



# Toronto and Region Conservation Authority

## Board of Directors Meeting Agenda

#8/18

October 26, 2018

9:30 A.M.

HEAD OFFICE, 101 EXCHANGE AVENUE, VAUGHAN

### Pages

1.	ACKNOWLEDGEMENT OF INDIGENOUS TERRITORY	
2.	MINUTES OF MEETING #7/18, HELD ON SEPTEMBER 28, 2018 Minutes <a href="#">Link</a>	
3.	BUSINESS ARISING FROM THE MINUTES	
4.	DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF	
5.	DELEGATIONS	
6.	PRESENTATIONS	
6.1	A presentation by John MacKenzie, Chief Executive Officer, TRCA, in regard to item 8.7 - Toronto and Region Conservation Authority (TRCA) Strategic Plan - Five Year Update.	
7.	CORRESPONDENCE	
8.	SECTION I - ITEMS FOR BOARD OF DIRECTORS ACTION	
8.1	PROCUREMENT POLICY	5
8.2	2019 FEE SCHEDULE FOR PUBLIC FACILITIES AND PROGRAMMING	8
8.3	CANADIAN HERITAGE RIVER 20th Anniversary of the Humber River	22

8.4	<b>STANDBY SURETY FACILITY FOR TRCA CONSTRUCTION WORKS</b>	25
	Agreement to Enter into a Surety Arrangement	
8.5	<b>BROCK NORTH FILL PLACEMENT – PHASE I RESTORATION</b>	29
	Request for Proposal #10007911	
8.6	<b>APPOINTMENT OF INFORMATION AND PRIVACY OFFICER</b>	32
8.7	<b>TORONTO AND REGION CONSERVATION AUTHORITY (TRCA) STRATEGIC PLAN – FIVE YEAR UPDATE <u>THE REPORT IS TO FOLLOW</u></b>	
9.	<b>SECTION III - ITEMS FOR THE INFORMATION OF THE BOARD</b>	
9.1	<b>ENVIRONMENTAL REGISTRY OF ONTARIO SUBMISSIONS</b>	33
	Summary of TRCA Responses	
9.2	<b>REGIONAL WATERSHED ALLIANCE MINUTES</b>	
	May 23, 2018 Minutes <a href="#">Link</a>	
	September 19, 2018 Minutes <a href="#">Link</a>	
10.	<b>MATERIAL FROM EXECUTIVE COMMITTEE MEETING</b>	
	<a href="#">Meeting Minutes</a>	
10.1	<b>SECTION I - ITEMS FOR BOARD OF DIRECTORS ACTION</b>	
10.1.1	<b>DURHAM DISTRICT SCHOOL BOARD</b>	
	Renewal of Lease Agreement with the Durham District School Board and Approval for Replacement of Two Bridge Crossings, Claremont Conservation Area, City of Pickering, Regional Municipality of Durham, Duffins Creek Watershed (CFN 24474). Renewal of the lease agreement with the Durham District School Board for use of Toronto and Region Conservation Authority land within the Claremont Conservation Area, for the operation of the Board-established Duffins Creek Environmental Education Centre, and approval for the replacement of two bridges crossing Mitchell Creek for the purposes of student program use, City of Pickering, Regional Municipality of Durham, Duffins Creek watershed.	
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#### **10.1.2 REGIONAL MUNICIPALITY OF YORK**

Request from the Regional Municipality of York for a Permanent Easement on Toronto and Region Conservation Authority-owned Lands Required for Minor Road Improvements to Rutherford Road, City of Vaughan, Regional Municipality of York, Humber River Watershed (CFN 60279). Receipt of a request from the Regional Municipality of York, for a permanent easement on Toronto and Region Conservation Authority-owned lands located along Rutherford Road, east of Islington Avenue and west of Pine Valley Drive, in the City of Vaughan, Regional Municipality of York, required for minor road improvements to Rutherford Road including paved shoulder, guiderail, curb and gutter, catch basin, stormwater outfall and a culvert outlet, Humber River watershed.

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#### **10.1.3 TRCA NEW ADMINISTRATIVE OFFICE BUILDING PROJECT**

Contract #10008935 for Construction and Term Financing – Addendum Report. Award of contract #10008935 for up to \$54 million in construction and term financing to support the construction of the new administrative building.

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#### **10.1.4 TORONTO AND REGION CONSERVATION AUTHORITY ADMINISTRATIVE OFFICE BUILDING PROJECT**

Tender #10007602 - 5 Shoreham Drive Building Demolition Waste Management Services. Award of Contract #10007602 for building demolition waste management services at 5 Shoreham Drive in support of project delivery.

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### **10.2 SECTION II – ITEMS FOR EXECUTIVE ACTION**

#### **10.2.1 GIBRALTAR POINT EROSION CONTROL PROJECT**

Contract #10009307 – Coastal Engineering Services. Award of a preferred source contract for coastal engineering services related to the implementation of the Gibraltar Point Erosion Control Project.

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#### **10.2.2 LOW IMPACT DEVELOPMENT STORMWATER MANAGEMENT TREATMENT TRAIN ENHANCEMENTS**

Contract #10008977 – Software Enhancements. Award of a preferred source contract for software enhancements for the Low Impact Development Stormwater Management Treatment Train Tool for Ontario.

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**10.3 SECTION IV - ONTARIO REGULATION 166/06, AS AMENDED**

Receipt of Ontario Regulation 166/06, as amended, for applications 11.1 - 11.5, which were approved at Executive Committee Meeting #8/18, held on October 5, 2018.

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**11. NEW BUSINESS**

NEXT MEETING OF THE BOARD OF DIRECTORS #9/18, TO BE HELD  
ON NOVEMBER 30, 2018 AT 9:30 A.M. AT HEAD OFFICE, 101 EXCHANGE  
AVENUE, VAUGHAN

John MacKenzie, Chief Executive Officer

/am

### Section I – Items for Board of Directors Action

**TO:** Chair and Members of the Board of Directors  
Meeting #8/18, Friday, October 26, 2018

**FROM:** Michael Tolensky, Chief Financial and Operating Officer

**RE:** **PROCUREMENT POLICY**

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#### KEY ISSUE

Approval of Toronto and Region Conservation Authority's Procurement Policy.

#### RECOMMENDATION

**THAT the Toronto and Region Conservation Authority's (TRCA) Procurement Policy (herein Policy) be approved and take effect on January 1, 2019;**

**AND FURTHER THAT the existing TRCA Purchasing Policy be repealed.**

#### BACKGROUND

As per Resolution #A129/13 at Authority Meeting #6/16, held on July 26, 2013, TRCA's Purchasing Policy was approved and the Policy is to be reviewed every five years.

The Finance business unit led the review and update of TRCA's existing Purchasing Policy. The process was led by the Procurement Supervisor in consultation with external legal counsel, the Property and Risk Management business unit and an internal project team. The recommended Policy will take effect January 1, 2019.

#### RATIONALE

Funding for TRCA's business activities are derived from a variety of sources, including municipal levies, provincial and federal grants and various TRCA generated revenues. As a result, TRCA is subject to the following procurement agreements and directive outlined below, collectively "the guidelines":

- Canadian Free Trade Agreement ("CFTA");
- Canada-European Union Comprehensive Economic and Trade Agreement ("CETA");
- Ontario-Quebec Trade Cooperation Agreement ("OQTCA"); and
- Broader Public Sector Procurement Directive ("BPS Directive")

The guidelines impose certain rules for the purchase of goods, services and construction when the estimated contract value meets or exceeds certain dollar thresholds.

The Policy was reviewed with the intent to increase transparency and examine opportunities to create organizational efficiencies, while ensuring the Policy is compliant with the guidelines. To assist in the review, the policies of municipalities, regions, conservation authorities and universities were examined. The recommended Policy establishes a clear governance framework that provides direction and oversight for all procurement activities, with the objective of conducting all expenditures in a fair and transparent manner, while obtaining the best value possible.

## Item 8.1

The recommended [Policy](#) includes the following general changes to the existing policy, as well as specific changes to expense authorization as it relates to limits and responsibilities of designated purchasing staff:

### General

- Procedural items included in the existing policy have been removed and all procedural items will be included in the Procurement Procedures;
- The recommended Policy incorporates the key requirements of the CFTA, CETA, OQTCA, and BPS Directive;
- Schedules have changed to include non-application items, discriminatory procurement practices, expense authorization, competitive thresholds and related documents;
- Competitive procurement thresholds reflect the requirements set out in the guidelines, particularly those for consulting services;
- The term used for non-competitive procurement is Limited Tendering to be consistent with the guidelines, therefore, replacing the previously used Preferred Source and Sole Source terminology;
- Items exempt from the expense authorization limits have been removed from the existing policy and will be detailed in the Procurement Procedures;
- Bid irregularities and actions to remedy them are procedural in nature and have been removed from the existing policy; and
- Authorization limits for the different stages in the procurement process are outlined for greater clarity, as highlighted below.

### Expense Authorization

- The recommended Policy formally outlines authorization required during all aspects of the purchasing process (procurement planning and agreement, purchase orders and purchase requisitions) (Schedules C and D of the [Policy](#));
- Approvals are streamlined and do not distinguish between competitive, non-competitive and emergency procurement, however, there is a distinction between consulting and non-consulting services;
- There is a higher level of risk associated with the procurement planning and award of contract stages, therefore, the majority of senior level approvals will occur during this stage, while approvals for regularly occurring purchase orders and payment requisitions are focused on managers and supervisors;
- The recommended Policy clearly defines the designated staff levels and their authorization limits, rather than generally referring to CEO or designate for authorization to award;
- Authorization limits increased for certain levels to be more closely in line with the review of other regional, municipal and conservation authority partner limits; and
- Approvals from Procurement and Legal Services, Accounting Services, and Controller, and Chief Financial and Operating Officer are formally incorporated into the Policy.

As a result of the recommended changes, staff anticipates a realization of organizational efficiencies and improved risk management. For example, an emphasis on procurement planning is expected to reduce any redundancy and administrative costs associated with conducting several procurement processes for the same or similar goods or services across the organization. An increase in certain authorization limits is also expected to expedite the procurement process for procurements less than \$100,000. Finally, distributing key staff approvals throughout the process at the appropriate time, as well as including formal approval from Procurement and Legal services, are measures expected to improve TRCA's ability to effectively manage risk throughout the process.

## Item 8.1

### DETAILS OF WORK TO BE DONE

The following represent key action items to be completed by January 2019 and following the approval of this Policy:

- Continue with amendments to Procurement Procedures;
- Train staff on changes to the Policy affecting agreements being entered into from January 2019 onwards;
- Update existing procurement databases to reflect revised expense authorization limits and levels;
- Improve TRCA's internal web page for updates to procurement processes (Staff Hub);
- Update procurement and agreement templates; and
- Review the Policy in five years or sooner if required.

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Date: September 10, 2018

Attachments: [Link to Recommended Procurement Policy](#)

### Section I – Items for Board of Directors Action

**TO:** Chair and Members of the Board of Directors  
Meeting #8/18, Friday, October 26, 2018

**FROM:** Derek Edwards, Director, Parks and Culture

**RE:** **2019 FEE SCHEDULE FOR PUBLIC FACILITIES AND PROGRAMMING**

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#### KEY ISSUE

Approval of Toronto and Region Conservation Authority 2019 Fee Schedule for Public Facilities and Programming.

#### RECOMMENDATION

**THAT the 2019 Fee Schedule for Public Facilities and Programming be amended as set out in Attachment 1, and become effective January 1, 2019.**

#### BACKGROUND

Each year, staff conducts a review of the Toronto and Region Conservation Authority (TRCA) Fee Schedule for Public Facilities and Programming to determine if any changes are required. The review of fees takes into account the value of TRCA programs and facilities provided to customers and current market conditions such as comparable industry fees (e.g., Ontario Parks). Proposed changes are brought forward for Board of Directors consideration to ensure TRCA's ecological and social practices are maintained, which include providing inclusive recreation and education experiences to diverse communities while protecting natural and cultural assets. Staff propose to increase fees for selected programs and restructure the 2019 fee schedule to facilitate sustainable program offerings.

#### RATIONALE

The following outlines proposed amendments for the 2019 fee schedule, which are detailed in Attachment 1. A copy of the full proposed 2019 Fee Schedule for Public Facilities and Programming is provided as Attachment 2. The Access to TRCA Public Facilities policy is provided as Attachment 3.

The proposed fee schedule changes will position TRCA to address the requirements of the *Fair Workplaces, Better Jobs Act*. It also allows TRCA to support the gaps in 2019 program delivery costs. Incremental rate increases are proposed in the following areas:

- Increase fee for the youth rate at a conservation area in order to be more in line with the day camper fee at a conservation area;
- Increase fee for the rental of a canoe, pedal boat or rowboat, per hour at a conservation area to support program delivery costs;
- HST added to the day camper fee at a conservation area;
- Increase camping fees at Albion Hills, Glen Rouge and Indian Line campgrounds to reflect the cost of program delivery, such as increasing rates for hydro and water services;
- Update the wording for Black Creek Pioneer Village educational programs in order to recognize these programs are not offered exclusively to students;
- Increase fee for the Dickson's Hill program (1860's school room experience) at Black Creek Pioneer Village to support program improvements.



## Item 8.2

### **FINANCIAL DETAILS**

It is anticipated that the expected TRCA revenue generated from all pricing changes will be \$119,421.00. Approximately \$40,317.00 will be generated from the youth rate increase; \$4,779.00 from boat rentals; \$74,325.00 from camping and \$1,600.00 from the Black Creek Dickson's Hill program.

**Report prepared by: Jamie-Lee Warner, extension 6425**

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**Date: September 14, 2018**

**Attachments: 3**

**Attachment 1 - Changes to the 2019 Fee Schedule for Public Facilities and Programming**

Student program fees are effective September 2019 - August 2020 to coincide with the school year.

Item		Description	2018 Base	2018 Gross (Including Taxes)	2019 Base	2019 Gross (Including Taxes)	% Base Increase	% Gross Increase	Expected # of Fees	Expected TRCA Impact
1		<b>For general admission at Conservation Areas, per day;</b>								
	1.1	youth	\$ 2.65	\$ 3.00	\$ 3.54	\$ 4.00	33.58%	33.33%	45,300	\$ 40,317
4		<b>For the rental of a canoe, pedal boat or rowboat per hour</b>	\$ 12.39	\$ 14.00	\$ 15.93	\$ 18.00	28.57%	28.57%	1,350	\$ 4,779
6		<b>For a permit to occupy an un-serviced campsite, inclusive of general admission;</b>								
	6.1	Albion Hills, per night.	\$ 33.00	\$ 37.29	\$ 35.00	\$ 39.55	6.06%	6.06%	1,480	\$ 2,960
	6.2	Albion Hills, per month (28 days).	\$ 660.00	\$ 745.80	\$ 700.00	\$ 791.00	6.06%	6.06%	3	\$ 120
	6.3	Indian Line, per night.	\$ 34.50	\$ 38.99	\$ 37.50	\$ 42.38	8.70%	8.69%	825	\$ 2,475
	6.4	Indian Line, per month (28 days).	\$ 690.00	\$ 779.70	\$ 750.00	\$ 847.50	8.70%	8.70%	1	\$ 60
	6.5	Glen Rouge, per night	\$ 33.00	\$ 37.29	\$ 37.50	\$ 42.38	42.38%	13.65%	1,470	\$ 6,615
	6.6	Glen Rouge, per month (28 days).	\$ 660.00	\$ 745.80	\$ 750.00	\$ 847.50	13.64%	13.64%	1	\$ 90
7		<b>For a permit to occupy a serviced campsite, with water and 15/30 amp hydro hook-ups, inclusive of general admission;</b>								
	7.1	Albion Hills, per night.	\$ 38.50	\$ 43.51	\$ 40.50	\$ 45.77	5.19%	5.19%	2,850	\$ 5,700
	7.2	Albion Hills, per month (28 days).	\$ 770.00	\$ 870.10	\$ 810.00	\$ 915.30	5.19%	5.19%	3	\$ 120
	7.3	Albion Hills, per season.	\$ 2,695.00	\$ 3,045.35	\$ 2,945.00	\$ 3,327.85	9.28%	9.28%	5	\$ 1,250
	7.4	Indian Line, per night.	\$ 40.00	\$ 45.20	\$ 43.50	\$ 49.16	8.75%	8.76%	2,810	\$ 9,835
	7.5	Indian Line, per month (28 days).	\$ 800.00	\$ 904.00	\$ 870.00	\$ 983.10	8.75%	8.75%	95	\$ 6,650
	7.6	Indian Line, per season.	\$ 3,200.00	\$ 3,616.00	\$ 3,495.00	\$ 3,949.35	9.22%	9.22%	50	\$ 14,750
	7.7	Glen Rouge, per night.	\$ 40.50	\$ 45.77	\$ 43.50	\$ 49.16	7.41%	7.41%	4,520	\$ 13,560
	7.8	Glen Rouge, per month (28 days)	\$ 810.00	\$915.30	\$ 870.00	\$ 983.10	7.41%	7.41%	50	\$ 3,000

8		<b>For a permit to occupy a serviced campsite, with water and 50 amp hydro hook-ups, inclusive of general admission;</b>								
	8.1	Indian Line, per night.	\$ 45.00	\$ 50.85	\$ 48.00	\$ 54.24	6.67%	6.67%	30	\$ 90
	8.2	Indian Line, per month (28 days).	\$ 900.00	\$ 1,017.00	\$ 970.00	\$ 1,096.10	7.78%	7.78%	3	\$ 210
	8.3	Glen Rouge, per night.	\$ 43.50	\$ 49.16	\$ 48.00	\$ 54.24	10.34%	10.33%	460	\$ 2,070
	8.4	Glen Rouge, per month (28 days).	\$ 870.00	\$ 983.10	\$ 970.00	\$ 1,096.10	11.49%	11.49%	1	\$ 100
9		<b>For a permit to occupy a serviced campsite with water, hydro, and sewage hook-up inclusive of general admission;</b>								
	9.1	Indian Line with 30 amp hydro service, per night.	\$ 45.00	\$ 50.85	\$ 48.00	\$ 54.24	6.67%	6.67%	120	\$ 360
	9.2	Indian Line with 30 amp hydro service, per month (28 days).	\$ 900.00	\$ 1,017.00	\$ 970.00	\$ 1,096.10	7.78%	7.78%	10	\$ 700
	9.3	Indian Line with 50 amp hydro service, per night.	\$ 50.00	\$ 56.50	\$ 53.00	\$ 59.89	6.00%	6.00%	690	\$ 2,070
	9.4	Indian Line with 50 amp hydro service, per month (28 days).	\$ 1,000.00	\$ 1,130.00	\$ 1,080.00	\$ 1,220.40	8.00%	8.00%	20	\$ 1,600
18		<b>For general admission to Black Creek Pioneer Village, per day;</b>								
	18.8	for the Dickson's Hill School program to a maximum number of twenty participants	\$240.00 - \$400.00	\$240.00 - \$400.00	\$280.00 - \$400.00	\$280.00 - \$400.00	16.67%	16.67%	40	\$ 1,600

Expected TRCA Impact from all Pricing Changes	\$ 121,081
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## Attachment 2

### TRCA 2019 Fee Schedule Public Facilities and Programming

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Discounts.....	#7 Definition of Terms, items D1 to D3
Conservation Areas.....	items 1 to 16
Black Creek Pioneer Village.....	items 17 to 19
Kortright Centre for Conservation .....	items 20 to 21
Memberships.....	item 22-24

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All fees listed in this Schedule take effect January 1, 2019.

- General admission at Conservation Areas youth rate increased
- The rate for the rental of a canoe, pedal boat or rowboat per hour increased
- HST was added to the day camper fee at a Conservation Area
- Camping Fees at Albion Hills, Glen Rouge and Indian Line Campgrounds increased
- Wording was changed for item 18.6 and 18.7
- Black Creek Pioneer Village (BCPV) Dickson's Hill School program base rate increased

Updated material may be distributed from time to time to include supplementary fees which are related to specific program activities, or to reflect changes to the schedule.

## TRCA 2019 Fee Schedule - Definition of Terms

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### **1 Age categories**

Four general age groups are used throughout the fee schedule as follows:

- Senior - any person sixty years of age or over.
- Adult - any person from fifteen to fifty-nine years of age.
- Youth - any person from five to fourteen years of age.
- Child - any person four years of age or under.

Some exceptions to this general age categorization apply to specific fee schedule items and are detailed under those items.

### **2 Conservation Area**

The term Conservation Area applies to Albion Hills, Bruce's Mill, Boyd, Glen Haffy, Heart Lake and Petticoat Creek. Also included in this definition are the campgrounds at Albion Hills, Glen Rouge and Indian Line. For the purposes of this fee schedule, the definition does not include the Kortright Centre for Conservation or Black Creek Pioneer Village.

### **3 General admission**

General admission allows for basic access to a specified TRCA venue(s) during a designated operating period(s). Other fees may be charged in addition to, or in lieu of, general admission fees for certain facilities, programs or operating periods, as identified in this fee schedule or under various operating policies.

### **4 Group Camper**

Applies to members of an organized group staying overnight at a Conservation Area by permit.

### **5 Day Camper**

Applies to members of day-cares, day camps, schools or the like, who are visiting a Conservation Area, Black Creek Pioneer Village or Kortright Centre during the regular operating day.

### **6 Operating policies**

This fee schedule is provided as a general summary of fees applied by TRCA at its public use facilities and venues. It does not provide, nor is it intended to provide, complete information as to the various regulations and operating policies in effect at these facilities and venues which may relate to individual fee schedule items. Daily, seasonal and program operating schedules, and minimum group size requirements are among these policies.

### **7 Discounts, premiums and promotions**

Any fee may be subject to a discount, premium or promotion at the discretion of the respective Manager. Standard discounts include but are not limited to:

- D.1 At Black Creek Pioneer Village and Kortright Centre, fifteen percent (15%) off regular per person admission fees, subject to a minimum group size of twenty persons, exclusive of guided tours.**
- D.2 A support person accompanying a person with a disability will receive free general admission to a maximum ratio of 1:1.**
- D.3 Free general admission for Active Transportation users to TRCA Conservation Areas and the Kortright Centre as per TRCA Admittance Policy**

### **8 *Supplementary fees***

Not all fees are considered to be part of TRCA's fee schedule as approved by the Authority. Some are set independently of that schedule. The sale of retail merchandise or the provision of incidental services represents the most common examples of such fees.

### **9 *Student Programs***

Student programs are designed for children aged 14 years and under.

**10 *Conservation Membership*** – all of TRCA public use facilities and venues, including all TRCA Conservation Areas, Black Creek Pioneer Village and Kortright, as well as Credit Valley Conservation (CVC) Conservation Areas.

### **11 *Camping Permit***

This permit states that camping fees include camping for six individuals or a family, per campsite.

## TRCA 2019 Fee Schedule - Contents

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active transportation users .....	Conservation Areas .....	D.3
aquatic facilities - daily admission	Petticoat Creek, Heart Lake, Albion Hills .....	13.0
angling fee .....	Glen Haffy .....	2.0
boat rentals .....	Conservation Areas .....	4.0
camping - day campers .....	Conservation Areas .....	5.0
camping - group .....	Albion Hills, Indian Line .....	11.0
camping - public camping .....	Albion Hills, Glen Rouge, Indian Line .....	6.0, 7.0, 8.0, 9.0
camping - supplementary fees .....	Albion Hills, Glen Rouge, Indian Line .....	10.0
cross-country skiing - equipment rentals .....	Albion Hills .....	15.0
cross-country skiing - group rate .....	Albion Hills .....	15.3, 15.4
cross-country skiing - trail fees .....	Albion Hills .....	14.0
day campers .....	Conservation Areas .....	5.0
Dickson Hill School .....	BCPV .....	18.8
educational tours - BCPV tour program .....	BCPV .....	18.6, 18.7
educational tours - .....	Kortright .....	21.7-21.9
fishing - Fly Fishers Club Membership .....	Glen Haffy .....	3.3
fishing - public ponds .....	Glen Haffy .....	3.0
fishing - pond rentals .....	Glen Haffy Headwaters Trout Ponds .....	3.0
general admission - BCPV .....	BCPV .....	18.0
general admission .....	Conservation Areas .....	1.0
general admission .....	Kortright .....	21.1-21.3
guided tour .....	BCPV .....	19.0
maple syrup tours .....	Bruce's Mill .....	16.0
memberships - site specific .....	BCPV .....	23.0
memberships .....	Conservation Areas, BCPV, Kortright .....	24.0
memberships - site specific .....	Kortright .....	22.0
parking .....	BCPV .....	17.0
parking .....	Kortright, Bruce's Mill .....	20.0
picnics - group picnic sites .....	Conservation Areas/Kortright .....	12.0
special needs persons .....	Conservation Areas, BCPV, Kortright .....	D.2
swimming - daily admission .....	Petticoat Creek, Heart Lake, Albion Hills .....	13.0

Item		Description	2019 Base (Plus Taxes)	2019 Gross (Including Taxes)
<b>1.0</b>		<b>For general admission at Conservation Areas, per day;</b>		
	1.1	youth	3.54	4.00
	1.2	adult	5.75	6.50
	1.3	senior	4.87	5.50
<b>2.0</b>		<b>For fishing at Glen Haffy per day, exclusive of general admission;</b>		
	2.1	adult or senior	5.09	5.75
	2.2	youth	2.52	2.85
	2.3	child	0.00	0.00
	2.4	adult or senior, in a group with a reservation, inclusive of angling fee and general admission, subject to a minimum group size of 20 participants.	7.50	8.48
	2.5	youth in a group with a reservation, including angling fee and general admission, subject to a minimum group size of 20 participants.	3.25	3.67
	2.6	for the use of a fishing pond and picnic shelter for up to 75 participants inclusive of general admission and angling fee Monday through Friday, excluding holidays.	895.00	1,011.35
<b>3.0</b>		<b>For a permit for the use of a fishing pond at the Glen Haffy Headwaters Trout Ponds, including general admission and the use of row boats;</b>		
	3.1	up to 75 persons per day	1,145.00	1,293.85
	3.2	each additional participant per day	10.00	11.30
	3.3	for a membership to Headwaters Fly Fisher's Club.	525.00	593.25
<b>4.0</b>		<b>For the rental of a canoe, pedal boat or rowboat per hour.</b>	15.93	18.00
<b>5.0</b>		<b>For each day camper, per day, at a Conservation Area.</b>	4.00	4.52
<b>6.0</b>		<b>For a permit to occupy an un-serviced campsite, inclusive of general admission;</b>		
	6.1	Albion Hills, per night.	35.00	39.55
	6.2	Albion Hills, per month (28 days).	700.00	791.00
	6.3	Indian Line, per night.	37.50	42.38
	6.4	Indian Line, per month (28 days).	750.00	847.50
	6.5	Glen Rouge, per night	37.50	42.38
	6.6	Glen Rouge, per month (28 days).	750.00	847.50
	6.7	on a statutory holiday or other designated date, in addition to the basic permit fee specified in item 6.1,6.3 or 6.5	3.00	3.39



Item		Description	2019 Base (Plus Taxes)	2019 Gross (Including Taxes)
<b>7.0</b>		<b>For a permit to occupy a serviced campsite, with water and 15/30 amp hydro hook-ups, inclusive of general admission;</b>		
	7.1	Albion Hills, per night.	40.50	45.77
	7.2	Albion Hills, per month (28 days).	810.00	915.30
	7.3	Albion Hills, per season.	2,945.00	3,327.85
	7.4	Indian Line, per night.	43.50	49.16
	7.5	Indian Line, per month (28 days).	870.00	983.10
	7.6	Indian Line, per season.	3,495.00	3,949.35
	7.7	Glen Rouge, per night.	43.50	49.16
	7.8	Glen Rouge, per month (28 days)	870.00	983.10
	7.9	on a statutory holiday or other designated date, in addition to the basic permit fee specified in item 7.1, 7.4 or 7.7.	3.00	3.39
<b>8.0</b>		<b>For a permit to occupy a serviced campsite, with water and 50 amp hydro hook-ups, inclusive of general admission;</b>		
	8.1	Indian Line, per night.	48.00	54.24
	8.2	Indian Line, per month (28 days).	970.00	1,096.10
	8.3	Glen Rouge, per night.	48.00	54.24
	8.4	Glen Rouge, per month (28 days).	970.00	1,096.10
	8.5	on a statutory holiday or other designated date, in addition to the basic permit fee specified in item 8.1 or 8.3.	3.00	3.39
<b>9.0</b>		<b>For a permit to occupy a serviced campsite with water, hydro, and sewage hook-up inclusive of general admission;</b>		
	9.1	Indian Line with 30 amp hydro service, per night.	48.00	54.24
	9.2	Indian Line with 30 amp hydro service, per month (28 days).	970.00	1,096.10
	9.3	Indian Line with 50 amp hydro service, per night.	53.00	59.89
	9.4	Indian Line with 50 amp hydro service, per month (28 days).	1,080.00	1,220.40
	9.5	on a statutory holiday or other designated date, in addition to the basic permit fee specified in item 9.1 and 9.3.	3.00	3.39
<b>10.0</b>		<b>In addition to basic camping fees as specified in items 6.0, 7.0, 8.0, 9.0;</b>		
	10.1	for a permit to park an additional vehicle, per night.	10.00	11.30
	10.2	for a permit to park an additional vehicle, per season.	75.00	84.75
	10.3	each additional person occupying a campsite over and above the campground's specified site limit, per night.	5.00	5.65
<b>11.0</b>		<b>For a permit to occupy a group campsite at Albion Hills, Glen Rouge, or Indian Line;</b>		
	11.1	for a permit to occupy a group campsite, exclusive of general admission;	200.00 – 500.00	226.00 – 565.00

Item		Description	2019 Base (Plus Taxes)	2019 Gross (Including Taxes)
12.0		<b>For a permit for the use of a group picnic site, exclusive of general admission;</b>	155.00 – 500.00	175.15 – 565.00
13.0		<b>For admission to aquatic facilities exclusive of general admission, per day;</b>		
	13.1	Albion Hills, for each person two years of age or over.	3.32	3.75
	13.2	Petticoat Creek and Heart Lake, for each person two years of age or over.	4.20	4.75
14.0		<b>For the use of cross-country ski trails at Albion Hills, inclusive of general admission;</b>		
	14.1	adult	15.27	17.25
	14.2	youth	9.07	10.25
	14.3	child	0.00	0.00
	14.4	senior	12.39	14.00
	14.5	family living in the same household, with no more than two adults, and their children.	39.82	45.00
15.0		<b>For the rental of a cross-country ski equipment package consisting of skis, boots and poles;</b>		
	15.1	adult	17.25	19.50
	15.2	youth	12.00	13.56
	15.3	adult, in a group with a reservation, including trail fees, subject to a minimum group size of twenty participants.	26.55	30.00
	15.4	youth, in a group with a reservation, including trail fees, subject to a minimum group size of twenty participants.	13.27	15.00
16.0		<b>For a guided tour at Bruce's Mill during the maple syrup program, as part of a tour group up to a maximum of twenty five participants.</b>	175- 255.00	175- 288.15
17.0		<b>For visitor parking for Black Creek Pioneer Village, per vehicle, per day, exclusive of general admission.</b>	6.19	7.00
18.0		<b>For general admission to Black Creek Pioneer Village, per day;</b>		
	18.1	adult	15.00	16.95
	18.2	youth	11.00	12.43
	18.3	child accompanying their family.	0.00	0.00
	18.4	senior	12.00	13.56
	18.5	student fifteen years of age or over, with student identification.	12.00	13.56
	18.6	half day educational program to a maximum number of twenty participants.	240.00 – 300.00	240.00 – 300.00
	18.7	full day educational program to a maximum number of twenty participants.	280.00 – 380.00	280.00 – 380.00
	18.8	for the Dickson's Hill School program to a maximum number of twenty participants.	280.00 – 400.00	280.00 – 400.00

Item		Description	2019 Base (Plus Taxes)	2019 Gross (Including Taxes)
19.0		<b>For a Guided Tour at Black Creek Pioneer Village, as part of a tour group with a reservation to a maximum of twenty participants, including general admission;</b>	240.00 – 380.00	271.20 – 429.40
20.0		<b>For parking at the Kortright Centre for Conservation and Bruce's Mill Conservation Area during the Maple Syrup program, per vehicle, per day, exclusive of general admission.</b>	3.54	4.00
21.0		<b>For general admission at the Kortright Centre for Conservation;</b>		
	21.1	child	0.00	0.00
	21.2	youth	2.65	3.00
	21.3	adult	7.52	8.50
	21.4	senior	5.75	6.50
	21.5	youth participating in a weekend or evening public program.	6.64	7.50
	21.6	adult participating in a weekend or evening public program.	12.83	14.50
	21.7	senior participating in a weekend or evening public program.	6.64	7.50
	21.8	half day student program to a maximum number of thirty participants	200.00 – 220.00	200.00 – 220.00
	21.9	full day student program to a maximum of thirty participants.	375.00- 400.00	375.00 – 400.00
	21.10	booked programmed groups using grounds for self-guided activities during non-programming time on same day as booking. Subject to a maximum group of thirty persons.	50.00	50.00
22.0		<b>Kortright Centre Membership valid for admission, inclusive of parking fees, to the Kortright Centre for Conservation;</b>		
	22.1	individual membership.	50.00	56.50
	22.2	family & friends membership; admission for up to four individuals	85.00	96.05
23.0		<b>Black Creek Pioneer Village Membership valid for general admission, inclusive of parking fees, to Black Creek Pioneer Village;</b>		
	23.1	individual membership.	60.00	67.80
	23.2	family & friends membership; admission for up to four individuals.	95.00	107.35
24.0		<b>Conservation Membership valid for general admission to all TRCA and CVC conservation areas, Kortright Centre for Conservation, and Black Creek Pioneer Village;</b>		
	24.1	individual membership.	75.00	84.75
	24.2	family & friends membership; admission for up to six individuals.	135.00	152.55

## **Attachment 3**

### **ACCESS TO TRCA PUBLIC FACILITIES**

#### **BACKGROUND**

Toronto and Region Conservation Authority (TRCA) recognizes and promotes the full participation of all residents in educational, cultural and recreational programs and services, as per TRCA's Admittance Policy. Through a variety of offerings, TRCA's public-use facilities engage diverse user groups, including persons with disabilities, financially challenged individuals and groups, children and Active Transportation users.

TRCA continually strives to promote inclusion and access for all. The following outlines a number of programs that TRCA has implemented to help alleviate barriers to participation and encourage greater access to nature-based cultural and recreational experiences.

#### **Program with Brampton and Caledon Public Libraries**

CVC and TRCA created a program with the City of Brampton and Town of Caledon Public Libraries to provide access to financially challenged individuals and groups. Conservation Parks Family and Friends Memberships are available for "checkout" at Brampton and Caledon public libraries. This program offers free access to TRCA and CVC parks, promoting inclusivity, encouraging nature-based experiences, supporting healthy communities, and increasing awareness of the parks.

#### **Program with the Region of Peel**

In partnership with CVC, TRCA has been collaborating with the Region of Peel Healthy Communities Initiative to "get more kids, more active, more often". TRCA and CVC have provided free admission opportunities to students and their families. This program has increased access to the outdoors to promote lifelong engagement. Staff teams are working together to develop new programs that encourage more students to participate more often in nature based recreational and cultural experiences.

#### **Cultural Access Pass Program**

TRCA participates in the Institute for Canadian Citizenship's *Cultural Access Pass* (CAP) program, which celebrates multiculturalism by offering new Canadian citizens free general admission to our country's natural and cultural treasures. As a participating cultural attraction, Black Creek Pioneer Village welcomes CAP members every year. This initiative has been extended to TRCA's parks to provide CAP members with greater access to our facilities.

#### **Active Transportation Policy**

Committed to promoting active transportation, TRCA continues to work with municipal and industry partners to formalize additional trail access points to Conservation Areas and to expand trail connections. This will encourage more people to enjoy nature-based recreation more often, and will help reduce sedentary lifestyles.

### **Free Admission Programs**

TRCA's public-use facilities offer free admission programs to promote access and inclusion. Every Tuesday after 2:00 pm (excluding March break and special events), Black Creek offers free general admission for everyone. During weekdays in July and August (excluding holidays), youth (age 5-14) receive free admission. Seniors (age 60 or over) receive free general admission on weekdays in September (excluding holidays). Black Creek is also a part of the Museums + Arts Pass (MAP) Program, which is an outreach and social equity initiative managed by Sunlife Financial in partnership with Toronto Public Libraries. This initiative provides free access to cultural institutions for people living in priority neighborhoods.

At all TRCA public-use facilities, free general admission is offered to children age 0-4. Through the Ontario Teacher's College membership, teachers receive free admission at all facilities. Participants of Vaughan Culture Days (formally Doors Open) and Doors Open Toronto receive free admission to the Kortright Centre and Black Creek Pioneer Village, respectively. In October, the Kortright Centre also offers a Family Adventure Walk in the Forest in October where families can participate free of charge and children are encouraged to participate in "forest school inspired" activities. TRCA also waives admission fees for support persons accompanying visitors with disabilities to alleviate barriers to experiencing culture and nature-based outdoor recreation.

TRCA continues to explore new opportunities that will help people engage with nature more often. Inclusivity and accessibility are priorities at our facilities. Staff is committed to expanding current initiatives and providing our diverse communities with even more opportunities in the years to come.

### Section I – Items for Board of Directors Action

**TO:** Chair and Members of the Board of Directors  
Meeting #8/18, Friday, October 26, 2018

**FROM:** Chandra Sharma, Director, Watershed Strategies

**RE:** **CANADIAN HERITAGE RIVER**  
20<sup>th</sup> Anniversary of the Humber River

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#### KEY ISSUE

To provide an overview and opportunities for collaboration for the 20<sup>th</sup> Anniversary Celebration of the Humber River's designation as a Canadian Heritage River.

#### RECOMMENDATION

**THAT the Humber River's 20<sup>th</sup> Anniversary as a Canadian Heritage River be leveraged, as appropriate, to raise awareness of rivers, watersheds and associated cultural heritage through communication, outreach and engagement activities of Toronto and Region Conservation Authority (TRCA) and its municipal partners throughout 2019;**

**THAT, in recognition of its historic, cultural and ecological significance, senior levels of government be engaged to secure improved funding for the restoration, enhancement, protection and celebration of the Humber River;**

**THAT a copy this report be circulated to TRCA regional and local municipal partners, Ontario Ministry of Natural Resources and Forestry, Ontario Ministry of the Environment, Conservation and Parks, Ontario Ministry of Municipal Affairs, Ontario Ministry of Tourism, Culture and Sport, Conservation Ontario, Environment and Climate Change Canada, Canadian Ministry of Canadian Heritage and Multiculturalism, Canadian Ministry of Tourism, Official Languages and La Francophonie, and Canadian Ministry of Science and Sport for their information and consideration of collaboration opportunities;**

**AND FURTHER THAT staff work with the Regional Watershed Alliance, interested partners and local environmental groups to plan and deliver 2019 celebration initiatives where opportunities for collaboration are identified.**

#### BACKGROUND

In 1999, the Humber River was officially designated as a Canadian Heritage River and included in the Canadian Heritage Rivers System (CHRS), Canada's national river conservation program. The CHRS program is a Canadian-provincial-territorial managed program, which works with river managers across Canada to conserve and promote designated rivers in recognition that they are essential to our health, our communities, and our identity as Canadians.

The Humber River is exceptional on many accounts. From a natural environmental perspective, it drains the largest watershed in the TRCA jurisdiction and contains many of the most unique and sensitive natural spaces in the Toronto region including portions of the Oak Ridges Moraine and Niagara Escarpment. It also has a rich human history as a home for Indigenous peoples along its banks, as a vital transportation route known as the Carrying Place Trail and as the site of many of Toronto's early European settlement homes and industries.

## Item 8.3

In receiving the Canadian Heritage River designation, the Humber River has been formally recognized for its natural, cultural and recreational value and for its fundamental contributions to the development of Canada.

Since 1999, TRCA has worked with municipal and community partners, watershed residents and Indigenous communities on several CHRS-inspired or supported initiatives that protect, restore and celebrate the Humber River. Some of the accomplishments include:

- Watershed Plan for Humber River watershed;
- Humber River Watershed Report Cards;
- Humber River Heritage Bridge Inventory;
- The Shared Path Program;
- CHRS Heritage Plaques Program;
- Designation of heritage buildings and structures such as the Wiley Bridge and McVean Barn in the Claireville Conservation Area within the City of Brampton;
- Signature watershed events such as Humber by Canoe; and
- Support of community-led heritage events throughout the watershed.

At the Regional Watershed Alliance (RWA) Meeting #3/18, held on September 19, 2018, staff informed Alliance members of the upcoming 20<sup>th</sup> Anniversary in 2019, and requested input and participation in the Celebration Plan. Resolution #R5/18 was approved, in part, as follows:

*...THAT the RWA Watershed Forum Working Group consider adopting the Humber Heritage Theme as a priority for 2019 and acting as the 20<sup>th</sup> Anniversary Planning Committee;*

*THAT FURTHER THAT other interested RWA members consider participating in the 20<sup>th</sup> Anniversary planning activities as appropriate.*

### **RATIONALE**

The 20<sup>th</sup> Anniversary of the Humber River as a Canadian Heritage River poses an excellent opportunity for TRCA and its partners to celebrate this nationally significant river and to promote its historical and ongoing contribution to life in the Toronto region. It also provides a platform to communicate the accomplishments of TRCA and its partners in protecting and restoring the Humber River watershed as well as the other watersheds in its jurisdiction. The 20<sup>th</sup> Anniversary celebrations will engage TRCA's municipal and community partners, stakeholders and the communities within the Humber watershed and throughout the Toronto region.

### **FINANCIAL DETAILS**

Detailed cost estimates will be prepared as part of the development of the 20<sup>th</sup> Anniversary Celebration Plan. Depending on the scope of activities in the Plan, staff and the 20<sup>th</sup> Anniversary Planning Committee may need to secure external sponsors and pursue fundraising.

### **DETAILS OF WORK TO BE DONE**

Staff has begun to develop an outline for the 20<sup>th</sup> Anniversary Celebration Plan that takes into account the ongoing engagement and communications activities and capacities of TRCA and its partners for watershed and heritage communications and engagement, and also reflects elements of anniversary celebrations from other Heritage Rivers across Canada. Some of the proposed activities being considered are:

- **20<sup>th</sup> Anniversary Visual Theme** – to be incorporated into TRCA's website, annual report and meeting, newsletters, social media accounts (i.e., Twitter, Facebook, LinkedIn, etc.), email signatures and promotional materials.

## Item 8.3

- **Anniversary Video** – to include accomplishments over the past 20 years, including, TRCA, partner and stakeholder testimonials.
- **Social Media Strategy** – for TRCA social media accounts to create awareness for the Humber's 20<sup>th</sup> Anniversary throughout 2019.
- **Mobile Display** – to be showcased at TRCA and partner events and facilities within the Humber watershed.
- **Indigenous Engagement** – to support Indigenous groups to host their own heritage celebration events for the Humber River.
- **Signature Event** – TRCA will host its annual Humber by Canoe Anniversary Event with a 20<sup>th</sup> Anniversary theme.
- **Watershed Community Events** – TRCA will support and participate in 2019 community events throughout the Humber watershed through materials, displays and activities that celebrate the Humber's 20<sup>th</sup> anniversary.
- **Municipal Collaboration** – TRCA will reach out to municipal heritage departments, museums and archives and other departments, as appropriate to explore 2019 partnership opportunities to engage communities to tell the story of the Humber River. Potential opportunities include: partnering on watershed celebration events, launch and promotion of CHRS Digital Story Map, participation on 20<sup>th</sup> Anniversary Planning Committee, etc.
- **Recognition of Humber Heritage Committee** – TRCA will recognize members of the original Humber Heritage Committee who championed the Humber River's CHRS designation alongside TRCA in the 1990s.
- **Launch of CHRS Digital Story Map** – launch the digital CHRS story map for the Humber River that has been developed by staff in partnership with Parks Canada.
- **CHRS Forum** – a by invitation forum to develop a strategic action plan for the next 20 years to maintain, promote and celebrate the Humber's CHRS designation.
- **CHRS Plaques** – develop a plan for maintaining and restoring the 12 existing CHRS Plaques throughout the Humber River, including the installation of new CHRS plaques as appropriate.
- **CHRS 10 – Year Monitoring Report** – preparation of the 10-Year Monitoring Report to CHRS.

Beginning in fall 2018, TRCA staff will work with the 20<sup>th</sup> Anniversary Planning Committee, municipal and community partners and stakeholders to finalize the Celebration Plan and initiate implementation of the 20<sup>th</sup> Anniversary Celebration activities in 2019.

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**Date: October 12, 2018**



### Section I – Items for Board of Directors Action

**TO:** Chair and Members of the Board of Directors  
Meeting #8/18, Friday, October 26, 2018

**FROM:** Michael Tolensky, Chief Financial and Operating Officer

**RE:** **STANDBY SURETY FACILITY FOR TRCA CONSTRUCTION WORKS**  
Agreement to Enter into a Surety Arrangement

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#### KEY ISSUE

Approval to enter into a standby surety facility arrangement for TRCA construction services.

#### RECOMMENDATION

**WHEREAS** new provisions in the *Construction Act* (formerly the *Construction Lien Act*) came into force on July 1, 2018 requiring a contractor to furnish a public project owner with performance, labour and material bonds upon entering into contracts for improvements to land exceeding \$500,000 in value;

**AND WHEREAS** Toronto and Region Conservation Authority (TRCA) is likely to be considered a contractor when undertaking improvements to land under contract to public agencies such as municipalities and is therefore subject to the new public contract bonding requirements;

**AND WHEREAS** TRCA has held its previous surety facility in abeyance on the advice of its solicitors pending the resolution of an ongoing dispute;

**AND WHEREAS** TRCA has engaged Marsh Canada, Conservation Ontario's insurance broker of record to seek out proposals to provide a standby surety facility to underwrite TRCA's construction activities;

**AND WHEREAS** based on preferable rates for both short term and long term contracts as well as acceptable conditions to TRCA and consistent underwriting ratings, Marsh Canada has recommended Trisura Guarantee Insurance Company as the preferred standby surety facility to TRCA;

**THEREFORE LET IT BE RESOLVED THAT** TRCA enter into a standby surety facility arrangement with Trisura Guarantee Insurance Company for TRCA works requiring bonding;

**AND FURTHER THAT** staff be authorized and directed to take all necessary actions to implement the foregoing, including the signing of documents.

#### BACKGROUND

Surety bonds are one of the most common types of guarantees used to underwrite contract and commercial obligations globally. The bond itself is a financial instrument involving three parties: the party to whom an obligation is made (the 'obligee'), a party making an obligation (the 'principal') and the bonding company (the 'surety').

## Item 8.4

The bond is issued by the surety at the request of the principal and is used to guarantee the performance of the obligation that they have made to an obligee. Under the typical terms, if the principal fails to meet the underlying obligation to the bond, the surety would fulfill those obligations on the principal's behalf as per the terms and conditions of the bond.

In exchange for these underwriting services and their associated risk, the principal agrees to pay the surety a premium but also enters into an indemnity agreement which promises to compensate the surety for any loss they may incur in carrying out the principal's duties under the bonding arrangement. This promise to pay a surety back for any of their potential losses makes a surety arrangement similar to that of a credit facility from the perspective of the principal, while the promise to undertake the principal's obligation to the benefit of the obligee if the principal fails to do so makes the bond similar to an insurance policy from the perspective of a obligee or project owner.

It is standard practice for TRCA to request bonds as well as other forms of guarantee of its hired contractors in the common course of contract administration to ensure bids, contract performance and payment of subcontractors and suppliers. While acting as a contractor TRCA has had to issue bonds in the past, however this has not been common practice to date.

On December 12, 2017, the *Construction Lien Amendment Act, 2017* received Royal Assent. The Act brought in many changes to the former *Construction Lien Act* including among others, a name change to the *Construction Act* as well as new requirements for bonding of applicable public contracts.

As of July 1, 2018, the effective date of the bonding provisions, a contractor providing land improvement services under a public contract greater than \$500,000 in value is now required to provide performance, labor and material bonds to the project owner. The Act is written in such a way that the onus is on the contractor to provide the required bonding rather than on the owner to request it. The provisions apply to new contracts that have not been signed, or where procurement processes (for example Requests for Proposals) for the underlying works have not been begun before July 1, 2018.

It is the opinion of TRCA's counsel, that despite TRCA's status as a broader public sector agency, when working as a general contractor to complete construction projects for another public agency, TRCA is likely to be considered a contractor under the *Construction Act* and as a result, the new bonding provisions do apply (Attachment 1 contains a summary bonding requirements of TRCA projects).

Projects that are likely to be affected by the new bonding regime would include TRCA's erosion management, landform construction, trail construction, parkland improvement and possibly other projects. TRCA's Restoration and Infrastructure division estimates that almost 20 projects ranging in construction budget of \$500,000 to \$100,000,000 may be affected by this change within the next year.

TRCA has a current bonding facility in place with a major North American surety provider, however due to an ongoing claim dispute, has held the facility in abeyance based on the advice of its litigation counsel. In order to ensure business continuity, TRCA has been working with Conservation Ontario's insurance broker of record, Marsh Canada, to find a suitable standby surety facility to service TRCA's applicable construction portfolio. The results of Marsh Canada's search returned Trisura Guarantee Insurance Company ('Trisura') as the preferred candidate to underwrite TRCA's construction practice.

## Item 8.4

### **RATIONALE**

Marsh Canada's recommendation to enter into a surety arrangement with Trisura is based on a number of factors including preferred rates, financial strength, compatibility of Trisura's risk appetite in relation to TRCA's construction portfolio, a demonstrated willingness come to agreeable bonding terms and to provide claims support to TRCA.

### **FINANCIAL DETAILS**

The new bonding requirements of the *Construction Act* will require TRCA to issue bonds for construction projects over \$500,000 where TRCA is acting as a contractor to a public agency. At the proposed rates, the statutorily required bonds would represent an approximately 1-2% increase in the overall budget of affected projects, depending on the size and timing of the underlying work. Funding for the additional costs will be charged to the applicable project budget.

In addition to the individual bonding premiums, Trisura will require a \$1,500 annual administration fee to keep the facility active. This fee is standard for the industry and represents the lowest rate offered by interested sureties in the market search. This fee will be charged to the Corporate Insurance Account (012-29).

### **DETAILS OF WORK TO BE DONE**

Upon approval from the Board of Directors, staff will finalize the standby surety facility agreement with the support of its solicitors, Gardiner Roberts. Staff will subsequently work with their representatives at Marsh Canada to provide guidance to TRCA's construction teams on the process for budgeting, requesting and processing construction related surety bonds as needed.

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**Date: October 10, 2018**

**Attachments: 1**

Attachment 1

<b>Table 1: Summary of TRCA's Bonding Requirements Under Various Scenarios</b>	
<b>Scenario*</b>	<b>Performance and Payment Bonding Required of TRCA by the Construction Act (Yes/No)</b>
TRCA provides construction services, under contract, with a total value less than \$500k.	No
TRCA provides construction services, under contract to a public agency, with a contract value greater than \$500k outside of the levy process	Yes
TRCA provides construction services under contract to a private individual or agency with a contract value greater than \$500k	No
TRCA undertakes a program that may result in an improvement to land under a project as described in the Conservation Authorities Act ('the Act') and funded through the levy process as described in sections 25, 26 or 27 of the Act.	No
TRCA undertakes studies (for example environmental assessments), under contract, with a Public agency with a contract value over \$500k	No
TRCA undertakes other non-construction related work under contract of any value.	No
TRCA provides services under a work order issued under a parent master service agreement entered into prior to July 1, 2018	No
TRCA provides construction management services to a public agency, without entering into any direct contracts with a general or subcontractor with a contract value greater than \$500k.	No

### Section I – Items for Board of Directors Action

**TO:** Chair and Members of the Board of Directors  
Meeting #8/18, Friday, October 26, 2018

**FROM:** Nick Saccone, Senior Director, Restoration and Infrastructure

**RE:** **BROCK NORTH FILL PLACEMENT – PHASE I RESTORATION**  
Request for Proposal #10007911

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#### KEY ISSUE

Award of fill placement contract associated with Request for Proposal #10007911.

#### RECOMMENDATION

**WHEREAS** the funds for receiving the clean fill is set aside exclusively for project costs and implementation of the Greenwood Conservation Lands Master Plan, including future restoration and habitat enhancement of the property and the phased implementation of the recreation plan, as approved by the Authority on February 26, 2016; (Resolution #A88/16);

**THEREFORE LET IT BE RESOLVED THAT** Toronto and Region Conservation Authority (TRCA) enter into an agreement with Michael Bros. Excavating for the supply and placement of 435,000 cubic metres of clean surplus soil on TRCA-owned lands at Brock North;

**THAT** the fee for accepting clean soil will be \$4.10 per cubic metre (m<sup>3</sup>);

**THAT**, in addition to the tipping fee, Michael Bros. Excavating will be responsible for all costs of any additional sediment control, placing soil, fine grading and seeding the site with a basic cover crop;

**AND FURTHER THAT** the appropriate TRCA officials be authorized and directed to execute all the necessary documentation required.

#### BACKGROUND

The Brock North site is located at 3205 Sideline 16, in the City of Pickering. The site is bounded by Sideline 16 to the west, Fifth Concession Road to the south, and naturalized areas to the north and east. The site, and the properties to the north and east, are owned and managed by TRCA. The site was historically a sand and gravel extraction pit that later became a temporary landfill site, from which the waste was removed, between December 1996 and March 1997. The former landfill site was then regraded and restored to a minimum standard.

The terrestrial landscape and hydrologic function of the Brock North lands have been severely altered through the previous aggregate extraction and landfill operations. TRCA completed a thorough site assessment of the Brock North Lands, and completed a restoration plan in 2014. This plan addressed the ecological and hydrological restoration of the site. A key recommendation of the plan was to undertake significant earthworks, and import fill to restore the site's hydrology to protect groundwater and improve the ecological function of the area.

## Item 8.5

In order to restore the hydrological regime and watershed function, the importation of fill materials is required to replace the historically removed materials, and recreate functional site topography. It was first resolved at Authority Meeting #1/11, held on January 28, 2011 (Resolution #A13/11) that the Brock North tract be identified as a site for habitat restoration and enhancement through the strategic placing of clean fill. In addition, at Authority Meeting #5/16, held on June 24, 2016 (Resolution #A88/16) it was resolved that the funds for receiving the clean fill be set aside exclusively for project costs and implementation of the Greenwood Conservation Lands Master Plan, including future restoration. It was also resolved that staff be authorized and directed to execute all the necessary documentation required to facilitate restoration implementation.

TRCA staff has determined that importing more than one million cubic metres of fill is necessary to meet both restoration and Master Plan goals of the Greenwood Conservation Lands Master Plan. TRCA will implement the restoration program in a phased approach. This current contract represents the first phase, and will target 435,000 cubic metres of fill material, which is approximately 40% of the total fill required.

TRCA will implement the Fill Quality Control Program that includes the pre-approval of all fill prior to delivery, followed by fill tracking, monitoring and laboratory testing of soils received. TRCA staff has completed the competitive process to attract a capable and reputable fill supplier, and is prepared to begin work immediately, upon approval.

### RATIONALE

Request for Proposal #10007911, requesting proponents to submit proposals to supply and place 435,000 cubic metres of clean fill in order to complete the first phase of the one million cubic metres required, was publicly advertised on the electronic procurement website Biddingo ([www.biddingo.com](http://www.biddingo.com)) on August 14, 2018. A mandatory pre-bid site meeting was held on August 23, 2018. A total of 20 contractors attended the pre-bid meeting. Six proposals were received on September 14<sup>th</sup>, and evaluated based on the following weighted criteria:

Criteria	Weight (%)
1. Company profile - Capability and resources to complete the scope of work	5
2. Qualifications and Experience of Key Personnel	5
3. Relevant Construction Experience and Methodology	20
4. Understanding of the Required Scope of Work and Ability to Provide Fill Supply Sources	20
5. Proposed Work Plan and Timeframe	20
6. Pricing	30
<b>Total weighted points</b>	<b>100</b>

Based on this evaluation criteria, the proposals were scored as follows:

Proponents	Scoring
Michael Bros. Excavating and Grading	79.96
GFL Infrastructure	78.75
TACC Construction	72.75
D'Orazio Infrastructure	72.00
York Environmental	70.95
Melfer Construction	58.43
Coreydale Contracting	54.50
Tricon Contracting	49.39

## Item 8.5

TRCA staff determined that the proposal received from Michael Bros. Excavating and Grading ranked the highest, and determined that the proposal meets all the requirements as outlined in the Request for Proposal. TRCA is confident that Michael Bros. Excavating and Grading are capable of completing the work outlined in the Request for Proposal.

### **FINANCIAL DETAILS**

All operating costs will be offset by the revenue generated from the tipping fees. The gross revenue from this contract is expected to be \$1,783,500. All revenues and expenses associated with this project will be directed to account 106-19.

### **DETAILS OF WORK TO BE DONE**

TRCA would like to commence the Brock North Restoration immediately in 2018. TRCA will enter into a contract with Michael Bros. Excavating and Grading. TRCA staff will provide overall project management services including the implementation of the Fill Quality Control Program.

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**Date: October 12, 2018**

### Section I – Items for Board of Directors Action

**TO:** Chair and Members of the Board of Directors  
Meeting #8/18, Friday, October 26, 2018

**FROM:** Michael Tolensky, Chief Financial and Operating Officer

**RE:** **APPOINTMENT OF INFORMATION AND PRIVACY OFFICER**

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#### KEY ISSUE

Approval to appoint a Toronto and Region Conservation Authority staff member as an Information and Privacy Officer for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act*.

#### RECOMMENDATION

**WHEREAS** pursuant to the subsection 49(1) of the *Municipal Freedom of Information and Protection of Privacy Act (the Act)*, R.S.O. 1990, c. M.56 and Board of Directors Administrative By-law Section 14, powers and duties of the Chair as head of Toronto and Region Conservation Authority (TRCA) may be delegated to a TRCA designated Information and Privacy Officer for the purposes of the Act;

**THEREFORE LET IT BE RESOLVED THAT** TRCA's Chief Financial and Operating Officer be appointed as TRCA's Information and Privacy Officer and authorized to delegate responsibilities of the Act to the Corporate Records and Information Technology Management business units, as appropriate.

#### BACKGROUND

*The Act*, which came into effect on January 1, 1991, outlines the duties of the local governments, including municipalities, school boards, police commissions, conservation authorities and other local boards, in respect to the access to information rights balanced with privacy protection. An institution, legislated under the Act, elects or appoints among themselves an individual or a committee to act as head of the institution, tasked overseeing the administration of the legislation and ensuring compliance with the legislation and regulations. TRCA Administrative By-Law Section 14 appoints the Chair of the Board to act as a head of TRCA for the purposes of the Act, with the provision that the Board of Directors may delegate this responsibility to a TRCA staff member. Further, pursuant to subsection 49(1) of the Act, a head may delegate the powers and duties vested in the head to an officer or officers of the institution, in order to ensure compliance.

#### RATIONALE

Typically, this authority is delegated to the senior administrative officer with oversight of TRCA's Records Management Program. As the Chief Financial and Operating Officer (CFOO) had direct oversight for this business unit, staff recommends the appointment of the CFOO as the Information and Privacy Officer. Once appointed, the Officer may delegate responsibilities to the Corporate Records and Information Technology Management business units, as appropriate.

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**Date:** October 18, 2018



### Section III – Items for the Information of the Board

**TO:** Chair and Members of the Board of Directors  
Meeting #8/18, Friday, October 26, 2018

**FROM:** Carolyn Woodland, Senior Director, Planning and Development

**RE:** **ENVIRONMENTAL REGISTRY OF ONTARIO SUBMISSIONS**  
Summary of TRCA Responses

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#### KEY ISSUE

Summary of TRCA's responses on provincial legislative, policy, regulatory and guidance document proposals submitted between January 2017 and August 2018.

#### RECOMMENDATION

**WHEREAS** Toronto and Region Conservation Authority (TRCA) staff reviewed and submitted comments on numerous Environmental Registry postings on legislative, policy, regulatory and guidance proposals in 2017 and 2018;

**THEREFORE IT IS RECOMMENDED THAT** the staff report summarizing TRCA submissions on provincial postings be received;

**AND FURTHER THAT** staff report back to the Board of Directors on TRCA responses to future provincial consultations on legislative, policy, regulatory and guidance proposals relevant to TRCA.

#### BACKGROUND

Over the past few years, the Province of Ontario released for consultation a number of legislative, policy, and regulatory proposals of interest to TRCA, the vast majority of which were posted on the Environmental Registry of Ontario (ERO). TRCA staff provided written comments, within specified commenting periods, on those proposals that directly or indirectly affect the work of TRCA.

#### TRCA Response Development

TRCA Policy staff in the Planning and Development Division led a large number of responses to proposals on a range of matters relevant to TRCA interests, including Provincial Plan updates, excess soil regulations, guidance on cultural heritage policies and amendments to the *Conservation Authorities Act* (CA Act). The process typically involves circulating the provincial posting materials to staff within the organization with experience in the subject matter, facilitating interdivisional dialogue and discussion sessions, coordinating comments with Conservation Ontario and other Conservation Authorities, conducting additional research and analysis as needed, and preparing written correspondence that synthesizes staff comments and recommendations. Staff may also attend any available training or consultation meetings to learn more about the proposal and have preliminary questions addressed by provincial staff.

By engaging staff from different divisions within the organization, TRCA's responses integrate the expertise and multi-disciplinary perspectives of TRCA's teams from planning, ecology, water resources engineering, and hydrogeology to watersheds, climate change, agriculture, archaeology, and others, depending on the scope of the proposal. Submissions are informed by the trends and issues staff experience in their day-to-day work and emphasize TRCA's priorities with regard to natural heritage protection, minimizing risk associated with natural hazards, climate

## Item 9.1

change mitigation and adaptation, and development and infrastructure planning in a way that maintains and enhances the health of TRCA's watersheds.

Overall, the Policy team has led or co-led responses on over 30 consultations since May 2015. Policy staff also contributed comments through a planning lens on postings of a more technical and science-based nature where responses were led by another TRCA team – for example, draft Watershed Planning Guidance posted by the (then) Ministry of the Environment and Climate Change; this response was led by the Watershed Planning and Reporting team in TRCA's Watershed Strategies Division. Other ERO postings on provincial climate change initiatives were led by Watershed Strategies' climate change programs staff.

### **Summary of Responses**

Due to the volume and limited timeline of consultations, only those comment letters with significant implications are provided to the Board of Directors or Executive Committee prior to submission to the respective ministry or provincial agency. In 2017, they included responses to Bill 139 (the *Conservation Authorities Act* review and Ontario Municipal Board reform) and the draft Natural Heritage System and Agricultural System mapping for the Greater Golden Horseshoe.

Recognizing that Board Members may have an interest in TRCA's comments that were not brought to the Authority at the time of submission, Attachment 1 lists all TRCA submissions from 2017 and 2018. Submissions that were reported to the Board are accompanied by a link to the corresponding staff report. However, it should be noted that all TRCA submissions, regardless of having gone to the Board or not, are vetted through senior staff before release to ensure alignment with corporate positioning. Several of the proposals followed from landmark planning initiatives including Ontario Municipal Board reform through Bill 139, and the update of the Growth Plan for the Greater Golden Horseshoe, Greenbelt Plan, Oak Ridges Moraine Conservation Plan and Niagara Escarpment Plan. Others pertain to consultations led by various ministries or Metrolinx, with a number related to infrastructure or transportation planning, climate change and watershed planning.

Should a Board Member wish to view any of the submissions or discuss any of the comments, a member of the Policy team would be happy to assist.

### **RATIONALE**

It is important for TRCA to provide input on provincial proposals in order to encourage provincial initiatives to align with and support TRCA objectives and interests. The outcomes of such initiatives have implications on TRCA's day-to-day work in TRCA's multiple roles as a regulatory agency, public commenting body with delegated authority to represent the provincial interest for natural hazards, resource management agency, and landowner in a region experiencing significant growth and associated land use and environmental challenges. Staff works closely with not only the Ministry of Natural Resources and Forestry (MNRF) but also the Ministry of Municipal Affairs and Housing, Ministry of Environment, Conservation and Parks, and other ministries and provincial agencies. Staff at these ministries often reach out to TRCA for information and advice, in recognition of TRCA's expertise in watershed science and depth of on-the-ground experience. For example, during the coordinated review of the four Provincial Plans and Greenbelt Plan boundary reviews, Ministry of Municipal Affairs and Housing staff and the expert Advisory Panel requested various information gaps to be filled by TRCA. Specifically, TRCA staff co-led a tour of the Greenbelt, provided comprehensive presentations on watershed planning and the roles of conservation authorities (CAs), submitted graphics and report card findings for the Panel's report, and conducted detailed mapping analysis to support provincial decisions on changes to the Greenbelt boundary.

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This policy work in responding to consultations is also important for strengthening relationships and coordination between TRCA and our municipal partners and other agencies. On major initiatives, such as the recent Ontario Municipal Board and CA Act reviews, TRCA policy staff review comments from municipalities and other CAs to inform TRCA's own comments, and sometimes collaborate with neighboring CAs and TRCA municipal partners on positioning. Many times, the formulation of TRCA responses coincides with response to Conservation Ontario's (CO) request for comments from CAs in the Greater Golden Horseshoe on provincial postings. CO often relies on substantive comments from TRCA given the volume and breadth of work TRCA undertakes related to provincial interests. In addition, TRCA's perspective can be unique among Ontario CAs given that TRCA is situated in the highly urbanized watersheds of the Greater Toronto Area and experiencing the highest rates of growth and redevelopment in the Province. Staff has also provided input on Ontario Professional Planners Institute submissions in the past.

Not uncommonly, TRCA response submissions have succeeded in having some of the key recommendations realized in initiatives such as the coordinated review of the four Provincial Plans, where the final versions of the Plans contained strengthened policies for environmental feature protection and a stronger commitment to watershed planning. Similarly, under the CA Act review and amendments, the objects and powers of conservation authorities were kept broad as TRCA had advocated and the added purpose of the Act continued to enable TRCA to undertake, with partners, its wide range of programs and services for conserving and managing natural resources in an urban context.

While staff recognizes that not all of the recommendations provided through TRCA comment letters are incorporated into further stages or the final outcome, staff sees value in seizing these opportunities as part of TRCA's advocacy role, particularly if a proposal has the potential to limit TRCA's roles or ability to effectively deliver services. In all cases, staff takes this opportunity to ensure that TRCA staff are informed and trained appropriately with regard to any legislative, policy or procedural changes that may affect their day-to-day-work. For many of the recent initiatives summarized in the Attachment 1, the final products are still forthcoming, so the impact of TRCA submissions on those initiatives remains to be seen.

### **FINANCIAL DETAILS**

Funding to support policy and planning input is provided by funding from TRCA's participating municipalities to account 120-12.

### **DETAILS OF WORK TO BE DONE**

New legislation and regulation changes are expected to come forward as a result of the change with the provincial government. TRCA staff will continue to monitor the Province's Environmental Registry to ensure TRCA participates and comments on legislative, regulatory, policy and guidance initiatives affecting our roles and responsibilities. Staff will also keep the Board of Directors informed of TRCA comments submitted through the ERO and will monitor the outcomes and report on the implications of policy initiatives when appropriate. Staff will also update TRCA policies and procedures as required and facilitate training to reflect legislative and policy changes as appropriate.

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**Date:** October 26, 2018

**Attachments:** 1

## ATTACHMENT 1. Policy Team-led TRCA Submissions to the Province, January 2017 to August 2018

DATE SUBMITTED	MINISTRY/ AGENCY <sup>1</sup>	RELATED LEGISLATION	PROPOSAL SUMMARY	TRCA KEY COMMENTS
<b>Proposed Regulation for the Establishment of Requirements and Standards with Respect to Secondary Residential Units</b>				
May 23, 2017	Ministry of Municipal Affairs	Planning Act	The proposed regulation set out requirements for second units referred to in the Planning Act with regard to parking spaces and occupancy and construction date of the primary building.	Staff supported the proposed regulation, but recommended more explicit reference to erosion hazards and floodprone areas as constraints that municipalities must consider when formulating or updating policies (in accordance with Provincial Policy Statement), and given that TRCA would not support the creation of secondary units within hazardous lands associated with valley and stream corridors and the Lake Ontario shoreline due to the increase in risk to life and property.
<b>Excess Soil Management Regulatory Proposal</b>				
June 30, 2017	Ministry of Environment and Climate Change (MOECC)	Environmental Protection Act	Based on the Excess Soil Management Policy Framework released in 2016, this proposal included the following components: <ul style="list-style-type: none"> <li>• A proposed excess soil reuse regulation and amendments to existing regulations (non-regulatory language);</li> <li>• The development of reuse standards and excess soil sampling guidance;</li> <li>• Clarifying when waste approvals apply to excess soil and the requirement of an excess soil management plan.</li> </ul>	Staff were generally supportive of the proposal from the perspective of a fill manager on our own lands for beneficial re-use as well as a regulator under our s.28 Regulation, but recommended that the Province: <ul style="list-style-type: none"> <li>• Direct municipalities and conservation authorities (CAs) to coordinate the regulation of fill, now that their jurisdictions can overlap;</li> <li>• Form an enforcement and compliance partnership between MOECC, MNRF, municipalities, and CAs;</li> <li>• Include source water protection considerations in the matching of source and receiving sites;</li> <li>• Reconsider the suitability of the proposed volume trigger for the preparation of an excess soil management plan, as smaller amounts can still have significant impacts;</li> <li>• Develop provisions for peer review of excess soil management plans.</li> </ul>
<b>Proposed amendments to the Conservation Authorities Act as part of Bill (139), the Building Better Communities and Conserving Watersheds</b>				

<sup>1</sup> Ministry names used in this table are those in effect at the time of TRCA's submission.

DATE SUBMITTED	MINISTRY/ AGENCY <sup>1</sup>	RELATED LEGISLATION	PROPOSAL SUMMARY	TRCA KEY COMMENTS
<b>Act, 2017</b>				
July 31, 2017	Ministry of Natural Resources and Forestry	Conservation Authorities Act	Two reports summarizing the proposal and TRCA's comments were brought to the Authority at the meetings held on June 23, 2017 (RES.#A113/17) and July 28, 2017 (RES.#A147/17), respectively. The reports are available at <a href="https://laserfiche.trca.ca/WebLink/0/edoc/1452956/Authority%202017.pdf">https://laserfiche.trca.ca/WebLink/0/edoc/1452956/Authority%202017.pdf</a> , pp. 257-296 and pp. 402-411.	
<b>Bill 139 – (Schedule 3) – the proposed Building Better Communities and Conserving Watersheds Act, 2017: Amendments to the Planning Act</b>				
August 14, 2017	Ministry of Municipal Affairs	Planning Act, Local Planning Appeal Tribunal Act, Local Planning Appeal Support Centre Act and others	A report summarizing the proposal and TRCA's comments was brought to the Executive Committee at the meeting held on August 11, 2017 (RES.#B71/17). The report is available at <a href="https://laserfiche.trca.ca/WebLink/0/edoc/1452958/Executive%202017.pdf">https://laserfiche.trca.ca/WebLink/0/edoc/1452958/Executive%202017.pdf</a> , pp. 351-361.	
<b>Criteria, methods, and mapping of the proposed regional Natural Heritage System for the Growth Plan for the Greater Golden Horseshoe</b>				
October 4, 2017	Ministry of Natural Resources and Forestry	Places to Grow Act	A report summarizing the proposal and TRCA's comments was brought to the Authority at the meeting held on September 22, 2017 (RES.#A162/17). The report is available at <a href="https://laserfiche.trca.ca/WebLink/0/edoc/1452956/Authority%202017.pdf">https://laserfiche.trca.ca/WebLink/0/edoc/1452956/Authority%202017.pdf</a> , pp. 449-463.	
<b>Release of draft Agricultural System mapping and Implementation Procedures for consultation</b>				
October 4, 2017	Ministry of Agriculture, Food and Rural Affairs	Places to Grow Act; Greenbelt Act	A report summarizing the proposal and TRCA's comments was brought to the Authority at the meeting held on September 22, 2017 (RES.#A162/17). The report is available at <a href="https://laserfiche.trca.ca/WebLink/0/edoc/1452956/Authority%202017.pdf">https://laserfiche.trca.ca/WebLink/0/edoc/1452956/Authority%202017.pdf</a> , pp. 449-463.	
<b>A Guide to Cultural Heritage Resources in the Land Use Planning Process</b>				
November 17, 2017	Ministry of Tourism, Culture and Sport	Planning Act	The guide aids in the application of cultural heritage policies in the Provincial Policy Statement 2014 in the areas of: cultural planning and sense of place; protecting built heritage resources;	Staff recommended that the guide: <ul style="list-style-type: none"> <li>Describe engagement mechanisms for activities outside the Planning Act and elaborate on the leverage available under other legislation for cultural heritage resource protection;</li> <li>Encourage timing cultural planning and studies early on</li> </ul>

DATE SUBMITTED	MINISTRY/ AGENCY <sup>1</sup>	RELATED LEGISLATION	PROPOSAL SUMMARY	TRCA KEY COMMENTS
			conserving cultural heritage landscapes and archaeological resources; development and site alteration on adjacent lands to heritage property; community engagement, including with Aboriginal communities; and heritage impact assessments and conservation plans.	<p>within the planning process;</p> <ul style="list-style-type: none"> <li>• Encourage funding partnerships to preserve built assets;</li> <li>• Provide guidance on how to conserve cultural heritage resources “in situ”, particularly in redevelopment scenarios, and encourage flexibility in zoning to enable adaptive re-use of protected structures;</li> <li>• Reference CAs as a support to implementing cultural heritage policies.</li> </ul>
<b>A Call for Comments on the Draft 2041 Regional Transportation Plan</b>				
November 17, 2017	Metrolinx	Metrolinx Act	<p>The Regional Transportation Plan for the Greater Toronto and Hamilton Area builds on The Big Move and aims to promote an integrated multi-modal regional transportation system. The draft plan was organized around five strategies:</p> <ol style="list-style-type: none"> <li>1) Complete delivery of current regional transit projects</li> <li>2) Connect more of the region with frequent rapid transit</li> <li>3) Optimize the transportation system, including integrating fares and first- and last-mile services</li> <li>4) Integrate land use and transportation, including around transit stations and mobility hubs</li> <li>5) Prepare for an uncertain future, including improving resilience to climate change impacts and transitioning to low-carbon transit vehicles.</li> </ol>	<p>Staff supported the emphasis on integration of land use and transportation, a complete streets approach, a regional cycling network, and climate resiliency. Recommendations included:</p> <ul style="list-style-type: none"> <li>• Ensure transportation planning integrates TRCA review and emerging information from watershed plans and ecological systems mapping and pursues natural hazard remediation and natural heritage restoration with each new project, particularly those at risk for flood and/or erosion hazards;</li> <li>• Partner with TRCA and other infrastructure providers to protect, retrofit, and upgrade Metrolinx infrastructure;</li> <li>• Clarify Metrolinx, municipal, and CA roles for mobility hub planning and ensure that TRCA is involved as a partner;</li> <li>• Collaborate with TRCA and municipalities to integrate the regional trail network as a component of the regional transportation system and as a first-mile last-mile solution;</li> <li>• Investigate a system of “Living Green Corridors” whereby rail corridors could also be used as ecosystem connectors;</li> <li>• Incorporate green technologies into infrastructure improvements to reduce climate change impacts;</li> <li>• Emphasize the need to plan, build, and manage infrastructure in a way that avoids, minimizes, mitigates, restores and/or compensates for ecosystem impacts;</li> <li>• Commit to initiating/continuing compensation programs;</li> <li>• Develop a carbon and energy management strategy to transition to a low or zero emission transportation network.</li> </ul>

DATE SUBMITTED	MINISTRY/ AGENCY <sup>1</sup>	RELATED LEGISLATION	PROPOSAL SUMMARY	TRCA KEY COMMENTS
<b>Parkway Belt West Plan Amendments</b>				
November 20, 2017  Note: This proposal was posted on the Ministry's website, not on the ERO.	Ministry of Municipal Affairs	Ontario Planning and Development Act, 1994	Amendments were proposed to the Parkway Belt West Plan mapping to refine land use designation boundaries for precision based on surveys and to align the inter-urban transit designation with applications submitted by the Ministry of Transportation for the 407 Transitway.	The draft maps did not indicate the areas where amendments were being proposed, limiting staff's ability to comprehensively assess the proposed changes. Comments emphasized that: <ul style="list-style-type: none"> <li>• If the current intent of the Plan is primarily to protect land for regional infrastructure, rather than to also serve as a public open space system, then TRCA-regulated and/or TRCA-owned lands should not remain within the Plan area;</li> <li>• Publicly owned lands within the Plan area should not be transferred to private ownership.</li> </ul>
<b>Greater Golden Horseshoe (GGH) Transportation Plan Long-Term Goals and Objectives</b>				
December 21, 2017	Ministry of Transportation		The goals and objectives will guide the development of the GGH Transportation Plan. Objectives were proposed under eight goals for a transportation system that is: healthy, equitable, environmentally sustainable, economically responsible, resilient, prosperous, integrated, and connected.	TRCA recommended that the objectives: <ul style="list-style-type: none"> <li>• Include reference to preserving natural systems and wildlife passage and to ecosystem compensation to achieve a net gain/no net loss of natural areas in transportation planning;</li> <li>• Specify that transportation design avoid natural features and hazards and allow for the conveyance of storm events in order to manage climate change-related risks;</li> <li>• Include the objective of integrating pedestrian and cycling facilities into planning and construction of new and redeveloped communities.</li> </ul>
<b>Proposed new regulation under the Planning Act to prescribe transitional provisions for the Building Better Communities and Conserving Watersheds Act, 2017 (Bill 139); and</b>				
<b>Proposed amendments to matters included in existing regulations under the Planning Act relating to the Building Better Communities and Conserving Watersheds Act, 2017 (Bill 139)</b>				
January 19, 2018	Ministry of Municipal Affairs	Planning Act	The proposed transition regulation set out rules for planning matters in process at the time of proclamation of Bill 139 regarding changes from the Ontario Municipal Board to the Local	TRCA recommended that the Province proclaim Bill 139 to be in force at the earliest possible date to reduce the potential number of appeals under the previous Ontario Municipal Board regime.  Regulatory text was not released for consultation. The submission reiterated comments previously made:

DATE SUBMITTED	MINISTRY/ AGENCY <sup>1</sup>	RELATED LEGISLATION	PROPOSAL SUMMARY	TRCA KEY COMMENTS
			Planning Appeals Tribunal. Amendments to existing regulations would update the information required in a complete planning application and the materials required to be submitted in an appeal; and requirements for giving notice.	<ul style="list-style-type: none"> <li>• Require municipalities to consult CAs during prior to deeming an application “complete” to ensure the inclusion of required technical work to support an application;</li> <li>• Require that CAs be circulated on notices of appeal when their areas of interest are affected;</li> <li>• Provide guidance on operationalizing the conformity/ consistency tests and clarify Provincial involvement in a hearing to represent the provincial interest.</li> </ul>
<b>Ontario’s Long Term Infrastructure Plan 2017</b>				
February 8, 2018	Ministry of Infrastructure (MOI)	Infrastructure for Jobs and Prosperity Act	<p>The Long Term Infrastructure Plan set forth a vision for Ontario infrastructure planning and investment and articulated the need for the Province to be able to adapt to future changes in demographics, disruptive technology and climate, and moved towards the establishment of an asset inventory recording the age, condition and value of Ontario’s infrastructure assets.</p> <p>The LTIP also proposed to advance infrastructure planning and delivery in relation to:</p> <ul style="list-style-type: none"> <li>• Integrating life-cycle assessment into infrastructure planning, procurement, business case development and decision making ;</li> <li>• Developing a Community Benefits Framework and related pilot projects; a broadband strategy; and a Social Purpose Real Estate</li> </ul>	<p>TRCA supported many parts of the plan, including climate change mitigation and adaptation; the one-dig policy; emphasis on life-cycle analysis; coordination of infrastructure planning and delivery among all orders of government; and a multi-objective lens to infrastructure investment. TRCA recommended that the Plan:</p> <ul style="list-style-type: none"> <li>• Incorporate direction for infrastructure to avoid natural features and natural hazards or seek opportunities for mitigation, compensation, restoration and remediation;</li> <li>• Support programs aimed at improving energy efficiency and reducing greenhouse gas emissions in existing infrastructure and emphasize the need to invest in the ongoing maintenance and upgrading of existing infrastructure to achieve these aims;</li> <li>• Reference requirements of the Growth Plan and Provincial Policy Statement to direct development away from natural hazards and to undertake watershed planning and stormwater management to support the direction to align infrastructure and land use planning;</li> <li>• Incorporate a requirement for life cycle assessment to be built into the environmental assessment process;</li> <li>• Emphasize the utility of, and provide dedicated funding for, green infrastructure solutions for climate change adaptation;</li> <li>• Include trails in the definition of provincial assets;</li> <li>• Include expansion of the natural heritage system as a key activity to increase resilience in the face of urban expansion;</li> <li>• Acknowledge the Province’s intention to explore options for</li> </ul>



DATE SUBMITTED	MINISTRY/ AGENCY <sup>1</sup>	RELATED LEGISLATION	PROPOSAL SUMMARY	TRCA KEY COMMENTS
			Strategy that embeds community and social needs into decision-making on surplus properties and infrastructure planning.	<p>updating provincial funding to help finance CA programs. TRCA also recommended:</p> <ul style="list-style-type: none"> <li>• The Ministry of Transportation engage in partnership opportunities with TRCA, including through TRCA's Voluntary Project Review process, and meet Metrolinx's standards for natural heritage, natural hazard, and water management impact assessments;</li> <li>• MOI provide directional leadership in aligning infrastructure with the land use planning framework;</li> <li>• The Province consider a model for surplus properties that includes pre-planning with environmental and sustainability objectives before selling to developers.</li> </ul>
<b>Proposed Methodology for Land Needs Assessment for the Greater Golden Horseshoe</b>				
February 28, 2018	Ministry of Municipal Affairs	Places to Grow Act	The proposed methodology outlined the steps to determine land need for jobs and housing based on intensification and density targets as per the Growth Plan, 2017, which requires upper- and single-tier municipalities to use a standard method to assess the quantity of land needed to accommodate forecasted growth to 2041 and the need for an urban boundary expansion.	<p>TRCA supported moving to a consistent methodology to assess land needs, but recommended that it:</p> <ul style="list-style-type: none"> <li>• Encourage municipalities to account for CA regulations during the process of allocating housing units in rural areas with existing development permissions;</li> <li>• Provide clarity on 'net outs' in determining designated greenfield area capacity and advise municipalities to consult CAs for up-to-date floodplain mapping;</li> <li>• Recognize watershed planning as integral to determining the location of any settlement area boundary expansion;</li> <li>• Provide guidance on next steps after the assessment, including assessing options for making land available.</li> </ul>
<b>Protecting Water for Future Generations: Growing the Greenbelt in the Outer Ring</b>				
March 7, 2018	Ministry of Municipal Affairs	Greenbelt Act	The proposal outlined a study area in the north and west portions of the outer ring of the Greater Golden Horseshoe, based on the presence of moraines, coldwater streams, and wetlands, for consideration for Greenbelt expansion to protect	<p>In general, TRCA supports expansion of the Greenbelt. Key recommendations for this initiative included:</p> <ul style="list-style-type: none"> <li>• Specify the goals and objectives for this expansion initiative;</li> <li>• Use additional types of data and analysis, including finer-grained analysis of growth pressures and water resource vulnerability/capacity, as well as climate change vulnerability data, in the determination of priority expansion areas;</li> </ul>

DATE SUBMITTED	MINISTRY/ AGENCY <sup>1</sup>	RELATED LEGISLATION	PROPOSAL SUMMARY	TRCA KEY COMMENTS
			water features in areas with high growth pressures.	<ul style="list-style-type: none"> <li>Consider adding rivers that flow through urban areas as Urban River Valleys.</li> </ul>
<b>Excess Soil Management Regulatory Proposal</b>				
June 15, 2018	Ministry of Environment and Climate Change	Environmental Protection Act	<p>The updated proposal included:</p> <ul style="list-style-type: none"> <li>A new regulation which requires the preparation of an excess soil management plan and clarifies when excess soil is designated as waste</li> <li>Amendments to the Waste regulation and the Record of Site Condition regulation</li> <li>Rules for On-Site and Excess Soil Management to support the new regulation</li> <li>Beneficial Reuse Assessment Tool to increase flexibility for reuse on site-specific basis</li> <li>Rationale Document for Development of Excess Soil Standards</li> </ul>	<p>In general, TRCA supports the Province's move to regulate the management of excess soil. Comments stressed the need for review, enforcement, and compliance provisions to enable effective regulation. Key recommendations included:</p> <ul style="list-style-type: none"> <li>Reduce volume trigger for the excess soil management plan requirement, which increased from 1000m<sup>2</sup> of excess soil in the previous proposal to 2000m<sup>2</sup>;</li> <li>Establish an excess soil management plan review process and multi-agency enforcement and compliance partnerships to ensure proper implementation;</li> <li>Require information about the quality of soil placed at each reuse site to be made available;</li> <li>Allow flexibility for the assessment of salt-impacted excess soil destinations to account for variations in source and reuse site conditions as proposed rules are too prescriptive;</li> <li>Align the definition of "environmentally sensitive areas" with existing provincial legislation, plans, and policies.</li> </ul>
<b>Draft Guidance to Support Implementation of the Growth Plan for the Greater Golden Horseshoe, 2017: Application of the Intensification and Density Targets &amp; The Municipal Comprehensive Review (MCR) Process</b>				
June 19, 2018	Ministry of Municipal Affairs	Places to Grow Act	<p>The Draft Guidance on the Application of the Intensification and Density Targets specified the purpose, application, measurement, minimums, and implementation guidelines for the designated greenfield area density, intensification, employment area density, urban growth centre density, and major transit station area density targets</p>	<p>Draft Guidance on the Application of Intensification and Density Targets:</p> <ul style="list-style-type: none"> <li>Direct upper-tier municipalities to provide direction to lower-tier municipalities on the planning of intensification areas that cross jurisdictional boundaries to improve coordination;</li> <li>The narrow scope of exclusions – only those lands in natural heritage features, areas, and systems and floodplains where development is specifically prohibited – from the designated greenfield area density calculation may signal that other sensitive lands (e.g. vegetation protection zones) may be</li> </ul>

DATE SUBMITTED	MINISTRY/ AGENCY <sup>1</sup>	RELATED LEGISLATION	PROPOSAL SUMMARY	TRCA KEY COMMENTS
			<p>and density targets for other strategic growth areas.</p> <p>The Draft Guidance on the MCR Process provided information on roles, transition, engagement, background studies and sequencing with regard to the MCR and descriptions of key Growth Plan policies to be implemented through an MCR.</p>	<p>open to development. Clarify the intent with regard to development in these other areas and how the “where development is prohibited” provision should be interpreted;</p> <ul style="list-style-type: none"> <li>• The guidance directs municipalities, in planning for intensification and growth areas, to account for SPAs as areas where development opportunities are limited. Other such areas, such as natural features and hazard areas, should also be highlighted as areas of constraint.</li> </ul> <p>Draft Guidance on the MCR Process:</p> <ul style="list-style-type: none"> <li>• Watershed planning should be referenced as a key input to infrastructure plans and determination of the urban structure;</li> <li>• Direct municipalities to exclude lands constrained due to natural features or hazards from strategic growth areas;</li> <li>• Direct upper-tier municipalities to work extensively with their lower-tier municipalities to refine provincial natural heritage system and agricultural system mapping;</li> <li>• Provide resources on Indigenous engagement.</li> </ul>
<b>Agricultural Impact Assessment (AIA) Guidance Document</b>				
July 13, 2018	Ministry of Agriculture, Food and Rural Affairs		<p>The draft document provided guidance on the implementation of new policies relating to AIAs in the four updated provincial plans. It included a definition of an AIA and provincial requirements; technical guidelines and information to include in an AIA; and discussion of mitigation measures to avoid, minimize and mitigate impacts on agriculture.</p>	<p>TRCA recommended:</p> <ul style="list-style-type: none"> <li>• Additional guidance on the assessment of impacts, including weighting of impacts and determination of thresholds for project viability, to increase consistency in implementation;</li> <li>• Provincial/municipal oversight or a tracking system to account for cumulative impacts to the agricultural system;</li> <li>• Directing proponents to consult local agricultural organizations at an early stage rather than after impacts have been identified;</li> <li>• Strengthening language around monitoring and performance measurement to ensure intended outcomes.</li> </ul>
<b>Developing a Voluntary Carbon Offsets Program for Ontario (TRCA review led by Watershed Strategies Division)</b>				
January 15, 2018	Ministry of Environment		<p>Summary of the government’s proposal is at ERO#013-1634. Copy of TRCA submission available through TRCA Watershed Strategies Division</p>	

DATE SUBMITTED	MINISTRY/ AGENCY <sup>1</sup>	RELATED LEGISLATION	PROPOSAL SUMMARY	TRCA KEY COMMENTS
	and Climate Change			
Ontario's Approach to Climate Change Adaptation (TRCA review led by Watershed Strategies Division)				
January 19, 2018	Ministry of Environment and Climate Change		Summary of the government's proposal is at ERO#013-1520. Copy of TRCA submission available through TRCA Watershed Strategies Division	
Draft Watershed Planning Guidance Document (TRCA review led by Watershed Strategies Division)				
April 7, 2018	Ministry of Environment and Climate Change	Places to Grow Act	A report summarizing the proposal and TRCA's comments was brought to the Authority at the meeting held on March 23, 2018 (RES.#A20/18). The report is available at: <a href="https://pub-trca.escribemeetings.com/FileStream.ashx?DocumentId=86">https://pub-trca.escribemeetings.com/FileStream.ashx?DocumentId=86</a> , pp. 37-43.	