



## Electronic General Committee Meeting

### Agenda

Meeting No. 11  
September 8, 2020, 9:30 AM  
Live streamed

**Note:** Members of the General Committee will be participating in the meeting remotely.

Due to COVID-19, our facilities are closed to the public.  
Access is not permitted to the Markham Civic Centre and Council Chamber.

Members of the public may submit written deputations by email  
to [clerkspublic@markham.ca](mailto:clerkspublic@markham.ca)

Members of the public who wish to make virtual deputations must register by completing an online [\*\*\*Request to Speak Form\*\*\*](#) or e-mail [clerkspublic@markham.ca](mailto:clerkspublic@markham.ca) providing full name, contact information and item they wish to speak to. Alternatively, you may connect via telephone by contacting the Clerk's office at 905-479-7760 on the day of the meeting.

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# Electronic General Committee Agenda

Meeting Number: 11

September 8, 2020, 9:30 AM - 1:00 PM

Live streamed

Please bring this General Committee Agenda to the Council meeting on September 15, 2020.

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	<b>Pages</b>
1. CALL TO ORDER	
2. DISCLOSURE OF PECUNIARY INTEREST	
3. APPROVAL OF PREVIOUS MINUTES	
3.1 MINUTES OF THE JULY 6, 2020 GENERAL COMMITTEE (16.0)	7
1. That the minutes of the July 6, 2020 General Committee meeting be confirmed.	
4. DEPUTATIONS	
5. COMMUNICATIONS	
5.1 YORK REGION COMMUNICATIONS (13.4)	25
<b>Note: Questions regarding Regional correspondence should be directed to Chris Raynor, Regional Clerk.</b>	
1. That the following communications from York Region be received for information purposes:	
a. 2019 Agriculture and Agri-Food Strategy Update	
b. Growth and Development Review 2019	
c. 2019 Measuring and Monitoring Affordable Housing in York Region	
d. 2019 Regional Centres and Corridors Update	
e. Court Services Annual Report	
f. COVID-19 Small Business Support	



- g. Direct Purchase of Services Ontario One Call
- h. Fiscal Sustainability - 2020 Update
- i. Planning for Density of New Communities
- j. Proposed Amendment 1 to the Growth Plan and Updated Land Needs Assessment Methodology
- k. Regional Official Plan Natural Systems Planning Background Report
- l. Resolution on Transition to Full Producer Responsibility
- m. Rouge National Urban Park Future Trail Expansion
- n. Water and Wastewater Communal Systems Status Report

## 6. PETITIONS

## 7. CONSENT REPORTS - FINANCE & ADMINISTRATIVE ISSUES

- |     |  |     |
|-----|--|-----|
| 7.1 | <b>MINUTES OF THE FEBRUARY 24, 2020 BOX GROVE COMMUNITY CENTRE BOARD (16.0)</b>  | 314 |
|     | 1. That the minutes of the February 24, 2020 Box Grove Community Centre Board meeting be received for information purposes.  |     |
| 7.2 | <b>MINUTES OF THE JULY 8, 2020 BOARD OF MANAGEMENT UNIONVILLE BUSINESS IMPROVEMENT AREA (16.0)</b>   | 319 |
|     | 1. That the minutes of the July 8, 2020 Board of Management Unionville Business Improvement Area Committee meeting be received for information purposes.                                 |     |
| 7.3 | <b>CANCELLATION, REDUCTION, OR REFUND OF TAXES UNDER SECTIONS 357 AND 358 OF THE MUNICIPAL ACT, 2001 (7.3)</b>   | 323 |
|     | S. Manson, ext. 7514   |     |
|     | 1. That the Report for the Cancellation, Reduction or Refund of Taxes under Sections 357 and 358 of the <i>Municipal Act, 2001</i> be received; and,                                     |     |
|     | 2. That taxes totalling approximately \$1,165,931 be adjusted under Section 357 and 358 of the <i>Municipal Act, 2001</i> of which the City's portion is estimated to be \$182,589; and, |     |
|     | 3. That the associated interest be cancelled in proportion to the tax adjustments; and,  |     |
|     | 4. That the Treasurer be directed to adjust the Collector's Roll   |     |

accordingly; and further,

5. That staff be authorized and directed to do all things necessary to give effect to this resolution.

#### **7.4 STAFF AWARDED CONTRACTS FOR JUNE, JULY AND AUGUST 2020 (7.12)**

330

A. Moore, ext. 4711

1. That the report entitled “Staff Awarded Contracts for the Months of June, July and August 2020” be received; and,
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution

### **8. CONSENT REPORTS - COMMUNITY SERVICES ISSUES**

#### **8.1 APPOINTMENT OF MEMBERS TO THE MARKHAM MAYOR’S YOUTH COUNCIL FOR THE PERIOD OF SEPTEMBER 15, 2020 TO JUNE 30, 2021 (16.24)**

392

P. Lee, ext. 3930

1. That the Report Appointment of Members to the Markham Mayor’s Youth Council for the period of September 15, 2020 to June 30, 2021 be received;
2. And that the following Appointments of Members to the Markham Mayor’s Youth Council be confirmed for the term September 15, 2020 to June 30, 2021;

Name	School	Grade	Ward
Jin Zhou	Henderson Avenue Public School	8	1
Karina Florea	Thornhill Secondary School	10	1
Elyssa Qi	St. Augustine Catholic High School	9	2
Stephanie Sheng	Bayview Secondary School	10	2
Marissa Wang	Bayview Secondary School	11	2
Eric Gao	Unionville High School	10	3
Justine Lin	Unionville High School	11	3
Patrick Ang	St. Brother Andre Catholic High School	12	3
Selina Qiu	Markville Secondary	12	3

	School		
Ivan Yu	Unionville High School	12	3
Manny Pahwa	Unionville High School	11	4
Olivia Chan	Unionville High School	11	4
Maxine Bisera	St. Brother Andre Catholic High School	12	4
Jorden Robinson	Milliken Mills High School	12	4
Jiabei He	Bill Hogarth Secondary School	9	5
Gloria Huang	Bill Hogarth Secondary School	10	5
Bryant Zheng	Markville Secondary School	11	6
Kara Yang	Markville Secondary School	11	6
Jonathan Feng	Markville Secondary School	11	6
Ernest Wong	St Robert Catholic High School	12	6
Seethaa Manoharan	Bayview Secondary School	12	6
Ashwin Suganthan	Markham District High School	11	7
Chloe Vanderlugt	Town Centre Private High School	12	7
Sara Mohammed	Markham District High School	12	7
Ulain Umar	Father Michael McGivney Catholic High School	11	8

3) And that Staff be authorized and directed to do all things necessary to give effect.

## 9. REGULAR REPORTS - FINANCE & ADMINISTRATIVE ISSUES

### 9.1 FEASIBILITY OF PILOTING MICROSOFT 365 CLOUD SERVICE (7.13)

396

N. Kenea, ext. 4733

1. That the report dated September 8, 2020 entitled "Feasibility of Piloting Microsoft 365 Cloud Service" be received;
2. That staff, participate in a free pilot of the Microsoft online productivity solution for up to 50 users for a six month period;
3. That implementation support costs of \$25,000 (excluding HST) to execute the pilot be approved;
4. That staff report back on the results of the pilot in Q1 2021; and

5. That staff be authorized and directed to do all things necessary to give effect to this resolution.

10. MOTIONS

11. NOTICES OF MOTION

12. NEW/OTHER BUSINESS

*As per Section 2 of the Council Procedural By-Law, "New/Other Business would generally apply to an item that is to be added to the **Agenda** due to an urgent statutory time requirement, or an emergency, or time sensitivity".*

13. ANNOUNCEMENTS

14. CONFIDENTIAL ITEMS

That, in accordance with Section 239 (2) of the Municipal Act, General Committee resolve into a confidential session to discuss the following matters:

14.1 FINANCE & ADMINISTRATIVE ISSUES

14.1.1 GENERAL COMMITTEE CONFIDENTIAL MINUTES - JULY 6, 2020 (16.0) [Section 239 (2) (a) (b) (c) (e) (f)]

14.1.2 PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD EMPLOYEES (11.0) [Section 239 (2) (b)]

15. ADJOURNMENT

### **Information Page**

**General Committee Members:** All Members of Council

**General Committee**

Chair: Regional Councillor Jack Heath

Vice Chair: Councillor Khalid Usman

**Finance & Administrative Issues**

Chair: Regional Councillor Jack Heath

Vice Chair: Councillor Khalid Usman

**Community Services Issues**

Chair: Councillor Karen Rea

Vice Chair: Councillor Isa Lee

**Environment & Sustainability Issues**

Chair: Regional Councillor Joe Li

Vice Chair: Councillor Reid McAlpine

**Land, Building & Parks Construction Issues**

Chair: Councillor Keith Irish

Vice Chair: Councillor Andrew Keyes

General Committee meetings are audio and video streamed live at the City of Markham's website.

Alternate formats are available upon request.

**Consent Items:** All matters listed under the consent agenda are considered to be routine and are recommended for approval by the department. They may be enacted on one motion, or any item may be discussed if a member so requests.

**Note:** The times listed on this agenda are approximate and may vary; Council may, at its discretion, alter the order of the agenda items.

**Note: As per the Council Procedural By-Law, Section 7.1 (h)  
General Committee will take a 10 minute recess after  
two hours have passed since the last break.**



## Electronic General Committee Meeting Minutes

**Meeting Number: 10**  
**July 6, 2020, 9:30 AM - 1:00 PM**  
**Live streamed**

Roll Call	Mayor Frank Scarpitti Deputy Mayor Don Hamilton Regional Councillor Jack Heath Regional Councillor Joe Li Regional Councillor Jim Jones Councillor Keith Irish Councillor Alan Ho	Councillor Reid McAlpine Councillor Karen Rea Councillor Andrew Keyes Councillor Amanda Collucci Councillor Khalid Usman Councillor Isa Lee
Staff	Andy Taylor, Chief Administrative Officer Trinela Cane, Commissioner, Corporate Services Arvin Prasad, Commissioner Development Services Claudia Storto, City Solicitor and Director of Human Resources Joel Lustig, Treasurer Bryan Frois, Chief of Staff Kimberley Kitteringham, City Clerk Martha Pettit, Deputy City Clerk Phoebe Fu, Director of Environmental Services Mary Creighton, Director of Recreation Services Hersh Tencer, Manager, Real Property Brian Lee, Director, Engineering Morgan Jones, Director, Operations Hristina Giantsopoulos, Election & Council/Committee Coordinator	Scott Chapman, Election & Council/Committee Coordinator John Wong, Technology Support Specialist II Graham Seaman, Director, Sustainability & Asset Management Shane Manson, Senior Manager, Revenue & Property Taxation Mona Nazif, Senior Manager, HR Client Services Michael Dipasquale, Supervisor, Waste Management, Environmental Services Chris Nearing, Acting Fire Chief Jason Tsien, Senior Manager, Business Development, Recreation Services Veronica Siu, Senior Financial Analyst Claudia Marsales, Sr Manager Waste Management & Environment Loy Cheah, Senior Manager, Transportation Meg West, Manager of Business Planning and Projects Mark Visser, Sr. Manager Strategy Innovation & Investments

Eddy Wu, Manager, Operations &  
Maintenance

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**1. CALL TO ORDER**

In consideration of the ongoing state of emergency surrounding the 2019 Novel Coronavirus (COVID-19) and the emergency public health orders issued by the Government of Ontario, this meeting was conducted electronically to maintain physical distancing among participants.

The General Committee Meeting convened at the hour of 9:48 AM in the Canada Room with Regional Councillor Jack Heath presiding as Chair for all items on the agenda.

General Committee recessed at 12:08 PM and reconvened at 12:47 PM.

**2. DISCLOSURE OF PECUNIARY INTEREST**

There were none disclosed.

**3. APPROVAL OF PREVIOUS MINUTES**

**3.1 MINUTES OF THE JUNE 15, 2020 GENERAL COMMITTEE (16.0)**

Moved by Councillor Reid McAlpine

Seconded by Councillor Alan Ho

1. That the minutes of the June 15, 2020 General Committee meeting be confirmed.

**Carried**

**4. DEPUTATIONS**

The deputation from Andrew Yu, Chair of the Race Relations Committee on Item 7.7 Minutes of the June 29, 2020 Race Relations Committee, was referred to the Council Meeting on July 14, 2020.

**5. COMMUNICATIONS**

**5.1 YORK REGION COMMUNICATIONS (13.4)**

There was an inquiry and brief discussion relating to item 1a. Yonge North Subway Extension - Update and Bill 171, Building Transit Faster Act, 2020.

Moved by Councillor Keith Irish

Seconded by Mayor Frank Scarpitti

1. That the following communications dated May 28, 2020 from York Region be received for information purposes:
  - a. Yonge North Subway Extension - Update
  - b. Greater Toronto Area West Transportation Corridor Update
  - c. 2020 Property Tax Capping Report
  - d. 2020 Property Tax Rates
  - e. 2020 Property Tax Ratios
  - f. 2019 to 2023 Strategic Plan Year 1 2019 Progress Report

**Carried**

## **6. PETITIONS**

There were no petitions.

## **7. CONSENT REPORTS - FINANCE & ADMINISTRATIVE ISSUES**

### **7.1 MINUTES OF THE MAY 13, 2020 AND JUNE 10, 2020 BOARD OF MANAGEMENT UNIONVILLE BUSINESS IMPROVEMENT AREA (16.0)**

The Committee made inquiries in relation to an administrative bank charge for signing authors. Joel Lustig, Treasurer, confirmed that the charge is related to new signature plates and will refer to the vendor for further rate reduction consideration.

Moved by Councillor Keith Irish

Seconded by Councillor Khalid Usman

1. That the minutes of the May 13, 2020 and June 10, 2020 Board of Management Unionville Business Improvement Area Committee meeting be received for information purposes.



**Carried**

**7.2 MINUTES OF THE MAY 6, 2020 AND JUNE 3, 2020 CANADA DAY CELEBRATION ORGANIZING COMMITTEE (16.0)**

Moved by Councillor Amanda Collucci  
Seconded by Regional Councillor Jim Jones

1. That the minutes of the May 6, 2020 and June 3, 2020 Canada Day Celebration Organizing Committee meeting be received for information purposes.

**Carried**

**7.3 MINUTES OF THE MARCH 4, 2020 MARKHAM – MILLIKEN CHILDREN’S FESTIVAL ORGANIZING COMMITTEE (16.0)**

Moved by Councillor Amanda Collucci  
Seconded by Regional Councillor Jim Jones

1. That the minutes of the March 4, 2020 Markham-Milliken Children’s Festival Organizing Committee meeting be received for information purposes.

**Carried**

**7.4 MINUTES OF THE MAY 25, 2020 MARKHAM PUBLIC LIBRARY BOARD (16.0)**

Moved by Councillor Amanda Collucci  
Seconded by Regional Councillor Jim Jones

1. That the minutes of the May 25, 2020 Markham Public Library Board meeting be received for information purposes.

**Carried**

**7.5 MINUTES OF THE MARCH 2, 2020 RACE RELATIONS COMMITTEE (16.0)**

**Note: Committee has the option to endorse, amend, refer to staff or receive for information the following recommendation from the March 2, 2020 Race Relations Committee meeting:**

- 1. That the minutes of the March 2, 2020 Race Relations Committee meeting be received for information purposes; and,**
- 2. That the Race Relations Committee recommends that Markham City Council take appropriate action to ensure that Coronavirus (COVID-19) does not become an excuse for expression of xenophobia against identifiable racial and cultural groups of the City of Markham.**

Moved by Councillor Isa Lee

Seconded by Deputy Mayor Don Hamilton

1. That this item be referred to the Council Meeting Agenda on July 14, 2020.

**Carried**

#### **7.6 MINUTES OF THE JUNE 8, 2020 RACE RELATIONS COMMITTEE (16.0)**

Moved by Councillor Amanda Collucci

Seconded by Regional Councillor Jim Jones

1. That the minutes of the June 8, 2020 Race Relations Committee meeting be received for information purposes.

**Carried**

#### **7.7 MINUTES OF THE JUNE 29, 2020 RACE RELATIONS COMMITTEE (16.0)**

**Note: Committee has the option to endorse, amend, refer to staff or receive for information the following recommendation from the June 29, 2020 Race Relations Committee meeting:**

- 1. That the minutes of the June 29, 2020 Race Relations Committee meeting be received for information purposes; and,**
- 2. That the Race Relations Committee (RRC) of the City of Markham supports the Statement from Mayor Frank Scarpitti on June 3, 2020 titled "When enough is not enough".**

**The RRC agrees with the Mayor's assertion that "We can always do more". Accordingly, the RRC strongly recommends the following advice to assist the City combat racism and discrimination:**

- 1. Representation matters. We recommend to the Mayor and Council that City staff, community services, and other hired and appointed roles reflect the diversity of the city. All communities in Markham deserve to see themselves represented in Markham's institutions and systems. We further recommend that the Mayor and Council advocate for the same in the four publicly-funded school boards that serve residents of Markham.**
- 2. We recommend that the Mayor and Council ensure Markham Bylaw Enforcement officers reflect the diversity in proportion to the population that it represents, and that all Markham Bylaw Enforcement officers receive ongoing training in Anti Racism (including Anti-Black Racism and Anti-Indigenous Racism), bias-free enforcement, conflict de-escalation, cultural awareness, emotional intelligence, understanding of the community served, courtesy, respect, and service.**
- 3. We recommend that the Mayor and Regional Councillors advocate the following before York Region Council and the York Region Police Services Board: that Regional Council and YRPSB ensure York Regional Police officers reflect the diversity in proportion to the population that it represents, and that all York Regional Police officers receive ongoing training in Anti Racism (including Anti-Black Racism and Anti-Indigenous Racism), bias-free policing, conflict de-escalation, cultural awareness, emotional intelligence, understanding of the community served, courtesy, respect, and service. The York Regional Police service should be comprised of officers who reflect the diversity of the communities that they serve across York Region, and should undertake proactive measures to build community trust in police.**

- 4. We recommend that the Mayor and Regional Councillors advocate before York Region Council that York Region Public Health collect disaggregated, race-based public health data (including on COVID-19 cases), and report on public health concerns that disproportionately impact racialized groups.**
- 5. We recommend that the City of Markham initiate the development, through professional research, a Made-for-Markham Municipal Action Plan Against Anti-Black Racism that identifies specific policy solutions within the City's jurisdiction towards eliminating Anti-Black Racism, including that of a systemic nature. Using Markham's Diversity Action Plan "Everyone Welcome" and the Inclusion Charter as foundation, through consultation in safe spaces with community groups and community members, this study's scope should include:**
  - Measures to support Black employment, job training and employment security.**
  - Measures to support Black entrepreneurs and Black-owned businesses**
  - Measures to ensure an equitable experience while obtaining housing by members of the Black community, both in rental and in homeownership**
  - Programs that address recreational needs of Black students and Black senior citizens**
  - Measures to support food security, especially in cooperation with Black-focused non-profit community organizations**
  - Measures to support and improve the quality of mental health services for members of the Black community**
  - Public education programs to eliminate racism, including Anti-Black Racism**
  - Other actions within City Council's mandate that address and stand against Anti-Black Racism**

**The Made-for-Markham Municipal Action Plan Against Anti-Black Racism can serve as a model for future initiatives against other forms of racism, as well as a reference document for the update of Markham's Diversity Action Plan.**

**6. Upon updating, Markham's Diversity Action Plan should include a scheduled update cycle to ensure that it will continue to reflect the growing and relative needs of all communities in Markham.**

**We love our City and our communities. We declare that creating change is not simply driven by making a few statements, rather, it is through continuous intentional work. The diverse communities in this City need policies to be implemented that reflect the sentiments behind the Mayor's statements on diversity and inclusion. Accordingly, we believe the above recommendations represent steps that would, as stated by the Mayor, "create a new reality for the Black community, and create an environment that is free of racism and full of respect for one another".**

The Mayor addressed the Committee and thanked the Race Relations Committee for their recommendations and advised that there will be additional information on City initiatives at the Council Meeting on July 14, 2020.

Moved by Councillor Isa Lee

Seconded by Deputy Mayor Don Hamilton

1. That this item be referred to the Council Meeting Agenda on July 14, 2020.

**Carried**

## **7.8 MINUTES OF THE MARCH 10, 2020 AND JUNE 9, 2020 WASTE DIVERSION COMMITTEE (16.0)**

Moved by Councillor Amanda Collucci

Seconded by Regional Councillor Jim Jones

1. That the minutes of the March 10, 2020 and June 9, 2020 Waste Diversion Committee meeting be received for information purposes.

**Carried****7.9 STATUS OF CAPITAL PROJECTS AS OF APRIL 30, 2020 (7.0)**

There was inquiry into the status and the impact of the deferral of Engineering Project 20037, Main Street Unionville Road Reconstruction (Design) under Capital Projects Deferred to 2021, Exhibit E. Staff addressed the committee to advise this project is deferred in order to undertake background studies to determine the scope of work and if underground infrastructure improvements will be required. Staff will report back to the Committee with the results of the study.

An additional inquiry was made regarding Section IV. Return of Surplus Funds From Open Capital Projects section e) Operations - Roads Project 19181 Parking Lots - Rehabilitation. Staff provided confirmation that the school board owns the Highgate Park parking lot and will engage in discussions with the school board in regards to repaving.

Moved by Councillor Reid McAlpine

Seconded by Councillor Isa Lee

1. That the report dated July 6, 2020 titled “Status of Capital Projects as of April 30, 2020” be received; and,
2. That the Projects Completed within Scope with Surplus Funds and the Projects Completed within Scope without Surplus Funds as identified on Exhibit B be approved for closure and funds in the amount of \$3,469,003 be transferred to the original sources of funding as identified on Exhibit B; and,
3. That the Projects Closed and Deferred to a Future Year and the Projects Closed and Not Initiated as identified on Exhibit C be approved for closure and funds in the amount of \$1,310,027 be transferred to the original sources of funding as identified in Exhibit C; and,
4. That the surplus funds of \$7,230,071 from open capital projects be returned to the original sources of funding as identified on Exhibit D; and,
5. That the deferral of 28 projects as outlined on Exhibit E be approved; and,

6. That the Non-Development Charge Capital Contingency Project be topped up from the Life Cycle Replacement and Capital Reserve Fund by \$734,748 to the approved amount of \$250,000; and,
7. That the Engineering Capital Contingency Project be topped up from the City-Wide Hard Development Charges Reserve by \$46,461 to the approved amount of \$100,000; and,
8. That the Design Capital Contingency Project be topped up from the Development Charges Reserve by \$37,344 to the approved amount of \$100,000; and,
9. That the Waterworks Capital Contingency Project be topped up from the Waterworks Stabilization/Capital Reserve by \$174,717 to the approved amount of \$100,000; and,
10. That the Non-DC Capital Contingency funded amount of \$26,659 for infrastructure design within West Thornhill Phase 3 (Capital project 16211) be returned to the Life Cycle Replacement & Capital Reserve Fund and be replaced with funding from the Stormwater Fee Reserve Fund; and,
11. That the funding sources for the East Markham Works Yard land (Capital project 19282) in the amount of \$12,736,000 be changed from Development Charges Reserves and the Non-DC Growth Reserve to the Land Acquisition Reserve; and,
12. That the following new capital project, initiated subsequent to the approval of the 2020 capital budget, be approved:  
  
20301 – Emergency Boardwalk Repairs at Unionville and Campbell Court – Budget of \$60,000 funded from the Non-DC Capital Contingency; and further,
13. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

**8. CONSENT REPORTS - COMMUNITY SERVICES ISSUES**

## **8.1 2019 ANNUAL FIRE SERVICE REPORT (7.15)**

Chris Nearing, Acting Fire Chief, addressed the Committee and provided an overview of the services provided by Markham Fire and Emergency Services. There were inquiries made into the main fire events of 2019, the review of deployment practices, public education, and emergency services. The Committee noted that the Fire Response Task Force is in review of current initiatives.

Moved by Councillor Keith Irish  
Seconded by Mayor Frank Scarpitti

1. That the Markham Fire and Emergency Services 2019 Annual Fire Service Report be received; and,
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **9. CONSENT REPORTS - ENVIRONMENT & SUSTAINABILITY ISSUES**

### **9.1 WATER AND WASTEWATER ASSET OWNERSHIP AGREEMENT (5.3)**

Moved by Mayor Frank Scarpitti  
Seconded by Regional Councillor Jim Jones

1. That the report “Water and Wastewater Asset Ownership Agreement” be received; and,
2. That the Mayor and Clerk be authorized to execute an agreement between the City and The Regional Municipality of York (the “Region”) to govern the ownership of water and wastewater assets as described in this report, provided that the form of such agreement is satisfactory to the Commissioner of Community & Fire Services and the City Solicitor; and,
3. That the Director of Environmental Services be authorized to accept the conveyance and to convey ownership of minor water and wastewater assets to and from the Region to the satisfaction of the Director of Environmental Services; and further,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.



**Carried****10. PRESENTATIONS - FINANCE & ADMINISTRATIVE ISSUES****10.1 COVID-19 – FINANCIAL IMPACT UPDATE (7.0)**

Joel Lustig, Treasurer, addressed the Committee to provide the fourth financial update during the COVID-19 Emergency and delivered a presentation entitled, COVID-19 - Financial Impact Update.

The Committee thanked staff for the presentation and made inquiries on the following in relation to the presentation:

- The federal and provincial government announcements on financial assistance and prescribed spending;
- Whether there has been a reduction of the gas tax payment based on reduced consumption and can this amount continue to be depended on by the City;
- Tax installments, and payments in advance;
- The present and the projected year-end deficit;
- The financial impact of COVID-19 on the budget and that municipalities are not permitted to run a deficit;
- The use of reserves that have been established for predetermined purposes to potentially reduce the financial impact COVID-19 has caused;
- Potential property tax increases and raising revenue to help pay for costs associated with COVID-19;
- What activities have been and may be undertaken to decrease the operating budget, capital costs, and capital project spending; and,
- When will the cost reductions be put in place to mitigate the projected 2020 budget shortfall and the 2021 budget challenges.

The Committee requested that staff prepare options to address budget shortfalls and provide an additional financial update at the Council Meeting on August 25, 2020.

Moved by Councillor Isa Lee

Seconded by Regional Councillor Joe Li

1. That the presentation entitled “COVID-19 – Financial Impact Update” be received; and,
2. That the City Treasurer report back to Council on August 25; and further,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **11. PRESENTATIONS - ENVIRONMENT & SUSTAINABILITY ISSUES**

### **11.1 "THE BEST OF THE BEST 2" MARKHAM'S DIVERSION STRATEGY (2020-2023) (5.1)**

Claudia Marsales, Senior Manager, Waste Management & Environment addressed the committee and delivered a presentation entitled, "Best of the Best 2" Markham's Diversion Strategy 2020-2023 which provided an overview of the next phase of the City's waste diversion strategy which aims at diverting 85% of the City's waste from landfills.

The Committee discussed the following in relation to the presentation:

- Inquiry into what materials will be permitted in curb-side blue-boxes under the new provincial program;
- Concerns with the new list of permitted materials and how it will impact the City's current recycling program;
- Review of eight grandfathered multi-residential buildings in the City that currently use a private collection;
- The recycling plans for new buildings and mandatory participation in the City's recycling programs;
- Vendor compliance and participation in the City Zero Waste recycling programs;
- A potential pilot to determine the effectiveness of removing waste receptacles in some parks to avoid their use for household waste;
- Investigations into the contents of bags and household waste left at or in park receptacles to deter residents from leaving them there;
- Signage to support what should and should not be included in the receptacles; and further,

- A pilot program to address littering of dog waste in parks and public spaces.

Staff provided responses to the Committee's inquiries and is committed to advocate for continued improvements to recycling programs for all residents of Markham including at multi-residential buildings, schools and City administrative buildings. Staff will provide updates on specific issues related to Best of the Best 2 initiatives as needed.

Moved by Deputy Mayor Don Hamilton

Seconded by Councillor Isa Lee

1. That the presentation entitled “The Best of the Best 2” Markham’s Diversion Strategy 2020-2023 be received; and,
2. That Council endorse “The Best of the Best 2” Markham’s Diversion Strategy 2020-2023 and the initiatives and programs outlined in the strategy that form the basis of Markham’s multi-year plan to attain 85% municipal diversion; and,
3. That staff report back to Council concerning any anticipated financial impacts for initiatives and program improvements and updates on strategy implementation; and,
4. That a copy of the presentation be forwarded to York Region and the Local municipalities for their information; and further,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **12. REGULAR REPORTS - COMMUNITY SERVICES ISSUES**

### **12.1 CITY OF MARKHAM OLDER ADULT STRATEGY UPDATE (6.0)**

Moved by Councillor Khalid Usman

Seconded by Councillor Karen Rea

1. That the report entitled “City of Markham Older Adult Strategy (OAS) Update” be received; and,
2. That staff report annually on the status of the OAS actions; and further,

3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

### **13. MOTIONS**

#### **13.1 MAINTENANCE ON REGIONAL ROADS AND BOULEVARDS (5.10, 13.4)**

Councillor Rea addressed the Committee to express her support for the City taking over the maintenance of regional road services to eliminate the two-tiered approach and improve service levels.

Morgan Jones, Director, Operations, addressed the Committee to indicate that this may be an opportunity to negotiate certain services and noted that the City does not have all the necessary equipment to maintain the regional roads and that service levels at the Region differ from those at the City. He noted that staff will contact City colleagues at the Region to discuss this.

The Committee referred this item to staff and requested a memo or presentation be provided to Members of Council at a Council Meeting in September 2020 that includes a list of services the City may consider taking over.

Moved by Councillor Karen Rea

Seconded by Councillor Andrew Keyes

Whereas, Region of York looks after boulevard cutting on Regional roads; and,

Whereas, Region of York provides winter snow removal on Regional roads; and,

Whereas, Region of York is called to remove debris or animals on Regional roads; and,

Whereas, many residents of Markham are not aware of the two tier system and jurisdiction of what level of government to contact for issues on Regional roads; and,

Whereas the City of Markham and the Region of York have different service levels and cutting schedules for boulevard maintenance; and,

Whereas the City of Markham could deliver these services and provide a consistent approach on all roads within the City; and,

Whereas residents would have one point of contact for road issues; and,

Therefore, be it resolved;

1. That the City of Markham negotiate an agreement with York Region for the City of Markham to provide boulevard cutting, winter snow removal and removal of debris and/or animals on all Regional roads within the City of Markham. That all costs associated for these services to be reimbursed by the Region of York to the City of Markham.

Moved by Mayor Frank Scarpitti

Seconded by Councillor Andrew Keyes

1. That staff provide a memo or presentation to Members of Council at a Council Meeting in September 2020 that includes a list of potential services the City may consider taking over from the Region.

**Carried**

#### **14. NOTICES OF MOTION**

There were no notices of motion.

#### **15. NEW/OTHER BUSINESS**

##### **15.1 GYPSY MOTH MANAGEMENT (5.7)**

Councillor Karen Rea addressed the Committee to inquire about proactive measures in the management of the gypsy moth tree infestation in the City, particularly where there is the greatest occurrence in Wards 1, 3 and 4. The Committee requested that staff maintain updated information in this regard on the City website at Markham.ca.

Morgan Jones, Director, Operations addressed the Committee to confirm that the City is actively engaged with the Region on this issue. He indicated that the City is currently in a monitoring phase and that potential action may take place in 2021 after the analysis of the information collected.

#### **16. ANNOUNCEMENTS**

There were no announcements.

#### **17. CONFIDENTIAL ITEMS**

Moved by Deputy Mayor Don Hamilton  
 Seconded by Councillor Alan Ho

That, in accordance with Section 239 (2) of the Municipal Act, General Committee resolve into a confidential session to discuss the following matters:

**Carried**

## **17.1 FINANCE & ADMINISTRATIVE ISSUES**

### **17.1.1 GENERAL COMMITTEE CONFIDENTIAL MINUTES - JUNE 1, 2020 (16.0) [Section 239 (2) (a) (b) (c) (e) (f)]**

General Committee confirmed the June 1, 2020 confidential minutes.

## **17.2 ENVIRONMENTAL & SUSTAINABILITY ISSUES**

### **17.2.1 A POSITION, PLAN, PROCEDURE, CRITERIA OR INSTRUCTION TO BE APPLIED TO ANY NEGOTIATIONS CARRIED ON OR TO BE CARRIED ON BY OR ON BEHALF OF THE MUNICIPALITY OR LOCAL BOARD (5.1) [Section 239 (2) (k)]**

General Committee consented to place this matter on the July 14, 2020 confidential Council agenda for consideration.

## **17.3 LAND, BUILDING & PARKS CONSTRUCTION ISSUES**

### **17.3.1 A PROPOSED OR PENDING ACQUISITION OR DISPOSITION OF LAND BY THE MUNICIPALITY OR LOCAL BOARD (WARD 4) (8.6) [Section 239 (2) (c)]**

General Committee consented to place this matter on the July 14, 2020 confidential Council agenda for consideration.

Moved by Councillor Isa Lee  
 Seconded by Deputy Mayor Don Hamilton

That the General Committee confidential session adjourn at 4:06 PM.

**Carried**

## **18. ADJOURNMENT**

Moved by Councillor Amanda Collucci

Seconded by Councillor Reid McAlpine

That the General Committee meeting adjourn at 4:07 PM.

**Carried**

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**From:** Van Dusen, Regina on behalf of Regional Clerk  
**Sent:** Monday, June 29, 2020 12:36 PM  
**Subject:** Regional Council Decision - 2019 Agriculture and Agri-Food Strategy Update  
**Attachments:** 2019 Agriculture and Agri-Food Strategy Update.pdf

**CAUTION:** This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.

On June 25, 2020 Regional Council made the following decision:

1. Council receive the 2019 Agriculture and Agri-Food Strategy Update for information.
2. The Regional Clerk circulate this report to the Agriculture and Agri-Food Advisory Committee, the Ontario Ministry of Agriculture, Food and Rural Affairs and local municipalities.

The original staff report is attached for your information.

Please contact Jonathan Wheatle, Director, Economic Strategy at 1-877-464-9675 ext. 71503 if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Office of the Regional Clerk, Corporate Services

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The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1  
1-877-464-9675 ext. 71300 | [christopher.raynor@york.ca](mailto:christopher.raynor@york.ca) | [york.ca](http://york.ca)

Our Mission: **Working together to serve our thriving communities – today and tomorrow**



# **The Regional Municipality of York**

Committee of the Whole  
Planning and Economic Development  
June 11, 2020

Report of the Commissioner of Corporate Services and Chief Planner

## **2019 Agriculture and Agri-Food Strategy Update**

### **1. Recommendations**

1. Council receive the 2019 Agriculture and Agri-Food Strategy Update for information.
2. The Regional Clerk circulate this report to the Agriculture and Agri-Food Advisory Committee, the Ontario Ministry of Agriculture, Food and Rural Affairs and local municipalities.

### **2. Summary**

This report provides Council with an update on activities, partnerships and 2019 [Agriculture and Agri-Food Strategy](#) achievements.

Key Points:

- The Terms of Reference for the Agriculture and Agri-Food Advisory Committee was updated with appointments made to the Agriculture and Agri-Food Advisory Committee for the 2019-2022 term
- The second year of Agriculture and Agri-Food Strategy implementation is on track with nearly 90 per cent of actions either underway, planned or completed
- Agriculture and agri-food programming and stakeholder engagement reached over 3,000 participants and generated 140,000+ views on social media
- York Region partnered with York University to secure \$106,000 in funding for the first Food & Beverage Accelerator Program
- An industry led agri-food working group with members of the Agriculture and Agri-Food Advisory Committee and other industry experts has been established to look at challenges and opportunities for the sector in response to COVID-19
- 2020 agriculture and agri-food initiatives will strengthen stakeholder collaboration and build capacity in the industry for recovery post COVID-19

### 3. Background

#### **The Agriculture and Agri-Food sector contributes \$2.7B to York Region's Gross Domestic Product**

York Region's agri-food sector is home to more than 700 farm-based businesses and 270 food and beverage manufacturers and distributors that contribute to the Region's economic vitality. Based on the 2016 Census of Agriculture, the agri-food sector in York Region, from farms to processors, food retailers and restaurants, provides approximately 57,000 jobs, generating \$2.7 billion in Gross Domestic Product for York Region.

#### **In 2017, Council approved the Agriculture and Agri-Food Strategy to guide long-term growth of the Region's Agri-Food sector**

York Region's [Agriculture and Agri-Food Strategy](#) (the Strategy) endorsed by Council in [October 2017](#), sets direction for long-term growth of the agriculture and agri-food sector and guides development of policy and program initiatives.

The Strategy articulates a comprehensive set of objectives defined within five strategic goal areas and 45 action items to be implemented over five years. The five strategic goals are:

1. Strengthen communication and collaboration with York Region, local municipalities and the agri-food sector
2. Support the agri-food sector through integrated land use planning and economic development
3. Support increased capacity for value added agri-food processing and support services
4. Leverage location within the GTA and proximity to customers through direct farm marketing and meet demand for local food production
5. Provide support for business retention and expansion of primary agricultural production within York Region

Progress on the Agriculture and Agri-Food Strategy initiatives is reported to Council as part of the annual update.

#### **The Agriculture and Agri-Food Advisory Committee supports the Region in delivery of the Agriculture and Agri-Food Strategy**

The Agriculture and Agri-Food Advisory Committee (Advisory Committee), a volunteer advisory committee, was created by Regional Council in 2001 as a means to support the agricultural industry and promote healthy rural communities. The Advisory Committee plays an integral role in helping advance the objectives of the Strategy. Advisory Committee members provide advice to Regional Council and staff on agriculture, agri-food and rural

matters in York Region. The Advisory Committee is similar to agricultural advisory committees in the Regions of Halton, Peel and Durham.

### **The Terms of Reference for the Advisory Committee was updated in 2019 with newly appointed members representing the industry value chain**

Regional staff initiated a review of the Terms of Reference with the Advisory Committee in August 2018. Changes to the Terms of Reference were necessary to reflect the connection of the Committee with the Strategy and to align its practices with those of other advisory committees at the Region. The revised Terms of Reference was approved at the [May 16, 2019](#) Regional Council meeting.

In [September 2019](#), Council appointed [members to the Agriculture and Agri-Food Advisory Committee](#) for the 2019-2022 term. The Advisory Committee members provide a balanced representation across the agri-food value chain including producers, input suppliers, food processors, distributors, and food retailers.

The Committee is composed of eleven members from across the Region, including two Council appointed ([December 13, 2018](#)) representatives:

- Councillor Avia Eek on behalf of Mayor Pellegrini, King Township
- Councillor Hugo Kroon on behalf of Mayor Lovatt, Town of Whitchurch-Stouffville

Orientation and the first meeting with the newly appointed Committee members was held on October 29, 2019. Committee meetings are held bi-monthly. To date, the group has held three meetings with administrative support provided by the Regional Clerks office.

York Region Planning and Economic Development staff work collaboratively with the Advisory Committee to execute the Strategy.

## **4. Analysis**

### **Agriculture and Agri-Food Strategy implementation is on track with nearly 90 per cent of the actions underway, planned or completed**

The Strategy identified [45 action items](#) for implementation over five years (2018-2022) to support and grow the agriculture and agri-food sector. The actions are grouped as on-going, short-term, medium and long-term activities.

In 2019, York Region staff worked closely with local municipal partners, the Advisory Committee, and agri-food stakeholders to implement actions in the Strategy. As of December 2019, 40 of the 45 action items (nearly 90 per cent) were underway, planned or completed. These include showcasing agricultural innovators/champions in the Region, implementing a local food education campaign, supporting an agri-food asset mapping project, and launching the first ever York Region Food & Beverage Food Accelerator Program. In summary:

- All short-term activities (5) have been completed

- All on-going activities (18) are either underway, planned or complete
- The majority of medium and long-term actions (17 out of 22) are either underway, planned or completed

A summarized list of action items grouped by status (underway, planned, new and completed) is outlined in Attachment 1.

### **Nine action items have been completed since adoption of the Agriculture and Agri-Food Strategy**

Since adoption of the Strategy, nine action items have been completed. This includes all five short-term actions and a review of environmental policies and regulations for food processing operations, completed in 2019.

In addition, four medium-term and on-going actions were completed in 2019. These include conducting an economic impact study for the Holland Marsh, creation of a resource directory of producers in the Region (using Golden Horseshoe Food and Farming Alliance database), providing feedback on the province's development of Agricultural Impact Assessment (AIA) guidelines and providing input into review of the Land Evaluation and Area Review (LEAR) Study for York Region.

### **Agriculture and Agri-Food Programming and stakeholder engagement reached over 3,000 participants**

In 2019, Regional staff hosted or supported over 50 agri-food related education and outreach activities, engaging over 3,000 stakeholders. These were delivered in collaboration with more than 20 local partners including Ontario Ministry of Agriculture and Rural Affairs, York Soil and Crop Improvement Association, York Region Food Network, York Farm Fresh Association, Central Counties Tourism, Holland Marsh Growers Association and Golden Horseshoe Food and Farming Alliance among others. Activities included:

- Growing Your Farm Profits, two-day workshop on March 25, 2019 and April 1, 2020 in partnership with Ontario Soil and Crop Improvement Association (OSCIA) and the Township of King. The workshop supported 16 farm businesses develop improved business goals and review their business plans. It also guided farmers to develop Canadian Agricultural Partnership funding applications to implement their plans.
- Two Food Entrepreneur Series offered for food start-ups with York Region Food Network and York Small Business Enterprise on October 18, 2019 and October 25, 2019
- Participation at the Royal Agricultural Winter Fair with Central Counties Tourism and York Farm Fresh on November 4 - 6, 2019 to showcase local food and agri-tourism in the Region
- Business Forum on Reducing Your Environmental Footprint held on December 9, 2019 in partnership with City of Richmond Hill. The forum provided 25 agri-food

businesses with an overview of environmental regulations (water, waste, energy) with opportunities to implement wastewater reduction solutions to reduce costs

- Support for York Region Food Network to establish York Region Food Council with multi-stakeholders addressing access to healthy, affordable, sustainable food.
- Business Retention and Expansion (BR&E) training led by Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) with local municipal economic development staff on December 17, 2019 to determine readiness for agriculture and agri-food BR&E exercise.

### **York Region continued funding partnerships to deliver projects that align with the Agriculture and Agri-Food Strategy**

York Region staff collaborate with community partners, York Farm Fresh, Holland Marsh Growers Association and the Golden Horseshoe Food and Farming Alliance to establish partnerships for 2019-2020 to deliver projects that support the Strategy.

- **Local Food Promotion:** York Farm Fresh connects York Region communities to locally grown products at farms and farmers markets. The Region funded York Farm Fresh as a service delivery agent for projects that directly align with the Strategy. Deliverables include raising awareness of locally produced agricultural products and the development of the local Farm Fresh Guide Map for 2020.
- **Economic Impact Study for the Holland Marsh:** The Region provided funding to the Holland Marsh Growers Association, leveraging provincial Rural Economic Development funding for an economic impact study of the Marsh. Other project partners include King Township and Simcoe County. The study was completed in December 2019.
- **Golden Horseshoe Food and Farming Alliance (GHFFA):** York Region staff refreshed agri-food data with the GHFFA ConnectON program. ConnectON is an economic development tool that supports decision making, growth and emergency preparedness. In 2019, based on York Region employment survey data and OMAFRA data, agri-food business assets were refreshed and added to the ConnectON program. This data represents the agrifood value chain from production to food access (field to fork). Currently there are over 40 municipal partners with data from over 100,000 businesses. ConnectON partners have the ability to upload, update, select, sort and map their own data, and view data regionally from participating municipalities.

### **Launch of a local food awareness campaign raised the profile for Agriculture and Agri-Food in the Region; generating 140,000+ views in social media**

York Region staff began implementation of a strategic communications plan to strengthen communication with stakeholders, raise the profile for the sector and promote local food. A key activity included the launch of a local food education campaign in collaboration with York Farm Fresh Association and internal departments. Staff from Environmental Services, Public

Health and Economic Strategy established a York Region Food Collaborative to work together in promoting and creating awareness about food-related programs in the Region. Highlights of the campaign include:

- A dedicated local food webpage ([york.ca/localfood](http://york.ca/localfood)) and communications materials (infographics) to share successes, sector profiles and local food information
- An agri-food spotlight series to celebrate and showcase local farmers and businesses: [ClearWater Farm](#), [Rose Family Farm](#), and [Sharon Creek Farm](#)
- Distribution of over 60,000 York Farm Fresh Guide Maps with York Farm Fresh; installation of 54 directional signage to help identify local farms
- Public outreach at Longo's (Stouffville), East Gwillimbury Farmers Market and Market & Co., engaging over 500 citizens in meaningful discussions about local, healthy food and food waste prevention
- Distribution of local food information with AgScape to engage youth about agriculture and food production in the Region
- Media coverage in [YorkRegion.com](http://YorkRegion.com) and [blog posts](#) on industry association websites
- Generated over 140,000 views across all social media channels, reaching over 45,000 individuals with more than 2,300 likes, comments or shares related to agriculture and agri-food

### **York Region partnered with York University to secure \$106,000 in funding for the first Food & Beverage Accelerator Program**

One of the key components in the Agriculture and Agri-Food Strategy is to support and build an Agri-Food innovation hub with resources to help food start-up companies grow. Staff worked closely with York University's Innovation Hub (YSpace) with support from the Cities of Markham, Vaughan, and Richmond Hill to secure \$106,000 funding from the Canadian Agricultural Partnership grant. The funding will help establish a first Regional Food and Beverage Accelerator Program based on success from the pilot program run by YSpace in Fall of 2019. The goal of this program is to engage 18 new food and beverage companies over two years with the first session scheduled to start in September, 2020 instead of July, 2020 due to COVID-19 pandemic. The program will be delivered by YSpace and assist food companies to grow nationally. The program delivery will focus on educational streams including business strategy and infrastructure, financial modelling and investments, operational efficiencies, and marketing and sales.

### **Advisory Committee members provided input on the Municipal Comprehensive Review process and Provincial Agricultural System Mapping**

As part the Municipal Comprehensive Review (MCR) to update the Regional Official Plan, agricultural lands are being reviewed including lands identified by the Province as additional potential Prime Agriculture land.

The Advisory Committee has been engaged in the review of the proposed Provincial Agricultural Mapping System and the MCR process. An agricultural system directions report was presented to [Council in June 2019](#) introducing potential changes to the Region's agricultural land base mapping in addition to identifying policy issues for review and analysis. Policy issues relate to assessing Greenbelt river valleys in urban settings currently designated agriculture, addressing potential for modest redevelopment of existing non-agricultural uses in agriculturally designated areas and overall conformity to provincial plans. The Agricultural and Agri-Food Advisory Committee will continue to be engaged in 2020.

### **Staff will continue to work with the Advisory Committee to deliver action items in the Agriculture and Agri-Food Strategy**

Staff will continue to work with the Advisory Committee to evaluate and deliver the remaining actions prioritized as medium to long term in the Strategy.

Remaining 2020 deliverables include:

- Continued collaboration with agri-food stakeholders on education and outreach activities to build capacity in the industry for recovery post COVID-19
- Deliver “Selling Food to Ontario” event for primary producers and early stage food companies to determine readiness to sell to new markets and facilitate partnerships between connecting primary producers, processors and retailers
- Explore local food opportunities with local municipalities integrated into business visitation/corporate calling program
- Deliver the first session of the York Region & Beverage Food Accelerator Program and build an agri-food innovation network with York University Innovation Hub (YSpace)

Virtual events and activities will be considered as options for remaining 2020 work plan actions.

### **Staff have created Agri-food business resources with industry engagement in response to COVID-19**

Although this report is geared towards 2019 activities, there is value in noting the agri-food sector's response to the COVID-19 crisis. The business community globally, in Canada, Ontario and York Region is being impacted by COVID-19. York Region staff are committed to supporting the agri-food businesses working tirelessly to produce food during the COVID-19 pandemic. Staff developed a [one-stop COVID-19 resource hub](#) for business with dedicated resources for the agri-food industry from all levels of government, a webinar calendar, business updates and an expert [advisory blog](#). The blog, complemented with a webinar outlined a wide range of funding programs to help business explore strategic growth opportunities for recovery post-COVID.

The York Region Economic Strategy division, in partnership with local municipalities and industry stakeholders have formed the [York Region Business Recovery Support Partnership](#). As part of this initiative, staff developed an Agri-Food industry led sub-group comprised of members of the York Region Agriculture and Agri-Food Advisory Committee and other industry experts. The group is looking at challenges and opportunities for the agriculture and food industry in the Region in response to COVID-19.

### **Agriculture and Agri-Food Strategy is supported by approved Regional plans**

The goals and objectives of the Agriculture and Agri-food Strategy are supported and integrated within the following Council approved plans:

- **Vision 2051:** Includes “A Resilient Natural Environment and Agricultural System” goal area where the agricultural areas are thriving and provide healthy food and resources to a growing population.
- **York Region Official Plan – 2010:** Chapter 6 is dedicated to Agricultural and Rural Areas which form an important part of the fabric of York Region, supporting a vibrant agricultural community.
- **2019 to 2022 Strategic Plan:** The strategic priority areas focus on “Building sustainable communities and protecting the environment with a resilient natural environment and agricultural system” and “Increasing economic prosperity by fostering an environment that attracts business, grows employment opportunities and attracts people”.
- **Economic Development Action Plan – 2020-2023:** A key theme area in the Action Plan “Supporting Business” includes action to execute the Agriculture and Agri-Food Strategy and support the administration of Agriculture and Agri-Food Advisory Committee.

## **5. Financial**

The Strategy identified a number of strategic objectives and actions for consideration as part of implementation. Some of these are no cost or low cost, or are already pursued by the Region, while others have potential resource and budget implications. Funds for 2020 Agriculture and Agri-Food implementation activities are included in the approved budget.

## **6. Local Impact**

The Agriculture and Agri-Food Strategy supports and complements the goals and interests of the Region’s local municipal partners. Staff from local municipalities participated in development and review of the Strategy and will continue to attend Agriculture and Agri-Food Advisory Committee meetings. Regional staff partner with local municipalities to deliver programs and execute the Strategy. The Strategy is shared with local municipalities to be leveraged as they develop their respective agriculture and agri-food plans and initiatives.



## 7. Conclusion

Through implementation of the Agriculture and Agri-Food Strategy, York Region continues to demonstrate a strong commitment to the agriculture and agri-food sector.

The Terms of Reference for the Advisory Committee was updated in 2019 with appointments made to Advisory Committee by Council for 2019-2022 term. Implementation of the Strategy is on track with significant stakeholder outreach and engagement in 2019. A key focus for 2019 was to build partnerships and leverage resources to deliver agri-food programming. This includes leveraging funding for York Region Food & Beverage Accelerator Program.

In 2020, the Region, its local municipalities and Advisory Committee will continue to evaluate and deliver action items from the Strategy. Staff will continue to collaborate with agri-food stakeholders to build capacity in the sector for recovery post COVID-19. The progress on the Agriculture and Agri-Food Strategy initiatives and work of the Advisory Committee will be reported as a part of the annual update to Council.

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For more information on this report, please contact Jonathan Wheatle, Director, Economic Strategy at 1-877-464-9675 ext. 71503. Accessible formats or communication supports are available upon request.

Recommended by: **Paul Freeman, MCIP, RPP**  
Chief Planner

**Dino Basso**  
Commissioner of Corporate Services

Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

May 29, 2020  
Attachment (1)  
#10718344

**Attachment 1****Agriculture and Agri-Food Strategy Action items: arranged by status (initiated/underway, planned, new or completed) – Updated May 2020**

<b>GOAL</b>	<b>DESCRIPTION</b>
<b>Strengthen communication and collaboration with York Region, lower tier municipalities and the agri-food sector</b>	<p><b><u>COMPLETED</u></b></p> <p><b>1.1</b> Create a York Region agri-food specialist role dedicated to supporting growth of existing businesses, attracting new investments and promoting the Agri-food sector in York Region. <b>SHORT TERM- York Region</b></p> <p><b>1.3</b> Develop a communication roadmap/strategy to ensure open and transparent communication pathways. <b>SHORT TERM- York Region</b></p> <p><b>1.4</b> Create a directory/resource that includes names and contact information of producers in the Region; to be used by the Region for collecting employment data. <b>MEDIUM – York Region</b></p> <p><b><u>UNDERWAY</u></b></p> <p><b>1.2</b> Build internal staff capacity to provide direction to lower tiers on agri-food issues; coordinate programming and initiatives between planning and economic development and tourism at the Regional level. <b>ONGOING - York Region</b></p> <p><b>1.6</b> Continue to support and collaborate with GHFFA through projects. <b>ONGOING - York Region</b></p> <p><b>1.7</b> Continue support for the York Region Agricultural Advisory Liaison Group (YRAALG) by allocating annual budget for special projects and events. <b>MEDIUM – York Region</b></p> <p><b>1.8</b> Explore and identify ways to celebrate and showcase agricultural innovators/champions in the Region using existing communication efforts. <b>ONGOING – York Region + local municipalities</b></p> <p><b>1.9</b> Seek opportunities to collaborate with partners in York Region and beyond the Region. <b>ONGOING- Led by partners and supported by York Region</b></p> <p><b>1.10</b> Develop York Region agri-food educational materials for general public to share at regional and community events. <b>ONGOING – York Region + local municipalities</b></p> <p><b>1.11</b> Investigate and explore opportunities for teaching youth</p>

	<p>about agriculture and food production in the Region. <b>MEDIUM - YRAALG + YRFA and community groups</b></p> <p><b>1.12</b> Demonstrate a commitment to the agri-food sector by supporting agricultural events and conventions through sponsorship or in-kind support. <b>ONGOING - York Region</b></p> <p><b>1.13</b> Collaborate with organizations such as Rouge National Park, Oak Ridges Moraine Trust, Ontario Soil and Crop Improvement Association (OSCIA), and Ontario Farmland Trust to conduct study to understand current land stewardship practices used by York producers. <b>MEDIUM – York Region + local municipalities</b></p> <p><b><u>PLANNED</u></b></p> <p><b>1.5</b> Create annual opportunity to collect feedback from the agri-food sector to strengthen York Region staff and Council's understanding of farm and food businesses and their needs by engaging with local farmers and agri-food experts. <b>MEDIUM – York Region</b></p>
Support agri-food sector through integrated land use planning and economic development	<p><b><u>COMPLETED</u></b></p> <p><b>2.2.</b> Prior to next Official Plan review, conduct a Land Evaluation and Area Review (LEAR) study to collect updated data on quality of soils, fragmentation, conflicting uses and production in York Region. <b>MEDIUM - York Region+ local municipalities</b></p> <p><b>2.5</b> Conduct a review of policies and regulations related to environmental performance of food processing operations within the Region. <b>SHORT- York Region</b></p> <p><b>2.6</b> Participate in the upcoming consultation and review for the Greater Golden Horseshoe's Agricultural System policies (led by OMAFRA) - <b>MEDIUM - York Region+ local municipalities</b></p> <p><b>2.9</b> Monitor the province's development of Agricultural Impact Assessment (AIA) guidelines and provide feedback through consultation with planning staff and other relevant stakeholders - <b>ONGOING - York Region+ local municipalities</b></p> <p><b><u>UNDERWAY</u></b></p> <p><b>2.1.</b> At next review, update York Region's Official Plan to conform and align with recent changes to the Greenbelt Plan, Growth Plan and Oak Ridges Moraine Plan (2017 updates) - <b>MEDIUM - York Region+ local municipalities</b></p> <p><b>2.3</b> Through the Municipal Comprehensive Review, review York Region's Official Plan (and lower tier plans) related to overall</p>

	<p>agricultural strategies, land use policies, acceptable uses, as well as application processes and development fees to ensure they encourage. <b>ONGOING - York Region+ local municipalities</b></p> <p><b>2.7</b> Recognize and acknowledge the agri-food sector's role as an economic driver in the Region through updates to plans and policies. <b>MEDIUM - York Region</b></p> <p><b>2.8</b> Conduct a study and review of edge planning practices and identify planning tools the Region can use to resolve conflicts between adjacent urban and agricultural land uses <b>MEDIUM – Partner</b></p> <p><b><u>PLANNED</u></b></p> <p><b>2.11</b> Create factsheets and accessible materials to help agri-food stakeholders interpret land use policies- <b>ONGOING - York Region+ Municipalities</b></p> <p><b><u>NEW</u></b></p> <p><b>2.4</b> Conduct a study that investigates innovative financial mechanisms that incentivize producers and land owners to keep land in agricultural production. <b>MEDIUM - York Region+ local municipalities</b></p> <p><b>2.10</b> Encourage the lower tier municipalities to develop and implement an Agricultural Community Improvement Plan (CIP) to incentivize on-farm diversification and value-added operations. - <b>ONGOING - local municipalities</b></p>
<p><b>Support increased capacity for value added processing and support services</b></p>	<p><b><u>UNDERWAY</u></b></p> <p><b>3.2</b> Establish an agri-entrepreneur mentor program in conjunction with the York Small Business Enterprise Centre to support existing and potential entrepreneurs with mentoring and business guidance. <b>MEDIUM ONGOING York Region + local municipalities</b></p> <p><b>3.3</b> Investigate and identify opportunities to develop a regional food incubator/hub to support fruit and vegetable value-adding opportunities to increase farm revenue. <b>LONG- York Region + local municipalities</b></p> <p><b><u>NEW</u></b></p> <p><b>3.1</b> Develop and implement a Food Processing Action Plan that demonstrates York Region is 'open for business' to attract and retain food processing businesses. <b>MEDIUM York Region + local municipalities</b></p>

<p><b>Leverage within the GTA and proximity to customers through direct farm marketing to meet demand for local food production</b></p>	<p><b><u>COMPLETE</u></b></p> <p><b>4.2</b> Continue annual production of the York Region Farm Fresh Guide Map and Pumpkin Pie Trail Map to promote and raise awareness of locally produced agricultural products. <b>SHORT-York Region</b></p> <p><b><u>UNDERWAY</u></b></p> <p><b>4.1</b> Facilitate the revitalization of the York Farm Fresh Organization to support the growth of York's agri-food sector and demand for farm-direct production. <b>ONGOING - York Region + Municipalities</b></p> <p><b>4.3</b> Continue to support and encourage the provision of community gardens and/or urban agriculture projects that promote agricultural awareness in settlement/urban areas. <b>ONGOING - York Region+ local municipalities</b></p> <p><b>4.4</b> Support the development of agri-tourism programming such as "Farm Tour Hikes". <b>ONGOING - York Region</b></p> <p><b>4.5</b> Raise awareness around the diversity of production and processing found in the Region through promotional materials (e.g. Ontario's 'soup and salad bowl' in the Holland Marsh; world crop production). <b>ONGOING - York Region</b></p> <p><b>4.6</b> Revisit York Region's Food Charter and broaden support across the agri-food sector. <b>ONGOING - York Region + local Municipalities</b></p> <p><b>4.8</b> Facilitate relationship building between producer, processors and retail companies that support local food production (e.g. Longos, Metro) <b>MEDIUM - York Region</b></p> <p><b>4.9</b> Communicate and <b>promote opportunities</b> to connect producers with the local market. <b>MEDIUM – York Region</b></p> <p><b>4.10</b> Partner with Rouge National Urban Park and Toronto Region Conservation to increase collaboration and learning amongst agri-businesses and potential new entrants into agri-tourism through hikes, education programs and/or peer-to-peer learning groups. <b>MEDIUM - York Region</b></p> <p><b><u>NEW</u></b></p> <p><b>4.7</b> Develop local food-sourcing policies for Regional facilities and encourage other public sector agencies within the Region to adopt similar policies. <b>MEDIUM- York Region + local Municipalities</b></p>
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<p><b>Provide support for business retention and expansion of primary agriculture production within York Region</b></p>	<p><b><u>COMPLETE</u></b></p> <p><b>5.2.</b> Conduct a study and develop a long-term sustainability strategy for the Holland Marsh through collaboration with stakeholders and partners (e.g. Simcoe County, Lake Simcoe Regional Conservation Authority, Holland Marsh Growers' Association, OMAFRA, etc.) <b>MEDIUM - Partner</b></p> <p><b><u>UNDERWAY</u></b></p> <p><b>5.3.</b> Work with industry and government agencies to support the employment of seasonal and foreign agricultural workers, with respect to working conditions, accommodations, cultural services and accessibility to workers. <b>ONGOING</b></p> <p><b>5.6</b> Continue support to improve broadband connectivity across the Region through the Region's Broadband Strategy; particularly in rural and agricultural areas to help businesses develop and grow. <b>ONGOING - York Region + local Municipalities</b></p> <p><b>5.7</b> Develop template and prepare annual report card to record and evaluate achievements. <b>ONGOING - York Region + Municipalities</b></p> <p><b><u>PLANNED</u></b></p> <p><b>5.1</b> Conduct Business Retention and Expansion studies (led by OMAFRA) to assess and evaluate the needs and opportunities in each lower-tier municipality with a focus on agri-food related services and businesses - <b>MEDIUM - York Region + Municipalities: NEW</b></p> <p><b>5.5</b> Explore opportunities to increase the production of world crops within York Region. <b>MEDIUM: York Region + Municipalities:</b></p> <p><b><u>NEW</u></b></p> <p><b>5.4.</b> Undertake an equine industry study and consultation to identify barriers and opportunities for growing the <b>Region's</b> equine industry including research on successes in other regions (e.g. Greater Toronto Area, Caledon, Halton Hills, etc.). <b>MEDIUM - local municipalities</b></p> <p><b>5.8</b> Conduct a five-year review of York Region's Agriculture and Agri-Food Sector Strategy. <b>LONG - York Region, Municipalities</b></p>
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**From:** Van Dusen, Regina on behalf of Regional Clerk  
**Sent:** Monday, June 29, 2020 12:28 PM  
**Subject:** Regional Council Decision - Growth and Development Review 2019  
**Attachments:** Growth and Development Review 2019.pdf

**CAUTION:** This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.

On June 25, 2020 Regional Council made the following decision:

1. The Growth and Development Review 2019 be circulated by the Regional Clerk to the local municipalities for information.

The original staff report is attached for your information.

Please contact Paul Bottomley, Manager, Policy, Research and Forecasting at 1-877-464-9675 ext. 71530 if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Office of the Regional Clerk, Corporate Services

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The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1  
1-877-464-9675 ext. 71300 | [christopher.raynor@york.ca](mailto:christopher.raynor@york.ca) | [york.ca](http://york.ca)

Our Mission: **Working together to serve our thriving communities – today and tomorrow**

# The Regional Municipality of York

Committee of the Whole  
Planning and Economic Development  
June 11, 2020

Report of the Commissioner of Corporate Services and Chief Planner

## Growth and Development Review 2019

### 1. Recommendations

The Growth and Development Review 2019 be circulated by the Regional Clerk to the local municipalities for information.

### 2. Summary

The Growth and Development Review 2019 provides Council with key development and population indicators in York Region and reports on the competitiveness of York Region's economy within the Greater Toronto and Hamilton Area (GTHA), the Province and Canada. Information in this report and attachment was prepared before the full impact of the COVID-19 pandemic.

Key Points:

- In 2019, York Region continued to demonstrate growth in population, employment, construction value and the housing market:
  - York Region's population grew by 11,100 or 1.0% and employment grew by 13,650 jobs or 2.1%
  - Total construction value for Industrial, Commercial and Institutional (ICI) building permits increased by 26% over 2018 values to \$1.25 billion
  - The Region's 2019 unemployment rate of 4.4% was the lowest on record and lowest in the GTHA
  - Residential building permits were issued for 4,669 dwelling units in 2019, representing a 41% decrease from 2018
  - Housing completions in York Region decreased in 2019 by 48.3% to 5,294 compared to 10,230 in 2018, however 9,613 units are currently under construction
- The COVID-19 virus led to a broad shutdown of economic activity in early 2020 that is virtually without precedence. The impact on York Region's economy in 2020 will likely be significant. The impact of COVID-19 on the statistics provided in this report are hard to predict, as it depends on how fast recovery will occur once the economy returns to a more normal state



- Sectors of the economy hardest hit in 2020 will be in retail, transportation services, food and accommodation services, recreation and cultural services which represent approximately 24% of all businesses in York Region. A fulsome economic impact of COVID-19 will be presented to Council at a later date

### 3. Background

#### **Annual Growth and Development Review report provides a broad perspective on important economic indicators**

Since 1995, York Region has published a Growth and Development Review report each year. The report highlights key economic indicators which illustrate general trends in the economy.

The 2019 report includes information on:

- Economic growth
- Population growth
- Residential market and building activity
- Industrial, Commercial and Institutional market and building activity, and
- Overall construction value

Data for this review is sourced from Statistics Canada, Canada Mortgage and Housing Corporation, Toronto Regional Real Estate Board (TRREB) and private firms which publish documents summarizing key trends within the GTHA and beyond. A thorough understanding of this information provides background for effective policy development, York Region Official Plan monitoring, Municipal Comprehensive Review (MCR) and economic strategy initiatives.

### 4. Analysis

#### **COVID-19 has led to a broad shut down of economic activity**

Globally, COVID-19 has led to a broad shutdown of economic activity that is virtually without precedence as businesses temporarily close down, workers stay home and travel bans have been put in place. The length of the downturn in economic growth depends on how quickly health authorities can manage the spread of COVID-19 and how long the shutdown of consumer and business activities continues.

Prior to COVID-19 impacting economic growth in early 2020, signs of a slowing economy were appearing between 2018 and 2019. The U.S. economy saw a decline from 2.9% in 2018 to 2.3% in 2019, while the Canadian economy decreased from 2.1% to 1.6% and Ontario decreased from 2.2% to 1.6%. According to the International Monetary Fund (IMF), the Global, U.S. and Canadian economies are forecast to decline significantly in 2020 due to

the COVID-19 pandemic by -3.0%, -5.9% and -6.2% respectively. Current forecasts estimate a recovery in 2021 with a fairly strong level of growth as highlighted in Table 1 below. Again, this depends on how quickly the spread of COVID-19 can be controlled and how fast the economy can rebound.

**Table 1**  
**Economic Growth (GDP)**

	Ontario	Canada	U.S.	Global
	(% change of GDP)			
2018	2.2	2.1	2.9	3.7
2019	1.6	1.6	2.3	2.9
2020	-7.1	-6.2	-5.9	-3.0
2021	7.0	4.2	4.7	5.8

Source: World Economic Outlook (April 2020): International Monetary Fund and TD Provincial Outlook (April 2020)

### **Canada, Ontario and York Region recorded strong job growth in 2019**

The Canadian economy created a record number of jobs in 2019, increasing by over 320,000 to approximately 19.1 million. The majority of new jobs were created in Ontario, where 235,000 jobs were created for a total of 7.5 million. York Region's economy also continued to create jobs, with total employment increasing steadily by approximately 3% annually over the past five years. As reported in the [York Region Employment and Industry](#) report to Council on February 6, 2020, from 2018 to 2019 there were approximately 13,800 jobs added for an estimated total of 654,650 jobs in York Region. These new jobs and the strong economy in 2019 resulted in the lowest unemployment rate on record for York Region at 4.4%, which is down from 4.8% in 2018.

Prior to the current economic downturn, York Region's employment activity rate continued to increase, exceeding the Regional Official Plan target. The activity rate is the ratio of total employment to total population which is different from the live work ratio that measures the percentage of York Region's labour force that both live and work in the Region, as reported in the York Region Official Plan Monitoring Report. York Region's activity rate has been increasing since 2010, and at the end of 2019 was 54.4%.

### **Canada, Ontario and York Region economies will be severely impacted by COVID-19 in 2020**

The broad shutdown of global economic activity has dramatically impacted Canadian, Ontario and York Region economies. Canada lost over one million jobs in March alone, the largest monthly employment decline ever, with Ontario's share being a 403,000 job decline. Especially hard hit sectors of the economy include retail, transportation services, food and accommodation services, and recreation and cultural services. In York Region, these industries alone represent approximately 24% of all businesses and 125,000 jobs, based on

data from the 2019 York Region Employment Survey. Although a level of uncertainty remains, the economic impact is considered to be temporary, as consumer spending is expected to rebound in 2021 when the economy is anticipated to return to a more normal state.

There is significant uncertainty among economic forecasts given the unprecedented nature of this pandemic. All five major Canadian banks predict economic growth will resume in late 2020 following a historically steep downturn with Canada's Growth Domestic Product (GDP) to shrink between 10% and 28% in the first half of the current year, and an expectation most of these losses will be made up in the second half of the year. GDP forecasts for 2020 range from -1.0% to -6.2%.

TD Economics predicts the Ontario economy will decline by 7.1% in 2020 and that the economy and employment will slowly open up during the second half of 2020 as measures to stop the spread of COVID-19 are eased, with 2021 GDP growth rebounding to 6.0%. Ontario is expected to fare better than other parts of Canada, as large segments of the population (Toronto and Ottawa) work in the professional and business service sectors where ability to work remotely are more common.

TD Economics Ontario forecast calls for an increase in the unemployment rate in 2020 to 7.3%, from a level of 5.6% in 2019. York Region's unemployment rate for 2019 was a record low of 4.4% according to Statistics Canada labour force data. However, this rate could increase to a range of 5.7%-6.0% in 2020, assuming a similar rate increase as the TD Economics Ontario forecast.

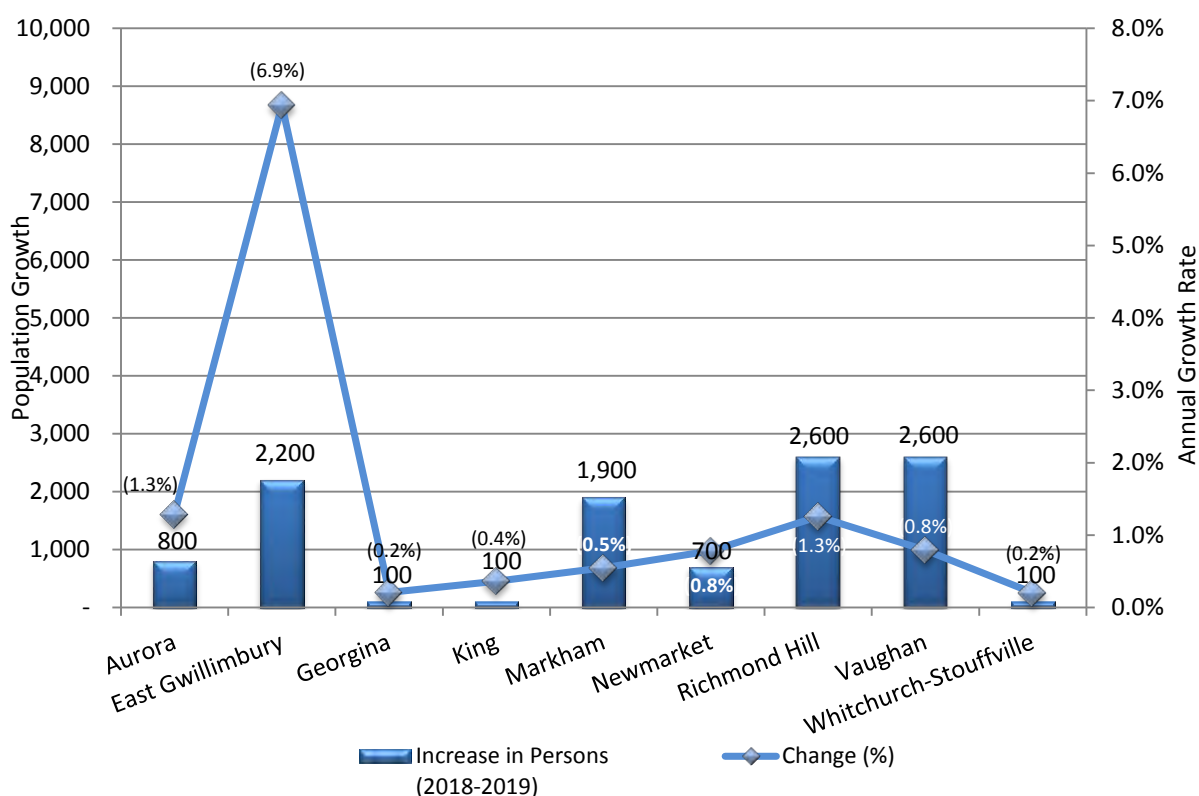
### **York Region's population grew by 11,100 in 2019, accounting for 8.5% of GTHA growth**

It is estimated that York Region's population grew by 11,100 (1.0%) in 2019 to 1,202,500 people. This compares to a growth rate of 2.0% or 22,800 people in 2018.

The provincial Growth Plan includes a forecasted population target of 1,790,000 in 2041 (mid-year) for York Region. The Region was below forecast for 2019 by approximately 80,000 people. Annual growth of 26,900 is required to reach the 2041 Growth Plan forecast.

All municipalities within York Region experienced growth in 2019 with Vaughan and Richmond Hill recording the greatest increases in population of approximately 2,600 (Figure 1). East Gwillimbury experienced the highest rate of growth in York Region for 2019 at 6.9% or 2,200 people.

**Figure 1**  
**York Region 2019 Population Increase and Percentage**  
**Rate of Growth by Local Municipality**



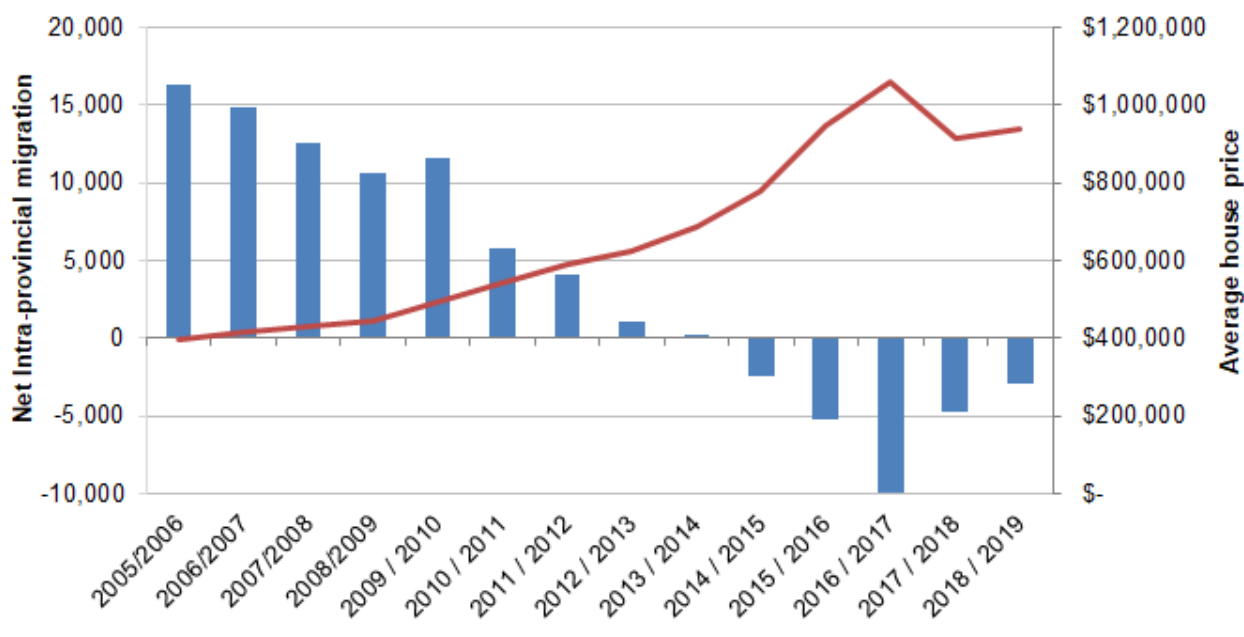
York Region's growth of 11,100 people represents an 8.5% share of GTHA growth in 2019, a significant decrease from its 2018 share of 15.8%. The share of population growth for all 905 areas increased over the previous year, with the exception of York Region, while the City of Toronto's strong population growth continued with a share of 34.8%.

### **Housing costs are a contributing factor to the lower annual population growth in York Region**

York Region's annual population growth has been slowing during the past 5 years, to an average annual growth of 15,500 people. This compares to the previous 5 year period where average annual growth was higher at 18,500 (between 2009 and 2014). There are many factors contributing to the slower pace of growth including timing of delivery of infrastructure and planning exercises for large secondary plan areas, housing affordability, among others. Statistics Canada data on net intra-provincial migration flows, which measures the difference between the number of Ontario residents moving in and out of a municipality, illustrate York Region recorded a net loss of intra-provincial migrants over the last 5 years. Levels of net immigration, net inter-provincial migration and net non-permanent residents have remained relatively consistent over this time period. Further analysis shows a correlation between the net loss of intra-provincial migration in York Region and the increase in average cost of housing, as depicted in Figure 2. Additional information on York Region housing affordability

is contained in the 2019 Measuring and Monitoring Affordable Housing in York Region report also being considered at this Committee of the Whole meeting.

**Figure 2**  
**2005 to 2019 - Net Intra-provincial Migration and**  
**Average Annual House Prices in York Region**



Source: York Region Planning and Economic Development Branch and Statistics Canada

### **Average housing prices for all resale units in York Region increased in 2019 by 2.3%**

The residential resale housing market continued to grow in York Region in 2019 with 14,324 resale units sold, an increase of 20% from 2018. In York Region, the average cost of a resale residential unit (all dwelling types) in 2019 was \$937,546, a 2.3% increase (Table 2), while a resale single detached unit decreased by 0.3% to \$1,120,297 compared to \$1,123,734 in 2018. Apartment condominiums recorded the strongest increase in average price at 7.4% year over year.

Average housing prices across the Greater Toronto Area (GTA) increased in 2019 by 3.8% to \$819,300. York Region's average resale housing price (all dwelling types) was 14.4% higher than the GTA average in 2019 at \$937,546.

Resale housing prices and sales for the first two months of 2020 had a healthy increase compared to the previous year, with the average price of \$991,066 and 2,030 sales recorded to February 2020, compared to an average of \$896,817 and 1,383 sales during the first two months of 2019. However, with recent events related to COVID-19, it is anticipated the housing market will show signs of weakness for the remainder of 2020. Recent TRREB data

for the first 17 days of April 2020 indicate housing sales in the GTA were down by 69% compared to the same time last year due to the COVID-19 virus.

**Table 2**  
**Total Number of Housing Resales and Average Housing Price in York Region, 2018 and 2019 (all dwelling types)**

	Housing Resales			Average Housing Price		
	2018	2019	Change (%)	2018	2019	Change (%)
Aurora	865	962	11.2%	\$901,242	\$905,872	0.5%
East Gwillimbury	458	586	27.9%	\$806,250	\$799,426	-0.8%
Georgina	666	809	21.5%	\$562,010	\$568,143	1.1%
King	287	315	9.8%	\$1,415,899	\$1,380,466	-2.5%
Markham	3,045	3,658	20.1%	\$913,500	\$949,536	3.9%
Newmarket	1,129	1,355	20.0%	\$755,473	\$777,589	2.9%
Richmond Hill	2,006	2,614	30.3%	\$1,002,417	\$1,039,433	3.7%
Vaughan	2,916	3,324	14.0%	\$977,650	\$993,787	1.7%
Whitchurch-Stouffville	568	701	23.4%	\$909,664	\$923,762	1.5%
<b>York Region Total</b>	<b>11,940</b>	<b>14,324</b>	<b>20.0%</b>	<b>\$916,449</b>	<b>\$937,546</b>	<b>2.3%</b>

Source: Toronto Regional Real Estate Board, Market Watch, 2019

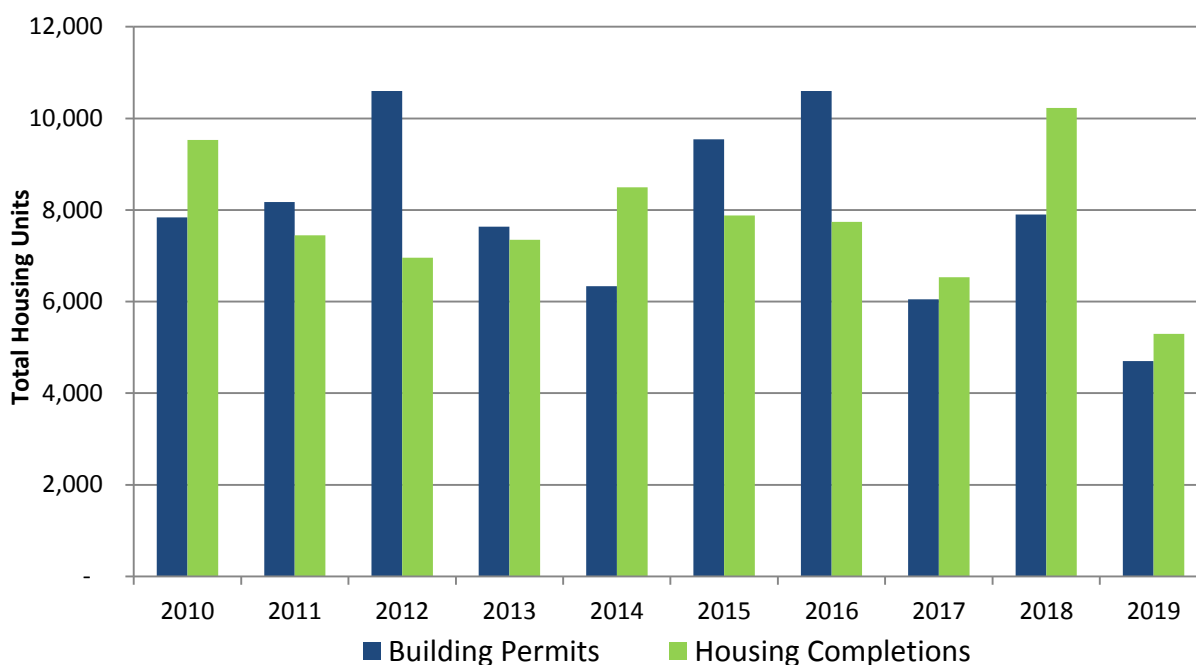
### Lower residential building permits were recorded in 2019

Trends in new housing activity can be assessed by looking at building permit activity and housing completions. Building permits show construction underway (or soon to be underway), while housing completions provide a record of units recently occupied, or ready to be occupied.

Across the GTHA, total building permits issued decreased by 20.2% in 2019. The decrease in 2019 was represented across all the GTHA municipalities, but was most significant in Durham and York Region, where the annual growth rates decreased by 43.5% and 40.9% respectively. In York Region, residential building permits were issued for 4,669 dwelling units in 2019, representing a 41% decrease from the 2018 total of 7,902 units (Figure 3). During the first three months of 2020, a total of 820 building permits for new residential units have been issued in the Region.

Housing completions in the Region decreased in 2019 by 48.3% to 5,294 (Figure 3) from the 2018 number of 10,230. York Region continues to be the third largest contributor to GTHA development activity accounting for a 12% share of 2019 GTHA residential building permit activity.

**Figure 3**  
**York Region Residential Building Permits and Housing Completions**  
**2010 - 2019**



Source: Local Municipal Building Reports and Canada Mortgage and Housing Corporation

### **Residential development activity decreased in 2019, however the Region has a healthy housing supply**

York Region Council recently approved three Secondary Plans located in the Cities of Markham and Vaughan. In Markham, Berczy Glen is planned for 13,200 people and 4,200 residential units, and Robinson Glen is planned for 14,000 residents and 4,800 units. In Vaughan, Block 27 is planned for an ultimate build out of 33,200 residents and 2,300 jobs. These recent approvals will result in plans of subdivision and site plan applications over the coming years.

York Region also received one new Block Plan for Block 34 East and two new Block Plan Terms of Reference for Block 55 West (Copper Creek) and Block 60 West in the City of Vaughan. The Region has a healthy residential housing supply. As of mid-year 2019, approximately 45,000 units are within registered unbuilt and draft approved plans of subdivision and an additional 57,000 units are proposed by development applications under review. In addition, further secondary plans are being prepared that will contribute to growth and development in 2020 and beyond.

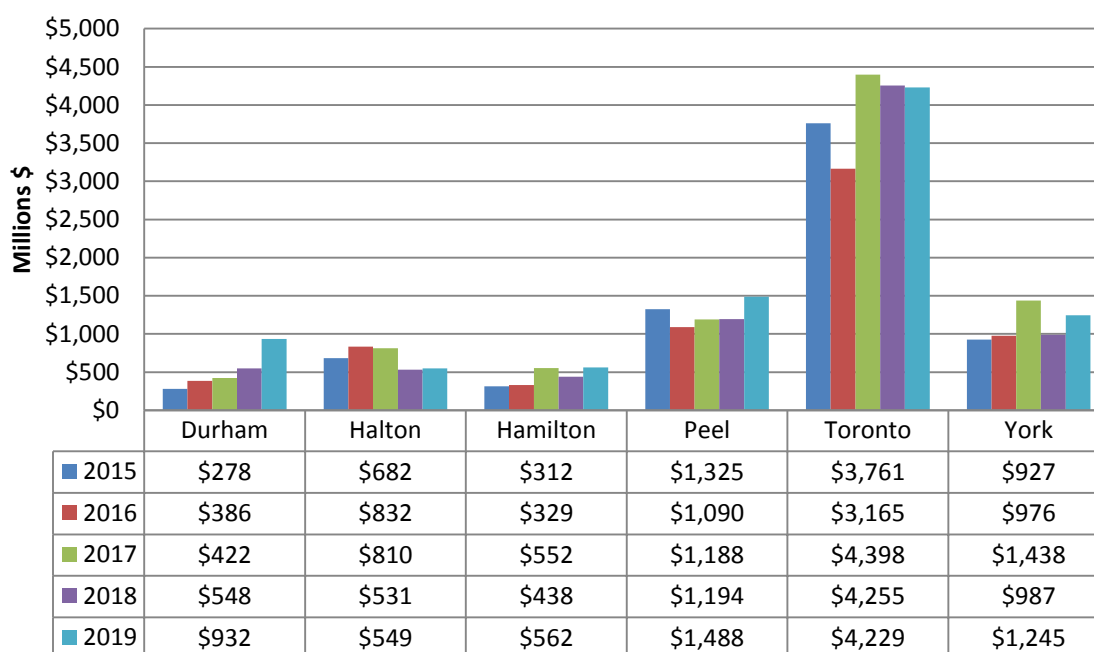
## Industrial and commercial construction values increased by 47% over last year and total Industrial, Commercial and Institutional construction value is higher than the ten year average

The total Industrial, Commercial, Institutional (ICI) construction value for 2019 was \$1,245 million, 26.1% above the 2018 value (Figure 4). Both industrial and institutional construction values in York Region increased over 2018 figures. The 2019 annual ICI value is above the average ICI value of the last five years and higher than the ten year average ICI value (\$1,036.4M). Current increases in ICI values were observed across all GTHA municipalities. Within York Region, Vaughan's share of ICI construction accounted for over 53% of the total value in 2019.

Notable ICI projects for which building permits were issued in 2019 contributing to the strong overall ICI permit values include a \$61 million nursing home development in Aurora, two permits in Markham for warehouse/storage facilities and a \$30 million hotel in Markham.

Within the GTHA, York Region accounted for just over 12% of the total ICI construction values for 2019 (Figure 4). Overall, the GTHA recorded a 10.3% increase in the value of ICI construction from 2018. All municipalities across the GTHA excluding Toronto recorded increases in total ICI construction, with Durham Region experiencing the largest increase at 70%. Toronto ICI values decreased slightly from 2018 levels by approximately 1% from \$4.25B.

**Figure 4**  
**GTHA Industrial, Commercial and Institutional**  
**Construction Values 2015 - 2019**



Source: Local Municipal Building Reports and Statistics Canada

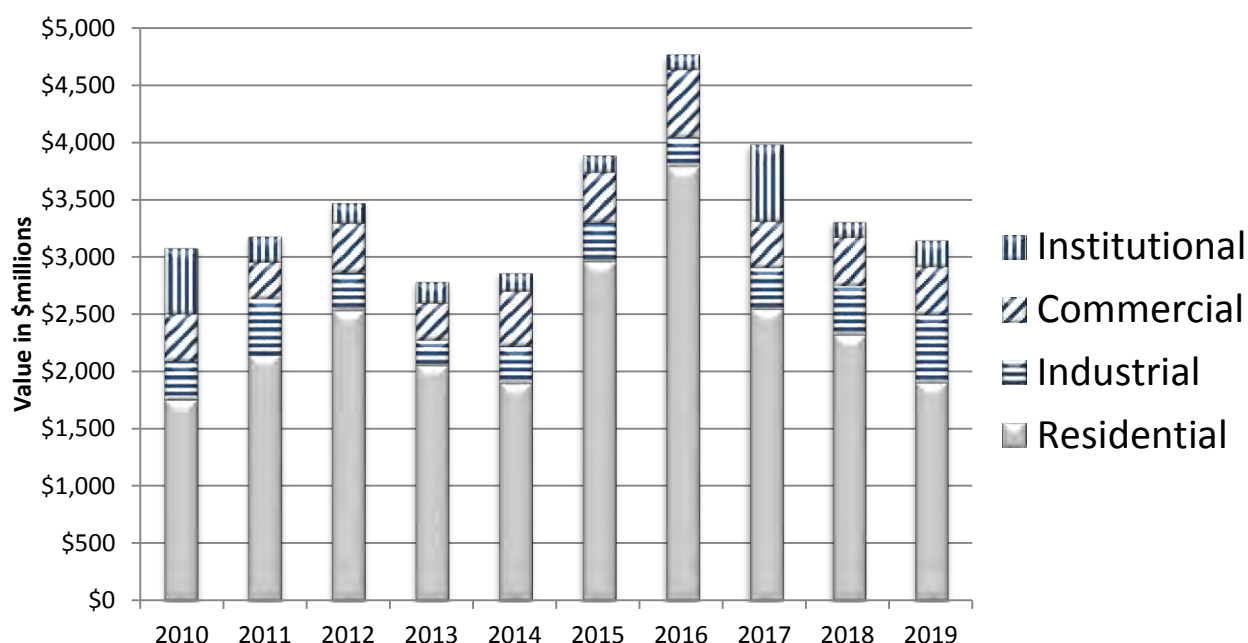


As investment in new ICI development has occurred, so have employment opportunities within the Region. York Region recorded employment growth of 2.2% in 2019 compared to 2.5% provincially and 2.2% nationally. Over the past five years, York Region has grown at an average annual rate of 2.9%, outperforming growth rates in the national (1.3%), provincial (1.6%) and GTA (2.6%) economies.

### **2019 total estimated value of construction of \$3.15 billion is the seventh highest value on record for York Region**

The total estimated value of construction in 2019 was approximately \$3.15 billion, compared to \$3.31 billion recorded in 2018, a decrease of 4.8%, but still the seventh highest value on record for York Region (Figure 5). Total construction value, including residential and non-residential values, is important as it is correlated with the new development component of tax assessment growth over subsequent years.

**Figure 5**  
**York Region Construction Value by Type 2010 - 2019**



Source: Local Municipal Building Reports and Statistics Canada

### **York Region's economic activity and population growth continues to be a significant contributor to the provincial and national economies**

York Region ranked 7<sup>th</sup> in 2019 for total value of ICI construction across Canada. Within the GTHA, York Region ranked 3<sup>rd</sup> for the value of ICI construction behind Toronto and Peel, the same position as in 2018.

York Region continues to be one of Canada's faster growing municipalities for both population and employment. During 2019, employment in York Region grew by 2.2%. The population growth rate for the Region was lower at 1.0% compared to 1.7% for the entire Province. The Growth Plan forecasts indicate York Region is anticipated to accommodate the largest absolute amount of population and employment growth in all of Ontario between 2016 and 2041. As reported to Council in a memorandum in [February 2020](#), the Province is expected to release a revised Growth Plan Schedule 3 (population and employment forecasts) by summer 2020.

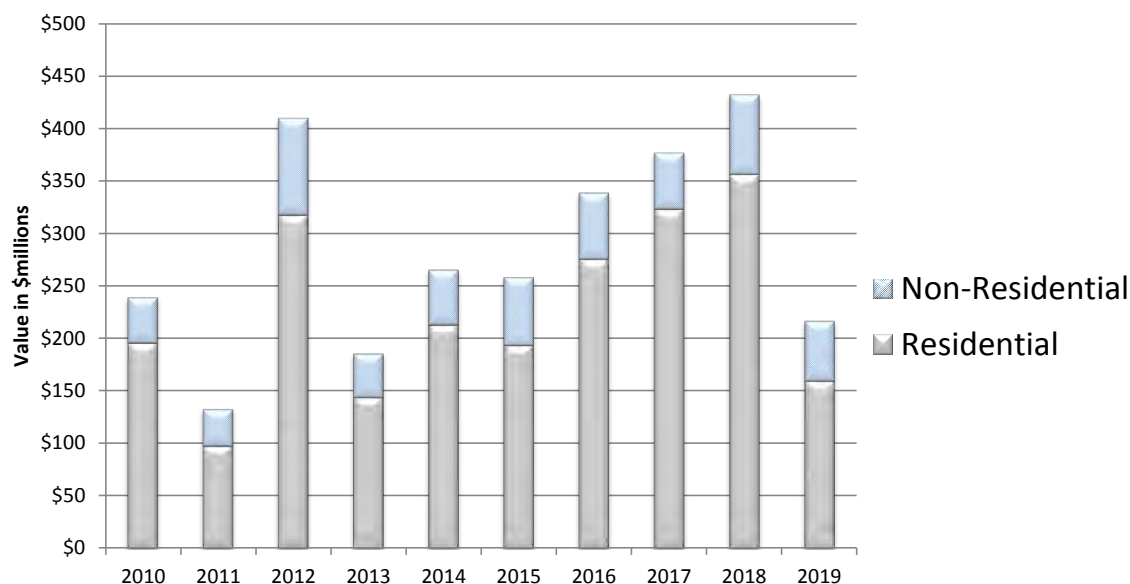
COVID-19 is having a dramatic impact on the global economy. The repercussions on York Region's economy in 2020 will be significant and staff will continue to monitor the resulting impacts and will be reporting back to Council later in the year.

## 5. Financial

Development Charges (DCs) are a major source of funding for the Region's Capital Plan. Regional DCs are collected when a building permit is issued and in many cases when a plan of subdivision is registered. The total Regional DCs for 2019 (\$216.7 million) was expectedly lower than the 2018 DC collections (\$431.9 million) due to the impact of the 2018 Development Charge Bylaw Amendment (Figure 6).

**Figure 6**

### York Region Development Charges Collected 2010 - 2019



The COVID-19 pandemic will likely impact the Region's growth and development resulting in lower development charges collections in 2020 than forecasted in the 2020 budget. The economic indicators presented in this report will assist Council to effectively monitor, evaluate and respond to variations in the Region's economic landscape.

## 6. Local Impact

Regional economic indicators are important for evaluating economic trends across the Region. The Growth and Development Review 2019 report provides local municipal economic development and planning officials with a summary of York Region's economy. The information is used as a basis for informing decision making, devising strategies, and attracting new businesses to the Region.

## 7. Conclusion

In 2019, York Region continued to demonstrate growth in population, employment, construction value and the housing market. York Region continues to be a significant contributor to the provincial and national economies, ranking within the top ten municipalities related to:

- The Region's contribution to Canada's total population
- Number of residential building permits issued
- Value of new industrial, commercial and institutional construction
- Value of total construction (ICI and residential combined)

COVID-19 and social distancing provisions are having a dramatic impact on the global economy. The impact on York Region's economy in 2020 will be severe and it is anticipated that there will be a slow, phased approach to getting people back to work and normal routine, based on the advice of public health and safety professionals.

The Growth and Development Review 2019 report monitors and reports on key performance measures and highlights York Region as a destination to live, work and play.

The attached Growth and Development Review 2019 report will be posted on the Region's website for use by municipalities and agencies, local chambers of commerce and boards of trade and the public.

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For more information on this report, please contact Paul Bottomley, Manager, Policy, Research and Forecasting at 1-877-464-9675 ext. 71530. Accessible formats or communication supports are available upon request.

Recommended by:

**Paul Freeman, MCIP, RPP**  
Chief Planner

**Dino Basso**  
Commissioner of Corporate Services

Approved for Submission:

**Bruce Macgregor**  
Chief Administrative Officer

May 29, 2020  
Attachment (1)  
10782839

# 2019 **GROWTH** AND **DEVELOPMENT** REVIEW

JUNE 2020



# TABLE OF CONTENTS

<b>2019 HIGHLIGHTS</b>	<b>3</b>
<b>ECONOMIC OUTLOOK</b>	<b>7</b>
Global Economic Growth will be impacted by COVID-19 in 2020	8
Economic Activity in Ontario, The Toronto CMA and York Region	10
York Region's Economy Continues to create Jobs	12
<b>POPULATION GROWTH</b>	<b>13</b>
York Region's Population Continues to Rise with 1.0% Growth in 2019	14
Migration to Ontario, the GGH, the GTA and York Region	15
York Region's Contribution to GTHA Growth is Significant	17
York Region is one of the Largest Municipalities in Canada	18
Population and Employment Forecasts	19
<b>RESIDENTIAL MARKET AND BUILDING ACTIVITY</b>	<b>20</b>
Residential Property Market activity in 2019	21
Residential Building Permits in 2019	23
York Region Continues to Contribute Significantly to Residential Permit Activity in the GTHA	25
York Region one of the Largest Issuers of Residential Building Permits in Canada	26
Residential Completions for 2019	26
Total Housing Supply	28
<b>INDUSTRIAL, COMMERCIAL AND INSTITUTIONAL MARKET AND BUILDING ACTIVITIES</b>	<b>29</b>
Industrial and Commercial Property Market	30
Institutional, Commercial and Industrial Building Activity in York Region in 2019	31
GTHA Construction	33
<b>OVERALL CONSTRUCTION VALUE AND DEVELOPMENT CHARGES</b>	<b>34</b>
Total Construction Value	35
Construction Activity - National Comparisons	37
<b>CONCLUSION</b>	<b>38</b>

# YORK REGION'S ECONOMY CONTINUES TO CREATE JOBS

## 2019 HIGHLIGHTS EMPLOYMENT & ECONOMY

The broad shutdown of global economic activity has dramatically impacted the Canadian, Ontario and York Region economies.

Canada lost over one million jobs in March alone, the largest monthly employment decline ever, with Ontario's share a 403,000 job decline.

Especially hard hit sectors of the economy include transportation services, food and accommodation services, and recreation and cultural services. In York Region, these industries alone represent approximately 24% of all businesses and 125,000 jobs, based on data from the 2019 York Region Employment Survey.

Although a level of uncertainty remains, the economic impact is considered to be temporary, as consumer spending is expected to rebound in 2021 when the economy is anticipated to return to a more normal state.

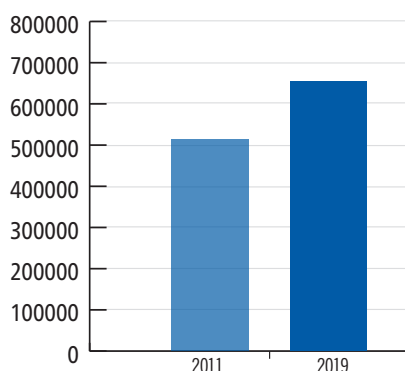
Prior to the coronavirus impacting economic growth in early 2020, signs of a slowing economy were appearing between 2018 and 2019.

The U.S. economy saw a decline from 2.9% in 2018 to 2.3% in 2019, while the Canadian economy decreased from 2.1% to 1.6% and Ontario decreased from 2.2% to 1.6%.

### YORK REGION TOTAL EMPLOYMENT

**513,800**  
Jobs in 2011

**654,650**  
Jobs in 2019



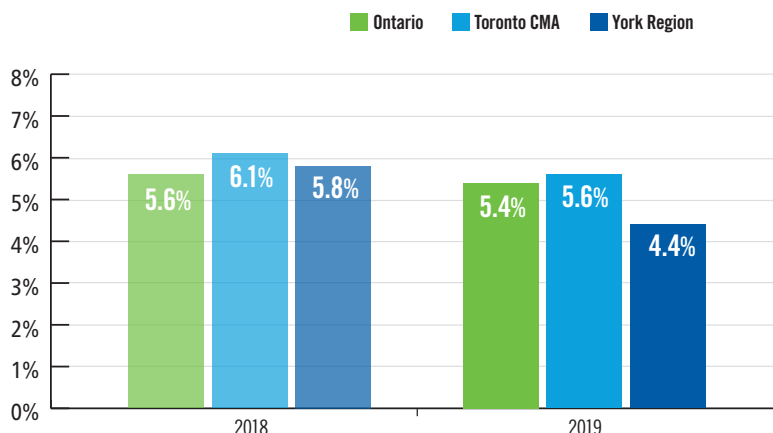
### TOTAL EMPLOYMENT YORK REGION 2011 & 2019

From 2018 to 2019 there were 13,650 jobs added for a total of 654,650 jobs in the Region. In 2011, there were 513,800 jobs in the Region.

### UNEMPLOYMENT RATES

#### ONTARIO, TORONTO CMA AND YORK REGION 2018 & 2019

York Region's unemployment rate was 4.4% at year-end 2019, better than the Toronto CMA and Ontario rates.





# 2019 HIGHLIGHTS

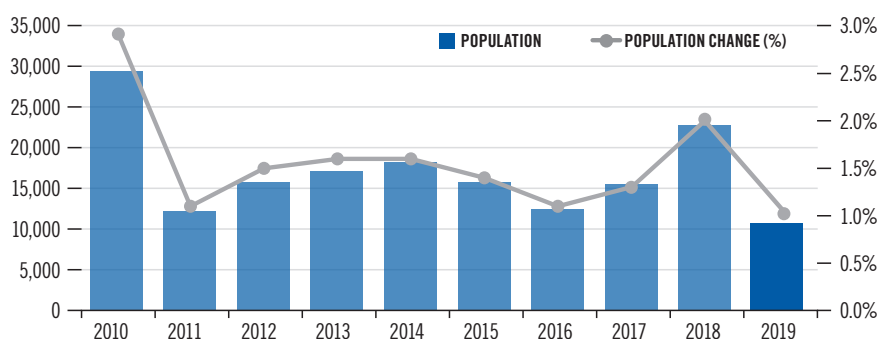
## POPULATION GROWTH

### YORK REGION WAS THE SIXTH LARGEST MUNICIPALITY IN CANADA BY YEAR-END

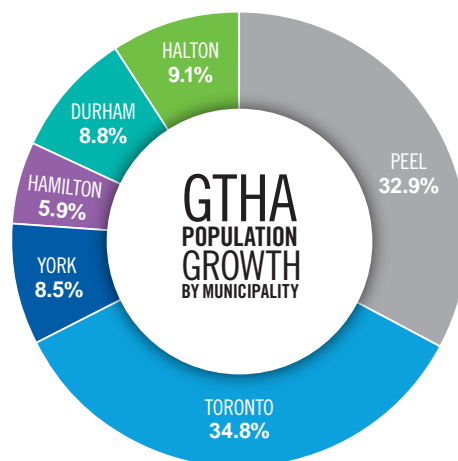
#### POPULATION GROWTH

YORK REGION ANNUAL - 2010 to 2019

The Region's population increased by approximately 11,100 persons in 2019 to a total population of 1,202,500.

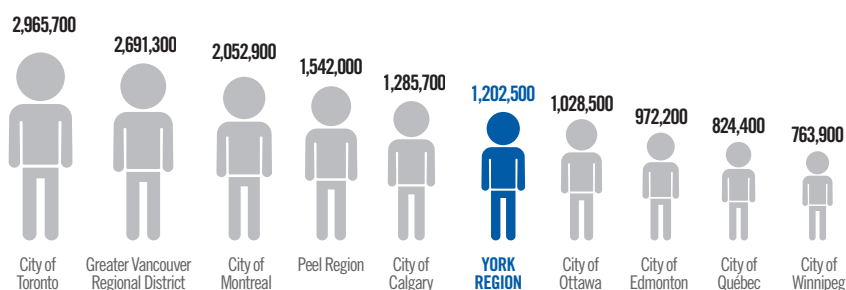


In 2019 York Region's share of the GTHA's population growth was 8.5%.



#### CANADA'S LARGEST MUNICIPALITIES

BY POPULATION AS OF YEAR-END 2019





# 2019 HIGHLIGHTS

## DEVELOPMENT

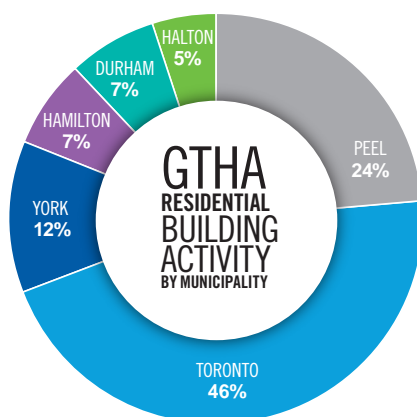
### YORK REGION CONTINUES TO BE A STRONG CONTRIBUTOR TO GTHA DEVELOPMENT ACTIVITY



AVERAGE HOUSING PRICES  
FOR ALL RESALE UNITS IN  
YORK REGION ROSE 2.3% TO

# \$937,546

York Region  
accounted for  
12% of GTHA  
development  
activity



A total of 4,669 new residential building permits were issued in York Region in 2019, representing a 41% decrease from the 2018 permit total of 7,902.

Across the GTHA, residential building permits totaled 40,541, a decrease of 20.2%.

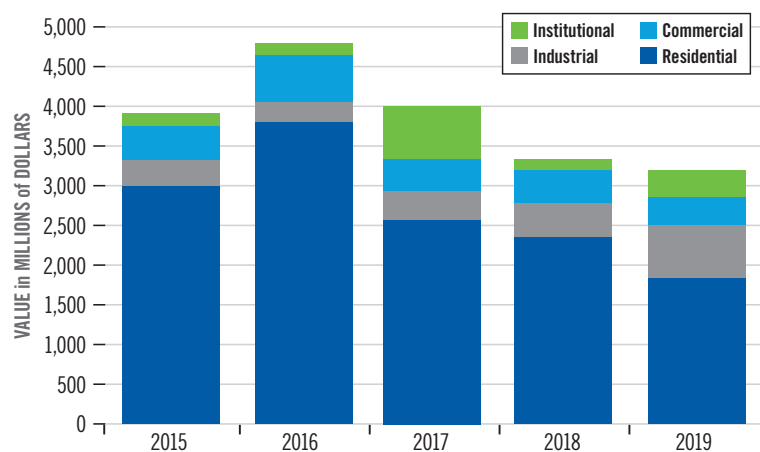
York Region's intensification share within the built up area has averaged 52% over the last 10 years, and was 75% in 2019.

Total industrial, commercial and institutional construction values increased by 26% in 2019, and is higher than the ten year average level of \$1.04B. Both industrial and institutional construction values increased over 2018 figures.

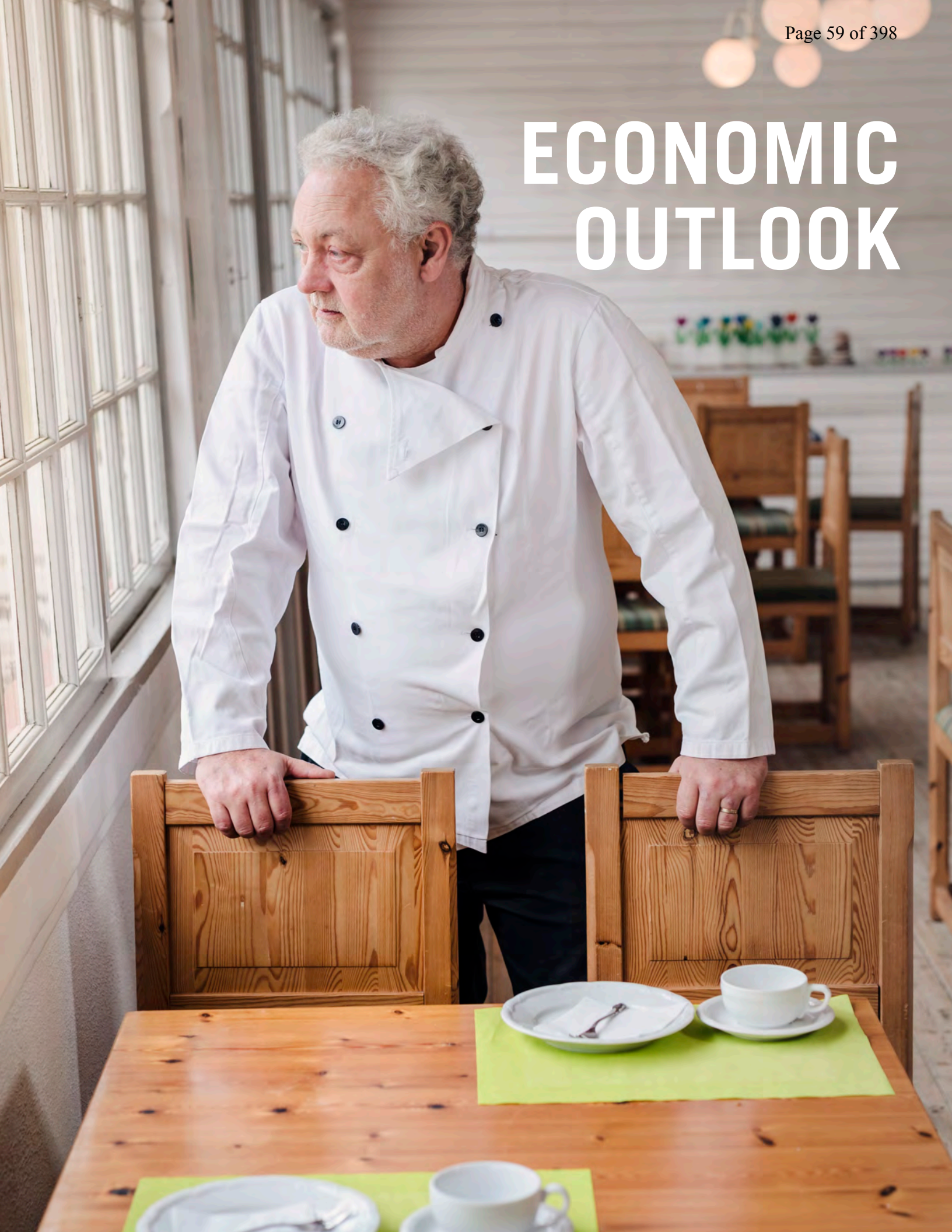
York Region continues to be a significant contributor to the provincial and national economies ranking 6th in 2019 for total construction value among Canadian municipalities, with a value of \$3.15 billion.

### CONSTRUCTION VALUE

BY TYPE - 2015 to 2019



# ECONOMIC OUTLOOK





# ECONOMIC OUTLOOK

## KEY EXTERNAL FACTORS INFLUENCING GROWTH OF THE CANADIAN, ONTARIO, AND YORK REGION ECONOMIES

- U.S. economy (largest market for York Region businesses that export)
- Oil prices
- Value of the Canadian dollar

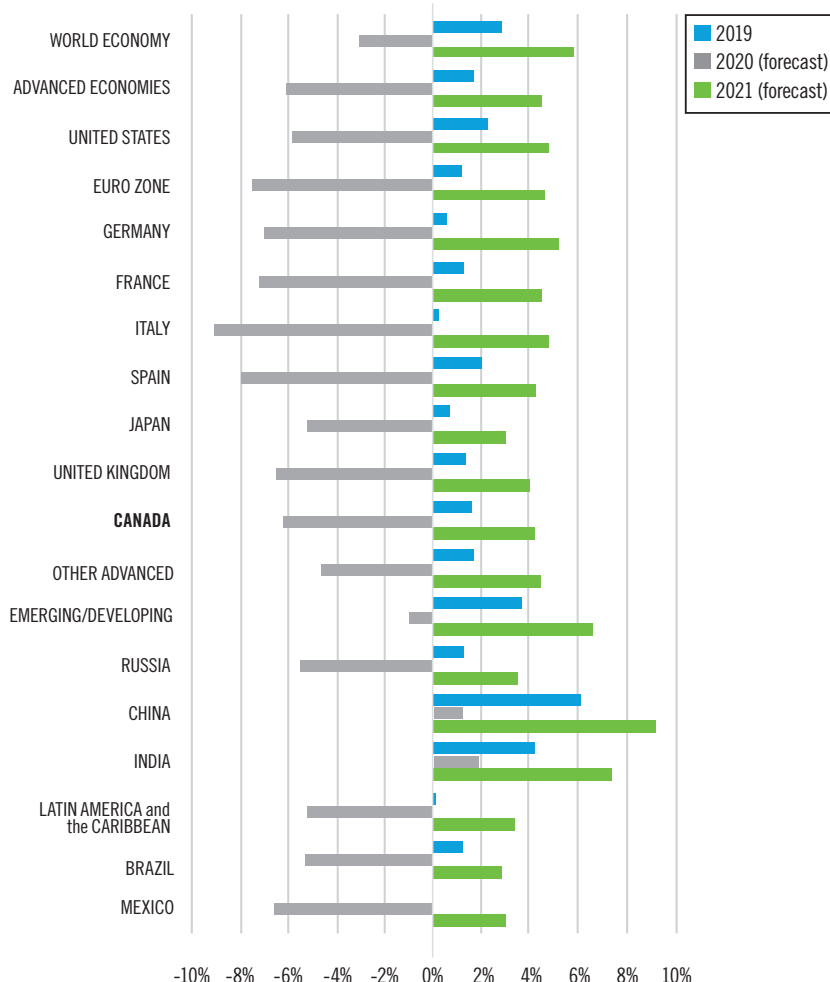
The U.S. federal reserve lowered interest rates in 2019 to 1.75%. Rates are anticipated to be reduced to historic lows in 2020 to provide assistance for the economic recovery from the coronavirus.

The Bank of Canada lowered interest rates to 1.75% in 2019 and to 0.75% in March 2020, with even further reductions anticipated in 2020.

## GLOBAL ECONOMIC GROWTH WILL BE IMPACTED BY COVID-19 IN 2020

- COVID-19 has led to a broad shutdown of economic activity that is virtually without precedence as businesses close down, workers stay home and travel bans are put in place
- The length of the downturn in economic growth depends on how quickly health authorities can manage the spread of COVID-19 and how long the shutdown of consumer and business activities continues
- Prior to the coronavirus impacting growth, the International Monetary Fund (IMF) had called for global growth to increase in 2020 and 2021 over 2019 levels. Now almost every country across the globe will experience a recession in 2020
- Canada recorded GDP growth of 1.6% in 2019, lower than the 2.1% recorded in 2018, but will likely decline by 6.2% in 2020 according to the IMF. Ontario is forecasting to decline by 7.1% according to TD Economics.

FIGURE 1.1: ECONOMIC GROWTH (GDP)



Source: World Economic Outlook (April 2020): International Monetary Fund and TD Provincial Outlook (April 2020)

# ECONOMIC OUTLOOK

## THERE IS A STRONG TRADE RELATIONSHIP BETWEEN CANADA AND THE U.S.

Regional businesses directly benefit from increased trade activity.

A lower Canadian dollar promotes exports with the U.S. but impacts the import of U.S. goods and services.

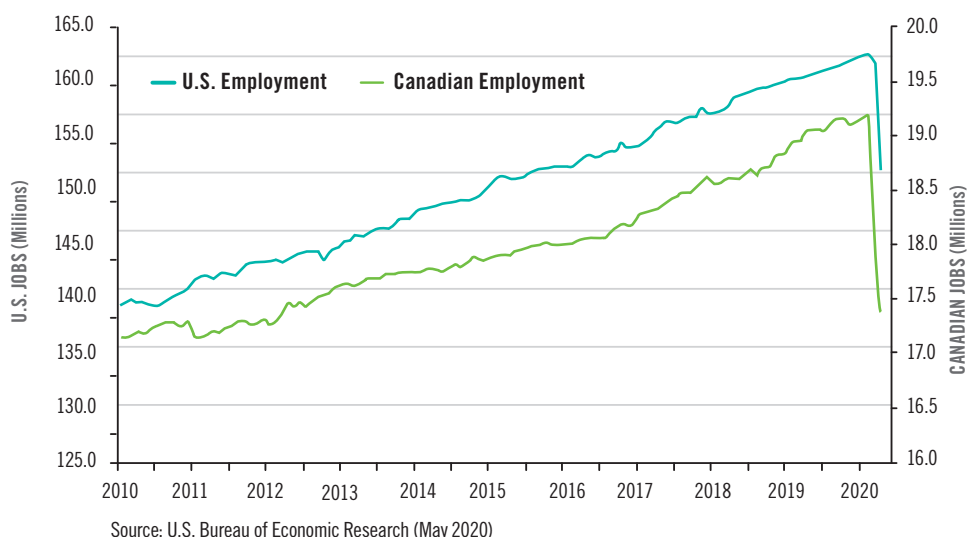
The USMCA deal should increase export prospects for Ontario and York Region businesses.

## HOME SALES REFLECT CONFIDENCE IN THE U.S. ECONOMY

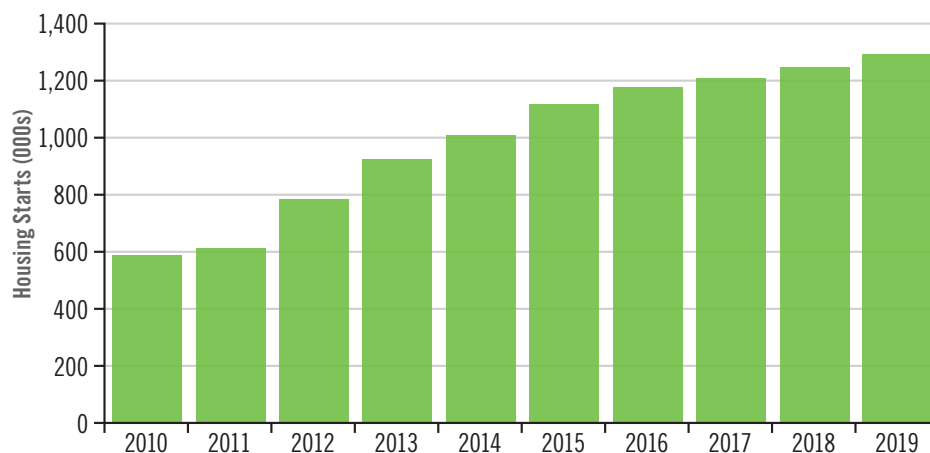
And can increase demand for Canadian goods such as raw building materials and manufactured products.

- U.S. job numbers increased to 161.9 million, adding over 2 million jobs in 2019, while Canadian jobs increased by 320,000 during 2019 to 19.1 million (Figure 1.2)
- The negative impact of COVID-19 on jobs and the overall economy in both the U.S. and Canada started in early 2020, where Canada recorded approximately 3 million lost jobs up to April and the U.S. recorded 15 million lost jobs

**FIGURE 1.2: U.S. JOB GROWTH TRENDS, 2010-2020**



**FIGURE 1.3: U.S. ANNUAL HOUSING STARTS, 2010-2019**



- U.S. housing starts recorded a 3.3% increase over 2018, to a total of 1.24 million in 2019

# ECONOMIC OUTLOOK

**OIL PRICES REMAINED STEADY IN 2019, BUT HAVE DECLINED IN EARLY 2020, DOWN TO BELOW \$20 PER BARREL.**

The price of oil at the end of 2019 was \$36.82 per barrel, compared to \$52.62 in 2017 and \$36.26 in December of 2016.

**FIGURE 1.4:** CRUDE OIL PRICES (U.S. DOLLARS PER BARREL) 2007-2020



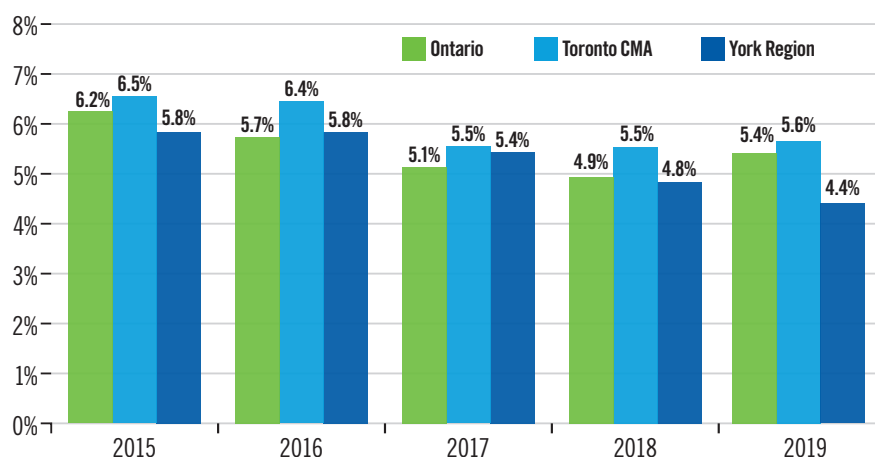
Source: U.S. Department of Energy

# ECONOMIC OUTLOOK

## ECONOMIC ACTIVITY IN ONTARIO, THE TORONTO CMA AND YORK REGION

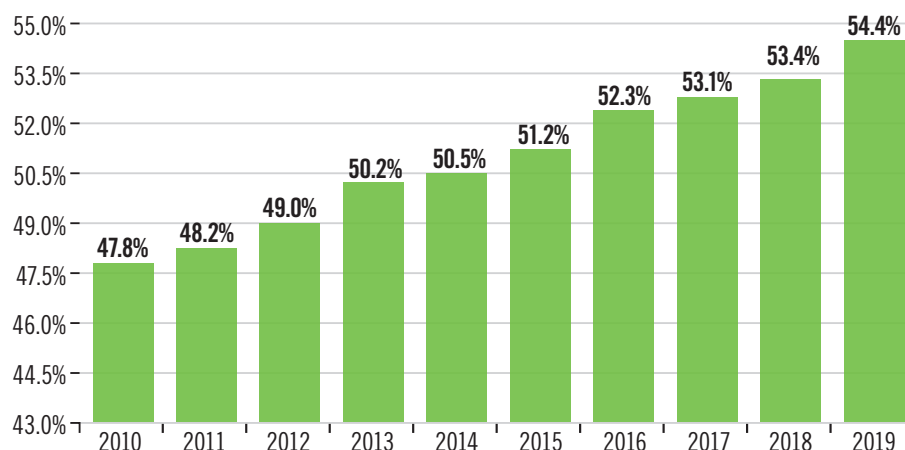
- The provincial unemployment rate decreased steadily from 6.4% in 2014 down to 4.6% in 2019
- The unemployment rate in the Toronto Census Metropolitan Area (CMA) also decreased from 7.3% in 2014 to 5.4% in 2019
- York Region's unemployment rate was 4.4% at year-end 2019, lower than both the Toronto CMA and Ontario rates
- Due to COVID-19, as of April 2020, the Toronto CMA unemployment rate increased to 7.9%, while Ontario and Canada's increased to 11.3% and 13% respectively

**FIGURE 1.5: ONTARIO, TORONTO CMA AND YORK REGION UNEMPLOYMENT RATES, 2015-2019**



Source: Statistics Canada Note: Based on unadjusted 3-month moving averages

**FIGURE 1.6: YORK REGION ACTIVITY RATE**



### ONTARIO GDP GROWTH

Ontario's economy increased by 2.2% in 2019.

### TOTAL ONTARIO EMPLOYMENT

In 2019, Statistics Canada recorded Ontario employment growth of 1.1% (78,000 jobs) compared to 1.1% in 2018, to reach a total of 7,300,500 jobs.

### ACTIVITY RATE

The activity rate compares the ratio of total employment to total population. One of York Region's Official Plan (ROP) objectives is to create high quality employment opportunities for residents, with a goal of 1 job for every 2 residents.

An activity rate of 50% is consistent with the ROP target.

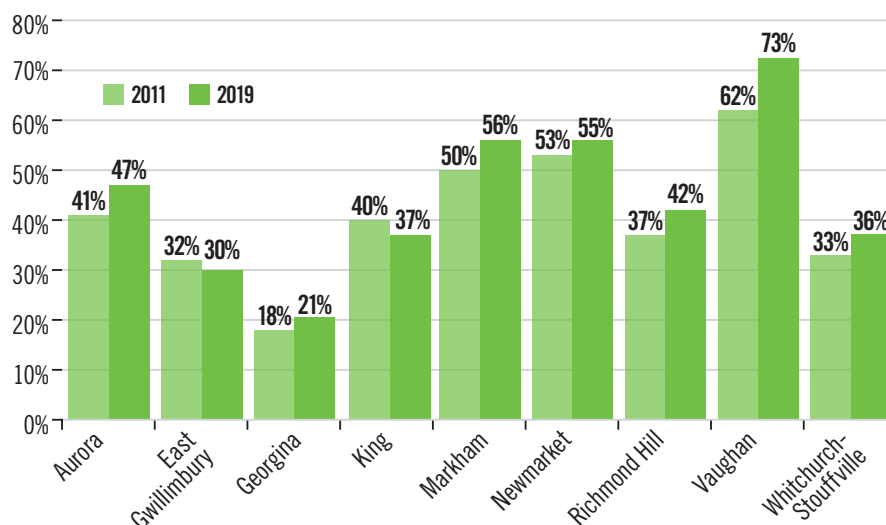
York Region's activity rate has been increasing since 2010, as shown on Figure 1.5, and is currently 54.4%.

# ECONOMIC OUTLOOK

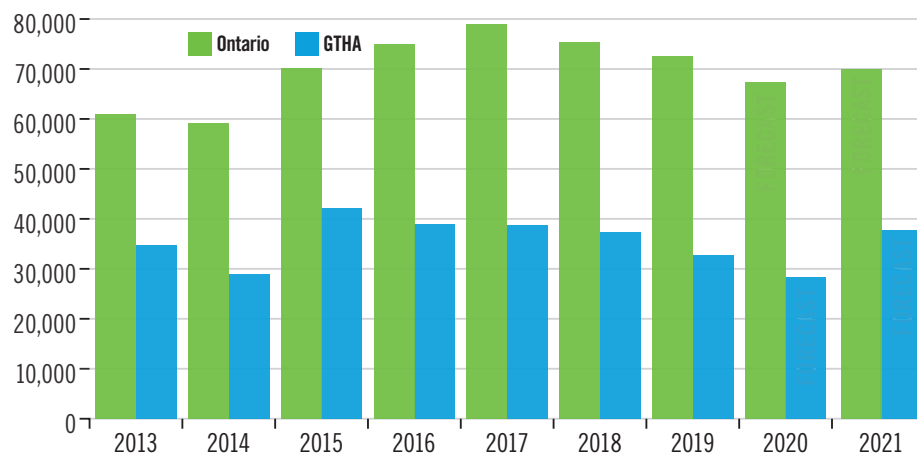
## YORK REGION AND LOCAL MUNICIPAL ACTIVITY RATES

Between 2011 and 2019, the majority of local municipalities within York Region recorded increasing activity rates.

**FIGURE 1.7: LOCAL MUNICIPALITY ACTIVITY RATES, 2011 AND 2019**



**FIGURE 1.8: ONTARIO AND GTHA HOUSING STARTS, 2013-2021**



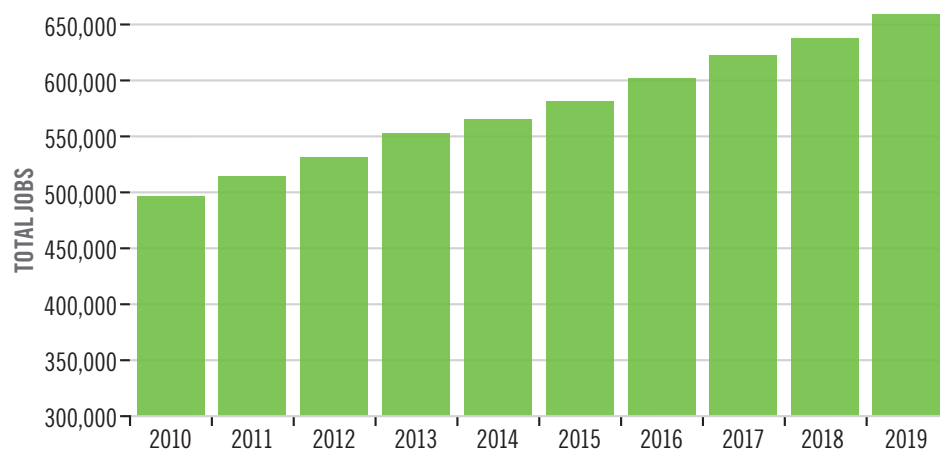
Source: Canada Mortgage and Housing Corporation

- According to the Canadian Mortgage and Housing Corporation, housing starts in the GTHA were down by 10% in the GTHA to 30,500
- Prior to the coronavirus outbreak, CMHC predicted that GTHA housing starts would trend upwards in 2020 and 2021

# ECONOMIC OUTLOOK

## YORK REGION'S ECONOMY CONTINUES TO CREATE JOBS

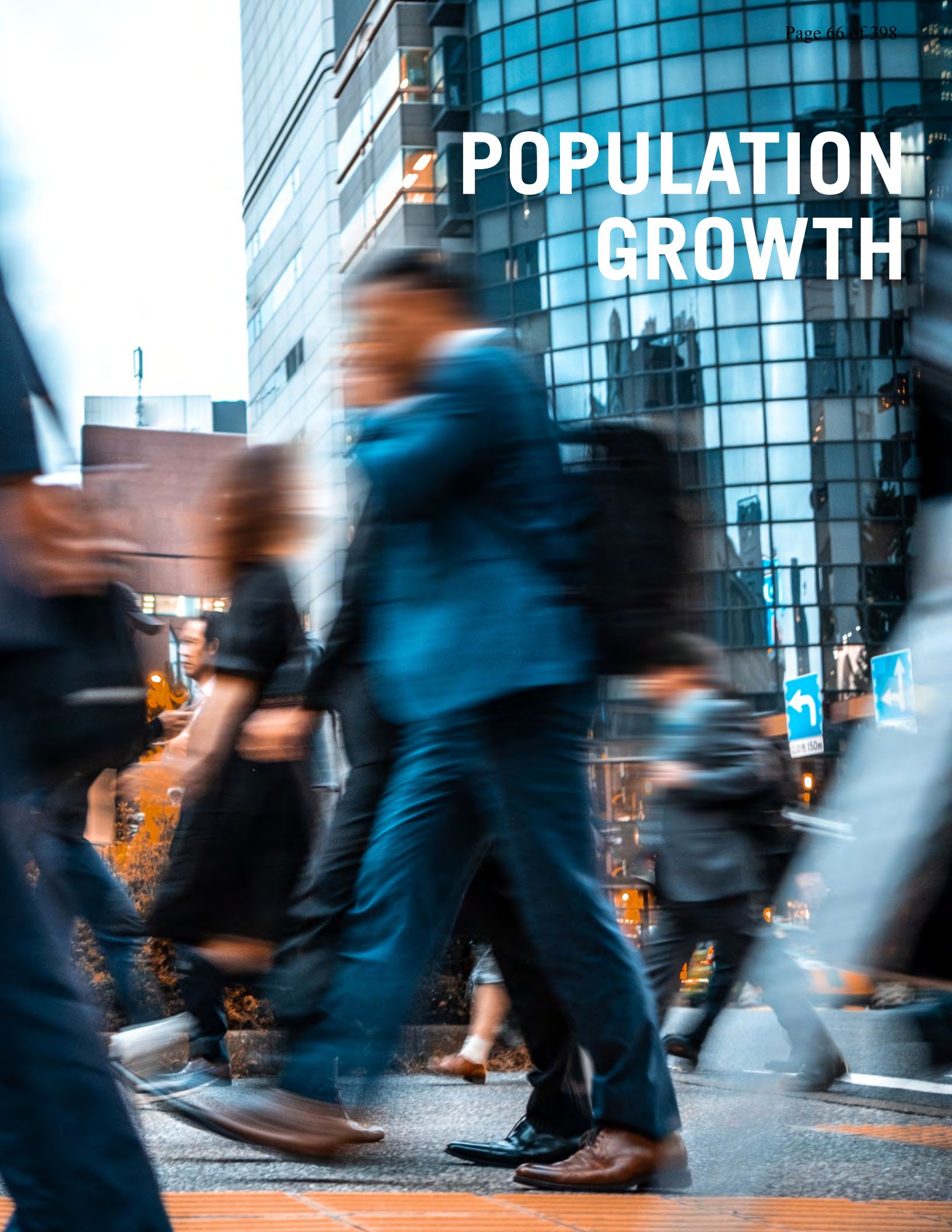
**FIGURE 1.9: YORK REGION TOTAL EMPLOYMENT, MID-YEAR 2010-2019**



- From 2018 to 2019, there were approximately 13,800 jobs added for an estimated total of 654,650 jobs in York Region
- Total employment within York Region continues to steadily increase, averaging a 3% growth rate since 2001



# POPULATION GROWTH



# POPULATION GROWTH

## YORK REGION'S POPULATION CONTINUES TO RISE WITH 1.0% GROWTH IN 2019

- The Region's population increased by approximately 11,100 persons in 2019 to a total population of 1,202,500. This compares to 22,800 in 2018.
- The 2019 annual growth rate decreased from 2.0% in 2018 to almost 1.0% in 2019 (Figure 2.1)

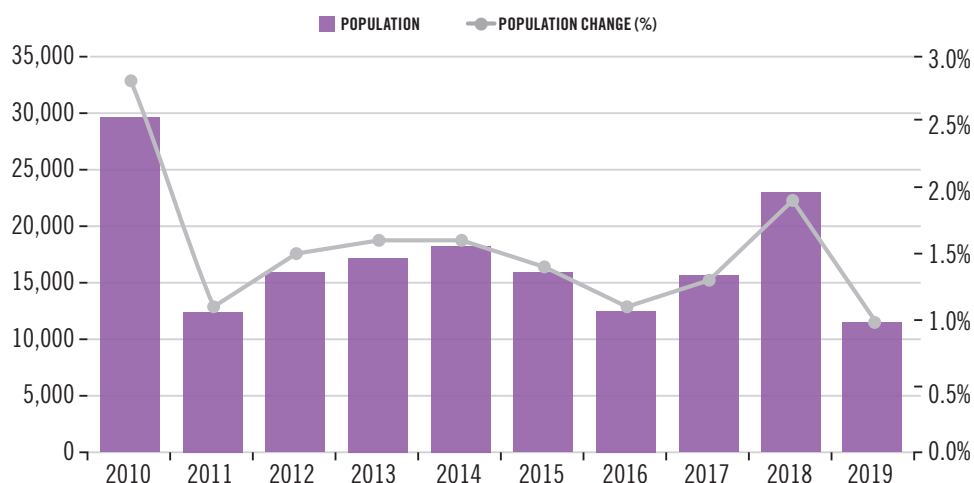
**TABLE 2.1: YORK REGION POPULATION, 2018-2019**

MUNICIPALITY	2018	2019	POPULATION GROWTH	CHANGE (%)
Aurora	62,100	62,900	800	1.3%
East Gwillimbury	31,700	33,900	2,200	6.9%
Georgina	48,400	48,500	100	0.2%
King	27,700	27,800	100	0.4%
Markham	347,100	349,000	1,900	0.5%
Newmarket	89,400	90,100	700	0.8%
Richmond Hill	206,900	209,500	2,600	1.3%
Vaughan	329,000	331,600	2,600	0.8%
Whitchurch-Stouffville	49,100	49,200	100	0.2%
<b>York Region Total</b>	<b>1,191,400</b>	<b>1,202,500</b>	<b>11,100</b>	<b>0.9%</b>

Source: York Region, Corporate Services, Long Range Planning Division, 2018 and 2019.

Note: Numerical data in this report has been rounded, some totals may be affected.

**FIGURE 2.1: YORK REGION ANNUAL POPULATION GROWTH, 2010-2019**



- Population growth within York Region has averaged 1.5% per year since 2011

ALL YORK REGION MUNICIPALITIES EXPERIENCED POPULATION GROWTH. THE TOP 3 MUNICIPALITIES BY PER CENT CHANGE BETWEEN 2018 AND 2019 WERE:

- East Gwillimbury at 6.9%
- Aurora at 1.3%
- Richmond Hill at 1.3%

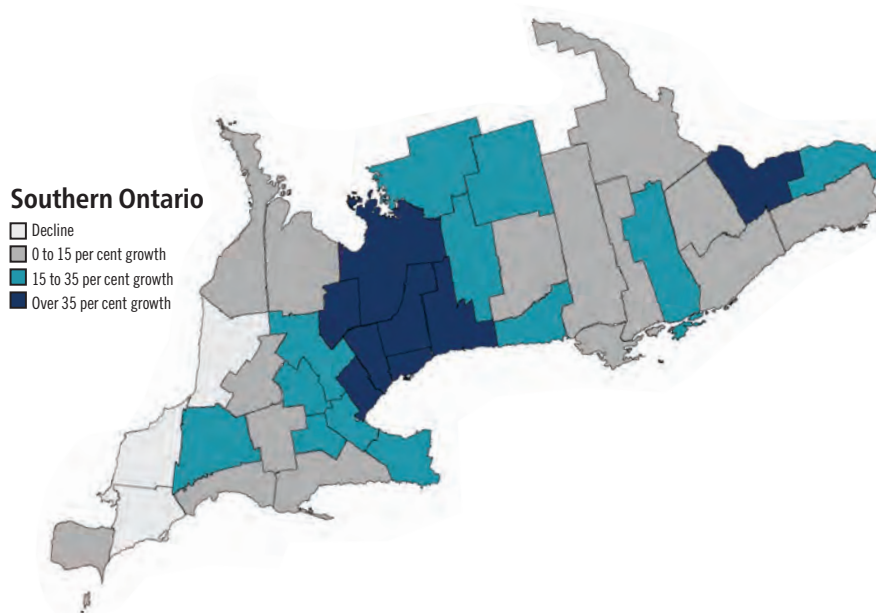


# POPULATION GROWTH

## ONTARIO MIGRATION PLAYS A LARGE PART IN GTHA AND GGH REGION POPULATION GROWTH

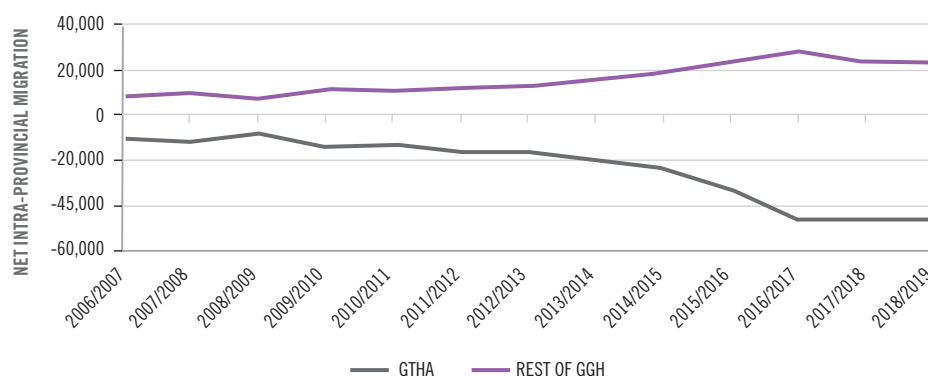
- Ontario attracts the highest share of immigrants annually compared to any other province, typically in the 40 to 50% range
- Ministry of Finance forecasts to 2041 indicate the GTHA, Simcoe County and Ottawa region are projected to experience significant population growth of over 35%, while other areas of the province are forecast to either remain stable or record a decline in population
- Population growth in the 905 area between 2011 and 2019 has been slower than the Growth Plan forecast by approximately 10%
- Toronto has captured a higher than expected share of population growth between 2011 and 2019 (35%) when compared to the Provincial Growth Plan forecasts (26%)

**FIGURE 2.2:** POPULATION GROWTH / DECLINE BY CENSUS DIVISION OVER 2016 TO 2041



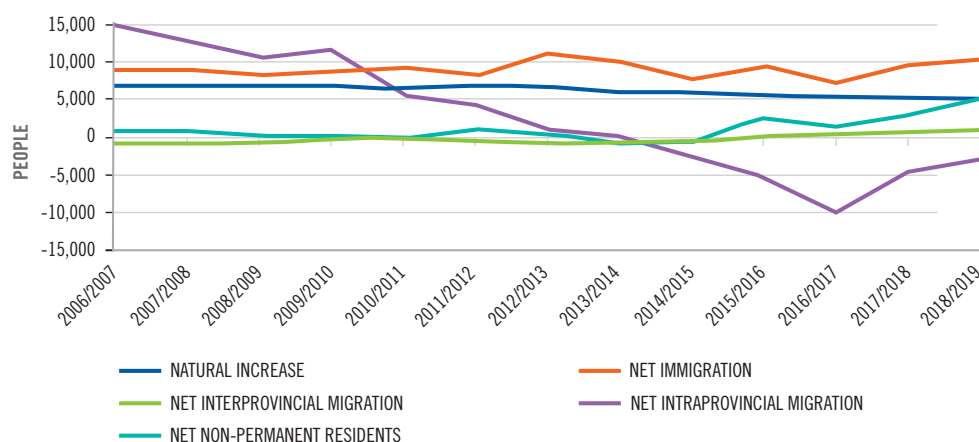
# POPULATION GROWTH

**FIGURE 2.3: NET INTRA-PROVINCIAL MIGRATION WITHIN THE GREATER GOLDEN HORSESHOE 2006-2019**



- Since the 2008 recession, there has been a continuing decline in net intra-provincial migrants to the GTHA and a net increase in intra-provincial migrants to the rest of the GGH
- While there are many factors that influence where people decide to live, households are likely looking for more affordable housing options outside of the GTHA, which includes York Region

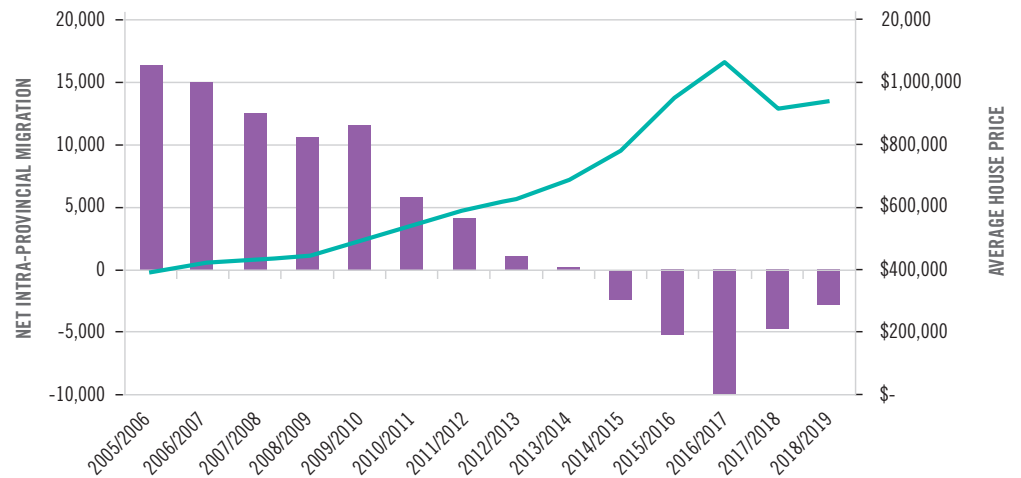
**FIGURE 2.4: COMPONENTS OF POPULATION GROWTH IN YORK REGION 2006-2019**



- Since 2006, levels of net immigration, net inter-provincial migration and net non-permanent residents have remained relatively consistent in York Region. However, net intra-provincial migration has been declining contributing to a lower rate of population growth in the Region
- Data for York Region shows a direct correlation between an increase in people leaving the Region and the average cost of housing (Figure 2.5)
- This annual out flow of people, which has accelerated after 2013, is one explanation why York Region's popula is 80,000 lower than the Provincial Growth Plan population forecasts (Figure 2.5)

# POPULATION GROWTH

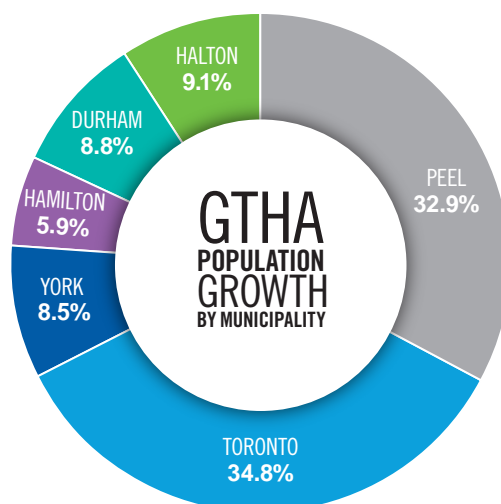
**FIGURE 2.5: NET INTRA-PROVINCIAL MIGRATION AND AVERAGE ANNUAL RESALE HOUSE PRICES IN YORK REGION**



## YORK REGION'S CONTRIBUTION TO GTHA GROWTH IS SIGNIFICANT

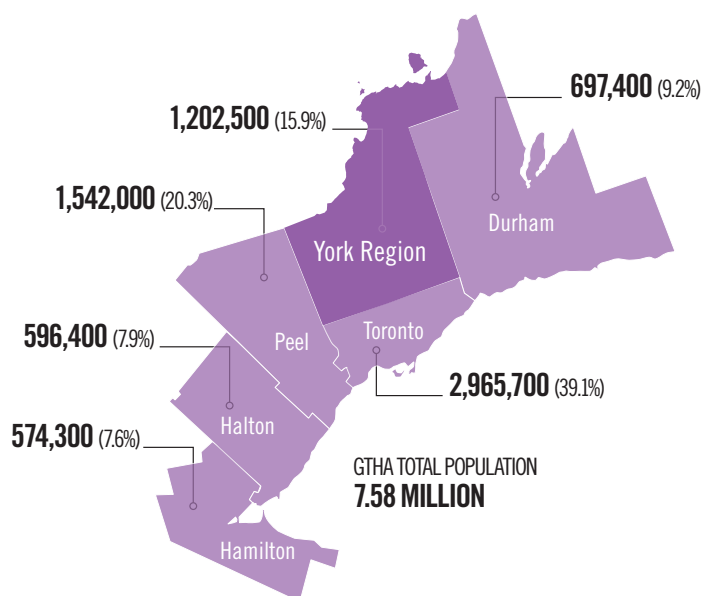
- By the end of 2019, the GTHA population was estimated at 7.58 million people, an increase of approximately 131,400 or 1.8% from 2018
- In 2019 York Region's share of the GTHA's population growth was 8.5%, compared to 14.9% in 2018

**FIGURE 2.6: SHARE OF GTHA POPULATION GROWTH BY MUNICIPALITY**



# POPULATION GROWTH

**FIGURE 2.7: SHARE OF TOTAL 2019 GTHA POPULATION BY MUNICIPALITY**



## YORK REGION IS ONE OF THE LARGEST MUNICIPALITIES IN CANADA

- As of December 2019, York Region was the sixth largest municipality in Canada (Table 2.2) in population

**TABLE 2.2: CANADA'S LARGEST MUNICIPALITIES BY POPULATION, 2019**

RANK	MUNICIPALITY	EST. POPULATION
1	City of Toronto	2,965,700
2	Greater Vancouver Regional District	2,691,300
3	City of Montréal	2,052,900
4	Peel Region	1,542,000
5	City of Calgary	1,285,700
6	<b>York Region</b>	<b>1,202,500</b>
7	City of Ottawa	1,028,500
8	City of Edmonton	972,200
9	City of Quebec	824,400
10	City of Winnipeg	763,900

Source: Various Municipalities, 2019.

Note: List includes cities, Regions, and Regional Districts as defined locally.

# POPULATION GROWTH

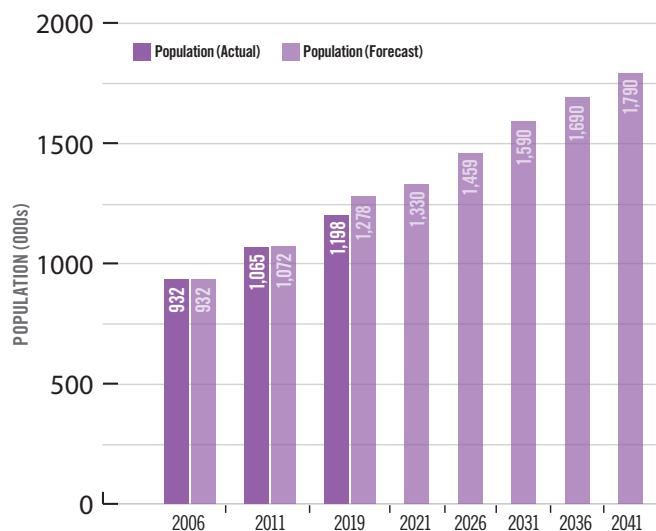
## POPULATION AND EMPLOYMENT FORECASTS

Population and employment growth forecasts form the basis for determining urban land needs, infrastructure and service planning, financial planning, and determining development charges.

## POPULATION AND EMPLOYMENT FORECASTS

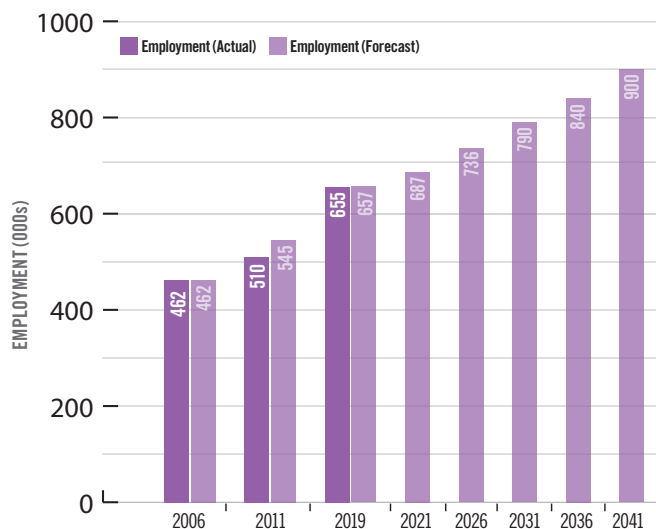
- York Region's mid year 2019 population was estimated to be 1,197,700, which is 6.7% (80,000) lower than the Growth Plan forecast of 1,278,000
- Annual growth of approximately 26,900 is required to reach the 2041 Growth Plan forecast of 1,790,000

**FIGURE 2.8: POPULATION GROWTH (ACTUAL AND FORECAST), 2006-2041**



- In 2019, York Region's employment was approximately 654,650 compared to the 2019 Growth Plan forecast of 656,600, a 1,950 difference
- Annual employment growth of almost 11,200 is required to meet the 2041 Growth Plan employment forecast
- The Region has been growing by approximately 17,700 jobs per year during the past 5 years

**FIGURE 2.9: EMPLOYMENT GROWTH (ACTUAL AND FORECAST), 2006-2041**





# RESIDENTIAL MARKET & BUILDING ACTIVITY





# RESIDENTIAL MARKET & BUILDING ACTIVITY

## RESALE HOMES GENERATE SIGNIFICANT ECONOMIC ACTIVITY

Use of professional services including: real estate agents, lawyers, appraisers, and surveyors  
Generate taxes and fees

Generate associated spending on appliances, furniture, fixtures etc.

## KEY 2019 YORK REGION RESALE HOME FACTS

Accounted for 16.3% of total number of GTA resales

Accounted for 18.7% of total GTA resale value

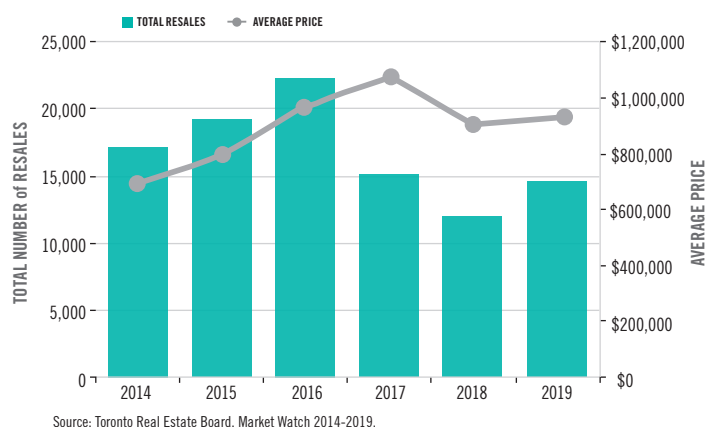
Average number of days a residential dwelling was on the market - 28 days

Average selling price - 97% of list price

## NUMBER OF RESIDENTIAL REALES INCREASED BY 20% IN 2019

- The number of residential resales in York Region during 2019 totalled 14,325 dwelling units (Figure 3.1), an increase of 20.0% (2,385 units) from 2018
- Total value of all York Region residential resales in 2019 was approximately \$13.43 billion – up from \$10.94 billion in 2018

**FIGURE 3.1: TOTAL NUMBER OF REALES AND AVERAGE PRICE (ALL DWELLING TYPES) BY LOCAL MUNICIPALITY, 2018 AND 2019**



**TABLE 3.1: TOTAL NUMBER OF REALES AND AVERAGE PRICE (ALL DWELLING TYPES) BY LOCAL MUNICIPALITY, 2018 AND 2019**

MUNICIPALITY	SALES			AVERAGE PRICE (\$)		
	2018	2019	CHANGE (%)	2018	2019	CHANGE (%)
Aurora	865	962	11.2%	\$901,242	\$905,872	0.5%
East Gwillimbury	458	586	27.9%	\$806,250	\$799,426	-0.8%
Georgina	666	809	21.5%	\$562,010	\$568,143	1.1%
King	287	315	9.8%	\$1,415,899	\$1,380,466	-2.5%
Markham	3,045	3,658	20.1%	\$913,500	\$949,536	3.9%
Newmarket	1,129	1,355	20.0%	\$755,473	\$777,589	2.9%
Richmond Hill	2,006	2,614	30.3%	\$1,002,417	\$1,039,433	3.7%
Vaughan	2,916	3,324	14.0%	\$993,787	\$993,787	1.7%
Whitchurch-Stouffville	568	701	23.4%	\$923,762	\$923,762	1.5%
<b>York Region Total</b>	<b>11,940</b>	<b>14,324</b>	<b>20%</b>	<b>\$916,449</b>	<b>\$937,546</b>	<b>2.3%</b>

Source: York Region, Corporate Services, Long Range Planning Division, 2018 and 2019.

# RESIDENTIAL MARKET & BUILDING ACTIVITY

Total sales in the GTA's residential resale market increased by 11.2% in 2019 (87,825) compared to 78,015 in 2018

Average resale price (all dwelling types) in the GTA was \$819,319, an increase of 3.8% in comparison to the average of \$787,856 in 2018

## 2020 SALES FIGURES

Resale housing prices and sales for the first two months of 2020 strengthened over the previous year with the average price of \$991,066 and 2,030 sales recorded to February 2020, compared to an average of \$896,817 and 1,383 sales during the first two months of 2019. However, it is anticipated that the coronavirus will cause a significant slow down to the housing market in both average prices and number of sales for the remainder of 2020.

**TABLE 3.2: 2019 RESALES and AVERAGE PRICES by LOCAL MUNICIPALITY and DWELLING TYPE (\$1,000s)**

MUNICIPALITY	DETACHED		SEMI-DETACHED		TOWN/ROW/ATTACH		CONDO/APT	
	Sales	Avg Price	Sales	Avg Price	Sales	Avg Price	Sales	Avg Price
Aurora	566	\$1,087	63	\$729	279	\$660	54	\$484
East Gwillimbury	434	\$858	34	\$688	117	\$620	1	\$320
Georgina	720	\$580	25	\$500	58	\$480	6	\$299
King	267	\$1,493	6	\$831	23	\$922	19	\$521
Markham	1,867	\$1,209	284	\$851	707	\$764	800	\$542
Newmarket	905	\$870	147	\$623	235	\$613	68	\$445
Richmond Hill	1,404	\$1,361	138	\$827	533	\$803	539	\$490
Vaughan	1,789	\$1,231	310	\$832	645	\$801	580	\$564
Whitchurch-Stouffville	520	\$1,018	35	\$709	129	\$661	17	\$491
<b>York Region</b>	<b>8,472</b>	<b>\$1,042</b>	<b>1,042</b>	<b>\$784</b>	<b>2,726</b>	<b>\$741</b>	<b>2,084</b>	<b>\$528</b>

Source: Toronto Real Estate Board, Market Watch, 2019.

- Region wide, the average price of a resale unit increased by 2.3% for all unit types, from \$916,449 in 2018 to \$937,546 in 2019 (Table 3.1)
- The average price of single detached units decreased by 0.3%, from \$1,123,734 in 2018 to \$1,120,297 in 2019

**TABLE 3.3: YORK REGION 2019 NEW HOME PRICES (\$1,000s)**

MUNICIPALITY	DETACHED	SEMI-DETACHED	ROW	CONDO/APT
Aurora	\$940-\$7.3M	n/a	\$795-\$967	n/a
East Gwillimbury	\$776-\$1.17M	\$610-\$863	\$584-\$907	n/a
Georgina	\$610-\$896	\$620-\$643	\$530-\$685	n/a
King	\$3.4M-\$4.0M	n/a	\$850-\$880	n/a
Markham	\$1.0M-\$1.5M	n/a	\$300-\$1.6M	\$320-\$2.3M
Newmarket	\$955-\$3.9M	\$838-\$1.1M	\$550-\$1.4M	\$386-\$736
Richmond Hill	\$1.4M-\$3.4M	\$1.0M-\$1.7M	\$700-\$1.7M	\$426-\$2.2M
Vaughan	\$860-\$4.7M	\$1.0M-\$1.3M	\$688-\$1.7M	\$372-\$2.1M
Whitchurch-Stouffville	\$1.0M-\$2.3M	n/a	\$600-\$1.18M	\$340-\$1.34M
<b>York Region</b>	<b>\$610-\$7.3M</b>	<b>\$610-\$1.7M</b>	<b>\$300-\$1.7M</b>	<b>\$320-\$2.3M</b>

Source: RealNet, March 2020

Note: New home data only provides a snapshot of projects currently for sale with the range of prices asked. Some municipalities may only have one or two projects contributing to the data.

- Prices for new single-detached homes range from \$610,000 in the Town of Georgina to \$7.3 million in the Town of Aurora

# RESIDENTIAL MARKET & BUILDING ACTIVITY

Building permit activity is an essential yardstick used to measure local investments and economic performance

## RESIDENTIAL BUILDING PERMITS ARE DOWN 41% FROM 2018

- A total of 4,669 new residential building permits were issued in York Region in 2019, representing a 41% decrease from the 2018 permit total of 7,902
- Apartment units decreased significantly, from 4,008 in 2018 to 2,242 in 2019
- There are more fluctuations in the apartment market from year to year compared to the ground related market, which impacts the total number of building permits issued annually

**TABLE 3.4: NEW RESIDENTIAL UNITS with PERMITS ISSUED in YORK REGION, 2018 and 2019**

MUNICIPALITY	2018	2019	% CHANGE
Aurora	298	182	-39%
East Gwillimbury	376	334	-11%
Georgina	72	247	243%
King	65	60	-8%
Markham	2,783	118	-96%
Newmarket	461	97	-79%
Richmond Hill	1,057	894	-15%
Vaughan	2,511	2,578	3%
Whitchurch-Stouffville	279	159	-43%
<b>York Region Total</b>	<b>7,902</b>	<b>4,669</b>	<b>-41%</b>

Source: Local Municipal Building Permit Reports, 2017 and 2018; York Region Corporate Services, Long Range Planning Division, 2018.

- In 2019, apartment dwellings and townhouses accounted for 71% of new residential permits issued, an indication of York Region's progress towards creating a more diversified housing stock
- Richmond Hill and Vaughan accounted for approximately 74% of the total residential building permit activity in 2019 (19% and 55% respectively)
- The Region has a healthy supply of residential inventory as approximately 45,000 units are registered and draft approved and waiting to be built with an additional 57,000 units under planning review

### KEY 2019 YORK REGION RESALE HOME FACTS

Accounted for 16.3% of total number of GTA resales

Accounted for 18.7% of total GTA resale value

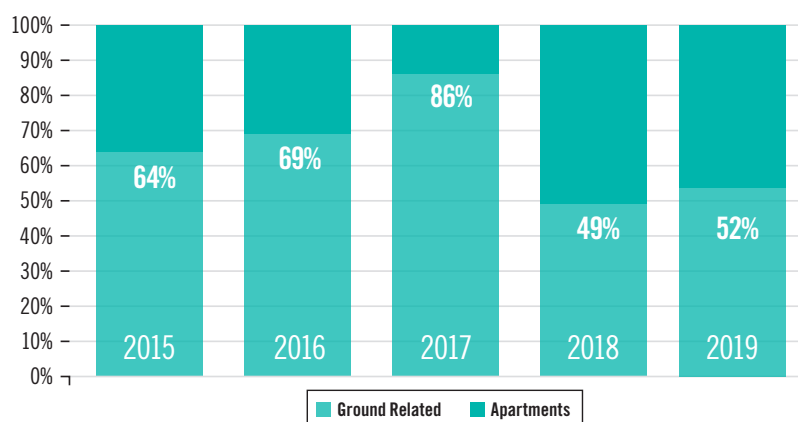
Average number of days a residential dwelling was on the market - 28 days

Average selling price - 97% of list price

# RESIDENTIAL MARKET & BUILDING ACTIVITY

- Three approved Secondary Plans located in the Cities of Markham (Berczy Glen and Robinson Glen) and Vaughan (Block 27) will guide development for new communities for approximately 60,000 people and add supporting uses and jobs
- Three recently received new block plans for review in the City of Vaughan, Block 34 East, Block 55 West (Copper Creek) and Block 60 West will provide for additional future growth

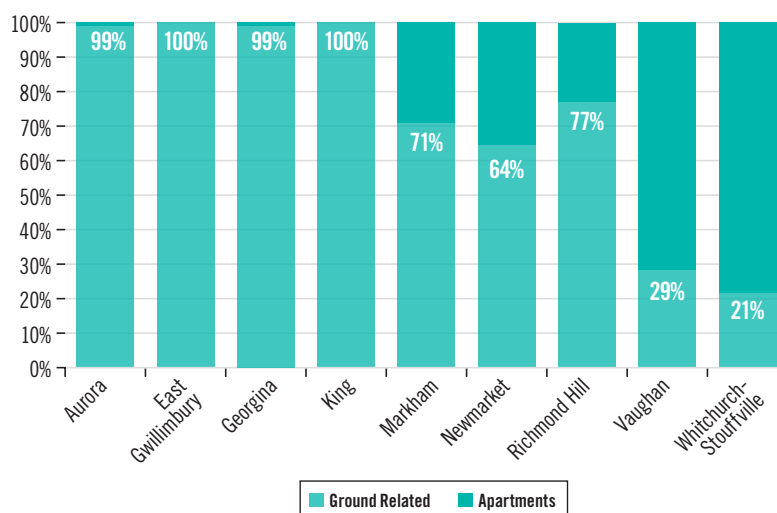
**FIGURE 3.2: YORK REGION RESIDENTIAL BUILDING PERMIT MIX 2015-2019**



Source: Local Municipal Building Permit Reports, 2015 to 2019; York Region Corporate Services, Long Range Planning Division, 2018. Note: Ground Related refers to single detached, semis and row housing.

- The 2019 breakdown of residential building permits was 27% single detached, 1% semi-detached, 23% row and 48% apartment

**FIGURE 3.3: 2019 NEW RESIDENTIAL BUILDING PERMIT MIX BY LOCAL MUNICIPALITY**

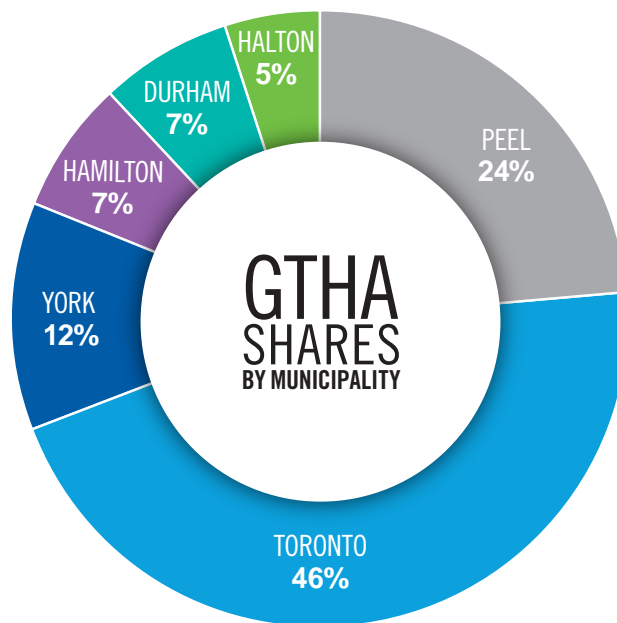


# RESIDENTIAL MARKET & BUILDING ACTIVITY

## YORK REGION CONTINUES TO CONTRIBUTE SIGNIFICANTLY TO RESIDENTIAL BUILDING PERMIT ACTIVITY IN THE GTHA

- In 2019, 40,541 building permits were issued for new residential units across the GTHA, a decrease from 50,782 in 2018 of 20.2%
- All GTHA jurisdictions experienced a decrease in the total number of building permits issued in 2019 except Peel Region
- York Region accounted for 12% of the GTHA's residential building permit activity, third to the City of Toronto's 46% share and Peel Region's 24%

**FIGURE 3.4:** GTHA RESIDENTIAL BUILDING ACTIVITY 2019 : SHARES BY MUNICIPALITY



Source: Local Municipal Building Permit Reports, 2019; Statistics Canada Table 32.2 (unpublished) 2019.

# BUILDING ACTIVITY

## YORK REGION RECORDED THE 10TH LARGEST NUMBER OF RESIDENTIAL BUILDING PERMITS ISSUED IN CANADA

- York Region continues to be a significant contributor of new residential development in Canada, ranking 10th for building permits issued

**TABLE 3.6: CROSS CANADA COMPARISON 2019: RESIDENTIAL BUILDING PERMITS**

RANK	MUNICIPALITY	NUMBER of PERMITS	% CHANGE from 2018
1	Greater Vancouver Regional District	27,702	-2.4%
2	City of Toronto	18,575	-21.9%
3	City of Montréal	14,354	-17.0%
4	City of Calgary	12,982	-31.0%
5	City of Edmonton	10,817	-26.1%
6	Peel Region	9,574	20.1%
7	City of Ottawa	9,513	2.5%
8	Québec City	7,085	73.2%
9	Waterloo Region	6,358	84.8%
10	<b>York Region</b>	<b>4,669</b>	<b>-41%</b>

Source: Statistics Canada Building Permit Reports and Table 32.2 (unpublished), 2019; York Region Corporate Services, Long Range Planning Division, 2019

Note: Ranking is in comparison to cities, Region's and Regional Districts as defined locally.

## RESIDENTIAL COMPLETIONS DECREASED FOR 2019

- Housing completions in the Region decreased by 48.3% since 2018
- The mix of housing completions in 2019 was 35% (1,830) single detached, 6% (318) semi-detached units, 34% (1,777) row houses and 26% (1,369) apartments

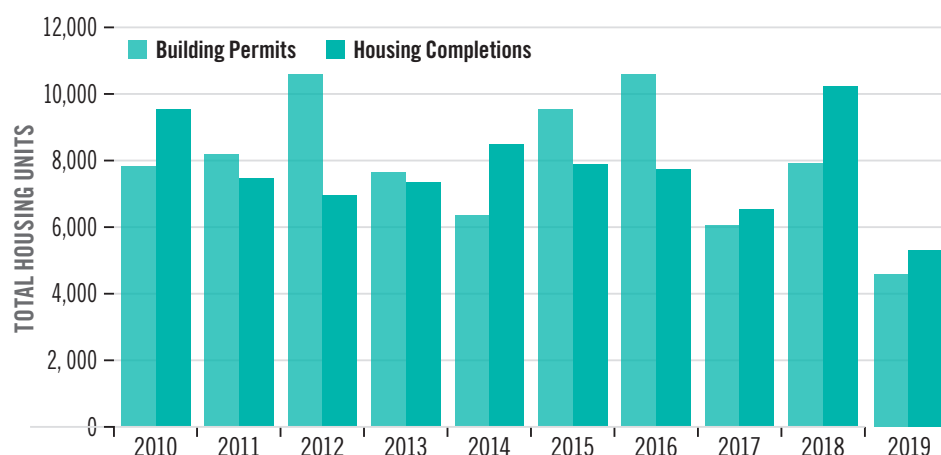
**TABLE 3.7: YORK REGION RESIDENTIAL COMPLETIONS 2018 and 2019**

MUNICIPALITY	2018	2019	% CHANGE
Aurora	460	426	-7%
East Gwillimbury	1,697	724	-57%
Georgina	134	84	-37%
King	272	71	-74%
Markham	2,465	1,146	-54%
Newmarket	377	352	-7%
Richmond Hill	1,764	1,300	-26%
Vaughan	2,738	1,072	-61%
Whitchurch-Stouffville	323	119	-63%
<b>York Region Total</b>	<b>10,230</b>	<b>5,294</b>	<b>-48.3%</b>

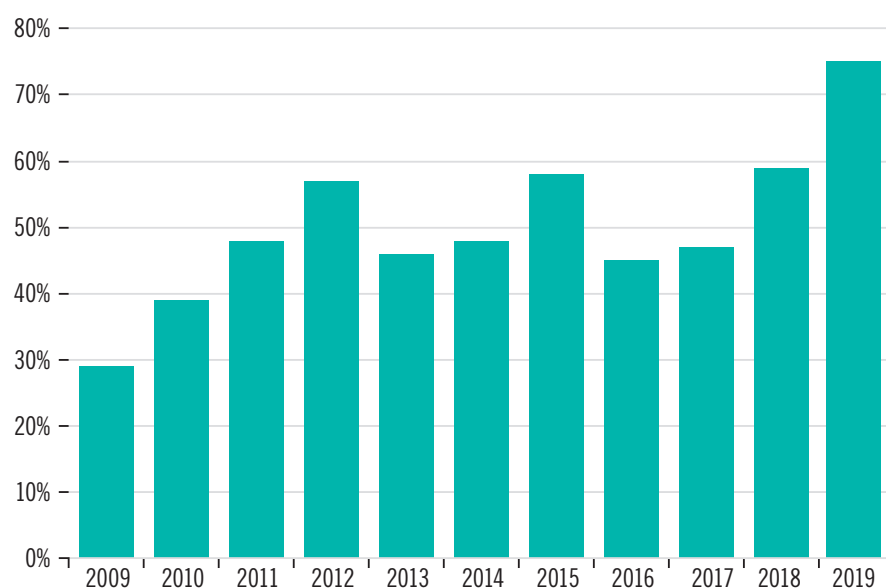
Source: CMHC, 2019;

# RESIDENTIAL MARKET & BUILDING ACTIVITY

**FIGURE 3.5: 2010-2019 BUILDING PERMIT AND HOUSING COMPLETIONS**



**FIGURE 3.6: INTENSIFICATION WITHIN THE BUILT-UP AREA, YORK REGION, 2009-2019**



Source: Statistics Canada Building Permit Reports, 2019; York Region Corporate Services, Long Range Planning Division, 2019

- York Region's intensification share within the built up area has averaged 52% over the last 10 years, and was 75% in 2019
- The continuing development of the Region's Centres and Corridors and other intensification areas will contribute to achieving the minimum 50% intensification target in the 2019 Growth Plan

# RESIDENTIAL MARKET & BUILDING ACTIVITY

## KEY 2019 YORK REGION RESALE HOME FACTS

A more diversified housing stock provides more choice in the market for both existing and future residents

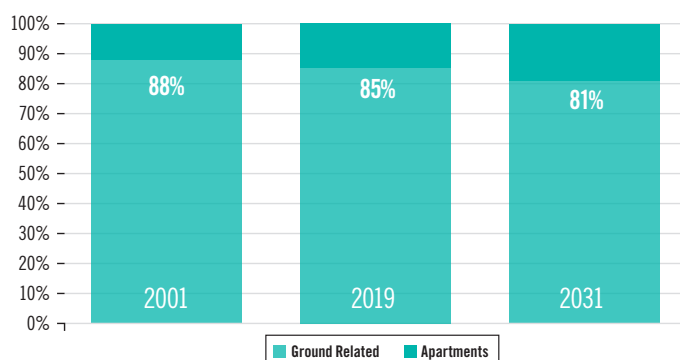
Diversified housing is important for:

- Providing affordable options for housing residents at different stages in their lives
- Reaching the Region's intensification targets
- Creating more compact, transit supportive development

## THE TOTAL HOUSING SUPPLY CONTINUES TO DIVERSIFY

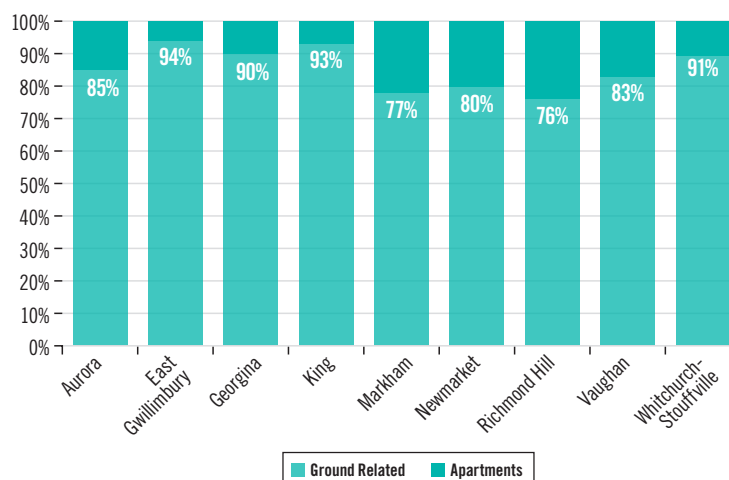
- While the Region's new housing stock becomes increasingly diversified over time, the existing housing stock is composed primarily of ground related dwellings
- The proportion of apartment unit dwellings in the Region's housing stock increased from 12% in 2001 to 15% in 2019
- The proportion of apartment unit dwellings is forecasted to be 19% by 2031

**FIGURE 3.7: MIX OF HOUSING STOCK IN YORK REGION**



- The overall housing stock in 2019 was composed of 66% single detached dwellings, 6% semi-detached units, 13% row house units and 15% apartment units

**FIGURE 3.8: MIX OF TOTAL HOUSING STOCK BY LOCAL MUNICIPALITY 2019**





# INDUSTRIAL, COMMERCIAL AND INSTITUTIONAL MARKET & BUILDING ACTIVITIES



# INDUSTRIAL, COMMERCIAL AND INSTITUTIONAL MARKET & BUILDING ACTIVITIES

## INDUSTRIAL & COMMERCIAL PROPERTY MARKET

- A low Canadian dollar value relative to the U.S. dollar, continuing low interest rates and domestic demand growth from the U.S. economy should help businesses in Ontario to recover after the severe economic slow down caused by the coronavirus
- It is unknown to what extent the coronavirus will impact the global economy. In the long term, the USMCA deal should support positive export prospects for Ontario and York Region businesses

**TABLE 4.1: YORK REGION AND GTA INDUSTRIAL MARKET OVERVIEW, 2018**

MUNICIPALITY	VACANCY RATE	AVERAGE NET RENT	AVERAGE SALE PRICE	INVENTORY (SQ. FT)
Aurora	2.0%	\$9.35	\$169.30	5,227,291
Georgina	0.7%	n/a	\$185.85	315,425
East Gwillimbury	n/a	n/a	\$193.19	1,376,654
King	n/a	n/a	\$257.06	750,730
Markham	0.9%	\$8.58	\$208.53	24,247,703
Newmarket	0.6%	\$9.59	\$170.23	6,971,168
Richmond Hill	0.6%	\$11.16	\$196.71	10,263,180
Vaughan	1.4%	\$9.04	\$186.57	86,118,898
Whitchurch-Stouffville	n/a	\$13.00	\$279.47	2,450,070
<b>York Region</b>	<b>1.2%</b>	<b>\$8.98</b>	<b>\$191.54</b>	<b>137,721,119</b>
<b>Greater Toronto Area</b>	<b>1.5%</b>	<b>\$8.43</b>	<b>\$175.72</b>	<b>735,142,676</b>

Source: Costar 2019 Note: All dollar figures are Per Square Foot.

**TABLE 4.2: YORK REGION AND GTA OFFICE MARKET OVERVIEW, 2019**

MUNICIPALITY	TOTAL INVENTORY	TOTAL VACANCY RATE	AVERAGE NET RENT
Aurora	1,532,199	3.8%	\$21.03
Georgina	21,519	na	na
East Gwillimbury	137,236	1.7%	\$24.30
King	138,058	na	na
Markham	15,228,593	3.8%	\$19.88
Newmarket	2,220,483	1.3%	\$16.71
Richmond Hill	3,748,907	5.4%	\$16.98
Vaughan	7,047,023	4.9%	\$19.97
Whitchurch-Stouffville	358,667	0.3%	\$14.78
<b>York Region</b>	<b>30,432,685</b>	<b>2.5%</b>	<b>\$19.13</b>
<b>Greater Toronto Area</b>	<b>269,214,349</b>	<b>4.3%</b>	<b>\$19.11</b>

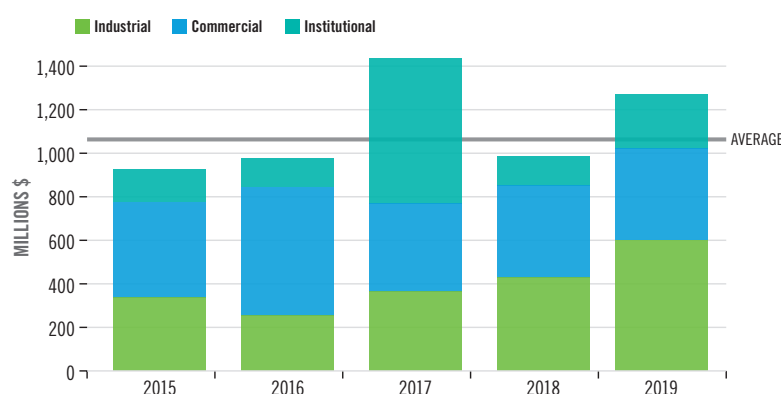
Source: Costar 2019

# INDUSTRIAL, COMMERCIAL AND INSTITUTIONAL MARKET & BUILDING ACTIVITIES

## COMMERCIAL AND INDUSTRIAL CONSTRUCTION VALUES INCREASED OVER LAST YEAR AND THE TOTAL ICI CONSTRUCTION VALUE IS ABOVE THE TEN YEAR AVERAGE

- Total Industrial, Commercial, Institutional (ICI) construction for 2019 had a combined construction value of \$1.25 billion, an increase from the 2018 value of \$987 million (Figure 4.1)
- The Region's ICI market increased for 2019 when compared to the 2018 value, and is above the ten year average of \$1 billion
- Industrial and institutional values increased from 2018 levels by 39.1% and 70.3% respectively, while commercial values decreased by 1%

**FIGURE 4.1: YORK REGION ICI CONSTRUCTION VALUES 2015-2019**



**TABLE 4.3: YORK REGION INDUSTRIAL BUILDING PERMITS with 10 HIGHEST CONSTRUCTION VALUES, 2019**

PROJECT	VALUE \$000s	MUNICIPALITY
Warehouse/Storage	\$62,732	Markham
Parking Garage/ Engineering (Industrial)	\$62,208	Markham
Industrial General (Unspecified)	\$38,264	Vaughan
Warehouse/Storage	\$35,000	Markham
Industrial General (Unspecified)	\$29,286	Markham
Multi-Use Industrial (Unspecified)	\$21,681	Vaughan
Multi-Use Industrial (Unspecified)	\$21,568	Vaughan
Multi-Use Industrial (Unspecified)	\$20,650	Vaughan
Industrial General (Unspecified)	\$20,036	Vaughan
Transportation Infrastructure	\$17,000	East Gwillimbury

Source: Local Municipal Building Permit Reports, 2019; Statistics Canada Building Permit Reports, 2019; York Region Corporate Services, Long Range Planning Division, 2019.

# INDUSTRIAL, COMMERCIAL AND INSTITUTIONAL MARKET & BUILDING ACTIVITIES

**TABLE 4.4: YORK REGION COMMERCIAL BUILDING PERMITS  
WITH 10 HIGHEST CONSTRUCTION VALUES, 2019**

PROJECT	VALUE \$000s	MUNICIPALITY
Hotel/Motel/Other Accommodation	\$30,357	Markham
Commercial General (Unspecified)	\$22,289	Markham
Commercial General (Unspecified)	\$21,323	Vaughan
Professional Services/Office Unit	\$17,000	Aurora
Commercial Multi-Use (Unspecified)	\$15,970	Vaughan
Commercial General (Unspecified)	\$14,571	Markham
Commercial General (Unspecified)	\$11,000	King
Hotel/Motel/Other Accommodation	\$9,686	Aurora
Commercial Multi-Use (Unspecified)	\$7,851	Vaughan
Commercial General (Unspecified)	\$6,734	Richmond Hill

Source: Local Municipal Building Permit Reports, 2019; Statistics Canada Building Permit Reports, 2019; York Region Corporate Services, Long Range Planning Division, 2019.

**TABLE 4.5: YORK REGION INSTITUTIONAL BUILDING PERMITS  
WITH 10 HIGHEST CONSTRUCTION VALUES, 2019**

PROJECT	VALUE \$000s	MUNICIPALITY
Nursing/Institutional Home	\$61,363	Aurora
Nursing/Institutional Home	\$50,000	Whitchurch-Stouffville
Nursing/Institutional Home	\$25,000	King
Nursing/Institutional Home	\$21,875	Markham
Institutional General (Unspecified)	\$5,824	Richmond Hill
Institutional General (Unspecified)	\$4,107	Richmond Hill
Police/Fire/Military/Prison	\$3,000	Georgina
Institutional General (Unspecified)	\$1,300	Georgina
Institutional General (Unspecified)	\$1,200	Newmarket
Nursing/Institutional Home	\$642	Vaughan

Source: Local Municipal Building Permit Reports, 2019; Statistics Canada Building Permit Reports, 2019; York Region Corporate Services, Long Range Planning Division, 2019.

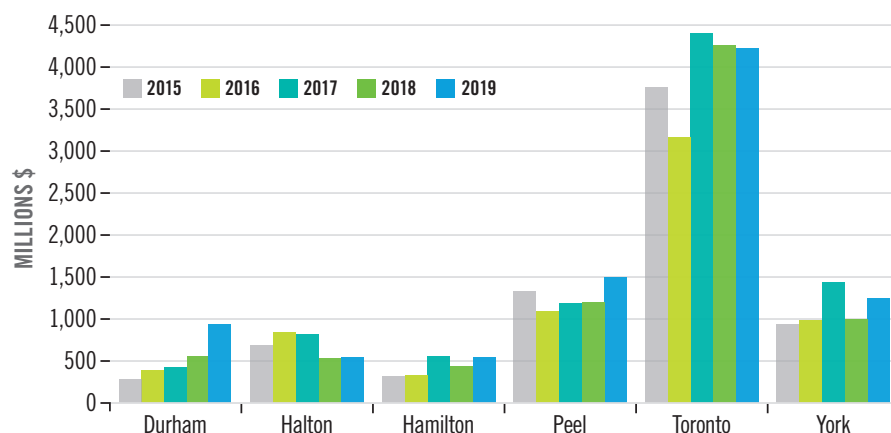


# INDUSTRIAL, COMMERCIAL AND INSTITUTIONAL MARKET & BUILDING ACTIVITIES

## GTHA CONSTRUCTION

- York Region accounted for 13.8% of the GTHA's total ICI construction value in 2019, an increase from 12.4% in 2018

**FIGURE 4.2:** GTHA ICI CONSTRUCTION VALUES BY MUNICIPALITY 2015—2019



- Overall, the GTHA recorded a 13.2% increase in the value of ICI construction from 2018
- All GTHA regions recorded increases in total ICI construction, only Toronto experienced a slight decrease
- York Region ranked seventh across Canada for the value of its ICI construction in 2019 (Table 4.6)

**TABLE 4.6:** 2019 CROSS CANADA COMPARISON: VALUES OF ICI CONSTRUCTION (\$'000s)

RANK	MUNICIPALITY	TOTAL VALUE	% CHANGE FROM 2018
1	City of Toronto	\$4,228,579	-0.6%
2	Greater Vancouver Regional District	\$3,715,710	-4.0%
3	City of Montréal	\$3,136,727	0.5%
4	City of Calgary	\$1,884,499	-42.6%
5	City of Edmonton	\$1,594,075	-32.6%
6	Peel Region	\$1,488,404	24.7%
7	<b>York Region</b>	<b>\$1,245,001</b>	<b>26.1%</b>
8	City of Winnipeg	\$1,197,071	48.0%
9	Durham Region	\$932,032	70.1%
10	City of Ottawa	\$828,255	7.5%

Source: Local Municipal Building Permit Reports, 2019; Statistics Canada Building Permit Reports, 2019.  
Note: List includes cities, Regions, and Regional Districts as defined locally.

# OVERALL CONSTRUCTION VALUE





# OVERALL CONSTRUCTION VALUE

An ICI share of total construction value within the range of 30% means that job opportunities continue to be provided to match the growth in the Region's labour force

In 2019, York Region's ICI share of total construction value was 40%

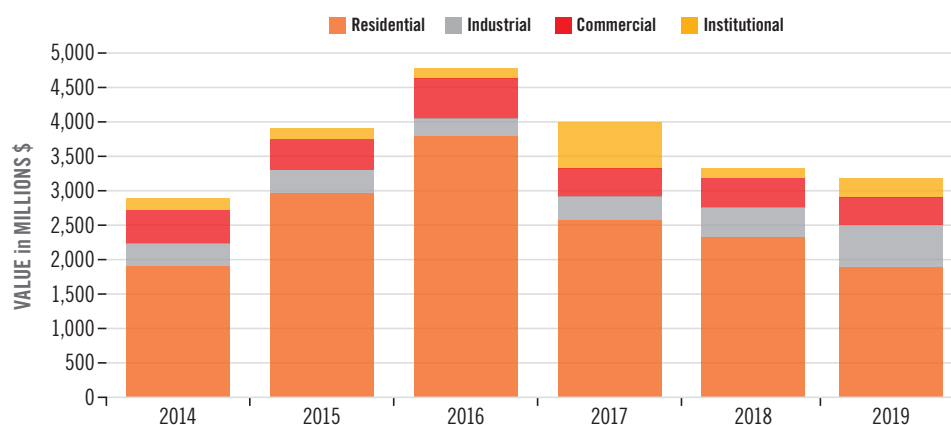
The 5 year ICI share average for York Region has been 30%

Overall construction value is important as it is correlated with the new development component of tax assessment growth over subsequent years

## TOTAL CONSTRUCTION VALUE

- Total estimated value of construction in 2019 was approximately \$3.15 billion, compared to \$3.31 billion recorded in 2018, a decrease of 4.8%
- The 2019 total construction value of \$3.15 billion is the seventh highest ever recorded value for York Region

**FIGURE 5.1: YORK REGION CONSTRUCTION VALUE BY TYPE—2014-2019**



Source: Local Municipal Building Permit Reports, 2014- 2019

Note: \*Agricultural permits are included under the industrial category

# OVERALL CONSTRUCTION VALUE

**TABLE 5.1: ESTIMATED VALUE OF TOTAL CONSTRUCTION (RESIDENTIAL AND ICI) BY LOCAL MUNICIPALITY 2018 AND 2019 (\$'000s)**

MUNICIPALITY	2018	2019	% CHANGE
Aurora	\$239.8	\$325.7	36%
East Gwillimbury	\$125.1	\$122.9	-2%
Georgina	\$65.1	\$110.4	70%
King	\$131.8	\$174.9	33%
Markham	\$744.7	\$480.0	-36%
Newmarket	\$188.7	\$81.2	-57%
Richmond Hill	\$486.5	\$450.7	-7%
Vaughan	\$1,164.3	\$1,306.6	12%
Whitchurch-Stouffville	\$163.8	\$97.4	-41%
<b>York Region Total</b>	<b>\$3,309.7</b>	<b>\$3,149.9</b>	<b>-4.8%</b>

Source: Local Municipal Building Permit Reports, 2018 and 2019; Corporate Services, Long Range Planning Division, 2019

- Georgina experienced the largest annual growth rate in total construction values at 70%, while Markham had the largest decrease in dollar value at \$264.6 million (Table 5.1)
- The Region's value of residential construction decreased by 18% from \$2.3 billion in 2018 to \$1.9 billion in 2019 (Table 5.2)
- The Region's construction value for industrial and institutional both increased over 2018 by 39% and 70% respectively

**TABLE 5.2: ESTIMATE OF VALUE (IN \$MILLIONS) OF CONSTRUCTION\* BY LOCAL MUNICIPALITY 2018 AND 2019**

MUNICIPALITY	RESIDENTIAL		INDUSTRIAL**		COMMERCIAL		INSTITUTIONAL		TOTAL	
	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019
Aurora	\$182	\$209	\$11	\$1	\$34	\$42	\$13	\$74	\$240	\$326
East Gwillimbury	\$114	\$94	\$1	\$18	\$9	\$10	\$1	\$1	\$125	\$123
Georgina	\$49	\$96	\$2	\$5	\$4	\$2	\$9	\$7	\$65	\$110
King	\$88	\$125	\$7	\$6	\$14	\$16	\$22	\$28	\$132	\$175
Markham	\$579	\$113	\$85	\$225	\$64	\$115	\$17	\$26	\$745	\$480
Newmarket	\$145	\$39	\$4	\$3	\$31	\$33	\$8	\$6	\$189	\$81
Richmond Hill	\$399	\$330	\$23	\$51	\$49	\$41	\$16	\$28	\$486	\$451
Vaughan	\$637	\$855	\$295	\$288	\$196	\$156	\$36	\$8	\$1,164	\$1,307
Whitchurch-Stouffville	\$127	\$43	\$1	\$1	\$23	\$4	\$13	\$50	\$164	\$97
<b>York Region Total</b>	<b>\$2,322</b>	<b>\$1,905</b>	<b>\$430</b>	<b>\$598</b>	<b>\$423</b>	<b>\$418</b>	<b>\$135</b>	<b>\$229</b>	<b>\$3,310</b>	<b>\$3,150</b>

Source: Local Municipal Building Permits Reports, 2018 & 2019; Statistics Canada Building Permits Reports, 2018 & 2019; York Region Corporate Services, Long Range Planning Division, 2019.

Note: \*Estimated values of construction include additions, demolitions, renovations, temporary structures and new construction

\*\*Agricultural permits are included under the industrial category



# OVERALL CONSTRUCTION VALUE

## CONSTRUCTION ACTIVITY - NATIONAL COMPARISONS

- York Region ranked seventh in total construction value among Canadian municipalities, with a value of \$3.15 billion (Table 5.3)

**TABLE 5.3: CROSS CANADA COMPARISON 2019: VALUES OF TOTAL CONSTRUCTION (\$000s)**

RANK	MUNICIPALITY	TOTAL VALUE	% CHANGE FROM 2018
1	Greater Vancouver Regional District	\$11,698,279	-5.4%
2	City of Toronto	\$10,018,795	-5.1%
3	City of Calgary	\$5,445,429	-29.2%
4	City of Montréal	\$5,890,523	-12.4%
5	City of Edmonton	\$3,882,782	-37.9%
6	Peel Region	\$3,809,062	26.0%
7	<b>York Region</b>	<b>\$3,149,869</b>	<b>-4.8%</b>
8	City of Ottawa	\$3,132,872	5.5%
9	Waterloo Region	\$2,240,409	47.0%
10	Durham Region	\$1,922,389	-6.9%

Source: Local Municipal Building Permit Reports, 2019; Statistics Canada Building Permit Reports and Table 32.2 (unpublished), 2019. Note: List includes cities, Regions, and Regional Districts as defined locally.



## CONCLUSION

The Growth and Development Review provides a snapshot of key development and population indicators in York Region and reports on the competitiveness of York Region's economy within the Greater Toronto and Hamilton Area (GTHA), the Province and Canada.

In 2019, there were an estimated 654,650 jobs and 1,202,500 residents in the Region.

COVID-19 and social distancing provisions are having a dramatic impact on the global economy. The impact on York Region's economy in 2020 will be severe and it is anticipated that there will be a slow, phased in approach to getting people back to work and regular life, based on the advice of public health and safety professionals. Although a high level of uncertainty remains, the economic impact is considered to be temporary, as consumer spending is expected to rebound in 2021 when the economy is anticipated to return to a more normal state.

York Region is one of Canada's fastest-growing large urban municipalities and is forecast to reach a population of 1.79 million and employment of 900,000 by 2041. The Region is an attractive location to live and invest and is committed to attracting and retaining employers and residents, as well as making significant infrastructure investments to support growth.

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**From:** Van Dusen, Regina on behalf of Regional Clerk  
**Sent:** Monday, June 29, 2020 12:27 PM  
**Subject:** Regional Council Decision - 2019 Measuring and Monitoring Affordable Housing in York Region  
**Attachments:** 2019 Measuring and Monitoring Affordable Housing in York Region.pdf

**CAUTION: This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.**

On June 25, 2020 Regional Council made the following decision:

1. Staff continue to collaborate with local municipalities and the Building Industry and Land Development Association – York Chapter to assess policy options and innovative solutions to address housing affordability challenges in York Region.
2. The Regional Clerk circulate this report to the local municipalities.

The original staff report is attached for your information.

Please contact Danielle De Fields at 1-877-464-9675 ext. 71525 if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Office of the Regional Clerk, Corporate Services

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The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1  
1-877-464-9675 ext. 71300 | [christopher.raynor@york.ca](mailto:christopher.raynor@york.ca) | [york.ca](http://york.ca)

Our Mission: **Working together to serve our thriving communities – today and tomorrow**

# **The Regional Municipality of York**

Committee of the Whole  
Planning and Economic Development  
June 11, 2020

Report of the Commissioner of Corporate Services and Chief Planner

## **2019 Measuring and Monitoring Affordable Housing in York Region**

### **1. Recommendations**

1. Staff continue to collaborate with local municipalities and the Building Industry and Land Development Association – York Chapter to assess policy options and innovative solutions to address housing affordability challenges in York Region.
2. The Regional Clerk circulate this report to the local municipalities.

### **2. Summary**

This report provides an overview of the 2019 affordable housing measuring and monitoring exercise (Attachment 1).

Key Points:

- Delivering affordable housing options continues to be a challenge for York Region, local municipalities and the development industry
- Affordable ownership and rental housing is a key component for building complete communities, supporting community health, economic vitality and growth of York Region's local cities and towns
- The annual measuring and monitoring exercise assesses new housing supply for affordability each year and is used to determine gaps in the housing system
- Regional Official Plan affordability targets have not been met for the second year in a row, with only 14% of all new ownership and rental units in 2019 affordable at the provincial threshold
- When new ownership housing is evaluated, only 11% of new units are below the affordability threshold and 99% of these are studio and one-bedroom condominium units
- In 2019, only 3% of new housing was classified as rental. There is a need for an increased rental supply, which provides an opportunity to address York Region's affordability challenges

- To solve housing challenges in York Region, continued support and collaboration across all levels of government and development industry is required, including exploring policy options through the Municipal Comprehensive Review process

### 3. Background

#### **A full mix and range of housing options support growth and development of complete communities in York Region**

A full mix and range of affordable ownership housing and rental housing is a key component of building complete communities. This helps to meet the needs of residents and workers of all ages and stages of life, impacting quality of life, community health and economic vitality. A mix and range of ownership and rental housing refers to a variety of housing options that are affordable based on a resident's income, in appropriate locations and suitably sized.

Affordable housing is important for businesses to attract and retain employees, supporting economic development and growth in York Region. A full mix and range of housing options is required to support York Region in meeting growth projections outlined in the Regional Official Plan.

#### **The Regional Official Plan sets affordable housing targets that are monitored annually through this exercise**

The York Region Official Plan requires 35% of new housing in the Region's Centres and key development areas be affordable, and 25% of new housing outside of those areas be affordable. The annual measuring and monitoring exercise helps to understand York Region's housing supply and assess whether Regional Official Plan targets for affordable housing are met. The targets are consistent with provincial guidance set in the Provincial Policy Statement for efficient development patterns to promote a mix of housing.

#### **In 2019, Council adopted innovative approaches to help address continued affordability challenges impacting York Region**

The provision of a full mix and range of housing, including affordable housing options, continues to be a challenge for York Region, local municipalities and the development industry. In fact, affordability is a challenge across the Greater Toronto Area. All levels of government and industry proponents have roles in supporting solutions to delivering affordable housing options to residents. Council has demonstrated commitment to housing solutions, most recently in the form of financial incentives for purpose-built rental housing, including a [36-month development charge deferral program](#) developed in 2017 and an expanded, graduated incentive program endorsed in 2019.

On October 17th, 2019, Council approved [new graduated development charge deferrals](#) for purpose-built rental housing affordable to mid-range income households. These new incentives were accompanied by development charge deferrals for large office buildings, working together to support the development of complete communities. The affordable, purpose-built rental incentives promote growth across York Region but particularly in the

Region's centres and corridors and are structured to encourage the inclusion of family-sized units in new developments to help address housing gaps identified through this monitoring exercise. These new incentives align with York Region's city building initiatives and vision for complete communities.

### **This exercise helps identify housing gaps and provides data to support housing policy directions for the Municipal Comprehensive Review**

The Measuring and Monitoring Affordable Housing exercise provides data and identifies housing gaps to support the development of new policies and programs. The Municipal Comprehensive Review process provides the opportunity to review and develop policies to address housing challenges impacting York Region, including the development of housing targets and options to achieve them. Through technical consultations, Regional staff will continue to engage with the Building Industry and Land Development Association, local municipalities and other stakeholders to collaborate on defining and determining policies for the Regional Official Plan and implementation options focused on delivering housing solutions.

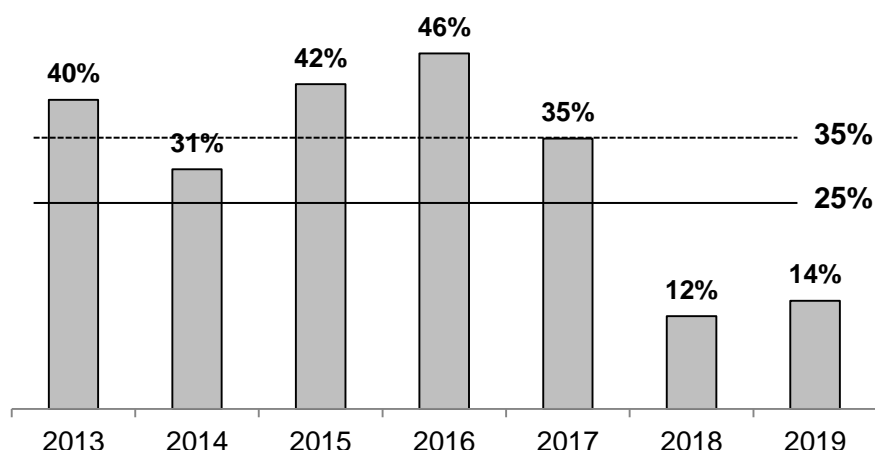
Later this year, a Housing Policy Directions report will be presented to Council on housing targets and policy updates to inform the Regional Official Plan update process. Council has provided ongoing and innovative support for the development of a healthy housing system, as exemplified through the new rental housing incentives. Addressing housing challenges in York Region will require continued policy and program initiatives, as well as partnerships with local municipalities, upper levels of government, development industry and other housing stakeholders.

## **4. Analysis**

### **In 2019, Regional Official Plan targets for affordable housing were not achieved for the second year in a row**

The York Region Official Plan affordable housing policies prescribe that 35% of new housing in the Region's Centres and key development areas be affordable, and that 25% of new housing outside of those areas be affordable. In 2019, the affordable housing targets were not achieved, with 14% of new units below the affordable housing threshold. This was a slight increase from 2018, but a large reduction from 35% in 2017 and 46% in 2016 (Figure 1). The thresholds used for this exercise are set to reflect different local municipal contexts, including variances in household incomes.

**Figure 1**  
**Percentage of New Affordable Units by Year**



\*Regional Official Plan Target: 35% applied in Regional Centres and Key Development Areas and 25% applied outside of Regional Centres and Key Development Areas.

For the second consecutive year, there were few affordable options across all nine local cities and towns and across all housing types. This identifies a trend of few affordable options, with limited new rental supply added to the market each year. Of the 14% of affordable new units from the 2019 housing supply, 21% are rental (rental represented 3% of the total housing supply) and 79% are affordable ownership (ownership represented 97% of the total housing supply). As identified through these numbers, rental housing accounts for a much larger portion of affordable units compared to the total new supply it brings to the market each year. In 2019, the majority of the new rental supply was 162 new Housing York Inc. units in Vaughan. Council's commitment to supporting a place for everyone plays a critical role in delivering new, affordable units to York Region's housing market.

### **Almost all affordable ownership options are studio and 1-bedroom condominiums, with few family-sized options available**

In 2019, only 11% of new ownership units were below the affordability threshold. For ownership purposes, a household income is calculated at the 60th percentile to set the affordable housing threshold (i.e. the maximum house price that the lowest earning 60% of households can afford). Of the ownership units, 99% were studio (8.7%) or one-bedroom (90.6%) condominium units in high density developments, primarily in Newmarket and Vaughan. In 2019, there were no affordable two-bedroom or larger-sized high density units that met the threshold and only 0.7% of ground related units were affordable.

Condominium fees are not captured in affordability assessments, or the data presented in this report, as there is limited availability of condominium fees across York Region. For many households, the additional costs of condominium fees can make these units inherently unaffordable, causing a further decline in the number of new affordable units in York Region.

Compared to 2018, York Region had a 31% increase in the total number of new ownership units built in 2019. There was the same percentage of affordable ownership housing (11% each year), with almost no new affordable ground related, and family-sized high density units in both 2018 and 2019. In 2019, the increased housing supply did not result in a higher percentage of affordable ownership housing units in York Region.

### **As ownership housing becomes increasingly unaffordable to a greater proportion of residents, rental housing continues to be a necessary alternative**

The ownership affordability threshold used in this measuring and monitoring exercise is based on the Provincial definition set out in the Provincial Policy Statement. As previously outlined, the ownership household income is calculated at the 60th percentile to set the affordable housing threshold. In 2019, York Region's annual household income at the 60th percentile was \$125,041 and a housing unit affordable at that income could not exceed \$483,988. In 2019, 11% of new ownership units are 'affordable' based on the provincial definition, and 14%<sup>1</sup> of units were affordable when both ownership and rental housing was included (all rental units are coded as affordable due to data limitations).

To gain a better understanding of the true affordability challenges facing mid-range and upper income households in the ownership market, a sensitivity analysis was conducted for the 40th, 50th, 70th, and 80th percentiles (Table 1). When lower household incomes are evaluated, the availability of new affordable housing units rapidly diminishes. When higher incomes beyond the provincial definition of affordable are assessed, affordability pressures remain. This sensitivity analysis identifies that only the highest income households in York Region have robust affordable ownership options.

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<sup>1</sup> In 2019, the majority of new rental supply was 162 new Housing York Inc. units in Vaughan at Woodbridge Lane; up to 70% of the units will be offered to applicants on the Region's subsidized housing wait list. The remaining 100 are new registered secondary suites recorded across all local cities and towns. No new purpose-built rental units were added to the housing stock in 2019.



**Table 1**  
**Affordable Ownership for a Range of Income Percentiles**

Percentile	Upper Household Income Threshold	Maximum Affordable House Price	% Affordable Ownership Units
40th	\$83,640	\$323,740	0%
50th	\$103,422	\$400,312	2%
60th	\$125,041	\$483,988	11%
70th	\$150,599	\$586,711	43%
80th	\$184,136	\$722,746	63%

Source: York Region Planning and Economic Development, 2020.

Households that cannot afford ownership housing to meet their housing needs often turn to the rental market for suitable sized housing in central and connected locations. Purpose-built rental housing continues to be a necessary alternative to ownership, delivering stable housing options with fewer added costs for amenities. Households in this income range could afford a monthly rent of approximately \$2,100 (40th percentile) to \$4,600 (80th percentile). Average market rents for purpose-built rental in 2019 ranged from \$1,160 (Bachelor unit) to \$1,995 (3+ bedroom unit). Although many of these ownership households could afford rents, they are faced with the challenge of low rental supply. The rental incentives previously identified outline Council's continued dedication to solving York Region's rental supply challenges. It is expected that in the coming years, the rental incentives endorsed by Council will result in an increase of new purpose-built rental units providing additional options for households facing affordability challenges.

For both ownership and rental housing across York Region, affordable housing options are essential as a basis for economic, community, and social health and well-being. A lack of affordable housing options may continue to cause challenges in meeting growth projections set by the Province, impacting future economic growth and development of York Region.

### **Many factors contribute to continued affordability challenges facing York Region**

Many factors contribute to the affordability challenges across York Region, and the Greater Toronto Area, evidenced by drastically increasing housing prices in recent years. A best practices scan and analysis will be completed in support of housing directions to be developed through the Municipal Comprehensive Review later in 2020. This exercise will evaluate economic, financial and community factors that impact housing costs, many of which are beyond York Region's control. Historically, York Region has maintained strong economic growth, continues to be a desirable location to live, and housing prices have increased accordingly. This is a similar trend across the Greater Toronto Area.

It is likely that affordability is having an impact on York Region's population growth rate, which could have long-term economic implications. Additional information on the relationship between housing affordability and the Region's population growth is contained in the Growth and Development Review 2019 report being considered at this Committee of the Whole meeting. Through the Municipal Comprehensive Review, a report outlining potential housing policy directions will identify policy and other solutions to help address some of the factors causing affordability challenges in York Region.

### **Measuring and Monitoring Affordable Housing supports Vision 2051's Healthy Communities goal of appropriate housing for all ages and stages**

Vision 2051, the Regional Official Plan, and the 2019 to 2023 Strategic Plan contain goals and policies that promote development and monitoring of affordable housing in support of creating complete communities. The measuring and monitoring of housing affordability in York Region aligns with the goals outlined in these strategic documents, providing data that supports results based solutions to housing challenges.

As affirmed through York Region's strategic plans, working to support development of a full mix and range of housing options in York Region is integral to the health, well-being and economic growth of communities. The new affordable, purpose-built rental incentives identified earlier in this report highlights Council's commitment and leadership in addressing housing need in York Region. Continued government innovation and collaboration with housing providers and development industry is essential for solving York Region's affordability challenges.

## **5. Financial**

The work completed by staff for the 2019 measuring and monitoring of affordable housing has been completed within the existing staff complement, and within the approved business plan and budget.

The financial impact of failing to address affordable housing challenges in York Region could lead to unintended consequences, such as lower residential and employment growth rates. York Region continues to fall short of the Growth Plan forecast; a shortfall of affordable housing options may be a contributing factor. This may impact York Region's future economic and financial prosperity, particularly as new development supports payment for projects and investment in programs and policies that help to solve housing challenges.

## **6. Local Impact**

Local municipalities are key partners in addressing housing affordability. Each year, local municipal staff works with Regional staff in supporting collection of key data for this report. Regional staff shares the data results and methodology with local municipal partners.

Local municipalities continue to partner with York Region in development of financial incentives to support purpose-built rental housing. Regional staff will continue to collaborate

with local municipal staff through the York Region Local Municipal Housing Working Group to address affordable housing needs across York Region. Local municipalities have an integral role in supporting the development of the Housing Policy Directions report and in collaborating with development proponents and York Region to define context-specific solutions in their municipalities. The housing challenges outlined impact all local municipalities, requiring continued support to deliver solutions.

## 7. Conclusion

As a foundation of complete communities, housing supports community health and well-being, social cohesion, economic development and growth in York Region. The continued trend of few affordable housing options places future growth and development of communities at risk.

York Region Council has set the foundation to address these challenges by encouraging a full mix and range of housing options and prioritizing investment in new affordable purpose-built rental housing projects. No one level of government or industry partner can solve housing affordability challenges alone. Staff will continue to work in collaboration with partners and local municipal staff to find innovative solutions that help achieve Regional Official Plan targets in 2020 and will continue to monitor the affordability of housing across York Region to support continued evidence-based policy solutions.

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For more information on this report, please contact Danielle De Fields at 1-877-464-9675 ext. 71525. Accessible formats or communication supports are available upon request.

Recommended by: **Paul Freeman, MCIP, RPP**  
Chief Planner

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Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

May 29, 2020  
Attachment (1)  
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## Attachment 1

### 2019 MEASURING AND MONITORING HOUSING AFFORDABILITY IN YORK REGION

#### HOUSING IS A CORNERSTONE OF COMPLETE COMMUNITIES

Housing is a cornerstone of complete communities, which require a variety of ownership and rental housing options that meet the needs of residents and workers at all ages and stages of life. A diverse mix and range of housing options is a major contributor to quality of life, well-being, economic vitality and community health. Housing has remained at the forefront of discussions in York Region, with many residents facing continued affordability challenges. Through these various levels of government, York Region is guided by and works in partnership to support a full mix and range of housing options across all nine local municipalities.

#### YORK REGION MONITORS THE AFFORDABILITY OF NEW HOUSING UNITS EACH YEAR TO DETERMINE IF YORK REGION OFFICIAL PLAN AFFORDABILITY TARGETS ARE MET

Provincial policy requires York Region to establish and implement affordable housing targets. York Region's targets are identified through the York Region Official Plan (YROP), which requires that 35% of new housing in Regional Centres and Key Development Areas, and 25% of new housing outside of those areas, be affordable.

York Regional Council endorsed the Affordable Housing Measuring and Monitoring Guidelines in June 2015. An update to the [Guidelines](#) was approved in 2018 to better reflect on the ground reality in terms of how the amount, type and location of new affordable housing units are analyzed. The Guidelines establish a standardized approach to identify and measure the supply of new affordable units in order to monitor progress each year in meeting the YROP affordable housing targets and to help inform decision making around housing need. Originally, the data was presented as an attachment to the 10-Year Housing Plan Progress Report. This is now a standalone update that is reported on an annual basis. This report has become increasingly important as affordable housing continues to be a growing concern for residents in York Region.

#### MAXIMUM AFFORDABLE HOUSING THRESHOLDS ARE CALCULATED ANNUALLY BY TENURE

The affordable housing thresholds are calculated annually for both ownership and rental units, based on Provincial legislation and definitions in the York Region context. The thresholds provide the upper limits of what is considered "affordable" from a land use planning perspective. These thresholds are used throughout this report to determine the affordability of both new high density and ground related ownership housing supply. All new rental supply is monitored annually and the analysis is included in this report.

The affordable threshold for ownership is the maximum price that households at the sixth decile of the income distribution can afford to pay and includes the cost of a mortgage, mortgage insurance, a minimum of a 5% down payment and property taxes. As displayed in Figure 1, the maximum ownership threshold for York Region in 2019 is \$483,988 and based on a household income of \$125,041.

FIGURE 1: York Region Household Income Distribution and Affordable Ownership Thresholds, 2019<sup>1</sup>

<b>Maximum Household Income</b>	\$29,755	\$47,021	\$64,922	\$83,640	\$103,422	\$125,041	\$150,599	\$184,136	\$239,995	
<b>% of Households</b>	<b>10</b>	<b>20</b>	<b>30</b>	<b>40</b>	<b>50</b>	<b>60</b>	<b>70</b>	<b>80</b>	<b>90</b>	<b>100</b>
<b>Decile</b>	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>	9 <sup>th</sup>	10 <sup>th</sup>
<b>Maximum affordable housing price</b>	\$115,170	\$182,001	\$251,291	\$323,740	\$400,312	\$483,988	\$586,711	\$722,746	\$950,013	
	<b>Affordable Housing</b>						<b>Households that can afford threshold price or above (40%)</b>			

Source: York Region Planning and Economic Development, 2020.

Based on Statistics Canada, Bank of Canada and Canada Mortgage and Housing Corporation data

**2019 LOCAL MUNICIPAL MAXIMUM OWNERSHIP THRESHOLDS RANGE FROM \$391,965 TO \$483,988**

Table 1 provides the maximum local municipal affordable ownership thresholds for 2019, for the lowest earning 60% of households in each municipality. As average household incomes vary between local municipalities, ownership thresholds are calculated both on a region-wide basis and by local municipality. Where the local municipal threshold exceeds the Regional threshold (\$483,988), the Regional threshold is used for affordable housing commitment and monitoring purposes in order to help achieve region-wide affordability. This helps to best reflect the local municipal context and the incomes of residents, impacting what would be defined as affordable across York Region's nine local cities and towns.

<sup>1</sup> The figure simplifies York Region's housing market and represents all households in York Region. The figure separates York Region's households into ten separate decile groups based on household income, each decile representing 10% of the total household population. The distribution identifies that the affordable ownership housing thresholds must provide a maximum price that is affordable to 40% of households, which is measured to the sixth decile of the income distribution.

Table 1: 2019 Affordable Ownership Thresholds<sup>2</sup>

Local Municipality	Local Municipal Threshold	Thresholds Used for Commitments and Monitoring
Aurora	\$534,650	\$483,988
East Gwillimbury	\$516,340	\$483,988
Georgina	\$391,965	\$391,965
King	\$597,434	\$483,988
Markham	\$462,174	\$462,174
Newmarket	\$476,980	\$476,980
Richmond Hill	\$463,643	\$463,643
Vaughan	\$535,169	\$483,988
Whitchurch-Stouffville	\$510,512	\$483,988

Source: York Region Planning and Economic Development, 2020.

Based on Statistics Canada, Bank of Canada and Canada Mortgage and Housing Corporation data

**YORK REGION DID NOT ACHIEVE ITS AFFORDABILITY TARGETS IN 2019, WITH ONLY 14% OF NEW HOUSING UNITS FALLING BELOW THE MAXIMUM AFFORDABLE THRESHOLD**

Table 2 displays the number and percentage of new affordable units in 2019 by local municipality and tenure based on the thresholds in Figure 1. For monitoring purposes, all rental units are coded as affordable due to data limitations of new rental units, both in the primary and secondary rental markets.

<sup>2</sup> Throughout the Region, there are significant variations in average household income by local municipality, which in turn impacts the maximum income-based affordable housing threshold. The local municipal threshold seeks to reflect the differences in the demographics and better reflect actual average affordable prices at the local level.

Table 2: New Affordable Housing Monitoring Analysis, 2019

Local Municipality	Ownership Units		Rental Units <sup>1</sup>		All Units	
	Total Units	Affordable Units	Total Units	Affordable Units	Total Units	Affordable Units
Aurora	86	0 (0%)	14	14 (100%)	100	14 (14%)
East Gwillimbury	467	5 (1%)	5	5 (100%)	472	10 (2%)
Georgina	63	0 (0%)	16	16 (100%)	79	16 (20%)
King	16	0 (0%)	-	-	16	0 (0%)
Markham	1,747	94 (5%)	2	2 (100%)	1,749	96 (5%)
Newmarket	405	81 (20%)	20	20 (100%)	425	101 (24%)
Richmond Hill	1,002	38 (4%)	-	-	1,002	38 (4%)
Vaughan	4,631	738 (16%)	201	201 (100%)	4,832	939 (19%)
Whitchurch-Stouffville	157	3 (2%)	4	4 (100%)	161	7 (4%)
York Region	8,574	959 (11%)	262	262 (100%)	8,836	1,221 (14%)

Source: York Region Planning and Economic Development, 2020

Based on Teranet, RealNet and Canada Mortgage and Housing Corporation data

1 – all rental is coded as affordable due to data limitations

Almost 91% of the new affordable ownership units were one-bedroom units. However, a declining number of one or more-bedroom units are affordable each year. Out of all the new one-bedroom units monitored in 2019, the number of affordable, one-bedroom units was 30%, a decrease from 57% in 2018, 94% in 2017 and 95% in 2016. In 2019, almost 9% of affordable housing was delivered through studio apartment units and less than 1% of units were ground related. Out of the studio apartments, all 83 units were coded as affordable. These findings highlights the continued lack of affordable ownership options across all housing structure types, relying on small unit sizes to deliver affordable housing stock to York Region's residents. Similarly, the number of affordable two-bedroom units monitored was 0%, the same as 2018, a decrease from 11% in 2017 and 51% in 2016. This shows a lack of affordable family-sized units staff will continue to monitor.

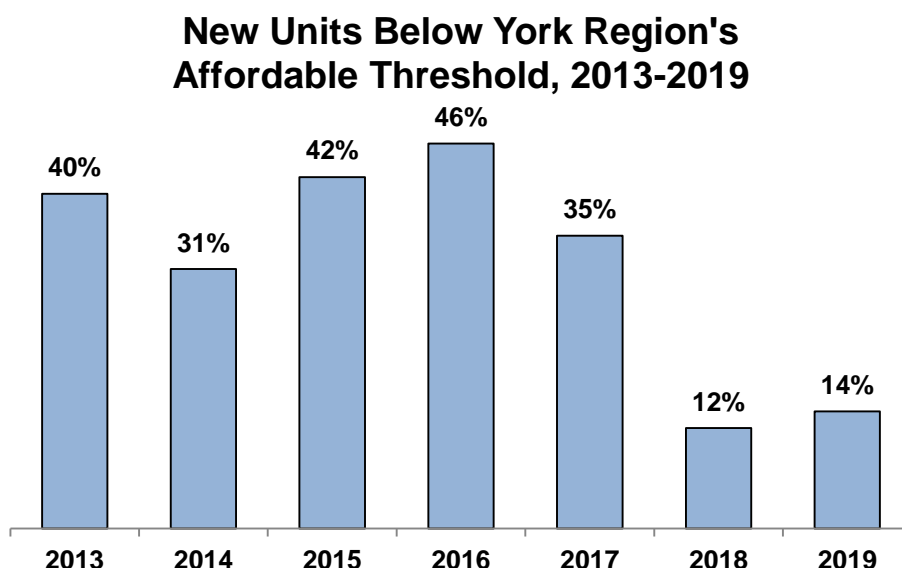
#### IN 2019, THE TREND OF FEW AFFORDABLE UNITS MONITORED CONTINUES

Figure 2 provides an overview of the percentage of new ownership and rental units below the affordable thresholds from 2013 – when the Region began tracking affordability – to 2019 (Figure 2). The increase from 12% in 2018 to 14% is mainly due to the 162 new community housing units in 2019.

Similar to 2018, affordable options were not consistently represented in all local municipalities and across all unit types and tenures in 2019. The same trend of few affordable options remains an issue for the long-term growth and vitality of York Region's local businesses and economy. This uneven representation of affordable options leads to many residents choosing unsuitable housing and could cause clusters of affordability rather than the even

distribution of a mix and range of housing options found in complete communities. It may also lead to many people choosing more affordable alternatives to York Region. Across the nine local cities and towns, affordable housing is foundational to attract new business and economic growth. As affordability continues to decline, this will impact forecasted population, employment and household growth.

*Figure 2: New Units below York Region's Affordable Threshold, 2013-2019*



There has been an increasing reliance on new high density units to meet York Region Official Plan targets for new affordable housing stock. In 2019, 18% of new high density units met the affordability threshold compared to a few affordable units in the ground related supply (less than 1%). This reflects a similar trend to 2018, where 26% of new high density was affordable and no ground related supply was affordable. However, this was a significant decrease from 2017, with 50% of new high density units and 5% of ground related units falling below the affordability threshold. This highlights that now even new high-density ownership stock has become less affordable over time. Now there is declining affordability overall across all densities since previous monitoring years.

The majority of new housing stock monitored in 2019 is ownership housing, consistent with other monitoring years. The ownership market accounted for 79% of the affordable units region-wide and rental units accounted for 21% of affordable units. Due to data gaps, all rental units are coded as “affordable” for monitoring purposes. This included no new purpose-built rental units<sup>3</sup>, 162 community housing units<sup>4</sup>, and 100 newly registered second suites for a total of 262 new rental units in 2019. As rental units are all coded as affordable, these new units are used to achieve the York Region Official Plan targets each year, which may over-represent the true depth of affordability for residents. However, purpose-built rental units provide affordable options to many mid-range

<sup>3</sup> Staff are working with CMHC staff to gather more information regarding the total number of private, purpose-built rental housing in York Region for 2019. There were 2 units identified through CMHC’s reporting on new purpose-built housing unit completions, one in King and one in Georgina. Due to confidentiality, no granular information could be provided regarding these two units. However, both staff and CMHC believe that it is likely a secondary suite belonging to a detached home, which is coded as an apartment but not a purpose built rental unit. Due to these challenges, staff have decided to remove the two units and have not counted it in this report.

<sup>4</sup> All Housing York Inc. units are coded as community housing. In previous monitoring years, they were identified as government assisted/non-profit housing.



income households and are a major contributor to the solution of the housing challenges facing York Region. The rental stock will become increasingly important as we see a continued decline in affordable ownership options across all housing sizes. The above breakdown of affordable housing by tenure is further exemplified when 97% of all new housing stock was ownership and only 3% was rental housing.

The percentage of affordable new units varied across local municipalities, reflecting the different challenges faced by residents depending on location. Local municipal rates of total affordability ranged from as low as 0% in King, to as high as 24% in Newmarket (mainly from growth in new rental stock and small, high density units). A number of local municipalities had no affordable ownership units, including Aurora, Georgina and King. While affordable housing options are available in other local municipalities, they may not be in suitable locations or be large enough to accommodate families. Access to services and transit options continue to impact home prices and rents. Unfortunately, the result is that affordability generally decreases as access to services and transit options increase, impacting efforts to create complete communities. Few affordable housing options will continue to impact the economic growth and development of York Region, with few affordable ownership options and a low rental supply.

#### THERE ARE FEWER AFFORDABLE HOUSING OPTIONS WHEN LOWER HOUSEHOLD INCOMES ARE CONSIDERED

Mid-range income households are represented by the 4<sup>th</sup> to 6<sup>th</sup> deciles of the income distribution, which are the 20% of households that are between the highest and lowest earning 40 percent of households in the Region (households earning between \$83,640 and \$125,041). The affordable ownership threshold provides a maximum affordable house price for the sixth decile, or the highest earning mid-range income household. As the ownership housing thresholds provide an upper limit, they do not address the need for an appropriate range of housing for households with incomes below this limit, also mid-range income households (4<sup>th</sup> and 5<sup>th</sup> deciles)

To understand housing need throughout the mid-range income spectrum, the Region also reviews affordability using thresholds that are affordable to 40% and 50% of households (units that are measured to the 5<sup>th</sup> and 4<sup>th</sup> deciles on Figure 1). This evaluates depth of affordability for households below the upper threshold, and identifies that affordability only applies to the highest earning households being monitored. Table 3 summarized the findings from the 2019 analysis.

*Table 3- New Affordable Ownership Housing Supplemental Monitoring Analysis, 2019*

Monitoring Exercise	Maximum Income	Maximum House Price	% of Units Sold Under Threshold
Provincial Definition: 6 <sup>th</sup> Decile	\$125,041	\$483,988	11%
5 <sup>th</sup> Decile	\$103,422	\$400,312	2%
4 <sup>th</sup> Decile	\$83,640	\$323,740	0%

Source: York Region Planning and Economic Development, 2020.

Based on Teranet, RealNet and Canada Mortgage and Housing Corporation data

Based on this analysis, the 2019 maximum affordable price for the lowest earning 50% of households was \$400,312, and 2% of new units (167 units) fell below this price. The 2019 maximum affordable price for the lowest earning 40% of households was \$323,740 and 0% of new units fell below this price.

## FOR THE FIRST TIME, STAFF EVALUATED OWNERSHIP HOUSING AFFORDABILITY FOR HIGHER INCOME HOUSEHOLDS ABOVE THE PROVINCIAL DEFINITION OF AFFORDABLE

The continued affordability challenges for households in York Region requires further investigation beyond the mid-range income (4<sup>th</sup> to 6<sup>th</sup> deciles) groups. For the first time, staff evaluated affordability for households beyond the provincial definition to gain a stronger understanding of true housing challenges facing York Region residents and workers (Table 4).

For the 7<sup>th</sup> income decile group, the percentage of affordable units rose to 43% which is a direct result from the large number of high density units affordable to this income group (96% of affordable units were high density and only 4% of the total units were ground related for the 7<sup>th</sup> decile). A larger portion of new housing stock become affordable to higher incomes, however, it is higher incomes that can afford the majority of housing. A total of 63% of new housing units were affordable to households at the 8<sup>th</sup> decile (87% of affordable units are high density and 13% were ground related) and 84% of units were affordable to households at the 9<sup>th</sup> decile.

This analysis helps to better understand the housing affordability challenges facing Regional residents, showing that many of the units that are affordable are only affordable to a portion of households in the upper income deciles. This analysis determines that gaps still exist, even for households beyond the Provincial definition of requiring affordable housing.

*Table 4: Affordable Units for Households in the Upper Income Deciles, 2019*

Income Decile	Household Income	Affordable House Price	Number of Affordable Units (Total High Density/Ground Related)	% of Affordable Units
7 <sup>th</sup> Decile	\$150,599	\$586,711	3,648/8,574 (3,486 are high density and 162 are ground related)	43%
8 <sup>th</sup> Decile	\$184,136	\$722,746	5,429/8,574 (4,742 are high density and 687 are ground related)	63%
9 <sup>th</sup> Decile	\$239,995	\$950,013	7,170/8,574 (5,304 are high density and 1,866 are ground related)	84%

Source: York Region Planning and Economic Development, 2020.

Based on Teranet, RealNet and Canada Mortgage and Housing Corporation data

Note: the York Region threshold was used across all nine local municipalities

## A LIMITED SUPPLY OF RENTAL OPTIONS EXIST IN THE PRIMARY RENTAL MARKET

The affordability of new rental stock cannot be monitored due to data limitations regarding rents charged for new units. As such, all new rental units are currently coded as “affordable”. Most non-luxury purpose-built rental housing units would be affordable to mid-range income earners and are reasonably considered affordable in York Region. In general, the secondary market is more expensive than the purpose-built rental market and offers less security of tenure. Through the monitoring exercise, all units that are rented are coded as rental. This includes community housing, registered secondary suites and purpose-built rental housing.

In 2019, only 262 rental units were built in York Region. Of that total, 162 units were community housing and the remaining 100 were registered secondary suites. In 2019, there were no new private-purpose built rental units built. Rental condominiums also contribute to the rental stock, with approximately 29% of units that permit renting were rented; however the average rents for one- and two-bedroom condominiums exceeded 125% Average Market Rents (set by private, purpose-built rental housing).

#### REGIONAL RENTAL THRESHOLD IN 2019 RANGE FROM \$1,160 TO \$ \$1,995 BASED ON THE PROVINCIAL DEFINITION

The Provincial definition of rental affordability is based on 100% average market rent (AMR), as determined by the annual Canada Mortgage and Housing Corporation (CMHC) survey. In 2018, Regional Council endorsed the updated York Region Affordable Housing Measuring and Monitoring Guidelines and an updated rental threshold of 125% average market rent by bedroom type to encourage affordability in all unit types. The higher threshold increases the opportunity for development proponents to access Canada Mortgage and Housing Corporation funding and financing options to incentivize rental development. In addition, due to the fact that the threshold is a reflection of the Region's aged rental stock, it provides a better reflection of reasonable market-affordable rents as the older rental stock may not meet current building code standards or offer amenities that are now expected by tenants in new buildings. The old rental threshold had the unintended consequence of the majority of affordability requirements being satisfied through smaller-sized bachelor and one-bedroom units. By integrating a Regional rental threshold by bedroom type, this helps to address gaps in the affordable rental supply, such as highlighting the need for more affordable family-sized units.

The 2019 threshold for affordable rental housing at 125% AMR across all bedroom types was \$1,710. The maximum 2019 rental thresholds range from \$1,160 for a bachelor to \$1,995 for a three bedroom apartment (Table 5).

In order to address these continued challenges of few affordable ownership options and a limited rental supply, York Region's recently endorsed incentives aims to provide more purpose built rental housing affordable to mid-range income households, with better incentives offered when 50% of units are family-sized and if the building is located in the Region's Centres and Corridors. These incentives define affordable housing at 175% AMR, making it affordable for mid-range income households. This income group has been identified with particular housing need, with few affordable ownership options and low rental supply available in York Region. Their housing need has been identified and evaluated through this annual Measuring and Monitoring report. These incentives work to support the development of complete communities, supporting residents and workers in York Region.

**Table 5 – 2019 Percent Average Market Rents by Bedroom Type**

<b>2019 Percent Average Market Rents by Bedroom Type</b>			
	100% AMR	125% AMR	175% AMR
Bachelor	\$928	\$1,160	\$1,624
1 Bed	\$1,270	\$1,588	\$2,223
2 Bed	\$1,437	\$1,796	\$2,515
3+ Bed	\$1,596	\$1,995	\$2,793
<b>Source:</b> CMHC Rental Market Report 2019. Private Apartment Rent, Table 1.1.2., 2020.			

Through the annual measuring and monitoring analysis, staff are able to identify housing challenges and support recommendations to Regional Council to develop policy options in support of affordable housing.

#### THE EXISTING HOUSING STOCK CONTINUES TO PROVIDE LIMITED AFFORDABLE HOUSING OPTIONS

A 2019 snapshot of average housing costs by tenure and type is provided in Appendix D. The snapshot depicts the range from the lowest local municipal average price to the highest local municipal average price for the 2019 calendar year. While the snapshot provides an accurate range of home prices and rents, the number of housing units available throughout the range varies.

When average resale prices are benchmarked against the affordable thresholds, there are limited affordable ownership options in all municipalities (Table 6). The average price of resale condominiums fell below the Regional affordable threshold in four local municipalities; no municipalities had average resale single detached, semi-detached or row houses under the Regional affordable threshold. While affordable resale options are available region-wide, there are limitations by local municipality, structure and bedroom type. Staff report on the average resale price to provide a broader indication of housing options across the Region. In 2019 it was determined that, on average, little to no ground related product are affordable in the resale or new housing market. Some resale ground related units fell below the average and provide affordable housing options to residents. Both ground related and high density affordable options are found predominately in central and northern municipalities in the Region, often with pockets of affordability, not delivering a full mix and range of housing across communities.

Table 6 - Affordable Average Ownership Resale Options by Local Municipality, 2019

	Resale Single Detached	Resale Semi-Detached	Resale Row	Resale Condo
Aurora	X	X	X	✓
East Gwillimbury	X	X	X	✓
Georgina	X	X	X	✓
King	X	X	X	X
Markham	X	X	X	X
Newmarket	X	X	X	✓
Richmond Hill	X	X	X	X
Vaughan	X	X	X	X
Whitchurch-Stouffville	X	X	X	X

Source: York Region Planning and Economic Development, 2020

Based on Toronto Real Estate Board data.

#### IN 2019, REGIONAL COUNCIL ENDORSED INCENTIVES FOR NEW AFFORDABLE PURPOSE-BUILT RENTAL HOUSING

In October 2019, Regional Council approved new [development charge deferrals](#) for affordable, purpose-built rental housing. These incentives support the growth of affordable housing and jobs for York Region's changing population and workforce, aligning with York Region's [city building](#) initiatives and vision of creating [complete communities](#).

The affordable purpose built rental housing incentive is a graduated program, where developments will receive a longer deferral depending on size and location. Under the program, the full development charges payable could be deferred, interest-free, for between 5 and 20 years. The affordable rental incentive program is available to a total of 1,500 housing units over the next three years. In addition to other criteria outlined in the policy, average rents must not exceed 175% AMR, buildings must be a minimum of 4 storeys in height, and similar or better local municipal participation is required in order to qualify for the incentives.

There has been a growing interest in the new incentives for purpose-built rental housing amongst proponents in the development industry. It is expected that these new incentives will support the development of purpose-built rental in York Region and impact the number of affordable housing units in York Region for subsequent years, with the ability to monitor annual rents for these new developments receiving the incentives.

#### THE NEED FOR CONTINUED INNOVATION IS REQUIRED TO ADDRESS HOUSING GAPS

Innovative programs and policies are required to continue to address housing gaps, particularly as affordable housing options are necessary in the development of healthy and thriving communities. Monitoring affordability of new housing units each year allows staff to monitor the Region's progress in meeting affordability targets identified in the YROP. In addition, the monitoring exercise also allows Council to identify areas where affordability challenges persist, and formulate policies and programs, as well as advocate to senior levels of government to assist in responding to these challenges. Staff continue to work with our partners to encourage affordable housing, coordinated through a variety of consultation and engagements including the general public, consultations with BILD and through the York Region Local Municipal Housing Working Group.

Supporting the growth of York Region's rental supply and affordable ownership housing market is imperative to the creation of complete communities across York Region. This annual measuring and monitoring exercise allows staff to track our progress in meeting Council objectives and attaining Regional Official Plan goals. The finalized document posted online will include all relevant data tables, as staff receive regular requests for this information.

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**From:** Van Dusen, Regina on behalf of Regional Clerk  
**Sent:** Monday, June 29, 2020 12:42 PM  
**Subject:** Regional Council Decision - 2019 Regional Centres and Corridors Update  
**Attachments:** 2019 Regional Centres and Corridors Update.pdf

**CAUTION: This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.**

On June 25, 2020 Regional Council made the following decision:

1. The Regional Clerk forward this report to the Provincial Minister of Municipal Affairs and Housing and York Region Members of Federal and Provincial Parliament as an example of the Region's continued commitment to focusing on transit-oriented development within Regional Centres and Corridors and to seek further Federal and Provincial assistance to provide critical infrastructure for the Yonge North Subway Extension and completion of the Viva Rapid Transit network.
2. Regional Council request the Province to introduce legislation similar to Bill 171, the "Building Transit Faster Act", to assist in expediting approval of key infrastructure, such as the Upper York Sewage Solution to fully realize planned growth in Newmarket, Aurora and East Gwillimbury, including the applicable Centres and Corridors in these municipalities.
3. The Regional Clerk forward this report to local municipalities for information.

The original staff report is attached for your information.

Please contact Jeff Hignett, Senior Planner, Centres, Corridors and Subways at 1-877-464-9675 ext. 71515 if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Office of the Regional Clerk, Corporate Services

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1-877-464-9675 ext. 71300 | [christopher.raynor@york.ca](mailto:christopher.raynor@york.ca) | [york.ca](http://york.ca)

Our Mission: **Working together to serve our thriving communities – today and tomorrow**

# The Regional Municipality of York

Committee of the Whole  
Planning and Economic Development  
June 11, 2020

Report of the Commissioner of Corporate Services and Chief Planner

## 2019 Regional Centres and Corridors Update

### 1. Recommendations

1. The Regional Clerk forward this report to the Provincial Minister of Municipal Affairs and Housing and York Region Members of Federal and Provincial Parliament as an example of the Region's continued commitment to focusing on transit-oriented development within Regional Centres and Corridors and to seek further Federal and Provincial assistance to provide critical infrastructure for the Yonge North Subway Extension and completion of the Viva Rapid Transit network.
2. Regional Council request the Province to introduce legislation similar to Bill 171, the "Building Transit Faster Act", to assist in expediting approval of key infrastructure, such as the Upper York Sewage Solution to fully realize planned growth in Newmarket, Aurora and East Gwillimbury, including the applicable Centres and Corridors in these municipalities.
3. The Regional Clerk forward this report to local municipalities for information.

### 2. Summary

This report provides an annual update of development activity, infrastructure investments and programs that occurred within the Regional Centres and Corridors in 2019. It identifies ongoing and future initiatives that continue to drive the Region's city building initiatives forward as a result of Council's commitment to planning for complete communities.

#### Key Points:

- Accommodating growth through intensification in strategic locations like Centres and Corridors helps maintain fiscal sustainability through effective land use and aligns growth with existing and planned infrastructure and services
- Close to 40% of all 2019 residential building permit units in York Region were located in Centres and Corridors and 80% of all apartment building permit units
- In 2019, employment grew by 5.3% in Centres and Corridors adding 6,800 jobs



- Markham Centre and Vaughan Metropolitan Centre have exceeded their population and job growth targets and have commenced work to update their Secondary Plans
- Richmond Hill/Langstaff Gateway Secondary Plans are being updated to establish a revised development framework to guide and support development along the future Yonge North Subway Extension
- Continued delay of the Upper York Sewage Solution approval impairs planned growth and economic development for Newmarket Centre and northern Corridors
- Financial incentive programs were introduced in 2019 to encourage purpose built rental and large office buildings
- Development application activity in Centres and Corridors during COVID-19 is comparable to 2019 activity during the same time period

### 3. Background

#### **Regional Centres and Corridors are a city building focus for York Region's urban structure**

Regional Centres and Corridors were first established in the 1994 Regional Official Plan and continue to be reinforced in the 2010 Regional Official Plan as a planned city building initiative. They are a key focus of the Region's Urban Structure to guide rapid transit investment, residential intensification and commercial growth. Accommodating growth through intensification in strategic locations in the Region helps maintain fiscal accountability encouraging effective use of land and aligning growth with existing and planned infrastructure and services.

The Regional Centres and Corridors implement the Provincial Growth Plan's priority to focus growth in urban areas. The Provincial Growth Plan identifies four Provincial Urban Growth Centres in York Region, also known as Regional Centres:

- Markham Centre (Highway 7 and Warden Ave)
- Newmarket Centre (Yonge Street and Davis Drive)
- Richmond Hill / Langstaff Gateway Centre (Highway 7 and Yonge Street)
- Vaughan Metropolitan Centre (Highway 7 and Jane Street)

Urban Growth Centres are the primary focus for intensification and contain the highest development densities in the Region. Together with Regional corridors (Yonge Street, Highway 7, Davis Drive and Green Lane) these areas are evolving into highly active urban places, serviced by rapid transit (Figure 1).

Figure 1

## Centres and Corridors are integral to building complete communities



## 4. Analysis

### Centres and Corridors continue to accommodate the majority of the Region's high density residential development

Since 2006, 64% of all apartment units have been located within Centres and Corridors. This continues to show the strength of the Region's urban structure and city building policies that direct higher density development to Centres and Corridors to support the vision of complete communities where people can live, work and play.

In 2019, building permits were issued for approximately 2,200 apartment units Region-wide. This is a decrease compared to 4,000 units in 2018. Yearly fluctuation is more commonly observed in apartments than other housing types because they take longer to build.

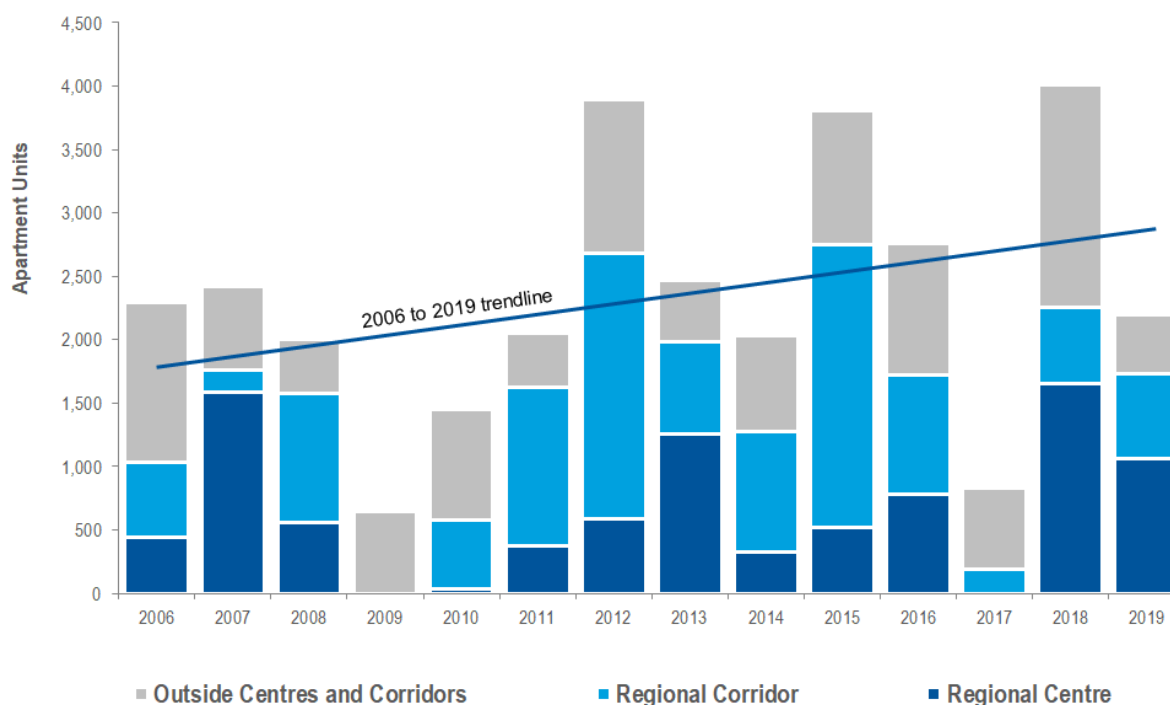
The following are key highlights of 2019 building permit activity in Centres and Corridors:

- Close to 40% of all York Region building permit unit activity was located in Centres and Corridors
- 79% of all apartment units (1,730 units) were located in the Centres and Corridors (Figure 2)
- 24 multi-storey buildings are currently under construction in Centres and Corridors, compared to 22 buildings in 2018
- Townhouse units made up 5% of building permit unit activity in Centres and Corridors

- Vaughan Metropolitan Centre captured 50% (860 units) of all apartment units followed by Highway 7 West Corridor (668 units) and Richmond Hill/Langstaff Gateway Centre (202 units)

Figure 2

### Apartment Building Permit Activity from 2006 to 2019



### Vaughan Metropolitan Centre and Markham Centre have exceeded 2031 population targets

For the past three years, the Vaughan Metropolitan Centre has demonstrated the strongest construction growth with over 40% (3,100 units) of high rise residential construction. Based on built and active applications, Vaughan Metropolitan Centre has exceeded its 2031 population growth target by 38% (Attachment 1). This exponential growth is directly attributed to the ongoing investments by the Region in rapid transit, and particularly the opening of the York-Spadina Subway Extension in December, 2017.

The planning for Markham Centre was established in the late 1990's and development of the centre has been growing steadily ever since, having now reached 110% of its 2031 population target (Attachment 1). The City of Markham is undertaking a Secondary Plan review for Markham Centre in 2020 that will include new population and job targets. Regional staff will be engaged in support of this review.

The City of Richmond Hill and City of Markham are also undertaking reviews of Secondary Plans for the Richmond Hill/Langstaff Gateway Centre. The original plans were established in 2010 and an updated development framework will support and guide future development along the Yonge North Subway Extension.

## **York Region is a top destination for business, talent, and investment in the GTA, Ontario and Canada**

Launched in 2016, York Region's award-winning 'York Link' marketing strategy and campaign is a key Regional initiative promoting office attraction linking transit-oriented development. It showcases York Region as a place where knowledge-based businesses and top talent thrive, in a fast-growing and urbanizing region. The Centres and Corridors program works together with the York Link campaign to promote the relationship between city building and economic development.

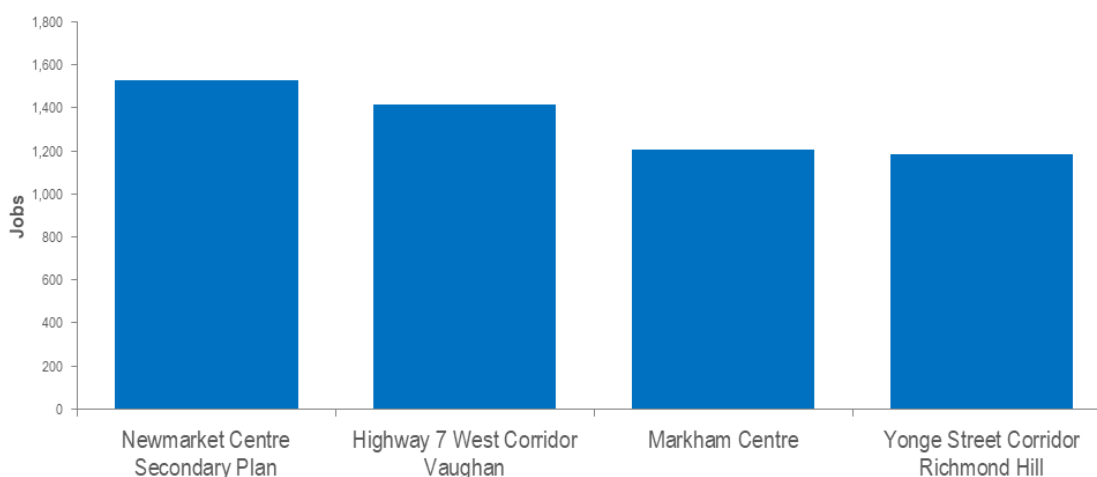
## **Regional employment grew by 5.3% in Centres and Corridors in 2019**

In 2019, York Region's employment grew by 13,800 jobs for a total of 654,650 jobs. Surveyed employment within Centres and Corridors grew by over 6,800 jobs for a total of 135,400 jobs as of mid-year 2019. This represents a 5.3% increase from mid-year 2018 and is the highest annual increase in jobs in Centres and Corridors. For the 6th straight year, the employment growth rate in Centres and Corridors has been more than double that of Regional growth (2.2%).

Job growth was evenly split between Regional Centre and Regional Corridor areas. Newmarket Urban Centres experienced the most employment growth with 1,527 new jobs, followed by Highway 7 West Corridor (1,400), Markham Centre (1,200), and Yonge Street Richmond Hill Corridor (1,190) (Figure 3).

**Figure 3**

### **2019 Employment Growth in Centres and Corridors**



## **In 2019, the Centres and Corridors remained successful attracting new office activity**

There were no building permits issued for new office buildings in 2019, but a number of businesses moved into existing office space within the Centres and Corridors. York Region has averaged 1,500 new businesses per year for the past 10 years. There is close to 1.5 million square feet of office development proposed in Centres and Corridors.

## **Rapid transit in Centres and Corridors is serving the Region's major employment areas**

Employment areas are strategic and vital to York Region's economy and accommodate over half of the Region's employment base. Current proposed major office development is focused in employment areas and Centres and Corridors (Attachment 2). York Region has two major employment area clusters, recognized by the Neptis Foundation as employment "megazones" centred at the convergence of Highways 407 and 400 in Vaughan, and Highways 407 and 404 in Markham and Richmond Hill (Attachment 2). These megazones are serviced by rapid transit along the Region's Corridors. Completion of the Region's planned rapid transit network and Yonge North Subway extension is important to serve the Region's employment areas.

## **Viva Rapid Transit ridership has increased significantly compared to pre-rapidway operations**

Viva Rapid Transit service began in December 2005 and has been important to support growth and transit ridership throughout the Centres and Corridors. Results of this investment in rapid transit infrastructure are being realized. Ridership in corridors with completed rapidways has increased by 19-67%, compared to pre-rapidway operations (Table 1).

**Table 1**

### **Viva Transit Rapidway Ridership**

<b>Existing Rapid Way</b>	<b>Date Built</b>	<b>Increase in Ridership Since Completion</b>
Highway 7 East Rapidway	2009	19 %
Davis Drive Rapidway	2016	20 %
Highway 7 VMC Rapidway	2013	67 %

Rapidways have been constructed in portions of Regional Corridors along Yonge Street, Highway 7, and Davis Drive. In 2019, three rapidways opened for service:

- Highway 7 West in Vaughan
- Bathurst and Centre Streets in Vaughan
- Yonge Street in Newmarket

### **Continued investment in VivaNext rapidway construction is needed to complete Regional rapid transit network**

York Region continues to invest in transit and Viva rapidway development along Yonge Street in Richmond Hill, expected to open December 2020. An additional 75+ km of Viva Rapid Transit rapidways are planned for various areas in York Region, including Yonge Street between Savage-Sawmill and 19th-Gamble, Highway 7 west to Highway 50 and east to Cornell Bus Terminal, as well as Jane Street, Major Mackenzie Drive, and Leslie. These areas remain unfunded and need to be prioritized to connect the Regional Centres and complete the Regional rapid transit network that will provide necessary links to address interregional connection with provincial transit improvements, including GO expansion at Unionville and in Vaughan.

### **The Yonge North Subway Extension is gaining momentum but needs additional Federal funding**

The Yonge North Subway Extension is a critical missing transit link in the Region's transit network and highest transit priority for York Region. The subway will save over 13 tonnes of greenhouse gas (GHG) per workday by replacing 3,300 daily bus trips projected to service the corridor by 2031. In April 2019, the Province of Ontario announced \$11.2 billion to support capital construction for four major rapid transit projects, including the Yonge North Subway Extension. Given the large size of this project, it is estimated it will take 10 years to complete. The project will generate thousands of jobs and provide economic benefits to the Region and the City of Toronto, but still requires securing the Federal government's 40% share of project funding. Federal funding is expected to be secured through the Investing in Canada Infrastructure Plan.

The Yonge North Subway Extension will generate thousands of jobs and provide economic benefits to the Region and the City of Toronto. The Yonge North Subway Extension services a demonstrated need with the potential ridership of 165,000 per day. During construction it will create 21,800 person-years of employment and be the catalyst for more than 60,000 jobs and additional housing options for up to 88,000 residents by 2031.

### **Major Transit Station Areas are proposed in the Centres and Corridors to encourage transit oriented development**

Major transit station areas (MTSAs) refer to areas around existing or planned priority transit corridors (e.g. Bus Rapid Transit, Go Train Station). There are currently 73 MTSA's proposed in York Region through the Municipal Comprehensive Review, 58 of them along the Centres and Corridors. These areas provide opportunities to introduce moderate changes in density to create transit supportive neighbourhoods. Medium density development, often referred to as the "Missing Middle" contributes to complete communities by providing a mix of housing

types and activities, and provides densities that support and improve the viability of transit. Studies have shown that building more medium density housing can result in savings of up to 11% in road construction, 6% in water and sewer and 3% in annual operations and service delivery (Source: Pembina Institute) as compared to typical growth patterns of primarily ground related development.

Since 2011, there have been 61 buildings (10,000 units) constructed in the Region's Centres and Corridors. Ten of the completed buildings (1,900 units) are mid-rise (3 to 9 storeys in height). Half of the mid-rise housing stock is located in Markham Centre and the remainder along Highway 7 and Yonge Street Corridors. The update of the Regional Official Plan will assess the need for a mix and range of housing types.

### **York Region is leveraging 3D modelling technology as a city building tool to visualize how emerging communities can meet growth targets**

3D modelling creates a digital illustration of a future development area (Figure 4). It helps to visualize and understand how proposed densities fit within existing neighbourhoods and enables residents to explore their city virtually through a 3D walk. The Growth Plan requires York Region in consultation with local municipalities to delineate MTSA boundaries and achieve minimum density targets for MTSA's located on priority transit corridors. Regional staff are leveraging 3D modelling technologies to help visualize how these emerging communities in Centres and Corridors can meet the Growth Plan targets.

There is strong local municipal interest in building an in-house region-wide virtual city model to help visualize new development in key growth areas and future new communities across the Region. Regional staff continue to explore options with our local municipal partners to advance application of 3D models to inform growth and development decisions.



Figure 4

### Theoretical Major Transit Station Area 3D visualization: 200 people and jobs per hectare



Source: Dillon Consulting

### York Region is supporting purpose built rental housing and major office development through financial incentives

To help facilitate the growth of complete communities, York Region Council approved two development charge deferral programs in 2019 targeted to encourage affordable and purpose built rental housing and major office development in centres and corridors.

- (a) **Affordable, purpose built rental incentive program** is available for up to 1,500 housing units over the next three years. The program allows development charges to be deferred, interest-free between five and 20 years.
- (b) **Large office incentive program (three year pilot program)** for development charge deferrals for office buildings being constructed in Centres and Corridors. Office buildings may be eligible to defer the full amount of Regional development charges payable for up to 20 years.

More information on these programs can be found on the Region's [website](#).

### Upper York Sewage Solution is vital infrastructure required for planned growth in Newmarket Centre and northern Corridors

Newmarket Centre and the Regional Corridors in Aurora, Newmarket and East Gwillimbury require the Upper York Sewage Solution (UYSS) to fully realize their planned growth and



leverage investments already made in bus rapid transit. Secondary plans are in place for Newmarket Centre, Aurora Promenade, and Green Lane in East Gwillimbury. The Davis Drive and Yonge Street bus rapidways provide a key element to ensure success of Newmarket Centre and northern Corridors, however without sanitary servicing infrastructure the growth of these areas will be delayed.

The purpose of the UYSS is to provide sewage servicing to accommodate planned growth of approximately 153,000 residents and employees in Aurora, Newmarket and East Gwillimbury to 2031. The Region is still awaiting the Minister's approval of the Environmental Assessment (EA) for UYSS submitted to the province for approval on July 25, 2014. The Minister's decision was initially anticipated in February 2015, as set out in the regulations to the *Environmental Assessment Act*. Due to the outstanding Environmental Assessment approval by the Province, the earliest project completion could be achieved for the UYSS is 2027 which would require approval imminently. Substantial investment has been made by York Region to undertake the EA and constructing interim solutions to bridge the capacity gap for the municipalities that are dependent on UYSS.

### **Legislative changes like Bill 171, the Building Transit Faster Act are needed to expedite Environmental Assessment Approvals for critical Water and Wastewater Infrastructure**

Bill 171, the *Building Transit Faster Act*, introduced by the Province in February 2020, includes a number of measures to help accelerate the timing of the delivery of the Provincial subway program. The Region encourages the Province to introduce similar legislation to Bill 171 to help expedite Environmental Assessment Approvals associated with approval of key infrastructure projects like the Upper York Sewage Solution. Continued delay in approval of the Upper York Sewage Solution project will significantly impact the ability for the municipalities dependent on this project to meet the planned growth required to meet Growth Plan targets and realize economic development opportunities.

### **There continues to be strong development interest in the Centre and Corridors during COVID-19**

COVID-19 has led to a broad shutdown of economic activity that is without precedence and it is expected that building permit activity in Centres and Corridors will be slower in 2020 than in previous years. Despite the current economic situation, there continues to be development interest in Centres and Corridors. Development application activity during COVID-19 is comparable to development activity observed in 2019 over the same time period (March 13 to May 13). Pre-consultation proposals (3,975 units) plus new application submission (4,332 units) have continued during this time and any paused construction has now resumed.

## **5. Financial**

Development in Centres and Corridors optimizes investment in capital infrastructure. To date, \$3.6 billion has been invested in Bus Rapid Transit rapidways (BRT), the Toronto-York Spadina Subway Extension, and facilities and terminals to support Centres and Corridors. This, in turn, has provided over \$2.1 billion in assets, including rapidway vivastations and

lanes, boulevard work, underground infrastructure, streetscape features, facilities and terminals, and subway infrastructure. Additional funding is required to build 75 km of planned BRT critical to connect Regional Centres and complete the rapid transit network.

In April 2019, the Province of Ontario committed \$11.2 billion to support capital construction of 4 major rapid transit projects including the Yonge North Subway Extension. This will provide a critical missing link in the Region's transit network and generate thousands of jobs, providing economic benefits to the Region. However, a Federal commitment of 40% of the project's costs is still required. Federal funding is expected to be secured through the Investing in Canada Infrastructure Plan. York Region and York Region Rapid Transit Corp. will continue working with all levels of government to help move this critical project forward.

## 6. Local Impact

Staff continues to be actively engaged with our local municipal partners in city building initiatives and programs to support implementation and development of Centres and Corridors. Staff are working with local municipalities on:

- Review and approval of Secondary Plans and delineation of Major Transit Station Areas
- Coordination of comments for development applications along the Yonge North Subway corridor
- 3D city building technology to provide a visualization tool for local municipal collaboration to inform and promote city building

## 7. Conclusion

The Regional Centres and Corridors program is a long term strategy to drive intensification and city building efforts in York Region. Accommodating growth through intensification in strategic locations like Centres and Corridors helps maintain fiscal sustainability by aligning growth with existing and planned infrastructure and services.

In 2019, close to 40% of all York Region the residential units issued building permits and 79% of apartment units issued building permits were in Regional Centres and Corridors. Employment grew by 5.3% adding 6,800 jobs to Centres and Corridors, which is the highest annual growth since 2009. Markham Centre and Vaughan Metropolitan Centre have exceeded their original planned population growth targets and have commenced work to update their Secondary Plans.

Federal and Provincial governments have committed transit investment to the Yonge North Subway Extension, which is expected to be completed in 10 years. This will provide a critical missing link in the Region's transit network and generate thousands of jobs and economic benefits to the Region. Additional funding is required to complete 75 km of planned Viva Rapid Transit critical to the Regional rapid transit network.

Approval and completion of the Upper York Sewage Solution (UYSS) is critical to the success of Newmarket Centre and the northern Corridors to meet planned growth targets. Substantial investment has been made by York Region to undertake the Environmental Assessment and constructing interim solutions to bridge the capacity gap for the municipalities dependent on UYSS. The Region encourages the Province to introduce similar legislation as Bill 171, the *Building Transit Faster Act* to help expedite Environmental Assessment Approvals associated with approval of key infrastructure projects including the UYSS. These projects will support the Region's vision of vibrant, successful, healthy, transit-oriented, complete, and compact communities.

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For more information on this report, please contact Jeff Hignett, Senior Planner, Centres, Corridors and Subways at 1-877-464-9675 ext. 71515. Accessible formats or communication supports are available upon request.

Recommended by: **Paul Freeman, MCIP, RPP**  
Chief Planner

**Dino Basso**  
Commissioner of Corporate Services

Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

May 29, 2020  
Attachments (2)  
#10683611



# 2019 REGIONAL CENTRES & CORRIDORS REPORT

A detailed overview of development activity, demographics and progress  
in York Region's Centres and Corridors

# CITY BUILDING IN YORK REGION

York Region's Centres and Corridors Program is a city-building initiative and the foundation of York Region's planned urban structure. It combines planning for urban pedestrian friendly/ walkable communities with construction of new rapid transit corridors and stations that connect York Region and the Greater Toronto Area. The Centres and Corridors urban structure is defined by the York Region Official Plan. Key goals are to provide travel options, conserve resources, and create lively sustainable communities within walking distance of transit and other services. It is also about choice by providing a range of housing options, places to work, and ways to get there. The growth and development activity underway is evidence that the strategy is working.

Progress towards the planned population and job targets for each of the four Regional Centres continues to support Regional priorities to encourage growth in Regional Centres and Corridors. In 2019, the percentage of new apartment units in York Region's Centres and Corridors (79%, 1,730 units) was one of the highest ever observed in York Region. In terms of total residential units, 40% of all types of residential units were in the centres and corridors in 2019. This is the highest ever in the centres and corridors since tracking began in 2001. There are currently 24 high rise buildings under construction in the Centres and Corridors (7,400 units). These indicators show that the Centres and Corridors remain the focus for high density residential development in the Region.



**STRONG CONSTRUCTION ACTIVITY**  
24 BUILDINGS (7,400 UNITS) under CONSTRUCTION

SINCE 2006

**64%**

of **ALL NEW MULTI-STOREY RESIDENTIAL APARTMENT UNITS** in the Region have been located in **Centres and Corridors**

**40%**

of **ALL RESIDENTIAL UNIT STARTS** were located in **Centres and Corridors**

Highest  
**ONE-YEAR  
Percentage  
Recorded!**

**135,400 JOBS** CURRENTLY EXIST in the **CENTRES and CORRIDORS**

# CENTRES & CORRIDORS PROGRAM RESULTS

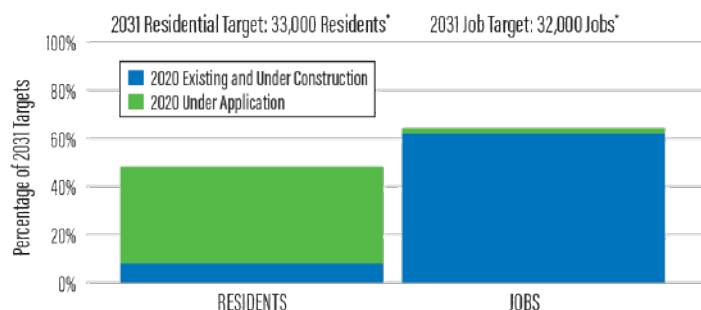
| JUNE 2020

In 2019, the Federal and Provincial governments committed significant transit investment to the Yonge Subway Extension, which is planned to be completed in 10 years. Further funding is required to complete 75 km of planned Viva Bus Rapid Transit critical to the Regional rapid transit network. Completion of the Upper York Sewage Solution is also critical to the success of the northern Centres and Corridors to fully realize planned growth.

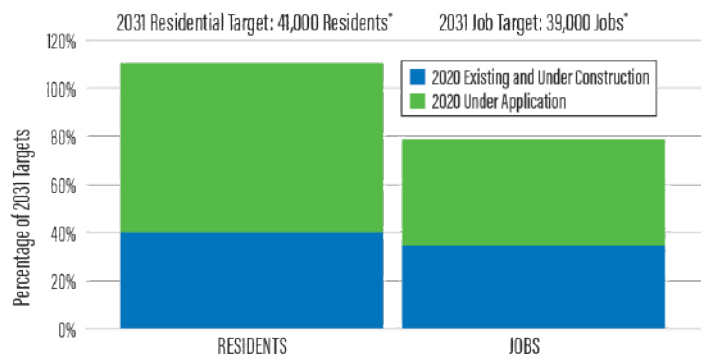
Regional staff is leveraging 3D modelling technologies as a city building tool to help visualize how emerging communities can meet growth targets. These projects support the Region's vision of vibrant, successful, healthy, transit-oriented, complete, and compact communities.

## Progress Towards Growth Targets in the Regional Centres

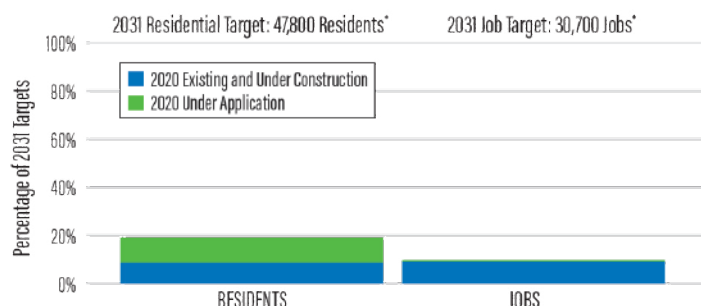
### NEWMARKET URBAN CENTRES



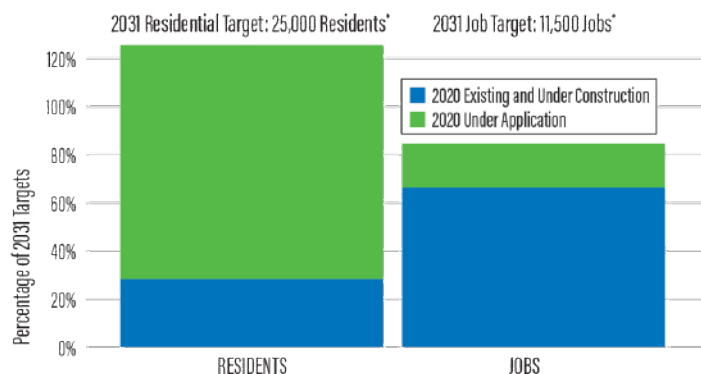
### MARKHAM CENTRE



### RICHMOND HILL/LANGSTAFF GATEWAY



### VAUGHAN METROPOLITAN CENTRE



## What are the BENEFITS of PLANNING for CENTRES and CORRIDORS?

- A variety of housing options for all ages and incomes
- Walkable transit oriented communities promote active and healthy lifestyles
- Improved access to jobs to support a highly skilled workforce and live/work options
- Unique urban spaces
- Growing smarter by redeveloping land with existing infrastructure
- Convenient access to rapid transit services to connect people to where they want to go

# MARKHAM CENTRE

## DEMOGRAPHICS 2019

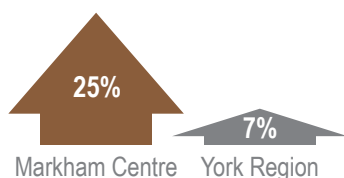


**12,300** TOTAL POPULATION  
**41,000** TARGET POPULATION

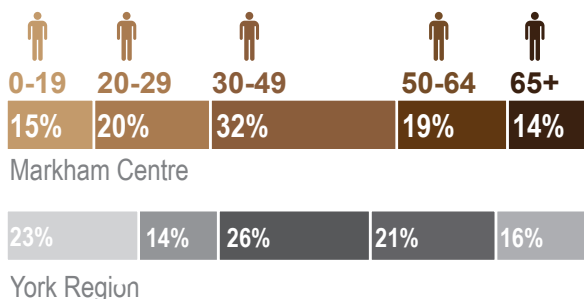


**14,600** TOTAL JOBS  
**39,000** TARGET JOBS

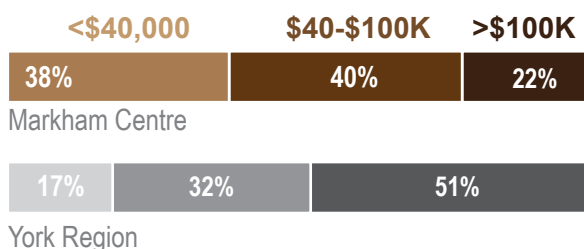
### POPULATION GROWTH (2014-2019)



### AGE



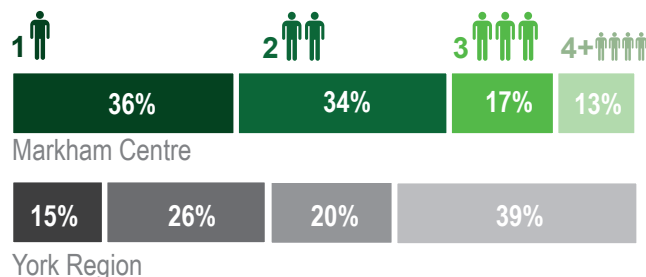
**\$74,100** AVERAGE HOUSEHOLD INCOME  
**\$132,200** YORK REGION AVERAGE



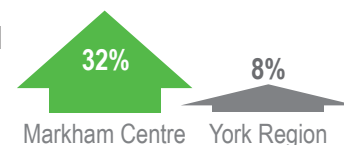
**1.6** AVERAGE RESIDENTS PER HOUSEHOLD

**3.1** YORK REGION AVERAGE

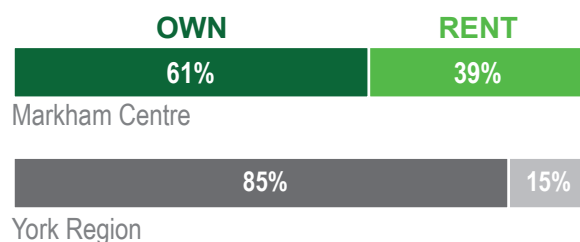
### HOUSEHOLD COMPOSITION



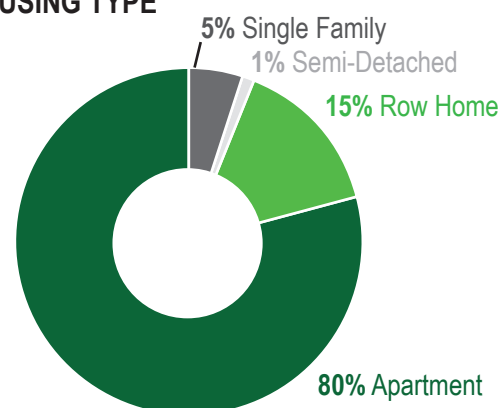
### HOUSEHOLD GROWTH (2014-2019)



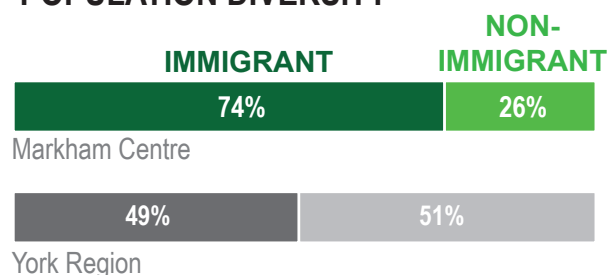
### HOME TENURE



### HOUSING TYPE



### POPULATION DIVERSITY





# VAUGHAN METROPOLITAN CENTRE

## DEMOGRAPHICS 2019

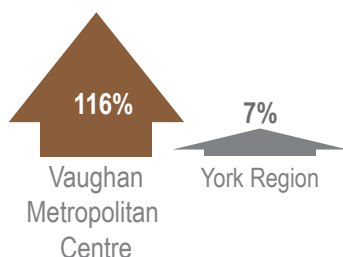


**1,300** TOTAL POPULATION  
**25,000** TARGET POPULATION

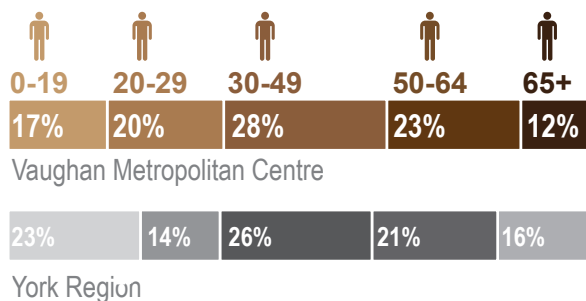


**7,800** TOTAL JOBS  
**11,500** TARGET JOBS

### POPULATION GROWTH (2014-2019)

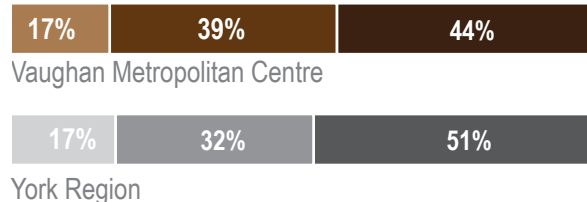


### AGE



**\$109,100** AVERAGE HOUSEHOLD INCOME  
**\$132,200** YORK REGION AVERAGE

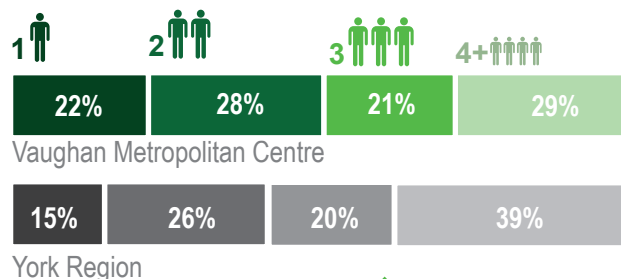
**<\$40,000** **\$40-\$100K** **>\$100K**



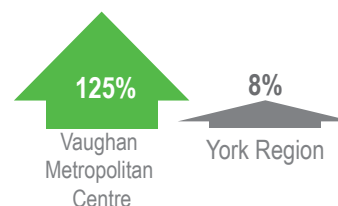
**1.7** AVERAGE RESIDENTS PER HOUSEHOLD

**3.1** YORK REGION AVERAGE

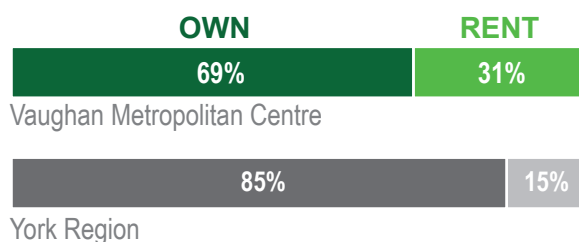
### HOUSEHOLD COMPOSITION



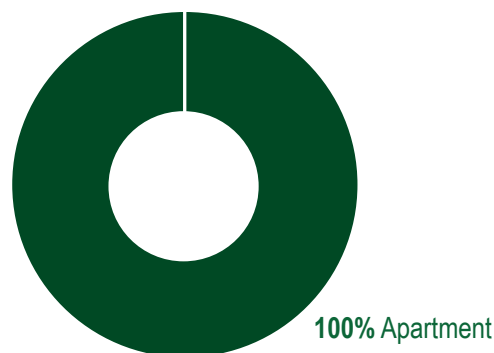
### HOUSEHOLD GROWTH (2014-2019)



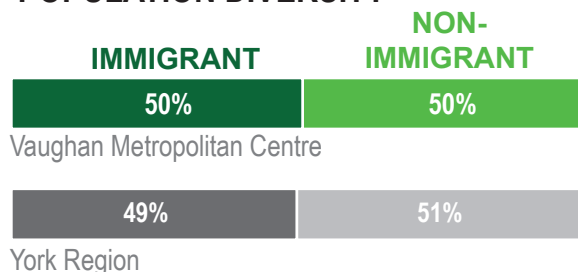
### HOME TENURE



### HOUSING TYPE



### POPULATION DIVERSITY



# RICHMOND HILL LANGSTAFF GATEWAY CENTRE

## 2019 DEMOGRAPHICS

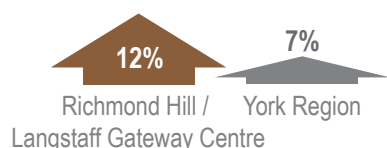


**2,900** TOTAL POPULATION  
**48,000** TARGET POPULATION

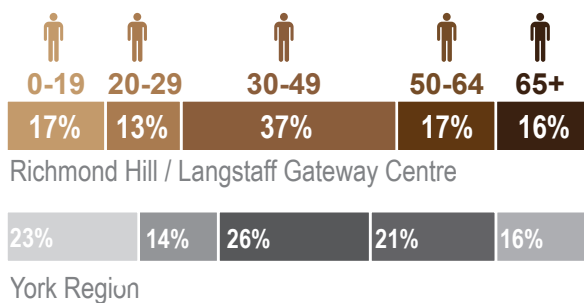


**2,800** TOTAL JOBS  
**31,000** TARGET JOBS

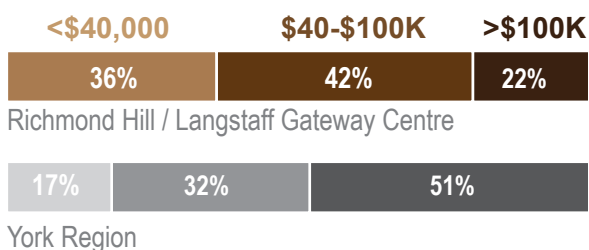
### POPULATION GROWTH (2014-2019)



### AGE



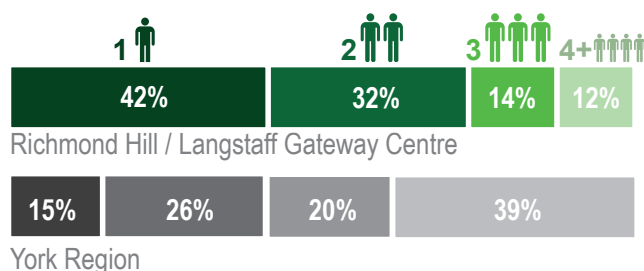
**\$72,300** AVERAGE HOUSEHOLD INCOME  
**\$132,200** YORK REGION AVERAGE



**2.2** AVERAGE RESIDENTS PER HOUSEHOLD

**3.1** YORK REGION AVERAGE

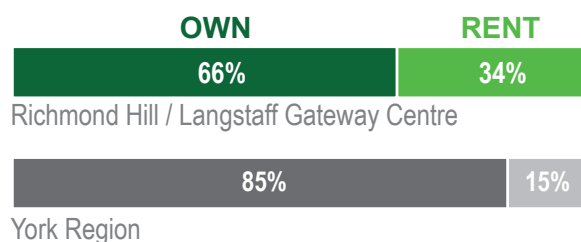
### HOUSEHOLD COMPOSITION



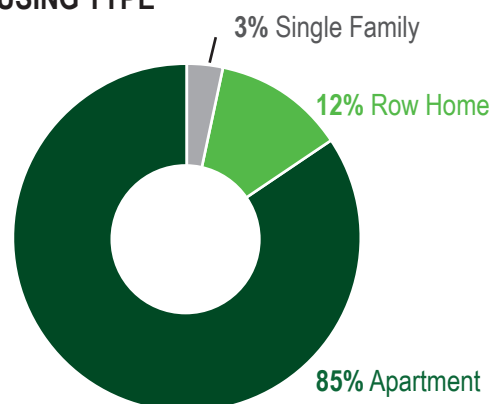
### HOUSEHOLD GROWTH (2014-2019)



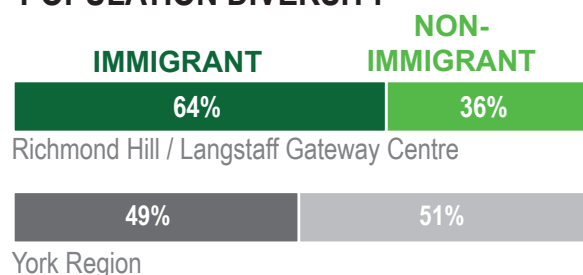
### HOME TENURE



### HOUSING TYPE



### POPULATION DIVERSITY



# NEWMARKET CENTRE

## DEMOGRAPHICS 2019

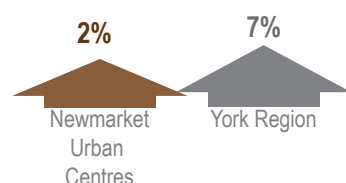


**3,400** TOTAL POPULATION  
**33,000** TARGET POPULATION\*

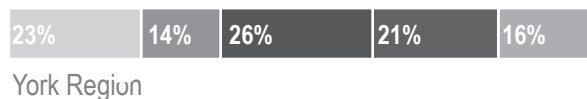
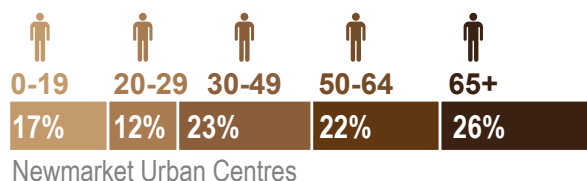


**18,300** TOTAL JOBS  
**32,500** TARGET JOBS\*

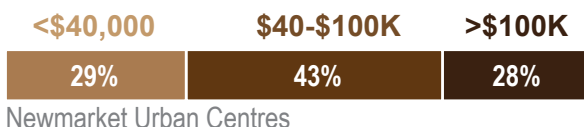
### POPULATION GROWTH (2014-2019)



### AGE

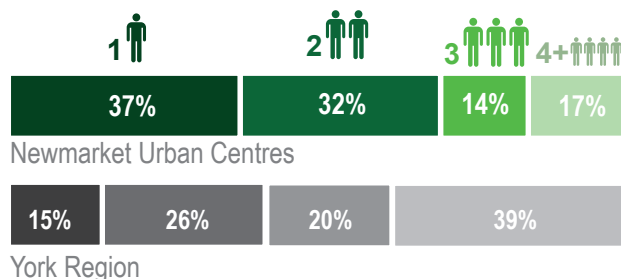


**\$84,600** AVERAGE HOUSEHOLD INCOME  
**\$132,200** YORK REGION AVERAGE



**2.0** AVERAGE RESIDENTS PER HOUSEHOLD  
**3.1** YORK REGION AVERAGE

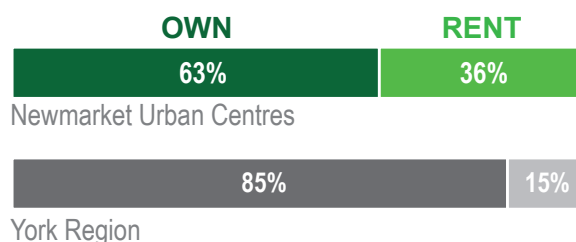
### HOUSEHOLD COMPOSITION



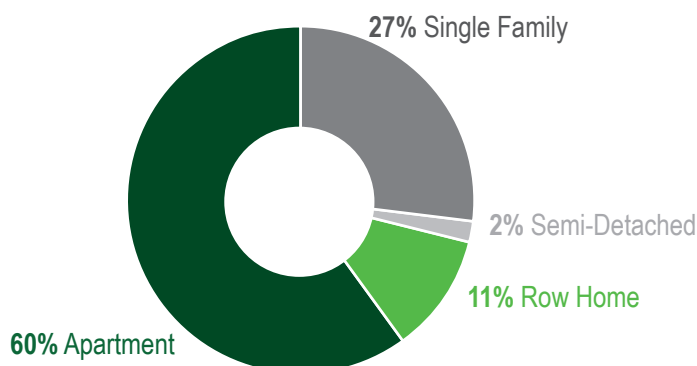
### HOUSEHOLD GROWTH (2014-2019)



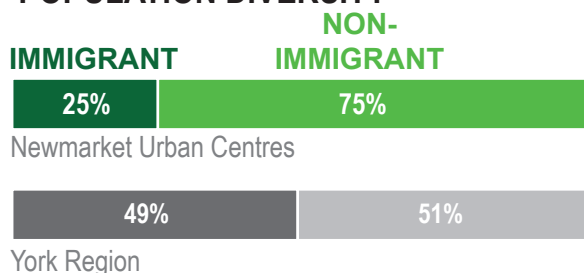
### HOME TENURE



### HOUSING TYPE



### POPULATION DIVERSITY



# YONGE STREET CORRIDOR

## DEMOGRAPHICS 2019

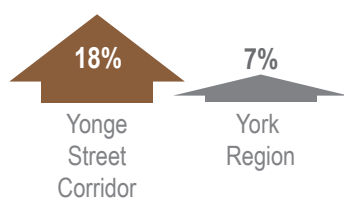


**23,300** TOTAL POPULATION

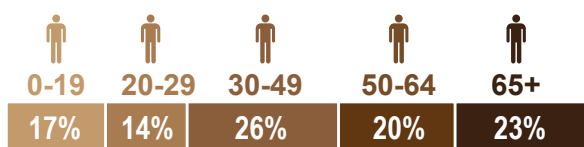


**32,000** TOTAL JOBS

### POPULATION GROWTH (2014-2019)



### AGE



Yonge Street Corridor



York Region

**\$83,200** AVERAGE HOUSEHOLD INCOME  
**\$132,200** YORK REGION AVERAGE



Yonge Street Corridor



York Region



**2.1** AVERAGE RESIDENTS PER HOUSEHOLD

**3.1** YORK REGION AVERAGE

### HOUSEHOLD COMPOSITION

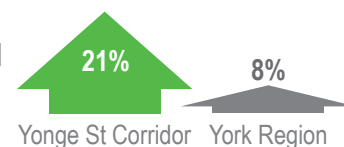


Yonge Street Corridor



York Region

### HOUSEHOLD GROWTH (2014-2019)



### HOME TENURE

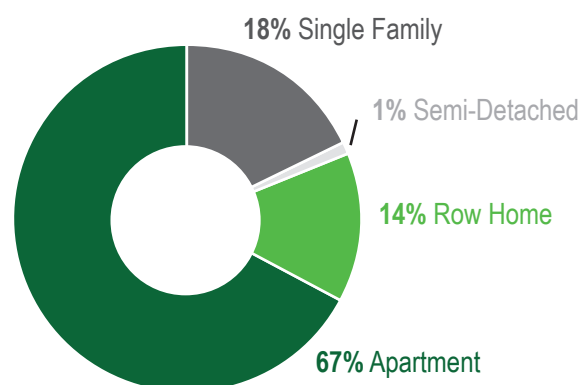


Yonge Street Corridor



York Region

### HOUSING TYPE



### POPULATION DIVERSITY



Yonge Street Corridor



York Region

Source: Environics Analytics - Demostats 2019, York Region 2019 Employment Survey

# HIGHWAY 7 CORRIDOR

## DEMOGRAPHICS 2019

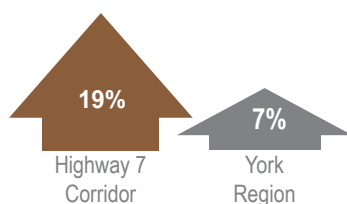


**19,500** TOTAL POPULATION

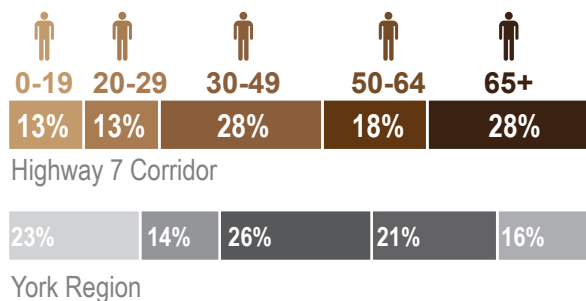


**68,100** TOTAL JOBS

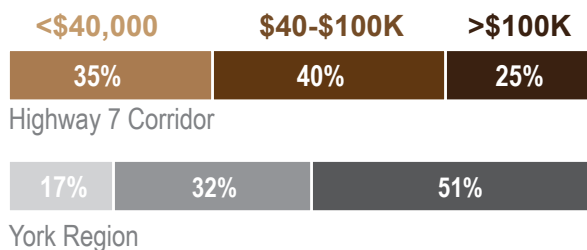
### POPULATION GROWTH (2014-2019)



### AGE



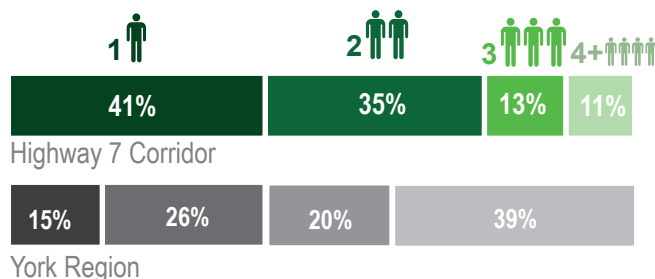
**\$79,200** AVERAGE HOUSEHOLD INCOME  
**\$132,200** YORK REGION AVERAGE



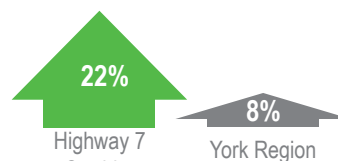
**1.9** AVERAGE RESIDENTS PER HOUSEHOLD

**3.1** YORK REGION AVERAGE

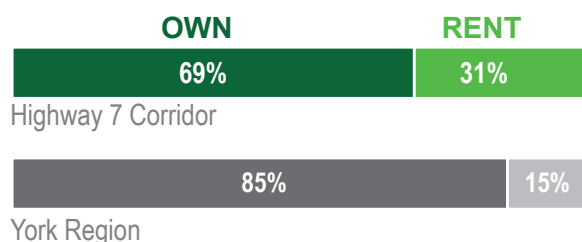
### HOUSEHOLD COMPOSITION



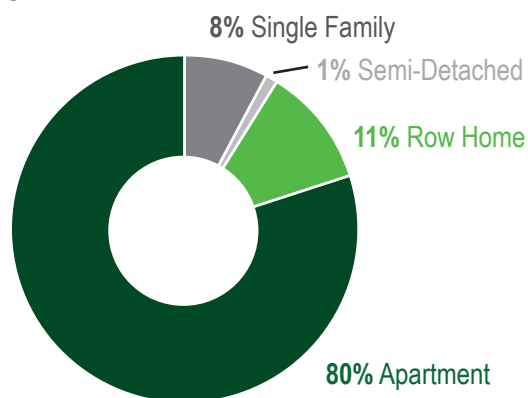
### HOUSEHOLD GROWTH (2014-2019)



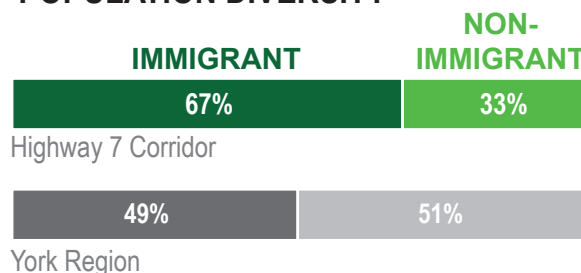
### HOME TENURE



### HOUSING TYPE



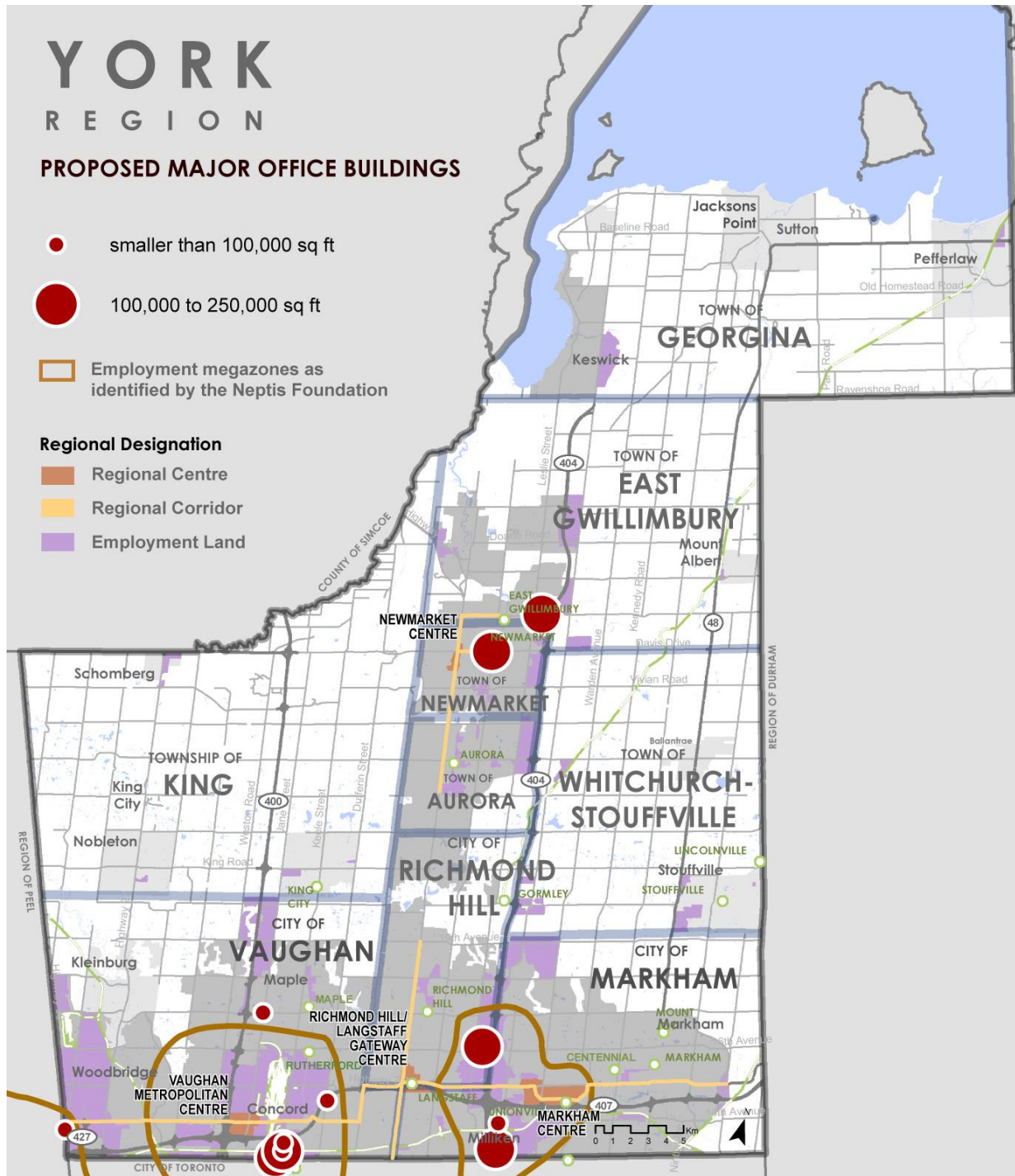
### POPULATION DIVERSITY



# 2019 REGIONAL CENTRES & CORRIDORS REPORT

For more information on Centres and  
Corridors in York Region please contact  
Planning and Economic Development  
1-877-464-9675 Extension 71515  
[yorklink.ca/citybuilding](http://yorklink.ca/citybuilding)





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**From:** Van Dusen, Regina on behalf of Regional Clerk  
**Sent:** Monday, June 29, 2020 3:08 PM  
**Subject:** I.2.8 Regional Council Decision - Court Services Annual Report  
**Attachments:** Court Services Annual Report 2019.pdf

**CAUTION:** This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.

On June 25, 2020 Regional Council made the following decision:

1. That the Regional Clerk circulate this report to the local municipalities

The original staff report is attached for your information.

Please contact Lisa Brooks, Director of Court Operations at ext. 73209 if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Office of the Regional Clerk, Corporate Services

---

The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1  
1-877-464-9675 ext. 71300 | [christopher.raynor@york.ca](mailto:christopher.raynor@york.ca) | [york.ca](http://york.ca)

Our Mission: **Working together to serve our thriving communities – today and tomorrow**



# **The Regional Municipality of York**

Committee of the Whole  
Finance and Administration  
June 11, 2020

Report of the Deputy Regional Solicitor

## **Court Services Annual Report 2019**

### **1. Recommendation**

It is recommended that the Regional Clerk circulate this report to the local municipalities

### **2. Summary**

This report provides Council with an overview of the Court Services 2019 Annual Report (Attachment 1) submitted to The Ministry of the Attorney General. The report also provides a summary of Court Services 2019 workload activity, key accomplishments, and planned initiatives for 2020. The Annual Report is required under the Memorandum of Understanding with the Province of Ontario.

Key Points:

- In 2019, Court Services continued to create efficiencies in service delivery and supported improved access to justice through key initiatives such as expansion of Video Remote Testimony, all while upholding its mandate of serving the public interest through excellence in legal and justice services
- York Region worked in tandem with the Ministry of the Attorney General and York Regional Police to streamline and modernize court services and leverage technology such as exploring the use of a Digital Evidence Management System for disclosure of video evidence to improve operational efficiency, enhance customer service, and increase fine enforcement and collection
- Court Services innovation and commitment to excellence was recognized by the Association of Municipalities of Ontario (AMO) Peter J. Marshall Municipal Innovation Award and by the Municipal Court Manager's Association of Ontario (MCMA) peer recognition awards
- Court Services put an emphasis on employee training and development to create a positive working environment and provide services that are more accessible, responsive and effective

### 3. Background

#### **Court Services administers the *Provincial Offences Act* program under strict legislative and legal constraints by providing two distinct functions of Court Operations and Prosecutions**

In 1999, the province downloaded the responsibility for the administration, prosecution and fine collection of provincial offences to municipalities. The Ministry of the Attorney General retained the overall responsibility for the integrity of the justice program. *Provincial Offences Act* (POA) courts are subject to strict constraints through legislation, regulations, case law, and Ministry directives. York Region's Court Services operate the second largest POA court program in Ontario based on the number of charges filed. Court Services is comprised of two main functions: Court Operations and Prosecutions. Court Operations is primarily responsible for court support services and for the administration of all POA charges issued in York Region. Prosecutions provides a wide range of legal services including the prosecution of cases before the Ontario Court of Justice, appeals, and judicial reviews in the Ontario Superior Court, the Court of Appeal for Ontario, and the Supreme Court of Canada.

POA courts are a crucial part of the justice system providing administrative services to over 30 law enforcement and regulatory agencies, including municipal bylaw enforcement, York Regional Police (YRP), Ontario Provincial Police (OPP), and other provincial and federal enforcement agencies operating in York Region.

In accordance with the Inter-Municipal Agreement, all municipal parking, bylaw, building and fire code matters are administered and prosecuted by York Region at the Region's expense with all revenue collected from municipal matters disbursed to the appropriate municipality.

### 4. Analysis

#### **External factors continue to create pressure on resources, court capacity, and budget**

2019 key workload drivers and activity statistics:

- A total of 147,700 charges were filed , a slight decrease compared to 2018
- Received 37,718 requests for disclosure
- 50% of all Part I (e.g. *Highway Traffic Act*) charges are disputed, Part I charges represented over 80 per cent of all charges filed in 2019
- Over 161,341 customers were served through in-person and telephone service, representing a five per cent decrease from 2018
- Over 134,267 matters were on Trial Dockets in 2019, including 673 charges related to cannabis enforcement

## **Court Services 2019 accomplishments improved organizational competency, operational efficiency and customer service**

Throughout 2019, York Region Court Services continued to leverage technology and streamline processes to improve workplace productivity, promote engagement and enable effective collaboration with our key stakeholders.

2019 key accomplishments:

- In collaboration with YRP provided Emergency Response training that included the *Run, Hide, Defend* situational drills to all Court Services staff.
- Court Services launched its first Court Services Multi-Year Plan (2019-2022) introducing a new mandate and purpose and outlining the priorities and objectives over the next four years
- In partnership with Osgoode Hall Law School, the Prosecutors' Association of Ontario, Ontario Association of Property Standards Officers and YRP, the Prosecution senior management team provided training for regional prosecutors, police officers and property standards officers to improve their core competencies, working knowledge and skills
- In an effort to streamline services, the Prosecution senior management team in collaboration with the Judiciary and key internal and external stakeholders, developed a new process that allows for applications and appeals to be resolved on a consent basis with a judge in chambers signing consent orders, which will improve customer service by allowing for resolved appeals and applications to be done over the counter without the need for the prosecutor and defendant to appear in court
- Prosecutions senior management team assisted YRP in conducting performance evaluations for a new Digital Evidence Management System that will allow YRP to upload videos and 911 calls for disclosure to a Cloud, thereby eliminating the need for defendants to attend the prosecution office to pick up disclosure of videos and 911 calls on DVD's
- Court Services worked with internal partners and in consultation with Ministry of Attorney General, Judiciary and YRP on a transition plan for relocation of the Newmarket POA court to 17150 Yonge Street
- Court Services co-led an inter-municipal working group that completed a comprehensive research on the use of Administrative Monetary Penalties Systems (AMPS) for parking and by-law offences. In 2020, Court Services will evaluate opportunities for implementation in York Region
- Prosecution participated in the Ontario Traffic Council working group to develop a draft regulation and an officer training plan to implement Automated Speed Enforcement

## **Court Services was recognized for innovation and commitment to excellence**

The Association of Municipalities of Ontario (AMO) recognized York Region with the Peter J. Marshall Municipal Innovation Award for leading the implementation of the first video testimony solution in a POA court. Court Services worked in collaboration with York Region IT Services, YRP, and the Justice Video Network to implement this technology.

The Municipal Court Manager's Association of Ontario (MCMA) awarded the 2019 Peer Recognition Award for Commitment to the Organization and the Innovation Award to two Court Services staff for their outstanding work, positive contributions, championing of change, and creative forward thinking solutions.

## **York Region continues to review and improve processes to increase operational efficiency and access to justice**

Court Services 2020 priorities were adjusted in response to the COVID-19 pandemic. In March 2020, Court Services were closed by an order of the Chief Justice of the Ontario Court of Justice and all POA timelines were suspended through the Provincial Emergency Order. Response to COVID-19 pandemic has presented challenges and opportunities to the way Court Services conducts its operations. The closure of courts and suspension of timelines had an adverse impact on fine revenue, number of charges filed, and created a substantial backlog of trial matters. The unavoidable need to conduct operations remotely also presented an opportunity to leverage technology to create a more sustainable justice model.

In 2020, Court Services will continue to advocate for legislative and regulatory change in support of regional interests and will look for ways to advance our objective to always be innovative, technologically advanced, inclusive, progressive and fiscally responsible. Court Services will also explore opportunities to increase revenue collection and realize saving through adopting of technological solutions.

In 2020, the Newmarket POA court will relocate to 17150 Yonge Street. The new space at 17150 Yonge Street will assist Court Services in realizing program initiatives, particularly in support of physical distancing and enhancing the customer experience by optimizing the use of the new space and technological advancements.

### **2020 Priorities:**

- Transition the Newmarket POA court location to 17150 Yonge Street, in a timely and efficient manner to reduce disruption in services while introducing modernized approaches to daily operations
- Invest in employee training and development by supporting opportunities for leadership development and creating a roadmap for employee learning and development plans that support Court Services Branch Multi-year plan objectives
- Support York Region's Transportation Department's pilot of Automated Speed Enforcement in 12 regional road community safety zones and evaluate the impact on Court Services

- Facilitate the transfer of the prosecution of Part III matters to the Region through formal amending agreements between York Region, the nine local municipalities and the Province
- Implement POA amendments to streamline and modernize court processes and improve customer service by reducing wait-time and providing flexible payment options
- Court Services will continue to work closely with YRP to implement the new Digital Evidence Management System, which modernizes outdated processes for disclosure as it will allow to view, sort, tag, manage and securely share digital evidence/disclosure with crown prosecutors, courts and the defendants
- Further expand the Remote Video Testimony to allow roadside connection, include additional courtrooms and stakeholders such as OPP
- Develop a roadmap for the replacement of a Province wide POA case management system including proposed governance and funding model

## 5. Financial

There are no financial implications directly associated with this report. The performance measures set out in this report are reflected in the 2019 operating budget.

## 6. Local Impact

There is no local municipal impact directly associated with this report. The Region's POA courts provide court administration and prosecution related to municipal bylaw and parking matters for all nine local municipalities.

## 7. Conclusion

This report provides an overview of the activities and services provided by the Legal and Court Services Department, Court Services Branch. The Branch continues to balance its responsibilities and obligations to provide an efficient and effective service to the residents of York Region, the local municipalities, the province of Ontario, the judiciary, and over 30 law enforcement and regulatory agencies operating within the Region.

Court Services continues to identify innovative ways to respond to workload pressures and leverage technology to improve operational efficiency and access to justice. Although legislative constraints continue to be a challenge for POA programs, Court Services continues to advocate for legislative changes to improve services and increase revenue. Court Services will invest in employee training and development to support advancement of the Branch's multi-year plan and ensure service delivery is efficient, effective and meets Region's customer service standards.

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For more information on this report, please contact Lisa Brooks, Director of Court Operations at ext. 73209. Accessible formats or communication supports are available upon request.

Recommended by: **Dan Kuzmyk**  
Deputy Regional Solicitor

Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

May 28, 2020  
Attachments (1)  
eDOCS # 10764778

**Attachment 1**



*Annual Report*

For the Year Ended December 31, 2019

Legal & Court Services  
Court Services Branch

## Table of Contents

Court Services Mandate .....	Page 3
Organization Chart .....	Page 4
Message from Directors .....	Page 5
Key Accomplishments & Achievements .....	Page 6-8
Key Workload Drivers .....	Page 9-12
Expenditure and Revenue Analysis .....	Page 13
Introduction to the External Auditor's Report .....	Page 14
Statement of Receipts and Expenses .....	Page 15
Notes to the Financial Statement .....	Page 16
Court Services: Priorities for 2020.....	Page 17



## Court Services Mandate

Court Services provides two distinct functions: Court Operations and Prosecution. York Region operates the second largest *Provincial Offences Act* court program in Ontario.

### Provides Services to:

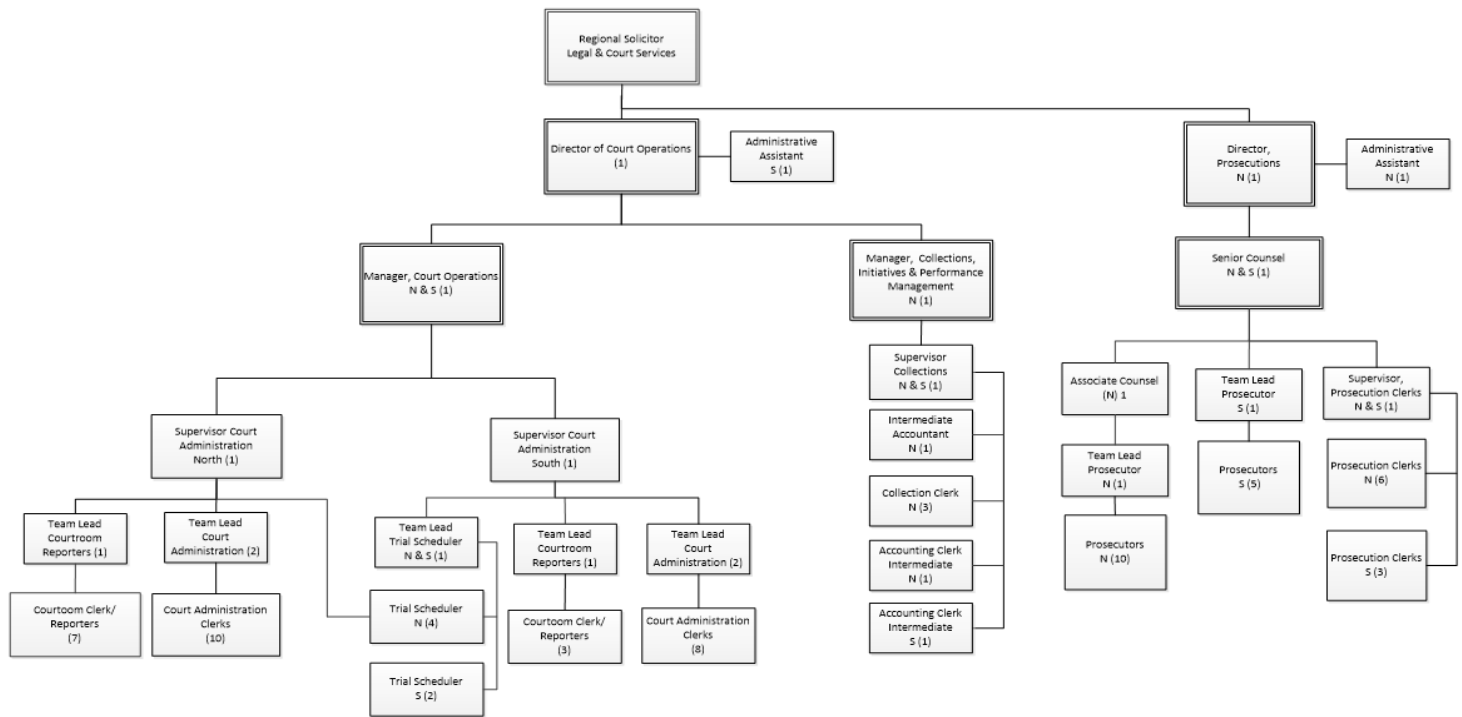
- Members of the Public
- York Region Local Municipalities
- Over 30 Law Enforcement and Regulatory Agencies
- Ministry of the Attorney General
- Judiciary

### Operates:

- 2 Court Locations  
Newmarket and Richmond Hill
- 6 Trial Courtrooms  
(4 in Newmarket, 2 in Richmond Hill)
- 2 Intake Courtrooms  
(1 in Newmarket, 1 in Richmond Hill)

We are committed to creating and fostering a progressive culture in Courts that strives to always be innovative, technologically advanced, inclusive, progressive, and fiscally responsible and which upholds a sustainable justice model.

## Organization Chart at December 2019



(85 FTEs)

## **Message from the Director of Court Operations, Lisa Brooks**

Providing timely, quality and cost-effective access to justice has always been a top priority for Court Services. In 2019, we have made great strides to uphold that mandate, particularly through leveraging of technology and collaborating with our key stakeholders such as York Regional Police (YRP), the Ministry of the Attorney General and local municipalities. Specifically, leveraging key partnerships and improved use of technology has led to introduction of number of key initiatives such as issuing of electronic summonses roadside, expending of remote-video testimony to additional districts, and introduction of automated speed enforcement technology, all of which increased operational efficiencies and improved customer service delivery. We worked closely with both internal and external stakeholders to modernize our customer service model through public education campaigns and online tools, and create a fair, efficient and responsive justice system. At Court Services we recognize the important role our staff plays in reaching our objectives and as such, in 2019 we increased our focus on training and development for our staff to achieve a positive working environment and advance our 2019-2022 Multi-year plan objectives. In 2020, Newmarket court will relocate to 17150 Yonge Street. We have taken this exciting opportunity to not only identify operational efficiencies and ways to redesign customer experience, but put in place number of mechanism to ensure smooth transition to our new court facility with minimal disruption to court users.

## **Message from the Director of Prosecutions, Hans Saamen**

Prosecutions is responsible for a wide range of legal services including the prosecution of charges before the Ontario Court of Justice (OCJ) and appeals and judicial reviews in the OCJ, the Superior Court of Justice, the Court of Appeal for Ontario and the Supreme Court of Canada. In 2019, Prosecutions continued its focus on improving efficiencies in the use of electronic disclosure to receive and manage the disclosure of charges by expanding electronic disclosure of Ontario Provincial Police (OPP) officer's notes. The prosecution office was also involved in initiatives focused on improving customer service by working with YRP to contract with a vendor to provide on-line disclosure to defendants of in-car camera videos (to be available to defendants in 2020), and developing a consent order process for appeals that will allow resolved appeals to be dealt with by a judge in chambers and without the need for the prosecutor and defendant to appear in court. Video testimony was expanded to 2, 3 and 4 Districts allowing for YRP officers to appear remotely to testify. Training was also provided by prosecution managers to prosecutors and officers through speaking at various conferences and education programs. As we move into 2020, we will be focused on providing defendants access to disclosure through web based solutions. We will also focus on continued advocacy for streamlining and modernization of the *Provincial Offences Act* (POA), as well as legislative reforms to have

automated speed enforcement and red light camera charges moved into an administrative monetary penalty system in order to free up court time.

## 2019 Key Accomplishments

### Customer service improvements:

Public education campaigns:

- Collections Campaign: Successfully launched Collections campaign in Spring 2019 in support of Ontario Law Day to educate the public on traffic tickets and collections processes and to mobilize residents to take action and address their tickets
- Accessibility Campaign: developed a strategy for an awareness campaign to better inform residents and court users of the available accessibility supports and designated accessibility coordinators available through York Region Court Services

Court Services in collaboration with the Judiciary, the Crown Attorney's Office, the Ministry of the Attorney General, Ontario Paralegal Association, York Region Law Association developed new consent order process for appeals which allows for resolved appeals and applications to be done over the counter without the need for the prosecutor and defendant to appear in court, saving court time for contested applications and appeals.

Partnered with YRP to review requests for proposals and assisted in conducting performance evaluations for a new Digital Evidence Management System that will allow YRP to upload disclosure to a Cloud to manage and securely share digital disclosure with crown prosecutors, courts and the defendants.

### Inter-municipal mentoring, cooperation or resource-sharing initiatives:

York Region Court Services Prosecutions led a municipal working group to develop a consistent approach for enforcement and prosecution of cannabis bylaws.

Conducted stakeholder meetings engaging the Province, local municipal partners and enforcement agencies to discuss local issues and provide relevant updates.

Lisa Brooks co-led the inter-municipal Administrative Monetary Penalty System (AMPS) Working Group that completed a comprehensive research on use of AMPS for parking and by-law offences. In 2020, Court Services will evaluate opportunities for implementation in York Region.

### Staff training initiatives:

In collaboration with YRP and Emergency Management, Court Services provided Emergency Response training that included the Run, Hide, Defence situational drills to staff. York Region Court Services will now roll out the defense training across the organization.

Prosecution management, in partnership with Osgoode Hall Law School, the Prosecutors' Association of Ontario, Ontario Association of Property Standards Officers, and YRP provided training for prosecutors, police officers and property standards officers to improve their knowledge and skills.

York Region Courts hosted the first Central East Trial Scheduling Meeting, which provided a great opportunity for trial schedulers to form connections across POA courts and create a forum for trial schedulers to share common challenges, best practices and to network.

In collaboration with the Ministry of the Attorney General, York Region hosted and helped organize the French Language Institute for Professional Development for the Municipal Courts Conference. The two-day event helped municipal court staff and prosecutors improve their ability to perform their duties in French, learn how to better serve their clients in French, learn about available French tools and resources, and network with their counterparts from all over the province.

### **Facilities improvements:**

Court Services completed the development of a transition plan in support of the move to a new court location at 17150 Yonge Street in August 2020. The transition plan was developed in consultation with the Regional Senior Justice of the Peace, YRP and other key stakeholders.

### **Information technology upgrades:**

Court Services expanded the use of remote video testimony to three additional districts to allow YRP officers to provide real-time testimony from police districts into the courtroom, enhancing public safety through reduced travel time and transportation costs.

Collaborated with key stakeholders to provide input in the drafting of a regulation for Automated Speed Enforcement that will be piloted across York Region community safety zones in 2020.

Court Services in conjunction with YRP worked on automated summons project, which allows police officers to issue electronic summonses for Part I and Part III offences from their police cruisers.

Utilized the latest Microsoft technologies to revamp RICO Report Manager and replaced ICONview application with NORDAT, which helps to provide a user-friendly interface for the collection of reports and assists in recording, tracking, analyzing and reporting data.

### **Fine enforcement/collection initiatives:**

In 2019, York Region on boarded the Town of Richmond Hill to assist with collection of defaulted fine through tax rolling. This is in addition to agreements already in place with seven other municipalities to add fines to property tax toll where applicable.

### **Other initiatives:**

In 2019, Court Services launched its first Court Services Multi-Year Plan (2019-2022) introducing a new mandate and purpose and outlining the priorities and objectives over the next four years.

## Key Achievements

The Association of Municipalities of Ontario (AMO) recognized York Region with the Peter J. Marshall Municipal Innovation Award for leading the implementation of the first video testimony solution in a POA court. Court Services worked in collaboration with YRP, Justice Video Network, and York Region IT Services to implement this technology.

Lisa Brooks, Direction of Court Operations was awarded the 2019 Peer Recognition Award for Innovation by the Municipal Court Manager's Association of Ontario (MCMA) for her creativity and forward thinking and introducing of unique solutions.

MCMA has also recognized Sandra Garand, Supervisor of Court Administration with the 2019 Peer Recognition Award for Commitment to the Organization, for her dedication to advocate for the organization, positive contributions for improvement, and for her engagement, involvement and selflessness.

## Notable Precedent Setting Cases

Prosecutions successfully argued a number of precedent setting cases:

*R v. Irwin* - Collateral attack on orders to comply not permitted, even when Order was issued several years prior and delays in enforcement occurred

*R. v. Graci, Nguyen and Debono* – s. 11(b) of the Charter - 18 month ceiling from time of offence to completion of the trial applies for POA charges (previous cases held that a lower ceiling of 13 to 15 months applies)

*R v Jakhu* – Court can proceed to trial even if disclosure is provided on trial date. Court set out factors to consider in defence request to adjourn the trial

## Key Workload Drivers

### Total Charges Filed (by Agency) in 2019

	Number of Charges	Percentage of Caseload
York Region Police	103,924	70.36%
Ontario Provincial Police	16,781	11.36%
Ministries and Other Agencies	15,231	10.31%
York Region	6,866	4.65%
Town of Aurora	1,960	1.33%
Town of Whitchurch-Stouffville	766	0.52%
Town of East Gwillimbury*	556	0.38%
Township of King*	409	0.28%
Town of Richmond Hill	393	0.27%
City of Markham	352	0.24%
City of Vaughan	246	0.17%
Town of Newmarket	126	0.09%
Town of Georgina	90	0.06%
<b>Total Charges Filed</b>	<b>147,700</b>	<b>100.00%</b>

\*These municipalities have not yet “opted in” under section 18.6(1)(a) of the *Provincial Offences Act*. This means that their Parking Tickets are still being processed through the ICON computer system and are automatically included in the total number of charges filed. For other municipalities (those that have “opted in”), parking charges are not included in the statistics above.

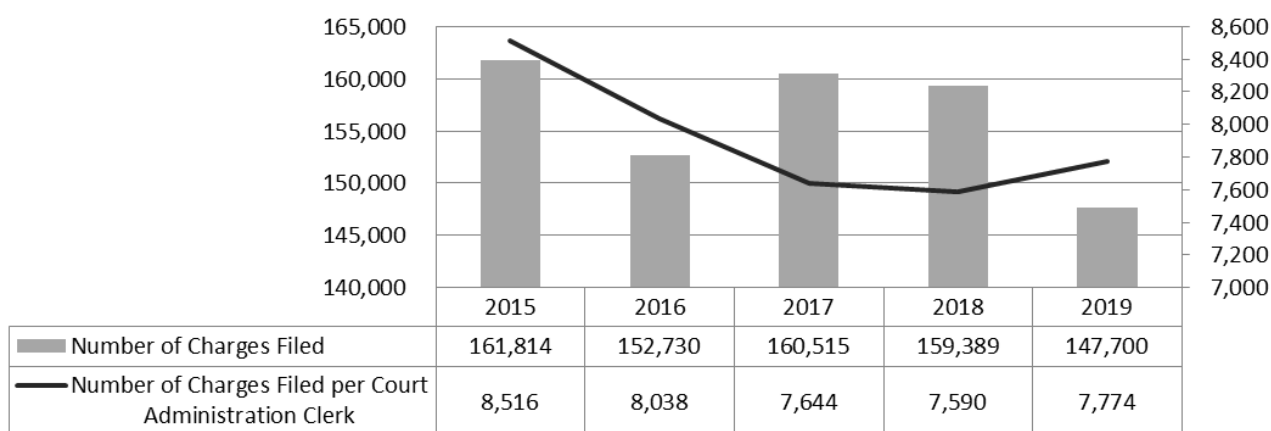
In 2019, the total charges filed in York Region remained stable.

Act Type	Number of Charges Filed
Certificate of Offence - Accidents (i.e. Motor Vehicle)	4,354
Accident Information	33
Federal Certificate of Offence	240
Federal Information	15
Certificate of Offence	127,006
Parking Infraction Notice	4,344
Information	11,700



The Provincial standard for number of charges filed per court administration clerk is in the range of 5,000 - 6,000. In 2019, York Region aligned the definition of a court administration clerk with the Municipal Benchmarking Network Canada (MBNC). This resulted in a decrease in the number of court administration clerks that conduct work directly related to administration of POA courts, as per Ministry Guidelines, from 21 to 19. As a result while in 2019 the total number of charges filed has decreased the number of charges filed per court administration clerk increased slightly to 7,774. Court Services continues to look for innovative ways to manage workload while providing high quality of work and customer service.

### Number of Charges Filed per Court Administration Clerk



### Customers Service Provided

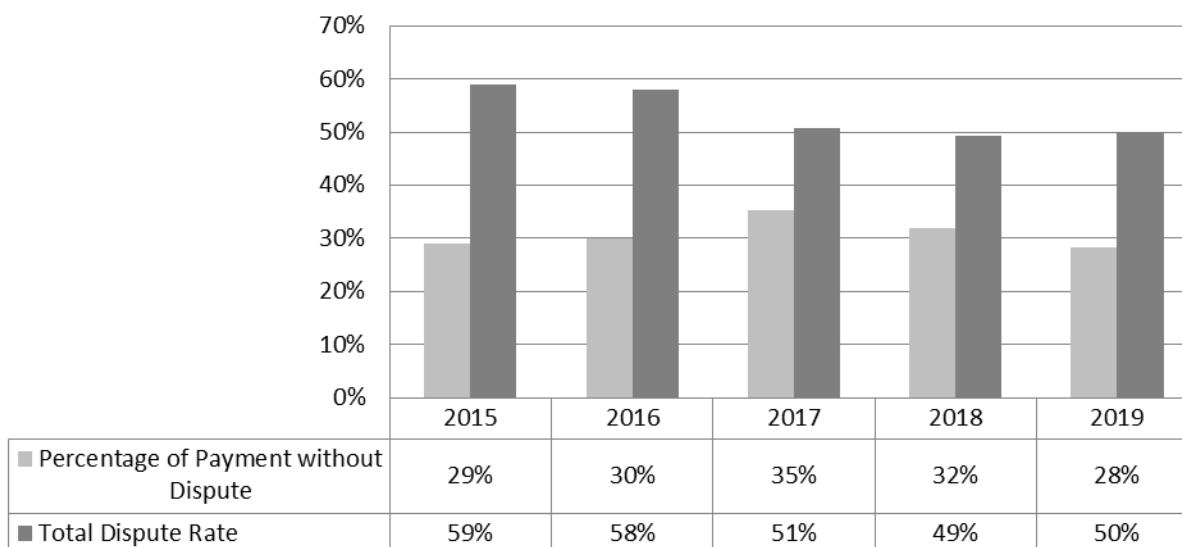
York Region continues to provide over 160,000 in-person and telephone services to all court users at both court locations.

	Front Counter	Telephone	Total Customers Served
Newmarket Court Location	42,536	35,913	78,449
Richmond Hill Court Location	53,477	29,415	82,892
<b>Total</b>	<b>96,013</b>	<b>65,328</b>	<b>161,341</b>

### High Dispute Rate

High dispute rates within York Region continue to put pressure on Court Services. While dispute rates have decreased since the suspension of the Early Resolution Program in 2017, half of the tickets issued within the Region were filed for trial. Notable, although

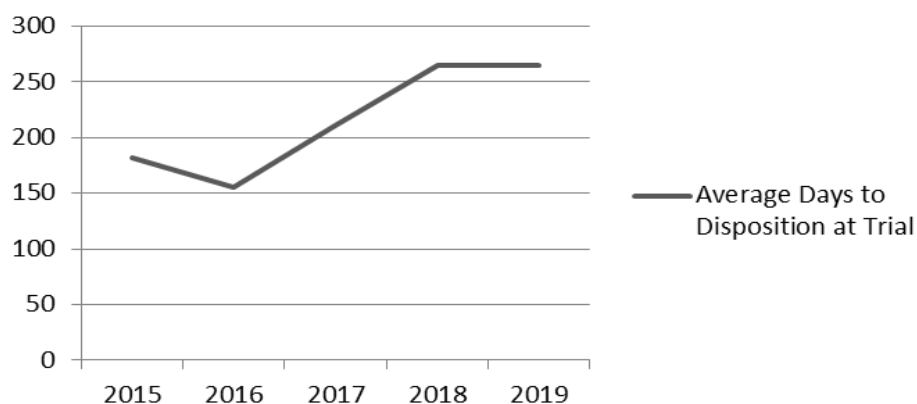
Region's 50% dispute is higher compared to the Provincial average, it remains consistent with other municipalities within the Greater Toronto Area (GTA).



Note: The remaining percentage of workload is Fail to Respond convictions

The average days to disposition at trial has increased 26 per cent from 2018. As the trial option is the only option available to defendants to dispute their charge, suspension of the early resolution has put increased pressure on trial dockets. Court staff continues to maintain time to trial within the legislative timeframes through the redistribution of workload.

### Average Days to Disposition at Trial



Over 134,000 matters were addressed in Trial Courts in 2019, which represents a 15 per cent increase from 2018 (117,714 matters in 2018).

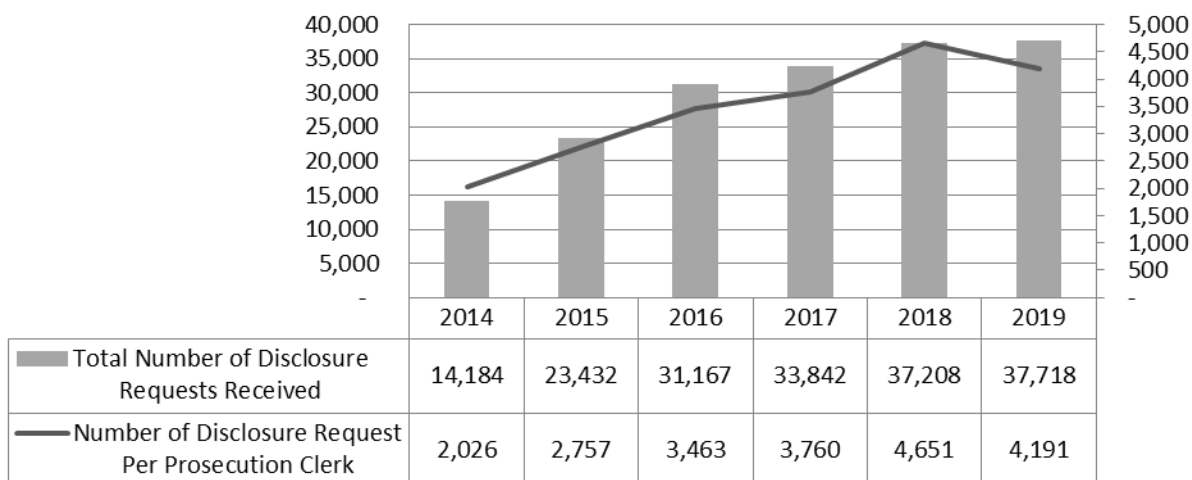
One of the challenges faced by Court Services is managing high volumes of trial requests. As POA tickets increase in fine amounts, demerit points and severity, an increasing number of defendants choose to exercise their right to trial. Higher dispute rates are challenging for Court Services for number of reasons. Issues such as not having the capacity within the court schedule to accommodate increasing trial requests, province-wide Justice of the Peace shortages, and unforeseen court closures have all contributed to putting an additional strain on already limited court resources. Although Court Services is working towards increasing access to justice and making services more responsive, some of the court functions are outside of its control and are within the purview of the Chief Justice. Court Services continues to work with judicial executives to find effective and efficient solutions to these challenges.

<b>Appearance Room</b>	<b>Grand Total</b>
R3 - Traffic and Municipal Parking and Bylaws	22,711
R4 - Part One Traffic Court	23,421
T1 - Part One Traffic Court	27,304
T2 - Ministry and Municipal Parking and Bylaw Court and Part One Traffic Court	11,045
T3 - Part Three Provincial Court	31,157
T4 - Part One Traffic Court	18,629
<b>Total Number of Matters on Trial Dockets</b>	<b>134,267</b>

### **Increasing Requests for Disclosure**

Requests for disclosure have increased due to the fact that penalties for POA tickets have become more severe while the request process has become much more informed. Due to higher fine amounts, demerit points, and potential licence suspensions, an increasing number of defendants resort to hiring legal representatives, who are required to request disclosure. Additionally, the increase in disclosure requests can be attributed to providing more information and ease of access to obtain disclosure. Since disclosure is free of charge and Court Services includes a disclosure request form with all notices of trial, more defendants submit a request for disclosure to prepare to defend the charge. Although streamlining the disclosure request process has resulted in a higher number of request, it fulfils the prosecutor's duty of advising defendants of their right to disclosure, thus ensuring that every defendant's right to a fair trial is protected.

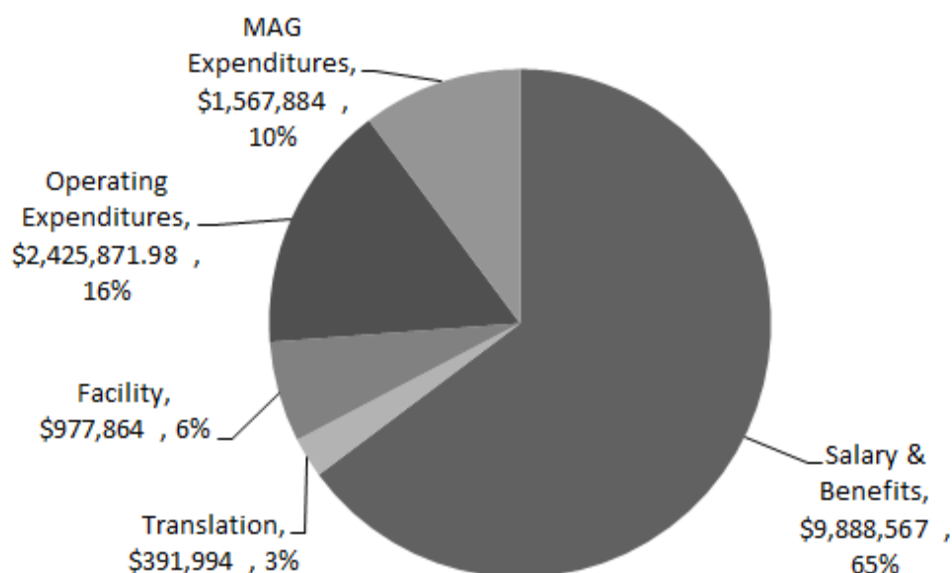
## Number of Disclosure Requests per Prosecution Clerk



\*No provincial standards exist for the number of disclosure requests per prosecution clerk.

## 2019 Expenditure and Revenue Analysis

### 2019 Operating Budget by Expenditure Category



### Expenditure

#### Salary and Benefits

Includes all staffing expenses related to Court Administration, Prosecution and Collections. Includes all permanent, casual and temporary staffing in addition to overtime and benefits.

#### MAG Expenditures

Total cost of expenses paid to the Ministry of Attorney General including Judicial and ICON related costs. Victim Fine Surcharge and Dedicated fines are not included.

#### Operating Expenditures

Total cost of general operating expenses including the purchase of charging documents, witness fees, general office supplies, postage expenses and other minor operating expenses.

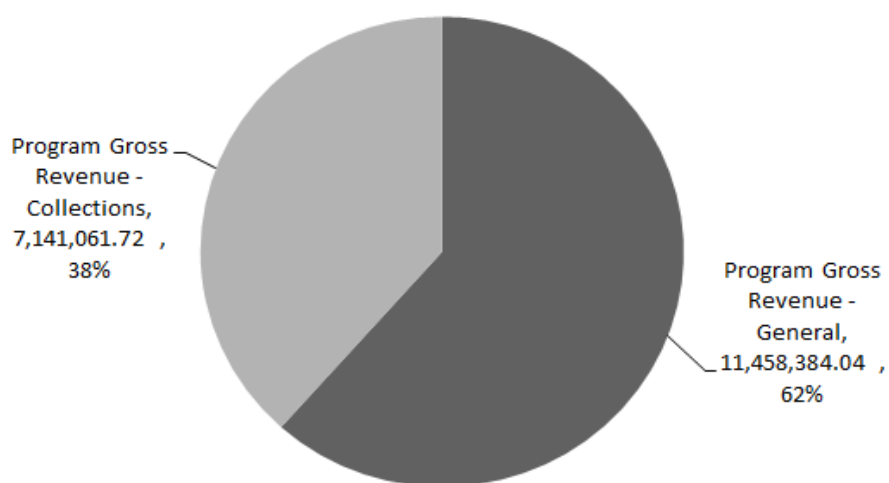
#### Facility

Total cost of facility expenses.

#### Translation

Total cost of providing interpreter services to court users.

### 2019 Revenue Source<sup>1</sup>



<sup>1</sup>2019 Revenue Source calculations include both internal and external collections efforts.

## **2019 Auditors Report**

An independent audit of the consolidated financial statements of the Regional Municipality of York for the year ending December 31, 2019 was completed by KPMG in April 2019. Accordingly, the scope of the audit included the information about the results of the Region's Provincial Offences Office presented in the notes to the consolidated financial statement.

### **Excerpt from the Region's Audited Financial Statements**

#### **PROVINCIAL OFFENCES ADMINISTRATION**

The Region administers prosecutions and the collection of related fines and fees under the authority of the Provincial Offences Act ("POA"). The POA is a procedural law for administering and prosecuting provincial offences, including those committed under the Highway Traffic Act., Compulsory Automobile Insurance Act, Trespass to Property Act, Liquor License Act, Municipal By-laws and minor federal offences. Offenders may pay their fines at any court office in Ontario, at which time their receipt is recorded in the Integrated Courts Offences Network system ("ICON"). The Region recognizes fine revenue when the receipt of funds is recorded by ICON regardless of the location where payment is made.

Gross revenue is comprised primarily of fines levied under Part I, II and III (including delay penalties) for POA charges. The total revenue for 2019 amounts to \$23,398,247 (2018 - \$22,665,795) and the net revenue amounts to \$3,417,496 (2018 - \$3,650,124). Balances arising from operations of POA offices are consolidated with these financial statements.

**THE REGIONAL MUNICIPALITY OF YORK**

**Provincial Offences Office**

**Statement of Receipts and Expenses**

For the year ended December 31, 2019

*(Unaudited)*

	Budget <u>2019</u>	Actual <u>2019</u>	Actual <u>2018</u>
	\$	\$	\$
<b>Revenue</b>			
Fines	20,820,700	23,398,247	22,309,755
Other Revenue	340,000	430,031	356,040
	<u>21,160,700</u>	<u>23,828,278</u>	<u>22,665,795</u>
<b>Expenses and Disbursements</b>			
Salaries and Benefits	9,848,008	9,703,761	8,982,722
General Administration	2,013,387	1,836,278	1,449,154
Program Related Services	1,711,753	1,668,610	1,764,241
Professional Services	895,463	852,321	865,706
Occupancy Expenses	1,073,577	976,212	951,167
Amortization	0	17,082	0
Asset Acquisitions	125,698	33,893	25,407
	<u>15,667,886</u>	<u>15,088,157</u>	<u>14,038,397</u>
Income before disbursements to Area Municipalities and Others	5,492,814	8,740,121	8,627,398
Disbursements to Area Municipalities and Others	<u>(5,496,790)</u>	<u>(5,322,625)</u>	<u>(4,977,274)</u>
<b>Net Surplus/(Deficit)</b>	(3,976)	<b>3,417,496</b>	3,650,124
<b>Contribution from Reserves</b>	626,631	<b>93,793</b>	0
<b>Contribution to Reserves</b>	<u>(111,000)</u>	<u><b>(1,111,000)</b></u>	<u>(1,120,000)</u>
<b>Net Surplus/(Deficit) after Contribution to/from Reserves</b>	<u>511,655</u>	<u><b>2,400,289</b></u>	<u>2,530,124</u>

The accompanying notes are an integral part of the financial statement

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**THE REGIONAL MUNICIPALITY OF YORK**
**Provincial Offences Office**
**Note to the Financial Statement**

December 31, 2019

*(Unaudited)*


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The Regional Municipality of York (the Region) administers prosecutions and the collection of related fines and fees under the authority of the Provincial Offences Act (“POA”). The POA is a procedural law for administering and prosecuting provincial offences, including those committed under the Highway Traffic Act, Compulsory Automobile Insurance Act, Trespass to Property Act, Liquor Licence Act, Municipal By-laws and minor federal offences. The POA governs all aspects of legal process from serving notice to a defendant, to conducting trials, including sentencing and appeals.

**1. SIGNIFICANT ACCOUNTING POLICIES**

The statement of financial activities for the Region’s Provincial Offences Office is prepared by management in accordance with generally accepted accounting policies for local governments as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies are as follows:

**a) Revenues**

Revenues are accounted on cash basis. The revenues of the court office consist of fines levied under Parts I, II and III (including delay penalties) for POA charges filed at the courts and located at The Tannery Mall, 465 Davis Drive, Newmarket and 50 High Tech Road, Richmond Hill. Offenders may pay their fines at any court office in Ontario, at which time their receipt is recorded in the Integrated Courts Offences Network system (“ICON”) operated by the Province of Ontario. The Region recognizes fine revenues when the receipt of funds is recorded by ICON regardless of the location where payment is made.

The Region also recognizes revenues that are collected on behalf of Area Municipalities and the Ministry of the Attorney General. These revenues include payments recovered with respect to local area municipal By-laws, Dedicated Fines related to various statutes, licence plate denial fees and the Province’s portion of parking fees as well as the Victim Fine Surcharge.

Partial payments received for fines are automatically applied in the ICON system in the following order:

- Victim fine surcharge
- Fine
- Costs
- Administrative fees
- Collection agency costs

**b) Expenses**

Expenses are recorded on the accrual basis of accounting which recognizes expenses as they are incurred and measurable as a result of the receipt of goods or services and creation of a legal obligation to pay.

**c) Use of estimates**

The preparation of the financial statement in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of revenues and expenditures and disclosure of contingencies at the date of the financial statement and for the period being reported on. Actual results could vary from these estimates.



d) Reserve

In 2015, a reserve was established to assist in planning and managing costs, which can vary significantly each year. The reserve will be funded through any net surplus in the prior year, after allocations, with an established upset limit.

## **Court Services: Priorities for 2020**

### **Performance Focused:**

- Execution of plan to ensure a smooth transition to 17150 Yonge Street and ensure smooth relocation with minimal disruptions to operation and customer experience
- Continue POA streamlining and modernization efforts and explore ways to create efficient procedures for the adjudication of provincial offences, Administrative Monetary Penalty System and sentencing

### **Customer Services**

- Implement Digital Evidence Management System to streamline court practices and improve disclosure delivery process

### **Efficient Case Management:**

- Develop new and innovative ways to effectively manage cases and explore alternatives for the outdated Province wide POA case management system including proposed governance and funding model

### **Process Improvement:**

- Transfer Part III prosecutions to York Region through amending agreements between York Region, the 9 local municipalities and the Province

### **Training and Development:**

- Continue to invest in employee training and development by creating employee development plans and supporting opportunities for leadership development

### **Technology:**

- Expand Remote Video Testimony to allow roadside connection and include additional courtrooms and stakeholders such as Ontario Provincial police (OPP)
- Pilot Automated Speed Enforcement (ASE) in 12 York Region community zones

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**From:** Van Dusen, Regina on behalf of Regional Clerk  
**Sent:** Friday, July 3, 2020 8:58 AM  
**Subject:** Regional Council Decision - COVID-19 Small Business Support  
**Attachments:** COVID-19 Small Business Support.pdf

**CAUTION: This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.**

On June 25, 2020 Regional Council made the following decision:

1. That Council authorize the repurposing of \$500,000 from the Innovation Investment Reserve Fund to provide COVID-19 support to local small businesses through either a local Community Improvement Plan (CIP) based on the criteria of the (CIP) or the expansion of the Starter Company Plus program managed by the four Small Business Enterprise Centres across the Region on behalf of the Ministry of Economic Development, Job Creation and Trade.
2. The Regional Clerk circulate this report to the Ministry of Economic Development, Job Creation and Trade, local municipalities, local Chambers of Commerce and Boards of Trade and ventureLAB.

The original staff report is attached for your information.

Please contact Jonathan Wheatle, Director, Economic Strategy at 1-877-464-9675 ext. 71503 if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Office of the Regional Clerk, Corporate Services

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The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1  
1-877-464-9675 ext. 71300 | [christopher.raynor@york.ca](mailto:christopher.raynor@york.ca) | [york.ca](http://york.ca)

Our Mission: **Working together to serve our thriving communities – today and tomorrow**

# **The Regional Municipality of York**

Committee of the Whole  
Planning and Economic Development  
June 11, 2020

Report of the Commissioner of Corporate Services and Chief Planner

## **COVID-19 Small Business Support**

### **1. Recommendations**

1. Council authorize the repurposing of \$500,000 from the Innovation Investment Reserve Fund to provide COVID-19 support to local small businesses through the expansion of the Starter Company Plus program managed by the four Small Business Enterprise Centres across the Region on behalf of the Ontario Ministry of Economic Development, Job Creation and Trade
2. The Regional Clerk circulate this report to the Ministry of Economic Development, Job Creation and Trade, local municipalities, local Chambers of Commerce and Boards of Trade and ventureLAB.

### **2. Summary**

This report provides Council with more insight into the effect of COVID-19 on the small business community. It also gives an update on some options for direct financial support to local small businesses.

Key Points:

- The COVID-19 pandemic is having a significant negative effect on the local small business community
- The Municipal Act constrains options for municipalities to provide direct financial support to local businesses
- Leveraging \$500,000 from the Innovation Investment Reserve Fund to expand the reach of the Starter Company Plus program through the four Small Business Enterprise Centres in York Region could provide short-term support to small businesses across the nine local municipalities

### 3. Background

#### **The COVID-19 pandemic has had a significant impact on the economies of Canada, Ontario and York Region**

The uncertainty about the duration and magnitude of the COVID-19 pandemic and the necessary containment measures poses a cycle of dampening consumer confidence and tightening financial conditions, contributing to rising business costs, layoffs, and potential bankruptcies. The Conference Board of Canada has stated that Government authorities around the world have taken bold and necessary measures to contain the spread of the virus and to support people and businesses through a very challenging time. It was also announced by the Conference Board of Canada that every sector of the Canadian economy has been affected by the COVID-19 pandemic.

As cited in the 2019 Growth and Development Review Report being considered on the same Committee of the Whole agenda, Canada lost over one million jobs in March 2020, which is the largest monthly employment decline on record. In the same period, Ontario recorded a decline of 403,000 jobs. The report identifies that some of the hardest hit sectors include transportation services, food and accommodation services, recreation and cultural services. In York Region, these industries represent approximately 13% of all businesses and 81,000 jobs based on data from the 2019 York Region Employment Survey.

#### **Research findings indicate financial assistance would support businesses during COVID-19 recovery efforts**

Statistics Canada and the Canadian Chamber of Commerce collaborated to launch the Canadian Survey on Business Conditions, meant to gather feedback from the 1.2 million businesses across Canada. The survey ran from April 3 to 24, 2020 and more than 12,600 or approximately one per cent of Canadian businesses participated in the questionnaire focused on how COVID-19 is affecting business. Greater than 4,450 (35%) of the respondents were Ontario-based, and of those, nearly 8% or approximately 350 respondents were from York Region.

Ninety per cent of respondents from York Region were small businesses, ranging from employers with less than 100 employees to self-employed sole proprietors. The 'professional, scientific and technical services' sector accounted for 15% of all responses, followed by manufacturing at 10%, retail accommodation and food services at 10% and construction at 9%, reflecting the diversity of York Region's economy.

Some of the key findings in the survey include:

- 72% have been negatively impacted by social distancing measures
- 70% of the respondent's workforce cannot carry out a majority of duties during the pandemic
- 54% decreased in business expenditures for advertising, marketing, travel

- 41% laid off staff
- 30% of rent payments have not been deferred.

Businesses have also requested support in accessing grants, training and mentorship. Many businesses across York Region have expressed concern and uncertainty over the ability to withstand and recover from the economic effects of the COVID-19 pandemic. More details from the Canadian Survey on Business Conditions are captured in Attachment 1.

### **Senior levels of government have responded to assist businesses**

York Region is collaborating with all levels of government to implement economic recovery measures. Both the Province of Ontario and the Government of Canada have launched multiple funding programs to ensure that businesses are provided the tools necessary to survive the crisis and get back to work as soon as possible. Some of the programs introduced are in direct response to the current pandemic, while other pre-established funding programs continue to assist organizations undertaking strategic growth projects.

The Government of Canada has announced a series of relief aids to help Canadians and businesses cope with the COVID-19 outbreak. The package includes \$146 billion in direct support and over \$500 billion to help business liquidity through tax deferrals, credit and liquidity support. Many of these programs are for 90 days and are anticipated to end in June unless otherwise extended.

Attachment 2 highlights the Government of Canada's Financial Support for Businesses and some of the key business support programs announced by the Government of Canada in their response to support businesses through the COVID-19 pandemic.

On March 25, the Province announced the Ontario Action Plan for fighting COVID-19 as part of their Economic and Fiscal Update. The \$17 billion funding package offers support to healthcare (\$3.3 billion), people and jobs (\$3.7 billion), and cash flow support for businesses (\$10 billion).

Attachment 3 highlights the Province of Ontario's Financial Support for Businesses and some of the key programs announced by the Province of Ontario in their response to support businesses through the COVID-19 pandemic

### **Regional Municipalities across the Greater Toronto and Hamilton Area are providing indirect financial relief to businesses**

Currently many of the Regional Municipalities located throughout the Greater Toronto and Hamilton Area are providing indirect financial relief to businesses in the form of tax and utility deferral payments. Table 1: GTHA Regional Municipal COVID-19 Responses highlights what is available at the present time.

**Table 1**  
**GTHA Regional Municipal COVID-19 Responses**

Municipality	Details
City of Toronto	60-day grace period for property tax and utility payments and late penalties
City of Hamilton	60-day grace period waiving of interest and penalty on Interim Property Tax Instalment due April 30  30-day waiving of interest and penalty on Final Property Tax instalment due on June 30
Region of Durham	60-day waiving of interest charges on property tax due in April for May and June  Durham Region Transit suspended payments from all customers  Water bills: Temporary suspending new late payment charges, collection notices and water shutoffs
Region of Halton	Waiving penalties and fees on property taxes from April 1, 2020 to June 30, 2020
Region of Peel	Water and Waste Water interest and penalty waived between April 1 – June 30, 2020  Water and Waste Water rate increase deferred to July 1, 2020

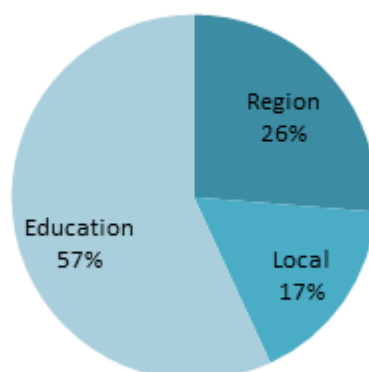
York Region is supporting business support programs put in place by the local municipalities. As the COVID-19 pandemic continues to evolve, the region and the local municipalities have launched various programs that offer financial relief and non-financial support. Amongst the local municipalities, the most common measures offered include extending payment deadlines and waiving late payment penalties on property taxes and water and wastewater charges. In support of these efforts the Region is also:

- Waiving interest on any portion of property tax instalments, due to the Region by the local municipalities, that are delayed as a result of their COVID-19 tax relief program; and
- Retaining 2020 water and wastewater rates at their 2019 levels

Property tax paid by a typical business in large part goes to the Province of Ontario towards education. The Region only receives approximately 26% of the total business tax levy, and the local municipalities retain approximately 17%.

**Figure 1**

**Property Tax Breakdown of  
a Commercial Property in York Region**



For a typical business, the breakdown of the 2019 property taxes is as follows:

Region	Local Municipality	Education	Total
\$1,661	\$1,064	\$3,595	\$6,320

\*Based on a commercial property with assessment value of \$386k in 2019.

As shown in Figure 1, the Regional tax makes up only a small portion of property taxes payable by a business. With this in mind, the Region has introduced a number of non-financial resources to support as many local businesses as possible (e.g., small business support through the York Small Business Enterprise Centre).

York Region remains committed to providing business assistance during this time of need. On [April 14](#) Council approved the establishment of the York Region Business Recovery Support Partnership to provide regional support to the business community in response to the impacts of COVID-19. Through this partnership, the Region, local municipalities and other partners continue to investigate ways to increase the effectiveness of provincial programs in the local community.

Details on support programs announced by each municipality and the Region are included in Attachment 4.



## 4. Analysis

### **Even with COVID-19 support programs from the federal and provincial governments, some small businesses are falling through the cracks**

Although senior levels of government have launched several support programs, small businesses are still facing significant financial challenges. Many small businesses are unable to access current Federal or Provincial financial relief programs due to eligibility restrictions. Examples of ineligible businesses include:

- Businesses without employees and seasonal businesses that don't have staff continuously on payroll will not be able to secure relief related to employee wages through the Canada Emergency Business Account
- Canada Emergency Relief Benefit is not specific to business support and is primarily used for household bill relief
- Self-employed and sole proprietors are excluded from programs like the Canada Emergency Wage Subsidy as many earn and declare business income as opposed to a salary.
- Operators of small stores, coffee shops, daycares, florists and others are often working in the business themselves with few or just a single assistant

Further, there is no access to support for rebranding, strategizing and developing business plans to introduce new products and services to try and increase customer base and revenue.

### **The *Municipal Act*, prohibits municipalities from providing direct financial relief to businesses, except under certain conditions**

Unlike the Province of Ontario and the Government of Canada, municipalities, including York Region are unable to provide direct financial relief to businesses affected by COVID-19 due to constraints of the *Municipal Act, 2001* (the "Act").

Currently, section 106 of the Act generally prohibits municipalities from providing targeted financial assistance or 'bonusing' to industrial or commercial enterprises (directly or indirectly). However, subsection 106 (3) of the Act does allow municipalities to provide incentives through a Community Improvement Plan (CIP) under section 28 of the Planning Act, 1990. While York Region does not have a Community Improvement Plan in place, the Planning Act, permits the Region to participate in a local municipal Community Improvement Plan.

Under section 108 of the Act, municipalities can participate in federal or provincial programs that are created to encourage the "establishment and initial growth of small businesses or any class of them in the municipality". Two such programs York Region has participated in include: the Starter Company Plus program and the Ontario Summer Company program. Both of these programs have been delivered by the York Small Business Enterprise Centre

on behalf of the Ministry of Economic Development, Job Creation and Trade. When the Region provides business grants through these programs it does not offend the 'anti-bonusing' prohibitions under section 106 of the Act.

### **There are a number of options that York Region can consider to provide near-term financial relief to local businesses**

Beyond the Council approved support on April 30, 2020 of [local municipal tax and fee deferral efforts](#), staff have worked internally and with external partners through the York Region Business Recovery Support Partnership to review several options for providing direct funding to small businesses, whilst remaining cognizant of the prohibitions and permissions under the Act.

Table 2: Summary of York Region Financial Support Options for Businesses summarizes the key advantages and drawbacks of three financial support options for small businesses available to York Region:

1. Provide additional funding to the provincial Starter Company Plus program
2. Provide funding through participation in local Community Improvement Plans
3. Provide funding to the South Lake Futures Community Futures Development Corporation, a not-for-profit organization delivering the Government of Canada's Community Futures Program to the Town of East Gwillimbury and the Town of Georgina

**Table 2**  
**Summary of York Region Financial Support Options for Businesses**

Option & Key Details	Key Advantage(s)	Key Drawback(s)
#1. Provide additional Funds to expand the provincial Starter Company Plus Program by drawing from the Innovation Investment Reserve Fund	Permitted under the Municipal Act - Section 108  Can support small businesses in all nine local municipalities through the Small Business Enterprise Centres	Reduces available support for major innovation projects in the Region
#2. Provide funding to the South Lake Community Futures Development Corporation (CFDC)	Permitted under the Municipal Act – Section 108	Would only include businesses in Georgina and East Gwillimbury
#3. Participate in the Community Improvement Plans (CIP) at the local municipal level	Permitted under the Municipal Act – Section 106 (3)  Supports the efforts at the local municipalities	Not available in Markham  May require administrative changes at local level

Staff recommends pursuing option one and increasing funding to local Small Business Enterprise Centres for the 2020-2021 Starter Company Plus program with \$500,000 from the Innovation Investment Reserve Fund.

### **Since launching in 2017 the Starter Company Plus program has supported over 800 entrepreneurs across York Region**

There are four Small Business Enterprise Centres, located in York Region, in Markham, Richmond Hill, Vaughan and Newmarket. The York Small Business Enterprise Centre in Newmarket is located in the York Region Administrative Building. It is operated by the Region's Economic Strategy Division and serves the northern six municipalities. The mandate of the Small Business Enterprise Centres is to assist entrepreneurs in the evaluation, start-up and growth of their small business, with the underlying goal of providing stability and early-stage growth support to area businesses and their owners. Each Small Business Enterprise Centre is mandated to deliver specialized programming for entrepreneurs and small businesses with typically less than 10 employees

All four centres currently administer the Starter Company Plus program within the local communities they serve. Starter Company Plus is an entrepreneurial training and mentoring program, with grant opportunities of up to \$5,000 for eligible adults ages 18 and older who are starting, buying or expanding a business. Overall the Starter Company Plus program helps to build a prosperous Ontario by enhancing entrepreneurship programming needs of Ontarians. Program elements include:

- Supporting primarily small main street enterprises within York Region
- Addressing local and/or regional economic development needs, and where appropriate focusing on special industries and sectors
- Supporting eligible participants with skills development training, mentoring and micro grants

Between April 2017 and March 2020 the four Small Business Enterprise Centres in York Region supported over 800 businesses. In the Northern six communities, the York Small Business Enterprise Centre trained 244 businesses, supported the creation of 82 jobs and provided 53 businesses with grants. Over \$3 Million in investments were leveraged by the businesses that completed the entire program. A total of 37 new businesses were started, and 16 were able to expand with the assistance of the program.

### **The Ministry of Economic Development, Job Creation and Trade encourages Small Business Enterprise Centres across Ontario to leverage opportunities to expand the Starter Company Plus program to support small businesses**

On April 18, 2020, the Ministry of Economic Development, Job Creation and Trade sent an e-mail to Small Business Enterprise Centre manager and consultants indicating that funding intended for the Summer Company program could be leveraged to expand the Starter Company Plus program. The Summer Company program is designed to support full-time secondary and post-secondary students to start small businesses. The York Small Business

Enterprise has decided to transfer the entirety of its 2020-2021 Summer Company program funding to expand its Starter Company Plus program offering. The Small Business Enterprise Centre in Markham will be running a full Summer Company program, while the Small Business Enterprise Centres Vaughan and Richmond Hill have each decided to run a reduced Summer Company program to transfer some funding to the Starter Company Plus program.

All of the four Small Business Enterprise Centres collaborate on evaluating businesses under the existing Starter Company Plus framework during the 2020-2021 program year which ends March 31, 2021. The four Small Business Enterprise Centres in York Region are all aligned with being able to provide funds should the proposed program be approved by Council. The Ministry of Economic Development, Job Creation and Trade support this proposal allowing Small Business Enterprise Centres to provide additional options for increased funding.

### **Providing a contribution of \$500,000 from the Innovation Investment Reserve Fund to the Small Business Enterprise Centres to expand the Starter Company Plus program would support small businesses across York Region**

Staff from the four Small Business Enterprise Centres have been investigating opportunities to further expand the Starter Company Plus program by leveraging additional funding to increase the reach and impact of the program. It is evident that additional financial support can provide valuable assistance to the local businesses.

A \$500,000 contribution from the Innovation Investment Reserve Fund would equate to an additional \$125,000 to each of the four Small Business Enterprise Centres in York Region to enable the expansion of the Starter Company Plus program. The funds would be administered by each individual Small Business Enterprise Centre under the existing Starter Company Plus program agreement and evaluation criteria.

This additional financial support balances the monies in the Innovation Investment Reserve Fund and the limits of funding allowed to each company under the Starter Company Plus program, with the capacity of the Small Business Enterprise Centres in the Ministry's fiscal year. The proposed funding would expand the impact of the program across York Region while ensuring the Innovation Investment Reserve Fund is still available for its intended purpose.

Applications for the first cohort of businesses, supported using existing Ministry funds, will launch in June 2020 and close in July 2020, with the first cohort beginning in August 2020. The application process for subsequent cohorts, leveraging the additional \$500,000, could commence in late-summer.

### **This initiative would complement the business support programs of the federal, provincial and local municipal governments**

Over the last three months there have been a number of programs and financial support initiatives announced from all levels of government. Providing additional funding to the local Small Business Enterprise Centres in the Region increases the options available to

businesses for COVID-19 relief. Providing a grant complements the initiatives already available through the Federal, Provincial and local municipal governments however the mentoring and training component will also be important to those businesses that do not qualify for the grants.

## **Initiative supports strategic goal of Vision/Strategic Plan**

### **Vision 2051**

Open and Responsive Governance through accountability, fiscal responsibility and service delivery through collaboration and partnerships is identified as a key area of focus. Partnering with the Ministry of Economic Development, Job Creation and Trade and the Small Business Enterprise Centres in the cities of Markham, Richmond Hill and Vaughan to leverage the Starter Company Plus program as a means of supporting small businesses is consistent with this strategic goal.

### **Economic Development Action Plan 2022-2023**

Identified as a key action under the pillar for business, the York Small Business Enterprise Centre plays an important role in delivering direct-to-business consultation services to companies across the Region.

## **5. Financial**

On [February 28, 2019](#), Council approved the amendment to rename the University Campus Reserve to Innovation Investment Reserve Fund and broadened its use to support major innovation projects in the Region. This fund was developed to support major innovation-enabling initiatives across the Region. The fund is split into two components:

- Approximately \$1 million annual contribution to the reserve to support the [Region's \\$25 million commitment](#) to the York University campus expansion in Markham.
- An annual Innovation Investment Reserve Fund contribution to support transformational projects of Regional significance. These may include major research projects leveraging Regional infrastructure, post-secondary campus facilities, and public-private research collaborations that promote business competitiveness and community benefits.

The annual contribution of Innovation Investment Reserve Fund varies by year and by the end of June 2020 it is forecasted to have a balance of approximately \$1.55 million, which would be available to provide funding to support external parties for Council approved initiatives.

A total of \$500,000 could be repurposed and drawn from the Innovation Investment Reserve Fund to support local business COVID-19 relief and recovery through the expansion of the Starter Company Plus program. However, drawing funds from this reserve will reduce York Region's ability to support major innovation projects in the Region.

## 6. Local Impact

York Region is home to more than 54,000 businesses that employ over 650,000 people. According to the [2019 Employment and Industry Report](#) over 80% of the Region's business community is made up of small businesses with less than 20 employees. This is indicative of the important role of small business and entrepreneurship in York Region's economy.

Enabling greater access to mentoring and micro-grant support through the Starter Company Plus program would help ensure that some of these businesses are better able to endure the and recover from economic effects of the COVID-19 pandemic.

There are four Small Business Enterprise Centres serving the local nine municipalities. The northern six municipalities are served by the York Small Business Enterprise Centre located in the York Region Administrative Building. The cities of Markham, Richmond Hill and Vaughan are each served by its own Small Business Enterprise Centre.

Repurposing a portion of the Innovation Investment Reserve Fund and partnering with the local small business enterprise centres would enable a significant expansion of the Starter Company Plus program across York Region.

## 7. Conclusion

The COVID-19 pandemic has had a significant impact on the local economy across York Region. Repurposing \$500,000 from the Innovation Investment Reserve Fund to expand the Starter Company Plus program would allow the Small Business Enterprise Centres in York Region to provide valuable business skills and financial support to small businesses that have been most affected by COVID-19. This initiative aligns with, and complements, the various financial support relief programs that have been made available from the federal, provincial and local municipal governments. It also provides support to businesses located in all nine of York Region's local municipalities. Partnerships with the four Small Business Enterprise Centres and amongst the local municipal Economic Development Offices will be key to expanding and delivering the Starter Company Plus program and achieving success.

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For more information on this report, please contact Jonathan Wheatle, Director, Economic Strategy at 1-877-464-9675 ext. 71503. Accessible formats or communication supports are available upon request.

Recommended by: **Paul Freeman, MCIP, RPP**  
Chief Planner

**Dino Basso**  
Commissioner of Corporate Services

Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

May 29, 2020  
Attachments (4)  
#10785561

## **Canadian Survey on Business Conditions: Impact of COVID-19 on businesses in Canada and York Region**

### **RESEARCH BACKGROUND**

#### **Statistics Canada's Crowdsourced Business Survey**

In order to better understand the impact of COVID-19 on businesses, employers and employees, communities and our economy, Statistics Canada and the Canadian Chamber of Commerce collaborated to launch the Canadian Survey on Business Conditions.

From April 3 to 24, 2020, more than 12,600 businesses visited Statistics Canada's website and took part in the Canadian Survey on Business Conditions (CSBC) online questionnaire about how COVID-19 is affecting their business. 4,460 of those were Ontario-based.

#### **York Region Survey Responses**

Amongst Statistics Canada's survey participants, approximately 350 respondents are from York Region, representing 8% of all responses from across Ontario.

90% of York Region's respondents are comprised of small and medium-sized businesses - employers with less than 100 employees including self-employed. The Professional, scientific and technical services sector accounts for 15% of all private sector responses, followed by Manufacturing at 10%, and Construction sector at 9%, reflecting York Region's diverse economy.

### **KEY FINDINGS**

#### **Economic Implications of COVID-19 on Businesses in York Region**

The extreme uncertainty around the duration and magnitude of the COVID-19 pandemic and the necessary containment measures poses a cycle of dampening consumer confidence and tightening financial conditions, contributing to rising business costs, layoffs, and potential bankruptcies.

#### **Fiscal stimulus measures are needed for small and medium-sized business owners in York Region**

A significant share of small and medium-sized businesses are experiencing a decline of 70% or more in demand for products or services highly impacted by social distancing measures and almost a quarter of businesses experienced a decline of 50% or more in revenue. 40% of businesses experienced uncertain accounts payable and 34% closed temporarily as mandated by government officials.

More than a third of businesses are uncertain of the length of time they can remain operational while social distancing measures are in place. A concerning 30% of commercial rent payments have not been deferred and over 30% of businesses do not know the length of time to be able to continue to operate without a source of revenue.

Key survey findings include

- 70% of the respondents' workforce cannot carry out a majority of duties during the pandemic
- 70% of businesses experienced decrease in demand for products or services
- 41% laid off staff
- 40% reduced staff hours or shifts



- 24% recorded a decrease of 50% or more in business revenue from January to March 2019 compared to same months in 2020 followed by 13% recording a decrease of 30% in revenue
- 40% experienced uncertain accounts payable
- 34% closed temporarily as mandated by government
- 59% no request made for credit from financial institution
- 72% negatively impacted by social distancing measures
- 54% experienced impact due to inability to have staff physically on-site
- 54% decreased in business expenditures for advertising, marketing, travel
- 59% increased cost for sanitation and cleaning
- 47% impacted due to important meetings, gatherings or events cancelled
- 49% impacted due to heightened public fear or caution causing customers to avoid business's physical locations or services
- 43% added new ways to interact with or sell to customers
- 30% rent payments have not been deferred
- 31% of businesses do not know the length of time to be able to continue to operate without a source of revenue as of February 2020
- 27% anticipated 6 months or more length of time businesses expect being able to remain fully or partially operational while social distancing measures are in place
- 25% businesses do not pay rent
- 19% rent payments have been deferred
- 18% business has not asked or been offered to defer rent owed

*Note: unlike other surveys conducted by Statistics Canada, crowdsourcing data are not collected using a probability-based sample design. As a result, the findings reported cannot be applied to the overall Canadian economy. As such, the information should be treated as directional only.*

**Attachment 2****Key Government of Canada Financial Support for Businesses**

(Updated as of May 27, 2020)

Program Name	Estimated Funding	Details
<b>Direct Support</b>		
Canada Emergency Wage Subsidy Program (CEWS)	\$73 billion*	Wage subsidiary up to 75% up to a maximum weekly cap of \$847 per employee From March 15, 2020 to August 29, 2020
Temporary Wage Subsidy Program (TWS)	\$975 million	Wage subsidy of up to 10% up to \$1,375 per employee to a maximum of \$25,000 per employer From March 18, 2020 to June 19, 2020. For businesses not eligible for the CEWS wage subsidy listed above
Work-sharing Program (WS)	\$12 million**	Option for employers to move their employees to reduced hours and allow employees to simultaneously collect Employment Insurance (EI)
<b>Tax Liquidity Support</b>		
Income Tax payment deferral	\$55 billion	Deferral of income tax payment for individual and corporate taxpayers until September
Sales Tax Remittance and Customs Duty Payments Deferral	\$30 billion	Deferral of GST/HST and customs duty payments until June
<b>Access to Credit</b>		
Business Credit Availability Program (BCAP)	\$40 billion	Variety of credit availability programs through Business Development Bank of Canada (BDC) and Export Development Canada (EDC) in conjunction with financial institutions  Includes small and medium-sized enterprise co-lending and loan guarantee program
Canada Emergency Business Account (CEBA)	\$13.75 billion Direct Support	Income between \$20,000 and \$1.5 million (2019) Businesses must have an active business chequing/operating account with the lender, which

Program Name	Estimated Funding	Details
		is its primary financial institution.
	\$41.25 billion	Businesses can only apply at their primary financial institution
	Liquidity Support	Interest-free loans of up to \$40,000 for small businesses and not-for-profits
Canada Emergency Commercial Rent Assistance (CECRA)	\$900 million Liquidity Support***	Lower rent by 75% for small businesses, non-profits and charitable organizations paying less than \$50,000
		Qualifying Commercial property owners cover 50% of three month rent that are payable by eligible small business tenants who are experience hardship. Retroactive for the months of April, May and June.
Regional Relief and Recovery Fund (RRRF)	\$1 billion	Support for small and medium-sized businesses that are unable to access other support
Alternative credit support	\$1.2 billion	Assisting innovative and early-stage business through the Industrial Research Assistance Program (IRAP)
		Young Entrepreneur (Futurpreneur Canada): provide payment relief for its clients for up to 12 months
		Creating new jobs and opportunities for youth
		Women entrepreneurs strategy (WES): funding to existing WES Ecosystem Fund recipient organizations

The programs listed above are updated by the Federal Government on a regular basis, based on feedback from the business stakeholders on the effectiveness of the programs.

\*Amount not including extension of program from June 6 to August 29

\*\*Amount not including extension of program from 38 weeks to 76 weeks

\*\*\*Includes the Ontario Government commitment of \$241 Million through this fund

**Attachment 3****Key Province of Ontario Financial Supports for Businesses**

(Updated as of May 27, 2020)

Program Name	Funding Announced	Key Details
Tax Deferrals	\$ 6 billion	<p>Five months of interest and penalty relief and to make payments for the majority of provincially administered taxes</p> <p>Penalties will not be applied between April 1, 2020 and August 31, 2020</p>
Payment Deferrals to Workplace Safety and Insurance Board (WSIB)	\$1.9 billion	<p>Employers can defer payments for up to six months</p> <p>No interest will be accrued on outstanding premium payments and no penalties for six month deferral period</p>
Employer Health Tax (EHT)	\$355 million	<p>Temporary increase to 2020 exemption from \$490,000 to \$1 million</p> <p>(More than 90 per cent of private-sector employers would not pay EHT in 2020)</p>
Ontario-Canada Emergency Commercial Rent Assistance (CECRA)	\$241 million Liquidity Support	<p>Cost sharing program between small business tenants and landlords. Small Business tenants and landlords are asked to pay 25% of the tenants total rent and the provincial and federal government would share the remaining 50%</p> <p>Applies to commercial properties with small business tenants. Rent reduction agreements must be in place for the period of April, May and June 2020, that reduce the impacted small business tenants rent by at least 75%</p>

**Attachment 4****LOCAL MUNICIPAL COVID-19 FINANCIAL AND NON-FINANCIAL SUPPORTS**

<b>Municipality</b>	<b>Financial Support</b>	<b>Non-Financial Support</b>
Town of Aurora	<ul style="list-style-type: none"> <li>Temporary financial relief program: Commercial tax payment deferrals on an application basis. Late payment penalties have also been waived on any unpaid water bill amounts owing until June 30, 2020.</li> </ul>	<ul style="list-style-type: none"> <li>The <a href="#">Aurora Business Continuity Task Force</a>. The Town, in partnership with the Aurora Chamber of Commerce created a specialized task force to help support the local economy and provide assistance to small businesses in Aurora.</li> </ul>
Town of East Gwillimbury	<ul style="list-style-type: none"> <li>East Gwillimbury Emergency Response Benefit \$250,000 to support local businesses.</li> <li>The fund will grant eligible businesses experiencing significant negative financial impacts up to \$10,000 to stay open and will be administered through South Lake Community Futures.</li> <li>Waive penalties and interest on unpaid property tax bill amounts owing until July 31, 2020.</li> </ul>	<ul style="list-style-type: none"> <li><a href="#">FanSaves</a> support for local businesses program, a partnership by the East Gwillimbury Chamber of Commerce, allows people to buy gift certificates from businesses that are currently closed or offering limited services. Program registration is free for local businesses.</li> </ul>
Town of Georgina	<ul style="list-style-type: none"> <li>Georgina Emergency Response Benefit (GERB) for eligible businesses that have seen a 30% reduction in revenue up to \$7,500 will be administered through South Lake Community Futures.</li> <li>Waived penalties and interest on April 27<sup>th</sup> property tax bill amounts owing until July 31, 2020.</li> </ul>	
Township of King	<ul style="list-style-type: none"> <li>Temporary financial relief program: Late payment penalties have been waived on any unpaid property tax amounts owing until June 29, 2020.</li> </ul>	<ul style="list-style-type: none"> <li>Other business support initiatives: <a href="#">Shop Local marketing microsite</a>. ShopKing marketing campaign to support local businesses.</li> </ul>
City of Markham	<ul style="list-style-type: none"> <li>Temporary financial relief to businesses: Late payment penalties have been waived on any unpaid property tax amounts owing until the end of 2020.</li> <li>Storm water charge waived</li> </ul>	

	for industrial/commercial properties and deferred the 2020 rate increase of 7.8%, which was also supported by York Region.	
Town of Newmarket	<ul style="list-style-type: none"> <li>• Temporary financial relief to businesses: waive penalties and interest on the March and April property tax payments including water/wastewater bills until January 2021.</li> </ul>	<ul style="list-style-type: none"> <li>• Economic Development Economic Resiliency Economic Action Plan launched a <b>Newmarket Business Assistance Program</b> in collaboration with Newmarket Chamber of Commerce Business Recovery Tasks Force to formalize to help support local business recovery.</li> </ul>
City of Richmond Hill	<ul style="list-style-type: none"> <li>• Temporary financial relief to businesses: Tax payment for May 1 installment deferred to June 1.</li> <li>• Waived penalties and interest on late property tax and water wastewater payments have been waived through January 1, 2021 to support individuals and businesses struggling financially due to COVID-19.</li> </ul>	<ul style="list-style-type: none"> <li>• Council supports local businesses through the creation of <b>Recover Richmond Hill Task Force</b>.</li> <li>• Shop Local Richmond Hill marketing campaign, in partnership with Richmond Hill Board of Trade, a website dedicated to promoting local restaurants delivery and takeout options.</li> </ul>
City of Vaughan	<ul style="list-style-type: none"> <li>• Temporary financial relief to businesses:</li> <li>• <a href="#">Vaughan Business Action Plan</a> a series of temporary measures to safeguard the local economy and protect businesses, consumers and all citizens.</li> <li>• ShopVaughanLocal online marketing campaign to support local businesses.</li> <li>• The 2020 water and wastewater rate increases waived and deferred the annual stormwater charge for 60 days.</li> <li>• Waived late penalty charge on interim property tax payment until June 1, 2020.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Economic Recovery Plan</b> is being finalized for report to Council in June.</li> </ul>
Town of Whitchurch-Stouffville	<ul style="list-style-type: none"> <li>• Temporary financial relief to businesses:</li> <li>• Community Improvement Planning, Town is considering amendments with reference to local business need post COVID-19 recovery.</li> <li>• Tax and water bill payment</li> </ul>	<ul style="list-style-type: none"> <li>• “Everything Stouffville” marketing brand campaign website to support local businesses.</li> <li>• Update on Economic Development and Tourism Strategy.</li> </ul>

	deferrals until May 29, 2020.	
The Regional Municipality of York	<ul style="list-style-type: none"> <li>• Waiving interest until December 31, 2020 on any portion of property tax instalments, for the 2020 taxation year, not remitted to the Region as a direct result of a local municipality's COVID-19 tax relief program, except for the interest related to the final 2020 installment which shall be waived until March 31, 2021.</li> <li>• Retain the 2020 water and wastewater rates at their 2019 levels.</li> </ul>	<ul style="list-style-type: none"> <li>• Dedicated COVID-19 business resource pages on <a href="http://yorklink.ca">yorklink.ca</a> and <a href="http://Yorksmallbusiness.ca">Yorksmallbusiness.ca</a>.</li> <li>• York Region Business Recovery Support Partnership announced <a href="#">April 14</a>.</li> <li>• Sub-groups have been created and have representation from the economic development offices across York Region.</li> </ul>

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**From:** Switzer, Barbara on behalf of Regional Clerk  
**Sent:** Monday, June 29, 2020 11:01 AM  
**Subject:** Regional Council Decision - Direct Purchase of Services Ontario One Call  
**Attachments:** Direct\_Purchase\_of\_Services\_Ontario\_One\_Call.pdf

**CAUTION:** This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.

On June 25, 2020 Regional Council made the following decision:

1. Council authorize the direct purchase of locate notification and secondary screening services from Ontario One Call from October 2020 to October 2025, pursuant to the direct purchase provisions of the Purchasing Bylaw.
2. The Commissioners of Transportation Services and Environmental Services be authorized to execute separate agreements with Ontario One Call, as required, for operational purposes and to meet provincial regulatory requirements.
3. The Regional Clerk circulate this report to the Clerks of the local municipalities.

The original staff report is attached for your information.

Please contact Joseph Petrungaro, Director Roads and Traffic Operation, Transportation Services, at 1-877-464-9675 ext. 75220 or Roy Huetl, Director Operations Maintenance and Monitoring, Environmental Services, at ext. 75323. if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Regional Clerk's Office, Corporate Services

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The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1  
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Our Mission: **Working together to serve our thriving communities – today and tomorrow**



# **The Regional Municipality of York**

Committee of the Whole  
Transportation Services  
June 11, 2020

Joint Report of the Commissioner of Transportation Services  
and the Commissioner of Environmental Services

## **Direct Purchase of Services Ontario One Call**

### **1. Recommendations**

1. Council authorize the direct purchase of locate notification and secondary screening services from Ontario One Call from October 2020 to October 2025, pursuant to the direct purchase provisions of the Purchasing Bylaw.
2. The Commissioners of Transportation Services and Environmental Services be authorized to execute separate agreements with Ontario One Call, as required, for operational purposes and to meet provincial regulatory requirements.
3. The Regional Clerk circulate this report to the Clerks of the local municipalities.

### **2. Summary**

This report seeks Council approval for the direct purchase of locate notification and secondary screening services for the Region's underground infrastructure from Ontario One Call (ON1Call) to ensure compliance with regulatory obligations and provisions of the Purchasing Bylaw. Council approval is required under sections 10 and 18 of Purchasing Bylaw 2017-30 because the projected total combined five-year financial impact exceeds \$150,000 and the aggregate term is greater than five years.

#### Key Points:

- No excavation may commence in Ontario without first obtaining locates for all underground infrastructure that may be affected by the proposed excavation.
- ON1Call is the single point of contact for all underground infrastructure locate requests in Ontario and the only entity capable of providing locate notification services. The Region has been a member of ON1Call since 2012.
- The current five-year contract with ON1Call ends in October 2020.
- Transportation and Environmental Services manage locate requests received by ON1Call using their respective locate programs. Each department budgets for their portion of costs.

- Transportation Services operates and maintains 867 signalized intersections, 7100 street lights and 625 kilometres of underground culverts and storm sewers along Regional roads. Environmental Services operates and maintains more than 650 kilometres of underground water and wastewater infrastructure, including watermains, sewers and chambers.

### 3. Background

#### **Provincial legislation requires all municipalities participate in the Ontario One Call program and identify the location of underground infrastructure**

Provincial legislation requires the Region provide timely underground infrastructure locate services to protect the well-being of the public, minimize service interruptions and prevent costly damages to underground infrastructure.

#### **ON1Call is designated as the single point of contact for all underground infrastructure locate requests in Ontario**

ON1Call has been contracted for locate services for the past five years through approval provided by Council in [September 2015](#). The five-year period ends in October 2020.

ON1Call's performance has been both accurate and timely. The fee schedule is reasonable and a lower cost than engaging another third party service provider. Since On1Call's screening service is closely integrated with their call centre, implementation and ongoing engagement costs are minimal.

### 4. Analysis

#### **Mandatory service fees are paid to ON1Call for receiving locate notifications**

ON1Call is a not-for-profit organization. Excavators are not charged a fee for placing a locate request. Fees are collected from owners of underground infrastructure (member municipalities and non-municipal utility members such as Enbridge Gas, Rogers, Bell).

#### **Optional secondary screening service provided by ON1Call mitigates risk and reduces work load for Environmental Services**

Staff implemented a risk mitigation strategy to screen requests and prioritize high risk requests for appropriate attention by experienced locators. Screening locates effectively optimizes locate work load for staff.

ON1Call offers two levels of locate screening; primary and secondary. Secondary screening is an optional service at an additional fee. Both departments use ON1Call's automatic primary screening and they have taken different approaches towards secondary screening in view of different business needs, locate request volumes and available resources.

Secondary screening is a manual process whereby ON1Call staff evaluate each locate

request and may provide a clearance based on criteria, including proximity to Region-owned infrastructure. Environmental Services uses ON1Call to perform secondary screening of low risk locates. Clearance of high risk requests are performed by Environmental Services staff to best manage risks to critical infrastructure.

### **Council approval is required for direct purchase of ON1Call services**

Staff projects the combined five-year total of ON1Call services to be approximately \$470,000. This exceeds the \$150,000 threshold currently permitted under Purchasing Bylaw 2017-30 and the aggregate term is greater than five years. Approval for future authorizations will be sought under delegated authority.

### **Costs for services depend on the fee schedule set by ON1Call and the number of locate requests received**

Total cost of ON1Call services vary each year and depend on the annual fee schedule set by the ON1Call Board of Directors and number of locate requests received in proximity to Regional infrastructure. The annual volume of locate requests is dependent on the extent and nature of construction activities within the Region. Projected costs for ON1Call services for the next five years are based on 2019 volumes adjusted by 8%, as suggested by ON1Call, plus a 2% adjustment for forecasted inflation rates year over year.

## **5. Financial**

The projected five-year impact of this purchase for Transportation Services is \$206,207 (\$41,241 annually) and for Environmental Services \$262,970 (\$52,594 annually).

Costs for the direct purchase of ON1Call services are included in the approved 2020 Operating Budget and proposed Outlook years for Transportation Services and Environmental Services.

## **6. Local Impact**

Locate services prevent costly damages to underground infrastructure and promote continuity of service to local municipalities. Timely completion of Regional locates also benefits construction projects led by local municipalities and helps reduce construction delays. All municipalities are deemed members of ON1Call by the *Ontario Underground Infrastructure Notification System Act, 2012* and must comply with the Act.

## **7. Conclusion**

Provincial legislation requires the Region provide timely underground infrastructure locate services to protect the well-being of the public, minimize service interruptions and prevent costly damages to underground infrastructure.

ON1Call is designated as the single point of contact for all underground infrastructure locate requests in Ontario. The added value of ON1Call's secondary screening permits Environmental Services to achieve compliance goals and objectives of the *Ontario Underground Infrastructure Notification System Act, 2012* at a reasonable cost. Staff projects a combined five-year total cost of approximately \$470,000 to purchase ON1Call services.

It is recommended Council authorize the direct purchase of ON1Call locate notification and secondary screening services to ensure compliance with the Region's regulatory obligations and the provisions of the Purchasing Bylaw. It is further recommended the Commissioners of Transportation Services and Environmental Services be authorized to execute independent agreements with ON1Call to support each department's respective infrastructure over the next five years. Approval for future authorizations will be sought under delegated authority.

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For more information on this report, please contact Joseph Petrungaro, Director Roads and Traffic Operation, Transportation Services, at 1-877-464-9675 ext. 75220 or Roy Huetl, Director Operations Maintenance and Monitoring, Environmental Services, at ext. 75323. Accessible formats or communication supports are available upon request.

Recommended by: **Paul Jankowski**  
Commissioner of Transportation Services

**Erin Mahoney, M. Eng.**  
Commissioner of Environmental Services

Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

May 22, 2020  
10721189

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**From:** Van Dusen, Regina on behalf of Regional Clerk  
**Sent:** Monday, June 29, 2020 3:08 PM  
**Subject:** Regional Council Decision - Fiscal Sustainability: 2020 Update  
**Attachments:** Fiscal Sustainability 2020 Update.pdf

**CAUTION: This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.**

On June 25, 2020 Regional Council made the following decision:

1. The Chair write a letter(s) to the Province to request:
  - a. Direct funding to support delivery of front-line services needed to address COVID-19 emergency
  - b. Maintain gas tax allocation for 2020
  - c. The funding reductions to public health be cancelled altogether or deferred indefinitely
  - d. Remove caps on cost shared programs over the next three years or Provincial assumption of responsibility
  - e. Assistance to fund York Region rental housing incentives, including allocating funds from the Non-Resident Speculation Tax collected in York Region
  - f. New revenue tools to help the Region fund a potential contribution to the Yonge North Subway Extension
2. The Regional Clerk circulate this report to:
  - a. The local municipalities
  - b. The Association of Municipalities of Ontario (AMO), Mayors and Regional Chairs of Ontario (MARCO), the Large Urban Mayors Caucus of Ontario (LUMCO), and the Municipal Finance Officers' Association of Ontario (MFOA)
  - c. The Minister of Finance and the Ministries of Transportation, Health, Infrastructure, Municipal Affairs and Housing
  - d. The local Members of Provincial Parliament
  - e. The Building Industry and Land Development Association (BILD) – York Chapter

The original staff report is attached for your information.

Please contact Edward Hankins, Director, Treasury Office at 1-877-464-9675 ext. 71644 if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Office of the Regional Clerk, Corporate Services

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The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1  
1-877-464-9675 ext. 71300 | [christopher.raynor@york.ca](mailto:christopher.raynor@york.ca) | [york.ca](http://york.ca)

Our Mission: **Working together to serve our thriving communities – today and tomorrow**

# **The Regional Municipality of York**

Committee of the Whole  
Finance and Administration  
June 11, 2020

Report of the Commissioner of Finance

## **Fiscal Sustainability: 2020 Update**

### **1. Recommendations**

1. The Chair write a letter(s) to the Province to request:
  - a. Direct funding to support delivery of front-line services needed to address COVID-19 emergency
  - b. Maintain gas tax allocation for 2020
  - c. The funding reductions to public health be cancelled altogether or deferred indefinitely
  - d. Remove caps on cost shared programs over the next three years or Provincial assumption of responsibility
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## 2. Summary

This report updates Council on the long-term fiscal sustainability of the Region. It also provides an analysis of the anticipated impact of COVID-19 to the Region, as well as explaining the key capital-related fiscal pressures the Region continues to face. Finally it recommends certain requests to be made of the Province to help the Region navigate the many short and long-term risks that pose a problem to its fiscal sustainability.

### Key Points:

- Council has already taken positive steps towards achieving fiscal sustainability
- The Region continues to face capital-related fiscal pressures for growth, rehabilitation and replacement
- The Region is facing a number of risks currently:
  - The immediate effect of COVID-19 which may lead to unforeseen long-term impacts
  - Funding growth in a time that the Region is growing slower than the Provincial Growth Plan has forecast
  - Ensuring that the Region is saving enough for future asset management needs

## 3. Background

### Fiscal sustainability is stewardship of the long-term

Achieving fiscal sustainability is mostly about managing service levels and infrastructure. It requires long term planning in a responsible manner that achieves the Region's Strategic Plan priorities, while mitigating both short and long-term financial risks.

York Region will be in a fiscally sustainable position when it can offer a level of service that can accommodate the long term needs of growth while maintaining infrastructure in a state of good repair (Table 1). The cost of providing this service must also be balanced with respecting Council's willingness to tax and residents' ability to pay.

**Table 1**

### Fiscal Sustainability in the York Region Context

Principles
Growth can be accommodated at a tax rate that residents have the ability to pay and without issuing an unsustainable level of debt
Infrastructure can be kept in a state of good repair and replaced at the right time
Service levels can be maintained in the face of urbanization and changes in economic conditions
Full Cost Recovery – careful consideration of who should pay, and that they pay their fair share



## **Fiscal sustainability is also about adapting to the changing economy**

York Region has enjoyed robust economic growth, with consistent job creation and an average annual population growth of over 15,000 residents per year over the past nine years. A growing and urbanizing population alongside a diverse economy requires significant infrastructure investments, which are often large and complex.

It is important that the right financial tools are in place to allow the Region to continue to achieve its objectives in a fiscally sustainable manner. Challenges include coping with the changing nature of the economy, such as more people working from home, commercial re-occupation and intensification and its impact on the Region's assessment growth and its ability to save for the future.

## **The Region has built up \$3 billion in the 59 reserves it manages**

Reserve management is a very important factor when ensuring the long term financial sustainability of the Region. Reserves fund capital asset spending and help to smooth tax levy and user rate requirements as well as provide financial flexibility in the event of unanticipated expenditures or a drop in revenue. In addition, because reserves consist of cash, cash equivalents and investments, they promote investor confidence and help to preserve the Region's credit ratings. The Region has 59 reserves which can be split into 5 major categories as shown in Table 2.

**Table 2**  
**Budget 2020 reserve forecast**

<b>Reserve</b>	<b>Number of Reserves</b>	<b>\$Millions</b>
Asset Replacement Reserves	8	1,718
Capital Reserves	13	471
Corporate Reserves	18	522
DC Reserves	15	206
Human Resources Reserves	5	115
<b>Total</b>	<b>59</b>	<b>\$3,033</b>

## **The Region's debt levels are below 2017 peak**

Prior to the 2014 fiscal strategy, the Region's peak outstanding debt was anticipated to be over \$5.0 billion by 2020. However, as a result of the implementation of the Fiscal Strategy, the total outstanding debt peaked at \$2.9 billion in 2017 then fell and is projected to remain below the 2017 peak for at least the next 10 years, based on the 2020 Budget.

## 4. Analysis

### **The Region faces three main risks to its fiscal sustainability**

There are three main risks that the Region has to deal with to ensure it stays in a fiscally sustainable position in the near and long-term future, these are:

- The immediate effect of COVID-19 which may lead to unforeseen long-term impacts
- Funding growth in a time that the Region is growing slower than the Provincial Growth Plan has forecast
- Ensuring that the Region is saving enough for future asset management needs

### **COVID-19 risks**

#### **Short-term operating impacts of COVID-19 present an additional challenge to the Region's fiscal sustainability**

The COVID-19 crisis presents challenges to the Region and its local municipalities as they continue to provide high quality essential services to residents and the broader community. Initial analysis of Regional financial information suggests that unexpected costs and reduced revenues associated with the COVID-19 emergency have had a cumulative impact to April 30, 2020 of \$25.75 million, or approximately \$3.90 million per week.

Staff will continue to monitor and report on expected impacts as updated information becomes available.

There are a number of issues that the Region is going to face as a result of this crisis. The implications for Public Health and the protection of York Region residents, especially the vulnerable population, may lead to a reassessment of how some programs and services are provided. These issues will be reported back to Council as information becomes available about both the impacts and the response to the pandemic.

#### **Property tax payments and assessment growth will be impacted by COVID-19**

At its meeting on April 30, 2020, Council adopted a Regional program to support local municipalities in their effort to provide COVID-19 related financial relief programs to residents and businesses. Under the program, the Region waives interest until December 31, 2020 on any portion of property tax instalments, for the 2020 taxation year, not remitted to the Region except for the interest related to the final 2020 installment which shall be waived until March 31, 2021. Local municipalities are expected to remit any taxes collected on behalf of the Region. As such, the actual amount of interest ultimately waived and cost incurred to the Region would be much lower than the maximum amounts allowed.

Because of the delay in receiving tax levy to fund its operations, the Region would lose opportunity to invest and would also be required to obtain internal or external short-term

borrowing. Based on a conservative forecast of remittance levels, it is estimated that the waiving of interest charges would cost the Region approximately \$3 million. The local municipalities could benefit from approximately \$18 million in interest savings as penalties would not be charged to them as a result of this program.

Assessment growth may be negatively impacted. As a result of lower than anticipated assessment growth, preliminary analysis shows that tax levy would need to increase by a further 0.4 per cent to meet the expected operating requirement in 2021. In the longer run, the delay of growth may result in insufficient assessment growth revenues to pay for the operating cost of capital.

### **It is unclear when a full economic recovery could be achieved**

There is still much uncertainty around the speed and extent of economic recovery because it will be dependent on the success in containing the spread of the virus as well as the effectiveness of government economic policy response.

Assuming that pandemic measures are lifted gradually through the remainder of 2020, the Financial Accountability Office of Ontario projects that the province's real GDP will largely rebound in 2021, but remain lower than pre-pandemic levels<sup>1</sup>. There is also the potential for recurring waves of the virus after pandemic measures are lifted, which could result in a longer, more muted recovery. Economists from TD Bank expect Canada's recovery to be slower than the U.S. due to high levels of household debt, declining oil prices, and trade impacts from the US and China<sup>2</sup>. The four biggest banks in Canada also predict a slow recovery as people and businesses are expected to act more cautiously coming out of the crisis<sup>3</sup>.

### **The speed of the recovery could impact the Region's balance sheet**

Some sectors are likely to rebound more quickly than others, while other sectors may never fully return to their pre-pandemic state, and may require more structural and innovative changes going forward. The same would apply to programs and services offered by governments.

For example, if social distancing requirements stay in place for a prolonged period, service delivery for many programs would need to change to allow for additional spacing, physical separation and remote delivery of certain services. The cost to implement such measures

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<sup>1</sup> Financial Accountability Office of Ontario. "Economic and Budget Outlook, Spring 2020." May 11, 2020, <https://www.fao-on.org/en/Blog/Publications/EBO-SP2020>

<sup>2</sup> Gabriel Friedman. "Longer U-shaped recovery': Economists say Canada faces rougher road than U.S. because of high household debt and oil dependency." *Financial Post*, April 21, 2020, <https://business.financialpost.com/news/economy/longer-u-shaped-recovery-economists-say-canada-could-face-deeper-downturn-slower-rebound-than-u-s-because-of-high-household-debt-and-oil-dependency>

<sup>3</sup> James Bradshaw and Mark Rendell. "It's a long road to economic recovery, Canadian bank CEOs warn." *The Globe and Mail*, April 8, 2020, <https://www.theglobeandmail.com/business/article-its-a-long-road-to-economic-recovery-canadian-bank-ceos-warn/>

could be significant and would add to existing impacts, including reduced revenues in areas where activity is reduced, such as transit and other fee-based revenues.

In addition, as noted in the 2021 Budget Direction report, there are affordability concerns that residents and businesses in the Region will have. While Regional Council endorsed a tax levy increase outlook of 2.96 per cent for 2021 as part of the 2020-22 budget process, a lower tax levy increase may be preferred by Council in light of the economic impacts of COVID-19 on residents and businesses. However, a lower tax levy increase may limit the Region's ability to fund the key programs and services and maintain the existing levels of service.

### **Staff continue to monitor the effects of COVID-19 on development activities and development charge collections**

COVID-19 and policies to contain its spread, are expected to have an impact on both residential and non-residential development activities which is the key determinant of development charges collections.

The restrictions on construction from April 3<sup>rd</sup> to May 4<sup>th</sup> 2020 resulted in minimal development charges collections in the month of April. As containment measures are gradually lifted and economic activities resume, the sale and purchase of new housing units is expected to recover over time.

For non-residential development, recovery in some sectors, such as retail, restaurants, hospitality, and entertainment, may take longer than other sectors to recover. There may be the potential reoccupation of existing non-residential spaces where businesses have permanently closed as a result of COVID-19. Due to these considerations, staff expect that development charge collections could be below expectations in 2020. The risks of COVID-19 over the medium and long term will require additional analysis and will be the subject of a staff report expected in the fall of this year.

### **The Region has contingency reserves that may be used short-term**

Early indications of recent economic problems being faced demonstrate that Council's preparedness through years of reserve contributions was prudent. At the outbreak of COVID 19, York Region had over \$100 million in total in two reserves, the Tax Stabilization Reserve, and the Fiscal Stabilization Reserve, that could be used to help fund unforeseen one-time expenditure, temporary revenue shortfall.

The Budget Direction report provided to Council on May 14, 2020 estimated that the costs of COVID-19 could reach \$100 million by the year end; the total in these reserves. Whilst the Region could tap into the contingency reserves, the preferred option is for the Province to directly fund the incremental public health costs that have arisen as a result of COVID-19.

The Finance department has analyzed the Region's reserves and has set contribution levels to ensure that reserves are at the appropriate level to fund future expenditures. To replenish the temporary drawdown of the reserve, the Region would need aid from the Province to ensure that any reserves used to provide short-term relief would not remain below our pre-COVID-19 levels, as this could impact the Region's longer term fiscal sustainability.

### **Despite the short-term challenges from COVID-19, one credit rating agency said it considers the Region to be a low risk**

On March 27, 2020, Moody's Investor Services published a report "Sub-Sovereign – Canada: Public sector entities face differing risks from coronavirus and oil price shocks". In this report, they highlight the broad categorization of relative credit pressure arising solely from the current shocks across the various sectors. York Region was considered to be "low risk". S&P Global Rating's have not yet issued an opinion on the impact of the current crisis on the Region's rating.

The Region has retained its status as a very good investment. On May 11, 2020, York Region was able to successfully issue a \$160 million debenture to support the capital plan at a rate of 1.777%, the lowest rate the Region has ever issued.

## **Funding growth risks**

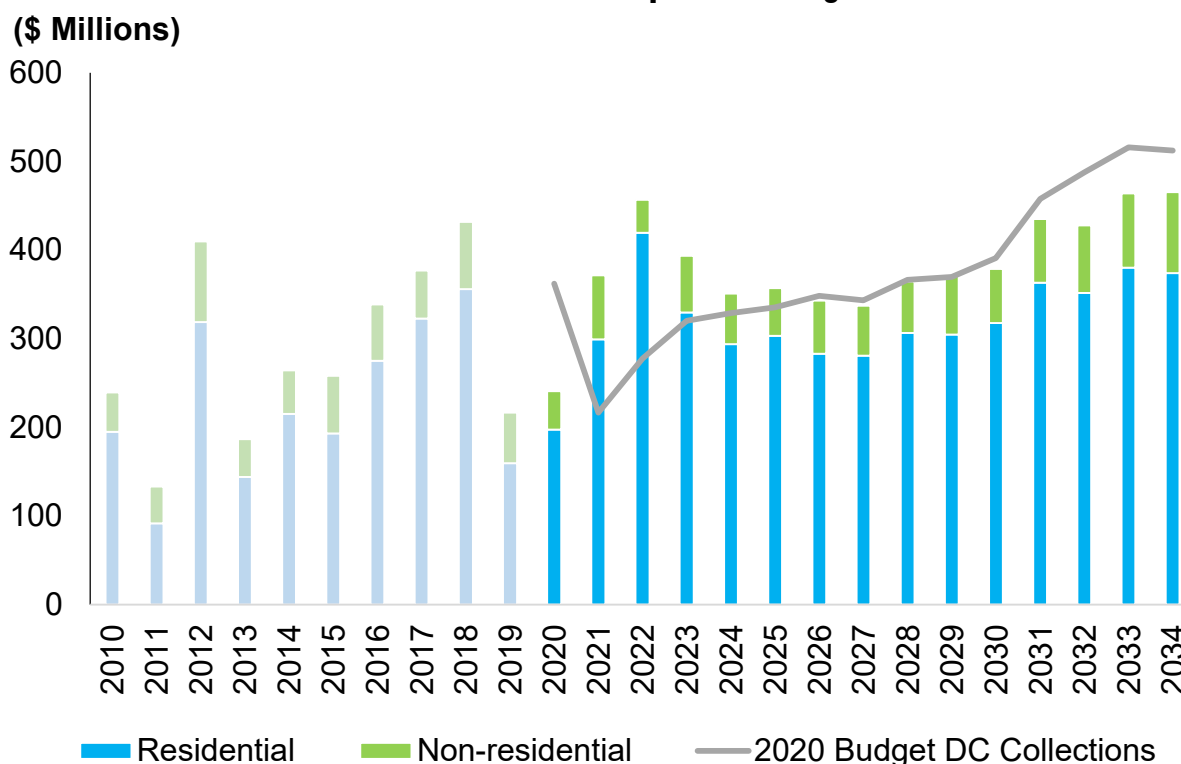
### **In spite of the issues facing the Region from COVID-19, the most significant long-term risks to the Region's fiscal sustainability are capital-related**

To achieve fiscal sustainability the Region must have a long-term plan to build, finance, fund, and maintain capital infrastructure needs to provide those programs and services now and into the future. The Region's infrastructure investments may be classified into three types: growth, rehabilitation and replacement, and enhancement. Each type may be funded by different sources of revenue which is associated with its own pressures and risks.

### **Revised development charges collections forecast is based on the assumption that the economy may return to full capacity in 2022**

Development charges collections are dependent on market conditions and development approvals, which can vary significantly from year to year. For 2020, the revised development charges (DC) collections forecast is expected to be below the 2020 budget forecast due to the impacts of COVID-19. Staff estimates that the development charge collections could remain below the 2020 principle and interest obligations of development charges debt. The forecast is based on the assumption that the housing market and the economy could recover by some time in 2022. If the level of development activities returns to historic average in 2022, the DC collection in 2022 could exceed \$450 million. Development charges collection over 15 years is expected to total \$5.8 billion.

**Figure 1**  
**Historic and Forecasted Development Charge Collections**



**Despite the negative impact of COVID-19 on development activities in March and April, longer-term collections are expected to improve as a result of Bill 138**

Bill 138, *Plan to Build Ontario Together Act, 2019* ("Bill 138") received Royal Assent on December 10th, 2019. One key change introduced by Bill 138 is the removal of commercial and industrial development as eligible classes of development to defer and phase-in development charge payments. Due to timing of the Bill, this positive development was not incorporated into the 2020 Budget forecast. The revised forecast shown in Figure 1 above accounted for the impact of Bill 138, which reversed the majority of the negative impact of Bill 108 on development charge collections.

In addition, the above forecast also accounts for the impact of a number of new development charges policies adopted by Council since the Fall of 2019, including: *Development Charges Deferral for Affordable, Purpose-Built Rental Buildings and Development Charge Interest Policy* – Under sections 26.1 and 26.2 of the *Development Charges Act, 1997*.

## **Infrastructure is planned to support targets prescribed by the Growth Plan and the Region's Official Plan**

Municipalities in the Greater Golden Horseshoe are required to have official plans that conform to the growth targets set out by the Provincial Growth Plan. York Region's infrastructure master plans must include infrastructure needed to meet the population growth in its official plan. However, if the growth contemplated by the Growth Plan does not materialize as expected, municipalities may be in a situation where they have built and financed infrastructure capacity that sits unused and incurs operating and maintenance costs without the necessary assessment revenue to pay for these costs.

## **Most growth-related infrastructure is paid for and built many years before the benefiting development arrives**

The way growth is paid for, through development charges, is imperfect. There is financial risk to the municipality when growth does not happen at the predicted pace. Because much infrastructure has to be built before growth can occur, particularly water and wastewater assets, debt is a necessary financing tool. Also, once in service, these assets begin to incur operating, maintenance and rehabilitation costs, which are then appropriately funded by tax levy and user rates. The municipality faces two financial challenges if growth does not occur as expected.

First, development charge collections may be insufficient to service the debt already incurred and also fund other planned infrastructure. Second, there may be insufficient growth in the assessment and/or rate base to support ongoing operations without undue tax levy or rate increases on existing residents and businesses.

## **York Region's share of the GTA population growth has differed from the provincial Growth Plan target**

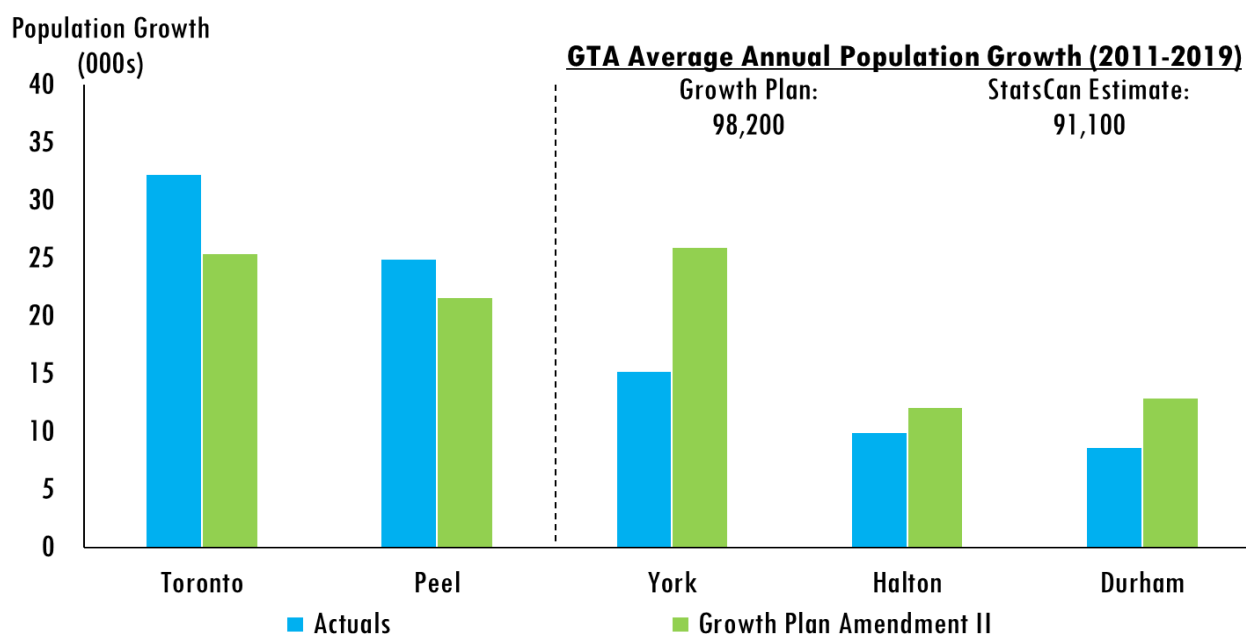
In the Growth Plan, from 2016 to 2041, the Region is forecasted to contribute 20 per cent of population and 26 per cent of employment growth, the highest share amongst the Greater Golden Horseshoe municipalities.

However, according to Statistics Canada data, population growth in York Region has been below the Growth Plan projections. While the Region grew rapidly in the early 2000s, the pace of growth has slowed. As shown in Figure 2, between mid-2011 and mid-2019, York Region grew by over 15,000 people annually, or about 60 per cent of the annual growth projected by the Growth Plan. Other 905 municipalities are also facing a shortfall, while Toronto's and Peel's population growth exceeded Growth Plan projections.

Lower-than-expected growth has translated into lower-than-expected development charge collections. Should growth fall below what is currently assumed in the fiscal strategy, this may limit the Region's ability to finance new projects or repay existing debt, which may require a re-evaluation of the timing of planned projects in the capital plan.

Staff are expecting new forecasts from the Province that may recalibrate the delayed growth forecasts.

**Figure 2**  
**Actual vs Projected Population Growth in the GTA (2011-2019)**



Data Source: Growth Plan Amendment II technical addendum, Hemson Consulting Ltd., StatsCan Table: 17-10-0139-01

### **Regional Council has taken steps to address the gap between forecasted and actual population growth but more could be done with a share of the Non-Resident Speculation Tax**

In an effort to address the gap between forecasted and actual population growth, as well as facilitating the development of complete communities with more affordable housing options, York Region Council approved a [package](#) of financial incentives last fall.

The affordable rental component of that package includes a long-term development charge deferral where rental developments could receive a longer deferral depending on size and location. The affordable rental incentive program is available to a total of 1,500 housing units over the next three years. Thus far this program is helping to bring over 200 new affordable rental units to the Region.

Still, more could be done if the Region had additional funding. In April 2017, the Province introduced a 15 per cent Non-Resident Speculation Tax (NRST) on the purchase of any residential property located in the Greater Golden Horseshoe by a non-Canadian resident. According to the latest information provided by the Ministry of Finance, of the \$394.3 million collected during the period from April 2017 to March 2019, \$103.7 million (or 26.3%) was related to property transactions in York Region.



While the NRST revenues in Ontario accrue to the Province's general revenues, a similar tax in the Province of British Columbia is reinvested into affordable housing projects. In September of 2018, the Region made a request to the Province to provide a share of the NRST to support the implementation of rental housing initiatives in York, however, has not received any response yet.

### **Regional Council has also taken steps to address non-residential growth, specifically in office space**

While the Region's job growth is in line with Growth Plan projections, non-residential development (measured in gross floor area) has fallen short of Regional forecasts, most notably for office development. With this in mind, and as part of the Region's Complete Communities financial incentives program, last fall Regional Council also approved a [package](#) of office incentives. The key component of the office incentives package is a long term development charge deferral which, like the affordable rental deferral, provides a longer deferral based on size and location.

It is unclear however how COVID-19 will impact the non-residential sector (particularly office). Staff will continue to monitor the situation and report back as necessary.

### **York Region may be asked to make a significant capital contribution towards the Yonge North Subway Extension**

On April 10, 2019, the Province committed to building four subways for a total expected cost of \$28.5 billion, including the Yonge North Subway Extension. Those projects are expected to be completed towards the end of the 2020s, with the subway into York Region expected to be finished by 2029-2030. The subway is a vital piece of infrastructure as its completion is embedded in the Province's Growth Plan population and employment targets for the Region. The Yonge North Subway Extension cost is estimated to be \$5.6 billion based on a Class 4 estimate (i.e., preliminary) and could change substantially as design and planning progresses.

The Province committed \$11.2 billion in total funding for the four subways and is expecting contributions from the Federal and municipal governments. There are further funding details to be negotiated, but the 2019 Provincial Budget announced the repurposing of up to \$7 billion in federal funding towards the subways, with an intent to negotiate a further contribution by the federal government of up to 40 per cent of the subway program.

York Region and Toronto's respective shares of the Yonge North Subway Extension are still to be negotiated with the Province. However, the Provincial Budget stated that the Province expects York Region and Toronto to make "significant capital contributions" towards the projects.

The Region will continue to work with its federal, provincial and private partners in order to maximize all non-tax levy funded sources. As a matter of principle, every effort will be made to minimize the impact on the Region's tax levy. For the portion of the cost that is not funded

from other levels of government or from private entities, a combination of development charges and tax levy sources will be used (the split still to be determined).

Depending on the level of the Region's reserves and the level of the debt ask, there may be a requirement to issue non-development charges debt. This is something council has tried to minimize. Through the Fiscal Strategy the Region has been successful in avoiding issuing non-DC debt for the last 5 years, and currently is not projected to do for at least another 10 years.

For the development charge portion, adding an estimate of the Yonge North Subway Extension to the Region's debt forecast will lead to an increase in the level of debt as well as an increase in the DC rates, compared to what was anticipated. Funding for the tax levy component, if needed, will be estimated once the Region's total share is known.

## **Asset management risks**

### **Ongoing contributions to asset management reserves are required to accommodate the Region's full asset management needs**

Regional Council has made significant progress in building asset management reserves to support the Region's growing asset management needs. Risks relating to asset failure are mitigated through condition and risk assessments, proactive maintenance programs and capital renewal programs. This approach achieves the defined levels of service throughout the asset's life cycle and extends the investment to the full life expectancy of the asset.

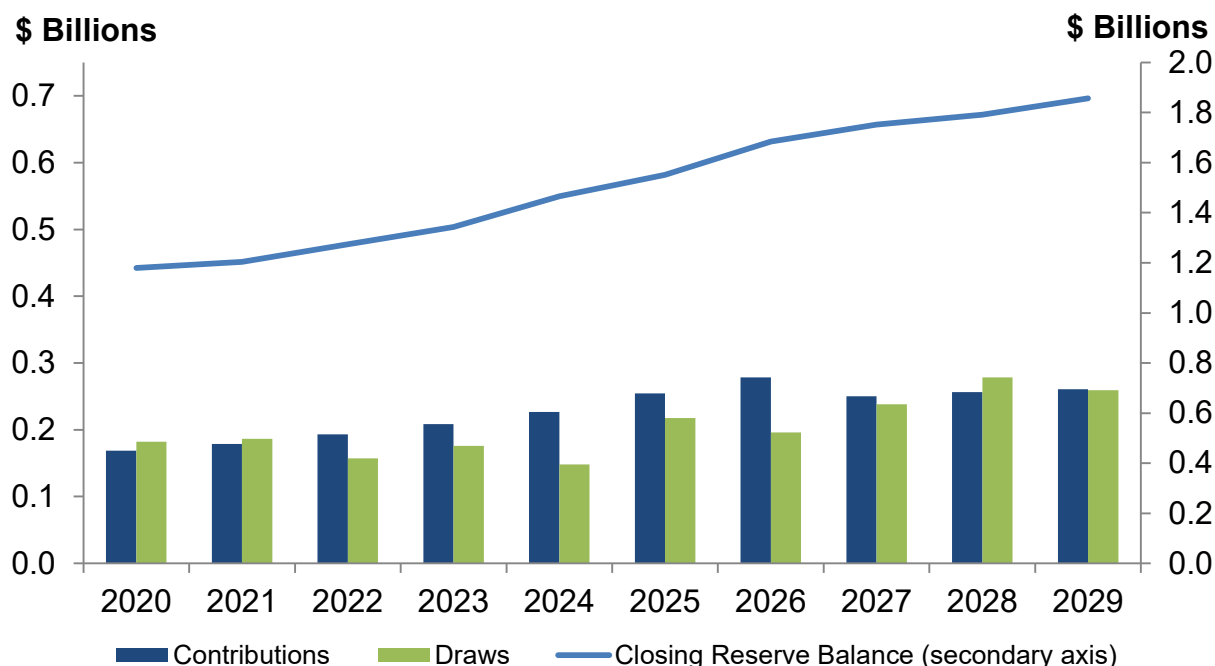
The multi-year budget includes contributions to tax levy asset management reserves that average \$180 million per year from 2020 to 2022. These contributions should ensure that the Region can meet its short-term asset management needs, but ongoing increases in contributions would be required to meet future needs without having to issue tax levy supported debt in the future.

As shown in Figure 3, over the next 10 years the draws and contributions to the tax levy asset replacement reserves are similar. The draws are informed by departmental asset management plans and asset condition assessments, and the contributions are calculated to cover those identified needs for existing assets and the expected growth in the asset base. Future asset management draws may be influenced by technological change as well as changes to environmental requirements or policy decisions, like the Region's goal of having net-zero greenhouse gas emissions by 2051. While some of these changes can result in cost savings or efficiencies, many others could result in higher costs which would require increasing contributions to reserves in advance of expected expenditures.

Continued increasing contributions to asset management reserves are also necessary because asset management costs are, by their nature, 'lumpy' and inevitably increase as the assets age. Therefore, continuing to make asset management reserve contributions that increase at a consistent rate would help avoid unaffordable asset management expenditures or steeper contribution increases in the future. Strong contributions also support the concept

of inter-generational equity meaning that all current and future consumers of these assets pay their equal share.

**Figure 3**  
**10-year Projection of Tax Levy Funded Asset Replacement Reserves**



Data Source: York Region Finance

### **The Region is in a stronger position than most to be able to handle current economic conditions as a result of prior decisions made by Council**

As a result of actions by this and previous Councils, the Region is in a relatively better position than many to be able to navigate through the current climate as a result of COVID-19. Reserves have been increasing steadily over the last few years to deal with asset management issues, but also for tax and revenue shocks.

### **The Region manages risks and pressures to the capital plan through reserves**

To help prevent project cost overruns, York Region departments apply a rigorous project management approach and monitor the actual capital spending regularly to ensure the spending is within the approved budget. In addition, the Finance Department reports to Council in September of each year on capital budget variances and mid-year financial results. Regular performance monitoring helps ensure that York Region delivers capital projects in a cost-efficient and effective manner.

## **The Region's projected debt levels have improved due to higher forecasted DC collections from Bill 138**

The Region's projected debt level has improved compared to the 2020 Budget largely as a result of legislative changes through Bill 138. We typically see the projected debt level move up or down each year as a result of differences between actual and expected development charges collections. This will be different when there is a change arising as a result of legislation. Staff will analyze the expected impact and will discuss with Office of the Budget to determine how this may affect the capital plan. The level of debt is managed to optimize the amount of debt that the Region take on.

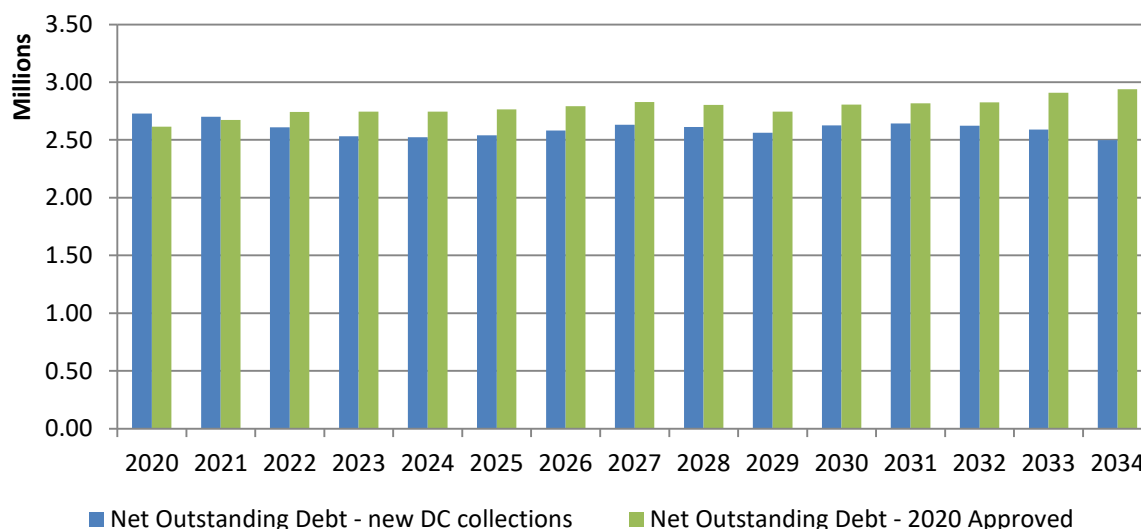
The introduction of Bill 108 last year led to a noticeable decrease in short term collections and resulted in the development charges reserve falling negative in 2029. With Bill 138, the hit to the Region's short-term collections are not as stark and the reserve is expected to be positive and keep to the Region's policy of being at a level of 75%-100% of P&I payments.

Ultimately, the amount of debt that the Region will take on will depend on a number of factors. The absolute level of debt as well as the ratio of reserves to debt are recognized metrics of financial sustainability used by credit rating agencies and the market to assess the Region's overall credit worthiness and the desirability of the Region's debentures. The Region must also comply with the Province's annual debt repayment limit. The Fiscal Strategy, updated annually as part of the Budget process, considers debt together with reserves and the Region's forecasted capital needs to develop annual recommendations on a fiscally sustainable level of debt for the Region.

Figure 4 below shows the debt forecast from the 2020 budget. Although debt peaked at \$2.9 billion in 2017, the reduction in debt after 2017 has been slow, primarily due to a downward revision in forecast development charge revenue. A decreasing debt profile is important because:

- It reduces the Region's overall financial risk which contributes to fiscal sustainability
- It could help the Region regain a triple A credit rating with S&P Global Ratings and may be critical to avoiding future downgrades as both credit rating agencies have said that "greater-than-forecast debt" could lead to a potential rating downgrade
- It frees up funding that can be spent directly on infrastructure, rather than on debt servicing

**Figure 4**  
**Net Outstanding Debt Projection – 15 years**



## 5. Financial

### **The Region is facing a number of pressures**

The long-term fiscal sustainability of the Region will not only be tested by the effects of COVID-19 in the short-term but also through contributions above those anticipated in the capital plan that may be expected to pay for the Yonge North Subway Extension.

### **There are a number of requests that the Chair could make to the Province to provide help to the Region**

York Region is facing unprecedented challenges as a result of this crisis. As we strive to continue to provide vital services and look at ways to provide important relief, the financial burden is expected to be significant. Preliminary figures indicate that the impact to the Region, will be approximately \$3.90 million per week, which could use up the Region's contingency reserves in 7 months, in the absence of offsetting savings or grants from senior governments..

In addition, there are likely to be further negative impacts to the Region's costs and revenues through not meeting our expected development charge collections this year and with lower gas consumption throughout the Province, a likely reduction in gas tax revenues.

There are a number of requests that the Chair could make to the Province that would help the Region achieve fiscal sustainability over the short and long-term as well as pay its share, if required, of the Yonge North Subway Extension without a substantial impact to the Region's tax levy.

To be able to better deal with the short-term impacts arising from COVID-19, the Chair could request that the Province:

- a. Direct funding to support delivery of front-line services needed to address COVID-19 emergency
- b. Maintain gas tax allocation at 2019/2020 level
- c. Cancel altogether or deferred indefinitely the cuts to public health
- d. Remove caps on cost shared programs over the next three years or Provincial assumption of responsibility

To be able to ensure that the Region is fiscally sustainable in the long-term, the Chair could also request that the Province:

- e. Allocate funds from the Non-Resident Speculation Tax collected in York Region to support York Region rental housing incentives – our most recent figures estimate this to be around \$103.7 million to March 2019
- f. Provide new revenue tools to help with the Yonge North Subway Extension – mainly the Land Transfer Tax which could bring in revenues of between \$220 and \$440 million annually to the Region

## 6. Local Impact

### **The Region's fiscal pressures could impact its ability to deliver, maintain and enhance critical infrastructure to accommodate growth**

Growth-related infrastructure is vital to the Region's local municipalities. Any fiscal pressures that impact the timing delivery, maintenance and enhancement of this infrastructure must be monitored and managed.

## 7. Conclusion

### **Despite challenges, the Region continues to work towards fiscal sustainability**

Though limited in revenue-raising streams, Council initiatives have kept the Region progressing towards its goal of fiscal sustainability.

In order to continue upon this path, and address capital-related fiscal pressures, both current and in the future, the Region will continue to manage its capital budget in a fiscally prudent manner. In addition, the Region will continue to work with other levels of government to deliver infrastructure projects that are vital to the residents and businesses in York Region.

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For more information on this report, please contact Edward Hankins, Director, Treasury Office at 1-877-464-9675 ext. 71644. Accessible formats or communication supports are available upon request.

Recommended by: **Laura Mirabella, FCPA, FCA**  
Commissioner of Finance and Regional Treasurer

Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

May 27, 2020  
Edocs #10570803

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**From:** Van Dusen, Regina on behalf of Regional Clerk  
**Sent:** Monday, June 29, 2020 12:27 PM  
**Subject:** Regional Council Decision - Planning for Density in New Communities  
**Attachments:** Planning for Density in New Communities.pdf

**CAUTION: This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.**

On June 25, 2020 Regional Council made the following decision:

1. Council receive this report as the basis for consultation with the local municipalities and the Building Industry and Land Development Association in the development of a revised density target for New Community Areas.
2. The Regional Clerk forward this report and attachments to the Clerks of the local municipalities, the Building Industry and Land Development Association, and the Ministry of Municipal Affairs and Housing.

The original staff report is attached for your information.

Please contact Paul Bottomley, Manager Policy, Research and Forecasting at 1-877-464-9675 ext. 71530 if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Office of the Regional Clerk, Corporate Services

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Our Mission: **Working together to serve our thriving communities – today and tomorrow**



# The Regional Municipality of York

Committee of the Whole  
Planning and Economic Development  
June 11, 2020

Report of the Commissioner of Corporate Services and Chief Planner

## Planning for Density in New Communities

### 1. Recommendations

1. Council receive this report as the basis for consultation with the local municipalities and the Building Industry and Land Development Association in the development of a revised density target for New Community Areas.
2. The Regional Clerk forward this report and attachments to the Clerks of the local municipalities, the Building Industry and Land Development Association, and the Ministry of Municipal Affairs and Housing.

### 2. Summary

This report responds to the following Council [resolution](#) of January 30, 2020:

*Staff be directed to report back to Council on the New Community Area density, and the Designated Greenfield Area density endorsed by York Region Council being fifty (50) people and jobs per hectares as part of the MCR, and the process that will update Local Official Plans and Secondary Plans to conform to densities in the updated Regional Official Plan.*

Council also passed a [resolution](#) in March 2019 regarding staff comments on Amendment 1 to the Growth Plan which requested that the minimum Growth Plan density target be 50 residents and jobs per hectare in the Designated Greenfield Area for York Region.

Key Points:

- The Growth Plan (2019) specifies a minimum density target of 50 residents and jobs combined per hectare in the entire Designated Greenfield Area by 2041, and encourages beyond this density target where appropriate
- Density was calculated for 12 existing communities across York Region; most of these areas exceed the Growth Plan minimum density target
- The current Regional Official Plan requires a density of 70 residents and jobs per hectare for New Community Areas. This density was required to meet the 2006

Growth Plan overall Designated Greenfield Area density target of 50 residents and jobs per hectare, which included employment lands in the calculation

- Staff intend to consult with the local municipalities and the Building Industry and Land Development Association (BILD) on development of a revised density target in the Regional Official Plan for New Community Areas

### 3. Background

#### **The Provincial Growth Plan provides forecasts and density targets for upper tier municipalities**

The Provincial Growth Plan (2019) sets population and employment forecasts of 1.79 million people and 900,000 jobs in 2041 for York Region. It also provides density targets for urban growth centres, major transit station areas and the Designated Greenfield Area. This report specifically focusses on New Community Areas, which are within the Designated Greenfield Area.

The Province is in the process of reviewing both the Growth Plan forecasts and the Provincial Land Needs Assessment methodology as outlined in a [memo](#) to Council in February 2020. The land needs assessment methodology provides a consistent approach for calculating the amount of land needed to accommodate the Growth Plan forecasts for all municipalities in the Greater Golden Horseshoe. The density assumption for New Community Areas is a key input into the land needs assessment.

#### **The Growth Plan requires key growth management targets for York Region**

To focus forecasted growth in areas to support the development of complete communities, the Growth Plan establishes two key targets:

- A minimum intensification target of 50% of all residential development to occur annually within the delineated Built-Up Area as shown in Attachment 1
- A minimum density target of 50 residents and jobs combined per hectare by 2041 in the Designated Greenfield Area as shown in Attachment 1

While the Built-Up Area and the Designated Greenfield Area are both required to accommodate the Region's growth forecasts, they each play a different role. The Built-Up Area contains the Region's Centres and Corridors along with other planned intensification areas, providing mostly opportunities for medium and high density housing. The Designated Greenfield Area is comprised of areas outside the Built-Up Area with a predominance of ground-related housing types such as single detached, semi-detached and row houses, however, they also provide higher density housing to support the development of complete communities that provide a range and mix of housing types.

## **Council directed staff to review the Official Plan density target of 70 residents and jobs per hectare for New Community Areas**

At the January 30, 2020 Council meeting, a [resolution](#) was passed directing staff to report back on the New Community Area and Designated Greenfield Area densities. This resolution was in response to the secondary planning process for Block 41 in the City of Vaughan. Block 41 is part of Regional Official Plan Amendment (ROPA) 2 and is a New Community Area. Currently, the required minimum density target in the Regional Official Plan for New Community Areas is 70 residents and jobs per hectare. Concerns were raised about unique land constraints in Block 41 that presented challenges in meeting the Regional Official Plan density target. The Regional Official Plan density target for New Community Areas has also been raised as a concern by the development industry on a broader level.

## **New Community Areas are part of the Designated Greenfield Area**

The Designated Greenfield Area is shown in Attachment 1. In addition to existing and developing communities within the Designated Greenfield Area, New Community Areas are also part of the Designated Greenfield Area. These New Community Areas are comprised of Regional Official Plan Amendments 1, 2 and 3 in the Town of East Gwillimbury, City of Vaughan and City of Markham respectively. The current Municipal Comprehensive Review will determine the need for additional new community lands beyond the current urban area to accommodate future growth. Should urban expansion lands be required as a result of the land needs assessment, they would also be considered New Community Areas.

The Growth Plan minimum density target of 50 residents and jobs per hectare applies across the entire Designated Greenfield area, as an overall average, by 2041. The Regional Official Plan target of 70 residents and jobs per hectare applies to New Community Areas only.

## **The current Regional Official Plan density target in New Community Areas was required to meet the 2006 Growth Plan overall Designated Greenfield Area density target**

The density target of 70 residents and jobs per hectare was established when the current Regional Official Plan was adopted in 2010. A [report](#) was brought to Council in March 2014 titled *Achieving Density in York Region Communities* that outlined the methodology and rationale for the 70 residents and jobs per hectare density target for New Community Areas. The density target was set at 70 residents and jobs per hectare, in part to support transit-oriented complete communities that include a mix of housing types, and also to achieve the overall 2006 Growth Plan density target of 50 residents and jobs per hectare across the entire Designated Greenfield Area based on the methodology in place at that time. The 2006 Growth Plan included employment areas in the density calculation whereas the 2019 Growth Plan does not. Due to this difference, the 50 residents and jobs per hectare density target for the Designated Greenfield Area in the 2019 Growth Plan is not comparable to the 2006 Growth Plan density target.

## **The Regional Municipal Comprehensive Review provides an opportunity to revisit the density target for New Community Areas**

While the 70 residents and jobs per hectare density target for New Community Areas has been incorporated within approved New Community Area secondary plans, concerns have been raised in Block 41 in the City of Vaughan. In addition, due to the change in how the Growth Plan policy regarding Designated Greenfield Area density is calculated, questions have been raised about the appropriateness of a mandatory target of 70 residents and jobs per hectare in New Community Areas given it is no longer required to reach the overall 50 residents and jobs per hectare density in the Designated Greenfield Area across the Region.

Through the secondary plan process for New Community Areas, site opportunities and constraints, and details of the future community are revealed. Each area is unique with its own characteristics of topography, surrounding uses, natural heritage areas and water bodies. Staff acknowledge there is not a one size fits all approach to New Community Area densities and have initiated a review of the Regional Official Plan policy density target through the current Regional Municipal Comprehensive Review.

## **4. Analysis**

### **The Designated Greenfield Area plays an important role in achieving Growth Plan objectives and delivering complete communities**

When the Growth Plan was first released in 2006, the Designated Greenfield Area was essentially vacant and contained areas planned and designated for future growth. Today, a large portion of the Designated Greenfield Area has been built or is subject to a development application.

Building compact communities supports efficient use of infrastructure and reduces impact on agricultural land. Communities built with a higher community density support investments in transit and deliver a diversified housing mix to allow for increased affordable housing options. Building sustainably at higher densities helps protect the Region's Greenbelt and agricultural lands, reduces car dependency, supports public transit investment, contributes to creating a sense of place, and promotes efficient use of infrastructure. Setting the right community density to plan for, positions York Region to support complete community goals.

### **The overall Designated Greenfield Area density is an output of built, under application and planned new development areas**

The Designated Greenfield Area is comprised of three categories according to their planning and development status:

1. **Built:** This first category of the Designated Greenfield Area includes areas that have been built. Most of these communities were planned prior to the 2006 Provincial Growth Plan and therefore were not required to meet a specific density target.
2. **Under Construction/Application:** The second category includes communities under construction or part of a development application either registered, draft approved or proposed.
3. **Planned/Remaining:** The third category includes New Community Areas that are being planned through the secondary plan process. This last category also includes remaining areas not covered by a secondary plan, which is a small share of the total Designated Greenfield Area in the Region.

The Growth Plan minimum density target of 50 residents and jobs per hectare is measured over the entire Designated Greenfield Area. This output is an overall average that incorporates all three categories described above and each contributes to the overall density in different ways.

Existing densities in the Region's built Designated Greenfield Area vary from community to community depending on local context, planning designations, topography and a range of other factors. Some areas of the built Designated Greenfield Area were planned and constructed at higher densities than others. With very few vacant parcels in existing communities left to develop, the opportunity to significantly alter the density in these areas is limited.

Residential areas under construction or application in the Designated Greenfield Area also have a range of densities. These densities will most likely be higher than the built areas as planning and market demand has progressed to incorporate more medium and high density units to fulfil Growth Plan principles of building up and not out. The approval of these development applications through the planning process inherently sets the resulting density.

It is only the third category of the Designated Greenfield Area; the planned/remaining areas, where there is the potential to set a density target which will impact the overall Designated Greenfield Area density. These areas include the three New Community Areas, Regional Official Plan Amendments (ROPA) 1, 2 and 3 and any future potential urban expansion areas as a result of the land needs assessment.

### **Sixty two percent of the Designated Greenfield Area is already built, under construction or included within a development application**

Table 1 outlines the amount of land area associated with each category of the Designated Greenfield Area.

**Table 1**  
**Summary of Designated Greenfield Land Area**

Status (As of 2016)	Developable Area (Hectares)	Percentage of Designated Greenfield Area
Built	3,000	32%
Under Construction/ Application	2,800	30%
Planned/Remaining (including New Community Areas)	3,600	38%
Total	9,400	100%

Approximately 32% of the Designated Greenfield Area has been built and 30% of the land area is under construction or is subject to a development application. The density for the combined built and under construction/application portions of the Designated Greenfield Area is estimated at approximately 58 residents and jobs per hectare. While many approvals predated the Growth Plan, the resulting density is above the Growth Plan minimum target of 50 residents and jobs per hectare and gives a good indication of what the 'pre-Growth Plan' market was delivering.

This leaves 38% of the land area in the planned/remaining category to influence the overall Designated Greenfield Area density target. Since the first two categories average approximately 58 residents and jobs per hectare, there is no issue in achieving the Growth Plan minimum density target of 50 residents and jobs per hectare for the planned/remaining lands. Rather, the key issue is an appropriate approach to density for New Community Areas to achieve well-planned communities that provide a range and mix of housing types, support the Growth Plan objective of developing complete communities, and make best use of Regional and local infrastructure and services.

### **Community density analysis was completed for 12 study areas in York Region**

A community density analysis was completed for 12 study areas in York Region (shown in Table 2 and Attachment 2). The purpose of this analysis was to investigate the densities of communities in the Designated Greenfield Area that are built or under construction/application. Staff reviewed areas across the Region that were primarily built in the last 20 years and located within or a portion of the Designated Greenfield Area. Each local municipality is represented in the 12 study areas.

**Table 2**  
**Study Areas in York Region**

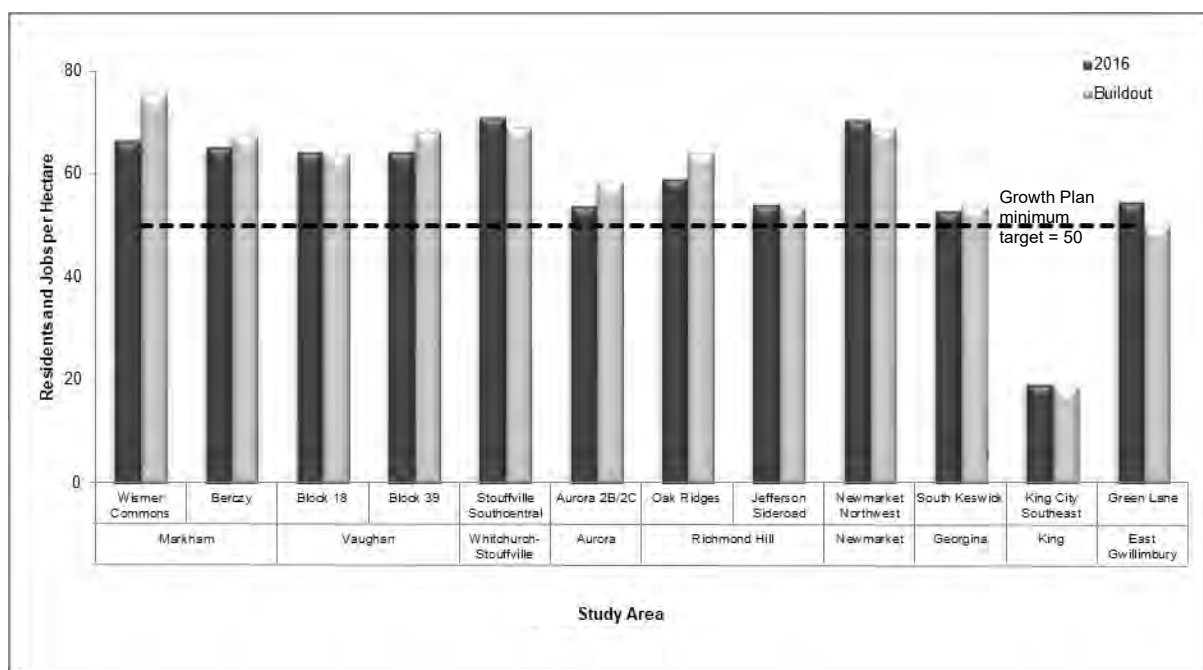
Municipality	Study Area
Town of Aurora	Aurora 2B and 2C
Town of East Gwillimbury	Green Lane
Town of Georgina	South Keswick
Township of King	King City Southeast
City of Markham	Berczy, Wismer Commons
Town of Newmarket	Newmarket North West
City of Richmond Hill	Jefferson Sideroad, Oak Ridges
City of Vaughan	Block 18, Block 39
Town of Whitchurch-Stouffville	Stouffville Southcentral

Community density is calculated by the total of residents and jobs divided by the area of developable land. A calculation was done for 2016 to align with Statistics Canada Census data, and a separate calculation was estimated for each community at buildout. A detailed methodology for the density calculation is provided in Attachment 3.

**The study areas show the market is delivering densities in excess of 60 residents and jobs per hectare**

Analysis of the study areas indicates what the market is currently delivering and will help to inform what density target is reasonable moving forward. Figure 1 shows the calculated density in 2016 and the buildout density for each of the 12 study areas.

**Figure 1**  
**Densities of Study Areas**



All the study areas in Figure 1, with the exception of King City Southeast, have a 2016 and buildout density at or above the Growth Plan minimum density target of 50 residents and jobs per hectare. The King City Southeast study area has a much lower density due to the rural character and local municipal planning designations. Half of the study areas have a 2016, and buildout density, above 60 residents and jobs per hectare. The average density in 2016, excluding King City Southeast, is 62 residents and jobs per hectare.

It is important to note that most of these study areas were planned and built before the 2006 Provincial Growth Plan Designated Greenfield Area density target was in place. Even with the absence of a density target, these communities are exceeding the current Growth Plan minimum target. These communities were built incorporating good planning principles including a mix of housing types, the inclusion of community amenities and opportunities for active transportation. Parks, open space or community gathering areas are included in these neighbourhoods that achieve higher densities. The study areas provide an average of 6% developable area for parks. Other protected natural areas are also important components of a complete community and are excluded from the density calculation. This shift to higher density since the 2006 Growth Plan, is quoted in the current provincial Growth Plan “the (Greater Golden Horseshoe) region has seen a shift to more compact development patterns, a greater variety of housing options, more mixed-use development in urban growth centres and other strategic growth areas, and greater integration of transit and land use planning”



(2019 Growth Plan, section 1.2). Additional detailed information about each study area is provided in Attachment 4.

### **The study areas deliver a mix of housing types including a sizeable share of ground-related units**

Designated Greenfield Areas are intended to accommodate a large share of the Region's forecasted ground-related housing. Ground-related housing units consist of single detached, semi-detached and townhouse units. In 2016, all study areas were above 95% ground-related units, with many areas at 100%. At buildout, the unit mix in some study areas shifts slightly towards more high density apartment units, namely Wismer Commons and Aurora 2B/2C. All other study areas remain above 92% ground related units. The overall average of ground-related units at build-out is 96%. The study areas demonstrate that communities with a high share of ground related housing can still achieve community densities over 60 residents and jobs per hectare and a diverse housing mix.

### **Community amenities support development of complete communities**

The range and mix of community facilities and availability of transit are key components of complete communities and help to build neighbourhoods where people can live, work and play. Community density needs to support the development of complete communities and also be sensitive to the local context.

All of the study areas contain community facilities and amenities such as schools, parks, transit stops and trails and/or bike lanes. Parks and open space allow opportunities for recreation and active transportation that provide potential health benefits for residents living in these study areas. In addition to the numeric minimum density target, consideration is also needed for the appropriate provision of amenities and community facilities.

Some of the study areas have existing higher order transit nearby or future planned investments in transit infrastructure. The 2012 *Provincial Transit Supportive Guidelines* suggest a minimum density of 50 residents and jobs per hectare could support basic transit service which equates to one bus every 20 to 30 minutes. A density of 80 residents and jobs per hectare could support frequent transit service; one bus every 10 to 15 minutes. Planning for a higher community density will support more frequent transit service resulting in more active lifestyles, reduced traffic congestion, and better use of Regional infrastructure and services.

### **There are infrastructure and financial implications if planned densities are lower than what the market is delivering**

As shown by the study areas, the market is developing communities at densities above the Growth Plan minimum of 50 residents and jobs per hectare. The density assumption for New Community Areas is a key input to the Regional Official Plan forecast. The Regional Official

Plan forecast is used as the basis for infrastructure master plans and development charge background studies.

Forecasting growth in new communities has direct implications on major infrastructure planning including water and wastewater, transit and roads. If infrastructure is planned based on a density assumption and forecast that underestimates residents for New Community Areas, there may be insufficient capacity to service the actual number of residents. Projecting residents and employment in New Community Areas needs to be accurate and aligned with infrastructure planning to prevent infrastructure having to ‘catch up’ to a higher actual amount of residents and jobs. Examples of communities where higher densities cannot be supported by current infrastructure capacity include King City, Mount Albert and Nobleton. Re-sizing infrastructure after it has been built is costly and disruptive to residents and businesses. Council [endorsed](#) this principle of aligning growth and infrastructure in September 2019.

The density assumption and growth forecast for New Community Areas also impacts development charge rates and revenue. If the planned growth and densities do not match market realities, infrastructure capacity will be misaligned with growth, and development charge rates will not be optimized to maximize cost recovery. By planning for lower densities in the New Community Areas, and the associated lower infrastructure needs, the development charge rate calculations will not align with what is actually required to finance the growth-related infrastructure.

### **New Community Area densities should promote complete communities**

The Growth Plan encourages going above the minimum density target of 50 residents and jobs for the Designated Greenfield Area where possible. The market in York Region is delivering above the Growth Plan minimum density. Communities developed at higher densities generally provide greater opportunities to provide key elements of complete communities including the provision of a range and mix of housing types, including more affordable housing options. The range and mix of housing types provided in higher density communities generally provide more affordable options. Increasing the affordability of housing in the Region may increase the likelihood of achieving the Growth Plan forecast.

Complete communities also provide a range of transportation options, including public transit and active transportation. New Community Areas built at higher densities are able to support more frequent transit service and provide better mobility for residents. Developing more dense communities would also potentially assist in securing additional provincial funding for future transit projects.

## **A review of the New Community Area density target in the Regional Official Plan will include consultation with local municipalities and BILD**

The Municipal Comprehensive Review provides the opportunity to review the current Regional Official Plan density target of 70 residents and jobs per hectare for New Community Areas. Staff are proposing to consult with local municipalities and BILD. Local municipalities that currently have New Community Areas or those that have the potential for New Community Areas, will be impacted by the revised density target. In addition, staff received concerns from BILD regarding the suitability of applying the same Regional Official Plan density target for all New Community Areas.

Staff are exploring options to incorporate flexibility as part of the review of the New Community Area density target policy in the Regional Official Plan. While many New Community Areas are planned to meet or exceed the current density target, there have been challenges in other areas, such as Block 41 in the City of Vaughan. Recognizing that there may be unique circumstances that warrant a lower density target, staff will explore potential criteria for the consideration of an alternative density target as part of the review of the New Community Area Regional Official Plan policies. These criteria could include proximity to current or future transit investments, topography, configuration of developable areas or geographic location in relation to the current urban boundary.

As was highlighted to Council in a [memo](#) in February 2020, a revised land needs assessment methodology and growth forecast is forthcoming from the Province. The review of the density target for New Community Areas will be undertaken in the context of the new growth forecasts and land needs assessment methodology. The density assumption for New Community Areas will be a factor in calculating the Region's land needs assessment. This review can proceed provided documents are released according to timelines as communicated by the Province.

## **5. Financial**

There are financial implications for the Region if planning for the density of New Community Areas does not align with what the market delivers. If densities of New Community Areas are under estimated, there would be a misalignment between infrastructure master plans, development charge rate calculations and actual growth, potentially requiring additional investment. The calculation of the development charge rate would be affected because infrastructure costs and forecasted growth, as inputs to the calculations, may not reflect actual built market conditions.

## **6. Local Impact**

The Designated Greenfield Area is located within every local municipality in York Region and currently the three municipalities of the Town of East Gwillimbury, City of Vaughan and City

of Markham have New Community Areas. If future New Community Areas are required through an urban expansion, as to be determined by the land needs assessment, they will also be subject to the density target in the Regional Official Plan.

Complete community principles benefit each municipality as mixed use neighbourhoods provide a range of housing, amenities and recreation opportunities for people of different ages and abilities. Other local services and infrastructure such as recreational services, libraries, waste collection and fire and emergency services can be optimized in areas of higher community density. Community density also has implications for local municipal infrastructure and financial planning.

The community density study areas were presented to the York Region Municipal Comprehensive Review Local Municipal Working Group in February and May 2020 which is a group comprised of planning staff representatives from all local municipalities. Regional staff will continue to work with local municipal staff in the development of New Community Area density policies for the Regional Official Plan.

## 7. Conclusion

The Growth Plan encourages municipalities to go beyond the minimum Designated Greenfield Area density target of 50 residents and jobs per hectare, where appropriate. Setting the right New Community Area density will support Growth Plan principles of complete communities, aligning growth and infrastructure, providing a mix of housing options and protecting greenspace. Community density forecasts need to be as accurate as possible to ensure sufficient servicing capacity for future residents and jobs.

The review of communities in York Region shows community densities above the Growth Plan minimum target of 50 residents and jobs per hectare. This reflects densities the market has been delivering in recent developed areas in the Designated Greenfield Area. A review of the current density target in the Regional Official Plan for New Community Areas is being undertaken. Staff will continue to work with local municipal staff and BILD to develop the Regional Official Plan policies for the New Community Area density target.

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For more information on this report, please contact Paul Bottomley, Manager Policy, Research and Forecasting at 1-877-464-9675 ext. 71530. Accessible formats or communication supports are available upon request.

Recommended by:

**Paul Freeman, MCIP, RPP**  
Chief Planner

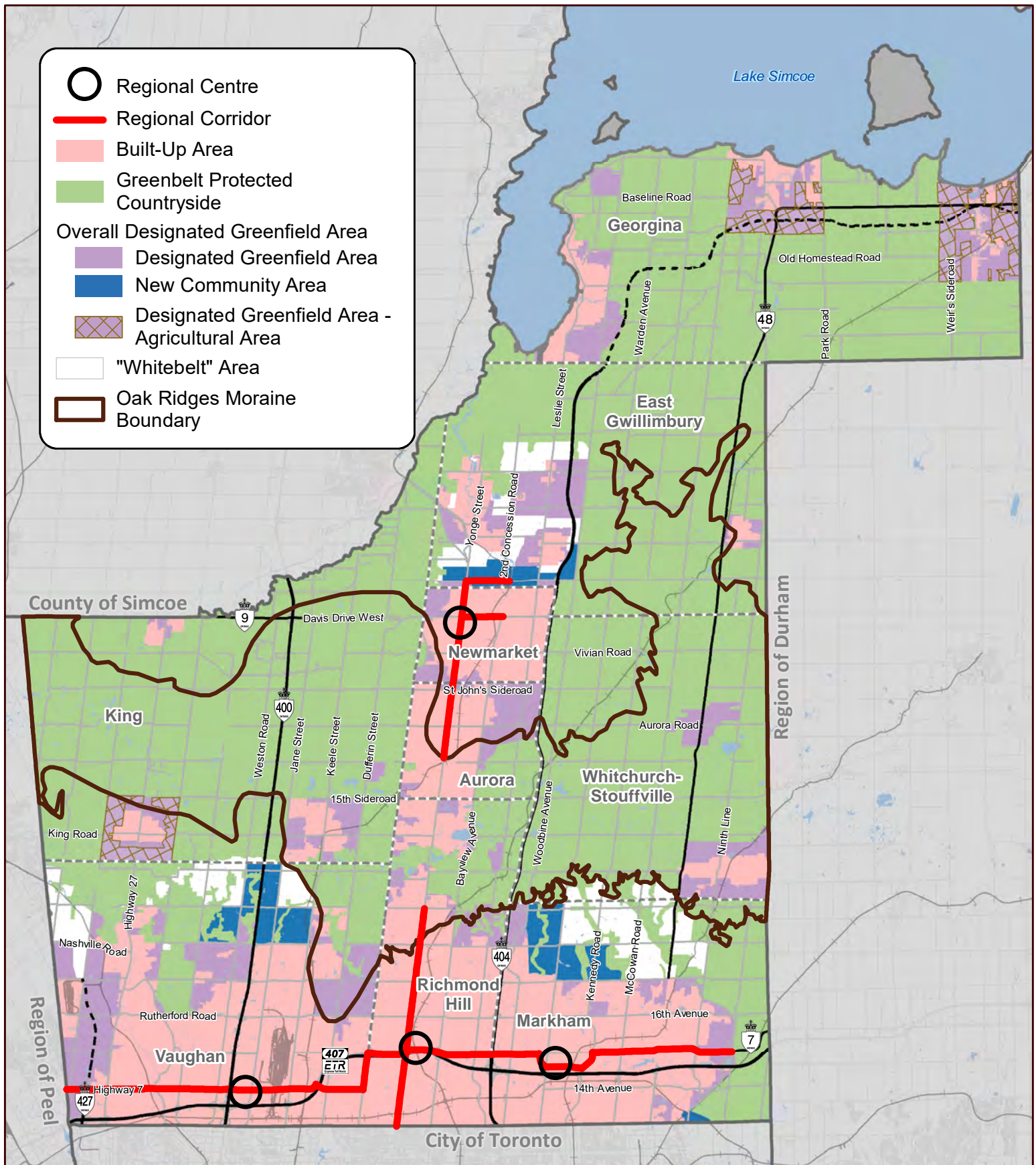
**Dino Basso**  
Commissioner of Corporate Services

Approved for Submission:

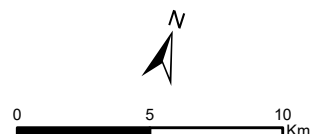
**Bruce Macgregor**  
Chief Administrative Officer

May 29, 2020  
Attachments (4)  
#10773587





## York Region Land Use Categories June 2020

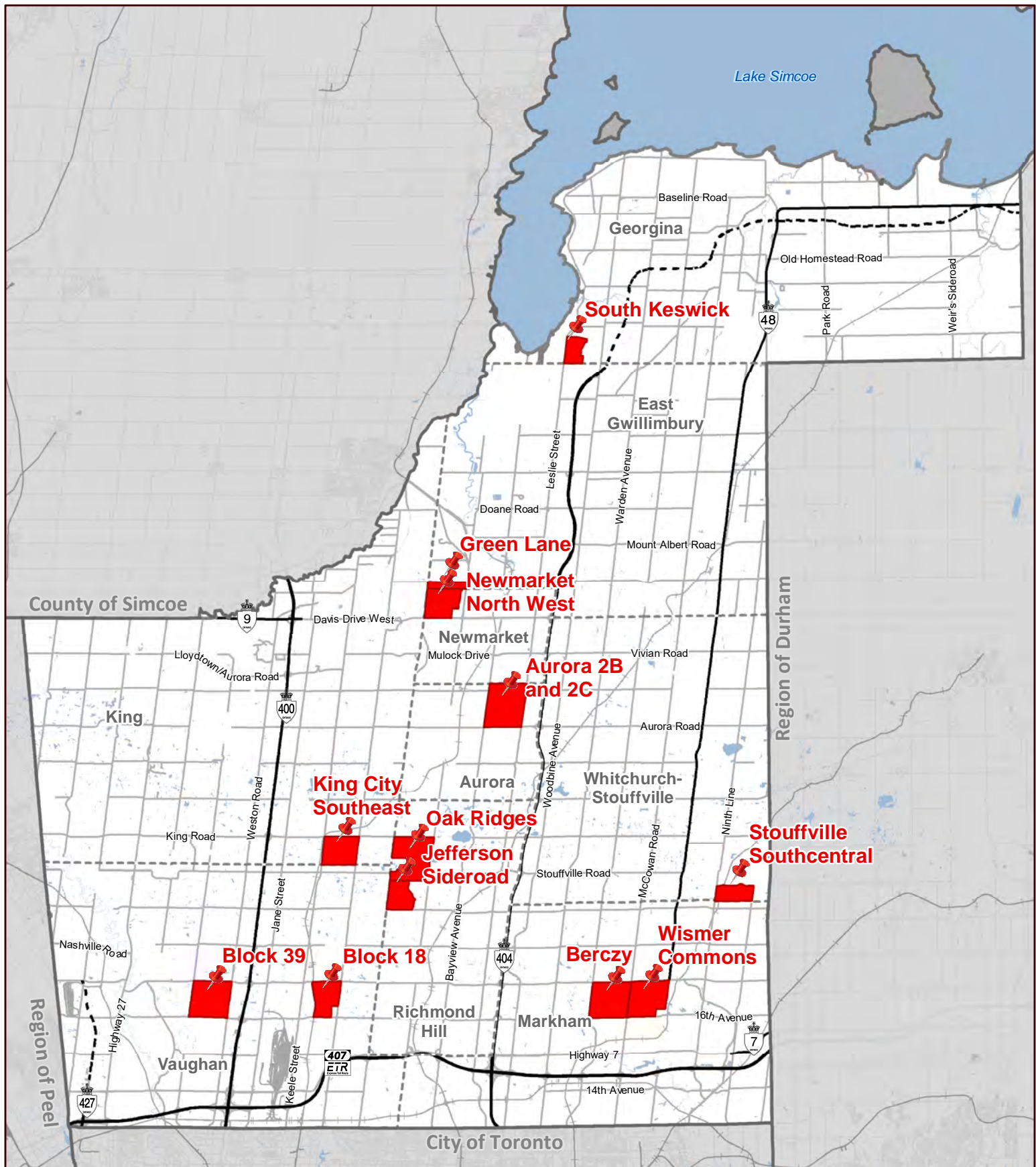


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The Regional Municipality of York  
Corporate Services,  
Planning & Economic Development  
May 2020

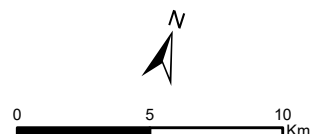
Data: © Queen's Printer for Ontario 2003-2020

**NOTE:** Designated Greenfield Area - Agricultural Areas are not included in the Growth Plan density target calculations

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## York Region Density Study Areas June 2020



**York Region**

Produced by:  
The Regional Municipality of York  
Corporate Services,  
Planning & Economic Development  
May 2020

Data: © Queen's Printer for Ontario 2003-2020



## Attachment 3

### Community Density Calculation Methodology

The Provincial Growth Plan requires a minimum density of 50 residents and jobs combined per hectare in the Designated Greenfield Area (DGA) to be achieved by 2041. This is measured over the entire Designated Greenfield Area.

Density is a calculation that measures the concentration of residents and jobs per hectare of land.

$$\text{Density} = (\text{Residents} + \text{Jobs}) \div \text{Land Area (hectares)}$$

For the 12 case study areas, community density was calculated for 2016 data to align with the Census. A separate calculation was completed for the buildout of the community. Additional data and assumptions were used for the buildout estimate based on the most current available data.

#### Residents

##### 2016

The number of residents for each community was obtained from Statistics Canada, 2016 Census. Residents within institutions such as long term care centres are included. An undercount factor of 3% was applied to capture residents not counted at the time of the Census.

##### Build Out

The number of residents at build-out was derived by assessing the units remaining to be built from 2016 onwards, and applying person per unit (PPU) factors to this growth. Municipality specific persons per unit by structure type (single detached, semi-detached, row, apartment and duplex) from the 2016 census were used to calculate the remaining population.

**Table 1: 2016 Census Persons per Unit (PPU) by Local Municipality**

Municipality	Single Detached	Semi-Detached	Row	Apartment	Duplex
Aurora	3.23	2.77	2.64	1.67	2.60
East Gwillimbury	3.00	2.98	2.55	1.73	2.31
Georgina	2.75	2.45	2.69	1.63	2.49
King	3.12	2.81	2.71	1.57	2.71
Markham	3.52	3.36	2.90	1.97	3.45
Newmarket	3.23	2.93	2.65	1.65	2.53
Richmond Hill	3.41	3.16	2.97	1.88	2.81
Vaughan	3.52	3.38	3.08	1.76	3.10
Whitchurch-Stouffville	3.11	3.16	2.52	1.55	2.55

This result was then added to the 2016 census population and an undercount applied.

It is important to note that municipal wide persons per unit are generally lower than persons per unit in recently developed areas such as the case study areas included in this report. As such, buildout population may be slightly under reported.



## **Jobs**

### **2016**

The number of jobs was obtained from York Region's 2016 employment survey. The survey results are georeferenced and include the type of employment and number of employees.

A work at home factor based on the ratio of work at home employment to population for York Region is added to the employment survey information. According to the 2016 Census, work at home employment in York Region was approximately 4% of the population.

### **Build Out**

As a starting point for the number of jobs at build out, information from the 2019 employment survey was used.

Future potential schools were assessed using school board accommodation plans and development applications. An assumption of 43 jobs per elementary and 111 jobs per secondary school was applied to future schools.

A review of vacant parcels in the case study areas was undertaken to assess future potential non-residential uses and associated jobs where local municipal official plans designated commercial or mixed use. A density of 75 jobs per hectare for retail uses was applied to appropriate areas. As in 2016, a work at home factor was added to the estimated build out population.

### **Land Area**

According to the Provincial Growth Plan, the developable area excludes the following:

- a) Natural heritage features and areas, floodplains
- b) Rights of way for:
  - i. Electricity transmission lines
  - ii. Energy transmission lines
  - iii. Freeways
  - iv. Railways
- c) Employment Areas
- d) Cemeteries

Buffers and rights of way areas associated with these land uses are also excluded from the developable area, however, areas with storm water management ponds are included.

### **2016**

Areas of land under construction or vacant in 2016 were removed from the developable area for the 2016 density calculation. This ensures that only land area with completed residential units and businesses, and the associated residents and jobs is included in the calculation. For example, areas excluded were those with development applications not yet started or under construction as these residents would not have been included in the census, retail areas that were not yet constructed or future school site areas. Satellite imagery from 2016 was used to verify on the ground uses.

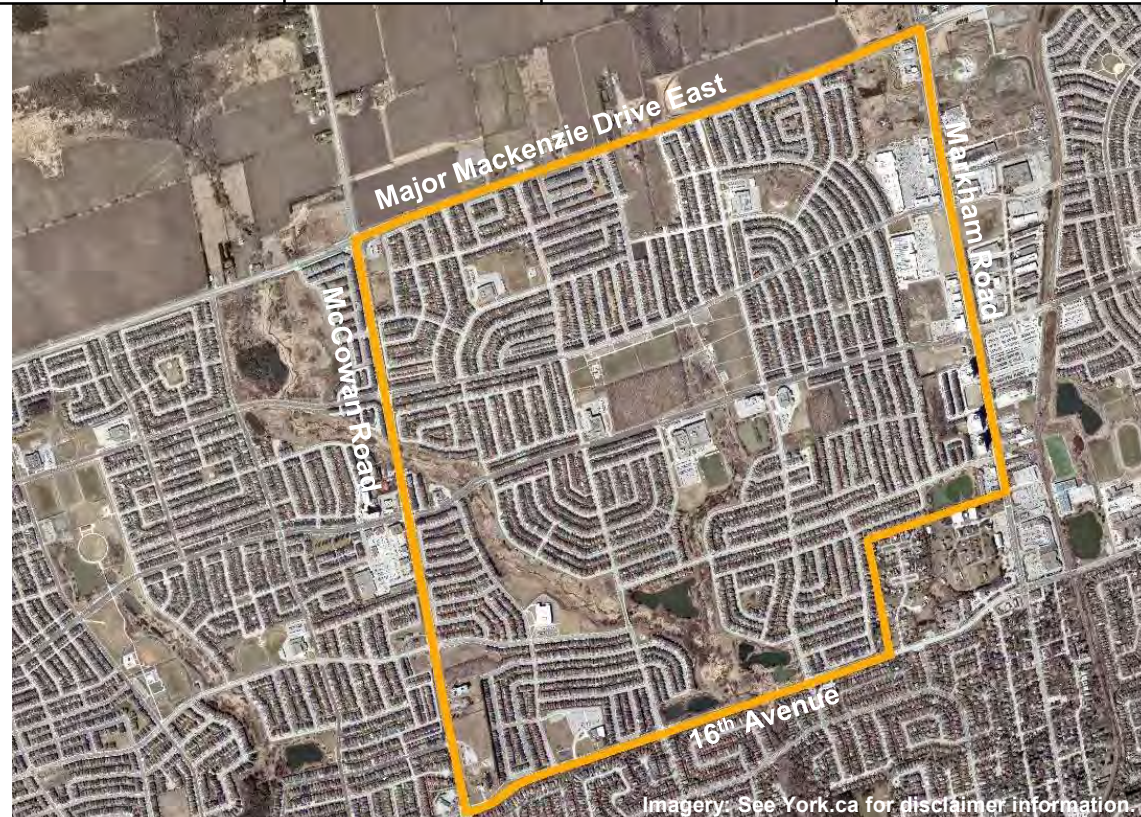
### **Build Out**

The land area in the buildout scenario includes all developable area in the case study area as noted by the Growth Plan definition above.

# WISMER COMMONS

## CITY OF MARKHAM

	Residents	Jobs	Hectares	Density
<b>2016</b>	21,140	2,040	348	67
<b>Buildout</b>	25,740	2,700	376	76



Development Begins	Early 2000s			
Housing Mix at Buildout	Singles	Semi-Detached	Rows	Apartments
	47%	16%	21%	16%
Parks	36 Ha (10% of developable area)			
Commercial and Office	18 Ha (5% of developable area)			
Schools and Child Care	6 schools, 6 child care centres			
Places of Worship	3			
Transit	54 YRT stations, close proximity to GO station			
Trails	9 km			
Bicycle Paths	14 km			

All figures have been rounded.  
Neighbourhood images © Google Earth



	Residents	Jobs	Hectares	Density
<b>2016</b>	23,300	1,940	387	65
<b>Buildout</b>	24,780	2,140	399	67



Development Begins	Late 1990s			
Housing Mix at Buildout	Singles	Semi-Detached	Rows	Apartments
	58%	12%	26%	4%
Parks	36 Ha (9% of developable area)			
Commercial and Office	8 Ha (2% of developable area)			
Schools and Child Care	6 schools, 7 child care centres			
Places of Worship	1			
Transit	71 YRT stations			
Trails	10 km			
Bicycle Paths	15 km			

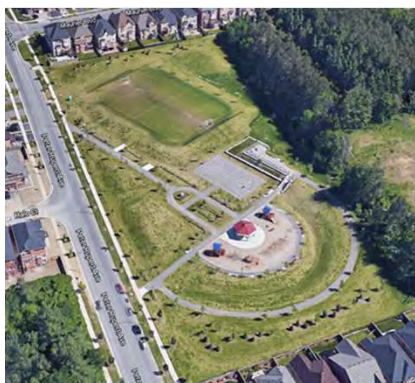
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# BLOCK 18

# CITY OF VAUGHAN

	Residents	Jobs	Hectares	Density
<b>2016</b>	11,470	910	192	64
<b>Buildout</b>	12,370	1,190	213	64



Development Begins	Mid 2000s			
Housing Mix at Buildout	Singles	Semi-Detached	Rows	Apartments
	68%	17%	15%	0%
Parks	8 Ha (4% of Developable area)			
Commercial and Office	5 Ha (3% of Developable area)			
Schools and Child Care	3 schools, 4 child care centres			
Places of Worship	1			
Transit	18 YRT stations, close proximity to GO station			
Trails	1 km			
Bicycle Paths	8 km			

All figures have been rounded.  
Neighbourhood images © Google Earth



# BLOCK 39

# CITY OF VAUGHAN

	Residents	Jobs	Hectares	Density
<b>2016</b>	21,200	2,140	363	64
<b>Buildout</b>	22,780	2,500	370	68



Development Begins	Early 2000s			
Housing Mix at Buildout	Singles	Semi-Detached	Rows	Apartments
	62%	16%	16%	6%
Parks	19 Ha (5% of Developable area)			
Commercial and Office	5 Ha (1% of Developable area)			
Schools and Child Care	6 schools, 6 child care centres			
Places of Worship	1			
Community Centre	1			
Library	1			
Transit	62 YRT stations			
Bicycle Paths	17 km			

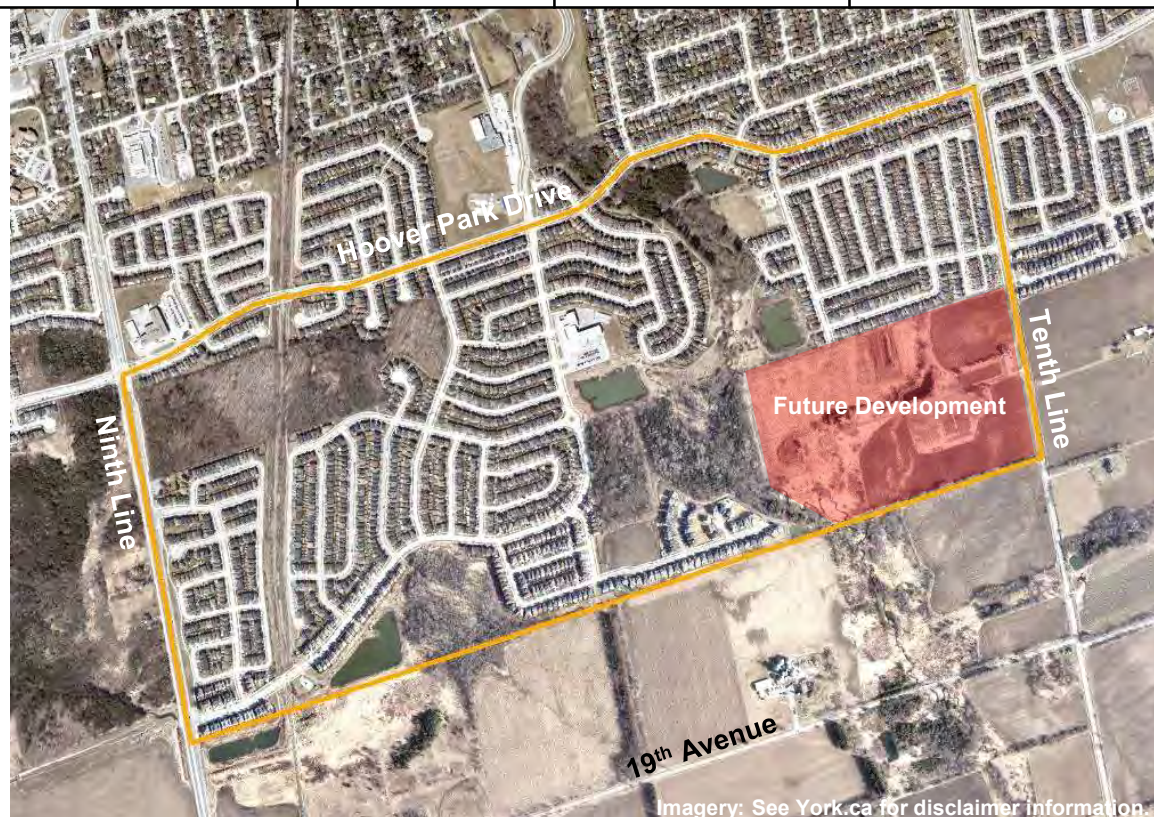
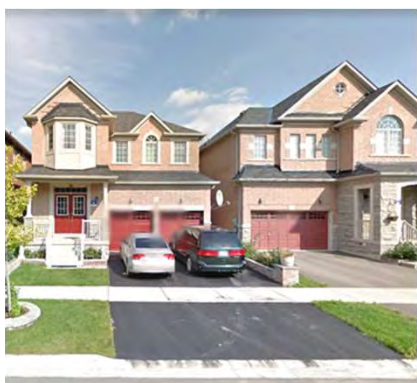
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# STOUFFVILLE SOUTHCENTRAL

## TOWN OF WHITCHURCH-STOUFFVILLE

	Residents	Jobs	Hectares	Density
<b>2016</b>	7,670	390	111	72
<b>Buildout</b>	8,740	530	134	69



Imagery: See York.ca for disclaimer information

Development Begins	Mid 2000s			
Housing Mix at Buildout	Singles	Semi-Detached	Rows	Apartments
	63%	21%	16%	0%
Parks	3 Ha (2% of developable area)			
Commercial and Office	none			
Schools and Child Care	1 school, 1 child care centre			
Transit	19 YRT stations			
Trails	6 km			
Bicycle Paths	14 km			

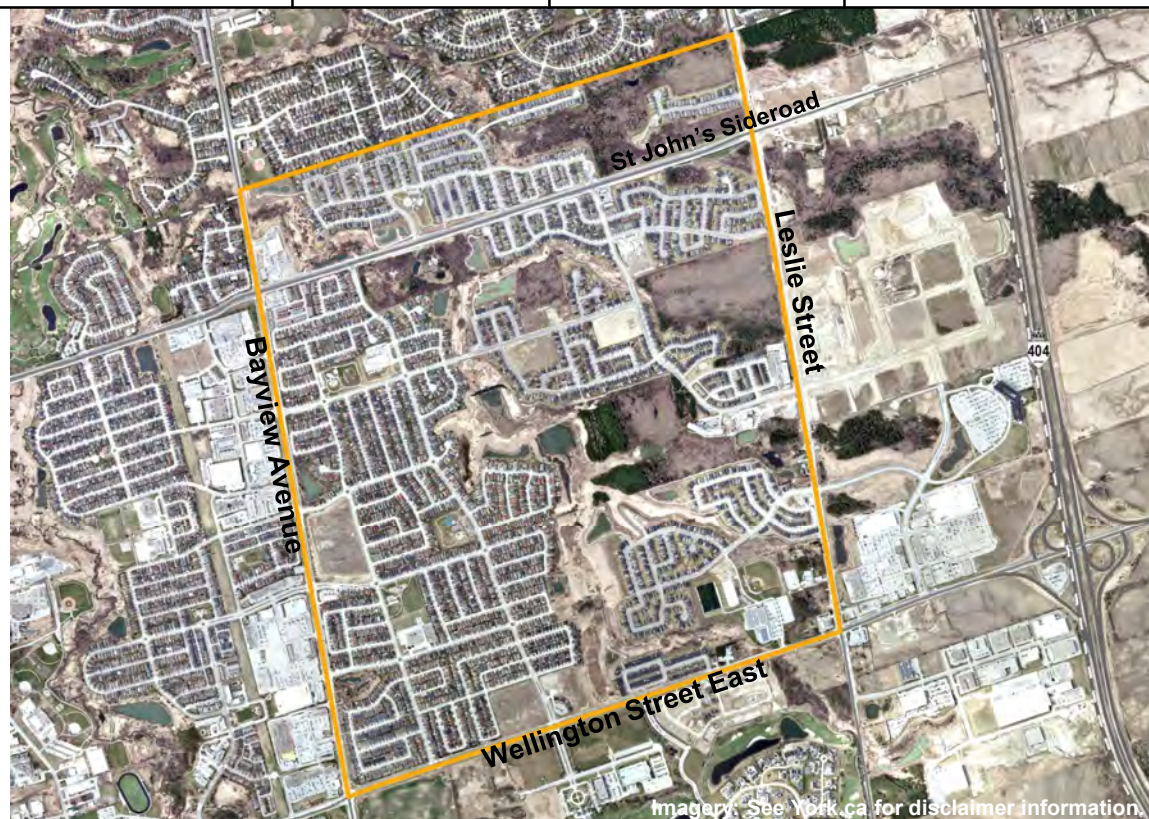
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# AURORA 2B AND 2C

## TOWN OF AURORA

	Residents	Jobs	Hectares	Density
<b>2016</b>	10,870	820	217	54
<b>Buildout</b>	19,310	1,800	362	58



Development Begins	Early 2000s, and Mid 2010s			
Housing Mix at Buildout	Singles	Semi-Detached	Rows	Apartments
	52%	6%	26%	16%
Parks	13 Ha (6% of developable area)			
Commercial and Office	4 Ha (2% of developable area)			
Schools and Child Care	2 schools, 3 child care centres			
Places of Worship	1			
Community Centre	1			
Transit	39 YRT stations			
Trails and Bicycle Paths	12 km trails and 23 km bicycle paths			

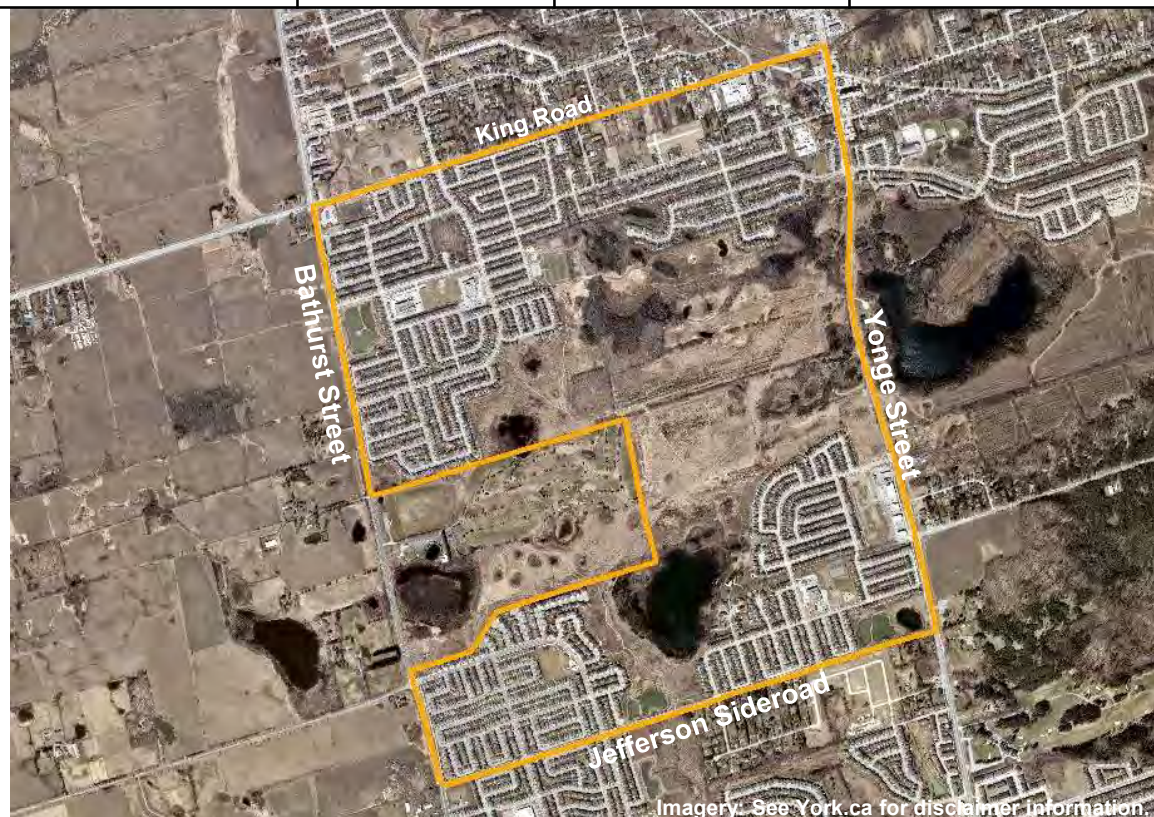
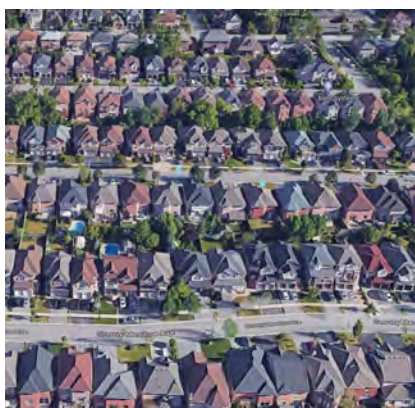
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# OAK RIDGES

## CITY OF RICHMOND HILL

	Residents	Jobs	Hectares	Density
<b>2016</b>	13,850	1,290	255	59
<b>Buildout</b>	15,470	1,750	267	64



Development Begins	Early 2000s			
Housing Mix at Buildout	Singles	Semi-Detached	Rows	Apartments
	61%	5%	27%	7%
Parks	11 Ha (4% of Developable area)			
Commercial and Office	10 Ha (4% of Developable area)			
Schools and Child Care	5 schools, 4 child care centres			
Places of Worship	2			
Transit	50 YRT stations			
Trails	11 km			
Bicycle Paths	15 km			

All figures have been rounded.  
Neighbourhood images © Google Earth



# JEFFERSON SIDEROAD

CITY OF RICHMOND HILL

	Residents	Jobs	Hectares	Density
<b>2016</b>	8,840	640	175	54
<b>Buildout</b>	8,910	730	180	54



Development Begins	Mid 2000s			
Housing Mix at Buildout	Singles	Semi-Detached	Rows	Apartments
	78%	0%	22%	0%
Parks	10 Ha (6% of developable area)			
Commercial and Office	3 Ha (2% of developable area)			
Schools and Child Care	3 schools, 4 child care centres			
Transit	34 YRT stations			
Trails	9 km			
Bicycle Paths	5 km			

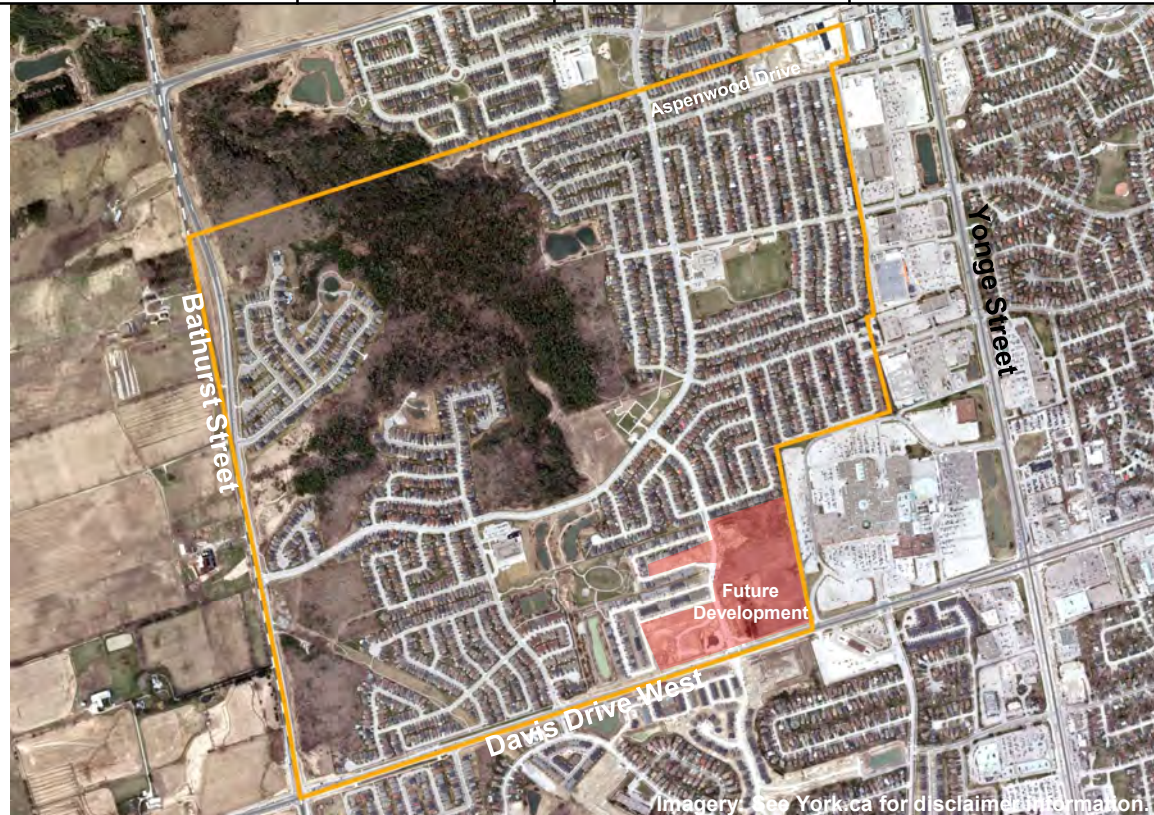
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# NEWMARKET NORTHWEST

## TOWN OF NEWMARKET

	Residents	Jobs	Hectares	Density
<b>2016</b>	9,550	530	149	71
<b>Buildout</b>	12,230	770	189	69



Development Begins	Early 2000s			
Housing Mix at Buildout	Singles	Semi-Detached	Rows	Apartments
	56%	13%	30%	1%
Parks	6 Ha (4% of developable area)			
Commercial and Office	<1 Ha, close proximity to commercial along Yonge Street			
Schools and Child Care	2 schools, 3 child care centres			
Transit	21 YRT stations, close proximity to GO bus terminal			
Trails	8 km			
Bicycle Paths	9 km			

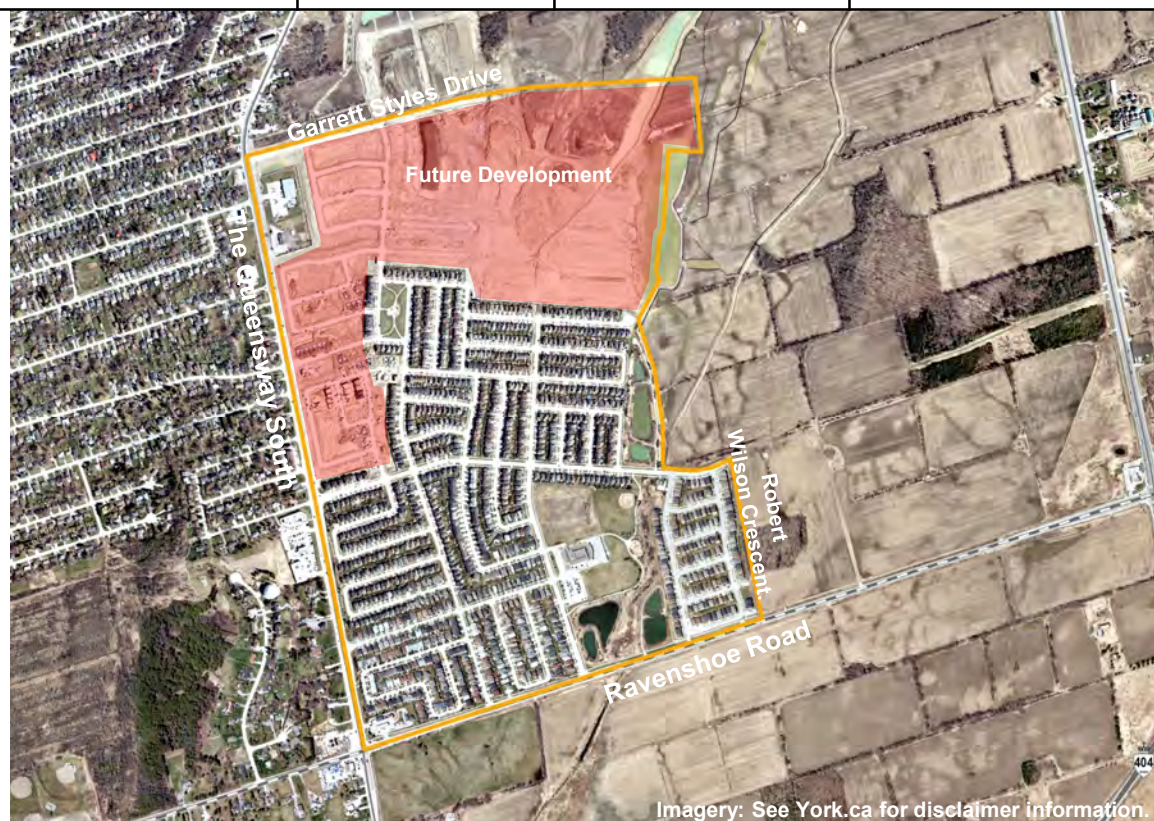
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# SOUTH KESWICK

## TOWN OF GEORGINA

	Residents	Jobs	Hectares	Density
<b>2016</b>	3,810	250	76	53
<b>Buildout</b>	6,780	450	134	54



Imagery: See York.ca for disclaimer information.

Development Begins	Early 2000s			
Housing Mix at Buildout	Singles	Semi-Detached	Rows	Apartments
	79%	8%	13%	0%
Parks	8 Ha (10% of developable area)			
Commercial and Office	2 Ha (2% of developable area)			
Schools and Child Care	1 school, 1 child care centre			
Transit	14 YRT stations			
Trails	3 km			
Bicycle Paths	3 km			

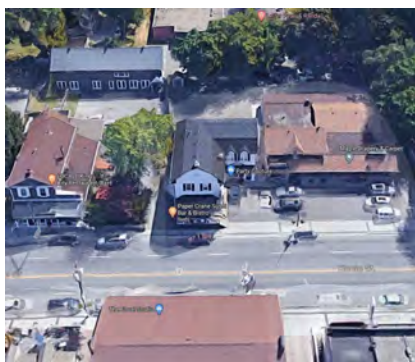
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# KING CITY SOUTHEAST

## TOWNSHIP OF KING

	Residents	Jobs	Hectares	Density
<b>2016</b>	2,620	610	167	19
<b>Buildout</b>	3,260	610	205	19



Imagery: See York.ca for disclaimer information.

Development Begins	Historic areas followed by early 2010s			
Housing Mix at Buildout	Singles	Semi-Detached	Rows	Apartments
	95%	0%	4%	1%
Parks	8 Ha (5% of developable area)			
Commercial and Office	4 Ha (2% of developable area)			
Schools and Child Care	2 schools, 2 child care centres			
Places of Worship	5			
Community Centre	1			
Transit	10 YRT stations, close proximity to GO station			
Trails	3 km			
Bicycle Paths	3 km			

All figures have been rounded.  
Neighbourhood images © Google Earth



# GREEN LANE TOWN OF EAST GWILLIMBURY

	Residents	Jobs	Hectares	Density
<b>2016</b>	2,190	1,210	62	55
<b>Buildout</b>	2,190	1,190	68	50



Development Begins	Late 2000s			
Housing Mix at Buildout	Singles	Semi-Detached	Rows	Apartments
	47%	21%	32%	0%
Parks	6 Ha (10% of developable area)			
Commercial and Office	17 Ha (28% of developable area)			
Schools and Child Care	1 school, 1 child care centre			
Community Centre	1			
Transit	10 YRT stations			
Trails	7 km			
Bicycle Paths	5 km			

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**From:** Van Dusen, Regina **On Behalf Of** Regional Clerk  
**Sent:** July 31, 2020 2:48 PM  
**Subject:** Regional Council Decision - Proposed Amendment 1 to the Growth Plan and updated Land Needs Assessment Methodology

**CAUTION: This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.**

On July 30, 2020 Regional Council made the following decision:

1. Council endorse this report and Attachment 2 as the Region's submission to the Province in response to Environmental Registry of Ontario (ERO) postings # 019-1679: Proposed Land Needs Assessment Methodology for A Place to Grow: Growth Plan for the Greater Golden Horseshoe and # 019-1680: Proposed Amendment 1 to A Place to Grow: Growth Plan for the Greater Golden Horseshoe, and that the Province be advised that:
  - a. as York Region is forecast to continue to accommodate the highest share of growth within the Greater Golden Horseshoe, support for this growth is required from the Province through:
    - i. timely infrastructure approvals for projects, particularly the Upper York Water Reclamation Centre,
    - ii. sustainable revenue tools to ensure growth pays for the costs of growth,
    - iii. programs and initiatives to improve housing affordability, and
    - iv. the allocation of funds to York Region from the Non-Resident Speculation Tax
  - b. the Region supports extending the planning horizon to 2051 under the Reference Scenario (2.02 million people and 900,000 jobs) on the basis of having the ability to phase urban expansion to align with infrastructure and financial planning and to ensure delivery of complete communities
  - c. employment land conversions within Major Transit Station Areas should be considered through a Municipal Comprehensive Review
2. The Regional Clerk forward this report and the attachments to the Ministry of Municipal Affairs and Housing, the Clerks of the local municipalities and local Members of Provincial Parliament.

The original staff report is attached for your information.

Please contact Paul Bottomley, Manager, Policy, Research, and Forecasting at 1-877-464-9675 ext. 71530 if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Regional Clerk's Office, Corporate Services

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The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1

O: 1-877-464-9675 ext. 71300 | [christopher.raynor@york.ca](mailto:christopher.raynor@york.ca) | [york.ca](http://york.ca)

Our Mission: **Working together to serve our thriving communities – today and tomorrow**

# **The Regional Municipality of York**

Regional Council  
Planning and Economic Development  
July 30, 2020

Report of the Commissioner of Corporate Services and Chief Planner

## **Proposed Amendment 1 to the Growth Plan and updated Land Needs Assessment Methodology**

### **1. Recommendations**

1. Council endorse this report and Attachment 2 as the Region's submission to the Province in response to Environmental Registry of Ontario (ERO) postings # 019-1679: Proposed Land Needs Assessment Methodology for A Place to Grow: Growth Plan for the Greater Golden Horseshoe and # 019-1680: Proposed Amendment 1 to A Place to Grow: Growth Plan for the Greater Golden Horseshoe, and that the Province be advised that:
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  - b. the Region supports extending the planning horizon to 2051 under the Reference Scenario (2.02 million people and 900,000 jobs) on the basis of having the ability to phase urban expansion to align with infrastructure and financial planning and to ensure delivery of complete communities
  - c. employment land conversions within Major Transit Station Areas should be considered through a Municipal Comprehensive Review
2. The Regional Clerk forward this report and the attachments to the Ministry of Municipal Affairs and Housing, the Clerks of the local municipalities and local Members of Provincial Parliament.



## 2. Summary

This report provides Council with comments on the June 16, 2020 provincial release of proposed Amendment 1 to A Place to Grow: Growth Plan for the Greater Golden Horseshoe (Growth Plan) and proposed Land Needs Assessment Methodology for the Greater Golden Horseshoe (Land Needs Assessment methodology). The Growth Plan sets out a long-term framework for managing growth, including population and employment forecasts for upper- and single-tier municipalities. The Land Needs Assessment methodology provides direction for determining the quantity of land needed to accommodate growth to the planning horizon revised to 2051.

### Key Points:

- Province is proposing changes to the Growth Plan and a revised land needs assessment methodology with comments due by July 31, 2020.
- Province continues to forecast York Region as the highest growth municipality in the Greater Golden Horseshoe but needs to support high growth municipalities with timely infrastructure approvals, enhanced revenue tools to ensure growth pays for the costs of growth, and initiatives to improve housing affordability. Forecasts for the purposes of land use planning cannot be done in isolation of infrastructure approvals from other Provincial ministries.
- The proposed reference forecast is most appropriate for York Region. Given the current economic downturn and the amount of time likely required for recovery, and the current delays in approvals for major infrastructure, staff would be concerned with the ability to achieve a forecast higher than the proposed reference scenario.
- Treating the Schedule 3 forecast as a minimum and the ability for higher forecasting by municipalities negates the reason and certainty for having a Growth Plan to forecast across the Greater Toronto Hamilton Area (GTHA) - municipalities need certainty for forecasting municipal services and inter-regional needs like transit, not just land budgeting.
- Province's intent to introduce flexibility into Land Needs Assessment has increased subjectivity for interpretation and alignment with Growth Plan principles.
- Implementation of the Growth Plan forecast will require a well-coordinated, integrated, and phased approach to land use planning, infrastructure needs, municipal service delivery, and public sector financial planning.

## 3. Background

### **Province is requesting comments on long-awaited proposed Land Needs Assessment Methodology and more changes to the 2019 Growth Plan**

The Growth Plan provides a long-term framework for managing growth, including where and how to grow in Greater Golden Horseshoe. The Growth Plan sets out population and employment forecasts for upper- and single-tier municipalities. Policy direction on infrastructure

planning and protecting resources is incorporated in the Growth Plan as part of an integrated approach to growth management. The current Growth Plan came into effect in May 2019; population and employment forecasts were last updated in 2013. York Region's Official Plan and all land use planning decisions must conform to the Growth Plan.

The Land Needs Assessment methodology provides municipalities with direction to determine the quantity of land needed to accommodate growth to the horizon of the Growth Plan. The Land Needs Assessment methodology was originally released in May 2018. There have been numerous reviews of the Growth Plan and Land Needs Assessment methodology that have disrupted and prolonged the Region's Municipal Comprehensive Review.

On June 16, 2020, the Ministry of Municipal Affairs and Housing released ERO postings 019-1680: [Proposed Amendment 1 to A Place to Grow: Growth Plan for the Greater Golden Horseshoe](#) and 019-1679: [Proposed Land Needs Assessment Methodology for the Greater Golden Horseshoe](#). The Province is requesting comments on both proposals by July 31, 2020.

### **Amendment 1 proposes updates to growth forecasts and extends the planning horizon from 2041 to 2051**

As discussed in a memorandum to Regional Council on [June 25](#), Amendment 1 proposes updated population and employment forecasts under three growth outlooks: a Reference Growth Forecast, a High Growth Scenario, a Low Growth Scenario, and extends the planning horizon from 2041 to 2051. When finalized by the Province, one forecast will be set out in the Growth Plan. The proposed population and employment figures for York Region under each scenario are summarized in Table 1.

Other proposed changes in Amendment 1 include a policy change to allow municipalities to convert lands within a provincially significant employment zone and a Major Transit Station Area (MTSA) outside of the Municipal Comprehensive Review process as well as technical amendments to ensure alignment with the Provincial Policy Statement, 2020. Municipalities must at all times, have enough land with servicing capacity to provide at least a three-year supply of residential units available through lands suitably zoned in lower-tier municipalities. Municipalities shall also plan to maintain the ability to accommodate residential growth for a minimum of 15 years.

**Table 1**  
**Amendment 1 Forecast Scenarios for York Region**

Scenario	2051 Population	2051 Employment
Reference	2,020,000	990,000
Low Growth	1,930,000	950,000
High Growth	2,110,000	1,040,000

\*All scenarios have 2031 and 2041 York Region population figures of 1,590,000 and 1,790,000, respectively, and employment of 790,000 (2031) and 900,000 (2041)

## **Province is proposing a less prescriptive approach to land needs assessment**

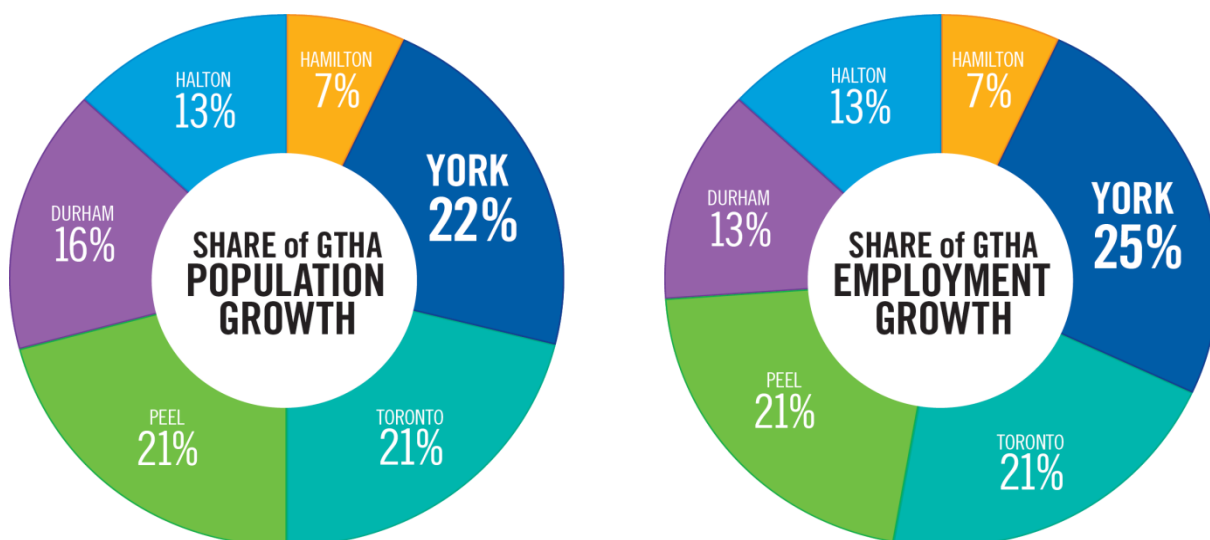
The new Land Needs Assessment Methodology (LNA) proposes a simplified approach to community and employment land needs assessment to reduce complexity. Unlike the existing 138-page, comprehensive step-by-step document released in 2018, the proposed methodology outlines high level key components municipalities are required to address as part of their land budget process in only a few pages. The proposed methodology retains the outline of the 2018 methodology but removes all the detailed technical steps.

## **4. Analysis**

The following summarizes staff comments on proposed Amendment 1 to the Growth Plan and updated Land Needs Assessment Methodology. Once the methodology is finalized by the Province, the Region will be required to conform to the changes as part of the current Municipal Comprehensive Review.

### **The Province continues to forecast York Region as having the highest share of growth among municipalities in the Greater Golden Horseshoe**

Updated forecasts to 2051 continue to recognize York Region as a top destination for population and employment growth. Despite slower growth than anticipated in Growth Plan's 2013 forecasts, the updated Provincial forecasts appear to recognize the Region's high standard of living, diverse employment base, and Council's investment in major transit infrastructure and city building initiatives as having a favourable forecast outlook for both population and employment growth. As shown in Figure 1, York Region is forecast to attract the highest share of growth of any municipality in the GTHA over the 2016-2051 planning horizon under the reference scenario. Under this scenario, the GTHA is expected to grow to 11.2 million people and 5.4 million jobs by 2051 and York Region is projected to attract 22% of GTHA population growth and 25% of employment growth. Growth by GTHA municipality is shown in Attachment 1. While Toronto and Peel Region have each been allocated higher 2041 population forecasts in background work by Hemson Consulting (Hemson), 2041 figures in York Region and other GTHA municipalities have been reduced.

**Figure 1****2016-2051 Growth shares by GTHA municipality (Reference Forecast)**

In its background report, Hemson attributes strong population growth over the planning horizon to increasing growth in new urban areas and a continuation of intensification in existing built-up areas. Population growth is anticipated to be fuelled by in-migration from Toronto and immigration. Like many municipalities in the GTHA, York Region is expected to benefit from strong immigration to Canada and increasing numbers of non-permanent residents. Each of these growth factors is likely to continue to increase over the next 30 years.

In recognition of the Region's strong economic base, a healthy supply of developable employment lands, and major transit infrastructure such as the Toronto-York Spadina Subway extension to Vaughan and the future Yonge North subway extension to Richmond Hill, the Region's employment forecast is also expected to continue to remain strong. In fact, according to Hemson, by 2051 the Region is forecast to experience net in-commuting (more people coming into the Region for work than leaving) for the first time.

### **Economic outlook for the Greater Golden Horseshoe remains positive despite longer-term consequences of COVID-19 to some industries and individuals**

While the immediate economic impacts from coronavirus disease (COVID-19) are anticipated to be severe, the long-term effects of the pandemic on the Ontario, national and global economies are uncertain at this time. Hemson's report and a recent White Paper by Watson & Associates Economists (Watson) identify that despite the longer-term consequences of COVID-19 to some industries, firms, and individuals, the economic outlook for the Greater Golden Horseshoe remains positive. The Region will continue to be attractive to newcomers, mainly international migrants who represent a key driver of population growth to the GTHA.

In the short term, on-going border restrictions, travel-related health fears, and the global economic downturn are expected to reduce immigration levels in 2020. This has the potential to reduce population growth levels and soften the housing market in areas of Ontario where population growth is most heavily dependent on immigration.

In addition to its broader impacts on the economy, COVID-19 is also anticipated to accelerate changes in work and commerce as a result of technological disruptions which were already in play prior to the pandemic. These trends are anticipated to have a direct influence on commercial and industrial real estate needs over the near and longer terms.

### **Achieving the proposed reference forecast for population would require annual growth to return to pre-2010 levels**

The population forecast of 2.02 million to 2051 under the reference scenario proposes to add approximately 810,000 people to the Region's mid-2020 estimate of 1.21 million people. In 2051, the Region's urban structure will be significantly more urban with many high density nodes. Achieving the 2051 figure would require average annual growth of approximately 26,100 people per year between 2020 and 2051. As shown in Table 2, this figure exceeds short term historical average annual growth (2010-2020) in York Region but growth required to meet the reference forecast is relatively in-line with longer term averages over the past 35 years. While the reference forecast requires annual growth slightly lower than the current forecast, it will require a return to average annual growth in line with the late 1980s to early 2000s to achieve. To do so would require commitment and expedited approval of major infrastructure by the Province as well as a commitment from stakeholders to address the Region's housing affordability challenges. Forecasts for the purposes of land use planning cannot be done in isolation of infrastructure approvals from other Provincial ministries.

**Table 2**  
**Proposed forecast vs historical average annual population growth and average annual growth rates**

Historical short term (2010 to 2020)	Historical long term (1986 to 2020)	Existing 2041 forecast (1.79M) (2020 to 2041)	Proposed 2051 forecast (2.02M) (2020 to 2051)
16,500 (1.5%)	24,900 (3.6%)	27,600 (1.9%)	26,100 (1.7%)

Achieving the high scenario (2.11 million) in York Region by 2051 would require average annual growth of approximately 29,100 people per year. Given the current economic downturn and the amount of time likely required for recovery, staff would be concerned with the ability to achieve a forecast higher than that proposed in the reference growth scenario. There are also significant implications if the growth is not delivered such as overbuilding infrastructure and not collecting enough development charges.

## **Commitment from the Province to approve infrastructure and address housing affordability will be key to the Region's ability to achieve proposed population forecasts**

Achieving and sustaining growth required to achieve the 2051 forecast will require coordination and cooperation of the Federal, Province, local municipalities, and other industry partners to implement solutions to factors contributing to slower growth in the Region in recent years. Implementation of the Growth Plan forecast will require a well-coordinated, integrated, and a phased approach to land use planning, infrastructure needs, municipal service delivery, and public sector financial planning.

While staff will continue to explore each of these factors in more detail through the Municipal Comprehensive Review, the following are three priorities which will help position the Region to accommodate its population forecast to 2051:

1. Timely approval and delivery of critical infrastructure to support growth: Council has consistently requested the Province advance infrastructure projects, particularly the Upper York Sewage Solution (Upper York) and Yonge North Subway Extension. To date, the Region has invested significantly in infrastructure improvements, including over \$100 million towards Upper York. The Upper York was submitted to the Province for Environmental Assessment approval in 2014. Necessary approval and delivery of the Upper York is required for currently planned development and will unlock population growth potential for approximately 80,000 people including designated and potential housing growth in East Gwillimbury, Newmarket and Aurora.

Similar to the recent opening of the Toronto-York Spadina Subway Extension to Vaughan, the Yonge North Subway Extension will be a catalyst for high-density residential and non-residential development along the Yonge Street Corridor; unlocking significant development potential in Richmond Hill/Langstaff Centres. Delays in these projects will make it challenging to achieve population, employment, and development charge collection projections based on Growth Plan forecasts.

Action by the Province to streamline and fast-track infrastructure approvals is required. It is recommended the Province develop a streamlined approval process for water and wastewater infrastructure comparable to recent legislative changes to facilitate transit projects and Metrolinx undertakings. These tools recognize timely delivery of transit infrastructure as a priority for the Province and provide a streamlined process to fulfill environmental assessment requirements limited to six months.

2. Solutions to affordable housing issues in the Region: Affordability is a likely factor contributing to reduced growth rates in York Region, particularly reduced intra-provincial migration. To achieve affordability, many households are moving to other GTHA municipalities and outer-ring municipalities in the Greater Golden Horseshoe. Delivering affordable housing options continues to be a challenge for York Region, local municipalities, the development industry and social services.

As presented in the [2019 Measuring and Monitoring Affordable Housing in York Region](#) report, Regional Official Plan affordability targets have not been met for the second

year in a row, with only 14% of all new housing units in 2019 considered affordable at the provincial threshold. Regional Council has previously requested the Province allocate funds from the Non-Resident Speculation Tax, collected in York Region, to support York Region rental housing incentives. Assistance from the Province and all stakeholders to increase supply of rental and more affordable ownership housing options will be essential to sustain population growth and house the Region's growing workforce moving forward. Staff will be reporting further on this to provide Council with options to assist with housing affordability solutions.

3. Streamlining the Planning Process: Find solutions with provincial, local municipal, and industry partners to streamline the planning and development approvals process. It has been ten years since approval of urban expansion lands in the 2010 Regional Official Plan (ROPAs 1,2,3) and many of these areas are now receiving secondary plan approval and development applications. Working with all partners to streamline these processes will bring housing supply in approved growth areas to market more quickly and provide for a broad range and mix of housing options for existing and future York Region residents. As presented in a [memo](#) to Regional Council in June, the Region currently has a housing supply of approximately 26,900 draft approved units and almost 5,000 registered unbuilt units across all nine local municipalities. In addition, over 50,000 units are subject to planning applications to create additional supply as approvals are obtained. Together, this represents over ten years of growth. Regional staff have initiated discussions with local partners and stakeholders and are committed to finding efficiencies in the planning approval process. That said, delay in approval of the Upper York Water Reclamation Centre is impacting final approvals for a number of these units.

### **Lower than expected growth creates financial challenges and hinders the Region's ability to deliver vital infrastructure**

The Growth Plan includes principles directing municipalities to plan for forecasted growth in an integrated manner that co-ordinates land use planning, infrastructure planning and financial planning. Managing and accommodating growth for a high growth municipality such as York Region requires significant infrastructure investment that involves financial risk.

Development charges is the primary source of revenue to fund growth-related infrastructure. Forecasts of population and employment growth are primary inputs to infrastructure plans, the development charge rate calculation and revenue projections. Slower than anticipated growth delays capital cost recovery through development charges, increases development charge debt pressures and contributes to lower than expected assessment growth revenue. All of these implications negatively affect the Region's ability to grow in a fiscally sustainable manner. Ultimately, this could result in the need for a review of the Region's capital program.

### **Further legislative changes are required to ensure fiscally sustainable growth**

The proposed changes under the Province's recently tabled Bill 197, *COVID-19 Economic Recovery Act, 2020*, restores the development charge eligibility of all of the Region's growth-related infrastructure services. While this is a positive step, further legislative changes are required to ensure fiscally sustainable growth.



Starting on January 1, 2020, development charge rates are frozen at a site plan or zoning bylaw amendment application, which can be years in advance of payment. This creates a significant disconnect between the cost of infrastructure needed to service growth and the rates charged. This provision limits the ability of the Region to fund vital new growth-related infrastructure projects required to achieve the new Growth Plan forecasts, such as the Yonge North Subway Extension and the Upper York, in a fiscally sustainable way. In addition, under the *Development Charges Act, 1997*, the Yonge North Subway Extension would be limited to a 10-year planning horizon, which could delay cost recovery through development charges.

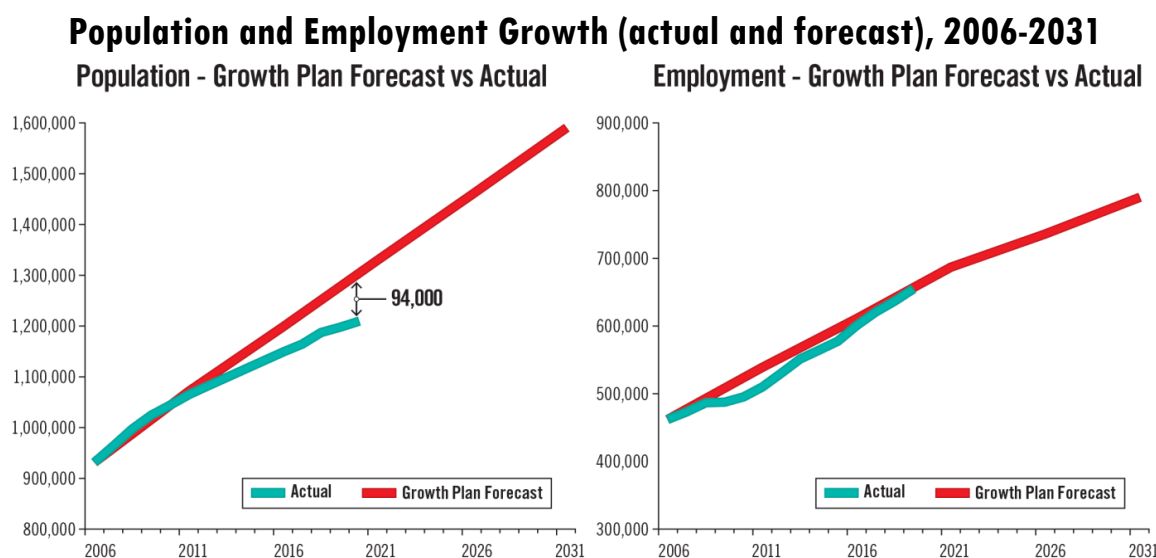
To address these issues and to ensure that growth indeed pays for growth, additional legislative changes are needed. These include:

- Repeal of provisions in the *Development Charges Act, 1997* related to freezing of development charge rates; and
- Prescribe the Yonge North Subway Extension as a discrete service, not subject to a 10-year planning horizon.

**Flexibility to adjust the 2031 and 2041 forecast provides the Region opportunity to recalibrate the short and medium term outlook to reflect population growth which is 94,000 people behind the current Growth Plan forecast**

Proposed Amendment 1 to the Growth Plan provides municipalities with the ability to adjust the pace of growth within the planning horizon as long as 2051 forecasts are met by the horizon. Regional staff are supportive of this provision and the ability to recalibrate forecasts to 2031 and 2041 as presented in the background work for the Province by Hemson Consulting. As shown in Figure 2, the Region was approximately 94,000 people behind the current Growth Plan population forecast as of mid-2020.

**Figure 2**



In addition to timely Provincial approval of infrastructure and solutions to housing affordability challenges, growth will need to be phased over the planning horizon as infrastructure comes

on line. Understanding and accounting for the cyclical nature of growth in the Region, particularly in the context of infrastructure delivery timing, will be critical for achieving prudent alignment of land use and financial planning. The Province is requested to acknowledge that the phasing of urban expansion may be required where long-term growth potential is constrained by municipal water and/or wastewater servicing infrastructure delivery or capacity. Specifically, the Province is requested to clarify timing of the Upper York Reclamation Centre approval as it relates to achieving the reference population forecast in York Region. Notwithstanding additional growth, the Upper York project is critically necessary for existing planned development in the Region.

### **York Region is well positioned to meet or exceed the proposed employment forecast**

Proposed Amendment 1 to the Growth Plan continues to forecast strong employment growth for York Region. Achieving the proposed reference forecast of 990,000 jobs by 2051 would require average annual growth of approximately 10,500 jobs compared to an annual average of 15,300 jobs since 2008. York Region is well positioned to meet or even exceed employment growth of this magnitude due to strategically located employment lands, Council's strategic investments in capital infrastructure, the Region's central location in the GTHA, recent policies to encourage office development, and the diversity of the Regional economy.

Although uncertainty associated with COVID-19 may impact employment growth over the short term, historical trends demonstrate the resiliency of the Regional economy to recover. As shown in Figure 2 above, York Region is on pace to meet or exceed the existing Growth Plan employment forecast. Further, since the Region was established in 1971, employment growth has outpaced population growth, increasing at an average rate of 5.6 per cent per year compared to 4.1 per cent per year for population. The more likely impacts to employment growth moving forward will be the nature of employment growth by type as COVID-19 is likely to result in an increase in employees working from home which may reduce the relative need for future non-residential building space.

### **Implications on broader inter-Regional planning initiatives should be considered by the Province prior to incorporating a policy permitting municipalities to plan beyond Schedule 3 forecasts**

Starting in the late 1980s with the Office for the Greater Toronto Area, municipalities and the Province have recognized the importance of a standard set of forecasts to facilitate comprehensive planning for the Greater Toronto Area (GTA). All municipalities agreed to use these forecasts as the basis for long term planning in the GTA. A definitive forecast to plan for in each upper- and single-tier municipality establishes consistency when planning for future land use and infrastructure needs in the context of the broader regional market. The proposed policy in Amendment 1 which allows municipalities to plan beyond their Growth Plan Schedule 3 forecasts could complicate the ability to undertake GTHA level regional planning. Provincial forecasts are prepared under the assumption that the GTHA is one market area. If some municipalities opt to use higher forecasts than those presented in Schedule 3 and designate lands accordingly, other municipalities may be challenged to achieve their forecasts.

Staff are not supportive of this proposed provision and encourage the Province to consider implications on broader inter-Regional planning initiatives such as Regional transit, subways, environmental assessments for water wastewater projects, and other initiatives before including this policy in the Growth Plan. At a minimum, the Province should consider incorporating clear criteria which would require municipalities to demonstrate the need and rationale in planning for figures higher than the 2051 forecasts in the Growth Plan.

### **Proposed policy allowing employment conversions within Major Transit Station Areas and provincially significant employment zones outside the Municipal Comprehensive Review challenges the ability to assess requests comprehensively**

The proposed policy change in Amendment 1 which would allow municipalities to convert employment lands within Major Transit Stations Areas (MTSAs) and provincially significant employment zones outside of the Municipal Comprehensive Review would mean conversion requests in these areas could be considered at any time on an individual basis. This is contrary to the provincially mandated comprehensive assessment of conversion requests currently being undertaken by Regional staff in the Municipal Comprehensive Review. A comprehensive assessment of conversion requests is important to ensure a broad range of factors including employment area viability, supply, and other Regional interests are considered prior to developing a recommendation for consideration by Regional Council.

Of the Region's 72 proposed MTSAs, 14 are located within provincially significant employment zones. MTSAs within employment areas play an important role in supporting Regional Corridors by contributing to a healthy live-work balance. Further, existing or planned concentrations of employment within MTSAs contribute to making these areas viable for employment, destinations for transit users and increase ridership. It is important that requests for conversion in MTSAs be assessed carefully and comprehensively.

### **Province's intent to introduce flexibility into Land Needs Assessment has increased subjectivity when aligning forecasts with Growth Plan principles**

The Land Needs Assessment methodology was first introduced in 2018 and provided municipalities in the Greater Golden Horseshoe with a consistent step by step approach to forecasting and land budgeting. Development of the methodology was supported by many municipalities who had advocated for a standardized approach to determining land needs after a range of different approaches were taken for 2006 Growth Plan conformity, and in some cases challenged through lengthy Ontario Municipal Board hearings at considerable expense and delay. The proposed methodology removes all the detailed technical steps. By reducing direction in the proposed revised methodology, a high level of subjectivity has been re-introduced and is likely to result in different approaches being taken across municipalities.

While the proposed methodology places increased emphasis on considering the market in developing forecasts, it does not provide direction on how to align market demand with other Growth Plan principles. Where possible, the Land Needs Assessment methodology should mirror policy direction from the Growth Plan in achieving principles of prioritizing intensification and higher densities in strategic growth areas, making efficient use of land and infrastructure and support transit viability. The Growth Plan articulates the need to prioritize intensification and higher densities in strategic growth areas, make more efficient use of land and

infrastructure, and support a range and mix of housing options, including affordable housing. Balancing the market with Growth Plan principles will be an important component of Land Needs Assessment work in all municipalities. The Province should acknowledge that the level of detail provided through the Land Needs Assessment process should correspond with the magnitude of growth and level of complexity in growth management issues faced by each of the respective upper- and single-tier municipalities across the Greater Golden Horseshoe.

### **Staff are assessing factors related to the rate of growth and working with partners to accelerate growth which has already been approved**

Given recent population growth in York Region has been lower than the current Growth Plan forecast, and the importance of appropriate phasing of growth discussed above, staff are exploring approaches to mitigate the impact of lower than expected growth. This includes better alignment of the timing of infrastructure investment with the actual rate of growth through the budget process as well as exploring potential changes to the development charges calculation methodology. Hemson's background report indicates the Schedule 3 forecasts are often modified in growth-related infrastructure plans, as well as development charge studies and related financial plans to assess and mitigate the risk of slower than anticipated growth taking place. Staff are also working with municipal partners and stakeholders to seek opportunities to accelerate approved growth.

### **Work on the Regional Official Plan update continues and staff will assess any impacts once the amendments are finalized by the Province**

This report summarizes comments on proposed Growth Plan amendments and the land needs assessment methodology; Attachment 2 provides additional minor comments not addressed in this report.

Following the commenting period, the Province will finalize the updates. As outlined in the proposed documents, York Region will need to conform to any changes as part of its current Municipal Comprehensive Review. The more flexible methodology leaves more for the Region to finalize in terms of inputs and assumptions, the implications of which are not fully known at this time. Working with stakeholders such as local municipalities and the building industry is an important component of the Region's process.

Staff will continue to advance the Regional Official Plan update over the summer months and preliminary growth management work will consider the proposed reference forecast and direction provided in the draft land needs assessment methodology. Once final amendments are brought forward by the Province, detailed forecasting and land budgeting will be undertaken. The final numbers are required to align infrastructure and complete financial planning for growth management of the forecast.

## **5. Financial**

As part of the current Municipal Comprehensive Review, Regional population and employment forecasts will be updated to conform to 2051 forecasts, once finalized. The growth forecast will be used to inform the next update of the Regional development charges bylaw. The current

bylaw is set to expire in mid-2022. The misalignment of growth forecasts with infrastructure delivery and actual growth could result in financial implications to the Region and local municipalities.

Consultant services for certain aspects of the Municipal Comprehensive Review are being utilized as part of the approved work plan. Work associated with the implementation of Amendment 1, including updated population and employment forecasts, is included within the approved Planning and Economic Development budget.

## **6. Local Impact**

The proposed changes to the Growth Plan and Land Needs Assessment have direct implications for local municipalities. A component of the Municipal Comprehensive Review involves distributing updated population and employment forecasts to local municipalities. Local municipalities are key stakeholders in the forecast assignment to each local municipality and development of future growth.

Local municipal staff are working alongside the Region to update local official plans to reflect the policies in the Regional Official Plan generated through the Regional Municipal Comprehensive Review, once approved. Under the Planning Act, local municipal official plans are required to update to conform to the Regional Official Plan within one year of it coming into effect.

## **7. Conclusion**

This report provides a summary of staff's comments on proposed changes to the Growth Plan and Land Needs Assessment Methodology. Updated forecasts continue to recognize York Region as a top destination for population and employment growth by positioning the Region as the highest growth municipality in the Greater Golden Horseshoe. While staff believe the reference forecast scenario is achievable, it will require a return to annual growth rates in-line with the late 1980s to early 2000s. It will depend on cooperation of the Province, local municipalities, and other industry partners to implement solutions to factors contributing to the pace of growth in the Region. Provincial approval of Upper York Water Reclamation Centre has become critical to support currently planned growth, let alone the proposed extended forecast. On the ground solutions to housing affordability issues and finding efficiencies in the planning process will all be important in achieving the reference population forecast.

Staff will continue developing the updated forecast assignment for local municipalities and the land needs assessment. This will be presented to Council for consideration in Q1 of 2021. Staff will update Council on the Municipal Comprehensive Review work plan in more detail in the coming months once Growth Plan Amendment 1 and the Land Needs Assessment methodology are finalized.

It is recommended this report and Attachment 2 be submitted to the Province as the Region's submission in response to the Environmental Registry of Ontario (ERO) postings # 019-1679: Proposed Land Needs Assessment Methodology for A Place to Grow: Growth Plan for the

Greater Golden Horseshoe and # 019-1680: Proposed Amendment 1 to A Place to Grow: Growth Plan for the Greater Golden Horseshoe.

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For more information on this report, please contact Paul Bottomley, Manager, Policy, Research, and Forecasting at 1-877-464-9675 ext. 71530. Accessible formats or communication supports are available upon request.

Recommended by: **Paul Freeman, MCIP, RPP**  
Chief Planner

**Dino Basso**  
Commissioner of Corporate Services

Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

July 21, 2020  
Attachments (2)  
eDOCS # 11153459

**ATTACHMENT 1**

## Growth Plan Amendment 1 Greater Toronto and Hamilton Area Population and Employment Forecasts – Reference Scenario

**Population**

<b>Municipality</b>	<b>2016*</b>	<b>2051</b>	<b>Growth</b>	<b>Growth Share</b>
<b>York</b>	1,145,000	2,020,000	875,000	22%
<b>Peel</b>	1,433,000	2,280,000	847,000	21%
<b>Toronto</b>	2,819,000	3,650,000	831,000	21%
<b>Durham</b>	666,000	1,300,000	634,000	16%
<b>Halton</b>	565,000	1,100,000	535,000	13%
<b>Hamilton</b>	552,000	820,000	268,000	7%
<b>GTHA</b>	7,180,000	11,170,000	3,990,000	100%

**Employment**

<b>Municipality</b>	<b>2016*</b>	<b>2051</b>	<b>Growth</b>	<b>Growth Share</b>
<b>York</b>	544,000	990,000	446,000	25%
<b>Peel</b>	695,000	1,070,000	375,000	21%
<b>Toronto</b>	1,608,000	1,980,000	372,000	21%
<b>Durham</b>	224,000	460,000	236,000	13%
<b>Halton</b>	263,000	500,000	237,000	13%
<b>Hamilton</b>	229,000	360,000	131,000	7%
<b>GTHA</b>	3,564,000	5,360,000	1,797,000	100%

\* Based on 2016 Census, Statistics Canada



**ATTACHMENT 2**

**Additional York Region Comments on Amendment 1 to the Growth Plan and  
updated Land Needs Assessment Methodology**

Amendment 1 to the Growth Plan

<b>Policy / Topic Area</b>	<b>Comment</b>
Policy 2.2.5.10 – Policy with criteria for assessing conversion of employment land outside of a municipal comprehensive review.	If this policy is maintained, the Province should clarify in writing that policy 2.2.5.10 applies on a one time basis between now and the next Municipal Comprehensive Review, not between Municipal Comprehensive Reviews beyond the 2022 conformity date.
Section 4.2.8 – Policies dealing with Mineral Aggregate Operations, wayside pits, and quarries	The Province should not remove the existing prohibition on new mineral aggregate operations in habitats of endangered and threatened species. Concern that this policy seems to imply that mineral aggregate operations are already permitted within key natural heritage and key hydrologic features. It is precisely in the urban/near urban areas where habitats of endangered and threatened species should be protected.
Section 4.2.8 - Policies dealing with Mineral Aggregate Operations, wayside pits, and quarries	Recommend that a requirement be added for municipalities carrying out source protection programs under the Clean Water Act to be directly engaged by the Ministry on license/permit applications for an aggregate site that could pose a significant drinking water threat. Municipalities should have input into the conditions of these instruments to ensure drinking sources are not adversely impacted and protect public health.
Schedule 3 Forecast Mock A and B – two potential options for presentation of Schedule 3 forecasts. Option A contains 2031, 2041, and 2051 which Option B shows only 2051.	Recommend proceeding with Mock B of Schedule showing only the 2051 end point and not the 2031 and 2041 interim years as York Region staff understand that these no longer need to be achieved.

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**From:** Van Dusen, Regina on behalf of Regional Clerk  
**Sent:** Monday, June 29, 2020 12:30 PM  
**Subject:** Regional Council Decision - Regional Official Plan Natural Systems Planning Background Report  
**Attachments:** Regional Official Plan Natural Systems Planning Background Report.pdf

**CAUTION: This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.**

On June 25, 2020 Regional Council made the following decision:

1. Regional Clerk forward this report and attachments to the Ministry of Municipal Affairs and Housing, the local municipalities and local conservation authorities.

The original staff report is attached for your information.

Please contact Sandra Malcic, Director, Long Range Planning at 1-877-464-9675 ext. 75724 if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Office of the Regional Clerk, Corporate Services

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The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1  
1-877-464-9675 ext. 71300 | [christopher.raynor@york.ca](mailto:christopher.raynor@york.ca) | [york.ca](http://york.ca)

Our Mission: **Working together to serve our thriving communities – today and tomorrow**

# **The Regional Municipality of York**

Committee of the Whole  
Planning and Economic Development  
June 11, 2020

Report of the Commissioner of Corporate Services and Chief Planner

## **Regional Official Plan Natural Systems Planning Background Report**

### **1. Recommendation**

1. Regional Clerk forward this report and attachments to the Ministry of Municipal Affairs and Housing, the local municipalities and local conservation authorities.

### **2. Summary**

This report and attachments introduce the approach to updating natural systems (natural heritage system and water resource system) as part of the Regional Official Plan (ROP) update. Updated natural systems mapping and policy direction will be included in the draft ROP anticipated within the first half of 2021.

Key Points:

- York Region has a long history of natural systems planning; current policies provide a strong foundation and some are considered leading examples of natural systems planning within the Greater Golden Horseshoe (GGH)
- The Province released Provincial Natural Heritage System (NHS) mapping for the GGH and updated policy direction through the coordinated provincial plan review that require conformity through the Municipal Comprehensive Review (MCR)
- This report outlines the approach for updating Official Plan policies and mapping that builds on the strong existing ROP natural systems policy and mapping framework and ensures conformity with provincial plans
- In addition to Provincial NHS mapping, the Region is reviewing all natural feature and systems mapping in the ROP against most recent data available
- Staff will consult with local municipalities, stakeholders and the public on proposed mapping and policy changes in advance of a draft ROP

### 3. Background

#### **York Region places significant emphasis on protection of natural systems through its Greenlands System**

Natural systems include the water resource system and natural heritage system, as described in Table 1. The features of these systems are complementary, may overlap, and function together. The Regional Greenlands is a connected system of protected natural heritage features, land and water systems that ensure animal and plant species and their natural environment thrive. Since the 1994 ROP, Regional Council has placed significant emphasis on identification, protection, restoration and enhancement of the Region's natural systems, including wetlands, woodlands, lakes and streams. The existing ROP focuses on strengthening and connecting the Regional Greenlands System through enhancement and restoration of the system.

**Table 1**  
**Components of Natural Systems**

Component	Examples
Water Resource System	Permanent and intermittent streams Lakes Highly vulnerable aquifers Wetlands
Natural Heritage System	Woodlands Wildlife habitat Fish habitat Wetlands (ecological functions)

#### **The Province has provided updated direction on natural systems planning policies and mapping since the current Official Plan was approved**

Since 2010, updated provincial direction has come into effect in the form of Provincial Policy Statement (2020), Growth Plan (2019), Greenbelt Plan (2017) and Oak Ridges Moraine Conservation Plan (2017). In addition to updated policy direction, the Province introduced NHS mapping for the Growth Plan. York Region is required to incorporate this provincial mapping, subject to refinements, and apply appropriate policies in the Official Plan to maintain, restore, or enhance the diversity and connectivity of the system. In addition to the requirement to incorporate the Provincial NHS mapping, the draft ROP will refine existing

natural system mapping (including wetlands and woodlands) where more recent information is available.

Other notable provincial direction updates include strengthened policy language for water resource system which aligns with other legislation such as source water protection, new Urban River Valley policies and identification of key hydrologic areas (i.e. significant groundwater recharge areas, highly vulnerable aquifers and significant surface water contribution areas).

## 4. Analysis

### **Official Plan policy and mapping updates will build on the existing comprehensive natural systems policy framework**

A detailed review of current ROP policies against the Provincial Policy Statement (PPS), Growth Plan, Greenbelt Plan and Oak Ridges Moraine Conservation Plan related to natural systems indicates strong alignment with provincial direction. Updates to natural systems policy will build on the existing comprehensive Official Plan policy framework. The Region is working with partner conservation authorities and local municipalities to include best available information to inform policy updates and mapping requirements. Key provincial policy changes and proposed ROP actions are contained within Attachment 1. Given current ROP policies' strong alignment with provincial direction, many of the updates are minor in nature, requiring updates to existing ROP language for consistency.

To achieve conformity with provincial policy direction, staff are undertaking the following to inform the draft ROP:

- Update existing Official Plan mapping to reflect provincial direction and best available information
- Refine, where appropriate, and implement Provincial NHS mapping
- Review and update ROP policy and language to improve consistency and alignment with provincial policy
- Update ROP definitions to conform to new provincial plans

### **York Region's Natural Heritage System mapping shows strong alignment with provincial natural heritage mapping**

The new Provincial Growth Plan NHS mapping for the GGH excludes lands inside of settlement area boundaries that were approved and in effect as of July 1, 2017, and policies are intended to provide consistent and long-term protection of the natural system throughout the GGH.

Preliminary analysis of Regional Greenlands System compared to Growth Plan NHS mapping confirms over 90% alignment (Attachment 2). The mapping includes areas across the Growth Plan, Greenbelt and Oak Ridges Moraine plan areas. The Growth Plan allows

upper-tier municipalities to refine provincial mapping of the NHS at the time of initial implementation into their official plans. After initial implementation, further refinements to Provincial NHS mapping can be made through an MCR.

Within settlement areas, the Growth Plan and PPS defer the identification and protection of natural heritage features and areas to municipalities. Regional staff support this flexible and collaborative approach to finalizing natural systems mapping as it will result in achieving provincial requirements, reflect current environmental studies and take into account local circumstances and stakeholder input. Several of the Region's local municipalities are currently undertaking Official Plan reviews and when completed, locally identified natural heritage systems will be incorporated into the ROP.

### **Refinements to existing ROP natural systems mapping are minor in nature**

In addition to the Provincial NHS mapping, the Region is reviewing and updating all natural systems mapping in the ROP where updated information is available. Attachment 2 maps updated information for the key natural heritage features, key hydrologic features and key hydrologic areas. These maps illustrate the extent of potential changes that may be included in draft ROP mapping. Updated information comes from provincial and conservation authority data and reflects new provincial policy. Updated mapping methodologies allow for more precision when delineating the natural system.

Attachment 3 provides preliminary analysis of differences between current ROP mapping and new information showing differences in land area. While most natural system features and areas have minor areas of discrepancy, others may appear more substantive. For example, updated Significant Groundwater Recharge Area mapping appear to be a substantive change, but these features are currently protected through the Region's source water protection plans. The updated mapping brings the ROP into alignment with existing source water protection plans and policy approaches.

The ROP recognizes and protects water systems and key hydrologic functions primarily from a source water protection perspective and maps key hydrologic features. Provincial plans now require municipalities to identify a water resource system informed by watershed planning that is comprised of key hydrologic features and areas. The majority of the key hydrologic features and areas are recognized in the existing ROP, however new policies will be required to conform to the added component of significant surface water contribution areas. Any major development proposed in these areas will be subject to further assessment to demonstrate how hydrologic functions of these areas are protected. This approach is consistent with ROP policies for other key hydrologic areas such as highly vulnerable aquifers and significant groundwater recharge areas.

### **Consultation on proposed mapping and policy changes to the natural and agricultural system will be completed together in advance of the draft ROP**

Meetings have been held with conservation authority and local municipal staff to review potential mapping changes and seek input. Regional staff will continue discussions with local municipalities and conservation authority staff to finalize draft ROP mapping and proposed updated policies for natural systems. Staff also continue to consult on the proposed

agriculture system, as outlined in the [June 2019](#) report, alongside the natural systems component of the MCR, recognizing policies and mapping for both are interrelated and an overlap with interested stakeholders. Additionally, staff will engage the Agriculture and Agri-Food Advisory Committee and the Planning Advisory Committee as many natural systems features and areas intersect within the agricultural system.

### **Staff will report back with proposed mapping and draft policy framework through the draft ROP**

Staff continue to advance technical mapping and policy work on natural systems planning. Discussions with local municipal planning and conservation staff are ongoing toward completion of draft mapping. Staff will report back to Council with draft natural systems mapping and policies, anticipated within the first half of 2021 with the draft ROP. Public and stakeholder consultation will continue to help confirm accuracy of the current policy framework and mapping.

## **5. Financial**

Background work for refinement of the natural system policies and mapping is being undertaken within the existing staff complement and budget of the Planning and Economic Development Branch.

## **6. Local Impact**

Local municipalities and conservation authorities are key partners in protection and enhancement of York Region's natural system. In addition to consultation efforts identified above, Regional staff have asked local municipalities to provide natural system mapping related comments that will be considered in the updated mapping for the draft ROP. Staff will continue working with them on refining mapping and policies throughout the ROP update.

## **7. Conclusion**

Provincial plans require the Region to implement the natural system through updated policy and mapping. Existing ROP policies and mapping provide comprehensive protection of the Region's natural systems; updates are required to conform to provincial plans. Staff will update existing ROP natural systems mapping and policy framework to meet conformity requirements. Continued engagement with local municipalities, conservation authorities and stakeholders will occur throughout the process of policy and mapping updates. Natural systems preliminary mapping and policy directions will be presented to Council in advance of public consultation in the first half of 2021.



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For more information on this report, please contact Sandra Malcic, Director, Long Range Planning at 1-877-464-9675 ext. 75724. Accessible formats or communication supports are available upon request.

Recommended by: **Paul Freeman, MCIP, RPP**  
Chief Planner

**Dino Basso**  
Commissioner of Corporate Services

Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

May 29, 2020  
Attachments (3)  
#10391770

## Natural Systems Regional Official Plan Provincial Policy Conformity

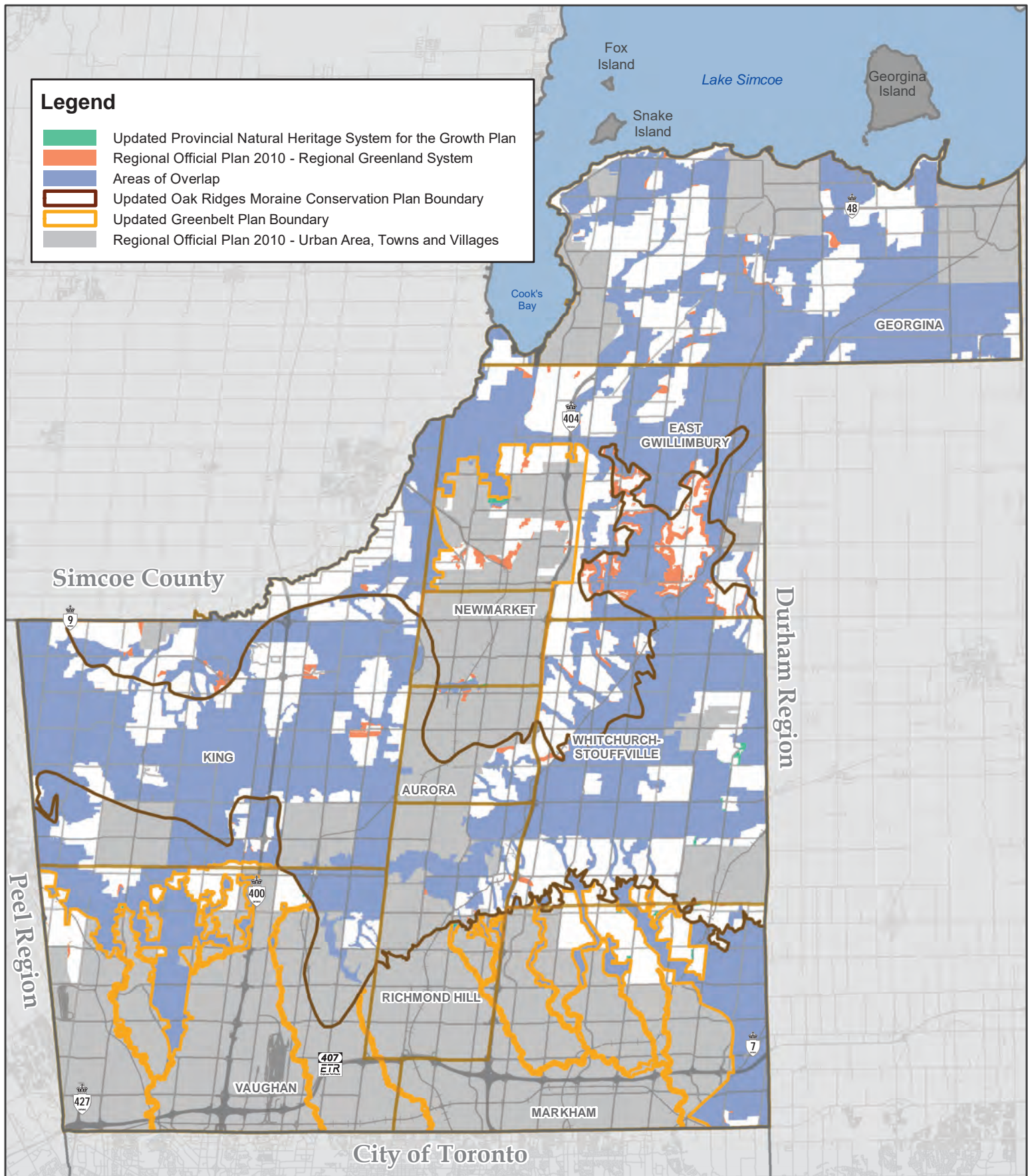
### List of Provincial Policy Documents Reviewed

- PPS - Provincial Policy Statement, 2020
- GBP - Greenbelt Plan, 2017
- ORMCP - Oak Ridges Moraine Conservation Plan, 2017
- GP – A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019

Types of Policies	Brief Description of Provincial Policy Change	Provincial Policy Documents	Proposed Actions in York Region Official Plan
<b>Water Resource System</b>	Clearer direction and strengthened language to identify a water resource system to protect key hydrologic features, key hydrologic areas, and their functions	GP PPS GBP	Update mapping, revise policy language and definitions
<b>Key Hydrologic Areas</b>	<p>Key Hydrologic areas are added as a component of the Water Resource System with policies to protect and, where possible, improve or restore hydrologic functions in these areas.</p> <p>Key hydrologic areas include:</p> <ul style="list-style-type: none"> <li>• Significant groundwater recharge areas</li> <li>• Highly vulnerable aquifers</li> <li>• Significant surface water contribution areas</li> </ul>	GP GBP	<p>Review and update significant groundwater recharge areas (Map 13) and highly vulnerable aquifers (Map 14) maps to reflect best available information including source protection plans</p> <p>Significant surface water contribution areas to be identified and appropriate policies included in the official plan</p>
<b>Watershed Planning</b>	<p>Requirement to partner with stakeholders to undertake watershed planning</p> <p>Evaluate impacts of climate change to water resources system at the watershed level</p>	GP GBP PPS	All watersheds in York Region have existing plans. The Region will continue to partner with the Lake Simcoe Region Conservation and Toronto and Region Conservation Authorities to fill watershed planning gaps beyond the MCR
<b>Subwatershed Plans</b>	Requirement to develop subwatershed plan or equivalent for large-scale development in designated greenfield areas (including secondary plans)	GP	Current Official Plan policies are consistent with updated provincial policy. Official Plan language will be updated to improve consistency and alignment

<b>Types of Policies</b>	<b>Brief Description of Provincial Policy Change</b>	<b>Provincial Policy Documents</b>	<b>Proposed Actions in York Region Official Plan</b>
<b>Urban River Valley Areas</b>	Updated mapping and policies to recognize new urban river valley designation	GBP	New policy section to be added to the Official Plan to implement the designation and associated policies
<b>Natural Heritage System outside settlement area boundary</b>	Requirement to incorporate Provincial Natural Heritage System for the Growth Plan map in the Official Plan  Upper- and single-tier municipalities may refine provincial mapping at the time of initial implementation in their Official Plan	GP	Refine and update mapping in ROP
<b>Natural Heritage System/Features/Areas within settlement area boundary</b>	Clearer direction and strengthened language to identify a Natural Heritage System and protect natural heritage features and areas  (Specific policy requirement to protect natural heritage features and areas within settlement area boundaries)	GP PPS	Update mapping to reflect approved local systems and updated information
<b>New development or site alterations</b>	<ul style="list-style-type: none"> <li>• Permitted within the Natural Heritage System, subject to criteria.</li> <li>• Generally prohibited on key natural heritage and key hydrologic features and their vegetative protective zones with some exceptions such as forest, fish and wildlife management; conservation and flood or erosion control projects; infrastructure; aggregate; recreational, shoreline; agriculture; and existing uses, subject to criteria</li> <li>• May be permitted on lands adjacent to key natural heritage and key hydrologic features and will require a natural heritage evaluation or hydrologic evaluation.</li> </ul>	GP GBP	Current Official Plan policies conform to updated provincial policies. Official Plan language will be updated to improve consistency and alignment

Types of Policies	Brief Description of Provincial Policy Change	Provincial Policy Documents	Proposed Actions in York Region Official Plan
	<ul style="list-style-type: none"> <li>• May be permitted within a key hydrologic area where it is demonstrated that the hydrologic functions, including the quality and quantity of water will be protected and, where possible, enhanced or restored.</li> </ul>		
<b>Definitions</b>	New and Updated: <ul style="list-style-type: none"> <li>• Endangered species</li> <li>• Habitat of Endangered Species and Threatened Species</li> <li>• Highly vulnerable aquifers</li> <li>• Key Hydrologic Areas</li> <li>• Significant Groundwater Recharge Area</li> <li>• Significant Surface Water Contribution Areas</li> <li>• Subwatershed Plan</li> <li>• Watershed planning</li> <li>• Water Resource System</li> </ul>	GP GBP PPS ORMCP	Update definitions in the Official Plan to improve consistency and alignment with provincial policy



## Greenbelt Natural Heritage Systems Comparison

June 2020



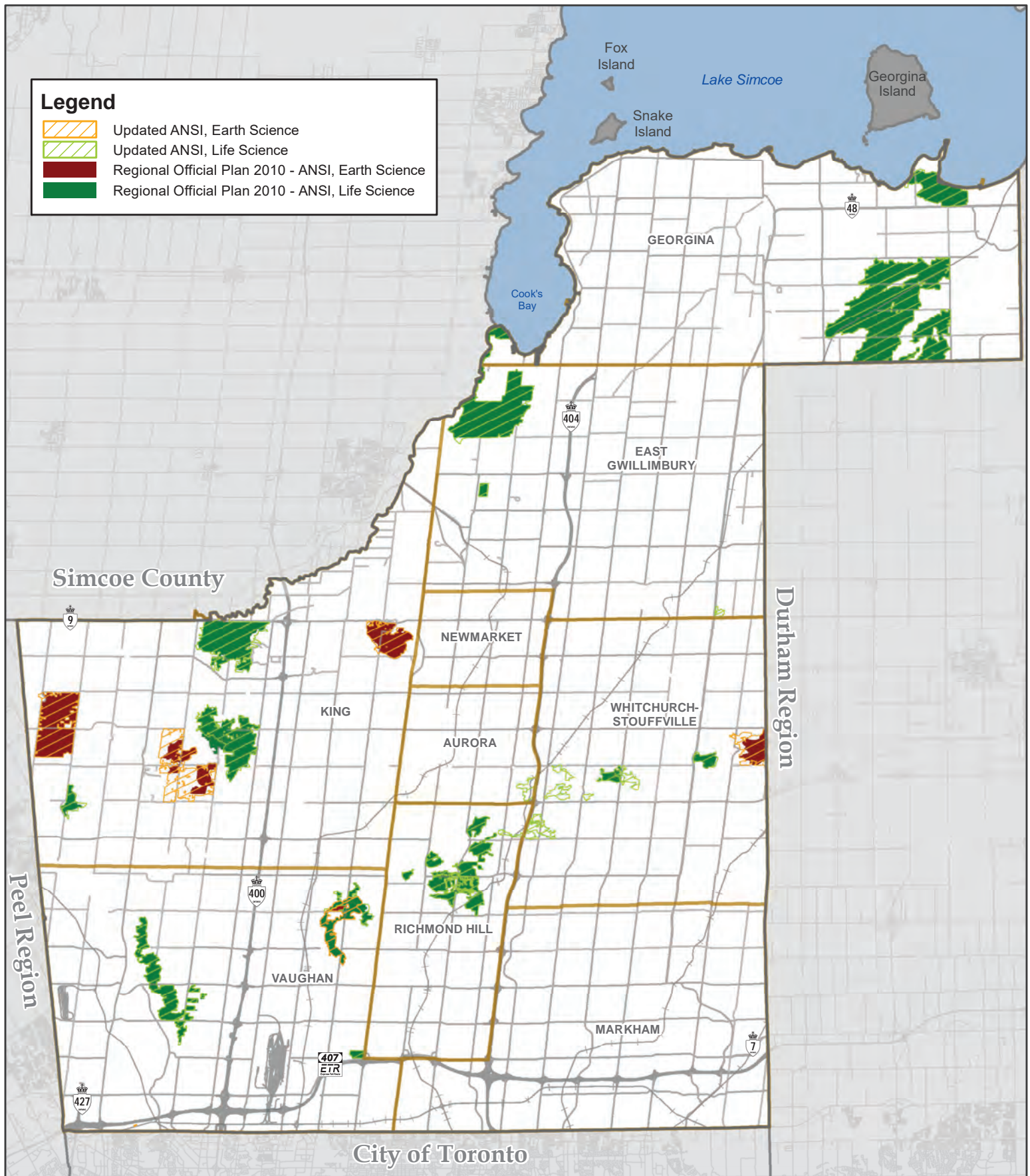
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## Areas of Natural and Scientific Interest Comparison

June 2020



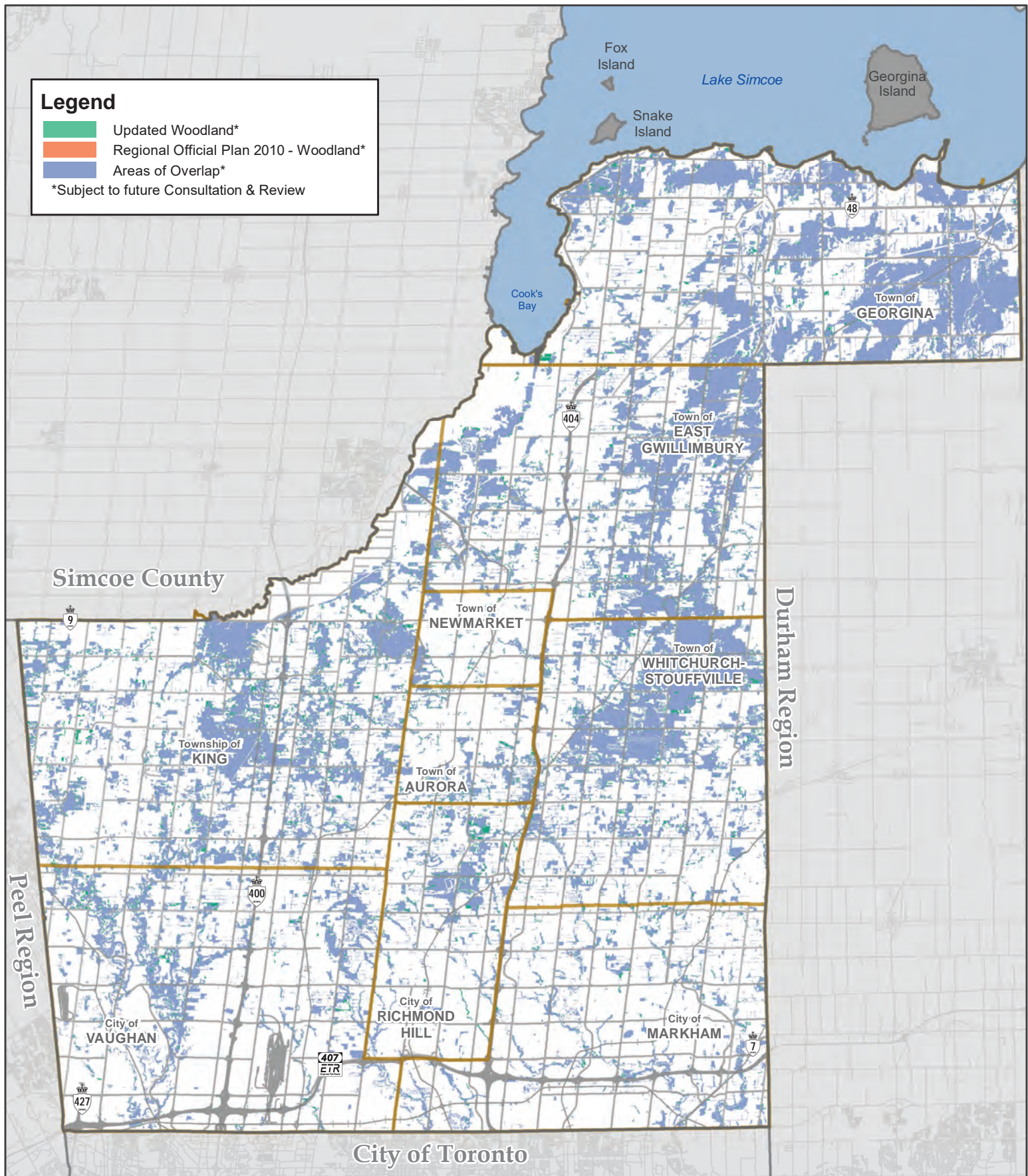
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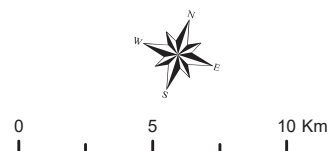
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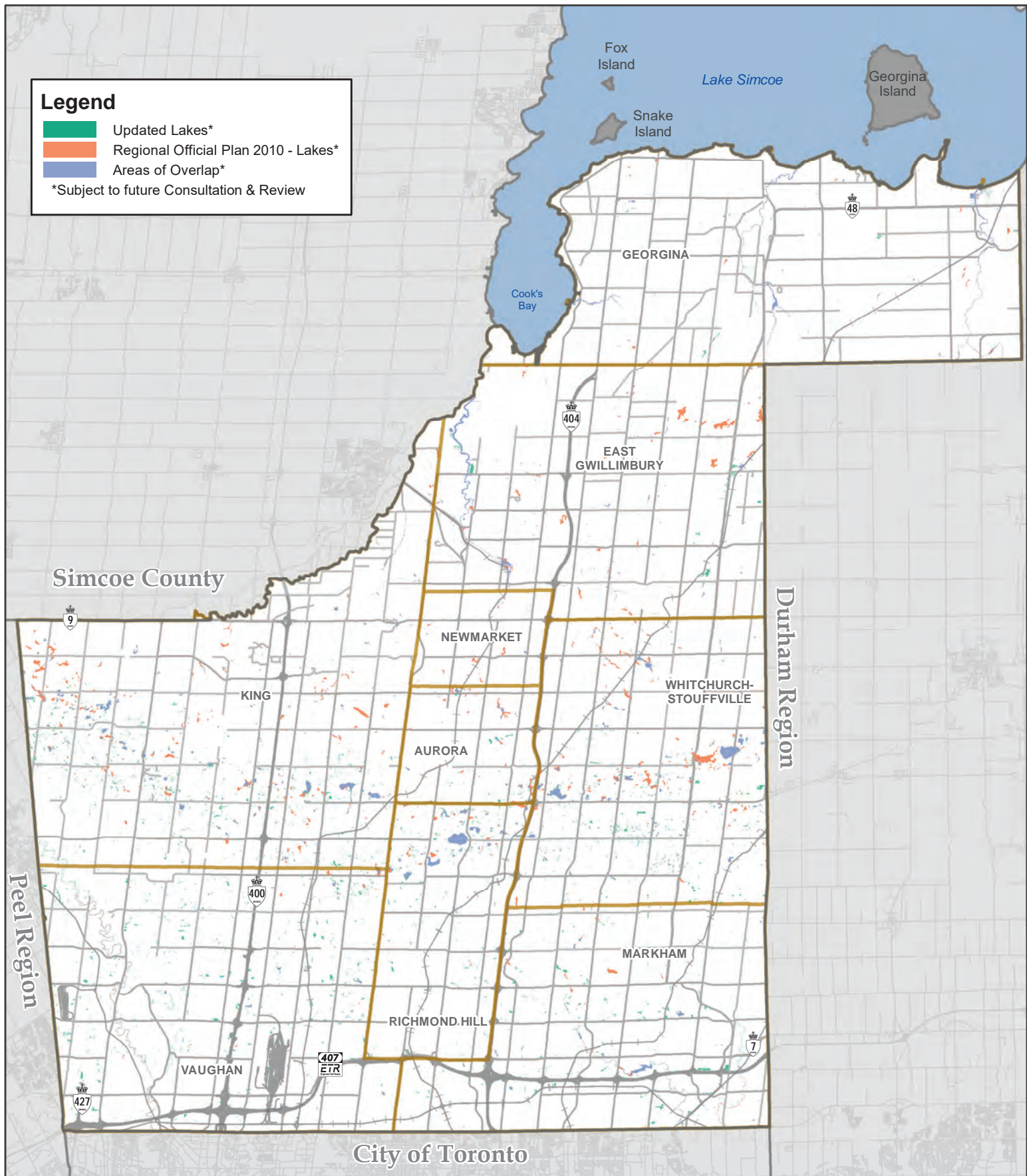
## Woodlands Comparison June 2020



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## Lake Comparison

June 2020



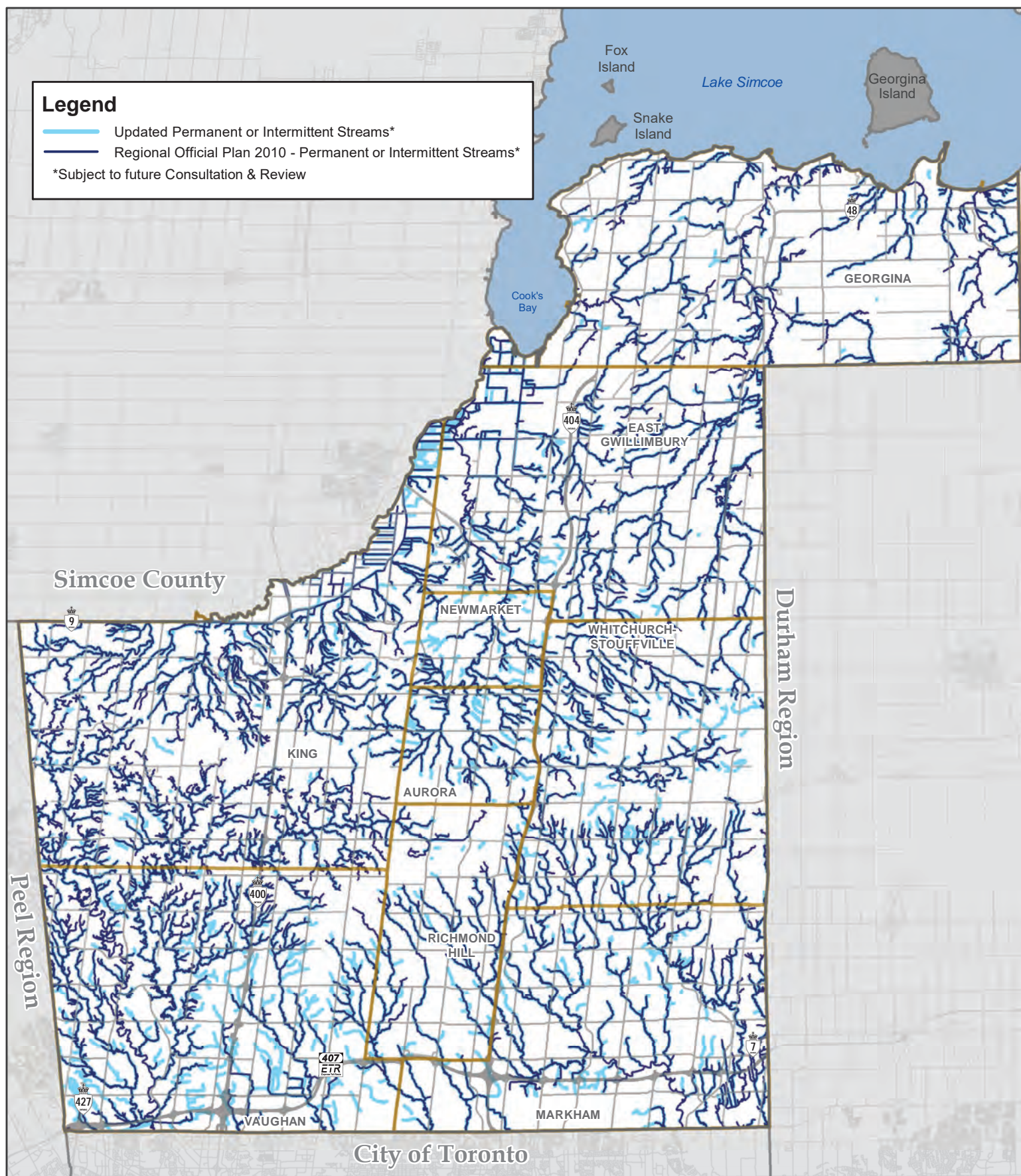
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**York Region**

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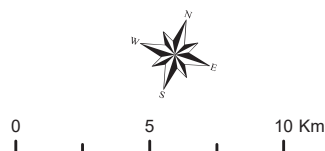
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## Permanent or Intermittent Streams Comparison

June 2020

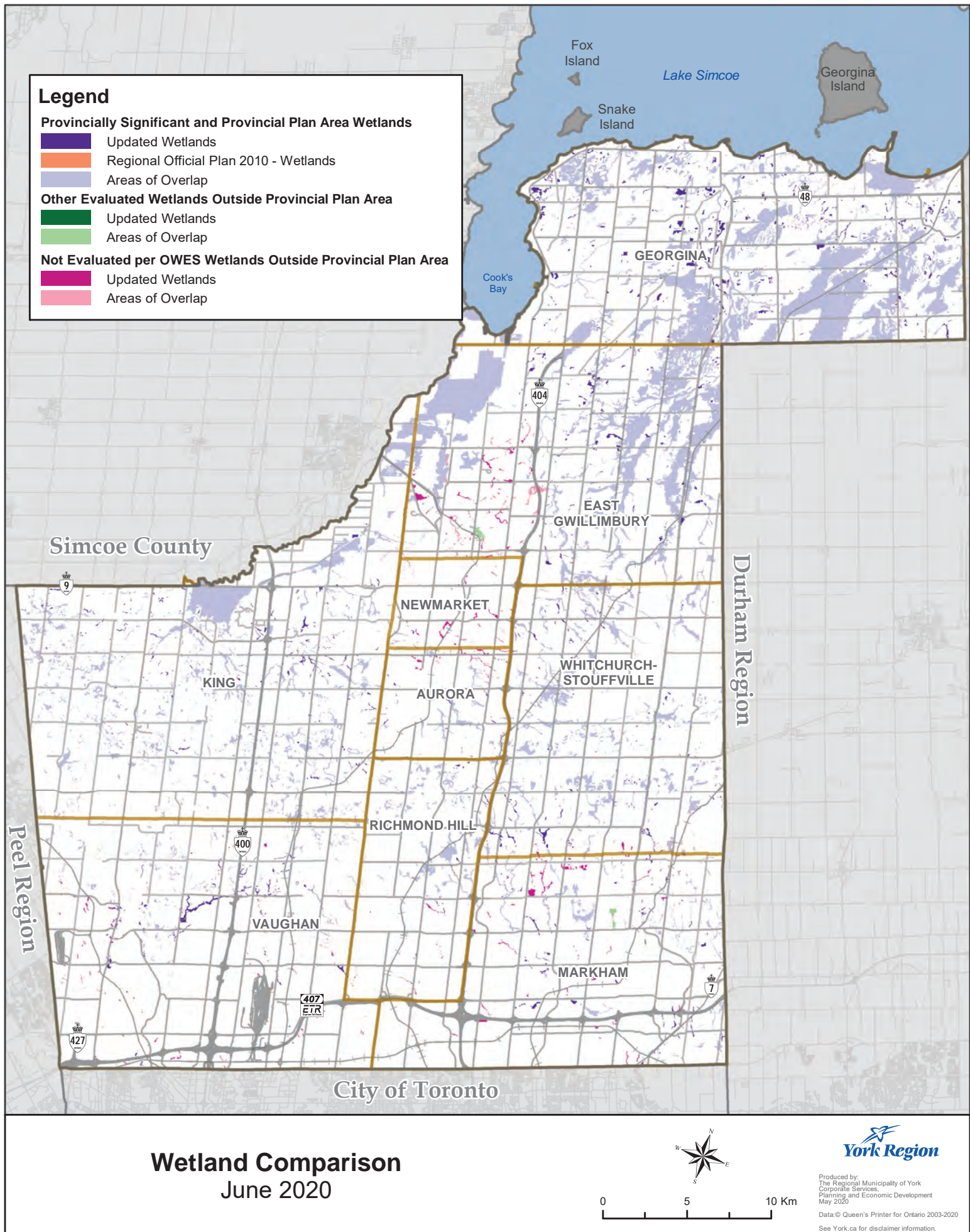


**York Region**

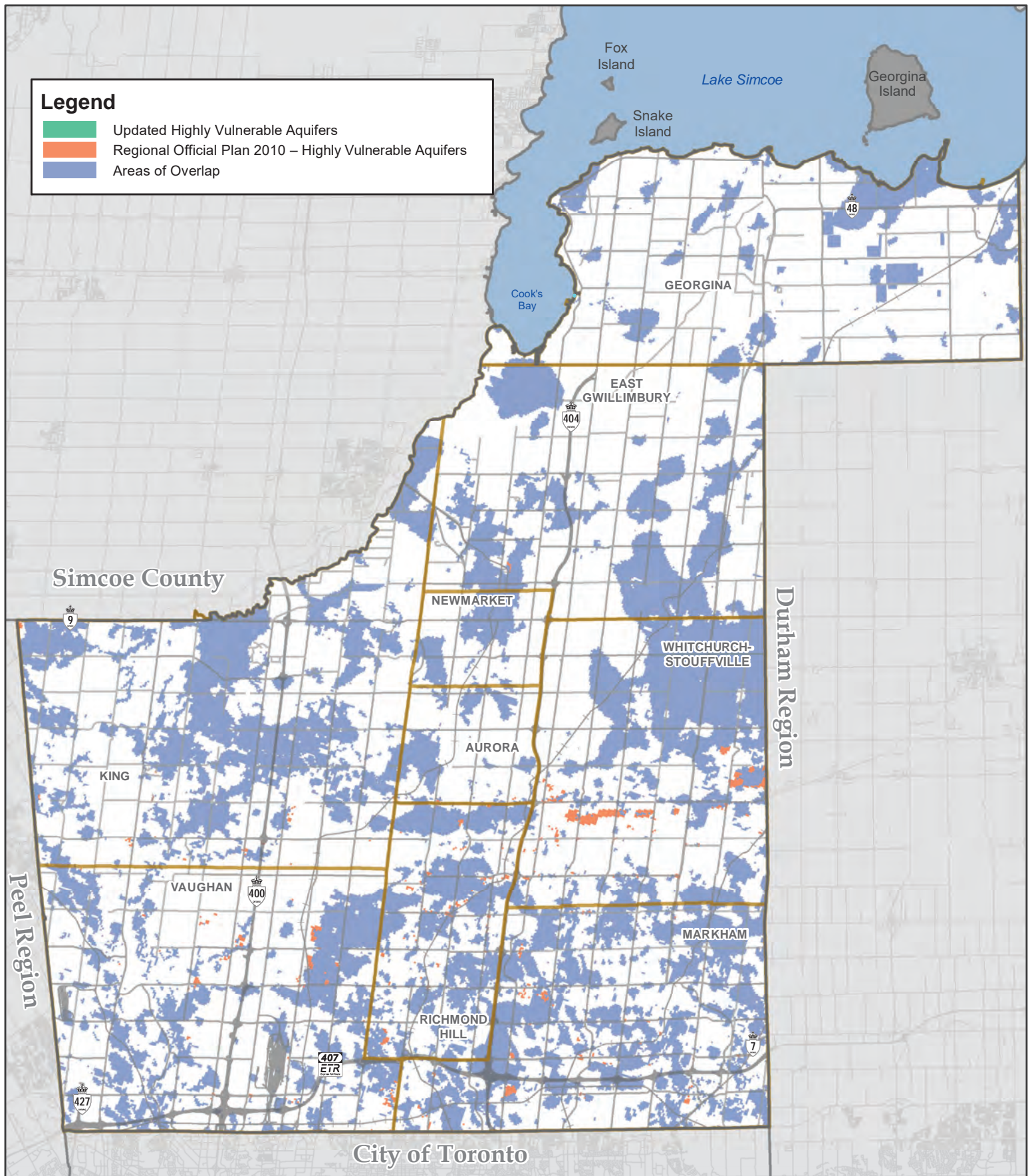
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## Highly Vulnerable Aquifer Comparison

June 2020



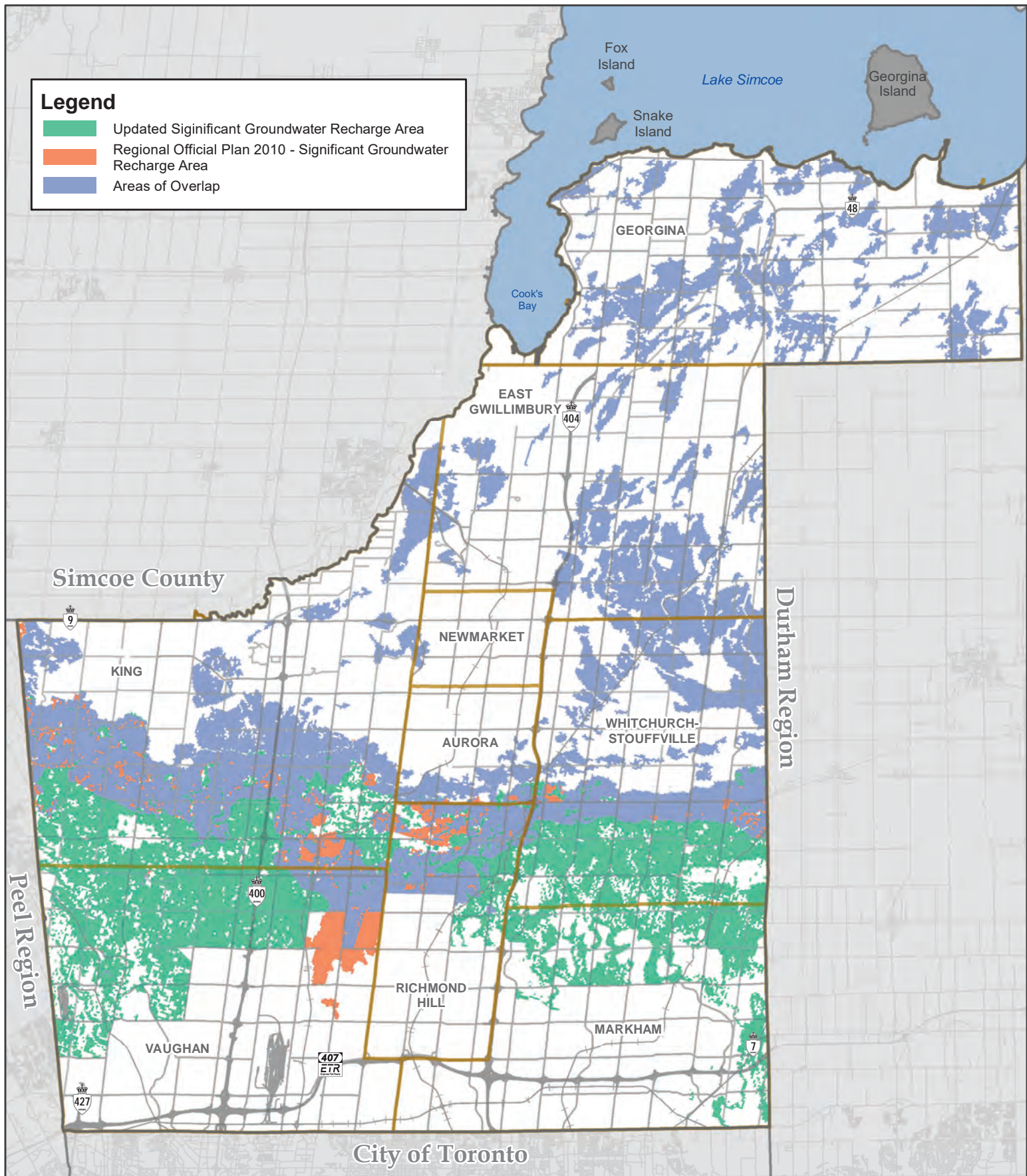
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**York Region**

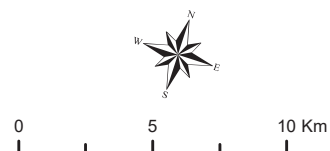
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## Significant Groundwater Recharge Area Comparison June 2020



**York Region**

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**Preliminary Mapping Analysis for  
Regional Natural Heritage and Water Resources**

<b>ROP Map Feature or Area</b>	<b>Data Source</b>	<b>Mapped in 2010 ROP (Y/N)</b>	<b>To be included in new ROP (Y/N)</b>	<b>Percent Change (Current ROP vs Updated Data)</b>
<b>Provincial Natural Heritage System for the Growth Plan</b>	Provincial	N	Y	N/A
<b>ANSI - Areas of Natural and Scientific Interest</b> (Earth and Life Science)	Provincial	Y	Y	13% (+ 1,149 ha)
<b>Woodland*</b>	Regional and Provincial	Y	Y	N/A**
<b>Waterbody*</b> (i.e. lakes, ponds)	Conservation Authority	Y	Y	-10% (-194 ha)
<b>Watercourse*</b> (Permanent or Intermittent Stream)	Conservation Authority	Y	Y	22% (+512 km)
<b>Wetland</b>	Provincial	Y	Y	7% (+1,070 ha)
<b>HVA – Highly Vulnerable Aquifer</b>	Conservation Authority	Y	Y	-2% (-891 ha)
<b>SGRA – Significant Groundwater Recharge Area</b>	Conservation Authority	Y	Y	53% (+21,304 km)

\*woodlands, watercourses and waterbody mapping are for information purposes only, Official Plan policies prevail

\*\* Regional information for woodlands is currently being updated and is under review

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**From:** Switzer, Barbara on behalf of Regional Clerk  
**Sent:** Monday, June 29, 2020 12:17 PM  
**Subject:** Regional Council Decision - Resolution on Transition to Full Producer Responsibility  
**Attachments:** Resolution\_on\_Transition\_to\_Full\_Producer\_Responsibility.pdf; Attachment 1 - Council\_Resolution\_on\_Transition\_to\_Full\_Producer\_Respons....pdf

**CAUTION: This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.**

On June 25, 2020 Regional Council made the following decision:

1. In response to the Association of Municipalities of Ontario' s call for action, Council pass the attached resolution (Attachment 1) that declares the following:
  - the Region' s preference to transition blue box transfer and processing services concurrently with local municipal collection services in 2025
  - the Region will no longer provide transfer and processing services after Blue Box Program transition
2. Council authorize the Commissioner of Environmental Services to negotiate with producers and/or service providers to explore options for assets after transition and report back to Council on results.
3. Council authorize the Commissioner of Environmental Services to explore earlier transition timing of transfer and processing operations if available and advantageous to the integrated waste management system.
4. The Regional Clerk circulate this report to the Clerks of the local municipalities and the Director of Resource Recovery Policy Branch from the Ministry of the Environment, Conservation and Parks and the Association of Municipalities of Ontario.

As indicated in clause 1, Council also passed the following resolution in Attachment 1 to the report:

**WHEREAS** the amount of single-use plastics leaking into our lakes, rivers, waterways is a growing public concern;

**WHEREAS** reducing waste and reincorporating valuable resources from our waste stream into new goods can significantly reduce GHGs;

**WHEREAS** the transition to full producer responsibility for packaging, paper and paper products is critical to reducing waste, improving recycling and driving better economic and environmental outcomes;

**WHEREAS** the global move to a circular economy is aligned with the Region's priorities as outlined in its SM4RT Living Waste Management Plan and that the transition of Blue Box programs would help achieve this outcome;



**WHEREAS** The Regional Municipality of York supports a timely, seamless and successful transition of Blue Box programs to full financial and operational responsibility by producers of all packaging, paper and paper products;

**WHEREAS** the local municipalities have each passed resolutions indicating their preference to transition waste collection services in 2025 and to continue to act as service providers;

**AND WHEREAS** the Association of Municipalities of Ontario has requested municipal governments with Blue Box programs to indicate the best date to transition their Blue Box program to full producer responsibility;

**THEREFORE be it resolved that:**

1. The Regional Municipality of York prefers to transition blue box transfer and processing services together with local municipal collection services in 2025.
2. The Regional Municipality of York prefers to no longer provide transfer and processing services after transition of the Blue Box program

**AND THAT** this decision is based on the following rationale:

1. The Region's transfer and processing contracts and the four local municipal collection contracts expire at different times during the transition period, however transitioning in 2025 minimizes potential penalties to local municipalities due to amending or terminating collection contracts early.
2. The Region and local municipalities prioritize customer service and transitioning in 2025 will allow maximum time to prepare for seamless transition and learn from experiences of other municipalities, minimizing disruption to our residents from this transition.

The original staff report and attachment 1 are attached for your information.

Please contact Laura McDowell, Director, Environmental Promotion and Protection at 1-877-464-9675 ext.75077 if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Regional Clerk's Office, Corporate Services

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The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1  
O: 1-877-464-9675 ext. 71300 | [christopher.raynor@york.ca](mailto:christopher.raynor@york.ca) | [york.ca](http://york.ca)

Our Mission: **Working together to serve our thriving communities – today and tomorrow**

# **The Regional Municipality of York**

Committee of the Whole  
Environmental Services  
June 11, 2020

Report of the Commissioner of Environmental Services

## **Resolution on Transition to Full Producer Responsibility**

### **1. Recommendations**

1. In response to the Association of Municipalities of Ontario's call for action, Council pass the attached resolution (Attachment 1) that declares the following:
  - the Region's preference to transition blue box transfer and processing services concurrently with local municipal collection services in 2025
  - the Region will no longer provide transfer and processing services after Blue Box Program transition
2. Council authorize the Commissioner of Environmental Services to negotiate with producers and/or service providers to explore options for assets after transition and report back to Council on results.
3. Council authorize the Commissioner of Environmental Services to explore earlier transition timing of transfer and processing operations if available and advantageous to the integrated waste management system.
4. The Regional Clerk circulate this report to the Clerks of the local municipalities and the Director of Resource Recovery Policy Branch from the Ministry of the Environment, Conservation and Parks and the Association of Municipalities of Ontario.

### **2. Summary**

The Association of Municipalities of Ontario (AMO) issued a call for municipalities to pass resolutions outlining a preferred date for transition of their Blue Box Program to full producer responsibility. The timing window for transition spans three years from January 1, 2023 to December 31, 2025. Municipalities were also asked to indicate if they want to continue to act as a service provider under the new producer responsibility framework. Attachment 1 includes the recommended resolution for the Region's transition to full producer responsibility.

### Key Points:

The province is currently consulting on the blue box regulation and mechanisms to transition. While it is difficult for municipal governments to indicate preferences without specific contract terms and conditions, or the outcome for municipal assets under producer responsibility, AMO's call for action initiates transition timing discussions and sets the stage for an orderly and logical transition process. To bring forward resolutions for local and regional council consideration in accordance with the AMO call, the Region and local municipal staff have collaborated to:

- Perform preliminary financial and operational risk analysis to identify impacts on collections, transfer, and processing under various transition timing scenarios
- Determine a preferred transition approach for the Region's unique two-tier integrated waste management system
- Conduct preliminary analysis on blue box operations and infrastructure to inform the decision to no longer provide transfer and processing services after transition
- Declare a preferred timing to transition blue box collection contract services at each local municipal council that is consistent across all nine
- Indicate a preference for local municipalities to continue to act as a collection service provider after Blue Box Program transition

Notwithstanding the above and the current uncertainty regarding producer terms and conditions, Regional staff request authority to explore options with our local municipal partners to transition earlier if advantageous to the integrated waste management system.

## 3. Background

### **Province established six-year process starting in 2019 to plan and implement transition**

As reported to Council in [April 2020](#) through the SM4RT Living Waste Management Master Plan report, the province set timelines for transitioning the Blue Box Program to full producer responsibility over a six year period (2019-2025). Focus in 2020 is on development of a regulation that will govern this new system.

Figure 1 summarizes the timeline for developing this regulation, which includes establishing a mechanism to determine transition timing for all municipalities. Options for the mechanism include allowing self-nomination by municipalities (preferred alternative), appointment of a special advisor or a producer-led process.

**Figure 1**  
**Timeline for Blue Box Regulation Development**

Q1 2020	Q2 2020	Q3 2020	Q4 2020	Q1 2021
Ministry consults with working groups, including municipalities, industry and service providers	Ministry drafts regulation	Public consultation on regulation	Regulation finalized	
Municipalities declare preferred timing through resolutions and submit to Ministry and AMO				

### **AMO requested that municipal councils pass a resolution declaring a preferred date to transition the Blue Box Program to full producer responsibility**

AMO and the Municipal 3Rs Collaborative (M3RC) have been supporting the municipal sector with strategic advice, research and advocacy throughout implementation of the *Waste-Free Ontario Act*. Through M3RC, municipalities have been advocating for the right to self-nominate for a transition date rather than appointment of a special advisor or a producer-led process.

In December 2019 AMO requested that municipal councils across Ontario pass a non-binding resolution including their municipality's preferred date to transition their Blue Box Program to full producer responsibility. The province and producers have indicated a desire to phase transition across three years (2023-2025), with one third of the tonnage transitioned each year. These non-binding resolutions will be consolidated by AMO to provide a picture of how and when municipalities across Ontario would prefer to transition.

### **Municipalities are best positioned to make informed decisions on a transition date based on each region's specific circumstances**

While the province will ultimately decide the mechanism to determine the timing of transition, council resolutions will inform their decision, and future negotiations and planning by the producers. To ensure input is considered it is in a municipalities' best interest to publicly declare a preference and rationale. The resolution process allows municipalities to demonstrate proactive leadership by contributing to AMO's overall advocacy efforts and show the province that the municipal sector is collaborating to develop a credible, balanced solution to meet all stakeholder needs.

### **York Region and local municipal staff collaborated to identify impacts of transition and inform a decision**

York Region and local municipal staff have been working together to understand potential implications of various transition timing options. The Strategic Waste Policy Committee (SWPC) is a York Region led committee comprised of Regional and local municipal waste staff, with the mandate to support collaborative decision making on matters impacting the

integrated waste system. Meetings facilitated by the Region included discussion of operational and contractual considerations on collections, transfer and processing stages of the system. A smaller working group was established at the January 27, 2020 SWPC designed to work towards consensus on a timing recommendation.

In recognition of the Region's unique two-tier waste system, local municipalities passed resolutions in May 2020 allowing Council to make an informed decision considering local level services including blue box collection and customer service. Building on what we received from the local municipalities, this report considers Regional impacts, including transfer and processing, as well as an overall analysis of the integrated system.

## 4. Analysis

### Financial and operational uncertainty are significant concerns for transition timing

The province is developing a regulation that will govern the producer-led Blue Box Program. Producers are in the process of organizing to wind up the existing Blue Box Program under Stewardship Ontario and establish mechanisms to meet their obligations under the new system. Until the province finalizes this regulation and commercial terms between service providers and producers are negotiated, many unknowns will remain around how the programs will operate including funding and contract terms for municipalities who act as service providers. There is uncertainty regarding producer interest in municipal assets to transfer and process blue box materials including the Region's Material Recovery Facility. Analysis supporting the recommended transition date examined a number of factors. Table 1 summarizes the system wide risk for each year.

**Table 1**  
**Summary of System Wide Risk Factors by Transition Year**

Risk Factor	2023	2024	2025
Uncertainty about impacts of system changes under producer-led program – (for example co-collection, service gaps, customer service, commercial terms for contamination)	Highest	Medium	<b>Lowest</b>
Cost and risk associated with processing infrastructure and continued decline of revenue from sales of recyclables due to market volatility	<b>Lowest</b>	Medium	Highest
Potential for contract penalties from early termination/amendments to existing contracts	Highest	Medium	<b>Lowest</b>

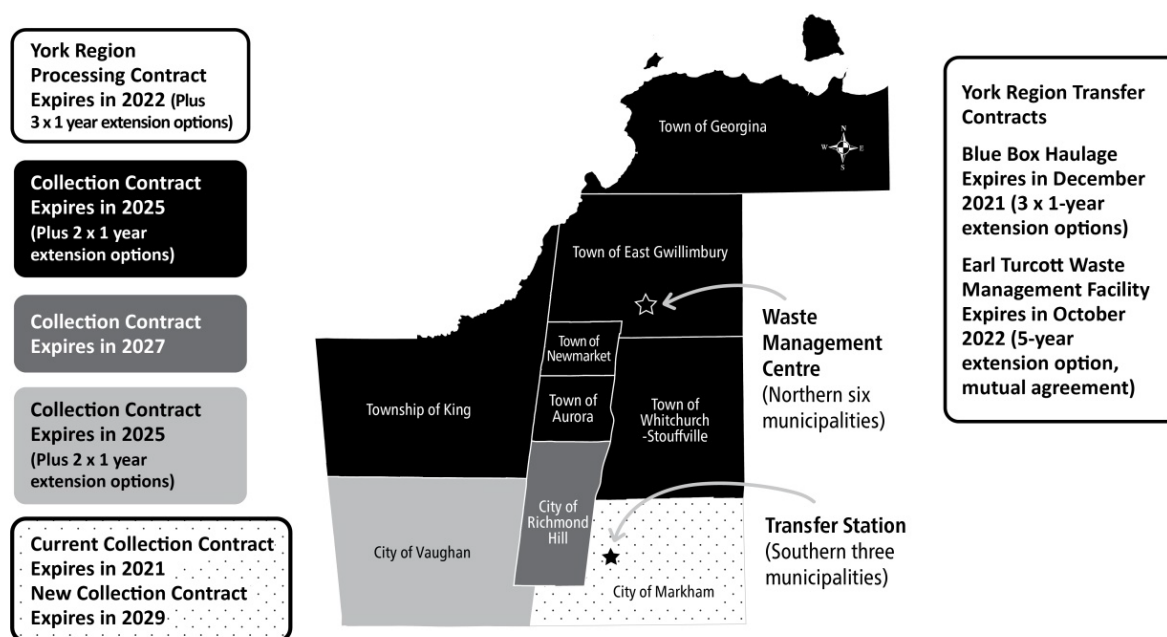
## Transitioning later provides greater understanding and ability to respond to system changes

While Table 1 identifies the highest potential for avoided costs if transitioning in year 1, the other benefits identified with local municipal partners were taken into consideration and informed the recommended timing for the overall system. A later transition date provides more time to adapt to new program requirements and opportunity to learn from other early transitioned municipalities. This creates greater certainty and time to better understand and mitigate the risks as the transition period progresses. Later transition also provides time to determine effective solutions to service gaps and customer service processes that may need to be addressed.

## Recommended transition timing offers best alignment with collection contract end dates

The Region's two tier integrated waste management system has four local municipal collection contracts and three Regional transfer and processing contracts, all with differing expiry dates and extension terms (see Figure 2).

**Figure 2**  
**York Region Integrated Waste Management System Contracts**



Some contracts will need to be amended or terminated for both the Region and local municipalities to transition together. The Region's contracts for processing and transfer expire in the early part of the transition timeframe however there is flexibility on timing offered by extension terms. All collection contract expiries align with the end of the timeframe, with



several extending beyond the last year for transition. Later transition would minimize the need for contract amendments and potential contract penalties.

## **Producers are in best position to innovate and improve performance outcomes of the Blue Box Program**

The Region currently provides transfer and processing services to receive, sort and market about 85,000 tonnes of blue box materials collected each year by local municipalities. These services are operated under contract and include: Earl Turcott Transfer Station in the City of Markham, owned and operated by Miller Waste Systems, and the Region's Waste Management Centre in East Gwillimbury operated by Miller Waste Systems.

As part of extended producer responsibility, producers would seek commercial arrangements for transfer and processing services. Responsible producers are in the best position to realize operational efficiencies. For example, producers can increase recycling content in their own packaging design resulting in increasing demand for blue box materials while aligning processing operations to capture materials needed to meet recycled packaging content. This kind of integrated producer responsibility and accountability fuels the move to a more circular economy.

## **Current challenges inform recommendation to exit provision of transfer and processing services**

At this time, the mechanism for producers to secure transfer and processing is not clear. In past consultations, producers indicated a preference to secure processing operations directly with service providers rather than municipalities. This differs from collection services, where producers have indicated a preference to use municipalities as contract administrators.

Furthermore under the current system, the Region along with other municipalities have little ability to influence packaging design or marketability of blue box materials. As it is likely the producers will directly engage with service providers for processing services staff recommend discontinuing the service of material transfer and processing blue box materials after the transition period. This direction also offers the following benefits:

- Reduces risks associated with continued decline of revenue from sales of recyclables due to market volatility (for example, average revenue for the first two months of 2020 was approximately \$35/tonne compared to \$96/tonne during the same period in 2019)
- Reduced demand for post-consumer recyclables from end market (for example, reduced steel production recently has affected revenue for recovered metal and some plastic end markets are now using raw material sources instead of recovered recyclables due to pricing)
- Avoids future capital upgrades to accommodate changes in producer packaging, increased contamination or new (more stringent) quality requirements by end markets

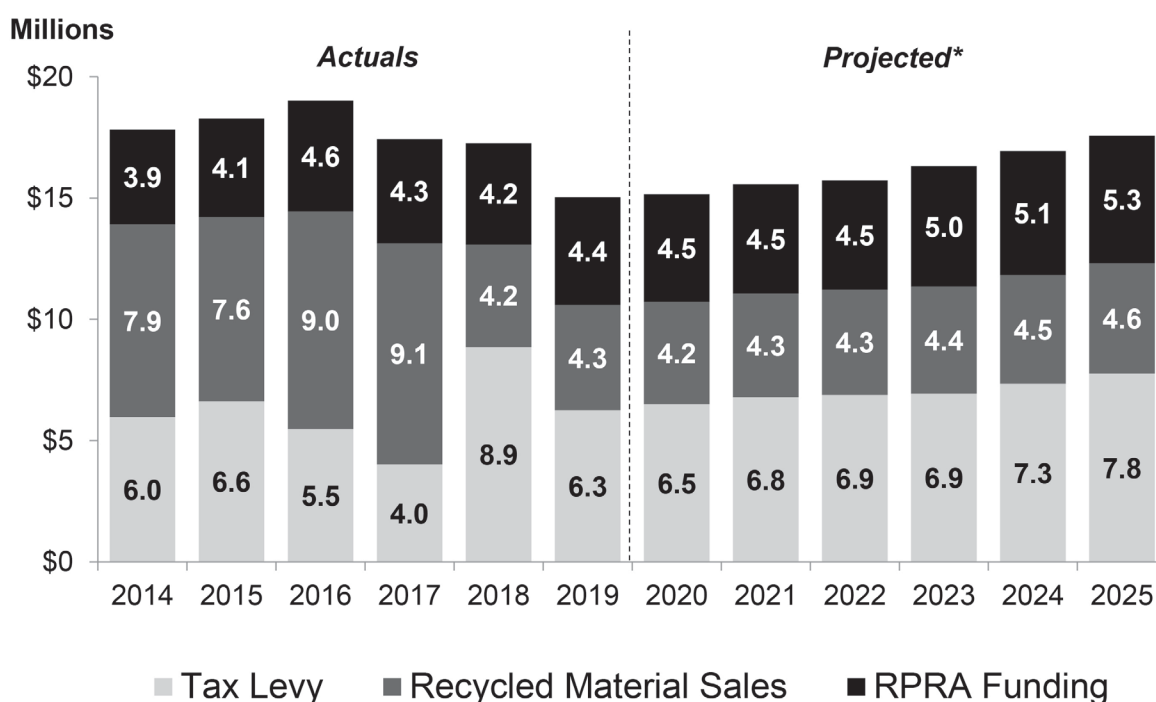
The Region's ability to exit transfer and processing operations after transition is fairly straight forward as processing of blue box materials is a contracted service. Further the processing

and transfer contract optional end dates can be aligned with preferred transition timing. Additional information on financial implications of this recommended direction is provided in the financial section of this report.

## 5. Financial

Region staff completed a high level financial analysis of the Blue Box Program based on financial data reported through the Resource Productivity Recovery Authority Datacall. Figure 3 shows the gross cost of providing blue box transfer and processing services from 2014 to 2025 and the funding sources that support that program. Figure 3 highlights the significant drop in the revenue from recyclables, which has declined by more than 50% since 2017 as a result of growing contamination in the blue box and tightening of overseas end markets for paper.

**Figure 3**  
**Regional Blue Box Program Funding Sources**



*\*2020-2022 based on 2020 Budget; 2023-2025 is projected.*

### **After transition, the costs and revenue associated with the blue box program will transfer from the tax levy to producers**

As communicated in the most recent [Annual Solid Waste Diversion Memo](#), increasing blue box contamination and stricter quality requirements of overseas markets are driving up Blue Box Program costs and risk. Over the past five years almost \$10M has been invested in the

Region's Materials Recovery Facility to improve performance. Despite this investment, challenges associated with global end markets and ever-changing packaging continue to impact costs.

Once transition of the Blue Box Program is complete producers will be responsible for all costs and revenues. Transition cost savings would be highest with an early transition date however aligning transition of the Region's processing and transfer operations with local municipal collections operations is recommended to avoid undue disruption to the system and our residents. If feasible, the Region will explore opportunities for an earlier transition of transfer and processing to maximize cost savings, provided it is advantageous to the integrated waste management system. This could mean negotiating an earlier date for transition of processing and transfer under commercial terms that ensure continued access to consistent services for blue box materials collected by local municipalities until they are ready to transition.

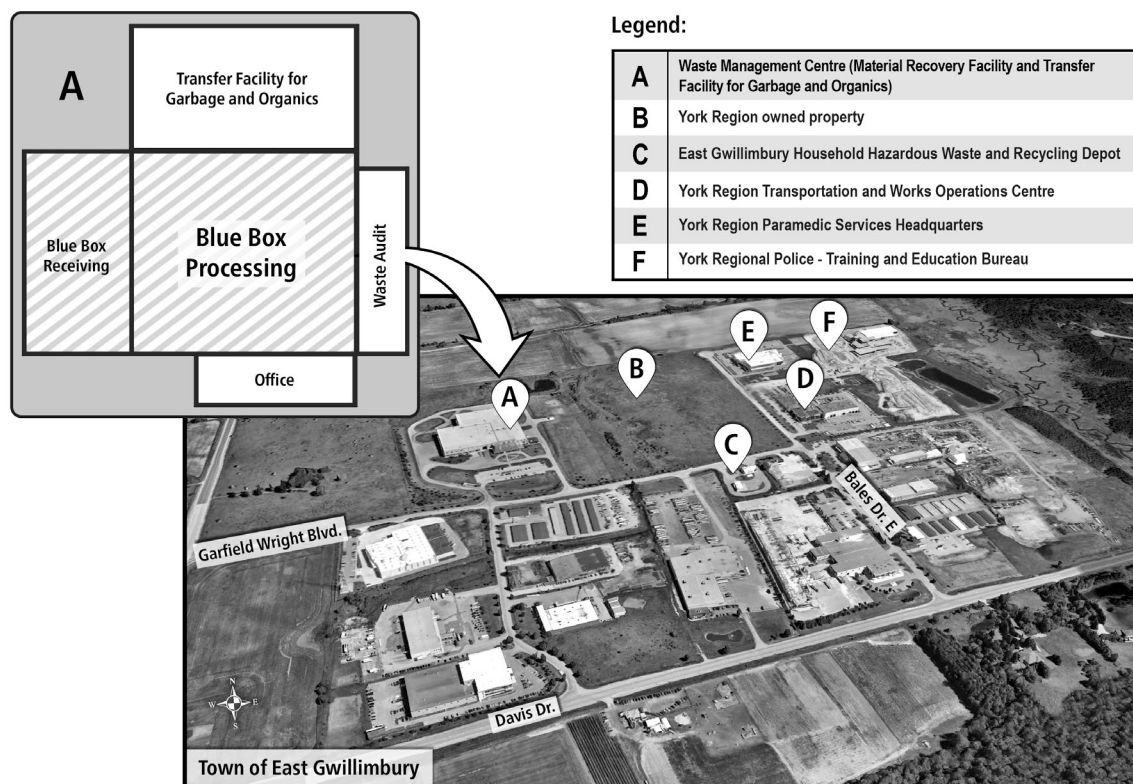
### **Region exploring financial implications and options for Waste Management Centre after transition**

Once processing is transitioned to producers, the Region's role in sorting and marketing recyclables ends. Currently blue box materials are processed at the Region's Waste Management Centre, located on Garfield Wright Boulevard in East Gwillimbury. As shown in Figure 4, this facility is an integrated operation accepting both curbside garbage and green bin organics for transfer. Hatched areas shown in Figure 4 represent the building portion used for processing blue box materials.

Post-transition, this Waste Management Centre will continue to fulfill a vital role in our system. The facility is ideally located to continue to serve as transfer facility for green bin and garbage from the northern six municipalities and is adjacent to several other Region-owned facilities including the York Region Household Hazardous Waste Facility, York Region Police Training and Education Bureau, and York Region Paramedic Services Headquarters. As shown in Figure 4, the Region also owns vacant property adjacent to the Waste Management Centre, which is ideally located for future Regional use.

Staff will explore options for continued commercial use of the processing portion of the facility. Options may include securing a lease agreement for a blue box sorting operations area while retaining use for transfer of other waste streams. Longer term, the entire facility and land will be required for Regional waste management needs. Future negotiations and commercial arrangements will need to be carefully considered to ensure a smooth transition that minimizes negative impacts to investments in infrastructure, local municipal collection operations and customer service to residents.

**Figure 4**  
**Region owned Facilities adjacent to the Waste Management Centre**



## 6. Local Impact

### **All local municipal councils have passed resolutions to transition in 2025**

Collaboration with local municipal staff was crucial to determine an acceptable transition date for all municipalities. All nine local municipalities passed resolutions to transition collection services to producers in 2025 and with a desire to continue acting as a blue box collection service provider, as long as mutually agreeable terms can be negotiated.

### **Local municipal analysis pointed to later transition to allow greater operational certainty and minimize customer impacts**

Uncertainty around operational details of producer-led programs and contract expiry dates were key factors in determining the preferred transition timing for local municipalities. Transitioning in the third year allows staff and councils to learn from the experiences of other municipalities and gives producers more time to improve the process. This will help minimize any service disruption associated with transition for our residents.

The later transition date aligns best with collection contract end dates and allows time to negotiate with contractors and producers on commercial terms for acting as a service provider with minimal penalties for amending and/or ending existing contracts.

## 7. Conclusion

### **Transition of process and transfer services to producers in 2025 minimizes risk across the entire integrated system**

The Region and all local municipalities transitioning together in 2025 is the preferred alternative. It is recommended that the Region negotiate with producers as necessary to allow transition to align with local municipal collection contracts to minimize disruption and impacts on collections. If the option is available, staff will work with local municipal partners to explore opportunities to negotiate an earlier transition to maximize opportunities for cost savings as long as it is advantageous to the integrated waste management system. Until that time, local and Regional staff will continue to collaborate to manage blue box contamination and ensure the blue box collection and processing system is working smoothly.

Participation in ongoing blue box transition consultations regarding the transition process and development of the regulation continue and staff will report back to Council with critical updates. Staff continue to work on a plan to monitor effectiveness of transitioned programs to minimize negative impacts on other streams, like organics, managed by municipalities.

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For more information on this report, please contact Laura McDowell, Director, Environmental Promotion and Protection at 1-877-464-9675 ext.75077. Accessible formats or communication supports are available upon request.

Recommended by: **Erin Mahoney, M. Eng.**  
Commissioner of Environmental Services

Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

May 22, 2020  
Attachments (1)  
eDocs#10697440

**ATTACHMENT 1****Resolution on Transition to Full Producer Responsibility**

**WHEREAS** the amount of single-use plastics leaking into our lakes, rivers, waterways is a growing public concern;

**WHEREAS** reducing waste and reincorporating valuable resources from our waste stream into new goods can significantly reduce GHGs;

**WHEREAS** the transition to full producer responsibility for packaging, paper and paper products is critical to reducing waste, improving recycling and driving better economic and environmental outcomes;

**WHEREAS** the global move to a circular economy is aligned with the Region's priorities as outlined in its SM4RT Living Waste Management Plan and that the transition of Blue Box programs would help achieve this outcome;

**WHEREAS** The Regional Municipality of York supports a timely, seamless and successful transition of Blue Box programs to full financial and operational responsibility by producers of all packaging, paper and paper products;

**WHEREAS** the local municipalities have each passed resolutions indicating their preference to transition waste collection services in 2025 and to continue to act as service providers;

**AND WHEREAS** the Association of Municipalities of Ontario has requested municipal governments with Blue Box programs to indicate the best date to transition their Blue Box program to full producer responsibility;

**THEREFORE be it resolved that:**

1. The Regional Municipality of York prefers to transition blue box transfer and processing services together with local municipal collection services in 2025.
2. The Regional Municipality of York prefers to no longer provide transfer and processing services after transition of the Blue Box program

**AND THAT** this decision is based on the following rationale:

1. The Region's transfer and processing contracts and the four local municipal collection contracts expire at different times during the transition period, however transitioning in 2025 minimizes potential penalties to local municipalities due to amending or terminating collection contracts early.
2. The Region and local municipalities prioritize customer service and transitioning in 2025 will allow maximum time to prepare for seamless transition and learn from experiences of other municipalities, minimizing disruption to our residents from this transition.



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**From:** Switzer, Barbara on behalf of Regional Clerk  
**Sent:** Monday, June 29, 2020 11:07 AM  
**Subject:** Regional Council Decision - Rouge National Urban Park Future Trail Expansion  
**Attachments:** Rouge National Urban Park Future Trail Expansion.pdf

**CAUTION:** This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.

On June 25, 2020 Regional Council made the following decision:

1. Council authorize installation of pedestrian trail crossing signals at four Regional road crossings (14<sup>th</sup> Avenue, 16<sup>th</sup> Avenue, Major Mackenzie Drive and York-Durham Line) to facilitate the creation of a trail network connecting within the Rouge National Urban Park, to be funded by Parks Canada on the condition that long-term connectivity and integrated use of these Rouge National Urban Park trails with Regional and local trail networks is assured.
2. The Commissioner of Transportation Services be authorized to engage in further negotiations with Parks Canada to ensure opportunities regarding trail network connections benefitting Regional and local users are appropriately affected in the future.
3. The Regional Clerk forward this report to Parks Canada and the local municipalities.

The original staff report is attached for your information.

Please contact Joseph Petrungaro, Director Roads and Traffic Operations, at 1-877-464-9675 ext. 75220 if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Regional Clerk's Office, Corporate Services

---

The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1  
O: 1-877-464-9675 ext. 71300 | [christopher.raynor@york.ca](mailto:christopher.raynor@york.ca) | [york.ca](http://york.ca)

Our Mission: **Working together to serve our thriving communities – today and tomorrow**

# The Regional Municipality of York

Committee of the Whole  
Transportation Services  
June 11, 2020

Report of the Commissioner of Transportation Services

## Rouge National Urban Park Future Trail Expansion

### 1. Recommendations

1. Council authorize installation of pedestrian trail crossing signals at four Regional road crossings (14<sup>th</sup> Avenue, 16<sup>th</sup> Avenue, Major Mackenzie Drive and York-Durham Line) to facilitate the creation of a trail network connecting within the Rouge National Urban Park, to be funded by Parks Canada on the condition that long-term connectivity and integrated use of these Rouge National Urban Park trails with Regional and local trail networks is assured.
2. The Commissioner of Transportation Services be authorized to engage in further negotiations with Parks Canada to ensure opportunities regarding trail network connections benefitting Regional and local users are appropriately affected in the future.
3. The Regional Clerk forward this report to Parks Canada and the local municipalities.

### 2. Summary

Parks Canada has requested Council approve installation of four pedestrian signals on Regional roads for the Rouge National Urban Park (Attachment 1). Parks Canada is prepared to fund installation of these signals. Given the partnership benefits and significance of future Regional trail network connection opportunities, the responsibility for future maintenance and operating costs is proposed to be assumed by the Region.

Key Points:

- Parks Canada's proposal has the potential to be the first part of a broader trail network vision including the future South York Greenway Cycling and Pedestrian Corridor
- Pedestrian signals would provide enhanced crossings and connections to the trail networks for pedestrians and cyclists
- Council has authority to approve pedestrian signals when the Traffic and Pedestrian Signal Policy volume requirements for stand-alone installations are not strictly met

### 3. Background

#### **Parks Canada is requesting approval to install four pedestrian signals on Regional roads for the Rouge National Urban Park**

Rouge National Urban Park is the largest urban park in North America overlapping the Cities of Toronto, Markham and Pickering and the Township of Uxbridge. Rouge National Urban Park welcomes hundreds of thousands of GTA residents and international visitors to the park each year to use more than 40 kilometres of hiking and cycling trails.

Rouge National Urban Park is an ecologically protected zone in the Greater Toronto Area consisting of 79.1 square kilometres of culturally and ecologically significant landscapes. Rouge National Urban Park is home to vast biodiversity with some of the last remaining working farms in the Greater Toronto Area, Carolinian ecosystems and human history dating back more than 10,000 years, including some of Canada's oldest known indigenous sites. The park will serve as a gateway for new, urban and young Canadians to experience and learn about Canada's environment and heritage. The Region is one of the original partners in the creation of Rouge National Urban Park and plays a role in providing services to residents and visitors.

**Figure 1**

#### **Hikers on the Orchard Trail in Rouge National Urban Park**



Parks Canada has a mandate to expand trail networks within Rouge National Urban Park, which border a portion of the southeast limits of the City of Markham and intersect with Regional roads at 14th Avenue, 16<sup>th</sup> Avenue, Major Mackenzie Drive and York/Durham Line. Parks Canada has requested the Region approve installation of four pedestrian signals at trail crossings intersecting Regional roads (Attachment 2). Parks Canada is prepared to fund installation of the pedestrian signals and has requested the Region cover maintenance and operating costs.

## **Pedestrian signals provide a safe crossing and enhanced connections to trail networks for pedestrians and cyclists**

A pedestrian signal provides stop control for motorists only when a pedestrian presses the push button. This triggers the pedestrian signal to display a red indication for motorists and a walk signal for pedestrians to cross safely. Motorists are delayed as pedestrians cross the road. During all other times, motorists receive a green indication. Figure 2 illustrates a pedestrian signal crossing installed at Milne Dam Conservation Park. Balancing safety and traffic flow while facilitating connections to regionally significant points of interest for pedestrians and cyclists is an important consideration.

**Figure 2**

### **Milne Dam Conservation Park Pedestrian Signal**



McCowan Road south of Highway 7

## **The Region partnered with Toronto and Region Conservation Authority, Parks Canada and the City of Markham for construction of enhancements in the Rouge National Urban Park as part of the Southeast Collector project**

In May 2010, the Region entered into a \$6 million financing agreement with Toronto and Region Conservation Authority to plan, design and implement the Bob Hunter Memorial Park plan, including other enhancements aimed at providing a positive legacy for the environment in the Rouge National Urban Park. This agreement was part of the total \$15 million enhancements approved by Council in [November 2008](#) as part of the Southeast Collector project. Enhancements funded by the Region built in the park were completed in December 2015 and included:



- Three pedestrian bridges across Little Rouge Creek (Figure 3)
- Three parking lots with space for more than 100 vehicles
- More than 10 kilometres of various trails (Figure 4)
- Ten wetlands
- More than 24 hectares of new planting, including creation of various habitats for birds, insects, amphibians and small animals

**Figure 3**

**Pedestrian Bridge across Little Rouge Creek in Rouge National Urban Park**



## **4. Analysis**

### **The Region has an opportunity to partner with Parks Canada to establish future trail networks connecting to the Rouge National Urban Park**

The Region continues to promote active modes of transportation and enhancing pedestrian and cycling connections to key points of interest. Creating these connections may help improve the efficiency of our Regional road network by redistributing travel modes to more sustainable options, such as cycling or walking. This is an exciting opportunity for the Region to partner with Parks Canada creating a vision for connecting future trail networks. Figure 4 illustrates a trail along Little Rouge Creek in Rouge National Urban Park constructed in partnership with the Region. This will benefit residents and visitors offering safe and enjoyable recreational options by creating a sustainable multi-use trail system. To prepare for such an opportunity, it is proposed the Commissioner of Transportation Services be authorized to negotiate the details of longer-term agreements with Parks Canada to ensure Regional-level trail opportunities are appropriately integrated with the Rouge National Urban Park trail system.

**Figure 4**  
**Trail Along Little Rouge Creek in Rouge National Urban Park**



**Initial request for pedestrian signals is limited to the Rouge National Urban Park**

Parks Canada has identified the need for the four proposed pedestrian signals as part of a 10 kilometre trail network expansion in York Region, scheduled to be completed in 2021. The connection will form a link from the Bob Hunter area to Boyles Cemetery. The expansion forms part of connections within the Rouge National Urban Park trail system to park amenities, nearby attractions and green spaces and local and Regional trail and cycling networks. Figure 5 illustrates the 19<sup>th</sup> Avenue trailhead sign and park amenities.

**Figure 5**  
**19<sup>th</sup> Avenue Trailhead Sign and Park Amenities**





## **The pedestrian signals could be the next step in achieving a broader trail network vision to complete trail connections for York Region residents and visitors**

Rouge National Urban Park provides residents and visitors with opportunities for connections to Regional and Provincial trail and cycling networks, including The Great Trail, Greenbelt Route, Oak Ridges Trail and the future South York Greenway Cycling and Pedestrian Corridor (Attachment 3), which benefit recreational trail users and other pedestrian and cycle users within the Region.

Parks Canada aims to link Lake Ontario and the Great Trail to the Oak Ridges Moraine through long-term partnerships as part of a national trail strategy. Parks Canada is working towards achieving a park-wide trail network linking the Greater Toronto Area from Lake Ontario through the Great Trail to the Oak Ridges Moraine through ongoing expansion. This goal is part of their 10-year management plan and has been developed through continued partnerships with the Region, other municipalities and community partners.

## **Council has the authority to approve pedestrian signals when the Traffic and Pedestrian Signal Policy precludes installation**

Parks Canada's pedestrian trail volumes and results of traffic studies provided by Parks Canada's consultant indicate peak demands for pedestrian signals are expected to occur during the weekend when vehicular traffic volumes are considerably lower. Weekday pedestrian trail volumes are low in comparison to weekend volumes, resulting in minimal delay to traffic during weekday peak periods. Based on these operating conditions, pedestrian signals do not satisfy the strict warrant calculations under the current Regional approval policy that would allow staff to install pedestrian signals without specific Council direction.

Pedestrian signals will demonstrate the Region's commitment to ensuring a positive legacy for communities. There have been instances in the past where, due to the complexity of other circumstances, staff has recommended and/or Council has directed signal crossings to be installed despite the warrant not being strictly achieved.

## **5. Financial**

Parks Canada has proposed to pay installation costs of the pedestrian signals, which are approximately \$150,000 per location, and is requesting the Region cover annual maintenance and operating costs of approximately \$2,000 per location per year.

## **6. Local Impact**

The requested pedestrian signals will provide a safe connection for residents and visitors to the Rouge National Urban Park and the potential to serve a broader trail network. The recommendations of this report have been shared with local municipal staff.

## 7. Conclusion

Parks Canada has requested Council approve installation of four pedestrian signals on Regional roads for the Rouge National Urban Park at their cost. Parks Canada proposes the Region cover maintenance and operating costs. Pedestrian signals provide a safe crossing and enhanced connections to trail networks for pedestrians and cyclists. The pedestrian signals have the potential to be the first part of a broader trail network vision to influence the future South York Greenway Cycling and Pedestrian Corridor. Pedestrian signals will demonstrate the Region's commitment to ensuring a positive legacy for communities. There have been instances in the past where, due to the complexity of other circumstances, staff has recommended and/or Council has directed signal crossings be installed despite the warrant not been strictly achieved.

Council has authority to approve pedestrian signals when the Traffic and Pedestrian Signal Policy precludes installation.

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For more information on this report, please contact Joseph Petrungaro, Director Roads and Traffic Operations, at 1-877-464-9675 ext. 75220. Accessible formats or communication supports are available upon request.

Recommended by: **Paul Jankowski**  
Commissioner of Transportation Services

Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

May 22, 2020  
Attachments (3)  
10638471



Dear York Region Council and Committee:

Parks Canada is pleased to provide this letter of support for the creation of four pedestrian-activated signalized crossings for Rouge National Urban Park within the Regional Municipality of York, and we are grateful for our excellent working relationship with York Region officials and staff. Please also consider this letter as a request for us to work in partnership on aspects of this project – specifically the long-term maintenance of these important community assets.

In 2012, Parks Canada began working with all levels of government, including York Region, as well as Indigenous partners and other stakeholders to establish Rouge National Urban Park in the Greater Toronto Area. With the maintenance or restoration of ecological integrity as the first priority in all aspects of the park's management, Rouge National Urban Park protects nature, culture and agriculture within its 79.1 km<sup>2</sup> study area. As one of the original partners in the creation of Rouge National Urban Park, York Region works closely and collaboratively with Parks Canada to provide services to residents and visitors in areas of jurisdictional overlap, as many park users are York Region residents.

Rouge National Urban Park welcomes thousands of area residents and visitors to the park each year through a variety of visitor service offers such as seasonal events, educational programs, a free shuttle bus, and an award-winning guided walk program. The trail system throughout Rouge National Urban Park, which is currently undergoing a significant expansion, is the park's main visitor offer and most frequently used attraction.

To this end, Parks Canada is working towards completing a park-wide trail network in Rouge National Urban Park that links Lake Ontario and the Oak Ridges Moraine – a longstanding goal of municipalities and community partners that have worked on establishing the park. This trail network is also a key aspect of the park's 10-year Management Plan that was developed with the strong participation of York Region. The safety of park users and pedestrians in York Region as they cross roads along the trail network is a vital aspect of this plan.

The trail network Parks Canada is designing for Rouge National Urban Park will allow visitors to explore the park's unique natural, cultural and agricultural landscapes. Trails will support the protection of natural, cultural and agricultural resources by selecting routes and construction methods that support ecological integrity, as well as the protection of cultural heritage.

Since the formal establishment of Rouge National Urban Park in 2015, Parks Canada has seen increasing numbers of visitors using the park's trails. In our last park survey, it was shown that 92 per cent of park visitors live less than one hour's drive away from the park, with many living in York Region. As one example, the Bob Hunter area of Rouge National Urban Park, located in York Region, sees significant daily use from local residents, with increasing visitation during special events and peak times in the fall. Park visitation is only expected to continue to grow as we work to complete the park's extensive trail network.



The creation of a 10 km section of the trail network scheduled to be completed in 2021 and located in the York Region area of the park will form a vital link from the Bob Hunter area to Boyles Cemetery and to the greater park-wide trail network. This section of trail will be multi-use and universally accessible to welcome and accommodate all types of visitors.

There are four immediate pedestrian-activated signalized road crossings that Parks Canada has identified the need for along York Region roads in order to complete trail connections, and they are as follows:

- 14<sup>th</sup> Avenue, west of York-Durham Line,
- 16<sup>th</sup> Avenue, east of Reesor Road., and
- Major Mackenzie Drive, west of Reesor Road.

The fourth road crossing in York Region is needed at York-Durham Line, north of Concession 8, for trail connectivity to the park's overall trail network. As routing is still being developed at this time for portions of this section of the trail, there may also be a potential need for one or two additional road crossings. Parks Canada is currently investigating the need for these additional road crossings and will report back to staff at York Region as soon as we have a clearer understanding of what is required.

A road crossing is also needed at Reesor Rd., north of 16<sup>th</sup> Ave., which falls under the jurisdiction of the City of Markham. Parks Canada has been in contact with Markham regarding this crossing and initial reviews indicate that they are supportive of a pedestrian-activated signal crossing at this location.

Parks Canada is also liaising with the Ministry of Transportation regarding a Highway 7 crossing, East of Reesor Rd. in the Locust Hill community. Initial discussions support a Level 2, Type B PXO pedestrian crossing approach.

It's anticipated that the new 10 km trail connection and the surrounding trail network in Rouge National Urban Park will be used by York Region residents, as well as visitors. As such, Parks Canada seeks to create these proposed pedestrian-activated signalized road crossings within York Region in partnership with the regional municipality. It is proposed that Parks Canada would pay for all of the initial capital, construction and installation costs associated with this critical infrastructure, and is seeking support from York Region to provide future servicing and maintenance requirements.

To advance this work, Parks Canada has been working with transportation engineers from WSP, an engineering consulting firm, as well as various government and regional authorities and experts, including York Region's Nelson Costa, Manager, Corridor Control and Safety. Parks Canada has been in contact with these authorities for preliminary discussions regarding options on the types of crossings to ensure pedestrian safety and that our plans align with local

Parks  
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Canada

government priorities. After many collaborative discussions and initial reviews with York Region staff, it has been determined that a pedestrian-activated signal crossing is the best type of crossing to ensure visitor safety and accessibility, and the ability to work with regional traffic monitoring requirements. Our partners within the municipality are supportive of reviewing this submission to implement these proposed signalized crossings at the locations noted above within the York Region area of Rouge National Urban Park.

Again, Parks Canada is grateful for the excellent working relationships we share with York Region officials and staff, and we're pleased to make this submission for the consideration of York Region Council and Committee. Parks Canada appreciates the opportunity to work closely with York Region to deliver these important trail connections so that local residents can enjoy and experience the best that the Rouge and its surrounding communities have to offer.

Thank you for your time and consideration of this request.

Sincerely,

Omar McDadi

Acting Field Unit Superintendent, Rouge National Urban Park

Parks Canada, Government of Canada

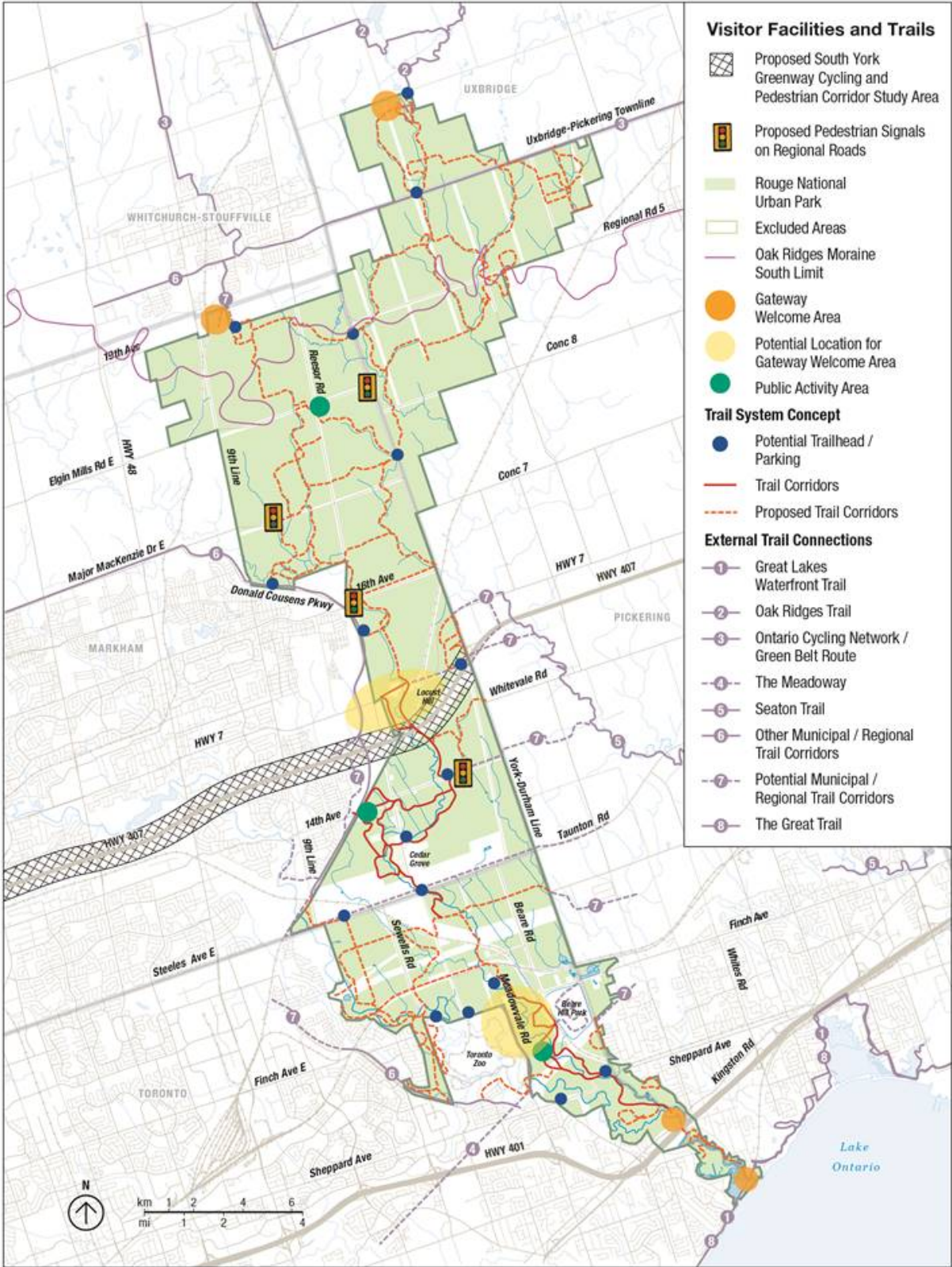
[omar.mcdadi@canada.ca](mailto:omar.mcdadi@canada.ca)

Directeur p.i., Parc urbain national de la Rouge

Parcs Canada, Gouvernement du Canada

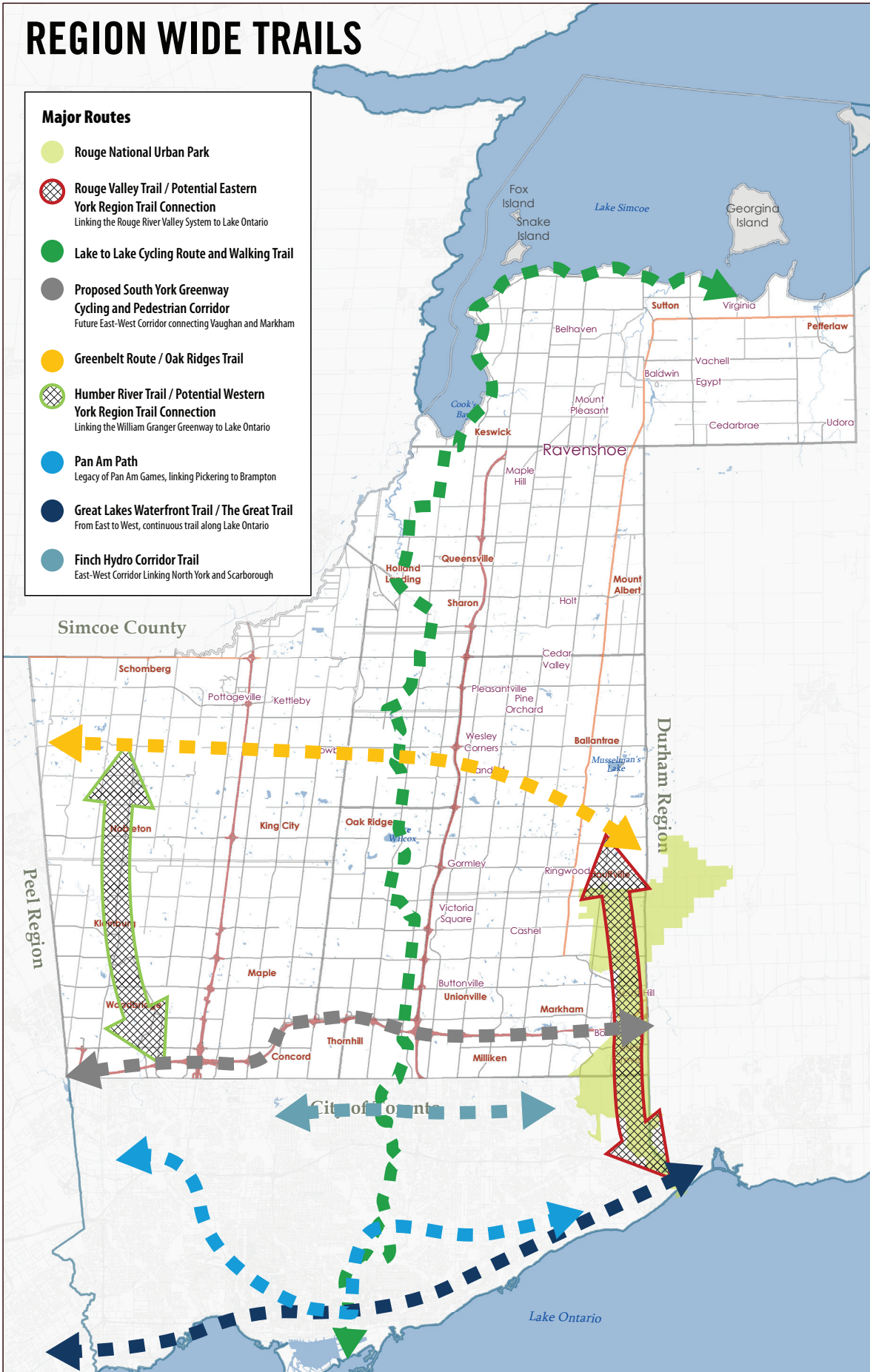


Future Trail Connections Map





## REGION WIDE TRAILS



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**From:** Switzer, Barbara on behalf of Regional Clerk  
**Sent:** Monday, June 29, 2020 1:07 PM  
**Subject:** Regional Council Decision - Water and Wastewater Communal Systems Status Report  
**Attachments:** Water and Wastewater Communal Systems Status Report.pdf

**CAUTION:** This email originated from a source outside the City of Markham. DO NOT CLICK on any links or attachments, or reply unless you recognize the sender and know the content is safe.

On June 25, 2020 Regional Council made the following decision:

1. The Regional Clerk circulate this report to the local municipalities and Ontario Minister of Environment, Conservation and Parks.

The original staff report is attached for your information.

Please contact Wendy Kemp, Director (A) Infrastructure Asset Management at 1-877-464-9675 ext.75141 or Sandra Malcic, Director, Long Range Planning at 1-877-464-9675 ext.75274 if you have any questions with respect to this matter.

Regards,

**Christopher Raynor** | Regional Clerk, Regional Clerk's Office, Corporate Services

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Our Mission: **Working together to serve our thriving communities – today and tomorrow**

# The Regional Municipality of York

Committee of the Whole  
Environmental Services  
June 11, 2020

Report of the Commissioner of Environmental Services

## Water and Wastewater Communal Systems Status Report

### 1. Recommendations

The Regional Clerk circulate this report to the local municipalities and Ontario Minister of Environment, Conservation and Parks.

### 2. Summary

This report provides Council with an update on private communal systems in York Region and associated environmental and financial risks. It identifies the need for development of Regional Official Plan policy updates related to private communal water and wastewater systems. This policy work would be completed through the Municipal Comprehensive Review process.

Key Points:

- York Region supports the goal of a sustainable Region by directing the majority of growth to fully serviced Urban Areas
- Recent changes to the Provincial Policy Statement indicate that the province is supporting communal water and wastewater systems as an appropriate form of servicing
- Private communal systems may result in public health, environmental and financial risk if not properly maintained
- Review of existing private communal systems highlights a potential financial risk to the Region
- The Region's Official Plan only permits the application of private communal water and wastewater systems to service existing communities where public health issues exist
- It is recommended that as part of the Municipal Comprehensive Review process staff develop policy options for any required updates to the current use of communal systems in York Region

### 3. Background

#### **Water and wastewater communal systems are an alternative form of servicing**

A private communal water and wastewater system is a shared service owned by private landowners, typically through a condominium corporation, whereby an environmental approval is required to provide water and/or wastewater services for multiple lots/units. Under the Provincial Policy Statement, private communal water and wastewater services are permitted for permanent multi-lot residential developments of five or more lots where no municipal services exist. Developments proposing to use communal services are encouraged by the province to locate in municipalities where there are local public authorities to assume responsibility for these services and undertake remedial action in the case of default.

#### **Municipal Responsibility Agreements help protect the environment and public health while permitting future growth in certain areas without municipal servicing**

The *Planning Act* and *Municipal Act* provide municipalities with a framework and authority to enter into Municipal Responsibility Agreements with proponents for the provision of private communal water and wastewater services for residential developments. The regulatory framework governing private communal systems is summarized in Table 1.

**Table 1**  
**Private Communal Systems Regulatory Framework**

Authority - Instrument	Communal Systems Owner	Province	Local Municipality	York Region
<i>Ontario Water Resources Act</i> - Environmental Compliance Approval	✓	✓		
<i>Planning Act</i> - Site Plan Approval	✓		✓	Commenting Agency
<i>Municipal Act</i> - Municipal Responsibility Agreements	✓			✓

The province provides specific guidance to ensure these agreements outline operational monitoring and maintenance of these systems. More importantly, provisions in the agreement must specify assumption of the communal service by the municipality in the event

of default as well as identify financial securities to be established and used in the event of system failure.

### **Payments from the system owner to a reserve fund can be used to rectify non-performance**

Payments from the system owner are contributed to a Replacement Reserve which is established by the municipality. Funds in this reserve are held by the municipality and are intended for system capital repair and replacement. In the event the municipality assumes operation of the system, these funds would help rectify deficiencies, improve system performance and comply with Ministry orders. If the cost of remediation is greater than the funds available in the reserve, the municipality may need to contribute to funding the work.

The greatest risk to public health and the environment occurs when the communal water or wastewater system malfunctions due to poor management practices and there are limited funds to remediate problems. A Municipal Responsibility Agreement, along with adequate funds, is a condition of provincial and planning approval only where the municipality agrees to take on this responsibility. By entering into an Agreement, the municipality works to manage its financial and performance risks associated with non-performance of the system owner and operator. These arrangements help alleviate risk to the environment and public health.

### **Province controls and regulates water and wastewater systems**

Private communal systems for water and wastewater are regulated by the province. Communal wastewater systems are approved through an Environmental Compliance Approval, which is obtained before final municipal planning approval is granted for a proposed residential development. The province's approval role is to ensure that a communal system is designed and constructed to service a residential population without any adverse impact to the environment or public health. The province requires the proponent to show that a Municipal Responsibility Agreement is in place as part of the complete application for the Environmental Compliance Approval. Municipalities are generally not mandated to enter into Responsibility Agreements, however it is in their best interests to help reduce risk and allow growth. It is the responsibility of the system owner to provide proper long term operation and maintenance. Should the private system not meet regulatory requirements, the province can order the municipality to assume responsibility for the failing system.

### **1994 York Region Official Plan allowed resort-recreational developments to be serviced by private communal water and wastewater systems**

Historically, in York Region small permanent and seasonal residential developments were permitted as outlined in the 1994 Regional Official Plan. The objective was to enable resort/recreational developments in Rural Areas by integrating residential and recreational components. The total number of residential units permitted for each development was based on an assessment of the site's environmental constraints and capability, impact on surrounding community, financial and economic impacts as well as ability of the owner to provide financial securities. Financial, development and Responsibility Agreements were required to provide for the private servicing infrastructure. As outlined in the 1994 Official Plan, these requirements were to protect the health and safety of residents and mitigate financial risk to the Region.

In 2004, these policies were removed from the York Region Official Plan to conform to new provincial planning direction, which no longer allowed for residential developments outside of settlement areas. The Region's Official Plan now only permits the application of new private communal water and wastewater systems to service existing communities where health issues exist due to failed individual septic systems.

### **York Region has entered into five Municipal Responsibility Agreements for private communal water and wastewater systems to date**

Table 2 details the five Municipal Responsibility Agreements the Region has entered into over the past three decades. All of these Agreements are related to resort recreational developments and were filed under the 1994 Regional Official Plan policy framework. Depending on the servicing strategy for each development, the Agreements are for combined water and wastewater systems or single services for water or wastewater. Attachment 1 provides a location map of these private systems.



**Table 2**  
**Existing Municipal Responsibility Agreements**

Systems Servicing (System Owner)	Population Served	Water System	Wastewater System	Original Executed	Municipality
King Valley Golf Club, Administrative Office and 55 Condominium Units (ClubLink)	216	✓	✓	2001	King
Emerald Hill Golf Club and 80 Condominium Units (ClubLink)	315	✓	✓	2005	Stouffville
Ballantrae Golf Club and 885 Condominium Units (Schickedanz)	1,947		✓	1999 (Restated 2020)	Stouffville
Lebovic (formerly Westhill) Golf Club and 75 Condominium units (Lebovic)	246	✓	✓	2017	Aurora
Sutton by the Lake Adult Village with 206 homes (Lake Simcoe Parklands Limited)	412	✓		1987 (Amended 2005)	Georgina

### **Regional Official Plan directs growth to Urban Areas where full municipal water and wastewater services are provided**

York Region delivers leading water and wastewater services to communities that are safe, meet or exceed regulatory compliance standards and ensure that the majority of growth can be directed to full serviced Urban Areas. Achieving complete communities on full municipal services supports the goal of a sustainable Region with careful coordination of infrastructure delivery, land use planning and financial planning. It also provides financial sustainability through a broad rate base to support adequate and ongoing investment in asset management for over \$6 billion in Regional water and wastewater infrastructure.

The 2010 [Regional Official Plan](#) provides direction on water and wastewater service delivery for development aligned with the Region's Water and Wastewater Master Plan. When development is proposed, provisions in the Official Plan coordinate servicing with land use planning approvals. Full municipal water and wastewater servicing is to be provided to accommodate growth in Urban Areas to achieve greater economies of scale.

## **Changes to the Provincial Policy Statement for servicing non-urban areas could result in additional environmental and financial burden to the Region**

As reported to Council in October 2019 the province proposed changes to Provincial Policy Statement, 2014. In February 2020, the Provincial Policy Statement, 2020 was approved and continues to identify municipal services as the preferred form of servicing settlement areas to support environmental protection and public safety. The finalized policies have also been modified to give preference to communal systems to allow increased development outside of Urban Areas. These changes indicate that if there is not adequate existing or planned nearby full servicing for a proposed development, private communal servicing may be considered as a potential solution. This solution may be appropriate for rural communities in Ontario where there may be no prospects of building municipal services but this may not be feasible within a York Region context.

## **4. Analysis**

### **Consistent performance of private communal systems is a challenge**

Owners are required to provide annual reports on the performance of their communal wastewater system to the Region, the Ministry of the Environment, Conservation and Parks as well as to the Medical Officer of Health, where applicable. Based on staff review of these annual reports and recent site inspections, there is inconsistent performance of communal wastewater systems in York Region.

In general, communal water systems in the Region have remained in compliance with most regulated parameters; any parameter exceedances have been reported with appropriate corrective action. Where possible, Region staff support these owners with technical advice and industry connections.

### **Current Official Plan policy framework addressing private communal systems should be updated**

The current Regional Official Plan directs new development to Urban Areas on the basis of full municipal services. It enables private communal systems to be considered only for existing community areas and solely where a public health issue has been identified by the Medical Officer of Health and where full municipal services cannot be provided. Public health issues arise when individual septic systems fail to provide adequate wastewater treatment due to aged systems and/or poor drainage conditions. In areas without municipal services, new developments have typically proceeded through the use of individual well and septic systems. Advancements in septic system permitting and technology have improved treatment performance in recent years.

At present, a proposed communal system would be reviewed during the planning and approval process to manage health, administrative and financial risks to the public and the Region. Suitable administrative and financial arrangements to the satisfaction of the Region and province would also be required to mitigate these risks. Regional Official Plan policies

need to be updated to provide greater guidance as to where and when a private communal system would be considered by the Region to ensure financial viability, environmental sustainability and better align with current Provincial Policy direction.

### **Jurisdictional scan indicates that Ontario municipalities typically align with the Provincial Policy Statement for wastewater communal systems with few protocols**

Staff investigated several Ontario municipalities including Peel, Durham and Simcoe to assess their planning policies, protocols and/or practices for management of large wastewater communal systems. Based on this recent review, the majority of municipalities' official plan policies align with the Provincial Policy Statement, but have little guidance or direction in terms of protocols and practices for maintenance, remediation and study requirements to construct a communal system. Although private communal systems exist in jurisdictions throughout Ontario, of the nine municipalities surveyed, eight are not supportive of these systems due to potential public health, environmental and financial risks. In cases with no prospects of building municipal services rural municipalities outside of York Region are showing interest in pursuing private communal systems to service rural settlement areas including villages and hamlet.

### **York Region requires updated policies and protocols to consider private communal systems as an acceptable form of servicing**

Regional Official Plan Municipal Comprehensive Review process is currently underway. As part of this review, staff will be exploring a more rigorous policy framework for private communal systems. The purpose is to ensure associated health, environmental and financial risks are appropriately managed. Clear criteria will be established for suitable application of these systems as well as examination of financial, technical, operational and environmental impacts and long term suitability of these systems. Conditions for new Municipal Responsibility Agreements will be assessed (eg. protocols for effective long term operation). Clarity on the role for communal systems would be incorporated into the Municipal Comprehensive Review process to align population and employment population forecasts associated with provincial Growth Plan targets.

### **Analysis will identify appropriate use and location for private communal systems**

The 1994 Official Plan resort-recreational policies provide a starting point for new policy development in addition to jurisdictional scan results. Previous Official Plan policies contained servicing and financial details required in a servicing justification report and in a Municipal Responsibility Agreement. Asset management planning has been identified as one area needing improved measures in future Agreements. This material and other information will be considered in an effort to protect the environment, health and safety of residents and mitigate financial risk to the Region.

Limitations under Regional and Provincial Policy frameworks and many overlapping Provincial Policy regimes, including the *Oak Ridges Moraine Act*, *Greenbelt Act* and *Lake*

*Simcoe Protection Plan Act*, affect expansion of municipal services into rural areas or limit new wastewater treatment systems. In addition, 'urban-like' densities, with more than 50 persons and jobs per hectare, are generally not permissible in rural areas. This may constrain the financial sustainability of communal systems due to the small user rate base. While work will be done to update regional policies as part of the Municipal Comprehensive Review, it is anticipated that there will be limited areas for application of private communal systems.

### **Initiative supports strategic goal of Vision 2051 and Strategic Plan**

Official Plan updates will help to continue alignment of this work with Vision 2051 goals of complete communities and resilience of the natural environment, and the 2019 to 2023 Strategic Plan priority of building sustainable communities and protecting the environment.

## **5. Financial**

### **Existing Replacement Reserve Funds are currently held by the Region for most communal systems**

Capital Replacement Reserve Fund contributions are made by system owners based on lifecycle and condition assessments of the works captured under the Municipal Responsibility Agreement. These funds are intended to give assurance, should the Region be required to assume operation due to poor performance. Should remediation be required earlier than expected, there is risk to the Region. Preventative measures are necessary to ensure proper asset management and to reduce the likelihood of premature infrastructure failure. Reserve fund adequacy becomes increasingly concerning if remediation is required to meet compliance before anticipated end of life, resulting in a reserve fund shortfall.

Although Capital Replacement Reserve Funds were mandated for most of the Agreements, the Region is currently working with system owners to ensure contributions are made based on the terms of the Agreement.

### **Province ordered the Region to assume ownership of failed private communal water system in Ansnorveldt in 2000**

The province has previously exercised their authority to govern private communal systems. In 2000, the province ordered the Region to assume operation and control of the Ansnorveldt drinking water supply after the system owners were unable to rectify deficiencies, resulting in a boil water advisory. At the time, it was a privately owned communal water system serving approximately 50 homes, a church, library and a school. Land acquisition and remedial work amounted to approximately \$400,000. Subsequently these funds were recovered from the residents that benefited from the private water system in the Ansnorveldt community. The Region currently owns and operates the Ansnorveldt drinking water system and assumes financial liability through water rates.

This previous experience will help inform the framework for entering into any new agreement for Communal Systems along with suitable financial terms in the Municipal Responsibility Agreements. The cost to develop and bring forward new Official Plan policies on communal systems is included in existing budgets for Environmental Services and Corporate Planning.

## 6. Local Impact

Local municipalities are the governing authority on the planning process enabling private communal systems for new residential developments outside of municipal servicing areas. Local municipal official plans and secondary plans provide detailed land use planning direction in accordance with the Regional Official Plan. Through the Regional Municipal Comprehensive Review, policy and protocol options for communal servicing will be undertaken in collaboration with local municipalities. Local official plans are required to be in conformity with the updated Regional Official Plan. Requirements for a developer to enter into a Municipal Responsibility Agreement with the Region would be administered through the local planning process as a condition of approval for the development. As the Region has responsibility for water production, treatment and storage, stipulated in the *Municipal Act*, the Region is responsible for the long term viability of these private communal systems through Regional oversight and preventative assurances through the Agreements.

## 7. Conclusion

York Region supports the goal of a sustainable Region by directing the majority of growth to fully serviced Urban Areas. With recent changes to the Provincial Policy Statement to support private communal water and wastewater systems, there is an increased need to be clear on when the Region would enter into a Municipal Responsibility Agreement. Consideration for allowing private communal systems for new developments outside of Urban Areas would require proper oversight and controls to ensure public health, environmental protection, and effective risk management for the Region. Staff will be conducting a review of policy and protocol options to provide policy direction in the Regional Official Plan for clearer management of these systems. This work will be based on prior policies in a previous Regional Official Plan as well as a best practices jurisdictional scan.

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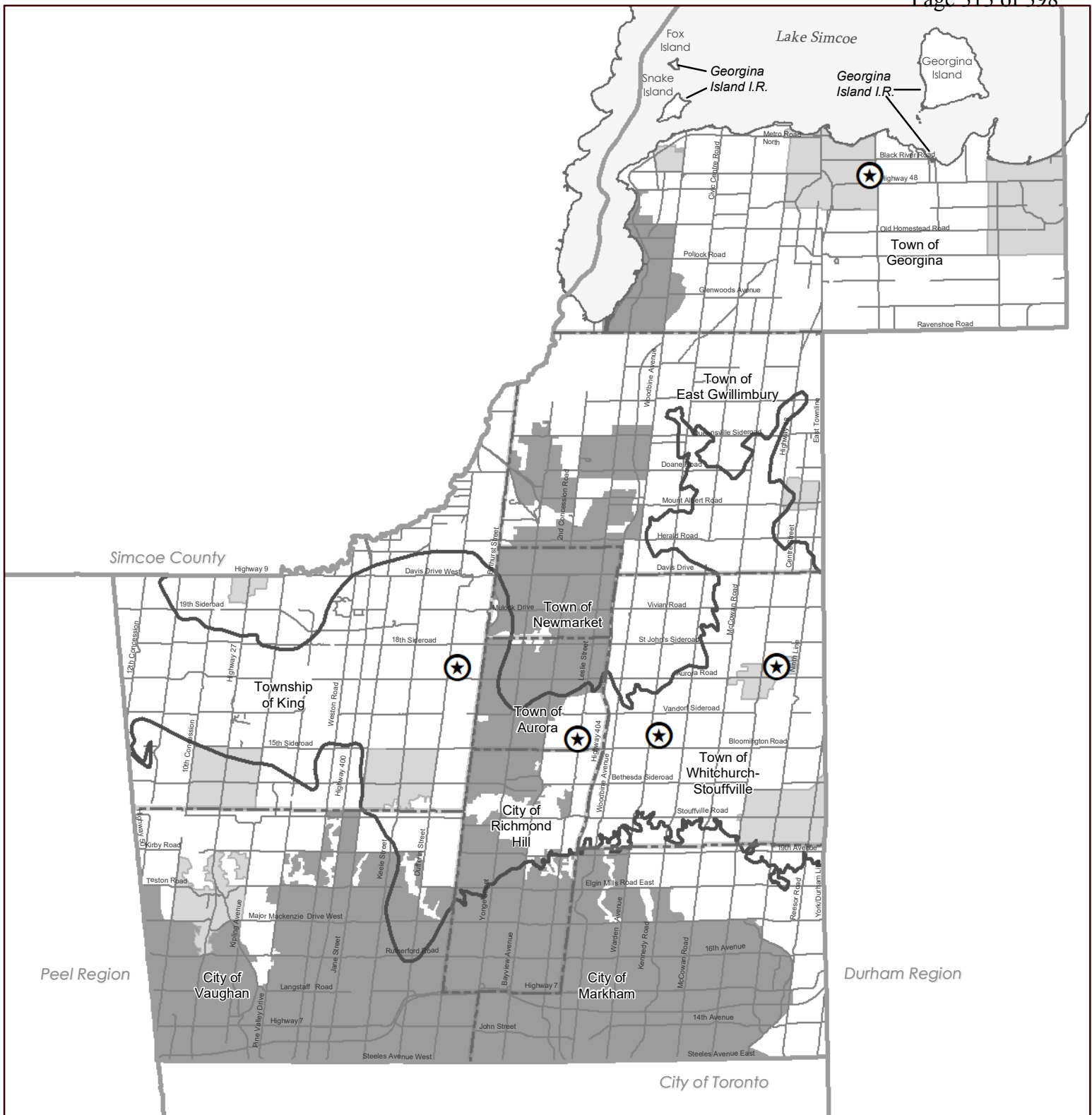
For more information on this report, please contact Wendy Kemp, Director (A) Infrastructure Asset Management at 1-877-464-9675 ext.75141 and Sandra Malcic, Director, Long Range Planning at 1-877-464-9675 ext.75274. Accessible formats or communication supports are available upon request.

Recommended by: **Erin Mahoney, M. Eng.**  
Commissioner of Environmental Services

Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

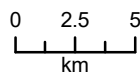
May 22, 2020  
Attachments (1)  
#10510651





## Regional Structure

### Water and Wastewater Communal Systems Status Report June 11, 2020



Produced by:  
The Regional Municipality of York  
IAM Branch, Environmental Services Department  
May 2020  
Data: Queen's Printer for Ontario 2003-2020



Private System



Urban Area



Towns and Villages



Oak Ridges Moraine Boundary

## BOX GROVE COMMUNITY CENTRE BOARD

### Meeting Minutes – FEB 24<sup>TH</sup>, 2020

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#### **Attendees:**

Board Members - Jeremiah Vijeyaratnam – Chair  
 Mike Hannikainen – Treasurer  
 Alia Khan – Recording Secretary  
 Nimisha Patel, Ismail Bhayat, Killi Chelliah, Kevin Wong,  
 Angelica Gutierrez

City of Markham – Shawn Hermans

Rental Manager – Shahab Shaikh

#### **Regrets:**

Amber D'Aguiar, Ward 7 Councillor – Khalid Usman

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**Call to Order:** 7:37 pm

**Roll Call:** see list above

- **Action: Shawn to reach out to Amber regarding attendance**

#### **Approval of Minutes**

- Corrections to last meeting's minutes: Zumba will be paid rental (start March 2<sup>nd</sup>, every Monday, 8-9pm)
- Minutes approved

#### **Open Issues**

##### **a) Treasurer's Update/Report**

- Filed all necessary documents with City of Markham
- BGCC received \$3000 for 2019 and \$3000 for 2020 from City to be used toward community centre -> engagement, maintenance, etc.
  - Takes 2 months to come through after application filed (applied in Jan 2020)
- **Action: have goals of community centre as standing item in agenda every month**
- **Action: Mike will create chart of cheques to be received every quarter from regular renters**

## BOX GROVE COMMUNITY CENTRE BOARD

### Meeting Minutes – FEB 24<sup>TH</sup>, 2020

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#### b) Cleaning Service Review

- Supreme Cleaning has changed cleaning team and work is better
- Jason (Capital Assets – City of Markham) has suggested we use City vendors
  - Alex from National Cleaning, a City vendor, came to look around and will give quote
  - **Action: Shahab will let Board know quotes from City vendors**
- Board agreed to stay with Supreme Cleaning until closure for renovations (May 31<sup>st</sup>, 2020)

#### c) Website Update

- Issue: we have no control over website currently because we handed it over to Robotics group to create
- **Action: Ismail will gain access to hosting so we have control over website, Ismail will communicate with Robotics group**
- Board needs to reimburse Robotics group for money spent by them
- **Action: Jeremiah to contact Robotics group and ask them to submit invoice (parameters set for what work was done)**

#### d) Zumba Class

- Starts Monday March 2<sup>nd</sup>, 8-9pm, \$15/hour cost to users
  - 10 people have already signed up
  - **Action: Nimisha will send flyer to Board to share and circulate with other community groups and members**

#### e) Renter's Stamp

- Stamp (sample emailed to Board by Kevin) will cost \$45
  - **Action: Kevin will order stamp and give to Shahab**

#### f) Lights and Camera

- Ring doorbell is an option to track what time renters arrive and leave
- Lock box is an option to use as a place to leave key for renter and they can pick and drop key from there
- **Action: Ismail, Kevin, Killi to discuss options**
- **Action: Shawn to ask City security if Board can invest in surveillance**

## BOX GROVE COMMUNITY CENTRE BOARD

### Meeting Minutes – FEB 24<sup>TH</sup>, 2020

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#### g) Window Cleaning

- There are City vendors that we can use for window cleaning
- Shahab has called one of them to get a quote (Rain or Shine Window Cleaning)
  - **Action: Shahab will share with Board when quote received**

#### h) Blinds

- Board will consider installing blinds after renovations complete
- Come back to this in May 2020 meeting
  - **Action: Alia & Angelica will look at options for blinds**
  - **Action: Shahab will send measurements to Alia & Angelica**

#### i) Rental Manager's Update

- Hyderabad Seniors Group
  - They have agreed to offer from Board and will sign contract in next couple of days
- Other rentals are going fine; have made bookings until end of May
- Jeremiah commented that he notices that parties with alcohol allowance, leave bottles and cigarette buds outside in front of centre
  - This makes the centre look messy and unkept, also potentially hazardous for kids that play in the park and surrounding area
  - Shawn said City operations department will post NO SMOKING sign, and where smoking is allowed (9 meters away from entrance)
  - Good idea to remind renters about this when signing contract that alcohol cannot be consumed outside
    - Verbal and written reminders (i.e. highlight on contract and ask renters to initial)

#### j) Shawn's Update

- Capital Projects: met with Colby and identified all additional projects (see attachment)
  - Project process has begun
  - Colby has suggested 4 months timeline should be enough, but Board may want to consider closing in October 2020 as well
  - May 31<sup>st</sup>, 2020 is the last day centre will be open
  - June 1<sup>st</sup>, 2020 work will start on renovations
  - Shawn suggested June 1 – Oct 31, 2020 closure
  - Board agreed to close for these 4 months

## BOX GROVE COMMUNITY CENTRE BOARD

### Meeting Minutes – FEB 24<sup>TH</sup>, 2020

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- Ismail made suggestion in meeting with Colby to get a quote to see if basement could be renovated and then used as rental space
    - Shawn said this may not be a viable option due to all the constraints, rules/regulations about using that space
- Letter to Users: Board needs to send letter to current renters re: closure
  - **Action: Angelica to draft letter to send to Board for approval**
  - **Action: Jeremiah to follow up on Vini's rental for June 2020**
- Dance Program: there are 3 programs running with 15 kids in each one; 3 staff members, program runs till end of May 2020
- Robotics Complaint: complaint made about loss of Monday space for Robotics due to start of dance program
  - Shawn explained that dance program is happening now in that time slot
  - Robotics Group's parent representative felt there was an issue with the pick up/drop off of centre keys
  - Shawn felt maybe she, and others, need to be reminded of rules
  - Maybe keys shouldn't be dropped off at people's homes
  - Nimisha stated the difficulties this renter has caused
  - Jeremiah told Nimisha that we (the Board) are all sorry that this happened to her
  - Jeremiah has now taken centre key from Robotics Group
    - He suggested maybe we need a 2<sup>nd</sup> key, but after some discussion, it was decided no need
  - A possible solution is a lock box on the centre door so renter can take key when they arrive and leave key in box when they finish
    - **Action: Killi will get us a lock box (1075)**
  - Killi and Ismail suggest that a new parent representative interface with Board representative
  - Nimisha wants to recuse herself from interfacing with the Robotics Group going further
  - Due to issues with the Robotics Group using centre, Board decided to honour dates as follows: Tues Feb 25, 4-7pm and Thurs Feb 27, 4-7pm
    - Robotics Group will be allowed to use centre (as unpaid rental) for these dates only
    - Board will not be allowing anymore free days for Robotics Group going forward
    - After Feb 27<sup>th</sup>, 2020, if the Robotics Group wants to use centre, they have to pay for rentals
    - Board will also request another parent representative for Robotics Group

BOX GROVE COMMUNITY CENTRE BOARD  
Meeting Minutes – FEB 24<sup>TH</sup>, 2020

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- Angelica suggested that Robotics Group should not be given any rentals at all after honoured dates due to poor behavior
- **Action: Jeremiah to verbally let Robotics Group know:**
  1. Feb 27, 2020 is last day for free rental
  2. If they want future days/times, they have to complete application form
  3. Future rentals will be paid
- **Action: Kevin and Angelica to draft letter (with Nimisha and Jeremiah's input) to Robotics Group explaining the above and other stipulations for future rentals; email to Board for approval no later than March 5, 2020**
- **Action: once letter is approved, Jeremiah to email letter to Robotics Group immediately**
- **Action: Board will review application form submitted by Robotics Group**

### **New Business**

- April 4<sup>th</sup> booking
  - Resident wanted to book this date, which was available, but she didn't sign contract immediately to secure date/time
  - A new booking was made in the meantime and first person lost their date/time
  - She was upset and spoke to Jeremiah about what happened
  - Board agreed that if contract not signed, then booking not confirmed
- No meeting in March 2020, next meeting in April 2020

**Adjournment: 9:59pm**

**Next meeting: April 20, 2020, 7:30pm @ Community Office, Aaniin CC**





**Zoom Meeting**

## **Unionville BIA**

**Date: Wednesday, July 8th, 2020**

BIA BOARD MEMBERS	In Attendance	Regrets
Deputy Mayor Don Hamilton	Yes	
Councillor Reid McAlpine	Yes	
Niina Felushko	Yes	
Natasha Usher	Yes	
Shibani Sahney	Yes	
Rob Kadlovski	No	
Roger Kanda	No	
Tony Lamanna	Yes	
Sylvia Morris	Yes	
Sarah Iles	Yes	

**Executive Director:** Sara Sterling

**Guest :** Vivian Risi (Landlord 161 Main Street)

**Call to order** by Chair Niina Felushko - At 10:08 am

### **Approval of Agenda**

Motion by Councillor Reid McAlpine

Seconded by Sylvia Morris

All in favour

### **Approval of June Minutes**

Motion by Sarah Iles

Seconded by Sylvia Morris

All in favour

### **Financial Updates by Chair Niina Felushko**

For the month of June our main expenditure were the banners and regular expense. Regarding adding Shibani as another signing authority with TD Bank we got a reduction of \$50 to the cost of adding another signature. June financials will be available in our next meeting.



### **Approval of June Financials**

Next month's meeting

### **Disclosure of Pecuniary Interest**

There was no disclosure of Pecuniary Interest

### **City Update: Councillor Reid McAlpine**

The new development plan for Markham Centre shows a bright future for Markham and Unionville. People are encouraged to visit the website [www.markham.ca](http://www.markham.ca) to participate in this visionary plan. The first phase will be a residential building on 28 Main Street and Enterprise Blvd on the northwest corner with 47 stories. The second phase will be proposing 42 stories. For Unionville this means that approximately 1200 new customers will be visiting. This is still controversial as many do not want 47 stories, so it may or may not be approved. There will also be two more developments near the GO station. Another 47 story building has been proposed near Sheridan Nurseries.

### **Main Street Unionville Commercial Core Streetscape Master Plan: Counsellor Reid McAlpine**

The Streetscape Master Plan initially started in 2013. There are two key pieces - the layout of the street and the materials to be used. The boulevard on the east side would be a bit wider as opposed to the west side as it is now. We could also shift the parking to the east side instead of the west side, if we decide to allow parking again. Lamp Posts will be replaced with more modern looking ones, and wooden posts removed. We also plan to put more trees.

Part of the proposal is to use upgraded materials which almost doubles the \$2million cost to \$4million, this is what is being recommended and has been supported all along at public hearings and meetings.

Given COVID-19, the City could have a deficit of approximately \$10-27million. Given that, the streetscape plan may be delayed a year or two.

**Motion: That the Board of Management of the Unionville Business Improvement Area supports the Modified Concept #2 recommended in the Main Street Unionville Commercial Core Streetscape Master Plan 2020 Final Study Report,**

**And further that the UBIA board supports Approach B -- Enhanced Materials outlined in the Report,**

**And also that the board believes that Modified Concept #2 and Approach B will enhance the retail and pedestrian experience, improving Unionville's position as**



**a retail, dining and tourism destination and so supporting the viability of businesses on the street.**

Motion by Councillor Reid McAlpine

Seconded by Sylvia Morris

All in favour

**Parked Item:** Tony Lamanna is concerned about the parking on the east side eventually. He recognized the importance of keeping this as a parked item for the future.

#### **Executive Director Update: Sara Sterling**

**Government visits:** The Minister of Finance Rod Philip visited along with Billy Pang's office staff. They stopped by at Unionville Arms and Eyes on Unionville. They talked about the economic recovery. The visit of the Minister for Tourism got cancelled last week.

**Media:** Sara was interviewed by the Economist and Sun. They were featured on the front cover of the newspaper with article inside. Great to have coverage!

**Patio expansions:** Espresso 21 and La Grotta received their approval to extend their patios. Starbucks, Unionville Arms and Chat Bar are waiting for their approval to arrive. The patios will be extended until the end of October. Something cement like or a flat barrel will be placed for safety.

**Destination Markham:** We can apply for funding for recovery. We are proposing to request \$1500 from Destination Markham to pay for a wayfinding sign on Highway 404 going North when a spot becomes available. We are first on waiting list. Destination Markham is still sorting out their application process.

**Banners:** Our new banners are up. We ordered a plaque to recognize the students for the work that they put in.

**Shirt program:** The Unionville T-shirt Program website has been launched and we have already sold 13! We continue to push in newsletters and on social media. Great to partner with MSHF on this one.

**Marriott program:** 12 stores & restaurants have joined the Marriott program – when someone checks in at the hotel they are given a voucher for 15% off at any of those spots on Main St. Hopefully this will help drive tourists to the street.

**Digital Main Street and ShopHere:** DMS is reinstating their program from last year. Only 10 people took advantage of it last year, but it was holiday time so we think we can get more this time. We will get Christine on board again this year to help engage the businesses.

#### **New items:**

**Fire trucks:** Tony Lamanna asked if we could request the fire trucks not come up and down the street anymore. Councillor McAlpine contacted the Acting Chief that day and the driving up and down will cease.



**Restaurant parking:** Tony Lamanna asked if there could be more flexibility with regards to the number of parking spots needed for restaurants to open on the street as it is hindering some new businesses opening. Councillor McAlpine agreed and suggested we form a subcommittee on this. Sara will send a note to get committee started.

**ByLaws:** Sara will be walking the street with ByLaws Director soon to discuss issues. One example is the Tatoo sign which has been taken down to be revised. All stores should have a permit.

**Welcome package:** Chair Niina Felushko suggested that when a new tenant comes to the street we should offer them a welcome package which tells them what guidelines to adhere to while doing business on the street and all the bylaws and rules.

**Masks:** York Region votes this week on mandatory masks. **Update:** vote passed, masks are now mandatory in all indoor locations as of July 17 2020.

**Meeting adjourned:** at 11:36 am  
Motion by Chair Niina Felushko  
Seconded by Shibani Sahney  
All in favour

**Next Meetings:**  
Wednesday, August 12th, 2020 at 10am  
Wednesday, September 9th, 2020 at 10am



Report to: General Committee

Meeting Date: September 8, 2020

**SUBJECT:** Cancellation, Reduction, or Refund of Taxes under Sections 357 and 358 of the *Municipal Act, 2001*

**PREPARED BY:** Shane Manson, Senior Manager, Revenue & Property Tax

**RECOMMENDATION:**

1. That the Report for the Cancellation, Reduction or Refund of Taxes under Sections 357 and 358 of the *Municipal Act, 2001* be received; and,
2. That taxes totalling approximately \$1,165,931 be adjusted under Section 357 and 358 of the *Municipal Act, 2001* of which the City's portion is estimated to be \$182,589; and,
3. That the associated interest be cancelled in proportion to the tax adjustments; and,
4. That the Treasurer be directed to adjust the Collector's Roll accordingly; and,
5. That staff be authorized and directed to do all things necessary to give effect to this resolution.

**PURPOSE:**

The purpose of this report is to authorize the Treasurer to adjust the Collector's Roll under Section 357 and 358 of the *Municipal Act, 2001 (The Act)*.

**BACKGROUND:**

Sections 357 and 358 of *The Act* allows for the reduction, cancellation or refund of taxes. Section 357 subsection (1) states that: upon application to the Treasurer of a local municipality, the local municipality may cancel, reduce or refund all or part of taxes levied on land in the year in respect of which the application is made if:

- a. if a property or portion of a property is eligible to be reclassified in a different class of property, and that class has a lower tax ratio for the taxation year than the class the property or portion of the property was in before the change, and if no supplementary assessment is made in respect of the change under subsection 34(2) of the *Assessment Act*;
- b. property that has become vacant land or excess land during the year;
- c. property that has become exempt from taxation during the year;
- d. building that during the year was razed by fire, demolition or otherwise, or was damaged by fire, demolition or otherwise so as to render it substantially unusable for the purposes for which it was used immediately prior to the damage;
- d.1. person who was unable to pay taxes because of sickness or extreme poverty;
- e. mobile unit that was removed from the land during the year;

- 
- f. property overcharged by reason of any gross or manifest error that is a clerical error, the transposition of figures, a typographical error or similar type of error, but not an error in judgment in making the assessment upon which the taxes have been levied; or
  - g. in respect of a property which by reason of repairs or renovations could not be used for its normal use for a period of at least three months during the year.

Pursuant to Section 357 subsection (3), an application must be filed with the Treasurer on or before the last day of February of the year following the year in respect of which the application is made.

Pursuant to Section 358 subsection (3), an application must be filed with the Treasurer between March 1 and December 31 of a year and may apply to taxes levied for one or both of the two years preceding the year in which the application is made and the application shall indicate to which year or years it applies. This section permits applications for tax adjustment, related to taxes levied in each or either of the two years preceding the year in which the application is made, by owners who are overcharged by reason of any gross or manifest error in the preparation of the assessment roll by the Municipal Property Assessment Corporation (MPAC) that was factual in nature. This may include, but is not limited to; clerical errors, the transposition of figure or typographical errors, but not an error in judgment in making the assessment upon which the taxes have been levied.

#### **OPTIONS/ DISCUSSION:**

In accordance with *The Act*, the notices of hearing for the properties listed in Appendix B, were mailed to the applicants fourteen days before the date of which the applications are heard. The notices for these properties were mailed to applicants on September 4, 2020.

The schedules attached identify the associated year of taxation, the assessment roll number of each property, the reason for the tax appeal, the resulting tax adjustment along with the proportionate share for the City, Region, and School Board. There are four (4) primary reasons for a property tax appeal application to be filed:

1. Razed by Fire / Demolition / Pool Removal: representing properties that have experience a structural fire, structural demolition or a pool removal. All such applications include a copy of the applicable permit and associated documentation.
2. Became Exempt: representing properties that were assessed on the assessment roll as taxable, but became exempt from taxation during the year;
3. Gross or Manifest Error: representing properties that require the property assessment to be amended due to errors identified in the overall valuation of the property.
4. Change in Tax Class: representing properties that were assessed on the assessment roll as one tax class, but became eligible to be reclassified into a different property during the year.

Applications received by the City are sent to MPAC for review and are returned with either a recommendation for tax adjustment or with no recommendation; which results in no associated tax adjustment. Applications that receive this type of recommendation indicate that the tax appeal does not meet the specified criteria under *The Act*. These applications have been reviewed and it was determined that they are not eligible for relief. There was six (6) applications that were returned with a no recommendation, and therefore have no associated tax adjustment.

Of the 42 properties receiving tax adjustments totalling \$1,165,931, 90.1% or \$1,050,060 is attributable to one property described below.

1. 1936 020 121 17000 (4350 Steeles Avenue)

This commercial property located on the northeast corner of Steeles Avenue East and Kennedy Road and directly adjacent to Pacific Mall was demolished. The demolition of the structures was completed in 2018 and the property owner filed a tax appeal application to have the property taxes amended for the 2018 and 2019 taxation years. The resulting total tax adjustment is \$1,050,060, of which the City's proportionate share is \$143,370.

## FINANCIAL CONSIDERATIONS

As illustrated in figure 1 below, Markham's portion of the total tax adjustments is \$182,589. The remaining proportionate amounts noted in figure 1 below will be charged back accordingly to the levying bodies.

<b>Figure 1: Tax Adjustments by Levying Body</b>	
City of Markham	\$182,589
Region of York	\$339,667
Province of Ontario ( <i>Education</i> )	\$643,137
Unionville BIA	\$538
<b>Total Tax Adjustment</b>	<b>\$1,165,931</b>

The City of Markham annually budgets for property tax adjustments, which come as a result of assessment appeals and from tax appeals filed under Section 357 and 358 of the *Municipal Act, 2001*. The 2020 property tax adjustment budget is \$1,300,000 which will fund the City's portion of the total tax adjustments noted in figure 1 above. The remaining property tax adjustment budget will fund other tax adjustments received throughout 2020.

Staff anticipate the property tax adjustment budget will be in a favourable position at year-end as a result of the current COVID-19 situation and the delays experienced by both the Assessment Review Board (ARB) and the Municipal Property Assessment Corporation (MPAC) during the provincial emergency closure period. Staff will report back with additional details through the year-end results of operations report.



**HUMAN RESOURCES CONSIDERATIONS**

Not applicable

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

Not applicable

**BUSINESS UNITS CONSULTED AND AFFECTED:**

Not applicable

**RECOMMENDED BY:**

Joel Lustiq  
Treasurer

Trinela Cane  
Commissioner, Corporate Services

**ATTACHMENTS:**

Appendix A – Tax Adjustments under Section 357 and 358 of the *Municipal Act, 2001*

Appendix B – Tax Adjustments Detailed List

**APPENDIX A**Tax Adjustments under Section 357 and 358 of the *Municipal Act, 2001*

April 6, 2020 - General Committee Meeting

Report Total

<b>Appeal Reason</b>	<b>Total Adjusted Amount</b>	<b>City Adjusted</b>	<b>Appeal Count</b>
Razed by Fire / Demolition / Pool Removal	\$1,121,184	\$155,481	27
Gross or Manifest Error	\$28,215	\$6,714	10
Became Exempt	\$14,463	\$1,911	3
Tax Class Change	\$2,069	\$678	2
<b>Total</b>	<b>\$1,165,931</b>	<b>\$164,784</b>	<b>42</b>

**APPENDIX B**

Tax Adjustments under Section 357 & Section 358 of the *Municipal Act, 2001*  
Tax Adjustments Detailed List

<b>TAX APPEALS: SECTION 357 - RESIDENTIAL</b>					
<b>Tax Year</b>	<b>Application</b>	<b>Roll Number</b>	<b>Property Address</b>	<b>Appeal Reason</b>	<b>Amount</b>
2019	4845	36-01-0-010-37000	46 Woodward Ave	Demolition	\$212
2020	4860	36-01-0-023-17400	44 Sprucewood Dr.	Gross Manifest Error	\$346
2020	4854	36-01-0-030-23800	45 John St.	Razed By Fire	\$1,684
2020	4862	36-01-0-030-89000	32 Colborne St.	Razed By Fire	\$2,777
2019	4817	36-01-0-071-45020	7 Whitelaw Crt.	Demolition	\$1,981
2019	4806	36-02-0-136-97042	22 Schooner Crt.	Razed By Fire	\$2,112
2017	4594	36-02-0-137-65600	28 Blencathra Hill	Gross Manifest Error	\$9,796
2019	4818	36-02-0-153-79100	2755 Elgin Mills Rd E.	Demolition	\$3,748
2019	4848	36-02-0-154-55000	2968 Elgin Mills Rd E.	Demolition	\$258
2019	4830	36-02-0-160-00765	12 Boynton Cir	Demolition	\$6,473
2018	4822	36-03-0-211-26250	10 Galbraith Cres.	Razed By Fire	\$51
2019	4823	36-03-0-211-26250	10 Galbraith Cres.	Razed By Fire	\$457
2019	4835	36-03-0-225-52904	5 Houndsbrook Cres.	Pool Removal / Fill-in	\$156
2020	4838	36-03-0-225-52904	5 Houndsbrook Cres.	Pool Removal / Fill-in	\$276
2020	4858	36-03-0-231-95116	121 Bur Oak Ave	Razed By Fire	\$715
2020	4857	36-04-0-300-14500	26 Hawkrige Ave	Demolition	\$483
2019	4814	36-04-0-330-22200	30 B Rouge St.	Demolition	\$2,267
2019	4820	36-04-0-351-32228	17 Sir Pellias Terr.	Razed By Fire	\$84
2019	4808	36-04-0-360-82800	8 Thomas Kinnear Court	Pool Removal / Fill-in	\$374
<b>Total S.357 Residential</b>				<b>19 Appeals</b>	<b>\$34,250</b>

TAX APPEALS: SECTION 357 - NON-RESIDENTIAL					
Tax Year	Application	Roll Number	Property Address	Appeal Reason	Amount
2019	4813	36-01-0-022-00921	7181 Yonge St 115	Gross Manifest Error	\$715
2019	4850	36-02-0-113-03190	8330 Woodbine Ave	Demolition	\$42,350
2018	4866	36-02-0-121-17000	4350 Steeles Ave E.	Demolition	\$263,018
2019	4780	36-02-0-121-17000	4350 Steeles Ave E.	Demolition	\$787,042
2019	4846	36-02-0-123-14616	151 Bentley St 3	Became Exempt	\$4,059
2019	4847	36-02-0-123-14617	151 Bentley St 4	Became Exempt	\$4,059
2019	4804	36-02-0-180-71200	206 Main St	Demolition	\$2,724
2019	4799	36-03-0-258-05820	2758 Bur Oak Ave	Gross Manifest Error	\$849
2019	4816	36-04-0-340-79100	6080 Hwy 7	Razed By Fire	\$707
2019	4810	36-04-0-340-97500	3 Wootten Way North	Became Exempt	\$6,345
<b>Total S.357 Non-Residential</b>				<b>10 Appeals</b>	<b>\$1,111,868</b>

TAX APPEALS: SECTION 358 - RESIDENTIAL					
Tax Year	Application	Roll Number	Property Address	Appeal Reason	Total
2017	4826	36-02-0-111-97107	7825 Bayview Ave 1507	Gross Manifest Error	\$77
2018	4827	36-02-0-111-97107	7825 Bayview Ave 1507	Gross Manifest Error	\$146
2017	4832	36-02-0-140-02367	18 Uptown Dr. Ph19	Gross Manifest Error	\$14,914
2018	4852	36-02-0-141-04716	61 Liebeck Cres.	Gross Manifest Error	\$114
2019	4853	36-02-0-141-04716	61 Liebeck Cres.	Pool Removal / Fill-in	\$163
2019	4833	36-03-0-239-01584	26 Cobbler Cres.	Pool Removal / Fill-in	\$262
2020	4834	36-03-0-239-01584	26 Cobbler Cres.	Pool Removal / Fill-in	\$270
2018	4824	36-04-0-272-09200	54 Raymerville Dr.	Pool Removal / Fill-in	\$265
2019	4825	36-04-0-272-09200	54 Raymerville Dr.	Pool Removal / Fill-in	\$275
2018	4836	36-04-0-272-13045	50 Snider Dr.	Tax Class Change	\$1,017
2019	4837	36-04-0-272-13045	50 Snider Dr.	Tax Class Change	\$1,052
2018	4842	36-04-0-360-82800	8 Thomas Kinnear Court	Gross Manifest Error	\$363
<b>Total S.358 -Residential</b>				<b>12 Appeals</b>	<b>\$18,918</b>

TAX APPEALS: SECTION 358 – NON - RESIDENTIAL					
Tax Year	Application	Roll Number	Property Address	Appeal Reason	Total
2018	4812	36-01-0-022-00921	7181 Yonge St 115	Gross Manifest Error	\$895
<b>Total S.358 - Non- Residential</b>				<b>1 Appeal</b>	<b>\$895</b>

<b>GRAND TOTAL ( SECTION 357 AND 358)</b>				<b>42 Appeals</b>	<b>\$1,165,931</b>
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Report to: General Committee

Meeting Date: September 8, 2020

**SUBJECT:** Staff Awarded Contracts for the Months of June, July and August 2020

**PREPARED BY:** Alex Moore, Ext 4711

### RECOMMENDATION:

1. THAT the report entitled “Staff Awarded Contracts for the Months of June, July and August 2020” be received; and
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution

### PURPOSE:

Pursuant to Part III section 15 of the Procurement Bylaw (No. 2017-8), passed by Council on March 21, 2017, a report shall be submitted to Council on a monthly basis to advise of awarded contracts greater than \$50,000.

This report advises Council of all contracts, awarded by the Chief Administrative Officer or Commissioners, or Directors with a total cost exceeding \$50,000 for the months of June, July and August 2020.

### BACKGROUND:

The Procurement Bylaw delegates authority to staff to award contracts if the contract award meets specific criteria. The following chart outlines the contract award approval authority:

Dollar threshold	Within Criteria*	Outside Criteria*
\$50,000 or greater, but less than \$100,000	Director	Commissioner
\$100,000 or greater, but less than \$350,000	Commissioner	CAO
\$350,000 or greater	CAO	Council

\* If one (1) of the below noted criteria is not met then the contract award is identified as outside criteria and the approval authority.

- The Contract Award is to the lowest priced or highest ranked (as applicable), compliant Bidder
- The expenses relating to the goods/ services being procured are included in the budget (Operating/Capital).
- The Contract Award is within the approved budget.
- The term of the Contract is for a maximum of four (4) years.
- There is no litigation between the Successful Bidder and the City at the time of Contract Award.
- There is no disqualified Bidder (which disqualified Bidder is also the lowest priced or highest ranked Bidder (as applicable) pursuant to the Quotation process) at the time of Contract Award.

<b>Number</b>	<b>BMFT Objective</b>	<b>Description</b>	<b>Award Details</b>	<b>Commission</b>
1	Engaged, Diverse and Thriving City	051-T-20 Box Grove Community Park & Washroom Pavilion - Construction	Lowest Priced Bidder	DS
2	Engaged, Diverse and Thriving City	052-T-20 Cornell Community Park & Washroom Pavilion - Construction	Lowest Priced Bidder	DS
3	Engaged, Diverse and Thriving City	080-T-20 Settlers Hill Park - Construction	Lowest Priced Bidder	DS
4	Engaged, Diverse and Thriving City	081-T-20 - Marshall Mackenzie Park – Construction	Lowest Priced Bidder	DS
5	Engaged, Diverse and Thriving City	082-T-20 Roy Ramer Park - Construction	Lowest Priced Bidder	DS
6	Engaged, Diverse and Thriving City	125-T-20 Microsoft Volume Licensing Enterprise Enrollment	Non-Competitive Bidder	CS
7	Engaged, Diverse and Thriving City	135-T-20 – Robert Spindloe Park - Construction	Lowest Priced Bidder	DS

<b>Number</b>	<b>BMFT Objective</b>	<b>Description</b>	<b>Award Details</b>	<b>Commission</b>
8	Exceptional Services by Exceptional People	012-T-20 City Wide Generator Maintenance	Lowest Priced Bidder	CS

<b>Number</b>	<b>BMFT Objective</b>	<b>Description</b>	<b>Award Details</b>	<b>Commission</b>
9	Safe & Sustainable Community	016-T-20 CIPP Lining of Ductile Iron Watermain Pipes at Hwy 7/ Woodbine Intersection and Miller Avenue	Lowest Priced Bidder	C&FS
10	Safe & Sustainable Community	035-T-20 Sediment Removal at Stormwater Management Ponds (ID #43 & #49)	Lowest Priced Bidder	C&FS
11	Safe & Sustainable Community	040-T-20 Flato Markham Theatre Courtyard Walkway Replacement	Lowest Priced Bidder	DS
12	Safe & Sustainable Community	042-T-20 Lighting Upgrades at Pan Am Centre	Lowest Priced Bidder	C&FS
13	Safe & Sustainable Community	062-T-20 Retro-Reflectivity Inspection of Regulatory Signs	Lowest Priced Bidder	C&FS
14	Safe & Sustainable Community	064-T-20 Vestibule Addition at Pan Am Centre	Lowest Priced Bidder	C&FS
15	Safe & Sustainable Community	067-Q-20 Roof Restoration at the Sign Shop	Lowest Priced Bidder	CS
16	Safe & Sustainable Community	079-T-20 Play Equipment Replacement & Site Work at Various Parks	Lowest Priced Bidder	C&FS
17	Safe & Sustainable Community	097-Q-20 Supply and Delivery / Pick-Up of Turf Grass Sod	Lowest Priced Bidder	C&FS
18	Safe & Sustainable Community	098-T-20 Supply and Delivery of Grass Seed	Lowest Priced Bidder	C&FS
19	Safe & Sustainable Community	104-T-20 New Infill Residential Service Connections at Various Locations	Lowest Priced Bidder	DS
20	Safe & Sustainable Community	110-T-20 Traffic Signal Assets Replacement	Lowest Priced Bidder	DS
21	Safe & Sustainable Community	111-Q-20 Installation of Security Gate System & Light Pole at 8100 Warden Avenue	Lowest Priced Bidder	CS
22	Safe & Sustainable Community	114-T-20 Steel Beam Guide Rail Installation, Repairs & Upgrades	Lowest Priced Bidder	C&FS



23	Safe & Sustainable Community	116-T-20 Open and Close City-Wide Irrigation Systems, Splash Pads and Washrooms	Lowest Priced Bidder	C&FS
24	Safe & Sustainable Community	118-Q-20 Stairway Replacement – Unionville Main Street	Lowest Priced Bidder	C&FS
25	Safe & Sustainable Community	122-T-20 Armadale Community Centre Rooftop Unit Replacement	Lowest Priced Bidder	C&FS
26	Safe & Sustainable Community	137-Q-20 Security Access Control Hardware Conversion from Software House to LenelS2 at Markham Civic Centre	Lowest Priced Bidder	CS
27	Safe & Sustainable Community	138-Q-20 Stairway Replacements – Romfield Tunnel Concrete Stairs & Irish Rose Drive Concrete Stairs	Lowest Priced Bidder	C&FS
28	Safe & Sustainable Community	144-Q-20 Cornell Community Centre Pump Replacement	Lowest Priced Bidder	C&FS
29	Safe & Sustainable Community	160-Q-20 New Infill Residential Service Connections at Various Locations	Lowest Priced Bidder	DS
30	Safe & Sustainable Community	002-Q-20 Consulting Engineering Services for Streetlight Poles Condition Inspection	Highest Ranked/ Lowest Priced Bidder	C&FS
31	Safe & Sustainable Community	027-R-20 - Consulting Engineering Services for Flood Damage Reduction of Commercial Properties within the Don Mills Channel Floodplain	Highest Ranked/ Lowest Priced Bidder	C&FS

<b>Number</b>	<b>BMFT Objective</b>	<b>Description</b>	<b>Award Details</b>	<b>Commission</b>
32	Safe & Sustainable Community	107-R-20 German Mills Meadow Environmental Monitoring Program	Highest Ranked/Lowest Priced Bidder	C&FS
33	Safe & Sustainable Community	130-S-20 Supply and Delivery of Hydraulic Tools	Non-Competitive Bidder	C&FS
34	Safe & Sustainable Community	131-S-20 Supply and Delivery of Air Cylinders 45+ Minutes Replacement for Self-Contained Breathing Apparatus (SCBA)	Non-Competitive Bidder	C&FS
35	Safe & Sustainable Community	133-S-20 Smart Commute Markham, Richmond Hill	Non-Competitive Bidder	DS

<b>Number</b>	<b>BMFT Objective</b>	<b>Description</b>	<b>Award Details</b>	<b>Commission</b>
36	Stewardship of Money and Resources	109-T-20 Supply and Delivery of One (1) Cab and Chassis with Chipper Body	Lowest Priced Bidder	C&FS
37	Stewardship of Money and Resources	132-Q-20 Television Programming for Various Community Centres	Lowest Priced Bidder	C&FS
38	Stewardship of Money and Resources	174-Q-20 Supply and Delivery of One (1) 2020 Toyota Highland Hybrid	Lowest Priced Bidder	C&FS
39	Stewardship of Money and Resources	139-R-20 Benefit Plan Consulting Services	Highest Ranked/Lowest Priced Bidder	CAO

**RECOMMENDED BY:**

Joel Lustig  
Treasurer

Trinela Cane  
Commissioner, Corporate Services

#1

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Award:	051-T-20 - Box Grove Community Park & Washroom Pavilion - Construction
Date:	May 22, 2020
Commission	Development Services

**BID INFORMATION**

Bid closed on	May 14, 2020
Number picking up document	3*
Number responding to bid	3

\*This Request for Tender was by invitation only. Only Contractors that were pre-qualified under Request for Pre-qualification # 050-P-20 were eligible to submit a Bid in response to this Request for Tender.

**BACKGROUND**

The Box Grove Community Park is located south of Copper Creek Drive and west of the Box Grove Bypass (new 9th Line) and east of Pagnello Court.

The scope of work consists of the following: temporary construction fencing, site preparation and grading of site, top soiling of site, planting and sodding, concrete curbs, asphalt paving /walkways, lighting and electrical service, site furnishings, Multi-use play court, Water play, playground equipment, Adult fitness equipment, Mini skateboard zone, Tennis Courts, Soccer Field, washroom pavilion, shade structure and dog park. The tender specified that the contractor will complete this park by October 2021.

**RECOMMENDATION**

Recommended Bidder	Rutherford Contracting Ltd. (Lowest Priced Bidder)	
Current Budget Available	\$ 2,285,896.50 \$ 1,125,900.00 <u>\$ 9,361,500.00</u> \$12,773,296.50	81-5350-16038-005 Box Grove Community Park East 81-5350-18031-005 Box Grove Community Park Bridge 81-5350-20024-005 Box Grove Community Park
Updated Budget Available based on reduced scope (per Consultant estimate)	\$ 2,285,896.50 \$ 1,125,900.00 <u>\$ 4,899,517.90</u> \$ 8,311,314.40	81-5350-16038-005 Box Grove Community Park East 81-5350-18031-005 Box Grove Community Park Bridge 81-5350-20024-005 Box Grove Community Park

**051-T-20 - Box Grove Community Park & Washroom Pavilion – Construction** **Page 2 of 2****RECOMMENDATION (Continued)**

Less cost of award	\$ 5,712,217.48	Construction
	\$ 342,733.05	Contingency (6%)
	\$ 6,054,950.53	Total (Inclusive of HST)
	\$ 544,945.55	Internal Management Fee @ 9%
	\$ 200,000.00	Allowance for additional planting based on prelim. TRCA request
	\$ 6,799,896.08	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 1,511,418.32	*

**Updated Budget Based on Reduced Scope**

The consultant estimate for this park construction was \$8,311,314.40 (construction estimate of \$7,193,452 plus 6% contingency and 9% internal management fee), which was lower than the original budget due to reduced scope through removal of one maintenance building and 2 pickle-ball courts and value engineering through park design. The budget reduction of \$4,461,982.10 (\$12,773,296.50 - \$8,311,314.40) will be returned to original funding source.

\*Budget remaining after this award based on the updated budget in the amount of \$ 1,511,418.32 will be returned to the original funding source. The award was lower than consultant estimate due to market price reduction in light of the current COVID situation.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The incremental operating budget impact is estimated at \$87,207 (\$9,170/ha operating impact x 9.51 ha) which will be included in the 2022 Operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future requirements for Box Grove Community Park & Washroom Pavilion includes grass cutting, litter pick-up, garbage disposal and inspections (including water-play, washroom pavilion and pedestrian bridge). The estimated life cycle impact is \$4,844,000.00 over the next 25 years. Staff will update the Life Cycle Reserve Study at the next update to incorporate the various components of the park.

**ENVIRONMENTAL CONSIDERATIONS**

Included Specification Section 01561 – Environmental Protection in the contract documents in order to meet or exceed regulatory environmental procedures during construction:

- Park grading is designed to minimize the amount of import and/or export of soils
- Plant materials (i.e. shrubs and trees are non-invasive and many of which are native species)

#2

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	052-T-20 Cornell Community Park & Washroom Pavilion - Construction
Date:	July 16, 2020
Commission	Development Services

**BID INFORMATION**

Bid closed on	July 08, 2020
Number picking up document	2*
Number responding to bid	2

\*This Request for Tender was by invitation only. Only the three Contractors who were pre-qualified under Request for Pre-qualification # 050-P-20 were eligible to submit a Bid in response to this Request for Tender.

**BACKGROUND**

Cornell Community Park is located northeast of HWY 7 and 9th Line at the northeast corner of Riverlands Ave. and Cornell Centre Blvd.

The scope of work consists of the following: temporary construction fencing, site preparation and grading of site, top soiling of site, planting and sodding, concrete curbs, asphalt paving /walkways, lighting and electrical service, site furnishings, multi-use play court, water play, playground equipment, skate zone, tennis courts, soccer fields, pickleball courts, parking lots, washroom pavilion and shade structures. The tender specified that the contractor will complete this park by October 2021.

**RECOMMENDATION**

Recommended Bidder	Gateman-Milloy Inc. (Lowest Priced Bidder)	
Current Budget Available	\$ 2,737,310.00 \$ 984,500.00 <u>\$ 9,840,100.00</u> \$13,561,910.00	81-5350-17017-005 Cornell Community Park - Phase 1 of 3 81-5350-18030-005 Cornell Park Pavilion & Washrooms 81-5350-20025-005 Cornell Community Park - Construction
Less cost of award	\$ 8,954,074.85 \$ 537,244.49 <u>\$ 9,491,319.34</u>  \$ 854,218.74 <u>\$10,345,538.08</u>	Construction Contingency (6%) Total (Inclusive of HST)  Internal Management Fee @ 9% Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 3,216,371.92	*

\*Budget remaining after this award in the amount of \$3,216,371.92 will be returned to the original funding source. The award was lower than consultant estimate due to competitive market pricing.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The incremental operating budget impact is estimated at \$126,179.20 (\$9,170/ha operating impact x 13.76 ha) which will be included in the 2022 Operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future requirements for Cornell Community Park & Washroom Pavilion includes grass cutting, litter pick-up, garbage disposal and inspections (including waterplay and washroom pavilion).

The estimated life cycle impact is \$7,593,055 over the next 25 years. Staff will update the Life Cycle Reserve Study at the next update to incorporate the various components of the park.

**ENVIRONMENTAL CONSIDERATIONS**

Included Specification Section 01561 – Environmental Protection in the contract documents in order to meet or exceed regulatory environmental procedures during construction:

- Park grading is designed to minimize the amount of import and/or export of soils
- Plant materials (i.e. shrubs and trees are non-invasive and many of which are native species)

#3

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	080-T-20 Settlers Hill Park - Construction
Date:	June 11, 2020
Commission	Development Services

**BID INFORMATION**

Bid closed on	June 02, 2020
Number picking up document	22
Number responding to bid	14

**BACKGROUND**

Settlers Hill Park is located in the south side of Henry Bauer Avenue west of Harbord Street.

The scope of work consists of the following: temporary construction fencing, site preparation and grading of site, top soiling of site, planting and sodding, concrete paving, asphalt walkways, lighting and electrical service, site furnishings, playground equipment and shade structure. The tender specified that the contractor will complete this park by November 2020.

**RECOMMENDATION**

Recommended Bidder	Royalcrest Paving & Contracting Ltd. (Lowest Priced Bidder)	
Current Budget Available	\$ 495,485.00	081-5350-19024-005 Berczy Beckett East Park – Construction (Settlers Hill Park is the official park name)
Less cost of award	\$ 405,469.38	Construction
	\$ 28,382.86	Contingency (7%)
	\$ 433,852.24	Total (Inclusive of HST)
	\$ 39,046.70	Internal Management Fee @ 9%
	\$ 472,898.94	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 22,586.06	*

\*The remaining budget in the amount of \$22,586.06 will be returned to the original funding source.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The incremental operating budget impact is estimated at \$3,851.40 (\$9,170/ha operating impact x 0.42ha) which will be included in the 2021 Operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future requirements for Settlers Hill Park - Construction includes grass cutting, litter pick-up, garbage disposal and inspections.

The estimated life cycle impact is \$347,081.79 over the next 25 years. Staff will update the Life Cycle Reserve Study at the next update to incorporate the various components of the park.

**ENVIRONMENTAL CONSIDERATIONS**

Included Specification Section 01561 – Environmental Protection in the contract documents in order to meet or exceed regulatory environmental procedures during construction:

- Park grading is designed to minimize the amount of import and/or export of soils
- Plant materials (i.e., shrubs and trees are non-invasive and many of which are native species)



#4

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	081-T-20 - Marshall Mackenzie Park – Construction
Date:	June 11, 2020
Commission	Development Services

**BID INFORMATION**

Bid closed on	May 28, 2020
Number picking up document	21
Number responding to bid	16

**BACKGROUND**

Marshall Mackenzie Park is located southwest of Fred McLaren Boulevard and Furrow Street.

The scope of work consists of the following: temporary construction fencing, site preparation and grading of site, planting and sodding, concrete paving/walkways, lighting and electrical service, site furnishings, playground equipment and shade structure. The tender specified that the contractor will complete this park by November 2020.

**RECOMMENDATION**

Recommended Bidder	Mopal Construction Limited (Lowest Priced Bidder)	
Current budget available	\$ 510,292.00	081 5350 19029 005 Wismer Greenspire Parkette – Construction (Marshall Mackenzie Park is the official park name)
Less cost of award	\$ 342,295.20 \$ 23,960.66 <hr/> \$ 366,255.86	Construction Contingency (7%) Total (Inclusive of HST)
	\$ 32,963.03 \$ 399,218.89	Internal Management Fee @ 9% Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 111,073.11	*

\*The remaining budget in the amount of \$ 111,073.11 will be returned to the original funding source.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The incremental operating budget impact is estimated at \$2,751.00 (\$9,170.00/ha operating impact x 0.3 ha) which will be included in the 2021 operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future requirements for Marshall Mackenzie Park - Construction includes grass cutting, litter pick-up, garbage disposal and inspections.

The estimated life cycle impact is \$293,000.00 over the next 25 years. Staff will update the Life Cycle Reserve Study at the next update to incorporate the various components of the park.

**ENVIRONMENTAL CONSIDERATIONS**

Included Specification Section 01561 – Environmental Protection in the contract documents in order to meet or exceed regulatory environmental procedures during construction:

- Park grading is designed to minimize the amount of import and/or export of soils
- Plant materials (i.e. shrubs and trees are non-invasive and many of which are native species)

#5

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	082-T-20 Roy Ramer Park Construction
Date:	July 23, 2020
Commission	Development Services

**BID INFORMATION**

Bid closed on	July 16, 2020
Number picking up document	20
Number responding to bid	15

**BACKGROUND**

Roy Ramer Park is located at the intersection of McCowan Rd and James Parrot Ave.

The scope of work consists of the following: temporary construction fencing, site preparation and grading of site, site servicing (sub-surface drainage) and grading, top soiling of site, planting and sodding, concrete paving, asphalt walkways, site furnishings, double tennis court, two obstacle courses, a swing and a shade structure. The tender specified that the contractor will complete this park by June 2021.

**RECOMMENDATION**

Recommended Bidder	DPSL Group Ltd. (Lowest Priced Bidder)	
Current Budget Available	\$1,318,717.00	#081-5350-20029-005 Wismer McCowan Woodlot Park - Construction (Roy Ramer Park is the official park name)
Less cost of award	\$ 807,336.36 \$ 56,513.55 \$ 863,849.91  \$ 77,746.49 \$ 941,596.40	Construction Contingency (7%) Total (Inclusive of HST)  Internal Management Fee @ 9% Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 377,120.60	*

\*The remaining budget in the amount of \$377,120.60 will be returned to the original funding source.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The incremental operating budget impact is estimated at \$11,004 (\$9,170/ha operating impact x 1.2ha) which will be included in the 2021 Operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future requirements for Roy Ramer Park - Construction includes grass cutting, litter pick-up, garbage disposal and inspections.

The estimated life cycle impact is \$691,079.93 over the next 25 years. Staff will update the Life Cycle Reserve Study at the next update to incorporate the various components of the park.

**ENVIRONMENTAL CONSIDERATIONS**

Included Specification Section 01561 – Environmental Protection in the contract documents in order to meet or exceed regulatory environmental procedures during construction:

- Park grading is designed to minimize the amount of import and/or export of soils
- Plant materials (i.e., shrubs and trees are non-invasive and many of which are native species).

#6

**STAFF AWARD REPORT****Page 1 of 3**

To:	Andy Taylor, Chief Administrative Officer
Award:	125-T-20 Microsoft Volume Licensing Enterprise Enrollment
Date:	July 24, 2020
Commission	Corporate Services

**BID INFORMATION**

Bid closed on	June 16, 2020
Number picking up document	5
Number responding to bid	3

**PURPOSE**

To obtain approval to award a contract to CDW Canada Corp. ("CDW") to renew the City's Microsoft Volume Licensing Enterprise Agreement" for a term of three years (expiring on July 31, 2023).

**RECOMMENDATION**

Recommended Bidder	CDW Canada Corp. (Lowest Priced Supplier)	
Current Budget Available	\$ 109,536.00	400-404-5461 for 5 months purchase. Full year budget is \$262,887.41
Less cost of award	\$ 130,580.97	August 2020 to December 2020
	\$ 313,394.33	January 2021 to December 2021
	\$ 313,394.33	January 2022 to December 2022
	<u>\$ 130,580.97</u>	January 2023 to July 2023
	<u>\$ 940,183.00</u>	Total award (Inclusive of HST )
Budget remaining after this award	(\$21,044.97)	*

\* The unfavorable variance of \$21,044.97, representing 5 months of purchase will be reported as part of the 2020 year-end results of operations. There is an annual operating budget shortfall of \$50,506.92, starting 2021. The 2021 operating budget will be increased by \$50,506.92, subject to Council approval

Staff recommends:

THAT the recommended bidder be designated as preferred vendor for City's Microsoft software and Cloud Subscription products for the term of this contract;

AND THAT the Chief Information Officer and Senior Manager, Purchasing & Accounts Payable be authorized to amend the purchase order amounts for new purchases of Microsoft Software products and Subscription needed due to growth during the term of this contract.

**BACKGROUND**

In June 2017, Council approved staff to enter into an agreement with Microsoft Canada (Microsoft) and a Microsoft reseller for the purchase of Microsoft software products under the Province of Ontario's Standing Agreement (via Contract 168-T-17). This agreement expires on July 31, 2020. Although the Province has renewed its contract for Microsoft licenses at a discounted rate, which applies to the Broader Public Sector, the provincial contract with the reseller is not extended to municipalities. In order to benefit from the Province-negotiated rate for the maintenance and support of existing products and new acquisitions, the City of Markham has to retain a reseller through a competitive procurement process. Through this process the City can guarantee, at minimum, the same discounted rate as established under Ontario's new Standing Business Agreement #U836444 and EA #75E61295 (Level D); or obtain better rates (which is dependent on each vendor's willingness to reduce their margins).

**BACKGROUND (Continued)**

Accordingly, the City issued a tender to market for an authorized reseller of Microsoft products for the maintenance and support of all products under Enterprise Agreement (EA).

The products included in the EA are Windows Client and Server Operating Systems, Microsoft Office Suite, Microsoft Visio, Client Access License for file, print, Exchange (for email), System Centre Configuration Manager - SCCM (for asset management, desktop deployment, desktop power management and automated software deployment), Share Point Server, Skype for Business and SQL Server (for database), Development Network (for research and development),.

The benefit of Microsoft EA includes maintenance, 24x7 support and the ability to upgrade to latest version of Microsoft software that is critical for the City to conduct business. Majority of the software covered under Microsoft EA are Client Operating system, Office suite and Client Access Licenses (CALs). CALs are device-based and are required for each device to be able to access various Server applications like email, print, Database services, Share Point Servers, etc. Enrolling in the Microsoft EA will streamline the management of software licenses and avoid a large one-time budget impact by spreading the cost over multiple years.

Furthermore, this arrangement will assist the City to remain compliant with license agreements and continue to obtain significant discount level over individual licensing purchase models (full retail price). It will allow the City to update to the latest versions of software and run a consistent set of versions of Microsoft software that eliminate problems of having different versions spread across the organization with the resultant incompatibilities, while permitting us to standardize and facilitate deployment of standard operating and office products. Additional benefits includes, web based technical support, 30 days of Microsoft certified training for technical staff, 6 days of professional service that can be used towards design, upgrade or deployment of any Microsoft Server Products, etc.

**OPTIONS/DISCUSSION**

If the City does not sign the Enrolment with a Microsoft Large Account Reseller (LAR), new releases of the EA software will not be available to Markham at government discounts. The new licenses would have to be purchased at full retail pricing (approximately 40% to 70% higher than government pricing), which is not recommended.

It has been determined that the EA is the most cost-effective option for purchase of the City's desktop computing products based on the current software replacement strategy.

Through this award, Staff will enter into a three (3) year Enterprise Agreement with Microsoft Canada and CDW Canada Corp., in a form satisfactory to the City Solicitor for the provision of the licensing of Microsoft desktop and server software products.

**Microsoft Online Productivity Solution**

On May 19, 2020, the City Council adopted a Motion that directed Staff to investigate the opportunity and report back on the feasibility of implementing a free trial of a Microsoft 365 Enterprise integrated software solution, or any other appropriate tool, including associated costs, work effort, anticipated benefits and the establishment of a Council/Staff committee to guide the pilot, if approved. Accordingly, Staff will be procuring professional services by September 2020 to assist in setting up a pilot project of 25 users on the Microsoft cloud and to develop a business case that addresses the feasibility, work effort, licensing model and costs for cloud migration.

**125-T-20 Microsoft Volume Licensing Enterprise Enrollment****Page 3 of 3****BACKGROUND (Continued)**

As part of this contract, the City has secured provisional pricing for Microsoft Online Productivity solution, giving Markham the flexibility to purchase as desired and to avoid going to market for quotation. The provisional pricing will be effective till July 2023.

Microsoft Online Productivity Solution includes cloud version of:

1. Office Professional - Word, Excel, PowerPoint
2. Email
3. Storage and sharing
4. Collaboration tool - Team

**OPERATING BUDGET AND LIFECYCLE RESERVE IMPACT**

The incremental operating budget impact in 2020 is a shortfall of \$21,044.97, which will be reported as part of the 2020 year-end results of operations. The annual operating budget impact is \$50,506.92, of which \$40,372.22 is due to price increase (inflation since 2017) and \$10,134.70 is due to volume changes. Between August 2018 and July 2019 - we added additional 37 net new Computer and One Server Hardware that resulted in purchase of following additional Microsoft product licenses: 37 qty of Office, windows 10, CoreCAL and 28 Server license as part of the Microsoft anniversary TrueUP (adjustment).

It will be requested as part of the 2021 budget. There is no incremental impact to the Life Cycle Reserve Study.

**ENVIRONMENTAL CONSIDERATIONS**

Not Applicable

#7

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	135-T-20 – Robert Spindloe Park - Construction
Date:	July 10, 2020
Commission	Development Services

**BID INFORMATION**

Bid closed on	June 07, 2020
Number picking up document	21
Number responding to bid	15

**BACKGROUND**

Robert Spindloe Park is located on the east side of Hammersley Boulevard, south of Bur Oak Avenue. The scope of work consists of the following: temporary construction fencing, site preparation and grading of site, top soiling of site, planting and sodding, concrete paving, asphalt walkways, lighting and electrical service, site furnishings, playground equipment and shade structure. The tender specified that the contractor will complete this park by June 2021.

**RECOMMENDATION**

Recommended Bidder	Bond Paving & Construction Inc. (Lowest Priced Bidder)	
Current Budget Available	\$ 443,559.00	081-5350-17015-005 Wismer Hammersley Park - Construction (Robert Spindloe Park is the official park name)
Less cost of award	\$ 334,597.06	Construction
	\$ 23,421.79	
	\$ 358,018.85	Contingency (7%)
		Total (Inclusive of HST)
	\$ 32,221.70	Internal Management Fee @ 9%
	\$ 390,240.55	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 53,318.45	*

\*The remaining budget in the amount of \$53,318.45 will be returned to the original funding source.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The incremental operating budget impact is estimated at \$13,755 (\$9,170/ha operating impact x 1.5ha) which will be included in the 2021 Operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future requirements for Robert Spindloe Park - Construction includes grass cutting, litter pick-up, garbage disposal and inspections.

The estimated life cycle impact is \$286,415 over the next 25 years. Staff will update the Life Cycle Reserve Study at the next update to incorporate the various components of the park.

**ENVIRONMENTAL CONSIDERATIONS**

Included Specification Section 01561 – Environmental Protection in the contract documents in order to meet or exceed regulatory environmental procedures during construction:

- Park grading is designed to minimize the amount of import and/or export of soils
- Plant materials (i.e. shrubs and trees are non-invasive and many of which are native species).

#8

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	012-T-20 City Wide Generator Maintenance
Date:	July 27, 2020
Commission:	Corporate Services

**BID INFORMATION**

Bids closed on	July 24, 2020
Number picking up bid documents	12
Number responding to bid	11

**BACKGROUND**

To obtain approval to award the contract for emergency generator maintenance for one (1) year with option to renew for an additional four (4) years at the same itemized pricing. This service contract includes:

1. Semi-annual and annual inspection, testing and maintenance services for 21 generators at 20 City facilities in conformance with the current CSA 282 Standard.
2. Repair services on an as-required basis (with 24/7 response on all emergency repairs)

**RECOMMENDATION**

Recommended bidder	GenWorx Power Systems Inc. (lowest priced bidder)	
Current budget available	\$ 11,118.67	Various Operation Accounts (Sep - Dec)
Less cost of award	\$ 11,115.58	2020 (Sep – Dec)
	\$ 33,346.75	2021*
	\$ 33,346.75	2022*
	\$ 33,346.75	2023*
	\$ 33,346.75	2024*
	\$ 22,231.17	2025 (Jan - Aug)*
	\$166,733.76	Total Award (Inclusive of HST)
Budget remaining after this award	\$ 3.08	

\*Subject to Council approval of the annual 2021-2025 operating budget. The pricing under this contract is consistent with the previous contract from 2015-2020.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no impact to the annual operating budget or the Life Cycle Reserve Study.

**ENVIRONMENTAL CONSIDERATIONS**

All waste will be properly sorted, recycled and disposed of at an authorized dump, waste treatment site or recycling facility.



#9

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Re:	016-T-20 CIPP Lining of Ductile Iron Watermain Pipes at Hwy 7/ Woodbine Intersection and Miller Avenue
Date:	August 14, 2020
Commission:	Community and Fire Services

**BID INFORMATION**

Bids closed on	August 10, 2020
Number picking up bid documents	2*
Number responding to bid	2

\*This Request for Tender was by invitation only. Only two contractors who were pre-qualified under Request for Pre-qualification #066-P-17 were eligible to submit a Bid in response to this Request for Tender.

**BACKGROUND**

As part of the watermain rehabilitation project, the following watermain will be rehabilitated with the Cured In Place Pipe (CIPP) structural lining construction method:

- Highway 7 at Woodbine Avenue (140m)
- Miller Avenue at Woodbine Avenue (60m)

The rehabilitation of cast iron watermain is consistent with the City's strategy to upgrade aged and deficient watermain to improve supply capacity and reliability. Replacement or rehabilitation of these old cast iron watermain will also offer improved reliability (less risk of breaks) as well as improve water quality and flows for domestic and fire demand.

**RECOMMENDATION**

Recommended bidder	Fer-Pal Construction Ltd. (lowest priced bidder)	
Current budget available	\$654,000.00	053-6150-20269-005 (DI Watermain CIPP Lining - Construction)
Less cost of award	\$565,938.24 \$ 56,593.82 \$622,532.06	Award (Inclusive of HST) Contingency @ 10% Total Cost of Award (Incl. of HST)
Budget remaining after this award	\$ 31,467.94	*

\*\$23,198.82 is required for geotechnical testing during construction and Toronto and Region Conservation Authority (TRCA) expenses. The remaining balance of \$8,269.12 will be returned to original funding source.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget and Waterworks Life Cycle Reserve over the next 25 years. The rehabilitated CIPP liner watermain have an estimated life of 50 years.

**ENVIRONMENTAL CONSIDERATIONS**

The consultant will oversee the construction contract and review, monitor and ensure compliance with contractor environmental submissions. Additionally, they will maintain environmental compliance records complying with environmental statutes and regulations.

#10

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	035-T-20 Sediment Removal at Stormwater Management Ponds (ID #43 & #49)
Date:	July 22, 2020
Commission:	Community and Fire Services

**BID INFORMATION**

Bid closed on	Jul 13, 2020
Number picking up document	5*
Number responding to bid	4

\*This Request for Tender was by invitation only. Only eight contractors who were pre-qualified under Request for Pre-qualification #188-P-17 was eligible to submit a Bid in response to this Request for Tender.

**BACKGROUND**

To obtain approval to award the contract for sediment removal of the stormwater management ponds at Pond #43 (located northwest of Highway 7 and Rodick Drive and Pond Drive) and Pond #49 (located adjacent to Tillie Square north of 14<sup>th</sup> Avenue, west of McCowan Road).

Work will commence upon award and be completed in October 2020, planting to be done in Spring 2021.

**RECOMMENDATION**

Recommended bidder	Sierra Excavating Enterprises (lowest priced bidder)	
Current budget available	\$ 394,836.75	058-6150-19236-005 SWM Pond Cleaning ID#43 & ID#70
	<u>\$ 426,044.85</u>	058-6150-18277-005 SWM Pond Cleaning ID#9 & ID#49
	\$ 820,881.60	Total Budget Available
Less cost of award	\$ 449,687.62	Cost of Award
	<u>\$ 44,968.76</u>	Contingency (10%)
	\$ 494,656.38	Award Incl. of HST & Contingency (10%)
Budget remaining after this award	\$ 326,225.22	*

\*The remaining budget of \$326,225.22 (\$127,852.48 in project #19236 and \$198,372.74 in project #18277) will be returned to the original funding source. Favourable pricing can be attributed to favourable market conditions.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental operating budget. The Life Cycle Reserve Study will not be adjusted due to the circumstances surrounding the favourable pricing. Staff will monitor and update accordingly. The next sediment cleaning for these locations is included in the life cycle study for year 2035.

## **ENVIRONMENTAL CONSIDERATIONS**

Sediment cleaning maintains downstream water quality, preserves fish habitat and contributes to a sustainable, healthy ecosystem that is in line with the City's Greenprint initiative. In meeting the requirement of Ministry of Environment and Climate Change (MOECC) Certificate of Approval (C of A) and more recently Environmental Compliance Approval (ECA), the City carries out pond inspections regularly. Sediment levels are monitored and when the accumulated sediment reaches a level where the removal efficiency is reduced by 5%, ponds are cleaned to ensure that the quality control function of the pond is maintained.

#11

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Re:	040-T-20 Flato Markham Theatre Courtyard Walkway Replacement
Date:	April 27, 2020
Commission:	Development Services

**BID INFORMATION**

Bids closed on	March 25, 2020
Number picking up bid documents	26
Number responding to bid	14

**BACKGROUND**

To obtain approval to award the contract for the removal of interlocking bricks from the entrance of the Flato Markham Theatre and in between the Unionville High School and surrounding area including the lower courtyard. The existing interlocking was installed during theatre construction in 1985 and has deteriorated over time revealing cracks, missing stones, and inadequate water drainage. The interlocking will be replaced with leveled brushed concrete with new curbs and gutters. The underground waterproofing system will also be replaced with new floor drains, connecting piping, and catch basins.

Work to be completed by August, 2020.

**RECOMMENDATION**

Recommended bidder	Pine Valley Corporation (lowest priced bidder)	
Current budget available	\$221,064.00	074-6150-20007-005– Walkway Replacement
Less cost of award	\$243,593.09	Bid Price (Incl. of HST)
	\$ 24,359.31	Contingency (10%)
	\$267,952.40	Total cost of award (Incl. of HST)*
Budget remaining after this award	(\$46,888.40)	*

\*The shortfall of \$46,888.40 will be funded from the Non-DC capital contingency account.

The shortfall can be attributed to additional scope identified by the consultant and not originally accounted for in the capital budget request. These items include the removal of a street light post to install a new concrete base, the replacement of water drainage components for the catch basins, replacement of concrete curb and asphalt at front entrance, supply of new subbase granular material for proper ground levelling and water drainage.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

N/A

**ENVIRONMENTAL CONSIDERATIONS**

All waste will be sorted, recycled and disposed of at an authorized dump, waste treatment site or recycling facility.

#12

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Re:	042-T-20 Lighting Upgrades at Pan Am Centre
Date:	June 25, 2020
Commission:	Community & Fire Services

**BID INFORMATION**

Bids closed on	June 17, 2020
Number picking up bid documents	18
Number responding to bid	10

**BACKGROUND**

This lighting upgrade project addresses lighting deficiencies from initial construction in the gym and pool area of the Pan Am Centre; including insufficient lighting level (below broadcast quality) required for large-scale or sport events, unstable lighting system and high burn-out rate of bulbs.

The project will commence upon award and be completed by September 30, 2020.

**RECOMMENDATION**

Recommended bidder	JSK Electrical Services Inc. (lowest priced bidder)	
Current budget available	\$200,008.00	500-101-5399-16269 Pan Am Other Works
Less cost of award	\$118,346.88 <u>\$ 11,834.69</u> \$130,181.57	Cost of award* Contingency @10% Total cost of award (Inclusive of HST)
Budget remaining after this award	\$ 69,826.43	**

\*The cost of award includes cash allowance of \$17,604.48 for commissioning of the control system.

\*\*The remaining budget in the amount of \$69,826.43 will be returned to the original funding source.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The lighting upgrade will eliminate repair expenses and reduce annual utility expenses by approximately \$34,953, with approximate payback of 4.23 years. The total cost of the project is \$134,867 (\$118,346.88 Award Amount + \$11,834.69 Award Contingency + \$17,686 Consulting Fees – \$13,000 IESO/Alectra incentive). Upgraded LED lights have a useful life of 25 years.

The operating budget will be adjusted to reflect the energy savings of \$34,953 in 2022, after the first full year of operation. The Life Cycle Reserve Study will be updated to reflect the actual cost and year of replacement after project completion.

**ENVIRONMENTAL CONSIDERATIONS**

Replacing the less efficient and defective lights with high efficiency LEDs will achieve energy savings of approximately \$34,953 per year. Existing light fixtures will be properly sorted and recycled.

#13

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	062-T-20 Retro-Reflectivity Inspection of Regulatory Signs
Date:	June 25, 2020
Commission	Community & Fire Services

**BID INFORMATION**

Bid closed on	June 18, 2020
Number picking up bid document	5
Number responding to bid	5

**BACKGROUND**

To obtain approval to award the contract for retro-reflectivity inspection of regulatory signs and warning signs in accordance with the Ontario Traffic Manual (OTM) Book 5, 6 and 8. This manual requires signs to be either illuminated or composed of retro-reflective sheeting materials. Retro-reflective sheeting materials degrade over time and therefore have a limited life. Municipalities must evaluate signs annually to ensure that the minimum retro-reflectivity is maintained.

The scope of work includes updating data as it relates to all regulatory and warning signs, parking and turning restrictions, including sign GPS locations, attributes and conditions, carry out a retro-reflectivity assessment, add and record bar codes for signs that presently do not have bar codes. This information and data collected will be used to maintain the City of Markham's GIS sign inventory database and meet its legislative requirements as it relates to street signs.

It is anticipated that all the work will be completed by October 31 in each year.

**RECOMMENDATION**

Recommended bidder	Fernandes Nuclear Products Inc. (lowest priced bidder)	
Current budget available	\$ 53,787.00	700-505-5399 WRSD Other Contracted Services
Less cost of award	\$ 56,569.12 \$ 56,569.12 \$ 56,569.12 \$ 56,569.12 \$226,276.48	Year 1 - 2020 award (Incl. of HST) Year 2 - 2021 award (Incl. of HST) Year 3 - 2022 award (Incl. of HST) Year 4 - 2023 award (Incl. of HST) Total cost of award (Incl. of HST)
Budget remaining after this award	(\$ 2,782.12)	***

Bids received in response to this Request for Tender exceeded the City's budget. Consequently, Staff entered into negotiations with the low bidder (Fernandes Nuclear Products Inc.) to reduce pricing in order to reduce the budget shortfall. Staff were able to negotiate a price reduction, which resulted in a savings of \$773.37 (\$57,342.49 - \$56,569.12).

**RECOMMENDATION (Continued)**

The term of the Contract is for a period starting from contract award to October 31, 2020, with an option to renew for an additional three (3) terms (June 1 to October 31 of each applicable year). The renewal terms are subject to annual price increases based on the Consumer Price Index for All Items Canada for the twelve (12) month period ending December 31 in the applicable year up to a maximum of 2%. Years 2 to 4 are subject to budget approvals.

The budget shortfall of \$2,782.12 will be reported as part of the 2020 year-end results of operations. The 2021 operating budget will be increased by \$3,913.50 (\$2,782.12 plus \$56,569.12 x 2%) to reflect the new pricing of this contract, subject to Council approval. The prices under this contract are 7.4% higher compared with the 2017 – 2019 contract.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The 2021 operating budget will be increased to reflect the new pricing of this award. There is no incremental impact to the Life Cycle Reserve Study.

**ENVIRONMENTAL CONSIDERATIONS**

N/A



#14

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Re:	064-T-20 Vestibule Addition at Pan Am Centre
Date:	May 15, 2020
Commission:	Community & Fire Services

**BID INFORMATION**

Bids closed on	April 28, 2020
Number picking up bid documents	21
Number responding to bid	15

**BACKGROUND**

To obtain approval to award the contract for vestibule addition at the Pan Am Centre.

The project will be completed by August 31, 2020.

**RECOMMENDATION**

Recommended bidder	MRP Builders Engineers Inc. (lowest priced bidder)	
Current budget available	\$479,150.15	500-101-5399-20149 Pan Am Centre Vestibule
Less cost of award	\$437,521.19 \$ 41,564.51 \$479,085.70	Cost of award Contingency @ 9.5% Total cost of award (Inclusive of HST)
Budget remaining after this award	\$ 64.45	*

\*The remaining budget of \$64.45 will be returned to the original funding source.

The original low bid price was \$470,084.39 and through negotiations and value engineering, Staff were able to reduce the cost of the award by \$32,563.29 (\$470,084.39 - \$437,521.19) while not impacting the scope of the project.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The new vestibule addition is expected to reduce facility heating and cooling costs by reducing outdoor air exchange that currently significantly affects the lobby area. The operating budget will be adjusted accordingly for any heating and cooling savings after the first full year of operation with the vestibule. The Life Cycle Reserve Study will be updated to reflect the actual cost and year of replacement after project completion.

**ENVIRONMENTAL CONSIDERATIONS**

The construction materials will be disposed of at an authorized dump, waste treatment site or recycling facility by the Contractor, and will be disposed of in accordance with applicable by-laws and regulations.

#15

**STAFF AWARD REPORT**

To:	Graham Seaman, Director of Sustainability & Asset Management
Award:	067-Q-20 Roof Restoration at the Sign Shop
Date:	July 20, 2020
Commission:	Corporate Services

**BID INFORMATION**

Bids closed on	July 10, 2020
Number picking up bid documents	9
Number responding to bid	4

**BACKGROUND**

The scope of work includes restoration of the Sign Shop sloped and flat roofs located at 555 Miller Avenue.

The project will commence upon award and be completed by September 30, 2020.

**RECOMMENDATION**

Recommended bidder	Industrial Roofing Services Limited (lowest priced bidder)	
Current budget available	\$62,782.00	270-101-5399-19085 Roof Replacement Projects
Less cost of award	\$47,335.70 <u>\$ 4,733.57</u> \$52,069.27	Cost of Award Contingency (10%) Total Award
Budget remaining after this award	\$10,712.73	*

\* Remaining budget of \$10,712.73 will be returned to original funding source.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget. The Life Cycle Reserve Study will be adjusted based on the received bids.

**ENVIRONMENTAL CONSIDERATIONS**

All waste will be properly sorted, recycled and disposed of at an authorized dump, waste treatment site or recycling facility.

#16

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	079-T-20 Play Equipment Replacement & Site Work at Various Parks
Date:	July 27, 2020
Commission	Community & Fire Services

**BID INFORMATION**

Bid closed on	March 26, 2020
Number picking up bid document	18
Number responding to bid	16

**BACKGROUND**

Staff issued a tender to the market for play equipment replacement & site work at the following various parks:

- |                              |                                |                           |
|------------------------------|--------------------------------|---------------------------|
| 1. Royal Orchard Park        | 2. Bayview Glen Park           | 3. Bishops Cross Park     |
| 4. Carlton Park              | 5. Cedar Grove Park            | 6. German Settlers Park   |
| 7. James Edward Park (South) | 8. John Canning Park           | 9. Milton Fierheller Park |
| 10. Monarch Park             | 11. Railside Park              | 12. Rayneswood Park       |
| 13. Reesor Park              | 14. Victoria Square North Park |                           |

Due to the COVID-19 pandemic, Staff only recommend awarding two (2) of the parks (James Edward South and Bayview Glen Park) under this report to be completed in 2020, with the remaining twelve (12) parks to be deferred. The vendor has agreed to hold negotiated prices for the remaining twelve (12) parks until 2021 and Staff will seek the appropriate approval authority under a separate report to award the 2021 work.

The Work will consist of the following:

- Temporary fences;
- Removal & stockpiling of existing sand and EWF (engineered wood fibre) safety surface;
- Removal & disposal of rubber safety surface (one location);
- Removal & disposal of existing play equipment;
- Coordination for supply and install of new play equipment;
- Place back of stockpiled sand and EWF safety surface;
- Import of additional Hutcheson sand (one location);
- Installation of new rubber safety surface (one location);
- Asphalt, concrete and drainage work (one location);
- Site restoration; and
- Coordination of CSA inspections.

All efforts are made to ensure that a like-for-like replacement strategy is implemented with specific attention given to replacing the same number of play elements as the equipment that is being removed.

**RECOMMENDATION**

Recommended bidder	J. Hoover Ltd. (lowest priced bidder)	
Current budget available	\$829,770.00	059-6150-20210-005 Play structure Replacement
Less cost of award	\$204,333.25 <u>\$ 12,260.00</u> \$216,593.25	Cost of award (inclusive of HST)* Contingency (6%) Total cost of award (inclusive of contingency and HST) **
Budget remaining after this award	\$613,176.75	**

\*Cost is for the completion of two (2) parks in 2020 (James Edward Park South and Bayview Glen Park).

\*\*The remaining budget of \$613,176.75 may be utilized for the remainder of the twelve (12) parks. The completion of these parks will be determined in 2021.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget. The Life Cycle Reserve Study will be updated accordingly.

**ENVIRONMENTAL CONSIDERATIONS**

All trees and plants to be protected during the work, with the installation of protective fencing to protect existing trees and shrubs.

#17

**STAFF AWARD REPORT****Page 1 of 2**

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	097-Q-20 Supply and Delivery / Pick-Up of Turf Grass Sod
Date:	June 3, 2020
Commission	Community & Fire Services or Development Services

**BID INFORMATION**

Bid closed on	May 15, 2020
Number picking up bid document	5
Number responding to bid	2

**BACKGROUND**

To obtain approval to award the contract for the supply and delivery / pick-up of 11,000 rolls of turf grass sod for a period of three (3) years (2021 – 2023).

**RECOMMENDATION**

Recommended bidder	nu. Fairgreen Sod Farms Ltd. (lowest priced bidder)	
Current budget available	\$21,491.71	Various Accounts (see Financial Considerations)
Less cost of award	\$28,543.68	Year 1 – 2021 award (Incl. of HST)
	\$28,543.68	Year 2 – 2022 award (Incl. of HST)
	<u>\$28,543.68</u>	Year 3 – 2023 award (Incl. of HST)
	\$85,631.04	Total cost of award (Incl. of HST)
Budget remaining after this award	(\$7,051.97)	*

Years 2 and 3 (2022 and 2023) are subject to an annual price increased based on the Consumer Price Index for All Items Canada for the twelve (12) month period ending December 31 in the applicable year and shall not exceed 2%.

\*The 2021 operating budget will be increased by \$7,051.97 (\$28,543.68 less \$21,491.71) to reflect the pricing of this new contract, subject to Council approval. The pricing under this contract represents an increase of 28% over 2017 – 2020 pricing, primarily due to the increased cost for irrigation, fertilizer, labour, equipment and land cost required to produce the sod.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The 2021 operating budget will be increased by \$7,051.97 based on this award. There is no incremental impact to the Life Cycle Reserve Study.

**FINANCIAL CONSIDERATIONS**

Account Name	Account #	Budget Available	Cost of the Award	Budget Remaining/ (Shortfall)
Sportsfield Maintenance	730-732-5415	\$ 15,044	\$ 19,981	\$ (4,937)
ROW- Horticulture	700-501-4400	\$ 6,448	\$ 8,563	\$ (2,115)
<b>Totals:</b>		<b>\$ 21,492</b>	<b>\$ 28,544</b>	<b>\$ (7,052)</b>

The current annual budget for this purchase is \$21,492 and is based on the previous contract price, with the same estimated annual quantity of 11,000 rolls.

**ENVIRONMENTAL CONSIDERATIONS:** N/A

#18

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	098-T-20 Supply and Delivery of Grass Seed
Date:	May 25, 2020
Commission	Community & Fire Services or Development Services

**BID INFORMATION**

Bid closed on	May 25, 2020
Number picking up bid document	5
Number responding to bid	5

**BACKGROUND**

To obtain approval to award the contract for the supply and delivery of grass seed.

The term of the Contract will be from contract award to October 31, 2020, with the option to renew for three (3) additional terms (from April 1 to October 31 for each applicable term).

**RECOMMENDATION**

Recommended bidder	Speare Seeds Limited (lowest priced bidder)	
Current budget available	\$110,898.00	730-732-5415 PKSMT Sportsfield Maintenance
Less cost of award	\$110,870.22	Year 1 – 2020 award (Incl. of HST)*
	\$121,138.11	Year 2 – 2021 award (Incl. of HST)
	\$121,138.11	Year 3 – 2022 award (Incl. of HST)
	<u>\$121,138.11</u>	Year 4 – 2023 award (Incl. of HST)
	\$474,284.55	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 27.78	**

\*Due to the ongoing pandemic, the estimated annual quantity for 2020 has been reduced from 1,641 bags (at 25 kg per bag) to 1,503 bags of grass seed as sportsfields are not yet open to the public. While the majority of grass seed is utilized in sportsfields, it is also used in parks on facility campuses and roadside repairs (ditching). Operations Parks will order grass seed as required and any remaining amount from the annual budget will be reported as a favourable variance as part of the year-end results of operations. For any option terms exercised, the full estimated annual quantity will remain at 1,641 bags and the 2021 operating budget and future budgets will be amended accordingly, subject to Council approval.

\*\*The favourable variance of \$27.78 will be reported as part of the 2020 year-end results of operations. The 2021 operating budget will be increased by \$10,240.11 to reflect the new pricing of this contract.

The term of the Contract will commence from contract award to October 31, 2020, with an option to renew for three (3) additional terms (from April 1 to October 31 for each applicable term). The optional extension years will be subject to an annual price increase/decrease based on the Consumer Price Index for All Items Canada for the twelve (12) month period ending December 31 in the applicable year and shall not exceed 2%. Years 2 to 4 are subject to budget approvals.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The 2021 operating budget will be increased to reflect the new pricing of this award. There is no incremental impact to the Life Cycle Reserve Study.

**ENVIRONMENTAL CONSIDERATIONS**

N/A



#19

**STAFF AWARD REPORT**

To:	Arvin Prasad, Commissioner, Development Services
Re:	104-T-20 New Infill Residential Service Connections at Various Locations
Date:	May 25, 2020
Commission	Development Services

**BID INFORMATION**

Bid closed on	May 20, 2020
Number picking up bid document	15
Number responding to bid	8

**BACKGROUND**

To obtain approval to award the contract for water, sanitary and storm sewer connections at various locations. Upon receipt of applications from City of Markham property owners, engineering staff obtain pricing from qualified companies for the installation of water, storm and/or sanitary service connections to service residential lots. The locations identified in this Request for Tender are as follows:

Location 1: 217 Bayview Fairway Hts (Storm/Sanitary/Water)

Location 2: 9 Lincoln Green Dr (Storm/Sanitary/Water)

Location 3: 15 Galsworthy Dr (Storm/Sanitary/Water)

Location 4: 115 Senator Reesor's Dr (Sanitary/Water)

Location 5: 12 Paradise Ave (Sanitary/Water)

Location 6: 172 Krieghoff Ave (Sanitary)

Location 7: 26 Ramona Blvd (Water)

Location 8: 41 Lillian Ave (Storm/Sanitary/Water)

Location 9: 40 River Bend Rd (Sanitary/Water)

Location 10: 42 River Bend Rd (Sanitary)

Location 11: 44 River Bend Rd (Sanitary/Water)

Location 12: 46 River Bend Rd (Sanitary)

Location 13: 12 Sir Constantine Dr (Storm/Sanitary/Water)

Location 14: 11 Princess St (Sanitary/Water)

**RECOMMENDATION**

Recommended bidder	2708268 Ont. Inc. o/a Nelli Construction (lowest priced bidder)	
Budget allocated to award	\$159,254.40	083-5350-20303-005 Residential Water Service*
Less cost of award	\$159,254.40	Construction (Incl. of HST)**
Budget remaining after this award	\$ 0.00	

\* Service connections are fully recoverable from homeowners and work does not commence until payment is received by the City. The issuance of a Purchase Order is contingent upon receipt of payment from homeowners.

\*\*The City will be collecting the tendered cost and the 1.76% HST impact from homeowners for the service connections.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

N/A

**ENVIRONMENTAL CONSIDERATIONS**

N/A

#20

**STAFF AWARD REPORT**

To:	Arvin Prasad, Commissioner, Development Services
Re:	110-T-20 Traffic Signal Assets Replacement
Date:	July 16, 2020
Commission	Development Services

**BID INFORMATION**

Bid closed on	July 9, 2020
Number picking up bid document	10
Number responding to bid	10

**BACKGROUND**

To obtain approval to award the contract for traffic assets replacement. The work includes the supply and installation of vehicular and pedestrian traffic signal heads at 1 location, replacement of LED indicators at 20 locations, pre-emption detectors at 6 locations and audible pedestrian signal stations at 6 locations. It is anticipated that the project will commence in August and be completed by November 30, 2020.

**RECOMMENDATION**

Recommended Bidder	Guild Electric Limited (lowest priced bidder)	
Current Budget Available	\$207,722.00	640 101 5699 20050 Traffic Asset Replacement
Less cost of award	\$130,982.26 <u>\$ 13,098.23</u> \$144,080.49	Construction (Incl. of HST) Contingency @ 10% Total Construction Award (Incl. of HST)
Budget Remaining after this award	\$ 63,641.51	*

\* The remaining budget will be returned to the original funding source.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental operating budget impact. The Life Cycle Reserve Study will be adjusted accordingly.

**ENVIRONMENTAL CONSIDERATIONS**

N/A

#21

**STAFF AWARD REPORT**

To:	Trinela Cane, Commissioner, Corporate Services
Re:	111-Q-20 Installation of Security Gate System & Light Pole at 8100 Warden Avenue
Date:	July 9, 2020
Commission:	Corporate Services

**BID INFORMATION**

Bids closed on	July 3, 2020
Number picking up bid documents	6
Number responding to bid	4

**BACKGROUND**

The purpose of this security upgrade project is to address vandalism and theft incidents at 8100 Warden Avenue. The scope of work includes supply and installation of the following:

- a security gate system (one vehicle gate & one pedestrian gate)
- one light pole with fixture
- access control system (with one new camera)

The work will commence upon award and completed by October 31, 2020.

**RECOMMENDATION**

Recommended bidder	B-line Trenching Inc. (lowest priced bidder)	
Current budget available	\$80,000.00	270-101-5399-19075 Corporate Security Operations & System Replacements
Less cost of award	\$88,035.43 \$ 4,401.77 \$92,437.20	Cost of award Contingency 5% * Total Award (incl. HST impact)
Budget remaining after award	(\$12,437.20)	**

\*The standard contingency of 10% has been reduced to 5% based on previous experience.

\*\*The budget shortfall was mainly due to the final gate location being further from the building than originally estimated and requiring additional lighting, boring and cabling, as well as an unbudgeted camera to further improve security measures due to recent incidents. The shortfall will be funded from the 8100 Warden and On-Demand components of Project # 20070 "Corporate Security Operations & System Replacements" (GL account 270-101-5399-20070).

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The incremental operating impact is minimal and will be absorbed within the current operating budget. The Life Cycle Reserve Study will be updated after project completion.

**ENVIRONMENTAL CONSIDERATIONS**

All waste will be properly sorted, recycled and disposed of at an authorized dump, waste treatment site or recycling facility.

#22

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	114-T-20 Steel Beam Guide Rail Installation, Repairs & Upgrades
Date:	July 14, 2020
Commission	Community & Fire Services

**BID INFORMATION**

Bid closed on	June 30, 2020
Number picking up bid document	3
Number responding to bid	2

**BACKGROUND**

To obtain approval to award the contract for steel beam guide rail inclusive of end treatment installation, repairs and upgrades to meet the latest Ontario Provincial Standards Specifications (OPSS) and to improve safety at the following locations:

- Langstaff Road, west of Bayview Avenue;
- Denison Road, east of Warden Avenue, south side of road;
- Kirk Drive, at Park west of Shieldmark Crescent;
- Pinevale Road, street terminus;
- Sarah Jane Court, street terminus; and
- Vanessa Road, street terminus.

The scope of work also includes emergency repairs due to vehicular accidents / incidental damages and spot repair locations along Elgin Mills Road, Reesor Road and 19<sup>th</sup> Avenue. It is anticipated that the work for the above locations will be completed by December 31, 2020.

**RECOMMENDATION**

Recommended bidder	Peninsula Construction Inc. (lowest priced bidder)	
Current budget available	\$154,800.00	Various Accounts (see Financial Considerations)
Less cost of award	\$166,762.25	Total Cost of Award (Incl. of HST)
Budget shortfall	(\$11,962.25)	

The original bid price (\$188,329.78) submitted by the low bidder exceeded the City's budget by \$33,529.78 (\$188,329.78 - \$154,800.00). Consequently, Staff entered into negotiations with the low bidder and were able to reduce the shortfall by \$21,576.53 as follows:

1. Button Bush location in the amount of \$4,477.44 was removed from the contract award. This location was repaired recently due to the condition of the guiderail.
2. Procurement Staff negotiated a cost reduction of \$17,090.09 while maintaining the same scope of work.

After removing the Button Bush location and negotiating a reduction, the shortfall was due to the three unbudgeted spot repair locations as noted above.

The budget shortfall of \$11,962.25 will be funded from the Non-DC Capital Contingency account.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget. The Life Cycle Reserve Study will be monitored and any adjustments deemed necessary will be made in the future, based on staff awards.

**114-T-20 Steel Beam Guide Rail Installation, Repairs & Upgrades****Page 2 of 2****FINANCIAL CONSIDERATIONS**

<b>Account Name</b>	<b>Account #</b>	<b>Amount Allocated for this Purchase</b>	<b>Cost of Award</b>	<b>Budget Remaining/ (Shortfall)</b>
Guiderail - Install-Repair - Upgrade	050-6150-20186-005	\$ 114,800	\$ 109,678	\$ 5,122
Emergency Repairs	700-101-5399-20185	\$ 40,000	\$ 57,084	\$ (17,084)
<b>Total</b>		<b>\$ 154,800</b>	<b>\$ 166,762</b>	<b>\$ (11,962)</b>

Budget shortfall in the Emergency Repairs account 700-101-5399-20185 will first be covered by budget remaining in the Guiderail account 050-6150-20186-005 in the amount of \$5,122. Remaining shortfall in the amount of \$11,962 will be funded from the Non-DC Capital Contingency account.

**ENVIRONMENTAL CONSIDERATIONS**

This contract includes the disposal of the existing steel guiderails in the bid price. All steel guiderails are recycled at scrap companies. All wood posts are recycled at local lumber companies for sawmill re-use (e.g. retaining walls).

#23

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	116-T-20 Open and Close City-Wide Irrigation Systems, Splash Pads and Washrooms
Date:	July 16, 2020
Commission	Community & Fire Services

**BID INFORMATION**

Bid closed on	June 15, 2020
Number picking up bid document	4
Number responding to bid	3

**BACKGROUND**

To obtain approval to award the contract for the opening (spring start-up starting in 2021) and closing (winterization) of city-wide irrigation systems, splash pads and washrooms for one (1) season with the option to renew for three (3) additional seasons at the same itemized pricing. The spring start-up services are completed by May 31 and the winterization services are completed by October 31 each applicable year.

This contract scope of work includes the following:

1. Irrigation systems (Quantity – 88)

Open and close all irrigated sports fields and parks city wide (including program controllers and timers) in parks and park facilities. The water is removed from all pipes, valves and sprinkler heads using compressed air.

2. Splash pads (Quantity – 26)

Open and close all splash pads city-wide (including program controllers and timers) in parks and park facilities. The work includes removing all nozzles and capping them shut; turning off the auto-fill to the holding tank; blowing out the lines; and powering down electronic equipment.

3. Washrooms (Quantity –12)

Open and close all city-wide washrooms in parks and park facilities. The main water shut-off valve at the curb is shut-off, then the main interior shut-off valve is to be turned off. Drain the system and blow out all plumbing pipes. Pressure test the system. Add antifreeze to plumbing drains.

**RECOMMENDATION**

Recommended bidder	Enviroturf Inc. (lowest priced bidder)	
Current budget available	\$148,224.00	Various Accounts (see Financial Considerations)
Less cost of award	\$ 74,111.61	2020 Winterization (Incl. of HST)
	\$148,223.21	2021 Spring start-up & winterization (Inc. of HST)
	\$148,223.21	2022 Spring start-up & winterization (Inc. of HST)
	\$148,223.21	2023 Spring start-up & winterization (Inc. of HST)
	\$ 74,111.60	2024 Spring start-up (Inc. of HST)
	\$592,892.84	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 74,112.39	*

**116-T-20 Open and Close City-Wide Irrigation Systems, Splash Pads and Washrooms Page 2 of 2****RECOMMENDATION (Continued)**

The award amount in 2020 excludes the cost of the 2020 spring start-up as this was part of the previous contract. The same contractor who closed the irrigation system in 2019 opened the irrigation system in case of any problems encountered during opening due to closing. There were no major issues with the spring 2020 opening.

\*The remaining balance of \$74,112.39 was utilized for the 2020 spring start-up cost, which are estimated costs. Actual opening costs are expected to be on budget, however, the final figure will be provided by the vendor at the end of July. The 2020 spring start-up was delayed due to the pandemic and work was undertaken to open the irrigation system for the revised start date of June 26<sup>th</sup>, in line with provincial guidelines and as advertised on the City's website.

**PRICE SUMMARY (inclusive of HST)**

<b>Bidder</b>	<b>Bid Price (a)</b>	<b>Estimated Materials (b)</b>	<b>Material Mark- Up (c)</b>	<b>Total (b) x (c) = (d)</b>	<b>Total Award (a + d)</b>
Enviroturf Inc.	\$98,910.72	\$41,093.74	20%	\$49,312.49	\$148,223.21

(a) The bid price consists of 1,400 hours for the irrigation system, 350 hours for the splash pads, 50 hours for the washroom work at a rate of \$54.95/hour (a decrease of 6.9% compared to the previous contract).

(b) The estimated annual usage for materials of \$49,312.49 is based on previous year's actual materials requirements as well as future anticipated materials required due to the aging systems.

(c) Bids received in response to this Request for Tender exceeded the City's budget. Consequently, Staff entered into negotiations with the low bidder to reduce price in order to meet the City's approved budget. Staff were able to negotiate a reduction in the material mark-up from 25% to 20%, which resulted in savings of \$2,054.69 (\$51,367.18 - \$49,312.49)

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget or Life Cycle Reserve Study.

**FINANCIAL CONSIDERATIONS**

<b>Account Name</b>	<b>Account #</b>	<b>Budget Available</b>	<b>Cost of Award</b>	<b>Budget Remaining</b>
Sportsfield Maintenance	730-732-5415	\$ 113,120.00	\$ 56,560.00	\$ 56,560.00
Playground Contracted Services	730-739-5399	\$ 30,550.00	\$ 15,275.00	\$ 15,275.00
Facility Maintenance	730-743-5414	\$ 4,554.00	\$ 2,276.61	\$ 2,277.40
<b>Total</b>		<b>\$ 148,224.00</b>	<b>\$ 74,111.61</b>	<b>\$ 74,112.40</b>

The remaining budget of \$74,112.40 is allocated to the spring 2020 start-up.

**ENVIRONMENTAL CONSIDERATIONS**

N/A



#24

**STAFF AWARD REPORT**

To:	Morgan Jones, Director, Operations
Re:	118-Q-20 Stairway Replacement – Unionville Main Street
Date:	July 15, 2020
Commission	Community & Fire Services

**BID INFORMATION**

Bid closed on	June 19, 2020
Number picking up bid document	13
Number responding to bid	11

**BACKGROUND**

To obtain approval to award the contract for the stairway replacement at Unionville Main Street. The scope of work shall include the removal, disposal and replacement of the stairs. It shall include, but is not limited to:

- Mobilization including security fencing, tree protection fencing, temporary signage of “stairway closed”, utility locates, equipment float, etc.;
- Supply and installation of concrete stairs;
- Supply and installation of railings on both sides;
- Supply and installation of tactile pins; and
- Restoration of site.

It is anticipated that all the work will start on September 1, 2020 and be substantially completed by October 9, 2020.

**RECOMMENDATION**

Recommended bidder	Environmental Contracting Ontario Inc. (lowest priced bidder)	
Budget allocated for this Award	\$69,213.00	059-6150-20216-005 Stairway Repairs
Less cost of award	\$77,291.81 <u>\$ 7,729.18</u> <u>\$85,020.99</u>	Cost of Award (Incl. of HST) 10% Contingency (Incl. of HST) Total cost of award (Incl. of HST)
Budget shortfall	(\$ 15,807.99)	*

\*The budget shortfall of \$15,807.99 will be funded from the remaining budget from RFQ 138-Q-20 (project 20216) for stairway replacements for Romfield Tunnel Concrete Stairs and Irish Rose Drive Concrete Stairs, which had a budget surplus of \$102,836.20. The remaining budget of \$87,028.21 (\$102,836.80 - \$15,807.99) will be returned to the original funding source.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget. The Life Cycle Reserve Study will be monitored and any adjustments deemed necessary will be made in the future, based on staff awards.

**ENVIRONMENTAL CONSIDERATIONS**

N/A

#25

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Re:	122-T-20 Armadale Community Centre Rooftop Unit Replacement
Date:	June 23, 2020
Commission:	Community & Fire Services

**BID INFORMATION**

Bids closed on	June 11, 2020
Number picking up bid documents	11
Number responding to bid	8

**BACKGROUND**

To obtain approval to award the contract for the removal and replacement of the existing rooftop unit including all associated electrical and control work at the Armadale Community Centre.

The existing unit was installed in 1996 and replacement is warranted based on conditions assessment. The work includes all fully operational and functional elements including equipment and integration to the building automation system.

Work to be completed by October, 2020.

**RECOMMENDATION**

Recommended bidder	EPL Consulting Corp OA PL Energy Services (lowest priced bidder)	
Current budget available	\$130,335.00 <u>\$9,448.42</u> \$139,783.42	500-101-5399-20103 - Rooftop unit replacement 270-101-5399-20064 - Facility energy program Total budget available
Less cost of award	\$143,364.84 <u>\$7,168.24</u> \$150,533.08	Bid price (Incl. of HST) Contingency (5%) Total cost of award (Incl. of HST)*
Budget remaining after this award	(\$10,749.66)	**

\*The initial capital request was based on a cost estimate from a third party mechanical contractor. During the design phase and after budget approval, the consultant projected a cost estimate of \$200,000 that was reduced to \$130,000 - \$150,000 by re-using existing parts and equipment where feasible. The consultant believed the project budget was insufficient however, staff proceeded as recent market conditions have shown lower costs as contractors look to secure projects.

\*\*The shortfall of \$10,749.66 will be funded from the Non-DC capital contingency account.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The 2021 Life Cycle Reserve Study will be updated to reflect the award price and the units industry lifespan.

**ENVIRONMENTAL CONSIDERATIONS**

N/A

#26

**STAFF AWARD REPORT**

To:	Graham Seaman, Director, Sustainability & Asset Management
Re:	137-Q-20 Security Access Control Hardware Conversion from Software House to LenelS2 at Markham Civic Centre
Date:	July 10, 2020
Commission:	Corporate Services

**BID INFORMATION**

Bids closed on	July 3, 2020
Number picking up bid documents	7
Number responding to bid	6

**BACKGROUND**

The project includes security access control hardware conversion from Software House to LenelS2 at the Civic Centre. The work will commence upon award and completed by August 31, 2020.

**RECOMMENDATION**

Recommended bidder	Spotter Security Inc. (lowest priced bidder)	
Current budget available	\$110,000.00	270-101-5399-20070 Corporate Security Operations & System Replacements
Less cost of award	\$79,482.70	Cost of award
	<u>\$ 7,948.27</u>	Contingency 10%
	\$87,430.97	Total Award (incl. HST impact)
Budget remaining after award	\$22,569.03	*

\* The remaining budget of \$22,569.03 will be returned to original funding source.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget. The Life Cycle Reserve Study will be updated upon project completion.

**ENVIRONMENTAL CONSIDERATIONS**

All waste will be properly sorted, recycled and disposed of at an authorized dump, waste treatment site or recycling facility.

#27

**STAFF AWARD REPORT**

To:	Morgan Jones, Director, Operations
Re:	138-Q-20 Stairway Replacements – Romfield Tunnel Concrete Stairs & Irish Rose Drive Concrete Stairs
Date:	July 15, 2020
Commission	Community & Fire Services

**BID INFORMATION**

Bid closed on	July 6, 2020
Number picking up bid document	17
Number responding to bid	8

**BACKGROUND**

To obtain approval to award the contract for the stairway replacements at Romfield Tunnel and Irish Rose Drive. The scope of work shall include the removal, disposal and replacement of the stairs. It shall include, but is not limited to:

- Mobilization including security fencing, temporary signage of “stairway closed”, utility locates, equipment float, etc.;
- Supply and installation of concrete stairs;
- Supply and installation of railings on both sides;
- Supply and installation of tactile pins using a spacing template, at the top and bottom of stair landing as per Ontario Building Code including troweling four (4) recesses on each stair riser;
- Supply and installation of sidewalk bays; and
- Restoration of site.

It is anticipated that all the work will start on September 8, 2020 and be completed by October 31, 2020.

**RECOMMENDATION**

Recommended bidder	Avion Construction Group Inc. (lowest priced bidder)	
Budget allocated for this Award	\$167,200.00	059-6150-20216-005 Stairway Repairs
Less cost of award	\$ 58,512.00	Cost of Award (Incl. of HST)
	\$ 5,851.20	10% Contingency (Incl. of HST)
	\$ 64,363.20	Total cost of award (Incl. of HST)
Budget remaining	\$102,836.80	*

\*\$15,807.99 of the remaining budget of \$102,836.20 will be utilized for the funding shortfall for the stairway replacement at Unionville Main St (RFQ 118-Q-20). The remaining balance of \$87,028.81 (\$102,836.80 - \$15,807.99) will be returned to the original funding source.

The work initially anticipated at Romfield Tunnel was for a complete replacement of the stairway including demolition and removal of the entire existing structure. However, the actual work to be undertaken is a partial removal of the stairway and an overlay (replacement) on top of the remaining existing structure, leading to lower demolition and removal costs.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget. The Life Cycle Reserve Study will be monitored and any adjustments deemed necessary will be made in the future, based on staff awards.

**ENVIRONMENTAL CONSIDERATIONS**

N/A

#28

**STAFF AWARD REPORT**

To:	Mary Creighton, Director, Recreation Services
Re:	144-Q-20 Cornell Community Centre Pump Replacement
Date:	July 13, 2020
Commission:	Community & Fire Services

**BID INFORMATION**

Bids closed on	June 10, 2020
Number picking up bid documents	10
Number responding to bid	8

**BACKGROUND**

To obtain approval to award the contract for the removal and replacement of seven (7) pool pumps, two (2) whirlpool pumps, four (4) pit pumps, and one (1) hot water pump at the Cornell Community Centre. The existing pumps were installed in 2012 and replacement is warranted based on conditions assessment. The work includes replacing equipment like for like, re-insulation of pumps and reconnecting electrical components.

Work to be completed by September, 2020.

**RECOMMENDATION**

Recommended bidder	Hart Pump Service (1983) Ltd. (lowest priced bidder)	
Current budget available	\$84,000.00	500-101-4299-20119 – Pump Replacement
Less cost of award	\$83,958.02	Total cost of award (Incl. of HST)
Budget remaining after this award	\$41.98	*

\*Remaining budget of \$41.98 will be returned to original funding source.

As outlined in Section 17.2 of the City's General Terms and Conditions, "The City reserves the right, in its sole discretion, to negotiate with the lowest priced bidder in the event that the bid prices submitted by the bidders exceed the City's budget". Consequently, staff reviewed potential opportunities and entered into negotiations with Hart Pump Service (1983) Ltd. to reduce the price in order to better meet the City's approved budget. Staff were able to reduce the price by \$1,372, from \$85,330.85 to \$83,958.02, a 2% reduction.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no Life Cycle or Operating Budget impact.

**ENVIRONMENTAL CONSIDERATIONS**

N/A

#29

**STAFF AWARD REPORT**

To:	Brian Lee, Director, Engineering
Re:	160-Q-20 New Infill Residential Service Connections at Various Locations
Date:	July 8, 2020
Commission	Development Services

**BID INFORMATION**

Bid closed on	July 8, 2020
Number picking up bid document	10
Number responding to bid	7

**BACKGROUND**

To obtain approval to award the contract for water, sanitary and storm sewer connections at various locations. Upon receipt of applications from City of Markham property owners, engineering staff obtain pricing from qualified companies for the installation of water, storm and/or sanitary service connections to service residential lots. The locations identified in this Request for Tender are as follows:

Location 1: 14 Worsley Crt.

Location 2: 1 Markham St.

Location 3: 26 Hawkridge Ave.

Location 4: 86 Emmerloord Cres

Location 5: 50 Apple Orchard Path

Location 6: 8 Glenbourne Park Dr

**RECOMMENDATION**

Recommended bidder	MAAD Excavation Inc. ((lowest priced bidder locations 1) Nelli Construction (lowest priced bidder locations 2-6)	
Budget allocated to award	\$56,096.22	083-5350-20303-005 Residential Water Service*
Less cost of award	\$56,096.22	Construction (Incl. of HST)**
Budget remaining after this award	\$ 0.00	

\* Service connections are fully recoverable from homeowners and work does not commence until payment is received by the City. The issuance of a Purchase Order is contingent upon receipt of payment from homeowners.

\*\*The City will be collecting the tendered cost and the 1.76% HST impact from homeowners for the service connections.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

N/A

**ENVIRONMENTAL CONSIDERATIONS**

N/A

#30

**STAFF AWARD REPORT****Page 1 of 2**

To:	Phoebe Fu, Director, Environmental Services
Re:	002-Q-20 Consulting Engineering Services for Streetlight Poles Condition Inspection
Date:	July 2, 2020
Commission:	Community and Fire Services

**BID INFORMATION**

Bids closed on	February 13, 2020
Number picking up bid documents	13
Number responding to bid	8

**BACKGROUND**

To obtain approval to award the contract for the streetlight poles condition inspection.

As the City's infrastructure ages, it is necessary to carry out condition inspection of assets in order to predict the future maintenance costs and provide reliable life cycle costing. In order to achieve this effectively, in 2011, the City commenced a program to investigate the condition of the City-owned streetlight poles. Based on the condition inspection, rehabilitation program will be developed.

The work will be completed by September 30, 2020

**RECOMMENDATION**

Recommended Bidder	HDR Corporation (Highest Ranked/ Lowest Priced Bidder)	
Current budget available	\$ 92,000.00	750-101-5699-20241 Streetlight Poles Condition Inspection
Less cost of award	\$ 86,645.30 \$ 5,198.72 \$ 91,844.02	Award (incl. HST impact) * Contingency 6% Total Award (incl. HST impact)
Budget remaining after award	\$ 155.98	**

\*The original bid price was \$96,517.92 and over budget, mainly due to a one-time software update to the ESRI/ArcGIS platform that was not known at the time of budget submission. Through negotiations, Procurement Staff were able to reduce the cost of the award by \$9,872.61 (\$96,517.92 - \$86,645.30) while not impacting the scope of the project and including the one-time software update.

\*\*The remaining balance of \$155.98 will be returned to original funding source.

**PROPOSAL EVALUATION**

The two-staged evaluation was based on pre-determined criteria as detailed in the Request for Proposal: 20% for experience/past performance, 20% for qualification and experience of the project manager and team, 30% for project delivery, project understanding and experience on similar/related projects, and 30% for price, totaling 100%.

Bidder	Score
HDR Corporation	93.2

\*Total Bid prices ranged from \$86,645.30 to \$264,290.05.



**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget and life cycle reserve study.

**ENVIRONMENTAL CONSIDERATIONS**

Not Applicable.

#31

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	027-R-20 - Consulting Engineering Services for Flood Damage Reduction of Commercial Properties within the Don Mills Channel Floodplain
Date:	July 31, 2020
Commission:	Community and Fire Services

**BID INFORMATION**

Bids closed on	July 16, 2020
Number picking up bid documents	9
Number responding to bid	2*

\*Reasons for no-bid includes current workload, resource constraints, project risk profile for potential claims, specialized work.

**BACKGROUND**

To obtain approval to award the contract for consulting engineering services for flood damage reduction of commercial properties within the Don Mills Channel floodplain. This program will assess 43 properties that are at risk of flooding within the study area to increase the level of flood resiliency. The work will commence upon award and be completed by December 2021. The work for 2020 and 2021 is scheduled as follows:

2020:

- Review of background information, flood-proofing techniques, emergency management and warning systems
- Individual site investigations for 33 properties with no building at risk
- Outreach (targeted education) for 10 properties with buildings at risk

2021: (Subject to Council Approval)

- Individual site investigations, concept design and feasibility study for up to 10 properties with a building at risk, subject to participation by each property owner.
- Development of an incentive program for site improvements to protect properties from flood damage during large storms

**RECOMMENDATION**

Recommended Bidder	The Municipal Infrastructure Group Ltd. (highest ranked / lowest price bidder)	
Current budget available	\$142,600.00	750-101-5699-19231 <b>Don Mills Channel - Flood Proofing Education Program</b>
Less cost of award	\$ 59,448.19	2020 Award (incl. HST impact)
	\$ 5,944.82	2020 Contingency 10%
	\$ 65,333.01	2020 Total Award (incl. HST impact)
	\$104,242.94	2021 Award (incl. HST impact) *
	\$ 10,424.29	2021 Contingency 10%
	\$114,667.24	2021 Total Award (incl. HST impact)
	\$180,000.25	Total Award (2020 & 2021)
Budget remaining after award	\$ 77,206.99	**

### **RECOMMENDATION (Continued)**

\*Award is subject to Council approval of the 2021 Capital budget.

\*\*The remaining budget of \$77,206.99 will be returned to original funding source.

The recommended consultant, The Municipal Infrastructure Group Ltd., has strong experience in flood damage remediation, and past performance was satisfactory. Their proposal demonstrated to the City's satisfaction that they have the experience to undertake the project and they have a strong understanding of the project deliverables.

### **PROPOSAL EVALUATION**

The two-staged evaluation was based on pre-determined criteria as detailed in the Request for Proposal: 20% for experience/past performance, 20% for qualification and experience of the project manager and team, 30% for project delivery, and 30% for price, totaling 100%.

Bidder	Score
The Municipal Infrastructure Group Ltd.	95.8

\* Bid prices ranged from \$163,691.14 to \$330,162.71, inclusive of HST Impact and exclusive of contingency.

### **OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget and life cycle reserve study.

### **ENVIRONMENTAL CONSIDERATIONS**

Not applicable.

#32

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	107-R-20 German Mills Meadow Environmental Monitoring Program
Date:	May 26, 2020
Commission	Community & Fire Services

**BID INFORMATION**

Bid closed on	April 24, 2020
Number picking up bid document	16
Number responding to bid	10

**BACKGROUND**

To obtain approval to award the contract for the German Mills Meadow Environmental Monitoring Program.

The firm is to provide services to the City to ensure continuous maintenance and compliance of the closed Former Sabiston Landfill in the German Mills Meadow and Natural Habitat to the requirements of the Ministry of the Environment, Conservation and Parks (MECP). The site is located west of Leslie Street, on the south side of John Street at 2001 John St. in the City of Markham.

The work includes monitoring of the existing gas collection system, environmental monitoring of the leachate plume in relation to German Mills Creek, review of record documents, making recommendation from results of monitoring, ensuring compliance with all agency regulations/certificate of authorizations, coordinating with external agencies, supporting City staff in preparation of Council and committee reports/presentations, documenting findings and recommendations of future actions.

The term of the contract is from July 1, 2020 to December 31, 2022.

**RECOMMENDATION**

Recommended bidder	Wood Canada Limited (highest ranked bidder / second lowest priced bidder)	
Current budget available	\$252,789.00	700-101-5699-20228 German Mills Meadow – Environmental Monitoring Program
Less cost of award	\$ 23,894.27	2020 Monitoring Program (July 1 - Dec. 31, 2020) Award (incl. of HST)
	\$ 23,207.39	2020 Soil Vapour Monitoring & Miscellaneous Work
	\$ 4,710.17	2020 Contingency @ 10%
	\$ 51,811.83	2020 Total Award
	\$ 49,823.73	2021 Monitoring Program (Jan 1 – Dec. 31, 2021) Award (incl. of HST)
	\$ 26,428.09	2021 Soil Vapour Monitoring & Miscellaneous Work
	\$ 7,625.18	2021 Contingency @ 10%
	\$ 83,877.00	2021 Total Award

**107-R-20 German Mills Meadow Environmental Monitoring Program****Page 2 of 2****RECOMMENDATION (Continued)**

Less cost of award	\$ 50,661.22	2022 Monitoring Program (Jan. 1 – Dec. 31, 2022)
	\$ 26,498.30	Award (Incl. of HST)
	\$ 7,715.95	2022 Soil Vapour Monitoring & Miscellaneous Work
	\$ 84,875.47	2022 Contingency @ 10%
		2022 Total Award
	\$220,564.30	Total cost of award (2020 to 2022)
Budget remaining after this award	\$ 32,224.70	

The remaining budget of \$32,224.70 will be returned to the original funding source.

The soil vapour monitoring each year will only be undertaken if required and work will be authorized only if related parameters reach minimum threshold for further analysis of soil vapour concentrations. Any remaining funds in each year will be returned to the original funding source.

The miscellaneous works will only be undertaken if required and work will be authorized only if related works are identified or required to meet MECP requirements per their annual inspection report. Any remaining funds in each year will be returned to the original funding source.

**PROPOSAL EVALUATION**

The two-staged evaluation was based on pre-determined criteria as detailed in the Request for Proposal: 20% for Bidder's previous experience and qualifications, 20% for qualification and experience of the project manager and team, 30% for project understanding, methodology, schedule and work plan, and 30% for price, totaling 100%. Bidders had to score a minimum of 75% (or 52.5 out of 70) in their technical proposal in order to proceed further for price evaluation.

Bidder	Score
Wood Canada Limited	88.49

\*Total Bid prices ranged from \$190,883.68 to \$230,446.73 excluding contingency and including the soil vapour monitoring and miscellaneous works.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget or Life Cycle Reserve Study.

**ENVIRONMENTAL CONSIDERATIONS**

The Consultant will provide services to ensure continuous maintenance and compliance of the closed Former Sabiston Landfill to the requirements of Ministry of the Environment, Conservation and Parks. This will ensure appropriate protection is provided to abutting properties and German Mills Creek.

#33

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	130-S-20 Supply and Delivery of Hydraulic Tools
Date:	May 21, 2020
Commission	Community & Fire Services

**BACKGROUND**

To obtain approval to award the contract for the supply and delivery of hydraulic tools for Fire Services.

The award includes, two (2) hydraulic spreaders, two (2) hydraulic cutters, two (2) hydraulic extension rams, two (2) gas powered pump/valve systems, core hydraulic hoses and other associated hardware.

These hydraulic tools are located on two (2) of the City's front run pumpers and are utilized mainly in auto extrication when a patient needs to be removed from a heavily damaged automobile. The use of hydraulic tools is not limited to automobile extrication and have been used in other rescue situations. The tools are safe, efficient and powerful, and are necessary equipment for firefighters to operate at the highest level in rescue situations. This equipment replaces similar tools that have reached the end of their useful lifecycle. Generally, after condition assessment, these tools are replaced at a 15 year interval. These tools were last replaced in 2005.

It is anticipated that all tools will be delivered by July 31, 2020.

**RECOMMENDATION**

Recommended bidder	Darch Fire (non-competitive procurement)	
Current budget available	\$93,500.00	067-6150-20094-005 Rescue Equipment – Powered Hydraulics Replacement
Less cost of award	\$92,784.77	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 715.23	*

\* The remaining budget of \$715.23 will be returned to the original funding source.

**Staff further recommends:**

That the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 7 Non Competitive Procurement, item 1 (e) which states, "where the City is acquiring specialized equipment, such as firefighting equipment, in which case the sources of supply may be identified based on technical specifications prepared by the User Department.

**130-S-20 Supply and Delivery of Hydraulic Tools****Page 2 of 2****OPTIONS/DISCUSSION**

Markham Fire and Emergency Services (MFES) outfits 6 different front run apparatus with hydraulic rescue tools. While there are many different brands of hydraulic rescue tools available on the market, MFES have a preference for the Holmatro heavy hydraulic tool brand and continued standardization of these tools on the front run apparatus.

By standardizing these hydraulic tools, the City achieves the following benefits:

- In an emergency situation, it is important operationally that tools and accessories are interchangeable. Standardization allows for interchangeable at an emergency scene
- Eliminates the need for additional training
  - MFES mechanics have been trained on the inspection of all hydraulic tools and are similarly trained on small part replacement and minor repairs
  - Training Plans are created and implemented that are tool/manufacturer specific
- Inventory is kept at a minimum
  - A small stock pile of parts is maintained that result in faster repair and return to service of damaged tools
- Holmatro heavy hydraulic tools are competitively priced in the market

**Distributor**

Darch Fire is the only authorized sales and service provider for Holmatro Rescue Tools in the province of Ontario.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget or Life Cycle Reserve Study.

**ENVIRONMENTAL CONSIDERATIONS**

N/A



#34

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	131-S-20 Supply and Delivery of Air Cylinders 45+ Minutes Replacement for Self-Contained Breathing Apparatus (SCBA)
Date:	May 25, 2020
Commission	Community & Fire Services or Development Services

**BACKGROUND**

To obtain approval to award the contract for the supply and delivery of forty-three (43) 45+ minutes air cylinders for self-contained breathing apparatus (SCBA) for Markham Fire & Emergency Services (MFES). The cylinders being replaced have reached the end of their usable life span of fifteen (15) years and were last replaced in 2005.

It is anticipated that all goods will be delivered by June 30, 2020.

**RECOMMENDATION**

Recommended bidder	ResQtech Systems Inc. (non-competitive procurement)	
Current budget available	\$88,600.00	067-6150-20086-005 Air Cylinders 45+Minutes Replacement
Less cost of award	\$94,382.40	Total cost of award (Incl. of HST)
Budget remaining after this award	(\$ 5,782.40)	*

\*The cost of cylinders came in under budget at \$87,600.10, however due to a minor change in specifications from a threaded connection attachment to a quick connect coupling, an additional \$6,782.30 (\$157.72 per cylinder) was required. The quick connect coupling allows for a faster cylinder exchange in an emergency scene and are also less susceptible to freezing in cold months. The budget shortfall will be funded from the Non-DC Capital Contingency.

**Staff further recommends:**

That the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II:

- Section 7 Non Competitive Procurement, item 1 (b) which states, “where there is only one source of supply for the goods to be purchased;” and
- Section 11.1 (e) “Where the City is acquiring equipment...in which case the sources of supply may be identified based on technical specifications prepared by the User Department.”

**OPTIONS/DISCUSSION**

MFES have been utilizing Interspiro SCBA for protection of the respiratory system during incidents for over 25 years. The City currently has 90 SCBA harness assemblies, 300 face pieces/breathing valves which include spares, 6 Rapid Intervention Crew Kits (RIC), a complete SCBA maintenance facility compatible with Interspiro SCBA, 7 trained SCBA Technicians, 280 - 45 minute air cylinders, 10 - 60 minute air cylinders, 6 station compressors Interspiro SCBA compatible, 1 air light truck compressor Interspiro SCBA compatible and 2 Enforcer brush/grass fire units Interspiro SCBA compatible.

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**131-S-20 Supply and Delivery of 45+ Minutes Air Cylinders for Self-Contained Breathing Apparatus****Page 2 of 2****OPTIONS/DISCUSSION (Continued)**

MFES does all the required annual testing and repairs of the breathing apparatus as required. This in house program leads to savings on the cost of an outside vendor, decreased amount of time equipment is out of service and saves on shipping costs to Woodstock, Ontario (where the vendor is located).

It will be necessary to purchase SCBA and related support equipment due to:

- Additional recruits hired;
- Staff retirements; and
- Replacements due to equipment failure/breakdown or based on the life cycle.

All maintenance and replacement parts required for the Interspiro self-contained breathing apparatus must be purchased from the manufacturer. Within Ontario, ResQTech Systems Inc. is the sole distributor for Interspiro SCBA.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The updated component cost will be reflected in the next Life Cycle Reserve Study. There is no incremental impact to the operating budget.

**ENVIRONMENTAL CONSIDERATIONS**

N/A

#35

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	133-S-20 Smart Commute Markham, Richmond Hill
Date:	June 29, 2020
Commission	Development Services

**BACKGROUND**

The program provides commuter options and travel demand management programs/services to businesses in the City of Markham under the Smart Commute Markham, Richmond Hill Transportation Management Association (TMA) banner. The other funding partners include the City of Richmond Hill and Region of York.

**RECOMMENDATION**

Recommended bidder	Smart Commute Markham – Richmond Hill (non-competitive procurement)	
Current budget available	\$76,300	640-101-5699-20046 Smart Commute Markham-Richmond Hill
Less cost of award	\$76,300	Award (Incl. of HST
Budget remaining after this award	\$ 0.00	

**Staff further recommends**

THAT the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11.1 Non Competitive Procurement, item 1 (c) which states, “when the extension of an existing contract would prove more cost-effective or beneficial;”

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

N/A

**ENVIRONMENTAL CONSIDERATIONS**

The service provided will encourage local businesses and employees to use alternative travel modes, which supports Markham’s sustainability goals.

#36

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	109-T-20 Supply and Delivery of One (1) Cab and Chassis with Chipper Body
Date:	July 13, 2020
Commission	Community & Fire Services

**BID INFORMATION**

Bid closed on	June 17, 2020
Number picking up bid document	10
Number responding to bid	2*

\*This is a niche market as it involves three different vendors to complete the final product.

The chassis is ordered from the US then drop shipped to a vendor in Mississauga where the hydraulics and chipper dump body are added. The vehicle is then shipped to the recommended bidder located in Markham where minor installations are done, PDI is completed and the vehicle is prepared for licensing.

**BACKGROUND**

To obtain approval to award the contract for one (1) cab and chassis with chipper body.

The unit being replaced (#3330) will be sold upon delivery of the new unit in accordance with Purchasing By-Law 2017-8, Part V, Disposal of Personal Property. Proceeds will be posted to account 890 890 9305 (Proceeds from the Sale of Other Fixed Assets).

It is anticipated that the vehicle will be delivered by October 31, 2020.

**RECOMMENDATION**

Recommended bidder	Rush Truck Centres of Canada Limited (lowest priced bidder)	
Current budget available	\$113,928.00	057-6150-19207-005 Corporate Fleet Replacement – Non-Fire
Less cost of award	\$134,380.45	Total cost of award (Incl. of HST)
Budget shortfall	(\$20,452.45)	

Bids received in response to this Request for Tender exceeded the City's budget. Consequently, Staff attempted to enter into negotiations with the low bidder (Rush Truck Centres of Canada Limited); however, the low bidder was unable to reduce their pricing.

The budget shortfall is due to two components:

1. Budget submission was 2 years ago and CPI has increased by 2.02% over this period of time.
2. The chassis procured from the US is approximately 70% of the cost of this unit and the exchange rate has deteriorated since budget approval.

The budget shortfall of \$20,452.45 will be funded from the Non-DC Capital Contingency.

**109-T-20 Supply and Delivery of One (1) Cab and Chassis with Chipper Body      Page 2 of 2****OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget. The Life Cycle Reserve Study will be monitored and any adjustments deemed necessary will be made in the future based on staff awards.

**ENVIRONMENTAL CONSIDERATIONS**

The unit in this award utilizes the most current technology, reducing overall engine emissions.

#37

**STAFF AWARD REPORT**

To:	Brenda Librecz, Commissioner, Community & Fire Services
Re:	132-Q-20 Television Programming for Various Community Centres
Date:	May 11, 2020
Commission:	Community & Fire Services

**BID INFORMATION**

Advertised	By Invitation
Bids closed on	April 30, 2020
Number picking up bid documents	3
Number responding to bid	3

**BACKGROUND**

To obtain approval to award the contract for television programming services for a period of five (5) years subject to a 3% price increase annually.

The existing five-year television programming service commenced on June 1, 2015 and will be ending on May 31, 2020. The television subscription provides channels for various outlets that include televisions and fitness equipment across five community centres:

**RECOMMENDATION**

Recommended bidder	Bell Canada (Lowest Priced Bidder)	
Current budget available	\$24,463.00	Various Operating Accounts
Less cost of award	\$20,626.18	June 1, 2020 -May 31 2021 (Incl. HST)*
	\$21,244.97	June 1, 2021 -May 31 2022 (Incl. HST)*
	\$21,882.32	June 1, 2022 -May 31 2023 (Incl. HST)*
	\$22,538.79	June 1, 2023 -May 31 2024 (Incl. HST)*
	<u>\$23,214.95</u>	June 1, 2024 -May 31 2025 (Incl. HST) *
	\$109,507.20	Total cost of award (Incl. HST)
Budget remaining after this award	\$ 3,836.82	

\* Subject to Council approval of the 2021, 2022, 2023 & 2024 operating budgets.

Note: The service (payment) was stopped in April due to COVID and will be restarted upon facility openings.

**OPTIONS/DISCUSSIONS**

The City's community centres are currently using hardware from Bell Canada. Staff invited Rogers Communications Inc., and Shaw Communications Inc. to visit each facility and determine monthly television programming and initial hardware setup costs. As each facility has already been outfitted with the proper digital network configurations, initial hardware setup costs were waived and only required monthly subscription costs as outlined.

**132-Q-20 Television Programming for Various Community Centres****Page 2 of 2****FINANCIAL CONSIDERATION**

The current monthly cost inclusive of taxes for all five community centres is \$1,850.18 with Bell Canada. Staff negotiated a new five-year agreement with the same level of programming for a new monthly cost of \$1,718.85, a reduction of \$131.33 or 7%.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

Facility	Operating Accounts	Budget Available	Cost of Award
Angus Glen C.C.	504-921-5414	\$1,000.00	\$1,031.31
Aaniin C.C.	509-921-5104	\$5,345.00	\$3,712.71
Centennial C.C.	500-399-5104	\$5,959.00	\$4,950.28
Thornhill C.C.	501-921-5104	\$5,659.00	\$4,950.28
Cornell C.C.	505-921-5104	\$6,500.00	\$5,981.59
	Operating Total	\$24,463.00	\$20,626.18

**ENVIRONMENTAL CONSIDERATIONS**

N/A



#38

**STAFF AWARD REPORT**

To:	Morgan Jones, Director, Operations
Re:	174-Q-20 Supply and Delivery of One (1) 2020 Toyota Highland Hybrid
Date:	August 4, 2020
Commission	Community & Fire Services

**BID INFORMATION**

Bid closed on	July 31, 2020
Number picking up bid document	8
Number responding to bid	5

**BACKGROUND**

To obtain approval to purchase one (1) 2020 Toyota Highlander Hybrid Limited vehicle for the Mayor.

The 2012 unit being replaced (#5143) will be sold upon delivery of the new unit in accordance with Purchasing By-Law 2017-8, Part V, Disposal of Personal Property. Proceeds will be posted to account 890 890 9305 (Proceeds from the Sale of Other Fixed Assets).

It is anticipated that the vehicle will be delivered in September 2020.

**RECOMMENDATION**

Recommended bidder	Don Valley North Toyota, a Div. of Weins Canada Inc. (lowest priced bidder)	
Current budget available	\$53,404.00	057-6150-19207-005 Corporate Fleet Replacement - Non-Fire
Less cost of award	\$53,347.63	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 56.37	*

\*The remaining budget of \$56.37 will be returned to the original funding source.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget or Life Cycle Reserve Study.

**ENVIRONMENTAL CONSIDERATIONS**

N/A

#39

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	139-R-20 Benefit Plan Consulting Services
Date:	July 09, 2020
Commission:	

**PURPOSE**

On behalf of four local municipalities, York Region issued a Request for Proposal (CRFP 2019-03) for benefit plan consulting services. The following municipalities and York Region are the participating organizations:

1. City of Markham
2. Town of Aurora
3. Town of Newmarket
4. Town of East Gwillimbury

York Region has since awarded the contract to Buffet Taylor and under this report, Staff are seeking approval to issue a purchase order for the benefit plan consultant to mirror the Region's contract term.

**BACKGROUND**

The Region together with several of its local municipalities have created an Umbrella Benefit Group to leverage economies of scale to implement best practices and to share resources in respect to the management of their employee benefits plans. The benefit plan consultant will audit, analyze, negotiate, comment and make recommendations regarding the City's current benefits program and alternative plan options as required.

**RECOMMENDATION**

Recommended Bidder	Buffet Taylor (Highest Ranked/Lowest Priced Bidder)	
Current Budget Available	\$ 30,058.00	Acct # 030-2200039 (July 1, 2020 – December 31, 2020)
Less cost of award	\$ 24,870.14 \$ 223,831.30 \$ 28,696.30 \$ 19,843.20 \$ 297,240.94	July 1, 2020 – December 31, 2020 (City award) January 1, 2021 – June 30, 2025 (City award) July 1, 2020 – December 31, 2025 (MPL award) One-time Fee – if required (Consultant services) Total Cost of Award (Inclusive of HST)
Budget Remaining after this award	\$ 5,187.86	

The City award amount is \$49,740.28/year or \$248,701.44 (\$24,870.14 + \$223,831.30) over the term of this contract.

Markham Public Library award amount is \$5,739.26/year or \$28,696.30 over the term of this contract.

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**139-R-20 Benefit Plan Consulting Services****Page 2 of 2****RECOMMENDATION (CONTINUED)**

If required, the consultant will provide consultant services support to the umbrella group if a decision is made to go to the market for a new health and dental benefit provider. If this occurs, it will be within the initial five (5) years of the contract period. This total amount of \$99,216.00 is split between the five participating agencies ( $\$99,216.00/5 = \$19,843.20$ ).

Unit Prices will remain firm fixed for the first year. Prices in years 2-5 will be adjusted in accordance with the annual rate of change in Consumer Price Index (CPI), for all items in Toronto, using the last published adjustment month closer to renewal. The adjusted prices shall remain firm for the entire optional extension period. Any adjustments will have a maximum ceiling of 2.5%.

The remaining budget will generate a favourable variance that will be included as part of the 2020 results of operations and will be addressed as part of the 2021 operating budget

**EVALUATION SUMMARY**

The evaluation was based on pre-established evaluation criteria as outlined in the RFP: Qualifications and Experience (5%), Understanding of Objectives, Quality of Approach and Methodology (35%), Proposed Work Plan with Time Table, Sample Reporting (21%), References (6%), Value Add (3%), Interview (10%) and Price (20%)

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget and Life Cycle Reserve Study.

The previous contract was based on 1.1% of total health and dental costs with the 2019 expense of \$60,116.46. Under this new contract, the fees will be in a fixed amount of \$49,658.88/ year and the only adjustment will be for CPI in years 2-5.

**ENVIRONMENTAL CONSIDERATIONS**

N/A



Report to: General Committee

Meeting Date: September 8, 2020

**SUBJECT:** Appointment of Members to the Markham Mayor's Youth Council for the period of September 15, 2020 to June 30, 2021

**PREPARED BY:** Portia Lee, Recreation Coordinator, Programs and Outreach Recreation Services

**RECOMMENDATION:**

- 1) That the Report Appointment of Members to the Markham Mayor's Youth Council for the period of September 15, 2020 to June 30, 2021 be received;
- 2) And that the following Appointments of Members to the Markham Mayor's Youth Council be confirmed for the term September 15, 2020 to June 30, 2021;

Name	School	Grade	Ward
Jin Zhou	Henderson Avenue Public School	8	1
Karina Florea	Thornhill Secondary School	10	1
Elyssa Qi	St. Augustine Catholic High School	9	2
Stephanie Sheng	Bayview Secondary School	10	2
Marissa Wang	Bayview Secondary School	11	2
Eric Gao	Unionville High School	10	3
Justine Lin	Unionville High School	11	3
Patrick Ang	St. Brother Andre Catholic High School	12	3
Selina Qiu	Markville Secondary School	12	3
Ivan Yu	Unionville High School	12	3
Manny Pahwa	Unionville High School	11	4
Olivia Chan	Unionville High School	11	4
Maxine Bisera	St. Brother Andre Catholic High School	12	4
Jorden Robinson	Milliken Mills High School	12	4
Jiabei He	Bill Hogarth Secondary School	9	5
Gloria Huang	Bill Hogarth Secondary School	10	5
Bryant Zheng	Markville Secondary School	11	6
Kara Yang	Markville Secondary School	11	6
Jonathan Feng	Markville Secondary School	11	6

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Ernest Wong	St Robert Catholic High School	12	6
Seethaa Manoharan	Bayview Secondary School	12	6
Ashwin Suganthan	Markham District High School	11	7
Chloe Vanderlugt	Town Centre Private High School	12	7
Sara Mohammed	Markham District High School	12	7
Ulain Umar	Father Michael McGivney Catholic High School	11	8

3) And that Staff be authorized and directed to do all things necessary to give effect to this resolution.

**PURPOSE:**

The purpose of the report is to confirm appointments to the Markham Mayor's Youth Council for the term September 15, 2020 to June 30, 2021.

**BACKGROUND:**

The Markham Mayor's Youth Council (MMYC), formally known as Mayor's Youth Task Force (MYTF), was created in 1994 to address issues that are pertinent to youth in the community. The group's mandate is:

1. To act in an advisory capacity in providing advice on issues of concern to youth.
2. To act in an advocacy role by providing new ideas and views to council and staff.
3. To raise awareness in the community through planned events (e.g. Youth Week, Youth Forums, Youth Job Fair, etc).
4. To encourage youth participation within the community.

The MMYC is a group of high school students from the City of Markham who meet twice a month to plan events and discuss issues facing youth. The purpose of the MMYC is to provide local youth a voice by which they may give input and develop initiative to enhance youth opportunities within the City of Markham. The Recreation Coordinator, Programs and Outreach will act as staff liaison.

Area Youth Councils are also very active in Thornhill, Unionville, Markham and Milliken. These area councils are responsible for providing specific youth events and opportunities within their communities. The Area Youth Councils coordinate with the MMYC to support City wide youth activities. Recreation Coordinators/Supervisors in each of the areas act as staff liaison and mentor to the youth.

During these challenging times surrounding the COVID-19 pandemic, MMYC and Area Youth Councils are committed to supporting youth in the Markham community by raising awareness about local supports and resources and encouraging youth engagement virtually.

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### Nomination Process

Nominations into the MMYC are conducted in July and August each year. The nomination process includes:

1. Call for community members to join the Markham Mayor's Youth Council
  - Applications and deadlines were advertised on the MMYC website, MMYC social media pages (Facebook and Instagram), City of Markham website, social media pages (Facebook and Instagram), and e-mail newsletter ;
  - MMYC and Area Youth Council members promoted applications within their schools and community;
  - Area Youth Councils (Thornhill, Markham, Milliken and Unionville) promoted the MMYC opportunity to the members, and at their youth events.
2. Markham Mayor's Youth Council received 186 applications to fill 10 positions for the 2020/2021 year.
3. Ninety-six (96) applicants were selected to move forward to the first screening step (24-hour Virtual Challenge).
4. Fourteen (14) 24-hour Virtual Challenge groups were formed with 5 to 6 applicants in each group.

Each group is assigned a project from the list below and asked to develop a presentation identifying solutions:

- Markham Youth Week Expo virtual programming ideas
  - Increase youth political engagement within the City of Markham specifically addressing youth related social issues, environmental sustainability, mental health and diversity
  - Increase youth community outreach and communication
  - Establish MMYC presence in the City of Markham
  - Increase MMYC relations with other local youth councils
  - Engaging younger youth (Grade 10 and under) to attend events and participate within the community
  - Engaging youth to participate within the community virtually
  - Promoting youth volunteerism
5. Interview panels included: two (2) Markham Mayor's Youth Council Chairs, two (2) Markham Mayor's Youth Council Members, one (1) Full Time staff member, (Recreation Coordinator, Programs and Outreach)
    - Panels interviewed 37 applicants over a 2-week period

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6. Confirmation of the Markham Mayor's Youth Council members was completed on August 25 2020 for the 2020/2021 term. While staff strive to find equal representation by Ward this is not always possible based on where the applications have been received.
  7. The Markham Mayor's Youth Council has an active volunteer program called the Ambassador program. This program is comprised of 15-20 youth, who are directly lead by the Markham Mayor's Youth Council Co-Chairs and the staff liaison. The Ambassadors assist in planning and supporting the Markham Mayor's Youth Council on events throughout the year as well as aiding in their outreach efforts. Many of the youth involved in the Ambassadors Program are looking to gain experience with the Markham Mayor's Youth Council and strive to promote volunteerism and activism to a wider range of youth in the community. The Ambassador program strives to have representation from all Wards, schools, ages, and backgrounds.

**FINANCIAL CONSIDERATIONS**

No Financial implications are to be considered in this report.

**HUMAN RESOURCES CONSIDERATIONS**

No Human Resources implications are to be considered in this report

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

Not applicable

**BUSINESS UNITS CONSULTED AND AFFECTED:**

Not applicable

**RECOMMENDED BY:**

Mary Creighton  
Director of Recreation Services





Report to: General Committee

Meeting Date: September 8, 2020

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**SUBJECT:** Feasibility of Piloting Microsoft 365 Cloud Service

**PREPARED BY:** Nasir Kenea, Chief Information Officer

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**RECOMMENDATION:**

1. That the report dated September 8, 2020 entitled “Feasibility of Piloting Microsoft 365 Cloud Service” be received;
2. That staff, participate in a free pilot of the Microsoft online productivity solution for up to 50 users for a six month period;
3. That implementation support costs of \$25,000 (excluding HST) to execute the pilot be approved;
4. That staff report back on the results of the pilot in Q1 2021; and
5. That staff be authorized and directed to do all things necessary to give effect to this resolution.

**PURPOSE:**

To seek approval to partner with Microsoft and their solution partner to assist in planning and implementing up to 50 City users on a free trial of the Microsoft enterprise online productivity solution.

**BACKGROUND:**

At the May 19, 2020 General Committee meeting, further to an agenda item: “Continuing Markham's Digital Transformation”, staff was directed to investigate the feasibility of implementing an opportunity for a free trial of the Microsoft 365 Enterprise online-integrated software solution, if approved.

In the current environment, staff have access to basic Microsoft productivity tools installed on their local computer which are well used, reliable and functional. However these tools include limited integration with other systems and have some limitations in enabling an effective and collaborative work environment.

The Microsoft Enterprise online productivity solution available through its cloud service not only includes the above mentioned products and email but also provides access to several tools to allow staff to work from home more easily, securely access files, and communicate and collaborate from anywhere, and on any device. Some the additional capabilities include:

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1. Microsoft Team –a chat and collaboration platform (such as video and audio conferencing, document sharing etc.) designed to simplify group work in an organization. In addition to the chat-based communications, Team's integration with other Microsoft services allows users access to shared files and calendars and collaborative editing among employees and work teams.
  2. One Drive – a Cloud storage drive for intelligent file sharing, enabling collaboration from anywhere, on any device running any standard operating system, from any location with network access.
  3. Collaboration – ability to collaborate and share documents internally and externally.
  4. Security and Business Continuity – staff can work efficiently using the latest software. Corporate data is secure and protected for maximum security. This keeps communications safer, by targeting phishing attacks, zero-day threats, ransomware and other malware within email attachments and links. The environment provides the ability to fully restore corporate data and ensure quick business recovery.
  5. Analytics – includes analytics tools to gain insights on staff adoption of various tools included in the cloud offering, device used, storage utilization, etc.

The pilot will allow an opportunity to explore these capabilities and better understand implementation implications and requirements.

#### **OPTIONS/ DISCUSSION:**

Following Council direction, staff contacted Microsoft and confirmed the availability of free licenses for Markham to pilot the Microsoft enterprise online productivity solution. Microsoft has agreed to provide 25 users with E3 (mid-level features) licenses and another 25 users with E5 (advanced features) licenses for this pilot. Although the licenses are currently available for only one month as per company policy, staff have negotiated with Microsoft to extend the use for additional five months, for a total of six months at no cost. Microsoft was not able to provide funding for implementation support for the pilot.

To minimize the impact to users participating in the pilot, Microsoft has also recommended a hybrid approach that will allow the existing data to continue to reside on premise and avoid data migration effort which is time consuming undertaking. Any new email or document created by user after the activation of the pilot will be saved on the Microsoft cloud. The users participating in the pilot will continue to have access to both cloud and on premise data.

In order to set up and configure the pilot environment for the 50 users, staff issued a statement of work to the market and is in the process of selecting a Microsoft partner. The Microsoft partner is expected to have experience implementing the solution, and will plan the pilot rollout and successfully execute. The partner's scope of work also includes support during the pilot and customized training to ensure success of the pilot and optimal adoption by users. The cost for this engagement is \$25,000 excluding HST, and if the pilot is approved, this will be funded from the Digital Markham Strategy budget (75-5350-16254-005).

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The pilot will help staff assess the potential benefits of Microsoft cloud services including identity management, security, user productivity, access to current tools, reliable platform etc. The pilot will also help Council members and staff better understand, training requirements for future rollout, City infrastructure readiness, work effort required to migrate the users from on-premise to the cloud, the business value of solution and overall budgetary implications. The pilot provides an opportunity to assess integrated productivity tools and explore the potential to enhance overall business productivity.

The Microsoft cloud service is a well established and reliable platform. Based on Staff's assessment, it is feasible to proceed with the pilot project for the Microsoft Enterprise online productivity solution

Participants in the pilot will include several members of Council, some senior staff and a cross-section of staff in different departments.

Staff will report back to Council on the results of the pilot, and recommended next steps, in Q1 2021.

**FINANCIAL CONSIDERATIONS**

Microsoft will provide 50 free licenses for the six month pilot. Costs of planning, executing and supporting the pilot through a Microsoft partner are \$25,000 excluding HST. The pilot will be funded through the Digital Markham Strategy budget – Account# 75-5350-16254-005.

**HUMAN RESOURCES CONSIDERATIONS**

No Applicable

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

BMFT - Digital Markham Strategy

**BUSINESS UNITS CONSULTED AND AFFECTED:**

Not Applicable

**RECOMMENDED BY:**

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Trinela Cane  
Commissioner, Corporate Services

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Nasir Kenea  
Chief Information Officer