
October 30, 2020

REGION OF PEEL
OFFICE OF THE REGIONAL CLERK

Dear Premier,

Thank you again for your continued partnership during this very challenging time. We are very proud of how the Peel community has risen to the challenge presented by COVID-19 to keep each other safe and we know we have more to do in the weeks and months ahead to keep our region safe and also support a responsible advancement of our economy.

As you know, we had some questions around the decision taken on October 9, 2020 that placed further restrictions on Peel. The trends over the last few days are concerning and we would welcome an opportunity to engage with you and your team on how you are viewing the situation and further clarity on the future scenarios, criteria used to decide how a community might be impacted.

In Peel while we see a worrisome trend we continue to see the largest drivers of our picture to date have been tied to exposures in households, workplaces, and private social gatherings of various sizes. For that reason we were grateful that the province implemented certain recommendations relevant to our community, notably around lower consistent social gathering limits across social settings, with a specific focus on reducing spread from events held in banquet halls and event venues.

In conversation with our hospital leadership, we understand that our hospitals remain busy but presently have the required capacity in our intensive care units and in acute care to accommodate a surge in cases if necessary. It has also been noted that COVID-19 related admissions continue to be significantly lower and less severe than during the first wave, though we are watching this very closely.

We are writing to request that prior to any further actions are taken either to increase, ease or maintain restrictions in Peel, we have an opportunity to dialogue with your government to jointly review our perspective, and also the local data and the patterns that we observe that are discussed between our Medical Officer of Health and your own provincial Chief Medical Officer of Health.

REFERRAL TO _____
RECOMMENDED _____
DIRECTION REQUIRED _____
RECEIPT RECOMMENDED ☒ _____

Nando Iannicca
Regional Chair & CEO

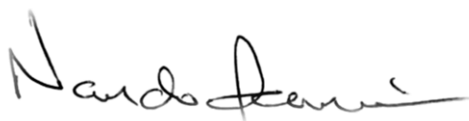
10 Peel Centre Dr.
Suite A, 5th Floor
Brampton, ON L6T 4B9
905-791-7800 ext. 4310

In particular, we wish to discuss two potential scenarios and the conditions required to support them:

1. Additional restrictions if transmission is observed to increase materially and;
2. A change or hold on existing stage 2 modified restrictions, with a targeted approach to target any identified shifts in the nature of transmission observed.

Premier, we will continue to work with you as we strive to keep all Ontarians healthy and safe. Understanding the criteria behind these important decisions will help us and our constituents make informed decisions that balance disease control to protect health and safety with the ongoing operation of businesses that will support our economy and long-term health and wellbeing.

Kindest personal regards,



Nando Iannicca
Chair & Chief Executive Officer
Region of Peel



Patrick Brown
Mayor
City of Brampton



Bonnie Crombie
Mayor
City of Mississauga



Allan Thompson
Mayor
Town of Caledon

RECEIVED

November 3, 2020

REGION OF PEEL
OFFICE OF THE REGIONAL CLERK

199 County Court Blvd.
Brampton, ON
L6W 4P3
Tel: 905-796-0040
Toll Free: 1-888-733-1177
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199, boul. County Court
Brampton, ON
L6W 4P3
Téléphone : 905-796-0040
Sans frais : 1-888-733-1177
www.rliisscentre-ouest.on.ca

November 3, 2020

Ms. Donna Kern
Director, Senior Services Development
The Regional Municipality of Peel
10 Peel Centre Drive
Brampton, ON
L6T 4B9

REFERRAL TO **Health Services**
RECOMMENDED
DIRECTION REQUIRED
RECEIPT RECOMMENDED

Dear Ms. Kern:

**Re: 2020/21 Funding–Amendment to the Multi-Sector Service Accountability Agreement;
One-Time Funding to the Community Support Services Sector in 2020/21 to support
capacity and one-time expenditures related to COVID-19**

The Central West Local Health Integration Network (the “LHIN”) is pleased to advise that The Regional Municipality of Peel (the “HSP”) has been approved to receive one-time funding of \$123,500 for the 2020/21 fiscal year to support the continuation and expansion of community support services and one-time expenditures related to COVID-19 response.

Based on The Regional Municipality of Peel reported 2020-21 in-year projected surplus, we are pleased to recognize the opportunity to reallocate a total of \$111,382 in surplus year-end funds towards these identified COVID-19 expenses. The funding guidelines clearly state that any anticipated surplus is to be accessed first for COVID-19 expenses. Final approval of this in-year reallocation of surplus funds will be based upon the LHIN’s review of Regional Municipality of Peel’s Q2 submission.

This one-time funding is intended to support the higher costs to deliver services and expansion of service delivery in response to COVID-related demand. Eligible pandemic related expenses may include:

- Screening;
- Infection control;
- Supplies and equipment related to care delivery during COVID-19, such as supports for virtual care delivery;
- Personal Protective Equipment;
- Staffing; and
- Other costs related to service expansion necessitated by COVID-19, other than capital costs.

Details of the funding and terms and conditions on which it will be provided are set out in Appendix A.

In accordance with the *Local Health System Integration Act, 2006* the LHIN hereby gives notice that, subject to the HSP's agreement, it proposes to amend the Multi-Sector Service Accountability Agreement (the "MSAA") between the HSP and the LHIN with effect as of the date of this letter. To the extent that there are any conflicts between what is in the MSAA and what has been added to the MSAA by this letter, this letter including the terms and conditions will govern in respect of the funding. All other terms and conditions in the MSAA will remain the same. Any funds that have not met the conditions at year-end or any unspent funds are subject to recovery. The HSP is also required to maintain financial records for this allocation for year-end audit and evaluation by the LHIN, if requested.

Please indicate the HSP's acceptance of the proposed funding, the conditions in which it is provided, and the HSP's agreement to the amendment of the MSAA by signing below and returning one scanned copy of this letter to the LHIN via email to CWDOCUMENTS@LHINS.ON.CA within 2 weeks of receipt of this letter.

Should you have any questions regarding the information provided in this letter, please contact Neil McIntosh Manager, Accountability Agreements and Contract Management at (416) 409-2931 or via email at Neil.McIntosh@lhins.on.ca

The government remains committed to fiscal responsibility therefore it is critical that you continue to manage costs within your approved budget.

Thank you for your dedication and commitment to health care and the important service your organization provides to the residents of the Central West LHIN.

Sincerely,



Brock Hovey
VP, Corporate Services, Accountability & Quality (Central West LHIN)
Interim CFO & Vice President Finance, Performance & Corporate Services
(Mississauga Halton LHIN), Ontario Health (Central Region)

Enclosed: Appendix A

- c: Kathryn Lockyer, Regional Clerk, The Regional Municipality of Peel
Donna Cripps, Interim CEO, Central, Central West, Mississauga Halton and North Simcoe
Muskoka Local Health Integration Networks (LHIN), Transitional Regional Lead, Ontario Health
(Central Region)
Chris Ferrao, Director, Health System Performance, Funding, Contract Management and
Relations, Ontario Health (Central Region), Central West and Mississauga Halton LHIN
Vijeetha Raviraj, Director, Health System Integration, Central West LHIN
Neil McIntosh, Manager, Accountability Agreements and Contract Management,
Central West LHIN
Ivan Todorov, Manager, Funding and Allocation, Central West LHIN

REPORT TITLE: Update on the Development Services Fee Review

FROM: Andrew Farr, Interim Commissioner of Public Works

RECOMMENDATION

That the fees review findings as outlined in the report of the Interim Commissioner of Public Works, titled “Update on the Development Services Fee Review”, be endorsed;

And further, that the proposed phased implementation strategy as outlined in Appendix IX of the subject report be endorsed for consideration as part of the 2021 and 2022 annual budgeting processes;

And further, that a copy of the subject report be provided to the local municipalities and the Building Industry and Land Development Association for information.

REPORT HIGHLIGHTS

- In January 2020, staff retained the consulting services of Watson and Associates Economists Limited to conduct a review of all development-related user fees.
- Based on current user fees, the Region of Peel recovers 82 per cent of costs related to the processing of development-related applications. The resulting shortfall of approximately \$1.0 million is currently absorbed by the Region’s property tax base.
- Fee changes are recommended for both Planning and Traffic Development application categories.
- No changes are proposed to Engineering and Site Servicing fees.
- These changes improve the Region’s cost recovery from user fees up to 94 per cent and adhere to the financial principle of “Users Pay Where Appropriate” outlined in the Region’s Long-Term Financial Planning Strategy.
- Staff have also recommended updates to the interim Site Plan application fees, classifications, and criteria that were introduced in 2020.
- A phased implementation of fee changes is proposed to inform the 2021 Regional User Fees By-law as part of the 2021 Budget.

DISCUSSION

1. Background

a) Context

In November 2019, Regional Council endorsed a report from the Interim Commissioner of Public Works titled “Development Services Fees Review” directing Development Services staff to undertake a comprehensive review of existing development-related fees, and report back to Council with the results of the study. Current fees related to the review of

Update on the Development Services Fee Review

development applications are set out in the Region of Peel's User Fees and Charges By-law 67-2019 (the By-law).

Fees that were considered within the scope of this review include:

- Planning
- Engineering and Site Servicing
- Traffic Development

Fees collected under the By-law are intended to recover the actual costs of reviewing various development-based applications to ensure Regional interests and infrastructure are protected, in accordance with applicable legislation and standards.

As development trends in Peel continue to evolve, application types are shifting, and the complexity of applications has increased over time. Planning legislation changes and increased development and redevelopment in urban areas are contributing to this shift. Complex development applications require the consideration, evaluation and implementation of new approaches to development review. While these approaches allow the Region and local municipalities to be more agile and collaborative in responding to changing development trends, these are time and resource intensive, in comparison with traditional greenfield development.

The comprehensive fees review will ensure the Regional fee structure is aligned with current processing efforts. Further, it supports the common best practice for municipalities to review fees to address changes in legislation, development process, application characteristics and cost recovery levels. The Region's current development-related fees have remained largely unchanged for more than 10 years, further emphasizing the need for this comprehensive review.

b) Fees Review Approach

In January 2020, the Region retained Watson and Associates Economists Ltd. (Watson) through a competitive procurement process. Watson is recognized as a leader in the field of municipal finance and have conducted Planning and Development application fees reviews for over 45 Ontario municipalities. Watson facilitated a comprehensive review of all development-related fees. An executive summary of the final Watson Report titled "Development Services User Fees Review" is attached as Appendix I and a full copy of the report is available from the Office of the Regional Clerk for viewing.

The objectives of the review included developing an equitable user fee structure that allows for cost recovery from those who directly benefit from the service, known as the "beneficiary pay principle". This objective is well-aligned with the Region's Long-Term Financial Planning Strategy, which establishes the "Users Pay Where Appropriate" principle, whereby users should cover the cost of services provided to them. The Financial Strategy also directs that Regional service outcomes, such as the creation of complete and sustainable communities, should be delivered without placing undue financial pressures on Regional taxpayers.

The Region seeks to achieve appropriate cost recovery through user fees, as there are some review processes that benefit Regional interests, along with the broader community rather than a specific applicant or user. For these processes, seeking full cost recovery through user fees would be inappropriate. The fees review aligns fees with staff processing

Update on the Development Services Fee Review

effort and enables the determination of whether costs associated with each type of development review should be entirely borne by the applicant. These considerations were incorporated in the fee recommendations outlined in this report and is consistent with the approach of other municipalities in the Greater Toronto and Hamilton Area. For example, York Region recently identified a cost recovery target of 80 per cent for planning applications during their 2019 Fees Review.

A key task in the comprehensive review was to understand the total costs associated with reviewing development submissions. To determine the full costs of services, Watson utilized an activity-based costing (ABC) methodology. The ABC methodology assigns processing effort and associated direct and indirect costs to the application and fee categories. This robust methodology identifies the full costs associated with current processing activities to determine the complete costs, and associated cost recovery of development-related application fees. This methodology allows the Region to establish a framework for establishing fees that is consistent, fair and transparent, through an approach that complies with applicable legislation, industry practices and is reflective of the delivery of Regional services.

2. Findings

a) Annual Cost of Service and Current Revenue

The fees review determined it costs the Region \$5.6 million annually to provide Development application processing and review services. The Region's existing fee structure recovers 82 per cent of the costs attributable to Planning, Engineering and Traffic Development fee categories, resulting in an annual under-recovery of \$1 million.

Table 1 below summarizes the calculated annual processing costs compared with annual revenues, derived from the Region's current fee structure and historical average application volumes.

Table 1: Existing Cost Recovery of Development-Related User Fees

| Description | Annual Costs | Annual Revenue | Estimated Cost Recovery |
|--|----------------|----------------|-------------------------|
| Planning Application Fees | | | |
| Existing Fees | \$1.2 M | \$1.0 M | 84% |
| Potential New Fees* | \$0.6 M | \$0.0 M** | 3% |
| Subtotal | \$1.8 M | \$1.0 M | 56% |
| Engineering and Site Servicing Fees | \$3.2 M | \$3.2 M | 100% |
| Traffic Development and Permit Fees | \$0.5 M | \$0.3 M | 57% |
| Total | \$5.6 M | \$4.5 M | 82% |

*Application categories for which the Region does not currently collect a prescribed fee in accordance with the 2020 Regional User Fee and Charges By-law.

**Actual value is \$19,200

b) Fee Recommendations

i) Planning Fee Recommendations

The Planning Applications category includes existing fee categories defined in the current Regional User Fees and Charges By-law, as well as potential new fee

Update on the Development Services Fee Review

categories. The potential new fees refer to application types processed by the Region, for which there are no prescribed fees in the current Regional User Fees and Charges By-law.

Recommendations for existing fee categories include moderate increases to the following three fee categories:

- Regional Official Plan Amendments (ROPA)
- Plan of Condominium
- Agreement Review and Execution

Fees for Local Official Plan Amendments are recommended to decrease to better reflect processing efforts, while Plan of Subdivision fees are not proposed to change.

Current fees for Site Plan applications were introduced in the 2020 update to the Regional User Fees and Charges By-law as an interim measure, prior to which no fees were collected for these applications. The interim fees were implemented to address a growing funding gap based on the increasing volume and complexity of Site Plan applications.

Various fee structure options were considered in order to improve cost recovery, along with other factors, such as application affordability and administrative impacts on local municipalities. A graduated flat fee is recommended, with three distinct categories and refined application criteria for each category:

- Full Site Plans (\$3,100 fee)
- Scoped Site Plans (\$1,700 fee)
- Limited Site Plans (no fee)

Limited Site Plans, for which no fee is proposed, are subject to a screening to identify matters of Regional interest. The majority of these applications are screened out, resulting in a small percentage undergoing a review that is scoped specifically to protect identified Regional interests. Significant benefit, particularly with respect to the protection of existing infrastructure, is realized with minimal staff administrative and technical review efforts.

All recommended changes to fees for existing Planning categories are detailed in Table 2 below.

Table 2: Recommended Fees for Existing Planning Application Categories

| Description | Current Fee | Recommended Fee | % Change |
|---|-------------|-----------------|----------|
| Regional Official Plan Amendment | \$20,000 | \$22,100 | + 11% |
| Local/Area Municipal Official Plan Amendment | \$12,000 | \$9,000 | - 25% |
| Plan of Subdivision | \$20,000 | \$20,000 | 0% |
| Plan of Condominium | \$3,000 | \$3,700 | + 23% |
| Full Site Plan | | | |
| - New non-residential or expansions (>500 sq. m) | \$1,000* | \$3,100 | + 210% |
| - Multi-residential built forms (e.g. townhouses, stacked houses, apartments) | | | |

Update on the Development Services Fee Review

| Description | Current Fee | Recommended Fee | % Change |
|--|-------------|-----------------|----------|
| - 2+ residential units (e.g. townhouses, stacked houses, apartments, single/semi-detached dwellings) | | | |
| Scoped Site Plan - New non-residential or expansions (<500 sq.m) | \$500* | \$1,700 | + 240% |
| Limited Site Plan - Site alterations - Single/semi detached dwellings - Telecommunications towers - Oak Ridges Moraine | \$500* | No charge | - 100% |
| Agreement Review and Execution | \$2,000 | \$2,200 | + 10% |

**Interim fee introduced in 2020*

Potential new categories were also investigated to determine the full processing costs associated with these Planning application types that currently do not have a fee, and to inform decisions regarding whether a fee should be imposed. Three new fee categories have been proposed:

- Consent
- Zoning By-Law Amendments
- Secondary Plan Amendments

Secondary Plan Amendments are identified as a new sub-category of Local Official Plan Amendments to reflect a lower level of staff effort to process compared to typical Local Official Plan Amendments. In addition to the three new fee categories outlined above, processing efforts were also analyzed for several other potential new fee categories; however, the introduction of fees was not recommended for these categories. Given that these reviews primarily benefit wider Regional interests (rather than just the applicant), it is appropriate that these costs be recovered from the property tax base, rather than from development proponents, in order to ensure an equitable fee structure.

All recommended fees for new Planning application categories are detailed in Table 3 below.

Table 3: Recommended Fees for New Planning Application Categories

| Description | Current Fee | Recommended Fee | % Change |
|---|-------------|-----------------|----------|
| Consent | - | \$1,400 | N/A |
| Minor Variance | - | No charge | N/A |
| Zoning By-law Amendment (Stand-alone) | - | \$4,700 | N/A |
| Secondary Plan Amendments* (Stand-alone) | - | \$7,400 | N/A |
| Part Lot Control | - | No charge | N/A |
| Niagara Escarpment Commission Dev Permits | - | No charge | N/A |
| Permit to Take Water | - | No charge | N/A |
| Environmental Compliance Approvals | - | No charge | N/A |
| Non-Potable Groundwater | - | No charge | N/A |

**Secondary Plan Amendments are a sub-category of Local Official Plan Amendments (LOPA)*

Update on the Development Services Fee Review

ii) Engineering and Site Servicing Fee Recommendations

The Region's existing Engineering and Site Servicing fees approximate full cost recovery levels, as observed in Table 1. As a result, no changes to any engineering or site servicing fees are proposed.

iii) Traffic Development and Permit Fee Recommendations

Table 4 below outlines recommended increases to Traffic Development fees. The existing fees were established without a fulsome review of the costs of service, and thereby do not accurately reflect current staff effort and resources applied to application review, inspection of works and enforcement of Regional standards. Proposed increases are aligned with current staff processing effort towards increasingly complex and challenging applications arising from infill and intensification in urbanized areas.

Recommended fee increases for road occupancy permits relate only to those permits related to development applications with associated roadworks and requirements. No changes are recommended to fees for road occupancy permits that are associated with standard works or maintenance.

While the engineering and inspection fee is recommended to increase to 10.8 per cent to achieve full cost recovery, the minimum charge will remain at \$1,724.40, which is meant to ease the transition of applicants to the new fee structure.

Table 4: Recommended Traffic Development Fees

| Description | Current Fee | Recommended Fee | % Change |
|--|------------------------------------|---------------------------------------|----------|
| Site Plan Review/Development Applications/ Engineering & Inspection Fees | 7% or minimum charge of \$1,724.40 | 10.8% or minimum charge of \$1,724.40 | +54% |
| Legal Letters (Access/Servicing Compliance Letters) | \$308 | \$1,667 | +441% |
| Temporary Access Fees | \$334 | \$1,940 | +481% |
| Road Occupancy Permit (Development Related) | \$450 | \$1,509 | +235% |

c) Anticipated Cost Recovery

The anticipated cost recovery based on fee changes recommended in this report is detailed in Table 5 below. These figures were determined based on costs of service and revenue generated through a fee structure that is reflective of staff processing efforts, as outlined in the recommended fee changes above.

Through the introduction of new Planning fee categories, the cost recovery of potential new fees would improve to 58 per cent. Recommended fee changes to existing Planning fee categories would improve their cost recovery from 84 to 94 per cent. Overall, the cost recovery of all Planning Application categories would improve from 56 to 82 per cent. Cost recovery for Traffic Development applications would improve to 100 per cent based on full implementation of the recommendations.

Update on the Development Services Fee Review

In total, implementing the recommended changes would improve the Region's overall cost recovery from 82 to 94 per cent. This reduces the Region's reliance on the property tax base by approximately \$640,000 per year.

Table 5: Anticipated Cost Recovery of Proposed Development-Related User Fees

| Description | Annual Costs | Annual Revenue (Anticipated) | Estimated Cost Recovery (Anticipated) |
|--|----------------|------------------------------|---------------------------------------|
| Planning Application Fees | | | |
| Existing Fees | \$1.2 M | \$1.1 M | 94% |
| Potential New Fees* | \$0.6 M | \$0.3 M | 58% |
| Subtotal | \$1.8 M | \$1.5 M | 82% |
| Engineering and Site Servicing Fees | \$3.2 M | \$3.2 M | 100% |
| Traffic Development and Permit Fees | \$0.5 M | \$0.5 M | 100% |
| Total | \$5.6 M | \$5.2 M | 94% |

*Application categories for which the Region does not currently collect a prescribed fee in accordance with the 2020 Regional User Fee By-law.

d) Fee Recommendations Analysis: Development Impact Scenarios

An important aspect of the fees review is understanding how the proposed fee changes impact the overall costs of a development project and to confirm that there would not be negative impacts to development in Peel. A trusted approach to analyze impacts on development is using samples of development application types and analyzing all the municipal fees these applications would be subject to (i.e. planning, engineering, traffic, building permit and development charges fees). This method is the preferred approach to understanding the relative market position of the proposed fees, rather than a direct comparison of municipal fee schedules. Each municipality's fee schedules have different components, considerations and procedures for processing development applications that make it a challenge to establish direct and objective comparisons.

As part of the impact analysis, five different sample developments (low, medium and high-density residential developments, and small and large non-residential developments) in each of Peel's three local municipalities were examined by Watson.

Overall, it was found that development-related fees make up a small component of the overall expenses of a development project. Further, it was found that the full implementation of the fee recommendations would have a negligible to minor impact on total municipal development costs, increasing overall costs by 0.1 to 0.4 per cent for residential development, and 0.4 to 2.6 per cent for non-residential development.

The analysis also showed that, when compared against other local municipalities, implementing the fee recommendations would not meaningfully change the relative ranking of Peel's local municipalities with respect to total development costs. Details of these scenarios and resulting impacts can be found in Appendices II to VI.

Update on the Development Services Fee Review

e) Stakeholder Consultation

A series of stakeholder consultation sessions were held with planning and development departments from each of the Region's local municipalities in May 2020. In addition, a consultation was held with the Peel Chapter members of the Building Industry and Land Development Association (BILD) on May 19, 2020. The objectives of these meetings were to present the project's initial findings, gather input on the calculated costs and receive feedback on implementation strategies for new and existing fees. All consultation participants were also given the opportunity to provide follow-up written comments to the Region, as needed.

Written feedback was received from the Town of Caledon Economic Development and Tourism division on June 5, 2020, attached in Appendix VII. Industry stakeholders (BILD) sent feedback on June 2, 2020 in the form of written correspondence to Regional Council (attached in Appendix VIII), which was officially received on June 11, 2020.

A follow-up supplementary report was prepared by staff and shared with BILD's Peel Chapter members in September to address feedback and provide requested clarification. A follow up review meeting with BILD members was held on October 9, 2020 to discuss the recommendations of this report. Additional correspondence from BILD is expected ahead of the November 12, 2020 Regional Council meeting.

Regional staff feel the recommendations provide a balance between the feedback received from stakeholders while still maintaining the financial objectives and guiding principles behind the fees review.

3. Proposed Direction

a) Phased Implementation Strategy

In order to achieve desired cost recovery levels, fee change implementation must consider the Region's financial objectives and guiding principles regarding user fees, alongside economic and social context. Primarily, the emergence of the COVID-19 pandemic in the spring of 2020 has had subsequent impacts on many sectors including the development industry, as also noted in BILD's June 2, 2020 correspondence (attached as Appendix VIII). For this reason, it is imperative that the implementation of these recommendations be flexible and responsive so as not to further impede Regional growth and development activity, while also protecting the interests of Regional taxpayers.

As such, a phased implementation strategy (Appendix IX) is proposed as follows:

- Effective upon the passing of the 2021 annual amendments to the Regional User Fees and Charges By-law, any fee reductions should be enacted to their full extent. These changes would be subject to consideration as part of the review of the 2021 fees by-law and 2021 annual budgeting process, any fee reductions should be enacted to their full extent upon the passing of the 2021 amendments to the fees by-law. This includes reductions to LOPA fees, and the implementation of Secondary Plan Amendment fees, which are a subcategory of LOPA fees.

Update on the Development Services Fee Review

- Effective July 1, 2021, 50 per cent of all applicable fee increases should take effect. These changes would also be subject to consideration as part of the review of the 2021 Regional User Fees and Charges By-law and 2021 annual budgeting process.
- Effective upon the passing of the 2022 annual amendments to the Regional User Fees and Charges By-law, all fee recommendations outlined in this report should be fully implemented. These changes would be subject to consideration as part of the review of the 2022 fees by-law and 2022 annual budgeting process.

Delaying the initiation of fee increases until July 2021, and further delaying the full implementation of changes to 2022 helps manage impacts to the development community and provides sufficient time for transition to the new fee structure, while allowing the Region to reduce its reliance on property tax base contributions to the cost of development.

b) Next Steps

Leading practices suggest that fees be reviewed on a regular basis and that an annual mechanism is established to adjust fees commensurate with inflationary rates. Staff recommend that a fulsome follow up review of development related fees be conducted in 2023 to inform the 2024 Regional User Fees and Charges By-law and Budget. Staff will continue to adhere to Regional financial policies and best practices to ensure costs are recovered from the appropriate beneficiary of service.

As part of the Region's ongoing commitment to continuous improvement, staff will continue to plan and implement continuous improvement initiatives that seek to improve customer service and streamline service delivery.

Ongoing and planned initiatives include:

- technology solutions that support electronic plan submission and review
- enhanced development data tracking and workflow processes
- continued implementation of the Streamlining Development Approvals Program, which aims to improve customer service, knowledge, collaboration and partnerships. Five projects have been implemented over the past two years, with an additional nine ongoing projects to be implemented over the next two years

Staff will continue to communicate, consult and coordinate with BILD and local municipalities on these process improvements as they continue to be implemented. Further, some of the activities outlined above could result in cost efficiencies that impact costs of service. Staff will continue to monitor the new fee structure to determine how the new fees are performing and the degree to which cost efficiencies are realized through ongoing improvements. These considerations will be incorporated into adjusted fee recommendations during the fulsome review of fees proposed in 2023. However, in the interim, staff will also continue to review the Region's costs to process development-related applications annually and if changes are required, up or down, will recommend minor changes as part of the annual budget process.

In the interim, staff will also investigate the implications of eliminating or reducing service connection fees for neighbourhood-led projects with community benefits, as directed by Regional Council (as per Council Resolution 2020-716), and report back to Council on this matter in 2022.

Update on the Development Services Fee Review

RISK CONSIDERATIONS

As outlined in this report, current under recovery for development-related applications has a cumulative impact of approximately \$1 million in annual costs that are currently being absorbed by the tax base. Maintaining the current user fee structure will further the Region's reliance on the tax base to subsidize these costs.

There is a simultaneous risk that implementing fee increases may affect the affordability of investing in Peel, thus unintentionally serving as an impediment to development in the Region. However, as found by this review, the proposed fee changes present a negligible to minor impact on the overall costs of development in the Region. Further, the above outlined implementation strategy considers these risks and allows for the pursuit of cost recovery in a reasonable phased manner.

The proposed fee changes reduce the burden on the property tax base and recover service costs, where appropriate from the user, in alignment with the financial principles outlined in the Region's Long-Term Financial Planning Strategy. Throughout the implementation of these recommendations and through any future iterations of the fee review, staff will continue to engage with the building industry and local municipalities, in order to proactively address any concerns that may arise.

Further, as outlined in next steps above, staff will continue to seek out and implement continuous improvement opportunities that will better serve Regional customers, including the development community and local municipalities.

FINANCIAL IMPLICATIONS

The Region's existing fee structure currently recovers approximately 82 per cent of the costs attributable to all development-related fee categories resulting in \$1 million in annual costs absorbed by the tax base.

Staff recommend a phased implementation strategy that allows the development industry sufficient time to transition and prepare for the recommended fee changes. It is proposed that 50 per cent of the proposed fee increases be endorsed and included in the 2021 Regional User Fee and Charges By-law and Budget process to be effective on July 1, 2021, while 100 per cent of the proposed fee changes be endorsed and included in the 2022 Regional User Fee and Charges By-law and Budget process. It is also proposed that the full extent of any fee decreases be endorsed and made effective immediately through the 2021 Regional User Fee and Charges By-law and Budget process.

By implementing the full scope of recommended fee changes by 2022, it is anticipated that cost recovery will improve from 82 per cent to 94 per cent for all three categories of application types. This increase in the proportional recovery of costs translates to a reduction of approximately \$84,000 for 2021 and \$640,000 annually from 2022 onwards in subsidies from the tax base.

Update on the Development Services Fee Review

APPENDICES

Appendix I - Development Services Fees Review Final Report (Executive Summary)
Appendix II - Development Fee Impacts Survey for a Residential Subdivision (Single Detached Units)
Appendix III - Development Fee Impacts Survey for a Residential Subdivision (Townhouse Units)
Appendix IV - Development Fee Impacts Survey for a Residential Subdivision (Apartment Units)
Appendix V - Development Fee Impacts Survey for a Retail Development
Appendix VI - Development Fee Impacts Survey for an Industrial Development
Appendix VII - Consultation Comment from Town of Caledon (June 5, 2020)
Appendix VIII - Correspondence from BILD to Regional Council (June 2, 2020)
Appendix IX - Proposed Phased Implementation Strategy

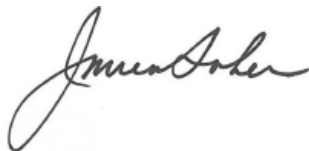
For further information regarding this report, please contact John Hardcastle, Interim Director, Development Services, Ext. 4418, john.hardcastle@peelregion.ca

Authored By: Sanya Khan, Project Manager, Development Services

Reviewed and/or approved in workflow by:

Department Commissioner, Division Director and Financial Support Unit.

Final approval is by the Chief Administrative Officer.



J. Baker, Chief Administrative Officer



Development Services Fees Review

Region of Peel

Final Report Executive Summary

September 21, 2020

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Executive Summary



Executive Summary

The Regional Municipality of Peel (Region) retained Watson & Associates Economists Ltd. (Watson) to undertake a review of its Planning Application, Engineering and Site Servicing, and Traffic Development fees. These fee categories are collectively referred to herein as Development-Related User Fees. The objectives of the assignment were to:

- Provide a fee structure that allows for full cost recovery;
- Better position the Region in responding to changing industry needs and maintain or improve current service delivery levels;
- Reflect the emerging mix of application types and complexity of development in the Region;
- Provide a framework to ensure the Region has a consistent, fair, and transparent approach for establishing fees for all development and engineering services in compliance with applicable legislation, leading practices, and delivery of services; and
- Promote equity by recovering the cost of services from those who receive direct benefits from the service.

Municipalities are empowered to charge planning application fees under the authority of Section 69 of the *Planning Act*, 1990. The *Planning Act* allows municipalities to recover the anticipated costs of processing planning applications. The Act is clear that cost/fee justification must be considered by application type, implying that cross subsidization amongst different application types, as defined in the municipality's tariff of fees, is not permitted.

All other Development-Related User Fees considered within the scope of this exercise are governed by Part XII of the *Municipal Act*, 2001. This Act allows a municipality to impose fees or charges for services or activities provided, or done by or on behalf of it; for costs payable by it for services or activities provided, or done by or on behalf of any other municipality or any local board; and for the use of its property, including property under its control. The *Municipal Act* has no explicit requirements for cost justification when establishing fees however, municipalities must have regard for legal precedents and there must be a reasonable nexus between the cost of service and the fee imposed (i.e. the fee cannot be a tax). These fees can be appealed to the courts.



An Activity-Based Costing (A.B.C.) methodology was employed to determine the full costs of service provided by the Region. The A.B.C. methodology attributes processing effort and associated costs from all participating municipal departments to the appropriate application and fee categories. The resource costs attributed to processing activities, and ultimately to these categories, include direct, indirect, and capital costs. Employing this costing methodology provides municipalities with a better recognition of the costs utilized in delivering development review processes, as it acknowledges not only the direct costs of resources deployed but also the indirect support and capital costs required by those resources to enable these services.

The first step in employing the A.B.C. methodology was to determine the costing categories. These categories generally align to the Region's existing development-related user fee schedules, as well as planning applications that the Region processes but currently does not impose a fee for the service. Processing steps for each costing category were developed from existing process maps, the Development Services Procedures Manual, and discussions with Region staff. Staff from across the organization provided effort estimates for each costing category reflecting the average level of effort for each step in the mapped processes. Historical average annual application volumes were applied to the effort estimates to determine the annual level of processing effort by staff position. This processing effort is expressed in terms of the annual capacity utilization for each staff position, across the various fee/costing categories, and in aggregate. This step is also undertaken to confirm the reasonableness of the effort estimates and that the estimated level of effort can be delivered.

Table ES-1 summarizes the annual staff capacity utilized on development application processes by staff in all departments and divisions that were considered within this review. Development Services (D.S.) staff were grouped into the following categories – Director's Office, Planning and Performance, D.S. Planning, Servicing Connections, and D.S. Expert. D.S. Planning staff can be further categorized into planners, subdivision staff, and students. Planning application processing is undertaken by the planners and consumes 71% of their annual available staff capacity. Subdivision staff within D.S. Planning spend approximately 82% of their available capacity on the review of subdivision applications.

Servicing Connections staff dedicate 82% of their capacity on all development applications, including some staff who review the servicing requirements of planning



applications. The majority of Servicing Connections staff time is spent reviewing site servicing submissions.

Reviewing development applications accounts for 63% of the annual staff capacity of Traffic Development and Permitting staff within the Transportation Division. The utilization of all other departments and divisions involved in the review of development applications is summarized in Table ES-1 below.

Table ES-1
Staff Capacity Utilization by Department

| Department/Division | Compliment | Weighted Capacity Utilization (%) |
|--|------------|-----------------------------------|
| Development Services | | |
| Director's Office | 3 | 43% |
| Planning & Performance | 7 | 25% |
| DS Planning | 17 | 75% |
| Servicing Connections | 11 | 79% |
| Expert, Development Services | 1 | 85% |
| Development Services | 39 | 65% |
| Other Departments/Divisions | | |
| Business Information Services | 7 | 5% |
| ETS | 18 | 39% |
| Finance | 6 | <1% |
| Housing Policy and Programs | 6 | <1% |
| Legal | 48 | 3% |
| Meter Operations | 13 | <1% |
| Operations Wastewater | 8 | <1% |
| Operations Water (South Peel) | 10 | 4% |
| Water Operations (Caledon) | 7 | 2% |
| Real Estate | 20 | 9% |
| Traffic Development and Permits | 7 | 63% |
| Transportation Managers | 21 | 3% |
| Water and Wastewater Regulatory Compliance | 25 | 2% |
| Water & Wastewater Program Planning | 33 | 9% |
| Other Departments/Divisions | 249 | |
| Grand Total | 288 | |

Based on the results of the staff resource capacity analysis, the proportionate share of each participating individual's direct costs (e.g. salary, wages, benefits, materials, and supplies) is allocated to the respective costing categories. Consistent with the Region's approach, budgeted indirect costs ("allocation between departments") and capital costs



were allocated to participating departments and/or divisions based on the respective share of the total budget. The costs included in the costing model are taken from the Region's 2020 Budget.

Table ES-2 summarizes the calculated annual processing costs compared with annual revenues, derived from the Region's current fee structure and historical average application volumes and characteristics. Based on the established effort estimates for current processes, the Region spends \$6.5 million annually providing development application processing and review services¹.

In addition to the development-related user fee revenues, approximately \$910,000 in water and wastewater rate revenue is allocated to fund D.S. review costs for Site Plan and Minor Variance applications. These contributions are provided in recognition of the benefits accruing to water and wastewater services by helping to protect municipal infrastructure from development impacts through the application process. As a portion of these development service costs are funded from these recoveries, the annual costs of processing Site Plan and Minor Variance applications have been reduced proportionately. In total, the net cost of service informing the fee recommendations is \$5.6 million (i.e. service costs of \$6.56 million less water and wastewater rate allocations of \$0.91 million). The Region's existing Development-Related User Fees recovers approximately 82% of these net annual costs.

Table ES-2
Cost Recovery of Existing Development-Related User Fees

| Description | Annual Costs | | | Total Annual Costs | Water and Wastewater Rate Contribution | Net Cost | Current Fees | | |
|--|-------------------------------|----------------------|-----------------------------------|--------------------|--|------------------|------------------|-------------------|-------------|
| | Salary, Wage & Benefits (SWB) | Non-SWB Direct Costs | Budgeted Indirect & Capital Costs | | | | Annual Revenue | Suplus/ (Deficit) | % |
| DS-Planning Application Fees | | | | | | | | | |
| Existing Fees | 1,417,473 | 107,380 | 333,654 | 1,858,508 | 640,629 | 1,217,878 | 1,018,800 | (199,078) | 84% |
| Potential New Fee Categories | 681,126 | 44,766 | 139,431 | 865,324 | 269,371 | 595,953 | 19,200 | (576,753) | 3% |
| Total - DS Planning Application | 2,098,600 | 152,146 | 473,086 | 2,723,831 | 910,000 | 1,813,831 | 1,038,000 | (775,831) | 57% |
| DS-Engineering and Site Servicing Fees | 2,444,617 | 160,475 | 644,391 | 3,249,483 | - | 3,249,483 | 3,247,639 | (1,844) | 100% |
| Traffic Development & Permits Fees | 352,536 | 39,804 | 99,370 | 491,709 | - | 491,709 | 278,698 | (213,011) | 57% |
| Subtotal | 4,895,753 | 352,424 | 1,216,846 | 6,465,024 | 910,000 | 5,555,024 | 4,564,337 | (990,686) | 82% |
| ENGINEERING AND SITE SERVICING - Categories Excluded from Fee Recommendations (i.e. assess DS administrative involvement only) | 89,287 | 2,049 | 7,529 | 98,864 | - | 98,864 | | | |
| Total | 4,985,039 | 354,473 | 1,224,375 | 6,563,888 | 910,000 | 5,653,888 | | | |

Based on the costing results, Regional policy, industry best practices, and municipal competitiveness, the fee recommendations below are provided to improve the Region's cost recovery performance and maintain legislative compliance with the *Planning Act*.

¹ These costs exclude Engineering and Site Servicing administrative fees.



In developing the fee recommendations, the Region consulted with all three area municipalities (City of Brampton, Town of Caledon, and City of Mississauga), as well as development industry stakeholders from the Region's Building Industry Liaison Team (BILT). The stakeholders provided comments on the proposed fee recommendations and implementation strategies.

Planning Applications

- Regional Official Plan Amendment – increase current fee from \$20,000 to \$22,100, an increase of \$2,100 or 11%;
- Local/Area Municipal Official Plan Amendments – decrease current fee from \$12,000 to \$9,000, a decrease of \$3,000 or 25%;
- Plan of Subdivision – maintain current fee of \$20,000;
- Plan of Condominium – increase current fee by 24% from \$3,000 to \$3,700;
- Agreement Review and Execution – increase current fee from \$2,000 to \$2,200; and
- Introduce new planning application fees for:
 - Consents - \$1,400;
 - Secondary Plan Amendments - \$7,400; and
 - Zoning By-law Amendments - \$4,700.

The full costs of processing Site Plan applications were determined as part of this review. The Region currently imposes fees for major and minor applications based on the criteria of the application¹. As part of this undertaking, the Region consulted with stakeholders on the current fee structure and proposed changes being considered. A recommended site plan fee structure was developed based on feedback received from stakeholders and other policy considerations. The recommended site plan fee structure includes three categories of site plan applications, i.e. Full Site Plan, Scoped Site Plan, and Limited Site Plan. The following summarizes the characteristics of each fee category and the recommended fee:

- Full Site Plan - \$3,100
 - New non-residential or expansions with floor area greater than 500 square metres
 - Multi-residential built forms (e.g. townhouses, stacked houses, apartments)

¹ introduced as an interim fee in January 2020.



- Two or more residential units (e.g. townhouses, stacked houses, apartments, single/semi-detached dwellings)
- Scoped Site Plan - \$1,700
 - New non-residential or expansions with floor area less than 500 square metres
- Limited Site Plan – no fee
 - Site alterations
 - Single/Semi detached dwellings
 - Telecommunications towers
 - Oak Ridges Moraine

Engineering and Site Servicing

- Engineering and Site Servicing fees are recommended to be maintained at current rates as these are generating full cost recovery.

Traffic Development and Permits

- Site Plan Review/Development Applications/ Engineering & Inspection Fees – increase current fees from 7% of the cost of works to 10.8% of the cost of works;
- Legal Letters (Access/Servicing Compliance Letters) – increase current fees from \$308 to \$1,667;
- Temporary Access Fees – increase current fees from \$334 to \$1,940; and
- Road Occupancy Permit - Development Related – increase current fees from \$450 to \$1,500.

The recommended fees, including contributions from water and wastewater services, are anticipated to increase cost recovery to 94%, as summarized in Table ES-3. Based on the recommended fees, the historical mix of application volumes, and typical size characteristics, modelled revenue would increase by approximately 15%, from \$4.6 million to \$5.2 million annually.



Table ES-3
Cost Recovery of Recommended Fees

| Description | Total Annual Costs | Water and Wastewater Rate Contribution | Net Cost | Current Fees | | | Recommended Fees | | |
|---|--------------------|--|------------------|------------------|-------------------|-------------|------------------|-------------------|-------------|
| | | | | Annual Revenue | Cost Recovery | | Annual Revenue | Cost Recovery | |
| | | | | | Suplus/ (Deficit) | % | | Suplus/ (Deficit) | % |
| DS-Planning Application Fees | | | | | | | | | |
| Existing Fees | 1,858,508 | 640,629 | 1,217,878 | 1,018,800 | (199,078) | 84% | 1,139,890 | (77,988) | 94% |
| Potential New Fee Categories | 865,324 | 269,371 | 595,953 | 19,200 | (576,753) | 3% | 328,420 | (272,971) | 55% |
| Total - DS Planning Application | 2,723,831 | 910,000 | 1,813,831 | 1,038,000 | (775,831) | 57% | 1,468,310 | (350,960) | 81% |
| DS-Engineering and Site Servicing Fees | 3,249,483 | - | 3,249,483 | 3,247,639 | (1,844) | 100% | 3,247,639 | (1,844) | 100% |
| Traffic Development & Permits Fees | 491,709 | - | 491,709 | 278,698 | (213,011) | 57% | 491,709 | - | 100% |
| Subtotal | 6,465,024 | 910,000 | 5,555,024 | 4,564,337 | (990,686) | 82% | 5,207,658 | (352,804) | 94% |

To understand the impacts of the fee structure recommendations, an impact analysis for sample developments was prepared. The development impact analysis compared development fees for selected Greater Toronto Area (G.T.A.) municipalities, including the Peel Region area municipalities. The development fee comparison considered planning application fees, building permit fees, engineering fees, and development charges.

The development impacts of fee recommendations are similar to those observed in other municipalities undertaking similar fee reviews. Planning and engineering development fees represent a relatively small proportion of the total municipal cost of development, i.e.:

- 2-9% for low-density and high-density residential development;
- 5-16% for medium-density residential development; and
- for non-residential development types, the impacts are larger for smaller developments (6-26%) as compared to larger developments (2-13%) due to fixed application costs and limited economies of scale.

Impacts of implementing the recommended development fees on the total municipal development costs of applicants results in increases of:

- 0.1-0.3% for low-density and high-density residential development;
- 0.3-0.4% for medium-density residential development; and
- 0.4-2.6% for non-residential development (dependent on the size of the development).

Appendix II
Update on the Development Services Fee Review

Development Fee Impacts Survey for a Residential Subdivision (Single Detached Units)

100 Single Detached Units, \$1,550,000 Cost of Work

| Rank | Municipality | Official Plan Amendment | Plan of Subdivision | Zoning By-Law Amendment | Building Permit Fees | Engineering Fees | Development Charges | Total | Planning and Engineering Fees % of Total | % Increase |
|------|---------------------------------|-------------------------|---------------------|-------------------------|----------------------|------------------|---------------------|---------------|--|------------|
| 1 | Markham, City of | \$ 96,239 | \$ 642,788 | \$ 55,575 | \$ 324,603 | \$ 209,200 | \$ 11,508,237 | \$ 12,836,643 | 7.8% | |
| 2 | East Gwillimbury, Town of | \$ 66,128 | \$ 88,500 | \$ 23,687 | \$ 290,000 | \$ 3,500 | \$ 10,364,100 | \$ 10,835,915 | 1.7% | |
| 3 | King, Township of | \$ 43,589 | \$ 58,093 | \$ 13,340 | \$ 128,020 | \$ 48,500 | \$ 10,249,700 | \$ 10,541,242 | 1.6% | |
| 4 | Mississauga - Calculated | \$ 47,757 | \$ 74,100 | \$ 126,675 | \$ 322,931 | \$ 81,375 | \$ 9,874,427 | \$ 10,527,265 | 3.1% | 0.1% |
| 5 | Mississauga - Current | \$ 45,657 | \$ 74,100 | \$ 121,975 | \$ 322,931 | \$ 81,375 | \$ 9,874,427 | \$ 10,520,465 | 3.1% | |
| 6 | New Market, Town of | \$ 49,946 | \$ 125,678 | \$ 31,546 | \$ 279,081 | \$ 89,750 | \$ 9,809,000 | \$ 10,385,000 | 2.9% | |
| 7 | Brampton - Calculated | \$ 28,753 | \$ 96,186 | \$ 14,657 | \$ 224,268 | \$ 81,375 | \$ 9,523,212 | \$ 9,968,452 | 2.2% | 0.1% |
| 8 | Brampton - Current | \$ 26,653 | \$ 96,186 | \$ 9,957 | \$ 224,268 | \$ 81,375 | \$ 9,523,212 | \$ 9,961,652 | 2.1% | |
| 9 | Aurora, Town of | \$ 48,451 | \$ 108,430 | \$ 21,398 | \$ 304,722 | \$ 93,500 | \$ 9,384,800 | \$ 9,961,301 | 2.7% | |
| 10 | Vaughan, City of | \$ 73,241 | \$ 139,280 | \$ 49,856 | \$ 300,448 | \$ 108,500 | \$ 9,281,400 | \$ 9,952,726 | 3.7% | |
| 11 | Whitchurch Stouffville, Town of | \$ 51,673 | \$ 104,915 | \$ 30,107 | \$ 314,000 | \$ 56,000 | \$ 9,191,100 | \$ 9,747,794 | 2.5% | |
| 12 | Richmond Hill, Town of | \$ 74,738 | \$ 72,082 | \$ 16,715 | \$ 296,175 | \$ 95,000 | \$ 8,857,500 | \$ 9,412,210 | 2.7% | |
| 13 | Caledon - Calculated | \$ 39,190 | \$ 121,678 | \$ 22,129 | \$ 234,116 | \$ 81,375 | \$ 8,840,020 | \$ 9,338,507 | 2.8% | 0.1% |
| 14 | Caledon - Current | \$ 37,090 | \$ 121,678 | \$ 17,429 | \$ 234,116 | \$ 81,375 | \$ 8,840,020 | \$ 9,331,707 | 2.8% | |
| 15 | Georgina, Town of | \$ 45,605 | \$ 71,720 | \$ 22,268 | \$ 276,000 | \$ 84,500 | \$ 8,075,900 | \$ 8,575,992 | 2.6% | |
| 16 | Oakville, Town of | \$ 35,980 | \$ 75,881 | \$ 20,406 | \$ 318,657 | \$ 88,000 | \$ 7,532,941 | \$ 8,071,866 | 2.7% | |
| 17 | Ajax, Town of | \$ 64,862 | \$ 65,272 | \$ 26,467 | \$ 250,838 | \$ 30,500 | \$ 6,235,400 | \$ 6,673,338 | 2.8% | |
| 18 | Whitby, Town of | \$ 55,053 | \$ 129,763 | \$ 13,493 | \$ 352,474 | \$ 30,500 | \$ 6,054,300 | \$ 6,635,583 | 3.4% | |
| 19 | Oshawa, City of | \$ 35,525 | \$ 43,203 | \$ 5,286 | \$ 256,784 | \$ 30,500 | \$ 6,070,600 | \$ 6,441,898 | 1.8% | |
| 20 | Milton, Town of | \$ 29,699 | \$ 85,860 | \$ 15,032 | \$ 297,661 | \$ 88,000 | \$ 5,834,431 | \$ 6,350,683 | 3.4% | |
| 21 | Halton Hills, Town of | \$ 44,119 | \$ 80,596 | \$ 56,849 | \$ 325,346 | \$ 88,000 | \$ 5,503,990 | \$ 6,098,901 | 4.4% | |
| 22 | Pickering, City of | \$ 65,192 | \$ 78,502 | \$ 49,877 | \$ 250,838 | \$ 30,500 | \$ 5,259,200 | \$ 5,734,108 | 3.9% | |
| 23 | Burlington, City of | \$ 25,495 | \$ 121,273 | \$ 15,505 | \$ 318,657 | \$ 88,000 | \$ 5,145,431 | \$ 5,714,362 | 4.4% | |

Appendix III
Update on the Development Services Fee Review

Development Fee Impacts Survey for a Residential Subdivision (Townhouse Units)

25 Medium-Density (Townhouse) Units, \$200,000 Cost of Work

| Rank | Municipality | Official Plan Amendment | Plan of Subdivision | Zoning By-Law Amendment | Building Permit Fees | Engineering Fees | Development Charges | Total | Planning and Engineering Fees % of Total | % Increase |
|------|---------------------------------|-------------------------|---------------------|-------------------------|----------------------|------------------|---------------------|--------------|--|------------|
| 1 | Markham, City of | \$ 96,239 | \$ 249,863 | \$ 55,575 | \$ 60,863 | \$ 54,925 | \$ 2,300,738 | \$ 2,818,203 | 16.2% | |
| 2 | Vaughan, City of | \$ 73,241 | \$ 92,180 | \$ 30,281 | \$ 56,334 | \$ 14,000 | \$ 2,532,175 | \$ 2,798,212 | 7.5% | |
| 3 | East Gwillimbury, Town of | \$ 66,128 | \$ 68,504 | \$ 23,687 | \$ 54,375 | \$ 3,500 | \$ 2,121,375 | \$ 2,337,569 | 6.9% | |
| 4 | King, Township of | \$ 43,589 | \$ 48,406 | \$ 13,340 | \$ 24,004 | \$ 8,000 | \$ 2,146,075 | \$ 2,283,413 | 5.0% | |
| 5 | New Market, Town of | \$ 49,946 | \$ 108,067 | \$ 31,546 | \$ 52,328 | \$ 12,125 | \$ 1,993,150 | \$ 2,247,161 | 9.0% | |
| 6 | Mississauga - Calculated | \$ 47,757 | \$ 43,073 | \$ 54,975 | \$ 60,550 | \$ 10,500 | \$ 1,997,747 | \$ 2,214,602 | 7.1% | 0.3% |
| 7 | Mississauga - Current | \$ 45,657 | \$ 43,073 | \$ 50,275 | \$ 60,550 | \$ 10,500 | \$ 1,997,747 | \$ 2,207,802 | 6.8% | |
| 8 | Whitchurch Stouffville, Town of | \$ 51,673 | \$ 65,890 | \$ 30,107 | \$ 58,875 | \$ 8,750 | \$ 1,878,550 | \$ 2,093,844 | 7.5% | |
| 9 | Aurora, Town of | \$ 48,451 | \$ 59,155 | \$ 21,398 | \$ 57,135 | \$ 12,500 | \$ 1,884,675 | \$ 2,083,314 | 6.8% | |
| 10 | Brampton - Calculated | \$ 28,753 | \$ 44,286 | \$ 14,657 | \$ 42,050 | \$ 10,500 | \$ 1,895,338 | \$ 2,035,585 | 4.8% | 0.3% |
| 11 | Brampton - Current | \$ 26,653 | \$ 44,286 | \$ 9,957 | \$ 42,050 | \$ 10,500 | \$ 1,895,338 | \$ 2,028,785 | 4.5% | |
| 12 | Richmond Hill, Town of | \$ 74,738 | \$ 28,432 | \$ 16,715 | \$ 55,533 | \$ 12,650 | \$ 1,794,850 | \$ 1,982,918 | 6.7% | |
| 13 | Georgina, Town of | \$ 45,605 | \$ 52,055 | \$ 22,268 | \$ 51,750 | \$ 11,600 | \$ 1,659,400 | \$ 1,842,678 | 7.1% | |
| 14 | Caledon - Calculated | \$ 39,190 | \$ 75,253 | \$ 22,129 | \$ 43,897 | \$ 10,500 | \$ 1,644,663 | \$ 1,835,632 | 8.0% | 0.4% |
| 15 | Caledon - Current | \$ 37,090 | \$ 75,253 | \$ 17,429 | \$ 43,897 | \$ 10,500 | \$ 1,644,663 | \$ 1,828,832 | 7.7% | |
| 16 | Oakville, Town of | \$ 35,980 | \$ 46,406 | \$ 20,406 | \$ 59,748 | \$ 17,000 | \$ 1,394,127 | \$ 1,573,668 | 7.6% | |
| 17 | Whitby, Town of | \$ 55,053 | \$ 72,030 | \$ 13,493 | \$ 66,089 | \$ 5,500 | \$ 1,234,100 | \$ 1,446,264 | 10.1% | |
| 18 | Ajax, Town of | \$ 64,862 | \$ 34,522 | \$ 26,467 | \$ 47,032 | \$ 5,500 | \$ 1,261,400 | \$ 1,439,782 | 9.1% | |
| 19 | Oshawa, City of | \$ 35,525 | \$ 28,861 | \$ 5,286 | \$ 48,147 | \$ 5,500 | \$ 1,238,625 | \$ 1,361,944 | 5.5% | |
| 20 | Pickering, City of | \$ 65,192 | \$ 48,502 | \$ 27,377 | \$ 47,032 | \$ 5,500 | \$ 1,076,000 | \$ 1,269,602 | 11.5% | |
| 21 | Milton, Town of | \$ 29,699 | \$ 68,910 | \$ 15,032 | \$ 55,812 | \$ 17,000 | \$ 1,078,244 | \$ 1,264,697 | 10.3% | |
| 22 | Halton Hills, Town of | \$ 36,469 | \$ 49,996 | \$ 33,899 | \$ 61,002 | \$ 17,000 | \$ 1,010,810 | \$ 1,209,177 | 11.4% | |
| 23 | Burlington, City of | \$ 25,495 | \$ 66,898 | \$ 15,505 | \$ 59,748 | \$ 17,000 | \$ 914,319 | \$ 1,098,966 | 11.4% | |

Appendix IV
Update on the Development Services Fee Review

Development Fee Impacts Survey for a Residential Subdivision (Apartment Units)

100 Apartment Units, \$410,000 Cost of Work

| Rank | Municipality | Official Plan Amendment | Plan of Condominium | Site Plan | Zoning By-Law Amendment | Building Permit Fees | Engineering Fees | Development Charges | Total | Planning and Engineering Fees % of Total | % Increase |
|------|---------------------------------|-------------------------|---------------------|------------|-------------------------|----------------------|------------------|---------------------|--------------|--|------------|
| 1 | Vaughan, City of | \$ 73,118 | \$ 31,701 | \$ 68,940 | \$ 49,733 | \$ 149,249 | \$ 72,597 | \$ 6,660,950 | \$ 7,106,288 | 4.2% | |
| 2 | Markham, City of | \$ 96,239 | \$ 48,405 | \$ 233,930 | \$ 55,575 | \$ 134,784 | \$ 56,554 | \$ 6,173,412 | \$ 6,798,899 | 7.2% | |
| 3 | East Gwillimbury, Town of | \$ 66,128 | \$ 119,635 | \$ 42,637 | \$ 23,687 | \$ 130,500 | \$ 7,700 | \$ 5,616,950 | \$ 6,007,237 | 4.3% | |
| 4 | Mississauga - Calculated | \$ 47,757 | \$ 30,946 | \$ 53,686 | \$ 126,675 | \$ 157,108 | \$ 32,880 | \$ 5,314,368 | \$ 5,763,421 | 5.1% | 0.2% |
| 5 | Mississauga - Current | \$ 45,657 | \$ 30,246 | \$ 51,586 | \$ 121,975 | \$ 157,108 | \$ 28,700 | \$ 5,314,368 | \$ 5,749,641 | 4.8% | |
| 6 | King, Township of | \$ 43,589 | \$ 19,833 | \$ 17,268 | \$ 13,340 | \$ 49,248 | \$ 25,700 | \$ 5,512,300 | \$ 5,681,277 | 2.1% | |
| 7 | New Market, Town of | \$ 49,946 | \$ 46,306 | \$ 78,985 | \$ 31,546 | \$ 125,586 | \$ 25,700 | \$ 5,317,750 | \$ 5,675,818 | 4.1% | |
| 8 | Richmond Hill, Town of | \$ 74,738 | \$ 370,984 | \$ 31,927 | \$ 16,715 | \$ 174,834 | \$ 26,000 | \$ 4,856,000 | \$ 5,551,198 | 9.4% | |
| 9 | Whitchurch Stouffville, Town of | \$ 51,673 | \$ 32,611 | \$ 39,782 | \$ 30,107 | \$ 167,400 | \$ 18,200 | \$ 5,093,350 | \$ 5,433,122 | 3.2% | |
| 10 | Aurora, Town of | \$ 48,451 | \$ 36,141 | \$ 50,872 | \$ 21,398 | \$ 128,764 | \$ 25,700 | \$ 5,102,100 | \$ 5,413,426 | 3.4% | |
| 11 | Brampton - Calculated | \$ 28,723 | \$ 8,653 | \$ 35,853 | \$ 14,627 | \$ 143,981 | \$ 32,880 | \$ 4,935,937 | \$ 5,200,652 | 2.3% | 0.3% |
| 12 | Brampton - Current | \$ 26,623 | \$ 7,953 | \$ 33,753 | \$ 9,927 | \$ 143,981 | \$ 28,700 | \$ 4,935,937 | \$ 5,186,872 | 2.1% | |
| 13 | Caledon - Calculated | \$ 39,190 | \$ 31,108 | \$ 29,446 | \$ 22,129 | \$ 96,155 | \$ 32,880 | \$ 4,851,610 | \$ 5,102,516 | 3.0% | 0.3% |
| 14 | Caledon - Current | \$ 37,090 | \$ 30,408 | \$ 27,346 | \$ 17,429 | \$ 96,155 | \$ 28,700 | \$ 4,851,610 | \$ 5,088,736 | 2.8% | |
| 15 | Georgina, Town of | \$ 45,554 | \$ 74,464 | \$ 41,016 | \$ 22,210 | \$ 144,000 | \$ 23,900 | \$ 4,533,850 | \$ 4,884,995 | 4.2% | |
| 16 | Oakville, Town of | \$ 35,980 | \$ 43,527 | \$ 40,418 | \$ 36,997 | \$ 143,396 | \$ 30,100 | \$ 3,878,385 | \$ 4,208,803 | 4.4% | |
| 17 | Whitby, Town of | \$ 55,006 | \$ 56,801 | \$ 42,760 | \$ 13,446 | \$ 158,613 | \$ 10,225 | \$ 3,126,800 | \$ 3,463,651 | 5.1% | |
| 18 | Milton, Town of | \$ 29,699 | \$ 16,483 | \$ 16,120 | \$ 15,032 | \$ 133,948 | \$ 30,100 | \$ 3,184,079 | \$ 3,425,461 | 3.1% | |
| 19 | Oshawa, City of | \$ 35,525 | \$ 17,530 | \$ 38,299 | \$ 5,286 | \$ 112,877 | \$ 10,225 | \$ 3,156,750 | \$ 3,376,492 | 3.2% | |
| 20 | Halton Hills, Town of | \$ 44,119 | \$ 56,467 | \$ 44,385 | \$ 56,849 | \$ 146,071 | \$ 30,100 | \$ 2,946,013 | \$ 3,324,004 | 7.0% | |
| 21 | Ajax, Town of | \$ 64,820 | \$ 15,790 | \$ 76,940 | \$ 26,425 | \$ 112,877 | \$ 10,225 | \$ 2,935,150 | \$ 3,242,227 | 6.0% | |
| 22 | Burlington, City of | \$ 25,495 | \$ 7,593 | \$ 27,044 | \$ 69,505 | \$ 187,293 | \$ 30,100 | \$ 2,820,979 | \$ 3,168,009 | 5.0% | |
| 23 | Pickering, City of | \$ 65,169 | \$ 18,129 | \$ 51,529 | \$ 49,854 | \$ 112,877 | \$ 10,225 | \$ 2,797,250 | \$ 3,105,032 | 6.3% | |

Appendix V
Update on the Development Services Fee Review

Development Fee Impacts Survey for a Retail Development

1,000 Square Metres, \$275,000 Cost of Work

| Rank | Municipality | Site Plan | Zoning By-Law Amendment | Building Permit Fees | Engineering Fees | Development Charges | Total | Planning and Engineering Fees % of Total | % Increase |
|------|---------------------------------|-----------|-------------------------|----------------------|------------------|---------------------|------------|--|------------|
| 1 | Markham, City of | \$ 35,210 | \$ 55,575 | \$ 16,400 | \$ 43,954 | \$ 806,112 | \$ 957,251 | 14.1% | |
| 2 | Vaughan, City of | \$ 20,078 | \$ 13,648 | \$ 16,010 | \$ 24,500 | \$ 762,203 | \$ 836,439 | 7.0% | |
| 3 | New Market, Town of | \$ 63,976 | \$ 31,546 | \$ 12,700 | \$ 16,750 | \$ 675,473 | \$ 800,445 | 14.0% | |
| 4 | East Gwillimbury, Town of | \$ 18,178 | \$ 23,687 | \$ 11,840 | \$ 1,750 | \$ 721,278 | \$ 776,733 | 5.6% | |
| 5 | Richmond Hill, Town of | \$ 18,569 | \$ 16,715 | \$ 17,070 | \$ 17,000 | \$ 694,163 | \$ 763,517 | 6.8% | |
| 6 | King, Township of | \$ 14,343 | \$ 13,340 | \$ 11,840 | \$ 16,750 | \$ 703,302 | \$ 759,575 | 5.8% | |
| 7 | Whitchurch Stouffville, Town of | \$ 25,059 | \$ 30,107 | \$ 13,455 | \$ 10,500 | \$ 675,531 | \$ 754,652 | 8.7% | |
| 8 | Aurora, Town of | \$ 20,612 | \$ 21,398 | \$ 15,400 | \$ 16,750 | \$ 654,323 | \$ 728,483 | 8.1% | |
| 9 | Georgina, Town of | \$ 41,207 | \$ 22,382 | \$ 13,993 | \$ 15,250 | \$ 614,713 | \$ 707,545 | 11.1% | |
| 10 | Burlington, City of | \$ 9,069 | \$ 22,768 | \$ 23,850 | \$ 22,000 | \$ 487,113 | \$ 564,800 | 9.5% | |
| 11 | Oakville, Town of | \$ 19,743 | \$ 27,492 | \$ 23,850 | \$ 22,000 | \$ 464,533 | \$ 557,618 | 12.4% | |
| 12 | Halton Hills, Town of | \$ 21,625 | \$ 29,182 | \$ 16,580 | \$ 22,000 | \$ 407,489 | \$ 496,876 | 14.7% | |
| 13 | Milton, Town of | \$ 10,045 | \$ 16,392 | \$ 15,710 | \$ 22,000 | \$ 423,583 | \$ 487,730 | 9.9% | |
| 14 | Mississauga - Calculated | \$ 31,396 | \$ 57,274 | \$ 17,750 | \$ 20,200 | \$ 285,449 | \$ 412,069 | 26.4% | 1.9% |
| 15 | Mississauga - Current | \$ 29,296 | \$ 52,574 | \$ 17,750 | \$ 19,250 | \$ 285,449 | \$ 404,319 | 25.0% | |
| 16 | Whitby, Town of | \$ 17,536 | \$ 27,400 | \$ 23,580 | \$ 7,188 | \$ 316,753 | \$ 392,455 | 13.3% | |
| 17 | Oshawa, City of | \$ 6,213 | \$ 11,056 | \$ 15,990 | \$ 7,188 | \$ 340,783 | \$ 381,229 | 6.4% | |
| 18 | Brampton - Calculated | \$ 7,345 | \$ 15,413 | \$ 16,650 | \$ 20,200 | \$ 282,678 | \$ 342,285 | 12.6% | 2.3% |
| 19 | Ajax, Town of | \$ 9,840 | \$ 26,550 | \$ 13,000 | \$ 7,188 | \$ 281,907 | \$ 338,484 | 12.9% | |
| 20 | Brampton - Current | \$ 5,245 | \$ 10,713 | \$ 16,650 | \$ 19,250 | \$ 282,678 | \$ 334,535 | 10.5% | |
| 21 | Caledon - Calculated | \$ 20,612 | \$ 22,129 | \$ 16,000 | \$ 20,200 | \$ 222,698 | \$ 301,639 | 20.9% | 2.6% |
| 22 | Pickering, City of | \$ 12,098 | \$ 17,666 | \$ 13,750 | \$ 7,188 | \$ 244,448 | \$ 295,149 | 12.5% | |
| 23 | Caledon - Current | \$ 18,512 | \$ 17,429 | \$ 16,000 | \$ 19,250 | \$ 222,698 | \$ 293,889 | 18.8% | |

Appendix VI
Update on the Development Services Fee Review

Development Fee Impacts Survey for an Industrial Development

10,000 Square Metres, \$400,000 Cost of Work

| Rank | Municipality | Site Plan | Zoning By-Law Amendment | Building Permit Fees | Engineering Fees | Development Charges | Total | Planning and Engineering Fees % of Total | % Increase |
|------|---------------------------------|------------|----------------------------|-------------------------|---------------------|------------------------|--------------|---|------------|
| 1 | Markham, City of | \$ 130,430 | \$ 55,575 | \$ 134,100 | \$ 55,854 | \$ 4,223,120 | \$ 4,599,079 | 5.3% | |
| 2 | Vaughan, City of | \$ 20,197 | \$ 19,228 | \$ 111,700 | \$ 80,500 | \$ 4,150,832 | \$ 4,382,456 | 2.7% | |
| 3 | King, Township of | \$ 18,393 | \$ 13,340 | \$ 118,400 | \$ 25,000 | \$ 3,561,818 | \$ 3,736,951 | 1.5% | |
| 4 | New Market, Town of | \$ 140,226 | \$ 31,546 | \$ 103,100 | \$ 25,000 | \$ 3,283,532 | \$ 3,583,404 | 5.5% | |
| 5 | Whitchurch Stouffville, Town of | \$ 43,059 | \$ 30,107 | \$ 122,708 | \$ 17,500 | \$ 3,284,109 | \$ 3,497,484 | 2.6% | |
| 6 | Richmond Hill, Town of | \$ 18,569 | \$ 16,715 | \$ 156,300 | \$ 25,300 | \$ 3,230,832 | \$ 3,447,716 | 1.8% | |
| 7 | East Gwillimbury, Town of | \$ 34,648 | \$ 23,687 | \$ 102,257 | \$ 7,000 | \$ 3,123,727 | \$ 3,291,319 | 2.0% | |
| 8 | Aurora, Town of | \$ 31,902 | \$ 21,398 | \$ 103,000 | \$ 25,000 | \$ 3,072,032 | \$ 3,253,332 | 2.4% | |
| 9 | Mississauga - Calculated | \$ 53,222 | \$ 71,904 | \$ 132,700 | \$ 31,800 | \$ 2,617,888 | \$ 2,907,514 | 5.4% | 0.4% |
| 10 | Mississauga - Current | \$ 51,122 | \$ 67,204 | \$ 132,700 | \$ 28,000 | \$ 2,617,888 | \$ 2,896,914 | 5.1% | |
| 11 | Georgina, Town of | \$ 41,207 | \$ 22,382 | \$ 115,174 | \$ 23,200 | \$ 2,675,932 | \$ 2,877,894 | 3.0% | |
| 12 | Brampton - Calculated | \$ 7,345 | \$ 21,655 | \$ 114,900 | \$ 31,800 | \$ 2,230,875 | \$ 2,406,575 | 2.5% | 0.4% |
| 13 | Oakville, Town of | \$ 78,243 | \$ 33,072 | \$ 161,800 | \$ 29,500 | \$ 2,093,388 | \$ 2,396,004 | 5.9% | |
| 14 | Brampton - Current | \$ 5,245 | \$ 16,955 | \$ 114,900 | \$ 28,000 | \$ 2,230,875 | \$ 2,395,975 | 2.1% | |
| 15 | Caledon - Calculated | \$ 31,412 | \$ 22,129 | \$ 72,740 | \$ 31,800 | \$ 2,211,475 | \$ 2,369,556 | 3.6% | 0.4% |
| 16 | Caledon - Current | \$ 29,312 | \$ 17,429 | \$ 72,740 | \$ 28,000 | \$ 2,211,475 | \$ 2,358,956 | 3.2% | |
| 17 | Ajax, Town of | \$ 17,940 | \$ 26,550 | \$ 90,000 | \$ 10,000 | \$ 1,855,696 | \$ 2,000,186 | 2.7% | |
| 18 | Whitby, Town of | \$ 61,276 | \$ 27,400 | \$ 147,600 | \$ 10,000 | \$ 1,693,857 | \$ 1,940,132 | 5.1% | |
| 19 | Burlington, City of | \$ 21,669 | \$ 32,218 | \$ 110,177 | \$ 29,500 | \$ 1,654,988 | \$ 1,848,553 | 4.5% | |
| 20 | Pickering, City of | \$ 39,098 | \$ 19,853 | \$ 102,500 | \$ 10,000 | \$ 1,481,113 | \$ 1,652,563 | 4.2% | |
| 21 | Milton, Town of | \$ 10,045 | \$ 28,632 | \$ 112,300 | \$ 29,500 | \$ 1,235,288 | \$ 1,415,766 | 4.8% | |
| 22 | Halton Hills, Town of | \$ 43,535 | \$ 101,474 | \$ 107,920 | \$ 29,500 | \$ 1,073,021 | \$ 1,355,451 | 12.9% | |
| 23 | Oshawa, City of | \$ 6,213 | \$ 11,056 | \$ 134,100 | \$ 10,000 | \$ 1,128,057 | \$ 1,289,426 | 2.1% | |

Memo

Date: June 5, 2020

To: Sanya Khan, Project Manager, Strategic Initiatives – Region of Peel

From: Ben Roberts, Manager of Business Development, Tourism & Culture – Strategic Initiatives

Subject: **Region of Peel – Development Services Fees Review – Consultation Comment from Town of Caledon Economic Development & Tourism Office**

Thank you for the opportunity to provide comment on the Region of Peel, Development Services Fees Review.

In addition to the comment provided in the Consultation meeting on May 19, 2020, I have provided additional detail with reference to our Economic Development Strategy and actions related to having business charges and fees that are competitive with competing jurisdictions.

A Common Goal – Investment Attraction and Assessment Growth

Good economic development planning seeks to enhance competitiveness. The ability of a city or region to compete with other cities or regions for investment, talent, and market share.

Economic development competitiveness in a globally oriented economy however is less about the individual community and more about the combined economic strength of regions or metropolitan areas, and the clusters of organizations and businesses that support that growth. Central to this are themes of collaboration and partnership. It is in this lens that we look to the Region of Peel to assist in our goals of being competitive with other jurisdictions.

Caledon Economic Development Strategy – Advocating for Competitive Fees

On April 28, 2020 Caledon Council adopted *Caledon 2020-2030: An Economic Development Strategy for the Town of Caledon*.

Within Caledon's Economic Development Strategy, it directs Economic Development staff to advocate for an attractive business environment.

In Priority IV: Enhance Investment Readiness, our objective is to:



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- **Provide the structure and policies to effectively target investment attraction and diversification of the local economy**

Further under that objective, Action 4.5 states:

- **Ensure that business taxes, development charges, imposed fees and related costs of expansion remain competitive and are marketed effectively.**

Provided the objective and action approved by Caledon Council, Town of Caledon Economic Development strongly request that fees remain competitive within the within the Greater Toronto Area.

It is recognized the need for cost recovery and for the Region to be accountable to the taxpayer however the analysis must also recognize the cost and impact on lost investment. If municipal government does not provide a business environment that supports investment, that investment goes elsewhere. This experience is then communicated to other businesses and developers and it erodes the reputation for the Region as a place to do business. Region of Peel, City of Mississauga, City of Brampton and Town of Caledon need to be known in the development community as a place that understands business and provides a supportive environment for investment.

Cost of Doing Business

From the information we have received there was no analysis on the impact that increased fees would have on business owners or developers. The Municipal and Regional governments require development charges, cash in lieu of parkland, site plan fees, servicing fees, water and sanitary infrastructure, road widening, building permit fees and the costs associated with the list of studies and plans for approval of their planning applications. The costs have grown exponentially and recently have led to extreme financial strain on several Caledon businesses. At this time support is needed to help business grow and not add to their burden.

Creating an Environment for Business Growth

In relation to the large office study that Region of Peel has been working on, this is an example of how the Region must be competitive. Industrial development activity has been increasing in recent years across the GTA, with an increased focus along the Highway 401 corridor in Mississauga, Brampton and Milton, and in the Highway 400/407 area of Vaughan. Similar trends have been seen in office development as well. The emergence of new office nodes such as Vaughan Metropolitan Centre, Downtown Markham, and Midtown Oakville, place increased competitive pressure on office attraction. It is essential that Mississauga, Brampton and Caledon can be viewed as an attractive location to do business. Our fees and services for businesses must demonstrate that we are the best location for investment, development and growth.



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BUILDING A GREATER GTA
Building Industry and Land
Development Association

June 2, 2020

Chair Iannicca and Members of Council
10 Peel Centre Drive, Suite A and B
Brampton, ON
L6T 4B9

Dear Chair Iannicca and Members of Council,

RE: Peel Region Development Services Fee Review

In Peel region, the building and renovation industry provides over 4.9 billion in investment value and employs over 39,000 people¹. As a simple rule of thumb one crane in the sky is equal to 500 jobs. With approximately 1,500 member companies, BILD is the voice of the home building, land development and professional renovation industry in the Greater Toronto Area and Simcoe County. Residential Construction is a key economic driver to every community in Canada.

On behalf of the Building Industry and Land Development Association (BILD) Peel Chapter members, we would like to take this opportunity to thank Staff for participating in our May 19th Peel Chapter meeting. Their attendance provided our members with the opportunity to hear from Peel Staff and discuss the Region's Development Services fee review, which we understand will be brought forward to Council for approval in June 2020.

Our Association and the Region of Peel have maintained a strong working relationship and we recognize the work involved to undertake this review. We also appreciate this relationship and the subsequent consultation on this item. With that said, from the time of March 18th – when the Region declared the state of emergency – and extending beyond today's date, the reality of our circumstances as we navigate the unknown but significant effects of COVID-19 has required us all to make adjustments.

We respectfully ask that Council defer the review the Development Services fees until this period of disruption due to COVID-19 has passed.

We believe an approach like we have seen in Ontario Regulation 131/20(which resulted in all municipal noise by-laws across Ontario being suspended for the next 18 months) is an example of an effective measure that takes a realistic disruption timeframe into account.

Furthermore, on behalf of the Building Industry and Land Development Association (BILD) and its Peel Chapter members, we submit the following additional comments to you in regards to the Region's Development Services fee review. We believe these items require further dialogue between stakeholders and the Region, and with that, we welcome those conversations.

Fee Cap/Cost Recovery

The Planning Act allows municipalities to charge fees based upon the anticipated costs to process the application. BILD therefore believes that the Region's anticipated cost to process or review an application should not surpass the cost of completing the work by the applicant's consultant. Further, BILD would

¹ Based on 2018 Canadian Mortgage and Housing Corporation and Statistics Canada data

recommend the addition of a capped rate for any fees being charged at a percentage, specifically the fees related to traffic development inspections.

There is an inherent redundancy of costs between the Region and its local area municipalities that should be acknowledged through both the implementation of these fees, and through the anticipated staff time being allocated to these items.

Level of Service

In recognition of the Region's fee recommendations intended to recover the full cost of service, BILD would like to receive further information on the Region's consideration of staff time as a benefit to existing residents. We would like to better understand the consideration of items such as resident inquiries that are not related to a development application, as well as the peripheral relationship of Regional Staff monitoring overall development as a benefit to existing residents and their interests.

In principle, the industry believes that growth must pay for growth, and in turn we also firmly believe that any increase in application fees should be commensurate with the level of service standards and accompanied by a clear rationale. In review of the York Region 2020 fees, our membership requested additional disclosure materials related to staffing and further analysis outlining the methodology of the review. We believe these additional materials and transparency proved commensurate levels of service to the industry. As a result, BILD was able to submit a positive letter to Council.

BILD firmly believes that any increase in fees must always be met with demonstrated improvements to levels of service received by the applicant. BILD would like to ensure that performance measures are implemented with this fee review, and that they involve adherence to timelines and other matters. As it stands today, there have been many changes made to the way applications and permits are being processed to prioritize safety during COVID-19. We believe these changes have translated into a number of streamlining initiatives which have positively impacted performance measures and should therefore reduce the amount of time Staff will require to administer and review files. It is unclear if these impacts have been accounted for in the background study and this furthers our position in requesting a deferral.

As your community building partners, we look forward to a continued positive and transparent working relationship in the years to come. We trust you will find our comments helpful and should you have any questions please do not hesitate to contact the undersigned.

Stay safe and healthy,



Jennifer Jaruczek
Planner, Policy and Advocacy BILD

CC: Gavin Bailey, BILD Peel Chapter Co-Chair
Katy Schofield, BILD Peel Chapter Co-Chair
John Hardcastle, Peel Region
Joe Vieira, Peel Region

Appendix IX
Update on the Development Services Fee Review

Proposed Phased Implementation Strategy

| Description | Current Fee | July 1, 2021 (50% change)* | 2022 (100% change) |
|--|------------------------------------|---------------------------------------|---------------------------------------|
| PLANNING APPLICATION FEES | | | |
| <i>Existing Fees</i> | | | |
| Regional Official Plan Amendment | \$20,000 | \$21,050 | \$22,100 |
| Local/Area Municipal Official Plan Amendment | \$12,000 | \$9,000** | \$9,000 |
| Plan of Subdivision | \$20,000 | \$20,000 | \$20,000 |
| Plan of Condominium | \$3,000 | \$3,350 | \$3,700 |
| Full Site Plan (Prior to Agreement) - New non-residential or expansions (>500 sq. m) - Multi-residential built forms (e.g. townhouses, stacked houses, apartments) - 2+ residential units (e.g. townhouses, stacked houses, apartments, single/semi-detached dwellings) | \$1,000 (2020 interim fee) | \$2,050 | \$3,100 |
| Scoped Site Plan (Prior to Agreement) - New non-residential or expansions (<500 sq.m) | \$500 (2020 interim fee) | \$1,100 | \$1,700 |
| Limited Site Plan (Prior to Agreement) - Site alterations - Single/semi detached dwellings - Telecommunications towers - Oak Ridges Moraine | \$500 (2020 interim fee) | No charge | No charge |
| Agreement Review and Execution | \$2,000 | \$2,100 | \$2,200 |
| Potential New Fees | | | |
| Consent | - | \$700 | \$1,400 |
| Minor Variance | - | No charge | No charge |
| Zoning By-law Amendment | - | \$2,350 | \$4,700 |
| Secondary Plan Amendments | - | \$7,400** | \$7,400 |
| Part Lot Control | - | No charge | No charge |
| Niagara Escarpment Commission Dev Permits | - | No charge | No charge |
| Permit to Take Water | - | No charge | No charge |
| Environmental Compliance Approvals | - | No charge | No charge |
| Non-Potable Groundwater | - | No charge | No charge |
| TRAFFIC DEVELOPMENT FEES | | | |
| Site Plan Review/Development Applications/ Engineering & Inspection Fees | 7% or minimum charge of \$1,724.40 | 8.91% or minimum charge of \$1,724.40 | 10.8% or minimum charge of \$1,724.40 |
| Legal Letters (Access/Service Compliance Letters) | \$308 | \$988 | \$1,667 |
| Temporary Access Fees | \$334 | \$1,137 | \$1,940 |
| Road Occupancy Permit- Development/Construction Related | \$450 | \$980 | \$1,509 |

*50% of all applicable proposed fee increases are proposed for July 1, 2021, fee reductions are proposed to be enacted upon the passing of the 2021 annual amendments to the Regional User Fees and Charges By-law

**Proposed to be enacted upon the passing of the 2021 annual amendments to the Regional User Fees and Charges By-law

Update on **Development Services Fees** Review

Regional Council
November 12, 2020

John Hardcastle,
Interim Director of Development Services (Region of Peel)

Sean-Michael Stephen
Manager, Watson & Associates Economists Ltd.



Objectives



- Establish a framework that is consistent, fair and transparent for establishing fees
 - Outside of inflation, fee structure and baseline assumptions remained unchanged
 - Common practice to periodically undertake a review of fees
- Better respond to emerging mix of application types and complexity of development
 - Increased development and redevelopment in urban areas
 - Complex applications require more evaluation, approvals and conditions
 - Non-traditional planning approaches and agreements are utilized
 - More staff time spent per application



Region of Peel Development Services Fees Review

Council Meeting
November 12, 2020

Introduction

- The Regional Municipality of Peel (Region) retained Watson & Associates Economists Ltd. (Watson) to undertake a review of its development services fees comprised of
 - Planning Application fees;
 - Engineering and Site Servicing fees; and
 - Traffic Development and Permit fees.
- These fees are collectively referred to as Development-Related Fees

Introduction

- The objectives of the assignment are to:
 - Provide a fee structure that allows for full cost recovery, having regard for the emerging mix of application types and complexity, and the beneficiaries of service;
 - Develop a consistent, fair, and transparent approach in establishing fees for all development and engineering services in compliance with applicable legislation, leading practices, and delivery of services; and
 - Promote equity by recovering the cost of services from those who receive direct benefits from the service.

Legislative Context



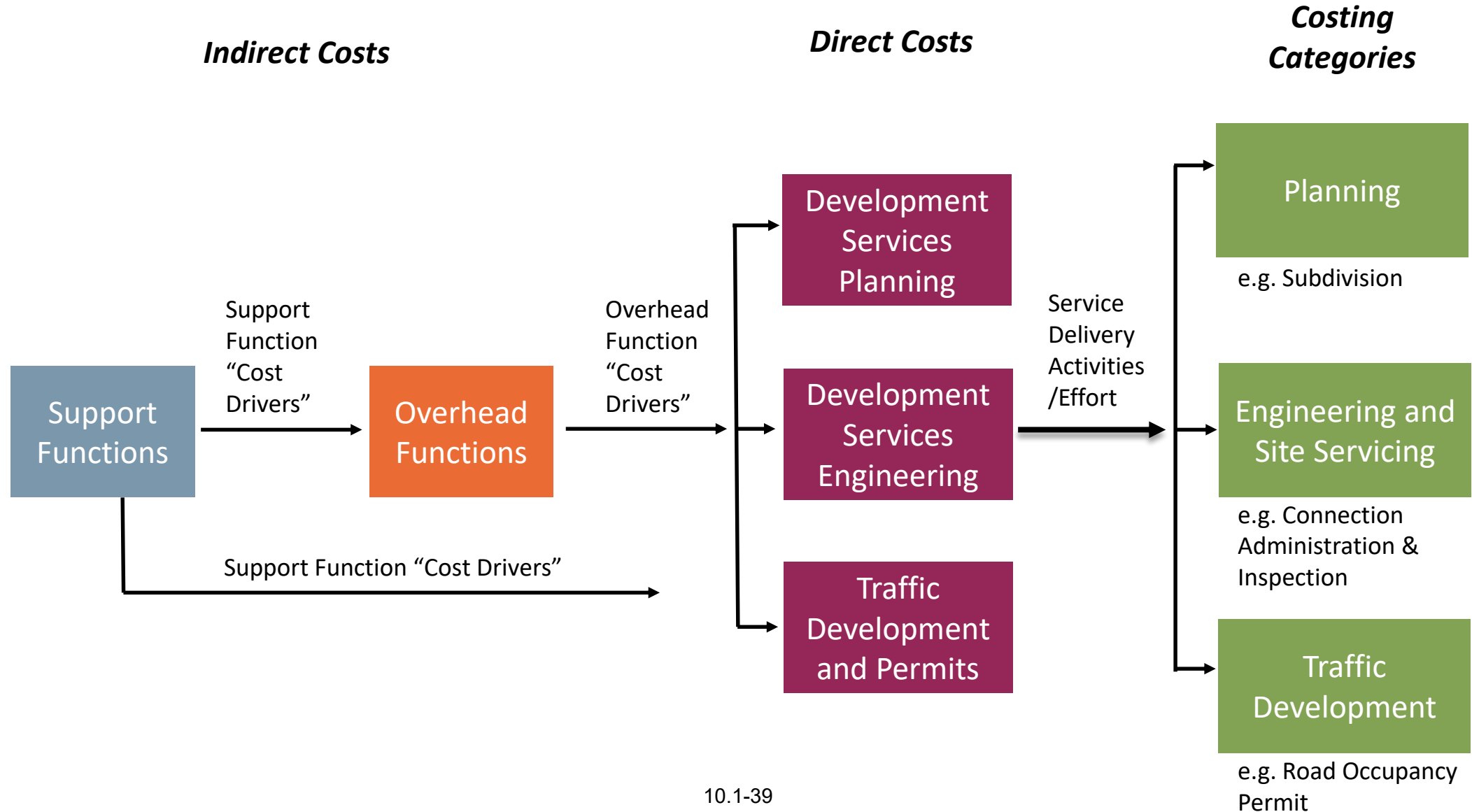
Legislative Authority

- Planning application fees are governed by s.69 of the *Planning Act, 1990*
 - Municipalities can recover the anticipated costs of processing by type of application
 - Fees may be paid under protest and appealed to the Local Planning Appeal Tribunal (LPAT)
- Engineering and Site Servicing as well as Traffic Development and Permit fees are governed by Part XII of the *Municipal Act, 2001*. s. 391
 - Fees may be imposed for services provided by a municipality and include costs related to administration, enforcement, and capital
 - There is no explicit requirements for cost justification when establishing fees however, municipalities must have regard for legal precedents and fees cannot be a tax, as these fees can be appealed to the courts

Activity-Based Costing Methodology



Activity-Based Costing Methodology



Development-Related Fee Categories

Planning Applications

1. Existing Fee Categories

- Regional Official Plan Amendment
- Local/Area Municipal Official Plan Amendment
- Plan of Subdivision
- Plan of Condominium
- Agreement Review and Execution

Interim Fee Categories

- Site Plan – Major
- Site Plan – Minor

2. Potential New Fee Categories

- Zoning By-law Amendment
- Secondary Plan Amendments
 - currently imposed as Local Official Plan Amendments
- Part Lot Control
- Niagara Escarpment Commission Development Permit
- Permit to Take Water
- Environmental Compliance Approvals
- Non-potable Groundwater

Development-Related Fee Categories

Engineering and Site Servicing

- Application/Service Categories largely based on existing fees
 - Site Plan Servicing (Engineering) 1st Submissions
 - Connection Administration & Inspection Fees
 - Subdivision Engineering & Inspection Fees
 - Miscellaneous Development Permits

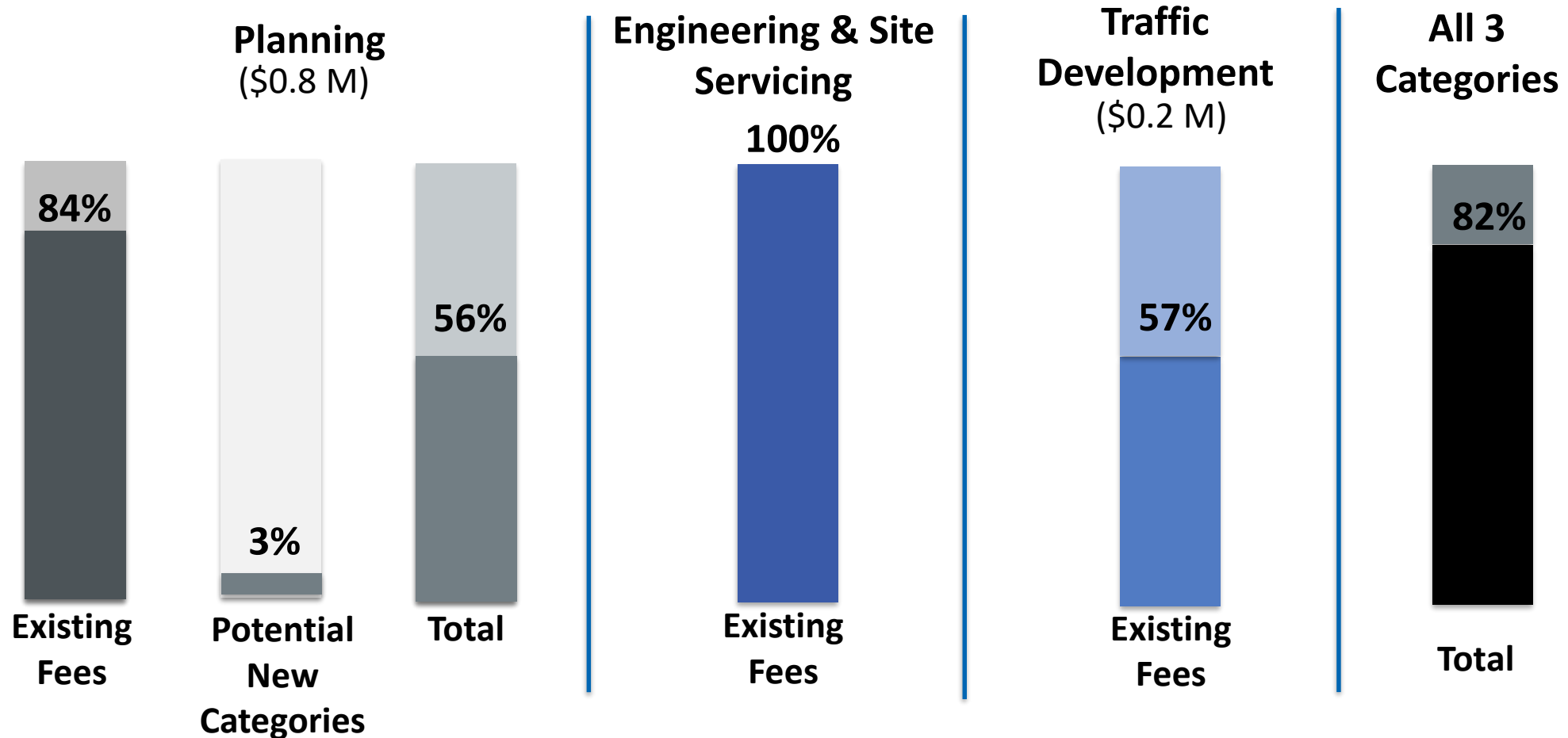
Traffic Development and Permits

- Site Plan Review/Development Applications/ Engineering & Inspection Fees
- Legal Letters (Access/Servicing Compliance Letters)
- Temporary Access Fees
- Road Occupancy Permit - Development

Results and Recommendations



Cost Recovery Impacts of Existing Fees



- Net annual costs - \$5.5M
- Total Annual Revenue - \$4.5M
- Total Annual Deficit - \$1M
- Approximately 1,000 applications approved annually

Recommended Fees (Planning)

Existing Fee Categories

- In aggregate, fees for Agreement Review and Execution, Plan of Condominium, Local Official Plan, Regional Official Plan Amendment, and Plan of Subdivision are recovering the full costs of service
 - Recommended fees would recover the full cost of service by application type
- Site Plan fee structure modified to consist of graduated flat fees differentiated into three categories, “Full”, “Scoped”, and “Limited”
 - Full cost recovery fees are recommended for Full Site Plan and Scoped Site Plan
 - No fee is recommended for Limited Site Plan applications
 - Site Plan fees currently recover between 30% and 33% of costs

Recommended Fees (Planning)

Potential New Fee Categories

- Full cost recovery fees recommended for Consent and Zoning By-law Amendment applications
- Though investigated as a potential new fee category, applications for Secondary Plan Amendments are a sub-category of Local Official Plan Amendments.
 - This fee serves as a graduated flat fee that allows for a greater degree of accuracy in how fees for the service are provided.
 - For applications that have multiple amendments, the singular higher order fee would be applied (i.e. either \$9,000 for LOPA or \$7,400 for Secondary Plan Amendments).

Recommended Fees (Planning)

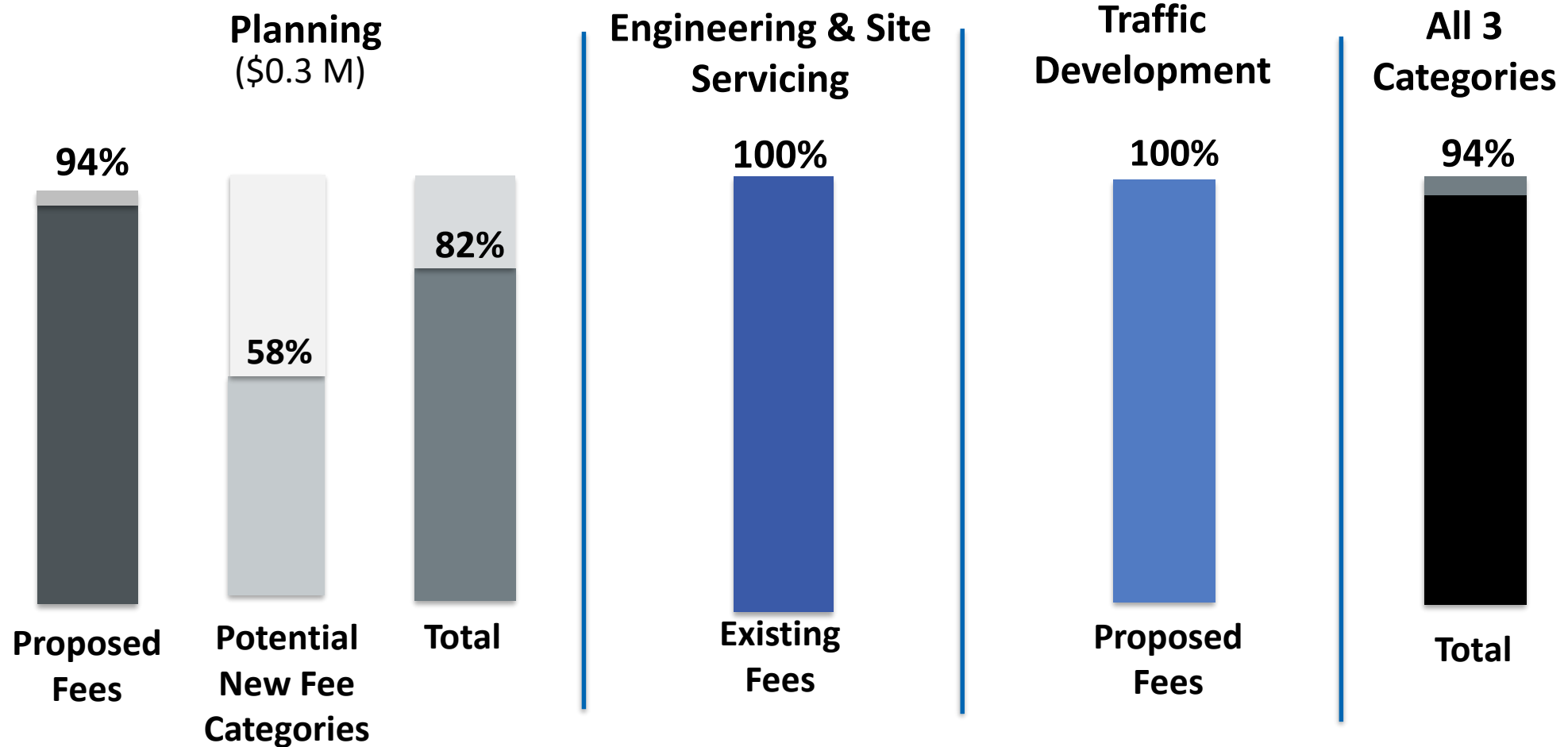
| Description | Current Fee | Recommended Fee | % Change |
|--|--------------------------------|-----------------|----------|
| Existing Fees | | | |
| Regional Official Plan Amendment | \$20,000 | \$22,100 | + 11% |
| Local/Area Municipal Official Plan Amendment | \$12,000 | \$9,000 | - 25% |
| Plan of Subdivision | \$20,000 | \$20,000 | 0% |
| Plan of Condominium | \$3,000 | \$3,700 | + 23% |
| Full Site Plan (Prior to Agreement) | \$1,000* (2020 interim fee) | \$3,100 | + 210%* |
| Scoped Site Plan (Prior to Agreement) | \$500* (2020 interim fee) | \$1,700 | + 240%* |
| Limited Site Plan (Prior to Agreement) | \$500* | No charge | - 100%* |
| Agreement Review and Execution | \$2,000 | \$2,200 | + 10% |
| Potential New Fees | | | |
| Consent | - | \$1,400 | N/A |
| Minor Variance | - | No charge | N/A |
| Zoning By-law Amendment | - | \$4,700 | N/A |
| Secondary Plan Amendment | - | \$7,400 | N/A |
| Part Lot Control | - | No charge | N/A |
| Niagara Escarpment Commission Dev Permits | - | No charge | N/A |
| Permit to Take Water | - | No charge | N/A |
| Environmental Compliance Approvals | - | No charge | N/A |
| Non-Potable Groundwater | - | No charge | N/A |

Recommended Fees (Traffic Development and Permits)

| Description | Current Fee | Recommended Fee | % Change |
|---|--------------------------------------|---------------------------------------|----------|
| Site Plan Review/Development Applications/Engineering & Inspection Fees | 7.0% or minimum charge of \$1,724.40 | 10.8% or minimum charge of \$1,724.40 | +54% |
| Legal Letters (Access/Servicing Compliance Letters) | \$308 | \$1,667 | +441% |
| Temporary Access Fees | \$334 | \$1,940 | +481% |
| Road Occupancy Permit-Development/Construction Related | \$450 | \$1,509 | +235% |

- Better reflects staff processing efforts towards increasingly complex and challenging applications
- Reduces revenue shortfall by \$213K and reliance on the property tax base
- Original fee structure and baseline assumptions are over 10 years old

Cost Recovery Impacts of Fee Recommendations



- Existing planning application cost recovery improves to 94%
- Potential new planning application cost recovery improves to 58%
- Planning application cost recovery improves to 82%
- Overall cost recovery (all 3 categories) improves to 94%

Development **Impacts**



Development Impacts

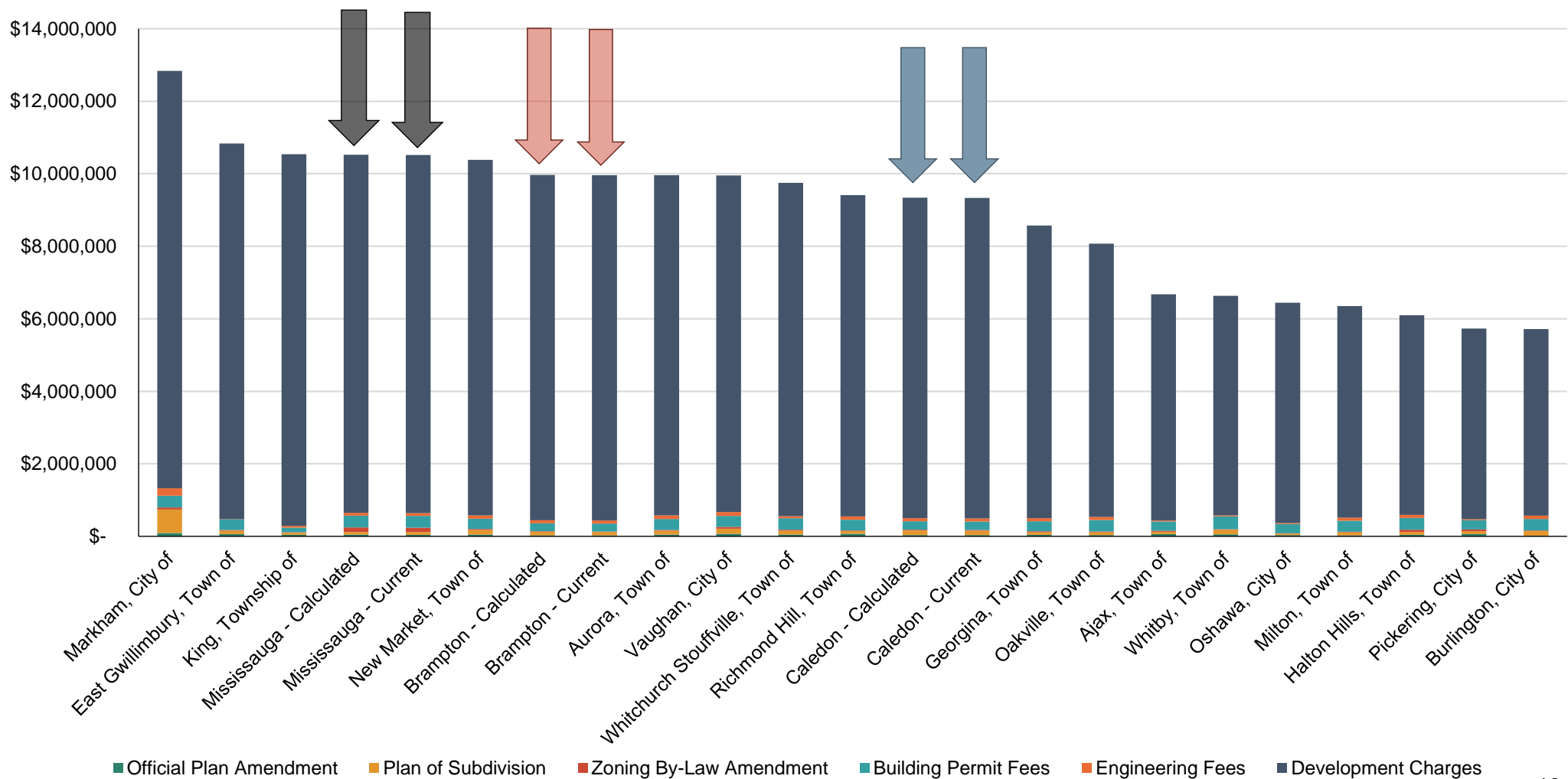
- Impact of fee recommendations on the total municipal cost of development was assessed for Peel Region municipalities and compared to other municipalities within the GTA
- Total municipal development fees considered include:
 - planning application fees;
 - building permit fees;
 - engineering fees (including traffic); and
 - development charges from the lower-tier and upper-tier municipalities.
- Development impacts were prepared for multiple development types, including residential and non-residential developments, with differing development densities

Development Impacts

- Planning and Engineering (including Traffic) fees represent a small proportion of the total municipal cost of development
 - 2-9% for low-density and high-density residential developments;
 - 5-16% for medium-density residential development;
 - Due to the fixed application costs and limited economies of scale, development-related fees account for a larger share of costs for small non-residential developments than large non-residential developments
- Implementing the fee recommendations increases the total municipal development costs by:
 - 0.1 – 0.3% for low-density and high-density residential development;
 - 0.3 – 0.4% for medium-density development; and
 - 0.4 – 2.5% for non-residential developments (dependent on development size)

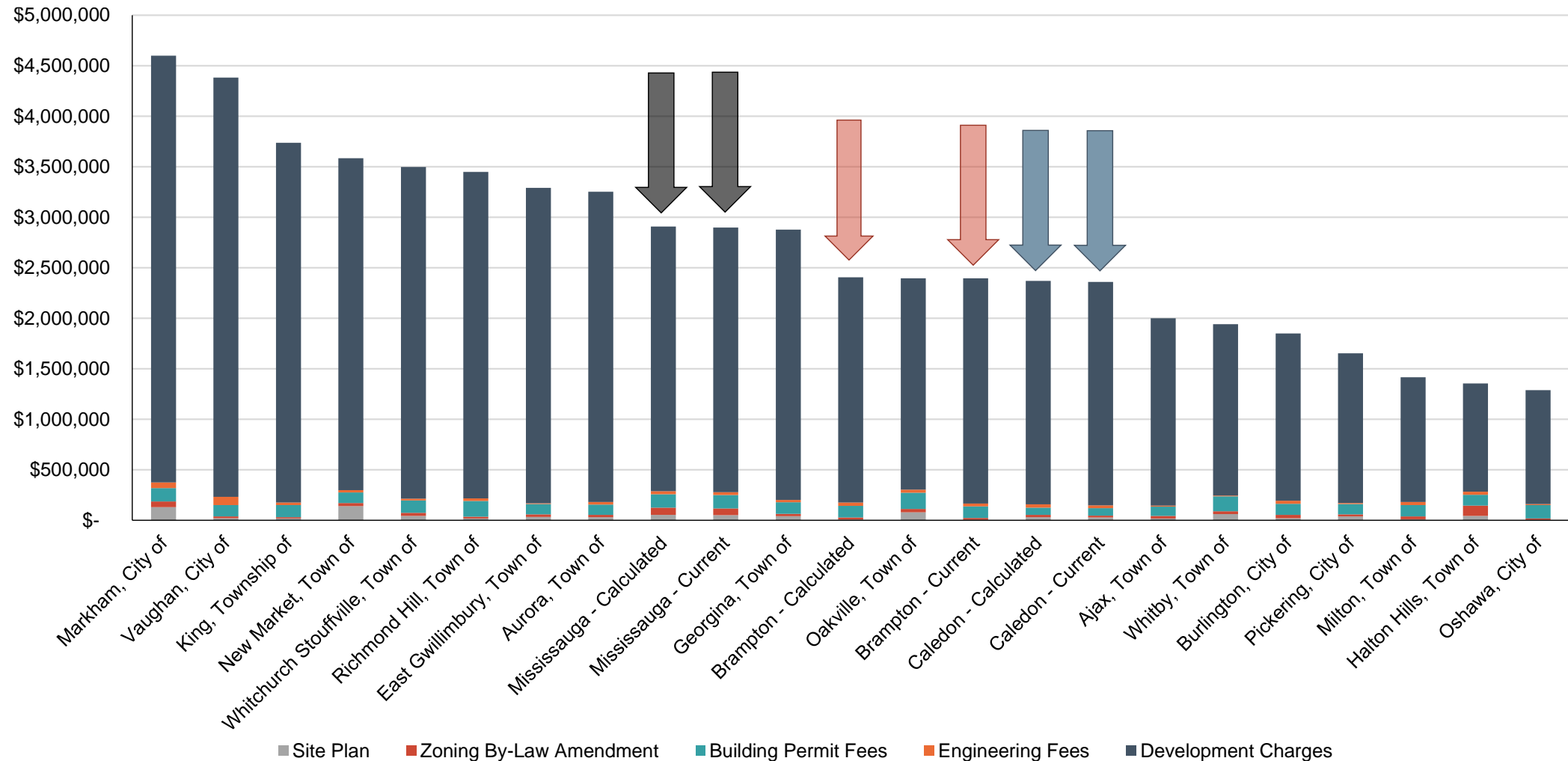
Development Fee Impacts Survey for a Residential Subdivision

100 Single Dwelling Units, 186 m² Gross Floor Area each, Cost of Works = \$1,550,000



Development Fee Impacts for an Industrial Development

10,000 m² Gross Floor Area, Cost of Works = \$400,000



Proposed Implementation **Strategy**



Stakeholder Consultations

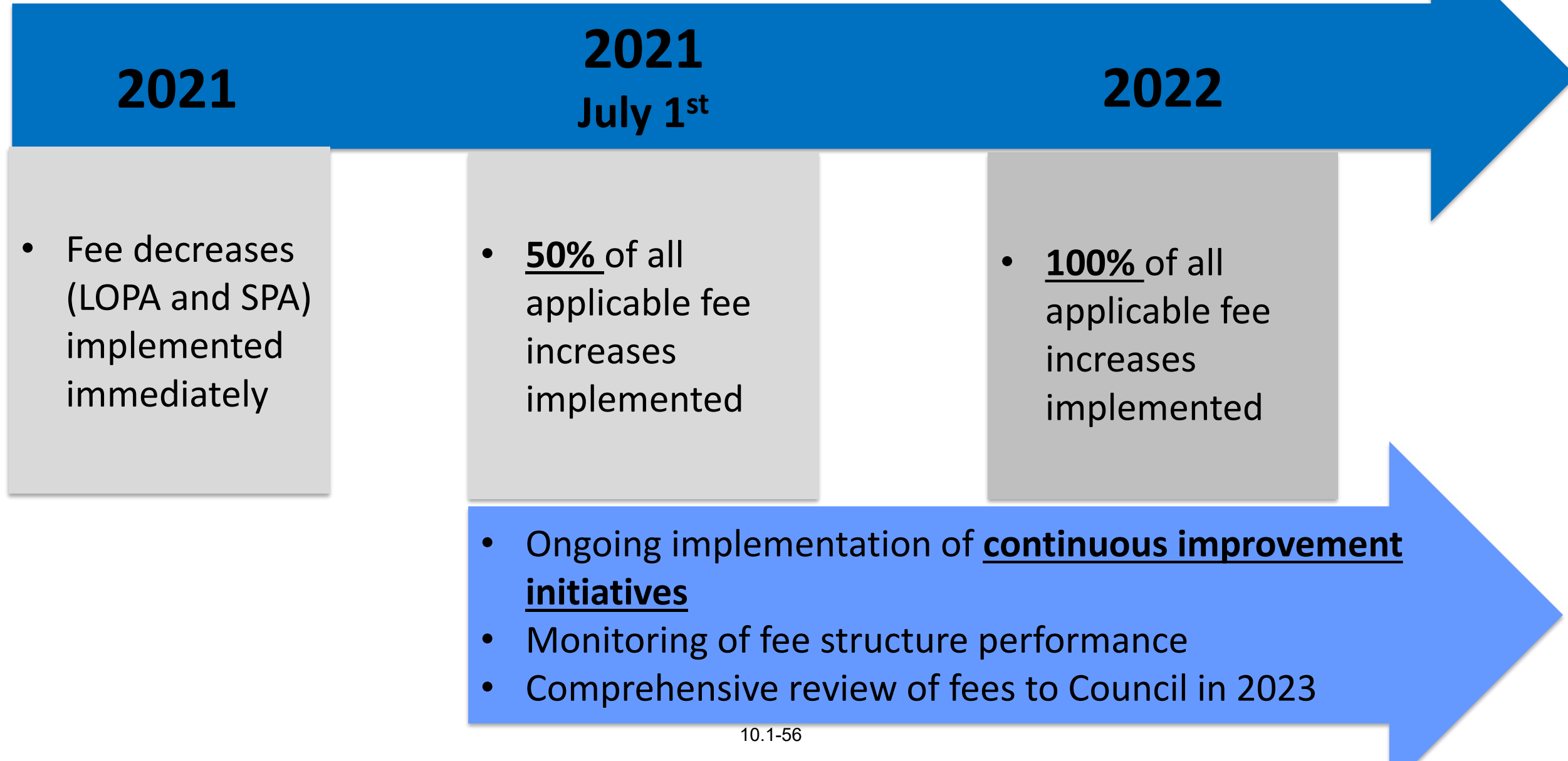
What We Heard

- **Economic impacts of COVID-19** should warrant revisiting any planned immediate implementation of fee increases
- Challenges with **fee structure for site plan applications** (e.g. alignment with local municipalities)
- Potential impacts of **temporary workarounds** and planned **continuous improvement initiatives**
- Industry stakeholder (BILD) **request for further information**

How We Responded

- **Phased implementation strategy.** No fee increases until July 1, 2021 to allow the development industry and local economy to recover
- **Established clear criteria** for site plans to allow fees to remain equitable across all 3 municipalities
- Future iterations of fee review will present an **opportunity to align fees** with any cost efficiencies through the **implementation of continuous improvement initiatives**
- **Additional material** on staffing, methodology and recommended fee structure **provided to BILD for review**, with follow-up meeting held on October 9, 2020. **Additional correspondence** received from BILD on November 3, 2020.

Proposed Phased Implementation Strategy



Proposed Phased Implementation Strategy

Planning Fees

| Description | Current Fees | Proposed Fees 2021 | Proposed Fees July 1, 2021 (50%) | Proposed Fees 2022 (100%) |
|--|-------------------------------|--------------------|-----------------------------------|---------------------------|
| EXISTING FEES | | | | |
| Regional Official Plan Amendment | \$20,000 | \$20,000 | \$21,050 | \$22,100 |
| Local/Area Municipal Official Plan Amendment | \$12,000 | \$9,000 | \$9,000 | \$9,000 |
| Plan of Subdivision | \$20,000 | \$20,000 | \$20,000 | \$20,000 |
| Plan of Condominium | \$3,000 | \$3,000 | \$3,350 | \$3,700 |
| Full Site Plan (Prior to Agreement) | \$1,000 (2020 interim fee) | \$1000 | \$2,050 | \$3,100 |
| Scoped Site Plan (Prior to Agreement) | \$500 (2020 interim fee) | \$500 | \$1,100 | \$1,700 |
| Limited Site Plan (Prior to Agreement) | \$500 (2020 interim fee) | \$500 | No charge | No charge |
| Agreement Review and Execution | \$2,000 | \$2,000 | \$2,100 | \$2,200 |
| POTENTIAL NEW FEES | | | | |
| Consent | - | - | \$700 | \$1,400 |
| Minor Variance | - | - | No charge | No charge |
| Zoning By-law Amendment | - | - | \$2,350 | \$4,700 |
| Secondary Plan Amendment | - | \$7,400 | \$7,400 | \$7,400 |
| Part Lot Control | - | - | No charge | No charge |
| Niagara Escarpment Commission Dev Permits | - | - | No charge | No charge |
| Permit to Take Water | - | - | No charge | No charge |
| Environmental Compliance Approvals | - | - | No charge | No charge |
| Non-Potable Groundwater | - | - | No charge | No charge |

Proposed Phased Implementation Strategy

Traffic and Development Permit Fees

| Description | Current Fee | Proposed Fees July 1, 2021 (50%) | Proposed Fees 2022 (100%) |
|---|--|--|--|
| TRAFFIC DEVELOPMENT FEES | | | |
| Site Plan Review/Development Applications/ Engineering & Inspection Fees | 7.0% or minimum charge of \$1,724.40 | 8.9% or minimum charge of \$1,724.40 | 10.8% or minimum charge of \$1,724.40 |
| Legal Letters (Access/Servicing Compliance Letters) | \$308 | \$987 | \$1,667 |
| Temporary Access Fees | \$334 | \$1,137 | \$1,940 |
| Road Occupancy Permit-Development Related | \$450 | \$980 | \$1,509 |

Summary

Current cost recovery for development related applications results in \$1M being absorbed by the tax base annually

Proposed fee changes would allow for more equitable cost recovery from benefiting parties

Phased implementation strategy allows for balanced consideration of the impacts of COVID-19 alongside an over reliance on property tax base to support services

Thank you

Contact info:

John Hardcastle

Interim Director, Development Services

Region of Peel



REPORT TITLE: Housing with Supports Contract Extension

FROM: Janice Sheehy, Commissioner of Human Services

RECOMMENDATION

That contract 2020-756N for the Extension of the existing contract for Domiciliary Hostel Services at Genesis Lodge be awarded to Genesis Lodge Ltd. for a twelve month period commencing January 1, 2021 and ending December 31, 2021 in the estimated amount of \$249,086, excluding applicable taxes, in accordance with Procurement By-law 30-2018, as amended;

And further, that contract 2020-757N for the Extension of the existing contract for Domiciliary Hostel Services at Oliver House be awarded to Oliver House Corbett Residential Care Inc. for a twelve month period commencing January 1, 2021 and ending December 31, 2021 in the estimated amount of \$79,919, excluding applicable taxes, in accordance with Procurement By-law 30-2018, as amended;

And further, that contract 2020-758N for the Extension of the contract for Domiciliary Hostel Services at Rotary Resolve House be awarded to St Leonard's Place Peel for a twelve month period commencing January 1, 2021 and ending December 31, 2021 in the estimated amount of \$991,156, excluding applicable taxes, in accordance with Procurement By-law 30-2018, as amended;

And further, that contract 2020-759N for the Extension of the contract for Transitional Housing Services at New Leaf be awarded to St Leonard's Place Peel for a twelve month period commencing January 1, 2021 and ending December 31, 2021 in the estimated amount of \$594,889, excluding applicable taxes, in accordance with Procurement By-law 30-2018, as amended;

And further, that the Commissioner of Human Services be authorized to sign the subject contract extensions and any related further documents, in accordance with the business terms acceptable to the Commissioner of Human Services and legal terms acceptable to the Regional Solicitor;

And further, that the Commissioner of Human Services be authorized to further increase the amounts in any of the subject contracts in accordance with the terms of the contract to cover additional costs associated with the operation of the domiciliary hostels and transitional housing to the limit of the approved budget;

And further, that the Commissioner of Human Services be authorized to extend the subject contracts for one additional twelve month period in accordance with the business terms acceptable to the Commissioner of Human Services and legal terms acceptable to the Regional Solicitor, pending the outcome of the Housing with Supports Review.

Housing with Supports Contract Extension

REPORT HIGHLIGHTS

- The Region of Peel has four long-standing service agreements in place with housing with supports (formally known as domiciliary hostels) providers in Peel that serve vulnerable clients with complex needs: Oliver House, Genesis Place, St. Leonard's Rotary Resolve and St. Leonard's New Leaf Program.
 - A review of these funding agreements was planned in 2020 but was delayed due to the redeployment of staff within Housing Services to address the pandemic response.
 - To maintain critical services, staff is seeking Council approval to extend the current contracts for Oliver House and Genesis Lodge, St. Leonard's Rotary Resolve House and for St. Leonard's New Leaf Program, in the estimated amount of \$1,915,050 annually, for an additional 12 months.
 - During 2021, a review of housing with supports will be undertaken to determine what changes are needed to implement a Housing First approach.
 - There are sufficient funds in the proposed 2021 Housing Support Service budget to fund these contracts.
-

DISCUSSION

1. Background

The Region of Peel has entered into four service agreements to deliver support services within the homelessness system. The contracts are held with:

Oliver House. Located in Caledon, Oliver House is housing with support (formerly known as a domiciliary hostels) that provides supervision and supportive housing for community residents who are homeless with psychiatric disorders.

Genesis Lodge. A Home offering supervision and a supportive housing program for community residents who are homeless and have a mental health diagnosis.

St. Leonard's Rotary Resolve House. A facility that offers men a supportive living environment that are homeless or transitioning from federal institutions.

St. Leonard's New Leaf Program. Provides housing for up to two years and wraparound supports to men in the community who are overcoming homelessness due to mental illness and/or substance abuse.

2. Housing with Supports Review

As outlined in the Council Report *Extensions for Peel Homelessness Contracts, April 2019*, a review of these funding agreements was planned for 2020. However, the COVID-19 pandemic has delayed this review. Moreover, the complexities of providing housing supports to the homeless community during the pandemic has resulted in a significant impact on the sector, limiting their ability to participate in this review and respond to a competitive process. The long-term residential facilities Oliver House, Genesis Lodge and St. Leonard's Rotary Resolve House and St. Leonard's New Leaf work with vulnerable and complex clients, many of which have underlying medical concerns and/or psychological impairment. The discontinuation of service at this time could lead to adverse outcomes for this at-risk population. At present, staff at these facilities are focused on reducing the risk of a COVID-19 outbreak and ensuring that appropriate contingency plans are place.

Housing with Supports Contract Extension

As Council has approved a Housing First Framework for all homelessness programs, staff need to review housing with supports in partnership with community stakeholders to determine what changes are required to implement this approach. Staff is seeking approval to extend the current contracts for Oliver House, Genesis Lodge, St. Leonard's Rotary Resolve House and the transitional facility St. Leonard's New Leaf work until December 31, 2021.

RISK CONSIDERATIONS

Peel's long-term housing with supports, and transitional housing serve some of our community's most vulnerable. Continuation of high-quality supports is a priority and especially as we respond to this pandemic.

FINANCIAL IMPLICATIONS

There are no financial impacts as a result of this report. There are sufficient funds in the proposed 2021 Housing Support Service budget to fund these contracts.

CONCLUSION

Extending the existing contracts for housing with supports and transitional housing until December 31, 2021 will permit the extension of this critical service to at risk populations through the period of uncertainty associated with the pandemic. Further it will allow staff time to complete the review to reassess service needs and the implementation of a Housing First approach.

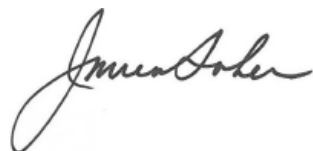
For further information regarding this report, please contact Aileen Baird, Director, Housing Services, ext. 1898, aileen.baird@peelregion.ca.

Authored By: Clare Hay, Housing Analyst, Client Services

Reviewed and/or approved in workflow by:

Department Commissioner, Division Director, Financial Support Unit and Procurement.

Final approval is by the Chief Administrative Officer.



J. Baker, Chief Administrative Officer



THE REGIONAL MUNICIPALITY OF PEEL
STRATEGIC HOUSING AND HOMELESSNESS COMMITTEE
MINUTES

| | | |
|------------------|--|---|
| Members Present: | G.S. Dhillon C. Fonseca A. Groves (Chair) | N. Iannicca P. Vicente (Vice-Chair) |
| Members Absent: | G. Carlson | M. Medeiros |
| Staff Present | N. Polsinelli, Interim Chief Administrative Officer S. Baird, Commissioner of Digital and Information Services K. Lockyer, Regional Clerk and Interim Commissioner of Corporate Services S. VanOfwegen, Commissioner of Finance and Chief Financial Officer P. O'Connor, Regional Solicitor J. Sheehy, Commissioner of Human Services | C. Granger, Acting Commissioner of Health Services C. Thomson, Deputy Clerk and Manager of Legislative Services H. Gill, Legislative Specialist H. West, Committee Clerk S. Valteau, Legislative Specialist R. Khan, Legislative Technical Coordinator |

1. CALL TO ORDER

The Region of Peel Strategic Housing and Homelessness Committee met on October 15, 2020 at 1:32 p.m., in the Regional Council Chamber, 5th Floor, Regional Administrative Headquarters, 10 Peel Centre Drive, Suite A, Brampton, ON. The Committee Chair attended in-person. Members of the Committee and staff participated electronically.

Other Regional Councillors Present: R. Starr; A. Thompson

Councillor Carlson was absent due to a personal matter.

Councillor Medeiros was absent due to a personal matter.

2. DECLARATIONS OF CONFLICTS OF INTEREST

Nil.

3. APPROVAL OF AGENDA

RECOMMENDATION SHHC-6-2020

That the agenda for the October 15, 2020 Strategic Housing and Homelessness Committee meeting be approved.

4. DELEGATIONS

Nil.

5. REPORTS

5.1 Region of Peel's Housing Master Plan – Annual Update 2020

(For information) (Related to 5.2)

Presentation by Steve Dickson, Director, Housing Development Office

Received

Steve Dickson, Director, Housing Development Office, provided information on the role and work of the Housing Development Office. He highlighted how the Housing Master Plan is being advanced, current initiatives that are underway, outcomes and achievements to date and the priorities for 2021. Steve Dickson stated that the Housing Development Office (HDO) partners with private and non-profit housing developers and community organizations to identify and support new affordable housing development opportunities, noting that the HDO is also responsible for the Incentives Pilot project. Steve Dickson advised that two videos were created to optimize engagement of Peel residents and stakeholders, with the purpose of increasing understanding about the impact of affordable housing. The videos will be leveraged through digital and social media to help increase awareness on the need for affordable housing.

5.2 Peel Housing and Homelessness Plan – 2020 Annual Update

(Related to 5.1)

Presentation by Aileen Baird, Director, Housing Services

Received

RECOMMENDATION SHHC-7-2020

That the report from the Commissioner of Human Services, titled "Peel Housing and Homelessness Plan – 2020 Annual Update", be approved;

And further, that the subject report be forwarded to the Ministry of Municipal Affairs and Housing as the Region of Peel's annual and mandatory housing and homelessness plan update.

Aileen Baird, Director, Housing Services, identified that the pressures within the housing system are significant and growing in in the Region of Peel and that currently, the housing market is unaffordable for approximately 80 per cent of families. She noted the challenges with long waitlists for affordable housing, buildings in need of repair, overflowing emergency shelters and the requirement for mental health and addictions supports from the health care system. Aileen Baird provided an overview of the Region of Peel's 10-Year Housing and

Homelessness Plan to address these pressures; the achievements that have been accomplished during the past 18 months; and, the priorities for 2021 and 2022 that will be implemented.

In response to a question from Councillor Vicente regarding solutions for homelessness in the downtown Brampton core, Aileen Baird presented a slide outlining how Region of Peel Housing Services are delivered, key issues, risks facing the system and issues that need to be addressed by the health care system. She provided information regarding emergency interventions designed to meet immediate needs and the Housing First approach that will assist clients by placing them more quickly in permanent housing. Once housed, some clients require wrap around supports to stay housed, noting that there is limited access to longer-term mental health and addictions services for clients. Those with complex needs struggle to remain housed and could end up back on the street. Aileen Baird indicated that although today's discussion and direction is focused on improving housing access, access alone will not solve the problem of homelessness.

Aileen Baird stated that a report to address the urgent needs in the Cities of Brampton and Mississauga will be presented to Regional Council on November 26, 2020. The report will outline the costs associated with implementing solutions.

In response to a question from Councillor Vicente regarding how a homeless client can find immediate shelter, Aileen Baird stated that there is a new centralized shelter intake phone number. Anyone who calls the number will be booked into a shelter or a hotel room and transportation will be provided, if required. Support agencies can also call, on behalf of a client that does not have a cell phone. Janice Sheehy, Commissioner of Human Services, advised that an additional outreach van will be in operation as of November 2, 2020.

Aileen Baird undertook to provide the centralized shelter intake phone number to Members of Council for communication with their constituents.

5.3 Angela's Place – Conversion to Permanent Housing

RECOMMENDATION SHHC-8-2020

That the change in program delivery model at Angela's Place, City of Mississauga, Ward 5, as outlined in the report from the Commissioner of Human Services, titled "Angela's Place – Conversion to Permanent Housing", be approved.

6. COMMUNICATIONS

Nil.

7. OTHER BUSINESS

Nil.

8. IN CAMERA

Nil.

9. NEXT MEETING

The next meeting of the Strategic Housing and Homeless Committee is scheduled for Thursday, March 4, 2021 at 9:30 a.m., Regional Administrative Headquarters, Council Chamber, 5th floor, 10 Peel Centre Drive, Suite A, Brampton, ON.

Please forward regrets to Helena West, Committee Clerk, at helena.west@peelregion.ca.

10. ADJOURNMENT

The meeting adjourned at 2:27 p.m.

From: Ruby.Sahota@parl.gc.ca <Ruby.Sahota@parl.gc.ca>

Sent: October 27, 2020 1:33 PM

To: Iannicca, Nando <nando.iannicca@peelregion.ca>; mayor@brampton.ca; Patrick Brown <patrick.brown@brampton.ca>; Rowena Santos <rowena.santos@brampton.ca>; Paul Vicente <paul.vicente@brampton.ca>; Doug.Whillans@brampton.ca; Palleschi, Michael <michael.palleschi@brampton.ca>; jeff.bowman@brampton.ca; Medeiros, Martin <martin.medeiros@brampton.ca>; charmaine.williams@brampton.ca; Pat Fortini <pat.fortini@brampton.ca>; harkirat.singh@brampton.ca; Gurpreet Dhillon <gurpreet.dhillon@brampton.ca>

Cc: Stefaniak, Victoria <victoria.stefaniak@peelregion.ca>

Subject: Rapid Housing Initiative

RECEIVED

October 27, 2020

REGION OF PEEL

OFFICE OF THE REGIONAL CLERK

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST.

Dear Chair Nando Iannicca and Brampton City Council,

Today, Prime Minister Justin Trudeau and Minister Ahmed Hussen launched the Rapid Housing Initiative (RHI). With this \$1 billion initiative, our Federal Liberal Government will support the construction of up to 3,000 permanent, new affordable housing units across Canada to help address urgent housing needs for people and populations who are vulnerable.

The RHI takes a human rights-based approach to housing, serving people experiencing or at risk of homelessness, and others who are among the most vulnerable including: women and their children fleeing domestic violence, seniors, young adults, Indigenous peoples, people with disabilities, people dealing with mental health and addiction issues, veterans, LGBTQ2+, racialized groups, Black Canadians, and recent immigrants or refugees.

The RHI will provide capital contributions to develop permanent affordable, supportive or transitional housing under three categories of funding: 1) acquisition of land and construction of modular housing, 2) acquisition of land and existing buildings for the purpose of conversion, and 3) acquisition of land and rehabilitation of housing. Construction must be completed within 12 months of funding agreement.

The Region of Peel falls within the Major Cities Stream with \$500 million being allocated to pre-determined municipalities with the highest number of renters in severe housing need and people experiencing homelessness. **The Region of Peel has been allocated \$30,394,076.** There is no application process for this stream but each municipality will have to submit an investment plan, demonstrating alignment with the RHI criteria, as well as how it will achieve results. Municipalities like Peel Region will be encouraged to take a community benefits approach and push for projects targeting women and those most vulnerable.

I look forward to receiving more information about the Region's investment plan as we continue to work together to end chronic homelessness. If you have further questions or concerns, please do not hesitate to contact my office.

Yours sincerely,



Ruby Sahota (She/Her)

Member of Parliament

Brampton North

Tel. (905) 840-0505

Fax. (905) 840-1778

Ruby.Sahota@parl.gc.ca

REFERRAL TO **Human Services and Finance**
RECOMMENDED

DIRECTION REQUIRED _____

RECEIPT RECOMMENDED _____

REPORT TITLE: **Proposed Work Plan for the Region of Peel Planning Advisory Committee**

FROM: Andrew Farr, Interim Commissioner of Public Works

RECOMMENDATION

That the Terms of Reference of the Region of Peel Planning Advisory Committee be amended to include the selection process and eligibility requirements of non-elected members, as outlined in the report of the Interim Commissioner of Public Works, titled “Proposed Work Plan for the Peel Planning Advisory Committee”;

And further, that the work plan, attached as Appendix II to the subject report, be approved.

REPORT HIGHLIGHTS

- On January 10, 2019, Council approved establishing the Region of Peel Planning Advisory Committee (Advisory Committee) and its Terms of Reference (Appendix I), as a result of changes to the *Planning Act* via Bill 73 (2015).
 - Staff were further directed to report back to Council with a proposed Advisory Committee work plan (Resolution 2019-31), to be utilized during the public membership recruitment process.
 - Minor amendments to the Planning Advisory Committee Terms of Reference (Appendix I) have been proposed to clarify the membership selection process, as per the Council endorsed selection of public members (Resolution 2019-1156).
 - The process has been paused during the 2019 Regional Governance Review initiated by the Province and a 2020 focus on pandemic response.
 - This report provides information on the proposed work plan of the Planning Advisory Committee (Appendix II), which includes reviewing and providing ongoing advice on study direction, policy input, public engagement approaches and associated work for the Region’s Peel 2041+ Official Plan Review work plan, other broad regional planning policy directions initiatives and Growth Management Program.
 - Peel Regional Council would remain as the decision-making body on Regional Planning matters as required by the *Planning Act*.
 - The proposed work plan will be used in the public membership recruitment and selection process. It will then be updated for Council approval when recommendations are made to Council on public membership appointments in the future.
-

Proposed Work Plan for the Region of Peel Planning Advisory Committee

DISCUSSION

1. Background

As a result of changes to the *Planning Act* by *Bill 73: Smart Growth for our Communities Act, 2015*, the Province of Ontario requires upper and single-tier municipalities to establish a Planning Advisory Committee. The purpose of a Planning Advisory Committee is to provide greater opportunity for public members to participate in regional planning. Public participation would occur both through member participation on the Advisory Committee and through the meetings themselves. The meetings would allow for the general public and stakeholders to review agenda materials, attend meetings and engage in discussions where technical and background material would be the subject of presentation(s) by experts.

Several neighbouring jurisdictions have already implemented a Planning Advisory Committee of some form, including Durham Region, York Region, and Niagara Region. Other advisory committee's that currently exist within the Region of Peel include Peel's Agricultural Advisory Working Group (PAAWG), Caledon's Active Transportation Task Force, Brampton's Environment Advisory Committee, and Mississauga's Cycling Advisory Committee.

On January 10, 2019, the Region of Peel Planning Advisory Committee (the Advisory Committee) was established by Council and its Terms of Reference was approved (Appendix I) (Resolution 2019-31). Amendments to the Terms of Reference were primarily made to membership selection process, so that the Advisory Committee would only consist of community members and report directly to Regional Council as a whole.

The Advisory Committee would be comprised of up to nine members of the public, with up to three public members from each local municipality. The criteria for membership would be:

- Shall be residents of the Region of Peel;
- Shall not be an employee of the Region of Peel or any municipality in the Region of Peel;
- Shall not be a current Regional Council member; and
- Shall not be directly affiliated with the development industry or other specific interest groups related to the planning and development industry

The members shall represent the interests of the broader community. Regional Council shall appoint non-elected members to the Committee by resolution.

The mandate of the Region of Peel Planning Advisory Committee would be to:

- Provide input on the Region's long-term community vision and initiatives, and key land use planning matters;
- Promote input from members of the public on planning matters in the Region of Peel; and
- Champion land use planning literacy, education, and outreach in the Region of Peel.

Staff have since proposed additional amendments to the Advisory Committee's Terms of Reference (Appendix I) to clarify the membership selection process, as per the Council endorsed selection of public members to Committee of Council in 2019 (Resolution 2019-1156).

Proposed Work Plan for the Region of Peel Planning Advisory Committee

Staff were also directed to report back to Council with a proposed work plan to be used during the public membership recruitment process for the Advisory Committee. Implementation of the Committee is required in order to comply with the *Planning Act*. The proposed work plan is planned to be updated for Council approval at the time when recommendations are made to Council on public membership appointments in the future.

Proposed Work Plan of the Region of Peel Planning Advisory Committee

Appendix II outlines the proposed Planning Advisory Committee work plan. The role of the Planning Advisory Committee includes providing input and advice throughout the process for the remainder of the Regional Official Plan Review (Peel 2041+), ongoing input in land use related elements of the Growth Management Program and other planning related matters such as employment planning research, age friendly planning, transportation planning, climate change and environmental planning.

The work plan also includes the Planning Advisory Committee providing advice on public engagement strategies associated with the Regional Official Plan Review. The proposed work plan is also aligned with work plans of other municipalities with established Planning Advisory Committees.

The work plan will focus on seeking advice and general input from the Advisory Committee on high level Regional planning matters. As such, the Advisory Committee would not provide direct input on local municipal and/or site-specific planning matters or development related applications. The Advisory Committee would be open to receiving input from local planning and development-related committees regarding Peel's community vision and planning matters. The Advisory Committee will have an annual work plan and report to Council through the Planning and Growth Management section

RISK CONSIDERATIONS

Further delay in moving forward with the Planning Advisory Committee increases risk to the Region in terms of:

- Non-compliance with the *Planning Act* through changes introduced by Bill 73; and
- Less input from members of the public on regional planning matters.

NEXT STEPS

Staff plan to begin the recruitment and selection process for public members of the Region of Peel Planning Advisory Committee by March 2021 and it is anticipated to take approximately three to four months to finalize membership. Subsequent to the completion of the interviews, Regional staff would report to a future meeting of Regional Council regarding the suitability of the prospective candidates recommended for approval, including a summary of eligible candidates and their rankings. Regional Council is to appoint all community members by resolution.

Recruitment would be led by Regional planning staff with support from the Office of the Regional Clerk. Considering the impacts of the COVID-19 pandemic, staff will endeavour to utilize a variety of virtual engagement techniques including leveraging the Peel 2041+ website

Proposed Work Plan for the Region of Peel Planning Advisory Committee

to publish materials and advertise the recruitment process. Staff will be responsive to the changing external conditions and modify the online interview process as required.

The proposed work plan will be utilized in the upcoming recruitment and selection process. The work plan will be further updated, as necessary and brought forward to Council when recommendations are made for public membership appointments.

APPENDICES

Appendix I – Planning Advisory Committee Terms of Reference

Appendix II – Planning Advisory Committee Proposed Work Plan

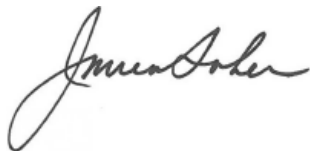
For further information regarding this report, please contact Adrian Smith, Chief Planner and Acting Director of Regional Planning and Growth Management, Adrian.smith@peelregion.ca 905-791-7800 ext. 4047

Authored By: Angelo Ambrico, Acting Principal Planner

Reviewed and/or approved in workflow by:

Department Commissioner and Division Director.

Final approval is by the Chief Administrative Officer.



J. Baker, Chief Administrative Officer

TERMS OF REFERENCE

REGION OF PEEL PLANNING ADVISORY COMMITTEE

Mandate

The mandate of the Planning Advisory Committee is to:

- Provide ongoing input on the Region's long-term community vision and initiatives, and key land use planning matters,
- Champion land use planning literacy, education, and outreach in the Region of Peel, and
- Promote input from members of the public on planning matters in the Region of Peel.

The intention of the Region of Peel Planning Advisory Committee (Advisory Committee) is to provide greater opportunity for public members to participate in Regional planning and enhance public consultation opportunities. The Advisory Committee is responsible for advising Regional Council on Peel's high-level planning matters. The Advisory Committee is not responsible in any way for local municipal and site-specific planning matters and/or development-related applications.

Membership Composition

The Advisory Committee is comprised of up to nine (9) members of the public, minimum of one (1) to a maximum of three (3) public members from each local municipality.

Regional Council approves the appointment of members of the public in the Planning Advisory Committee.

Eligibility Requirements:

These members shall be residents of the Region of Peel, shall not be an employee of the Region of Peel or any municipality in the Region of Peel, shall not be a current Regional Council member, and shall not be directly affiliated with the development industry or other specific interest groups related to the planning and development industry. The members shall represent the interests of the broader community.

Membership Selection:

An application form, based on the approved community member eligibility criteria will be posted, as a minimum, on the Region of Peel website for a minimum of two weeks.

Staff will prepare a skills matrix to measure applicant skills and experience with respect to the approved eligibility requirements.

Staff will review applications for minimum eligibility requirements and provide scoring on the skills matrix.

The Interview Panel shall be comprised of the Chief Planner and Director of Regional Planning and Growth Management and the Growth Management Strategist.

The interview panel will choose applicants to be interviewed.

Staff will schedule interviews in cooperation with the interview panel for candidates meeting the eligibility requirements and scoring highest on the skills matrix

The Chief Planner and Director of Regional Planning and Growth Management or designate (with assistance from Human Resources Staff) will prepare interview questions based on the approved eligibility requirements

The interview panel will select the top candidates based on results of the skills matrix and interview questions.

After the interview is complete, the Chief Planner and Director of Regional Planning and Growth Management shall forward a report to the Regional Council with a recommendation regarding the suitability of the prospective candidates including a summary of all eligible candidates and their rankings.

Information from all eligible applications will be made available to Council for review.

Regional Council shall appoint non-elected members to the Committee by resolution.

All appointed members of the Committee must be willing to sign and adhere to the Peel Regional Council Code of Conduct.

Roles and Responsibilities of Members

Members of the Advisory Committee responsible for:

- Preparing for meetings by reading agendas, engaging in discussion, and providing advice to Regional Council through the Planning and Growth Management section of Regional Council.
- Informing the Regional Planning and Growth Management Division in advance if they cannot attend a meeting.
- Occasionally participating in orientation, education, and training sessions if the Planning Advisory Committee has determined a need for these types of educational support for it to continue to be a consultative and advisory body.

Election of the Chair and Vice-Chair

The Advisory Committee will elect from among its members a Chair and Vice-Chair, and this election shall be held at its first meeting.

The Advisory Committee shall appoint a Vice-Chair who may act in the capacity of chair and exercise all the rights, powers and authorities of the Chair when the Chair is absent through illness or otherwise, or is absent from the office in course of his or her duties, or on vacation or on an approved leave.

Quorum

Quorum will consist of the majority of the membership, with at least one member of Council and two public members present

Reporting Structure

The Advisory Committee will report to Regional Council through the Planning and Growth Management section of Regional Council. It will take direction from and report to Regional Council as a consultative and advisory body on planning and community visioning matters. It will also report on its annual work plan to Regional Council.

The Chair of the Planning Advisory Committee would report on the Committee's behalf to Regional Council through the Planning and Growth Management section of Regional Council.

Term of Appointment

Members will serve for a term of up to two years.

Reappointment is possible, however public members may only serve for a maximum of two consecutive terms, subject to Regional Council approval.

Frequency of Meetings

The Advisory Committee will be established to meet a minimum of three (3) times per year. The first meeting of every year is intended to set an annual work plan, establish the meeting schedule, and establish the meeting location. Meetings may also be held at the call of the Chair.

Other orientation, education, and training sessions may be provided as suggested by staff or upon request of the Advisory Committee to support the annual work plan.

Staff Resources

The Regional Planning and Growth Management Division will support the Planning Advisory Committee as it maintains and implements the annual work plan. Staff will also be responsible for developing meeting agenda items, preparing presentation materials, scheduling meeting rooms and recording meeting minutes.

The Regional Planning and Growth Management Division will seek assistance from other divisions within the Region as required from time to time to support the Advisory Committee in implementing the annual work plan.

The Regional Planning and Growth Management Division will also lead the public membership selection process and hold candidate interviews.

Reimbursement of Expenses

Non-elected members of the Advisory Committee (those other than Regional Councillors) shall be eligible for reimbursement of expenses incurred which are deemed necessary for full participation in the Advisory Committee, and in accordance with Regional policy. These can include transportation, sign language interpretation services, Braille translation services, and support care services.

Resignation of Members

Resignation of a member during the term must be made in writing to the Office of the Regional Clerk. Regional Council may choose not to fill a vacancy, except where a resignation will leave the Committee without public membership representation.

Members may be required to resign if they have been absent for more than two consecutive meetings without good cause and advance notice.

Conflict of Interest

Members shall disclose any conflicts of interest to the Advisory Committee and remove themselves from meetings for the duration of the discussion and voting (if any) with respect to that matter.

Amendments to the Terms of Reference

The Advisory Committee's Terms of Reference will be reviewed and amended in the fourth year of every Council term.

Regional Council will have authority to make changes to the Advisory Committee's Terms of Reference, as required.

APPENDIX II – PROPOSED WORK PLAN OF THE REGION OF PEEL PLANNING ADVISORY COMMITTEE

The proposed work plan of the Region of Peel Planning Advisory Committee is described below and would occur from 2021 – 2022.

The Committee would serve an ongoing advisory and consultative function on high level regional planning and growth management work.

| Category | Description of Activities | Action Items |
|---|--|---|
| Planning policy research, development, and implementation | <p>The Planning Advisory Committee would provide ongoing input, comment, and advice to the Region of Peel on planning policy research, development, and implementation.</p> <p>The Committee's advice would continuously be used to improve planning policy research, development, and implementation. This would also help improve the Regional Official Plan and ensure that it continues to reflect community goals and needs, and emerging trends.</p> | <p><u>Peel 2041+ Regional Official Plan Review</u> The Region is currently undergoing a Regional Official Plan Review known as Peel 2041+. It consists of various planning policy focus areas in environment, housing, transportation, growth management, climate change, natural resources, and agriculture. The Committee would support and comment on the review of the Regional Official Plan, specifically on each of the policy focus areas of Peel 2041+ as they advance to consultation and adoption stages.</p> <p>It is proposed that the Planning Advisory Committee provide ongoing input, comment and advice to the Region of Peel on background work and policy direction in the following areas:</p> <ul style="list-style-type: none"> • Aggregate resources and excess soil research to minimize impacts on the natural environment, cultural heritage, and other economic activities, • Agricultural mapping and research on protecting key agricultural resources and Peel's agricultural system in the long term, • Climate change mitigation and adaptation plans and policy options, • Employment research on types, market analysis, and vacancy rates, • Growth Management research, including the Regional growth forecast and Major Transit Station Areas, • Settlement Area Boundary Expansion Study to identify new residential and employment growth areas to 2051, • Natural heritage research on protecting key natural heritage resources and Peel's natural heritage system in the long term, • Housing research in affordable housing, policy options, incentive programs, and ranges and mixes of housing options, • Transportation research in sustainable transportation modes and long-term network implications, |

APPENDIX II – PROPOSED WORK PLAN OF THE REGION OF PEEL PLANNING ADVISORY COMMITTEE

| | | |
|--|---|---|
| | | <ul style="list-style-type: none"> Water resources research in stormwater management, watershed planning, and source water protection, and, Wildland fire research and risk assessments. |
| Growth Management Program | <p>The Region's Growth Management Program was established to integrate planning, development, infrastructure and financing decisions in order to mitigate the financial risks associated with managing growth in Peel.</p> <p>The Program requires coordination between different program areas, the development industry and local municipalities to deliver the Regional Official Plan, infrastructure master plans, and development charge by-law.</p> | The Committee would provide ongoing input, comment, and advice to the Region of Peel on growth management matters. This could range from reviewing and providing advice on proposed Regional Official Plan policies, capital plans, and financial policies as they advance to consultation and adoption stages. The intent is that the Committee would provide advice on how the Region could manage growth, and achieve a financially sustainable complete community where the location and servicing of growth is optimized. |
| Public Engagement and Outreach | <p>Provide advice on public engagement and outreach approaches of regional planning initiatives.</p> <p>Provide outreach at public engagement events for regional planning initiatives (e.g. public information centres at farmers' markets, malls, community centres, etc)</p> | The Planning Advisory Committee would provide ongoing review and advice on engagement and outreach strategies so that the Region of Peel is effectively gathering feedback on regional planning initiatives from the public and other key stakeholders (e.g. First Nations, Conservation Authorities, businesses). This would include current initiatives such as the Regional Official Plan Review, Peel 2041+, Settlement Boundary Expansion, and Growth Management Program |
| Regional responses to evolving planning policy | Provide input and advice on potential comments on broad policy initiatives such as proposed changes to Provincial land use policies and how regional policies and processes may be revised in response to the changing policy context. | The Planning Advisory Committee would be kept up to date on evolving policy framework on matters such as climate change, land use, transportation and growth management such as The Growth Plan, the Greenbelt Plan, the Metrolinx Regional Transportation Plan, and Climate Change action plans. There would be an opportunity for the Advisory Committee to provide input and advice on the regions response to proposed policy initiatives and how regional policies and processes may be revised in response to the changing policy context |
| Monitoring and trends | Provide input and advice on monitoring and reporting on various land use planning and growth management data and trends. | The Planning Advisory Committee would be kept up to date on various monitoring and reporting initiatives of the region including, but not limited to, data and trends in demographics, population growth, employment trends, transportation, and managing growth. The Committee would also be engaged on the annual Official Plan measuring and monitoring report. |



THE REGIONAL MUNICIPALITY OF PEEL
ROPA 30 APPEALS OVERSIGHT COMMITTEE
MINUTES

| | | |
|---------------|---|--|
| Members | A. Groves | M. Palleschi |
| Present: | N. Iannicca | C. Parrish |
| Staff Present | J. Baker, Chief Administrative Officer | C. Thomson, Deputy Clerk and |
| | A. Farr, Interim Commissioner of Public Works | Manager of Legislative Services |
| | P. O'Connor, Regional Solicitor | S. Jurrius, Committee Clerk |
| | A. Smith, Interim Chief Planner | S. Valteau, Legislative Specialist |
| | | R. Khan, Legislative Technical Coordinator |

1. CALL TO ORDER

Chaired by Councillor Parrish.

The Region of Peel ROPA 30 Appeals Oversight Committee met on October 29, 2020 at 9:37 a.m., in the Regional Council Chamber, 5th Floor, Regional Administrative Headquarters, 10 Peel Centre Drive, Suite A, Brampton, ON. The Committee Chair and the Regional Chair attended in-person. Members of the Committee and staff participated electronically.

Other Regional Councillors Present: J. Innis; R. Starr

2. DECLARATIONS OF CONFLICTS OF INTEREST

Nil

3. APPROVAL OF AGENDA

RECOMMENDATION R30AOC-12-2020

That the agenda for the October 29, 2020 ROPA 30 Appeals Oversight Committee meeting include an in camera communication from External Legal Counsel, to be dealt with under In Camera Matters - Item 9.2;

And further, that the agenda for the October 29, 2020 ROPA 30 Appeals Oversight Committee meeting be approved, as amended.

4. DELEGATIONS

Nil

5. REPORTS

Nil

6. COMMUNICATIONS

Nil

7. OTHER BUSINESS

Nil

8. IN CAMERA MATTERS

RECOMMENDATION R30AOC-13-2020

That the ROPA 30 Appeals Oversight Committee proceed “In Camera” to consider items relating to the following:

- Local Planning Appeal Tribunal Hearing - Regional Official Plan Amendment 30 (Oral) (Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and, Advice that is subject to solicitor-client privilege, including communications necessary for that purpose)
- Memorandum from R. Arti Sanichara, Senior Legal Counsel (A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board)
- Letter from the External Legal Counsel (Advice that is subject to solicitor-client privilege, including communications necessary for that purpose)

RECOMMENDATION R30AOC-14-2020

That the ROPA 30 Appeals Oversight Committee move out of “In Camera”.

Closed session commenced at 9:42 a.m.

Committee moved out of closed session at 10:49 a.m.

8.1 Local Planning Appeal Tribunal Hearing - Regional Official Plan Amendment 30

(Oral)

(Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and, Advice that is subject to solicitor-client privilege, including communications necessary for that purpose)

Received

9. COMMUNICATIONS

9.1 Memorandum from R. Arti Sanichara, Senior Legal Counsel

(A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board)

Received

9.2 Letter from the External Legal Counsel

(Advice that is subject to solicitor-client privilege, including communications necessary for that purpose)

Received

RECOMMENDATION R30AOC-15-2020

That the proposed instructions to the External Legal Counsel and the Regional Solicitor, as described in the closed session report of the ROPA 30 Appeals Oversight Committee meeting held on October 29, 2020 be approved and voted upon in accordance with section 239(6)(b) of the Municipal Act, 2001, as amended.

10. NEXT MEETING

To be determined.

11. ADJOURNMENT

The meeting adjourned at 10:50 a.m.

Subject: FW: October 22, 2020 Region of Peel Council Agenda; GWD File PN 1478 GTA West
Attachments: GTA West Transportation Corridor - Heritage Heights Community - GWD File PN 1478 GTA West

From: Andrew Walker <awalker@gwdplanners.com>

Sent: October 21, 2020 4:49 PM

To: Iannicca, Nando <nando.iannicca@peelregion.ca>; Patrick Brown <patrick.brown@brampton.ca>; Carlson, George <george.carlson@mississauga.ca>; Bonnie Crombie <bonnie.crombie@mississauga.ca>; Dipika Damerla <dipika.damerla@mississauga.ca>; Stephen Dasko <stephen.dasko@mississauga.ca>; Gurpreet Dhillon <gurpreet.dhillon@brampton.ca>; Downey, Johanna <johanna.downey@caledon.ca>; Fonseca, Chris <chris.fonseca@mississauga.ca>; Pat Fortini <pat.fortini@brampton.ca>; Groves, Annette <annette.groves@caledon.ca>; Innis, Jennifer <jennifer.innis@caledon.ca>; Kovac, John <john.kovac@mississauga.ca>; Mahoney, Matt <matt.mahoney@mississauga.ca>; McFadden, Sue <sue.mcfadden@mississauga.ca>; Medeiros, Martin <martin.medeiros@brampton.ca>; Palleschi, Michael <michael.palleschi@brampton.ca>; Parrish, Carolyn <carolyn.parrish@mississauga.ca>; Ras, Karen <karen.ras@mississauga.ca>; Saito, Pat <pat.saito@mississauga.ca>; Rowena Santos <rowena.santos@brampton.ca>; Ian Sinclair <ian.sinclair@caledon.ca>; Starr, Ron <ron.starr@mississauga.ca>; Thompson, Allan <allan.thompson@caledon.ca>; Paul Vicente <paul.vicente@brampton.ca>

Cc: Michael Gagnon <mgagnon@gwdplanners.com>; 'Colin Chung (colinc@gsai.ca)' <colinc@gsai.ca>; Michelle Harris <mharris@gwdplanners.com>; Marilyn Mascarenhas <marilynm@gwdplanners.com>; ZZG-RegionalClerk <zzg-regionalclerk@peelregion.ca>

Subject: FW: October 22, 2020 Region of Peel Council Agenda; GWD File PN 1478 GTA West

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST.

Chair Iannicca and Members of Regional Council, hope all are well.

Please find below and attached correspondence sent earlier this afternoon to Jill Jones regarding the October 22, 2020 Region of Peel Council Agenda. In reviewing the Agenda, and specifically the communications under Item 16 of the Agenda, I noticed that the joint GWD/GSAI letter on behalf of the Heritage Heights Landowners Group was not included. It appears that it was an unintentional omission. I have attached to this email the original September 24, 2020 correspondence wherein the joint letter was circulated. The attached includes a copy of the joint GWD/GSAI correspondence.

I am sending this to you so that you may have a copy and ask that the correspondence be added to the Agenda as part of the record.

Thanks,

Andrew Walker, B.E.S., M.C.I.P., R.P.P
Principal Planner



REFERRAL TO _____
 RECOMMENDED _____
 DIRECTION REQUIRED _____
 RECEIPT RECOMMENDED ☒ _____



September 23, 2020

GWD File: PN1478 GTA West (YDB)

Ministry of Transportation
777 Bay Street, 5th Floor
Toronto, Ontario
M7A 2Z8

Attention: Honourable Caroline Mulroney, Minister of Transportation
Minister.mto@ontario.ca

Subject: GTA West Transportation Corridor
Urban Boulevard Concept Vs. Traditional Highway
Heritage Heights Community, City of Brampton

Dear Honourable Minister Mulroney:

Gagnon Walker Domes Ltd., jointly with Glen Schnarr & Associates Inc., act as Planning and Development Consultants to the Heritage Heights Landowners Group (HHLOG), owners of approximately 492 hectares (1,215 acres) of land in the City of Brampton. Our Client's lands are located in an area identified as the Heritage Heights Community which is being planned as the 'new' Heritage Heights Secondary Plan (HHSP).

Heritage Heights Secondary Plan (HHSP)

The HHSP is generally bounded by Mayfield Road West to the north, Williams Parkway/the Credit River to the south, Mississauga Road to the east, and Winston Churchill Boulevard to the west. The HHSP is located immediately adjacent to a smaller planning precinct commonly referred to as the Greater Osmington Regional Centre, comprised of approximately 70 hectares (173 acres), located within the Mount Pleasant Secondary Plan (MPSP) (see *Attachment #1*).

In December 2006, the Ontario Municipal Board (now the Local Planning Appeal Tribunal) approved Region of Peel Official Plan Amendment 15 and City of Brampton Official Plan Amendment 245, expanding the City of Brampton urban boundary to include all of the lands comprising the HHSP. Planning for the HHSP began in December 2009. The City of Brampton Planning Department is targeting to complete the HHSP by the end of 2020. Once approved and built-out, it is expected that at least 43,000 residents and 20,000 jobs will be accommodated in this community.

GAGNON WALKER DOMES LTD.
mgagnon@gwdplanners.com
GLEN SCHNARR & ASSOCIATES INC.
colinc@gsai.ca

**CONFIDENTIALITY
CAUTION**

This document is Consultant-Client privileged and contains confidential information intended only for person(s) named above. Any distribution, copying or disclosure is strictly prohibited. If you have received this document in error, please notify us immediately by telephone and return the original to us by mail without making a copy.



GTA West Transportation Corridor Environmental Assessment

We wish to congratulate the Province of Ontario for their commitment to advancing the GTA West Transportation Corridor Environmental Assessment (GTA West). The GTA West project which was initiated in 2005 was conceived at a time when higher order transportation solutions relied in large measure on the development of conventional 400-series highways.

Over the past 15-years a transformation has taken place, and with the progressive leadership of the current Provincial government, transportation and land use planning have evolved with a view to combating urban sprawl and the traffic congestion normally associated with it. In August, 2020, your Ministry announced its '*Preferred Route*' for the GTA West across the whole of the GTA. The '*Preferred Route*' includes a 4 to 6 lane highway traversing Peel, Halton and York Regions (also referred to as Highway 413) (see *Attachment #2*).

Brampton Population and Employment Growth

The City of Brampton has and is continuing to experience rapid population and employment growth. In response, City of Brampton Council, and senior Planning and Public Works Departments staff have committed themselves to pursuing effective and implementable land use, transportation and transit initiatives. Local planning and development efforts have focused on the development of compact, mixed-use oriented developments which are transit-supportive.

The ultimate goal is to ensure that development is accommodated in the most liveable and complete communities possible. The City of Brampton believes that the GTA West Transportation Corridor has an important role to play in the progressive planning and development of the Heritage Heights Community, and the whole of the GTA.

'Urban Motorway'/'Urban Boulevard'

Recently, the City of Brampton tabled a Recommendation Report in connection with the HHSP. The vision for the HHSP was the product of a successful broad-based planning exercise which engaged interested stakeholders representing the general public, landowners, City of Brampton and Region of Peel staff, local school boards, as well as representatives from Metrolinx, the Ministry of Transportation and the Credit Valley Conservation Authority.

The City of Brampton Planning Department hosted Visioning Charrettes which afforded stakeholders the opportunity to participate in the creation of a preliminary block plan and street network. The base plan which was prepared formed the foundation on which a plethora of diverse residential, employment, natural heritage, open space and community land uses were applied.



During the course of the Visioning Charrettes, the stakeholders were challenged with having an open mind as it relates to how best to respond to the opportunities associated with the Province of Ontario proposed GTA West. In this respect, there was on the part of our Clients an appreciation for Brampton's enthusiasm for the introduction of an '*urban motorway*'/'*urban boulevard*' approach to creating a more liveable and vibrant alternative to a traditional 400-series highway (see *Attachment #3*).

All stakeholders appreciated and understood the need to accommodate the movement of passenger and commercial vehicles through and across, not only the City of Brampton, but the whole of the GTA. They also understood that the Region of Peel and ultimately the Province of Ontario are the authorities having jurisdiction over higher-order infrastructure planning.

The City of Brampton proposed '*urban motorway*'/'*urban boulevard*' has been reviewed as objectively as possible, being mindful of the 30-criteria that the Province of Ontario normally considers when evaluating major transportation infrastructure projects which are the subject of Environmental Assessments. The HHLOG, as well as its planning and engineering consultants concur with the City of Brampton that the proposed '*urban motorway*'/'*urban boulevard*' has the potential to outperform a traditional 400-series highway. It promises to accommodate the movement of an equal or greater volume of traffic as compared to a 400-series highway, while consuming less land.

In addition, pursuit of the '*urban motorway/urban boulevard*' will result in a more cost-efficient and less capital-intensive infrastructure expenditure program on the part of the Province. The cost savings are linked to the anticipated gratuitous dedication of a portion of the transportation corridor right-of-way by the development industry.

Benefits and Merits

The proposed '*urban motorway*'/'*urban boulevard*' has the following additional benefits and merits:

- *Maximizes* value creation within the City of Brampton, rewarding and maximizing socio-economic interaction;
- *Creates* more vibrant and economically successful compact, mixed-use communities, with enhanced multi-modal transportation opportunities which includes designated truck-only lanes;
- *Supports* the goal of increased trip making, decreases long-haul travel that contributes to urban sprawl and assists in creating a finer grid of streets designed with safety in mind;
- *Reduces* congestion and enhances routing options for inter-city goods movement;



- *Creates* a flexible and connected framework of streets and blocks that supports transit-supportive densities, encouraging mixed-use intensification around major transit stations;
- *Generates* the opportunity for greater local and regional taxes and Development Charges revenue;
- *Accommodates* significant population and important higher-order employment opportunities – intensifying overall projected population and employment densities in support of Provincial goals and objectives; including an enhanced range of housing options that are affordable and appropriate for a broader cross-section of society;
- *Facilitates* the planning and development of highly walkable streets/ neighbourhoods with vibrant mixed-use nodes which will assist in combating the declared ‘health care emergency’ by promoting healthy living;
- *Contributes* to the creation of a net-zero community which combats the ‘climate emergency’ by facilitating potential opportunities for alternative energy production and distribution; and
- *Creates* more liveable, pedestrian-oriented streetscapes and more complete communities.

Implementation

Recognizing the importance of planning and implementing infrastructure initiatives, the City of Brampton and the Region of Peel have been proactively collecting Development Charges revenue with the express purpose of assisting in the implementation of what is referred to locally and regionally as the North-South Arterial Road (the GTA West). As of December 31, 2019, the Region of Peel and the City of Brampton have a combined balance of approximately \$93.0 million (\$69.0 million Peel/\$24.0 million Brampton) which is available to assist in the financing of the GTA West (*‘urban motorway’/‘urban boulevard’*).

In addition to contributing financially to the proposed *‘urban motorway’/‘urban boulevard’*, with all of its appertaining socio-economic benefits, the City of Brampton proposal supports and facilitates the ‘new’ Growth Plan’s vision for a higher-order transportation corridor connecting the GTA westward to the Golden Triangle; consisting of the Cities of Kitchener, Waterloo, Cambridge and Guelph.

In closing, we wish to reiterate our support for the infrastructure investments which the Province of Ontario is making. Our objective in making this submission is to assist in maximizing and optimizing the manner in which these investments are being made.



Toward this end, the HHLOG and its planning and engineering consultants believe that the City of Brampton proposed '*urban motorway*'/'*urban boulevard*' is preferable to a conventional 400-series highway.

We would welcome an opportunity to review and discuss our opinions on this important issue with you and your staff. Should you have any questions, do not hesitate to contact the undersigned.

Yours truly,

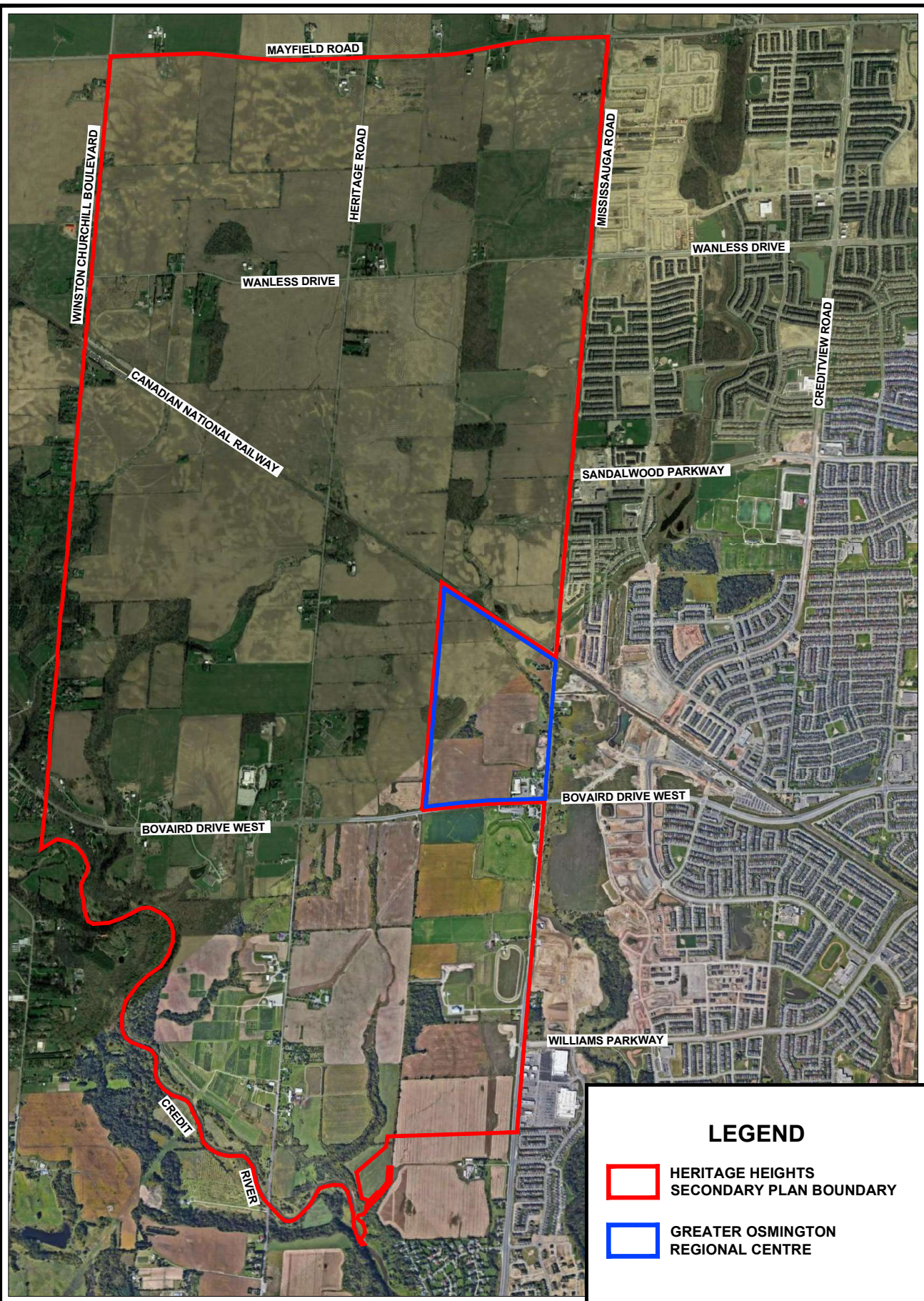
Michael Gagnon, B.E.S., M.C.I.P., R.P.P.
Managing Principal Planner

Andrew Walker, B.E.S., M.C.I.P., R.P.P.
Principal Planner

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HHLOG Members
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LEGEND

- HERITAGE HEIGHTS
SECONDARY PLAN BOUNDARY
- GREATER OSMINGTON
REGIONAL CENTRE

ATTACHMENT 1 NORTH WEST BRAMPTON - HERITAGE HEIGHTS SECONDARY PLAN and GREATER OSMINGTON REGIONAL CENTRE AREA

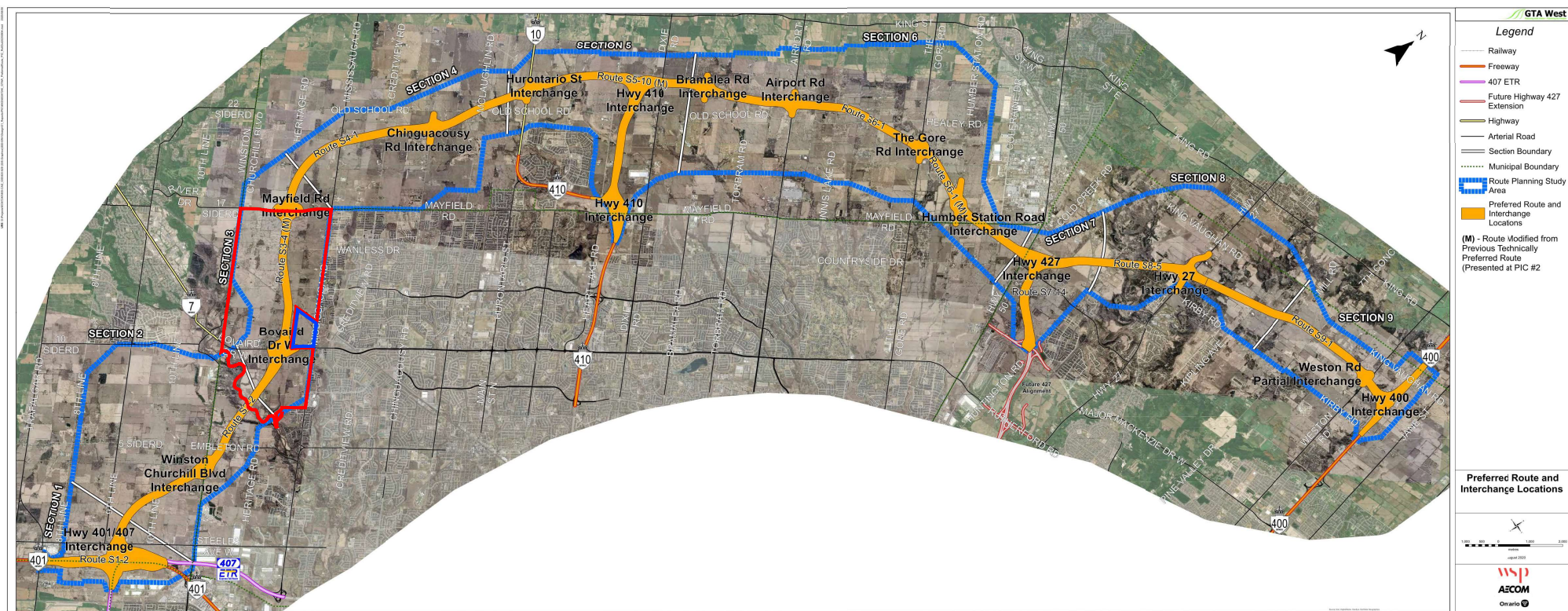
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|------------------|------------------------------------|
| P.N.: 08.1478.00 | Date: September 22, 2020 |
| Scale: N.T.S | Revised: |
| Drawn By: D.S. | File No.: 1478_HHSP_GTAWest_Sep/20 |



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ATTACHMENT 2 MTO GTA WEST CORRIDOR PREFERRED ROUTE

LEGEND

- HERITAGE HEIGHTS
SECONDARY PLAN BOUNDARY
- GREATER OSMINGTON
REGIONAL CENTRE

P.N.: 08.1478.00

Date: September 22, 2020

Scale: N.T.S

Revised:

Drawn By: D.S.

File No.: 1478_HHSP_GTAWest_Sep/20

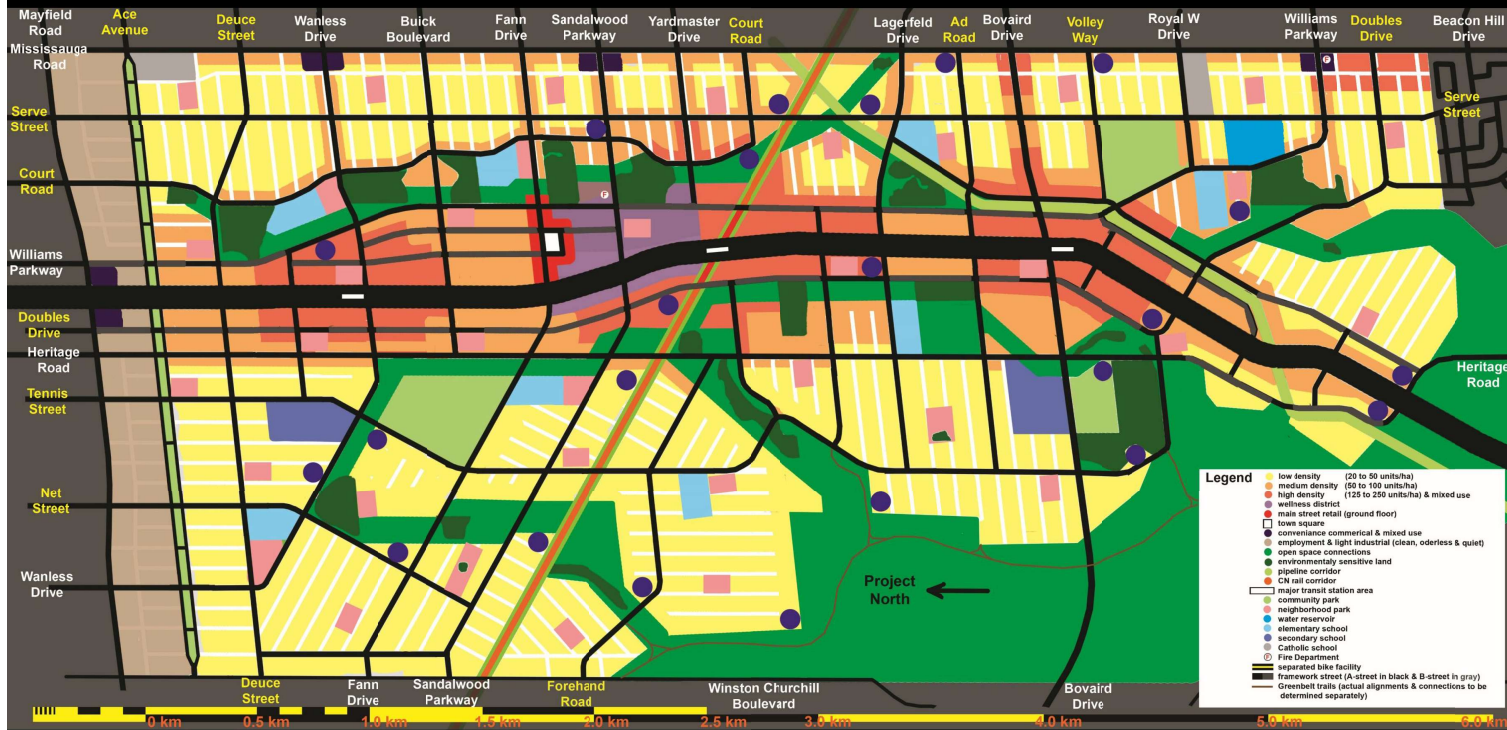


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Current Concept Plan - July 2020



* The Natural Heritage Features and Areas within the identified area may not be fully accurate. Further review and verification of these Natural Heritage Features and Areas will be undertaken as part of future planning processes or comprehensive environmental studies.

ATTACHMENT 3 HERITAGE HEIGHTS SECONDARY PLAN VISION PLAN JULY 2020

P.N.: 08.1478.00

Date: September 22, 2020

Scale: N.T.S

Revised:

Drawn By: D.S.

File No.: 1478_HHSP_GTAWest_Sep/20



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For Information

REPORT TITLE: **Procurement Activity Report – T2 May 1 to August 31, 2020**

FROM: Stephen Van Ofwegen, Commissioner of Finance and Chief Financial Officer

OBJECTIVE

To provide the details of procurement activity and as required by Procurement By-law 30-2018 for the second triannual period ending August 31, 2020 and to report on key highlights.

REPORT HIGHLIGHTS

- The Procurement By-law delegates authority to staff to manage procurement processes and to report these activities to Regional Council on a regular basis.
 - Stabilizing demand for goods related to the pandemic has now enabled staff to utilize traditional, competitive procurement methods to establish regular supply chain lines to meet the ongoing requirements for the pandemic.
 - During the second triannual period of 2020, the Region of Peel awarded 57 new contracts greater than \$100,000 with a total value of \$95,153,696.99.
 - This report provides a summary of the Region's procurement and disposal activity for the second triannual period of 2020.
 - Key highlights for the second triannual period of 2020 are provided.
-

DISCUSSION

1. Background

The Procurement By-law requires that staff report to Regional Council regularly on procurement activity. The purpose of this report is to provide Regional Council with a summary of the procurement activity for the second triannual period (T2) of 2020, including awards made under delegated authority. Procurement activity is reported under the following categories (definitions in connection with the terms referenced below are contained in Appendix I of this report):

- Contract Awards;
- Disposal of surplus goods and equipment;
- Emergency purchases (including COVID-19);
- Awards during Regional Council recesses;
- Non-compliance with the By-law;
- Unforeseen circumstances;
- Final contract payments related to the original purchase contract;
- Vendor of Record purchases.

Procurement Activity Report – T2 May 1 to August 31, 2020

This report also outlines some of the key highlights attributable to the Region's procurement functions during the second triannual period of 2020, including COVID-19 related activities.

2. Key Highlights for T2 2020

On May 14, 2020, Regional staff provided Council with an information report from the Commissioner of Finance and Chief Financial Officer, titled "Procurement Response During COVID-19". The report detailed new flexible strategies implemented to source essential products and critical services related to COVID-19 within strict time constraints during the period of emergency. These strategies were essential in the early days of the declared emergency as the increased demand for the limited supply of goods required for personal protection, infection prevention and control from local and global supply chains created significant competition with correspondingly escalated costs. Emergency purchases related to COVID-19 for this period reached \$8,184,305.78. Details of a number of these emergency purchases have been brought forward to Council previously as part of the updates under COVID-19 Related Matters. Further details of awards are outlined in Appendix II - Awarded Contracts.

Stabilizing demand for goods related to the pandemic has now enabled staff to utilize traditional, competitive procurement methods to establish regular supply chain lines to meet the ongoing requirements. These methods ensure that the Region is able to achieve the best value for the acquired goods and services. The Region's Procurement approach is balanced, practical, fiscally responsible and reduces risk for future supply chain disruptions.

Outlined below are some of the key metrics and outcomes arising from some of the continuous improvement and modernization efforts undertaken by the Region's Procurement Division. These metrics demonstrate alignment to the service outcome "The Region of Peel is financially sustainable (to best serve the residents and businesses in Peel)."

| Initiatives and Purpose | Results from T2 2020 |
|--|---|
| e-Bidding: The e-Bidding system, implemented in 2018 has enabled increased competition by creating greater visibility and easier access for vendors to the Region's bidding opportunities. 10 new vendors who had previously not participated in the Region's bidding opportunities were awarded contracts in T2. | Combined cost avoidance of \$4.5 million, as compared against the average bid price on these contracts. |
| Vendor Performance Management Program: The program provides a uniform and transparent approach to monitor and assess vendor performance for the purposes of determining vendor eligibility to bid future contracts and to inform future contract awards. The intended outcome of the program is to enhance value for money by increasing the performance of vendors. | 95% received an overall performance rating of "satisfactory" or better. |
| Competitive Procurement Value: This is an effective measure indicating value for money through the Region's competitive process and is calculated by measuring total savings accrued through low bid tender awards, as compared to the average bid price submitted in competitive tender processes. It is shown as a percentage of the total dollar value of all tender awards. | Overall competitive procurement value (savings) was 36% or \$20.6 million |

Procurement Activity Report – T2 May 1 to August 31, 2020

3. Procurement Activity and Disposal Summary – T2 2020

The table below provides a summary of the procurement and disposal activity for the second triannual period of 2020 (May 1- August 31). The Procurement Activity section of the table includes information on all awarded contracts in excess of \$100,000; emergency purchases; non-compliant purchases; vendor of record purchases; and awards made during periods of Regional Council recess. It also includes amendments made to existing contracts that were a result of unforeseen circumstances or were required for final payment purposes, as authorized under the Procurement Bylaw. The Procurement Activity summary excludes contract renewal activity. A detailed listing of all procurement activity is referenced in Appendix II to this report.

Under Resolution 2015-71, Council approved the Region's Digital Strategy and granted staff the authority to directly negotiate with Oracle Canada ULC, OpenText Corporation, Salesforce.com Canada Corporation and Salesforce Application Partners in order to establish fundamental platforms for the technology environment allowing the Region of Peel to rationalize its application and data footprints. In addition, authority was granted to the Commissioner of Digital and Information Services to directly negotiate with the following Salesforce business partners, BasicGov Systems Inc, Vlocity Inc, ServiceMax Inc, Informatica LLC. In accordance with Council's direction, a summary of the procurement activities is included in this report.

The Disposal activity section summarizes the proceeds or trade-in values received from the disposal of Region of Peel surplus assets. A detailed listing of the disposal activity is referenced in Appendix III to this report.

| Procurement Activity | Value |
|---|------------------------|
| Competitive contracts approved under Delegated Authority | \$94,728,444.49 |
| Non-competitive contracts approved by Council | \$425,252.50 |
| Contracts awarded during Council recess | No Activity |
| Total New Contracts Greater Than \$100,000 | \$95,153,696.99 |
| Emergency purchases | \$128,210.16 |
| Emergency purchases related to COVID-19 | \$8,184,305.78 |
| Established Vendor of Record purchases | \$1,876,925.06 |
| Awarded contracts under Council Resolution 2015-71 (Digital Strategy) | \$1,030,955.63 |
| Final contract payments | No Activity |
| Unforeseen circumstances | No Activity |
| Non-compliant purchases | No Activity |

Procurement Activity Report – T2 May 1 to August 31, 2020

| | | |
|----------------------------------|--|-------------------------|
| Total Activity | | \$106,374,093.62 |
| Disposal Activity | | |
| Total disposal proceeds received | | \$60,527.45 |
| Total trade-in values received | | \$114,129.69 |

In addition, a total of 75 contracts with a cumulative value of \$3,118,332.36 each valued at \$100,000 and under were procured during the reported period (includes above noted emergency purchases that are equal to or less than \$100,000).

CONCLUSION

The Procurement By-Law builds trust and confidence in the stewardship of public funds with an emphasis on awarding contracts based on best value. Continuous improvement and modernization efforts undertaken in connection with the Region's Procurement program build on these principles to continually measure and assess the effectiveness of the Region's procurement program and enhance value for money. In addition, procurements and associated costs related to COVID-19 are continually monitored and tracked for eligibility in emergency funding.

This report is submitted to summarize the Region's procurement and disposal activity for the second triannual period ending August 31, 2020 in accordance with the reporting requirements set out in the Procurement By-law, and to highlight key metrics observed during this period arising from the continuous improvement and modernization initiatives undertaken by the Region's Procurement Division.

APPENDICES

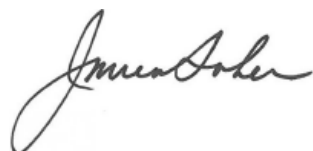
Appendix I - Definitions
Appendix II - Awarded Contracts
Appendix III - Disposal

For further information regarding this report, please contact Natasha Rajani, Director Procurement, extension 4302, natasha.rajani@peelregion.ca.

Reviewed and/or approved in workflow by:

Department Commissioner and Division Director.

Final approval is by the Chief Administrative Officer.



J. Baker, Chief Administrative Officer

Appendix I

Procurement Activity Report – T2 May 1 to August 31, 2020

Definitions

Best value bid: the optimal balance of technical merit and cost determined in accordance with pre-set evaluation criteria disclosed in a Bid Solicitation for the purpose of making an Award. For Requests for Tenders and Requests for Quotations, the best value bid is the lowest cost compliant Bid meeting technical specifications and qualifications. For Requests for Proposals, the best value is the highest ranked compliant Bid following the evaluation of proposals.

Board recess purchases: The Procurement By-law delegates authority to the Chief Financial Officer (CFO) to award contracts that are otherwise required to be awarded by the Board when there is no regular meeting of the Board scheduled during a period of time that is more than 21 days after the date of the previously scheduled regular Board meeting, where the contracts are deemed reasonably required to carry on the business of the Peel Housing Corporation.

Competitive contracts greater than \$100,000: These are contracts awarded to vendors as a result of a competitive process.

Disposal proceeds: These are proceeds received from the sale, exchange, transfer or gift of goods owned by the Region which are surplus to its needs.

Emergency purchases: These are contracts awarded to vendors in the event of an emergency. “Emergency” means a situation or impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident, or an act whether intentional or otherwise.

Final contract payments: These are amendments made to contracts to facilitate final payment to a vendor for additional work required in order to complete the contract. The final payment for the work exceeds the approved contract amount including the allowable amendment value in accordance with the Procurement By-law. The Procurement By-law delegates authority to the Director of Procurement to approve these final contract payments which manages payment delays to vendors on the condition that Council is provided full disclosure on all final contract payments.

Non-competitive contracts greater than \$100,000: These are contracts awarded to vendors as a result of a non-competitive process. It refers to the negotiation of an agreement for the purchase of goods and services where there is no open competition among or between vendors. The conditions that allow for direct negotiation are outlined in Part V Procurement Authorities and Procurement Methods of the Procurement By-law.

Non-compliant purchases: These are purchases made when a department has engaged a vendor to deliver goods or services without following the procurement processes required by the Procurement By-law.

Unforeseen circumstances: These are amendments made to contracts to facilitate nominal payments for unforeseen work. For example, a contractor must remedy an unknown pre-existing site condition in order to complete the contract. The Procurement By-law delegates authority to the Director of Procurement to approve these amendments on the

Appendix I
Procurement Activity Report – T2 May 1 to August 31, 2020

condition that Council is provided full disclosure on all increases resulting from unforeseen circumstances.

Vendor of Record: Vendor of Record (VOR) means a procurement arrangement, typically established through a competitive procurement process, that authorizes one or more qualified vendors to provide goods and/or services for a defined period with particular terms and conditions, which may include pricing, as set out in the VOR agreement. It is used for frequent purchases of a good or service and can help improve procurement efficiency by eliminating duplication of effort for similar goods or services. The Region may from time to time elect to establish a Vendor(s) of Record for the procurement of specific goods or services, and will do so in accordance with the requirements set out in Procurement Policy.

Appendix II
Procurement Activity Report - May 1, 2020 to August 31, 2020

| AWARDED CONTRACTS BID COMPETITIVELY > \$100,000 - APPROVED BY DELEGATED AUTHORITY | | | | | |
|---|--------------------------------|-----------------|---|---|---------------------|
| Item | Department | Document | Description | Vendor | Award Amount |
| 1 | Corporate Services | 2020-114T | Elevator Modernization, 10 Peel Centre Dr, City of Brampton | Element Elevators Inc | \$564,380.00 |
| 2 | Corporate Services | 2020-183T | Interior Renovations to Region of Peel Public Works Facility at 2 Copper Road, City of Brampton, Project 185252 | SQM Janitorial Services Inc | \$148,250.00 |
| 3 | Corporate Services | 2020-222T | All Season Grounds Maintenance Service for Commercial Properties Within the Region Of Peel | Forest Ridge Landscaping Inc; J Rock Landscape & Construction Inc; Truserve Groundscare Inc o/a Clintar Commerical Outdoor Services | \$2,412,613.30 |
| 4 | Corporate Services | 2020-227P | Architectural Services For Design And Development Of A New Peel Regional Paramedic Satellite Station At 11797 Bramalea Road, Brampton | Hossack & Associates Architects Inc | \$201,450.00 |
| 5 | Corporate Services | 2020-474T | HVAC/Boiler Upgrade at 3515 Wolfedale Road, City of Mississauga, Project 189001 | Certified Building Systems | \$307,600.00 |
| 6 | Corporate Services | 2020-505T | Janitorial Services and Garage Cleaning for Peel Paramedic Stations within the Region of Peel | Corvin Building Maintenance Ltd. | \$394,843.96 |
| 7 | Corporate Services | 2020-626Q | Replacement of Gas Fired Humidifiers at Malton Village, City of Mississauga, Project 20103 | Dunlis Mechanical Services | \$129,000.00 |
| 8 | Digital & Information Services | 2020-031P | Enterprise Business Intelligence Services for the Implementation of Two Proof of Value Concepts at the Regional Municipality of Peel | Pricewaterhouse Coopers LLP | \$550,000.00 |
| 9 | Digital & Information Services | 2020-403P | Digital Aerial Imagery Services | J. D. Barnes Limited O/A First Base Solutions Inc | \$438,513.00 |
| 12 | Finance | 2019-467P | Provision Of Investment Custodian Services And Securities Lending For The Regional Municipality Of Peel | CIBC Mellon Trust Company | \$588,750.00 |
| 11 | Finance | 2020-255P | 2020 Enterprise Asset Management Maturity Assessment for the Regional Municipality of Peel | SLBC INC | \$370,698.00 |
| 12 | Finance | 2020-357P | Supply and Delivery of Bulk Gasoline and Diesel | Canada Clean Fuels Inc | \$20,000,000.00 |

Appendix II
Procurement Activity Report - May 1, 2020 to August 31, 2020

| | | | | | |
|----|-----------------|-----------|---|--|----------------|
| 13 | Health Services | 2020-188T | Provision Of Advanced Care Paramedic Post-Graduate Program | Humber College | \$553,620.00 |
| 14 | Human Services | 2020-107P | Supply and Implementation of Housing Enabling Technology for the Region of Peel | Cloud SynApps Inc | \$2,818,840.00 |
| 15 | Human Services | 2020-275P | Consulting Services for Feasibility Assessments for Affordable Housing Developments | IBI Group Professional Services (Canada) Inc | \$209,570.04 |
| 16 | Public Works | 2019-033T | Watermain Replacements in Streetsville, Assignment F, City of Mississauga, Project 19-1310 | Pacific Paving Ltd | \$3,224,900.00 |
| 17 | Public Works | 2019-608P | Detailed Design, Contract Administration And Construction Inspection For Conversion Of Private Noise Walls On Derry Road West In The City Of Mississauga, Project 19-4517 | Planmac Engineering Inc | \$648,490.00 |
| 18 | Public Works | 2019-647T | Geotechnical, Hydrogeological and Environmental Investigation Services in Support of Detailed Design of Watermain Replacement on Heritage Road, Cities of Brampton and Mississauga, Project 15-1138 | Peto MacCallum Ltd | \$274,955.00 |
| 19 | Public Works | 2019-687T | Frozen Water Service Replacements, Cities of Mississauga and Brampton, Project 19-1301 | Vic's Group Inc | \$496,938.10 |
| 20 | Public Works | 2019-721Q | Supply, Installation and Repair of Fencing & Gates for Public Works, Facility Services | Tops Contracting Services Inc | \$192,760.00 |
| 21 | Public Works | 2020-015P | Detailed Design, Contract Administration, And Construction Inspection For Widening Of Mississauga Road From Financial Drive To Bovaird Drive, City Of Brampton, Project 16-4020 | Morrison Hershfield Ltd | \$3,084,334.40 |
| 22 | Public Works | 2020-020T | Replacement of Cumberland Drive Overflow, Project 19-2300H | Comer Group Ltd | \$485,924.25 |
| 23 | Public Works | 2020-022P | Engineering Services for Detailed Design, Contract Administration and Inspection Services for Sanitary Sewer Construction on Various Streets in the City of Brampton, Project 19-2303 | Chisholm Fleming & Associates | \$975,687.00 |
| 24 | Public Works | 2020-030P | Engineering Services for Schedule Class "C" Environmental Assessments for Capacity Expansions of three Lake-Based Wastewater Treatment Plants | GM Blueplan Engineering Ltd | \$3,376,470.00 |
| 25 | Public Works | 2020-032P | Bridge and Culvert Inspections | McIntosh Perry Consulting Engineers Ltd | \$145,924.90 |
| 26 | Public Works | 2020-035P | Engineering Services for Updating Wastewater Pumping Station Standards, Project 16-2905 | GM BluePlan Engineering Ltd | \$450,541.00 |

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Procurement Activity Report - May 1, 2020 to August 31, 2020

| | | | | | |
|----|--------------|-----------|---|---|----------------|
| 27 | Public Works | 2020-061T | Watermain Replacement on Pattinson Crescent, Matena Avenue, and Valentine Gardens, Assignment G, City of Mississauga, Project 20-1310 | FCM Construction Ltd | \$1,625,000.00 |
| 28 | Public Works | 2020-064T | Watermain Looping on Poets Walk and Velebit Court, City of Mississauga | 2708268 Ontario Inc O/A Nelli Construction | \$130,928.40 |
| 29 | Public Works | 2020-081P | Development of a Long Term Utility Financial Plan | Raftelis Financial Consultants Inc | \$576,396.00 |
| 30 | Public Works | 2020-084T | Watermain Replacement on Sterne Avenue, City of Brampton, Assignment H2, Project 18-1340 | London Excavators & Trucking Ltd | \$1,074,998.72 |
| 31 | Public Works | 2020-097T | Maintenance Hole Deficiency Repairs, Various Locations Throughout the Region of Peel, Assignment No. 2, Project 18-2307 | Network Sewer and Watermain Ltd | \$2,419,807.48 |
| 32 | Public Works | 2020-100T | Watermain Replacements and Sanitary Repairs on Various Streets in Mississauga, Project 20-1310, Assignment D | 614128 Ontario Ltd O/A Trisan Construction | \$2,876,765.50 |
| 33 | Public Works | 2020-102T | Watermain Replacements on Bartley Bull Parkway, City of Brampton, Assignment E, Project 20-1340 | Lancorp Construction Co Ltd | \$2,069,887.80 |
| 34 | Public Works | 2020-103T | Mainline Sanitary Sewer Cured in Place Lining on Various Brampton and Mississauga, Region of Peel, Project 20-2300F | PipeFlo Contracting Corp | \$3,684,479.65 |
| 35 | Public Works | 2020-104T | Trenchless Spot Repairs and Sealing of Sanitary Sewers and Laterals at Various Locations within the Region of Peel, Project 20-2300E | 2414002 Ontario Limited O/A Onsite Sewer Services | \$2,490,911.38 |
| 36 | Public Works | 2020-139T | G.E. Booth Wastewater Treatment Plant, Contract 2, Demolition, Project 17-2926 | Rafat General Contractor Inc | \$6,761,700.00 |
| 37 | Public Works | 2020-166T | Watermain Replacements on Orenda Road and Heart Lake Road South, City of Brampton, Projects 18-1340D and 16-1340E | London Excavators & Trucking Ltd | \$5,525,283.64 |
| 38 | Public Works | 2020-182P | Real Time Control Implementation Assessment of Existing Sanitary Trunk Sewer and Collection System | Stantec Consulting Ltd | \$873,698.94 |
| 39 | Public Works | 2020-229P | Region of Peel's Contribution to City of Brampton Highway 427 Industrial Secondary Plan (Area 47) Environmental Assessment, Project 20-4350 | City of Brampton | \$1,526,400.00 |
| 40 | Public Works | 2020-238T | Supply and Delivery of One New Mini Rear Loader for Collection of Household Waste | Nexgen Municipal Inc | \$143,235.67 |

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Procurement Activity Report - May 1, 2020 to August 31, 2020

| | | | | | |
|--------------|--------------|-----------|---|--|------------------------|
| 41 | Public Works | 2020-247T | Wastewater Pumping Stations Wet Well Cleaning And Provisional Vortex Chamber Cleaning For The Wastewater Collection Linear System | Wessuc Inc; Accuworx Inc | \$201,480.00 |
| 42 | Public Works | 2020-271T | Watermain Replacements in Malton, Assignment B, City of Mississauga, Project 19-1310 | Timbel Ltd | \$3,583,795.00 |
| 43 | Public Works | 2020-272T | Downspout Disconnections in the City of Mississauga and Town of Caledon | Trinity Roofing Ltd | \$358,540.00 |
| 44 | Public Works | 2020-274T | Fire Safety Plans For The Water And Wastewater Facilities | Fire Ready Corporation | \$102,981.00 |
| 45 | Public Works | 2020-292P | Water & Wastewater Information Management Assessment and Roadmap Development | Gartner Canada Co | \$262,500.00 |
| 46 | Public Works | 2020-293T | Hydrant Painting | Step One | \$156,800.00 |
| 47 | Public Works | 2020-294T | Sanitary Trunk Sewer Closed-Circuit Television and MH Inspections Services, Project No. 15-2306, 16-2306, 17-2407, 19-2405 | Capital Sewer Service Inc | \$1,306,516.25 |
| 48 | Public Works | 2020-324T | Crack Treatment On Regional Municipality Of Peel Roads, Project 19-4666 | Roadmaster Road Construction & Sealing Ltd | \$309,000.00 |
| 49 | Public Works | 2020-337Q | Supply and Installation of Vehicle Mounted Water Service Valve Exerciser | Pride Bodies Ltd | \$195,176.00 |
| 50 | Public Works | 2020-340T | Supply and Installation of Access Control System at Regional Municipality of Peel Public Works Facilities, Project 19-1981 | Clockwork System Inc | \$373,102.17 |
| 51 | Public Works | 2020-365P | Development of Inspection, Condition Assessment and Testing Guidelines for Water and Wastewater Facilities | CH2M Hill Canada Ltd | \$329,400.90 |
| 52 | Public Works | 2020-375P | Engineering Services For G.E. Booth Wastewater Treatment Plant Incineration State Of Good Repair Program Development, Project 19-2908 | Black & Veatch Canada Company | \$222,750.00 |
| 53 | Public Works | 2020-394P | Fletcher's Creek Sanitary Trunk Sewer And Maintenance Holes Rehabilitation | Liqui-Force Services (Ontario) Inc | \$12,161,757.04 |
| 54 | Public Works | 2020-562T | 1500mm Trunk Sewer Locate – Old Creditview Road, City of Mississauga | Technicore Underground Inc | \$209,000.00 |
| 55 | Public Works | 2020-635T | Reference Plans and Expropriation Plans for Winston Churchill Boulevard and Olde Baseline Road, Project 14-4045 | Holding Jones Vanderveen Inc | \$131,100.00 |
| TOTAL | | | | | \$94,728,444.49 |

Appendix II
Procurement Activity Report - May 1, 2020 to August 31, 2020

| AWARDED CONTRACTS - NON COMPETITIVE PROCESS > \$100,000 - APPROVED BY COUNCIL | | | | | |
|---|--------------------------------|-----------------|---|-------------------------|-----------------------|
| Item | Department | Document | Description | Vendor | Award Amount |
| 1 | Public Works | 2019-708N | Maintenance and Repair of Gore Tarper and Allu Turner Equipment at the Peel Curing Facility | Toromont Industries Ltd | \$164,852.50 |
| 2 | Public Works | 2020-551N | Airport Road and Hanlan 1500/1200 Feeder mains Condition Assessment, Project 15-1405 | Pure Technologies Ltd | \$260,400.00 |
| TOTAL | | | | | \$425,252.50 |
| AWARDED CONTRACTS UNDER COUNCIL RESOLUTION 2015-71 (DIGITAL STRATEGY) | | | | | |
| Item | Department | Document | Description | Vendor | Award Amount |
| 1 | Digital & Information Services | 2020-586N | Social Housing Program Application Licenses, Maintenance and Support Renewal | Vlocity Inc | \$315,389.46 |
| 2 | Digital & Information Services | 2020-642N | Enterprise Content Management Licenses, Maintenance and Support | Open Text Corporation | \$345,125.00 |
| 3 | Digital & Information Services | 2020-671N | Oracle Database Enterprise Edition True-Up | Open Text Corporation | \$370,441.17 |
| TOTAL | | | | | \$1,030,955.63 |
| OTHER - NON-COMPLIANT PURCHASES | | | | | |
| Item | Department | Document | Description | Vendor | Award Amount |
| | | | None in this period. | | |
| TOTAL | | | | | \$0.00 |
| OTHER - EMERGENCY PURCHASES | | | | | |
| Item | Department | Document | Description | Vendor | Award Amount |
| 1 | Corporate Services | 2020-478N | Emergency Elevator Repair | Kone Inc | \$34,533.67 |
| 2 | Corporate Services | 2020-479N | Emergency Storm Drain Repair | SWC Canada | \$2,910.00 |
| 3 | Human Services | 2020-666N | Security Services at Hotel Housing Refugee Support Program | Logixx Security Inc | \$15,594.47 |
| 4 | Public Works | 2020-499N | Emergency Valve Replacement at Derry Road | McCanical Inc | \$75,172.02 |
| TOTAL | | | | | \$128,210.16 |

Appendix II
Procurement Activity Report - May 1, 2020 to August 31, 2020

| OTHER - EMERGENCY PURCHASES RELATED TO COVID-19 | | | | | |
|--|--------------------------------|-----------------|--|---|---------------------|
| Item | Department | Document | Description | Vendor | Award Amount |
| 1 | Corporate Services | 2020-512N | COVID19 Floor Decals for Region of Peel Facilities | Decal Industries Inc | \$30,911.09 |
| 2 | Digital & Information Services | 2020-450N | COVID-19 Case Management Application for Peel Public Health | Healthism Systems Inc dba Inputhealth Systems Inc | \$59,000.00 |
| 3 | Digital & Information Services | 2020-453N | Supply of Pulse Secure Licenses and Support | Charter Telecom Inc | \$63,290.00 |
| 4 | Health Services | 2020-379N | Physician, Region of Peel Covid-19 Recovery Program | Dr. Naheed Dosani M.D. Inc, dba Dr. Naheed Dosani Medicine Professional Corporation | \$42,000.00 |
| 5 | Health Services | 2020-380N | Nurse Practitioner, Region of Peel Covid-19 Recovery Program | Clinton Baretto | \$84,000.00 |
| 6 | Health Services | 2020-406N | Temporary Isolation Hotel for Frontline Staff – COVID-19 | Sarup Enterprises Inc | \$186,900.00 |
| 7 | Health Services | 2020-441N | Over bed tables for Region of Peel's Long Term Care Centres COVID 19 | Trillium Health Partners | \$13,812.34 |
| 8 | Health Services | 2020-442N | Catering Services at Temporary Isolation Hotel | 1034564 Ontario Limited O/A Catering by Gregory's | \$55,000.00 |
| 9 | Health Services | 2020-447N | Infection Control Services | Service Master of Canada Ltd | \$100,000.00 |
| 10 | Health Services | 2020-451N | Purchase of Shoe Covers/ Booties and Bouffant Caps | EMRN | \$3,995.00 |
| 11 | Health Services | 2020-455N | Shoe Covers - COVID 19 | Levitt Safety Ltd | \$4,336.80 |
| 12 | Health Services | 2020-456N | COVID-19 – Emergency Supply of Schuco S330 Suction Machines and Yankauer Catheters | Medical Mart Ltd | \$2,029.54 |
| 13 | Health Services | 2020-476N | Keypad Security and Door Alarms for Peel Manor | Exclusive Alarms | \$10,000.00 |
| 14 | Health Services | 2020-488N | Sani Mats | Staples Advantage Canada | \$1,464.20 |

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Procurement Activity Report - May 1, 2020 to August 31, 2020

| | | | | | |
|----|-----------------|-----------|---|--|----------------|
| 15 | Health Services | 2020-516N | Covid-19 Disposable Surgical Masks | Nu-Life Medical & Surgical Supplies Inc | \$112,000.00 |
| 16 | Health Services | 2020-520N | Temporary Hotel for Regional Employees and Staff – COVID-19 | Silver Hotels (TPS YYZ) Inc | \$419,257.20 |
| 17 | Health Services | 2020-525N | Supply of Hand Sanitizer | Epsilon Chemicals | \$18,153.45 |
| 18 | Health Services | 2020-555N | Provision of PPE Equipment for the Region of Peel | Nu-Life Medical & Surgical Supplies Inc | \$272,310.00 |
| 19 | Health Services | 2020-587N | Supply and Delivery of Fabric Masks | Wesconva Inc | \$60,000.00 |
| 20 | Human Services | 2020-378N | Support Services for the Temporary Recovery Centre for Covid 19 Recovery Program - The Vendor, Services and Housing in the Province, (SHIP) oversees and administers the Recovery Centre as temporary accommodation for COVID-19 positive individuals, who are experiencing homelessness. SHIP will work collaboratively with Homeless COVID-19 Response Program partners to provide intake, monitoring, care planning, support services and discharge services as appropriate. The COVID-19 Recovery Program is intended to offer community support, 24 – hours a day, seven – days a week | Services and Housing in the Province | \$621,400.00 |
| 21 | Human Services | 2020-436N | Peel Isolation/Recovery Centre – to secure hotel rooms for homeless, other community members or Agency staff who may have been exposed, are showing symptoms, or have tested positive for COVID-19. The contract start date April 3, 2020 and extended to December 31, 2020 | 2484401 Ontario Inc | \$1,281,600.00 |
| 22 | Human Services | 2020-448N | Cleaning Services at Various Region of Peel locations During COVID 19 | Kleenway Building Maintenance Inc | \$730,730.00 |
| 23 | Human Services | 2020-463N | WIFI Installations for Shelters | Safelink Group | \$29,618.16 |
| 24 | Human Services | 2020-477N | Security Services at Various Region of Peel Sites – COVID-19 | Logixx Security Inc | \$977,569.00 |
| 25 | Human Services | 2020-501N | Food Services for Homeless Community at Various Covid-19 Response Centers | Star Quality Catering & Food Service Inc | \$22,188.00 |
| 26 | Human Services | 2020-503N | Peel Homeless Laundry Services at various Sites – Covid-19 | Domylaundry | \$32,200.00 |

Appendix II
Procurement Activity Report - May 1, 2020 to August 31, 2020

| | | | | | |
|--------------|----------------------|-----------|--|--|-----------------------|
| 27 | Human Services | 2020-547N | Vinyl Gloves for Early Years Child Care Centres -COVID 19 | Cardinal Health | \$12,000.00 |
| 28 | Human Services | 2020-556N | Supply and Delivery of Hand Sanitizer | Rexall Laboratories and Chemicals Corp | \$135,936.00 |
| 29 | Human Services | 2020-634N | Temporary Site for Homeless Community Support During Covid-19 To provide a temporary site through use of a hotel for those who may have been exposed, are showing symptoms of, or have tested positive for COVID-19. The contract start date is August 1, 2020 and has been extended to December 31, 2020. | 2556830 Ontario Inc | \$529,380.00 |
| 30 | Public Works | 2020-425N | Purchase of Disinfecting Equipment along with Required Solutions, Maintenance and Training, Directly related to COVID-19 | Clean Works Medical Inc | \$95,900.00 |
| 31 | Public Works | 2020-490N | Supply and Delivery of one Accessible Vehicle for Transhelp to Comply with COVID-19 Provincial Physical Distancing Regulations for Regional Staff | City View Bus Sales & Service | \$49,950.00 |
| 32 | Multiple Departments | P-Card | 979 Emergency purchases made on P-Card, each less than \$100,000 for various goods and services required for COVID-19. 95% of the purchases were valued at less than \$10,000 each. 66% of the purchases were valued at less than \$1,000 each. | Multiple Vendors | \$2,127,375.00 |
| TOTAL | | | | | \$8,184,305.78 |

OTHER - PURCHASES COMPLETED WITHIN ESTABLISHED VENDOR OF RECORD ROSTERS

| Item | Department | Document | Description | Vendor | Award Amount |
|------|--------------------|-----------|--|--|--------------|
| 1 | Corporate Services | 2018-045P | Legal Services Roster (Includes \$380,302 not reported in T1 report) | Aird & Berlis LLP (2); Borden Ladner Gervais LLP (2); Cassels Brock & Blackwell LLP; Pallet Valo LLP; Hicks Morley Hamilton Stewart Storie LLP (3); Garrod Pickfield LLP; Miller Thomson LLP; Emond Harnden LLP; Mathews, Dinsdale & Clark LLP | \$567,077.81 |

Appendix II
Procurement Activity Report - May 1, 2020 to August 31, 2020

| | | | | | |
|---|--------------------|-----------------|--|---|-----------------------|
| 2 | Corporate Services | 2018-160T | General Contracting Services for Peel Regional Facilities | Neptune Security Services, Index Construction Inc, SQM Janitorial Services Inc, Tri-Green Construction Inc | \$200,000.00 |
| 3 | Public Works | 2019-737PQ | Prequalification For State Of Good Repair Engineering Services At Peel Water And Wastewater Facilities | AECOM Canada Ltd, Andrew Infrastructure, Blan & Veatch Canada Co, CH2M Hill Canada Ltd, CIMA Canada Inc, Cole Engineering Group Ltd, ETO Solutions Corp, GM Blueplan Engineering Ltd, Robinson Consultancts Inc | \$1,109,847.25 |
| TOTAL | | | | | \$1,876,925.06 |
| OTHER - UNFORESEEN CIRCUMSTANCE PAYMENTS | | | | | |
| Item | Department | Document | Description | Vendor | Award Amount |
| | | | None in this period. | | |
| TOTAL | | | | | \$0.00 |

Appendix III
Procurement Activity Report – T2 May 1 to August 31, 2020

| DISPOSAL ACTIVITY | | |
|--------------------------------------|------------------------|-----------------------|
| Reporting Department/Division | Items Disposed | Total Proceeds |
| Public Works - Operations Support | Vehicles and Equipment | \$60,527.45 |
| Total Disposal Proceeds | | \$60,527.45 |

| TRADE-INS | | |
|---|------------------------|--------------------------------|
| Reporting Department/Division/Document # | Items Traded-In | Trade-in Value Received |
| Health Services - Paramedic Services | Vehicles | \$110,200.00 |
| Public Works - Operations Support (Document #2005-007P) | Water Meters | \$3,929.69 |
| Total Trade-In Values | | \$114,129.69 |

| DONATIONS | | |
|---|----------------------|---------------------------------------|
| Reporting Department/Division/Document # | Items Donated | Recipient |
| Health Services - Paramedic Services | 2 Ambulances | Nunavut Association of Municipalities |

REPORT TITLE: Election of Regional Council Section Chairs and Vice-Chairs; and Appointment of Members to Committees

FROM: Kathryn Lockyer, Interim Commissioner of Corporate Services

RECOMMENDATION

That the elections and appointments be conducted as are necessary to fill the positions as outlined in the report of the Interim Commissioner of Corporate Services, titled “Election of Regional Council Section Chairs and Vice-Chairs; and Appointment of Members to Committees”.

REPORT HIGHLIGHTS

- The current term of all Regional Council Section Chairs and Vice-Chairs is to November 14, 2020, or until their successors are appointed by Regional Council, in accordance with the Region’s Procedural By-law 56-2019, as amended.
- Membership on the Audit and Risk Committee, Interim Period Approvals Committee, Strategic Housing and Homelessness Committee and the Waste Management Strategic Advisory Committee is, in part, dependent on members who hold Regional Council Section Chair and Vice-Chair positions, membership on these Committees also expire 24 months after the beginning of the term of Council.
- The Debt Issuance Committee membership is also dependent on the member who serves as Regional Council Section Chair of Enterprise Programs and Services and expires 24 months after the beginning of the term of Council.
- Toronto and Region Conservation Authority (TRCA) - Partners in Project Green: Executive Management Committee members are appointed for a two year, renewable term by TRCA.
- The method of electing Section Chairs and Vice-Chairs is attached as Appendix I.

DISCUSSION

1. Background

On December 13, 2018, Council Section Chairs and Vice Chairs and Committee members were appointed to serve until November 14, 2020. Replacements must be appointed for the second half of the Council term, which ends on November 14, 2022.

The following committees have membership that is, in part, dependent on the members who hold the Regional Council Section Chair and Vice-Chair positions:

- Audit and Risk Committee
- Interim Period Approvals Committee

Election of Regional Council Section Chairs and Vice-Chairs; and Appointment of Members to Committees

- Strategic Housing and Homelessness Committee
- Waste Management Strategic Advisory Committee
- Toronto and Region Conservation Authority (TRCA) - Partners in Project Green: Executive Management Committee

2. Regional Council Section Chairs and Vice-Chairs

A memo was circulated to Members of Council on October 14, 2020 seeking interest for appointments. A Member of Council cannot serve in an executive capacity of more than one Section at a time. Regional Council Section Chairs and Vice Chairs to be elected are for: Health Services; Human Services; Enterprise Programs and Services; Public Works; and, Planning and Growth Management.

On March 26, 2020, Regional Council approved Emergency Electronic Meeting Procedures for Regional Council and Committee meetings held during a declared state of emergency. These procedures, set out in Appendix 6 to the Region of Peel Procedure By-law 56-2019, as amended, state that the role of Council Section Chairs shall be discontinued during Emergency Electronic Council meetings, to maintain an effective and efficient meeting flow.

3. Audit and Risk Committee

The objective of the Audit and Risk Committee (ARC) is to assist Regional Council and associated Boards and Agencies in the discharge of their governance, accountability and controllership responsibilities by advising that risks are being appropriately addressed through strong governance, a risk/control and compliance framework, appropriate stewardship and an effective internal audit activity.

Under the current Terms of Reference, the ARC is comprised of the Regional Chair (ex-officio) and up to eight additional members including the Chair and Vice-Chair of the Enterprise Programs and Services Section of Regional Council, at least one Regional Councillor from each local municipality and up to two members of the public with expertise in the areas of technology and finance.

The term of appointment for Regional Councillors is for a period of 24 months, which coincides with the term of appointment of the Regional Council Section Chair and Vice-Chair of Enterprise Programs and Services, or until their successors are appointed by Regional Council. The term of appointment for non-elected members is 48 months, which coincides with the term of Regional Council.

4. Waste Management Strategic Committee

The Waste Management Strategic Advisory Committee (WMSAC) provides strategic guidance on the implementation of the Waste Reduction and Resource Recovery Strategy and the Infrastructure Development Plan.

Under the current Terms of Reference, the WMSAC is comprised of the Regional Chair (ex-officio), the Chair and Vice-Chair of the Public Works Section of Regional Council and must include at least one member from each local municipality.

Election of Regional Council Section Chairs and Vice-Chairs; and Appointment of Members to Committees

The term of appointment for WMSAC members is for a period of 24 months, which coincides with the term of appointment of the Chair and Vice Chair of the Public Works Section.

5. Debt Issuance Committee

The Debt Issuance Committee (DEBT) has delegated authority to make the final decisions with respect to the following matters to the extent that the authority has not already been delegated:

- a. The authority to enact debenture by-laws to authorize the issuance of debentures where the project debt authority has already been approved by Council.
- b. The entering into of financing and other agreements in connection with long-term borrowings offered through governments and their agencies.

The members of DEBT shall serve by virtue of their positions until their successors are appointed. The committee is comprised of the Regional Chair (ex-officio), Chief Administrative Officer, Chief Financial Officer and Regional Council Section Chair of Enterprise Programs and Services, for a period of 24 months, which coincides with the term of appointment of the Chair of the Enterprise Programs and Services Section of Regional Council.

6. Interim Period Approvals Committee

The mandate of the Interim Period Approvals Committee (IPAC) is to provide assurance to the public that continuity of conduct of regional business is administered in an efficient, effective and economical manner during Interim Periods.

Under the current Terms of Reference, the IPAC is comprised of the Regional Chair (ex-officio), the Chairs and Vice-Chairs of the Enterprise Programs and Services, Public Works, Health Services, Human Services, and Planning and Growth Management sections of Regional Council. The term of appointment is for a period of 24 months, which coincides with the term of appointment of the Council Section Chairs and Vice Chairs.

7. Toronto and Region Conservation Authority (TRCA) - Partners in Project Green: Executive Management Committee

Reporting to the TRCA Board, the Executive Management Committee is a subcommittee to TRCA with the purpose of: assisting businesses in the Pearson Eco-Business Zone to improve their financial and environmental performance; retaining and attracting green investment in the Pearson Eco-Business Zone; and, acting as a catalyst for new ideas, innovation, excellence and improvement in the employment lands encompassed by the Pearson Eco-Business Zone.

Executive Management Committee members will be appointed for a two year, renewable term by TRCA. Municipalities and other levels of governments will be formally requested to make appointments and all proposed appointments will be presented to the Authority for formal approval.

Election of Regional Council Section Chairs and Vice-Chairs; and Appointment of Members to Committees

8. Peel Police Service Board

The Regional Municipality of Peel Police Services Board (PPSB) is responsible for the provision of police services, law enforcement and crime prevention within the Region, a duty it discharges through the enactment of policies. The Board acts as the employer and civilian oversight body.

The PPSB is comprised of the Regional Chair (ex-officio), Councillor Crombie appointed until November 14, 2022, Councillor Brown appointed until December 31, 2020 and Councillor Medeiros appointed from January 1, 2021 to November 14, 2022.

As appointments to the PPSB for the duration of the term of Council were previously approved at the December 13, 2018 Regional Council meeting, no election is required.

CONCLUSION

A vote to determine the appointments for the Regional Council Section Chairs and Vice-Chairs; Membership of the Audit and Risk Committee, Interim Period Approvals Committee, Strategic Housing and Homelessness Committee, Waste Management Strategic Advisory Committee, Debt Issuance Committee and the Toronto and Region Conservation Authority (TRCA) - Partners in Project Green: Executive Management Committee will be held at the November 12, 2020 Regional Council Meeting.

APPENDICES

Appendix I - Method to Elect Section Chairs and Vice-Chairs

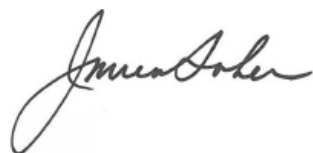
For further information regarding this report, please contact Aretha Adams, Deputy Regional Clerk and Acting Director of Clerks, aretha.adams@peelregion.ca.

Authored By: Harjit Gill, Legislative Specialist

Reviewed and/or approved in workflow by:

Department Commissioner and Division Director.

Final approval is by the Chief Administrative Officer.



J. Baker, Chief Administrative Officer

Appendix I
Election of Regional Council Section Chairs and Vice-Chairs; and Appointment of
Members to Committees

Method to Elect Section Chairs and Vice-Chairs

APPENDIX 1
BY-LAW 56-2019
ELECTION OF COUNCIL SECTION CHAIRS AND VICE CHAIRS VOTING PROCEDURES

1. DEFINITIONS

- 1.1 "Lot" is the method of determining the nominee to either fill the vacancy or go on to the next ballot, as determined by the particular circumstance. The names of the tied nominees shall be placed on equal sized pieces of paper, placed in a container and one name shall be drawn by a person chosen by the Regional Clerk.
- 1.2 "Majority Vote" means more than half the votes cast by persons legally entitled to vote in a regular or properly called meeting at which quorum is present.

2. PROCEDURE FOR NOMINATIONS

- 2.1 Nominations shall be placed in the following manner:
 - a. The Regional Clerk or Regional Chair shall call for nominations.
 - b. Each nomination shall be moved and seconded by a member.
 - c. After nominations have been closed by a vote of Council, each nominee shall, prior to the vote being taken, be permitted to speak to the nomination for not more than two minutes.
 - d. The nominees shall be called upon in alphabetical order of surnames.
- 2.2 A nominee may withdraw his or her name at any time.

3. VOTING PROCESS

- 3.1 Nominees shall be voted on in alphabetical order of surnames.
- 3.2 If there is more than one nominee, votes shall be recorded and all members shall stand when voting to indicate their vote.
- 3.3 There shall be one nominee vote per member per round of voting for each office. A member's first vote is deemed to be the member's vote. If a member votes a second time in the same round of voting, the Regional Clerk shall advise the member and the member's vote shall not count.
- 3.4 Once the process commences, the only motion permitted will be a motion to recess.
- 3.5 **One Nominee:**
 - a. The nominee requires a majority of votes to be elected. Voting may be by show of hands.

Appendix I
Election of Regional Council Section Chairs and Vice-Chairs; and Appointment of Members to Committees

3.6 Two Nominees Only:

- a. The nominee who receives a majority of votes is elected.
- b. If there is a tie vote the Regional Clerk shall declare a ten minute recess to allow members time to consider the matter, after which the vote shall be retaken. If the vote is again tied, the Regional Clerk shall declare a second ten minute recess, after which the vote shall be retaken. If the vote is again tied then the vacancy shall be filled by the nominee selected by lot. The name drawn shall be the winner of the election.

3.7 Three or More Nominees:

- a. First and Successive Ballots:
 - i) A nominee who receives a majority of votes is elected.
 - ii) If no nominee receives a majority of votes, the nominee with the least number of votes shall be excluded from subsequent voting and Council shall proceed with the next ballot.
 - ii) If there is a tie vote with respect to the nominees receiving the least number of votes then a lot shall be conducted until there is one name not drawn, and the name (or names) drawn shall go forward to the next ballot, and the name not drawn shall be excluded from subsequent ballots.
 - iii) When there are only two nominees remaining, the procedure for two nominees [Procedure 3.6] shall apply.



**THE REGIONAL MUNICIPALITY OF PEEL
GOVERNMENT RELATIONS COMMITTEE
MINUTES**

Members Present: B. Crombie
S. Dasko
J. Downey
A. Groves
J. Innis
N. Iannicca

M. Palleschi
K. Ras
R. Santos
A. Thompson
P. Vicente

Members Absent: P. Brown

G.S. Dhillon

Staff Present: N. Polsinelli, Interim Chief Administrative Officer
S. Baird, Commissioner of Digital and Information Services
K. Lockyer, Regional Clerk and Interim Commissioner of Corporate Services
S. VanOfwegen, Commissioner of Finance and Chief Financial Officer
P. O'Connor, Regional Solicitor
M. Head, Acting Chief Planner
A. Farr, Interim Commissioner of Public Works

J. Sheehy, Commissioner of Human Services
C. Granger, Acting Commissioner of Health Services
C. Thomson, Deputy Clerk and Manager of Legislative Services
S. Valteau, Committee Clerk
H. Gill, Legislative Specialist
R. Khan, Legislative Technical Coordinator

1. CALL TO ORDER

The Region of Peel Government Relations Committee met on October 15, 2020 at 11:03 a.m., in the Regional Council Chamber, 5th Floor, Regional Administrative Headquarters, 10 Peel Centre Drive, Suite A, Brampton, ON. The Committee Chair attended in-person. Members of the Committee and staff participated electronically

2. DECLARATIONS OF CONFLICTS OF INTEREST

Nil.

3. APPROVAL OF AGENDA

RECOMMENDATION GRC-5-2020

That the agenda for the October 15, 2020 Government Relations Committee meeting, be approved.

4. DELEGATIONS

4.1 Natalia Kusendova, Member of Provincial Parliament, Mississauga Centre

Regarding Ongoing and Upcoming Provincial Initiatives

Received

Councillor Palleschi arrived at 11:11 a.m.

Councillor Groves arrived at 11:15 a.m.

Councillor Crombie arrived at 11:39 a.m.

Natalia Kusendova, Member of Provincial Parliament (MPP), Mississauga Centre, provided an overview of ongoing and upcoming provincial initiatives focused on mental health and addictions, long term care and small business support.

In response to a question from Councillor Groves regarding the shortage of psychiatrists and the inability to utilize psychiatrists with foreign credentials, MPP Kusendova stated that provincial staff are investigating strategies to make use of international talent.

In response to a question from Councillor Groves, MPP Kusendova explained that police officers are required to complete training specific to human trafficking as part of the provincial advocacy priority. She noted that while mental health training is not provincially mandated, individual police departments may provide supplemental mental health training. The provincial government is considering ways to expand these training programs.

Councillor Dasko inquired about provincial supports for small business during the COVID-19 pandemic, MPP Kusendova provided an overview of the work undertaken by MPP Sarkaria to support the Region of Peel and the joint initiatives being undertaken with the federal government in an effort to avoid a full return to stage 2 restrictions.

Councillor Innis requested that MPP Kusendova advocate on behalf of the Region of Peel to include the Region in the Independent Commission into Long Term Care.

Regional Chair Iannicca departed at 12:30 p.m.

5. GOVERNMENT RELATIONS UPDATE

Discussion led by Keith Medenblik, Manager, Strategic Public Policy and External Relations

Received

Councillor Palleschi departed at 12:38 p.m.

Keith Medenblik, Manager, Strategic Public Policy and External Relations, provided an overview of the current provincial and federal landscapes, including an update on priority issues, engagement with Peel MPs/MPs, and upcoming opportunities for advocacy.

6. REPORTS

6.1 Update on the Region of Peel's Advocacy Priorities

(For information)

Received

7. COMMUNICATIONS

7.1 Nando Iannicca, Regional Chair

Letter dated September 3, 2020, to Laurie Scott, Minister of Infrastructure, Regarding the 2020 Virtual Association of Municipalities of Ontario (AMO) Conference (Receipt recommended)

Received

7.2 Nando Iannicca, Regional Chair

Letter dated September 3, 2020, to Michael Tibollo, Associate Minister of Mental Health and Addictions, Regarding the 2020 Virtual Association of Municipalities of Ontario (AMO) Conference (Receipt recommended)

Received

7.3 Nando Iannicca, Regional Chair

Letter dated September 3, 2020, to Andrea Horwath, Leader of the Ontario New Democrat Party, Regarding the 2020 Virtual Association of Municipalities of Ontario (AMO) Conference (Receipt recommended)

Received

7.4 Nando Iannicca, Regional Chair

Letter dated September 3, 2020, to Mike Schreiner, Leader of the Green Party of Ontario, Regarding the 2020 Virtual Association of Municipalities of Ontario (AMO) Conference (Receipt recommended)

Received

7.5 Nando Iannicca, Regional Chair

Letter dated September 3, 2020, to Steven Del Duca, Leader of the Ontario Liberal Party, Regarding the 2020 Virtual Association of Municipalities of Ontario (AMO) Conference (Receipt recommended)

Received

7.6 Nando Iannicca, Regional Chair

Letter dated September 3, 2020, to Steve Clark, Minister of Municipal Affairs and Housing, Regarding the 2020 Virtual Association of Municipalities of Ontario (AMO) Conference (Receipt recommended)

Received

7.7 Nando Iannicca, Regional Chair

Letter dated September 3, 2020, to Jill Dunlop, Associate Minister, Women's Issues, Ministry of Children, Community and Social Services, Regarding the 2020 Virtual Association of Municipalities of Ontario (AMO) Conference (Receipt recommended)

Received

7.8 Nando Iannicca, Regional Chair

Letter dated September 3, 2020, to Merrilee Fullerton, Minister of Long-Term Care, Regarding the 2020 Virtual Association of Municipalities of Ontario (AMO) Conference (Receipt recommended)

Received

7.9 Nando Iannicca, Regional Chair

Letter dated September 3, 2020, to Stephen Lecce, Minister of Education, Regarding the 2020 Virtual Association of Municipalities of Ontario (AMO) Conference (Receipt recommended)

Received

7.10 Nando Iannicca, Regional Chair

Letter dated September 3, 2020, to Rod Phillips, Minister of Finance, Regarding the 2020 Virtual Association of Municipalities of Ontario (AMO) Conference (Receipt recommended)

Received

8. OTHER BUSINESS

Nil.

9. IN CAMERA MATTERS

Nil.

10. NEXT MEETING

The next meeting of the Government Relations Committee is scheduled for Thursday, April 1, 2021 at 11:00 a.m., Regional Administrative Headquarters, Council Chamber, 5th floor, 10 Peel Centre Drive, Suite A, Brampton, ON.

Please forward regrets to Sabrina Valleau, Committee Clerk, at sabrina.valleau@peelregion.ca.

11. ADJOURNMENT

The meeting adjourned at 12:46 p.m.

RECEIVED
October 15, 2020REGION OF PEEL
OFFICE OF THE REGIONAL CLERK**October 15, 2020****MEMORANDUM TO:** Municipal CAOs**SUBJECT:** Court Security and Prisoner Transportation Program Review

The Ministry of the Solicitor General (ministry) is committed to keeping communities across Ontario safe, supported and protected.

As you may recall, in August 2020, the ministry communicated to stakeholders and municipalities that a Request for Services would be issued to retain an external vendor to review programs that support the delivery of court security and inmate transportation across the province, including the Court Security and Prisoner Transportation (CSPT) Transfer Payment (TP) Program. Under the CSPT TP Program, the ministry allocates funding to municipalities to offset costs associated with both court security and prisoner transportation services to and from courts.

The ministry has now retained an independent consultant, Goss Gilroy Inc. (GGI), with expertise in public safety and security to conduct the review, following a competitive procurement process.

In the upcoming weeks, Goss Gilroy Inc. will engage ministry stakeholders – including municipalities, police services and other justice sector partners – to help assess and identify improvements to the court security and inmate transportation process and the design of the CSPT TP Program.

The review will explore best practices and ways to improve the delivery of services, streamline processes and maximize effectiveness to ensure the continued safety of Ontarians. This continuous improvement effort is part of the government's ongoing work to build a more responsive and resilient justice system.

REFERRAL TO _____

RECOMMENDED

DIRECTION REQUIRED _____

RECEIPT RECOMMENDED ☒ _____

.../2

Throughout this process, the safety of Ontarians and frontline staff will remain the ministry's top priority.

Be well and stay safe,

A handwritten signature in black ink, appearing to read 'R. Stubbings'.

Richard Stubbings
Assistant Deputy Minister
Public Safety Division



October 19, 2020

Sent via email and courier
kathryn.lockyer@peelregion.ca

Ms. Kathryn Lockyer
Regional Clerk and Director of Clerk's
Office of the Regional Clerk
Regional Municipality of Peel
10 Peel Centre Drive, Suite A and B
Brampton, ON L6T 4B9

RECEIVED
October 15, 2020
REGION OF PEEL
OFFICE OF THE REGIONAL CLERK

Dear Ms. Lockyer,

I am writing in regard to the appointments to the Toronto and Region Conservation Authority's (TRCA) Board of Directors' *Partners in Project Green Executive Management Committee* advisory board, established under section 18(2) of the *Conservation Authorities Act*.

At its meeting held on Thursday, December 13, 2018, the Peel Regional Council appointed two Councillors, Chris Fonseca and Paul Vicente, for a term ending December 31, 2020, or until their successors are appointed. As the term is nearing its end, your Council will need to appoint two members for a two-year term as soon as possible or to re-appoint the current members.

As per TRCA's Board of Directors Administrative By-law, TRCA wishes to advise you that:

TRCA ideally seeks a merit-based system for Board of Directors composition within a diverse and inclusive culture which solicits multiple perspectives and views and is free of conscious or unconscious bias and discrimination. When assessing Board of Directors composition or identifying suitable candidates for appointment to the Board of Directors, TRCA requests its participating municipalities consider candidates on merit against objective criteria having due regard to the benefits of diversity and the importance of the Board Member's role for TRCA.

A full description of the roles and responsibilities of the *Partners in Project Green Executive Management Committee* Members, please refer to TRCA's [Board of Directors Administrative By-law](#).

If you have any questions, please contact me at 416-661-6600 ext. 5381 or alisa.mahrova@trca.ca.

Sincerely,

Alisa Mahrova
Clerk and Manager, Policy

REFERRAL TO _____
RECOMMENDED _____
DIRECTION REQUIRED _____
RECEIPT RECOMMENDED ☒ _____

cc: John MacKenzie, Chief Executive Officer, TRCA
Darryl Gray, Director, Education and Training, TRCA
Harjit Gill, Legislative Specialist, Office of the Regional Clerk, Regional Municipality of Peel

Attorney General
McMurtry-Scott Building
720 Bay Street
11th Floor
Toronto ON M7A 2S9
Tel: 416-326-4000
Fax: 416-326-4007

Procureur général
Édifice McMurtry-Scott
720, rue Bay
11^e étage
Toronto ON M7A 2S9
Tél.: 416-326-4000
Téléc.: 416-326-4007



October 27, 2020

Our Reference #: M-2020-12369

Mr. Nando Iannicca
Regional Chair
Region of Peel
10 Peel Centre Drive
Brampton ON L6T 4B9

RECEIVED
October 27, 2020

REGION OF PEEL
OFFICE OF THE REGIONAL CLERK

Email: Nando.Iannicca@peelregion.ca

Dear Mr. Iannicca:

I am writing to you today to provide you with an update regarding changes to the Special Investigations Unit (SIU), which is the civilian law enforcement body responsible for investigating incidents involving police officers where there has been death, serious injury, or allegations of sexual assault.

As you may be aware, the *Special Investigations Unit Act, 2019* (SIU Act) was passed in Spring 2019 as part of our government's *Comprehensive Ontario Police Services Act*. Once in force, the SIU Act will focus the SIU's investigative resources where they are needed, on potential criminal conduct.

As such, I would like to advise that an Order in Council to proclaim this legislation into force was recently approved, and the government will be bringing the SIU Act into effect on December 1, 2020.

Once in force, the SIU Act will:

- establish the SIU as a fully independent provincial agency;
- require the SIU to investigate any discharge of a firearm at a person by an official, regardless of whether serious injury or death occurred;
- clarify the ability of the SIU to investigate potential criminal conduct within its mandate;
- permit the SIU to investigate special constables employed by the Niagara Parks Commission and peace officers in the Legislative Protective Service, in addition to police officers; and,
- require the SIU to report publicly on investigations that take more than 120 days to complete and release further updates every 30 days thereafter.

REFERRAL TO _____

RECOMMENDED

.../2

DIRECTION REQUIRED _____

RECEIPT RECOMMENDED ☒

Effective, fair, and independent police oversight is a top priority for our government, and we are confident the balanced and fair actions included in the SIU Act will help ensure accountability and trust in our police oversight system. We also recognize there is a need to strengthen public trust in our policing oversight systems, particularly for racialized and Indigenous communities.

As a government, we are committed to ensuring our communities are safe, while respecting the integrity and professionalism of our province's frontline police officers as well as the essential and dangerous work they undertake each day to protect our communities.

If you have any questions or require additional information, please feel free to contact Ms. Mariela Orellana, Director of my ministry's Agency and Tribunal Relations Branch. You can contact her by email at mariela.orellana@ontario.ca, or by telephone at 647-680-5420.

Sincerely,

A handwritten signature in black ink that reads "Doug Downey". The signature is fluid and cursive, with the first name "Doug" and last name "Downey" clearly distinguishable.

Doug Downey
Attorney General

c: The Honourable Sylvia Jones, Solicitor General

Sent via E-Mail: Kathryn.Lockyer@peelregion.ca

October 28, 2020

Kathryn Lockyer, Regional Clerk and Interim Commissioner of Corporate Services
Region of Peel
10 Peel Center Drive
Brampton, ON L6T 4B9

Dear Ms. Lockyer,

RE: STAFF REPORT 2020-0333: PROPOSED 2021 CALEDON OPP BUDGET AND 2022-2024 PROJECTIONS

I am writing to advise that at the Town Council meeting held on October 27, 2020, Council adopted a resolution regarding Staff Report 2020-0333: Proposed 2021 Caledon OPP Budget and 2022-2024 Projections.

The resolution reads as follows:

That the Caledon Ontario Provincial Police (OPP) Proposed 2021 Operating Budget in Table 2 of Staff Report 2020-0333 be approved;

That the Caledon Ontario Provincial Police (OPP) Proposed 2021 Capital Budget as outlined in Staff Report 2020-0333 be approved;

That the 2022 to 2024 projections outlined in Table 2 of Staff Report 2020-0333 be received; and

That a copy of Staff Report 2020-0333 and associated presentation be provided to the Region of Peel for consideration of their 2021 Budget.

A copy of Staff Report 2020-0333, including the Proposed 2021 OPP Budget Presentation has been enclosed for your reference.

For more information regarding this matter, please contact Heather Haire, Treasurer, Finance and Infrastructure Services by e-mail to heather.haire@caledon.ca or by phone at 905.584.2272 ext. 4185.

Thank you for your attention to this matter.

Sincerely,



Laura Hall, Acting General Manager, Corporate Services / Acting Town Clerk

Cc: Heather Haire, Treasurer, Town of Caledon, heather.haire@caledon.ca
Inspector Mike Garant, Caledon OPP Detachment, mike.garant@opp.ca

Staff Report 2020-0333

Meeting Date: October 20, 2020

Subject: Proposed 2021 Caledon OPP Budget and 2022-2024 Projections

Submitted By: Heather Haire, Treasurer, Finance and Infrastructure Services

RECOMMENDATION

That the Caledon Ontario Provincial Police (OPP) Proposed 2021 Operating Budget in Table 2 of Staff Report 2020-0333 be approved;

That the Caledon Ontario Provincial Police (OPP) Proposed 2021 Capital Budget as outlined in Staff Report 2020-0333 be approved;

That the 2022 to 2024 projections outlined in Table 2 of Staff Report 2020-0333 be received; and

That a copy of Staff Report 2020-0333 and associated presentation be provided to the Region of Peel for consideration of their 2021 Budget.

REPORT HIGHLIGHTS

- Police services for the Town of Caledon are provided by the Ontario Provincial Police (OPP).
- The proposed 2021 Caledon OPP budget is \$12.9 million which represents an overall increase of \$0.3 million or an approximate 2.47% increase from the 2020 budget.
- The proposed 2021 budget includes a budgeted draw from the Caledon OPP Policing Stabilization Reserve fund of \$495,000 to offset additional costs, such as cleaning, during the COVID-19 pandemic, phase-out annual reconciliations related to vacancies at the Caledon detachment of the OPP, and to assist with financial recovery from COVID-19 for Town residents and businesses.
- The proposed 2.47% increase in 2021 is lower than the 2021 projection of 3.65% provided last year.

DISCUSSION

Police services for the Town of Caledon are provided by the Ontario Provincial Police. The 2021 Operating budget was developed in conjunction with Caledon OPP and includes projections for 2022-2024. The budget is reviewed and approved by Town of Caledon Council and forwarded to the Region of Peel Council for review and approval. Caledon OPP costs are recovered from Town of Caledon taxpayers on the Regional portion of Caledon property tax bills.

The proposed 2021 operating budget and projections for 2022-2024 will be presented to Regional Council in February 2021 and are expected to be incorporated with the 2021 Regional budget discussion and approval process.

The operating costs for the Caledon police services is included as part of the Region of Peel's tax levy, therefore payment to the OPP for Caledon police services is administrated by the Region of Peel. The Region also maintains OPP accounts on behalf of the Town for the tracking of Caledon OPP operating surpluses, Caledon Policing stabilization reserve fund and capital reserve funds.

The present five-year policing contract with the OPP came into effect January 1, 2020 and will expire December 31, 2024. The 2021 budget reflects the OPP billing model (consisting of base level of service, calls for service) and contract enhancements.

As detailed in the Financial Implications section of this report, there is a net increase of \$309,723 in the proposed 2021 Caledon OPP budget comprised of:

- An overall increase of \$702,412 in the Caledon OPP service contract compared to 2020 comprised of the following changes:
 - Removal of budget savings in the service contract based on historical billing adjustments based primarily on vacancies from Contract Enhancements, \$529,000;
 - An increase in policing costs due to population growth, negotiated union wage settlements resulting in an increase of \$173,412;
- A budgeted draw from the Caledon OPP Policing Stabilization Reserve fund of \$495,000 to offset additional costs, such as cleaning, during the COVID-19 pandemic, phase-out annual reconciliations related to vacancies (noted above), and to assist with financial recovery from COVID-19 for Town residents and businesses This draw will be phased out over a 4-year period; and
- An increase in Property Service costs related to the OPP facilities for \$39,527.

The OPP billing model is allocated on a Base plus Calls for Service model. Accordingly, full-time equivalents are no longer tracked in the budget or OPP contract, with the exception of the contract enhancement positions as described below.

The current Caledon OPP agreement and billing model includes 27 contract enhancement positions, above the base level of service, hired to focus on:

1. Community Response Unit – Includes Ride Team, Bike Patrol, Foot Patrol and Community Events
2. Street Crime Unit – Includes Drug crimes, Property crimes, Theft, Fraud, and Crime abatement
3. Traffic Unit – Includes Traffic complaints, Traffic enforcement, Commercial Motor Vehicle inspections

Table 1:

| Caledon OPP Enhancement Positions | 2020 Approved Full Time | Proposed Changes in 2021 | 2021 Total |
|--|--------------------------------|---------------------------------|-------------------|
| Uniform Staff | 23.00 | 0.00 | 23.00 |
| Civilian | 4.00 | 0.00 | 4.00 |
| Total | 27.00 | 0.00 | 27.00 |

Through discussions with OPP Inspector Mike Garant, no additional contract enhancements are required or possible at this time due to OPP resourcing issues. However as part of the annual budget discussions that are held each year, any recommendations to increase enhancements, based on trends and the safety of the community, will be brought forward for Council's consideration along with the associated business case. Accordingly, 2022 to 2024 projections included in this report represent status quo for contract enhancements, OPP billing model and assumptions related to inflationary increases in those years. Significant changes in the new OPP contract, if any, may require further future draws from the Caledon Policing Stabilization reserve, held at the Region of Peel, to phase-in the full impact over a number of years.

Currently the Caledon Policing Stabilization Reserve fund has sufficient funds that will allow the Town to phase-in any potential increase in OPP costs as a result of a dramatic increase in calls for service, loss of policing grants, or significant inflationary costs related to policing. This will mitigate sudden increases or "spikes" from year-to-year for Caledon taxpayers related to Caledon OPP policing costs.

FINANCIAL IMPLICATIONS

The Proposed Caledon OPP 2021 operating budget totals \$12,860,622 representing a 2.47% percent increase from the 2020 budget. As part of the 2020 OPP budget, a projection of 3.65% was provided as a projection for 2021. Reductions to the 2021 Caledon OPP budget include a reduction to the minor equipment purchases in 2021 and a planned draw from the Caledon OPP Stabilization reserve fund. Funding operations from reserves is not sustainable in the long-run so the draw from reserves is planned to be phased out over a four year period.

The allocation of province-wide municipal policing costs has been estimated for 2021 at a rate of 53% for Base Service and 47% for Calls for Service. All costs associated with the core operations are included in the base and allocated on the (previous year's) property counts according to the Municipal Property Assessment Corporation (MPAC). Each year MPAC provide property counts, by municipality, to the OPP in order for the OPP to calculate and allocate base service costs across all municipalities in Ontario serviced by the OPP.

The calls for service costs represent the 47% of the municipal costs related to policing services that are typically reactive in nature such as drug violations, criminal code violations, property crime or violent criminal crimes. The municipality pays a proportionate share of the total cost of municipal calls for service calculated for the province. The proportionate share of the costs is based on weighted time standards applied to the historical calls for service based on a four year average number. The service calls are weighted for the officer time involved for each type of call. The calls for service component of the OPP budget will be adjusted each year based on actuals. However, the actuals are included into a rolling four year average to mitigate major fluctuations in call volume and the corresponding calls for service component of the OPP budget.

The Caledon OPP budget, funded from the Regional portion of property taxes collected from Caledon taxpayers, is comprised of mainly:

- 1) **OPP Contract Policing** - includes base service and calls per service to support the existing service level. These costs include salary and benefits for uniform staff (e.g. inspectors, sergeants, constables) and non-uniform staff (e.g. court officer and administrative clerks). The contract also includes non-salary costs for items such as vehicles, uniforms, equipment, telephone, operational support, and mobile workstations. This section includes the 27 enhancement positions to focus on Community Response, Street Crime, and Traffic.
- 2) **Draw from Caledon OPP Policing Stabilization Reserve** which represents a budgeted draw to assist with phasing in any significant changes in Policing costs.
- 3) **OPP Property Services Costs and Equipment** which represents Town of Caledon costs related to provision and maintenance of OPP facilities and equipment in Caledon.
- 4) **Recoveries from Grants** – Grants include Community Safety and Policing Grant and Court Security and Prisoner transportation Grant.

Financial details of each of the components for the Proposed 2021 budget and 2022-2024 projections are listed in Table 2 below:

Table 2:

| | 2020 Approved Budget | 2021 Proposed Budget | 2022 Projection | 2023 Projection | 2024 Projection |
|---|----------------------------|----------------------------|---------------------|---------------------|---------------------|
| OPP Contract & Projections | \$12,284,965 | \$12,987,376 | \$13,379,805 | \$13,739,831 | \$14,109,866 |
| Draw from Caledon OPP Policing Stabilization Reserve | (\$62,785) | (\$495,000) | (\$405,000) | (\$260,000) | (\$100,000) |
| OPP Property Services Costs and Equipment | \$718,719 | \$758,246 | \$778,411 | \$793,979 | \$809,859 |
| Recoveries from Grants (Community Safety and Policing Grant, Court Security and Prisoner Transportation Grant) | (\$390,000) | (\$390,000) | (\$390,000) | (\$390,000) | (\$390,000) |
| Net OPP Operating Expense Budget | \$12,550,899 | \$12,860,622 | \$13,363,216 | \$13,883,810 | \$14,429,725 |
| % Increase | | 2.47% | 3.91% | 3.90% | 3.93% |
| \$ Increase over previous year | | \$309,723 | \$502,594 | \$520,594 | \$545,915 |

OPP Contract Policing

The base service and calls for service billings are calculated recoveries for OPP municipal policing services across the province. The municipal policing costs allocated to municipalities that are serviced by the Ontario Provincial Police:

- are determined based on the costs and staffing in municipal detachments and the municipal policing activities performed across Ontario.
- statistical analysis is used to determine the allocation of the municipal workload between base services and calls for service activity.
- The base costs are allocated to municipalities using MPAC property counts.
- The calls for service costs are allocated to municipalities based on a rolling four-year average call for service history (weighted by type of call).

The OPP billing model (described previously in this report) results in a budgeted increase of \$702,412 from 2020. The billing model uses property counts provided by MPAC to allocate the base level of service. The property count, used for the OPP billing model, has increased from 24,605 to 25,058 in 2021.

With the introduction of the new billing model in 2015 budgeted OPP costs were allocated to each municipality and billed accordingly. In 2017, the OPP completed their first reconciliation for the 2015 and 2016 OPP billings comparing actual costs to the budgeted costs charged to municipalities. This reconciliation resulted in a credit being owed to the Town of Caledon which was applied against the 2018 OPP billing statement. In 2018, a reconciliation of 2017 was completed and applied against the 2019 OPP billing statement.

The same process has occurred this year for the 2021 OPP billing statement however the OPP have provided notice that this practice will not continue in the future.

In the past billing adjustments/credits (shown below in Table 3) have been significant and favourable, and Staff included estimated savings in the future projection of OPP contract costs as well as previous OPP budgets and the 2021 proposed OPP budget. The main driver of the savings relates to the difference between the Contract enhancement's actual billable hours vs the budgeted billable hours. Budgeting for these savings resulted in a decrease in the 2019 OPP budget however due to a recent decline in savings resulting from billing adjustments shown in Table 3 for 2018 and 2019, and recent notice that these credits will end, staff have started a gradual phase out of these estimated savings as part of the 2021 OPP budget and 2022-2024 cost projections using the Caledon OPP Policing Stabilization Reserve.

Table 3:

**Billing Adjustments received
year to date:**

| Year | \$ Credit |
|-------------|------------------|
| 2015 | 535,709 |
| 2016 | 764,457 |
| 2017 | 790,193 |
| 2018 | 189,250 |
| 2019 | 55,118 |
| Total | 2,334,727 |

Draw from Reserve

In past budgets draws from the OPP stabilization reserve fund, held at the Region of Peel, was included to mitigate and phase-in budget increases. The proposed 2021 budget and projections for 2022-2024 include budgeted draws from this reserve fund currently.

Any significant contract changes or trends that increase overall policing costs for the Town, such as a dramatic increase in calls for service, may require future draws from the OPP stabilization reserve to phase-in the full impact. Possible factors that may cause fluctuations for Caledon in future OPP billing costs include:

- The addition of contract enhancements to increase or maintain the level of policing services;
- The possibility that the rolling four-year average service calls in Caledon being higher than other municipalities. This would attract a higher portion of the province-wide allocation or recovery of calls for service costs.

The current uncommitted balances of the reserves are as follows:

\$5.0 million Caledon Policing Stabilization Reserve

\$7.2 million OPP Capital Infrastructure Reserve

\$12.2 million

Staff are proposing to draw a total of \$1.26 million from the Caledon Policing Stabilization Reserve over the next four years, reducing the balance in this reserve to \$3.74 (=\$5.0 - \$1.26) million (or to approximately 29% of the proposed 2021 Caledon OPP operating budget). This should be a sufficient balance in the stabilization reserve and should still allow for further flexibility if needed in the future to phase in further budget pressures.

OPP Property Service Costs

The OPP Property Services Costs line is budgeted to increase by \$39,527 in 2021. The increase mainly relates to the enhanced cleaning in the OPP facilities due to the pandemic.

Grant Funding/Recoveries of Costs

Community Safety and Policing (CSP) Grant offers two funding streams – one focused on local priorities and the other focused on provincial priorities. \$240,000 in CSP Grant funding is allocated to Caledon under the CSP Grant's Local Priorities funding stream. With regards to the provincial priorities stream this grant is to be shared amongst all Police Service Boards and Police Agencies through a competitive grant process. Local Police Service Boards can put forward only 2 applications for funding that support Provincial priorities through this Provincial funding stream. Caledon OPP does not have any eligible initiatives that would qualify for the provincial priorities stream at this time. However, Caledon OPP will continue to look for opportunities to secure funding in the future.

Court Security and Prisoner Transportation (CSPT) costs which are supported by the CSPT grant and fluctuate based on the associated activities and costs. The CSPT grant amount for 2021 has not been announced but has been assumed at \$150,000 for budgeting purposes.

2021 Capital Budget and Operating Impact

There are two proposed 2021 OPP Capital Budget requests.

- 1) To construct a new OPP satellite Office in the Seniors Centre Addition, that is similar to the Southfields Community Centre OPP office, which includes exterior access and backup power. The OPP satellite Office in the CCRW will be re-located to this new, larger and more functional space. Total budget is \$400,000 funded by the OPP Capital Infrastructure Reserve in the amount of \$248,000 and \$152,000 from OPP Development Charges. There is an estimated operating impact of \$5,000 to be realized in 2022.
- 2) Ancillary Building – To construct a 2,500 square foot enclosed building for a larger space required to secure evidence and store equipment. The building will incorporate design to further the OPP LEED gold certification including roof top solar. Budget of \$1,104,675 funded by OPP Development Charges.

The Region of Peel is currently in the process of updating the Region's Development Charges background study with these proposed growth related projects.

NEXT STEPS

1. Staff to communicate the proposed 2021 OPP Budget and 2022-2024 projections to the Region of Peel.
2. Caledon OPP and the Town staff will present the Caledon OPP Budget and projections at the Region of Peel's Budget Meeting on February 4, 2021.

COUNCIL WORK PLAN

Subject matter is not relevant to the Council Workplan.

ATTACHMENTS

None.

REPORT TITLE: **Queen Elizabeth Way Credit River Bridge – Active Transportation Crossings**

FROM: Andrew Farr, Interim Commissioner of Public Works

RECOMMENDATION

That the implementation and construction of the Queen Elizabeth Way (QEW) Credit River active transportation crossings in the City of Mississauga pursuant to design works for the QEW/Credit River Active Transportation Crossing Project 2017-388P, be approved;

And further, that funding in the amount of \$5,713,802 be approved for the Region of Peel's financial contribution towards the implementation and construction of the active transportation crossings between the Region of Peel and the City of Mississauga, to be set up under Capital Project 20-4134, and financed from the Tax Supported Capital Reserve, R0241;

And further, that the Commissioner of Public Works be delegated the authority to negotiate terms, enter into, and execute any necessary agreements with the City of Mississauga for the funding contribution towards the Queen Elizabeth Way (QEW) Credit River active transportation crossings implementation and construction, in a form satisfactory to the Regional Solicitor;

And further, that a copy of the report of the Interim Commissioner of Public Works, titled "Queen Elizabeth Way Credit River Bridge – Active Transportation Crossings" be forwarded to the City of Mississauga.

REPORT HIGHLIGHTS

- In 2010, the Ontario Ministry of Transportation (the Ministry) initiated an Environmental Assessment (EA) to improve the QEW Credit River Bridge and Regional and City of Mississauga staff identified this as a unique opportunity to address gaps in the active transportation network by providing crossings over the Credit River as well as the QEW highway.
- In 2017, the Region of Peel and the City equally cost shared an EA for the two active transportation crossings and the Ministry incorporated these crossings into their works.
- These crossings support a number of Regional goals and objectives including the 50 per cent sustainable mode share target required to support future growth, the expanded community mobility Term of Council Priority and support the Region's overall vision of a Community for Life.
- City of Mississauga staff have expressed their intent to enter into an agreement with the Ministry with respect to implementation and construction of the two active transportation crossings by financial close of the project on November 16, 2020.

Queen Elizabeth Way Credit River Bridge – Active Transportation Crossings

- In order to facilitate that agreement, Regional staff are seeking delegated authority to negotiate terms, enter into and execute any necessary agreements with the City of Mississauga for the Region's 50 per cent funding contribution towards the QEW Credit River active transportation crossings implementation and construction.
 - Detailed design works are estimated to commence shortly under a P3 delivery model, and construction is estimated to conclude by 2024.
-

DISCUSSION

1. Background

In 2010, the Ontario Ministry of Transportation (the Ministry) initiated an environmental assessment (EA) for the QEW Credit River bridge between Mississauga Road to west of Hurontario Street. The EA was completed in 2013 and recommended the rehabilitation of the existing QEW Credit River Bridge and the construction of a new bridge to the north of the existing bridge.

In keeping with the Region's official plan policies, Regional and City of Mississauga staff recognized this as a unique opportunity to work with the Province to integrate active transportation facilities. The 2012 Active Transportation Plan adopted by Regional Council (Resolution 2012-270), identified that the Region collaborate with the City in developing pedestrian and cycling crossings along the Credit River between the Queensway and Lake Ontario and explore partnership opportunities with the Ministry.

In 2016, the Region and the City of Mississauga committed to cost-sharing a Municipal Class EA for active transportation crossings as well as the subsequent detailed design assignment for the preferred crossing locations.

Subsequently in 2017, the Region of Peel and the City of Mississauga completed an EA recommending two active transportation crossings over the QEW highway and the Credit River, referred to herein as the "QEW Credit River active transportation crossings", as shown on Appendix I:

- One over the QEW Highway: From approximately the Stavebank Road terminus to the intersection of Stavebank Road and Premium Way; and
- One over the Credit River: Beneath the existing QEW highway bridge structure.

Following the completion of the environmental assessment, the Ministry initiated the detailed design of the QEW Credit River active transportation crossings as part of their QEW Credit River Bridge improvements project. The delivery model was ultimately changed to a P3 model, under which a single contract is to be awarded for the design, construction and financing of the project.

Under this model:

- Responsibility for the maintenance and operation of the QEW and Credit River Bridge remains with the Ontario Ministry of Transportation.
- The City of Mississauga will own the active transportation crossing over the QEW highway, while the Ministry will own the active transportation crossing over the Credit River.
- The Region of Peel's role is solely as a funding partner.

Queen Elizabeth Way Credit River Bridge – Active Transportation Crossings

This report provides an overview of the significance of the QEW Credit River active transportation crossings to Peel and seeks authority for staff to negotiate terms, enter into, and execute any necessary agreements with the City of Mississauga to proceed with cost sharing the implementation and construction of these crossings.

2. Significance to the Region of Peel

The Region of Peel's 2019 Long Range Transportation Plan and 2018 Sustainable Transportation Strategy (STS) recommend a 50 per cent sustainable transportation mode share by 2041 which is comprised of walking, cycling, transit, and carpooling. In order to achieve this target, the STS has a vision that includes a continuous network of facilities to allow residents to walk from their homes to everyday destinations by eliminating gaps in the active transportation network.

The STS identifies a number of action items, including Action B2, which recommends that the Region "Identify and prioritize solutions to major cycling barriers". The STS identifies waterways as a significant barrier to cycling by offering limited crossing locations and identifies that while local and Regional roads cross waterways, a long section of the Credit River (between Dundas Street and Lakeshore Road) has no crossings for cyclists and pedestrians. As such, the STS recommends that appropriate infrastructure be considered to provide crossings of waterways, including the Credit River.

The STS also identifies freeway crossings as a barrier and recommends that the Region of Peel work with the Ministry to achieve safe and comfortable routes as part of highway projects.

Further, the QEW Credit River active transportation crossings support the Thriving focus area of the Region's Term of Council Priorities by expanding community mobility as these crossings provide east-west and north-south active transportation connections, bridge gaps in the multimodal network, address the challenges of walking and cycling across the Region, and supports a Community for Life.

3. Required Agreement and Next Steps

As a result of the strategic importance of the QEW Credit River active transportation projects in filling critical gaps in the Regional active transportation network, the Region continues to be an equal funding partner with the City of Mississauga for the implementation of the crossings, namely for the EA and detailed design to date. Previous financial commitments for the EA (2016) and detailed design (2017) utilized existing capital budgets in the amounts of \$225,000 and \$305,000, respectively.

Although Regional staff do not anticipate being invoiced for works associated with two active transportation crossings of the QEW/Credit River until construction is complete (2024 at earliest), City of Mississauga staff have expressed their intent to enter into an agreement with the Ontario Ministry of Transportation with respect to the described works by financial close of the project on November 16, 2020. In order to facilitate that agreement, the Region's financial commitment to the project, namely for 50 per cent of the implementation and construction costs, and authority to enter into any necessary agreements with the City of Mississauga, are being sought through this report.

Queen Elizabeth Way Credit River Bridge – Active Transportation Crossings

RISK CONSIDERATIONS

The Ontario Ministry of Transportation's QEW Credit River Bridge improvement project provides a unique opportunity to integrate active transportation crossings and fill critical gaps in the east-west and north-south active transportation networks. The Ministry's P3 model allows projects to be delivered more efficiently and more cost effectively than traditional procurement. The P3 model also protects taxpayers from cost overruns by transferring project risks to the party with the expertise, experience and ability to handle that risk best.

Further, as the Region continues to rapidly grow and develop, there is a need to invest in sustainable transportation modes to sustain growth and achieve a Community for Life. In order to accommodate the travel demand anticipated by future growth, the Region has a goal of a 50 per cent sustainable mode share by 2041. The QEW Credit River active transportation crossings support the Region's mode share goals by filling gaps in the pedestrian and cyclist networks and providing alternatives to automobile trips. In the absence of these critical crossings, the 50 per cent sustainable mode share goal may not be achieved by 2041.

FINANCIAL IMPLICATIONS

The Region's financial contribution for 50 per cent of the costs of implementation and construction of the QEW Credit River active transportation crossings is \$5,713,802 (See Appendix II), to be set up under Capital Project 20-4134, and financed from the Tax Supported Capital Reserve, R0241. Though any necessary agreements with the City will be entered into within the next few months, the Region does not anticipate being invoiced for this amount until project completion (2024, at the earliest).

APPENDICES

Appendix I – Location of the QEW Credit River Active Transportation Crossings
Appendix II – Letter from the City of Mississauga regarding Funding Details

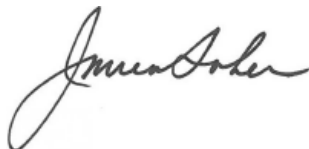
For further information regarding this report, please contact Tina Detaramani, Manager, Sustainable Transportation & Strategic Initiatives, Ext.4420, Tina.Detaramani@peelregion.ca.

Authored By: Manvir Tatla, Project Manager, Sustainable Transportation & Strategic Initiatives

Reviewed and/or approved in workflow by:

Department Commissioners, Division Directors, Financial Support Units and Legal Services.

Final approval is by the Chief Administrative Officer.

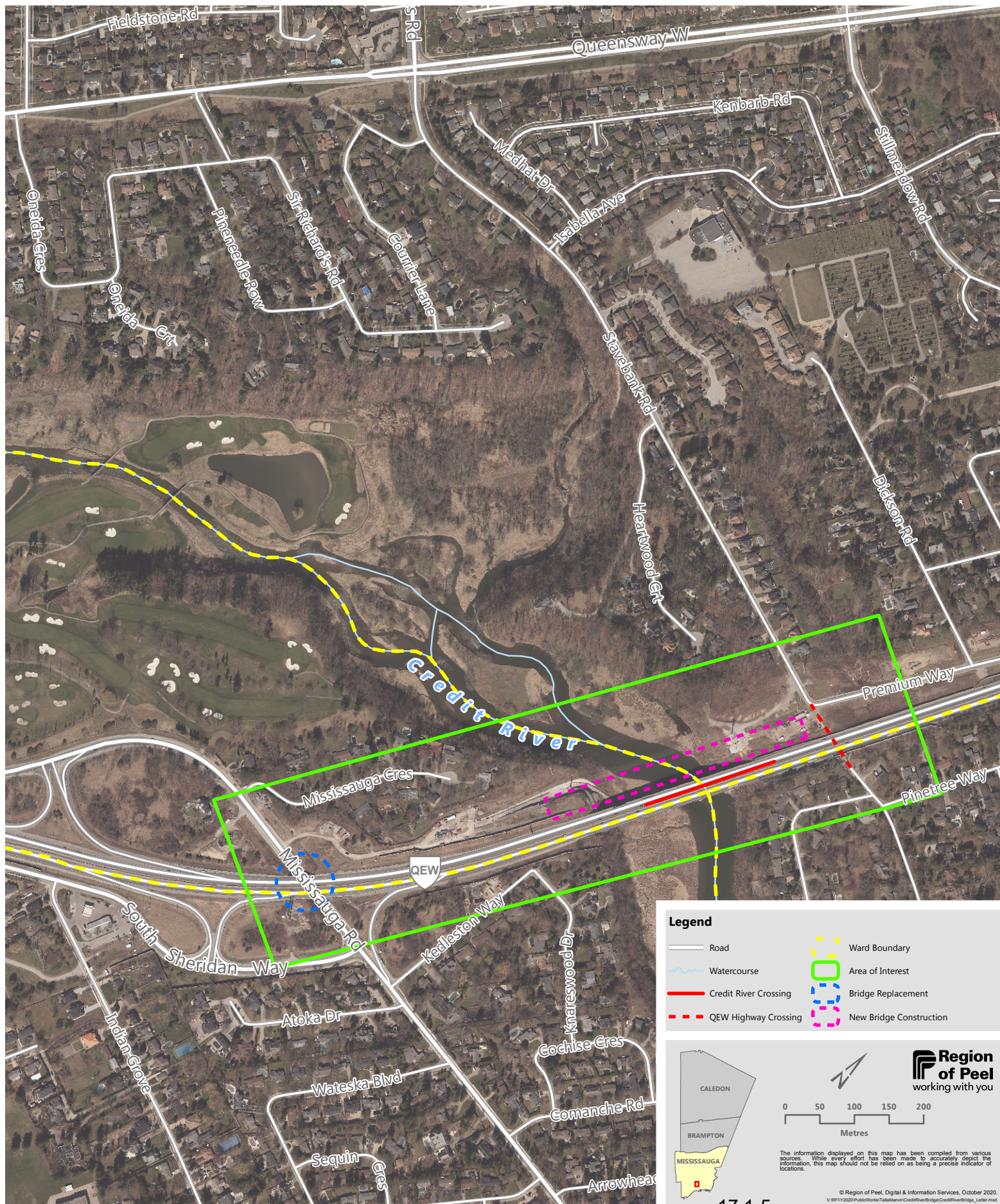


J. Baker, Chief Administrative Officer

APPENDIX I - QUEEN ELIZABETH WAY (QEW) CREDIT RIVER BRIDGE – ACTIVE TRANSPORTATION CROSSINGS

CITY OF MISSISSAUGA, WARDS 1, 2, 7 AND 8

PROJECT LOCATION MAP





City of Mississauga
Transportation and Works
201 City Centre Drive, Suite 800
MISSISSAUGA ON L5B 3C1
mississauga.ca

Terry Ricketts, P.Eng.
Director, Transportation Division
Region of Peel
10 Peel Centre Drive
BRAMPTON ON L6T 4G4

October 30, 2020

Re: QEW Credit River Bridge Project

Dear Terry,

In 2017, the Region of Peel and the City of Mississauga, in partnership, completed a Class Environmental Assessment (EA) and preliminary design for active transportation (AT) crossings over the QEW and the Credit River, including related network improvements. These crossings, referred to as the “N-S Crossing” and “E-W Crossing” will provide critical linkages for the Nine Creeks Trail system to allow pedestrians and cyclists to travel across the City and the Region from Oakville to Toronto, as well as from Lakeshore Road in the south to Brampton in the north along future AT routes on the Stavebank Road and Mavis Road corridors. With the approval of the Class EA, the City and Region established the intent to move forward with the design and construction of the AT and related network improvements, the Implementation phase of the EA process.

The Ministry of Transportation (MTO) subsequently agreed to include these works in its planned project to rehabilitate and twin its existing QEW bridge over the Credit River, including the detailed design and construction phases on condition that their costs would be recovered. Upon completion of the EA for the AT crossings, City and Region staff agreed in principle to equally share the design and construction costs of the AT and related network improvements, and to seek authority to enter into an agreement to share these costs.

The MTO, through its engineering consultant Morrison Hershfield, prepared a detailed design and cost estimate for the construction of these works, and is proceeding to the implementation of its QEW Credit River Bridge project through a Public-Private-Partnership process. A next step is the execution of an agreement between the MTO and the City to set out the terms and conditions that will govern the cost, design, construction, maintenance, rehabilitation and operation of the AT bridges and related network improvements. As such, the City hereby requests a formal commitment from the Region for its support in sharing the design and construction costs for these works.

It is noted that the agreed-upon design and construction costs will be fixed based on the detailed cost estimate prepared by Morrison Hershfield. The total cost will be approximately \$11.4 million, with the Region’s share being approximately \$5.7 million. A detailed summary of the project element costs to be equally shared between the City and Region is appended to this letter.

Based on the City's arrangement with MTO, the MTO will invoice the City for the works following substantial completion of the entire project, with an anticipated timeframe of 2024 or 2025.

I trust this information is sufficient to obtain the Region's support for this project. Please feel reach to reach out to me at any time.

A handwritten signature in black ink, appearing to read 'H. Noehammer'.

Sincerely,
Helen Noehammer, M.A.Sc., P.Eng.
Director, Infrastructure Planning and Engineering Services

Attachment: Costs to be Shared between the City of Mississauga and Region of Peel

Appendix II
Queen Elizabeth Way Credit River Bridge – Active Transportation Crossings

| Table 1: Costs to be Shared between the City of Mississauga and Region of Peel | | | |
|---|--|--|-------------------------|
| Item # | Item Description | Comment | Cost |
| 1 | N-S Crossing over QEW | New AT structure over QEW | \$ 4,262,660.00 |
| 2 | E-W Crossing over Credit River | New AT structure beneath the existing QEW over the Credit River | \$ 3,710,775.00 |
| 3 | Multi-Use Trail from Mississauga Road to E-W Crossing and from E-W Crossing to Stavebank Road | Trail connections to/from the E-W Crossing | \$ 691,276.39 |
| 4 | Multi-Use Path along Mississauga Road from Mississauga Cres. to North Ramp Terminals | Provides connection to AT facilities along Mississauga Road west of the QEW on/off ramp terminals | \$ 457,952.89 |
| 5 | Multi-Use Path along Premium Way from Stavebank Road to Lynchmere Avenue | MTO will partially relocate Premium Way as part of its project and agrees to include a MUP along the road (part of Nine Creeks Trail system) | \$ 170,060.63 |
| 6 | Multi-Use Trail Illumination and Underpass Illumination for E-W Active Transportation Crossing | Illumination of Items 2 and 3 | \$ 213,450.00 |
| 7 | Widening of Mississauga Road Cross-Section beyond Existing | Accommodates AT connection along Mississauga Road from Mississauga Cres. to South Sheridan Way (part of Nine Creeks Trail system) | \$ 408,693.52 |
| 8 | Enhanced Landscaping of the Multi-Use Paths, Multi-Use Trails, E-W and N-S Active Transportation Crossing Facilities | Includes trees and/or shrubs along the multi-use trails and paths referenced in this table | \$ 153,505.00 |
| 9 | Subtotal Cost (items 1 through 8) | | \$ 10,068,373.43 |
| 10 | Contract Administration Fee (8.5%) | Is 8.5% of subtotal (item 9) | \$ 855,811.74 |
| 11 | Contingency Costs (5.0%) | Is 5.0% of subtotal (item 9) | \$ 503,418.67 |
| 12 | Total Cost to be shared (items 9 through 11) | This value includes both design and construction costs | \$ 11,427,603.84 |
| 13 | City of Mississauga share | 50% | \$ 5,713,801.92 |
| 14 | Region of Peel share | 50% | \$ 5,713,801.92 |



THE REGIONAL MUNICIPALITY OF PEEL
WASTE MANAGEMENT STRATEGIC ADVISORY COMMITTEE
MINUTES

| | | |
|---------------|---|--|
| Members | G.S. Dhillon | M. Mahoney |
| Present: | P. Fortini | M. Palleschi |
| | A. Groves | K. Ras |
| | N. Iannicca | I. Sinclair |
| | J. Innis | R. Starr |
| | J. Kovac | |
| Staff Present | J. Baker, Chief Administrative Officer | N. Lee, Director, Waste Management |
| | S. Baird, Commissioner of Digital and Information Services | A. Adams, Deputy Clerk and Acting Director of Clerk's |
| | K. Lockyer, Regional Clerk and Interim Commissioner of Corporate Services | C. Thomson, Deputy Clerk and Manager of Legislative Services |
| | S. VanOfwegen, Commissioner of Finance and Chief Financial Officer | S. Jurrius, Committee Clerk |
| | P. O'Connor, Regional Solicitor | H. Gill, Legislative Specialist |
| | A. Farr, Interim Commissioner of Public Works | S. Valteau, Legislative Specialist |
| | J. Sheehy, Commissioner of Human Services | R. Khan, Legislative Technical Coordinator |
| | N. Polsinelli, Commissioner of Health | |

1. CALL TO ORDER

Chaired by Councillor Starr.

The Region of Peel Waste Management Strategic Advisory Committee met on October 29, 2020 at 11:05 a.m., in the Regional Council Chamber, 5th Floor, Regional Administrative Headquarters, 10 Peel Centre Drive, Suite A, Brampton, ON. The Regional Chair attended in-person. The Committee Chair and other Members of the Committee and staff participated electronically.

Regional Chair Iannicca arrived at 11:09 a.m.

Regional Chair Iannicca departed at 11:45 a.m.

2. DECLARATIONS OF CONFLICTS OF INTEREST

Nil

3. APPROVAL OF AGENDA

RECOMMENDATION WMSAC-15-2020

That the agenda for the October 29, 2020 Waste Management Strategic Advisory Committee meeting be approved.

4. DELEGATIONS

Nil

5. REPORTS

5.1 Waste Management Financial Plan Update – Result of First Round of Public Consultation and Recommended Next Steps

Presentation by Norman Lee, Director, Waste Management

Received

RECOMMENDATION WMSAC-16-2020

That the evaluation criteria to be used by staff to evaluate the potential funding approaches as outlined in the report from the Interim Commissioner of Public Works titled “Waste Management Financial Plan Update – Results of First Round Public Consultation and Recommended Next Steps” be endorsed;

And further, that the plan for a second round of public consultation to engage Peel residents for follow up feedback on potential funding approaches as outlined in the subject report, be endorsed.

Norman Lee, Director of Waste Management, provided an overview of the waste management financial plan objectives; feedback received from the first round of public consultations; recommended evaluation criteria; and; proposed next steps for public consultation. Preliminary findings show that a hybrid model that incorporates taxes and user fees; combines a flat base amount and variable fees; and, makes use of Peel’s current waste collection carts and bins would meet the objectives of the project. Staff recommends the following criteria to assess potential volume based user fees:

- financial sustainability to provide a stable revenue source that properly manages and mitigates any risks resulting from a dependency on external funding sources that the Region cannot control;
- incentivize waste reduction and diversion by including an appropriate volume-based user-fee component;
- minimal impacts on administrative burden and costs during the development, implementation and continuing administration of the funding model; and,
- consideration of public feedback on user fees.

Staff recommends postponing the second round of public consultations until 2021 due to the uncertainty regarding COVID-19.

Councillor Ras requested that staff provide an update to all members of Council regarding the waste management financial plan, first public consultation results and recommended next steps.

In response to a question of clarification from Councillor Ras regarding the timing of the fees, Norman Lee stated that, although final financial plan recommendations will be presented in late 2021, the implementation of the user fees will most likely be in 2024 to tie in with the Region of Peel's next waste collection contracts.

5.2 Update and Proposed Direction on the Transition of the Region of Peel's Waste Diversion Programs to Full Producer Responsibility

RECOMMENDATION WMSAC-17-2020

That the Region of Peel continue to offer collection services to producers for collection of Batteries, Electrical and Electronic Equipment, Municipal Hazardous and Special Waste, and Blue Box materials post transition, subject to negotiation of mutually agreeable terms;

And further, that the Region of Peel stop collecting tires at its Community Recycling Centres effective January 1, 2021;

And further, that the Commissioner of Public Works be authorized to enter into and execute new agreements or amending agreements and related forms and documents, including on a directly negotiated basis, related to the transition, operation or funding of the Region's Electrical and Electronic Equipment diversion program, on business terms satisfactory to the Commissioner of Public Works and on legal terms satisfactory to the Regional Solicitor;

And further, that staff be directed to negotiate agreements related to the transition, operation or funding of the Region's Municipal Hazardous and Special Waste diversion program once the Municipal Hazardous and Special Waste regulation is finalized and report back to a future meeting of the Waste Management Strategic Advisory Committee with recommendations.

Norman Lee, Director of Waste Management, provided an overview of the transition timelines and proposed direction for the Region of Peel's five diversion programs that are subject to the new provincial full producer responsibility framework: tires; batteries; electrical and electronic equipment; municipal hazardous and special waste; and, blue box.

Norman Lee advised that on October 19, 2020, the provincial government released the proposed regulation to make producers responsible for operating blue box programs. Staff will provide comments and proposed recommendations on the draft blue box regulation at the November 19, 2020 Waste Management Strategic Advisory Committee. The deadline to provide comments to the Ministry of the Environment, Conservation and Parks is December 3, 2020.

Councillor Sinclair stated that there needs to be clear lines of accountability when the five Regional diversion programs are transitioned to full producer responsibility.

Councillor Innis noted that the overview of the draft blue box regulation including its benefits to the community should be conveyed to the public and shared with all members of Council. She requested that the November 19, 2020 Waste Management Strategic Advisory Committee report on the draft blue box regulation include a robust communication plan.

In response to a question of clarification from Councillor Innis regarding advocacy to divert compost from landfill sites, Norman Lee stated that the Region continues to advocate for all five diversion programs. The draft blue box regulation includes a stipulation for compostable packaging and similar type of compostable products to be under full producer responsibility. The provincial government will collect data on compostable materials over the next few years before the targets are established.

Councillor Innis requested that staff report back to a future Waste Management Strategic Advisory Committee meeting with information on the stipulation for compostable packaging from the draft blue box regulation and its potential impact on the Region's organics collection and processing, including costs.

Councillor Innis requested that the report recommendation be amended to include direction that staff negotiate agreements related to the transition, operation or funding of the Region's Municipal Hazardous and Special Waste diversion program and report back to a future meeting of Regional Council or Waste Management Strategic Advisory Committee, as appropriate.

Councillor Innis suggested that Region of Peel staff consult with staff from the City of Toronto and other municipalities regarding their advocacy efforts for fair cost recovery and approaches to ensuring the draft blue box regulation provisions are adhered to.

5.3 Proposed 2021 Waste Management Service Changes

RECOMMENDATION WMSAC-18-2020

That the waste management service changes proposed in the report from the Interim Commissioner of Public Works titled "Proposed 2021 Waste Management Service Changes" be endorsed.

Norman Lee, Director of Waste Management, advised that approval of the recommended service changes outlined in the report listed as Item 5.3 on the October 29, 2020 agenda, would continue to ensure public and worker safety, improve wait times and line ups at the Region of Peel Community Recycling Centres (CRCs), provide better customer service, create cost savings and improve operational efficiency. The Region will prepare a communications plan to notify residents of the approved service changes, using standard communication channels.

In response to a question of clarification from Councillor Palleschi, Norman Lee stated that staff will review the option to schedule fixed days of the week when extended hours are offered at CRCs.

6. COMMUNICATIONS

6.1 Jeff Yurek, Minister and Andrea Khanjin, Parliamentary Assistant to the Minister, Ministry of the Environment, Conservation and Parks

Email dated October 16, 2020, Regarding an Invitation to Participate in the Provincial Day of Action on Litter – Waste Reduction Week Initiatives (Receipt recommended)

Received

7. OTHER BUSINESS

Nil

8. IN CAMERA

Nil

9. NEXT MEETING

The next meeting of the Waste Management Strategic Advisory Committee is scheduled for Thursday, November 19, 2020 at 9:30 a.m., Regional Administrative Headquarters, Council Chamber, 5th floor, 10 Peel Centre Drive, Suite A, Brampton, ON.

Please forward regrets to Stephanie Jurrius, Committee Clerk, (905) 791-7800, extension 4502 or at stephanie.jurrius@peelregion.ca.

10. ADJOURNMENT

The meeting adjourned at 12:20 p.m.



BUILDING A GREATER GTA
Building Industry and Land
Development Association

RECEIVED

November 3, 2020

REGION OF PEEL

OFFICE OF THE REGIONAL CLERK

November 3, 2020

Chair Iannicca and Members of Council
Region of Peel
10 Peel Centre Drive
Brampton, ON
L6T 4B9

Dear Chair Iannicca and Members of Council,

REFERRAL TO _____
RECOMMENDED
DIRECTION REQUIRED _____
RECEIPT RECOMMENDED ☒

RE: Peel Region Development Services Fee Review

In Peel region, the building and renovation industry provides over 4.9 billion in investment value and employs over 39,000 people¹. As a simple rule of thumb one crane in the sky is equal to 500 jobs. With approximately 1,500 member companies, BILD is the voice of the home building, land development and professional renovation industry in the Greater Toronto Area and Simcoe County. Residential Construction is a key economic driver to every community in Canada.

On behalf of the Building Industry and Land Development Association (BILD) Peel Chapter members, we would like to take this opportunity to thank Staff for participating in our May 19th Peel Chapter meeting as well as their response to our June 2nd submission with additional supplementary information. Through this engagement and dialogue, we learned that this proposal will be brought forward to Council for approval on November 12th. Our Association and the Region of Peel have maintained a strong working relationship and we recognize the work involved to undertake this review.

We are writing you today to express our significant concern with the viability of development projects in the Region as they are now having to deal with the compounding effects of these proposed increases to the Region's Development Services fees, as well as the impending increases to the Region's Development Charges – within the same year.

These two significant increases come at a time when business planning has become increasingly challenging as the full impact of COVID-19 has yet to be determined. The evolving uncertainty around the situation has seeped into the businesses of our members and broadly, there is concern on changing market conditions and the viability of projects across all product types.

Through our consultation we felt that we were in clear alignment with Regional Staff that the complexity and uncertainty around the situation requires diligent monitoring, ongoing dialogue and fluid responses. We felt assured of this alignment when Regional Staff provided initial information outlining that it was their intention to propose a phased implementation strategy, such that none of the proposed fee recommendations would be implemented in 2021 in order to allow the development industry and local economy to recover from the widespread impacts of COVID-19. In 2022, staff were recommending that 50% of the proposed fee increase amounts be implemented and reflected in the

¹ Based on 2018 Canadian Mortgage and Housing Corporation and Statistics Canada data

2022 Regional User Fees By-Law and 2022 Budget. Since then, we have learned that staff are proposing to begin implementation in 2021.

We strongly recommend that staff revert back to the original implementation strategy, of a phased plan, beginning in 2022, as a means of Covid-19 recovery assistance to the industry.

We acknowledge Regional Staff's intent to report back to Council prior to full implementation of the fee recommendations on any updates to the recommendations with further policy considerations. We support this commitment to report back ahead of full implementation, as it will allow further reflection on how performance measures are implemented within this fee review.

There have been many positive changes made to the way applications and permits are being processed to prioritize safety during COVID-19 – we appreciate how swiftly the Region was able to adapt its development services throughout this pandemic. We believe these changes have translated into a number of streamlining initiatives which have positively impacted performance measures and should therefore reduce the amount of time Staff will require to administer and review files. We agree that it is unclear of the magnitude of these impacts but strongly believe that they should be accounted for in the background study as we continue to seek ways to adapt.

As your community building partners, we look forward to a continued positive and transparent working relationship in the years to come, but we do need your assistance during these very unprecedented times.

Stay safe and healthy,



Jennifer Jaruczek
Planner, Policy and Advocacy BILD

CC: Gavin Bailey, Peel Co-Chair
Katy Schofield, Peel Co-Chair
John Hardcastle, Peel Region
Joe Vieira, Peel Region

REPORT TITLE: Eliminating Violence Against Paramedics – A Call to Action

FROM: Nancy Polsinelli, Commissioner of Health Services

RECOMMENDATION

That the Region of Peel advocate to the federal and provincial governments to implement the necessary legislative and policy changes to eliminate external violence against paramedics;

And further, that the Regional Chair write a letter to the federal Minister of Justice, on behalf of Regional Council, to request amendments to the Criminal Code that provide protections for paramedics;

And further, that a copy of the report from the Commissioner of Health, titled “Eliminating Violence Against Paramedics – A Call to Action”, be forwarded to the Premier of Ontario, Solicitor General, Minister of Health, Peel-area MPs and MPPs, as well as Ontario’s single and upper-tier municipalities responsible for land ambulance, for endorsement and advocacy support.

REPORT HIGHLIGHTS

- Paramedic Services is advancing a multi-pronged approach to create awareness and support system-level changes that can reduce external violence against paramedics.
- This approach includes collaborating with local partners, improving incidence reporting, addressing an organizational culture that normalizes violence as “part of the job” and a public awareness campaign.
- With Council support, Paramedic Services is advocating for legislative and policy changes to reduce external violence against paramedics. The primary focus for this advocacy will be amendments to the Criminal Code that would strengthen protections for paramedics who are subject to external violence.

DISCUSSION

1. Background

The report titled “Violence Prevention in Paramedic Services”, presented at the November 14, 2019 Regional Council meeting reported on Paramedic Services progress in implementing the Canadian Standards Association (CSA) Group’s Psychological Health and Safety Standard (Standard). This national Standard addresses workplace risk factors that impact mental health including critical incident response management, suicide awareness and prevention, providing mental health and wellness resources and prevention of violence

Eliminating Violence Against Paramedics – A Call to Action

in the workplace. The report to Council specifically discussed work being done to address external violence against paramedics.

At that meeting, Council endorsed staff's recommendation for a public awareness campaign to advance efforts to address the organizational culture that normalizes external workplace violence. In addition, staff were directed to improve the method for reporting incidents of threats, intimidation, sexual harassment and physical and sexual assaults experienced by paramedics, and report on results of the staff collaboration and impact of the Psychological Health and Safety Program. As a final measure, Council also directed staff to pursue advocacy for legislative and policy changes addressing external violence against paramedics. (Council Resolution 2019-1043)

The COVID-19 pandemic and added pressures on individuals and communities has increased the potential for violence directed at paramedics in their interactions with the public. In response to the COVID-19 pandemic additional measures have been implemented to support Paramedic Services' staff during these extraordinary times. Examples of measures to date include peer support teams, the Quarantine Support Unit, and regular webinars for paramedics to engage directly with leadership. Paramedic Services is also developing a COVID-19 mental health strategy.

2. Progress on Public Awareness and Prevention Strategy

Paramedics Services has worked internally and at the local level to implement practical measures to reduce violence against paramedics and plans to support these actions through raising public awareness to this violence. Paramedic Services is leveraging all available internal and Regional supports to advance a multi-pronged approach to create awareness on the issue of external violence against paramedics and to support system level changes.

a) Addressing a Culture that Normalizes External Workplace Violence

Staff have developed a Violence Position Statement and External Workplace Violence policy to inform paramedics and the public that the service is taking a zero-tolerance approach towards violence against staff. Appendix I provides a copy of the Violence Position Statement. Appendix II provides a copy of the External Violence Policy.

The policy helps manage the risk of physical and psychological harm that may occur when paramedics are subjected to violence from the public. The policy will be rolled-out across Paramedic Services in a way that allows employees to ask questions and to engage in discussion.

b) Local Collaboration

Paramedic Services is working with Peel Regional Police and the Ministry of Health operated Mississauga Central Ambulance Communication Centre (CACC) to support a structured, collaborative approach to problem-solving operational issues and ongoing assessment of the status of violence prevention efforts.

Priorities for this collaboration include action plans to raise awareness of operational issues that impact paramedic safety, training for paramedics in situational awareness and de-escalation, improving emergent response communications between police and

Eliminating Violence Against Paramedics – A Call to Action

paramedics, and an improved system for flagging those addresses identified for heightened risk.

c) Public Awareness Campaign

The public awareness campaign will aim to change the public perception that violence is a normal part of a paramedic's job and will underscore that violence against paramedics is unacceptable. The communication strategy will include the use of social media, digital advertising, as well as posters, and signage in ambulances (already in place), Region of Peel mobile signs, outreach to community groups. In addition, registered letters from Paramedic Services may be sent to individuals who have harassed paramedics while on the job. Appendix III provides a copy of signage in Peel Paramedics' ambulances.

d) Incident Reporting

Paramedic Services and Human Resources staff continue to improve the process for paramedics to report violent incidents. A staff assessment of the process to report workplace incidents of violence and harassment has been completed and has identified several opportunities for improvement. Almost complete, Peel's new reporting processes will be among the first in Canada and will leverage existing reporting tools that enable paramedics to easily report incidents of violence, allowing for ongoing monitoring and tracking, and possible mitigation of violence in the future.

Over the past months the COVID-19 pandemic has imposed new service and community pressures on paramedics, underscoring the urgency for Paramedic Services to move ahead with all of the above measures.

3. Advocacy for Legislative and Policy Changes

Further to direction from the November 14, 2019 meeting of Regional Council (Resolution 2019-1043), Paramedic Services sees opportunities for the Region to advocate federally and provincially for legislative and policy changes that can reduce external violence against paramedics. Regional advocacy will focus on the following two areas.

a) Criminal Code Amendments

While advocacy is in early stages, Regional staff will focus on enforcement measures through amendments to the Criminal Code so that violence against on-duty paramedics is treated as an indictable criminal offence, consistent with sentencing for acts of violence against peace officers. This approach has been supported by national paramedic leadership and in a recent bill.

Staff has already reached out to a member of Parliament regarding Bill C-211 that proposes such amendments to the Criminal Code. The Bill underscores the physical and psychological impact of these assaults, and that health professionals including paramedics "deserve to feel protected and valued by the justice system". With Council support Regional staff will continue to identify opportunities to leverage existing advocacy and to engage sector partners and both the federal and provincial governments on the importance of amendments to the Criminal Code.

Eliminating Violence Against Paramedics – A Call to Action

b) Sector-Wide Reporting and Training

An assessment of current local, provincial and federal policy raises additional opportunities to engage the provincial government and paramedic services provincially to advance the following:

1. Standardize sector-wide organizational practices and processes for reporting violence, and share these practices with other paramedic services in order to increase consistency and compliance with reporting of violence against paramedics; and,
2. Ensure paramedics are provided with supportive tools and training that may mitigate external violence, so that paramedics have stronger means to prevent violence in their work environment (e.g. standardized and consistent curriculum and on-the-job violence prevention training to ensure supports for paramedics across the workforce).

These advocacy opportunities will all leverage partnerships with Members of Parliament, municipal and paramedic services leadership at the federal and provincial levels (e.g. Federation of Canadian Municipalities, Association of Municipalities Ontario, Ontario Association of Paramedic Chiefs) and paramedic organizations.

With the support of Regional Council and the Government Relations Committee, Paramedic Services will continue with internal and external approaches to improve working conditions for paramedics.

APPENDICES

- Appendix I - Eliminating Violence Against Paramedics – Violence Position Statement
 - Appendix II - Eliminating Violence Against Paramedics - External Violence Policy
 - Appendix III - Peel Paramedics Ambulance Signage
-

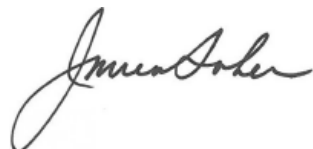
For further information regarding this report, please contact Peter Dundas, Director and Chief, Ext. 3921, peter.dundas@peelregion.ca.

Authored By: Faith Bisram, Manager Culture and Engagement and Cullen Perry, Analyst Research and Policy.

Reviewed and/or approved in workflow by:

Department Commissioner and Division Director.

Final approval is by the Chief Administrative Officer.



J. Baker, Chief Administrative Officer



Zero Tolerance for Violence from the Public

Paramedics should not tolerate violence while at work. Peel Regional Paramedic Services has zero tolerance for our paramedics being subjected to violence from the public, and any incident of violence happening to one of our employees is unacceptable.

If you are a victim of violence:

- Contact police and exit the scene if you can
- Report the incident to your supervisor as soon as possible and let them know if you need them to attend the scene
- Ensure the incident is documented. Your supervisor will support you with this
- Document the address to be flagged if appropriate. This is crucial to keep you and your colleagues safer in the future
- Ask for support if you need it, even after the fact. Being subjected to violence can be emotionally impactful and the effects can be cumulative. You deserve care

What you can expect of your supervisor:

- When alerted of a violent incident and that their presence is required, supervisors will attend the scene, stand up for paramedics and set boundaries with perpetrators of violence
- If not already done so, supervisors will contact police and advocate for their timely arrival. If appropriate, they will also advocate for charges to be laid
- They will ensure that you receive emotional support and medical care if required
- They will support you in completing necessary documentation

As an employer we are committed to providing paramedics with a workplace that is safe, to preventing violence and to supporting paramedics following all violent incidents. **No one should ever be subjected to violence while at work.**

PEEL REGIONAL PARAMEDIC SERVICES

STANDARD OPERATING PROCEDURES

| | | | |
|----------------------|---|---------------------|---------------------------|
| Section: | HEALTH & SAFETY | SOP No: | HS – 19 |
| | | Total pages: | 3 |
| Subject: | ZERO TOLERANCE FOR VIOLENCE FROM THE PUBLIC | Authority: | Chief, Paramedic Services |
| Date Revised: | | Date Issued: | JANUARY 2020 |

A. POLICY STATEMENT

- Peel Regional Paramedic Services has zero tolerance for our paramedics being subjected to violence from the public. This supports the Value Statement from the Region of Peel: “We care and support everyone’s well being and success.”

B. RISK STATEMENT

- This policy manages the risk of physical and psychological harm that may occur when paramedics are subjected to violence from the public while at work.

C. RESPONSIBILITIES

Paramedics must:

- Be aware of the factors that may contribute to a paramedic being put at risk of violence from a member of the public. These include, but are not limited to:
 - The member of the public has a previous history of violence
 - The member of the public is exhibiting behaviours that could lead to violence, i.e. confusion, agitation, paranoia, intoxication, disruptive behaviour
 - The member of the public is being verbally assaultive and engaging in intimidating behaviour as these behaviours can very quickly escalate to physical assault.
- Remove themselves from the scene and retreat to a safe area if it is safe to do so. See: [HS-14: Scene Safety \(includes staging\)](#).
- Notify police
- Ask for support if needed, even after the fact.
- Report the incident to their supervisor as soon as possible.
- Ensure the incident is documented.

PEEL REGIONAL PARAMEDIC SERVICES

STANDARD OPERATING PROCEDURES

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| Section: | HEALTH & SAFETY | SOP No: | HS – 19 |
| | | Total pages: | 3 |
| Subject: | ZERO TOLERANCE FOR VIOLENCE FROM THE PUBLIC | Authority: | Chief, Paramedic Services |
| Date Revised: | | Date Issued: | JANUARY 2020 |

- Document the address to be flagged if appropriate to ensure that themselves and other paramedics are kept safer in the future.

Superintendents must:

- When alerted that a paramedic has suffered a violent incident from the public, meet with paramedic if requested to do so.
- Set boundaries with perpetrators of violence.
- Contact police and advocate for their timely arrival if paramedic has not already done so.
- Ensure that paramedics receive emotional support and if required, medical aid.
- Support paramedics to complete necessary documentation.

D. SOURCE DOCUMENTS

- [Homewood Health and EFAP resources](#)
 - 1-800-663-1142 (toll-free)
 - homeweb.ca

Related Policies:

- This policy should be interpreted as consistent with PRPS policies including but not limited to the following:
 - [HS-14: Scene Safety \(includes staging\)](#)
 - [HS-15: Critical Incident Stress](#)
 - [HS-16: Flagging of Addresses](#)
 - [OPS-06: Emotionally Disturbed and Aggressive Patients](#)
- **Relevant Regional Policies:**
 - [Respectful Workplace policy](#)

PEEL REGIONAL PARAMEDIC SERVICES

STANDARD OPERATING PROCEDURES

| | | | |
|----------------------|---|---------------------|---------------------------|
| Section: | HEALTH & SAFETY | SOP No: | HS – 19 |
| | | Total pages: | 3 |
| Subject: | ZERO TOLERANCE FOR VIOLENCE FROM THE PUBLIC | Authority: | Chief, Paramedic Services |
| Date Revised: | | Date Issued: | JANUARY 2020 |

- [Violence in the Workplace policy](#)
- [Employee Reporting Program policy](#)
- [Whistleblower Protection policy](#)

- **Relevant Legislation:**

- [The Criminal Code of Canada, section 264.1 \(1\). Assaults](#)
- [The Criminal Code of Canada, section 34.1. Self Defence](#)
- [BLS Standards, 2016. Pg. 48](#)
- [Occupational Health and Safety Act](#)

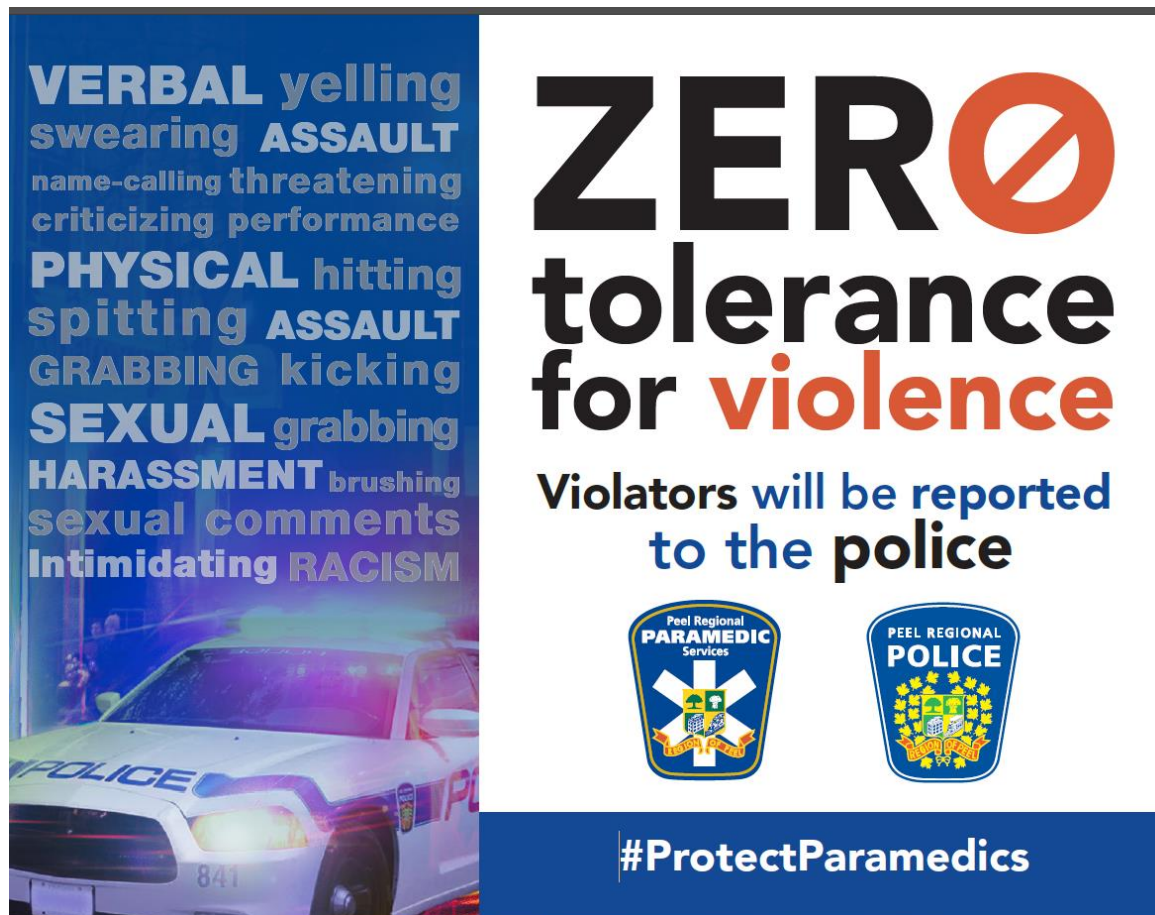
E. DEFINITIONS

Peel Regional Paramedic Services describes violence using the following definitions:

- a. Verbal Assault – Abusive or hateful language, yelling, screaming with intent of offending or frightening paramedic
- b. Intimidation- Purposely threatening, following, using gestures to purposely offend or frighten paramedic
- c. Physical Assault- Physical attack, attempt to attack; punching, kicking, using a weapon with intent of causing bodily harm
- d. Sexual Harassment- Sexual propositioning or unwelcome sexual attention from a perpetrator. Humiliation or offensive jokes and remarks with sexual overtones, suggestive looks or physical gestures
- e. Sexual Assault- Indecent assault. Brushing, touching, or grabbing of genitals or breast area


Appendix III
Eliminating Violence Against Paramedics - A Call to Action

PUBLIC AWARENESS CAMPAIGN – POSTING IN AMBULANCES





The poster is divided into two main sections. The left section has a blue background with white and yellow text listing various types of violence against paramedics. The right section has a white background with large black and red text stating 'ZERO tolerance for violence'. Below this, it says 'Violators will be reported to the police'. At the bottom, there are two logos: 'Peel Regional PARAMEDIC Services' and 'PEEL REGIONAL POLICE'. A dark blue banner at the very bottom contains the hashtag '#ProtectParamedics'.

VERBAL yelling
swearing **ASSAULT**
name-calling threatening
criticizing performance
PHYSICAL hitting
spitting **ASSAULT**
GRABBING kicking
SEXUAL grabbing
HARASSMENT brushing
sexual comments
Intimidating **RACISM**

ZERO 
tolerance
for violence

Violators will be reported
to the police

#ProtectParamedics

Resolution

Agenda Number: 22.1

Date: November 12, 2020

Moved by Councillor Groves

Seconded by Councillor Parrish

Whereas good oral health supports overall health and wellbeing and is also associated with the prevention chronic diseases such as diabetes, cardiovascular diseases, and aspiration pneumonia;

And whereas, seniors with untreated oral health issues often require emergency department visits and hospitalization and create a burden on the health care system;

And whereas, it is a Region of Peel 2018-2022 Term of Council Priority to support healthy aging by enhancing seniors' supports and services to optimize quality of life;

And whereas, it is a Peel Public Health 2020-2029 strategic priority to advance health equity through programs that address social disadvantages that limit opportunities for optimal health to residents including low-income seniors;

Therefore be it resolved, that Peel Public Health develop a comprehensive advocacy strategy aimed at ensuring the implementation of the Ontario Seniors Dental Care Plan Services program meets the needs of Region of Peel seniors and the demand for the services, including requesting that the Province of Ontario:

- provide additional operational and capital funding so that sufficient services can be provided to meet the demand for the program;
- allow for the provision of services by private dental providers and a sessional/time unit reimbursement option to pay for these services;
- change the income eligibility criteria to allow more seniors to qualify for the program so that all seniors who cannot afford dental care have access to the program; and,
- removing the co-payment for prosthodontics;

And further, that the Regional Chair convene a round table in the spring of 2021 or as circumstances permit including local political and community representation to discuss the importance of, and barriers to, accessing dental care by Peel seniors and to advocate for greater access to the Ontario Seniors Dental Care Program in Peel Region;

And further, that the Region of Peel Medical Officer of Health provide an update report to Council regarding the current status of the Ontario Seniors Dental Care Program implementation in the Region of Peel in the spring of 2021 or as circumstances permit.

Regional Chair

Notice of Motion

Agenda Number: 22.2

Date: November 12, 2020

Moved by Councillor Dasko

Seconded by Councillor Ras

Whereas each year on November 11th, Canadians pause to remember the heroic efforts of Canadian veterans who fought in wars and military conflicts, and served in peacekeeping missions around the world to defend our freedoms and democracy so that we can live in peace and prosperity;

And whereas, it is important to appreciate and recognize the achievements and sacrifices of those armed forces veterans who served Canada in times of war, military conflict and peace;

And whereas, Section 6.1 of the *Assessment Act*, R.S.O. 1990, c. A31 as amended, Regional Council may exempt from Regional taxation land that is used and occupied as a memorial home, clubhouse or athletic grounds by persons who served in the armed forces of His or Her Majesty or an ally of His or Her Majesty in any war;

And whereas, through By-Law Number 62-2017 Regional Council has provided an exemption from Regional taxation to Royal Canadian Legions and the Army, Navy and Air Force Veterans Clubs that have qualified properties used and occupied as a memorial home, clubhouse or athletic grounds;

And whereas, local municipal councils in Peel have provided a similar exemption for local property taxes;

And whereas, notwithstanding Regional and local exemptions, the Army, Navy and Air Force Veterans Clubs still have to pay the education portion of property taxes;

And whereas, Royal Canadian Legion branches in Ontario are exempt from all property taxation, including the education portion of property taxes, under Section 3 (1) paragraph 15.1 of the *Assessment Act*, and that a municipal by-law is not required to provide such an exemption;

And whereas, Army, Navy and Air Force veterans' clubs do not have the same exemption from all property taxation, as applied to Royal Canadian Legion Ontario branches;

Therefore be it resolved, that the Regional Chair write to the Minister of Finance, on behalf of Regional Council, to request that the Ontario government amend Section 3 (1) of the *Assessment Act* to include the Army, Navy and Air Force veterans' clubs in the exemption from all property taxes, including the education portion;

And further, that copies of this resolution be sent to Peel-area Members of Provincial Parliament as well as to all Ontario municipalities for consideration and action.

Regional Chair

Notice of Motion

Agenda Number: 22.3

Date: November 12, 2020

Moved by Mayor Crombie

Seconded by Mayor Brown

Whereas Regional Council recognizes that in 2019 alone, Peel Regional Police responded to nearly 6,500 mental health calls, or approximately 18 calls per day; this equates to a total of 15,700 uniform police service hours to support mental health calls and 22,250 hours to support suicide calls each year;

And whereas, Regional Council acknowledges that Peel Regional Police Chief Nishan Duriappah has agreed with the Centre for Addiction and Mental Health (CAMH) statement that people experiencing mental health crises need health care and that Police should not be the first responders when people are in crisis in the community;

And whereas, Regional Council agrees that Police cannot and should not be the sole front-line responders to emergency mental health crises in our community;

And whereas, additional resources are needed to increase the capacity of initiatives like Peel Regional Police's Mobile Crisis Rapid Response Team (MCRRT), - a partnership with the Canadian Mental Health Association (CMHA) – Peel Dufferin, which currently only has two cars operating 12 hours a day to support a Regional population of 1.4 million;

And whereas, the lack of crisis response resources puts those in crisis and the wider community at increased risk;

And whereas, Regional Council must continuously review Regional policing methods to ensure that the rights and freedoms of all residents of Peel are respected and that Peel Regional Police is meeting the needs and expectations of the residents it serves;

And whereas, Regional Council recognizes that the Peel Regional Police are taking positive steps to change the culture within the police service and transition to a community-based policing model through a variety of measures including the introduction of body worn cameras, the implementation of a Community Safety and Well-Being plan, the signing of the Memorandum of Understanding (MOU) with the Ontario Human Rights Commission (OHRC), as well as hosting ongoing public consultations on police reform;

And whereas, a plan and framework for police reform must also include all recommendations outlined in Justice Michael Tulloch's 2017 reports titled, *Independent Police Oversight Review* and his *Independent Street Checks Review*;

And whereas, the *Community Safety and Policing Act* and the *Comprehensive Ontario Police Services Act*, were passed by the Ontario Legislature in May 2019 with all party support, but have yet to be put into full force and effect;

And whereas, several interactions between Peel Police Services and the community over the past year have resulted in public trust being shaken and resulted in calls for SIU reform at the provincial level;

And whereas, the members of Peel Regional Council have a vested interest in maintaining the health and safety of the Region's 1.4 million residents;

Therefore be it resolved, that Peel Regional Council take a formal position on the need to immediately enact existing and introduce new legislation to address police, Special Investigations Unit (SIU) and mental health reform by writing a letter to the Premier of Ontario and the Solicitor General to request the following:

1. Immediate enactment of the *Special Investigations Unit Act, 2019* along with several additional reforms to ensure greater transparency and accountability, including:
 - a. timely sharing of information and investigations with the public;
 - b. enabling local police officers to comment on details and timelines of an investigation within their jurisdiction,
 - c. ensuring that former police officers make up no more than 50 per cent of any SIU team, and
 - d. enforcing police officers under investigation to testify and hand over their notes if being investigated.
2. Immediate enactment of the *Community Safety and Policing Act* and *Comprehensive Ontario Police Services Act*, the latter of which received all-party support, and was passed by the Ontario Legislature over a year ago but has yet to be put into force.
3. Implementation of all recommendations from Justice Michael Tulloch's two reviews — his *2017 Independent Police Oversight Review* and his *2017 Independent Street Checks Review*.
4. Make changes to the *Mental Health Act* to permit first responders other than police officers to respond to individuals experiencing a mental health crisis.

And therefore be it further resolved, that the Regional Chair be directed to request in-person meetings with the Solicitor General and the Premier of Ontario, on behalf of Regional Council, along with interested Council members to outline the need to implement changes stemming from the Tulloch Reports, including those of the SIU.

Regional Chair

THE REGIONAL MUNICIPALITY OF PEEL

BY-LAW NUMBER 65-2020

A by-law to govern the Regional Council Code of Conduct and to repeal By-law 1-2017.

WHEREAS section 223.2(1) of the *Municipal Act, S.O. 2001*, Chapter 25, as amended, requires that a municipality shall establish codes of conduct for members of the council of the municipality and of its local boards;

AND WHEREAS, the Council of the Regional Corporation has by Resolution on the 22nd day of October, 2020 authorized the passing of a by-law to govern the Regional Council Code of Conduct pursuant to Section 223.2(1) of the *Municipal Act*, as amended;

AND WHEREAS, the Region of Peel Integrity Commissioner may from time to time provide commentary to be included in the Regional Council Code of Conduct which is intended to be annotated and updated as situations occur;

NOW THEREFORE, the Council of the Regional Corporation enacts as follows:

1. That the Regional Council Code of Conduct be and is hereby attached as Schedule "A";
2. That the Code of Conduct for Local Boards be and is hereby attached as Schedule "B";
3. That local board means any board, commission, committee, body or local authority established or exercising any power under any Act with respect to the affairs or purposes of the municipality; excluding the police services board, school boards, public library boards, any other local board as may be prescribed, and conservation authorities;
4. That the Regional Clerk, in consultation with the Integrity Commissioner and Regional Solicitor, is authorized to add additional commentary to Schedule "A", the Code of Conduct, without amendment to the subject by-law, as long as any such additions are consistent with the intent of, or do not directly conflict with the approved Code of Conduct;
5. That By-law 1-2017, as amended, be repealed;
6. That this By-law takes effect on the 12th day of November, 2020.

READ THREE TIMES AND PASSED IN OPEN COUNCIL this 12th day of November, 2020.

Deputy Regional Clerk

Regional Chair

Region of Peel
Code of Conduct for Members of Council

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A. General Introduction

Members of Peel Regional Council recognize their obligation to serve their constituents and the public in a conscientious and diligent manner understanding that as leaders of the community, they are held to a higher standard of behaviour and conduct.

Members recognize that ethics and integrity are at the core of public confidence in government and in the political process; that elected officials are expected to perform their duties in office and arrange their private affairs in a manner that promotes public confidence, avoids the improper use of influence of their office and conflicts of interests, both apparent and real. They recognize the need to uphold both the letter and the spirit of the law including policies adopted by Council.

This *Code of Conduct* ensures that Members of Council share a common basis and understanding for acceptable conduct of Members of Council, in concert with and beyond the minimum standards of behaviour set out in the existing legislative framework.

This Code of Conduct is consistent with the principles of transparent and accountable government, and with the Region's core values which are reflective of the kind of organization the Region aspires to be: open, dynamic, collaborative, transparent, innovative and inclusive.

B. Framework and Interpretation

1. Regional Councillors also serve as Members of lower tier municipalities that have adopted codes of conduct. This *Code of Conduct* applies to all Members of Regional Council ("Members") including the Regional Chair., however a Member's lower-tier municipal code of conduct will apply in respect of lower-tier municipal Council matters.
2. The following factors are to be used by the Integrity Commissioner to determine whether a complaint is more properly subject to the lower-tier code of conduct, or to this Regional *Code of Conduct*:
 - The underlying context and circumstances, particularly whether the Member is clearly executing responsibilities as either a member of the lower-tier or Regional Council, or in rare circumstances, is executing responsibilities in a matter of joint jurisdiction
 - The code of conduct under which a complaint has been filed
 - The jurisdiction with the most substantial connection
 - Whether the integrity commissioner of the other jurisdiction is in a better position to dispose fairly and efficiently with the complaintWhether the behaviour complained of, not being clearly aligned with one or the other jurisdiction, it is the opinion of the integrity

commissioners for both jurisdictions that a public report to both Councils would be warranted, were the facts alleged proven.

Commentary

It is in the public interest that there not be a multiplicity of proceedings arising out of the same fact situation and so in applicable circumstances the integrity commissioners for a Member's lower-tier municipality and Regional Council (where they differ) will consult on the appropriate forum and jurisdiction for a complaint. In rare circumstances, where joint jurisdiction is determined, the integrity commissioners are expected to cooperate in the investigation and prepare a joint report to both councils if findings substantiate contraventions of both codes of conduct.

3. This *Code of Conduct* is to be given broad, liberal interpretation in accordance with applicable legislation and the definitions set out herein. As a living document the Code of Conduct will be brought forward for review at the end of each term of Council, when relevant legislation is amended, and at other times when appropriate to ensure that it remains current and continues to be a useful guide to Members of Council
4. Commentary and examples used in this *Code of Conduct* are illustrative and not exhaustive. From time to time additional commentary and examples may be added to this document by the Integrity Commissioner and supplementary materials may also be produced as deemed appropriate.
5. Where an elected official discloses all known facts to the Integrity Commissioner and as long as those facts remain unchanged, the Member may rely on written advice provided by the Integrity Commissioner. The Integrity Commissioner will be bound by the advice given, as long as the facts remain unchanged, in the event that he or she is asked to investigate a complaint.
6. Elected Officials seeking clarification of any part of this *Code* should consult with the Integrity Commissioner.
7. The *Municipal Act, 2001* is the primary piece of legislation governing municipalities however there are other statutes that govern the conduct of elected municipal officials. It is intended that the *Code of Conduct* operate together with and as a supplement to the following legislation:
 - *Municipal Act, 2001*;
 - *Municipal Conflict of Interest Act (MCIA)*;
 - *Municipal Elections Act, 1996*;
 - *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*;
 - *Criminal Code of Canada*.

Definitions

- a. "Family" includes "child", "parent" and "spouse" as those terms are defined in the *Municipal Conflict of Interest Act* (set out below for ease of reference), and also includes:

- step-child and grand-child;
- siblings and step-siblings;
- aunt/uncle, niece/nephew, first cousins;
- in-laws, including mother/father, sister/brother, daughter/son;
- any person who lives with the Member on a permanent basis.

"Child" means a child born within or outside marriage and includes an adopted child and a person whom a parent has demonstrated a settled intention to treat as a child of his or her family;

"Parent" means a parent who has demonstrated a settled intention to treat a child as a member of his or her family whether or not that person is the natural parent of the child;

"Spouse" means a person to whom the person is married or with whom the person is living in a conjugal relationship outside of marriage;

- b. "Member" means a member of the Council of the Region of Peel, including the Regional Chair.
- c. "Social Media" means publicly available, third party hosted, interactive web technologies used to produce, post and interact through text, images, video and audio to inform, share, promote, collaborate or network.
- d. "Staff" includes the Chief Administrative Officer, Commissioners, Directors, Managers, Supervisors and all non-union and union staff whether full-time, part-time, contract, seasonal or volunteers.
- e. "Nomination Day" means the last day for filing or withdrawing a nomination as provided for by the *Municipal Elections Act, 1996*.

C. Guiding Principles

1. Members of Council shall serve the public and their constituents in a conscientious and diligent manner.
2. Members of Council should be committed to performing their functions with integrity impartiality and transparency.

3. Members of Council shall perform their duties in office and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny.
4. There is a benefit to municipalities when members have a broad range of knowledge and continue to be active in their own communities, whether in business, in the practice of a profession, in community associations, and otherwise.

D. Specific Rules

Rule No. 1

Avoidance of Conflicts of Interest

In this Rule:

- a. "disqualifying interest" means an interest in a matter that, by virtue of the relationship between the Member of Council and other persons or bodies associated with the matter, is of such a nature that reasonable persons fully informed of the facts would believe that the Member of Council could not participate impartially in the decision-making processes related to the matter.
- b. "non-disqualifying interest" means an interest in a matter that, by virtue of the relationship between the Member of Council and other persons or bodies associated with the matter, is of such a nature that reasonable persons fully informed of the facts would believe that the Member of Council could participate impartially in the decision-making processes related to the matter so long as:

The Member of Council fully discloses the interest so as to provide transparency about the relationship; and

The Member of Council states why the interest does not prevent the Member from making an impartial decision on the matter.

1. Members of Council shall not participate in the decision-making processes associated with their office when prohibited to do so by the *Municipal Conflict of Interest Act*.
2. Members of Council shall not participate in the decision-making processes associated with their office when they have a disqualifying interest in a matter.
3. For greater certainty:
 - a. Members of Council shall not participate in the decision-making processes associated with their office when they have a direct, indirect or deemed pecuniary interest in a matter, except in compliance with the *Municipal Conflict of Interest Act*.
 - b. Members of Council shall not participate in the decision-making processes associated with their office when they have an interest that though in compliance with the *Municipal Conflict of Interest Act*, is nevertheless a

disqualifying interest by virtue of the nature of the relationship between the Member and other persons or bodies to be affected by the decision.

4. Treatment of Non-Disqualifying Interests:

- a. Members of Council may participate in the decision-making processes associated with their office when they have a non-disqualifying interest provided they file at their earliest opportunity a Transparency Disclosure in a form and manner established by the Regional Clerk acting in consultation with the Integrity Commissioner.
- b. Transparency Disclosures are public documents and shall be available for public viewing on the Region web site.
- c. The determination of whether an actual disqualifying interest or an actual non-disqualifying interest exists, when challenged, is subject to the determination by the Integrity Commissioner of whether a reasonable person fully informed of the facts would believe that the Member of Council could not participate impartially in the decision-making processes related to the matter.

Commentary

Members of Council should be committed to performing their functions with integrity and to avoiding the improper use of the influence of their office, and private conflicts of interest, both apparent and real. Members of Council shall also not extend in the discharge of their official duties, preferential treatment to Family Members, organizations or groups in which they or their Family Members have a direct or indirect pecuniary interest.

Members of Council have a common understanding that in carrying out their duties as a Member of Council, they will not participate in activities that grant, or appear to grant, any special consideration, treatment or advantage to a Family Member or an individual which is not available to every other individual.

Members of Council are governed by the Municipal Conflict of Interest Act (MCIA). The Integrity Commissioner is empowered to investigate and rule on all conflicts of interest, whether pecuniary or non-pecuniary, however, until March 1, 2019, in the event an application under the MCIA is filed with the Court, the provisions of that statute may limit any authority given to the Integrity Commissioner to receive or investigate complaints regarding alleged contraventions under the Municipal Conflict of Interest Act.

Members of Council may seek conflict of interest or other advice, in writing, from the Integrity Commissioner. Where members choose to seek external legal advice on conflict of interest or other Code of Conduct issues, these fees will not be reimbursed by the Region of Peel and cannot be charged to any office account.

Members may not participate in activities that grant, or appear to grant, any special consideration, treatment or advantage to a Family Member or an individual which is not available to every other individual.

When a member, despite the existence of an interest, believes that he or she may still participate in a matter with an open mind, the public interest is best served when the Member is able to articulate the interest, and why the interest does not amount to a disqualifying conflict of interest.

Members must remain at arm's length when Regional staff or Council is asked to consider a matter involving a Family Member or a person or organization with whom the Member has a real or apparent conflict of interest.

5. Members who seek advice from the Integrity Commissioner with respect to the application of this Rule may rely on the provisions of Part B. "Framework and Interpretation" (paragraph 3) and the Rule 17, "Acting on Advice of Integrity Commissioner."
6. Members of Council shall avoid any interest in any contract made by him/her in an official capacity and shall not contract with the Region or any agency thereof for the sale and purchase of supplies, material or equipment or for the rental thereof.
7. Members of Council, while holding public office, shall not engage in an occupation or the management of a business that conflicts with their ability to diligently carry out their role as a Member of Council, and shall not in any case profit directly or indirectly from such business that does or has contracted with the Region of Peel.

Commentary

Members of Council may for example teach, or run a business that does not conflict or interfere with their duties

8. Despite paragraph 7., a Member of Council may hold office or a directorship in an agency, board, commission or corporation where the Member has been appointed by Regional Council or by the Council of their lower tier municipality, or by the Federal or Provincial Government.
9. Despite paragraph 7. a Member of Council may hold office or directorship in a charitable, service or other not-for-profit corporation subject to the Member disclosing all material facts to the Integrity Commissioner and obtaining a written opinion from the Integrity Commissioner approving the activity, as carried out in the specified manner, which concludes that the Member does not have a conflict between his/her private interest and public duty. In circumstances where the Integrity Commissioner has given the Member a qualified opinion, the Member of Council may remedy the situation in the manner specified by the Integrity Commissioner.

Commentary

Examples of exceptions include hospital boards, charitable boards, police services boards, community foundations, the Association of Municipalities of Ontario, the

Federation of Canadian Municipalities, service clubs such as the Rotary Club, Lions Club and other not-for-profit organizations. Members should exercise caution if accepting such positions if the organization could be seeking a benefit or preferential treatment from the Region at any time

The legislative obligation is set out in the Municipal Conflict of Interest (MCIA). If the Member of Council, or a family member of the Member of Council, sits on a body which has a pecuniary interest in a matter before Council (such as an application for grant, support or other contribution), that Member has a deemed pecuniary interest. The Member of Council should disclose the interest and should not participate in or vote on such matter, in compliance with the obligations of s.5, MCIA.

The Code of Conduct captures the broader common law responsibility and requires members to avoid any possible appearance of favoring organizations or groups on which the Member's family members serve.

Family members of Members of Council are not precluded, or even discouraged, from serving on not-for-profit organizations or other bodies. However, where family members of Members of Council serve in such a capacity, the Member should declare a conflict of interest whenever there is a matter for Council consideration in which the not-for-profit organization or body has a pecuniary interest.

For this reason, the following questions may assist Members in assessing whether they should be a member of the body, or if their family member is a member of the body, when a matter may give rise to a conflict:

Is this a corporation created to carry on municipal business on behalf of the Region, or to which I am appointed because I am a Council appointee? In these cases the Municipal Conflict of Interest Act, s.4(h) exempts Members from MCIA disclosure/recusal obligations.

If no, is this a body (a board, commission, or corporation) which seeks Regional resources such as space, support, funds?

If yes, the Member of Council should not serve on the board of directors.

If a family member (spouse, sibling, child) of the Council Member is a member of the body, then the Member of Council should declare a conflict of interest any time Council is considering a matter in which the body has a pecuniary interest. In this way, there is no perception that the Council Member is giving preferential consideration to the body on which the Member's family member serves.

Rule No. 2

Gifts, Benefits and Hospitality:

In this Rule:

- a. "Gift" means money, fee, advance, payment, gift, gift certificate, promise to pay, property, travel, accommodation, entertainment, hospitality or any other personal benefit connected directly or indirectly with the performance of a Member's duties of office, but excludes:
 - i. Compensation authorized by law;
 - ii. Political contributions otherwise reported by law, in the case of Members running for office;
 - iii. Services provided by persons volunteering their time;
 - iv. Contributions of value that are specifically addressed in other provisions of this Code
 - v. Gifts provided to the Region of Peel and which are logged, archived and/or publicly displayed as such.
- b. A Gift provided with the Member's knowledge to a Family Member or to a Member's staff that is connected directly or indirectly to the performance of the Member's duties, is deemed to be a Gift to that Member.
- c. "Token of Appreciation" means such gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation, or which are a suitable memento of a function honouring the Member.
- d. "Official Hospitality" means food, lodging, transportation and entertainment provided by Provincial, Regional and local governments or political subdivisions of them, by the Federal government or by a foreign government within a foreign country or at a conference, seminar or event where the Member is either speaking or attending in an official capacity at an official event (such as at meetings of AMO, FCM, or conducted by providers of continuing education).
- e. "Business Hospitality" means entertainment, food and beverages consumed at banquets, receptions or similar events, if:
 - i. attendance serves a legitimate business purpose;
 - ii. the person extending the invitation or a representative of the organization is in attendance; and
 - iii. the value is reasonable and the invitations infrequent;
- f. "Publications" means communication to the offices of a Member, including subscriptions to newspapers, and periodicals.

1. No Member shall accept any Gift unless expressly permitted by this Rule.
2. No Member shall accept any Gift involving the use of property or facilities, such as a vehicle, office, club membership or vacation property at less than reasonable market value or at no cost. Notwithstanding this prohibition, with specific approval provided by Council, a Member may be sponsored to attend educational site visits connected with an identified project.
3. Gifts identified in Column B of Table '1' may be accepted by a Member provided the Gift is disclosed in accordance with the conditions set out in Column 'C'.
4. Gift Disclosure, where required, is to be accomplished by filing within 30 days of receipt of the gift or reaching the annual limit, a Councillor Information Statement in a form prescribed by the Integrity Commissioner and providing same to the Regional Clerk for posting on the Region's web site.
5. Gifts identified in Column B shall not be accepted, without the Integrity Commissioner's specific approval, when the conditions set out in Column 'D' are applicable.
6. In providing advice to a Member about their obligations respecting Gifts, or in considering any inquiry with respect to a Councillor Information Statement or an assertion that this Rule has been breached, or in providing consent, where required, that a Gift may be accepted, the Integrity Commissioner shall determine whether the receipt of the Gift or might, in the opinion of the Integrity Commissioner, create a conflict between a private interest and the public duty of the Member. In the event that the Integrity Commissioner makes that preliminary determination, he/she shall call upon the Member to justify receipt of the gift or benefit.
7. Should the Integrity Commissioner determine the receipt of a Gift was inappropriate, the Integrity Commissioner may direct the Member to return the gift, reimburse the donor for the value of any gift or benefit already consumed, or the Integrity Commissioner may order the Member to forfeit the gift or remit the value of any gift or benefit already consumed to the Region, or a Regional agency, board or commission. Any such direction ordered by the Integrity Commissioner shall be a matter of public record.

TABLE '1'
Gift Treatment and Disclosure

| A | B | C | D |
|-----------------------|--|--|--|
| <u>Type of Gift</u> | <u>Examples</u> | <u>Gift Disclosure</u> | <u>Gift No Longer Allowable</u> |
| | | <i>Apparent Value at which Gift, or the cumulative value from one source in a calendar year is disclosable</i> | <i>Condition or Actual Value beyond which gift is not allowable (Value assessed on basis of single Gift or cumulative Gift value from one source in calendar year) (without IC approval)</i> |
| Token of Appreciation | Plaques, Pens, Mugs, Vase, Event Photos, and similar | No need to record - Deemed Zero Value | Actual Value of a single gift is over \$500 (allowable with IC approval) |
| | Perishable (includes flowers, food) | No need to record - Deemed Zero Value | Excludes Alcohol with actual value over \$100 |
| | Gift to Regional | Not a 'Gift'. No need to record. Regional staff (identify) to record and take possession unless otherwise on public display. Deemed Zero Value | N/A |
| Course of Business | Publications | No need to record - Deemed Zero Value | N/A |
| | Art | \$100 | \$500 |
| | Business Meals | \$100 | \$500 |
| | Business Hospitality | \$100 | \$750 More than two Event Tickets (Golf, Gala, Sporting, Entertainment) per event More than one event per year from the same person or organization (allowable with IC approval) |
| | Official Hospitality | \$500 | No limit |

Commentary

Gifts and benefits are often received by elected officials in the course of their duties and attendance at public functions is expected and is considered part of their role. Business-related entertainment and gift-giving can be a token of respect and admiration for the elected official, but can also be seen as an instrument of influence and manipulation. The object of this rule is to provide transparency around the receipt of incidental gifts and benefits and to establish a threshold where the total value could be perceived as potentially influencing a decision.

The practical problems that nominal gifts and benefits create require a Code of Conduct that provides clarity and transparency. Personal integrity and sound business practices require that relationships with developers, vendors, contractors or others doing business with the Region be such that no Member of Council is perceived as showing favouritism or bias toward the giver. There will never be a perfect solution.

*Members who are members of both Peel Regional Council and their lower tier council will be subject to both this Rule and the rules in place for their lower tier council governing the receipt of gifts, benefits and hospitality. Where a gift, benefit or hospitality offering is made within the **exclusive** scope of the Member's duties as a Member of **either** Peel Regional Council or their lower tier council it will be clear which provision will govern. However, since business or personal interactions with Members of Council are not always specific to a discrete matter easily identified as **either** an upper tier or local matter, in many, if not most circumstances, the Member may be subject to both the provisions adopted by both municipalities. In such cases the more stringent provision would govern.*

Each Member of Council is individually accountable to the public and is encouraged to keep a list of all gifts and benefits received from individuals, firms or associations, with estimated values, in their offices for review by the Integrity Commissioner in the event of a complaint.

Use of real estate or significant assets or facilities (i.e. a vehicle, office, vacation property or club membership) at a reduced rate or at no cost is not an acceptable gift or benefit. The purpose of the Code is not to prohibit Members from accepting all invitations to socialize at a vacation property with personal friends at their vacation property, provided the Gift is disclosed in accordance with this Rule.

Proper caution and diligence must however be exercised when a social function occurs within close proximity to the individual having an issue before Regional Council or staff for approval. It is always prudent to consult with the Integrity Commissioner before accepting or attending at any such engagements. Any doubts about the propriety of a gift should be resolved in favour of not accepting it or not keeping it. It may be helpful to consult with the Integrity Commissioner when a Member chooses to decline a gift as well as when a recipient may opt to keep a gift.

An invitation to attend a function with a developer or supplier could be seen as allowing the giver an opportunity to influence the elected official. Such invitations

should only be accepted if the invitation is within the scope of permissible gifts and benefits, meaning that Members should not consistently accept invitations from the same individual or corporation and should avoid any appearance of favouritism.

For clarification, an invitation to an event celebrating the successful completion of a development or project or the opening of a new business within the Member's ward on the other hand could serve a legitimate business purpose and be seen as part of the responsibilities of office provided the person extending the invitation or that person's representative is in attendance.

An invitation to attend a charity golf tournament or fund-raising gala, provided the Member of Council is not consistently attending such events as a guest of the same individual or corporation, is also part of the responsibilities of holding public office. Likewise, accepting invitations to professional sports events, concerts or dinners may serve a legitimate business purpose. Where a Member is uncertain in regards to whether an invitation is or is not appropriate, it may be prudent to consult with the Integrity Commissioner before attending any such event.

Regular invitations to lunch or dinner with persons who are considered friends of Members of Council is acceptable in situations where the Member pays their portion of the meal expense and treats it as a personal expense, meaning a claim is not made under the Business Expense Accounts – Members of Council policy F30-02. Proper caution and diligence not to discuss matters before the Region for a decision must be exercised at all times. When in doubt it is prudent to consult with the Integrity Commissioner.

Rule No. 3**Member's Role in Funding Charitable/Community Activities:**

There are a range of expenses that support a Member's role in community development and engagement activities within their ward. For federal and provincial elected officials, these expenses are often paid for by Riding Association funds. Municipal elected officials do not have this benefit. Members should refer to the Business Expense Accounts – Members of Council policy F30-02 for guidance of expenses eligible for reimbursement.

1. As community leaders, Members may lend their support to and encourage community donations to registered charitable, not-for-profit and other community-based groups. Monies raised through fundraising efforts shall go directly to the groups or volunteers or chapters acting as local organizers of the group and Members of Council should not handle any funds on behalf of such organizations.

Members of Council routinely perform important work in supporting charitable causes and in so doing, there is a need for transparency respecting the Member's involvement. The following guidelines shall apply:

- a. Members of Council should not directly or indirectly manage or control any monies received relating to community or charitable organizations fundraising;
- b. Members of Council or persons acting on behalf of a Member shall not solicit or accept support in any form from an individual, group or corporation, with any pending significant planning, conversion or demolition variance application or procurement proposal before Regional Council, which the Member knew or ought to have known about.
- c. With reference to member-organized community events, Members of Council must report to the Integrity Commissioner, the names of all donors and the value of their donation that supplement the event.
- d. Where a Member of Council sponsors and/or lends support to a community or charitable event, this *Code* recognizes that all donations are subject to the Business Expense Accounts – Members of Council policy F30-02.
- e. No donation cheques should be made payable to a Member of Council or to the Region of Peel. Members of Council may only accept donation cheques made payable to a Business Improvement Association, charity or community group and only for the purpose of passing the cheques on to such group.
- f. Members of Council should not handle any cash on behalf of any charitable organization, not-for-profit or community group, and should always remain at arm's length from the financial aspects of these community and external

events. If a Member of Council agrees to fundraise on behalf of a charity or community group, the Member should ensure that payment is received by a means that does not involve cash, including bank draft, money order, credit card or cheque made payable to the applicable group or organization.

2. Nothing included herein affects the entitlement of a Member of Council to:
 - i) use the Member's office expense budget champion or support community events subject to the terms of the Business Expense Accounts – Members of Council policy section 8.2 relating to event expenses;
 - ii) urge constituents, businesses or other groups to support community events and advance the needs of a charitable organization put on by others in the Region;
 - iii) play an advisory ex officio or honorary role in any charitable or non-profit organization that holds community events in the Region; and,
 - iv) collaborate with the Region of Peel and its agencies, boards or commissions to hold community events.

Commentary

By virtue of the office, Members of Council will be called upon to assist various charities, service clubs and other non-profits as well as community associations, by accepting an honorary role in the organization, lending their name or support to it or assisting in fundraising. Transparency and accountability are best achieved in today's era by encouraging contributors to make donations to such organizations on-line through a website or where that is not possible through a cheque made payable directly to the organization. Cash should never be accepted.

Rule No. 4

Confidential Information:

1. No Member shall disclose the content of any such matter, or the substance of deliberations, of the *in-camera* meeting until the Council or Committee discusses the information at a meeting that is open to the public or releases the information to the public.
2. No Member shall disclose or release by any means to any member of the public, any confidential information acquired by virtue of their office, in either oral or written form, except where required by law or authorized by Council to do so.
3. No Member shall use confidential information for personal or private gain, or for the gain of relatives or any person or corporation.
4. No Member should directly or indirectly benefit, or aid others to benefit, from knowledge respecting bidding on the sale of Regional property or assets.
5. Members of Council should not access or attempt to gain access to confidential information in the custody of the Region unless it is necessary for the performance of their duties and is not prohibited by Council policy.

Commentary:

Confidential Information includes information in the possession of, or received in confidence by, the Region of Peel that the Region is either prohibited from disclosing, or is required to refuse to disclose, under the Municipal Freedom of Information and Protection of Privacy Act ("MFIPPA"), or any other legislation.

MFIPPA restricts or prohibits disclosure of information received in confidence from third parties of a corporate, commercial, scientific or technical nature, information that is personal, and information that is subject to solicitor-client privilege.

The Municipal Act, 2001 allows information that concerns personnel, labour relations, litigation, property acquisitions and security of the property of the Regional or a local board, and matters authorized in other legislation including MFIPPA, to remain confidential. For the purposes of the Code of Conduct, "confidential information" includes this type of information.

As elected officials, Members of Council will receive highly sensitive and confidential information concerning residents who need their assistance. This is consistent with the nature of the Members' duties. In accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), these types of records are at all times under the control of the Member and are not subject to any municipal disclosure requirements.

Under the Regional Council Procedure By-law, a matter that has been discussed at an in-camera (closed) meeting remains confidential, until such time as a condition renders the matter public. The following are examples of the types of information that a Member of Council must keep confidential:

- items under litigation, negotiation, or personnel matters;
- information that infringes on the rights of others (e.g. sources of complaints where the identity of a complainant is given in confidence);
- price schedules in contract tender or request for proposal submissions if so specified;
- information deemed to be "personal information" under the *Municipal Conflict of Interest Act*; and
- statistical data required by law not to be released (e.g. certain census or assessment data)

Where it is clear that a communication was not made in a confidential manner (i.e. copied to others, or made in the presence of others) or the manner of communication undermines the validity of labelling it "Confidential", such communication will not be given any higher level of confidentiality than any other communication. The words "Privileged", "Confidential" or "Private" will not be understood to preclude the appropriate sharing of the communication for the limited purpose of reviewing, responding or looking into the subject-matter of the communication.

Rule No. 5

Use of Regional Resources:

1. No Member shall use for personal purposes any Regional staff services, property, equipment, services, supplies, websites, blogs, or other Region-owned materials, other than for purposes connected with the discharge of Regional duties.
2. No Member shall obtain personal financial gain from the use or sale of Region developed intellectual property (for example, inventions, creative writings and drawings), computer programs, technical innovations or any other item capable of being patented. Members acknowledge and do not dispute that all such property remains exclusively that of the Region of Peel.
3. No Member shall use information gained in the execution of his or her duties that is not available to the general public, for any purposes other than his or her official duties.

Commentary

Members, by virtue of their position, have access to a wide variety of property, equipment, services and supplies to assist them in the conduct of their Regional duties as public officials.

While most of this property is provided within the confines of their office, much of it is transportable or may be provided for home use, given the nature of the demands placed on Members in carrying out their duties and in recognition of the fact that the Region does not provide constituency offices to Members of Council. Members are held to a higher standard of behaviour and conduct and therefore should not use such property for any purpose other than for carrying out their official duties. For clarity, this Rule is intended to prohibit the use of Regional resources for purposes such as running a home business. It is not intended to prohibit occasional personal use, but it should be subject to practical limitations.

Careful attention should be given to the provisions of the Region's Business Expense Accounts – Members of Council policy F30-02 which identifies approvable allowable expenses. During election campaigns, the provisions of Rules 6 and 7 will apply.

4. No Member shall use the services of Regional staff, or make requests for document or information from Regional staff, unless such information is required for the purpose of carrying out their duties as public officials.
5. No Member shall include in his or her website, newsletters, E-mails or other printed material, advertising of businesses in the Region, including the distribution of gift certificates, free tickets and compiling a list of businesses located in a ward.

Attending and reporting the opening of a new business or a business event in the Region is permissible and a Member may thank verbally or in a newsletter, a business by name or an employee of that business, which contributes to a Regional or ward event provided that no such recognition shall constitute an endorsement of such business.

Rule No. 6

Election Campaigns:

1. Members are required to follow the provisions of the *Municipal Elections Act, 1996* and Members are accountable under the provisions of that statute.
2. No Member shall use the facilities, equipment, supplies, services, staff or other resources of the Region (including Councillor newsletters, individual websites linked through the Region 's website and social media accounts used for ward communication) for any election campaign or campaign-related activities and all such sites shall not use the Region of Peel logo.
 - a) If a member of Council uses any social media account for campaign purposes, such account must not be created or supported by Regional resources or use the Regional logo. Social media accounts used for campaign purposes must utilize personal cell phones, tablets and/or computers.
 - b) To avoid confusion with any website or social media accounts used for Council Member work, Council members who choose to create or use social media accounts for campaign communications must include, for the duration of the campaign, a clear statement on each campaign website or social media account's home page indicating that the account is being used for election campaign purposes.
 - c) Despite the foregoing, Members are allowed to place campaign phone numbers, websites and E-mail addresses on the election pages on the Region 's website, which is available and authorized for use by all candidates for municipal and school board office.
3. In a municipal election year, commencing <Election Cutoff Date> until the date of the election, Members may not publish Councillor newsletters or distribute them in municipal facilities. All newsletters distributed through the mail must be post-marked by no later than <Election Cutoff Date> in an election year. Members of Council may, during such period, use Regional facilities to communicate important notifications to the residents of their ward by email in normal Outlook format or by letter on the Councillor's stationery.

4. In a municipal election year, commencing on Nomination Day until the date of the election, no candidate including Members, may directly or indirectly, book any municipal facility for any purpose that might be perceived as an election campaign purpose.

Commentary

Staff should not interpret or provide advice to Members regarding the requirements placed on candidates for municipal office.

The restriction on booking facilities ensures that election-related functions, or those that could appear to be election-related, will not occur at any time there is an advance or regular poll at the facility. The need to set up in advance means that election night parties cannot be held in the same facilities that polling stations are located in.

Members should not authorize any event that could be perceived as the Region providing them with an advantage over other candidates. It is the personal responsibility of Members to ensure that any use of facilities or the services of municipal staff are carried out in accordance with applicable legislation. Staff are not responsible for monitoring and advising Members or any other candidates, in this regard.

5. No Members shall use the services of persons for campaign related Activities during hours in which those persons receive any compensation from the Region.
6. The Integrity Commissioner may at any time be consulted with regard to complying with any part of Rule 6 and in particular may rule on whether any activity by staff in a Councillor's office during an election year is prohibited election work or permitted activity sufficiently unrelated to the election.

Rule No. 7

Improper Use of Influence:

1. No member shall use the influence of his or her office for any purpose other than for the exercise of his/her official duties.
2. Members shall not contact members of any tribunal which is charged with making independent decisions and whose members have been appointed by Regional Council regarding any matter before it.

If Council has taken a position in an Ontario Municipal Board/Local Planning Appeal Tribunal ("OMB/LPAT") matter and instructed the Regional Solicitor to appear at a hearing in support of such position, no member of Council who disagrees with such position, shall give evidence at such hearing or otherwise work against the will of Council in such matter. With the consent of the lawyer assigned to represent the Region at an OMB/LPAT hearing, a member of Council who is in support of the Council instructions to such lawyer, may give evidence at an OMB/LPAT hearing. Notwithstanding the above, if the OMB/LPAT has decided to mediate a dispute between parties in a matter, any member of Council may offer his or her services to assist with such mediation regardless of his or her position in the matter and participate, if approved by the OMB/LPAT mediator.

Commentary

Examples of prohibited conduct are the use of one's status as a Member of Council to improperly influence the decision of another person to the private advantage of oneself, or one's Family Member, or friends. This would include attempts to secure preferential treatment beyond activities in which Members normally engage on behalf of their constituents as part of their official duties. Also prohibited is the holding out of the prospect or promise of a future advantage through a Member's supposed influence within Council in return for present actions or inaction.

Contact with members of tribunals appointed by Council on any case might be viewed as attempts to intimidate the tribunal member. Generally, members of Council should not take part in the proceedings of any other tribunal where the Region is a party unless such participation is approved by the Integrity Commissioner

3. Pursuant to corporate policy, the Chief Administrative Officer directs Regional Commissioners, who in turn direct Regional staff. Regional Council and not individual Members of Council appropriately give direction to the Regional administration.
4. As the Head of Council the Regional Chair shall work with Regional Council with regard to those matters:
 - a) for which Regional Council has taken or has determined to take decisions or actions, or,
 - b) for which decisions or actions of Regional Council are either required or might reasonably be anticipated.

When communicating with the public or external bodies, the Regional Chair as Head of Council (including when exercising the role of Chief Executive Officer), will communicate in a manner which is:

- a) consistent with or supportive of decisions that have been made by Regional Council,
- b) expressly made subject to any decision that may be made by Regional Council, where a decision of Council is required or might reasonably be anticipated but has not yet been made, or
- c) expressly stated to be the Regional Chair's personal opinion so long as this is given in compliance with Rule 10, Media Communications.

Rule No. 8

Business Relations:

1. No Member shall allow the prospect of his/her future employment by a person or entity to affect the performance of his/her duties to the Region, detrimentally or otherwise.
2. No Member shall borrow money from any person who regularly does business with the Region unless such person is an institution or company whose shares are publicly traded and who is regularly in the business of lending money, such as a credit union.
3. No Member shall act as a paid agent before Council or a committee of Council or any agency, board or committee of the Region.
4. No Member shall refer a third party to a person, partnership or corporation in exchange for payment or other personal benefit.

Rule No. 9

Member Conduct

Conduct at Council and Committee Meetings:

1. Members shall conduct themselves at Council and committee meetings with decorum in accordance with the provisions of the *Regional Council Procedure By-law*.
2. Members shall endeavour to conduct and convey Council business and all their duties in an open and transparent manner (other than for those decisions which by virtue of legislation are authorized to be dealt with in a confidential manner in closed session), and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions.

Commentary

Members recognize the importance of cooperation and strive to create an atmosphere during Council and committee meetings that is conducive to solving the issues before Council, listening to various points of view and using respectful language and behaviour in relation to all of those in attendance.

Various statutes, the Regional Council Procedure By-law and decisions by courts and quasi-judicial tribunals and the Information and Privacy Commission, establish when Regional Council can discuss issues in closed session. Transparency requires that Council apply these rules narrowly so as to best ensure that decisions are held in public session as often as possible.

Unless prohibited by law, Members should clearly identify to the public how a decision was reached and the rationale for so doing.

3. Members shall make every effort to participate diligently in the activities of the committees, agencies, boards, commissions and advisory committees to which they are appointed by the Region or by virtue of being an elected official.

Commentary

Individual Members are appointed to committees, agencies, boards and commissions based on their various backgrounds and their ability to contribute to matters before them, bringing their expertise and experience. Members shall not be absent from Council or committee meetings, or from those of agencies, boards and commissions to which they are appointed without reasonable justification (for example, illness of the Member, family circumstance, lower tier Council business) for more than three consecutive scheduled meetings or on a regular basis.

4. Members shall conduct themselves with appropriate decorum at all times.

Commentary

As leaders in the community, Members are held to a higher standard of behaviour and conduct, and accordingly their behaviour should be exemplary.

Rule No. 10

Media Communications:

1. Members of Council will accurately communicate the decisions of Council, even if they disagree with the majority decision of Council, and by so doing affirm the respect for and integrity in the decision-making processes of Council.
2. Members of Council will keep confidential information confidential, until such time as the matter can properly be made public.
3. In all media communications, including social media, members will treat each other, staff and members of the public with decorum, dignity and respect, and shall avoid messaging that amounts to abuse, bullying or intimidation.
4. Members may communicate a personal position on an issue:
 - a) that is contrary to a position which has been taken by Regional Council, or
 - b) on which Regional Council is required to take a position or might reasonably be expected to take a position but has not yet done so,

so long as in doing so Members make clear that they are not representing the Council and/or the Regional Municipality of Peel, and where their personal position is contrary to Council's position, include an accurate recitation of Council's position.

Commentary

A Member may state that he/she did not support a decision, or voted against the decision. A Member should refrain from making disparaging comments about other Members of Council or about Council's processes and decisions.

When communicating with the media, a Member should at all times refrain from speculating or reflecting upon the motives of other Members in respect of their actions as a Member of Council.

While openness in government is critical, governments also must respect confidentiality when a matter must remain, at least for a period of time, confidential. Breaches of confidentiality by Members erodes public confidence.

While Members are encouraged to actively participate in vigorous debate, Members should understand that they are part of a democratically-elected representative body and should not engage in social media as if they are outsiders. In this regard, caution should be exercised when blogging, posting, tweeting, re-posting and linking to posts using social media, whether the member is using a personal account or a Regional account.

Members who post blogs should recognize that the Canadian Association of Journalists has identified the ethical conflict faced by journalists holding elected public office. It is recognized that there is an irreconcilable conflict in holding both roles.

While social media can be an excellent tool for communicating quickly with constituents and sharing ideas and obtaining input, social media can breed incivility that generally is avoided in face-to-face interactions. In a world where a transitory comment can become part of the permanent record, Members should exercise restraint in reacting too quickly, or promoting the social media posts of others whose views may be disparaging of Council's decisions or another Member's perspectives.

Rule No. 11

Respect for Regional By-laws and Policies:

1. Members shall encourage public respect for the Region and its by-laws.
2. Members shall adhere to such by-laws, policies and procedures adopted by Council that are applicable to them.

Commentary

A Councillor must not encourage disobedience of a Regional by-law in responding to a member of the public, as this undermines confidence in the Region and in the Rule of Law.

Members of Council are required to observe the policies and procedures established by Regional Council at all times, and are directed to pay special attention to, and comply strictly with, the Council Procedure By-law and Business Expense Accounts – Members of Council policy F30-02. In exceptional circumstances, a Member may request Council grant an exemption from any policy.

Rule No. 12

Respectful Workplace:

1. All Members have a duty to treat members of the public, one another and staff appropriately and without abuse, bullying or intimidation and to ensure that their work environment is free from discrimination and harassment.
2. All complaints received involving members of Council shall be referred to the Integrity Commissioner for processing in accordance with the *Council Code of Conduct Complaints Protocol*.
3. The *Ontario Human Rights Code* also applies to Regional Council Members.

Commentary

It is the policy of the Region of Peel that all persons be treated fairly in the workplace in an environment free of discrimination or personal and sexual harassment.

Rule No. 13

Conduct Respecting Staff:

1. No Member shall compel staff to engage in partisan political activities or be subjected to threats or discrimination for refusing to engage in such activities.
2. No Member shall use, or attempt to use, their authority for the purpose of intimidating, threatening, coercing, commanding or influencing any staff member with the intent of interfering in staff's duties, including the duty to disclose improper activity.
3. Members shall be respectful of the role of staff to advise based on political neutrality and objectivity and without undue influence from any individual Member or faction of the Council.
4. No Member shall maliciously or falsely impugn or injure the professional or ethical reputation or the prospects or practice of staff, and all Members shall show respect for the professional capacities of the staff of the Region.

Commentary

Under the direction of the Chief Administrative Officer, staff serve the Council as a whole, and the combined interests of all Members as evidenced through the decisions of Council. Only Council as a whole has the authority to approve budget, policy, committee processes and other matters.

Accordingly, Members shall direct requests outside of Council-approved budget, process or policy, directly to Council.

In practical terms, there are distinct and specialized roles carried out by Council as a whole and by Councillors when performing their other roles. The key requirements of these roles include dealing with constituents and the general public, participating as Council committee members and chairs, and participating as Council representatives on agencies, boards, commissions and other bodies. Similarly, there are distinct and specialized roles expected of Regional staff in both the carrying out of their responsibilities and in dealing with the Council. Staff are expected to provide information to Members that they are entitled to.

Regional staff are accountable to the Chief Administrative Officer who is accountable to Regional Council. Sometimes the line between staff duties and activities that are political in nature is not clear. Members of Council must respect the difference between the two in making requests of staff.

Members of Council should expect a high quality of advice from staff based on political neutrality and objectivity irrespective of party politics, the loyalty of persons in power, or their personal opinions.

Staff and Members of Council are all entitled to be treated with respect and dignity in the workplace.

It is inappropriate for a Member to attempt to influence staff to circumvent normal processes in a matter, or overlook deficiencies in a file or application. It is also inappropriate for Members to involve themselves in matters of administration or departmental management which fall within the jurisdiction of the Chief Administrative Officer. Any such attempts should be reported to the Integrity Commissioner.

Rule No. 14

Employment of Council Relatives/Family Members:

1. No Member shall attempt to influence the outcome, or to influence any Regional employee to hire or promote a Family Member.
2. No Members shall make any decision or participate in the process to hire, transfer, promote, demote, discipline or terminate any Family Member.
3. No Member shall supervise a Family Member, or be placed in a position of influence over a Family Member.
4. No Member shall attempt to use a family relationship for his or her personal benefit or gain.
5. Every Member shall adhere to the Region's *Employment of Relatives* policy HR05-01.

Commentary

If a Family Member of a Councillor is an applicant for employment with the Region or is a candidate for promotion or transfer, the Family Member will proceed through the usual selection process pursuant to the Region's hiring policies, with no special consideration.

Rule No. 15

Not Undermine, Work Against Council's Decisions:

1. Members of Council shall not actively undermine the implementation of Council's decisions.

Commentary

The role of elected officials, once a council decision is made, is to support the implementation of that decision, not to work against its implementation, publicly or behind the scenes. Council decisions are arrived at following discussion and debate, reflecting the democratic process. Members are expected to engage in debate with their fellow council members through the democratic process of government. However, once Council has made its decision, Members must recognize that decision as the duly-considered decision of the body of Council. As members of that body of Council, individual members – those who did not agree with the decision - are not to engage in activities that seek to challenge or undermine that decision.

Members can express disagreement with Council's decisions, but it is contrary to the ethical behaviour of members of Council to actively seek to undermine, challenge or work against Council's decisions.

2. Members of Council shall not engage in litigation or other legal challenges against the municipality or Council's decisions.
 - a. Despite this provision, Members may pursue a complaint or request for investigation under any of the oversight, transparency and accountability mechanisms provided under Part V.1 and under section 239 of the *Municipal Act*, 2001.

Commentary

When members are allowed to participate in activities to challenge Council's properly considered decisions, such as legal challenges or other forms of litigation, this is contrary to the interests of the municipality as determined by the decision of the democratically elected governing body, Council. It can create challenges to staff as to when and how much information can be provided to Council (legal advice for example) because of the presence of a legal challenge, which may benefit by 'insider knowledge'.

3. Despite this Rule, Members of Council may seek to have a Council decision reconsidered in accordance with Council's Procedure By-law.

Rule No. 16

Reprisals and Obstruction:

1. It is a violation of the *Code of Conduct* to obstruct the Integrity Commissioner in the carrying out of his/her responsibilities.
2. No Member shall threaten or undertake any active reprisal against a person initiating an inquiry or complaint under the *Code of Conduct*, or against a person who provides information to the Integrity Commissioner in any investigation.
3. It is a violation of the *Code of Conduct* to destroy documents or erase electronic communications or refuse to respond to the Integrity Commissioner where a formal complaint has been lodged under the *Code of Conduct*.

Rule No. 17

Acting on Advice of Integrity Commissioner:

1. Any written advice given by the Integrity Commissioner to a Member binds the Integrity Commissioner in any subsequent consideration of the conduct of the Member in the same matter, as long as all the relevant facts were disclosed to the Integrity Commissioner, and the Member adhered to the advice given.

Rule No. 18

Implementation:

1. Members are expected to formally and informally review their adherence to the Code on a regular basis or when so requested by Council.
2. At the beginning of each term, Members will be expected to meet with the Integrity Commissioner.

Commentary:

Members are expected to understand the obligations on elected officials set out in this Code of Conduct, and are encouraged to contact the Integrity Commissioner for any clarification required. A Code of Conduct component will be included as part of the orientation for each new term of Council.

COUNCIL CODE OF CONDUCT COMPLAINT PROTOCOL

PART A: INFORMAL COMPLAINT PROCEDURE

Any person or representative of an organization who has identified or witnessed behaviour or an activity by a member of Regional Council that they believe is in contravention of the *Regional Council Code of Conduct* (the "Code") may wish to address the prohibited behaviour or activity themselves as follows:

- (1) advise the member that the behaviour or activity contravenes the Code;
- (2) encourage the member to stop the prohibited behaviour or activity;
- (3) keep a written record of the incidents including dates, times, locations, other persons present, and any other relevant information;
- (4) if applicable, confirm to the member your satisfaction with the response of the member; or, if applicable, advise the member of your dissatisfaction with the response; and
- (5) consider the need to pursue the matter in accordance with the formal complaint procedure outlined in Part B, or in accordance with another applicable judicial or quasi-judicial process or complaint procedure.

All persons and organizations are encouraged to initially pursue this informal complaint procedure as a means of stopping and remedying a behaviour or activity that is prohibited by the Code. With the consent of the complaining individual or organization and the member, the Integrity Commissioner may be part of any informal process. However, it is not a precondition or a prerequisite that those complaining must pursue the informal complaint procedure before pursuing the Formal Complaint Procedure in Part B.

PART B: FORMAL COMPLAINT PROCEDURE:

Initial Complaint

1. (1) A request for an investigation of a complaint that a member has contravened the Code of Conduct (the "complaint") shall be sent directly to the Integrity Commissioner by email or hard copy substantially in the form attached to this Protocol as Schedule "A".
- (2) All complaints shall be submitted by an identifiable individual (which includes the authorized signing officer of an organization).
- (3) A complaint shall set out reasonable and probable grounds for the allegation that the member has contravened the Code.

The complaint should include the name of the member, the provision of the Code allegedly contravened, facts constituting the alleged contravention, the names and contact information of witnesses, and contact information for the complainant during normal business hours.

(4) Election Blackout Period:

No investigation shall be commenced or continued, nor shall the Integrity Commissioner report to Council respecting an investigation, within the election period described within s.223.4 and 223.4.1 of the *Municipal Act*, except as described in those sections.

Classification by Integrity Commissioner

2. (1) Upon receipt of the request, the Integrity Commissioner shall make an initial classification to determine if the matter is, on its face, a complaint with respect to non-compliance with the Code and not covered by other legislation, a complaint with respect to the *Municipal Conflict of Interest Act* or other relevant Council policies.
- (2) If the complaint, on its face, is not a complaint with respect to non-compliance with the Code or another Council policy governing ethical behaviour or the *Municipal Conflict of Interest Act*, or if the complaint is covered by other legislation, the Integrity Commissioner shall advise the complainant in writing as follows:
 - (a) if the complaint on its face is an allegation of a criminal nature consistent with the *Criminal Code of Canada*, the complainant shall be advised that if the complainant wishes to pursue any such allegation, the complainant must pursue it with the appropriate police force;
 - (b) if the complaint on its face is with respect to non-compliance with the *Municipal Freedom of Information and Protection of Privacy Act*, the complainant shall be advised that the matter will be referred for review to the Regional Clerk; and
 - (c) the complainant shall be advised that the matter, or part of the matter, is not within the jurisdiction of the Integrity Commissioner to process, with any additional reasons and referrals as the Integrity Commissioner considers appropriate. The Integrity Commissioner may proceed with that part of the complaint that is within jurisdiction.
- (3) The Integrity Commissioner may assist the complainant in restating, narrowing or clarifying the complaint so that the public interest will be

best served were the complaint to be pursued.

- (4) The Integrity Commissioner may report to Council that a specific complaint is not within the jurisdiction of the Integrity Commissioner.
- (5) The Integrity Commissioner shall report annually to Council on complaints not within the jurisdiction of the Integrity Commissioner, but, where possible, shall not disclose information that could identify a person concerned.

Investigation

- 3. (1) The Integrity Commissioner is responsible for performing the duties set out in this Protocol independently and shall report directly to Council in respect of all such matters. In applying this Protocol, the Integrity Commissioner shall retain the discretion to conduct investigations applying the principles of procedural fairness, and any deviation from the provisions of this Protocol for that purpose shall not invalidate the investigation or result in the Integrity Commissioner losing jurisdiction.
- (2) If the Integrity Commissioner is of the opinion that a complaint is frivolous, vexatious or not made in good faith, or that there are no grounds or insufficient grounds for an investigation, or that the pursuit of the investigation would not, in the opinion of the Integrity Commissioner be in the public interest, the Integrity Commissioner shall not conduct an investigation, or, where that becomes apparent in the course of an investigation, terminate the investigation.
- (3) The Integrity Commissioner shall file an annual report to Regional Council respecting the advice, education and investigations carried out in the previous year, and developments or recommendations of significance related to the role of the Integrity Commissioner. Other than in exceptional circumstances, the Integrity Commissioner will not report to Council on any complaint described in subsection (2) except as part of an annual or other periodic report.
- (4) The Integrity Commissioner shall rely on the best evidence reasonably available. Without restricting the generality of the foregoing, the Integrity Commissioner may draw adverse conclusions from the absence of records that give context to other evidence (such as email messages immediately before or after a message presented as evidence), or in respect of edits, deletions or other alterations made to evidence after-the-fact.
- (5) Where the Integrity Commissioner rejects or terminates an investigation pursuant to this section, reasons shall be provided.

4. (1) If a complaint has been classified as being within the Integrity Commissioner's jurisdiction and not rejected under section 3, the Commissioner shall investigate and may attempt to settle the complaint.
- (2) The Integrity Commissioner may in exceptional circumstances elect to exercise the powers of a Commission under Parts I and II of the *Public Inquiries Act*, as contemplated by Subsection 223.4(2) of the Act.
- (3) If the Integrity Commissioner elects to conduct an inquiry under the Public Inquiries Act, he/she shall report to Council before proceeding, setting out the reasons for the investigation, and providing an estimate of the expected cost and time that the investigation will require, and providing an opportunity for Council to respond to the reasonableness of the expenditure of public funds for the purpose of such Commission.
- (4) When the *Public Inquiries Act* applies to an investigation of a complaint, the Integrity Commissioner shall comply with the procedures specified in that Act and this Complaint Protocol, but, if there is a conflict between a provision of the Complaint Protocol and a provision of the *Public Inquiries Act*, the provision of the *Public Inquiries Act* prevails.
5. (1) The Integrity Commissioner will proceed as follows, except where otherwise required by the *Public Inquiries Act* and/or in the context of a particular situation, the principles of procedural fairness:
 - (a) provide the complaint and supporting material to the member whose conduct is in question and provide the member with a reasonable opportunity to respond.
 - (2) Except where the Integrity Commissioner determines that it is not in the public interest to do so, the name of the complainant shall be provided as part of the complaint documents.
 - (3) If necessary, after reviewing the written materials, the Integrity Commissioner may speak to anyone relevant to the complaint, access and examine any of the information described in subsections 223.4(3) and (4) of the *Municipal Act*, and may enter any Regional work location relevant to the complaint for the purposes of investigation and settlement.
 - (4) The Integrity Commissioner shall not issue a report finding a violation of the Code of Conduct on the part of any member unless the member has had reasonable notice of the basis for and an opportunity to comment on the proposed findings.
 - (5) The Integrity Commissioner may make interim reports to Council where necessary and as required to address any instances of interference, obstruction or retaliation encountered during the investigation.

6. (1) The Integrity Commissioner shall report to the complainant and the member generally no later than 90 days after the making of the complaint.
 - (2) Where the complaint is sustained in whole or in part, the Integrity Commissioner shall also report to Council outlining the findings, the terms of any settlement, or recommended corrective action.
 - (3) Where the complaint is dismissed, other than in exceptional circumstances, the Integrity Commissioner shall not report to Council except as part of an annual or other periodic report.
 - (4) Any recommended corrective action must be permitted in law and shall be designed to ensure that the inappropriate behaviour or activity does not continue.
7. If the Integrity Commissioner determines that there has been no contravention of the Code of Conduct or that a contravention occurred although the member took all reasonable measures to prevent it, or that a contravention occurred that was trivial or committed through inadvertence or an error of judgement made in good faith, the Integrity Commissioner shall so state in the report and shall recommend that no penalty be imposed.
8. The Regional Clerk shall process the report for the next meeting of Council.

Council Review

9. (1) Council shall consider and respond to the report within 90 days after the day the report is laid before it.
- (2) In responding to the report, Council may vary a recommendation that imposes a penalty, subject to Section 223.4, subsection (5) of the *Municipal Act*, but shall not refer the recommendation other than back to the Integrity Commissioner.
- (3) Council can terminate the Integrity Commissioner only by a two-thirds vote of all members.
- (4) Upon receipt of recommendations from the Integrity Commissioner, Council may, in circumstances where the Integrity Commissioner has determined there has been a violation of the Code of Conduct, impose either of two penalties:
 - (a) a reprimand; or
 - (b) suspension of the remuneration paid to the Member in respect of his/her services as a Member of Council or a local board, as the case

may be, for a period of up to 90 days and may also take the following actions:

- (c) removal from membership of a committee;
- (d) removal as chair of a committee;
- (e) repayment or reimbursement of monies received;
- (f) return of property or reimbursement of its value;

Confidentiality

10. (1) A complaint will be processed in compliance with the confidentiality requirements in sections 223.5 and 223.6 of the *Municipal Act*, which are summarized in the following subsections.
- (2) The Integrity Commissioner and every person acting under her or his instructions shall preserve secrecy with respect to all matters that come to his or her knowledge in the course of any investigation except as required by law in a criminal proceeding.
- (3) All reports from the Integrity Commissioner to Council will be made available to the public.
- (4) Any references by the Integrity Commissioner in an annual or other periodic report to a complaint or an investigation shall not disclose confidential information that could identify a person concerned.
- (5) The Integrity Commissioner in a report to Council on whether a member has violated the Code of Conduct shall only disclose such matters as in the Integrity Commissioner's opinion are necessary for the purposes of the report.

Schedule "A"
Complaint

I _____ hereby request the Integrity Commissioner for the the Region of Peel to conduct an inquiry about whether or not the following member(s) of the Regional Council has contravened the Council Code of Conduct or the *Municipal Conflict of Interest Act*:

I have reasonable and probable grounds to believe that the above member(s) has contravened the Council Code of Conduct and/or the *Municipal Conflict of Interest Act* by reason of the following (please include date, time and location of conduct, the Rules contravened, and particulars, including names of all persons involved, and of all witnesses, and information as to how they can be reached, (attach additional pages as needed):

I hereby request the Integrity Commissioner to conduct an inquiry with respect to the above conduct. Attached are copies of documents and records relevant to the requested inquiry.

Date: _____ Signature: _____

Name:
Address:

Email:
Phone:

Email completed Complaint to Principles Integrity at: postoffice@principlesintegrity.org

Region of Peel
Code of Conduct for Local Boards – Non-Adjudicative and Adjudicative

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Part 1

A. General Introduction, Framework and Interpretation

This document is a Code of Conduct for members of Local Boards, both adjudicative and non-adjudicative. Local Boards, sometimes referred to as committees or tribunals, are as defined in s.223.1 of the Municipal Act and as identified by the municipality.

Some additional restrictions apply to adjudicative boards and these are specified. The Code of Conduct for Local Boards follows the same organizational structure as the Council Code of Conduct. Definitions and commentary contained in the Council Code of Conduct may apply, where relevant, with necessary modifications and may be referred to for clarification and interpretive assistance in understanding this Code. Provisions of the Council Code of Conduct which are not relevant to members of Local Boards have been eliminated from this document.

B. Guiding Principles

Members shall act with honesty and integrity, serving in a diligent manner, and performing their duties in a manner which promotes public confidence.

C. Specific Rules

Rule 1: Avoidance of Conflicts of Interest

Members shall avoid situations of real or apparent conflict of interest or bias.

Members shall avoid participating in or influencing a proceeding when the member, or another person with whom the member has a close personal or professional relationship, has a financial or other private interest that may be affected by the proceeding or its outcome.

Members shall not appear before the Local Board or committee on their own behalf or as a representative on behalf of any party.

Commentary: Members of BIAs will frequently have an 'interest in common' as business owners. Care should be taken to recognize an interest, when the Member stands to gain or otherwise benefit, in a manner that can be differentiated from others in the BIA. Where a Member contributes to an event 'at cost', no 'interest' is deemed to arise by reason only that the Member's business is a sponsor of the event.

Rule 2: Gifts, Benefits and Hospitality

No Member shall accept any Gift, except for Gifts that are deemed to have zero value in the Council Code of Conduct.

Rule 3: [Intentionally left blank]

Rule 4: Confidential information

Members shall not disclose to any member of the public any confidential information acquired by virtue of their position.

Confidential information includes any discussion that takes place between members of the Local Board or Committee when it is in a closed meeting.

Rule 5: Use of Regional Resources, Election Campaigns

No member should use municipal equipment or staff, or other municipal services or resources for their own private purposes, or for election campaign purposes.

Rule 6: Election Campaigns

No member, while identifying themselves as a member of a Local Board, shall undertake any election campaign or election-related activities or work on, fund-raise, endorse or otherwise contribute to the election campaign of any person running in the municipal election for the municipality where the member serves on the Local Board.

Rule 7: Improper Use of Influence, Business Prospects

No member shall use the influence of his or her position for any purpose other than the duties as a member of the Local Board.

Rule 8: Business Relations

No member shall allow the prospect of future employment by a person or entity to affect the performance of his/her duties as a member of the Local Board.

Rule 9: Member Conduct

Members shall conduct themselves with decorum at all times.

Members shall maintain proper control over meetings demonstrating respect for everyone who is involved in the meeting.

Members are expected to attend all meetings of the Local Board or Committee. If a member misses more than three (3) meetings during their term, the Chair, after hearing and considering any explanation provided by the member, may ask the member to resign, or request that Council remove the member.

Rule 10: Media Communications

Members shall accurately communicate recommendations and proceedings of their Local Board.

If a member is contacted directly by the media, the member should refer the media to the Chair, or in the absence of the Chair, to the Vice-Chair.

Rule 11: Respect for Regional By-laws and Policies

Members shall adhere to and encourage public respect for the Local Board, the municipality and its by-laws, policies and procedures.

Rule 12: Respectful Workplace

Members are governed by the relevant workplace harassment policies in place for staff.

Rule 13: Conduct Respecting Staff

Members shall be respectful of the role of staff to advise based on political neutrality.

Members shall respect the professionalism of staff, and not exert undue influence on staff.

Rule 14: [Intentionally left blank]

Rule 15: Reprisals and Obstructing

It is a violation of this Code of Conduct to obstruct the Integrity Commissioner in the carrying out of his/her responsibilities.

It is a violation of this Code of Conduct to engage in any activity in retaliation against any person because he/she has made a complaint to or otherwise communicated with the Integrity Commissioner.

Rule 16: Acting on Advice of Integrity Commissioner

Advice given by the Integrity Commissioner is binding on the Integrity Commissioner in the event of a complaint.

Part 2

ADDITIONAL REQUIREMENTS APPLICABLE TO MEMBERS OF ADJUDICATIVE LOCAL BOARDS

Rule 17: In addition to the provisions applicable to Members of Non-adjudicative Local Boards, the following additional requirements are applicable with respect to the referenced rule:

Rule 2: Gifts, Benefits and Hospitality

Members should recuse themselves from any hearing, to avoid any perception of bias or conflict of interest which may arise as a result of a gift, benefit or hospitality provided by any of the parties or participants potentially affected by the decision of the Local Board.

Rule 6: Election Campaigns

Members of Adjudicative Local Boards are prohibited from fundraising for, endorsing, or otherwise contributing to the election campaign of any person running for a seat on Council.

Rule 10: Media Communications

Members of adjudicative boards should generally not comment to the media in relation to any decision made by the board or the rationale behind such decision. On the rare occasion when a comment may be appropriate, only the Chair shall serve as a media contact and all enquiries shall be referred to him/her.

Rule 18: Communications with Parties

Written communication to an adjudicative board shall take place only through the Secretary of the board or the appropriate municipal staff assigned to such board, and shall be copied to all parties or their representatives as appropriate. Oral communications with the adjudicative board about current proceedings shall take place only in the presence of or with the consent of all parties.

Where a party is represented by a representative, all communication between the adjudicative board and the party shall be through the representative, with the exception of notices of hearing, which shall be served upon all parties and their representatives known to the adjudicative board as appropriate.

Rule 19: Independent Nature of Adjudicative Boards

The Chairs of adjudicative boards should ensure that the actions of any member, as well as Council members and staff attending adjudicative board meetings, are consistent with the arm's-length, quasi-judicial nature of the adjudicative board. Any actions compromising this position should be immediately dealt with by the Chair or panel chair.

Members of adjudicative boards operating at arm's-length from Council should refrain from seeking advice on their roles and responsibilities from Council members. In clarifying their roles and responsibilities, members should seek advice from appropriate staff.

An adjudicative board is required by the applicable laws to operate at arm's-length from and independently of Council. Members should therefore not request members of Council to intervene on applications considered by the adjudicative board. Under the Council Code of Conduct, members of Council are only permitted to communicate to the adjudicative board regarding a matter before the board by a letter addressed to the Secretary of the board which is available to all parties.

Part 3

COMPLAINT PROTOCOL

The Complaint Protocol contained in the Council Code of Conduct applies with necessary modifications to complaints regarding members of Local Boards.

CONSEQUENCES OF FAILURE TO ADHERE TO CODE OF CONDUCT

Members who are found by the Integrity Commissioner to have failed to comply with the Code of Conduct for Local Boards may be subject to the following sanctions:

- (a) a reprimand; or
- (b) suspension of remuneration paid to the member in respect of his or her services as a member of the Local Board (if any).

Members may also be subject to such other remedial actions recommended by the Integrity Commissioner that directly flow from the action or behaviour of the member of the Local Board.

Members are subject to removal from the Local Board, or removal as Chair of the Local Board, by Council.

THE REGIONAL MUNICIPALITY OF PEEL

BY-LAW NUMBER 68-2020

A by-law to amend the Region of Peel Procedure By-law 56-2019, as amended, being a by-law to govern the calling, place, and proceedings of the meetings of Council and its committees and the conduct of its members.

WHEREAS the *Municipal Act, 2001*, S.O. 2001, c. 25, section 238 provides that a municipality shall establish a procedure by-law to govern meetings;

AND WHEREAS, the Council of The Corporation of the Regional Municipality of Peel has enacted Procedure By-law 56-2019;

AND WHEREAS, the Council of the Regional Corporation has by Resolution 2020-834 passed on the 22nd day of October, 2020 authorized the enactment of the by-law herein to amend By-law 56-2019;

NOW THEREFORE, the Council of the Regional Corporation enacts as follows:

1. That Part 1.2 Definitions, Section 1.2.8, of By-law 56-2019 is deleted and the following substituted therefor;
 - 1.2.8 “delivery” or “agenda delivery” means the manner of distributing the agendas to Members of Council, and the Regional Chair including hand-delivery, distribution via courier, use of electronic means and/or e-mail not less than 72 hours prior to a Council or committee meeting.
2. That Part 5.2 Delivery of Agenda to Members - Council and Committees, Sections 5.2.1 and 5.2.2, of By-law 56-2019 are deleted and the following substituted therefor;
 - 5.2.1 The Regional Clerk shall cause to be delivered to each member, not less than 72 hours before the time appointed for the holding of a regular meeting of Council, the draft agenda and copies of related materials.
 - 5.2.2 Any materials received in the Office of the Regional Clerk less than 72 hours prior to the time appointed for holding of a regular meeting of Council which relates to an item already listed on the draft agenda will be presented to Council at the time of the approval of agenda portion of the meeting. Any materials received in the Office of the Regional Clerk less than 72 hours prior to a meeting which do not relate to an item already listed on the draft agenda shall be added to the agenda at the next following appropriate meeting.

- a. Meetings or Special meetings of Council or Committee that are called by the Regional Chair or Committee Chair with 48 hours' notice are not subject to the 72 hour agenda provisions.
 - b. For greater clarity, where a meeting (not on the approved schedule of regular meetings) has been called by the Regional Chair or Committee Chair, with more than 48 hours' notice, every effort shall be made to deliver the agenda and related materials to members not less than 72 hours prior to the meeting start time.
- 3. That Part 5.4 Delegations – Council and Committees, section 5.4.3 of By-law 56-2019 is deleted and the following substituted therefor;

5.4.3 Council/Committee Placement

- a. Upon receipt of written notice requesting listing as a delegation, the Regional Clerk shall list the delegation on the draft agenda for the next appropriate meeting if such request is received by the Regional Clerk not less than 72 hours prior to the time of the committee meeting or Council meeting.
- b. If the written notice requesting listing as a delegation is received by the Regional Clerk less than 72 hours prior to the time of the committee meeting or Council meeting, and
 - i) relates to an item already listed on the draft agenda, the delegation will be added to the agenda only upon the approval of Council or committee at the meeting.
 - ii) does not relate to an item already listed on the draft agenda, the delegation shall be added to the agenda at the next following appropriate meeting.
- c. Delegation materials received after delivery of the draft agenda and relating to a delegation governed by 5.4.3.a or 5.4.3.b.i) shall be delivered to each member not less than 48 hours prior to the start time of the committee meeting or Council meeting;
- d. Delegation materials received less than 48 hours prior to the start time of the meeting, or relating to a delegation governed by 5.4.3.b.ii), or both, will not be provided to Members in advance of the meeting and will only be distributed upon the approval of Council or Committee at the meeting.

4. That this By-law takes effect on the 12th day of November, 2020.

READ THREE TIMES AND PASSED IN OPEN COUNCIL this 12th day of November, 2020.

Deputy Regional Clerk

Regional Chair