



# Toronto and Region Conservation Authority

## Board of Directors Meeting Agenda

The meeting will be conducted via a video conference  
Members of the public may view the livestream at the following link:  
<https://video.isilive.ca/trca/live.htm>

April 19, 2024  
9:30 A.M.

Pages

1. CALL TO ORDER
2. ACKNOWLEDGEMENT OF INDIGENOUS TERRITORY
3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF
4. MINUTES OF THE TRCA BOARD OF DIRECTORS MEETING #3/24, HELD ON MARCH 22, 2024  
[Minutes Link](#)
5. DELEGATIONS
6. PRESENTATIONS
7. CORRESPONDENCE

<b>8.</b>	<b>SECTION I - ITEMS FOR BOARD OF DIRECTORS ACTION</b>	
<b>8.1</b>	<b>APPLICATIONS FOR PERMITS PURSUANT TO SECTION 28.1.2 OF THE CONSERVATION AUTHORITIES ACT (MINISTER'S ZONING ORDER, ONTARIO REGULATION 171/20)</b>	<b>6</b>
	Issuance of permit pursuant to Section 28.1.2 of the Conservation Authorities Act for lands subject to a Minister's Zoning Order (MZO) under the Planning Act to undertake development in the form of site grading, road construction, temporary sales office, temporary sediment pond and construction of a temporary stormwater outlet at 4400 Queen Street E, City of Brampton, Region of Peel.	
<b>8.2</b>	<b>APPLICATION FOR PERMIT PURSUANT TO SECTION 28.1.2 OF THE CONSERVATION AUTHORITIES ACT (MINISTER'S ZONING ORDER, ONTARIO REGULATION 362/20)</b>	<b>25</b>
	Issuance of permit pursuant to Section 28.1.2 of the <u>Conservation Authorities Act</u> for lands subject to a Minister's Zoning Order under the <u>Planning Act</u> , to undertake site grading, servicing, and final construction of a residential plan of subdivision, at 12529 Chinguacousy Road, Town of Caledon, Region of Peel.	
<b>8.3</b>	<b>VENDOR OF RECORD ARRANGEMENT FOR SUPPLY AND DELIVERY OF VARIOUS AGGREGATES</b>	<b>35</b>
	Term and value extension for Contract No. 10039254 – Vendor of Record (VOR) for the supply and delivery of various aggregates.	
<b>8.4</b>	<b>VOLUNTARY PROJECT REVIEW 2023</b>	<b>39</b>
	Summary report on the Voluntary Project Review (VPR) of works undertaken by organizations exempt from Ontario Regulation 166/06, as amended – Regulation of Development, Interference with Wetlands and Alteration to Shorelines and Watercourses, through VPR letters issued up to and during 2023.	
<b>9.</b>	<b>SECTION III - ITEMS FOR THE INFORMATION OF THE BOARD</b>	
<b>9.1</b>	<b>UPDATE ON MUNICIPAL AGREEMENTS AND PARTNERSHIPS FOR WETLAND RESTORATION PROJECTS</b>	<b>46</b>
	To provide an update on TRCA's partnerships with municipalities to implement the Etobicoke Creek Wetlands Enhancement and Kingston Road Wetland Restoration Projects.	
<b>9.2</b>	<b>Q1 COMMUNICATIONS, MARKETING AND EVENTS REPORT SUMMARY</b>	<b>53</b>
	Information report regarding Toronto and Region Conservation Authority (TRCA) corporate media communication activities during the quarter of 2024 (January 1 - March 31, 2024).	

## 10. MATERIAL FROM EXECUTIVE COMMITTEE MEETING

### Executive Committee Minutes

#### 10.1 SECTION I - ITEMS FOR BOARD OF DIRECTORS ACTION

##### 10.1.1 2024 TRCA BUDGET APPROVAL

Approval of Toronto and Region Conservation Authority's (TRCA) 2024 Budget, including 2024 apportionment of municipal general (operating) levy and additional capital funding programs, grants, donations, contract services, application fees, user fees and other revenues with the required two resolutions in accordance with O. Reg. 400/22.

(Link to report excluding appendices: [Executive Committee RES.#B 21/24 and RES.#B 22/24](#))

PDF Page 9/164

##### 10.1.2 2024 UNFUNDED PRIORITIES

Approval of Toronto and Region Conservation Authority's (TRCA) 2024 Unfunded Priorities List.

(Link to report excluding appendices: [Executive Committee RES.#B 23/24](#))

PDF Page 55/164

##### 10.1.3 AUTHORIZATION TO ACCESS RESERVE FUNDS: ADMINISTRATIVE OFFICE BUILDING PROJECT

Authorization of TRCA's Board of Directors is required in order to utilize reserve funds for the balance of construction costs for the new Administrative Office Building project, including required upgrades to the staff and visitor parking lot at Black Creek Pioneer Village.

(Link to report excluding appendices: [Executive Committee RES.#B 24/24](#))

PDF Page 88/164

##### 10.1.4 REQUEST FOR PROPOSAL FOR ACCESS UPGRADES LOWER DON TRAIL PHASE 4 PROJECT

Award of Request for Proposal (RFP) No. 10040463 for the replacement of an existing staircase with a new, accessible trail connection in the form of a freestanding, integrated ramp, and staircase structure as part of the Lower Don Trail system.

(Link to report excluding appendices: [Executive Committee RES.#B 25/24](#))

PDF Page 92/164

**10.1.5 GREENSPACE ACQUISITION PROJECT FOR 2021-2030  
(33,35,37, AND 39 TOPCLIFF AVENUE)**

Acquisition of property located south of Finch Avenue W and east of Topcliff Avenue, municipally known as 33, 35, 37, and 39 Topcliff Avenue, in the City of Toronto under the “Greenlands Acquisition Project for 2021-2030,” Flood Plain and Conservation Component, Humber River watershed.

(Link to report excluding appendices: [Executive Committee RES.#B 26/24](#))

PDF Page 97/164

**10.2 SECTION II - ITEMS FOR EXECUTIVE COMMITTEE ACTION**

**10.2.1 LIMITED TENDERING OF POI BUSINESS INTERIORS LP FOR EXISTING WORKSTATION REMOVAL AND RECONFIGURATION TO 5 SHOREHAM DRIVE**

Limited Tender Award of Request for Quotation (RFQ) No. 10041255 to POI Business Interiors LP to provide removal, moving and installation services for all workstations to be relocated to the TRCA New Administration Building located at 5 Shoreham Drive, Toronto

(Link to report excluding appendices: [Executive Committee RES.#B 27/24](#))

PDF Page 102/164

**10.3 SECTION III - ITEMS FOR THE INFORMATION OF THE BOARD**

**10.3.1 SUMMARY OF SENIOR STAFF EXPENSES FOR 2023**

Summary report of Toronto and Region Conservation Authority (TRCA) senior staff expenses for 2023.

(Link to report excluding appendices: [Executive Committee RES.#B 28/24](#))

PDF Page 106/164

**10.3.2 2023 YEAR-END FINANCIAL VARIANCE REPORT**

Receipt of Toronto and Region Conservation Authority's (TRCA) unaudited financial report as of December 31, 2023, for informational purposes.

(Link to report excluding appendices: [Executive Committee RES.#B 29/24](#))

PDF Page 109/164



**10.3.3 2024 UPDATE ON BOARD OF DIRECTORS  
REMUNERATION AND MILEAGE EXPENSE RATES**

Report providing an update on Toronto and Region Conservation Authority's (TRCA) Board of Directors remuneration.

(Link to report excluding appendices: [Executive Committee RES.#B 30/24](#))

PDF Page 122/164

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

**10.4.1 STANDARD DELEGATED PERMITS FOR RECEIPT - APRIL 5, 2024**

Standard Delegated Permits are processed by Development and Engineering Services Division staff, authorized by designated staff appointed as Authorized Signatories by the Board of Directors and received monthly by the Executive Committee. Permits categorized as Standard Delegated Permits are: standard, routine infrastructure works, emergency infrastructure works, minor works, and permits after the fact/resolution of violations.

(Link to report excluding appendices: [Executive Committee RES.#B 31/24](#))

PDF Page 126/164

**11. CLOSED SESSION**

**12. NEW BUSINESS**

NEXT MEETING OF THE BOARD OF DIRECTORS #5/24, TO BE HELD ON MAY 24, 2024 AT 9:30AM VIA VIDEOCONFERENCE

John MacKenzie, Chief Executive Officer

/jh

**13. ADJOURNMENT**

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

**TO:** Chair and Members of the Board of Directors  
Friday, April 19, 2024 Meeting

**FROM:** Sameer Dhalla, Director, Development and Engineering Services

**RE:** **APPLICATIONS FOR PERMITS PURSUANT TO SECTION 28.1.2 OF THE CONSERVATION AUTHORITIES ACT (MINISTER’S ZONING ORDER, ONTARIO REGULATION 171/20)**  
CFN 70659 - 4400 Queen Street East, Brampton Ontario (Part of Lot 4, Concession 10 North Division, City of Brampton, Regional Municipality of Peel) by TACC Holborn (Block 140) Inc.

---

#### KEY ISSUE

Issuance of permit pursuant to Section 28.1.2 of the Conservation Authorities Act for lands subject to a Minister’s Zoning Order (MZO) under the Planning Act to undertake development in the form of site grading, road construction, temporary sales office, temporary sediment pond and construction of a temporary stormwater outlet at 4400 Queen Street E, City of Brampton, Region of Peel.

#### RECOMMENDATION:

**WHEREAS** the Minister of Municipal Affairs and Housing issued an MZO for the subject property on May 22, 2020, as O. Reg. 171/20;

**WHEREAS** Section 28.1.2 of the Conservation Authorities Act requires Toronto and Region Conservation Authority (TRCA) to issue a permit for a development project that has been authorized by an MZO issued under the Planning Act, and where the lands in question are not located within a Greenbelt Area as identified through Section 2 of the Greenbelt Act;

**WHEREAS** Section 28.1.2(6), of the Conservation Authorities Act, allows TRCA to attach conditions to the permit including conditions to mitigate any effects the development may have on the control of flooding, erosion, dynamic beaches, or unstable soil or bedrock and/or in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property;

**WHEREAS** Section 28.1.2(17), of the Conservation Authorities Act, provides that where a permit is to be issued the applicant is required to enter into an agreement with the TRCA;

**AND WHEREAS** Section 28.1.2(18), of the Conservation Authorities Act, provides that the agreement shall set out actions or requirements that the holder of the permission must complete or satisfy to compensate for ecological impacts and any other impacts that may result from the development project;

## Item 8.1

**AND WHEREAS TRCA, in the absence of an approved MZO, would normally issue a permit for site grading and the construction of a sales office, roads and servicing, and a temporary sediment pond and outlet where it has been demonstrated there will be no impact on the control of flooding, erosion, dynamic beaches, and unstable soils or bedrock, or jeopardize the health or safety of persons or result in the damage or destruction of property;**

**THEREFORE, LET IT BE RESOLVED THAT TACC Holborn (Block 140) Inc., in the City of Brampton be issued a permit for site grading and the construction of a sales office, roads and servicing, and a temporary sediment pond and outlet, subject to the Standard Conditions within Attachment 5 hereto;**

**AND FURTHER THAT the required agreement reflect and secure the approved conditions, and any actions or requirements that the permit holder must complete or satisfy to compensate for ecological impacts and any other impacts that may result from the development project.**

### **BACKGROUND**

#### **Mandatory Permits for MZO Development Projects**

Section 28.1.2 of the Conservation Authorities Act (CA Act) applies to a development project that has been authorized by an MZO under the Planning Act, within an area regulated under the CA Act, outside of the Greenbelt Area

The provisions of Section 28.1.2 of the Act are summarized as follows:

- The Conservation Authority (CA) shall issue a permit;
- CA's may only impose conditions to the permit, including conditions to mitigate:
  - Any effects the development project is likely to have on the control of flooding, erosion, dynamic beaches, or unstable soil or bedrock;
  - Any conditions or circumstances created by the development project that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property; or
  - Any other matters that may be prescribed by the regulation.
- An applicant has the right to a Hearing if there is an objection to the permit conditions being imposed by the CA. No hearing was requested for this permit application and the applicant has confirmed their consent to the conditions;
- If the applicant still objects to conditions following a decision of the Hearing Board, the applicant has the option to either request a Minister's review (MNRF) or appeal to the OLT;
- All MZO-related CA permits must have an agreement with the permittee (can include additional parties, e.g., municipalities, on consent of application);
- The agreement shall set out actions that the holder of the permission must complete or satisfy to compensate for ecological impacts, and any other impacts that may result from the development project; and

## Item 8.1

- The agreement must be executed before work commences on the site; some enforcement provisions through court proceedings are in effect for MZO permits.

In summary, TRCA must issue a permit for development projects on lands subject to an MZO, outside of the Greenbelt, and can make that permission subject to conditions and must enter into an agreement with the landowner/applicant. Consistent with practice, Board approval is required for all TRCA MZO permit applications.

### MZO Permit Application

The owner has applied for permission pursuant to Section 28.1.2 of the Conservation Authorities Act (“the CA Act”) to undertake site grading and the construction of a sales office, roads and servicing, and a temporary sediment pond and outlet on the property which will facilitate the future construction of single detached homes, townhouse blocks, a high density mixed-use residential/commercial block, an employment/office block and an open space block on lands municipally known as 4400 Queen Street E (Location of Subject Lands – **Attachment 1**).

The subject lands are 1.10 hectares in size, located at the northeast corner of Queen Street East and The Gore Road in the City of Brampton. The subject lands are within the Humber River watershed and regulated by TRCA due to the presence of the Clarkway Tributary valley corridor located along the eastern limits of the site.

An Official Plan Amendment (OPA), Zoning By-Law Amendment, and Draft Plan of Subdivision (Draft Plan of Subdivision 21T-13004B and City File #C10E04.005) were filed with the City of Brampton in 2013 to convert the lands from employment uses to residential and non-residential uses. Due to the conversion of employment lands, the proposal needed to be incorporated into the Municipal Comprehensive Review (MCR) process as part of City’s 5-year Official Plan review.

Through the application review process, the limits of the valley corridor were established and development appropriately setback from the valley. The OPA was approved by Brampton Council and supported by City staff and Region of Peel staff as the lands were not required to achieve employment targets based on the analysis as part of the MCR. On September 6, 2018 a TRCA permit (C-180809) under O. Reg. 166/06 was issued for the subject site to facilitate topsoil stripping and rough grading associated with the draft plan of subdivision, official plan amendment and zoning by-law amendment applications (**Attachment 2**).

Other landowners in the vicinity appealed the City’s decision to approve the OPA due to potential effects on City employment targets and distribution by converting the employment lands (OLT Case File #PL170768).

On May 22, 2020 a MZO (O. Reg. 171/20) (**Attachment 3**) was made under the Planning Act, which converted the lands from employment and introduced a commercial zone at the intersection of Queen Street as well as a high density residential zone, open

## Item 8.1

space, residential, park block and Environmental Protection Area (EPA) on the lands. The outstanding OLT appeal was subsequently withdrawn and the OPA conversion took effect. The City of Brampton subsequently approved the Draft Plan of Subdivision.

### **RATIONALE**

This permit will facilitate the undertaking of site grading and the construction of a sales office, roads and servicing, and a temporary sediment pond and outlet in advance of the mixed-use development on the property.

The majority of the site alteration works will be taking place on the tableland portions of the property outside of the valley corridor. There will be site alteration works taking place on a portion of the valley slope on the east side of the site to facilitate the installation of temporary stormwater infrastructure (i.e., storm sewer and outfall). The temporary stormwater outlet will be located at the base of the valley and will convey stormwater runoff from the temporary sediment pond to the watercourse. Such temporary stormwater controls and outlets are typical and in this instance are consistent to TRCA's Living City Policies.

The valley corridor will be isolated from the topsoil stripping activities through erosion and sediment control fencing.

Stormwater will be managed on the site for the duration of the site alteration works through the implementation of temporary swales and a sediment basin. These features will allow for energy dissipation and settlement of the stormwater prior to the water being released to the valley corridor. Other sediment and erosion control measures will also be employed including, but not limited to, inlet protection and mud mats.

Furthermore, only a portion of the final grading and servicing works are regulated by TRCA. The applicant also requires approval from the City of Brampton.

### **Review of Permit Application by TRCA Staff**

The application has been reviewed by TRCA's water resources and ecology staff. The proposed site alteration does not impact:

- The control of flooding – the proposed road is located on tableland and is outside of the Regulatory Storm floodplain. The temporary stormwater outlet will be located above the 100-yr floodplain elevation. TRCA staff have reviewed the location and design of the outlet and are satisfied that no impacts to the conveyance and/or storage of floodwaters will occur because of the proposed structure;
- Erosion – all proposed site alteration and tableland servicing works are outside of the riverine erosion hazard. The outfall structure will be located at the base of the valley. Based on the siting and design of the outfall, TRCA staff are satisfied that there will be no erosion issues;
- Dynamic beaches – not applicable;
- Unstable soil – no organic soil or marine clays are located on the lands subject to the MZO;

## Item 8.1

- Unstable bedrock – there are no sinkholes, caverns or other hazards associated with karst topography on the subject lands or immediately adjacent to the site; and;
- In the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property – the stormwater facilities have been sized and located based on current best practices.

### **Recommendation**

Staff recommend approval of the permit subject to the Standard Conditions in **Attachment 4.**

### **Policy Guidelines**

The proposed works are consistent with Section 8.4 (General Regulation Policies), 8.5 (Valley and Stream Corridors) and 8.9 (Infrastructure Policies) of the Living City Policies for the Planning and Development in TRCA Watersheds.

### **SUMMARY CONCLUSION**

Approval of permission for development conforms with the requirements of TRCA's LCP. The CA Act requires the Authority to issue such a permit on these lands as they are subject to a MZO, issued under the Planning Act. Staff have therefore reviewed the application, confirmed that it meets tests as prescribed in the CA Act.

**Report prepared by: Colleen Bonner, Senior Planner, Development Planning and Permits**

**Email: [colleen.bonner@trca.ca](mailto:colleen.bonner@trca.ca)**

**For Information contact: Colleen Bonner, (437) 880-1939**

**Email: [colleen.bonner@trca.ca](mailto:colleen.bonner@trca.ca)**

**Date: March 22, 2024**

**Attachments: 4**

Attachment 1: 4400 Queen Street E Location & Regulated Area Map

Attachment 2: Site Plan

Attachment 3: MZO - O. Reg. 171/20 and Map #234

Attachment 4: Standard Permit Conditions



## Attachment 1 - 4400 Queen Street E Location & Regulated Area Map



Date: 2024-04-01

Disclaimer:  
The data used to create this map was compiled from a variety of sources & dates. The TRCA takes no responsibility for errors or omissions in the data and retains the right to make changes & corrections at any time without notice. For further information about the data on this map, please contact the TRCA GIS Department (416) 591-5800. It may not be reproduced without permission. This is not a plan of survey.  
Orthophoto - 2011 First Data Solutions  
© Queen's Printer for Ontario

0 0.075 0.15  
km





	PROPERTY BOUNDARY
	EXTENT OF SPA
	PROPOSED ENTRANCE ARROW
	PROPOSED EXIT ARROW
	PROPOSED SIGN
	POLE MOUNTED LUMINAIRE - TYPE 1
	POLE MOUNTED LUMINAIRE - TYPE 2
	WALL MOUNTED LUMINAIRE
	EXISTING LANDSCAPE
	PROPOSED PAVEMENT
	HEAVY DUTY ASPHALT
	ASPHALT
	FROST SLAB
	COMPACTED GRAVEL

**HBNG**  
Holborn Group

THE GORE RD & QUEEN STREET E  
BRAMPTON, ON

PROJECT NO.	16.201P01
PROJECT DATE	2023-11-21
DRAWN BY	YKD
CHECKED BY	MTF
SCALE	As indicated



DRAWING NO. SPA100



**Attachment 3:  
MZO- O Reg 171/20 &  
Map #234**

Filed with the Registrar of Regulations  
Déposé auprès du registraire des règlements

MZO 1-2020 - C10E04.005

APR 24 2020

Number (O. Reg.)

Numéro (Règl. de l'Ont.)

→

171/20

**ONTARIO REGULATION**

made under the

**PLANNING ACT**

**ZONING AREA - CITY OF BRAMPTON, REGIONAL MUNICIPALITY OF PEEL**

**Definition**

1. In this Order,

“accessory” means a use, building or structure that is normally incidental or subordinate to a principal use, building or structure located on the same lot;

“outdoor amenity space” means an area which provides a private environment for a range of outdoor living activities;

“Zoning By-law” means Zoning By-Law No. 270-2004 of the City of Brampton.

**Application**

2. This Order applies to lands in the City of Brampton in the Regional Municipality of Peel, in the Province of Ontario, being the lands outlined in red on a map numbered 234 and filed at the Toronto office of the Ministry of Municipal Affairs and Housing located at 777 Bay Street.

**Commercial Zone**

3. (1) This section applies to the lands located in the area shown as the Commercial Zone on the map described in section 2.

(2) For the purpose of this section, all lands located in the area shown as the Commercial Zone on the map described in section 2 shall be treated as one lot.

(3) Every use of land and every erection, location or use of any building or structure is prohibited on the lands described in subsection (1), except for,

- (a) an office together with accessory uses, buildings and structures that may include,
    - (i) a retail establishment,
    - (ii) a convenience store,
    - (iii) a personal service shop,
    - (iv) a banquet hall,
    - (v) a dry cleaning and laundry distribution station,
    - (vi) a restaurant, excluding a drive thru restaurant,
    - (vii) a commercial school,
    - (viii) a community club,
    - (ix) a health centre,
    - (x) a fitness centre,
    - (xi) a day nursery,
    - (xii) an art gallery, and
    - (xiii) a printing and copying establishment;
  - (b) a research and development facility;
  - (c) a hotel; and
  - (d) a conference centre.
- (4) The zoning requirements for the lands described in subsection (1) are as follows:
1. The minimum lot area is 3 hectares.
  2. The minimum gross floor area is 23,200 square metres.
  3. The minimum yard width is 6 metres.

4. Despite paragraph 3, the minimum yard width abutting a Residential High Density or Open Space Zone is 9 metres.
5. The minimum building height is 3 storeys.
6. There is no maximum building height.
7. The minimum area to be landscaped along the lot lines is 3 metres.
8. Despite paragraph 7, the minimum area to be landscaped along the lot lines abutting the Gore Road and Regional Road 107, as shown on the map described in section 2, is 6 metres.
9. The maximum combined total of the gross floor area for accessory uses, buildings and structures set out in clause (3) (a) is 15 per cent.
10. Outdoor storage of goods and materials is not permitted.

### **Residential Zone**

4. (1) This section applies to the lands located in the area shown as the Residential Zone on the map described in section 2.

(2) Every use of land and every erection, location or use of any building or structure is prohibited on the lands described in subsection (1), except for,

- (a) a single detached dwelling that may be accessed from a laneway;
- (b) a rear-laneway townhouse dwelling; and
- (c) a back-to-back townhouse dwelling.

(3) The zoning requirements for the lands described in subsection (1) put to the use set out in clause (2) (a) are as follows:

1. The minimum lot width is 9.1 metres.
2. Despite paragraph 1, the minimum lot width for a lot with three sides and no front lot line is 3 metres.
3. Despite paragraph 1, the minimum lot width if the dwelling is located on a corner lot is 10.9 metres.
4. The minimum lot depth is 27.5 metres.

5. The minimum front yard setback is 4.5 metres.
6. Despite paragraph 5, the minimum front yard setback for a dwelling accessed from a laneway is 3 metres.
7. The maximum encroachment into the minimum required front yard setback for an open and roofed porch, a balcony or a deck is 2 metres.
8. The minimum interior side yard setback is 0.6 metres.
9. The minimum combined total of the interior side yard setbacks on an interior lot is 1.8 metres.
10. The maximum encroachment into the minimum interior side yard setback, is
  - i. for an open and roofed porch, 0.5 metres, or
  - ii. for a balcony or deck, 0.3 metres.
11. The minimum exterior side yard setback is 3 metres.
12. Despite paragraph 11, the minimum exterior side yard setback for a dwelling accessed from a rear laneway is 2 metres.
13. The maximum encroachment into the minimum exterior side yard setback for an open and roofed porch, a balcony or a deck is 2 metres.
14. Despite paragraph 13, the maximum encroachment into the minimum exterior side yard setback for an open and roofed porch, a balcony or a deck for a dwelling accessed from a rear laneway is 1 metre.
15. The minimum rear yard setback is 6 metres.
16. Despite paragraph 15, the minimum rear yard setback from a laneway is 0.3 metres.
17. The maximum encroachment into the minimum rear yard setback for an open and roofed porch, a balcony or a deck is 2 metres.
18. The maximum building height is 11.5 metres.
19. No garage may project more than 1.5 metres beyond the porch or front wall.
20. Maximum driveway width for a lot with three sides and no front lot line is 6.71 metres.

21. Section 10.9.1B(1) and 10.9.1B(4) of the Zoning By-law shall not apply to a lot that is accessed from a rear laneway provided that the length of the driveway does not extend beyond the rear wall of the garage.
22. The minimum driveway width is 2.75 metres.
23. The minimum distance between a driveway and a street intersection is 1.9 metres.
24. The minimum outdoor amenity space for a single detached dwelling accessed from a laneway is 34 square metres.
25. Despite paragraph 24, for a lot with three sides, the minimum outdoor amenity space is 20 square metres.

(4) The zoning requirements for the lands described in subsection (1) put to the use set out in clause (2) (b) are as follows:

1. The minimum lot width is 5.5 metres.
2. Despite paragraph 1, the minimum lot width if the dwelling is located on a corner lot is 8.5 metres.
3. The minimum lot depth is 24 metres.
4. The minimum front yard setback is 3 metres.
5. The maximum encroachment into the minimum front yard setback for an open and roofed porch, a balcony or a deck is 2 metres.
6. The minimum interior side yard setback is 1.2 metres.
7. Despite paragraph 6, there is no minimum interior side yard setback where a common wall is shared between two dwellings.
8. The minimum exterior side yard setback is 3 metres.
9. Despite paragraph 8, the minimum exterior side yard setback from a laneway is 1.2 metres.
10. The maximum encroachment into the minimum exterior side yard setback for an open and roofed porch, a balcony or a deck is 2 metres.
11. The minimum rear yard setback is 6 metres.

12. Despite paragraph 11, there is no minimum rear yard setback to a garage accessed from a laneway.
13. Despite paragraph 11, there is no minimum rear yard setback if the lot is accessed from a laneway or is a corner lot.
14. The maximum encroachment into the minimum rear yard setback for an open and roofed porch, a balcony or a deck is 2 metres.
15. The maximum building height is 14 metres.
16. The minimum driveway width is 2.75 metres.
17. The maximum driveway width on a lot having a lot width equal to or greater than 7.5 meters is 6 metres.
18. The maximum driveway width for a lot fronting onto the Gore Road or Fogal Road, as shown on the map described in section 2, is,
  - i. for a lot having a lot width less than 7.5 metres, 4.9 meters, or
  - ii. for a lot having a lot width equal to or greater than 7.5 meters, 6 meters.
19. The minimum distance between a driveway and the actual or projected point of a street intersection is 1.9 metres.
20. No garage may project more than 1.5 metres beyond the porch or front wall of a dwelling.

(5) For the purposes of subsection (4), the lot line for those lots abutting the Gore Road or Fogal Road is the front lot line for those lots.

(6) The zoning requirements for the lands described in subsection (1) put to the use set out in clause (2) (c) are as follows:

1. The minimum lot width is 6.8 metres.
2. Despite paragraph 1, the minimum lot width if the dwelling is located on a corner lot is 9.2 metres.
3. There is no minimum yard depth.
4. The minimum front yard setback is 3 metres.

5. The maximum encroachment into the minimum front yard setback for an open and roofed porch, a balcony or a deck is 2 metres.
6. The minimum interior side yard setback is 1.2 metres.
7. Despite paragraph 6, there is no minimum interior side yard setback where a common wall is shared between two dwellings.
8. The minimum exterior side yard setback is 2.4 metres.
9. The maximum encroachment into the minimum exterior side yard setback for an open and roofed porch, a balcony or a deck is 2 metres.
10. There is no minimum rear yard setback.
11. There is no minimum front yard landscaping.
12. The maximum building height is 14 metres.
13. No garage may project more than 1.5 metres beyond the porch or front wall of a dwelling.
14. The minimum driveway width is 2.75 metres.

### **Residential High Density Zone**

**5.** (1) This section applies to the lands located in the area shown as the Residential High Density Zone on the map described in section 2.

(2) Every use of land and every erection, location or use of any building or structure is prohibited on the lands described in subsection (1), except for,

- (a) an apartment dwelling;
- (b) a senior citizen residence;
- (c) a retirement home; and
- (d) accessory uses and buildings.

(3) The following may be permitted on the ground floor of the buildings referred to in subsection (2),

- (a) a retail establishment;

- (b) a personal service shop;
- (c) an office;
- (d) a place of worship; and
- (e) a day nursery.

(4) The zoning requirements for the lands described in subsection (1) are as follows:

1. The minimum lot area is 0.5 hectares.
2. The minimum lot width is 30 metres.
3. There is no minimum lot depth.
4. The minimum front yard setback is 3 metres.
5. The minimum side yard setback is 3 metres.
6. The minimum rear yard setback is 6 metres.
7. The minimum building height is 3 storeys.
8. The maximum building height is 10 storeys.
9. The maximum lot coverage of the buildings is 40 per cent of the total lot area.
10. The minimum area of the lot to be landscaped is 25 per cent.
11. The minimum combined gross floor area for the uses set out in subsection (3) in conjunction with an apartment dwelling is 850 square metres.
12. The minimum parking requirement for the use described in clause (2) (b) is 0.5 parking spaces per unit.
13. The minimum parking requirement for all uses set out in subsection (3) is one parking space for each 23 square metres of gross floor area or portion thereof.

### **Open Space Zone**

6. (1) This section applies to the lands located in the area shown as the Open Space Zone on the map described in section 2.



(2) Every use of land and every erection, location or use of any building or structure is prohibited on the lands described in subsection (1), except for the uses described in section 44.1 of the Zoning By-law.

### **Environmental Protection Zone**

7. (1) This section applies to the lands located in the area shown as the Environmental Protection Zone on the map described in section 2.

(2) Every use of land and every erection, location or use of any building or structure is prohibited on the lands described in subsection (1), except for,

- (a) the protection, maintenance, enhancement and restoration of ecosystem forms and functions; and
- (b) drainage, flood control and erosion control.

### **Terms of use**

8. (1) Every use of land and every erection, location or use of any building or structure shall be in accordance with this Order.

(2) Nothing in this Order prevents the use of any land, building or structure for any use prohibited by this Order if the land, building or structure is lawfully so used on the day this Order comes into force.

(3) Nothing in this Order prevents the reconstruction of any building or structure that is damaged or destroyed by causes beyond the control of the owner if the dimensions of the original building or structure are not increased or its original use altered.

(4) Nothing in this Order prevents the strengthening or restoration to a safe condition of any building or structure.

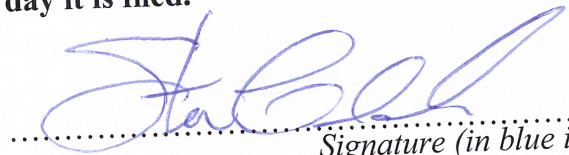
### **Deemed by-law**

9. This Order is deemed for all purposes, except the purposes of section 24 of the *Planning Act*, to be and to always have been a by-law passed by the council of the City of Brampton.

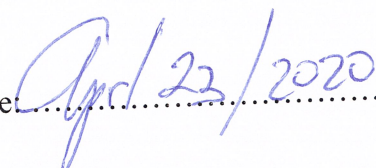
### **Commencement**

10. This Regulation comes into force on the day it is filed.

Made by:

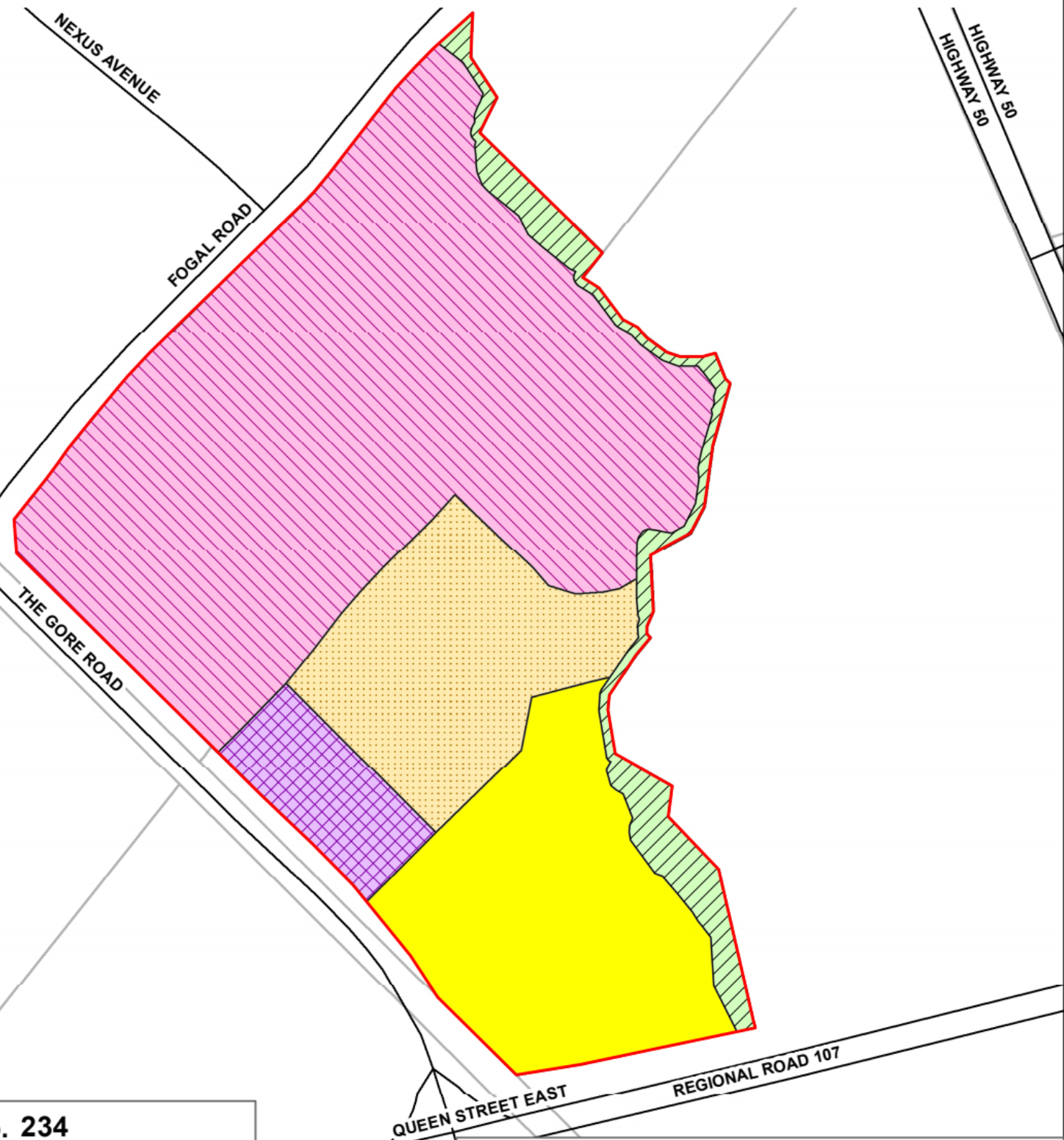
  
.....  
Signature (in blue ink)

Minister of Municipal Affairs and Housing

Date made:  .....

# Part of Lots 4 & 5, Concession 10 N.D City of Brampton, Regional Municipality of Peel

MZO 1-2020 - 010E04.005



## MAP No. 234

Map filed at the office of the Ontario Ministry of  
Municipal Affairs and Housing,  
777 Bay St., Toronto, Ontario,

Planning Act

Ontario Regulation: 171/20

Date: April 24th, 2020

Original Signed By: Minister of Municipal Affairs and  
Housing

### LEGEND

— Roads

□ Lot & Concession

□ Land Subject to Zoning Order

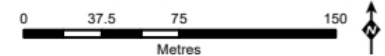
■ Commercial Zone

■ Open Space Zone

■ Residential Zone

■ Residential High Density Zone

■ Environmental Protection Zone





**Standard Permit Conditions**

1. The Owner shall strictly adhere to the approved TRCA permit, plans, documents and conditions, including TRCA redline revisions, herein referred to as the “works”, to the satisfaction of TRCA. The Owner further acknowledges that all proposed revisions to the design of this project that impact TRCA interests must be submitted for review and approval by TRCA prior to implementation of the redesigned works.
2. The Owner shall notify TRCA Enforcement staff 48 hours prior to the commencement of any of the works referred to in this permit and within 48 hours upon completion of the works referred to herein.
3. The Owner acknowledges and agrees that TRCA staff, agents, representatives, or other persons as may be reasonably required by TRCA, may enter the premises without notice at reasonable times, for the purpose of inspecting compliance with the approved works, and the terms and conditions of this permit, and to conduct all required discussions with the Owner, their agents, consultants or representatives with respect to the works.
4. The Owner acknowledges that this permit is non-transferrable and is issued only to the current owner of the property. The Owner further acknowledges that upon transfer of the property into different ownership, this permit shall be terminated and a new permit must be obtained from TRCA by the new owner. In the case of municipal or utility projects, where works may extend beyond lands owned or easements held by the municipality or utility provider, Landowner Authorization is required to the satisfaction of TRCA.
5. This permit is valid for a period of two years from the date of issue unless otherwise specified on the permit. The Owner acknowledges that it is the responsibility of the Owner to ensure a valid permit is in effect at the time works are occurring; and, if it is anticipated that works will not be completed within the allotted time, the Owner shall notify TRCA at least 60 days prior to the expiration date on the permit if an extension will be requested.
6. The Owner shall ensure all excess fill (soil or otherwise) generated from the works will not be stockpiled and/or disposed of within any area regulated under the Conservation Authorities Act (on or off-site), without a permit from TRCA.
7. The Owner shall install effective erosion and sediment control measures prior to the commencement of the approved works and maintain such measures in good working order throughout all phases of the works to the satisfaction of TRCA.
8. The Owner acknowledges that the erosion and sediment control strategies outlined on the approved plans are not static and that the Owner shall upgrade and amend the erosion and sediment control strategies as site conditions change to prevent sediment releases to the satisfaction of TRCA.
9. The Owner shall repair any breaches of the erosion and sediment control measures within 48 hours of the breach to the satisfaction of TRCA.
10. The Owner shall make every reasonable effort to minimize the amount of land disturbed during the works and shall temporarily stabilize disturbed areas within 30 days of the date the areas become inactive to the satisfaction of TRCA.
11. The Owner shall permanently stabilize all disturbed areas immediately following the completion of the works and remove/dispose of sediment controls from the site to the satisfaction of TRCA.
12. The Owner shall arrange a final site inspection of the works with TRCA Enforcement staff prior to the expiration date on the permit to ensure compliance with the terms and conditions of the permit to the satisfaction of TRCA.
13. The Owner shall pay any additional fees required by TRCA in accordance with the TRCA Administrative Fee Schedule for Permitting Services, as may be amended, within 15 days of being advised of such in writing by TRCA for staff time allocated to the project regarding

#### ATTACHMENT 4 TRCA STANDARD CONDITIONS

issues of non-compliance and/or additional technical review, consultation and site visits beyond TRCA's standard compliance inspections.

### Section I Items for Board of Directors Action

**TO:** Chair and Members of the Board of Directors  
Friday, April 19, 2024 Meeting

**FROM:** Sameer Dhalla, Director, Development and Engineering Services

**RE:** **APPLICATION FOR PERMIT PURSUANT TO SECTION 28.1.2 OF THE CONSERVATION AUTHORITIES ACT (MINISTER'S ZONING ORDER, ONTARIO REGULATION 362/20)**  
CFN 70674 - 12529 Chinguacousy Road, Lot 20, Concession 2,  
Town of Caledon by FP Mayfield West (Caledon) Inc.

---

#### KEY ISSUE

Issuance of permit pursuant to Section 28.1.2 of the Conservation Authorities Act for lands subject to a Minister's Zoning Order under the Planning Act, to undertake site grading, servicing, and final construction of a residential plan of subdivision, at 12529 Chinguacousy Road, Town of Caledon, Region of Peel.

#### RECOMMENDATION:

**WHEREAS** the Minister of Municipal Affairs and Housing issued a Minister's Zoning Order (MZO) for the subject property on July 10, 2020, as Ontario Regulation 362/20;

**WHEREAS** Section 28.1.2 of the Conservation Authorities Act requires Toronto and Region Conservation Authority (TRCA) to issue a permit for a development project that has been authorized by an MZO issued under the Planning Act, and where the lands in question are not located within a Greenbelt Area as identified through Section 2 of the Greenbelt Act;

**WHEREAS** Section 28.1.2(6) of the Conservation Authorities Act, allows TRCA to attach conditions to the permit, including conditions to mitigate any effects the development may have on the control of flooding, erosion, dynamic beaches, or unstable soil or bedrock and/or in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property;

**WHEREAS** Section 28.1.2(17), of the Conservation Authorities Act, provides that where a permit is to be issued, the applicant is required to enter into an agreement with the TRCA;

**AND WHEREAS** Section 28.1.2(18), of the Conservation Authorities Act, provides that the agreement shall set out actions or requirements that the holder of the permission must complete or satisfy to compensate for ecological impacts and any other impacts that may result from the development project;

**AND WHEREAS TRCA, in the absence of an approved MZO, would normally issue a permit for development activities where it has been demonstrated there will be no impact on the control of flooding, erosion, dynamic beaches, and unstable soils or bedrock, or jeopardize the health or safety of persons or result in the damage or destruction of property;**

**THEREFORE, LET IT BE RESOLVED THAT FP Mayfield West (Caledon) Inc., be issued a permit for the construction of Draft Plan of Subdivision 21T-20004C, subject to the Standard Conditions within Attachment 5 hereto;**

**AND FURTHER THAT the required agreement reflect and secure the approved conditions, and any actions or requirements that the permit holder must complete or satisfy to compensate for ecological impacts and any other impacts that may result from the development project.**

### **BACKGROUND**

#### **Mandatory Permits for MZO Development Projects**

Section 28.1.2 of the Conservation Authorities Act (CA Act) applies to a development project that has been authorized by an MZO under the Planning Act, within an area regulated under the CA Act, outside of the Greenbelt Area. The provisions of Section 28.1.2 of the Act are summarized as follows:

- The Conservation Authority (CA's) shall issue a permit.
- CA's may only impose conditions to the permit, including conditions to mitigate:
  - Any effects the development project is likely to have on the control of flooding, erosion, dynamic beaches, or unstable soil or bedrock.
  - Any conditions or circumstances created by the development project that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property; or
  - Any other matters that may be prescribed by the regulation.
- An applicant has the right to a Hearing if there is an objection to the permit conditions being imposed by the CA. No hearing was requested for this permit application and the applicant has confirmed their consent to the conditions.
- If the applicant still objects to conditions following a decision of the Hearing Board, the applicant has the option to either request a Minister's review (MNRF) or appeal to the Ontario Land Tribunal (OLT).
- All MZO-related CA permits must have an agreement with the permittee (can include additional parties, e.g., municipalities, on consent of application).
- The agreement shall set out actions that the holder of the permission must complete or satisfy to compensate for ecological impacts, and any other impacts that may result from the development project.
- The agreement must be executed before work commences on the site; some enforcement provisions through court proceedings are in effect for MZO permits.

In summary, TRCA must issue a permit for development projects on lands subject to an MZO, outside of the Greenbelt, and can make that permission subject to conditions and

## Item 8.2

must enter into an agreement with the landowner/applicant. Consistent with practice, Board approval is required for all TRCA MZO permit applications.

### **MZO Permit Application**

The owner has applied for permission pursuant Section 28.1.2 of the Conservation Authorities Act to undertake site grading, servicing, and the final construction of a 215-unit residential plan of subdivision on a 19.43-hectare property municipally known as 12529 Chinguacousy Road, in the Town of Caledon (Draft Plan of Subdivision – **Attachment 1**). The lands are located within the broader Mayfield West Phase 2 community (Secondary Plan map – **Attachment 2**). Technical studies to support a Municipal Comprehensive Review (MCR) to expand the settlement boundaries of the existing Mayfield West Rural Service Centre (which included Phase 1) were initiated in 2008. Extensive engagement with TRCA staff occurred over the proceeding 10-plus years to plan the broader Phase 2 community. Phase 2 of Mayfield West was split into Stage 1 and Stage 2. While Stage 1 was incorporated into the Region's settlement area boundary in 2015, the Region deferred the adoption of the Stage 2 lands until approval of its post-2031 Official Plan update to be adopted by regional council in 2022. In response to the deferral, an MZO was issued on July 10, 2020 (MZO Map 244 – **Attachment 3**), which led to the Stage 2 lands and the subject subdivision being brought into the Region and Town settlement area boundaries in respective Official Plans.

Supporting technical studies were completed to the satisfaction of TRCA staff for the Stage 2 community prior to the MZO, including a Comprehensive Environmental Impact Study and Management Plan (CEISMP) that built on the work already completed for Mayfield West Phase 2. A block-level Environmental Implementation Report (EIR) and Functional Servicing Study (FSR) were also completed prior to the MZO to the satisfaction of TRCA staff. These studies informed the layout of the subdivisions within the Stage 2 community. Note that TRCA approved two MZO permits in the Mayfield West Phase 2, Stage 2 community in 2023; one for construction of the subdivision immediately south of the subject lands (RES.#B 6/23) and another for a subdivision to the southeast (RES.#B 46/23).

With respect to this subdivision, Etobicoke Creek flows from west to east to the south of the property. A smaller tributary flows in a southeasterly direction to the north of the property before converging with Etobicoke Creek immediately downstream of the development. Etobicoke Creek and adjacent lands are located within the limits of the Greenbelt Plan. The stable top of slope limit of the valley corridor, the regulatory floodplain limit, or the Greenbelt Plan limit have informed the limits of development for this subdivision. Portions of the regulatory flood flow from Etobicoke Creek spills onto the development site. A cut and fill balance is proposed to remove the portions of floodplain from the development area without impacting the conveyance and storage of flood waters. The cut and fill proposal was approved by TRCA through the Secondary Planning process on the basis of preliminary technical work. A detailed analysis has been completed with this submission confirming no flood-related impacts. The proposal's stormwater management scheme also conforms to the EIR/FSR and

## Item 8.2

CEISMP for the broader community. Note that private and public Low Impact Development (LID) measures are proposed within the subdivision to ensure that pre-development water balance is maintained in accordance with the master environmental and servicing studies for the community. An extensive restoration plan is also proposed for the Etobicoke Creek valley corridor and Greenbelt lands. This restoration plan was proposed through the previous CEISMP process. The restoration plan is not a requirement of this permit as falls outside of the MZO lands within the Greenbelt. The restoration of the valley is a TRCA and Town of Caledon condition of draft plan approval and is being implemented through the planning process.

### **RATIONALE**

#### **Review of Permit Application by TRCA Staff**

The application has been reviewed by TRCA staff. The proposed site alteration does not impact:

- The control of flooding – portions of the lands are within the regulatory floodplain. A cut and fill operation is proposed with this application to remove the lands from the floodplain, which conforms to the preliminary technical work submitted through the Secondary Planning and Subdivision processes, preceding the MZO.
- Erosion – all proposed aspects of the development are located outside of the riverine erosion hazard and staff are satisfied that there will be no erosion issues;
- Dynamic beaches – not applicable;
- Unstable soil – no hazardous organic soils or Leda clays are located on the lands subject to the MZO;
- Unstable bedrock – there are no carbonate rock formations at or near the surface which may produce landforms of dissolution or karstic features such as suffusion sinkholes, caves, clint and grike, which may be hazardous to the construction of the subdivision; and
- In the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property – access to and from the property will be safe and not subject to riverine flooding. The cut and fill balance will remove portions of the development site from the floodplain, mitigating any potential risk to people and property. The development will be located outside of any natural hazards at the completion of grading.

#### **Recommendation**

Staff recommend approval of the permit subject to the Standard Conditions in (Standard Permit Conditions - **Attachment 4**).

#### **Policy Guidelines**

The proposed works are consistent with Section 8.4 (General Regulation Policies), 8.5 (Valley and Stream Corridors) and 8.9 (Infrastructure Policies) of the Living City Policies for the Planning and Development in TRCA Watersheds.

### **SUMMARY CONCLUSION**

The approval of permission for development conforms with the requirements of TRCA's



## Item 8.2

LCP. The Conservation Authorities Act requires the Authority to issue such a permit on these lands as they are subject to an MZO, issued under the Planning Act. Staff have therefore reviewed the application, confirmed that it meets tests as prescribed in the Conservation Authorities Act.

**Report prepared by: Jason Wagler, Senior Manager, Planning and Permits**

**Email: [jason.wagler@trca.ca](mailto:jason.wagler@trca.ca)**

**For Information contact: Jason Wagler, (437) 880-1941**

**Email: [jason.wagler@trca.ca](mailto:jason.wagler@trca.ca)**

**Date: March 26, 2024**

**Attachments: 4**

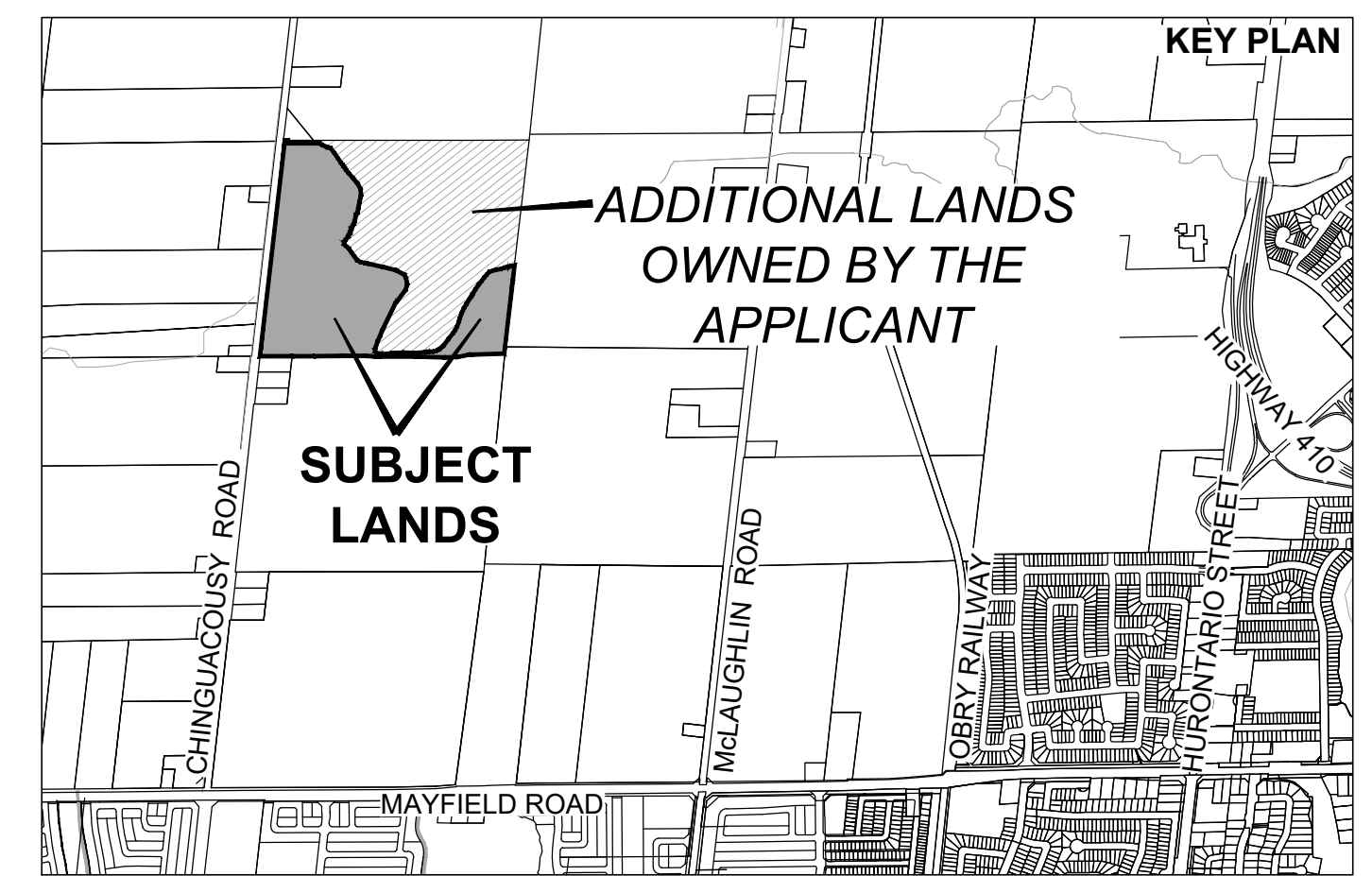
Attachment 1: Draft Plan of Subdivision

Attachment 2: Secondary Plan

Attachment 3: Map 244 – Ministers Zoning Order - Ontario Regulation 362/20

Attachment 4: Standard Permit Conditions





SCALE 1:1500  
(24 x 36)  
JUNE 8, 2022





Attachment 2: Secondary Plan

LEGEND

Low-Density Residential

Medium-Density Residential

High-Density Residential

Prestige Industrial

General Commercial

Mixed Use

Live-Work

Institutional

Open Space Policy Area

Environmental Policy Area

Stormwater Pond Facility

Greenway Corridor

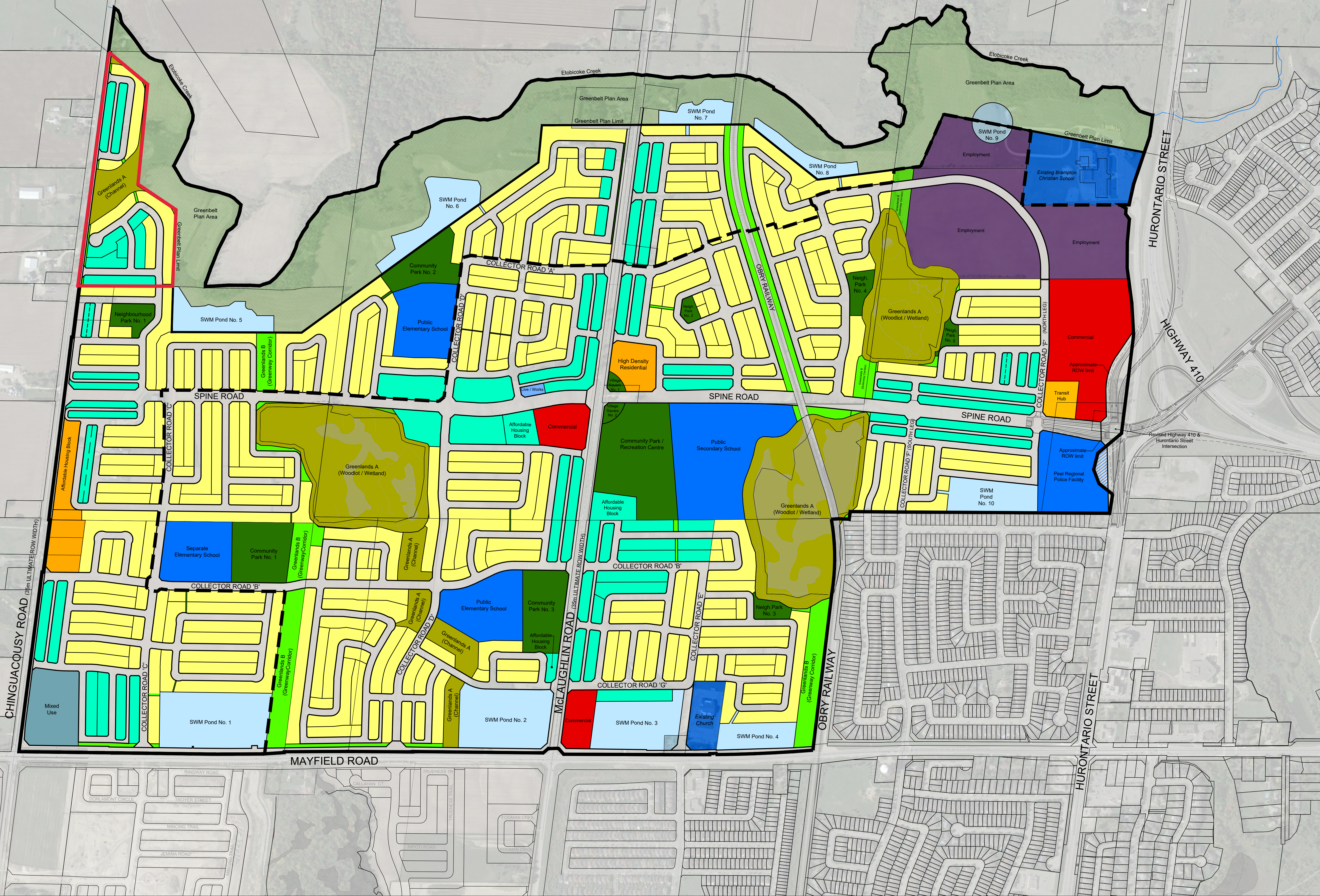
Transit Hub

Greenbelt Plan Area

Stage 1 / 2 Boundary

MW2 Boundary (Stage 1 & Stage 2)

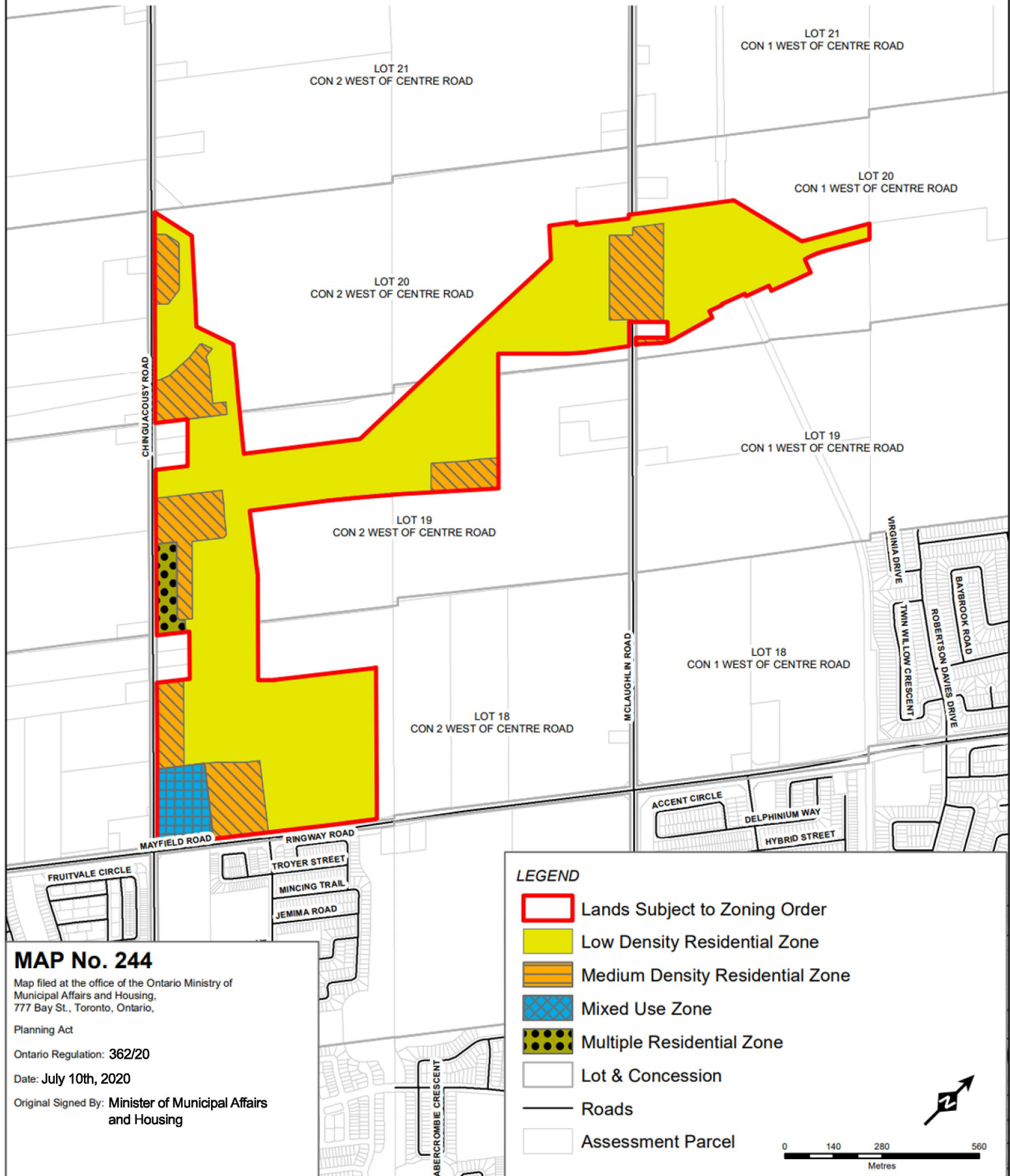
FP Mayfield West Boundary



MAYFIELD WEST PHASE 2: PROPOSED STAGES 1 & 2  
DEVELOPMENT CONCEPT PLAN  
PART OF LOTS 18 - 20, CONCESSIONS 1 & 2, W.H.S.  
TOWN OF CALEDON, REGIONAL MUNICIPALITY OF PEEL



# Part Lots 18-20, Concessions 1 & 2, W.H.S. Town of Caledon, Regional Municipality of Peel



**Standard Permit Conditions**

1. The Owner shall strictly adhere to the approved TRCA permit, plans, documents and conditions, including TRCA redline revisions, herein referred to as the “works”, to the satisfaction of TRCA. The Owner further acknowledges that all proposed revisions to the design of this project that impact TRCA interests must be submitted for review and approval by TRCA prior to implementation of the redesigned works.
2. The Owner shall notify TRCA Enforcement staff 48 hours prior to the commencement of any of the works referred to in this permit and within 48 hours upon completion of the works referred to herein.
3. The Owner acknowledges and agrees that TRCA staff, agents, representatives, or other persons as may be reasonably required by TRCA, may enter the premises without notice at reasonable times, for the purpose of inspecting compliance with the approved works, and the terms and conditions of this permit, and to conduct all required discussions with the Owner, their agents, consultants or representatives with respect to the works.
4. The Owner acknowledges that this permit is non-transferrable and is issued only to the current owner of the property. The Owner further acknowledges that upon transfer of the property into different ownership, this permit shall be terminated and a new permit must be obtained from TRCA by the new owner. In the case of municipal or utility projects, where works may extend beyond lands owned or easements held by the municipality or utility provider, Landowner Authorization is required to the satisfaction of TRCA.
5. This permit is valid for a period of two years from the date of issue unless otherwise specified on the permit. The Owner acknowledges that it is the responsibility of the Owner to ensure a valid permit is in effect at the time works are occurring; and, if it is anticipated that works will not be completed within the allotted time, the Owner shall notify TRCA at least 60 days prior to the expiration date on the permit if an extension will be requested.
6. The Owner shall ensure all excess fill (soil or otherwise) generated from the works will not be stockpiled and/or disposed of within any area regulated under the Conservation Authorities Act (on or off-site), without a permit from TRCA.
7. The Owner shall install effective erosion and sediment control measures prior to the commencement of the approved works and maintain such measures in good working order throughout all phases of the works to the satisfaction of TRCA.
8. The Owner acknowledges that the erosion and sediment control strategies outlined on the approved plans are not static and that the Owner shall upgrade and amend the erosion and sediment control strategies as site conditions change to prevent sediment releases to the satisfaction of TRCA.
9. The Owner shall repair any breaches of the erosion and sediment control measures within 48 hours of the breach to the satisfaction of TRCA.
10. The Owner shall make every reasonable effort to minimize the amount of land disturbed during the works and shall temporarily stabilize disturbed areas within 30 days of the date the areas become inactive to the satisfaction of TRCA.
11. The Owner shall permanently stabilize all disturbed areas immediately following the completion of the works and remove/dispose of sediment controls from the site to the satisfaction of TRCA.
12. The Owner shall arrange a final site inspection of the works with TRCA Enforcement staff prior to the expiration date on the permit to ensure compliance with the terms and conditions of the permit to the satisfaction of TRCA.
13. The Owner shall pay any additional fees required by TRCA in accordance with the TRCA Administrative Fee Schedule for Permitting Services, as may be amended, within 15 days of being advised of such in writing by TRCA for staff time allocated to the project regarding

#### ATTACHMENT 4 STANDARD PERMIT CONDITIONS

issues of non-compliance and/or additional technical review, consultation and site visits beyond TRCA's standard compliance inspections.

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

**TO:** Chair and Members of the Board of Directors  
Friday, April 19, 2024 Meeting

**FROM:** Anil Wijesooriya, Director, Restoration and Infrastructure

**RE:** **VENDOR OF RECORD ARRANGEMENT FOR SUPPLY & DELIVERY OF VARIOUS AGGREGATES**  
RFP No. 10039254

---

#### KEY ISSUE

Term and value extension for Contract No. 10039254 – Vendor of Record (VOR) for the supply and delivery of various aggregates.

#### RECOMMENDATION:

**WHEREAS** Toronto and Region Conservation Authority (TRCA) is engaged in a variety of projects that require the supply and delivery of various types of aggregate;

**AND WHEREAS** TRCA solicited proposals through a publicly advertised process and awarded Contract No. 10039254 to Brock Aggregates, Dufferin Aggregates, Glenn Windrem Trucking, Gott Natural Stone '99 Inc., J.C. Rock Ltd., James Dick Construction Ltd., Miller Paving Products, and Roman Building Materials on July 1, 2023 in accordance with RES.#A 107/23;

**AND WHEREAS** TRCA staff are satisfied with the goods and services provided to date under the current contract;

**THEREFORE LET IT BE RESOLVED THAT** TRCA staff be directed to exercise their contractual right to extend the VOR arrangement with Brock Aggregates, Dufferin Aggregates, Glenn Windrem Trucking, Gott Natural Stone '99 Inc., J.C. Rock Ltd., James Dick Construction Ltd., Miller Paving Products, and Roman Building Materials for an additional one (1) year to expire on July 1, 2025;

**AND THAT** TRCA staff be authorized to increase the value of Contract No. 10039254 by an additional \$1,618,267, plus applicable taxes, to account for additional spending anticipated for the one (1) year term extension;

**AND FURTHER THAT** authorized TRCA officials be directed to take whatever action may be required to implement the contract extension, including the obtaining of necessary approvals and the signing and execution of any documents.

#### BACKGROUND

TRCA requires the supply and delivery of various aggregates to implement a range of engineering, habitat restoration, and trail building projects throughout TRCA jurisdiction. There are five (5) categories of aggregate utilized by TRCA staff to support project implementation, which include:

## Item 8.3

1. Granular
2. Gabion & Rip-rap
3. Stackable Armour Stone
4. Non-stackable Armour Stone
5. Round Stone

Through the current VOR arrangement, vendors are authorized to provide the specified goods and services for a defined period and with fixed pricing. In accordance with the contract documents for this VOR, staff may contact any vendor on the list with the type of aggregate and delivery capability required to meet their project needs with a value up to \$500,000 per aggregate type and size, per project, per annum. Aggregate goods and services above this threshold are procured through a separate bidding process subject to TRCA's Procurement Policy. Furthermore, where vendors on the VOR list do not have the aggregate materials available for a particular project meeting the specifications required for TRCA to meet its deliverables, staff are authorized to procure required aggregate materials separate of this VOR following TRCA's Procurement Policy.

All vendors on the VOR list are required to provide all resources required to service the divisional or program needs in accordance with applicable laws, codes, standards, terms, and conditions of the VOR agreement.

At the Board of Directors Meeting held on June 23, 2023, Resolution #A 107/23 was approved in part as follows:

THEREFORE LET IT BE RESOLVED THAT TRCA staff be directed to award Request for Proposal (RFP) No. 10039254 to Brock Aggregates, Dufferin Aggregates, Glenn Windrem Trucking, Gott Natural Stone '99 Inc., J.C. Rock Ltd., James Dick Construction Ltd., Miller Paving Products, and Roman Building Materials for the supply and delivery of various aggregates from July 1, 2023 to July 1, 2024 for a total cost not exceeding \$3,800,000, plus applicable taxes, to be expended as authorized by TRCA staff;

THAT TRCA staff be authorized to approve additional expenditures to a maximum of \$570,000 (15% of anticipated expenditures), plus applicable taxes, in excess of the contract cost as a contingency allowance if deemed necessary;

AND THAT TRCA staff have the option to extend the term of the contract by one (1) year pending further Board of Director approval.

### **RATIONALE**

On February 5, 2024, an Evaluation Committee comprised of TRCA Construction Services staff conducted a performance review for Contract No. 10039254. This review assessed vendor performance as well as contract expenditures and pricing. Specifically, the Committee compared aggregate pricing within the VOR to recent separate procurements completed by TRCA and found pricing to be comparable to this VOR contract. Additionally, the Committee concluded that the VOR reduces contract



## Item 8.3

administration time and offers a more efficient procurement process when compared to separately procuring aggregate materials. Lastly, the Committee found that all vendors performance to date was satisfactory and met contract requirements. For these reasons, TRCA recommends extending the current contract with all vendors for an additional one (1) year term to expire on July 1, 2025.

It is estimated that extending the contract expiry date from July 1, 2024, to July 1, 2025 will account for an additional \$1,618,267 in spending, plus applicable taxes. This estimate is based on average daily expenditures recorded at the time of writing this report. This value also assumes the potential for vendors to increase unit prices based on the inflation rate recorded for the preceding year, as set out in the VOR Agreement with vendors.

### **Relationship to TRCA's 2023-2034 Strategic Plan**

This report supports the following Pillars and Outcomes set forth in TRCA's 2023-2034 Strategic Plan:

#### **Pillar 1 Environmental Protection and Hazard Management:**

- 1.1 Deliver provincially mandated services pertaining to flood and erosion hazards

#### **Pillar 4 Service Excellence:**

- 4.3 Responsive relationships and a trusted brand with a reputation for excellence

### **FINANCIAL DETAILS**

As of February 5, 2024, the current term of the contract (July 1, 2023 – July 1, 2024) has been active for 7-months and is 58% complete. Expenditures over this 7-month period amounted to \$1,386,637, plus applicable taxes. It is estimated that the remaining 5 months of the contract will bring the estimated total expenditures by the end of the current term to \$2,657,116, plus applicable taxes. Based on these estimated expenditures, \$1,142,884, plus applicable taxes will remain on the contract, to be carried forward toward the proposed extension.

Considering the above estimated expenditures, the anticipated value to extend the contract from July 1, 2024, to July 1, 2025 would be for a total of \$1,618,267, plus applicable taxes.

The value increase being proposed assumes a +4.2% increase of unit rates, as Vendors may increase unit rates to a maximum of the preceding year's [Ontario Consumer Price Index \(Toronto – All Items category\)](#) as published by Statistics Canada, at the time of extension. The most recent data published by Statistics Canada at the time of writing this report indicates a change of +4.2% for the period of December 2022 – December 2023.

While TRCA staff have made reasonable efforts to accurately forecast expenditures under this VOR using existing expenditure data and project knowledge, an increase or decrease in workload will ultimately have an impact on the overall expenditures of this

## Item 8.3

contract. The goods and services supplied through this VOR arrangement are provided on an “as required” basis with no minimum service order requests guaranteed. All vendors on the VOR list understand both the potential cost and resource implications associated with changes in workload.

Goods and services supplied through this VOR are used to support a variety of capital and cost recoverable project accounts. The funds required to purchase aggregate goods and services are budgeted directly with these accounts.

**Report prepared by: Hyacinth Bouchard, Engineering Technologist**

**Email: [hyacinth.bouchard@trca.ca](mailto:hyacinth.bouchard@trca.ca)**

**For Information contact: Mike Puusa, (647) 212-2941**

**Email: [mike.puusa@trca.ca](mailto:mike.puusa@trca.ca)**

**Date: February 6, 2024**

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

**TO:** Chair and Members of the Board of Directors  
Friday, April 19, 2024 Meeting

**FROM:** Sameer Dhalla, Director, Development and Engineering Services

**RE:** **VOLUNTARY PROJECT REVIEW 2023**  
Works Undertaken by Organizations Exempt from Ontario Regulation  
166/06, as amended

---

#### KEY ISSUE

Summary report on the Voluntary Project Review (VPR) of works undertaken by organizations exempt from Ontario Regulation 166/06, as amended – Regulation of Development, Interference with Wetlands and Alteration to Shorelines and Watercourses, through VPR letters issued up to and during 2023.

#### RECOMMENDATION:

**THE BOARD OF DIRECTORS RECOMMENDS THAT the summary information related to provincial and federal Crown Corporation projects reviewed through the Toronto and Region Conservation Authority (TRCA) Voluntary Project Review in accordance with Section 28 of the Conservation Authorities Act, be received;**

**AND THAT TRCA staff continue to advocate that Crown corporations undertaking environmental assessments for infrastructure projects consider working with TRCA through its VPR process during the environmental assessment and detailed design phase for projects located within TRCAs regulation limit to ensure potential issues related to the control of flooding, erosion, dynamic beaches and unstable soils or bedrock, or that jeopardize the health or safety of persons or result in the damage or destruction of property, are addressed;**

**AND FURTHER THAT TRCA staff continue to report back to the TRCA Board of Directors through the Executive Committee on a yearly basis for projects that completed the Voluntary Project Review process.**

#### BACKGROUND

Since 2014, TRCA has provided an option for provincial and federal government ministries and Crown corporations exempt from the Conservation Authorities Act to apply for VPR under the requirements of Section 28 regulatory approval processes. The intent of this application process is to assist ministries and government agencies in reducing risk from natural hazards and to better protect the natural environment and address flooding, erosion, and all applicable tests under the CA Act.

To protect the environment, reduce risk and achieve greater certainty for provincial and federal government proponents, TRCA developed a process whereby the exempt ministry or crown corporate may voluntarily request TRCA to review and comment on

## Item 8.4

detailed design activities to confirm that TRCA policies and procedures applicable to non-exempt proponents are being addressed. Once TRCA concerns are satisfied, a VPR letter is provided by TRCA staff at the design stage confirming TRCA objectives and requirements have been satisfied as set out in The Living City Policies and Ontario Regulation 166/06, as amended. Please refer to the attachment Voluntary Project Review: Summary of 2023 Projects for a summary of the 10 VPR letters staff issued in 2022.

The program began with issuing two (2) VPR letters to Metrolinx in 2014. Since then, TRCA has expanded the program to meet the needs of service partners, and a total of 113 letters have been issued overall. Over this time, 90 per cent of VPR letters have been issued to Metrolinx or project consortiums related to Metrolinx projects in accordance with the terms of our Metrolinx/TRCA Service Level Agreement (SLA).

In terms of Metrolinx specifically, the SLA includes the review of projects related to GO Expansion, Bus Rapid Transit, Light Rail Transit and Subway projects. Applications are made at the discretion of Metrolinx itself and include works such as retaining walls, bridges and culverts, track expansions, station and parking facilities, staging, storage and access, erosion and sediment controls, restoration, and utility relocations. While most VPR letters issued have been to Metrolinx, other VPR letters have been issued to 407 ETR, for works on Parks Canada lands, Infrastructure Ontario, Hydro One (no longer a Crown corporation), and Ontario Power Generation.

In addition to Metrolinx and associated consortiums and 407 ETR that are referenced in the attached table, staff continue to advocate the VPR application review process to others crown agencies and associated consortia, including but not limited to the Ministry of Transportation (MTO), PortsToronto, Parks Canada, Waterfront Toronto, Infrastructure Ontario, etc.

### **Relationship to TRCA's 2023-2034 Strategic Plan**

This report supports the following Pillars and Outcomes set forth in TRCA's 2023-2034 Strategic Plan:

#### **Pillar 1 Environmental Protection and Hazard Management:**

- 1.4 Balance development and growth to protect the natural environment ensuring safe sustainable development

#### **Pillar 2 Knowledge Economy:**

- 2.3 Advocacy and adaptability in the face of policy pressures

### **NEXT STEPS**

TRCA staff will continue to work with partners to advocate for and review projects submitted under the TRCA VPR process and TRCA will report back to the TRCA Board of Directors through the Executive Committee on VPR letters issued in 2024.

## **Item 8.4**

**Report prepared by: Shirin Varzgani, Senior Planner, Infrastructure Planning and Permits**

**Email: [shirin.varzgani@trca.ca](mailto:shirin.varzgani@trca.ca)**

**For Information contact: Beth Williston, (437) 880-2385**

**Email: [beth.williston@trca.ca](mailto:beth.williston@trca.ca)**

**Date: March 6, 2024**

**Attachments: 1**

Attachment 1: Voluntary Project Review: Summary of 2023 Projects

**VOLUNTARY PROJECT REVIEW: SUMMARY OF 2023 PROJECTS**

ITEM #	CFN	PROJECT NAME	PROPONENT	WATERSHED	PROJECT DESCRIPTION	PROGRAM, IF METROLINX	CORRIDOR, IF METROLINX	PROPERTY OWNER	TRCA PM	ISSUED ON
1.	66298	ECWE South Cycle Track	Metrolinx	Humber	On August 15, 2022, TRCA received the documents and request for a Voluntary Project Review (VPR) for the construction of the south cycle track located along Eglinton Avenue West east of Jane Street, in the City of Toronto. The works will involve construction of a new temporary bi-directional cycle track on the south side of Eglinton Avenue West. This temporary cycle track is required as the Eglinton Crosstown West Extension (ECWE) Subway project is expected to occupy the multi-use path along the north side of Eglinton Avenue West in this area for a multi-year construction period, and so the construction of the temporary south cycle track will provide a safe alternative route for cyclists and pedestrians during the construction period. The works will be completed on property owned by the City of Toronto and on property owned by Toronto and Region Conservation Authority under Management Agreement with the City of Toronto.	Subway	ECWE	City of Toronto, TRCA	Corinna Thomassen-Darby	January 19, 2023
2.	66961	407 Culvert Works E37-267C-2001/Highway 407	407 ETR Concession Company Limited	Petticoat Creek	On March 21, 2022, TRCA received the documents and request from GHD Limited (GHD) on behalf of 407 Concession Company Limited for a Voluntary Project Review (VPR) to undertake the review of detailed design plans for culvert rehabilitation works in the City of Markham. The proposal includes rehabilitation of a culvert (E37-324C-2001) on Highway 407 east and approximately 7.8 kilometers (km) west of Brock Road, in the City of Markham. The existing culvert is a three-span elliptical corrugated steel pipe (CSP culvert which conveys a tributary of Petticoat Creek. The proposed culvert rehabilitation works include installation of culvert liner and scour protection.			407 ETR Concession Company Limited	Harsha Gammanpila	February 8, 2023
3.	67846	Advanced Tree and Vegetation Removal, North of Eglinton Avenue West Between Jane Street and Pearen Park	Metrolinx	Humber	On August 18, 2022, Toronto and Region Conservation Authority (TRCA) staff received the 1 <sup>st</sup> submission of a VPR application from Metrolinx regarding proposed tree and vegetation removals for the ECWE project. The tree and vegetation removals, clearing, and grubbing are required to allow the ECWE ATC2 works to proceed between Jane Street and Weston Road. All works will be completed on property owned by TRCA under management agreement with the City of Toronto, and the City of Toronto. There are no in-water works within the scope of this project.	Subway	ECWE	TRCA, City of Toronto	Zack Carlan	March 15, 2023

4.	66624	Part A – Remaining Works – Guideway, Track Works and Boulevard, Duct Bank, Overhead Catenary System (OCS), Landscaping and Humber College New Infrastructure (HCNI) and Humber College Stop (HCS), South of Humber College Boulevard, West of Highway 27	Metrolinx	Humber	On January 20, 2022, TRCA received the documents and request from Mosaic Transit Group for a Voluntary Project Review (VPR) for work proposed at Humber College, on Humber College Boulevard, in the City of Toronto as part of the Finch West Light Rail Transit (FWLRT) project. This proposal includes the installation of the Guideway & Track, Duct Banks & Overhead Catenary System (OCS), Access Road Guideway, Landscaping, and Station construction works. No in-water work is associated with this project. This work will take place on property owned by the City of Toronto and TRCA under Management Agreement with the City of Toronto.	RT	FWLRT	City of Toronto, TRCA	Zack Carlan	March 21, 2023
5.	68278	Finch- Kennedy SmartTrack Station – Borehole Investigations Kennedy Road and Finch Avenue East	Metrolinx	Highland Creek	On December 2, 2022, TRCA received the documents and request for a Voluntary Project Review (VPR) for the Finch- Kennedy SmartTrack Station to undertake borehole investigations to provide geotechnical and hydrogeological information to support the design of the new station and associated utilities. The proposed works within the TRCA regulated areas include drilling of two boreholes, installation of monitoring water wells with monument casing at the specified locations, and installation of protective cover of the monitoring wells. The works for this SmartTrack Project will take place on property owned by the City of Toronto.			City of Toronto	Margie Akins	April 6, 2023
6.	69022	Eglinton Crosstown West Extension - Subsurface Utility Engineering Test Pits - Jane Street and Eglinton Avenue West	Metrolinx	Humber River	On April 18, 2023, TRCA received the documents and request for a Voluntary Project Review (VPR) for subsurface utility investigation test pits located at the intersection of Eglinton Avenue West and Jane Street, in the City of Toronto. Metrolinx requires these test holes to reduce utility-related risks associated with the design and construction of ECWE. Confirmation of utility depths is required at this location to resolve potential conflicts between the Station Rails and Systems (SRS) and Elevated Guideway (EG) contracts before the EG procurement is awarded by Metrolinx. The works will involve excavation of three (3) test holes in a brushy area adjacent to the roadway on the northeast corner of Eglinton Avenue West and Jane Street. The works will be completed on property owned by the City of Toronto and on property owned by Metrolinx.	Subway	ECWE	City of Toronto, Metrolinx	Corinna Thomassen-Darbey	May 3, 2023
7.	67847	Eastern Avenue Bridge (Stage 1) and East Harbour Transit Hub Early Works – Ontario Line	Metrolinx	Don	On September 16, 2022, TRCA received the documents and request for a Voluntary Project Review (VPR) for Removal and replacement of a portion of the Eastern Ave bridge (eastern portion of the bridge) and grading of the rail embankment (south side) between the Don Valley Parkway	Subway	Ontario Line	City of Toronto, Metrolinx	Alannah Slattery	June 13, 2023



					and Eastern Avenue to allow for a track shift, in the City of Toronto. The works will be completed on property owned by Metrolinx.					
8.	68820	Advance Tunnel Scarborough Subway Extension – Geotechnical Investigations	Strabag Scarborough Project Inc.	Highland Creek Don	On March 23, 2023, TRCA received the documents and request for a Voluntary Project Review (VPR) for the geotechnical investigations for the Scarborough Subway Extension (SSE) tunnel, in the City of Toronto. The works involves the installation of geotechnical instruments, including settlement monitoring points and utility monitoring points, decommissioning of existing monitoring wells and archaeological investigations (not on TRCA-owned lands). All works will be completed on property owned by Hydro One Networks Inc., Scarborough Health Network, and City of Toronto.	Subway	SSE	Hydro One, Scarborough Health Network and City of Toronto	Caroline Mugo	August 21, 2023
9.	68282	Advanced Work Project 6A – Package V – Site Preparation and Access Road Construction for HONI Tower Relocation (Thorncliffe)	Metrolinx	Don	On December 2, 2022, TRCA received the documents and request for a Voluntary Project Review (VPR) for site preparatory works and access road construction to accommodate the future relocation of Hydro One Networks Inc. (HONI) towers and line infrastructure. The site preparatory works will be carried out by Metrolinx, however, the subsequent HONI tower relocations will be carried out by Hydro-One and its subcontractors as part of Project 6b, which has been submitted for TRCA review and permit separately. This Package V VPR includes the Don Valley Crossing and Walmsley Brook Crossing areas. The West Don Crossing area (East of Beth Neilson Drive) will be covered in a separate VPR. The Don Valley Crossing area is located immediately east of the North Toronto Treatment Plant south of Millwood Road and Redway road. The Walmsley Brook Crossing area is located northwest of Pat Moore Drive and Beth Neilson Drive. The works will be completed on property owned by the City of Toronto and HONI. No TRCA-owned land will be impacted as a result of this work.	Subway	OL	City of Toronto, HONI	Sharon Lingertat	September 12, 2023
10.	65746	Part D – Grading and Toe Wall Installation	Metrolinx – Mosaic Transit Group	Humber	On January 26, 2022, TRCA received the documents and request from Mosaic Transit Group for a Voluntary Project Review (VPR) for work proposed on Finch Avenue West, near Black Creek in the City of Toronto as part of the FWLRT project. The proposal will include minor grading and toe wall installation, tree removals and work on the multi-use trail near Black Creek. The works for this FWLRT project will take place on property owned by the City of Toronto and TRCA under management agreement with the City of Toronto.	RT	FWLRT	City of Toronto, TRCA	Zack Carlan	October 2, 2023

--	--	--	--	--	--	--	--	--	--	--

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

**TO:** Chair and Members of the Board of Directors  
Friday, April 19, 2024 Meeting

**FROM:** Anil Wijesooriya, Director, Restoration and Infrastructure

**RE: UPDATE ON MUNICIPAL AGREEMENTS AND PARTNERSHIP  
GRANTS FOR WETLAND RESTORATION PROJECTS**

---

#### KEY ISSUE

To provide an update on TRCA's partnerships with municipalities to implement the Etobicoke Creek Wetlands Enhancement and Kingston Road Wetland Restoration Projects.

#### RECOMMENDATION:

**IT IS RECOMMENDED THAT the report on the Update on Municipal Agreements and Partnership Grants for Restoration Projects be received for information;**

**AND FURTHER THAT TRCA staff continue to finalize necessary agreements with the City of Brampton, and Town of Ajax towards successful implementation of the Etobicoke Creek Wetlands Enhancement Project and the Kingston Road Wetland Restoration Project.**

#### BACKGROUND

Toronto and Region Conservation Authority (TRCA) has a history of successful partnership projects with municipalities aimed at enhancing degraded natural features impacted by human uses. These projects focus on protecting and restoring ecological function, maximizing natural cover and integrating enhanced natural features into park systems to responsibly connect users to nature. TRCA recently partnered with the City of Brampton and the Town of Ajax on the development of two wetland restoration project proposals by providing concept designs, cost estimates, logistics, and construction planning. Both wetland restoration projects have been awarded grant funding by the Ministry of Environment, Conservation and Parks (MECP) through the Wetlands Conservation Partner Program (WCPP).

#### *The Etobicoke Creek Wetlands Enhancement Project (Brampton Partnership)*

The City of Brampton is the recipient of a \$2.5 million grant from the MECP through the WCPP. TRCA will be entering into a Partnership Agreement, under our updated Municipal Memorandum of Understanding (MOU) with the City of Brampton, to plan, design, and implement wetland and shoreline restoration to complete the project.

Loafer's Lake, originally built for beautification and recreation, connects to the Etobicoke Creek Trail and is a part of Brampton's natural heritage system. The north shoreline of Loafer's Lake is degraded, with failing gabion baskets and a lack of shoreline vegetation

## Item 9.1

and in-water habitat. The trail around Loafer's Lake is eroding and informal access points have been created by park users resulting in further degradation to the shoreline. The lake's water quality has historically been poor, with persistent algae growth despite previous mitigation efforts.

In addition to Loafer's Lake, there are a series of wetland restoration projects upstream that are included in the WCPP grant and agreement with Brampton. Located within natural and manicured spaces along the park system, these sites have experienced historic human alterations that have negatively impacted their function, size, and habitat value. Past alterations include vegetation clearing, landscape topography changes, and ditching.

The Etobicoke Creek Wetlands Enhancement Project will enhance wetland function and improve flood resiliency within the Etobicoke Creek watershed. This will be achieved by managing invasive species, improving shoreline habitat, expanding emergent marsh vegetation, installing rocky shoals and habitat structures, planting native aquatic and terrestrial vegetation, and restoring floodplain wetlands spanning approximately 65 ha from Loafer's Lake to Conservation Drive Park.

This project will also concurrently provide education and awareness opportunities for the local community to learn about wetland ecology and the importance of restoring and protecting local habitats. Specifically, the project will enhance turtle and other wildlife habitat within Loafer's Lake and throughout the Etobicoke Creek watershed at the locations described below. This effort will include the City and TRCA working closely with the citizen group, Heart Lake Turtle Troopers, to protect, conserve and restore turtle populations.

A summary of the restoration works to be completed at the four project site locations under The Etobicoke Creek Wetlands Enhancement Project is as follows:

- Loafer's Lake Wetland: 700 m of shoreline restoration including expanding the wetland habitat within the lake.
- Loafer's Lake Park Wetland: Restoring 0.1 ha of wetland to improve habitat and flood resiliency.
- Conservation Drive Park West Wetland: Restoring 1 ha of wetland to improve habitat and flood resiliency.
- Snelgrove Wetland: 0.5 ha of invasive species management and topography repair totaling 1.4 ha of wetland enhancement.
- Planting of 6500 trees and shrubs and 3000 aquatic plants.

### *Kingston Road Wetland Restoration Project (Ajax Partnership)*

The Town of Ajax is the recipient of a \$650K grant from MECP through the WCPP to implement the Kingston Road Wetland Restoration Project. TRCA will be entering into a Partnership Agreement, under our MOU with the Town of Ajax, to plan, design, and implement the wetland restoration project.

## Item 9.1

The project site is located at 453 Kingston Road East in the Town of Ajax within the Carruthers Creek watershed. The property has been assessed through TRCA's Restoration Opportunities Planning (ROP) program and multiple opportunities were identified for the restoration of aquatic habitats and riparian zones. These areas need ecological restoration based on the current degraded state of wetlands on the property and the need to protect existing natural features from the impacts of future development and climate change.

The site was drained of its wetland habitat via a system of ditching and historic tile drains and includes numerous invasive species. The site will therefore require site preparation and invasive species management before wetland restoration work can begin. The restored wetland will improve flood resiliency, and also act as a buffer between the Carruthers Creek corridor and any future development lands.

Restoration works will involve recontouring depressions into the landscape to capture and retain surface water, promote groundwater infiltration, and expand habitat for wildlife. Project outcomes will include:

- 3 ha of wetland restoration with improved connectivity to the adjacent natural heritage system.
- 1 ha of forest habitat as a buffer for the wetland.
- Approximately 4500 trees and shrubs to be planted.

### **RATIONALE**

TRCA has partnered with municipalities on wetland restoration projects since the early 1990s through TRCA's wetland restoration programs. Significant gains in wetland area and connectivity have been made through these programs. Building upon past successes, these two projects demonstrate how that municipalities can continue to deliver projects in partnership with TRCA in order to expand habitat for wildlife, mitigate stormwater impacts, and improve water quality through wetland restoration.

Wetland restoration projects implemented through the MECP WCPP grant have four main objectives:

1. Improve functionality of wetlands through improving connectivity, removing invasive species, planting native species, improving wildlife habitat, water quality treatment, and flood attenuation;
2. Conserve, restore or enhance existing wetlands, including their features and functions;
3. Mitigate urban stormwater flooding and erosion impacts exacerbated by impervious surfaces and more frequent and intense weather events associated with climate change; and
4. Foster participation and stewardship by engaging and empowering the local community to contribute to the enhancement of the wetlands.

## Item 9.1

Implementation of these wetland restoration projects support TRCA's natural heritage goals and objectives and greening targets outlined in our watershed plans and numerous strategies. This work also supports municipal objectives around protecting and restoring natural habitats.

### *The Etobicoke Creek Wetlands Enhancement Project (Brampton Partnership)*

This project supports Brampton's Grow Green Environmental Master Plan (updated 2020) and Eco-Park Strategy (2019). Restoration within Loafer's Lake supports the Brampton Lake Enhancement Strategy (2021) where four lakes within Brampton have been prioritized for restoration. The Lake Enhancement Strategy applies an Eco-Park lens to improve community parks and conserve signature natural features that service and attract a broad range of users and community members. The series of wetlands identified for restoration span across 2 priority restoration areas identified in TRCA's Etobicoke Creek Watershed Plan (2024-2034) and supports the goal to "Protect, enhance, and restore the Natural Heritage System and urban forest within the watershed to improve ecosystem resilience and sustainability."

### *Kingston Road Wetland Restoration Project (Ajax Partnership)*

This project supports the objectives of Ajax's Climate Risk and Resiliency Plan (2019) which provides a strategic framework to address current and future climate change risks. Previous partnership projects under this plan include [Kerrison Road Wetland Restoration](#) Project and the Church and Bayly Wetland project. The project is situated within a priority restoration area identified in the Carruthers Creek Watershed Plan 2021-2031 and supports the objective to "improve the quality and quantity of the Natural Heritage System across the watershed through ecosystem protection, enhancement, and restoration".

## **Relationship to TRCA's 2023-2034 Strategic Plan**

This report supports the following Pillars and Outcomes set forth in TRCA's 2023-2034 Strategic Plan:

### **Pillar 1 Environmental Protection and Hazard Management:**

- 1.3 Maintain healthy and resilient watershed ecosystems in the face of a changing climate

### **Pillar 1 Environmental Protection and Hazard Management:**

- 1.4 Balance development and growth to protect the natural environment ensuring safe sustainable development

### **Pillar 3 Community Prosperity:**

- 3.1 Connect communities to nature and greenspace

## **FINANCIAL DETAILS**

With contributions from TRCA and Brampton, the total budget to complete the Etobicoke Creek Wetlands Enhancement Project is \$2,736,502.89, including taxes and contingency. Funds to complete the project will be available in project account 180-07.

## Item 9.1

With contributions from TRCA and Ajax, the total budget to complete the *Kingston Road Wetland Restoration Project* is \$663,290.33 including taxes and contingency. Funds to complete the project will be available in project account 180-10.

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

TRCA will be entering into individual Fee for Service Agreements with the City of Brampton and the Town of Ajax to undertake the works. The project planning has started, and implementation is targeted to be completed by December 2024. Any additional work beyond this existing scope that arises through ongoing discussions with the City of Brampton or the Town of Ajax would result in an amendment to the existing Agreements or the development of a secondary Agreement under the MOU between TRCA and the partner municipality.

**Report prepared by: John Stille, Senior Manager, Restoration & Resource Management**

**Email: [john.stille@trca.ca](mailto:john.stille@trca.ca)**

**For Information contact: John Stille, (437) 488-9723; Ralph Toningner, (365) 566-2434**

**Emails: [john.stille@trca.ca](mailto:john.stille@trca.ca); [ralph.toningner@trca.ca](mailto:ralph.toningner@trca.ca)**

**Date: March 28, 2024**

**Attachments: 2**

Attachment 1: Etobicoke Creek Wetland Enhancement Projects - Brampton


Attachment 2: Kingston Road Wetland Restoration Project - Ajax







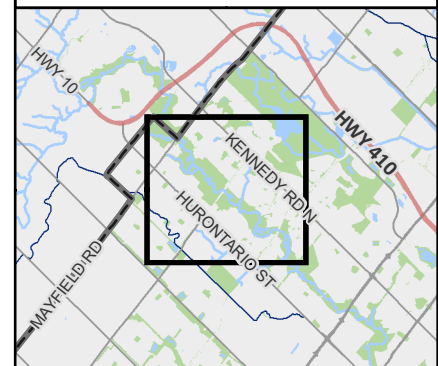
**Wetland Conservation  
Partner Program:  
Brampton Project Locations**  
40 Loafers Lake Lane  
225 Conservation Drive  
290 Conservation Drive

### Legend

**Section Boundary**  
 Section Boundary

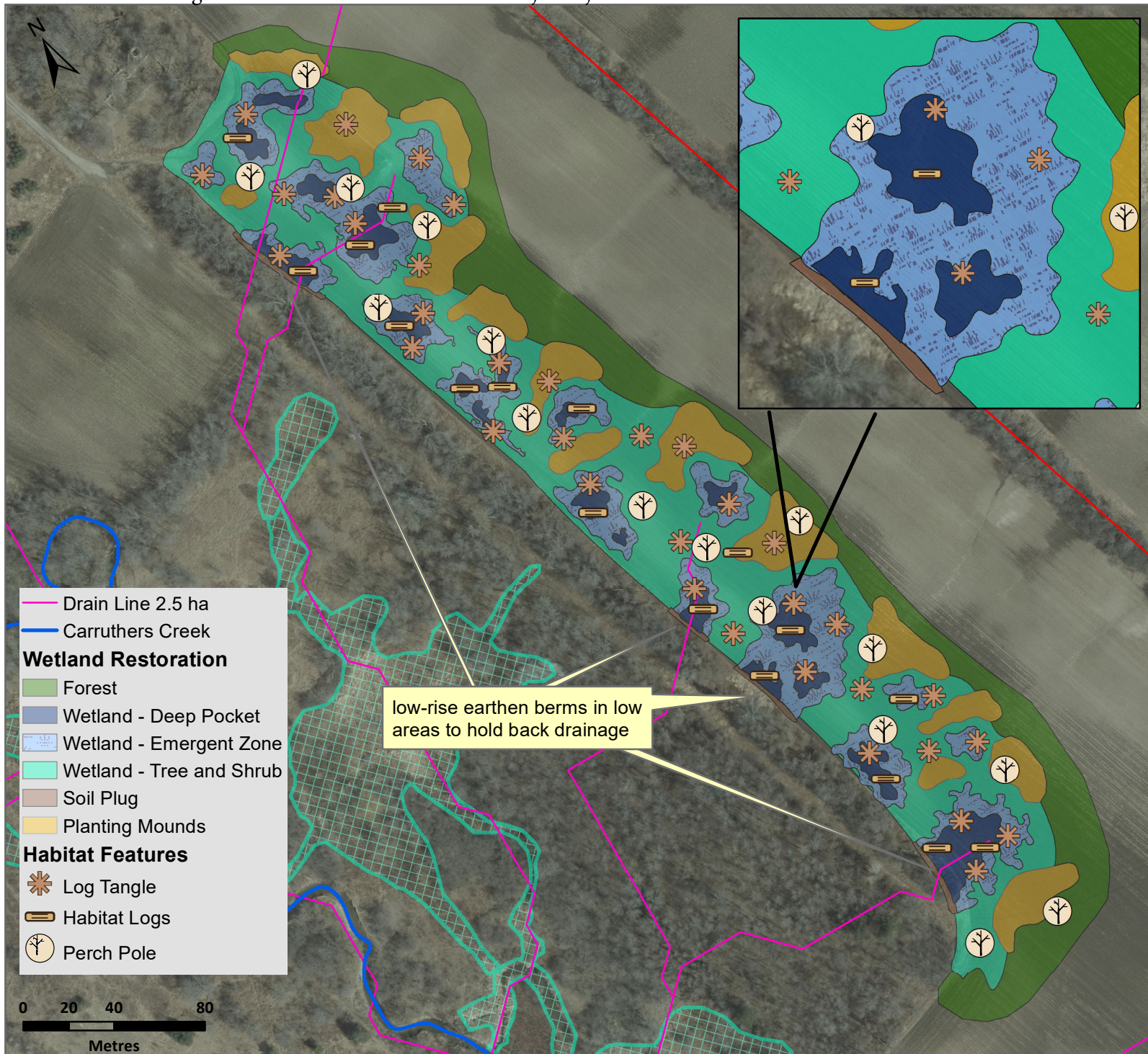
**Project Type**  
 Wetland Restoration Areas  
 Wetland Community Planting

Date: 2024-04-04  
 Created by: Restoration and Infrastructure  
 Orthophoto: MNRF, 2019



 **Toronto and Region  
Conservation  
Authority**





## Carruthers Creek: Kingston Road W3 Wetland

453 Kingston Road East

Audley Rd. & Kingston Rd.  
(Ajax, Carruthers Creek)

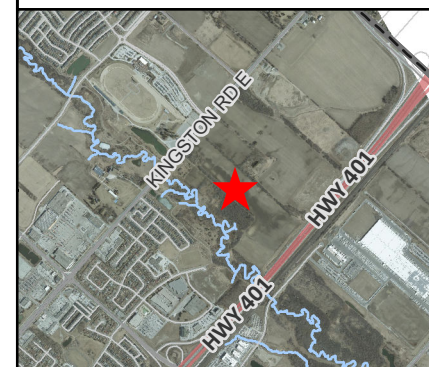
### Notes:

Forest: 1.0ha  
Wetland: 3.0ha (Wet Shrub Thicket)  
Deep Pockets: 0.5 - 1.0m depth  
Emergent Zone: 0.25 - 0.5m depth

- 1) Planting mounds to be contoured into the landscape, with gradual slopes and <1m in height.
- 2) Contour wetland pockets in flat, low-lying areas to capture drainage from slope.
- 3) Create low-rise earthen berms covered with curlex and coir, to plug drain points from field, to maximise water retention and infiltration.
- 4) Install habitat features to enhance microhabitat and provide refuge for wildlife.

Date: 2024-01-24

Created by: Restoration and Infrastructure  
Orthophoto: MNRF, 2019



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

**TO:** Chair and Members of the Board of Directors  
Friday, April 19, 2024 Meeting

**FROM:** Natalie Blake, Chief Human Resources Officer

**RE:** **Q1 COMMUNICATIONS, MARKETING, AND EVENTS REPORT SUMMARY (JANUARY 1 - MARCH 31, 2024)**

---

#### **KEY ISSUE**

Information report regarding Toronto and Region Conservation Authority (TRCA) corporate media communication activities during the fourth quarter of 2024 (January 1 - March 31, 2024).

#### **RECOMMENDATION:**

**THAT the Q1 Communications, Marketing and Events Report Summary for January 1 - March 31, 2024, be received.**

#### **BACKGROUND**

The Communications, Marketing and Events (CME) business unit with involvement of program areas across TRCA's Divisions carry out corporate communications programs to provide TRCA with a unified voice that aligns consistently with strategic priorities, and monitors results to identify opportunities for improvements. Working with staff from all divisions and external program and service providers, the business units deliver communications campaigns through traditional media outlets and online social media channels. Content is typically disseminated through materials such as news releases and media advisories, direct outreach to targeted journalists, producers and editors, and responses to incoming media inquiries. Digital campaigns involve posting visual and written content on websites and distribution via social media platforms. All media activity is supported by ongoing assessment and deployment of technology tools and processes to maximize effectiveness.

#### **OVERVIEW:**

This report covers communications and marketing activities for TRCA between January 1 - March 31, 2024, achieved by the Communications, Marketing and Events (CME) Team.

#### **Q1 Successes**

1. CME developed and executed a communications strategy to create awareness and drive attendance to the Sugarbush Maple Syrup Festival that resulted in 22,092 individual admissions and gross sales of \$216,300 from February to April 2, 2024. Promotions included google ads, earned



## Item 9.2

media coverage, social media, newsletters, billboards and radio.

2. CME designed and printed the updated Albion Hills summer trail signs. This was a complex, detailed project, working in collaboration with the Albion Parks and Conservation Lands teams. In addition to the trailhead signs, a new trail colour and arrow style was introduced, designed and printed as well.
3. CME led the development of an integrated marketing strategy for the Look After Where You Live program, with a focus on email marketing to organizations who have experienced the program in the past, as well as better integration with PPG.
4. CME consolidated many distinct email newsletters into one cohesive monthly communication, which is displayed dynamically to our audiences depending on their interests.

### **Key Q1 Communications Metrics**

1. New consolidated monthly TRCA newsletters have been issued with an average open rate (AOR) of **45.3% (AVG: 42,945 subscribers opened)** and a click rate (CR) of **3%** which is above the benchmarks for the non-profit sector (25.17% AOR / 2.79% CR). These rates remained well above the total average for all industry standards (21.33% AOR / 2.62% CR).
2. CME promoted Albion winter activities through google ads and social media that resulted in a total of 184,192 ad impressions and web traffic of 13,000 to the cross-country ski page.
3. Maple Syrup Social Media Campaign (stats from Feb to April 2): Organic social media resulted in 26,411 impressions and 1,298 click-throughs to the maple syrup section of the website and paid social media resulted in 997,000 impressions, resulting in 21,090 clicks.
4. Maple Syrup Google Campaign (stats from Feb to April 2): Google Grant resulted in 7,294 impressions, 2022 clicks to website, at a value of \$6,645 US dollars in free google ads. Google Display resulted in 618,043 impressions and 2,151 clicks.
5. Google Grant Recruitment Campaign resulted in 20,230 impressions, 3059 clicks, at a value of \$23,241 US dollars in free google ads.


### **Q1 Social Activity**

In Q1 2024, our social media strategy spotlighted winter activities, such as cross-country skiing, and spring events like the Sugarbush Maple Syrup Festival. We emphasized TRCA's flood safety messaging and showcased milestones like funding

## Item 9.2

announcements and grand openings. Key campaigns, including the Sugarbush Maple Syrup Festival and our seasonal hiring drive, drove engagement, while the Source to Stream conference underscored our commitment to knowledge-sharing in the environmental sector.


**TRCA's top organic posts per social media account were as follows:**




Toronto and Region Conse...

Thu 3/7/2024 4:03 pm EST

The bird is out of the bag... 🦅 We're thrilled to celebrate the arrival of Toronto's first-ever recorded Bald Eagle nest—a...




Total Engagements	2,783
Reactions	1,117
Comments	275
Shares	133
Post Link Clicks	—
Other Post Clicks	1,258




Toronto and Region Conse...

Fri 3/8/2024 8:42 am EST

Celebrating #InternationalWomensDay! At TRCA, we are so proud of the remarkable women on our team who lead the way in...




Total Engagements	2,675
Reactions	150
Comments	0
Shares	5
Post Clicks (All)	2,520




trca\_hq

Thu 3/7/2024 1:50 pm EST

The bird is out of the bag... 🦅 We're thrilled to celebrate the arrival of Toronto's first-ever recorded Bald Eagle nest—a...




Total Engagements	835
Likes	635
Comments	18
Shares	165
Saves	17



@TRCA\_HQ

Thu 3/7/2024 1:50 pm EST

The bird is out of the bag... 🦅 Toronto welcomes its first recorded #BaldEagle nest—a historic moment and reflection o...



Total Engagements	451
Likes	131
@Replies	4
Retweets	37
Post Link Clicks	134
Other Post Clicks	143
Other Engagements	2

1. The top performing **Facebook, Instagram** and **Twitter** post based on engagements was our eagle nest announcement. The discovery of an eagle nest in Toronto, a first-ever recorded event, likely resonated strongly due to its historic significance, capturing the audience's attention with a rare and exciting wildlife encounter. Animal-related content tends to perform well on social media, amplifying the post's engagement and reach.
2. The top performing **LinkedIn** post was our International Women's Day post, showcasing women in conservation and science roles likely resonated strongly on LinkedIn due to its celebration of diversity, empowerment, and representation in traditionally male-dominated fields. Highlighting the achievements and contributions of women in various departments aligned well with LinkedIn's professional audience, fostering engagement and positive sentiment towards TRCA's commitment to gender equality and diversity in the workplace.

### **Q1 Events Summary**

TRCA's Events team provides strategic direction and assistance to all TRCA business units as required, to stage or participate in successful events. The Events team also takes the lead in managing signature TRCA events.

## Item 9.2

The Events team coordinated and implemented the following events in Q1.

### TRCA's Annual General Meeting

On February 23, TRCA held its annual general meeting and marked the event with the recognition of Councillor Paula Fletcher who achieved six years of dedicated service on TRCA's Board of Directors.

The following outgoing members were recognized for their service on TRCA's Board:

- Councillor Jon Burnside
- Councillor Shelley Carroll
- Councillor Lily Cheng
- Councillor Mike Colle
- Councillor Josh Matlow
- Dr. Xiao Han
- Maria Kelleher
- Basudeb Mukherjee
- Don Sinclair

Additionally, Toronto and Region Conservation Foundation board member, Vitu Mhango, presented the awards for the B. Harper Bull Scholarship to the following award recipients:

- Tomisona Oludairo
- Carolyne Qiang
- Yazan Zamel

### Albion Hills Conservation Park Chalet and Workshop Ribbon Cutting

On March 1, with the generous support from Peel Region and the Canada Community Revitalization Fund (CCRF), TRCA formally commemorated the completion of the new workshop building and upgrades made to the Chalet and park infrastructure at Albion Hills Conservation Park.

Albion Hills has undergone remarkable transformations. These include the addition of a cutting-edge workshop, significant upgrades to the Chalet, and the paving of roadways and parking lots to enhance accessibility to the park's year-round amenities.

The new workshop is equipped with all the necessary tools and equipment, including a spacious lunchroom with multiple washrooms, showers, and changing areas. With two floors dedicated to office and storage space, it houses offices, a training/meeting room, and a public-facing reception area, complemented by ample public parking.

The comprehensive makeover of the Chalet has significantly improved its functionality and aesthetics. Highlights of the renovations include the replacement of the roof and

## Item 9.2

insulation, installation of durable concrete walkways, addition of a charming deck and gazebo, and upgrades to the interior flooring.

These upgrades and renovations will allow for expanded and continued four-season programming that allows residents, families, and schools to continue to enjoy Albion Hills Conservation Park through nature-based activities including cross-country skiing, camping, mountain biking, summer camps, seasonal events, and other locally developed programs and services.

Distinguished guests that attended and provided remarks included:

- Mario Russo, Regional Councillor, Town of Caledon, and Member, TRCA Board of Directors
- John MacKenzie, Chief Executive Officer, TRCA

Distinguished guests in attendance included:

- Dave Barton, Mayor of Uxbridge, and Vice-Chair, TRCA Board of Directors
- David West, Mayor of Richmond Hill, and Member, TRCA Board of Directors
- Stan Cameron, Peel District School Board Trustee for Caledon, and member of Natural Science Education Committee (NSEC)
- Natalie Blake, Chief Human Resources Officer, TRCA
- Sameer Dhalla, Director, Development and Engineering Services, TRCA
- Darryl Gray, Director, Education and Training, TRCA
- Laurie Nelson, Director, Policy Planning, TRCA
- Richard Ubbens, Director, Conservation Parks and Lands, TRCA
- Anil Wijesooriya, Director, Restoration and Infrastructure, TRCA

### Wetlands Conservation Partner Program Announcement

On March 4, the Ontario government announced the investment of over \$2.5 million in a project led by the City of Brampton in partnership with TRCA to enhance four wetland areas in the Etobicoke Creek watershed through the Wetlands Conservation Partner Program. This project is one of many wetland projects across Ontario that are collectively receiving up to \$11 million from the program this year.

The City of Brampton is partnering with TRCA on the project, which will take place in four locations of the Etobicoke Creek watershed in and around Loafers Lake and Conservation Drive Park. Through this project Brampton will plant 6,500 native trees and other vegetation, manage invasive species, improve shoreline habitat, and install rocky shoals and log piles in the water to support turtles and fish habitat. This project will also build recreational viewing platforms at Loafers Lake that will let visitors enjoy the natural beauty of these wetland habitats, while minimizing the disturbance of sensitive ecological features.

## Item 9.2

Mayor Dave Barton, Vice-Chair of TRCA's Board of Directors delivered remarks on behalf of TRCA and was accompanied by Anil Wijesooriya, TRCA's Director of Restoration and Infrastructure (R&I) along with members of the R&I and Government and Community Relations staff team.

### Sugarbush Maple Syrup Festival Official Launch

On March 8, TRCA formally commemorated the maple syrup festival's kickoff and highlighted the exciting partnership between TRCA and 407 ETR. 407 ETR has committed to sponsoring the festival over the next three years.

At the launch, guests including TRCA Board and subcommittee of the Board members and 407 ETR staff were treated to a guided tour of the maple syrup trail, which showcased what the site has to offer during the festival. Throughout the tour, they had the opportunity to learn about traditional and modern maple syrup production methods and even had the chance to taste some maple syrup.

As part of the sponsorship, 407 ETR has also funded a phytoremediation study - a significant environmental research initiative. The phytoremediation study is poised to deliver invaluable insights into the use of biotechnology including specific plant species used in meadow restoration work to remediate salt-contaminated soils. By investing in this critical research, 407 ETR is contributing to TRCA's work in protecting our environment and mitigating the harmful effects of road salt application.

Distinguished guests that attended and provided remarks included:

- Javier Tamargo, President, and Chief Executive Officer, 407 ETR
- John MacKenzie, Chief Executive Officer, TRCA

Distinguished guests in attendance included:

- Laura Isidean, Member, TRCA Board of Directors
- Angela Grella, York Catholic District School Board Trustee, and member of Natural Science Education Committee (NSEC)
- Natalie Blake, Chief Human Resources Officer, TRCA
- Darryl Gray, Director, Education and Training, TRCA
- Richard Ubbens, Director, Conservation Parks and Lands, TRCA
- Christian Basil, Vice President, Communications & Government Relations, 407 ETR

The Sugarbush Maple Syrup Festival is a perennial favourite that attracts thousands of visitors and promotes local tourism. It also offers educational opportunities and helps build strong community ties.

The Sugarbush Maple Syrup Festival ran from March 9 to April 7 at two TRCA locations: Bruce's Mill Conservation Park and Kortright Centre for Conservation attracting more than 25,000 visitors.

### Weather Radar Modernization Announcement

On March 15, Parliamentary Secretary van Koeverden on behalf of Minister Guilbeault with MP Taylor-Roy announced the investment of \$180 million to install 33 state-of-the-art weather radar modernization projects across Canada to keep Canadians safe and track severe weather. Weather services, such as weather and environmental prediction, are more important than ever in preparing for and responding to increasingly severe weather as a result of climate change.

John MacKenzie, Chief Executive Officer, TRCA and Sameer Dhalla, Director of Development and Engineering Services, along with staff from TRCA's Development and Engineering Services team were in attendance.

### **Event Spotlight – Source to Stream**

On March 26 and 27, TRCA in association with Credit Valley Conservation (CVC) and Lake Simcoe Conservation Authority (LSRCA), through the Sustainable Technologies Evaluation Program (STEP), hosted Source to Stream, Canada's premier stormwater and erosion and sediment control conference at Pearson Convention Centre in Brampton.

John Mackenzie, CEO, TRCA and Quentin Hanchard, Chief Administrative Officer, CVC delivered opening remarks, setting a celebratory tone to kick off the conference.

The conference shed light on projects and initiatives related to sustainable water management, protection and restoration of natural features, management of urban runoff, and green infrastructure solutions.

The event featured renowned speakers from across North America offering insights on the latest advancements in stormwater management, erosion and sediment control, and natural channel design, underscoring the increasing urgency to address issues such as climate change, aging infrastructure, housing demands, and increasing flood risk.

The 2024 event hosted:

- 767 attendees
- 71 exhibitor booths
- 8 student poster displays
- 37 presentations

### **Q1 Media Coverage – Summary**

Requests for information or interviews occurred from various members of the media during Q1 2024 through:

- Our Media Request Form or direct media email on our website.



## Item 9.2

- Directly to our Communications and Media Relations Specialist.
- Contacting staff at TRCA who notified CME.

TRCA received **59** requests in Q1 through our online Media Request form and other methods listed above. Of the **59** total requests, **30** were for TV/Radio, with the remaining related to print or online.

Highlighted below is a combination of the following:

- Media requests to TRCA resulting in media coverage.
- Additional organic coverage where TRCA was mentioned by name or TRCA's key findings/reports were referenced.
- Articles that resulted directly from TRCA issuing a media advisory / media release.

TRCA received over 88 direct mentions in media coverage in Q1 2024. Of the 88 total requests, 20 were for TV/Radio, with the remaining related to print or online.

### January 2024

Date	Media Outlet	Title	Link
January 3, 2024	Canadian Geographic	Planting a network of mini forests across Canada	<a href="#">STORY LINK</a>
Information			
An article on planting a network of mini Miyawaki forests across Canada. Includes a short profile on The Pocket Tiny Forest by TRCA's Sustainable Neighbourhood Action Program (SNAP).			
January 18, 2024	The New York Times	The TikTok 'Tunnel Girl' Is Not Alone	<a href="#">STORY LINK</a>
Information			
An article about tunnels dug by the members of the public. One of the tunnel featured was dug by a construction worker near York University in 2015 and mentions TRCA owning the property, managed by the City.			
January 25, 2024	The Weather Network	Looking For a New Winter Activity? We Tried Out Two... With Varying Success	<a href="#">STORY LINK</a>
Information			
A report by the Weather Network's Victoria Fen Alvarado, who tries her hand (or feet) at snowshoeing and cross-country skiing while at Albion Hills Conservation Park. Interview with TRCA's Jay Clark, Supervisor, Conservation Parks.			

## February 2024

Date	Media Outlet	Title	Link
February 7, 2024	CityNews	Choose your own winter adventure	<a href="#">STORY LINK</a>
Information			
A report on TRCA encouraging people to think of them when planning your winter activities.			
February 8, 2024	Toronto Star	She wanted to help the environment. But that's not always easy for a teenager	<a href="#">STORY LINK</a>
Information			
An article on one of TRCA's Youth Council Members. Includes a short profile on the TRCA's Youth Council.			
February 22, 2024	CityNews	Warm winter not a hurdle for GTA maple syrup festival	<a href="#">STORY LINK</a>
Information			
A report on the preparation for this year's Maple Syrup Festival. Interviewed Heather Stafford Supervisor, Community Outreach & Education at TRCA.			

## March 2024

Date	Media Outlet	Title	Link
March 4, 2024	In Brampton	Province to invest millions to improve Brampton's wetlands, build new viewing platforms	<a href="#">STORY LINK</a>
Information			
An article about the Ontario government investing over \$2.5 million into a Brampton-led project that will improve some of the city's wetlands, plant new trees and vegetation, and create viewing platforms for residents to use. Mentions TRCA as partner of City of Brampton.			
March 7, 2024	Just Sayin' Caledon	Albion Hills Conservation Park Upgrades	<a href="#">STORY LINK</a>
Information			
An article on the ribbon cutting ceremony and a tour at the Albion Hills Conservation Area commemorated the official opening of the park's new 8,500-square-foot, two-story workshop. John MacKenzie, CEO, TRCA, is quoted.			
March 8, 2024	Toronto Star	Toronto has its first bald eagle nest in recorded history. Here's why you haven't seen them here before	<a href="#">STORY LINK</a>
Information			
An article on a pair of bald eagles that are nesting in Toronto for the first time in documented history — a sign of hope for the city's environment and for Indigenous			

## Item 9.2

communities. Interviewed TRCA's Karen McDonald, Senior Manager, Restoration & Infrastructure.

### Media Releases:

TRCA was involved with 7 Media Releases and blogs this quarter:

Date	Title	Link
January 17, 2024	Stay Safe this Winter	<a href="#">STORY LINK</a>
February 2, 2024	Choose Your Own Winter Adventure with TRCA	<a href="#">STORY LINK</a>
February 23, 2024	Chair and Vice-Chair acclaimed at TRCA Annual General Meeting	<a href="#">STORY LINK</a>
March 1, 2024	A New Chapter for Albion Hills: Unveiling a new Workshop and upgrade Chalet	<a href="#">STORY LINK</a>
March 3, 2024	TRCA brings you the ultimate March Break Experience	<a href="#">STORY LINK</a>
March 7, 2024	Top Tips to keep you safe while enjoying the outdoors this spring	<a href="#">STORY LINK</a>
March 19, 2024	Connect to Nature with your Parx Prescription and TRCA	<a href="#">STORY LINK</a>

### Media Advisories:

TRCA was involved with 6 Media Advisories this quarter, which led to additional media coverage:

Date of Media List Distribution	Title
January 25, 2024	Choose your own winter adventure with TRCA Media Advisory
February 15, 2024	TRCA celebrates the annual Sugarbush Maple Syrup Festival Media Advisory
February 27, 2024	Ultimate March Break Experience Media Advisory
February 29, 2024	Official unveiling of newly constructed Workshop and renovated Chalet within Albion Hills Conservation Park Media Advisory
March 6, 2024	Celebrate the Sugarbush Maple Syrup Festival with Toronto and Region Conservation Authority and 407 ETR
March 18, 2024	2024 Source to Stream Conference Interview Opportunities Media Advisory

### Q1 Key Learnings

1. Continue proactive media relations strategy of bundling TRCA events and programming into one monthly pitch so that journalists have a wide choice of content to cover.
2. Email communications are an important component of a marketing strategy for certain TRCA initiatives such as Look After Where You Live and will be

## Item 9.2

implemented for marketing strategies to support Camp registrations, Field Centre overnight trips and more.

3. Local community media outlets will continue to be a focus of CME's media relations strategy, especially for coverage of funding announcements and capital projects.

### **2024 Q2 Look Ahead**

Below is a list of upcoming communications activities set for Q2 2024:

1. Communication support will be provided during Q2 to promote the following:
  - Amplifying Earth Month (April) programming and events communications both internally through employee communications and externally, through social media, blog content and news release distribution
  - Overnight trips in TRCA Field Centres for 2024-2025 season
  - TRCA Camp registrations
  - Educating visitors on Tommy Thompson Park's history and unique context
2. Planning of communication support will begin for TRCA major events, including:
  - Earth Month programming and events April
  - TRCA Spring Bird Festival on May 11
  - Bike The Creek June 8
  - TRCA Celebrate the Humber on June 15

### **Relationship to TRCA's 2023-2034 Strategic Plan**

This report supports the following Pillar and Outcome set forth in TRCA's 2023-2034 Strategic Plan:

#### **Pillar 4 Service Excellence:**

- 4.3 Responsive relationships and a trusted brand with a reputation for excellence

**Report prepared by: Miguel Pacheco, Senior Manager, Communications, Marketing & Events**

**Email: miguel.pacheco@trca.ca**

**For Information contact: Natalie Blake, (437) 880-2281**

**Email: natalie.blake@trca.ca**

**Date: April 4, 2024**