



## Electronic General Committee Meeting

### Revised Agenda

Meeting No. 17  
November 16, 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.

General Committee meetings are video and audio streamed on the City's website at:

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# Electronic General Committee Meeting

## Revised Agenda

### Revised Items are Italicized.

Meeting Number: 17

November 16, 2020, 9:30 AM - 1:00 PM

Live streamed

Please bring this General Committee Agenda to the Council meeting on November 24, 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 OCTOBER 21, 2020 SPECIAL GENERAL COMMITTEE (16.0)	8
1. That the minutes of the October 21, 2020 Special General Committee meeting be confirmed.	
3.2. MINUTES OF THE NOVEMBER 2, 2020 GENERAL COMMITTEE (16.0)	14
1. That the minutes of the November 2, 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 communications dated October 26, 2020 and October 30, 2020 from York Region be received for information purposes:	
a. 2019 Annual Waste Management Report	



- b. Update on Travel Patterns in York Region During COVID-19 Pandemic
- c. Partnership Programs - Municipal Streetscape and Pedestrian and Cycling - Annual Update
- d. Traffic Bylaw Amendments to Support Rapidways
- e. Proposed Employment Area Mapping and Employment Conversions
- f. Potential for Employment Lands Along 400 Series Highway
- g. Potential Re-Opening of Businesses within York Region

## 6. PETITIONS

## 7. CONSENT REPORTS - FINANCE & ADMINISTRATIVE ISSUES

### 7.1. MINUTES OF THE SEPTEMBER 21, 2020 MARKHAM PUBLIC LIBRARY BOARD (16.0) 239

- 1. That the minutes of the September 21, 2020 Markham Public Library Board meeting be received for information purposes.

### 7.2. 2021 INTERIM TAX LEVY BY-LAW (7.3) 247

S. Manson, ext. 7514

- 1. That the report “2021 Interim Tax Levy By-law” be received; and,
- 2. That Council authorize an interim tax levy for 2021; and,
- 3. That the attached by-law be passed to authorize the 2021 interim tax levy; and further,
- 4. That staff be authorized and directed to do all things necessary to give effect to this resolution.

### 7.3. *PROPERTY TAX PAYMENT DEFERRAL PROGRAM (7.3)* 252

S. Manson, ext. 7514

- 1. That the report entitled Property Tax Payment Deferral Program be received; and,
- 2. That Council authorize a Property Tax Payment Deferral Program for the 2021 taxation year for eligible taxpayers; and,
- 3. That the 2021 Interim Tax Levy By-law include the necessary clauses to permit the waiving of late payment charges for the 2021 taxation

year for eligible property owners of the Property Tax Payment Deferral Program, and further,

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

#### **7.4. STAFF AWARDED CONTRACTS FOR THE MONTH OF OCTOBER 2020 (7.12) 259**

A. Moore, ext. 4711

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

#### **7.5. STATUS OF CAPITAL PROJECTS AS OF SEPTEMBER 30, 2020 (7.5) 273**

L. Chen, ext. 3880, V. Siu, ext. 2232 and A. Aziz, ext. 2432

1. That the report dated November 16, 2020 titled “Status of Capital Projects as of September 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 \$3,891,898 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 or Partially Initiated, as identified on Exhibit C, be approved for closure and funds in the amount of \$2,099,287 be transferred to the original sources of funding as identified in Exhibit C; and
4. That the Non-Development Charge Capital Contingency Project be topped up from the Life Cycle Replacement and Capital Reserve Fund by \$431,780 to the approved amount of \$250,000; and,
5. That the following new capital projects, initiated subsequent to the approval of the 2020 capital budget, be received:
  - 20302 – Royal Orchard/Bayview Transportation Improvements – Budget of \$175,000 funded from Developer Fees.
  - 20303 – Residential Water Service Connections – Budget of \$401,105 funded from External Revenues (home owners).
  - 20306 – Seasonal Tennis Bubble - Lighting Upgrade (South Court) – Budget of \$111,936 funded from the Non-Development

Charge Capital Contingency; and further,

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

## **7.6. AWARD OF TENDER 065-T-20 SUPPLY AND DELIVERY OF WATERWORKS AND SANITARY SEWER MATERIALS (7.12)**

287

M. Puopolo, ext. 2495 and T. Casale, ext. 3190

1. That the report entitled “Award of Tender 065-T-20 Supply and Delivery of Waterworks and Sanitary Sewer Materials” be received; and,
2. That the contract for the supply and delivery of waterworks and sanitary sewer materials be awarded to the lowest priced Bidder, Wamco, for one (1) year with an option to renew the contract for two (2) additional one year terms at the same itemized pricing in the total amount of \$573,514.30 inclusive of HST, broken down as follows;
  - Year 1 (2021) \$191,171.43
  - Year 2 (2022) \$191,171.43
  - Year 3 (2023) \$191,171.43 Total (3 years) \$573,514.29
3. That the 2021 award in the amount of \$191,171.43 (Inclusive of HST) be funded from the operating accounts identified in the Financial Considerations section of this report with total available budget of \$177,188.00; and
4. That the budget shortfall in the amount of \$13,983.43 (\$191,171.43 - \$177,188.00) be included as part of the 2021 Waterworks operating budget; and further,
5. 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. QUALITY MANAGEMENT SYSTEM - MANAGEMENT REVIEW (3.0)**

290

A. Tang, ext. 3360 and V. Feng, ext. 2737

1. That the report titled “Quality Management System Management Review” be received; and
2. That Council, as the Owner of the City’s drinking water system, acknowledge and support the outcome and action items identified from the Management Review; and further,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

## 9. PRESENTATIONS - COMMUNITY SERVICES ISSUES

### 9.1. MARKHAM PUBLIC LIBRARY BOARD PRESENTATION TO COUNCIL (3.19) 293

C. Biss, ext. 5999 and D. Walker, ext. 4414

**Note: Alick Siu, Chair of the Library Board, Margaret McGrory, Board Vice-Chair and Library Board members Raymond Chan, Edward Choi and David Whetham will provide a presentation on this matter.**

### 9.2. *NEW PROVINCIAL BLUE BOX REGULATIONS AND PREFERRED PROGRAM TRANSITION DATE (5.1)* 337

C. Marsales, ext. 3560

**Note: Presentation and Report are now attached.**

**Claudia Marsales, Senior Manager Waste & Environmental Management, will provide a presentation on this matter.**

1. That the presentation entitled “New Provincial Blue Box Regulations and Preferred Program Transition Date” be received; and,
2. That the City of Markham submit the attached document entitled “City of Markham Comments – ERO (Environmental Registry Ontario) Number 019-2579” and Council Resolution to the Minister of the Environment, Conservation and Parks and Ontario’s Environmental Registry as the City of Markham’s official comments on the draft Blue Box Regulations; and,
3. That the City of Markham request that the Minister of the Environment, Conservation and Parks include Markham as an Eligible Community on the final Transition Schedule and be assigned the transition date of January 1st, 2023, or as early as possible, prior to 2025; and,
4. That if an earlier transition date is not provided, the City of Markham request the right to negotiate directly with the Producers for a date earlier than the one indicated on the final Transition Schedule; and,
5. That the City of Markham request that the eligible sources, as indicated by the Draft Blue Box Regulation, be expanded to include recycling depots in communities with curbside Blue Box collection, municipal facilities, public-facing facilities, all public spaces, Blue Boxes located at Canada Post super mailboxes, and small retail businesses within Business Improvement Areas; and,
6. That the City of Markham request that the obligations for collection

after the transition period (2026+) be equal to or exceed the service standards applicable in transitioning communities on August 15, 2019, specifically, increase Blue Box collection from every other week to weekly collection; and,

7. That if provided with the right to select the service delivery option, the City of Markham reserve the right to select the service delivery option determined to be the most financially and operationally beneficial for its residents and report back to Council on the preferred service delivery option; and,
8. That Staff be directed to update Council following the release of the final regulation and Transition Schedule by the Ministry of the Environment, Conservation and Parks; and,
9. That the City Clerk be directed to forward a copy of this resolution and Comment Letter to the Association of Municipalities of Ontario, York Region and Local Municipalities and the Ontario Ministry of the Environment, Conservation and Parks; and further,
10. 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. **ADJOURNMENT**

15. **CONFIDENTIAL ITEMS**

### **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.**



## Special General Committee Minutes

**Meeting Number 15**

**October 21, 2020, 9:00 AM - 12:30 PM**

**Live streamed**

Roll Call	Mayor Frank Scarpitti	Councillor Reid McAlpine
	Deputy Mayor Don Hamilton	Councillor Karen Rea
	Regional Councillor Jack Heath	Councillor Andrew Keyes
	Regional Councillor Joe Li	Councillor Amanda Collucci
	Regional Councillor Jim Jones	Councillor Khalid Usman
	Councillor Keith Irish	Councillor Isa Lee
	Councillor Alan Ho	
Staff	Andy Taylor, Chief Administrative Officer	Mary Creighton, Director of Recreation Services
	Trinela Cane, Commissioner, Corporate Services	Hristina Giantsopoulos, Elections & Council/Committee Coordinator
	Arvin Prasad, Commissioner Development Services	John Wong, Technology Support Specialist II
	Claudia Storto, City Solicitor and Director of Human Resources	Graham Seaman, Director, Sustainability & Asset Management
	Joel Lustig, Treasurer	Shane Manson, Senior Manager, Revenue & Property Taxation
	Bryan Frois, Chief of Staff	Grace Lombardi, Election and Council/Committee Coordinator
	Kimberley Kitteringham, City Clerk	Terence Tang, Technology Support Specialist II
	Martha Pettit, Deputy City Clerk	

### 1. CALL TO ORDER

Under the authority of the *COVID-19 Economic Recovery Act, 2020* (Bill 197) and the City of Markham's *Council Procedural By-law 2017-5*, and in consideration of the advice of public health authorities, this meeting was conducted electronically with members of General Committee, staff, and members of the public participating remotely.

The Special General Committee Meeting convened at the hour of 9:07 AM in the Canada Room with Mayor Frank Scarpitti presiding as Chair until 9:38 AM at which time Regional Councillor Jack Heath assumed the Chair.

The Committee recessed at 10:30 AM and reconvened at 10:40 AM.

## **2. DISCLOSURE OF PECUNIARY INTEREST**

There were none disclosed.

## **3. DEPUTATIONS**

There was a deputation in relation to item 4.1 Responding to the Pandemic.

Refer to the individual item for the deputation details.

## **4. PRESENTATIONS**

### **4.1 RESPONDING TO THE PANDEMIC (7.0)**

Andy Taylor, Chief Administrative Officer (CAO) addressed the committee and provided information on the overall response by the City to the COVID-19 pandemic and noted that the City did not declare a statement of emergency and operated under the direction of the Province. The City maintained service delivery to residents and executed operational excellence and innovation to find efficiencies while maintaining agility to adapt to the evolving situation. The CAO, Trinela Cane, Commissioner, Corporate Services, Claudia Storto, City Solicitor and Arvin Prasad, Commissioner, Development Services addressed the Committee to deliver a presentation entitled, Responding to the Pandemic which provided an overview to the City's response to the COVID-19 pandemic.

The Canadian Union of Public Employees (CUPE) Local 905 Chairperson for the City of Markham, Rob Kerfoot, addressed the Committee to express his appreciation for the continued communication and the hard work done by the City with respect to the recent staff redeployment on behalf of the approximate 400 full time CUPE members.

The Committee acknowledged the work by staff to maintain service provisions and noted that the City handled the crisis very well through the leadership of senior staff and the whole organization. They further acknowledged the positive partnership with CUPE leadership and thanked Mr. Kerfoot for addressing the Committee.

There was discussion on the following in relation to the presentation:

- Consideration to alternative actions with respect to issue management with the information that is currently available;



- Consideration to enable public availability to the outdoor skating rink at Civic Centre as appropriate in the winter months;
- Inquiry into COVID-19 infection rates at the City;
- Staff vacation allotments and their rate of use;
- Year to date data comparison versus month over month for the statistical analyses;
- The positive feedback received from members of the public on the City's management of the pandemic; and,
- Concerns with the parking ticket issuance process.

The Committee requested a year over year comparison for the legislative services data presented by way of email to Members of Council and a verbal update on the City's parking program.

Moved By Mayor Frank Scarpitti  
Seconded By Councillor Amanda Collucci

1. That the presentation entitled Responding to the Pandemic be received.

**Carried**

## **4.2 COVID-19 IMPACT UPDATE (7.0)**

Joel Lustig, Treasurer, addressed the Committee to provide an update on the City's finances with respect to the COVID-19 pandemic and delivered a presentation entitled, COVID-19 Impact Update that provided an overview of financial performance, property tax collection results and updates on cash flow and City relief measures.

The Committee discussed the following in relation to the presentation:

- Social media messaging to the public in relation to the start of late payment charges on overdue property tax payments effective January 1, 2021;
- Consideration to provide property tax relief for residents and businesses into 2021;
- Notions on whether the City is on a financial rebound, and whether the worst is over from a pandemic perspective;

- Discussion regarding whether the Library should continue with the acquisition of materials and resources in 2021;
- Inquiry into the water/wastewater rates and scheduled increase from York Region;
- Concerns over the possibility of a property tax rate increase and working to identify savings to avoid one;
- Property tax collection rates among homeowners and businesses;
- Concerns with future tax collection rates as the pandemic evolves when financial assistance programs end;
- Financial assistance options for 2021;
- Concerns about local businesses and their viability during the pandemic;
- Consideration to offer permanent property tax deferrals;
- Communication options and strategies to engage with businesses in the Community to assess their ability to pay their taxes; and,
- Review of the current variance in property tax collection and arrears rates and the shortfall.

The Mayor indicated he was pleased with the high level of property tax payment compliance and requested that those who can pay their property taxes, to please continue to do so and enable the City to continue to provide high levels of services to the community. He also thanked the federal and provincial government for their financial support.

The Treasurer advised that while the current tax payment rate is higher than anticipated, the pandemic will continue into 2021 and indicated that staff will continue to monitor the effects on City finances. He noted that additional financial considerations may be addressed at upcoming Budget Committee meetings.

Moved By Mayor Frank Scarpitti  
Seconded By Councillor Amanda Collucci

1. That the presentation entitled COVID-19 Impact Update be received; and,
2. That the City not apply for Phase 2 funding as part of the Safe Restart Agreement; and,

3. That the City suspend the Municipal Accommodation Tax from January 1st, 2021 to December 31st, 2021, and if required, request endorsement of this action from the Destination Markham Corporation; and further,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **5. NEW BUSINESS**

### **5.1 PERSONNEL MATTERS**

Mayor Scarpitti addressed the Committee and raised an item of new business to be addressed in confidential session. With the consent of two-thirds of the members present, the rules were waived to add a confidential item to the agenda.

## **6. CONFIDENTIAL**

Moved By Mayor Frank Scarpitti  
Seconded By Councillor Isa Lee

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

**Carried**

### **6.1 FINANCE & ADMINISTRATIVE ITEMS**

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

The Committee consented to report out on this matter at a future meeting.

Moved by Mayor Frank Scarpitti  
Seconded By Councillor Isa Lee

That the Electronic General Committee confidential session adjourn at 12:29 PM

**Carried**

**7. ADJOURNMENT**

The Special General Committee meeting adjourned at 11:58 AM and immediately convened into confidential session. The Committee will report out on this matter at a future meeting.

Moved By Mayor Frank Scarpitti

Seconded By Councillor Isa Lee

That the Special General Committee Meeting adjourn at 11:58 AM.

**Carried**



## Electronic General Committee Meeting Minutes

**Meeting Number: 16**

**November 2, 2020, 9:30 AM - 1:00 PM**

**Live streamed**

Roll Call	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
Regrets	Mayor Frank Scarpitti	
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 Brian Lee, Director, Engineering Biju Karumanchery, Director of Planning and Urban Design	Alex Moore, Manager of Purchasing & Accounts Payable Morgan Jones, Director, Operations Hristina Giantsopoulos, Elections & Council/Committee Coordinator Graham Seaman, Director, Sustainability & Asset Management Shane Manson, Senior Manager, Revenue & Property Taxation David Plant, Sr. Mgr, Parks, Horticulture & Forestry Terence Tang, Technology Support Specialist II Grace Lombardi, Election and Council/Committee Coordinator Jay Pak, Senior Financial Analyst Alice Lam, Sr. Mgr, Roads, Survey & Utility Asif Aziz, Senior Financial Analyst Meg West, Manager of Business Planning and Projects

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**1. CALL TO ORDER**

Under the authority of the *COVID-19 Economic Recovery Act, 2020* (Bill 197) and the City of Markham's *Council Procedural By-law 2017-5*, and in consideration of the advice of public health authorities, this meeting was conducted electronically with members of General Committee, staff, and members of the public participating remotely.

General Committee convened at 9:35 AM with Vice-Chair Councillor Khalid Usman presiding as Chair. The meeting recessed at 9:40 AM in consideration of the York Region Council meeting that was still in progress and where the City's Regional Councillors, Mayor Scarpitti, Deputy Mayor Don Hamilton, Regional Councillor Jack Heath, Regional Councilor Jim Jones, and Regional Councillor Joe Li were in attendance.

General Committee reconvened at 10:20 AM with Regional Councillor Jack Heath presiding as Chair for all items on the agenda.

General Committee recessed at 12:44 PM for lunch and reconvened at 1:15 PM.

**2. DISCLOSURE OF PECUNIARY INTEREST**

There were none disclosed.

**3. APPROVAL OF PREVIOUS MINUTES****3.1 MINUTES OF THE OCTOBER 19, 2020 GENERAL COMMITTEE (16.0)**

Moved by Councillor Khalid Usman

Seconded by Councillor Isa Lee

1. That the minutes of the October 19, 2020 General Committee meeting be confirmed.

**Carried**

**4. DEPUTATIONS**

Deputations were made for the following item:

9.1 - Swan Lake Park - Parks Operations and Parks Refresh Draft Plan.

Refer to the individual item for the deputation details.

**5. COMMUNICATIONS**

There were no communications.

**6. PETITIONS**

There were no petitions.

**7. CONSENT REPORTS - FINANCE & ADMINISTRATIVE ISSUES****7.1 MINUTES OF THE AUGUST 12, 2020, SEPTEMBER 9, 2020 AND OCTOBER 15, 2020 BOARD OF MANAGEMENT UNIONVILLE BUSINESS IMPROVEMENT AREA (16.0)**

Moved by Councillor Reid McAlpine

Seconded by Regional Councillor Jim Jones

1. That the minutes of the August 12, 2020, September 9, 2020 and October 15, 2020 Board of Management Unionville Business Improvement Area Committee meetings be received for information purposes.

**Carried**

**7.2 2020 THIRD QUARTER INVESTMENT PERFORMANCE REVIEW (7.0)**

The Committee made an inquiry in relation to Principal Protected Notes.

Moved by Deputy Mayor Don Hamilton

Seconded by Councillor Amanda Collucci

1. That the report dated November 2, 2020 entitled “2020 Third Quarter Investment Performance Review” be received.

**Carried**

**7.3 TENDER 049-T-20 GRASS CUTTING AND MAINTENANCE SERVICES (RENEWAL YEARS 2021-2023) (6.0)**

The Committee consented to refer this item to Item 10.1 Maintenance of Regional Roads and Boulevards of the current agenda.

Moved by Councillor Karen Rea

Seconded by Regional Councillor Jim Jones

1. That the report entitled “Tender 049-T-20 Grass Cutting and Maintenance Services (Renewal Years 2021- 2023)” be received; and,
2. That the contract for Tender 049-T-20 Grass Cutting and Maintenance Services be awarded to the lowest priced bidder, Markham Property Services Ltd., for an additional three (3) years (2021– 2023), with a CPI increase in 2022 and 2023 as follows;
  - 2021 - \$218,574.98 (inclusive of HST)
  - 2022 - \$218,574.98 (inclusive of HST)\*
  - 2023 - \$218,574.98 (inclusive of HST)\*

\* 2022 and 2023 are subject to an annual price increase based on the Consumer Price Index for All Items - Canada for the twelve (12) month period ending December 31 in the applicable year; and,

3. That the estimated 2021 costs of \$218,574.98 be funded from account 730-730-5399 (Contracted Services), subject to Council approval of the 2021 operating budget; and,
4. That the purchase orders for years 2022 and 2023 be adjusted for growth and/or price escalation, subject to Council approval of the respective year’s budgets; and further,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

Moved by Councillor Karen Rea  
Seconded by Regional Councillor Jim Jones

That item 7.3, Tender 049-T-20 Grass Cutting and Maintenance (Renewal Years 2021-2023) be referred to item 10.1 Maintenance of Regional Roads and Boulevards.

**Carried**

#### **7.4 2020 AUGUST YEAR-TO-DATE RESULTS OF OPERATIONS (7.4)**

The Committee made inquiries in relation to the following:

- Personnel vacancies in the Engineering, Design, and Planning areas; and,



- The inclusion of a \$6 million provincial grant to municipalities in the operations report.

Staff provided information relative to the inquiries made by the Committee and noted that the City is regularly reviewing vacancies with the Executive Leadership Team and that recruitment is ongoing by way of redeployment, outside hire and internal promotion. It was further noted that the provincial grant to municipalities will be utilized when the financial results are finalized at year end and to offset any deficit.

Moved by Councillor Karen Rea

Seconded by Councillor Keith Irish

1. That the report titled “2020 August Year-To-Date Review of Operations and Year-end Projection” be received; and,
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **7.5 2021 COUNCIL AND STANDING COMMITTEE MEETING CALENDAR (16.0)**

Moved by Councillor Reid McAlpine

Seconded by Regional Councillor Jim Jones

1. That the 2021 Council and Standing Committee Meeting Calendar be approved; and,
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **8. PRESENTATIONS - FINANCE & ADMINISTRATIVE ISSUES**

### **8.1 2021 WATER / WASTEWATER RATE (5.1, 5.3)**

Phoebe Fu, Director of Environmental Services addressed the Committee to provide an overview of the City's water/wastewater system and introduced Asif Aziz, Senior Financial Analyst, who together delivered the 2021 Water and Wastewater Rate Public Consultation Meeting Presentation.

There was discussion on the following in relation to the presentation:

- Concerns with the rate increase amounts budgeted for 2020 that were not put in effect;
- Inquiry into direct billing to tenants versus sub-meter administration from bulk-meter reading by landlords and condominium corporations;
- The increase in the projected 2021 year-end reserve balance;
- The date when the Region is planning to table the proposed 2021 water/wastewater rates;
- Consideration to promote the November 12<sup>th</sup> Public Consultation meeting on social media such as Twitter and Facebook;
- The difference in the presentation recommendations and those in the resolution;
- Consideration for additional review after the Region provides information on their 2021 water/wastewater rates;
- The use of reserves and the replacement of capital assets; and,
- Consideration to provide information relative to the condition of water/wastewater assets.

Staff addressed the Committee to respond to the inquiries made and indicated that efficiencies were identified to mitigate the impact of a potential rate increase to the City's water/wastewater rate. Staff will provide a reconciliation between the 2020 7.8% water/wastewater rate increase to the potential 2021 2.9% rate increase by way of a memo to all Members.

Moved by Councillor Amanda Collucci

Seconded by Councillor Khalid Usman

1. That the presentation entitled “2021 Water/Wastewater Rate Public Consultation Meeting” be received and approved for presentation at the November 12th Public Consultation meeting; and,
2. That the report entitled “2021 Water/Wastewater Rate” be received; and,

3. That Staff be authorized to hold an electronic public meeting on November 12th, 2020 at 6:30 p.m. to gather resident feedback on the principle of, increasing the 2021 water/wastewater rate by the same percentage as the Region of York's wholesale rate and present two scenarios:
  - a. Scenario 1: Increase of 0%
  - b. Scenario 2: Increase of 2.9%, which is consistent with the Region of York's wholesale rate increase for 2021, as tabled at Regional Council in the Region's Water and Wastewater Financial Sustainability Plan from October 2015; and,
4. That feedback received at the public meeting along with the proposed 2021 water/wastewater rate tentatively scheduled to be put forward for consideration of Council on December 9th, 2020; and further,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **9. PRESENTATIONS - LAND, BUILDING & PARKS CONSTRUCTION ISSUES**

### **9.1 SWAN LAKE PARK – PARKS OPERATIONS AND PARKS REFRESH DRAFT PLAN (6.3)**

Fred Peters, representative of Friends of Swan Lake Park, addressed the committee to express support for the park refresh program and suggested the City consider undertaking the shoreline review in 2021 rather than 2022. He requested clarity on the park improvement plan process with respect to the long term roles and objectives of the park.

Bill Ferguson, Swan Lake resident, addressed the Committee to express his support for the overall program and his concerns with respect to parking, traffic flow on Swan Lake Boulevard and the tree species within Swan Lake Park.

Darrel Heffernan, Swan Lake resident, addressed the Committee and thanked the City for the quick install of strobe lights in the park and expressed concerns with the timing of the shoreline improvement project in relation to geese management and water quality. He requested that the Toronto and Region Conservation

Authority (TRCA) begin in 2021 and not 2022 in regards to the terms of reference, scope and phoslock.

Marilyn Leeds, Swan Lake resident, addressed the Committee and expressed concerns with the accessibility around the path and the current condition of it. She requested that this be addressed without delay.

Rain Geiger, Swan Lake resident, addressed the Committee to discuss the traffic circle, path accessibility, in addition to its condition and suggested that there be sidewalks installed around the Swan Lake Boulevard traffic circle. She noted the planks on a bridge and trip edges need to be addressed and that the well being of seniors should be a priority while proceeding with these improvement initiatives.

Martin Silver, Swan Lake resident, addressed the Committee and thanked the City for the work done so far including the strobe light installation. He expressed concerns with the timing of the shoreline improvement plan, the condition of the path on the park, parking and the accommodation of two-way traffic on Swan Lake Boulevard.

Morgan Jones, Director of Operations, addressed the Committee to provide an overview of the Swan Lake Park - Parks Refresh Plan and indicated that it will address the path repair, the tree canopy, the sidewalk and concerns raised by the deputants. He introduced David Plant, Senior Manager, Parks, Horticulture & Forestry who delivered a presentation entitled, Swan Lake Park Refresh that provided details on criteria, City service level standards, upcoming initiatives and timelines.

The Committee acknowledged the work done by staff and made the following inquiries:

- Concerns in relation to when the repairs to the path and installation of a new sidewalk at the round-a-bout will be made;
- Improvement to the sidewalks on both east and west sides of Swan Lake Boulevard to provide accessibility is warranted;
- Inquiry into the funding approval process in relation to this initiative;
- Consideration to include the new sidewalk installation in the 2021 budget;
- Continued support of public participation on agenda items at meetings;
- Inquiry into whether there is a city wide invasive species management strategy versus specific ones to the Swan Lake Park area;
- That the shoreline improvement initiative remain a priority;

- Consideration to proceed with the shoreline improvement consultation with the TRCA through the budget process in 2021 (not 2022) with implementation in late summer of 2021 and completion by end of year 2021; and,
- Inquiry into the expected completion of the construction at Amica with respect to the sidewalk and path work.

Staff addressed the Committee and provided information relative to their inquiries and will provide information with respect to sidewalk construction and design at the November 23, 2020 Development Services Committee meeting.

Moved by Councillor Andrew Keyes

Seconded by Deputy Mayor Don Hamilton

1. That the presentation entitled “Swan Lake Park – Parks Operations and Parks Refresh Draft Plan” dated November 2, 2020 be received; and,
2. That the recommended funding outlined in the presentation be committed to the park refresh subject to Council approval; and further,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

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

### **10.1 MAINTENANCE OF REGIONAL ROADS AND BOULEVARDS (5.10)**

The Committee consented to address Item 7.3 Tender 049-T-20 Grass Cutting and Maintenance Services (Renewal Years 2021-2023) together with this item.

Morgan Jones addressed the Committee to provide details of the Memo that was sent to Members as a follow up to the July 6, 2020 General Committee meeting where it was suggested that staff investigate services such as grass cutting, winter maintenance, pot hole repair, debris and dead animal removal that may be taken over from the Region.

The Committee thanked staff for the report and discussed the following:

- The service level difference between Markham, Toronto and the Region;
- Consideration to review contracts at time of renewal, specifically the grass cutting contract with the Region;

- Use of the Contact Centre to track resident concerns for tracking purposes; and,
- Concerns with the existing service levels with respect to grass cutting along Steeles Ave where it borders with Markham, Toronto and Vaughan and that the maintenance costs be shared.

Staff provided information in response to the Committee's inquiries and indicated that it was not recommended to pursue taking over road maintenance and debris/dead animal removal contracts as it may expose the City to increased liability and sequentially increase insurance premiums. Staff will continue initiating discussions relative to service levels and contract renewal negotiations with respective stakeholders in the best interest of the City.

Moved by Councillor Karen Rea

Seconded by Regional Councillor Jim Jones

1. That the memorandum entitled "Maintenance of Regional Roads and Boulevards" dated November 2, 2020 be received; and,
2. That staff recommend winter maintenance service provision remain as is at this time; and,
3. That staff recommend improved coordination in the operating field amongst front line supervisors to enhance winter maintenance service provision; and,
4. That staff recommend City residents and Council continue to utilize the City's Contact Centre to generate work orders for both the City and the Region for the following issues:
  - a. Dead animal removal
  - b. Pot hole repair
  - c. Fallen tree removal
  - d. Debris removal
  - e. Grass cutting; and,
5. That staff recommend further investigation of the City's and the Region's contracts to explore possible options in grass cutting download or upload; and,
6. That staff recommend requesting the Region to consider increasing their cutting cycles to align to the City's; and,

7. **That staff review the grass cutting contract with the Region when the existing one expires; and,**
8. **That staff further discuss grass cutting with the City's existing service provider to explore their ability to undertake this increase in work should they be requested to do so; and further,**
9. That staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

Moved by Councillor Khalid Usman  
Seconded by Regional Councillor Jim Jones

**That staff initiate consultations with the City of Toronto with respect to grass cutting service levels along Steeles Avenue where it borders with the City of Markham.**

**Carried**

# **11. MOTIONS**

There were no motions.

# **12. NOTICES OF MOTION**

There were no notices of motion.

# **13. NEW/OTHER BUSINESS**

Councillor Rea addressed the Committee to inquire whether the by-law amendment on outdoor patios had an expiry date and whether a review was necessary in consideration of the current dining restrictions.

Staff advised that they will provide additional information in relation to By-law 2020-52 to Members by way of an email and provide further review at an upcoming Development Services meeting as required.

# **14. ANNOUNCEMENTS**

There were no announcements.

# **15. ADJOURNMENT**

General Committee adjourned at 2.39 PM.

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**From:** Van Dusen, Regina <[Regina.VanDusen@york.ca](mailto:Regina.VanDusen@york.ca)> **On Behalf Of** Regional Clerk  
**Sent:** October 26, 2020 2:07 PM  
**To:** Aurora Clerks General Inbox <[Clerks@aurora.ca](mailto:Clerks@aurora.ca)>; Aguila-Wong, Christine <[caguila-wong@markham.ca](mailto:caguila-wong@markham.ca)>; [clerks@newmarket.ca](mailto:clerks@newmarket.ca); EG Clerks General Inbox <[clerks@eastgwillimbury.ca](mailto:clerks@eastgwillimbury.ca)>; King Clerks General Inbox <[clerks@king.ca](mailto:clerks@king.ca)>; Rachel Dillabough <[rdillabough@georgina.ca](mailto:rdillabough@georgina.ca)>; Richmond Hill Clerks General Inbox <[clerks@richmondhill.ca](mailto:clerks@richmondhill.ca)>; Vaughan Clerks General Inbox <[clerks@vaughan.ca](mailto:clerks@vaughan.ca)>; WS Clerks General Inbox <[clerks@townofws.ca](mailto:clerks@townofws.ca)>  
**Subject:** Regional Council Decision - 2019 Annual Waste Management Report

**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 October 22, 2020 Regional Council made the following decision:

1. The Regional Clerk circulates this report to the Clerks of the local municipalities and the Minister of the Environment, Conservation and Parks.

The original staff report is 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  
October 8, 2020

Report of the Commissioner of Environmental Services

## 2019 Annual Waste Management Report

### 1. Recommendation

The Regional Clerk circulates this report to the Clerks of the local municipalities and the Minister of the Environment, Conservation and Parks.

### 2. Summary

This report provides Council with a copy of the 2019 Annual Waste Management Report (Attachment 1) which summarizes the Region's waste reduction and diversion initiatives and provides an update on implementation of the SM4RT Living Integrated Waste Management Master Plan (SM4RT Living Plan). The report is part of the Region's enhanced approach to tracking, measuring and reporting on the performance of its waste management system. As a result of the work completed on the SM4RT Living Plan 5-year Review and Update, this new approach combines two previous annual reports:

- Annual Solid Waste Diversion Memo provided information on total material collected, processed and diverted
- Balanced Scorecard summarized progress toward goals set out in the SM4RT Living Plan

The new combined report will be submitted prior to the November 3<sup>rd</sup> deadline each year to the Ministry of the Environment, Conservation and Parks to satisfy the Durham York Energy Centre Environmental Assessment condition for diversion reporting.

Key Points:

- The Region and its local municipal partners achieved 94% diversion from landfill in 2019, exceeding the Official Plan goal of 90% waste diversion from landfill. This includes all tonnes collected through local municipal curbside programs, waste depot diversion programs and tonnes managed through energy-from-waste
- With the move to producer responsibility for the blue box program, reporting of waste generation rates now focuses on two key streams in curbside collection (organics and garbage)

- Organics and garbage generation rates have remained steady over the past five years
- York Region continues to prepare for full transition of the Blue Box Program to producer responsibility
- Although this is the 2019 report, COVID-19 impacts are introduced here as the pandemic has impacted the Region's waste management system and trends might look different in the 2020 report

### 3. Background

#### **New reporting approach will help the Region measure progress efficiently and inform strategic decisions**

As approved by Council in [April 2020](#), the updated SM4RT Living Plan establishes an aspirational vision and long-term targets to move towards a world without waste. The Plan identifies the following three objectives with relevant key actions:

- Successfully navigate legislative changes
- Use resources and infrastructure more strategically to achieve SM4RT Living
- Inspire people across the Region to embrace SM4RT Living and advance the circular economy

One outcome of the update is a streamlined approach to reporting which is achieved by combining the SM4RT Living Balanced Scorecard Report and Annual Solid Waste Diversion Memo. The 2019 Annual Waste Management Report (Attachment 1) provides an update on waste generation trends as it relates to new targets approved in the review and update, and meets reporting requirements to satisfy the Durham York Energy Centre Environmental Assessment condition for diversion reporting.

#### **Waste generation rate is now focused on organics and garbage streams only**

The waste generation rate has been the key metric used to measure progress toward the SM4RT Living waste reduction target of 289 kg/capita by 2031. This rate was previously calculated based on all of the material managed through local and Regional waste programs, including waste depots. Having a single metric that included many diverse sources of material made it challenging to interpret trends and inform decision-making. With the move to full producer responsibility, York Region will focus on two key streams (organics and garbage) that will continue to be municipally managed and which represent a significant portion of the net operating budget for waste management. These streams align with priority actions in the Plan, including food waste reduction, reuse and repair and minimizing single-use items. New targets were identified for these streams:

- Green bin generation rate: 71 kilograms per resident by 2031, a 15% reduction from the baseline of 84 kilograms in 2014

- Garbage generation rate: 66 kilograms per resident by 2031, a 20% reduction from the baseline of 82 kilograms in 2014

Blue Box generation will still be tracked at the York Region level however no target has been set due to the expected shift to full producer responsibility for that stream by the end of 2025.

## 4. Analysis

### **New and ongoing SM4RT Living Plan actions underway**

Since the SM4RT Living five-year update was approved in April, work on priority ongoing and new actions continues despite challenges created by the pandemic.

- Collaborating with community partners such as York Region Food Network, Longos and York Farm Fresh to share tips on reducing food waste while cooking more at home
- Working on eligibility requirements and selection criteria for the Circular Economy Initiatives Fund with program launch anticipated in 2021
- Developing procurement documents for contracted source separated organics processing with the projected release in Q1 2021

### **Continue to exceed the Regional Official Plan target with 94% diversion from landfill in 2019**

Together, York Region and its local municipal partners achieved 94% diversion from landfill in 2019 continuing to exceed the Official Plan goal of 90% waste diversion from landfill. The Region's diversion from landfill rate includes all tonnes collected through local municipal curbside programs, waste depot diversion programs and tonnes managed through energy-from-waste.

### **York Region leads large urban municipalities in the Resource Productivity and Recovery Authority (RPRA) diversion ranking**

This provincial diversion rate reported by the RPRA differs from the York Region diversion from landfill rate (referred to above), as energy-from-waste is not provincially recognized as diversion. York Region and its local municipal partners continue to be leaders in Ontario in sustainable waste management. Since 2012, York Region has ranked first in the large urban municipal diversion category, verified through the RPRA Annual Datacall. In 2018 (the latest year for which we have verified data) York Region continued this leadership with the highest verified diversion rate of 67.5% in the large urban municipal diversion category (Table 1). York Region's reported 2019 diversion rate of 66% has been submitted to the RPRA for verification. As outlined later in this report, the decreasing diversion rate is a result of increasing contamination in the blue box stream.

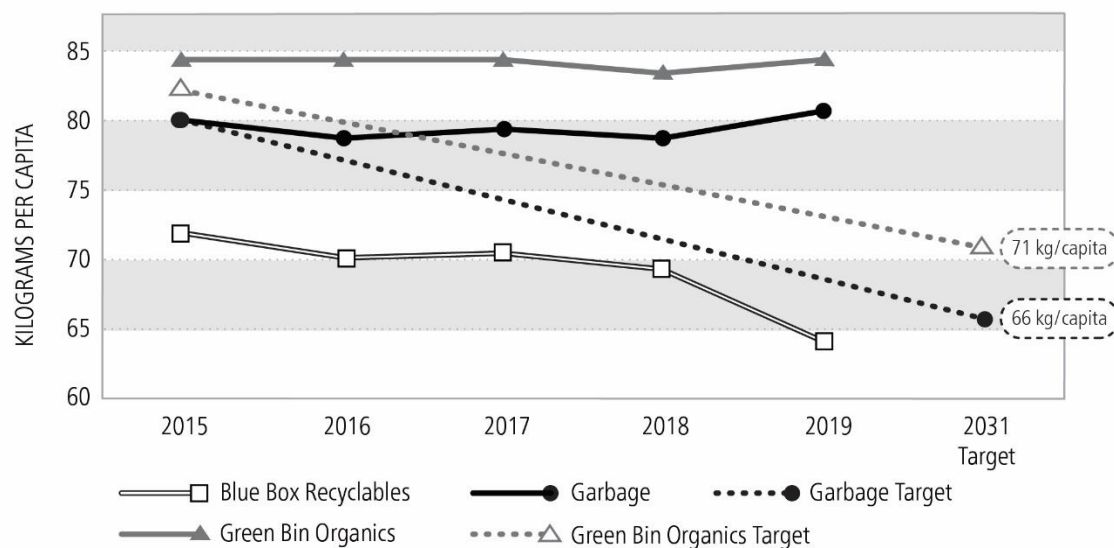
**Table 1****2018 Large Urban Municipal Verified Diversion Rankings**

Rank	Municipality	Diversion Rate
1	<i>Regional Municipality of York</i>	67.5%
2	<i>Regional Municipality of Halton</i>	55.4%
3	<i>City of Toronto</i>	50.7%
4	<i>Regional Municipality of Peel</i>	50.3%
5	<i>City of London</i>	44.1%
6	<i>City of Hamilton</i>	35.9%

**Five year trends show that green bin generation rates are steady but blue box contamination is impacting the garbage generation rate**

As shown in Figure 1, green bin generation rates demonstrate a steady trend in the Region. Further analysis of green bin generation rates shown in Attachment 1 (pages 6 – 7) reveals a downward trend in some cities and towns which can be attributed to efforts to reduce avoidable food waste. Although the garbage generation rate is demonstrating a similar trend, it is showing a slight increase in 2019. This was the result of efforts to control contamination from inbound blue box loads. In April 2019, measures were put in place at the Earl Turcott Waste Management Centre in the City of Markham to address growing contamination issues in the blue box stream. Approximately 1,880 tonnes of contaminant material was removed from single family and multi-residential blue box loads received from the southern three local municipalities and placed directly into the garbage. The redirected material is equivalent to a 1.6 kg/capita increase in the Region's overall garbage generation rate.

**Figure 1**  
**Waste Generation Rate from 2015 - 2019**



### **Two-stream waste collection for multi-residential units is also affecting Vaughan's garbage generation rate**

In 2019, the six northern municipalities had a garbage generation rate that was lower than their 2015 rate while the southern three municipalities all recorded an increase in their garbage generation rates (consistent with the Region's rate). The City of Vaughan had the most notable increase of all the municipalities. Between 2015 and 2018, Vaughan's garbage generation rate was consistent, hovering between 87 kg/capita (2015) and 88 kg/capita (2018). In 2019, the generation rate increased significantly to 94 kg/capita. Some of this was due to blue box contamination reduction measures as mentioned previously, however, even if these measures were not implemented, Vaughan's garbage rate would be 92 kg/capita, a large increase when compared to the Cities of Markham and Richmond Hill.

In 2019, eight multi-residential buildings with a total of 2,539 units were added to Vaughan's two-stream multi-residential collection program and this may have contributed to this increase. Waste generation rates are based on total population so the population of these buildings was counted in past waste generation rates however the tonnage they produced was not being collected by Vaughan and processed by York Region. As these buildings were added to the system, they added to the tonnage managed but did not increase the population, resulting in an increase in the per capita waste generation rate. These buildings do not receive organics collection, so the impact on the garbage generation rate is amplified as it includes both organics and garbage.

## **York Region makes program changes to align with Ontario's move to extended producer responsibility**

The evolving recycling landscape in Ontario impacted operations in some areas of the Region's waste management system in 2019. In January 2019, the Used Tire Collection Program transitioned to full producer responsibility. York Region partnered with the Regions of Peel and Halton on a co-operative agreement to jointly procure the services of Evolve Recycling for the pick-up, transportation, processing and recycling of tires collected at the Region's depots. Joint procurement helped reduce costs and leverage total tonnages of tires collected by the three Regions. This contract was initially for a 12-month term with allowances for four additional one-year extensions.

There was a 51% increase in tonnage of tires collected at the Region's depots in 2019. This increase can be attributed to changes the depots have made due to the new Regulation. Previously, the depots collected a maximum of four tires per day from residential customers only. Under the new regulation, they accept up to ten tires per day per customer from both residential and small business customers.

Single-use batteries fully transitioned to producer responsibility in June 30, 2020. Staff have been actively involved in consultations on the development of the regulation and program plans for the transitioned battery program. As the program rolls out, the Region will continue to monitor and report on program impacts.

## **York Region has remained flexible in its response to COVID-19 system impacts**

During the COVID-19 pandemic, staff continue to demonstrate flexibility and innovation as the Region continues to serve and engage its residents. In addition to service level changes, staff leveraged relationships with community partners to share waste reduction messaging and continued to explore new ways to stay connected with residents. It is important to note, while garbage and green bin generation reported for 2019 is encouraging, impacts from COVID-19 will undoubtedly influence trends moving forward.

A significant waste impact relating to COVID-19 is higher than typical tonnages at the curb. Between January and July 2020, garbage and green bin tonnage increased by 10% and 11% respectively over the same period last year with most of the increase happening at the onset of the state of emergency between March and July. Increases, mainly due to population growth, between 2018 and 2019 were 5% for garbage and 1.5% for green bin. COVID-19 related increases are more than double and likely result from more people cooking, working and studying at home during the pandemic. This trend is also seen in the blue box stream, where tonnages increased by 1% between January and July 2020. When compared with the same period in 2019 this is significant growth compared to the 4.5% reduction in tonnage in the previous year.

The full magnitude and duration of this impact is unclear at this time and will be monitored closely by both Regional and local municipal staff. The Region has been conducting audits and is developing a survey to understand the long-term impacts of COVID-19. Results of these initiatives will be shared with Regional Council in the Annual Waste Management Report in 2021.

## 5. Financial

### **The Region's waste services provide great value to residents for less than \$1 per day**

The cost for delivering all waste management services in York Region, including the SM4RT Living Plan, curbside collection, processing, depot operations and education services is approximately \$300/household per year or less than \$1 per day. This is substantially less than comparable utilities such as energy and natural gas therefore demonstrating great value to residents.

The SM4RT Living Plan also recommends capital investments to improve the efficiency and sustainability of the integrated waste management system. In 2019, a total of \$1.4 million was invested in capital upgrades at the Materials Recovery Facility to reduce contamination within the mixed paper bales, allowing more material to be recovered and marketed. The long term capital outlook includes funding to support expanded processing capacity for organics and residual waste that maximizes resources and energy recovery and reduces greenhouse gas emissions.

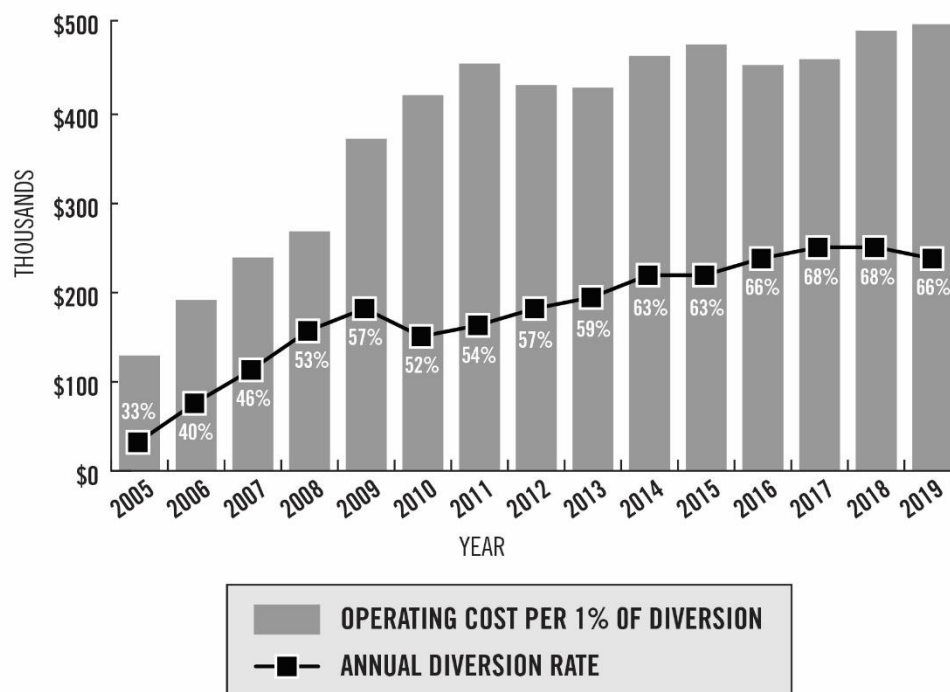
### **Council's environmental leadership emphasizes waste reduction and reuse as well as maximizes current diversion programs**

A key reason the Region emphasizes waste reduction and reuse is the growing cost and complexity of waste diversion. Staff will continue to drive diversion programs to maximize the Region's diversion standing in the province. Due to various end market challenges and restrictions, it has become increasingly difficult to divert recyclables. While the green bin program is well established in the Region, it is also costly to manage given the magnitude of the tonnes and the cost per tonne to process. Council's environmental leadership combines cost-effective diversion with waste prevention to leverage and extend the life of waste management infrastructure and also to reduce operating costs.

Figure 2 shows that over the past 14 years with increased diversion performance we have become a leader in waste management; along the way the cost of increasing the diversion rate by one percentage point has gone from \$129,000 to \$494,000.

This underscores the need to focus on reduction and reuse in addition to maximizing current diversion programs to strive for economic sustainability over the long term. Reducing the tonnage of waste that must be processed is the best way to ensure cost-effectiveness in the Region's waste management system.

**Figure 2**  
**Cost per percent of diversion**



### **York Region continues to invest in contamination reduction measures in the Blue Box Program**

Increasing blue box contamination and stricter quality requirements of overseas end markets are driving up Blue Box Program costs and risk. As reported to Council [in June](#), the Region and its local municipalities have indicated a preference to transition to full producer responsibility in 2025. Until then, the Region and its local municipal partners will continue efforts to reduce contamination in the blue box stream. In addition to the capital investment mentioned above, more staff were hired to remove and reject contaminated recyclables.

In the 2019 Potential Service Adjustment report to Council, the Region committed to working with local municipalities, particularly the southern cities, to consistently implement curbside enforcement to help reduce contamination rates. It was estimated that such efforts could help the Region realize savings of approximately \$600,000 annually. As outlined below, efforts are underway however it is unclear whether the Region will achieve these savings as COVID-19 has led to PPE related waste in the blue box and a pause in staff screening of blue box recyclables at the Earl Turcott Waste Management Facility due to safety concerns.



## **Financial Impacts of COVID-19 still unknown**

The increased waste tonnage during the state of emergency that was declared in York Region during the COVID-19 pandemic has impacted the waste management budget in 2020. As of the end of July, the impact of COVID-19 to blue box, garbage and green bin tonnage is approximately \$1 million on net operating costs. The COVID-19 impact by the end of 2020 is estimated to be \$2.1 million. Waste depot programs and implementation of some of the SM4RT Living programs have also been impacted. It is uncertain how tonnage and blue box contamination will change as schools and workplaces reopen and mandatory mask policies take effect. COVID-19 pressures will continue to be identified throughout the 2021 budget process with staff continuing to monitor the situation and assess the associated financial impacts.

## **6. Local Impact**

### **Continued combined efforts between the Region and local municipalities is key to reducing Blue Box contamination**

In 2019, York Region continued to collaborate with its local municipal partners to manage blue box contamination. A targeted effort was made to ensure clear and consistent messaging across cities and towns regarding top contaminants of the blue box stream. Local municipalities worked with the Region to share this message through their communication channels such as social media, roadside signs and Recycle Coach.

A significant focus in 2019 was to increase curbside enforcement and education. The Town of Newmarket led a campaign in which it conducted random spot checks of blue bins at the curb and provided homeowners with door hangers congratulating them on recycling correctly or providing reminders on materials that should not be placed in the blue box. Several other local municipalities are looking at similar tactics.

In 2020, COVID-19 related waste such as masks and gloves began appearing in the Blue Box. Local municipalities continue to work with their collection contracts to sticker and leave behind blue boxes with visible contamination. York Region is sharing data from contamination audits to guide messaging and track impacts. The Region is working with its local municipalities on an ongoing strategy to address contamination from COVID-19 related changes and broader ongoing contamination concerns.

Regional staff continue to engage local municipal partners requesting a boosted effort, particularly in the southern three municipalities where blue box contamination is highest; these communication efforts are focused on garnering more support and alignment of efforts in curbside enforcement. More information will be shared in the 2020 Annual Waste Management Report in Q2 2021.

## **Collaboration with local municipal and community partners continues to drive reduction and reuse programs**

The Region remains committed to educating and motivating residents to make informed decisions about waste reduction and reuse. Through collaboration with municipal and community partners, expansion of successful programs continues. The Town of Newmarket officially launched a municipal textile program in 2019 with bins at three municipal facilities to help collect and divert textiles from the garbage stream. Textile collection bins were added at the McCleary Court and Elgin Mills Community Environmental Centres (CECs) and the Georgina Transfer Station, making textile diversion easily accessible across all of York Region. The 2019 Annual Waste Management Report (Attachment 1- pages 24 - 25) showcases program efforts across the Region, including the opening of the first Lendery in Markham Public Library, new partnerships to support food waste reduction, a highly successful backyard composter sale and a growing number of Repair Cafés hosted by libraries across the Region.

All waste events and programs requiring in-person interactions have been on hold since March 2020 due to social distancing guidelines instituted to prevent the spread of COVID-19. With restrictions being lifted, staff are working with local municipal and community partners to safely restart programs such as Curbside Giveaway days, the Lendery and Repair cafes as these programs play an important role in reducing tonnes entering the system.

## **7. Conclusion**

### **York Region 2019 results show progress toward SM4RT Living targets**

Performance of the Region's integrated waste management system in 2019 reveals that York Region remains a leader in the field. Based on diversion rates as well as the commitment to waste reduction and reuse efforts, the Region and its local municipal partners are well placed to move towards its visionary goal of a world with no waste. COVID-19 has had some impacts on 2020 tonnages and may impact waste generation trends in the short to medium term; results will be shared with Council in 2021.

New reporting parameters outlined in the updated SM4RT Living Plan will result in a more efficient reporting process with more meaningful and useful data for Council, the Ministry of Environment, Conservation and Parks, local municipal partners, residents and stakeholders. Shifting how the Region reports on waste generation rates will make it easier to monitor progress towards the new green bin and garbage generation targets. Generation rates have already recorded a stable or downward trend in most local municipalities and this is encouraging as the Region moves towards its 2031 targets.

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

September 19, 2020  
Attachments (1)  
eDocs#11052403

# 2019 ANNUAL WASTE MANAGEMENT REPORT



## **PARTNERSHIPS DRIVING**

REDUCTION  
REUSE  
RECYCLING  
RECOVERY

# The Regional Municipality of York

## Waste Facilities

- 1 Public Yard Waste Drop-off
- 2 Regional Household Hazardous Waste Depot
- 3 Regional Recycling Depot
- 4 Transfer Station
- 5 Local Municipal Recycling Depot
- 6 Community Environmental Centre
- 7 Waste Management Centre (not open to public)

### WASTE DEPOT HOURS

- 1 **Bloomington Yard Waste Depot**  
 April 1 to November 30  
 Monday to Saturday: 7:30 a.m. to 5 p.m.  
 Sunday: Closed

December 1 to March 31  
 Monday to Friday: 8 a.m. to 4 p.m.  
 Saturday and Sunday: Closed

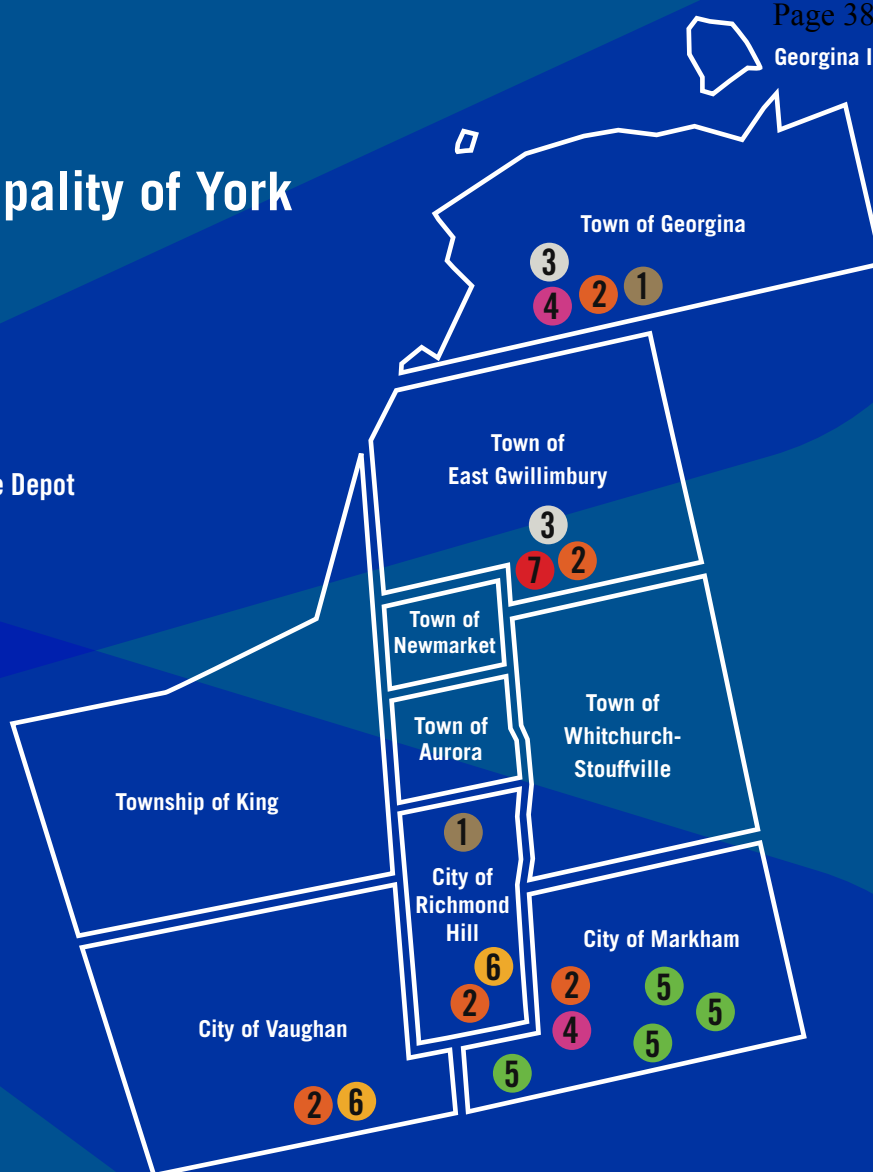
- 4 **Earl Turcott Transfer Station**  
 Monday: 8 a.m. to 7 p.m.  
 Tuesday to Friday: Closed  
 Saturday: 8 a.m. – 5 p.m. (Year Round)  
 Sunday: 10 a.m. – 3 p.m. (Closed December – April)

- 2 **East Gwillimbury Household Hazardous Waste and Recycling Depot**

- 3 Monday: 8:30 a.m. to 4:30 p.m.  
 Tuesday and Wednesday: Closed  
 Thursday to Saturday: 8:30 a.m. to 4:30 p.m.  
 Sunday: 8:30 a.m. to 3:30 p.m.

- 2 **Elgin Mills and McCleary Court Community Environmental Centres**

- 6 Monday and Tuesday: Closed  
 Wednesday to Saturday: 8:30 a.m. to 4:30 p.m.  
 Sunday: 8:30 a.m. to 3:30 p.m.



- 1 **Georgina Transfer Station, Household Hazardous Waste and Recycling Depot**  
 2 Monday to Saturday: 8 a.m. to 5 p.m.  
 3 Sunday: Closed  
 4 HHW Depot Open Tuesday and Saturday

- 2 **Markham Household Hazardous Waste Depot**

Monday: 8:30 a.m. to 4:30 p.m.  
 Tuesday and Wednesday: Closed  
 Thursday to Saturday: 8:30 a.m. to 4:30 p.m.  
 Sunday: 8:30 a.m. to 3:30 p.m.

- 5 **Markham Unionville Depot**

Monday: 10 a.m. to 6 p.m.  
 Tuesday: 12 p.m. to 8 p.m.  
 Wednesday: Closed  
 Thursday: 12 p.m. to 8 p.m.  
 Saturday: 8 a.m. to 4 p.m.  
 Sunday: Closed

- 5 **Markham Village Depot**

Monday: 8 a.m. to 4 p.m.  
 Tuesday: Closed  
 Wednesday: 8 a.m. to 4 p.m.  
 Thursday: 12 p.m. to 8 p.m.  
 Friday: 8 a.m. to 4 p.m.  
 Saturday: 8 a.m. to 4 p.m.  
 Sunday: Closed

- 5 **Milliken Mills Depot**

Saturday: 9 a.m. to 3 p.m.

- 5 **Thornhill Depot**

Monday: Closed  
 Tuesday: 12 p.m. to 8 p.m.  
 Wednesday: 8 a.m. to 4 p.m.  
 Thursday: 12 p.m. to 8 p.m.  
 Friday: Closed  
 Saturday: 8 a.m. to 4 p.m.  
 Sunday: 9 a.m. to 3 p.m.



# INTRODUCTION

The Regional Municipality of York's 2019 Annual Waste Management Report summarizes York Region's integrated waste management system and reports on progress of the Region's SM4RT Living Integrated Waste Management Master Plan (SM4RT Living Plan).

Over the past few years, York Region has provided two annual reports for waste management performance:

1. The Annual Solid Waste Diversion Report which provided information about the amount of overall material collected, processed and diverted
2. The Balanced Scorecard which summarized progress toward goals set out in the SM4RT Living Plan

These two reports will now be combined and shared with York Regional Council and submitted annually to the Ministry of the Environment, Conservation and Parks to satisfy the Durham York Energy Centre Environmental Assessment condition for diversion reporting.

York Region consists of nine local cities and towns and provides a variety of programs and services to almost 1.2 million residents and 54,000 businesses with 650,000 employees.

York Region, in partnership with its local cities and towns, continues to implement innovative waste reduction, diversion and disposal programs to meet the needs of our growing communities. Waste management services are delivered to residents through a two-tier structure where local cities and towns manage curbside waste collection and York Region processes and disposes of waste.

As reported in 2019, the Region has achieved the highest diversion rate for a large urban municipality in the Resource Recovery and Productivity Authority data call every year since 2012. Starting in 2016, the Region has surpassed the Regional Official Plan target with over 90% of waste diverted from landfill.

In 2019, the Region consulted with various stakeholders to review and update the SM4RT Living Plan. The Plan was first developed in 2013 and included an update cycle once every five years to check progress, evaluate successes and consider key learnings to enhance future approaches. During the

update process, experiences of local municipal partners along with global scans of current waste challenges and innovations helped shape objectives for the next five years. The updated Plan was approved by York Regional Council in April 2020 with the following key objectives:

- Successfully navigate legislative changes
- Use resources and infrastructure more strategically to achieve SM4RT Living
- Inspire people across the Region to embrace SM4RT Living and advance the circular economy

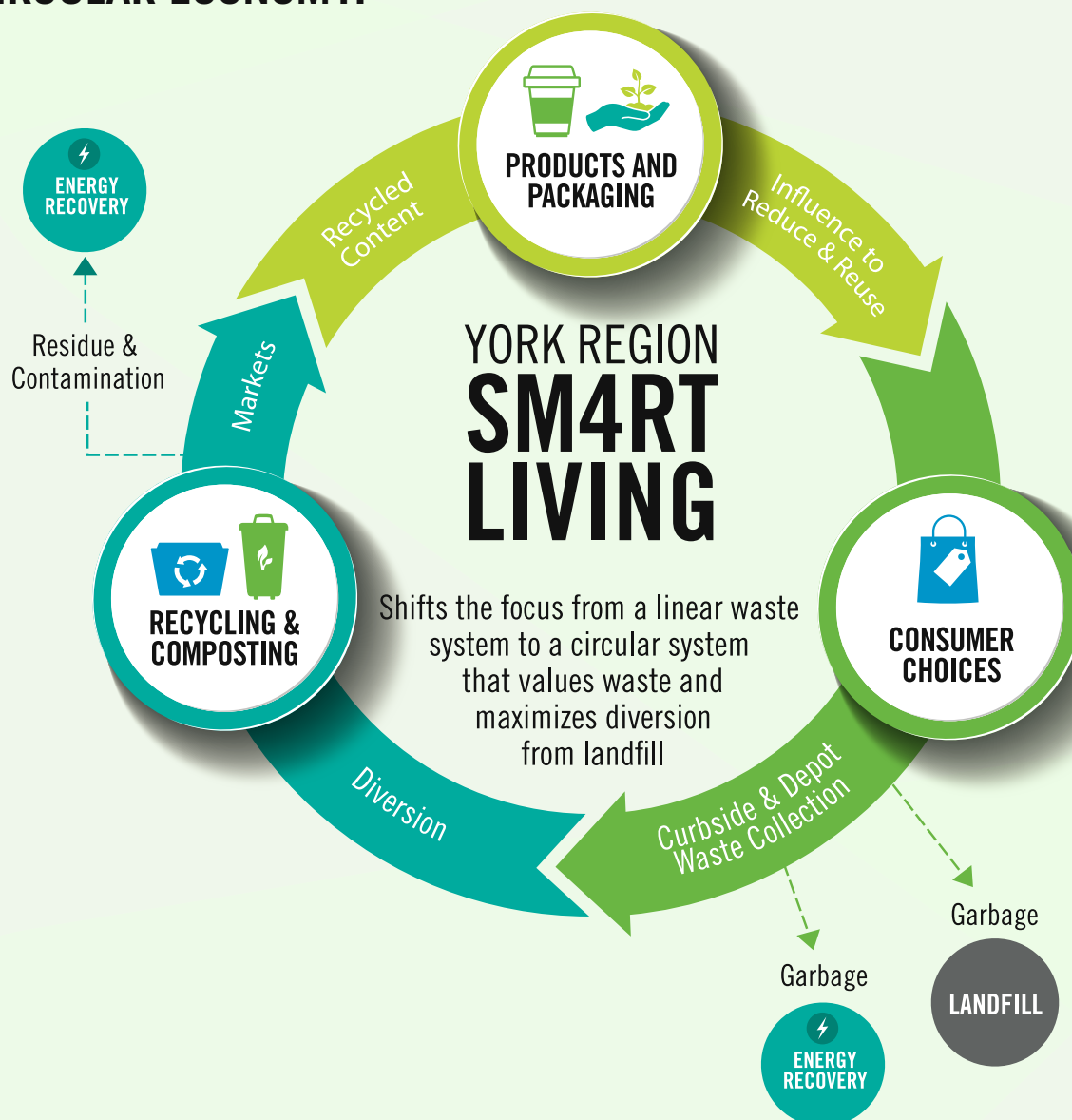
These newly developed objectives and accompanying priorities will help guide the Region through an evolving waste management landscape in Ontario; most notably, the upcoming transition of Ontario's Blue Box Program to full producer responsibility. The Plan emphasizes collaborative decision-making, compliance with changing legislation, continuous improvement of the waste management system, commitment to partnerships and support for community-led action. These key actions are important for the Region's success as it continues to improve the integrated waste management system's sustainability.

**York Region, in partnership with its local municipalities, continues to implement innovative waste reduction, diversion and disposal programs to meet the needs of our growing communities.**

## LINEAR ECONOMY:



## CIRCULAR ECONOMY:



# THE SM4RT LIVING PLAN

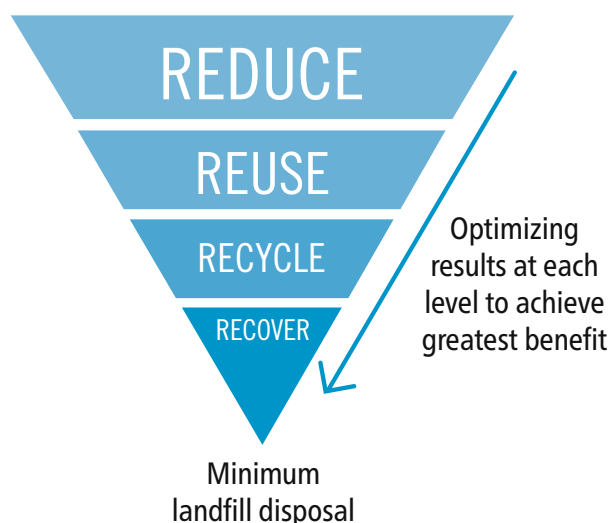
## Moving Toward a World with No Waste

York Region's SM4RT Living Integrated Waste Management Master Plan (SM4RT Living Plan) outlines strategies to achieve a visionary goal of a world where nothing goes to waste. With the emphasis on expanding the focus of policy and programming from diversion to waste reduction, the SM4RT Living Plan commits to '4Rs':

1. Reduce the amount of waste generated in York Region
2. Reuse items instead of discarding them
3. Recycle as many materials as possible into new products
4. Recover energy-from-waste that cannot be managed in other ways

With the mission of leading the way through partnering, innovating and inspiring change, the SM4RT Living Plan combines successful diversion programs with efforts to prevent waste. The SM4RT Living Plan is moving York Region away from the traditional linear model of waste management to a more sustainable circular economy approach.

Additionally, the SM4RT Living Plan prioritizes the need to support future growth efficiently by maximizing the value of current infrastructure. The cost for delivering all waste management programs and services in York Region, including SM4RT Living initiatives, curbside collection, processing, depot operations and education services is about \$300 per household per year. This represents great value provided to residents for less than \$1 per day, substantially less than comparable utilities such as energy and natural gas.



**The cost for delivering all waste management programs and services in York Region, including SM4RT Living initiatives, curbside collection, processing, depot operations and education services is about \$300 per household per year.**





## Building on Success: SM4RT Living Plan Objectives and Actions

As approved by Regional Council in April 2020, the updated SM4RT Living Plan outlines a revised visionary goal and a mission to guide the Region towards its long-term targets. The priorities included in the Plan are organized into three objectives and several key actions which are summarized in the table that follows. These key actions will be monitored and results will be reported to Council on an annual basis beginning in 2021.

## VISIONARY GOAL:

**A world in which nothing goes to waste.**

## MISSION:

**The local municipalities and the Region lead the way through partnering, innovating and inspiring change.**





## The SM4RT Living Plan: Objectives and Actions

Objective 1	2020	2021	2022	2023	2024
<b>Successfully navigate legislative changes</b>  This is about responding flexibly and using legislative changes to continually improve SM4RT Living.	Region and local municipalities leverage existing framework for collaborative decision-making to navigate legislative changes				
	Region and local municipalities ensure compliance with changing legislation (e.g., Food and Organics Waste Policy Statement and Resource Recovery and Circular Economy Act), including reviewing Official Plan and bylaws				
	Local municipalities and Region together explore legal mechanisms to ensure producers manage their waste as required in the Region				
	During the transition to full producer responsibility, Region and local municipal partners continue to monitor and address blue box contamination and Region ensures the Materials Recovery Facility performs as needed				
Objective 2	2020	2021	2022	2023	2024
<b>Use resources and infrastructure more strategically to achieve SM4RT Living</b>  This is about focusing efforts, innovating and improving coordination to create a more seamless, cost-effective system and do more with available resources.	The Region and local municipalities leverage technology to improve data collection, analysis and information sharing from facilities and operations, in support of greater efficiency and more strategic decisions				
	Region and local municipalities maintain leadership in waste diversion by researching and sharing best practices, approaches and technologies, particularly for multi-residential buildings		Local municipalities take the lead in testing and applying new approaches and sharing lessons learned		
	Local municipalities include standards for waste diversion and material storage and collection in the approval process for new multi-residential developments				
	The Region contracts for anaerobic processing capacity to diversify its portfolio and inform future investment decisions				
	Region and local municipalities work towards consistent messaging and education to reduce food waste, including promoting backyard composting to help manage SSO pressures and costs				
	Local municipalities and Region apply best practices and tools to work towards consistency in waste collection services, messaging, enforcement and performance monitoring				
	Region works with other Ontario municipalities to standardize record-keeping and data reporting across the province to provide consistent evidence for advocacy positions				
	Region secures long-term contracts to recover energy from residual materials				
Objective 3	2020	2021	2022	2023	2024
<b>Inspire people across the Region to embrace SM4RT Living and advance the circular economy</b>  This is about the value of partners and pioneers in igniting the uptake of SM4RT Living and the circular economy across our communities.	Region and local municipalities celebrate and encourage grassroots community initiatives that align with the SM4RT Living philosophy				
	Region improves support for partnerships, including establishing a \$100,000 Circular Economy grant program that would help community partners, new social enterprises and businesses advance SM4RT Living Plan goals				
	Region identifies and promotes how SM4RT Living connects to broader Regional initiatives around healthy communities and social well-being and builds linkages where appropriate				
	Through strategic partnerships, the Region and local municipalities support opportunities for residents to repair, share, reuse and repurpose items				
	Region and local municipalities work to implement an "Ask First" voluntary program across the Region to reduce single-use items, and show leadership by reducing consumption at their own facilities		Region and local municipalities assess results of "Ask First" program, review federal and provincial policies if available, and determine if a mandatory approach is needed		
	Region and local municipalities advocate for provincial and/or federal policies and legislation that advance the circular economy				
Region researches, consults and shares findings to build understanding of the circular economy in York Region and how it connects to SM4RT Living		Region encourages residents, not-for-profit groups, businesses and others in York Region to move to the circular economy			



# WASTE GENERATION

## DID YOU KNOW?

*The COVID-19 pandemic will impact waste generation rates in 2020.*

*Tonnages collected for curbside garbage, blue box and green bin all showed a higher than typical increase during the COVID-19-impacted period compared to tonnages collected in 2019.*

*This is expected to impact curbside waste generation rates for 2020.*

## Waste Generation At-A-Glance

Waste generation rate is a tonnage per person measurement (kg/capita) used to track progress toward the SM4RT Living Plan waste reduction targets. The original SM4RT Living Plan included an overall waste generation target of 289 kg/capita by 2031 based on all waste managed through the York Region system. This included curbside garbage, green bin, blue box, yard waste and depot programs, materials collected through local municipalities' special events and programs as well as non-residential sources such as business improvement areas (BIAs) and municipal facilities.

With the move to producer responsibility for the Blue Box Program, the SM4RT Living Plan update recommends reporting focus shifts toward two key streams of collected curbside waste – green bin organics and garbage – which will remain as mandated municipal responsibilities. New targets were identified for these streams. Yard waste generation rate is not included as this waste stream is the most unpredictable, with yard waste tonnage greatly influenced by weather, not York Region's program efforts.

SM4RT Living initiatives will continue to drive long-term behaviour change to help reduce waste generation and move the Region closer to its targets. Annual reporting will include an overall green bin and garbage generation rate for the Region and an individual rate for each local city and town as shown on the next few pages.

## NEW TARGETS



### GREEN BIN

The new target is 71 kilograms per capita by 2031, down 15% from the baseline of 84 kilograms in 2014.



### GARBAGE

The new target is 66 kilograms per capita by 2031, a 20% reduction from the baseline of 82 kilograms in 2014.

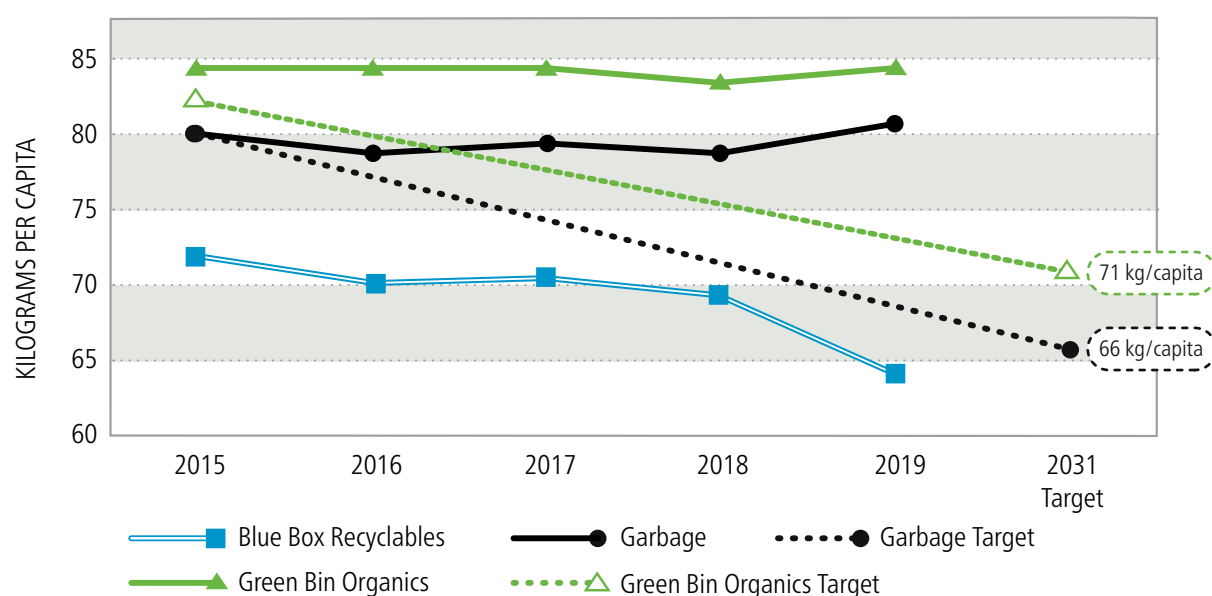


## Region's Green Bin and Garbage Generation Rates Remain Steady

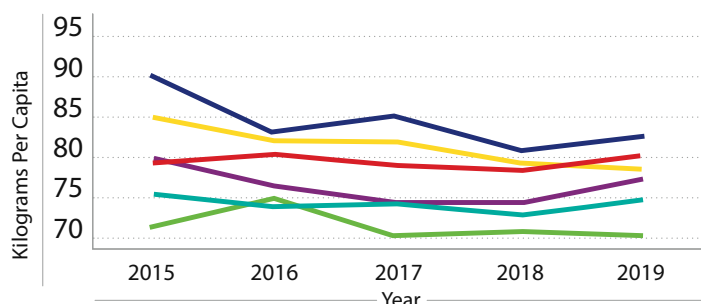
In York Region, green bin and garbage generation rates have been steady over the past five years. The garbage generation rate increased slightly, with a rate of 78 kilograms per person in 2018 and 81 kilograms per person in 2019. This increase was mainly due to removal of contaminant materials in the recycling stream. In 2019, a process was implemented at the Earl Turcott Waste Management Centre in the City of Markham to assess incoming blue box loads and redirect those with heavy contamination directly to energy-from-waste instead of processing. Consequently, the curbside blue box generation rate saw a more significant downward trend in 2019 compared to past years, moving from 69 kilograms per person in 2018 to 64 kilograms per person.

**SM4RT Living initiatives will continue to drive long-term behaviour change to help reduce waste generation and move the Region closer to its targets.**

York Region Residential Curbside Waste Generation Rate (kg/capita)



### Northern Towns' Green Bin Waste Generation Rate (kg/capita)

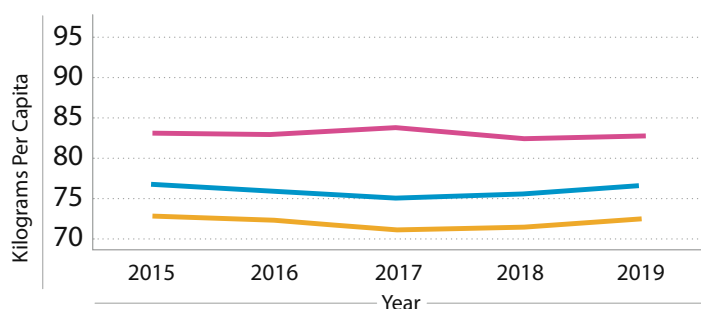


Local Town or City	2015	2016	2017	2018	2019
<span style="color: red;">—</span> Aurora	79	80	78	77	80
<span style="color: purple;">—</span> East Gwillimbury	80	76	74	74	77
<span style="color: green;">—</span> Georgina	72	75	70	71	71
<span style="color: blue;">—</span> King	90	83	85	81	83
<span style="color: teal;">—</span> Newmarket	76	74	74	73	75
<span style="color: yellow;">—</span> Whitchurch-Stouffville	85	82	82	79	77

The green bin generation rate has typically been higher among the southern cities than it has been for the northern towns. The five-year trend analysis reveals the southern three cities had little or no change from their 2015 green bin generation rates. The green bin generation rate for all northern towns trended downward in 2019 when compared to the generation rate they recorded in 2015, with the exception of one town. A similar pattern is observed for the garbage generation rate, where the southern cities have generally remained more stable while the northern towns have experienced more peaks and valleys throughout the years. Two of the three southern cities have experienced an increase in their 2019 garbage generation rate when compared to their 2015 rate. In 2019, the northern towns had a garbage generation rate that was lower than their 2015 rate.

The steady or downward trend (from 2015 to 2019) in both streams for most cities and towns suggests promotion and education work being done by the Region and local towns and cities is impacting residents and knowledge gained is actually being translated into meaningful behaviours. A review of audit data reveals improper sorting of waste is impacting generation rates for some municipalities. Based on this data, there is an opportunity to reduce waste generation in all municipalities by reducing the amount of avoidable food waste. Additionally, in some municipalities, residents in multi-residential buildings do not have access to green bin collection and this could also impact the garbage generation rate of the municipality.

### Southern Cities' Green Bin Waste Generation Rate (kg/capita)



Local Town or City	2015	2016	2017	2018	2019
<span style="color: pink;">—</span> Markham	91	91	92	91	91
<span style="color: orange;">—</span> Richmond Hill	81	81	80	80	81
<span style="color: blue;">—</span> Vaughan	85	84	83	84	85

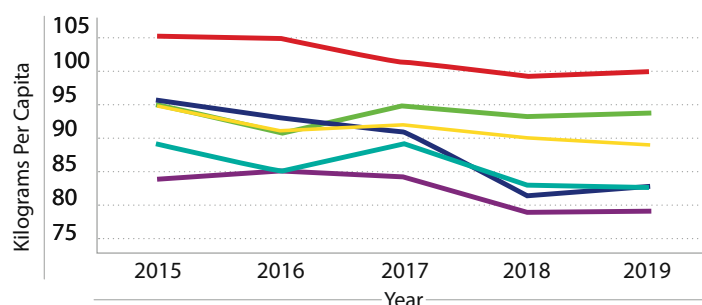




Promotion and education work is having an impact on residents and knowledge gained is being translated into meaningful behaviours.

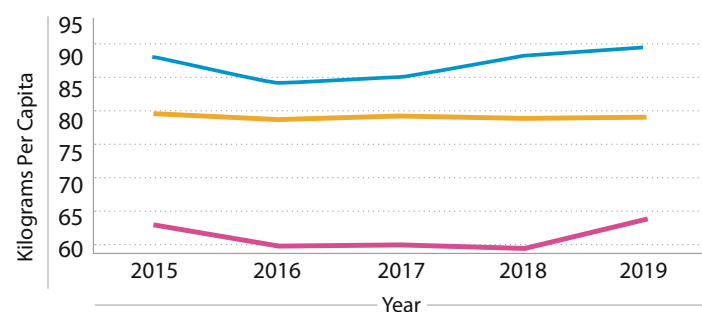


Northern Towns' Residual Waste (Garbage)  
Generation Rate (kg/capita)



Local Town or City		2015	2016	2017	2018	2019
<span style="color: red;">—</span>	Aurora	105	105	101	99	100
<span style="color: purple;">—</span>	East Gwillimbury	84	85	84	78	77
<span style="color: green;">—</span>	Georgina	95	91	95	93	94
<span style="color: blue;">—</span>	King	96	93	91	82	83
<span style="color: teal;">—</span>	Newmarket	88	85	88	83	83
<span style="color: yellow;">—</span>	Whitchurch-Stouffville	95	91	92	90	89

Southern Cities' Residual Waste (Garbage)  
Generation Rate (kg/capita)



Local Town or City		2015	2016	2017	2018	2019
<span style="color: pink;">—</span>	Markham	63	60	60	59	64
<span style="color: orange;">—</span>	Richmond Hill	80	77	78	77	78
<span style="color: blue;">—</span>	Vaughan	87	84	85	88	94

NOTE: Increase in Markham primarily due to contaminant materials that were pulled from the blue box stream and moved to the garbage stream.

# PARTNERSHIPS FOR SUCCESS



## Collaboration Drives Innovative Approaches to Reduction, Reuse and Diversion

York Region and its nine local cities and towns collaborate to provide integrated waste management services and programs focusing on reduction, reuse and recycling initiatives. Together, we deliver innovative programming to our communities including repair cafés, curbside giveaway days, battery, electronic waste and textile diversion programs and regular curbside collection.

Various community partners also work with the Region on innovative programs that combine waste prevention efforts with community building. These partnerships drive policy and program changes, deliver progress on the SM4RT Living Plan, share information and develop metrics to measure success.



## Collaboration is a key theme of York Region's SM4RT Living Plan.



## Waste Reduction and Collection Programs Provided by Local Cities and Towns

COLLECTION TYPE	WASTE TYPE	Aurora	East Gwillimbury	Georgina	King	Markham	Newmarket	Richmond Hill	Vaughan	Whitchurch-Stouffville
Curbside Collection	Garbage	•	•	•	•	•	•	•	•	•
	Recycling	•	•	•	•	•	•	•	•	•
	Green Bin	•	•	•	•	•	•	•	•	•
	Leaf and Yard Waste	•	•	•	•	•	•	•	•	•
	White Goods	•	•	•	•	•	•	•	•	•
	Bulky Items	•	•	•	•	•	•	•	•	•
Special Programs	Textile Diversion	•			•	•	•	•	•	•
	Education and Outreach	•	•	•	•	•	•	•	•	•
Multi-Residential Collection	Garbage	•		•		•	•	•	•	•
	Recycling	•		•		•	•	•	•	•
	Green Bin			•		•		•		
	Electronic Waste	•				•				
	Batteries	•				•				
School Collection	Recycling	•				•				
	Green Bin	•				•				
Municipal Facilities	Recycling	•	•	•	•	•	•	•	•	•
	Green Bin	•	•	•		•	•	•	•	
	Batteries	•			•	•	•	•	•	
Public Spaces (parks, BIAs, etc.)	Garbage	•	•	•	•	•	•	•	•	•
	Recycling	•	•			•	•	•	•	•
	Green Bin						•			





"The Earth is what we all have in common."






— Wendell Berry

# DIVERSION ACHIEVEMENTS

## York Region Remains a Leader in Ontario with Verified Diversion Rate of 68% in 2018

York Region, in partnership with our local cities and towns, submits waste management program data to the Resource Productivity and Recovery Authority (the Authority) through the annual Datacall. The information is used to determine blue box costs and allocate funding from producers to assist with the cost of operating the Blue Box Program. The Datacall produces a ranking of municipal diversion rates across the province. York Region continues to be a leader with the highest verified diversion rate of 68% in 2018 in the large urban category.

### Resource Productivity and Recovery Authority Annual Waste Diversion

<b>2015</b>	1st for Large Urban Municipalities		<b>63%</b>
<b>2016</b>	1st Overall in the Province		<b>66%</b>
<b>2017</b>	1st for Large Urban Municipalities		<b>68%</b>
<b>2018</b>	1st for Large Urban Municipalities		<b>68%*</b>
<b>2019</b>	Pending Verification		<b>66%**</b>

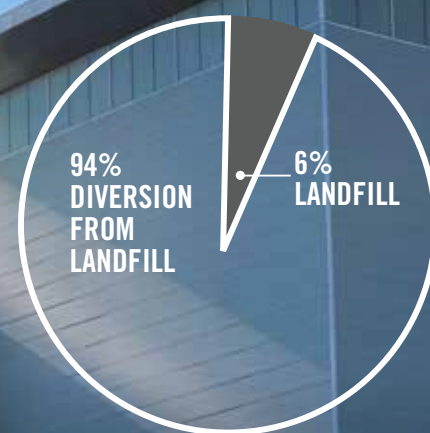
All values are rounded. The Authority does not recognize energy-from-waste as diversion. \*Updated to reflect finalized 2018 RPRa diversion rate.

\*\*2019 diversion rate impacted by high contamination in the blue box stream. The 2019 diversion data presented is pending verification by the Authority at the time of printing.

TONNES COLLECTED					
Material	2015	2016	2017	2018	2019
Residual Waste	128,148	130,400	134,249	124,319	129,144
Organics	96,593	97,044	97,877	99,065	100,874
Blue Box	85,335	84,468	85,298	83,526	78,243
Leaf and Yard Waste	44,370	37,407	39,477	42,287	42,814
Other Diversion - Depots	5,944	6,196	5,061	2,580	2,659
Household Hazardous Waste	1,305	1,268	1,256	1,219	1,297
Electronics	1,554	1,460	1,344	1,124	1,117

## York Region continues to exceed the Regional Official Plan goal of 90% waste diversion from landfill.

In 2019, York Region achieved 94% waste diversion from landfill, which includes all tonnes collected through curbside and depot diversion programs and tonnes managed through energy-from-waste.





# BLUE BOX RECYCLING

## DID YOU KNOW?

*In August 2019, the Ministry of the Environment, Conservation and Parks announced the Blue Box program would transition starting January 1, 2023 and ending December 31, 2025.*

*Municipalities led by Association of Municipalities of Ontario are self-nominating their preferred transition timing through Council resolutions. This process will help inform the transition mechanism in the regulations.*

*York Region and its local municipalities have identified 2025 as its preferred transition timing.*

## Focus on Tackling Contamination and Managing Impacts of End Market Challenges

In 2019, 78,243 tonnes of blue box recyclables was collected, accounting for 22% of the total material collected in York Region. There were increased levels of contamination in the blue box stream, which resulted in a decline in York Region's marketable blue box tonnes from 2018 to 2019.

Changing composition of products and packaging creates confusion for residents and challenges for municipal programs. Newer, lighter-weight packaging such as drink pouches and coffee cups often mix two or more materials; they have no viable end markets and can end up contaminating bales of other materials during sorting.

Bagged recyclables and organics are two major sources of contamination in the blue box stream. York Region continues to emphasize promotion and education efforts along with enforcement at the curb, as such efforts are necessary to re-establish diversion success and realize cost efficiencies.

In addition to contamination, more stringent end market restrictions continue to pose a challenge. A total of 4,311 tonnes of collected mixed paper that could have been shipped under previous market criteria could not be marketed in 2019 due to contamination from a high level of food waste and was instead managed through contracts with privately owned energy-from-waste facilities.

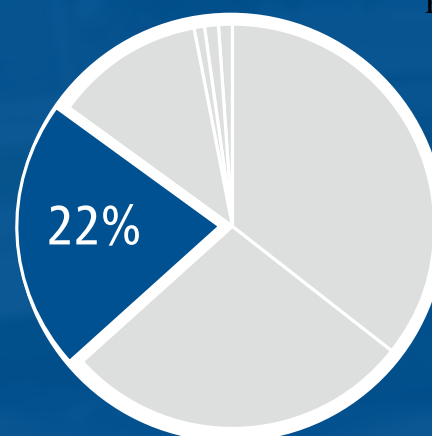
Between 2015 and 2017, around 60% of the blue box tonnage was marketed in overseas markets, with a large portion attributed to

paper bales. However, with stricter quality requirements imposed by overseas paper markets and increased levels of contamination received at York Region's Material Recovery Facility (MRF) in the Town of East Gwillimbury, it became more challenging to find paper end markets. To address this issue, the Region invested \$6.9M in capital upgrades in 2018 to reduce contamination within paper bales, which reduced the total tonnage of paper sent to end markets. Coupled with a decline in paper received at the MRF, there were fewer blue box tonnes marketed in general. For these reasons, only 31% of the blue box tonnage was managed overseas in 2019, while the remaining materials like plastics, metal cans, glass, and cardboard were sent to North American destinations for processing.

There was a significant reduction in tonnages of paper marketed by the Region in 2019 due to contamination. The Region and local cities and towns remain committed to improving the current system and have collaborated on a working group addressing blue box challenges. Eight additional staff were hired at the MRF in 2019 to remove contaminants to improve overall quality. In addition, the Region completed a \$1.4M capital upgrade in late 2019 to reduce contamination within the mixed paper bales and is now able to market all mixed paper bales as of mid-January 2020.





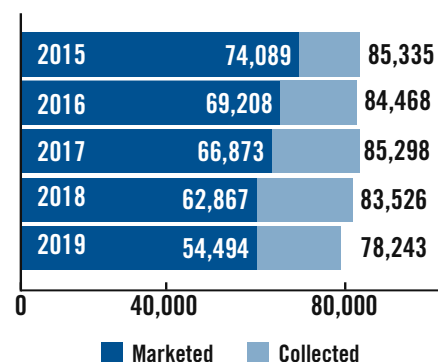


## Preparing for a New Blue Box Program

The Ontario Ministry of the Environment, Conservation and Parks is moving ahead with a new provincial framework that makes producers fully responsible for the Blue Box Program. In 2019, the Ontario Government announced the timeline for transition of the program. Operations and costs for blue box materials will move from municipalities to producers beginning in January 2023 with all transfers expected to be complete by the end of 2025.

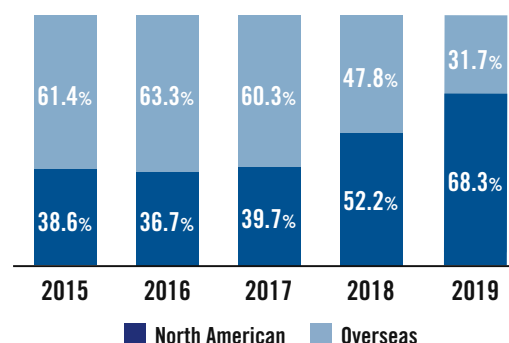
During transition, an important role for the Region, and its local cities and towns, will be ensuring the shift is seamless for residents. Collaboration at the local and Regional levels will help identify potential impacts of transition for the Region's integrated waste management system and prepare York Regional Council to make informed decisions as the process moves forward. During the lead up to transition, the Region and local cities and towns will continue to manage the current system, working to significantly reduce contamination in the blue box. As the process continues, York Region will remain engaged through the Association of Municipalities of Ontario and the Municipal Resource Recovery and Research Collaborative (Municipal 3Rs Collaborative), actively participate in consultations and continue to align current and future programs with the shift to full producer responsibility.

## Blue Box Tonnes Collected and Marketed

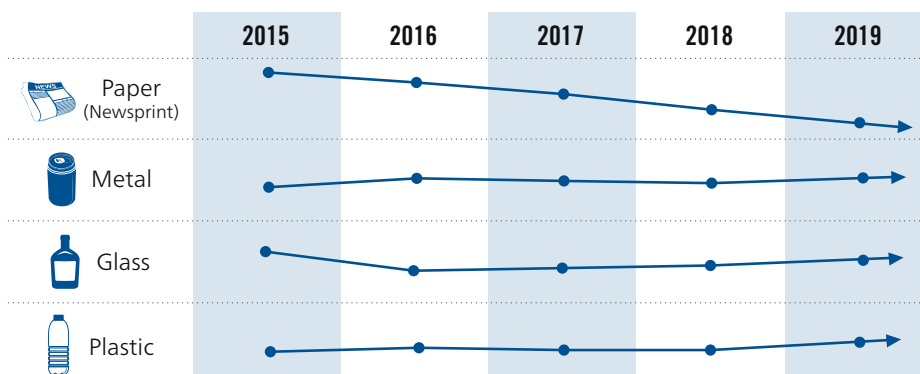


**Note:** 2019 Blue Box Residue Rate - 23% of collected blue box material was rejected during processing. This excludes the 4,311 tonnes of mixed paper recovered but not marketed due to contamination from leakage of organic material in collection trucks.

## End Market of York Region Blue Box Material

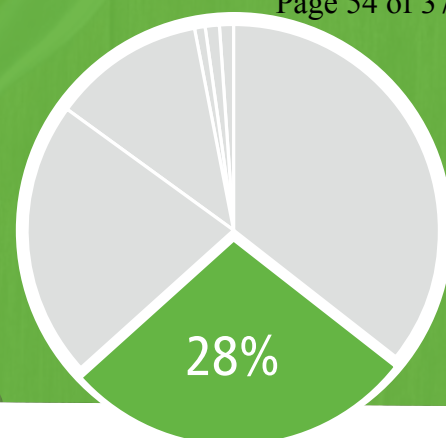


## Trend of Marketed Blue Box Tonnes





# ORGANIC WASTE



## DID YOU KNOW?

Two main types of technology are used to process diverted organic waste:

### Aerobic Processing

In aerobic processing, organic material decomposes in the presence of oxygen, releasing carbon dioxide and leaving behind a dark, crumbly, soil-like substance that may be directly applied to farm fields. Modern processing typically occurs indoors and the air is treated to reduce odours before release to the environment.

### Anaerobic Digestion

Anaerobic digestion takes place in a contained vessel under carefully controlled conditions. It excludes oxygen from the decomposition process and produces biogas, largely made up of methane, that can be harvested for fuel and leaves a mix of solid and liquid material called "digestate" that is rich in nutrients and has value as soil conditioner or fertilizer.

## Region's Approach to Organics Processing Will Help Reduce Greenhouse Gas Emissions

York Region continues to be a leader in food waste reduction in Ontario. In 2019, we continued to promote York Region's Good Food program by working with partners such as grocery stores, farmers markets and local chefs to raise awareness and take action to reduce food waste. In 2019, 6,411 people were engaged at 67 Good Food outreach events. The Region also continues to collaborate with other municipalities and public health agencies through the Ontario Food Collaborative which supports efforts to reduce food waste and increase food literacy across the province.

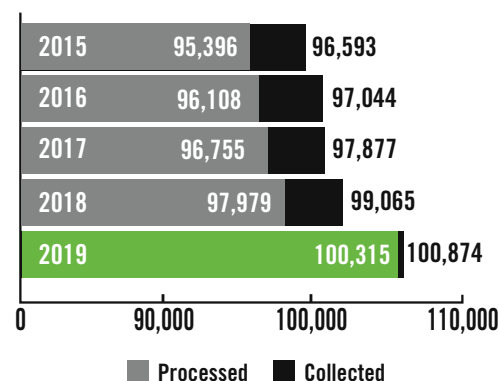
The municipal curbside green bin collection program is critical for keeping food and other organic waste out of landfill. The Region has one of the most inclusive green bin programs in the Province of Ontario. In York Region, organic waste represents 28% of the total waste collected. York Region residents generated 100,874 tonnes of green bin organics in 2019, with 100,315 tonnes being shipped to contracted facilities in Ontario for processing.

The Region distributed 1,246 backyard composters to residents in 2019. By starting to compost at home using these composters, families will divert an estimated 126 tonnes of organics from the curb each year.

York Region has secured reliable organic waste processing capacity until 2027. The Region's long-term plan favours anaerobic over aerobic composting, which is expected to reduce the Region's greenhouse gas emissions by roughly 15,000 tonnes per year.

The Region will issue a request for proposals in early 2021 to provide anaerobic digestion capacity for processing the Region's organics at privately owned facilities. The request for proposals will include transportation and anaerobic digestion processing for a period of 20 years, currently projected to commence as early as 2024.

## Source Separated Organics Tonnes Collected and Processed

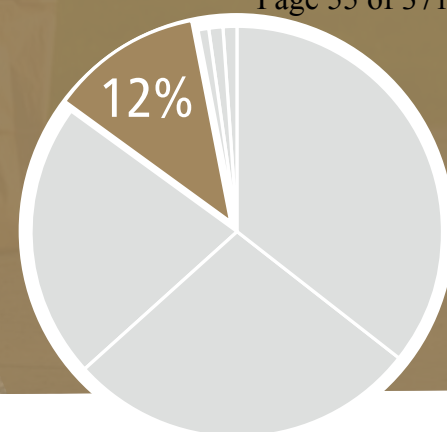


## Organic Waste Processing Facility Contracts

Facility	Current Term Expiry Date	Extension Term Expiry Date
Cornerstone Renewables (Elmira and Leamington, ON)	June 30, 2022	N/A
GFL Environmental (Moose Creek, ON)	June 30, 2020	June 2027
Convertus (Formerly Renewi) (London, ON)	June 30, 2022	June 2027



# LEAF & YARD WASTE



## DID YOU KNOW?

★★★★★

Residents may drop off yard waste materials at two facilities in York Region – the Georgina Transfer Station and the Miller Waste Bloomington Yard Waste Facility. Yard waste is turned into nutrient-rich compost.

Community members are encouraged to reduce leaf and yard waste by utilizing a backyard composter.

Each composter can divert approximately 100 kg of organic waste per year.

## Flexible Long-Term Processing Contracts Offer Stability to This Unpredictable Waste Stream

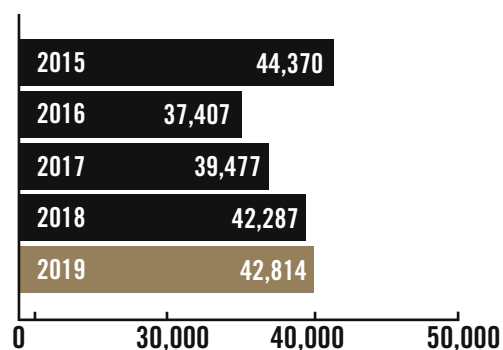
Leaf and yard waste is the most unpredictable waste stream as the tonnages collected are directly affected by weather and may also be impacted by invasive species infestations. During storms or wet conditions, the Region experiences more leaf and yard waste than during dry or drought conditions. Extreme weather events like ice storms, wind storms or seasonal changes can also affect the amount of leaf and yard waste generated making it difficult to predict collection capacity and timing.

York Region's local cities and towns offer residents seasonal curbside leaf and yard waste collection programs every other week from spring to fall. Some of them have also added extra yard waste collections in the fall to account for trees losing their leaves very late in the season. Residents can also drop off leaf and yard waste at the Bloomington Yard Waste Facility in the City of Richmond Hill and the Georgina Transfer Station in the Town of Georgina. One of York Region's waste contractors, Miller Waste, composts all yard waste collected in York Region at their Bloomington Facility. In 2019, York Region residents generated 42,814 tonnes of leaf and yard waste, representing 12% of total waste collected.

The Region has secured long-term leaf and yard waste processing capacity to accommodate annual tonnage fluctuations and unanticipated weather events. In 2015, the Region entered into a 10-year agreement with Miller Waste to process leaf and yard waste collected by local municipal partners

and at the Region's Georgina Transfer Station with no annual maximum tonnage specified. The contract can be extended by mutual agreement for five years until October 2030, after which a further extension may be negotiated. Before the current contract expires, the Region will review and evaluate available options and present a preferred option to York Regional Council for approval.

## Leaf and Yard Waste Tonnes Collected





# WASTE DEPOT COLLECTION

## DID YOU KNOW?

★★★★

*In 2019, residents recycled approximately 20,851 litres of cooking oil at York Region's waste depots.*

## Depots Increase Access to Diversion Programs

York Region's five public drop-off depots provide convenient outlets for residents and small businesses to drop off a variety of waste materials. In 2019, York Region collected 2,659 tonnes of divertible materials through depot collection. Divertible materials include: cooking oil, concrete, drywall, electronic waste, polystyrene foam, refrigerated appliances, scrap metal, shredded paper, textiles, tires and wood.

In January 2018, some key service level changes and operational enhancements were implemented at the York Region Community Environmental Centres (CEC) and the Georgina Transfer Station including modified hours of operation to provide residents with more convenient access to disposal services.

Additionally, the Region introduced weighing scales and weight-based fees for residual waste, concrete, drywall and wood. The fee changes brought fees in line with neighbouring municipalities and significantly improved cost recovery on high cost divertible material. With the introduction of scales and weight-based fees, these locations are now able to monitor the total number of visitors whereas prior to 2018 only paid transactions were tracked.

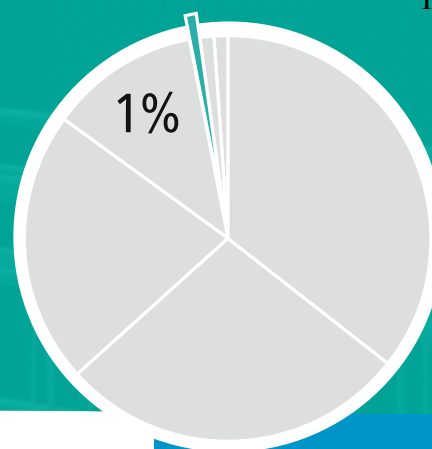
Based on customer use patterns and staff observations, it is evident residential users are adapting to new fees as they continue to use the CECs and the Georgina Transfer Station. Compared to 2018 visits, there was a 21% increase in the number of visits to Elgin Mills CEC while visits to McCleary Court remained almost the same.

Adding textile collection in 2019 could also drive more visitors to the sites in the future.

In January 2019, the Used Tire Collection Program transitioned to full producer responsibility under the Resource Recovery and Circular Economy Act, 2016. Under this new approach, producers are not required to compensate municipal depots for collecting used tires if they can achieve the regulated capture targets through private collection points. There are approximately 200 private tire collection points in York Region; however, there was still a notable spike in tonnage of tires collected at the Region's depots in 2019. A total of 291 tonnes of tires were collected, which is a 51% increase when compared to the tonnes collected in 2018. The increase in tonnage of tires collected was seen at all three facilities that accept tires, but most significantly at the Georgina Transfer Station. This increase can be attributed to the new regulation, which mandates collection points must accept up to 10 tires per day per customer, from both residential and small business customers, compared to the previous program with a limit of 4 tires per day accepted from residents only.

**In 2019, York Region collected 2,659 tonnes of divertible materials through depot collection.**





York Region has partnered with the Regions of Peel and Halton on a co-operative agreement to jointly procure the services of Evolve Recycling for the pick-up, transportation, processing and recycling of tires collected at the Region's depots. The joint procurement helped reduce cost and leverage total tonnages of tires collected by the three municipalities to get the most favourable bid. The contract was initially for a 12-month term with allowances for four additional one-year extensions.

### Total Tonnes of All Materials Collected at Community Environmental Centres (CEC) and Georgina Transfer Station

TOTAL TONNES COLLECTED					
Location	2015	2016	2017	2018	2019
Elgin Mills CEC	16,148	21,301	19,708	9,057	10,470
McCleary Court CEC	9,830	10,080	12,356	7,055	7,020
Georgina Transfer Station	16,383	16,876	16,333	15,020	14,484
<b>Total Tonnages</b>	<b>42,361</b>	<b>48,257</b>	<b>48,397</b>	<b>31,132</b>	<b>31,975</b>

### The recycling landscape in Ontario is changing

Producers of the following items are becoming fully responsible for collecting and managing their products and packaging after consumers have finished using them:

- Batteries
- Blue Box
- Electronic waste
- Household hazardous waste
- Used tires

The Resource Productivity and Recovery Authority is responsible for oversight and enforcement.

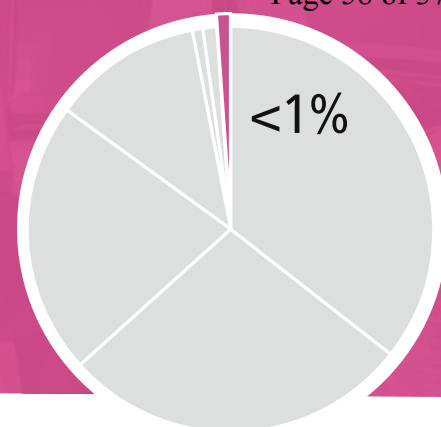
Used tires were the first material to move to this new model on January 1, 2019, with single-use batteries following in July 2020. Waste electronics will transition in January 2021, hazardous or special waste in July 2021 and blue box by the end of 2025.

**Divertible materials include:**  
cooking oil, concrete, drywall,  
electronic waste, polystyrene foam,  
refrigerated appliances, scrap  
metal, shredded paper, textiles,  
tires and wood.





# ELECTRONIC WASTE



## DID YOU KNOW?

★★★★

*Electronic waste (e-waste) includes electronic equipment that is no longer wanted or has reached its end-of-life. E-waste piles up in our homes and in our landfills.*

*E-waste is hazardous material and over time can leak toxic elements, like mercury and lead, which can be harmful to the environment and to humans.*

*Bringing electronics to a local waste depot ensures proper recycling at safely managed sites to control any hazards.*

*Recycling also allows reliable resources found in electronics — recyclable plastics and even gold — to be reclaimed.*

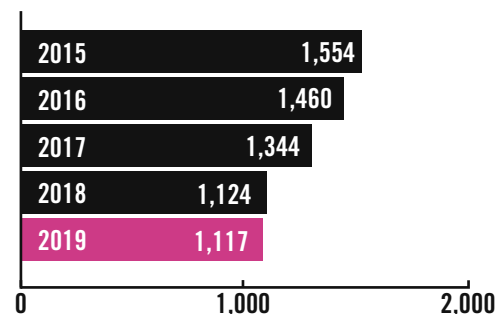
## Electronic Waste Program to Transition to Full Producer Responsibility by End of 2020

End-of-life electronics such as computers, printers, televisions and smartphones are managed by the Ontario Electronic Stewardship (OES) under the Waste Electrical and Electronic Equipment (WEEE) program. The program includes the collection, processing, recycling and disposal of electronic waste material and is funded by brand owners and first importers of these products. Collected electronic waste is sent for recycling to recover valuable raw materials through environmentally responsible de-manufacturing of waste electronics.

In 2018, the Minister of the Environment, Conservation and Parks directed OES to prepare for the end of the WEEE program to enable transition of electronic waste to full producer responsibility. OES submitted its windup plan to the Resource Productivity and Recovery Authority (RPPRA) in December 2018 and consultations were held in the first quarter of 2019 before the plan was approved in August 2019. The WEEE program is expected to end on December 31, 2020. The program will continue operating during the transition period and York Region staff will remain involved in consultations throughout the windup process.

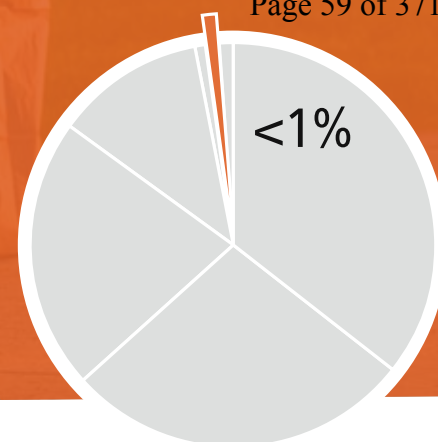
York Region provides residents with a network of drop-off facilities for electronic waste including Georgina Transfer Station, East Gwillimbury Household Hazardous Waste (HHW) and Recycling Depot, Markham HHW Depot and McCleary Court and Elgin Mills Community Environmental Centres (CEC). Regional depots collected 1,117 tonnes of electronic waste in 2019.

## Waste Electrical and Electronic Equipment Tonnes Collected



**Bringing electronics to a local waste depot ensures proper recycling at safely managed sites to control any hazards.**

# HAZARDOUS WASTE



## DID YOU KNOW?

\*\*\*\*\*

*Batteries that are improperly disposed of are the number one source of fires at our CECs and Waste Management Centres. Batteries can ignite other wastes in collection trucks and waste facilities, creating a serious safety risk. Always take batteries to a Household Hazardous Waste Depot or participating retailer that offers battery collection.*

## Battery Program Now Under Full Producer Responsibility

The Municipal Hazardous or Special Waste (MHSW) program is operated by Stewardship Ontario (SO) and allows residents to safely dispose household products that require special handling. Collection, processing and disposal of such material is funded by brand owners and first importers of these products and will continue to operate under the Waste Diversion Transition Act until the MHSW program is transitioned to full producer responsibility.

The collection program for single-use batteries transitioned to full producer responsibility on June 30, 2020 to coincide with the process of transitioning the Waste Electrical and Electronic Equipment program. All other designated materials will be fully transitioned on June 30, 2021. York Region continues to monitor regulatory changes and will remain engaged during transition.

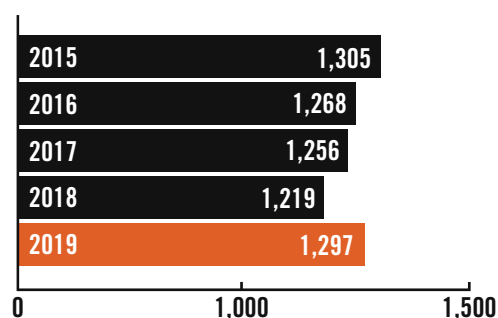
A new batteries regulation came into effect on July 1, 2020, following the transition of the battery recycling program in June. Battery producers are now individually accountable and financially responsible for collecting and reusing, refurbishing or recycling their batteries when consumers discard them. The new regulation includes both single-use and rechargeable batteries that weigh five kilograms or less and are not embedded in products. Batteries are collected at all Regional Depots and each site can accept up to 15 kilograms of batteries per day from any person.

Residents can drop off Household Hazardous Waste (HHW) at all five York Region public waste depots. Materials are recycled or treated and disposed of in an environmentally

responsible manner through specialized contract services. A new HHW Depot was introduced at the Elgin Mills Community Environmental Centre (CEC) in July 2018, making 2019 the first full year offering HHW service at that location. Additionally, York Region made service level changes in 2018 to better cater to customer needs, adjusting depot hours to ensure at least one HHW depot is open each day of the week. The total tonnages collected under the MHSW program at Elgin Mills CEC more than doubled in a one-year period, with 99 tonnes collected in 2018 and 211 tonnes collected in 2019.

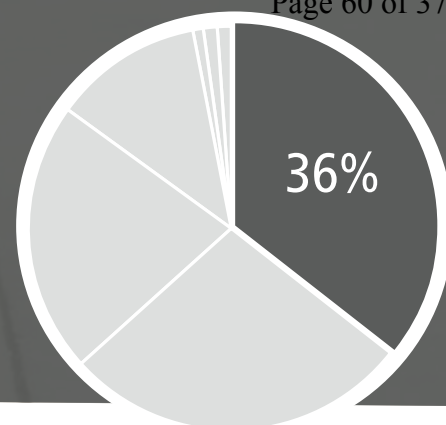
York Region collected 1,297 tonnes of HHW materials at Regional public drop-off depots in 2019. Many retailers also offer take-back programs for some HHW materials. Municipal depots and retail take-back locations ensure materials are safely managed to end-of-life and divert harmful substances from landfill, waterways and forests. Many HHW items contain materials that can be recovered, refined and reused in manufacturing new products, reducing the need for virgin resources.

## Household Hazardous Waste Tonnes Collected





# RESIDUAL WASTE



## DID YOU KNOW?

★★★★★

*In 2019, costs for residual waste was budgeted at \$105 per tonne. This included costs for administration as well as hauling, transferring and processing residual waste.*

*Each York Region resident generates an average of 81 kg of household garbage each year. Every day actions such as choosing reusable items over single-use plastics, sharing, repairing and donating household goods instead of buying new and fully participating in diversion programs will help reduce our waste footprint in York Region.*

## Energy Recovery Helps to Achieve SM4RT Living Visionary Goal

In line with the SM4RT Living visionary goal of a world where nothing goes to waste, York Region prioritizes reduction, reuse and recycling diversion efforts, while any remaining residual waste is managed primarily through energy-from-waste recovery. Energy-from-waste captures energy content of residual waste, lowers greenhouse gas emissions, recovers metals and reduces the volume of waste going to landfill by 90%.

In 2019, the Region managed 151,510 tonnes of residual waste, which includes tonnes collected at the curb and drop-off depots as well as unmarketable recovered recyclables and residues from the blue box program. Residual waste accounts for 36% of the total waste collected in York Region – a 5% increase largely due to higher levels of contamination in the blue box stream and the incineration of contaminated mixed paper bales. The Region shipped 127,858 tonnes of residual waste for energy recovery: 58,069 tonnes to Covanta Niagara in New York, 38,023 tonnes to Emerald Energy from Waste in Brampton, Ontario and the remaining 31,765 tonnes to the Durham York Energy Centre (DYEC) in Clarington, Ontario.

York Region achieved 94% diversion from landfill in 2019, exceeding the 90% target established in the Regional Official Plan. This was achieved through successful diversion programs and commitment to sustainable waste management programs.

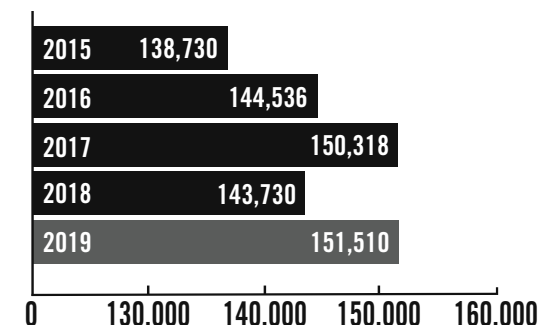
## Residual Waste Shipments

Destination	Tonnes
Energy-From-Waste	127,858
Landfill	22,900
Year-End Carry Over*	753
<b>Total Residual Waste</b>	<b>151,510</b>

**Note:** \*Change in transfer station inventory January 1, 2019 and December 31, 2019.

Material sent for energy recovery includes blue box residue and residual waste collected curbside and at waste depots. Landfill disposal remains a last resort for managing Regional waste materials, once all other diversion options have been exhausted. Bulky items like mattresses and sofas are most likely to be sent to landfills as they can block the feed chute and ash discharger in energy-from-waste facilities, making them unsuitable for energy recovery. In 2019, York Region sent 22,900 tonnes of residual waste to Walker South Landfill in Thorold, Ontario and Twin Creeks Landfill in Watford, Ontario.

## Residual Waste Collected Including Blue Box Residue Tonnes







"Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it is the only thing that ever has."

—Margaret Mead

# COMMUNITY ENGAGEMENT

## Promotion and Education Drive Community Participation in Waste Reduction, Reuse and Diversion

York Region actively promotes waste reduction, reuse and diversion through engaging public communication and education programs in collaboration with community partners. Local cities and towns also provide education and information through their initiatives including annual waste collection calendars distributed to their residents. York Region is committed to continued collaboration with our local cities and towns, recognizing the importance of consistent messaging to minimize public confusion, educate and motivate residents to become waste ambassadors.

A key program expansion in 2019 was the launch of the Lendery, a library of things from which residents can borrow infrequently used items instead of purchasing them. The Lendery was first launched at Markham Public Library's Milliken Mills branch in July 2019 and has since opened a second location at the Newmarket Public Library in February 2020.

In 2019, York Region's waste communication and education campaigns included



## BLUE BOX SOCIAL MEDIA

**30+** TOTAL POSTS ON ALL PLATFORMS

### FACEBOOK:

Reach **54,338**  
Engagement **4,820**  
Shares **118**  
Comments **135**

### TWITTER:

Retweets **19**  
Likes **32**



**67**  
**OUTREACH EVENTS**

**6,411**  
**RESIDENTS ENGAGED**



**385**  
**PARTICIPANTS**

**267**  
**ITEMS FIXED**





York Region is committed to continued collaboration with our local cities and towns, recognizing the importance of consistent messaging to educate and motivate residents to become waste ambassadors.



## TEXTILES

**188** MUNICIPAL  
COLLECTION BINS

**2,003** TONNES OF TEXTILES  
COLLECTED

**40** EVENTS

MOST COMMON ITEM:  
**FURNITURE**



## MULTI-RESIDENTIAL



PROMOTION AND EDUCATION  
MATERIALS DELIVERED TO

**5,700** UNITS

## COMPOSTING



**1,246**  
COMPOSTERS SOLD

**126** TONNES OF  
ORGANICS DIVERTED



**2** PRESENTATIONS

**24** STUDENTS  
ENGAGED



**139** ACTIVE  
USERS

**71** LENDERY  
ITEMS

**311** CHECK-  
OUTS



# SUMMARY



## York Region Remains a Leader in Waste Management Now and Into the Future

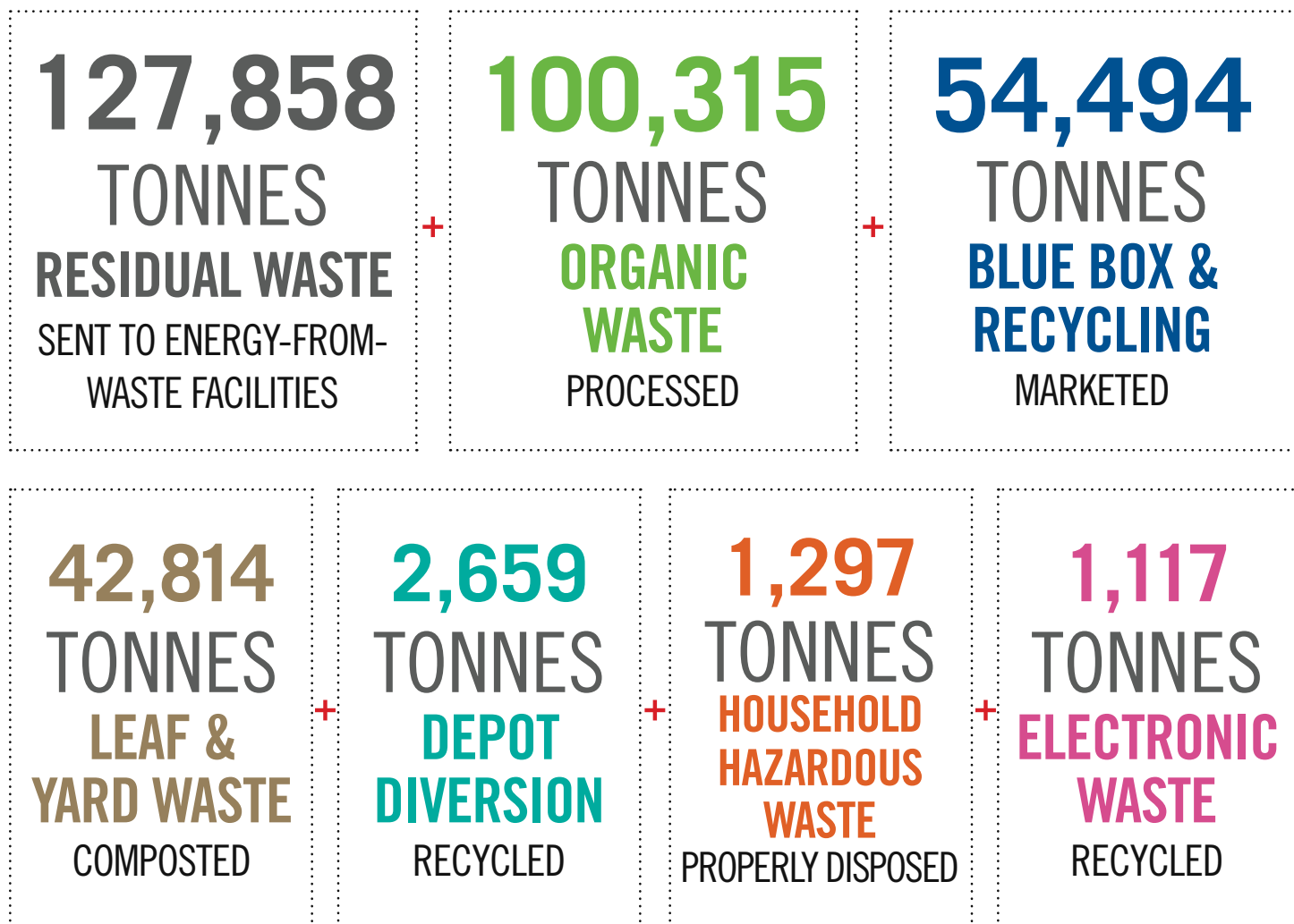
York Region residents are part of an extensive integrated waste management system delivered with our local cities and towns. Together with community partners, new and innovative programming is being implemented through the updated SM4RT Living Plan showcasing York Region's leadership in sustainable waste management and inspiring change through the 4Rs - Reduce, Reuse, Recycle and Recover.

York Region continues to rank first among its peers for highest diversion rate in the large urban category year after year. York Regional and local Councils have made waste reduction and diversion a priority and continue to advocate to federal and provincial governments on waste management issues.





Regional and local Councils have made waste reduction and diversion a priority and continue to advocate to provincial and federal governments on waste management issues.



=

# 94% DIVERSION FROM LANDFILL



## THANK YOU TO OUR PARTNERS:



Town of  
East Gwillimbury



GEORGINA



Georgina's Community Connection Centre



MARKHAM PUBLIC LIBRARY



ONTARIO FOOD  
COLLABORATIVE



MUNICIPAL 3RS  
COLLABORATIVE  
RESOURCE | RECOVERY | RESEARCH



YORK  
Region  
DISTRICT SCHOOL BOARD  
Inspire Learning!

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**From:** Van Dusen, Regina <[Regina.VanDusen@york.ca](mailto:Regina.VanDusen@york.ca)> **On Behalf Of** Regional Clerk  
**Sent:** October 26, 2020 2:14 PM  
**To:** Aurora Clerks General Inbox <[Clerks@aurora.ca](mailto:Clerks@aurora.ca)>; Aguila-Wong, Christine <[caguila-wong@markham.ca](mailto:caguila-wong@markham.ca)>; [clerks@newmarket.ca](mailto:clerks@newmarket.ca); EG Clerks General Inbox <[clerks@eastgwillimbury.ca](mailto:clerks@eastgwillimbury.ca)>; King Clerks General Inbox <[clerks@king.ca](mailto:clerks@king.ca)>; Rachel Dillabough <[rdillabough@georgina.ca](mailto:rdillabough@georgina.ca)>; Richmond Hill Clerks General Inbox <[clerks@richmondhill.ca](mailto:clerks@richmondhill.ca)>; Vaughan Clerks General Inbox <[clerks@vaughan.ca](mailto:clerks@vaughan.ca)>; WS Clerks General Inbox <[clerks@townofws.ca](mailto:clerks@townofws.ca)>  
**Subject:** Regional Council Decision - Update on Travel Patterns in York Region During COVID-19 Pandemic

**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 October 22, 2020 Regional Council made the following decision:

1. **Council support continued monitoring of travel patterns as the Region continues in Stage 3 of re-opening and incorporate observations and findings into the 2021 budget.**
2. The Regional Clerk circulate this report to the Clerks of the local municipalities.

The original staff report is attached for your information.

Please contact Brian Titherington, Director Transportation Infrastructure and Planning at 1-877-464-9675 ext. 75901 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  
Transportation Services  
October 8, 2020

Report of the Commissioner of Transportation Services

## Update on Travel Patterns in York Region during COVID-19 Pandemic

### 1. Recommendations

1. Council support continued monitoring of travel patterns as the Region continues in Stage 3 of re-opening and incorporate observations and findings into the 2021 budget
2. The Regional Clerk circulate this report to the Clerks of the local municipalities.

### 2. Summary

This report summarizes observed travel patterns during summer 2020 as the Region followed provincial guidelines while maintaining public health measures to mitigate the spread of the COVID-19 virus. It further identifies direction to adapt levels of service for road and transit operations to meet observed demand and changing travel patterns as part of the 2021 budget.

#### Key Points:

- Daily traffic volumes on Regional roads have been gradually increasing since re-opening of businesses and services in early May, although travel during peak hours is still below pre-pandemic conditions.
- As a result of lower traffic volumes during peak hours, contractors have been permitted to close traffic lanes on Regional roads outside of typical off-peak hours. As traffic volumes increase, staff is monitoring the impacts of longer lane closures on the movement of travellers in areas of construction.
- The number of travellers using York Region Transit (YRT) services significantly decreased as a result of the COVID-19 pandemic. With the gradual re-opening of businesses, YRT Viva and Base routes are recovering more quickly than local routes. Base routes refer to services that are not Viva but run frequently on Regional roads, such as Major Mackenzie Drive and Keele Street. Local routes refer to services that operate less frequently providing connections within communities. Staff continues to monitor ridership trends and examine alternative service options including micro-transit.

- Staff continues to monitor and assess travel patterns through expanded data collection. Partnerships with the Ministry of Transportation Ontario and other Greater Toronto Area (GTA) municipalities will assist in the collection and assessment of region-wide travel data to better understand the long-term impacts of COVID-19 on travel patterns.

### 3. Background

#### **During the initial months of the COVID-19 pandemic travel reduced significantly in York Region**

In [June 2020](#), staff summarized the initial impacts on travel in the Region as a result of public health and physical distancing measures at the beginning of the COVID-19 pandemic.

### 4. Analysis

#### **Travel across all transportation modes is gradually increasing with the Regional transition into Stage 3 of re-opening**

York Region is now in Stage 3 of re-opening. Recent travel patterns reflect increased travel due to the gradual re-opening of nearly all businesses and public spaces compared to observations in June. A summary of road and transit travel changes compared to pre-COVID conditions is shown in Table 1.

**Table 1**  
**Travel Patterns Before and During Re-opening**

Modes	Before COVID-19	Summer 2020	Change (%)
Roads:			
Commuters/day	600,000	510,000	-15
Traffic speed	44 km/h	48 km/h	10
Collisions/month	1,106	744	-33
Heavy trucks/day	29,000	29,000	0
YRT boardings/week:			
Viva	170,000	75,000	-56
Base	300,000	142,000	-53

Modes	Before COVID-19	Summer 2020	Change (%)
Local	66,200	16,500	-75
Mobility On-Request Paratransit	8,000	1,800	-78
Mobility On-Request Conventional	800	700	-13
Go Rail ridership/day	46,300	7,800	-83

Notes:

- YRT ridership compares weekly total boarding pre COVID-19 (August 2019) to weekly boarding during COVID-19 (August 2020) and are rounded. Percent change reflects actual (unrounded) ridership numbers.
- GO Rail ridership represents two-way travel (i.e. on and off) at GO rail stations in York Region

### **Road operations are planned to be maintained at pre-pandemic service levels as daily traffic volumes increase to pre-pandemic conditions**

Since early May, typical weekday traffic volumes have increased in step with the gradual phases of reopening businesses in Ontario. Attachment 1 includes daily travel volume trends during the COVID-19 pandemic, a comparison of traffic volumes profiles by time of day before and during the pandemic and data on changes in travel delay and traffic speed.

In early September 2020, daily traffic volumes reached approximately 88% of September 2019 volumes; however, the pattern over the day has changed. Traffic volumes during peak hours are approximately 15 to 30% below pre-pandemic conditions, with the largest decreases being observed during the morning peak hour. Traffic volumes during midday hours are back to pre-pandemic levels.

Based on these observations, road operations service levels, which include winter maintenance, pothole repair and grass cutting, are planned to be maintained at comparable levels for 2021.

### **As traffic volumes increase, staff is monitoring the working hours for construction projects**

With fewer vehicles travelling on Regional roads during the pandemic, temporary lane closure hours to allow for construction were extended beginning in March. The extended lane closure hours have provided more time to allow construction activities to advance and to support modified on-site practices to protect construction staff. Extended working hours have been used on approximately 40 to 50 projects across the Region.

As traffic volumes have been increasing, staff is assessing the need to impose limits on lane closures during peak hours on a project by project basis. This includes reviewing hourly

traffic volumes, impacts to traffic on parallel routes and whether there are essential service connections to hospitals, EMS stations and major transit corridors.

### **Transit ridership is down overall but Viva, base routes and Conventional Mobility On-Request services are recovering more quickly**

With significant reduced passenger demands during COVID-19, transit service reductions on low-performing routes continue to be in effect to accommodate passenger demand. Service on Viva and base routes are largely maintained as they have the highest ridership and provide necessary connections to essential service providers and businesses. Several Viva and base routes have returned to pre-COVID-19 weekday frequency due to ongoing ridership increases. Base routes refers to services that are not Viva but run frequently on Regional roads such as Major Mackenzie Drive and Keele Street.

Mobility On-Request Conventional services are experiencing ridership close to pre-pandemic levels as customers continue using the service to make connections with Viva and base routes. Mobility On-Request Paratransit ridership is experiencing slower ridership increase as a result of day program cancellations and residents asked to stay home during the pandemic.

Weekly ridership trends on all YRT services are shown in Attachment 1.

Given the significantly reduced passenger demands on certain transit routes as a result of COVID-19, transit service levels are planned to continue to be aligned with reduced ridership demand for 2021.

### **YRT will continue working towards regaining ridership lost during the COVID-19 pandemic**

Under the Safe Restart Agreement, the province, in partnership with the federal government, is providing up to \$2 billion in funding dedicated to public transit across Ontario. While not yet specified, part of the funding may be subject to meeting objectives that could include YRT's continued collaboration with peer GTHA transit agencies in working towards fare and service integration. YRT will continue to implement several strategies tailored to regaining ridership, including:

- **Monitor Route Performance** – Staff regularly monitor ridership at a route level and adjust service levels to accommodate demand. As the economy continues to reopen and ridership continues to increase, staff will continue to focus on routes that make connections to rapid transit, employment centres and key destinations.
- **Explore Micro-Transit Solutions** – In areas where conventional transit service is unavailable or ridership does not warrant a fixed route service, micro-transit services will be considered. The Region already has some micro-transit solutions in place through the Mobility On-Request service.

- Advocate for Fare and Service Integration – YRT continues to work closely with Metrolinx and GTHA peer agencies to implement PRESTO technology as a Regional fare payment solution and adopt strategies to reduce barriers to travel between York Region and area municipalities such as double fares and forced transfers.
- Higher Order Transit – Staff continues to support provincial initiatives to implement higher order transit services such as Yonge Subway North Extension, GO Expansion and the future-planned Highway 407 Transitway. These longer-term transit projects are expected to continue to be critical to meet the future travel demand of residents despite the near and potential long-term impacts of the pandemic.

### **The Region plans to collaborate with the Ministry of Transportation and other GTA municipalities to monitor and assess region-wide travel patterns**

While travel patterns have changed in the Region as a result of COVID-19, it is unknown which changes are temporary, and which are likely to continue long-term as restrictions associated with the pandemic continue to ease. To better understand the long-term impacts on travel patterns, the University of Toronto is managing a survey on behalf of funding partners, including the Regions of York, Peel and Halton, City of Toronto, the Toronto Transit Commission, the Ministry of Transportation of Ontario and Metrolinx/GO Transit. The survey will collect information on how, why and where people travel and will provide insight to understand the impacts of COVID-19 on the travel demand and travel behaviour of residents and commuters within the GTA. The survey will collect travel related data in fall 2020 and spring 2021. Time series data will help to analyse mid to long-term trends including work from home, online shopping, mode shift, etc.

Long-term trends will be incorporated into the planning of the future transportation network as the Transportation Master Plan Update is currently underway.

## **5. Financial**

COVID-19 has significant impacts on travel patterns in the Region. These impacts were observed and analyzed using various data collection programs the Region has in place to support traffic operations and transportation planning. The most significant transportation financial impact has been for transit operations.

In the midst of the COVID-19 pandemic, YRT revenue ridership has been gradually increasing as businesses and services re-open. Revenue ridership for the first two weeks of September is approximately 40% compared to September 2019. A slow and steady increase in ridership is anticipated for the rest of September with more students returning to school.

Staff continues to monitor and assess travel patterns, including traffic volumes, transit ridership, land use changes, work from home changes and status of stage opening (e.g. a second outbreak). Implications of these travel pattern trends for road and transit operations and capital construction will be included as part of the 2021 Budget.



## 6. Local Impact

Local municipal staff will be informed of the findings from the COVID-19 travel impacts data collection and surveys through standing transportation meetings and committees. Long-term trends will be incorporated into the Transportation Master Plan. Staff will engage local Councils and municipal staff throughout the Transportation Master Plan update process.

## 7. Conclusion

The COVID-19 pandemic has impacted travel patterns in York Region. Staff continues to monitor and assess travel patterns using a number of in-place data programs and adjust road and transit operations to meet traveller needs. Since the re-opening of businesses and services, daily traffic volumes have been gradually increasing, but the spread of traffic over the day has changed. As traffic volumes continue to increase, it is important to maintain levels of service for road operations and review whether extended working hours for construction projects should be continued.

YRT transit ridership has been gradually increasing on some routes as businesses and services re-open. YRT Viva, Base routes and Mobility On-Request Conventional services are realizing the greatest ridership uptake. YRT is implementing strategies to increase transit ridership and will continue to explore further options to grow ridership with the support of COVID-19 emergency funding provided by the Province.

Detailed travel behaviour data is needed to understand the long-term transportation impacts of COVID-19. York Region is collaborating with other GTA municipalities and agencies to conduct a series of surveys. Data from the surveys will help to understand travel patterns and behaviours to plan for mid to long-term transportation trends, including work from home, online shopping, mode shift and online versus in-class schooling. Identified long-term trends will be incorporated into planning of the future transportation network during the Transportation Master Plan Update, currently underway.

For more information on this report, please contact Brian Titherington, Director Transportation Infrastructure and Planning at 1-877-464-9675 ext. 75901. 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

September 18, 2020  
Attachment (1)  
11266628

**ATTACHMENT 1****Update on Travel Patterns in York Region during COVID-19 Pandemic**

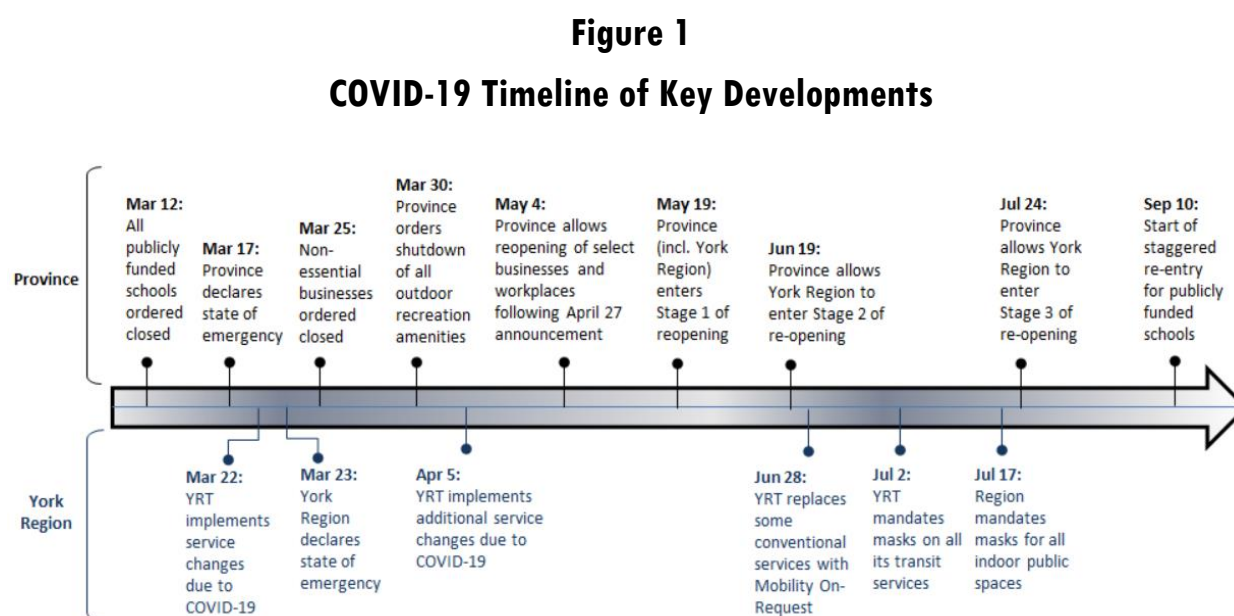
This provides an update on travel patterns observed in the Region during the COVID-19 pandemic further to the update to Council on [June 11, 2020](#).

**1.0 Background**

As physical distancing and health measures (the lockdown) were put into place at the beginning of the COVID-19 pandemic during late March and early April, daily traffic volumes on the Regional road network initially decreased by 50%. Similarly, transit ridership on York Region Transit services and GO Rail service reduced by 80% and 90% respectively. Truck traffic generally remained consistent during the lockdown.

**2.0 COVID-19 Timeline of Key Developments**

The timeline of measures implemented at the Provincial and Regional levels is summarized in Figure 1.



Effective July 2, 2020, transit travellers, including YRT/Viva riders, were required to wear a non-medical face mask or covering since transit agencies cannot guarantee physical distancing while using transit vehicles or facilities. On July 17, 2020, Council endorsed a recommendation from the York Region Medical Officer of Health instructing operators of indoor retail establishments and organizations to require their customers, employees and visitors wear a face mask or covering, subject to appropriate exemptions.

On July 24, 2020, York Region entered Stage 3 under the Province's re-opening framework. In Stage 3, nearly all businesses and public spaces were allowed to gradually re-open with public

health and workplace safety restrictions in place. Some higher-risk venues and activities remain closed until operations can be safely resumed.

### **3.0 Travel Patterns by Road**

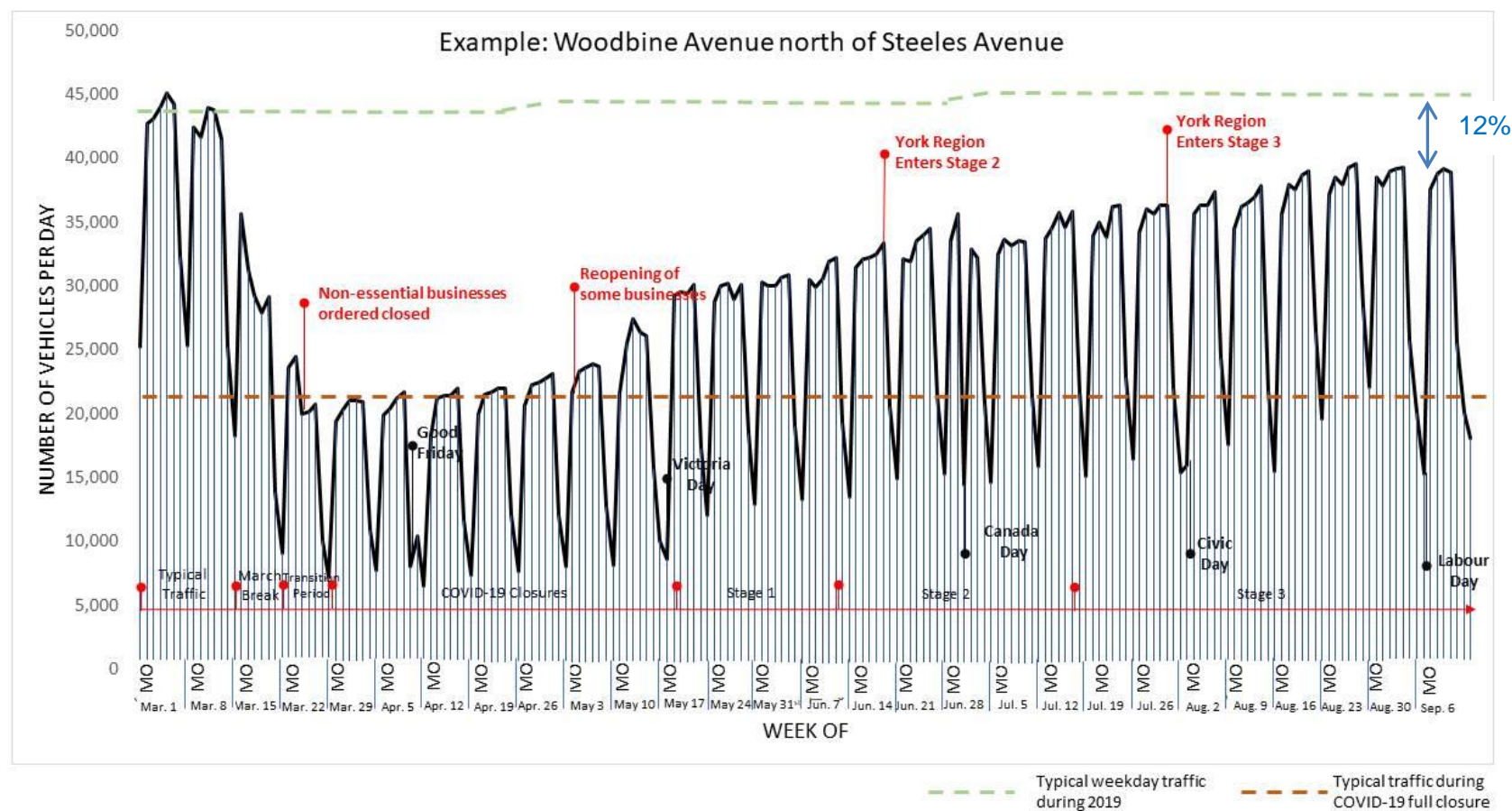
#### **3.1 Daily Traffic Volumes**

There are six permanent counting stations located across the Region monitoring daily traffic volumes. Figure 2 shows daily traffic volumes collected from early March to early September on Woodbine Avenue, north of Steeles Avenue, in the City of Markham. The other five counting stations have shown consistent traffic volume patterns.

Since early May, typical weekday traffic volumes have increased, in step with the gradual phases of reopening businesses in Ontario. In early September 2020, traffic volumes reached 88% of September 2019 volumes.

Based on research conducted by University of Toronto, approximately 70% of transit users in the GTA switched to private vehicles during the COVID-19 pandemic. While daily traffic volumes have been returning to normal, the additional traffic due to mode shift from transit may create extra pressure on the Regional road network. This trend is undesirable and needs to be monitored.

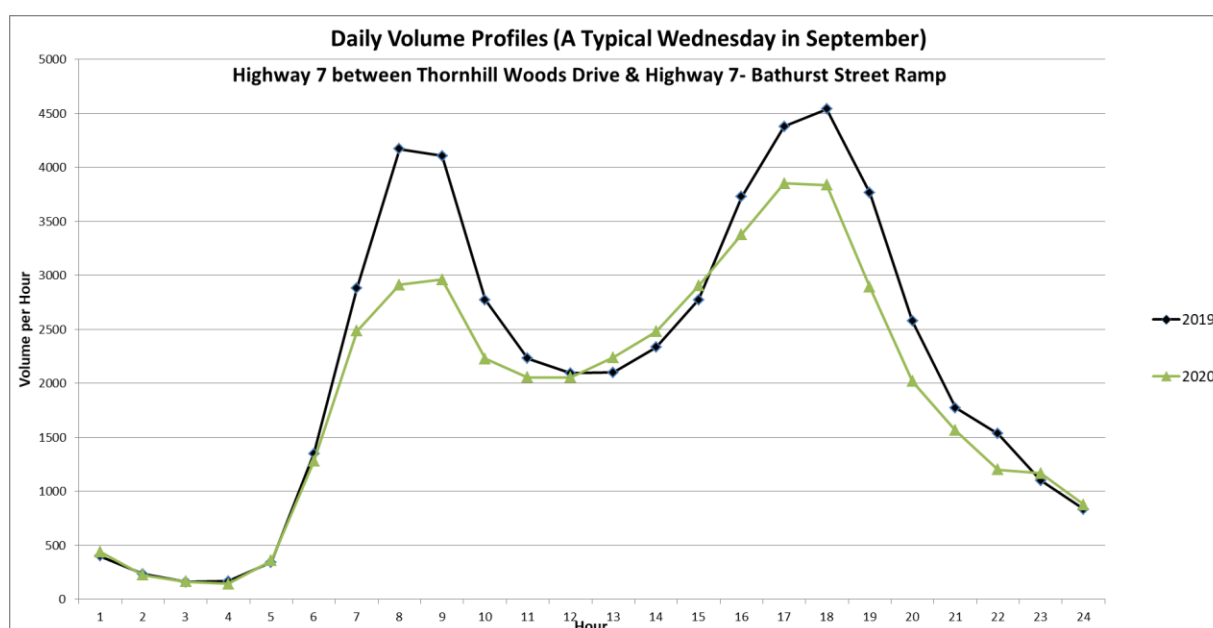
**Figure 2**  
**Daily Travel Volume Trend during COVID-19 Pandemic**



### 3.2 Traffic Volumes by Time of Day

Figure 3 shows a comparison of traffic volume profiles by time of day between a typical weekday in September 2019 and September 2020 on Highway 7 from Thornhill Woods Drive to the Bathurst Street on-ramp. In September 2020, while traffic volumes during midday appear to be gradually increasing or even exceeding, travel during rush hours are still well below September 2019 levels. In particular, the morning rush hour volumes in September 2020 are almost 30% lower than in September 2019. This may be the result of large numbers of people working from home during the pandemic.

**Figure 3**  
**Volume Profile before vs. during COVID-19 Pandemic**



### 3.3 Average Vehicle Speed

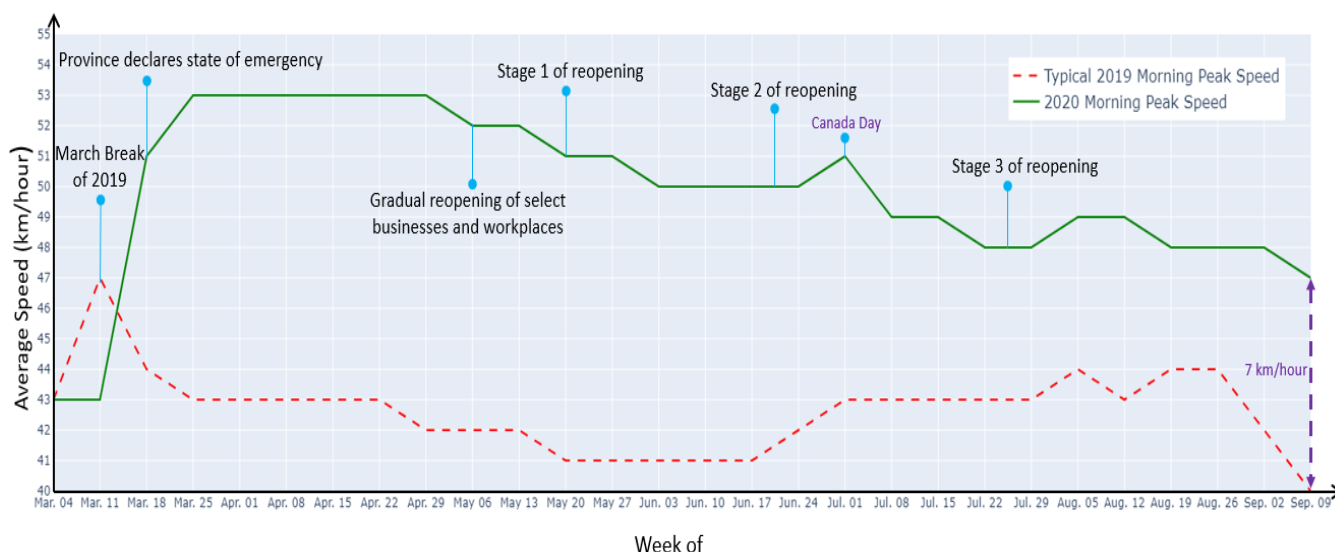
With the Province gradually re-opening, traffic on Regional roads has increased and motorists have begun to experience delays. Based on data from Bluetooth sensors, travel delays during the week of September 9, 2020 have increased travel times by 20% during peak hours. However, delays are still less than the same time in 2019 when motorists would typically experience a 30% increase in travel times during peak hours due to travel delays.

As traffic volumes have changed during the pandemic, motorists have adjusted their vehicle speed. The Bluetooth sensor traffic speed figure (Figure 4) presents the average vehicle speed during the morning peak in the southern municipalities (Markham, Richmond Hill and Vaughan) from early March to early September 2020. The average vehicle speed prior to the pandemic was 43 km/h. Since the re-opening of businesses in early May, travel speed has been gradually decreasing with increased traffic volumes. In early September, the average vehicle speed



reached 47 km/h. The current speed is approximately 7 km/hr or 17% higher than the same time in 2019.

**Figure 4**  
**Morning Peak Speed Profile (Before vs. During COVID-19 Pandemic)**

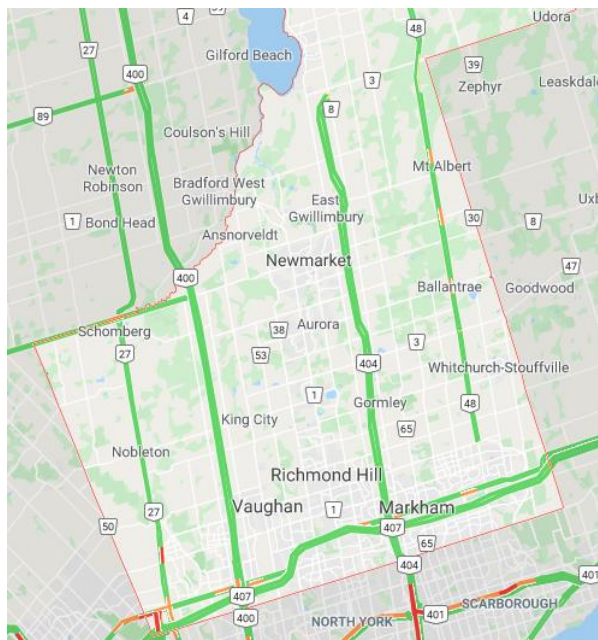


Note: Weekdays refer to Tuesday, Wednesday and Thursday of the week.

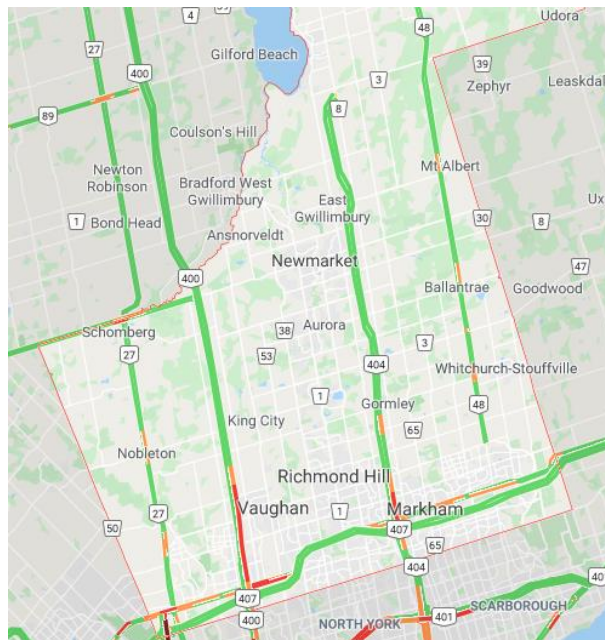
Comparison of vehicle speeds in August 2020 for travel on the highway network across the Region (Figure 5) shows the afternoon rush hour is getting busier than the morning rush hour. This may be attributed to morning rush hour traffic volumes being 30% lower than the pre-pandemic.

**Figure 5**  
**Highway Traffic Speed during Stage 3 of Reopening**

Morning Peak Hour Traffic (August 25, 2020)



Afternoon Peak Hour Traffic (August 25, 2020)



### 3.4 Truck Traffic

An assessment of 15 Automatic Traffic Recorder locations across the Region in August 2020 indicates that as daily traffic volumes on Regional roads were returning to normal, daily heavy truck percentage returned to the normal level of 3%.

In addition, truck percentages at individual locations are consistent with observed 2019 daily percentages. This distribution indicates normal truck travel routings have resumed with the re-opening of business across the Region.

### 3.5 Traffic Collisions

York Regional Police provided traffic collision data between March and June for 2019 and 2020, as summarized in Table 1.

**Table 1**  
**Collisions Before and During the COVID-19 Pandemic**

Total Collisions	2019	2020	Decrease
March	983	615	37%
April	929	345	63%
May	1,023	551	46%
June	1,106	744	33%

Generally, traffic collisions remain low in York Region during the COVID-19 pandemic compared to the same time last year. However, it has been observed traffic collisions have been increasing as a result of increased traffic volumes on Regional roads. In June 2020, there were 744 reported traffic collisions. This is approximately 33% lower than the same time last year.

While the overall number of collisions remains lower than pre-pandemic conditions, the incidence of dangerous stunt driving has been rising in the Region since the pandemic began. From March 1 to May 11, 2020, York Regional Police laid 306 charges for stunt driving for vehicles travelling in excess of 50 kilometres per hour over the speed limit, compared to 149 during the same period in 2019.

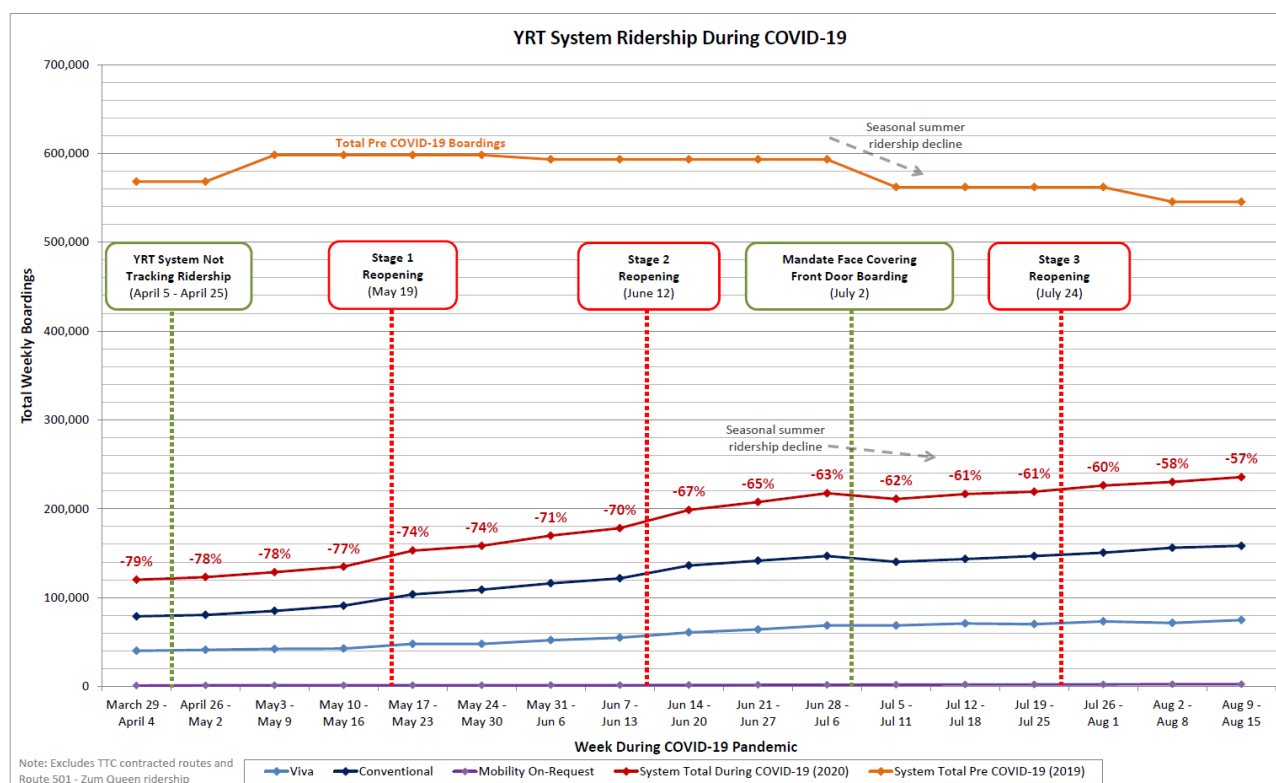
## **4.0 Travel Patterns by Transit**

### **4.1 York Region Transit Ridership**

The number of travellers using YRT services significantly decreased with the closure of all publicly-funded schools and non-essential businesses in March, 2020. Transit ridership decreased by approximately 80% across York Region. As a result, scheduled service changes were implemented to address decreased demand.

Since the phased reopening of the economy beginning May 19, 2020, YRT services have been experiencing a gradual ridership uptake. Weekly ridership trends on all YRT services are shown in Figure 6.

**Figure 6**  
**YRT/Viva Weekday Service - Ridership Impact of COVID-19**



System ridership on all YRT services in August 2020 reached 43% of August 2019 ridership. Viva and base routes, which operate along key corridors within the Region at a higher frequency, gained the highest increase. Ridership on these routes has reached approximately 50% of last year's level. Local routes, including GO Shuttles and Express buses, are still 75% down.

Mobility On-Request Paratransit ridership was down approximately 80% by mid-August 2020 as day programs were cancelled and residents were asked to stay home during the pandemic.

Due to decreased demand, Mobility On-Request Conventional services continue to be expanded during the COVID-19 pandemic with 10 additional conventional routes replaced by Mobility On-Request services due to decreased demand.

Most Community Bus routes were replaced with Mobility On-Request services with earlier start times to address earlier opening of essential services, such as grocery stores. Mobility On-Request Conventional ridership is currently experiencing an approximate 96% return in weekly ridership over August 2019 as customers continue using the service to make connections with YRT Viva and base routes.

## 4.2 GO Rail Ridership

During the COVID-19 pandemic I, GO bus and rail ridership is 83% lower than the same time last year. To accommodate reduced passenger demand, all GO train lines in York Region continue to operate with reduced frequency (one train per hour for the peak direction during the peak periods). In addition, all trains are reduced to six coaches in response to reduced ridership.

## 5.0 Travel Patterns by Walking and Cycling

Increased use of the public road network during the COVID-19 pandemic has prompted municipalities to explore opportunities to re-allocate road space to encourage more walking and cycling at safe physical distances. While data is limited, the ability for pedestrians and cyclists to safely distance from others does not appear to be an issue along Regional corridors. Some local municipalities have considered initiatives on local roads to provide additional space for active transportation and to facilitate access to businesses. The City of Markham, as an example, has implemented various initiatives, such as the closure of Enterprise Boulevard from Andre De Grasse Street to Main Street Unionville on Sundays and statutory holidays for pedestrians and cyclists.

In response to the COVID-19 pandemic, through the Region's Smart Commute Program, in partnership with the Town of Newmarket and the Cities of Markham, Richmond Hill and Vaughan, a series of walking, cycling and teleworking webinars were offered to help guide the community through active travel and healthy living. The focus of the webinars was to provide commuters and residents with the tools to navigate the Region safely using sustainable modes of transportation with a goal of encouraging these travel choices in the future.

The Region continues to work with the local municipalities and regional stakeholders on sustainable mobility initiatives.

11510531

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**From:** Van Dusen, Regina <[Regina.VanDusen@york.ca](mailto:Regina.VanDusen@york.ca)> **On Behalf Of** Regional Clerk  
**Sent:** October 26, 2020 2:13 PM  
**To:** Aurora Clerks General Inbox <[Clerks@aurora.ca](mailto:Clerks@aurora.ca)>; Aguila-Wong, Christine <[caguila-wong@markham.ca](mailto:caguila-wong@markham.ca)>; [clerks@newmarket.ca](mailto:clerks@newmarket.ca); EG Clerks General Inbox <[clerks@eastgwillimbury.ca](mailto:clerks@eastgwillimbury.ca)>; King Clerks General Inbox <[clerks@king.ca](mailto:clerks@king.ca)>; Rachel Dillabough <[rdillabough@georgina.ca](mailto:rdillabough@georgina.ca)>; Richmond Hill Clerks General Inbox <[clerks@richmondhill.ca](mailto:clerks@richmondhill.ca)>; Vaughan Clerks General Inbox <[clerks@vaughan.ca](mailto:clerks@vaughan.ca)>; WS Clerks General Inbox <[clerks@townofws.ca](mailto:clerks@townofws.ca)>  
**Subject:** Regional Council Decision - Partnership Programs - Municipal Streetscape and Pedestrian and Cycling - Annual Update

**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 October 22, 2020 Regional Council made the following decision:

1. The Regional Clerk forward this report to the local municipalities and the applicable conservation authorities

The original staff report is attached for your information.

Please contact Brian Titherington, Director, Transportation Infrastructure Planning at 1-877-464-9675 ext. 75901 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)

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# **The Regional Municipality of York**

Committee of the Whole  
Transportation Services  
October 8, 2020

Report of the Commissioner of Transportation Services

## **Partnership Programs Municipal Streetscape and Pedestrian and Cycling Annual Update**

### **1. Recommendation**

1. The Regional Clerk forward this report to the local municipalities and the applicable conservation authorities.

### **2. Summary**

This report updates Council on the projects approved for funding as part of the 2020 Capital Budget and provides highlights on the Municipal Streetscape Partnership Program (Municipal Streetscape Program) and Pedestrian and Cycling Partnership Program (Pedestrian Cycling Program).

Key Points:

- The Municipal Streetscape Program and Pedestrian Cycling Program benefit local municipalities and other Regional stakeholders by assisting in advancing locally-initiated projects through cost-sharing of infrastructure that supports walking, cycling, safe and vibrant communities.
- The Commissioner of Transportation Services has delegated authority to award projects funded through the Council-approved policy.
- Successful applications must meet the criteria outlined in the respective policies and highlight how the projects will help contribute to Regional objectives.
- The Towns of Aurora and Newmarket and the City of Vaughan received funding as part of the 2020 budget.
- Funding is allocated annually with \$1,000,000 to the Municipal Streetscape Program and \$500,000 to the Pedestrian Cycling Program.

### 3. Background

#### **The Municipal Streetscape Program and Pedestrian Cycling Program provide cost-sharing funding to locally-initiated infrastructure projects**

The Region commits \$1,000,000 annually to the Municipal Streetscape Program and \$500,000 to the Pedestrian Cycling Program. Both programs are funded through the annual Capital Budget.

The programs offer cost-sharing to locally-initiated infrastructure projects that aim to enhance the streetscape of our Regional corridors and contribute to the enhancement of the Region's pedestrian and cycling network that best meet the needs of the local community.

Since the program launch in 2006/2007, 32 projects have been provided funding through the Municipal Streetscape Program with a Regional contribution of \$9,902,151, and 42 projects through the Pedestrian Cycling Program with a Regional contribution of \$6,975,650.

#### **In 2019, funding through the Municipal Streetscape Program and Pedestrian Cycling Program was provided to projects in the Towns of Aurora, King, Newmarket and City of Vaughan**

The Municipal Streetscape Program awarded a total of \$168,601 to the Town of Newmarket for the Bathurst Street and Davis Drive project and the Town of Aurora for the Yonge Street and St. John's Sideroad gateway project.

The Pedestrian Cycling Program awarded a total of \$500,000 to Phase 1 of the Town of Newmarket Bathurst Street and Davis Drive project, the Township of King Multi-Use Path construction on King Road, and City of Vaughan Multi-Use Path construction on McNaughton Road.

#### **The Commissioner of Transportation Services has delegated authority to approve successful applications and allocate funding**

Applications for funding under the Programs are vetted through the Streetscaping and Pedestrian Cycling Review Committee, which recommends projects to be considered based on the eligibility criteria outlined in the Municipal Streetscape Program and Pedestrian Cycling Program policies.

The Commissioner has final approval to allocate funding on all partnership program projects and reports on the status of the programs annually.

## 4. Analysis

### **Applications for the Municipal Streetscape Program and Pedestrian Cycling Program must demonstrate the contribution and support of Regional objectives**

In order to be considered for funding, successful applications must demonstrate how local projects align with broader Regional objectives.

Municipal Streetscape Program applications must showcase how streetscape enhancements connect major transportation infrastructure with the local community using accessible and pedestrian- friendly design, along with promoting active transportation connections.

Pedestrian Cycling Program applications must illustrate their contribution to Regional priorities by providing alternative transportation options that reduce single occupancy vehicle use, improve accessibility and mobility through infrastructure for pedestrians and cyclists, and enhance connections to major transportation infrastructure.

### **In 2019, two applications were approved for funding under the Municipal Streetscape Program and were included as part of the 2020 Capital Budget**

In 2019, a total of two applications were submitted for Municipal Streetscape Program funding. Funding was granted to the Town of Aurora and the Town of Newmarket, as shown in Attachment 1.

The Town of Aurora was awarded \$144,332 for a gateway feature/paved plaza at the south-west corner of Yonge Street and St. John's Sideroad. This project provides a sense of entrance into the Town of Aurora, but, also serves as a destination and boardwalk linkage for pedestrians and cyclists using the multi-use path along St. John's Sideroad and the Tom Taylor Trail. The Town's proposal was to create a distinctive entrance for the Town of Aurora that would complement the boardwalk and education centre on the St. Andrew's College site.

The Town of Newmarket was awarded \$24,269 in funding for the Bathurst Street and Davis Drive gateway to enable completion of landscape works surrounding the sign feature. This gateway was based on the Yonge Street and Davis Drive Streetscape Master Plan vision. The landscaped gateway complements the Region's intersection improvement project by creating a distinct sense of entry into the Town of Newmarket, including pedestrians and cyclists using the multi-use path.

**Table 1**  
**Municipal Streetscape Program 2020 Allocation**

Municipality/Regional Stakeholder	Total Project Costs	Total Regional Contribution
Town of Aurora	\$437,370	\$144,332
Town of Newmarket	48,539	24,269
Total		\$168,601

**Two applications were approved for funding under the Pedestrian Cycling Program and were included as part of the 2020 budget**

A total of three applications were submitted for funding for the 2019 Pedestrian Cycling Program application cycle. Funding was granted to two, the City of Vaughan and the Town of Newmarket, as shown in Attachment 1, as these best met Regional objectives.

The City of Vaughan received \$172,200 for Clark Avenue Bike Paths, a 4.5 kilometre stretch of paths on either side of Clark Avenue between Jason Street/David Lewis Drive and Yonge Street. These paths provide connections to the Bartley Smith Greenway, form part of the future Vaughan Super Trail and will connect to the future Yonge Subway Extension. This project was also provided \$1,138,237 through the Ontario Municipal Commuter Cycling Program received from the Province. This grant must be used by December 31, 2020.

The Town of Newmarket received \$327,800 for Phase 2 of the Bathurst Street and Davis Drive multi-use path. Phase 2 will build on existing active transportation connections at the intersection and connect to the north along the east side of Bathurst to the existing cycling facilities along Woodspring Avenue. The multi-use path will connect to transit stops and provide alternative transportation options to enhance pedestrian and cycling safety.

**Table 2**  
**Pedestrian Cycling Program 2020 Allocation**

Municipality/Regional Stakeholder	Total Project Costs	Total Regional Contribution
City of Vaughan	\$6,000,000	\$172,200*
Town of Newmarket	655,576	327,800
Total		\$500,000

\*Additional Regional contribution was provided through the Ontario Municipal Commuter Cycling Program funding.

The Programs continue to build critical infrastructure in communities to create vibrant and sustainable spaces

The Municipal Streetscape Program and Pedestrian Cycling Program allow local municipalities and Regional stakeholders, such as conservation authorities, to take advantage of cost-sharing opportunities for streetscape enhancements and new active transportation connections.

Collectively funding projects that meet local and Regional needs of the community allows seamless integration of projects into the larger Regional road network.

During the COVID-19 pandemic, increased use of the public road network through walking and cycling has elevated the importance of these investments in our Regional corridors to create active and vibrant streetscapes for all modes of transportation.

## **5. Financial**

The Municipal Streetscape Program and Pedestrian Cycling Program are funded through 90% development charges and 10% tax levy. The programs are reviewed annually through the Region's budget process.

In years when total budget for the programs is not spent, funds are re-allocated to other growth-related roads projects within Transportation Services. Approved funding is to be spent within a three-year period, or applicants are required to reapply to ensure program funding is maximized and timely project implementation is achieved.

## **6. Local Impact**

The Municipal Streetscape Program and Pedestrian Cycling Program allow for local and Regional objectives to be met by providing cost-sharing opportunities that contribute to streetscape and pedestrian and cycling network enhancements.

Both programs allow for infrastructure improvements in the Regional right-of-way that contribute to the local character of the community as well as Regional priorities.

Enhancing streetscape design and implementing a connected active transportation network promotes non-auto modes of transportation and reduces strain on the Regional road network during rush hours. Supporting the Region's objectives together, the Municipal Streetscape Program and Pedestrian Cycling Program contribute to the creation of attractive and sustainable communities.

## 7. Conclusion

In collaboration with our local municipalities and Regional stakeholders, the Municipal Streetscape Program and Pedestrian Cycling Program continue to enhance partnerships and make improvements to the Regional right-of-way through streetscaping enhancements and additional active transportation infrastructure dedicated to pedestrians and cyclists. Successful applications must meet the criteria included in the policies and showcase how the project will support Regional objectives.

The Commissioner of Transportation Services has delegated authority to award projects funded through the Council-approved policy.

A copy of this report will be forwarded to the local municipalities by the Regional Clerk.

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For more information on this report, please contact Brian Titherington, Director, Transportation Infrastructure Planning at 1-877-464-9675 ext. 75901. 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

September 18, 2020  
Attachment (1)  
10895110



# 2020 MSPP and PCPP Projects

## MSPP Projects

### Town of Aurora

Yonge Street and St.John's Sideroad Gateway Feature

### Town of Newmarket

Bathurst Street and Davis Drive Gateway

## PCPP Projects

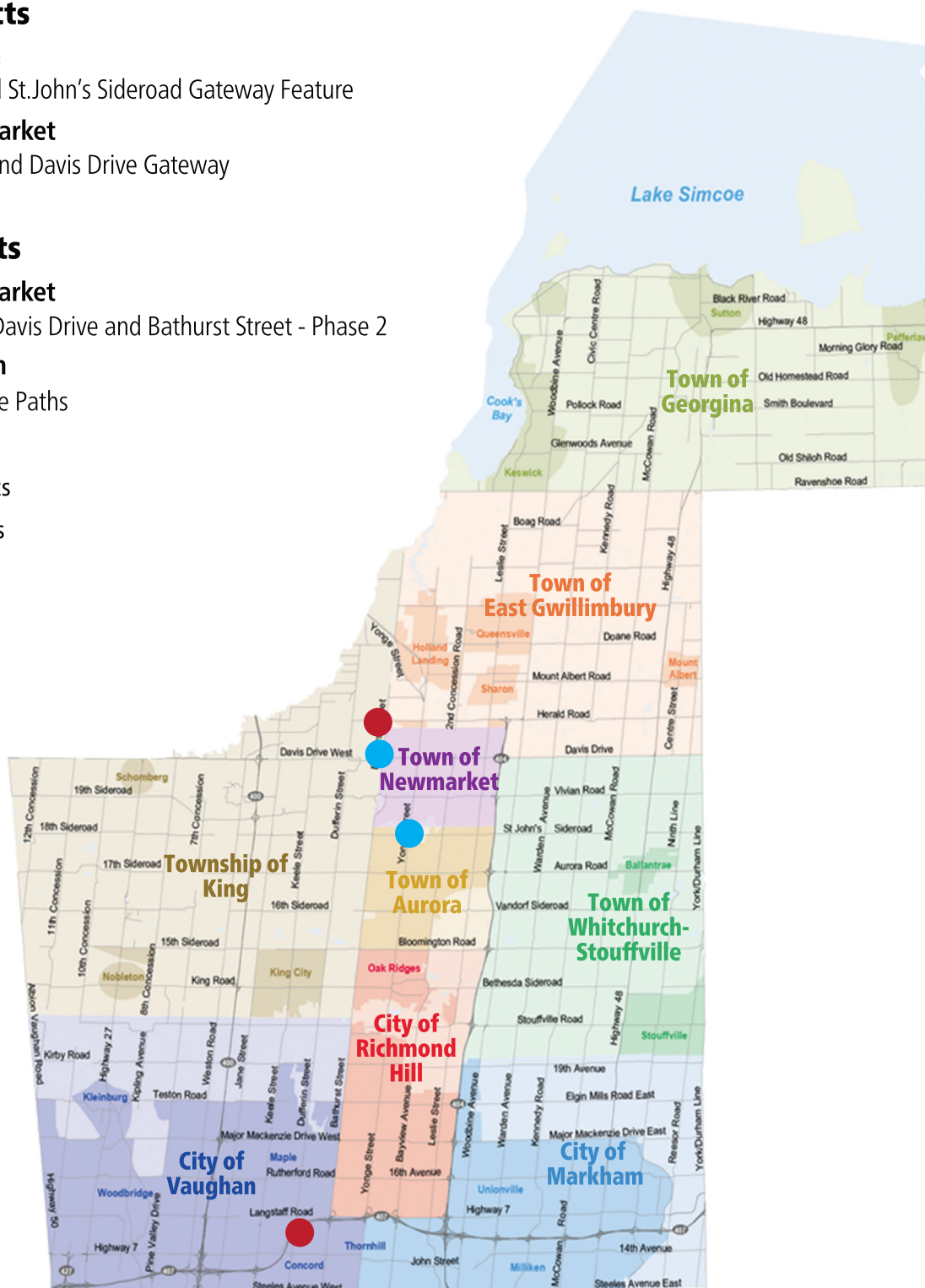
### Town of Newmarket

Multi-use path: Davis Drive and Bathurst Street - Phase 2

### City of Vaughan

Clark Avenue Bike Paths

- MSPP Projects
- PCPP Projects



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**From:** Van Dusen, Regina <[Regina.VanDusen@york.ca](mailto:Regina.VanDusen@york.ca)> **On Behalf Of** Regional Clerk  
**Sent:** October 26, 2020 2:11 PM  
**To:** Aurora Clerks General Inbox <[Clerks@aurora.ca](mailto:Clerks@aurora.ca)>; Aguila-Wong, Christine <[caguila-wong@markham.ca](mailto:caguila-wong@markham.ca)>; [clerks@newmarket.ca](mailto:clerks@newmarket.ca); EG Clerks General Inbox <[clerks@eastgwillimbury.ca](mailto:clerks@eastgwillimbury.ca)>; King Clerks General Inbox <[clerks@king.ca](mailto:clerks@king.ca)>; Rachel Dillabough <[rdillabough@georgina.ca](mailto:rdillabough@georgina.ca)>; Richmond Hill Clerks General Inbox <[clerks@richmondhill.ca](mailto:clerks@richmondhill.ca)>; Vaughan Clerks General Inbox <[clerks@vaughan.ca](mailto:clerks@vaughan.ca)>; WS Clerks General Inbox <[clerks@townofws.ca](mailto:clerks@townofws.ca)>  
**Subject:** Regional Council Decision - Traffic Bylaw Amendments to Support Rapidways

**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 October 22, 2020 Regional Council made the following decision:

1. Lane Designation Bylaw 2020-06, U-Turn Restrictions Bylaw 2018-06 and Turning Movement Restrictions Bylaw 2018-07 be amended to designate rapidway lanes for the exclusive use of bus rapid transit service and to designate bicycle lanes as outlined in this report.
2. The Regional Clerk circulate this report to Clerks of the local municipalities, York Region Rapid Transit Corporation and Chief of York Regional Police.
3. The Regional Solicitor prepare the necessary bylaws.

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

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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)

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# **The Regional Municipality of York**

Committee of the Whole  
Transportation Services  
October 8, 2020

Report of the Commissioner of Transportation Services

## **Traffic Bylaw Amendments to Support Rapidways**

### **1. Recommendations**

1. Lane Designation Bylaw 2020-06, U-Turn Restrictions Bylaw 2018-06 and Turning Movement Restrictions Bylaw 2018-07 be amended to designate rapidway lanes for the exclusive use of bus rapid transit service and to designate bicycle lanes as outlined in this report.
2. The Regional Clerk circulate this report to Clerks of the local municipalities, York Region Rapid Transit Corporation and Chief of York Regional Police.
3. The Regional Solicitor prepare the necessary bylaws.

### **2. Summary**

This report seeks Council approval to amend the lane designation and turning movement bylaws to operate bus rapid transit service and designate bicycle lanes.

Key Points:

- Rapidway lanes need to be designated to allow exclusive use for bus rapid transit service in dedicated lanes to provide efficient service to travellers
- Amendments to turning movement bylaws are required to operate bus rapid transit service and address traffic operations
- Reserved bicycle lanes need to be designated for the exclusive use of bicycles to separate cyclists from motorists for safety

### **3. Background**

#### **Council approved construction of rapidways along Highway 7, Bathurst Street, Davis Drive and Yonge Street**

Since 2015, completed rapidway sections along Highway 7, Bathurst Street, Davis Drive and Yonge Street have been approved and are in service as outlined in Attachment 1.

## **Yonge Street is the final budget-approved rapidway to be completed and in operation by the end of 2020**

York Region Rapid Transit Corporation construction schedules indicate the section of bus rapid transit project on Yonge Street from Highway 7 to 19<sup>th</sup> Avenue/Gamble Road in the City of Richmond Hill is anticipated to be completed and in operation by the end of this year. Bylaw amendments are required to allow exclusive use for bus rapid transit service and designate bicycle lanes.

## **Council has authority to pass bylaws to designate lanes for the exclusive use of rapid transit, cycling and for traffic operations**

The *Municipal Act, 2001* (Ontario) provides Council with the authority to designate lanes for the exclusive use of bus rapid transit service and for the exclusive use of bicycles to address traffic operations on Regional roads. Under this authority, Council has passed Lane Designation Bylaw 2020-06, U-Turn Restrictions Bylaw 2018-06 and Turning Movement Restrictions Bylaw 2018-07. Amending these bylaws will promote safe and efficient operation of the rapidways and are enforceable in accordance with the *Highway Traffic Act*.

## **4. Analysis**

### **The Yonge Street rapidway needs to be designated to allow exclusive use for bus rapid transit service in dedicated lanes**

Bus rapid transit service operates in exclusive dedicated lanes to provide efficient transit service to travellers. The intent of the designated lanes is to improve the person-moving capacity on Regional corridors by providing more reliable and frequent service. Amending the Lane Designation Bylaw will restrict the use of the rapidways to certain vehicle class types ensuring the rapidway is exclusively designated for bus rapid transit vehicles. Provisions for use by emergency service vehicles responding to calls as well as maintenance vehicles are included in the bylaw. The Yonge Street rapidway is the last remaining rapidway in the current provincial and Regional funding envelopes to be designated to allow exclusive use for bus rapid transit service in dedicated lanes. Council previously amended the Lane Designation Bylaw for all constructed operational rapidways.

Regional road sections scheduled for implementation of rapidway lane designation are outlined in Table 1. Yonge Street south of Elgin Mills Road is under the jurisdiction of the City of Richmond Hill. This section requires designation by the City.

**Table 1**  
**Regional Roads to be Designated for Rapidways**

Portion of Highway	Limit	Vehicle Class	Times and Days
Yonge Street (Y.R. 1) Full rapidway located in the centre lane City of Richmond Hill	From 60 metres north of the north limit of Garden Avenue to the south limit of Major Mackenzie Drive East (Y.R. 25) (northbound direction), and from 50 metres south of the south limit of Major Mackenzie Drive West (Y.R. 25) to north limit of Garden Avenue (southbound direction)	Rapid Transit buses Emergency Service Vehicles Maintenance Vehicles	24 hours, 7 days a week, effective October 22, 2020
Yonge Street (Y.R. 1) Full rapidway located in the centre lane City of Richmond Hill	From the north limit of Elgin Mills Road East (Y.R. 49) to 222 metres north of the north limit of Gamble Road/19 <sup>th</sup> Avenue (Y.R. 29) (northbound direction), and 227 metres north of the north limit of Gamble Road/19 <sup>th</sup> Avenue (Y.R. 29) to the north limit of Elgin Mills Road West (Y.R. 49) (southbound direction)	Rapid Transit buses Emergency Service Vehicles Maintenance Vehicles	24 hours, 7 days a week, effective October 22, 2020

### **Turning movement amendments are required on the rapidways to address traffic operations**

Due to property constraints, amendments to the turning movement bylaws are required to restrict motorists from making both northbound left turns and U-turns on Yonge Street at High Tech Road and southbound left turns and U-turns on Yonge Street at Hopkins Street. These turn restrictions will address traffic operations where left turn lanes are absent. The required restrictions are shown in Attachment 2.

As part of the initial design for Highway 7 (H2West) and Bruce Street, an eastbound exclusive left turn lane could not be constructed due to property constraints, resulting in the need for an eastbound left turn restriction. On November 7, 2019, Council approved an eastbound left turn restriction to prohibit motorists from turning left from the through lane, avoiding conflicts with transit in the rapidway. As the design evolved, the rapidway has been pushed east of the intersection which has created sufficient space for the construction of an eastbound left turn lane. The eastbound left turn restriction is no longer required.

Table 2 introduces four new turning restrictions and rescinds one, requiring amendments to turning movement bylaws.

**Table 2**  
**Required Turning Movement Amendments**

Intersection	Restriction	Times or Days	Rationale
Yonge Street (Y.R. 1) at High Tech Road City of Richmond Hill	No left turn in northbound direction  No U-turn in northbound direction	24 hours, 7 days a week	property constraints
Yonge Street (Y.R. 1) at Hopkins Street City of Richmond Hill	No left turn in southbound direction  No left turn in southbound direction	24 hours, 7 days a week	property constraints
Highway 7 (Y.R. 7) at Bruce Street City of Vaughan	Rescind left turn restriction in eastbound direction	24 hours, 7 days a week	restriction no longer necessary

### **The rapidways support active transportation with designated bike lanes for the exclusive use of cyclists**

The construction of on-street bike lanes supports a Region-wide active transportation network integrated with local municipal pedestrian and cycling infrastructure and transit (Figure 1). These lanes are reserved exclusively for the use of bicycles. The rapidways include bicycle lanes delineated from motor vehicle lanes by either pavement markings or physical separation. Amending the Lane Designation Bylaw will restrict the use of these bicycle lanes to the exclusive use of bicycles and improve safety and comfort for cyclists.



**Figure 1**  
**Cycling Lanes on Highway 7 at West Beaver Creek/Commerce Valley Drive**



The sections of Regional roads to be designated as bicycle lanes are shown in Table 3.

**Table 3**  
**Designated Bicycle Lanes**

Project	Portion of Highway	Limit	Vehicle Class	Times and Days
Y2.1	Yonge Street (Y.R. 1) Curbside lane City of Richmond Hill	From 141 metres south of Garden Avenue to Mackenzie Drive East (Y.R. 25) (northbound direction), and from Mackenzie Drive West (Y.R. 25) to 123 metres south of Garden Avenue (southbound direction)	Bicycles	24 hours, 7 days a week, effective October 22, 2020
Y2.2	Yonge Street (Y.R. 1) Adjacent to curbside lane City of Richmond Hill	From Elgin Mills Road East (Y.R. 49) to 170 metres north of Gamble Road/19 <sup>th</sup> Avenue (northbound direction), and from 70 metres north of Gamble Road/19 <sup>th</sup> Avenue to Elgin Mills Road West (Y.R. 49) (southbound direction)	Bicycles	24 hours, 7 days a week, effective October 22, 2020

Project	Portion of Highway	Limit	Vehicle Class	Times and Days
Y3.2	Yonge Street (Y.R. 1) Adjacent to curbside lane Town of Newmarket	From the north limit of Sawmill Valley Drive to Davis Drive (Y.R. 31) (northbound direction), and from 55 metres north of Davis Drive (Y.R. 31) to Savage Road North (southbound direction)	Bicycles	24 hours, 7 days a week, effective October 22, 2020
H3	Highway 7 (Y.R. 7) Curbside lane City of Markham and City of Richmond Hill	From west limit of Town Centre Boulevard/South Town Centre Boulevard to east limit of Chalmers Road/South Park Road (both eastbound and westbound directions)	Bicycles	24 hours, 7 days a week, effective October 22, 2020
H2VMC	Highway 7 (Y.R. 7) Curbside lane City of Vaughan	From Bowes Road/Baldwin Avenue to Edgeley Street/Interchange Way (westbound direction), and from Edgeley Street/Interchange Way to 45 metres east of Bowes Road/Baldwin Avenue (eastbound direction)	Bicycles	24 hours, 7 days a week, effective October 22, 2020
H2EW	Highway 7 (Y.R. 7) Curbside lane City of Vaughan	From Edgeley Street/Interchange Way to Commerce Street (both eastbound and westbound directions)	Bicycles	24 hours, 7 days a week, effective October 22, 2020
H2EW	Highway 7 (Y.R. 7) Adjacent to curbside lane City of Vaughan	From Commerce Street to Applewood Crescent (both eastbound and westbound directions)	Bicycles	24 hours, 7 days a week, effective October 22, 2020
H2EW	Highway 7 (Y.R. 7) Adjacent to curbside lane City of Vaughan	From Famous Avenue to Bruce Street (westbound direction), and from 75 metres east of Bruce Street to Famous Avenue (eastbound direction)	Bicycles	24 hours, 7 days a week, effective October 22, 2020

Project	Portion of Highway	Limit	Vehicle Class	Times and Days
H2EW	Centre Street (Y.R 71) Adjacent to curbside lane City of Vaughan	From Bathurst Street (Y.R. 38) to Dufferin Street (Y.R. 53) (both eastbound and westbound directions)	Bicycles	24 hours, 7 days a week, effective October 22, 2020
H2EW	Bathurst Street (Y.R. 38) Adjacent to curbside lane City of Vaughan	From Centre Street (Y.R. 71) to Flamingo Road/Worth Boulevard (both northbound and southbound directions)	Bicycles	24 hours, 7 days a week, effective October 22, 2020
H2EW	Bathurst Street (Y.R. 38) Curbside lane City of Richmond Hill	From Bathurst Street Connector Road to 135 metres north of Bathurst Street Connector Road (northbound direction), and 96 metres north of Bathurst Street Connector Road to Bathurst Street Connector Road (southbound direction)	Bicycles	24 hours, 7 days a week, effective October 22, 2020

## 5. Financial

There are no cost implications to amend the lane designation and turning movement bylaws. Costs to install the signage for implementation of the dedicated lanes and turn restrictions referenced are included in the approved York Region Rapid Transit Corporation project budget funded by Metrolinx.

## 6. Local Impact

Local municipal staff has been informed of the recommendations contained in this report. Travellers will be provided with multi-modal travel options and improved bus rapid transit service offering more sustainable transportation options, including a more connected and efficient transportation network.

## 7. Conclusion

As construction of the funded bus rapid transit project on Yonge Street in the City of Richmond Hill nears completion, it is necessary to implement lane designations to operate transit along the rapidway corridor. Amendments to turning movement bylaws are required to operate bus rapid transit service and address traffic operations. Reserved bicycle lanes need to be designated for the exclusive use of bicycles to separate cyclists from motorists for safety.

The Regional Solicitor is required to amend the schedules to the bylaws governing lane designations and turning movement restrictions. The Regional Clerk to notify the local municipalities, York Region Rapid Transit Corporation and York Regional Police of the amendments.

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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

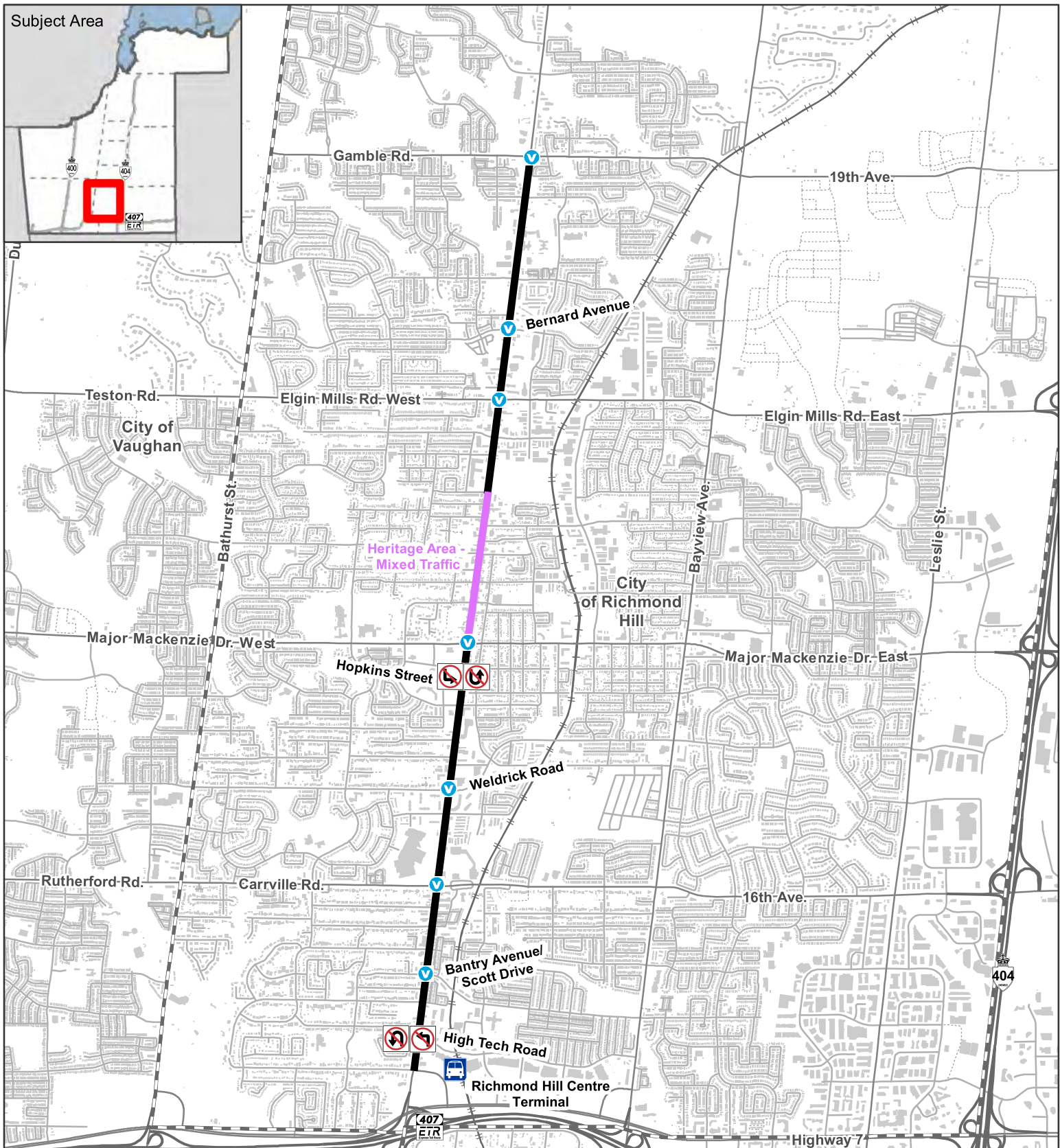
Approved for Submission: **Bruce Macgregor**  
Chief Administrative Officer

September 18, 2020  
Attachments (2)  
11040222

**ATTACHMENT 1**

**Table 1**  
**Completed Rapidways**

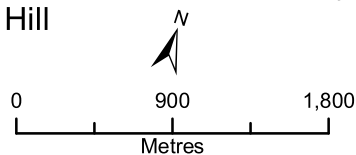
<b>Rapidway</b>	<b>Portion of Highway</b>	<b>Status</b>
H3 Rapidway City of Markham, City of Richmond Hill <a href="#">Clause 5, Report 13 - September 24, 2015</a>	Highway 7 from Bayview Avenue to Warden Avenue	Opened January 2015
D1 Rapidway Town of Newmarket <a href="#">Clause 5, Report 13 - September 24, 2015</a>	Davis Drive from Yonge Street to Roxborough Road/Patterson Street	Opened November 2015
H2VMC Rapidway City of Vaughan <a href="#">Clause 6, Report 6 - April 20, 2017</a>	Highway 7 West from Edgeley Boulevard to Bowes Road/Baldwin Avenue	Opened December 2017
H2WE Rapidway City of Vaughan <a href="#">November 7, 2019</a>	Highway 7 from Vaughan Metropolitan Centre to Bruce Street	Opened November 2019
H2WE Rapidway City of Richmond Hill, City of Vaughan <a href="#">November 7, 2019</a>	Bathurst Street from Highway 7 to Centre Street, Centre Street from Bathurst Street to Highway 7	Opened January 2020
Y3.2 Rapidway Town of Newmarket <a href="#">November 7, 2019</a>	Yonge Street from Savage Road/Sawmill Valley Drive to Davis Drive	Opened January 2020



## Yonge Street Rapidway (Y2.1 & Y2.2)

### Traffic Bylaw Amendments to Support Rapidways In the City of Richmond Hill

Produced by:  
The Regional Municipality of York  
Roads & Traffic Operations, Transportation Services  
October 8, 2020  
Data: Queen's Printer for Ontario 2003-2020  
Imagery:  
See York.ca for disclaimer information.



## Legend

- Rapid Transit Lane Designation
- Vivastation
- Mixed Traffic Transit Service
- NO U-TURN
- NO LEFT-TURN



---

**From:** Van Dusen, Regina <Regina.VanDusen@york.ca> **On Behalf Of** Regional Clerk

**Sent:** October 30, 2020 4:25 PM

**To:** Aurora Clerks General Inbox <Clerks@aurora.ca>; Aguila-Wong, Christine <caguila-wong@markham.ca>; clerks@newmarket.ca; EG Clerks General Inbox <clerks@eastgwillimbury.ca>; King Clerks General Inbox <clerks@king.ca>; Rachel Dillabough <rdillabough@georgina.ca>; Richmond Hill Clerks General Inbox <clerks@richmondhill.ca>; Vaughan Clerks General Inbox <clerks@vaughan.ca>; WS Clerks General Inbox <clerks@townofws.ca>

**Subject:** Regional Council Decision - Proposed Employment Area Mapping and Employment Conversions

**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 October 22, 2020 Regional Council made the following decision:

1. Council approve the following site-specific employment area conversion requests, which Local Municipal Councils either support or don't object to, as outlined in Attachments 4 and 5:
  - a. A1, A2, A3, A8
  - b. K2
  - c. M5, M6, M9, M13
  - d. N1, N2, N3
  - e. RH2, RH3, RH6, RH9, RH11
  - f. V1, V16, V17, V21, V28
  - g. WS1, WS2
2. Council approve site-specific employment area conversion requests RH1, RH10, V3, V4, V5, V6, V7, V11, V13, V15, V18, V22, V24, V25, V26 and V30 as outlined on Attachments 4 and 5.
3. Council refer site-specific employment area conversion requests M3, M4, M7, M8 and M11 as outlined on Attachments 4 and 5 to the City of Markham for a decision by April 2021.
4. Council not approve the following site-specific employment area conversion requests that are either not required to accommodate the proposed use and/or are not supported by Local Municipal Councils as outlined in Attachments 4 and 5:
  - a. A4, A5, A6, A7
  - b. G1, G2
  - c. K1, K3
  - d. M2, M12
  - e. RH4, RH5, RH7, RH8
  - f. V8, V9, V10, V12, V14, V19, V20, V23, V27, V29
5. Council not approve site-specific employment area conversion request M10 as outlined in Attachments 4 and 5.

6. Council endorse employment areas proposed for designation in the Regional Official Plan in Attachment 3, on the basis of Council's decision on site specific employment area conversion requests.
7. The Regional Clerk forward this report to the Minister of Municipal Affairs and Housing and the Clerks of the local municipalities.

A link to the original staff report is attached [here](#) 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

---

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  
October 15, 2020

Report of the Commissioner of Corporate Services and Chief Planner

## Proposed Employment Area Mapping and Employment Conversions

### 1. Recommendations

1. Council **approve** the following site-specific employment area conversion requests, which Local Municipal Councils either support or don't object to, as outlined in Attachments 4 and 5:
  - a) A1, A2, A3, A8
  - b) K2
  - c) M5, M6, M9, M13
  - d) N1, N2, N3
  - e) RH2, RH3, RH6, RH9, RH11
  - f) V1, V16, V17, V21, V28
  - g) WS1, WS2
2. Council **not approve** the following site-specific employment area conversion requests that are either not required to accommodate the proposed use and/or are not supported by Local Municipal Councils as outlined in Attachments 4 and 5:
  - a) A4, A5, A6, A7
  - b) G1, G2
  - c) K1, K3
  - d) M2, M8, M12
  - e) RH4, RH5, RH7, RH8
  - f) V6, V8, V9, V10, V11, V12, V14, V19, V20, V23, V27, V29
3. Council **not approve** the following site-specific employment area conversion requests that have been supported, or deferred for later consideration by Local Municipal Councils as outlined in Attachments 4 and 5:
  - a) M3, M4, M7, M10, M11
  - b) RH1, RH10
  - c) V3, V4, V5, V7, V13, V15, V18, V22, V24, V25, V26, V30
4. Council endorse employment areas proposed for designation in the Regional Official Plan in Attachment 3.

5. The Regional Clerk forward this report to the Minister of Municipal Affairs and Housing and the Clerks of the local municipalities.

## 2. Summary

The Growth Plan for the Greater Golden Horseshoe (Growth Plan) and Provincial Policy Statement (PPS) require municipalities to plan for employment by ensuring land is available in appropriate locations to accommodate employment growth to 2051 and beyond. This includes a new provincial requirement to designate employment areas in the Regional Official Plan and assess site-specific requests for employment area conversion at the time of a Regional Municipal Comprehensive Review (MCR). This report sets out recommendations on 70 site-specific requests for employment area conversion and proposes employment area mapping.

### Key Points:

- Protection of strategically located employment areas is important for the Region's long term prosperity and viability
- Staff worked collaboratively with local municipalities to complete a comprehensive assessment of the Region's employment areas, including evaluation of 70 site-specific employment area conversion requests
- Extensive public and stakeholder consultation has been ongoing since March 2019 providing opportunity to comment on proposed employment area mapping and conversion requests
- 24 conversion requests are supported and an additional 8 have been deemed to not require an employment area conversion

## 3. Background

### **The Province requires York Region to assess employment area conversion requests and designate employment areas in the Regional Official Plan**

Employment policies in the Provincial Policy Statement (PPS) and Growth Plan place emphasis on the need to protect and preserve employment areas for current and future uses. The Growth Plan requires upper and single-tier municipalities to designate and set density targets for employment areas in the Regional Official Plan (ROP) and to assess requests for employment area conversion. These are new Regional responsibilities whereas previously, employment designations were only included in local municipal official plans. Following completion of the Region's current Municipal Comprehensive Review (MCR), the ROP will include an employment area designation. Assessing employment areas and conversion requests through the MCR process allows for the comprehensive application of all policies in the Growth Plan and for the assessment of cumulative impacts on local and regional land and infrastructure needs.

## **Protection of employment areas supports complete community objectives by ensuring a sufficient supply of land for a variety of employment types**

Provincial and regional planning policies direct municipalities to create complete communities where residents can fulfill all or most of their daily requirements. This includes an appropriate mix of jobs, local stores and services, a full range of housing, transportation options and public service facilities. Ensuring the availability of a range of employment opportunities for residents in a variety of locations is a key component of complete communities. Complete communities should incorporate a mix of employment uses that will provide a full range of opportunities for residents and contribute to a diversified economic base. While some types of employment uses can be accommodated within a mixed use setting, other employment uses have specific locational requirements. York Region's employment areas provide landowners and end users with a broad range of market choice with respect to site selection, size, and transportation access/exposure. Protecting a diverse range, size and mix of employment areas for employment uses, including lands protected from incompatible uses, not only ensures a competitive economic environment, but also provides employment opportunities closer to home for residents working within these sectors.

## **Extensive research, consultation and background work has been undertaken to inform proposed employment area boundaries and site-specific employment area conversion recommendations**

Planning for employment is a key component of the MCR. Council has been provided with a series of reports on employment trends, the process of assessing employment areas and site-specific conversions requests since March 2019. Council directed Regional staff to host a Public Information Centre (PIC) in June 2020 to conduct additional consultation on the proposed employment area mapping and employment area conversion recommendations. In September 2020, a special meeting of Council was held to provide the public the opportunity to express opinions on the site-specific employment area conversion requests. The following reports to Council and background work support planning for employment in the Region and were used to inform the recommendations on the proposed employment area boundaries and site-specific employment area conversion requests found in this report:

- [March 2018:](#) York Region 2017 Employment Land Inventory report
- [March 2019:](#) 2018 Employment and Industry Report
- [March 2019:](#) Employment Area Conversion Criteria report
- [May 2019:](#) Planning for Employment Background Report including historical and future employment trends, Employment Area Profiles and the Hemson Consulting Future Employment Trends study
- [October 2019:](#) Employment Area Conversion Process Update report
- [March 2020:](#) Planning for Employment and Employment Conversions report

## 4. Analysis

### **The Region received 70 requests for employment area conversion to be considered through the Municipal Comprehensive Review**

Through the York Region MCR, a total of 70 requests for employment area conversion were received by the November 29<sup>th</sup>, 2019 deadline. This deadline was established to provide time to assess and consult on each employment area conversion request to make an informed recommendation to Council, and to meet the timelines of this MCR. Together, these requests cover approximately 652 hectares (1,611 acres) of employment land, which is the equivalent of approximately one and a half concession blocks (See Table 1).

**Table 1**  
**Total Number of Conversion Requests**

Municipality	Number of Conversion Requests	Total Gross Area (Ha)
Aurora	8	25
East Gwillimbury	0	0
Georgina	2	24
King	3	31
Markham	12	82
Newmarket	3	37
Richmond Hill	11	55
Vaughan	29	412
Whitchurch-Stouffville	2	29
<b>Total</b>	<b>70</b>	<b>695</b>

### **A comprehensive evaluation was undertaken to inform Regional employment area mapping and site-specific conversion recommendations**

To identify areas appropriate for designation as employment in the ROP, Regional staff, in partnership with local municipal staff, undertook a broad analysis and assessment of employment areas in the Region, including areas with and without site-specific employment area conversion requests. York Region's [employment land inventory](#), which is based on



lands designated employment within local municipal official plans, was used as the basis for assessment of employment areas.

The evaluation of, and recommendations on site-specific employment area conversion requests was completed through application of [Regional Council endorsed conversion criteria](#), presented to Council in [March 2019](#) and can be found in Attachment 1. The criteria were integral to inform recommendations on whether a conversion request is appropriate and enhances policy objectives in the ROP, or if it will negatively impact the long-term supply and/or viability of an employment area. A complete summary of the comprehensive employment planning process can be found in the [October 2019](#) Council Report and the [March 2020](#) Council Report.

Public and stakeholder consultation also informed employment planning decisions. Regional staff engaged with landowners and the public through a series of landowner meetings and a mail out to property owners near the conversion requests. Regional staff hosted landowner meetings and contacted property owners within 120 metres of each conversion request between 2019 and January 2020. A summary of public and stakeholder consultation undertaken through the employment planning process can be found in Attachment 2.

### **Regional staff hosted a virtual public information centre in June 2020 to obtain input on proposed employment area mapping**

In March 2020, Regional Council directed staff to host a Planning for Employment public information centre (PIC) to allow stakeholders and the public opportunity to review proposed employment area mapping and provide feedback on recommendations for site-specific employment area conversion requests. Due to COVID-19, the PIC was hosted online. The Planning for Employment PIC campaign ran for 12 days in June 2020 and consisted of an online interactive mapping platform and a live webinar held on June 16<sup>th</sup>, 2020. Notice of the PIC was shared through various communication channels including newspaper ads, the Region's social media platforms, and targeted emails to members of the Region's MCR distribution list, Ratepayers Associations, Chambers of Commerce, Boards of Trade, Building Industry and Land Development Association (BILD) and Local Municipal Economic Development Offices.

The live interactive webinar held on June 16<sup>th</sup> provided an overview presentation and the opportunity for the 33 attendees to make comments and ask Regional staff questions during the Q&A portion of the webinar as well as collect input with the use of polling questions.

The online interactive mapping platform allowed interested parties to comment on proposed employment area mapping and/or site-specific employment area conversion requests. A total of 29 comments were received through the online mapping platform. Approximately 70% of the comments received were submitted by consultants representing existing conversion requests restating their positions on site-specific employment area conversion requests. Additional comments were received from residents and property owners. The nature of those comments ranged from expressing support for the proposed recommendations on site-specific employment area conversion requests to sharing views on the importance of protecting lands for employment to provide job opportunities for residents. Input received during the PIC campaign was considered when reviewing the proposed

employment area boundaries and recommendations on site-specific conversions requests included in this report. A summary of input received through the PIC can be found in Attachment 2.

### **Public deputations made at the special meeting of Council on September 17<sup>th</sup>, 2020 were referred to Regional staff and informed final recommendations**

On September 17<sup>th</sup>, 2020 a non-statutory special meeting of Council was held to provide the public and landowners an additional opportunity to participate in the planning for employment process by expressing their opinions to Regional Council. A total of 14 deputations and 24 communications were made to Council at the special meeting, and referred to staff for consideration. Information presented at the Special Meeting of Council on September 17<sup>th</sup> was reviewed in detail. As a result, conversion requests M9, M13 and RH11 are now recommended for support. A detailed summary of assessment for each request can be found in Attachment 5.

### **Proposed employment area mapping was developed in consultation with local municipalities and reflects local and regional planning objectives**

Local municipalities are an important part of planning for employment as the unique context of each municipality is considered when determining where to plan for employment. Regional staff and local municipal staff worked together extensively to assess existing employment areas and site-specific employment area conversion requests through a series of workshops, one on one meetings, meetings with landowners and MCR working group meetings (see Attachment 2). Local municipal Council positions on employment area planning including site-specific employment area conversion requests have been received from seven municipalities and were considered through the development of final recommendations. Regional staff worked closely with local municipal partners to align on recommendations for site-specific employment area conversion requests where possible. In light of feedback received through public consultation and local municipal Council positions, the recommendations put forward in the March 2020 report were reviewed and reassessed.

### **Planning for employment in the right location is important to securing the economic viability of employment areas**

The changing nature of the economy, combined with the market value of residential land has created considerable pressure to convert employment areas in the Region. A number of the sites seeking conversion to non-employment uses are located on the edges of existing employment areas, some of which border Regional urban centres and/or intensification areas. Many of these sites bordering the outer edges of the employment area currently act as a buffer to protect core employment areas from encroachment of incompatible uses and/or act as a transition to surrounding residential development. In some instances, it may be more appropriate to permit more flexible employment uses and/or to support a conversion to allow for more mixed uses that provide improved integration with the surrounding area without compromising the economic viability of the remaining area. In other instances, it may not be appropriate to permit a conversion of this type as non-employment uses could result in a fragmented employment area.

## **The conversion of strategically located employment lands may result in the displacement of businesses to outside of the Region**

Not protecting the most strategic of employment areas can place conversion pressures on adjacent employment areas. Permitting uses such as residential or retail, increases market value and profitability and reduces the availability of employment lands at lower land costs and rental rates. The conversion of employment lands in core employment areas, especially those strategically located near major infrastructure can result in the displacement of businesses to outside of the Region, disrupt economic synergies in the area and the Region's role in the GTHA by reducing the diversity of future employment opportunities, impacting future business attraction and potentially result in job losses. A number of the Region's conversion requests are likely a result of this precedent-setting pattern, where past conversions places conversion pressures on adjacent remaining employment lands. Some examples of this include a cluster of requests in Markham located along Highway 404 and Elgin Mills Road, and requests in Markham and Richmond Hill clustered around Highway 404 and Highway 7.

## **The Region's employment policy framework will strengthen existing policies and reflect trends in the changing nature of employment**

Increased flexibility in employment area designations along corridors and major arterials will align with city building initiatives to capitalize on infrastructure investments, provide for a broader mix of employment uses and amenities and better integrate employment and non-employment uses to ensure compatibility. While a number of site-specific employment area conversion requests located at the edge of an existing employment area are not supported for non-employment uses, some of these sites offer the potential for more permissive employment uses. Work with local municipalities and other stakeholders continues to develop an employment policy framework that continues to protect strategic employment areas over the long term for a broad range of employment uses, identifies appropriate land use flexibility in suitable employment area locations, and plans for the changing nature of employment. The employment planning policy framework is anticipated to be presented to Council later in Q4 2020.

## **Regional objectives to plan and develop healthy, sustainable communities that provide a high quality of life for residents is a key consideration when evaluating conversion requests**

A key objective in the York Region Official Plan is to promote human health and well-being so people can live, work, play and learn in accessible and safe communities. A fundamental element to a healthy, complete community is to provide access to human services and community amenities. When assessing the appropriateness of a site for conversion to non-employment uses such as residential, consideration for whether the area will provide residents with a high-quality of life and provide access to a range of human services, schools, public spaces, transit and local amenities is vital.

A number of conversion requests are requesting residential permissions in areas where such services and amenities are currently unavailable and unlikely to be provided in the

foreseeable future. Furthermore, permitting residential uses to locate in employment areas with incompatible uses and/or goods movement corridors can negatively impact human health and well-being. This is due to increased air/noise pollution, heavy truck traffic and lack of access to necessary community amenities such as recreation, schools, parks, cultural services and options for sustainable transportation. Permitting the conversion of employment lands in areas that lack these amenities does not contribute to achieving Provincial and Regional planning objectives around the development of healthy, complete communities.

### **Conversion of employment areas can increase demand on infrastructure**

Residential uses in employment areas generally place a greater burden on infrastructure. Traffic congestion will increase with population introduced in areas not originally contemplated to do so. Roads and transit infrastructure may not have been planned to support increased residential development and new residential uses may introduce conflict with goods movement corridors which support employment activities that require truck and rail traffic.

Conversion of employment land to residential uses may accelerate the need for new or expanded water and wastewater infrastructure. Employment area conversions to residential uses may result in water/wastewater servicing allocation needing to be re-distributed from other planned residential areas, resulting in competition for growth. Where employment land conversions are supported in areas of water or wastewater constraints, development will be subject to timing of infrastructure approvals and completion. The consideration and approval of new residential uses will need to be carefully managed by local municipalities to ensure adequate servicing allocation.

### **Thirty-two employment area conversion requests are supported or do not require a conversion**

Through the application of the conversion criteria, broader employment area assessment and input received through public and stakeholder consultation, of the 70 employment area conversion requests received in the MCR:

- Twenty-four requests are in a location that is appropriate for a broader range of uses and are therefore supported and not recommended for designation as employment in the ROP. These areas were assessed through the MCR and have met the requirements of Provincial conversion policies as well as Regional conversion criteria. Designation of the lands for employment or other uses is at the discretion of the local municipality.
- Eight requests were determined to not require a conversion to non-employment uses. Increased flexibility in the permitted uses for these sites, including the uses requested, can be accommodated through Regional and Local municipal employment area planning frameworks. It is recommended these sites be designated as employment in the ROP however Regional staff will work with local municipal staff as the Regional policy framework is updated to accommodate flexible employment uses in appropriate locations.

- Thirty-eight requests are not recommended for conversion to non-employment uses. These sites are part of viable, strategically located employment areas that contribute to the Regional and Local Municipal economic base and competitiveness. Many of these sites are part of high-functioning employment areas that contribute to key economic clusters in the Region and the GGH. Others are part of large vacant sites that offer the potential to attract future employment opportunities. It is recommended that these sites remain as employment and be designated as employment in the ROP.

Figure one provides a summary of the 70 site specific employment area conversion request by category.

**Figure 1**

**Breakdown of 70 site-specific employment area conversion requests**



**Recommendations on site-specific employment area conversion requests recommended for employment designation are mostly aligned with local municipal Council positions**

Recommendations are being put forward for all 70 site-specific employment area conversion requests. There are a total of 38 site-specific employment area conversion requests recommended for designation as employment in the Region's Official Plan. As outlined in Table 2, Local Council positions align with recommendations on 16 of the 38 site-specific employment area conversion requests. Seven of the requests have no local municipal Council position and the remaining 15 requests are recommended for employment designation however have been supported for a conversion at the local municipal level.

Attachment 3 includes proposed employment area mapping and the location of the 70 site-specific employment area conversion requests. Attachment 4 includes a summary table of recommendations for each site-specific employment area conversion request and Attachment 5 provides a detailed summary of assessment for each site-specific employment area conversion request outlining the primary reasons for including or excluding each site from the employment area mapping.

**Table 2**  
**Summary of Local Council positions on conversion requests recommended for Regional employment designation**

Municipality	Local Council agree with recommendation - request not supported	Local Council - no decision or deferred	Supported by Local Council but not being recommended for conversion	Total
Aurora		3		3
Georgina	2			2
King	1			1
Markham	3	4	1	8
Newmarket*				
Richmond Hill	2		2	4
Vaughan	8		12	20
Whitchurch-Stouffville*				
<b>Total</b>	16	7	15	38

\*Local Council all agree to support conversion requests in Newmarket and Whitchurch-Stouffville except for one request in Newmarket where there is no Council decision.

### **Some employment areas are more appropriately designated by local municipalities and not in the Regional Official Plan**

Through the local official plan conformity exercise, local municipalities will be required to maintain and protect employment areas identified in the ROP. Lands not designated employment in the ROP will be at the discretion of the local municipality. Many of the supported conversion requests are proposing a mix of medium to high density residential uses; however the requests were assessed on the merits of the lands being designated as employment in the ROP and not on the basis of the proposed uses. Comprehensive assessment of employment areas also resulted in some areas not subject to conversion requests being recommended for removal from an employment area. This includes small and isolated parcels, lands within the Greenbelt plan identified as legal non-conforming uses and minor rounding out/boundary modifications. The proposed mapping in Attachment 3 excludes these areas, in addition to the conversion request lands being supported.

A local municipality has the ability to maintain an existing employment designation for lands currently designated as employment in their local official plan or to change the designation to permit non-employment uses if not designated as employment area in the ROP. The new ROP will propose a policy framework which will encourage lands identified as employment at the local municipal level, but not at the Regional scale, to continue to be mapped and protected for employment uses in local official plans. These lands (if identified as employment at the local municipal level) will continue to be considered in the Regional employment land inventory.

### **Preserving employment area lands along 400 series highways is integral to meeting the Region's long term employment needs**

As noted in the "Potential for Employment Lands along 400 series highways" October 2020 Council report, lands adjacent to 400 series highways provide key employment opportunities integral to the Region's economic position in the broader Greater Golden Horseshoe (GGH) economy. York Region is centrally located within a one day drive to global markets in the United States, close to Toronto Pearson Airport, and home to the CP intermodal facility, CN MacMillan rail yard, and an extensive network of 400-series highways. The protection of sites in proximity to existing or planned highways and interchanges, intermodal facilities, airports and rail corridors for employment uses is a key theme in the Region's conversion criteria and is a policy directive in the PPS, Growth Plan and Regional Official plan. These sites are of strategic significance to the Region's employment needs and should be planned and protected for employment uses that require these distinct features. Not only do they provide efficient movement of goods and access to major transportation infrastructure, they are also very visible high profile areas, a desirable feature for attracting new economic development investments.

York Region employment areas in proximity to existing or planned highways and interchanges, intermodal facilities, airports and rail corridors are faced with pressure to convert to non-employment uses. In this MCR, there are a number of site-specific employment area conversion requests concentrated along or in proximity to existing or planned 400 series highways or the CN MacMillan yard. Many of these requests are proposing to convert the lands to allow for the development of residential uses, including affordable housing and seniors residences. Permitting the conversion of employment areas located along 400 series highways to allow for residential uses is not supported as residential uses are not compatible and permitting them is contrary to provincial policy directives and good planning principles.

### **Large new employment areas are key opportunities to attract or retain large or growing businesses**

The Region's ability to provide large parcels of lands for development is a major competitive advantage for large distribution uses and transportation/logistics providers in close proximity to the 400 series highways and intermodal facilities. These types of industries will continue to grow as we see an increase in ecommerce, automation and artificial intelligence. The new Walmart Distribution Centre opening in the Vaughan 400 North – Teston East employment areas is an example. This distribution centre will become a major employment anchor and will likely attract similar large format industrial opportunities in the area that are valuable for



the Region in terms of both job creation and tax base. Protecting these areas, including lands in the 400 North Employment area, will protect the supply of large-sized parcels with exposure and access to strategic goods movement corridors, maintaining the area's economic viability by not limiting the types of employment uses that can locate there, and maximizing future investment by employers seeking large parcels in strategically located employment areas.

In light of the aforementioned, and consistent with Council's criteria, it is recommended that employment area conversion requests in the following recently planned employment areas not be supported: Keswick Business Park, Queensville, Highway 404 in East Gwillimbury (ROPA 1) and north Markham (ROPA 3), and Highway 400 North (ROPA 52). In addition to their value as strategically located lands, conversion of lands in these areas is considered premature as they have not had the opportunity to develop and the nature and character of these areas has yet to be established. In many cases, this is due to pending servicing or the area may have only recently been brought into the urban boundary to accommodate future employment area employment growth to 2031.

### **Employment planning is a key input to the land needs assessment**

Employment areas are a direct input to the Region's land needs assessment to determine land needs to accommodate future growth. Accommodating residential uses on lands currently planned for employment uses impacts the land needs assessment. Given that many conversion requests propose higher density mixed use developments, the population potentially accommodated can be significant, in some cases hundreds of people per hectare.

Ensuring an adequate long term supply of employment land is a requirement of Provincial planning policies. While it is an important factor when considering whether a site is appropriate for conversion, there are a range of additional factors outlined in the Region's conversion criteria that were considered when identifying lands to be protected for employment uses. This report seeks endorsement of the proposed employment area mapping and recommendations of site-specific employment area conversion requests to proceed with the detailed forecasting and land budgeting.

### **Some employment lands are no longer integral for accommodating employment land employment**

Through the MCR, York Region is required to update population and employment forecasts and Regional Official Plan policies to be consistent with policies of the Growth Plan. Regional staff are currently working to update Regional and local forecasts and are assessing how much land is needed to accommodate forecasted population and employment growth to the new planning horizon. Preliminary analysis indicates that all of the employment lands proposed in this report will be required to meet the 2051 Growth Plan forecast, with potential for additional land being required to accommodate employment growth to the planning horizon.

Despite potential for additional employment land need, staff continue to support site-specific employment area conversion requests as outlined in this report. These sites are in areas where non-employment uses are supportive of the evolving Regional or local urban structure

and the number, size and location of supported requests will not have adverse impacts on the land budget, servicing or the development of complete communities.

### **Regional staff will continue to explore options to address the existing Buttonville Regional Official Plan site specific policy**

The Toronto Buttonville Municipal Airport lands, located at Highway 404 and 16th avenue, are subject to Regional Official Plan site specific policy 7.2.92 which states “when airport operations at the Buttonville Airport cease, the significant majority of the subject lands shall be retained for business park use, and the balance for a mix of urban uses”. The proposed employment area mapping in Attachment 3 proposes to designate the lands as employment in the Regional Official Plan which is reflective of the existing land use designation of business park employment in the City of Markham Official Plan. The intent of policy 7.2.92 is supported, however, further discussions are required to determine how to address the site-specific policy in the new ROP in a manner that conforms with Provincial policy. To proceed with the land needs assessment, staff will assume the significant majority of the lands as employment in accordance with the existing site specific policy. Regional staff will continue to work with the Province, City of Markham staff and the proponent on a solution for the new ROP that will reflect the intent of the existing ROP policy while conforming with the Growth Plan.

## **5. Financial**

Employment areas play a central role in the Region's current and future economy. The availability of a wide range of employment land is integral to the fiscal health of a community and can directly affect economic development and diversification of the assessment base. Employment growth also has the potential to generate spinoff economic benefits. Insufficient strategically located employment lands could result in the displacement of businesses outside of the Region and in turn negatively impact the Region's diverse economic base. Additionally, conversions supported beyond those recommended could have financial implications due to the introduction of infrastructure beyond what was initially planned for in the area.

## **6. Local Impact**

Local municipalities are key partners in the ongoing preservation, enhancement and planning of employment areas. Extensive consultation with local municipal staff and consideration for local municipal council decisions was used to inform recommendations on site-specific employment area conversion requests and the proposed employment area mapping in the ROP. As staff continue to work through the MCR, York Region will continue to engage with local municipal staff on updating the Region's population and employment forecast and developing an employment policy framework for the ROP. Planning for sites where employment area conversion requests have been comprehensively assessed and are supported can proceed at the local municipal level. These requests are deemed to have met the requirements of Growth Plan policies and Regional employment area conversion criteria through the Region's current Municipal Comprehensive Review.

## 7. Conclusion

Employment areas are strategic and vital to the Regional economy and act as major drivers of economic activity in the Region. Demand for jobs in employment areas is expected to remain strong in the future. Maintaining an adequate supply of employment lands in the right location will be important for all types of industry to provide flexibility for employers in high quality locations over the long term. A comprehensive assessment of employment areas, including the evaluation of site-specific employment area conversion requests, identified a number of areas that contribute to the Region's economic vitality and should be protected for the long term and are proposed to be mapped as Regional Employment Areas in the Regional Official Plan. The assessment also identified areas where the introduction of non-employment uses is appropriate and conducive to the evolving urban structure and surrounding context.

Local municipalities, through their official plan conformity exercise, will be required to designate and protect areas designated as employment in the ROP. Regional staff continue to work with local municipalities and other stakeholders in developing the employment policy framework that continues to protect strategic employment areas for traditional uses while identifying employment areas with increased flexibility. This work is anticipated to be presented in Q4 of 2020.

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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

September 25, 2020  
Attachments (5)  
#11475564

## **York Region Employment Area Conversion Criteria**

Employment Area conversion requests have been assessed using criteria. The provincial Growth Plan employment area conversion criteria have been incorporated into the Region's criteria as listed below. Table 1 provides more detailed information of each criteria and their importance in being considered when evaluating a conversion request.

The conversion of lands within employment areas to non-employment uses may be permitted only through a Municipal Comprehensive Review where it is demonstrated that:

### **Growth Plan Criteria**

1. The lands are not required over the horizon of the Growth Plan for the employment purposes for which they are designated (Growth Plan 2.2.5.9 b).
2. The Region and local municipality will maintain sufficient employment lands to accommodate forecasted employment growth, including sufficient employment land employment growth, to the horizon of the Growth Plan (modified Growth Plan 2.2.5.9.c).
3. Non-employment uses would not adversely affect the overall viability of the employment area or the achievement of the minimum intensification and density targets and other policies in the Growth Plan (modified Growth Plan 2.2.5.9 d).
4. There are existing or planned infrastructure and public service facilities to accommodate the non-employment uses (e.g. sewage, water, energy, transportation) (modified Growth Plan 2.2.5.9 e).
5. There is a need for the conversion (Growth Plan 2.2.5.9 a).

### **York Region Criteria**

6. The following employment areas will not be considered for conversion as they have not yet had the opportunity to develop due to servicing constraints or have recently been brought into the urban boundary to accommodate employment land employment growth to 2031: Keswick Business Park, Queensville, Highway 404 - East Gwillimbury (ROPA 1), ROPA 3 - Markham, and Highway 400 North, Vaughan (ROPA 52).
7. The conversion will not be considered if the entire perimeter of the site is surrounded by lands designated for employment uses.

8. Conversion of the site would not compromise the Region's and/or local municipality's supply of large sized employment area sites (i.e. 10 ha or greater) which allow for a range uses including but not limited to land extensive uses such as manufacturing, warehousing, distribution and logistics.
9. The conversion will not destabilize or adversely affect current or future viability and/or identity of the employment area with regards to:
  - a) Hindering the operation or expansion of existing or future businesses
  - b) Maintaining lands abutting or in proximity to the conversion site for employment purposes over the long term
  - c) Attracting a broad range of employment opportunities and maintaining clusters of business and economic activities
  - d) Providing appropriate buffering of employment uses from non-employment uses.
10. The conversion to a non-employment use is compatible with the surrounding uses such as existing employment uses, residential or other sensitive land uses and will mitigate existing and/or potential land use conflicts.
11. The site offers limited development potential for employment land uses due to factors including size, configuration, access and physical conditions.
12. The proposed site is not adjacent to 400-series highways, or is not located in proximity to existing or planned highways and interchanges, intermodal facilities, airports and does not have access to rail corridors
13. The proposed conversion to a non-employment use does not compromise any other planning policy objectives of the Region or local municipality.
14. Cross-jurisdictional issues have been addressed.

**Table 1: York Region Employment Area Conversion Criteria Descriptions**

Theme Area	Criteria	Description
<b>Supply</b>	1. The lands are not required over the horizon of the Growth Plan for the employment purposes for which they are designated ( <i>GP 2.2.5.9 b</i> ).	<ul style="list-style-type: none"> <li>Intended to ensure an appropriate amount of land designated as employment to accommodate the employment forecast over the planning horizon.</li> </ul>
<b>Supply</b>	2. The Region <i>and local municipality</i> will maintain sufficient employment lands to accommodate forecasted employment growth, <i>including sufficient employment land employment growth</i> , to the horizon of the Growth Plan ( <i>modified GP 2.2.5.9.c</i> ).	<ul style="list-style-type: none"> <li>Intended to ensure that both York Region and the local municipal land needs assessments will be considered when evaluating conversion requests.</li> <li>Additionally, the words “sufficient employment land employment growth” were added to identify that protecting ELE jobs is a Regional priority as employment lands are home to the majority of the Region’s jobs.</li> </ul>
<b>Viability</b>	3. Non-employment uses would not adversely affect the overall viability of the employment area or the achievement of the minimum intensification and density targets and other policies in the Growth Plan ( <i>modified GP 2.2.5.9 d</i> ).	<ul style="list-style-type: none"> <li>Intended to ensure that the viability of the employment area is maintained and that density (Designated Greenfield Area, Employment Area) and intensification (Urban Growth Centres, Strategic Growth Areas, and Major Transit Station Areas) targets can be met.</li> </ul>
<b>Infrastructure</b>	4. There are existing or planned infrastructure and public service facilities to accommodate the non-employment uses ( <i>e.g. sewage, water, energy, transportation</i> ) ( <i>modified GP 2.2.5.9 e</i> ).	<ul style="list-style-type: none"> <li>When evaluating conversions consider if the existing or planned infrastructure and public service facilities are available to support the non-employment uses.</li> </ul>

Theme Area	Criteria	Description
<b>Region Wide</b>	5. There is a need for the conversion (GP 2.2.5.9 a).	<ul style="list-style-type: none"> <li>• Need can generally be defined by considering land supply and the urban structure. When applying this criteria, the following questions should be asked:</li> <li>• Is there not enough land to accommodate the development objectives elsewhere?</li> <li>• Are there specific characteristics of the proposed site that would result in a non-employment use being better integrated with the regional or local urban structure or better support Regional and local planning objectives?</li> </ul>
<b>Supply</b>	6. The following employment areas will not be considered for conversion as they have not yet had the opportunity to develop due to servicing constraints or have recently been brought into the urban boundary to accommodate employment land employment growth to 2031: Keswick Business Park, Queensville, Highway 404 (ROPA 1), ROPA 3, and Highway 400 North (ROPA 52).	<ul style="list-style-type: none"> <li>• Due to the nature, character, and potential success of these employment areas, time to develop should be given prior to considering these areas for conversion.</li> <li>• Queensville: Secondary Plan was approved for this employment area in 1998. Water/wastewater servicing is not available to this area and is contingent on the Upper York Sewage Solution – currently scheduled for 2026.</li> <li>• ROPA 1: Brought into the urban boundary through YROP-2010. Minimal opportunity for development exists in this employment area as full build out is contingent on the Upper York Sewage Solution – currently scheduled for 2026.</li> <li>• ROPA 3: Brought into the urban boundary through the YROP-2010. Additional infrastructure is required to support the full buildout of this employment area.</li> <li>• ROPA 52: Brought into the urban area through YROP-2010. The Northeast Vaughan sewer upgrade (currently scheduled for 2028) is required to support the full buildout of this area.</li> <li>• Keswick Business Park: Secondary Plan for this employment area was approved in 2004. Despite having regional servicing available, the area has no local water/ waste water servicing.</li> </ul>



Theme Area	Criteria	Description
<b>Viability</b>	7. The conversion will not be considered if the entire perimeter of the site is surrounded by lands designated for employment uses.	<ul style="list-style-type: none"> <li>• An important component of employment area viability is location. If a site proposed for conversion creates a “hole” in the employment area, the employment area becomes disconnected. If a site becomes disconnected, it has the potential to impact a larger area than just the site being converted as well as sites immediately adjacent.</li> <li>• This can also impact market attractiveness and limit choice of different sized sites for new businesses or existing business expansions in the surrounding area. It can also open the door to future land use compatibility issues depending on the type of non-employment use permitted on those converted lands.</li> </ul>
<b>Supply</b>	8. Conversion of the site would not compromise the Region’s and/or local municipality’s supply of large sized employment area sites (i.e. 10 ha or greater) which allow a range uses including but not limited to land extensive uses such as manufacturing, warehousing, distribution and logistics.	<ul style="list-style-type: none"> <li>• Protecting a diverse range, size and mix of employment areas ensures a competitive economic environment as stated in policy 2.2.5.1b of the Growth Plan. The Region has been experiencing substantial growth in many land extensive sectors such as manufacturing, warehousing, distribution and logistics, a trend that is likely to continue with automation and artificial intelligence. Preserving these sites for prospective employers is important.</li> <li>• What is the size of the proposed site?</li> <li>• Does the site have the potential to accommodate land extensive uses?</li> </ul>
<b>Viability</b>	<p>9. The conversion will not destabilize or adversely affect current or future viability and/or identity of the employment area with regards to:</p> <p>a) Hindering the operation or expansion of existing or future businesses</p> <p>b) Maintaining lands abutting or in proximity to the conversion site for employment purposes over the long term</p>	<ul style="list-style-type: none"> <li>• Intended to determine if the proposed conversion will impact the current or future viability of the employment area.</li> <li>• There are many factors that can be used to measure the impact a conversion may have on the success of an employment area.</li> <li>• This criteria is supportive of Growth Plan policies 2.2.5.1a and 2.2.5.7c</li> </ul>

Theme Area	Criteria	Description
	<p>c) Attracting a broad range of employment opportunities and maintaining clusters of business and economic activities</p> <p>d) Providing appropriate buffering of employment uses from non-employment uses.</p>	
<b>Viability</b>	10. The conversion to a non-employment use is compatible with the surrounding uses such as existing employment uses, residential or other sensitive land uses and will mitigate existing and/or potential land use conflicts	<ul style="list-style-type: none"> <li>• The land uses adjacent to a conversion site must be considered when evaluating the conversion request.</li> <li>• Will the conversion potentially enhance the character and condition of that proposed site? And will it be compatible with existing and future uses in the area?</li> </ul>
<b>Viability</b>	11. The site offers limited development potential for employment land uses due to factors including size, configuration, access and physical conditions	<ul style="list-style-type: none"> <li>• Employment areas are not equal in their attributes and desirability. Existing functional attributes of an employment area such as size, configuration, access and physical conditions are an indication of the area's current and long-term viability.</li> </ul>
<b>Access</b>	12. The proposed site is not adjacent to 400-series highways, is not located in proximity to existing or planned highways and interchanges, intermodal facilities, airports and does not have access to rail corridors	<ul style="list-style-type: none"> <li>• This criteria supports the Growth Plan and Regional Official Plan policies around preserving employment areas located near major goods movement corridors to support employment activities that require heavy truck and rail traffic (OP policy 4.3.6, GP policy 2.2.5.1.b, 2.2.5.8). Additionally, these sites offer highway frontage, which is a desirable feature for attracting new investment to the Region (Goal 5 of the Economic Development Action Plan)</li> </ul>
<b>Region Wide</b>	13. The proposed conversion to a non-employment use does not compromise any other planning policy objectives of the Region or local municipality.	<ul style="list-style-type: none"> <li>• When evaluating conversion requests, all Regional and Local planning objectives must be met. In the event that a particular conversion request does not meet one of the planning objectives of the Official Plan, but does meet the criteria, a rationale as to why the conversion is not recommended will be considered under this criterion.</li> </ul>

Theme Area	Criteria	Description
<b>Region Wide</b>	14. Cross-jurisdictional issues have been addressed	<ul style="list-style-type: none"> <li>Intended to ensure that potential conflicts / shared access/servicing with neighbouring upper- and single-tier municipalities (Peel, Toronto, Durham, Simcoe) as well as local municipalities are considered and addressed when evaluating a conversion request</li> </ul>

**ATTACHMENT 2**

## Summary of Public and Local Municipal Consultation on Proposed Employment Area Mapping and Site Specific Conversion Requests

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### Summary of Consultation with Local Municipalities and Landowners

**Table 1**  
**York Region Planning for Employment Workshops with Local Municipal Staff**

<b>Date</b>	<b>Meeting</b>
October 17, 2018	Local Municipal Working Group Meeting - Conversion Criteria Workshop
May 31, 2019 November 6, 2019	Local Municipal Working Group Meeting – Employment Area Designation Workshops

**Table 2**  
**Employment Area Conversion Landowner Meetings with Local Municipal  
Planning Staff**

<b>Date</b>	<b>Meeting</b>
July 29, 2019 September 16, 2019	City of Markham Employment Area Conversion Landowner Meetings
August 8 and 9, 2019 November 4, 2019 January 15, 2020	City of Vaughan Employment Area Conversion Landowner Meetings
August 27, 2019	Town of Whitchurch-Stouffville Employment Area Conversion Landowner Meetings
September 5, 2019 November 1, 2019 January 22, 2020	City of Richmond Hill Employment Area Conversion Landowner Meetings
September 9, 2019	Town of Aurora Employment Area Conversion Landowner Meetings
September, 10 2019 January 22, 2020	Town of Newmarket Employment Area Conversion Landowner Meetings

<b>Date</b>	<b>Meeting</b>
September 13, 2019 November 1, 2019	Township of King Employment Area Conversion Landowner Meetings
September 23, 2019	Town of East Gwillimbury Employment Area Conversion Landowner Meetings
September 25, 2019	Town of Georgina Employment Area Conversion Landowner Meetings

**Table 3**  
**One on One Meetings with Local Municipal Planning Staff regarding Employment Area Boundaries and Site Specific Conversion Requests**

<b>Date</b>	<b>Meeting</b>
November 13, 2019	1 on 1 Meeting with City of Richmond Hill
November 19, 2019	1 on 1 Meeting with Township of King
November 19, 2019	1 on 1 Meeting with City of Markham
November 20, 2019	1 on 1 Meeting with Town of Newmarket
November 22, 2019	1 on 1 Meeting with Town of Aurora
November 22, 2019	1 on 1 Meeting with Town of Whitchurch-Stouffville
November 25, 2019	1 on 1 Meeting with Town of Georgina
November 26, 2019	1 on 1 Meeting with Town of East Gwillimbury
November 13, 2019 November 29, 2019 December 13, 2019	1 on 1 Meeting with City of Vaughan

## Summary of Planning For Employment Interactive Webinar

**Table 4 and 5**  
**Summary of Interactive Webinar Polling Questions**

<b>Poll Question: Which attribute of an employment area is most important to you?</b>	
Options	Number of Responses
On transit	7
Protected from incompatible land uses (e.g. residential)	6
Proximity to highway or rail	8
Grand Total	21

<b>Poll Question: Of the following sectors, which do you feel are the least compatible with residential?</b>	
Options	Number of Responses
Manufacturing	22
Professional, Scientific and Technical Services	2
Wholesale	1
Grand Total	25

## Summary of Planning For Employment Public Information Centre

**Table 6**  
**Summary of Interactive Map Commenter by Type and Comment Categories**

Commenter Type	Are you supportive of staff's recommendation for the conversion? Why or why not?	General Comments or Questions	Should any further changes be made to the proposed employment areas?	Number of Respondents
Consultant	13	2	5	20
Other		1		1
Property Owner		1		1
Resident	5	1	1	7
Grand Total	18	5	6	29

Summary of comments provided in Table 8

**Table 7**  
**Summary of Responses of Public Information Centre Survey Question**

How important is it to have these amenities close to where you work?				
	Important	Neutral	Not Important	Number of Respondents
Child care	6	3	4	13
Transit	10	3		13
Restaurants	12	2		14
Parks/Open Space	13	1		14
Sports & Entertainment	4	5	5	14
Shops & Personal Services	9	5		14
Places of Worship	1	1	12	14



**Table 8**  
**Summary of Interactive Map Comments**

<b>Conversion ID/Location</b>	<b>Municipality</b>	<b>Commenter</b>	<b>Nature of Comment</b>
M4	Markham	Resident	Employers will not want to build here because it is too far from freeways. Businesses will not want to rely on the 407ETR for transmission of goods and services.
Buttonville Airport	Markham	Consultant	Proposed mapping of the Buttonville Airport to designate as Employment is inconsistent with the existing site specific policy in the Region of York OP which includes mixed uses. This area is suitable for future employment. There are many residential areas already and employment areas support jobs for those buying homes. It is nice to have a job near your home. This is a convenient location between Toronto and Richmond Hill for transportation.
Woodbine Avenue and Highway 7	Markham	Other	
N2	Newmarket	Consultant	Supportive of conversion request.
RH1	Richmond Hill	Resident	It is important to protect and increase employment lands with population and employment growth expected to continue. The City should provide an adequate future supply of employment lands.
RH1	Richmond Hill	Resident	Should be kept as employment land as there is enough commercial and residential.
RH10	Richmond Hill	Consultant	Supportive of conversion request.
RH11	Richmond Hill	Consultant	Supportive of conversion request.
V3	Vaughan	Resident	Attempts to diversify the area surrounding Vaughan Mills should be encouraged. Vaughan Mills shouldn't always be surrounded by employment lands.
V3	Vaughan	Consultant	Supportive of conversion request.

<b>Conversion ID/Location</b>	<b>Municipality</b>	<b>Commenter</b>	<b>Nature of Comment</b>
V5	Vaughan	Consultant	Supportive of conversion request.
V6, V9, V10	Vaughan	Weston Downs Ratepayers Association	3 sites adjacent to 400 series highway, walking distance to Regional roads for easy travel in private/public transit, increased population at Vaughan Metropolitan Centre may support these employment lands, all are in larger contiguous employment area. Employment areas in Vaughan will help avoid long commutes to other areas for work. Taking away employment lands will result in job loss for future generations. Vaughan needs prestige employment lands for higher paying jobs than retail. Developers want to capitalize on profits at the expense of future employment.
V7	Vaughan	Resident	Weston Road looks good.
V10	Vaughan	Consultant	Supportive of partial conversion request.
V11	Vaughan	Consultant	The development of the property offers the potential for more permissive uses and is a local matter.
V13	Vaughan	Consultant	Supportive of conversion request.
V15	Vaughan	Consultant	Supportive of conversion request.
V19	Vaughan	Consultant	Supportive of conversion request.
V21	Vaughan	Consultant	Supportive of conversion request as Doughton Rd. is a natural boundary between employment and residential.
V24	Vaughan	Resident	Supportive of conversion request.
V30	Vaughan	Consultant	Supportive of conversion request.

Conversion ID/Location	Municipality	Commenter	Nature of Comment
Highway 407 and Keele St.	Vaughan	Property Owner	Inquired about the types of employment being proposed and environmental impacts from noise and pollution.
Keele St. and Highway 7	Vaughan	Resident	Supports development in this transit-rich corridor between Vaughan Metropolitan Centre and Thornhill.

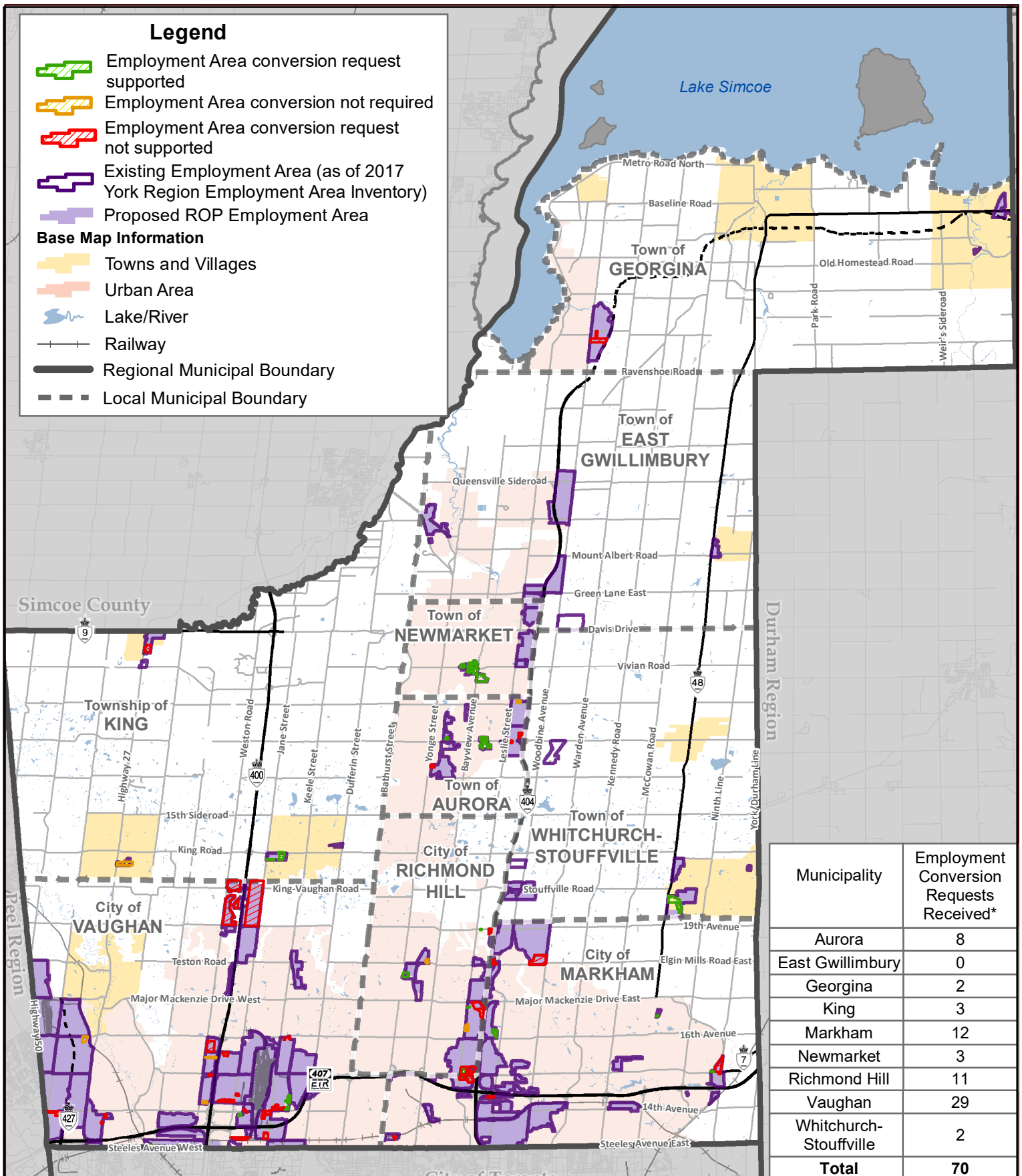
An additional 6 comments were noted regarding conversions received after November 29, 2019. These conversions were not evaluated and are not part of this report.

## Summary of Planning For Employment Mail Out

**Table 9**  
**Summary of Comments from Employment Conversions**  
**Adjacent Property Owner Mail Out**

Municipality	Number of Inquiries	Nature of Inquiries
Aurora	7	<ul style="list-style-type: none"> <li>• Further explanation of employment conversion process</li> <li>• Inquiries as to how to include their own property in the conversion assessment process</li> <li>• Explanation of what land uses are being proposed by the conversion request</li> <li>• Do not support residential on A3 due to property value impacts</li> </ul>
Georgina	2	<ul style="list-style-type: none"> <li>• Clarification on location of property</li> <li>• Supportive of residential on G1</li> <li>• Inquiries as to how to include their own property in the conversion assessment process</li> </ul>
King	3	<ul style="list-style-type: none"> <li>• Explanation of what land uses are being proposed by the conversion request</li> <li>• Supportive of residential consistent with surrounding neighbourhood</li> </ul>
Markham	1	<ul style="list-style-type: none"> <li>• How to provide further comments</li> </ul>
Newmarket	8	<ul style="list-style-type: none"> <li>• Further explanation of employment areas and the employment conversion process</li> <li>• Inquiries as to how to include their own property in the conversion assessment process</li> <li>• Explanation of what land uses are being proposed by the conversion request</li> <li>• Inquiries on the Mulock GO Station Secondary Plan</li> <li>• Support for N1 conversion request</li> </ul>

<b>Municipality</b>	<b>Number of Inquiries</b>	<b>Nature of Inquiries</b>
Richmond Hill	3	<ul style="list-style-type: none"> <li>• Explanation of what land uses are being proposed by the conversion request</li> <li>• Inquiry how employment conversion may impact their property</li> </ul>
Vaughan	16	<ul style="list-style-type: none"> <li>• Four inquiries were concerned about traffic gridlock near V10</li> <li>• How to provide further comments</li> <li>• Inquiry how employment conversion may impact their property</li> <li>• Explanation of what land uses are being proposed by the conversion request</li> <li>• Inquiries as to how to include their own property in the conversion assessment process</li> <li>• Further explanation of employment areas and the employment conversion process</li> <li>• Adjacent employers requested what is being proposed by the conversion request</li> </ul>
Unknown	3	<ul style="list-style-type: none"> <li>• Not supportive of employment conversion</li> <li>• Further explanation of employment areas and the employment conversion process</li> </ul>



## Proposed ROP Employment Area Mapping and Conversion Requests

October 2020

(\*Received as of November 29, 2019)



0 2.5 5 Km

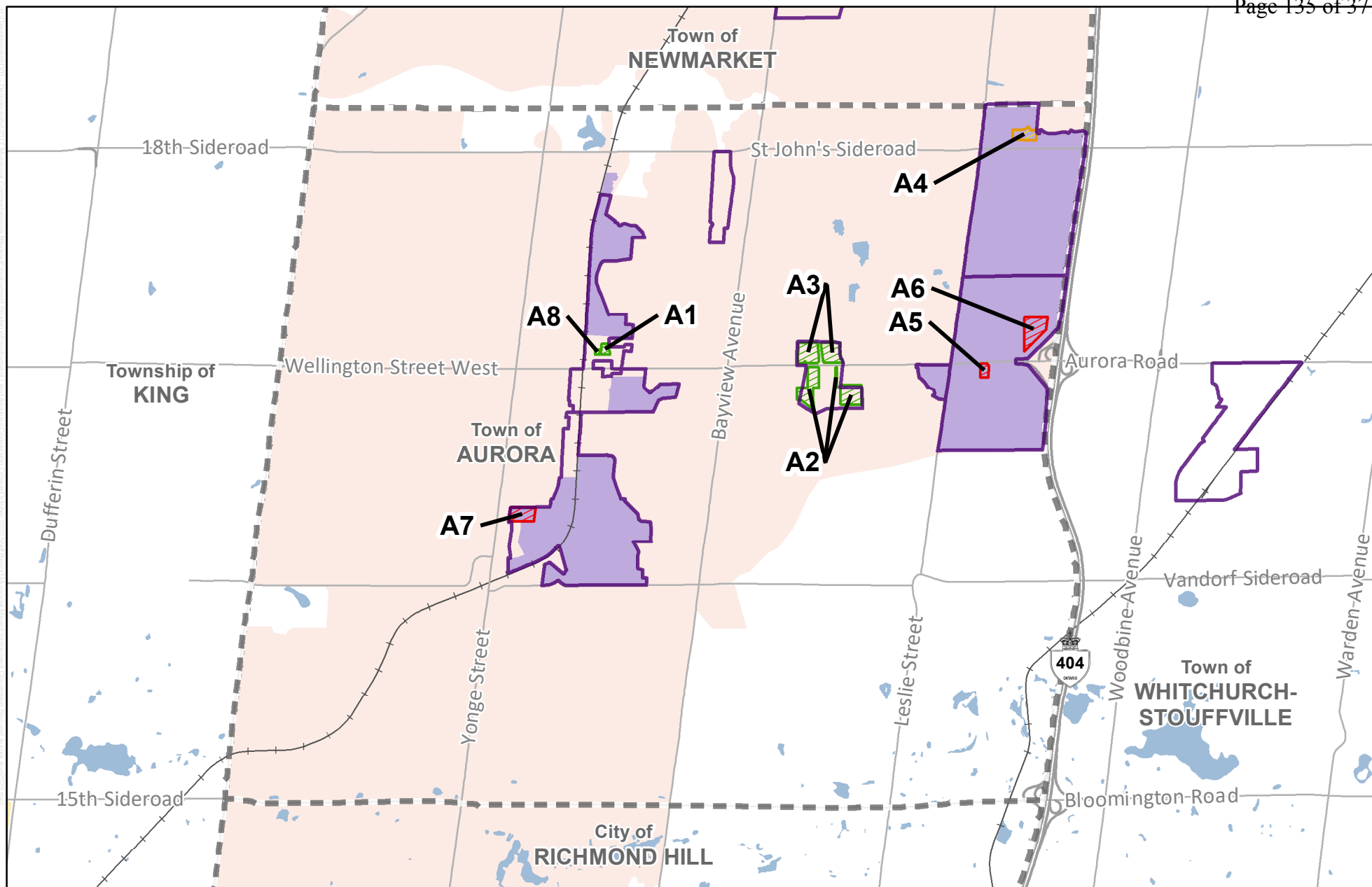


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Corporate Services  
Planning and Economic Development  
September 2020

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Markham: Buttonville employment lands east of Highway 404 and south of 16th Avenue are currently subject to a ROP policy which states that following ceasing of airport operations at Buttonville, the significant majority of the subject lands shall be retained for business park use and the balance for a mix of urban uses.

Vaughan: The local municipal land use designation of lands south of Teston Road, north of Major Mackenzie Drive, between the railway and Keele Street is currently subject to a LPAT appeal.



## Town of Aurora Proposed ROP Employment Area Mapping and Conversion Requests

October 2020

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August 2020

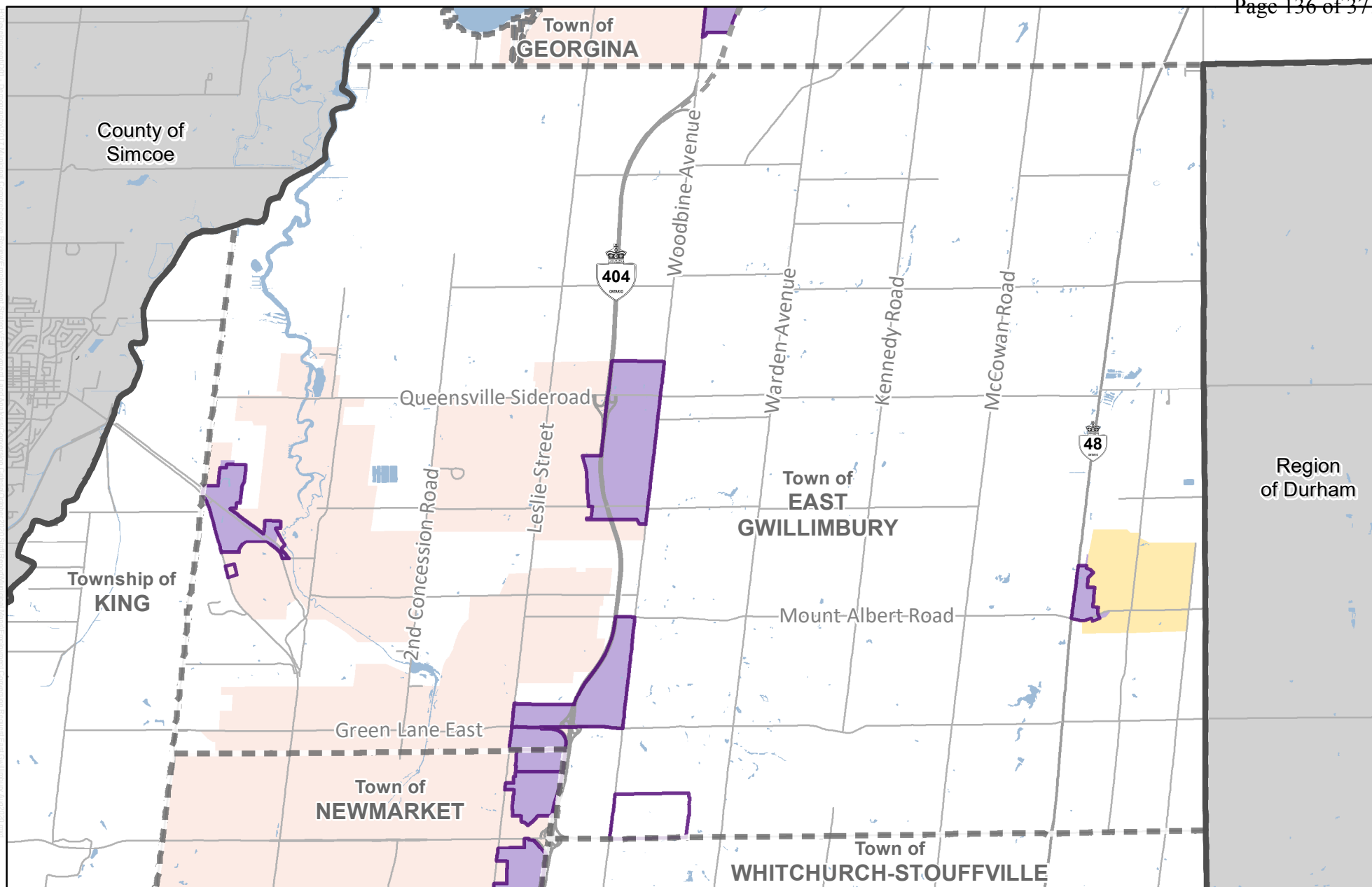
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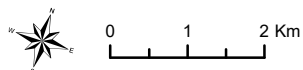
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|--|---|--|-----------------------------|
|  | Employment Area conversion request supported                                |  | Towns and Villages          |
|  | Employment Area conversion not required                                     |  | Urban Area                  |
|  | Employment Area conversion request not supported                            |  | Lake/River                  |
|  | Existing Employment Area (as of 2017 York Region Employment Area Inventory) |  | Railway                     |
|  | Proposed ROP Employment Area  |  | Regional Municipal Boundary |
|  |   |  | Local Municipal Boundary    |



## Town of East Gwillimbury Proposed ROP Employment Area Mapping and Conversion Requests

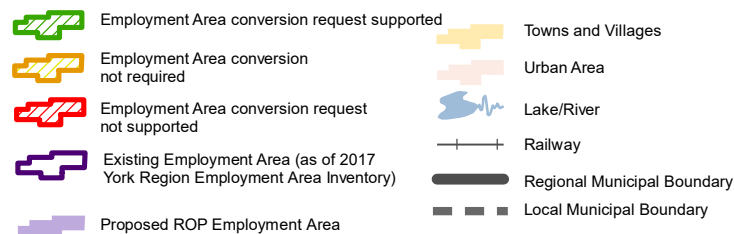
October 2020



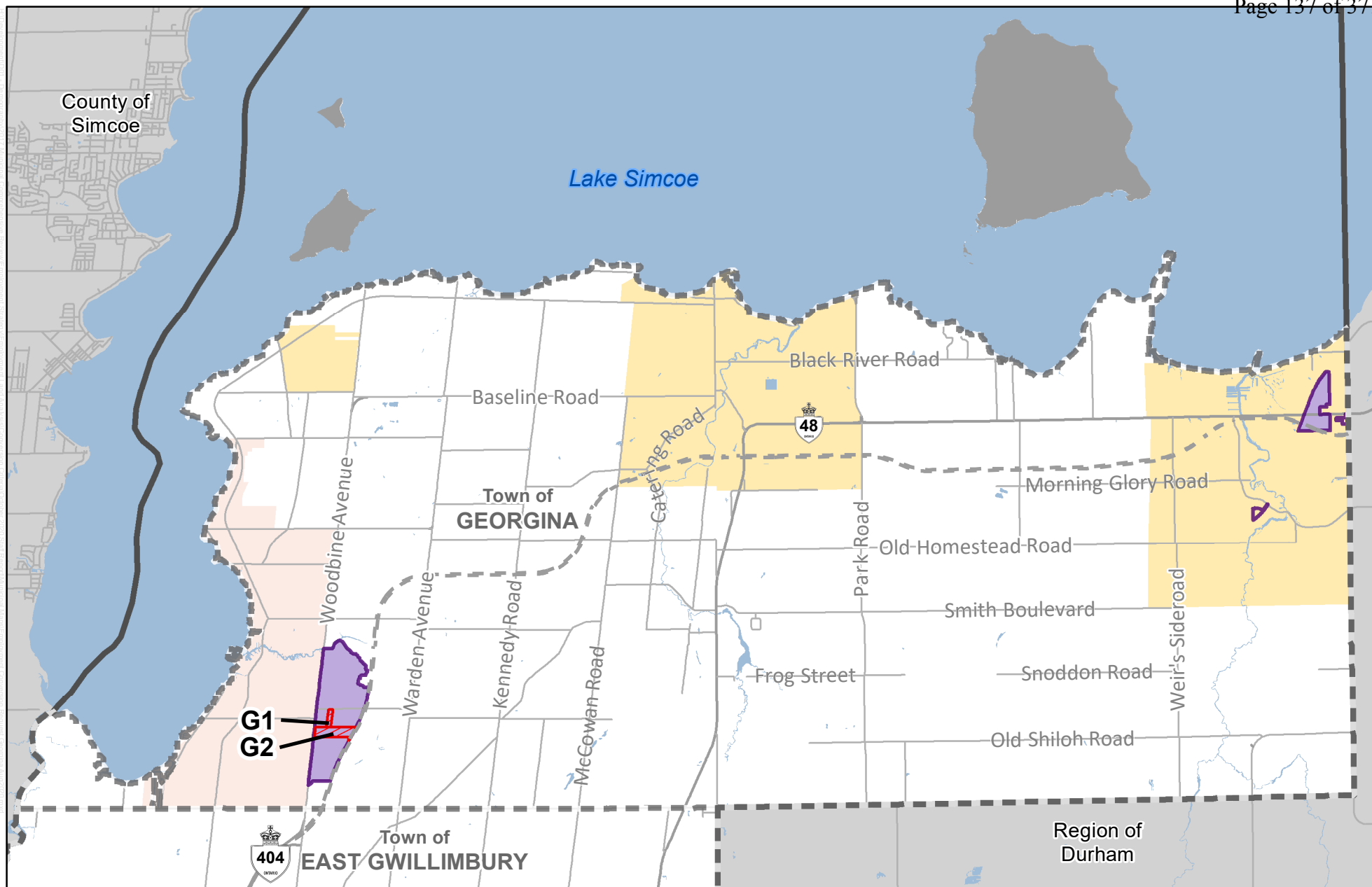
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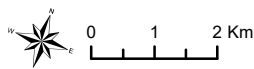
## Town of Georgina Proposed ROP Employment Area Mapping and Conversion Requests

October 2020

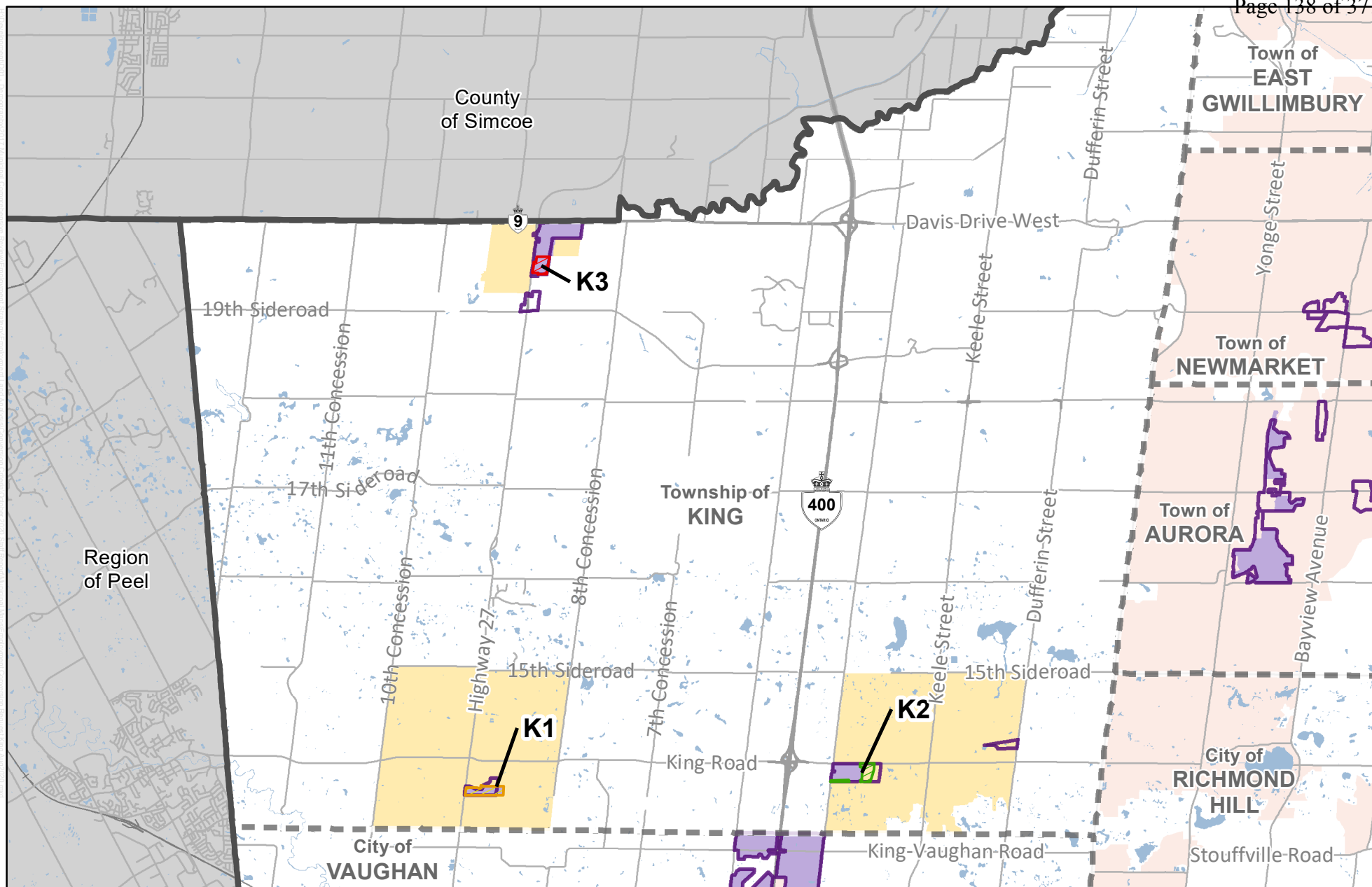
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August 2020

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|--|---|--|-----------------------------|
|  | Employment Area conversion request supported                                |  | Towns and Villages          |
|  | Employment Area conversion not required                                     |  | Urban Area                  |
|  | Employment Area conversion request not supported                            |  | Lake/River                  |
|  | Existing Employment Area (as of 2017 York Region Employment Area Inventory) |  | Railway                     |
|  | Proposed ROP Employment Area  |  | Regional Municipal Boundary |
|  |   |  | Local Municipal Boundary    |



## Township of King Proposed ROP Employment Area Mapping and Conversion Requests

October 2020

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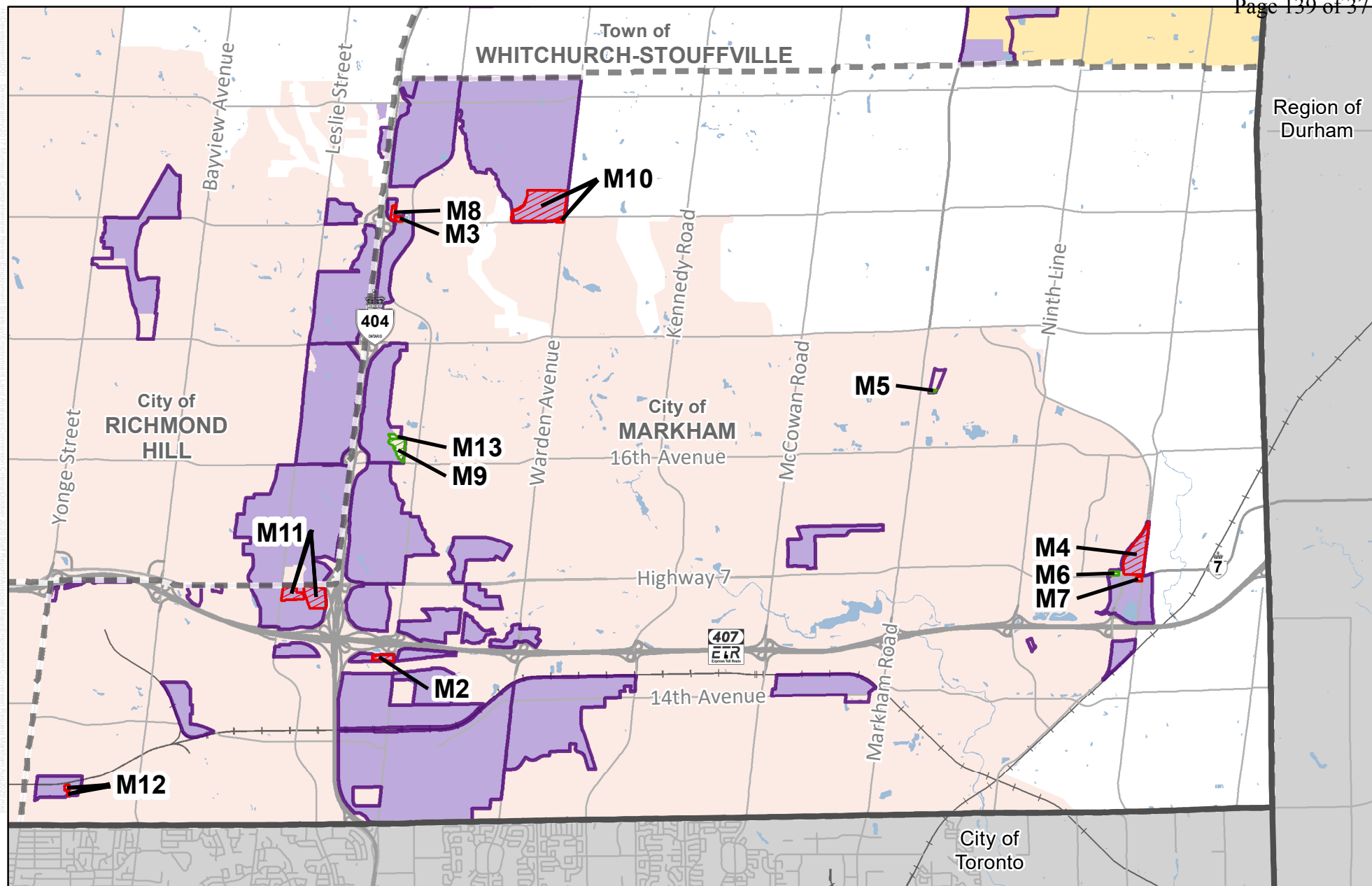
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|--|---|--|-----------------------------|
|  | Employment Area conversion request supported                                |  | Towns and Villages          |
|  | Employment Area conversion not required                                     |  | Urban Area                  |
|  | Employment Area conversion request not supported                            |  | Lake/River                  |
|  | Existing Employment Area (as of 2017 York Region Employment Area Inventory) |  | Railway                     |
|  | Proposed ROP Employment Area  |  | Regional Municipal Boundary |
|  |   |  | Local Municipal Boundary    |



## City of Markham Proposed ROP Employment Area Mapping and Conversion Requests

October 2020

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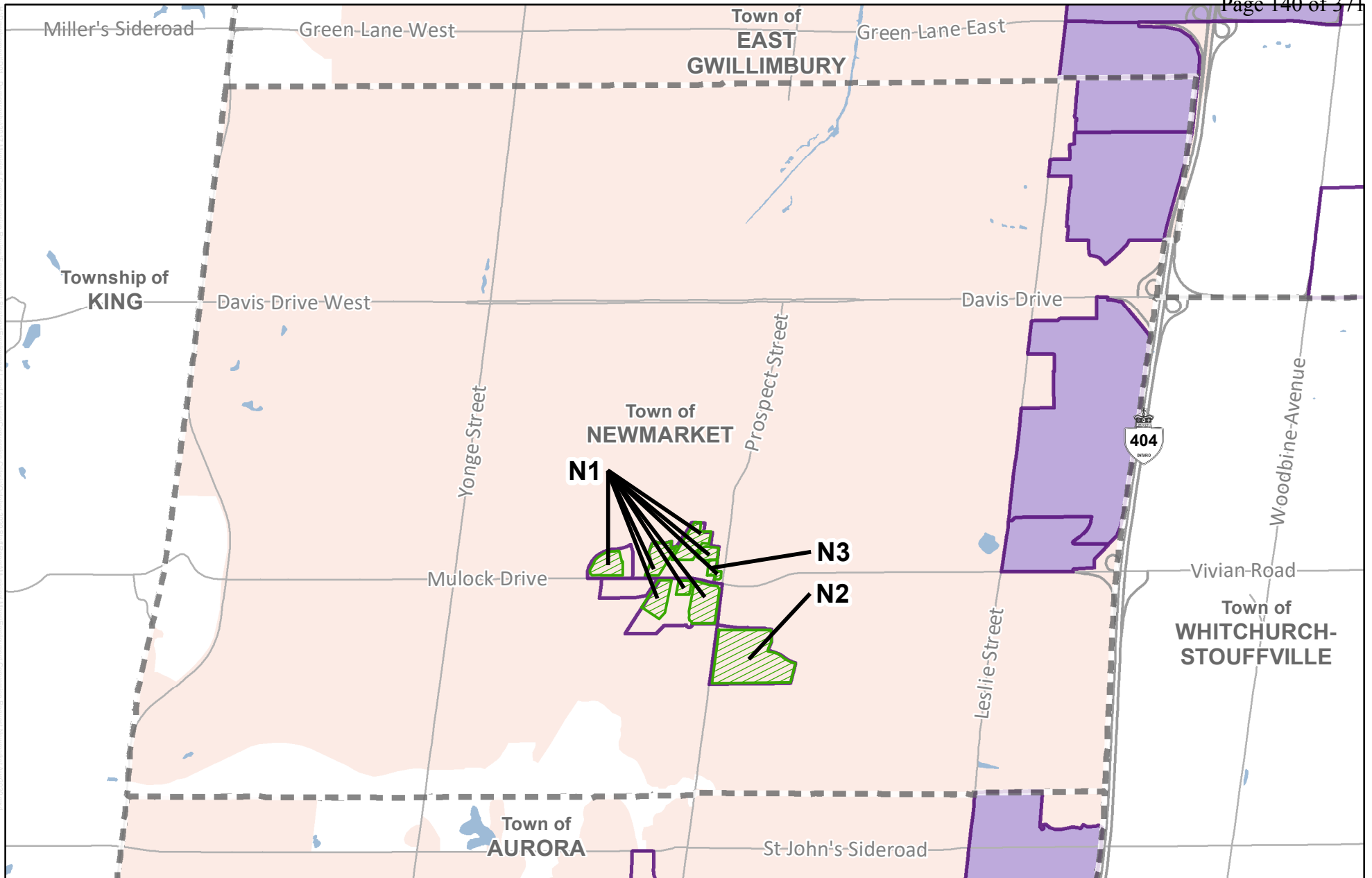
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|--|---|--|-----------------------------|
|  | Employment Area conversion request supported                                |  | Towns and Villages          |
|  | Employment Area conversion not required                                     |  | Urban Area                  |
|  | Employment Area conversion request not supported                            |  | Lake/River                  |
|  | Existing Employment Area (as of 2017 York Region Employment Area Inventory) |  | Railway                     |
|  | Proposed ROP Employment Area  |  | Regional Municipal Boundary |
|  |   |  | Local Municipal Boundary    |

Buttonville employment lands east of Highway 404 and south of 16th Avenue are currently subject to a ROP policy which states that following ceasing of airport operations at Buttonville, the significant majority of the subject lands shall be retained for business park use and the balance for a mix of urban uses.



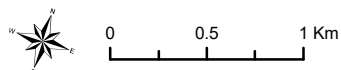
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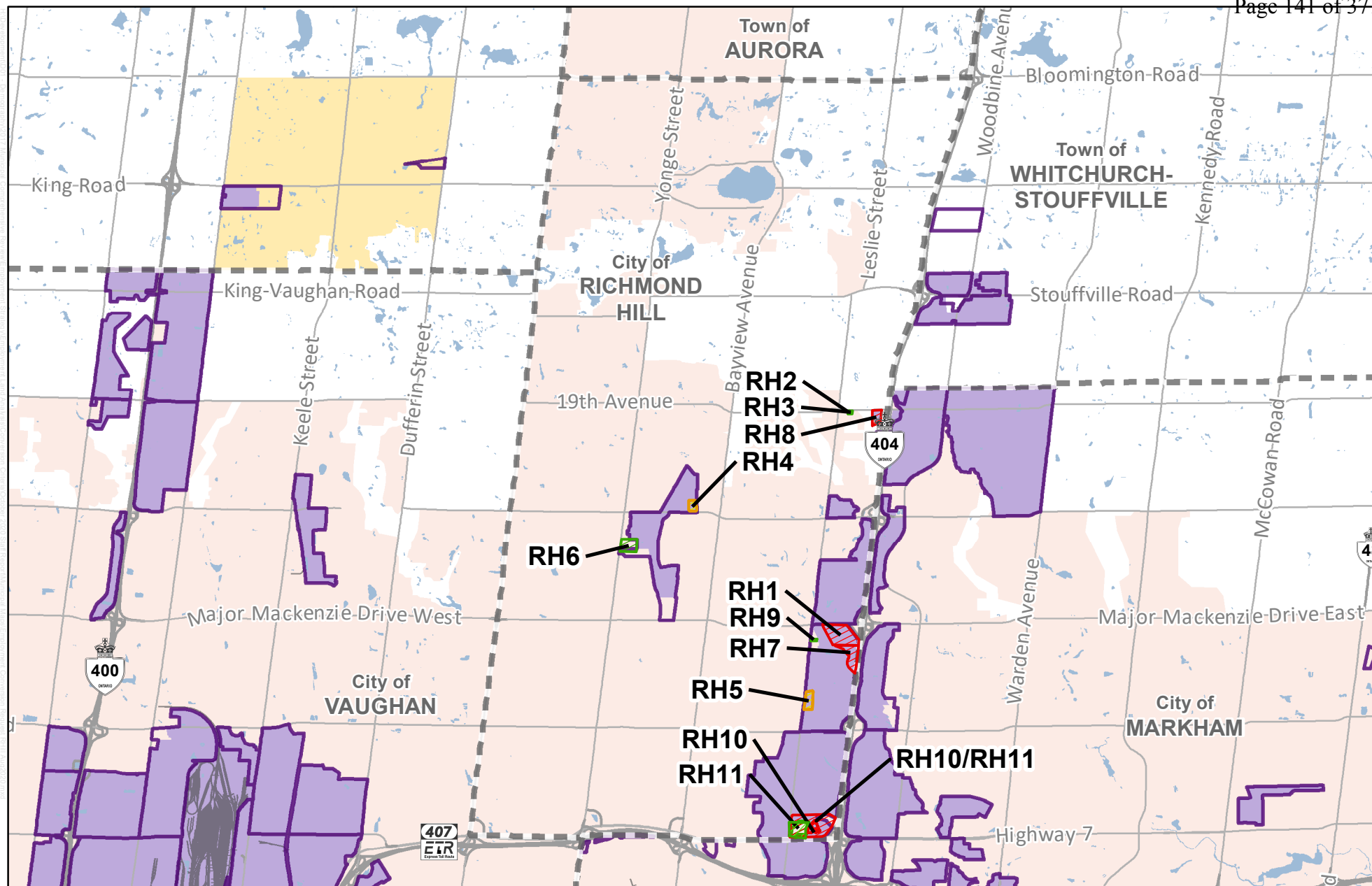
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## Town of Newmarket Proposed ROP Employment Area Mapping and Conversion Requests

October 2020



- |  |   |  |                             |
|--|---|--|-----------------------------|
|  | Employment Area conversion request supported                                |  | Towns and Villages          |
|  | Employment Area conversion not required                                     |  | Urban Area                  |
|  | Employment Area conversion request not supported                            |  | Lake/River                  |
|  | Existing Employment Area (as of 2017 York Region Employment Area Inventory) |  | Railway                     |
|  | Proposed ROP Employment Area  |  | Regional Municipal Boundary |
|  |   |  | Local Municipal Boundary    |



## City of Richmond Hill Proposed ROP Employment Area Mapping and Conversion Requests October 2020

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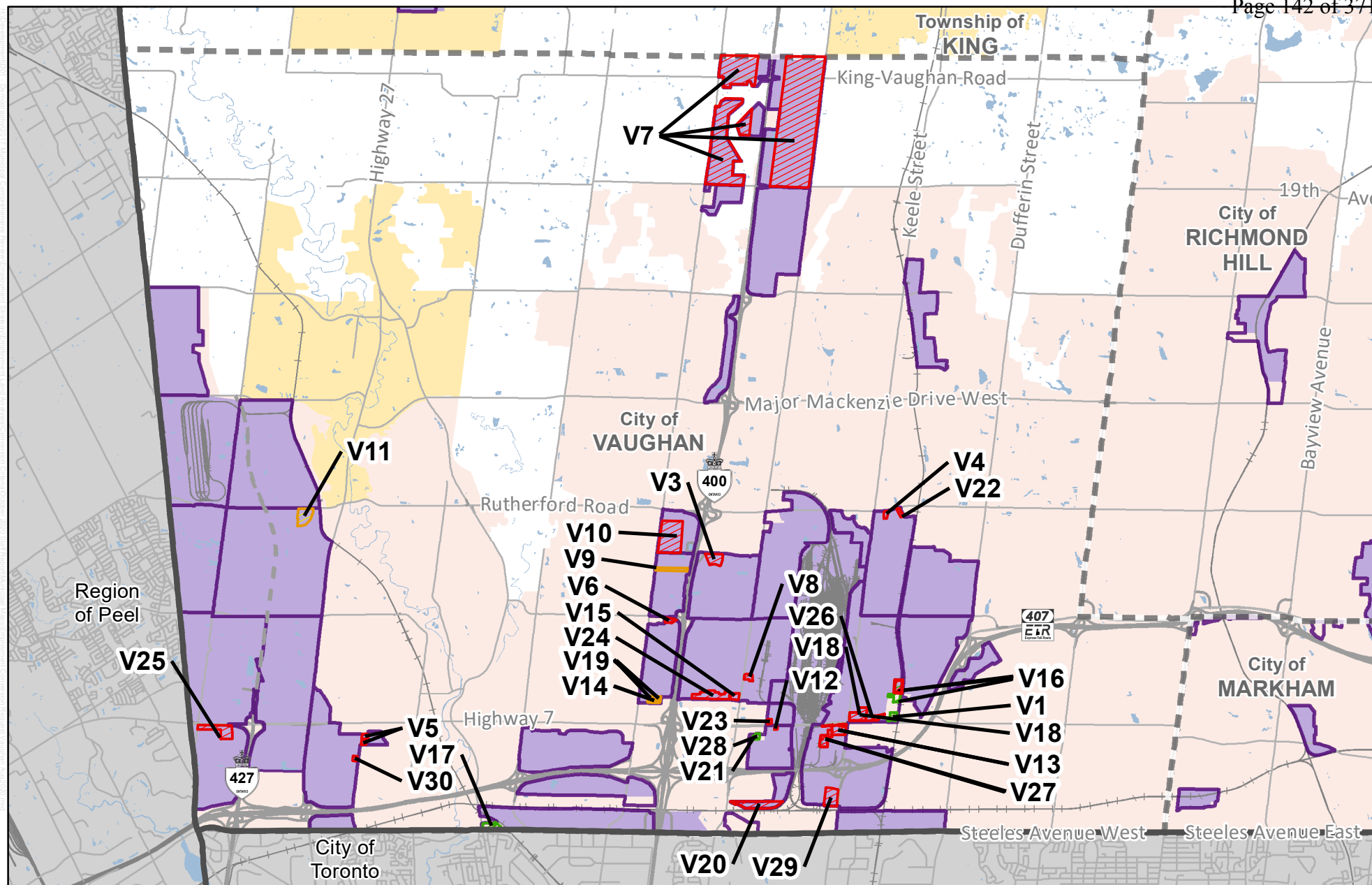


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|--|---|--|-----------------------------|
|  | Employment Area conversion request supported                                |  | Towns and Villages          |
|  | Employment Area conversion not required                                     |  | Urban Area                  |
|  | Employment Area conversion request not supported                            |  | Lake/River                  |
|  | Existing Employment Area (as of 2017 York Region Employment Area Inventory) |  | Railway                     |
|  | Proposed ROP Employment Area  |  | Regional Municipal Boundary |
|  |   |  | Local Municipal Boundary    |

The City of Richmond Hill has requested an alternate boundary for conversion request RH10 and RH11. Please refer to the RH10/RH11 profile in Attachment 4 for additional information.





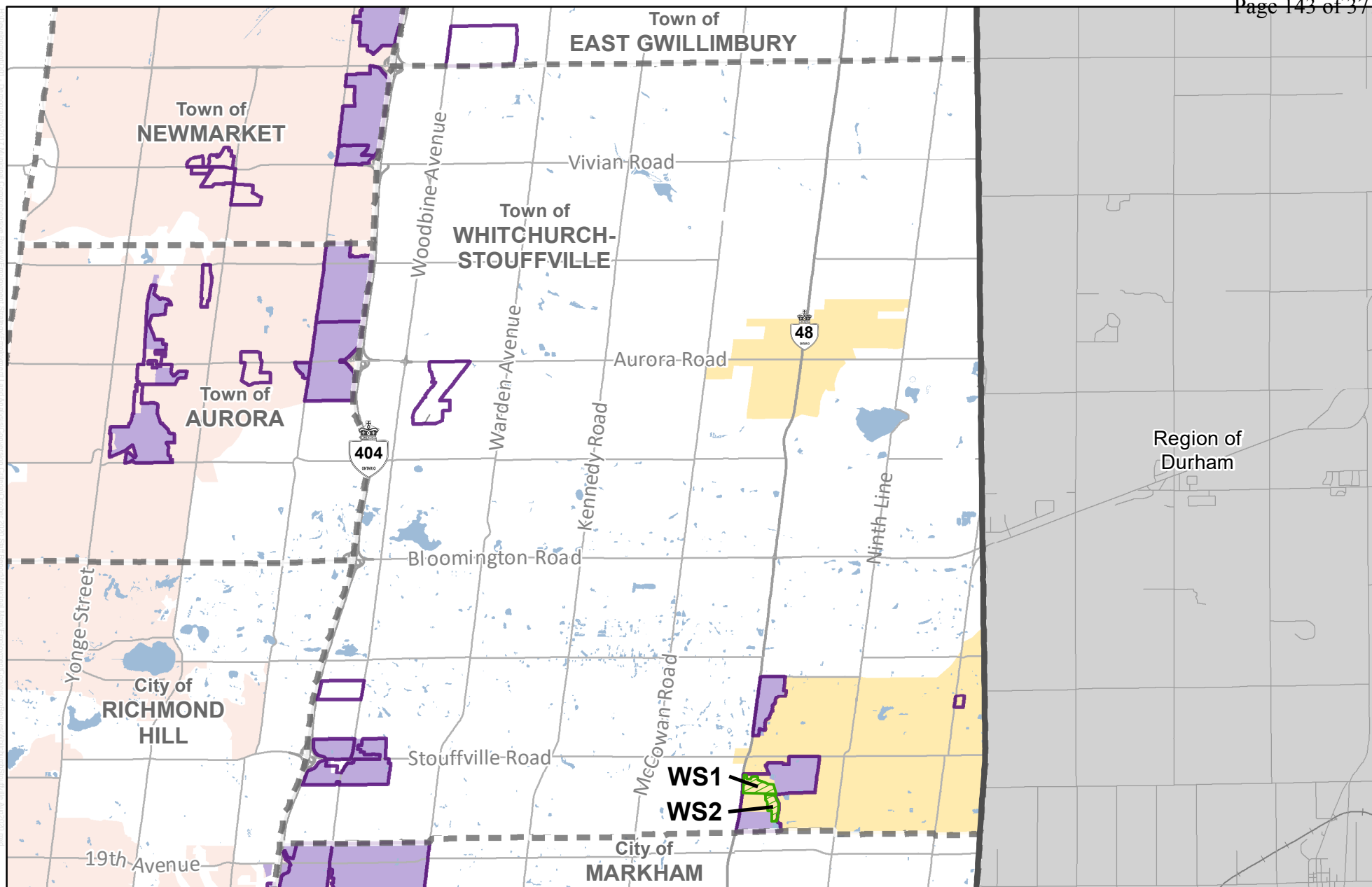
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## Town of Whitchurch-Stouffville Proposed ROP Employment Area Mapping and Conversion Requests

October 2020



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|--|---|--|-----------------------------|
|  | Employment Area conversion request supported                                |  | Towns and Villages          |
|  | Employment Area conversion not required                                     |  | Urban Area                  |
|  | Employment Area conversion request not supported                            |  | Lake/River                  |
|  | Existing Employment Area (as of 2017 York Region Employment Area Inventory) |  | Railway                     |
|  | Proposed ROP Employment Area  |  | Regional Municipal Boundary |
|  |   |  | Local Municipal Boundary    |



### Summary of York Region Staff Employment Area Conversion Recommendations

Employment Area Conversion requests highlighted in grey are those where the Region recommends Council not approve however have been supported or deferred for later consideration by Local Municipal council

Staff Report ID	Submitted By	On behalf of	Address	Municipality	Staff Recommendation	Local Municipal Council Position
A1	Matt Bagnali, Larkin Plus	Luba Czepurnyi	180 & 182 Centre Crescent	Aurora	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Unknown
A2	Malone Given Parsons	Stronach Group	377 Magna Drive	Aurora	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Unknown
A3	Malone Given Parsons	TFP Aurora Development Limited	20 & 25 Mavrinac Boulevard	Aurora	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Unknown
A4	Humphries Planning	2352107 Ontario Inc.	1588 St. John's Sideroad	Aurora	Conversion Not Required. Designate as employment in the Regional Official Plan	Unknown
A5	MHBC Planning	1623 Wellington Street Developments Limited	Southwest Corner of Wellington Street and First Commerce Drive	Aurora	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Unknown
A6	MHBC Planning	Whitwell Developments Limited, Calloway REIT (Aurora North) Inc., and SmartREIT (Aurora North II) Inc.	Northwest corner of Highway 404 and Wellington Street East	Aurora	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Unknown
A7	Michael Smith Planning Consultants; Development Coordinators Ltd.	M6 Developments Inc.	240 Edward Street	Aurora	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Unknown
A8	David Tomlinson	David Tomlinson	181 Centre Crescent	Aurora	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Unknown

Staff Report ID	Submitted By	On behalf of	Address	Municipality	Staff Recommendation	Local Municipal Council Position
G1	GSP Group	Foch Motor Sports International	2400 Glenwoods Avenue	Georgina	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
G2	Lennard Commercial Realty	Agnes Mark, Linda Bashford, Katherina Volk, Joe Boehm, Nick Boehm	PT LTS 3 & 4 CON 4	Georgina	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported

Staff Report ID	Submitted By	On behalf of	Address	Municipality	Staff Recommendation	Local Municipal Council Position
K1	Evans Planning	Neil, Ross, Scott and Lawrie Boynton	12805 Highway 27	King	Conversion Not Required. Designate revised boundary as employment in the Regional Official Plan.	Supported
K2	Malone Given Parsons	King Hill Inc.	2955 King Road	King	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
K3	Daraban Holdings Limited	James and Harry Durbano	17125 Highway 27	King	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported

Staff Report ID	Submitted By	On behalf of	Address	Municipality	Staff Recommendation	Local Municipal Council Position
N1	Town of Newmarket	Town of Newmarket	301 & 395 Mulock Drive, 421 Cane Parkway, 450 & 505 Kent Drive, 460 Oak Street, 489 & 510 Penrose Street, 559, 569, 589, 590 & 611 Steven Court, 16630, 16650 & 16700 Bayview Avenue	Newmarket	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
N2	Weston Consulting	521 and 630 Newpark GP Ltd.	520, 521, 550 and 630 Newpark Boulevard	Newmarket	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
N3	Weston Consulting	Ganni Kinno Developments Inc	507 Mulock Drive	Newmarket	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Unknown

Staff Report ID	Submitted By	On behalf of	Address	Municipality	Staff Recommendation	Local Municipal Council Position
M2	Gowling WLG (Canada) LLP	Belfield Investments Inc.	8050 Woodbine Avenue	Markham	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
M3	Sandra Wiles	1628740 Ontario Inc. and 1628741 Ontario Inc.	2718 & 2730 Elgin Mills Road	Markham	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Conditional Support
M4	Bousfields Inc.	2432194 & 2536871 Ontario Inc. Cornell Rouge Development Corporation and Varlese Brothers Limited	7386 & 7482 Highway 7 East 8600 & 8636 Reesor Road 8662/8724 Reesor Road	Markham	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Deferred
M5	Humphries Planning	Meadow Park Investments Inc.	77 Anderson Avenue	Markham	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Deferred
M6	KLM Planning Partners	Primont Homes and Cornell Rouge Development Corp.	Part of Lot 11, Concession 9	Markham	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
M7	Planning and Development Services	Norfinch Construction	7845 Highway 7	Markham	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Deferred
M8	MHBC Planning	Markham Woodmills Developments Inc.	Northeast Corner of Elgin Mills and Highway 404	Markham	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
M9	Malone Given Parsons	Condor Properties Ltd.	2920 16th Avenue	Markham	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
M10	Malone Given Parsons	Wu's Landmark Group Inc. and First Elgin Mills Developments Inc.	10900 Warden Avenue & 3450 Elgin Mills Road	Markham	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Deferred
M11	Bousfields Inc.	Wemat	South side of Highway 7 and Leslie Street	Markham	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Deferred
M12	W.E. Oughtred & Associates Inc.		108-110, 112-118 and 111-113 Doncaster Avenue	Markham	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
M13	Bousfields Inc.	King Square Ltd.	136 Markland Street	Markham	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported

Staff Report ID	Submitted By	On behalf of	Address	Municipality	Staff Recommendation	Local Municipal Council Position
RH1	Dorsky + Yue International, UrbanMetrics	Rice Commercial Group, 'Mackenzie Commons'	1577 Major Mackenzie Drive East	Richmond Hill	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported
RH2	Humphries Planning Group Inc.	Cedartrail Developments Inc.	1521 19th Avenue	Richmond Hill	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
RH3	Humphries Planning Group Inc.	Congio Enterprises Inc.	1585 19th Avenue	Richmond Hill	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
RH4	Humphries Planning Group Inc.	Toronto Montessori Schools, 1355314 Ontario Inc.	93 Edward Avenue & 500 Elgin Mills Road East	Richmond Hill	Conversion Not Required. Designate as employment in the Regional Official Plan	Not Supported
RH5	Groundswell Urban Planners Inc.	Orlando Corporation	Blocks 2 and 3, 65M4080	Richmond Hill	Conversion Not Required. Designate as employment in the Regional Official Plan	Not Supported
RH6	Evans Planning Inc.	1835942 Ontario Inc.	10481 Yonge Street & 10537 Yonge Street	Richmond Hill	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
RH7	Bousfields Inc.	Baif Developments Ltd	West of Highway 404, south of Major Mackenzie Drive	Richmond Hill	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
RH8	Evans Planning	Upper City Corporation	1751 19th Ave	Richmond Hill	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
RH9	Urban Growth Inc.	Carefirst Seniors and Community Services Association	9893 Leslie Street	Richmond Hill	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
RH10	Urban Strategies Inc.	Crestpoint Real Estate (YYC) Inc.	100 & 115 – 140 York Boulevard	Richmond Hill	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported
RH11	Malone Given Parsons	Parkway Hotels and Convention Centre Inc.	Northeast Corner of Highway 7 and Leslie Street	Richmond Hill	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
RH10 / RH11	City of Richmond Hill		Northwest corner of Highway 404 and Highway 7	Richmond Hill	A portion of the area recommended for conversion to non-employment uses. Designate remainder as employment in the Regional Official Plan.	Supported

Staff Report ID	Submitted By	On behalf of	Address	Municipality	Staff Recommendation	Local Municipal Council Position
V1	Brookvalley Project Management Inc.	Various landholdings in Concord GO Center Secondary Plan area	45, 65, 85, 115 Bowes Road and 1950 and 1970 Highway 7	Vaughan	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
V3	Weston Consulting		233 Four Valley Drive & 1040-1080 Edgeley Boulevard	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported
V4	Humphries Planning Group Inc.	Robvit Developments Inc.	11, 27 and 37 Jacob Keefer Parkway	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported
V5	KLM Planning Partners Inc.	716051 Ontario Limited & 1214420 Ontario Limited	7625 Martin Grove Road & 211 Woodstream Boulevard	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported
V6	Weston Consulting	Battcorp Holdings (Vaughan) Ltd. (Battista)	661 & 681 Chrislea Road	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
V7	Humphries Planning Group	Vaughan 400 North Landowners Group Inc.	Block 34W and 35, Lots 26 through 35, Concession 5 and Lot 1 King Concession 5	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported
V8	DLA Piper		8083 Jane Street	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
V9	Weston Consulting	Designscape Enterprises Ltd.	8821 Weston Road	Vaughan	Conversion Not Required. Designate as employment in the Regional Official Plan	Not Supported
V10	Miele Developments	Vaughan Mills Mixed Use Centre Landowners Group	Part of Lot 14 and 15, Concession 5	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
V11	Weston Consulting	Di Poce Management Limited	6241 Rutherford Road	Vaughan	Conversion Not Required. Designate as employment in the Regional Official Plan	Supported
V12	Humphries Planning	2276771 Ontario Inc.	2739 Highway 7	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
V13	KLM Planning	Seven Keele Ltd/7700 Keele St Ltd	2267 Highway 7 & 7700 Keele Street	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported
V14	Land Solutions Ontario	FDF Investments/Playcor Holdings	156 Chrislea Road & 15 Jevlan Drive	Vaughan	Conversion Not Required. Designate as employment in the Regional Official Plan	Not Supported

Note: Conversion V2 withdrawn.

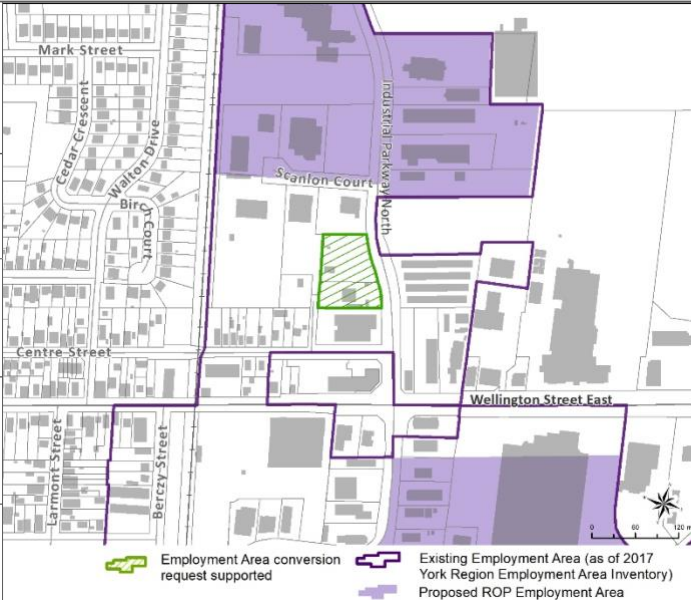



Staff Report ID	Submitted By	On behalf of	Address	Municipality	Staff Recommendation	Local Municipal Council Position
V15	John Zipay and Associates	York Region Condominium Corporation 945	201 Millway Avenue	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported
V16	Weston Consulting		163 & 175 Bowes Road	Vaughan	A portion of the area recommended for conversion to non-employment uses. Designate remainder as employment in the Regional Official Plan.	Supported
V17	MHBC Planning	Ricbru Investments Inc.	4600 Steeles Avenue West	Vaughan	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
V18	MHBC Planning	Steele Valley Developments Limited and Bonneville Homes Limited	7777 Keele Street and 2160-2180 Highway 7	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported
V19	Weston Consulting	Luana Colalillo	31 Jevlan Drive and 172 Chrislea Road	Vaughan	Conversion Not Required. Designate as employment in the Regional Official Plan	Not Supported
V20	Stellarbridge Management Inc.	Stellarbridge, ARG Group of Companies	7171 Jane Street	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
V21	Weston Consulting	Omer Investments Inc.	140 Doughton Road	Vaughan	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
V22	KLM Planning Partners Inc.	Arcovit Holdings Inc.	2067, 2077 Rutherford Road, 696 Westburne Drive	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported
V23	Evans Planning Inc.	2780 Highway 7 Investments	2780 Highway 7	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
V24	Malone Given Parsons Ltd.	Portage Landowners Group	705 Applewood Crescent, 200/225/207 Edgeley Boulevard, 10/11/27/38 Buttermilk Avenue, 190/212 Millway Avenue	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported
V25	KLM Planning Partners Inc.	1406979 Ontario Inc. (affiliate of the ZZEN Group)	Part of Lots 4 and 5, Concession 9	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported
V26	Weston Consulting	York Region Condominium Corporation 549 ("YRCC 549")	2104 Highway 7	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported

Staff Report ID	Submitted By	On behalf of	Address	Municipality	Staff Recommendation	Local Municipal Council Position
V27	Brookvalley Project Management Inc., Frank Filippo	Doney 80 Corp and Doney Hill Holdings Inc	80, 82 & 220 Doney Crescent	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
V28	KLM Planning Partners Inc.	130 Doughton Road Investments Inc.	130 Doughton Road	Vaughan	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
V29	Weston Consulting	York Region Standard Condominium Corporation No. 1311	7250 Keele Street	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Not Supported
V30	Weston Consulting	Co-Mart Holdings Limited	20 Roysun Road	Vaughan	Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	Supported


Staff Report ID	Submitted By	On behalf of	Address	Municipality	Staff Recommendation	Local Municipal Council Position
WS1	Corebridge Development Corp	Zhawd Corporation	12049 Highway 48	Whitchurch-Stouffville	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported
WS2	MHBC Planning	SmartCenters	300 Rougeview Avenue	Whitchurch-Stouffville	Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.	Supported

**ATTACHMENT 5****York Region Site Specific Employment Area Conversion Assessment Summary**

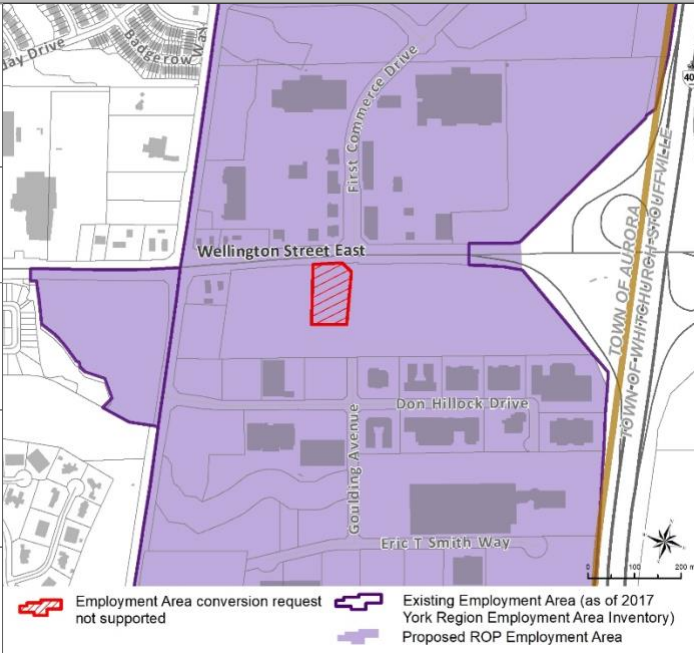
Request#: A1		Town of Aurora
Address	180 & 182 Centre Crescent	
Site Area	0.73 ha	
Employment Area	Industrial Parkway North	
Applicant	Matt Bagnali, Larkin Plus	
Owner	Luba Czepurnyi	
Nature of Request	A request to re-designate subject lands from employment and light industrial uses to residential use.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Conversion to non-employment uses reflects the evolving local urban structure, will likely have minimal impact on adjacent employment uses and results in a more logical employment area boundary.</li><li>- Conversion to permit non-employment uses recognizes that the surrounding context has changed since the lands were originally designated as employment.</li><li>- Site is not integral to support employment land employment growth to 2051.</li></ul>	
Local Municipal Council Position	No position at this time.	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		

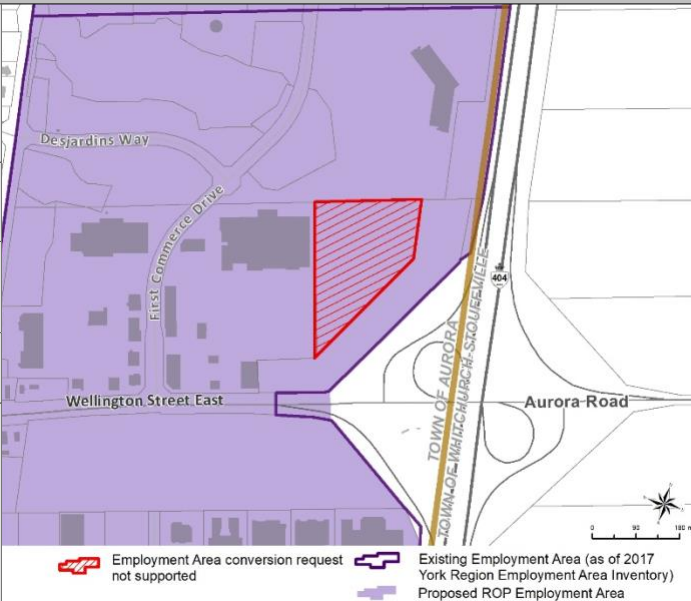
Request#: A2		Town of Aurora
Address	377 Magna Drive	
Site Area	7.96 ha	
Employment Area	Magna	
Applicant	MGP Malone Given Parsons	
Owner	Stronach Group	
Nature of Request	A request to re-designate lands from Business Park employment use to Mixed Use, Medium – High Density Residential, and Community Commercial uses.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Conversion to non-employment uses reflects the evolving local urban structure, will likely have minimal impact on adjacent employment uses and results in a more logical employment area boundary.</li><li>- Conversion to permit non-employment uses recognizes that the surrounding context has changed since the lands were originally designated as employment.</li><li>- Site is not integral to support employment land employment growth to 2051.</li></ul>	
Local Municipal Council Position	No position at this time.	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		

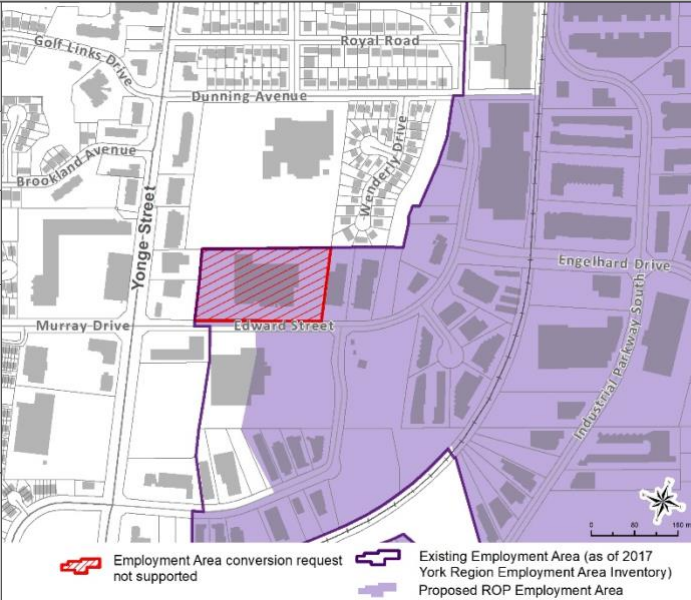
Request#: A3		Town of Aurora
Address	20 & 25 Mavrinac Boulevard	
Site Area	6.90 ha	
Employment Area	Magna	
Applicant	MGP Malone Given Parsons	
Owner	TFP Aurora Development Limited	
Nature of Request	A request to re-designate lands from Business Park employment use to Residential uses.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Conversion to non-employment uses reflects the evolving local urban structure, will likely have minimal impact on adjacent employment uses and results in a more logical employment area boundary.</li><li>- Conversion to permit non-employment uses recognizes that the surrounding context has changed since the lands were originally designated as employment.</li><li>- Site is not integral to support employment land employment growth to 2051.</li></ul>	
Local Municipal Council Position	No position at this time.	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		

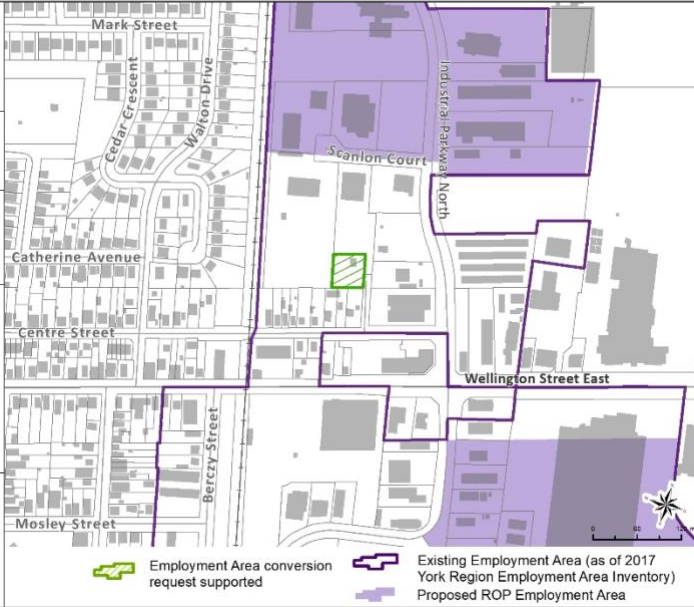
Request#: A4		Town of Aurora	
Address	1588 St. John's Sideroad		
Site Area	1.05 ha		
Employment Area	Aurora 2C		
Applicant	Humphries Planning		
Owner	2352107 Ontario Inc.		
Nature of Request	A request to permit the development of an education and sports complex on Block 5. This use is not permitted through local municipal Business Park designation.		
Summary of Assessment	<div>- Site is in proximity to Highway 404, contributing to the Region's and local municipality's economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</div> <div>- The proposed use on these lands is considered an employment use elsewhere in the Town of Aurora Official Plan. On this basis, the proposed use could be accommodated through the local planning approval process.</div>		
Local Municipal Council Position	No position at this time.		
<b>Recommendation:</b> Conversion is not required as increased flexibility in the permitted uses for this site, including the uses requested, can be accommodated through Regional and Local municipal employment area planning frameworks. Designate as employment in the Regional Official Plan.			

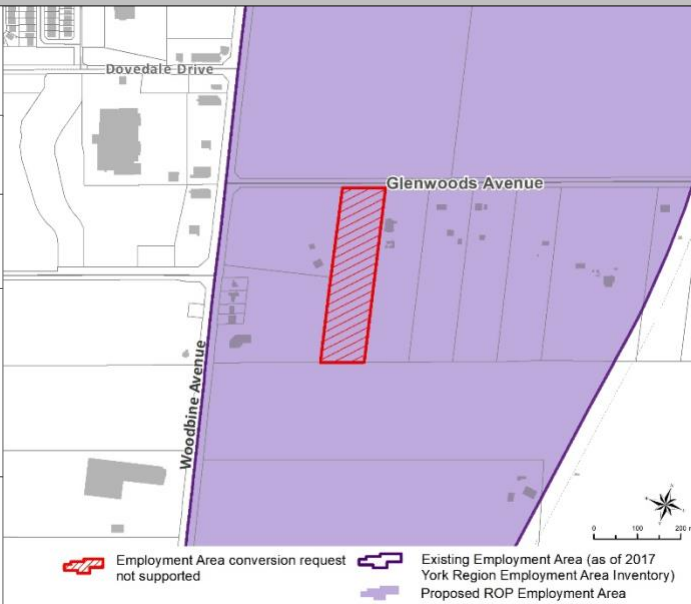


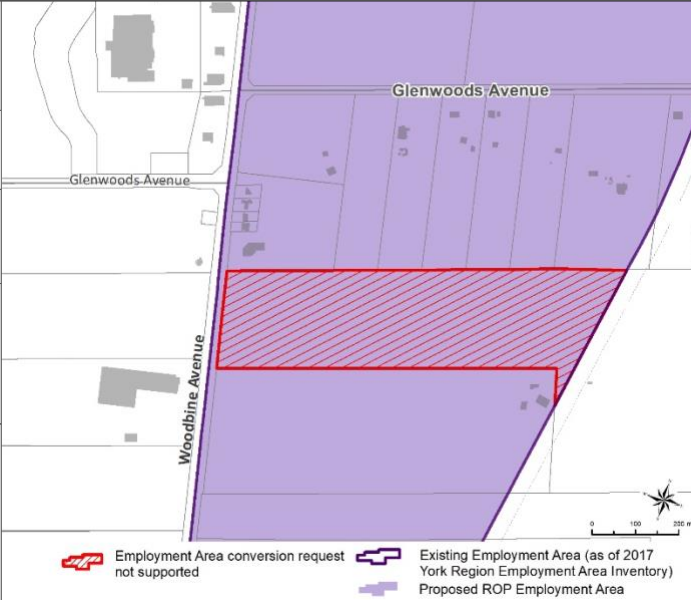
Request#: A5		Town of Aurora	
Address	Southwest Corner of Wellington Street /First Commerce Drive		
Site Area	0.81 ha		
Employment Area	Wellington/404		
Applicant	MHBC Planning		
Owner	1623 Wellington Street Developments Limited		
Nature of Request	A request to re-designate subject lands from Business Park employment use to mixed-use including retail and residential uses for retirement living.		
Summary of Assessment	<p>-Existing site-specific permissions on the site already allow for more flexible employment uses such as retail. Introducing residential uses, such as seniors housing, is not suitable for the surrounding context due to lack of amenities within proximity that support age friendly communities.</p> <p>Site is part of a larger contiguous employment area, and the introduction of non-employment uses, such as residential uses for retirement living, has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses and adding pressure for future conversions on adjacent parcels. Site is in proximity to Highway 404, contributing to the Regional and local municipality’s economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</p>		
Local Municipal Council Position	No position at this time.		
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.			

Request#: A6		Town of Aurora	
Address	Northwest corner of Highway 404 and Wellington Street East		
Site Area	4.35 ha		
Employment Area	Wellington/404		
Applicant	MHBC Planning		
Owner	Whitwell Developments Limited, Calloway REIT (Aurora North) Inc., and SmartREIT (Aurora North II) Inc.		
Nature of Request	A request to re-designate subject lands from Business Park employment use to mixed-use, including residential uses.		
Summary of Assessment	<ul style="list-style-type: none"><li>- Existing site-specific permissions on the site already allow for more flexible employment uses such as retail. The introduction of non-employment uses, such as residential, is not compatible with the surrounding context due to its proximity to a 400 series highway.</li><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses and adding pressure for future conversions of adjacent parcels.</li><li>- Site has visibility from and/or is adjacent to, Highway 404, contributing to the Regional and local municipality's economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</li></ul>		
Local Municipal Council Position	No position at this time.		
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.			

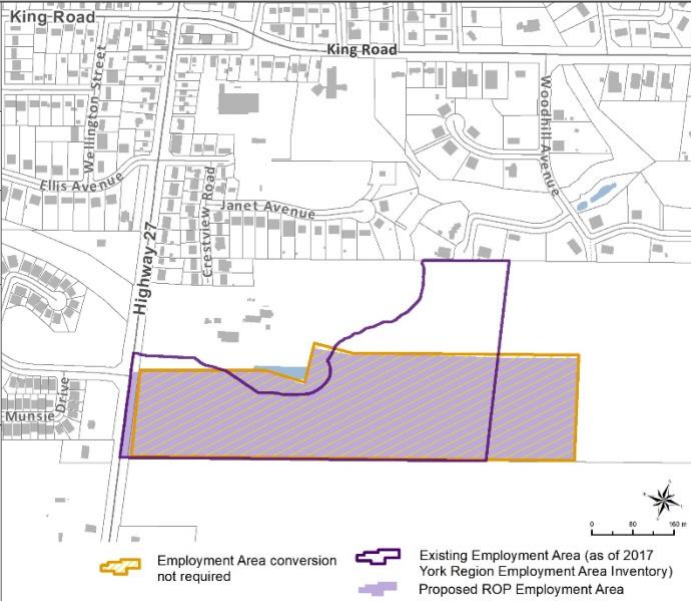
Request#: A7		Town of Aurora
Address	240 Edward Street	
Site Area	3.1 ha	
Employment Area	Industrial Parkway South	
Applicant	Michael Smith Planning Consultants; Development Coordinators Ltd.	
Owner	M6 Developments Inc.	
Nature of Request	A request to re-designate subject lands to a designation that permits the proposal for redevelopment of the existing building and two new buildings; a 6-storey, 352 bed long-term care facility and a 6-storey retirement home facility.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses and adding pressure for future conversions in adjacent parcels.</li><li>- Permitting non-employment uses could potentially introduce compatibility issues with surrounding employment uses.</li></ul>	
Local Municipal Council Position	No position at this time.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

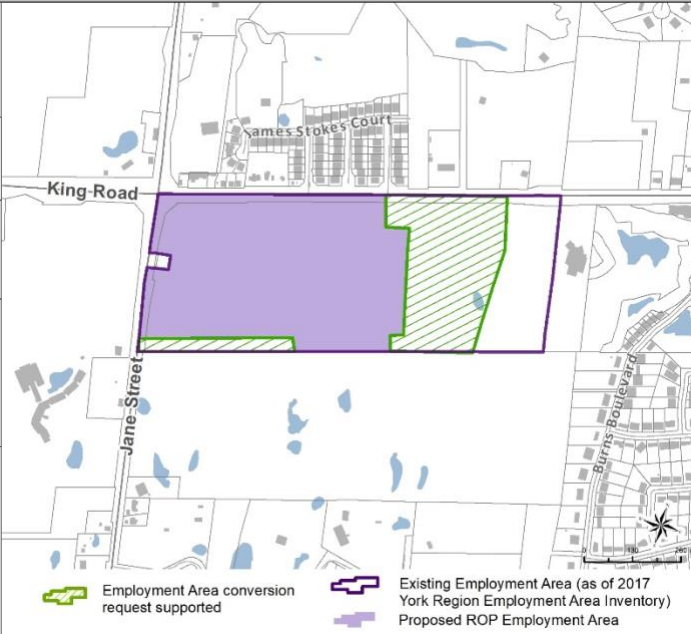
Request#: A8		Town of Aurora
Address	181 Centre Crescent	
Site Area	0.19 ha	
Employment Area	Industrial Parkway North	
Applicant	David Tomlinson	
Owner	David Tomlinson	
Nature of Request	A request to re-designate the subject lands from employment to non-employment uses.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Conversion to non-employment uses reflects the evolving local urban structure, will likely have minimal impact on adjacent employment uses and results in a more logical employment area boundary.</li><li>- Conversion to permit non-employment uses recognizes that the surrounding context has changed since the lands were originally designated as employment.</li><li>- Site is not integral to support employment land employment growth to 2051.</li></ul>	
Local Municipal Council Position	No position at this time.	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		

Request#: G1		Town of Georgina	
Address	2400 Glenwoods Avenue		
Site Area	4.05 ha		
Employment Area	Keswick Business Park		
Applicant	GSP Group		
Owner	Foch Motor Sports International		
Nature of Request	A request to re-designate lands to permit mixed-use residential, commercial/retail and office uses.		
Summary of Assessment	<p>- The site is within the Keswick Business Park, which due to the nature, character, and potential for future success of this employment area, should not be considered for conversion during the current MCR.</p> <p>Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses and adding pressure for future conversions in adjacent parcels.</p> <p>- Permitting non-employment uses could potentially introduce compatibility issues with future employment uses.</p>		
Local Municipal Council Position	Not Supported.		
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.			

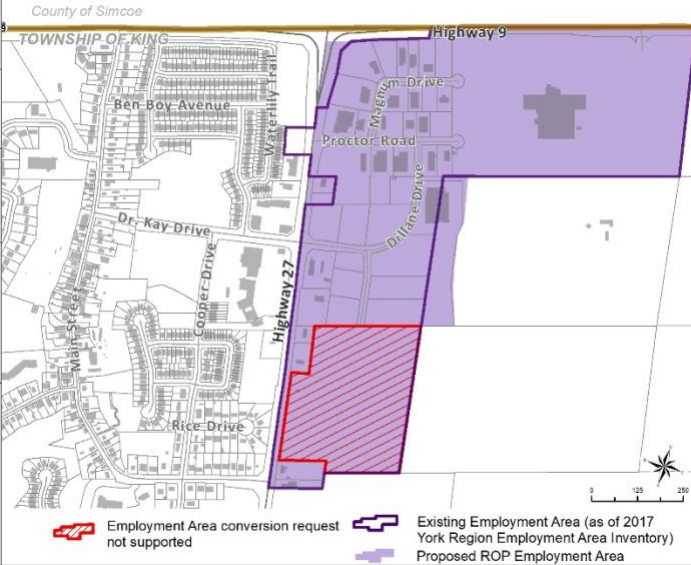
Request#: G2		Town of Georgina	
Address	PT LTS 3 & 4 CON 4	 <p>Employment Area conversion request not supported</p> <p>Existing Employment Area (as of 2017 York Region Employment Area Inventory)</p> <p>Proposed ROP Employment Area</p>	
Site Area	19.77 ha		
Employment Area	Keswick		
Applicant	Lennard Commercial Realty		
Owner	Agnes Mark, Linda Bashford, Katherina Volk, Joe Boehm, Nick Boehm		
Nature of Request	A request to re-designate lands to permit residential and/or retail uses.		
Summary of Assessment	<p>- The site is within the Keswick Business Park, which due to the nature, character, and potential for future success of this employment area, should not be considered for conversion during the current MCR.</p> <p>Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses and adding pressure for future conversions in adjacent parcels.</p> <p>- Permitting non-employment uses could potentially introduce compatibility issues with future employment uses.</p>		
Local Municipal Council Position	Not Supported.		
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.			

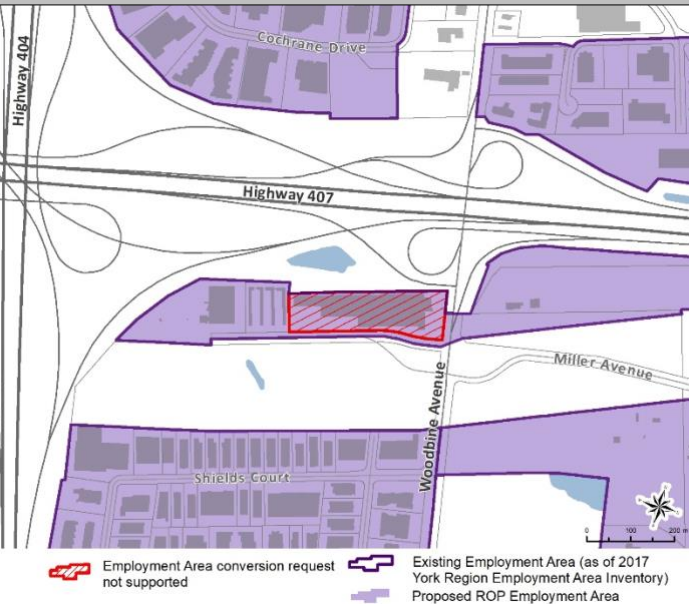


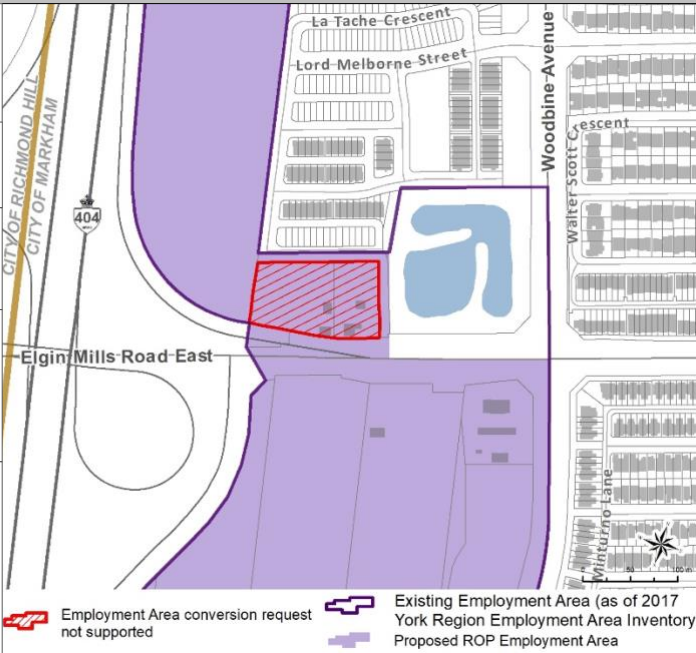
Request#: K1		Township of King	
Address	12805 Highway 27		
Site Area	17.26 ha		
Employment Area	Nobleton		
Applicant	Evans Planning		
Owner	Neil, Ross, Scott and Lawrie Boynton		
Nature of Request	A request to reconfigure employment area on the subject lands.		
Summary of Assessment	<p>- In consultation with the Township and the Region, the landowner has proposed revising the Nobleton employment area boundary to better support development objectives. The Region is supportive of the Nobleton employment area boundary being revised, as shown above, to create a more logical planning boundary. The proposed revised boundary results in a negligible loss in employment area.</p>		
Local Municipal Council Position	Supportive of the reconfiguration of employment area.		
<p><b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan to reflect the revised employment area boundary.</p>			

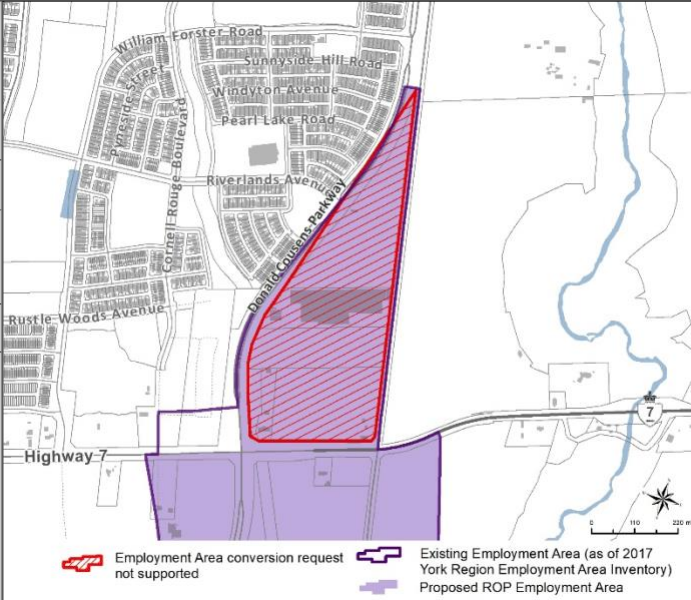
Request#: K2		Township of King
Address	2955 King Road	
Site Area	9.95 ha	
Employment Area	King City	
Applicant	MGP Malone Given Parsons	
Owner	King Hill Inc.	
Nature of Request	A request to re-designate a portion of the lands from prestige employment area to mixed and residential uses.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Conversion to permit non-employment uses has minimal impact on adjacent employment uses</li><li>- The site's role as employment land is not of Regional significance and is more appropriately designated at the local level</li><li>- Existing water-wastewater infrastructure capacity is limited in King City. Development will be subject to available servicing capacity as determined by the local municipality.</li><li>- Site is not integral to support employment land employment growth to 2051.</li></ul>	
Local Municipal Council Position	Generally supportive of the request subject to comments and conditions outlined in the Township of King December 2, 2019 Committee of the Whole report.	
<b>Recommendation:</b> Area of conversion request not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		

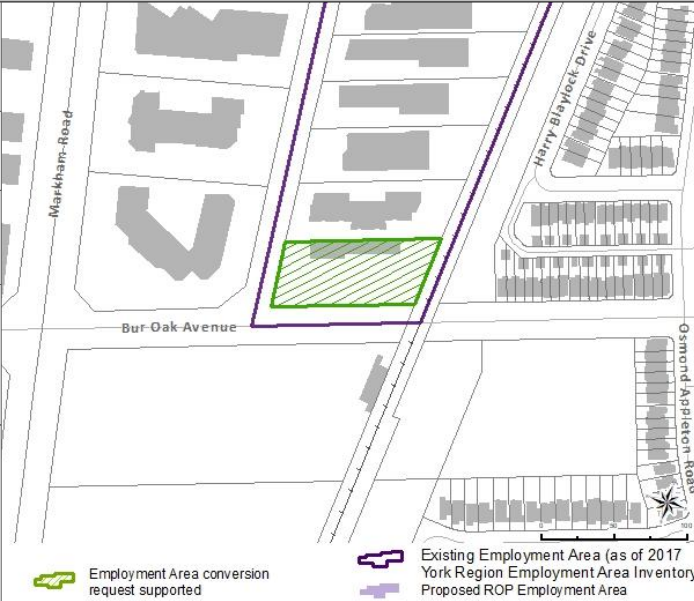


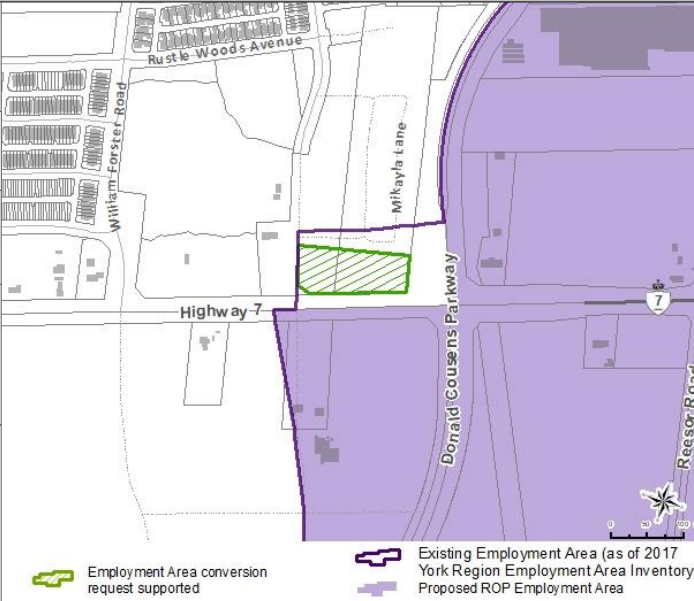
Request#: K3		Township of King
Address	17125 Highway 27	
Site Area	12.31 ha	
Employment Area	Schomberg	
Applicant	Daraban Holdings Limited	
Owner	James and Harry Durbano	
Nature of Request	A request to re-designate employment lands to allow a seniors' healthcare centre.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Lands are part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses and adding pressure for future conversions on the adjacent parcels.</li><li>- Site is a large-sized employment area (12.3Ha) and should be protected over the long term to support a diverse range, size, and mix of employment opportunities.</li></ul>	
Local Municipal Council Position	Not Supported.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

Request#: M2		City of Markham	
Address	8050 Woodbine Avenue		
Site Area	3.30 ha		
Employment Area	Rodick		
Applicant	Gowling WLG (Canada) LLP		
Owner	Belfield Investments Inc.		
Nature of Request	A request seeking to add a residential use provision while maintaining as-of-right employment uses, in order to redevelop the property into a high-density mixed-use site.		
Summary of Assessment	<ul style="list-style-type: none"><li>- The introduction of non-employment uses has the potential to destabilize the employment area and prompt additional conversions of surrounding lands which will negatively impact the viability of the employment area.</li><li>- Site has visibility from and/or is adjacent to, Highways 407 and 404, contributing to the Regional and local municipality’s economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</li></ul>		
Local Municipal Council Position	Not supported however the potential for mixed use should be evaluated through a future planning study within a larger area context.		
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.			

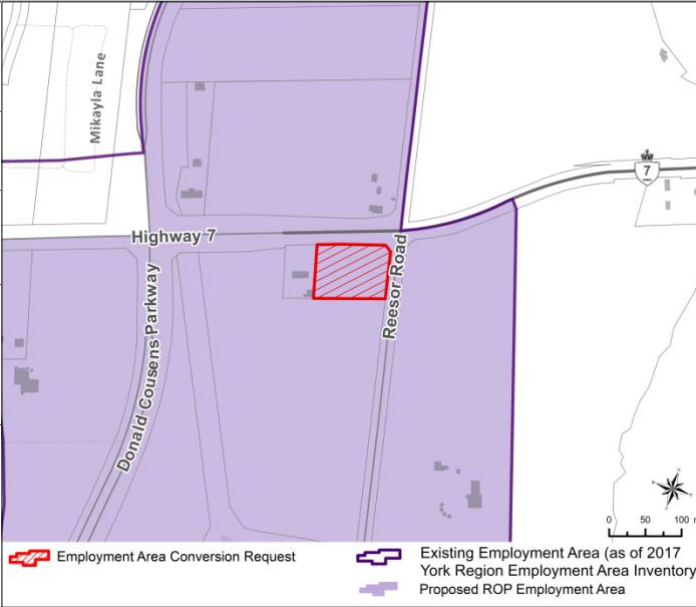
Request#: M3		City of Markham
Address	2718 & 2730 Elgin Mills Road	
Site Area	1.00 ha	
Employment Area	Cathedral	
Applicant	Sandra Wiles	
Owner	1628740 Ontario Inc.	
Nature of Request	A request to re-designate lands from “Service Employment” use to “Low Rise Residential”.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site has visibility from and/or is adjacent to, Highway 404, contributing to the Regional and local municipality’s economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</li><li>- Analysis to date indicates that direct access to Elgin Mills Road is not permitted, due to the location of the Highway 404 northbound on-ramp system relative to the subject lands. The site can be accessed through lands to the north.</li><li>- The introduction of non-employment uses has the potential to destabilize the employment area and prompt additional conversions of surrounding lands which will negatively impact the viability of the employment area.</li></ul>	
Local Municipal Council Position	Request supported subject to York Region confirming that no access to the employment lands along Highway 404 immediately to the west (i.e., Markham Woodmills) is possible from Elgin Mills Rd through the subject lands.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

Request#: M4		City of Markham
Address	7386 & 7482 Hwy 7 East, 8600, 8636 & 8662/8724 Reesor Rd.	
Site Area	17.90 ha	
Employment Area	Cornell	
Applicant	Bousfields Inc.	
Owner	2432194 & 2536871 Ontario Inc. Cornell Rouge Development Corporation and Varlese Brothers Limited	
Nature of Request	A request to convert employment land to support mixed-use development comprising medium and high density residential, retail, office commercial and a hotel.	
Summary of Assessment	<p>- Site is in proximity to Highway 407, contributing to the Regional and local municipality's economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</p> <p>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses by adding pressure for future conversions on the adjacent parcels.</p> <p>- The site is 17.9 ha and is considered a large-sized employment area site and should be protected over the long term to support a diverse range, size, and mix of employment opportunities.</p>	
Local Municipal Council Position	Consideration of the request for conversion be postponed and evaluated through secondary plan studies.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

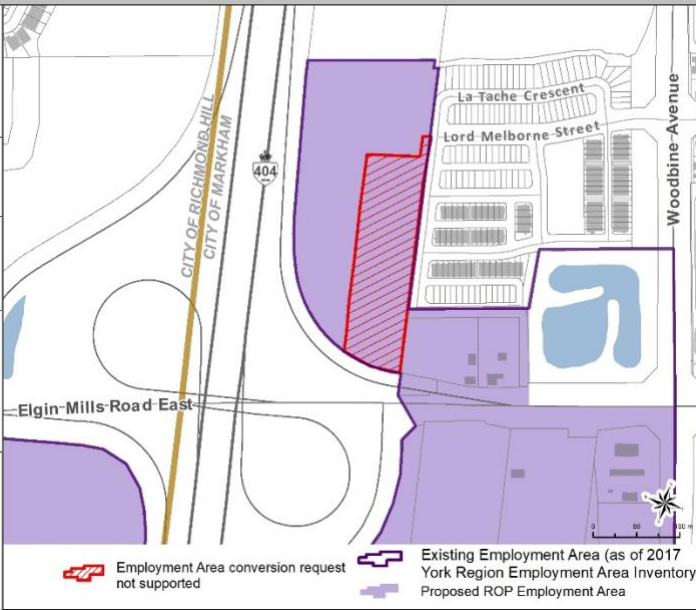
Request#: M5		City of Markham
Address	77 Anderson Avenue	
Site Area	0.45 ha	
Employment Area	Mount Joy	
Applicant	Humphries Planning	
Owner	Meadow Park Investments Inc.	
Nature of Request	A request to re-designate subject lands from Service Employment to Mixed Use High Rise.	
Summary of Assessment	<ul style="list-style-type: none"><li>- A non-employment use is appropriate, has minimal impact on adjacent employment uses, and is compatible with the surrounding context.</li><li>- Site's role as employment land is not of Regional significance and is more appropriately designated at the local level.</li><li>- Site is not integral to support employment land employment growth to 2051.</li></ul>	
Local Municipal Council Position	Consideration of the request for conversion be postponed and evaluated through secondary plan studies	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		

Request#: M6		City of Markham
Address	Part of Lot 11, Concession 9	
Site Area	0.95 ha	
Employment Area	Cornell	
Applicant	KLM Planning Partners	
Owner	Primont Homes and Cornell Rouge Development Corp.	
Nature of Request	A request to re-designate lands from employment use to permit residential use, in addition to retail, office, and employment uses already permitted within the "Business Park Area - Avenue 7 Corridor" designation of the Cornell Secondary Plan (2008).	
Summary of Assessment	<ul style="list-style-type: none"><li>- Conversion to non-employment uses reflects the evolving local urban structure, will likely have minimal impact on adjacent employment uses and results in a more logical employment area boundary.</li><li>- Site is not integral to support employment land employment growth to 2051.</li></ul>	
Local Municipal Council Position	Support Request.	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		

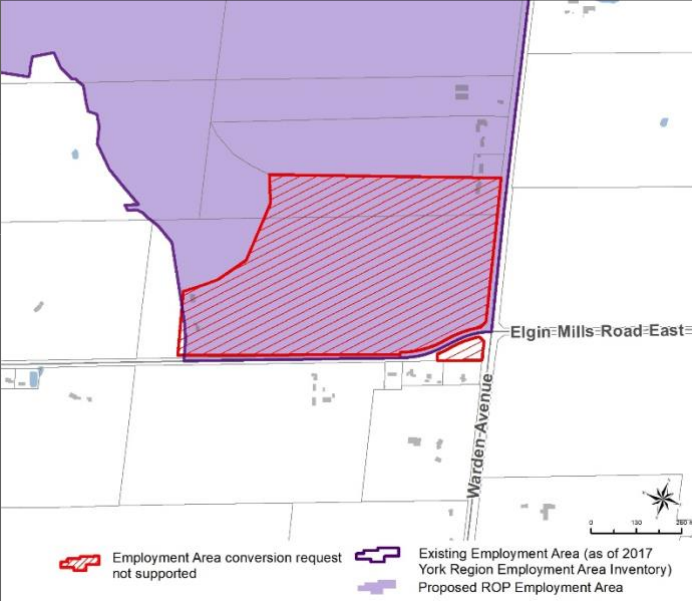


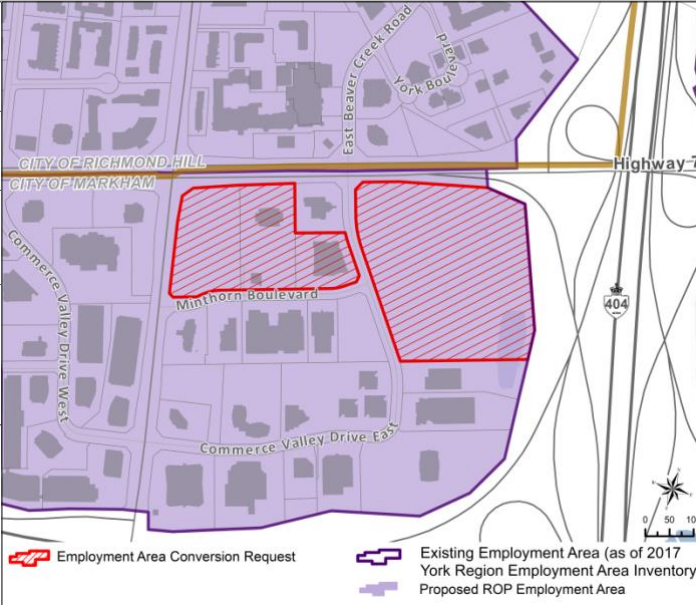
Request#: M7		City of Markham
Address	7845 Highway 7	 <p>Employment Area Conversion Request</p> <p>Existing Employment Area (as of 2017 York Region Employment Area Inventory)</p> <p>Proposed ROP Employment Area</p>
Site Area	0.75 ha	
Employment Area	Cornell	
Applicant	Planning and Development Services	
Owner	Norfinch Construction	
Nature of Request	A request to re-designate lands from Business Park Employment to Mixed-Use Mid Rise.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site is in proximity to Highway 407, contributing to the Regional and local municipality’s economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</li><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses and adding pressure for future conversions on the adjacent parcels.</li></ul>	
Local Municipal Council Position	Consideration of the request for conversion be postponed and evaluated through secondary plan studies.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

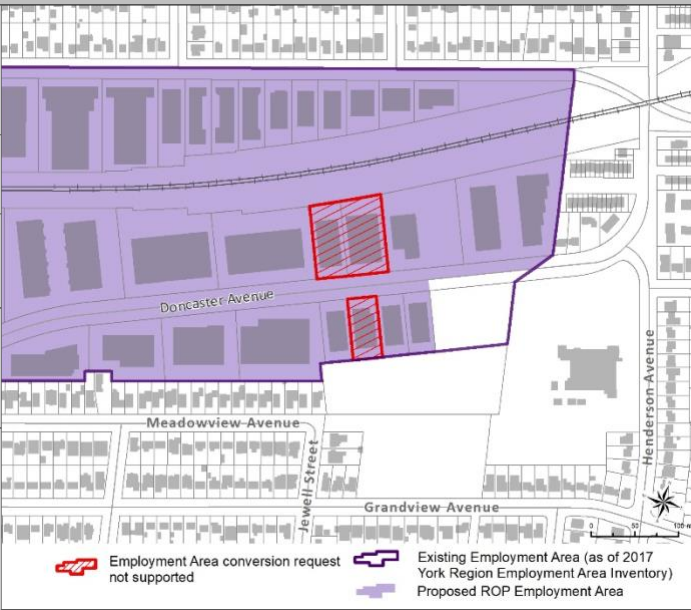


Request#: M8		City of Markham
Address	Northeast Corner of Elgin Mills/ Highway 404	 <p>Map showing the site location at the northeast corner of Elgin Mills Road East and Highway 404. The site area is highlighted in purple. The map includes labels for 'CITY OF RICHMOND HILL', 'CITY OF MARKHAM', 'Elgin Mills Road East', 'La Tache Crescent', 'Lord Melbourne Street', and 'Woodbine Avenue'. A legend at the bottom indicates: 'Employment Area conversion request not supported' (red hatched area) and 'Existing Employment Area (as of 2017 York Region Employment Area Inventory) Proposed ROP Employment Area' (purple area).</p>
Site Area	1.67 ha	
Employment Area	Cathedral	
Applicant	MHBC Planning	
Owner	Markham Woodmills Developments Inc.	
Nature of Request	A request to re-designate lands from employment uses to mid-rise residential for seniors housing and small scale office uses.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site has visibility from and/or is adjacent to Highway 404, contributing to the Regional and local municipality's economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</li><li>- The introduction of non-employment uses has the potential to destabilize the remaining employment area and prompt additional conversions of surrounding lands which will negatively impact the viability of the employment area.</li></ul>	
Local Municipal Council Position	Request not supported, however staff be directed to work with the landowner to identify a broader range of potential non-residential uses for the subject lands.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		




Request#: M10		City of Markham
Address	10900 Warden Avenue & 3450 Elgin Mills Road	
Site Area	29.16 ha	
Employment Area	ROPA 3	
Applicant	MGP Malone Given Parsons	
Owner	Wu's Landmark Group Inc. and First Elgin Mills Developments Inc.	
Nature of Request	A request to re-designate lands from employment to mixed-use.	
Summary of Assessment	<ul style="list-style-type: none"><li>- The site is within the ROPA 3 future employment area, which due to the nature, character, and potential for future success of this employment area, should not be considered for conversion during the current MCR.</li><li>- Lands are part of employment area in adopted Markham Official Plan, subject to appeal.</li></ul>	
Local Municipal Council Position	Consideration of the request for conversion be postponed and evaluated through secondary plan studies.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

Request#: M11		City of Markham
Address	South side of Highway 7 and Leslie Street	
Site Area	18.50 ha	
Employment Area	Commerce Valley/Leitchcroft	
Applicant	Bousfields Inc.	
Owner	Wemat	
Nature of Request	A request to re-designate lands from employment to mixed-use.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site has visibility from and/or is adjacent to, Highways 404 and 407, contributing to the Regional and local municipality's economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</li><li>- The site is 18.5 ha and is considered a large-sized employment area site and should be protected over the long-term to support a diverse range, size, and mix of employment opportunities.</li><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses adding pressure for future conversions on the adjacent parcels.</li></ul>	
Local Municipal Council Position	Conversion request postponed to allow for the submission of an appropriate revised development concept plan prior to ultimate consideration of the conversion request by York Region Council.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		


Request#: M12		City of Markham
Address	108-110, 112-118 and 111-113 Doncaster Avenue	
Site Area	0.95 ha	
Employment Area	Thornhill	
Applicant	W.E. Oughtred & Associates Inc.	
Owner	Unknown	
Nature of Request	A request to re-designate lands from employment to medium density residential uses such as townhomes or stacked townhomes.	
Summary of Assessment	- The introduction of non-employment uses has the potential to destabilize the employment area and prompt additional conversions of surrounding lands which will negatively impact the viability of the employment area.	
Local Municipal Council Position	Request not supported.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

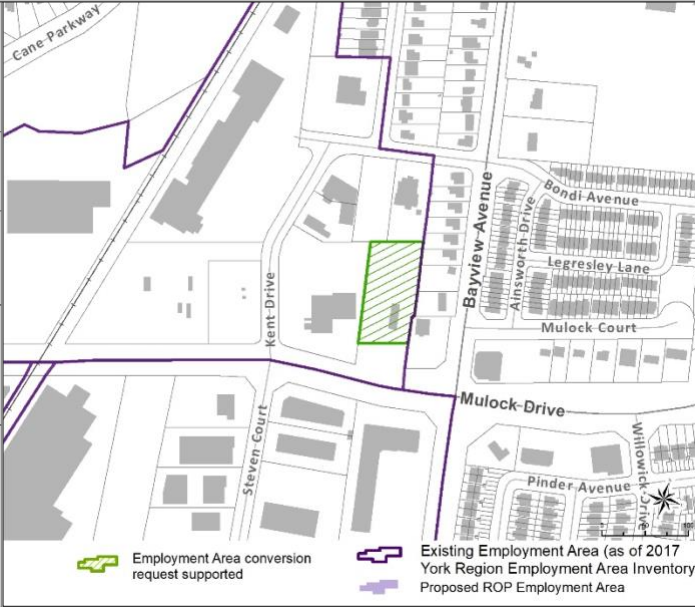
Request#: M13		City of Markham
Address	136 Markland Street	<p>■ Employment Area conversion request supported    ■ Existing Employment Area (as of 2017 York Region Employment Area Inventory)    ■ Proposed ROP Employment Area</p>
Site Area	1.10 ha	
Employment Area	Cachet	
Applicant	Bousfields Inc.	
Owner	King Square Ltd.	
Nature of Request	A request to re-designate lands from employment to mixed-use including residential uses.	
Summary of Assessment	<ul style="list-style-type: none"><li>- A conversion to a non-employment uses is reflective of the evolving local urban structure and the natural heritage feature to the west of the conversion site serves as a logical boundary for the employment area</li></ul>	
Local Municipal Council Position	Request supported subject to the respective landowners entering into an agreement with the City of Markham for submissions of Official Plan and Zoning By-law amendment applications contemplating the provision of affordable purpose-built rental and seniors housing as well as retention of employment uses, prior to ultimate consideration of the conversion requests by York Region Council.	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		

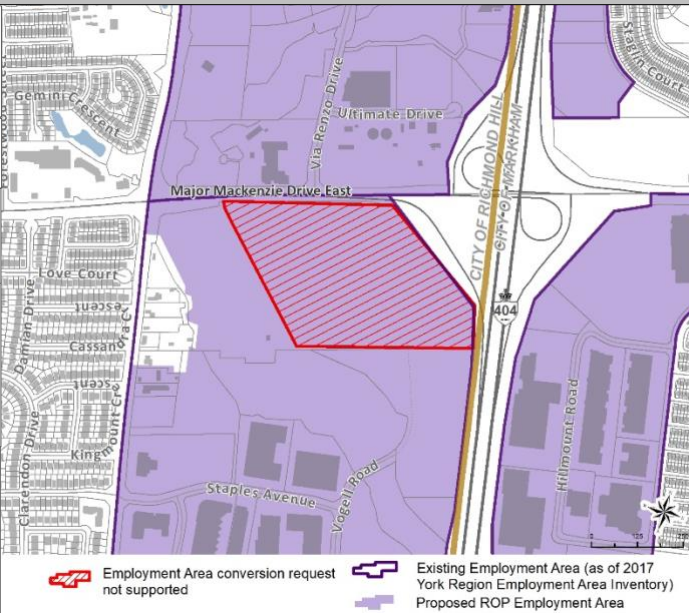


Request#: N1		Town of Newmarket	
Address	301 & 395 Mulock Drive, 421 Cane Parkway, 450 & 505 Kent Drive, 460 Oak Street, 489 & 510 Penrose Street, 559, 569, 589, 590 & 611 Steven Court, 16630, 16650 & 16700 Bayview Avenue		
Site Area	18.30 ha		
Employment Area	Mulock Southeast and Mulock North		
Applicant	Town of Newmarket		
Owner	Town of Newmarket		
Nature of Request	The Town of Newmarket has initiated the Mulock GO Station Area Secondary Plan, with plans for converting existing employment areas to allow for mixed-uses, including retail and residential uses.		
Summary of Assessment	<ul style="list-style-type: none"><li>- Conversion to non-employment uses reflects the changing nature of employment / evolving planned urban structure.</li><li>- Conversion to non-employment uses supports the local municipal planning objectives of the evolving urban structure</li><li>- Site is not integral to support employment land employment growth to 2051.</li></ul>		
Local Municipal Council Position	Support request.		
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.			



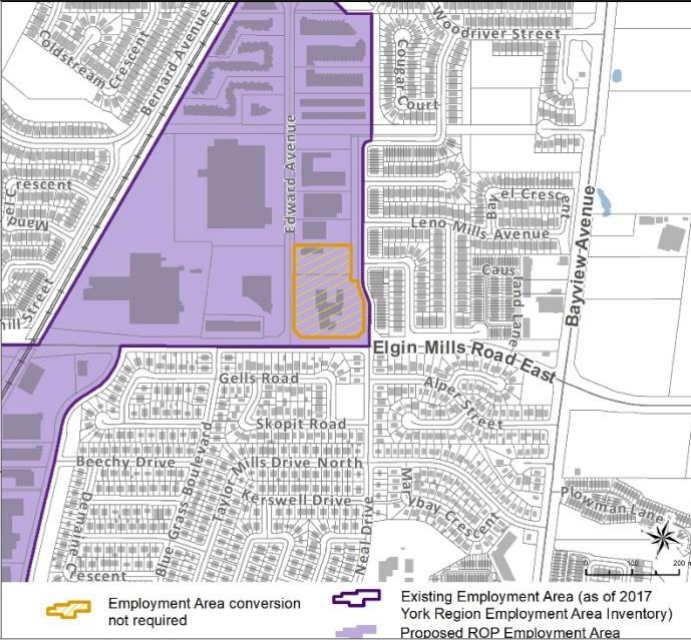
Request#: N2		Town of Newmarket	
Address	520, 521, 550 and 630 Newpark Boulevard		
Site Area	17.97 ha		
Employment Area	Bayview South		
Applicant	Weston Consulting		
Owner	521 and 630 Newpark GP Ltd.		
Nature of Request	A request to re-designate a portion of the lands from "Business Park - Mixed Employment" to "Mixed-Use Residential/ Retail/ Office", "Mixed-Use Retail/ Residential", and "Emerging Residential".		
Summary of Assessment	<ul style="list-style-type: none"><li>- Conversion to permit non-employment uses recognizes that the surrounding context has changed since the lands were originally designated as employment</li><li>- Site is not integral to support employment land employment growth to 2051.</li></ul>		
Local Municipal Council Position	Support request.		
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.			

Request#: N3		Town of Newmarket	
Address	507 Mulock Drive		
Site Area	0.70 ha		
Employment Area	Mulock North		
Applicant	Weston Consulting		
Owner	Ganni Kinno Developments Inc.		
Nature of Request	A request to re-designate the lands from employment to a mix of uses including residential, retail and office uses.		
Summary of Assessment	<div>- Conversion to non-employment uses reflects the changing nature of employment / evolving planned urban structure.</div> <div>- Conversion to non-employment uses supports the local municipal planning objectives of the evolving urban structure proposed</div> <div>- Site is not integral to support employment land employment growth to 2051.</div>		
Local Municipal Council Position	No position at this time.		
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.			

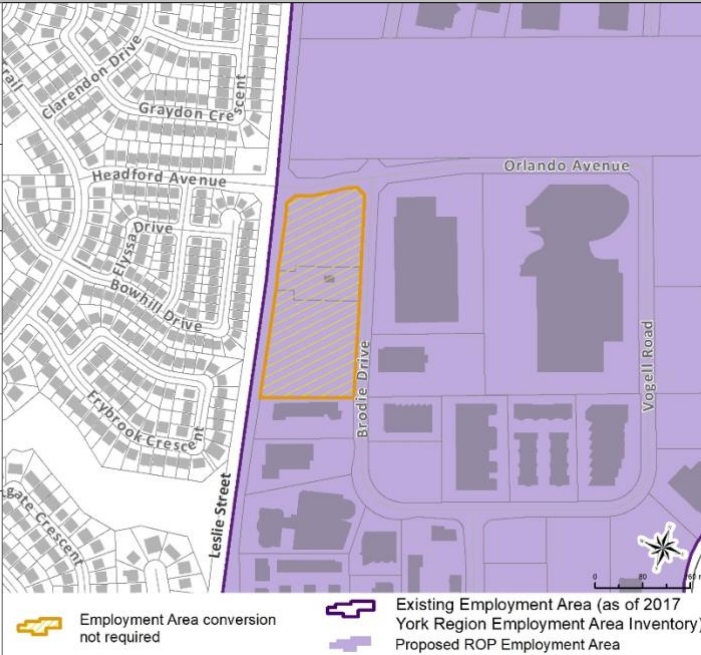
Request#: RH1		City of Richmond Hill	
Address	1577 Major Mackenzie Drive East		
Site Area	17.60 ha		
Employment Area	Headford		
Applicant	Dorsky + Yue International, UrbanMetrics		
Owner	Rice Commercial Group, 'Mackenzie Commons'		
Nature of Request	A request to re-designate employment lands to mixed-use to facilitate the development of high-density residential and commercial uses on site.		
Summary of Assessment	<ul style="list-style-type: none"><li>- Site is adjacent to Highway 404, contributing to the Regional and local municipality's economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</li><li>- The site is 17.6 ha and is considered a large-sized employment area site and should be protected over the long-term to support a diverse range, size, and mix of employment opportunities.</li><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing and future surrounding employment uses adding pressure for future conversions of the adjacent parcels.</li><li>- Existing site-specific permissions on the site already allow for more flexible employment uses such as major retail and commercial uses.</li><li>- The introduction of non-employment uses, such as residential, is not compatible with the surrounding context due to its proximity to a 400 series highway.</li></ul>		
Local Municipal Council Position	Support request.		
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.			

Request#: RH2		City of Richmond Hill
Address	1521 19th Avenue	
Site Area	0.13 ha	
Employment Area	North Leslie	
Applicant	Humphries Planning Group Inc.	
Owner	Cedartrail Developments Inc.	
Nature of Request	A request to re-designate lands from employment to residential use.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Conversion to permit non-employment uses recognizes that the surrounding context has changed since the lands were originally designated as employment.</li><li>- Site is not integral to support employment land employment growth to 2051.</li></ul>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		

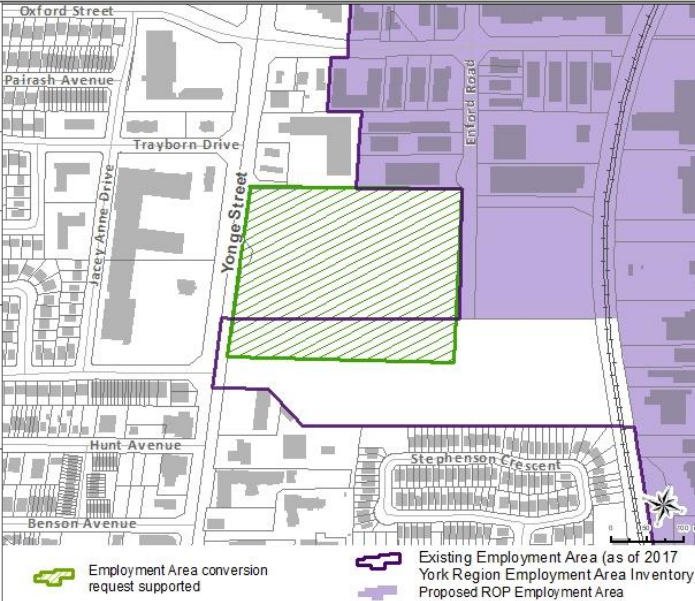
Request#: RH3		City of Richmond Hill
Address	1585 19th Avenue	
Site Area	0.37 ha	
Employment Area	North Leslie	
Applicant	Humphries Planning Group Inc.	
Owner	Congio Enterprises Inc.	
Nature of Request	A request to re-designate lands from employment to residential use.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Conversion to permit non-employment uses recognizes that the surrounding context has changed since the lands were originally designated as employment.</li><li>- Site is not integral to support employment land employment growth to 2051.</li></ul>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		

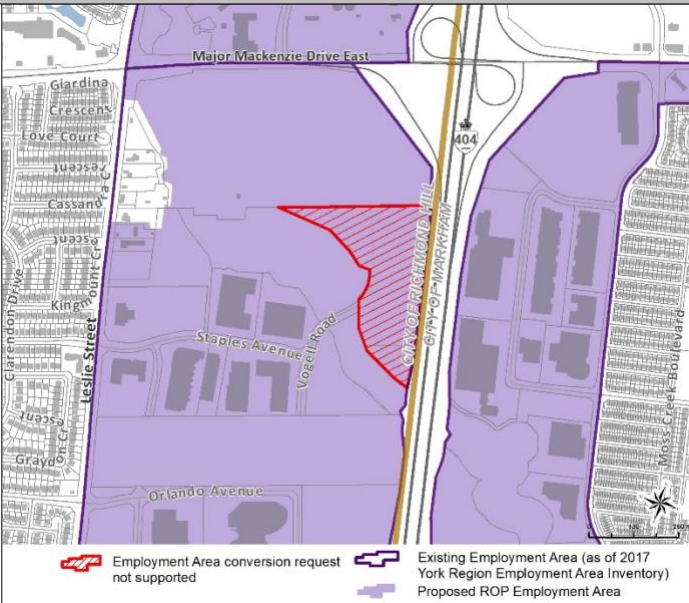
Request#: RH4		City of Richmond Hill
Address	93 Edward Avenue & 500 Elgin Mills Road East	
Site Area	2.68 ha	
Employment Area	Newkirk	
Applicant	Humphries Planning Group Inc.	
Owner	Toronto Montessori Schools, 1355314 Ontario Inc.	
Nature of Request	A request to re-designate subject lands to permit the expansion of the existing private school facility with outdoor recreation area/sports field	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses adding pressure for future conversions of the adjacent parcels.</li><li>- Site should be maintained as employment however further discussions are required to explore opportunities to accommodate the proposed request</li></ul>	
Local Municipal Council Position	Conversion request not supported however the proposed use expansion is supported and recommends staff to work with the applicant to facilitate the applicant's request through the best available means.	
<b>Recommendation:</b> Conversion is not required as increased flexibility in the permitted uses for these sites, including the uses requested, can be accommodated through Regional and Local municipal employment area planning frameworks. Designate as employment in the Regional Official Plan.		

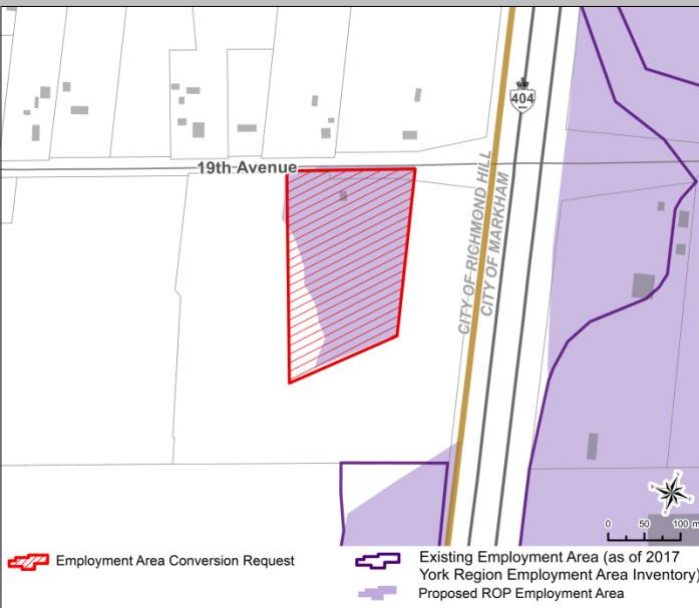


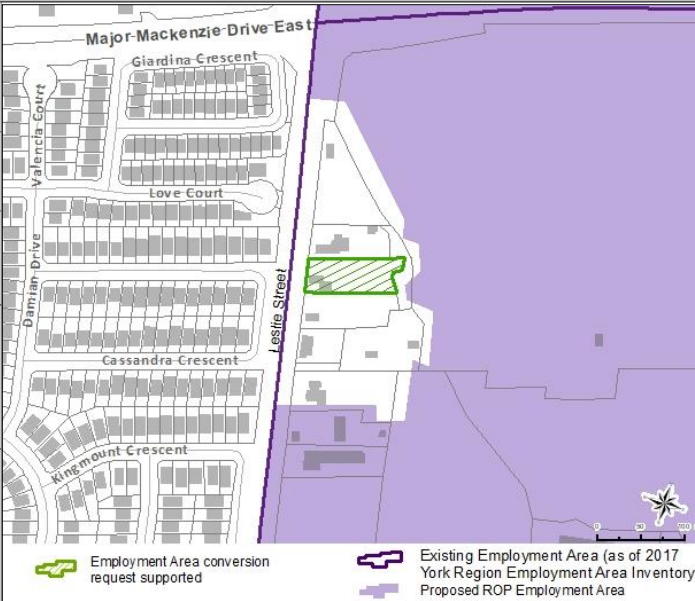
Request#: RH5		City of Richmond Hill	
Address	Blocks 2 and 3, 65M4080		
Site Area	2.50 ha		
Employment Area	Headford		
Applicant	Groundswell Urban Planners Inc.		
Owner	Orlando Corporation		
Nature of Request	A request to re-designate employment lands to permit automotive centres/dealerships on site.		
Summary of Assessment	<div>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses by putting pressure for future conversions in the adjacent parcels.</div> <div>- Site is in proximity to highway 404, contributing to the Region's and local municipality's economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</div> <div>- Site should be maintained as employment but lands may offer the potential for more permissive employment uses to be assessed through the development of the Region's employment policy framework.</div>		
Local Municipal Council Position	Conversion request not supported however the proposed use is supported and recommends staff to work with the applicant to facilitate the applicant's request through the best available means.		
<b>Recommendation:</b> Conversion is not required as increased flexibility in the permitted uses for these sites, including the uses requested, can be accommodated through Regional and Local municipal employment area planning frameworks. Designate as employment in the Regional Official Plan.			

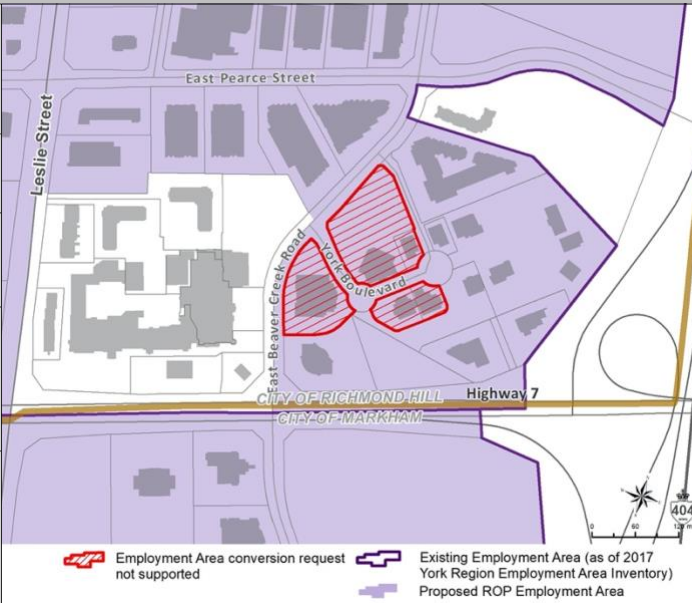


Request#: RH6		City of Richmond Hill	
Address	10481 Yonge Street & 10537 Yonge Street		
Site Area	7.07 ha		
Employment Area	Newkirk		
Applicant	Evans Planning Inc.		
Owner	1835942 Ontario Inc.		
Nature of Request	A request to re-designate lands from employment to mixed-use or high-density residential uses.		
Summary of Assessment	<ul style="list-style-type: none"><li>- Conversion to non-employment uses reflects the evolving local urban structure, will likely have minimal impact on adjacent employment uses and results in a more logical employment area boundary.</li><li>- Conversion to permit non-employment uses recognizes that the surrounding context has changed since the lands were originally designated as employment.</li><li>- Site is not integral to support employment land employment growth to 2051.</li></ul>		
Local Municipal Council Position	Support request.		
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.			


Request#: RH7		City of Richmond Hill
Address	West of Hwy 404, south of Major Mackenzie Drive	
Site Area	9.42 ha	
Employment Area	Headford	
Applicant	Bousfields Inc.	
Owner	Baif Developments Ltd.	
Nature of Request	A request to re-designate employment lands to mixed-use to facilitate the development of high-density residential and commercial uses including office, retail/service commercial and hotels	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site is adjacent to Highway 404, contributing to the Regional and local municipality’s economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</li><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses adding pressure for future conversions on adjacent parcels.</li><li>- The introduction of non-employment uses, such as residential, is not compatible with the surrounding context due to its proximity to a 400 series highway.</li></ul>	
Local Municipal Council Position	Not supported.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		


Request#: RH8		City of Richmond Hill
Address	1751 19th Ave	
Site Area	4.00 ha	
Employment Area	North Leslie	
Applicant	Evans Planning	
Owner	Upper City Corporation	
Nature of Request	A request to re-designate employment lands to non-employment uses.	
Summary of Assessment	<p>- Site has visibility from and/or is adjacent to, Highway 404, contributing to the Regional and local municipality’s economic development potential.</p> <p>Converting this site is contrary to Regional and Provincial planning objectives.</p>	
Local Municipal Council Position	Not supported.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

Request#: RH9		City of Richmond Hill	
Address	9893 Leslie Street		
Site Area	0.48 ha		
Employment Area	Headford		
Applicant	Urban Growth Inc.		
Owner	Carefirst Seniors and Community Services Association		
Nature of Request	A request to re-designate employment lands to a campus of care including integrated care facilities such as a primary care family practice centre, pharmacy, elderly person centre, office space, and 96 bed long-term care centre.		
Summary of Assessment	<div>- A non-employment use is appropriate, has minimal impact on adjacent employment uses, and is compatible with the surrounding context.</div> <div>- Conversion provides an appropriate transition between the employment area and the adjacent non-employment uses.</div>		
Local Municipal Council Position	Support request.		
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Request approved by Regional Council on February 27, 2020. Designation at the discretion of the Local Municipality.			


Request#: RH10		City of Richmond Hill
Address	100 & 115 – 140 York Boulevard	
Site Area	2.66 ha	
Employment Area	Beaver Creek	
Applicant	Urban Strategies Inc.	
Owner	Crestpoint Real Estate (YYC) Inc.	
Nature of Request	A request to re-designate employment lands to mixed-use including residential.	
Summary of Assessment	<p>-Site is part of a larger contiguous employment area, and the introduction of additional residential, has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses by putting pressure for future conversions in the adjacent parcels.</p> <p>-Site is in proximity to Highways 407 and 404, contributing to the Regional and local municipality’s economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</p> <p>- There are existing residential uses immediately north. Policies in the City of Richmond Hill Official plan permit a mix of employment uses including office, hotels, convention centres, automotive services, community facilities such as government offices, public facilities and daycares integrated into office buildings, parks and urban squares.</p>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		



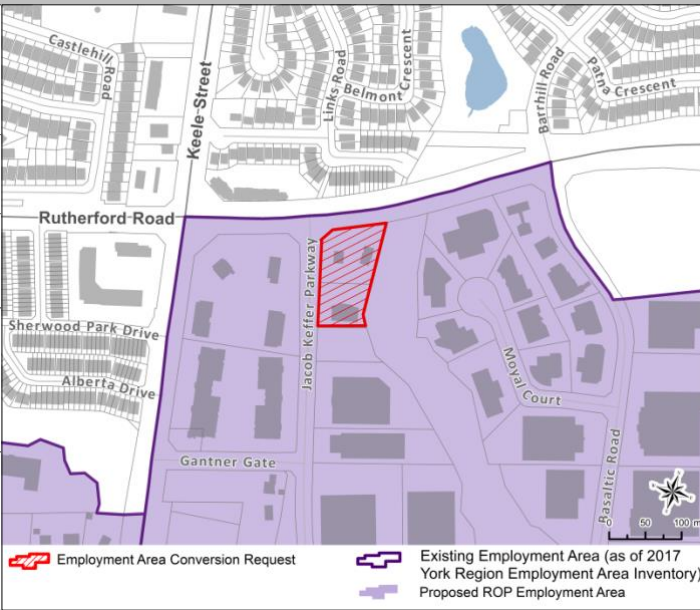
Request#: RH11		City of Richmond Hill
Address	Northeast Corner of Highway 7 and Leslie Street	
Site Area	7.59 ha	
Employment Area	East Beaver Creek	
Applicant	MGP Malone Given Parsons	
Owner	Parkway Hotels and Convention Centre Inc.	
Nature of Request	A request to re-designate the subject lands from employment to non-employment uses to recognize the current non-employment permissions in the City of Richmond Hill's Official Plan and the existing mixed use function of the lands.	
Summary of Assessment	<div>- There are existing residential developments within the lands and an existing City of Richmond Hill's Official Plan policy permits additional residential apartment uses where there are existing hotel uses provided they are integrated vertically within a hotel building.</div> <div>- Permitting the conversion of these lands acknowledges existing residential permissions and will provide opportunity for a more complete mixed use complex while minimizing impact on the remaining employment lands and without compromising prime highway 404 employment frontage.</div>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		

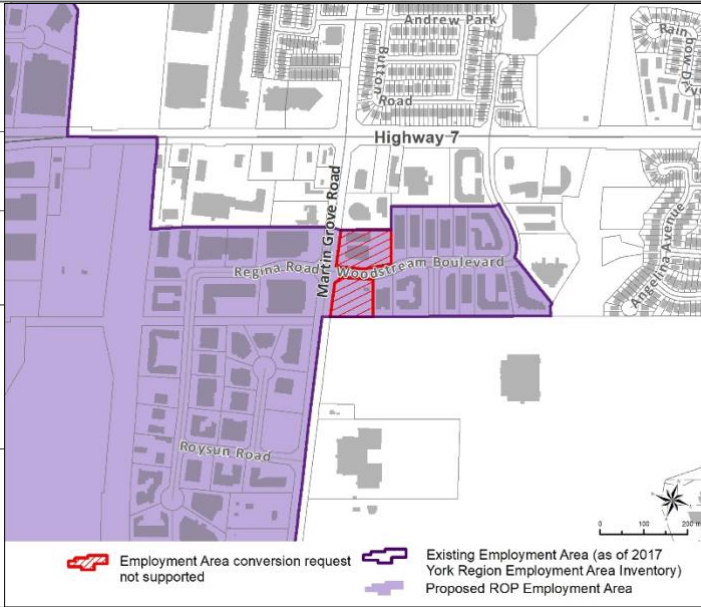
Request#: RH10 / RH11		City of Richmond Hill
Address	North of Highway 7, West of Highway 404	
Site Area	32 ha	
Employment Area	Beaver Creek	
Applicant	City of Richmond Hill	
Owner	Various landowners	
Nature of Request	To convert the lands bounded by Leslie Street to the west, East Pearce Street and Norman Bethune Avenue to the north, Highway 404 to the east and Highway 7 to the south to a mixed-use designation	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site is in proximity to Highways 407 and 404, contributing to the Region's and local municipality's economic development potential and supporting goods movement. Converting the lands adjacent to the 404 is contrary to Regional and Provincial planning objectives.</li><li>- There are existing residential uses within the north-east and south-west portion of the site. An existing City of Richmond Hill Official Plan policy permits residential apartment uses on the south-west portion of the site (also the location of conversion request RH11) where there are existing hotel uses provided they are integrated vertically within a hotel building.</li><li>- Site is part of a larger contiguous employment area, and the addition of non-employment uses beyond the lands identified as RH11 has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses adding pressure for future conversions of the adjacent parcels.</li></ul>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> A portion of the lands are recommended for conversion to non-employment uses. Designate remainder as employment in the Regional Official Plan.		

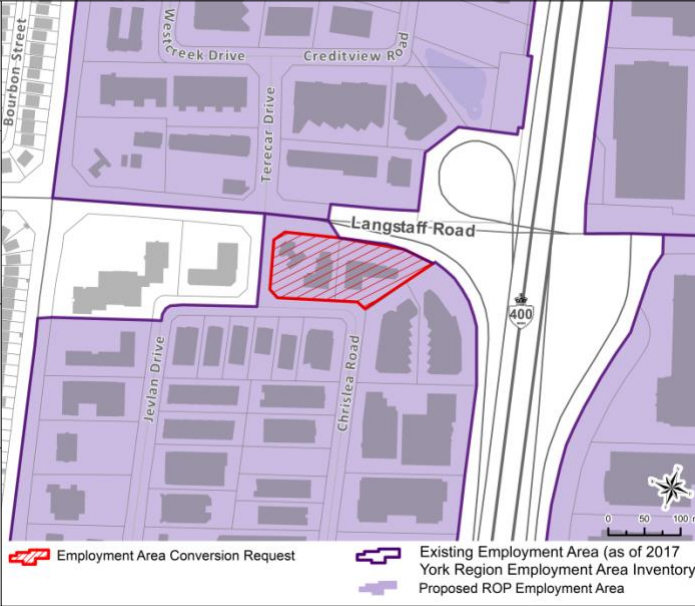


Request#: V1		City of Vaughan
Address	1950 and 1970 Highway 7	
Site Area	2.13 ha	
Employment Area	Keele	
Applicant	Brookvalley Project Management Inc.	
Owner	Various landholdings in Concord GO Center Secondary Plan area	
Nature of Request	A request to re-designate lands from "Employment Commercial Mixed-Use" to "Mixed-Use Commercial/Residential".	
Summary of Assessment	- Conversion to non-employment uses supports the local municipal planning objectives of the evolving urban structure proposed in the Concord GO Secondary Plan.	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		

Request#: V3		City of Vaughan
Address	233 Four Valley Drive & 1040-1080 Edgeley Boulevard, Vaughan	<p>Employment Area conversion request not supported</p> <p>Existing Employment Area (as of 2017 York Region Employment Area Inventory)</p> <p>Proposed ROP Employment Area</p>
Site Area	5.9 ha	
Employment Area	Vaughan 400 North	
Applicant	Weston Consulting	
Owner	Unknown	
Nature of Request	A request to re-designate employment land to support mixed-use development on site	
Summary of Assessment	<ul style="list-style-type: none"><li>- Lands are part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to negatively impact viability of existing or future surrounding employment uses in the employment area adding pressure for future conversions of the adjacent parcels.</li><li>- Site has visibility from, and is adjacent to the Highway 400 goods movement corridor contributing to its economic development potential and supporting goods movement. Converting this site would set precedent for the conversion of other sites located along the 400 highway and is contrary to Regional and Provincial planning objectives.</li><li>- There are sufficient designated lands to support non-employment uses adjacent to the site in the Vaughan Mills Secondary Plan area.</li></ul>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

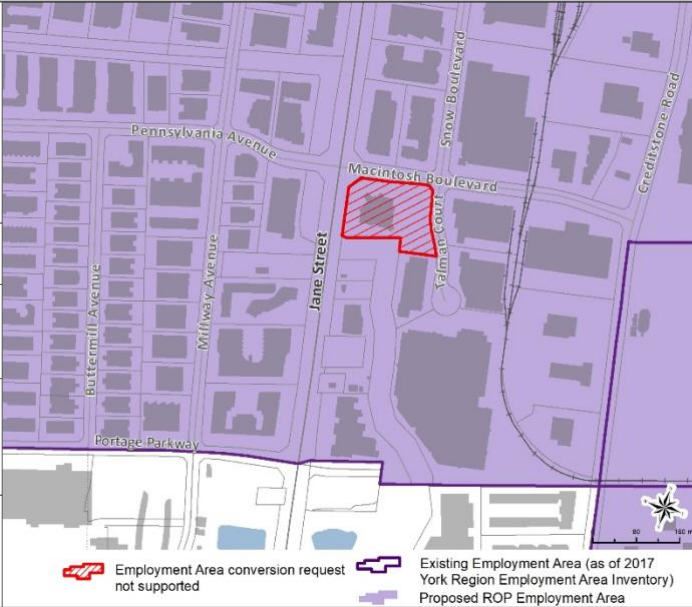
Request#: V4		City of Vaughan
Address	11, 27 and 37 Jacob Keefer Parkway	
Site Area	1.01 ha	
Employment Area	Tutor West	
Applicant	Humphries Planning Group Inc.	
Owner	Robvit Developments Inc.	
Nature of Request	A request to permit residential and/or commercial mixed use on the subject lands currently designated as “Employment Commercial Mixed-use” in the 2010 Vaughan Official Plan.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses adding pressure for future conversions of the adjacent parcels.</li><li>- Site should be maintained as employment but lands may offer the potential for more permissive employment uses to be assessed through the development of the Region’s employment policy framework.</li></ul>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

Request#: V5		City of Vaughan
Address	7625 Martin Grove Road & 211 Woodstream Boulevard	
Site Area	1.84 ha	
Employment Area	West Woodbridge	
Applicant	KLM Planning Partners Inc.	
Owner	716051 Ontario Limited & 1214420 Ontario Limited	
Nature of Request	A request to re-designate lands from employment to mid-rise mixed-use.	
Summary of Assessment	<p>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses adding pressure for future conversions of the adjacent parcels.</p> <p>- Site should be maintained as employment but lands may offer the potential for more permissive employment uses to be assessed through the development of the Region’s employment policy framework</p>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

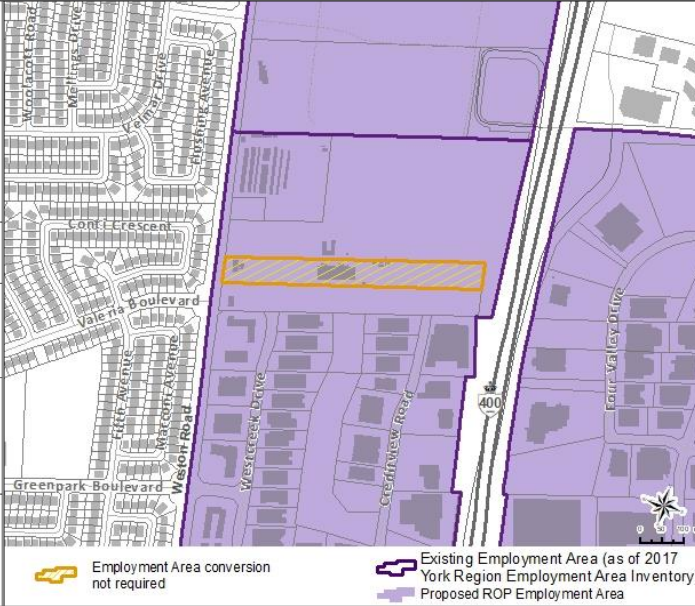
Request#: V6		City of Vaughan	
Address	661 & 681 Chrislea Road		
Site Area	1.63 ha		
Employment Area	Weston 400		
Applicant	Weston Consulting		
Owner	Battcorp Holdings (Vaughan) Ltd. (Battista)		
Nature of Request	A request to re-designate the subject lands from employment to residential uses.		
Summary of Assessment	<ul style="list-style-type: none"><li>- Lands are part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to negatively impact viability of existing or future surrounding employment uses in the employment area adding pressure for future conversions of the adjacent parcels.</li><li>- Site has visibility from, and is adjacent to the Highway 400 goods movement corridor contributing to its economic development potential and supporting goods movement. Converting this site would set precedent for the conversion of other sites located along the 400 series highway and is contrary to Regional and Provincial planning objectives.</li><li>- The introduction of non-employment uses, such as residential, is not compatible with the surrounding context due to its proximity to Hwy 400.</li></ul>		
Local Municipal Council Position	Not supported.		
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.			



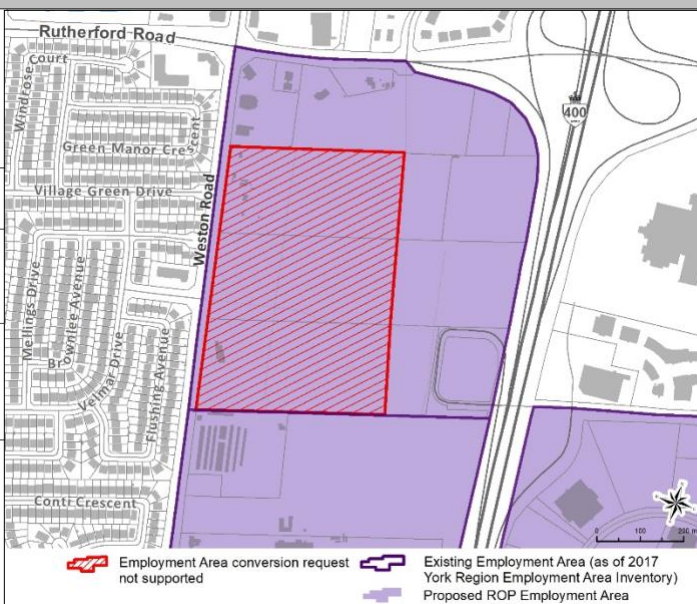
Request#: V7		City of Vaughan
Address	Block 34W and 35, Lots 26 through 35, Concession 5 and Lot 1 King Concession 5	
Site Area	292.3 ha* based on June 1 <sup>st</sup> , 2020 submission	
Employment Area	Highway 400 North (ROPA 52)	
Applicant	Humphries Planning Group	
Owner	Vaughan 400 North Landowners Group Inc.	
Nature of Request	A request to re-designate the subject lands from employment to residential uses.	
Summary of Assessment	<ul style="list-style-type: none"><li>- The site is part of the Vaughan's 400 North Employment Area (also known as ROPA 52) which has not had sufficient time to develop as an employment area.</li><li>- The site is considered a large-sized employment area site and should be protected over the long term to support a diverse range, size, and mix of employment opportunities.</li><li>- The strategic location and size of these lands offers excellent exposure and access to the existing Highway 400 goods movement corridor as well as the future GTA West Corridor.</li><li>- The large site provides the Region with a major competitive advantage for industries with specific-locational requirements, including distribution and warehousing, transportation/logistics. Additionally, the new Mackenzie Vaughan “smart hospital” will be a catalyst for attracting future R&amp;D business investments. Preserving employment lands in proximity to the hospital is vital for prospective employers to supported innovation and economic clustering.</li><li>-Conversion would result in the removal of 78% of the Highway 400 North – North West and North East employment areas. This has the potential to negatively impact the viability and attractiveness of the remaining employment lands from an economic development perspective.</li><li>-The introduction of non-employment uses, such as residential, is not compatible with the surrounding context due to its proximity to existing and future 400 series highways as well as the heavy industrial uses in proximity to the site. Permitting the conversion of these lands does not contribute to achieving Provincial and Regional planning objectives around the development of healthy, complete communities</li><li>-The conversion would constrain the remaining employment lands with potential land use conflicts and access issues.</li></ul>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

Request#: V8		City of Vaughan
Address	8083 Jane Street	
Site Area	1.76 ha	
Employment Area	Vaughan 400	
Applicant	DLA Piper	
Owner	Unknown	
Nature of Request	A request to re-designate lands from Prestige and General Employment to mixed-use.	
Summary of Assessment	- Entire perimeter of the site is surrounded by lands designated for employment uses. The introduction of a non-employment use would destabilize and/or impact the existing and/or future viability of the employment area.	
Local Municipal Council Position	Not supported.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		



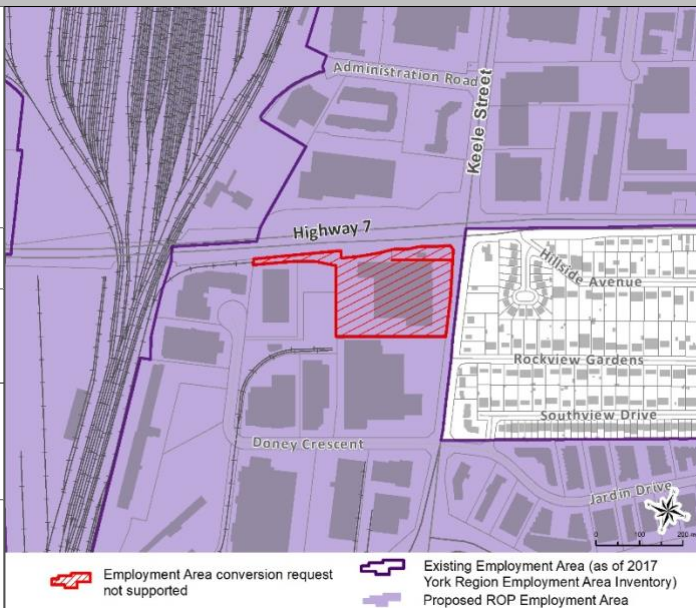
Request#: V9		City of Vaughan
Address	8821 Weston Road	
Site Area	3.66 ha	
Employment Area	Weston 400 North	
Applicant	Weston Consulting	
Owner	Designscape Enterprises Ltd.	
Nature of Request	A request to re-designate subject lands from Prestige Employment to Employment Commercial – Mixed use.	
Summary of Assessment	<p>- Lands are part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to negatively impact viability of existing or future surrounding employment uses in the employment area adding pressure for future conversions of the adjacent parcels.</p> <p>- Site has visibility from, and is adjacent to the Highway 400 goods movement corridor contributing to its economic development potential and supporting goods movement. Converting this site would set precedent for the conversion of other sites located along the 400 series highway and is contrary to Regional and Provincial planning objectives.</p>	
Local Municipal Council Position	Not supported.	
<p><b>Recommendation:</b> Conversion is not required as the proposed use on these lands is considered an employment use elsewhere in the City of Vaughan Official Plan. On this basis, proposed use could be accommodated with a local designation change. Designate as employment in the Regional Official Plan</p>		

Request#: V10 City of Vaughan	
Address	Part of Lot 14 and 15, Concession 5
Site Area	25 ha
Employment Area	Vaughan Mills Centre
Applicant	Miele Developments
Owner	Vaughan Mills Mixed Use Centre Landowners Group
Nature of Request	A request to re-designate the subject lands from employment to residential/mixed-use.
Summary of Assessment	<p>- Lands are part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to negatively impact viability of existing or future surrounding employment uses in the employment area adding pressure for future conversions of the adjacent parcels.</p> <p>- Site has visibility from and is adjacent to the Highway 400 goods movement corridor contributing to its economic development potential and supporting goods movement. Converting this site would set precedent for the conversion of other sites located along 400 series highways and is contrary to Regional and Provincial planning objectives.</p> <p>- The site is 39 ha and is considered a large-sized employment area site and should be protected over the long term to support a diverse range, size, and mix of employment opportunities.</p>
Local Municipal Council Position	Not supported.
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.	

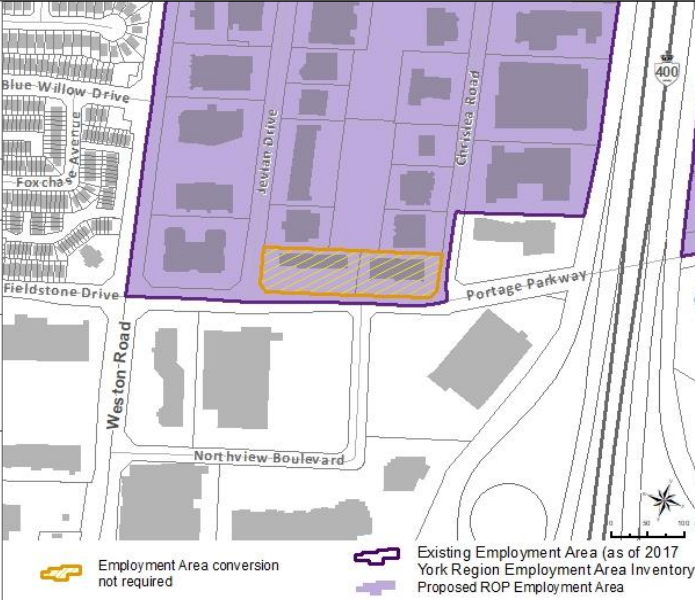


Request#: V11		City of Vaughan
Address	6241 Rutherford Road	
Site Area	8.18 ha	
Employment Area	West Vaughan – Huntington East	
Applicant	Weston Consulting	
Owner	Di Poce Management Limited	
Nature of Request	A request to convert employment lands from the current Prestige Employment designation to commercial/recreational mixed land use.	
Summary of Assessment	<p>- Entire perimeter of the site is surrounded by lands designated for employment uses. The introduction of a non-employment use would destabilize and/or impact the existing and/or future viability of the employment area</p> <p>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses adding pressure for future conversions of the adjacent parcels.</p>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Conversion is not required as increased flexibility in the permitted uses for these sites, including the uses requested, can be accommodated through Regional and Local municipal employment area planning frameworks. Designate as employment in the Regional Official Plan		

Request#: V12		City of Vaughan	
Address	2739 Highway 7		
Site Area	0.34 ha		
Employment Area	Jane South		
Applicant	Humphries Planning		
Owner	2276771 Ontario Inc.		
Nature of Request	A request to convert employment lands to residential uses.		
Summary of Assessment	<ul style="list-style-type: none"><li>- The site is in close proximity to the CN MacMillan yard located to the east and is surrounded by traditional employment uses. Permitting non-employment uses would create compatibility issues with surrounding employment uses. Sites in this area should be retained as employment as they require separation from sensitive uses including residential sensitive to noise and/or odour.</li><li>- There are sufficient designated lands to support non-employment uses in close proximity to the subject site.</li><li>- Site should be maintained as employment but lands may offer the potential for more permissive employment uses to be assessed through the development of the Region's employment policy framework.</li></ul>		
Local Municipal Council Position	Not supported.		
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.			


Request#: V13		City of Vaughan
Address	2267 Highway 7 & 7700 Keele Street	
Site Area	5.50 ha	
Employment Area	Keele	
Applicant	KLM Planning	
Owner	Seven Keele Ltd/ 7700 Keele St. Ltd	
Nature of Request	A request to re-designate the subject lands to residential/ mixed-use.	
Summary of Assessment	<ul style="list-style-type: none"><li>- The site is in close proximity to the CN MacMillan yard and is surrounded by traditional employment uses to the north, south and west. Permitting non-employment uses would introduce compatibility issues with surrounding employment uses. Site should be retained as employment and not permit sensitive uses including residential due to noise, activity and/or odour from abutting industrial uses and CN MacMillan yard.</li><li>- There are sufficient designated lands to support non-employment uses in close proximity to the subject site.</li><li>- Site should be maintained as employment but lands may offer the potential for more permissive employment uses to be assessed through the development of the Region’s employment policy framework.</li></ul>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		




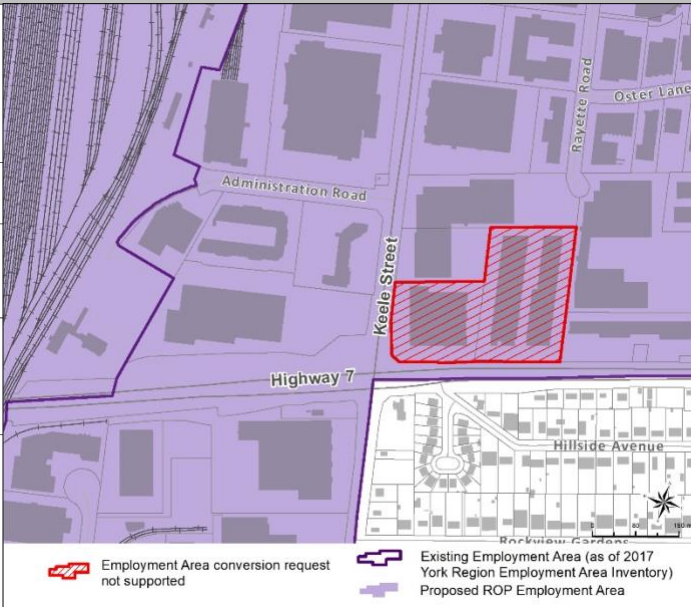
Request#: V14		City of Vaughan
Address	156 Chrislea Road & 15 Jevlan Drive	
Site Area	1.49 ha	
Employment Area	Weston 400	
Applicant	Land Solutions Ontario	
Owner	FDF Investments/Playcor Holdings	
Nature of Request	A request to allow greater flexibility in the permitted uses including more retail and service commercial type uses.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Lands are part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to disconnect the employment area and/or negatively impact viability of existing or future surrounding employment uses by putting pressure for future conversions in the adjacent parcels.</li><li>- Lands should be retained as employment as they provide an appropriate transition between the employment area and the adjacent non-employment uses and may offer the potential for more permissive employment uses to be assessed through the development of the Region's employment policy framework.</li><li>- Site is in proximity to Highway 400, contributing to its economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</li></ul>	
Local Municipal Council Position	Not supported.	
<b>Recommendation:</b> Conversion is not required as increased flexibility in the permitted uses for these sites, including the uses requested, can be accommodated through Regional and Local municipal employment area planning frameworks. Designate as employment in the Regional Official Plan		

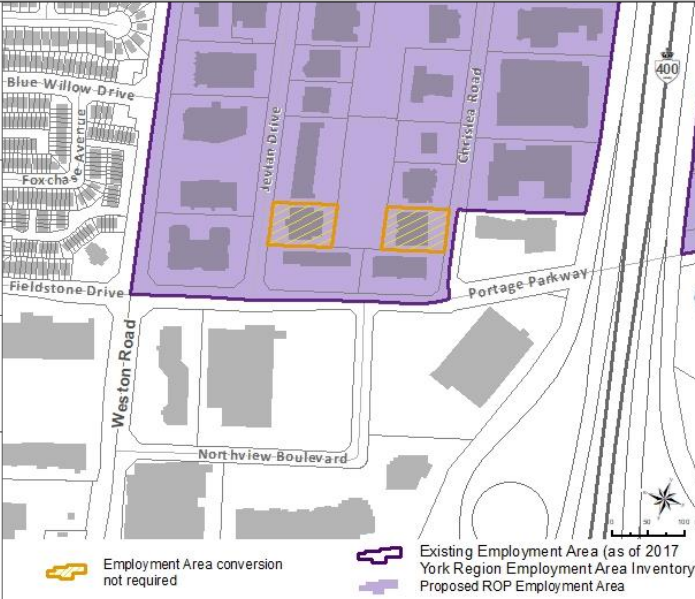
Request#: V15		City of Vaughan
Address	201 Millway Avenue	
Site Area	1.92 ha	
Employment Area	Vaughan 400	
Applicant	John Zipay and Associates	
Owner	York Region Condominium Corporation 945	
Nature of Request	A request to re-designate lands from Prestige Employment to a mixed-use designation.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses, such as residential, has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses by putting pressure for future conversions in the adjacent parcels</li><li>- Portage Parkway currently serves as a logical boundary between VMC and the employment area</li><li>- There are sufficient designated lands to support non-employment uses adjacent to the site in the VMC Secondary Plan area</li><li>- Lands should be retained as employment as they provide an appropriate transition between the employment area and the adjacent non-employment uses and may offer the potential for more permissive employment uses to be assessed through the development of the Region's employment policy framework.</li></ul>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

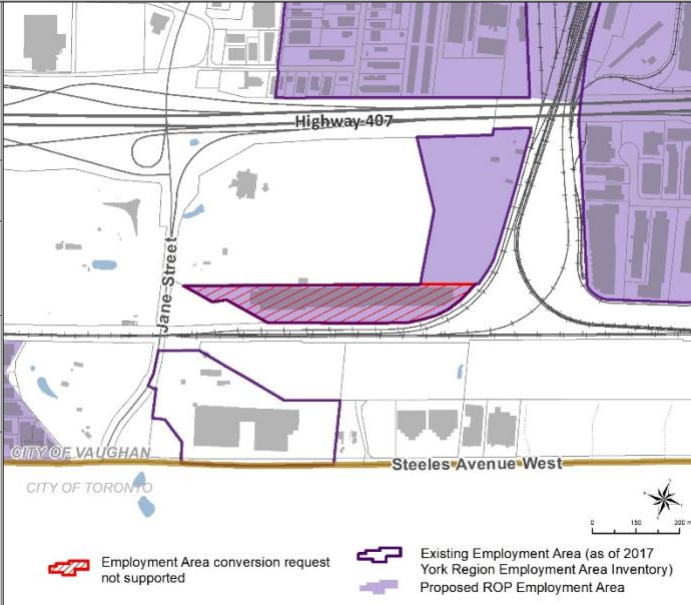


Request#: V16		City of Vaughan
Address	163 & 175 Bowes Road	
Site Area	5.91 ha	
Employment Area	Keele	
Applicant	Weston Consulting	
Owner	Unknown	
Nature of Request	A request to re-designate lands from employment to a mixed-use.	
Summary of Assessment	<p>- Lands south of Oster Lane are within Deferral Area A of the Concord GO Centre Secondary Plan. Conversion of these lands to non-employment uses supports the local municipal planning objectives of the evolving urban structure proposed through the Concord GO Secondary Plan. Lands south of Oster Lane to be designated at the discretion of the Local Municipality.</p> <p>- The lands north of Oster Lane to be designated as employment in the Regional Official Plan. These lands are part of a larger contiguous employment area and non-employment uses would destabilize and/or adversely affect the overall viability of existing and/or future employment uses in the employment area</p>	
Local Municipal Council Position	Support request for entire conversion area.	
<b>Recommendation:</b> A portion of the lands are recommended for conversion to non-employment uses. Designate remainder as employment in the Regional Official Plan.		

Request#: V17		City of Vaughan
Address	4600 Steeles Ave West	
Site Area	3.00 ha	
Employment Area	Steeles West	
Applicant	MHBC Planning	
Owner	Ricbru Investments Inc.	
Nature of Request	A request to re-designate "Employment Commercial Mixed Use" lands to facilitate mixed use development on site.	
Summary of Assessment	- Conversion to non-employment uses is reflective of the evolving local urban structure, will likely have minimal impact on adjacent employment uses and results in a more logical employment area boundary.	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		


Request#: V18		City of Vaughan
Address	7777 Keele St and 2160-2180 Highway 7	
Site Area	6.20 ha	
Employment Area	Keele	
Applicant	MHBC Planning	
Owner	Steele Valley Developments Limited and Bonneville Homes Limited.	
Nature of Request	A request to re-designate "Employment Commercial Mixed Use" lands to facilitate mixed use development on site.	
Summary of Assessment	<ul style="list-style-type: none"><li>- The site is in close proximity to the CN MacMillan yard and is surrounded by traditional employment uses, apart from longstanding residential area to the south. Permitting additional non-employment uses could introduce compatibility issues with surrounding employment uses. Sites in this area should be retained as employment as they require separation from sensitive uses including residential that are sensitive to noise, activity and/or odour.</li><li>- There are sufficient designated lands to support non-employment uses in close proximity to the subject site.</li><li>- Site should be maintained as employment but lands may offer the potential for more permissive employment uses to be assessed through the development of the Region's employment policy framework.</li></ul>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

Request#: V19		City of Vaughan
Address	31 Jevlan Drive and 172 Chrislea Road	
Site Area	1.03 ha	
Employment Area	Weston 400	
Applicant	Weston Consulting	
Owner	Luana Colalillo	
Nature of Request	A request to broaden land permission to allow for a greater range of development opportunities on the subject lands.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Lands are part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to disconnect the employment area and/or negatively impact viability of existing or future surrounding employment uses by putting pressure for future conversions in the adjacent parcels.</li><li>- Lands should be retained as employment as they provide an appropriate transition between the employment area and the adjacent non-employment uses and may offer the potential for more permissive employment uses to be assessed through the development of the Region's employment policy framework.</li><li>- Site is in proximity to Highway 400, contributing to its economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</li></ul>	
Local Municipal Council Position	Not supported.	
<b>Recommendation:</b> Conversion is not required as increased flexibility in the permitted uses for these sites, including the uses requested, can be accommodated through Regional and Local municipal employment area planning frameworks. Designate as employment in the Regional Official Plan		

Request#: V20		City of Vaughan
Address	7171 Jane Street	
Site Area	9.93 ha	
Employment Area	Beechwood	
Applicant	Stellarbridge Management Inc.	
Owner	Stellarbridge, ARG Group of Companies	
Nature of Request	Request that lands be re-designated from their current employment designation to a mixed-use designation permitting higher density residential and commercial uses.	
Summary of Assessment	<ul style="list-style-type: none"><li>- The site is 9.93ha and is considered a large-sized employment area site and should be protected over the long term to support a diverse range, size, and mix of employment opportunities.</li><li>- Site is in proximity to Highway 407, contributing to the Region’s and local municipality’s economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</li><li>- The introduction of non-employment uses, such as residential, is not compatible with the surrounding context</li></ul>	
Local Municipal Council Position	Not supported.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		



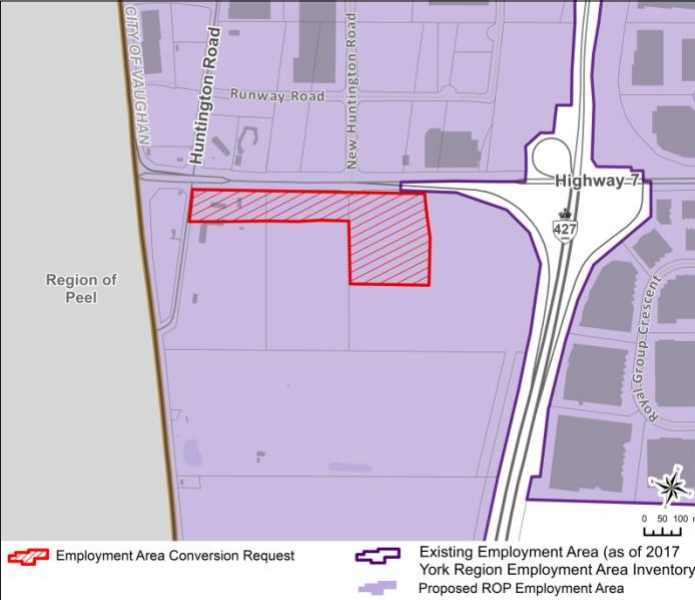
Request#: V21		City of Vaughan
Address	140 Doughton Road	<p>Maplecrest Road</p> <p>Highway 7</p> <p>Doughton Road</p> <p>Greifstone Road</p> <p>Freshway</p> <p>Employment Area conversion request supported</p> <p>Existing Employment Area (as of 2017 York Region Employment Area Inventory)</p> <p>Proposed ROP Employment Area</p>
Site Area	0.31 ha	
Employment Area	Jane South	
Applicant	Weston Consulting	
Owner	Omer Investments Inc.	
Nature of Request	Request to convert the site from the General Employment designation to the Station Precinct designation within the Vaughan Metropolitan Centre Secondary Plan boundary Review.	
Summary of Assessment	- Conversion to non-employment uses is reflective of the evolving local urban structure, will likely have minimal impact on adjacent employment uses and results in a more logical employment area boundary.	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		


Request#: V22		City of Vaughan
Address	2067 & 2077 Rutherford Road, 696 Westburne Drive	
Site Area	1.04 ha	
Employment Area	Tudor West	
Applicant	KLM Planning Partners Inc.	
Owner	Arcovit Holdings Inc.	
Nature of Request	Allow for the re-designation of subject lands to allow for a mixed use high density residential development.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses adding pressure for future conversions of the adjacent parcels.</li><li>- The introduction of non-employment uses, such as residential, is not compatible with the surrounding context</li></ul>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		



Request#: V23		City of Vaughan
Address	2780 Highway 7	
Site Area	0.75 ha	
Employment Area	Vaughan 400	
Applicant	Evans Planning Inc.	
Owner	2780 Highway 7 Investments	
Nature of Request	A request to allow for the conversion of the lands from employment to also permit residential uses.	
Summary of Assessment	<ul style="list-style-type: none"><li>- The site is in close proximity to the CN MacMillan yard and is surrounded by traditional employment uses. Permitting non-employment uses would introduce compatibility issues with surrounding employment uses. Sites in this area should be retained as employment as they require separation from sensitive uses including residential that are sensitive to noise, activity and/or odour</li><li>- There are sufficient designated lands to support non-employment uses in close proximity to the subject site.</li><li>- Site should be maintained as employment but lands may offer the potential for more permissive employment uses to be assessed through the development of the Region's employment policy framework.</li></ul>	
Local Municipal Council Position	Not supported.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

Request#: V24		City of Vaughan
Address	705 Applewood Cres, 200/225/207 Edgeley Blvd, 10/11/27/38 Buttermilk Ave, 190/212 Millway Ave	
Site Area	7.54 ha	
Employment Area	Vaughan 400	
Applicant	Malone Given Parsons Ltd.	
Owner	Portage Landowners Group	
Nature of Request	A request to convert the employment lands to non-employment uses to recognize its location as a transitional area from the Vaughan Metropolitan Centre (VMC).	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses by putting pressure for future conversions in the adjacent parcels.</li><li>- The conversion would impact a currently logical employment boundary.</li><li>- There are sufficient designated lands to support non-employment uses adjacent to the site in the VMC Secondary Plan area- Lands should be retained as employment as they provide an appropriate transition between the employment area and the adjacent non-employment uses and may offer the potential for more permissive employment uses to be assessed through the development of the Region's employment policy framework.</li></ul>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		


Request#: V25		City of Vaughan	
Address	Part of Lots 4 and 5, Concession 9		
Site Area	7.32 ha		
Employment Area	Highway 427 West		
Applicant	KLM Planning Partners Inc.		
Owner	1406979 Ontario Inc. (affiliate of the ZZEN Group)		
Nature of Request	Lands are currently designated Employment Commercial Mixed Use. Proposing to retain some employment area, and convert remainder to high density residential including eleven 35-storey residential towers.		
Summary of Assessment	<ul style="list-style-type: none"><li>- Site has visibility from and/or is adjacent to Highway 427, contributing to the Region's and local municipality's economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</li><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses adding pressure for future conversions of the adjacent parcels.</li><li>- The introduction of non-employment uses, such as residential, is not compatible with the surrounding context due to its proximity to a 400 series highway and lack of public service facilities.</li></ul>		
Local Municipal Council Position	Support request.		
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.			

Request#: V26		City of Vaughan
Address	2104 Highway 7	
Site Area	2.4 ha	
Employment Area	Keele	
Applicant	Weston Consulting	
Owner	York Region Condominium Corporation 549 ("YRCC 549")	
Nature of Request	A request to re-designate the subject lands to a mixed-use.	
Summary of Assessment	<ul style="list-style-type: none"><li>- The site is in close proximity to the CN MacMillan yard and is surrounded by traditional employment uses. Permitting non-employment uses could potentially introduce compatibility issues with surrounding employment uses. Sites in this area should be retained as employment as they require separation from sensitive uses including residential that are sensitive to noise, activity and/or odour.</li><li>- There are sufficient designated lands to support non-employment uses in close proximity to the subject site.</li><li>- Site should be maintained as employment but lands may offer the potential for more permissive employment uses to be assessed through the development of the Region's employment policy framework.</li></ul>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

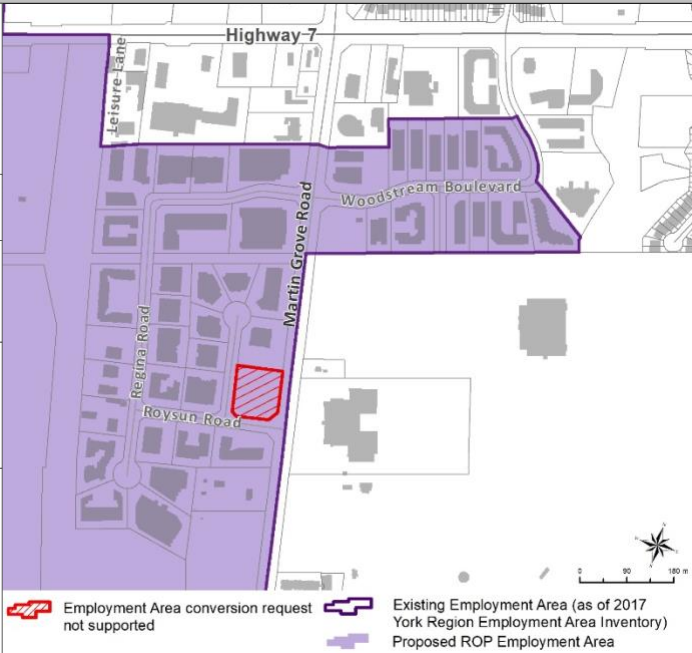
Request#: V27		City of Vaughan
Address	80, 82 & 220 Doney Crescent	
Site Area	4.16 ha	
Employment Area	Keele	
Applicant	Brookvalley Project Management Inc., Frank Filippo	
Owner	Doney 80 Corp and Doney Hill Holdings Inc	
Nature of Request	A request to re-designate the subject lands to residential/mixed use. To be considered along with conversion request V13.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Entire perimeter of the site is surrounded by lands designated for employment uses. The introduction of a non-employment use would destabilize and/or impact the existing and/or future viability of the employment area.</li><li>- The site is in close proximity to the CN MacMillan yard and is surrounded by traditional employment uses. Permitting non-employment uses could potentially introduce compatibility issues with surrounding employment uses. Sites in this area should be retained as employment as they require separation from sensitive uses including residential that are sensitive to noise, activity and/or odour.</li><li>- There are sufficient designated lands to support non-employment uses in close proximity to the subject site.</li></ul>	
Local Municipal Council Position	Not supported.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		





Request#: V28		City of Vaughan
Address	130 Doughton Road	<p>Highway 7</p> <p>Maplecreek Road</p> <p>Doughton Road</p> <p>Greystone Road</p> <p>Freshway Drive</p> <p>Employment Area conversion request supported</p> <p>Existing Employment Area (as of 2017 York Region Employment Area Inventory)</p> <p>Proposed ROP Employment Area</p>
Site Area	0.82 ha	
Employment Area	Jane South	
Applicant	KLM Planning Partners Inc.	
Owner	130 Doughton Road Investments Inc.	
Nature of Request	To re-designate from employment uses to a 'Station Precinct' designation to permit residential and major retail uses.	
Summary of Assessment	- Conversion to non-employment uses is reflective of the evolving local urban structure, will likely have minimal impact on adjacent employment uses and results in a more logical employment area boundary.	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.		

Request#: V29		City of Vaughan
Address	7250 Keele Street	
Site Area	8.54 ha	
Employment Area	Keele	
Applicant	Weston Consulting	
Owner	York Region Standard Condominium Corporation No. 1311	
Nature of Request	A request to permit greater retail permission on the property.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses adding pressure for future conversions of the adjacent parcels.</li><li>- Site is in proximity to Highway 407, contributing to the Region's and local municipality's economic development potential and supporting goods movement. Converting this site is contrary to Regional and Provincial planning objectives.</li><li>- Site should be maintained as employment however further discussions are required to explore opportunities to accommodate the proposed request</li></ul>	
Local Municipal Council Position	Not supported.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		



Request#: V30		City of Vaughan
Address	20 Roysun Road	
Site Area	0.8 ha	
Employment Area	West Woodbridge	
Applicant	Weston Consulting	
Owner	Co-Mart Holdings Limited	
Nature of Request	Proposes intensification of the site with a broader range and mix of uses including office, commercial and residential uses.	
Summary of Assessment	<ul style="list-style-type: none"><li>- Site is part of a larger contiguous employment area, and the introduction of non-employment uses has the potential to destabilize the employment area and/or negatively impact viability of existing or future surrounding employment uses by putting pressure for future conversions in the adjacent parcels.</li><li>- Site should be maintained as employment but lands may offer the potential for more permissive employment uses to be assessed through the development of the Region’s employment policy framework.</li></ul>	
Local Municipal Council Position	Support request.	
<b>Recommendation:</b> Not recommended for conversion to non-employment uses. Designate as employment in the Regional Official Plan.		

Request#: WS1		Town of Whitchurch-Stouffville	
Address	12049 Highway 48		
Site Area	18.20 ha		
Employment Area	Stouffville South		
Applicant	Corebridge Development Corp		
Owner	Zhawd Corporation		
Nature of Request	A request to re-designate the subject lands to allow for mixed use residential and commercial development.		
Summary of Assessment	- Site's role as employment land is not of Regional significance and is more appropriately designated at the local level.		
Local Municipal Council Position	Support request and direct staff to require approximately 400 square feet of non-residential space to be built for the approval of each dwelling unit proposed within this area		
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.			

Request#: WS2		Town of Whitchurch-Stouffville	
Address	300 Rougeview Avenue		
Site Area	11.0 ha		
Employment Area	Stouffville South		
Applicant	MHBC Planning		
Owner	SmartCenters		
Nature of Request	Proposal to allow for a mixed-use district and innovation hub which accommodates a mix of office, industrial, retail, residential and park space.		
Summary of Assessment	- Site's role as employment land is not of Regional significance and is more appropriately designated at the local level.		
Local Municipal Council Position	Support request and direct staff to require approximately 400 square feet of non-residential space to be built for the approval of each dwelling unit proposed within this area.		
<b>Recommendation:</b> Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.			

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**From:** Van Dusen, Regina <Regina.VanDusen@york.ca> **On Behalf Of** Regional Clerk  
**Sent:** October 30, 2020 4:06 PM  
**To:** Aurora Clerks General Inbox <Clerks@aurora.ca>; Aguila-Wong, Christine <caguila-wong@markham.ca>; clerks@newmarket.ca; EG Clerks General Inbox <clerks@eastgwillimbury.ca>; King Clerks General Inbox <clerks@king.ca>; Rachel Dillabough <rdillabough@georgina.ca>; Richmond Hill Clerks General Inbox <clerks@richmondhill.ca>; Vaughan Clerks General Inbox <clerks@vaughan.ca>; WS Clerks General Inbox <clerks@townofws.ca>  
**Subject:** Regional Council Decision - Potential for Employment Lands Along 400 Series Highway

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On October 22, 2020 Regional Council made the following decision:

1. Council reiterate its request to the Province to develop a process allowing municipalities to access site-specific strategically located employment lands for employment use only, if deemed necessary through a Municipal Comprehensive Review.
2. Council reiterate its request to the Province to consider the extension of Great Lake based servicing as an option to service settlement areas within the Greenbelt Plan and Oak Ridges Moraine Plan areas.
3. The Regional Clerk forward this report to the Minister of Municipal Affairs and Housing, and to the Clerks of the local municipalities

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 or Sandra Malcic, Director, Long Range Planning at ext. 75274 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  
October 8, 2020

Report of the Commissioner of Corporate Services and Chief Planner

## **Potential For Employment Lands Along 400 Series Highways**

### **1. Recommendations**

1. Council reiterate its request to the Province to develop a process allowing municipalities to access strategically located employment lands, if deemed necessary through a Municipal Comprehensive Review.
2. Council reiterate its request to the Province to permit the extension of Great Lake based servicing as an option to service settlement areas within the Greenbelt Plan and Oak Ridges Moraine Plan areas.
3. The Regional Clerk forward this report to the Minister of Municipal Affairs and Housing, and to the Clerks of the local municipalities.

### **2. Summary**

York Region Council passed a resolution at its meeting on April 30, 2020, directing staff to report back on the competitive benefits to the Region if employment uses were to be permitted on lands along 400 series highways currently located within the protected countryside of the provincial Greenbelt Plan.

Key Points:

- Generally, lands adjacent to 400 series Highways are well suited for employment purposes
- Much of these lands in York Region are protected by the provincial Greenbelt Plan for environmental and agricultural uses
- While the Regional Official Plan can identify future employment lands beyond the 2051 planning horizon, it is required to conform to provincial Plans
- The Province is the appropriate agency to balance economic and environmental objectives articulated in Provincial Plans
- The Province should develop a process to allow municipalities to access strategically located employment lands over the long term if deemed necessary through a Municipal Comprehensive Review

- Council has previously requested the Province permit Great Lakes based servicing as an option for servicing existing communities in the Oak Ridges Moraine Conservation Plan and Greenbelt Plan areas

### 3. Background

#### **York Regional Council directed staff to report back on the competitive benefits of permitting new employment uses along 400 series highways**

York Regional Council, in response to a number of local Council resolutions, requested that staff examine the competitive benefits of permitting new employment uses on lands in close proximity to 400 series highways that are currently not within the Region's urban boundary. (Please see Attachment 1) Currently, all such lands are within the provincially protected Greenbelt Plan, and amounts to approximately 33% of 400 series highway frontage in the Region.

#### **York Region has repeatedly requested the Province to put a process in place to amend the Greenbelt Plan to accommodate employment growth along 400 series highways when deemed necessary**

Prior to the approval of the Greenbelt Plan in 2005, York Region Council, at its meeting held on December 16, 2004, requested the Province, through [Report 11, Clause 7](#), to permit York Region the ability to initiate amendments to the Greenbelt Plan. Council Recommendation 2, comment #8 states:

*“The Greenbelt Plan provides some means of effectively amending the Greenbelt Plan to permit strategically located employment lands in areas such as the 400 series highway corridor, for example the 404 corridor north of the Oak Ridges Moraine.”*

During the latest coordinated review of the Growth Plan for the Greater Golden Horseshoe, Greenbelt Plan and Oak Ridges Moraine Conservation Plan, York Region Council, in a [2015 report](#), requested:

*“The Province develop a process to allow municipalities to access strategically located employment lands, if deemed necessary through a Municipal Comprehensive Review.”*

#### **A number of local municipal Councils have advocated removing lands adjacent to 400 series highways from the Greenbelt Plan for employment uses**

The Township of King, City of Richmond Hill, Town of Whitchurch-Stouffville, and Town of East Gwillimbury all have Council resolutions that advocate removing lands adjacent to either Highway 400 or Highway 404 from the Greenbelt Plan for employment uses. The respective resolutions can be summarized as follows:

- A September, 2016 resolution from the Township of King supports removing lands from the Greenbelt Plan for new employment lands along Highway 400, when required
- In November 2019 and February 2020 Richmond Hill Council resolved to support the expansion of their urban boundary in the vicinity of Highway 404 and the Gormley GO Train Station, by redesignating the Protected Countryside lands to Settlement
- In August 2019 and March 2020, the Town of Whitchurch-Stouffville Council resolved to support employment uses along the Highway 404 corridor and the expansion of the urban area around the Gormley and Bloomington GO Train Stations, by redesignating the Protected Countryside lands to Settlement
- In January 2013 and January 2019, the Town of East Gwillimbury Council resolved to support adding 600 acres east of Highway 404, between Davis Drive and Green Lane, for new employment lands

**The Planning Act, Provincial Policy Statement and Growth Plan recognize the importance of planning for employment in promoting economic competitiveness and the protection of the natural environment**

Section 2 of the *Planning Act* lists the protection of ecological systems, including natural areas, features and functions, the adequate provision of employment opportunities, and the protection of the financial and economic well-being of the Province and its municipalities as matters of provincial interest.

Section 1.3 of the Provincial Policy Statement states that: “*Planning authorities shall promote economic development and competitiveness by:*

- a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;*
- b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;*
- c) facilitating the conditions for economic investment by identifying strategic sites for investment, monitoring the availability and suitability of employment sites, including market-ready sites, and seeking to address potential barriers to investment.”*

Policies 1.1.2 and 1.3.2.7 of the Provincial Policy Statement allow planning authorities to plan beyond 25 years for the long-term protection of employment areas, provided lands are not designated.

Section 2.0 of the Provincial Policy Statement states that: “*Ontario's long-term prosperity, environmental health, and social well-being depend on conserving biodiversity, protecting the health of the Great Lakes, and protecting natural heritage, water, agricultural, mineral and*



*cultural heritage and archaeological resources for their economic, environmental and social benefits.”*

Section 2.2.5 of the Growth Plan for the Greater Golden Horseshoe states that economic development and competitiveness will be promoted by ensuring the availability of sufficient land, in appropriate locations, for a variety of employment uses to accommodate forecasted employment growth.

To balance urban growth with protecting the natural environment and agricultural areas, Section 4 of the Growth Plan contains policies that protect these lands, features and resources. The Growth Plan deems these as “*essential for the long-term quality of life, economic prosperity, environmental health, and ecological integrity of the region. They collectively provide essential ecosystem services, including water storage and filtration, cleaner air and habitats, and support pollinators, carbon storage, adaptation and resilience to climate change.*”

### **The Greenbelt Plan was put in place to contain urban growth and create a permanent protected zone around the Greater Golden Horseshoe**

The Greenbelt Plan, together with the Oak Ridges Moraine Conservation Plan and the Niagara Escarpment Plan, identifies where urbanization should not occur in order to provide permanent protection to the agricultural land base and protect the ecological and hydrological integrity of the features, areas and functions. This is particularly true of the Oak Ridges Moraine which traverses central York Region.

The Greenbelt is a broad band of permanently protected land which:

- Protects against the loss and fragmentation of the agricultural land base and supports agriculture as the predominant land use;
- Gives permanent protection to the natural heritage and water resource systems that sustain ecological and human health and that form the environmental framework around which major urbanization in southcentral Ontario will be organized;
- Provides for a diverse range of economic and social activities associated with rural communities, agriculture, tourism, recreation and resource uses; and
- Builds resilience to and mitigates climate change.

### **Provincial policies provide for a balanced approach to environmental protection and urban growth**

The various provincial policy documents provide for a balance approach to growth management. There are policies that promote the preservation and enhancement of the natural environment and agricultural system, and policies that promote economic growth and vitality, and city building that efficiently utilizes existing and planned infrastructure in a sustainable manner.

## 4. Analysis

### **400 series highway corridors provide strategic locations for businesses and are critical to the local, Regional and provincial economies**

The York Region economy is worth an estimated \$60.9-billion (CBOC, July, 2020), larger than any of the Atlantic Provinces. The Region's location in the Greater Toronto and Hamilton Area is strategic from a goods movement perspective. York Region is within a one day drive to the United States market with over 140 million people and a one hour flight to global markets such as New York, Philadelphia, Boston, Chicago and Detroit. It is located in close proximity to Toronto Pearson International Airport, is home to both the CP intermodal facility and the CN MacMillan rail yard, and has a strong network of 400 series highways which connect the Region to both the broader provincial and national markets as well as the United States border.

### **York Region is a top destination in the Toronto area and Canada for businesses across a number of industry clusters, many of which are visible from 400 series highways**

Over 2,000 businesses in the Region rely on exporting as their primary source of revenue, collectively generating \$19 billion annually. The Region is attractive for international investment and home to major global research and development centres for some of the world's biggest companies. Many of these businesses rely on transportation access for goods movement. National and international head offices strategically situated on 400 series highways include: Aviva Insurance, Desjardins, Allstate, IBM, AMD, Celestica, GE Energy, Mazda Canada, BMW Group, and Honda. Extensive manufacturing storage and distribution facilities located in the Region include: the Royal Group, Gracious Living, VersaCold, Mars Wrigley Confectionery, UPS, FedEx, Costco Distribution, Sobey's Distribution, Home Depot Distribution, and a proposed Walmart Distribution centre.

There are a wide range of business sectors that have very specific land requirements in terms of size, configuration, transportation access and proximity to other related businesses. The characteristics of ideal employment lands, as well as the overall supply, are important considerations in planning for York Region's long-term employment needs. The Region has a limited supply of lands along 400 series corridors that provide visibility for businesses. The long-term vitality of the York Region economy demands high-profile, accessible locations for employment and in this regard the importance of the 400 series corridors to the economy is recognized by the Region, the local municipalities and the Province.

### **Proposed Amendment 1 to the Growth Plan anticipates York Region will attract the largest volume of job growth in the Greater Golden Horseshoe by 2051**

Proposed Amendment 1 to the Growth Plan includes changes to the population and employment forecasts, the horizon year for planning, and other policies to increase housing supply, create jobs, attract business investment and better align growth with infrastructure.

The Amendment 1 reference forecast anticipates 2.1 million people and 990,000 jobs in York Region by 2051. These provincial forecasts express confidence in York Region's ability to accommodate the largest volume of job growth in the entire Greater Golden Horseshoe. York Region needs to provide for the creation of 340,000 jobs in keeping with these provincial forecasts and this level of growth requires strategic and comprehensive planning to ensure that there will be sufficient developable land in the right locations to accommodate this growth.

### **Staff will undertake detailed forecasting and land needs assessment now that the final Growth Plan amendments have been approved by the Province**

Despite numerous provincial reviews and amendment to the Growth Plan, Staff continue to advance the Regional Official Plan update. On August 28, 2020, the province released the final Growth Plan amendment and revised Land Needs Assessment methodology for detailed forecasting and land budgeting to distribute the York Region population and employment forecast to the nine local municipalities. The final forecast numbers are will also be used to align infrastructure and complete financial planning.

Staff's detailed forecasting and land needs work will assess the demand and supply factors in the context of the region-wide employment market, while considering local municipal needs and aspirations. Staff are obligated to undertake this work in accordance with the existing provincial planning framework, including policies of the Greenbelt Plan and the Oak Ridges Moraine Conservation Plan which restrict new urban development. The draft forecast and land needs work by local municipality will be presented to Regional Council in Q1 of 2021.

The lands needs work will recognize that employment areas are vital to the Regional economy. As of 2019, 51 per cent of York Region jobs were located in employment areas, including 63 per cent of the Region's largest employers. Based on the Region's 2017 inventory and recent updates to employment area boundaries through the Municipal Comprehensive Review to reflect employment conversions, there are 2,400 ha of vacant employment land in the Region, and protection of these areas to 2051 and beyond will be critical to ensure that choice is available to prospective businesses.

### **Future demand for employment area development in York Region is anticipated to remain strong**

Demand for employment areas is anticipated to remain strong and be driven by land extensive logistics and warehouse facilities as the role of e-Commerce continues to expand as well as increasing shares of service sector employment in small offices and multi-unit industrial buildings. Maintaining an appropriate supply of employment areas will be important for all types of industry to provide flexibility for employers in high quality locations over the long term.

Growth in e-Commerce has driven a surge in demand for distribution space on goods movement corridors and close to major urban centres. Manufacturing will continue to play an important role with fewer workers and more automation. Growth in employment areas will also be driven by increasing demand for large sites with superior transportation access and

evolving trends towards office uses in industrial flex space and older multi-unit industrial buildings. An appropriate land supply will be required for all types of industry to provide flexibility for employers over the long-term. The Region's strategically located employment areas, particularly along major highways and near intermodal facilities, will be important assets as these industries grow.

### **The Region has three key large scale employment nodes that play important distinct roles in the Regional economy**

Among the Region's employment areas are three unique large scale nodes that play important distinct roles in the Regional economy. Each of these nodes is the centre of economic zones in the Region that provide for better live/work relationships in various parts of the Region. It is important that a healthy supply of vacant employment lands be made available in each of these nodes:

- Office/high tech area of Markham/Richmond Hill, which is one of only three major office nodes outside of Downtown Toronto,
- Manufacturing, transportation, distribution and logistics industrial node in central and west Vaughan, strategically located around the CP intermodal facility, the CN rail yard and a network of 400 series highways, and
- Emerging employment areas along the 404 north through Richmond Hill, Newmarket, East Gwillimbury and the Keswick area that provide attractive sites with significant vacant capacity to support employment growth moving forward.

The support for employment uses in Whitchurch-Stouffville, Richmond Hill and East Gwillimbury would provide for employment growth northward from the emerging employment areas along the 404, while Township of King's support for lands along the 400 complement the existing manufacturing, transportation, distribution and logistics industrial node in Central and West Vaughan to the south.

### **Planning to 2051 will consider opportunities for employment lands adjacent to the GTA West Corridor and Bradford By-pass 400 series highway expansions**

The 2051 land needs assessment work will consider the new 400 series highway expansions: the GTA West Corridor and the Bradford By-pass. On August 7, 2020, the Province announced the preferred alignment of the GTA West Corridor. The east-west 400 series highway will run through northern Vaughan, generally north of Kirby Road and terminate at Highway 400.

The Bradford By-pass, connecting Highways 400 and 404, from Bradford West Gwillimbury to East Gwillimbury received provincial approval last August and is currently proceeding to engineering and detailed design. These new 400 series highways are prime locations for new employment lands.

## **The Provincial Policy Statement allows municipalities to plan beyond the Planning horizon for the long term protection of employment areas**

As noted above, policies 1.1.2 and 1.3.2.7 of the Provincial Policy Statement allow planning authorities to plan beyond 25 years for the long-term protection of employment areas, provided lands are not designated.

From an urban growth and city building perspective employment is an appropriate land use for lands adjacent to 400 series highways, while protecting environmentally sensitive features. Since these lands are within the provincial Greenbelt Plan, they cannot be readily removed and developed with serviced urban uses without change to provincial Plans.

As the Provincial Policy Statement permits the identification of employment areas beyond the planning horizon and in order to protect these lands for long-term employment purposes, the Regional Official Plan could identify an overlay specifying that the future use of these lands are being protected for employment purposes. However, without a provincial change to the Greenbelt Plan, those lands could not be designated for urban uses.

## **The Region Official Plan must conform to provincial Plans and cannot change Greenbelt Plan boundaries or designations through the MCR**

York Region staff will continue to advocate to the Province, in accordance with Regional Council direction, for access to new employment lands along 400 series highways, when they are required. With an expanded urban area, natural heritage and agricultural features and systems need to continue to be protected from development. The Province is the appropriate agency to balance economic and environmental objectives through future amendments to Provincial Plans to ensure core features and functions of the Greenbelt Plan and Oak Ridges Moraine Conservation Plan continue to be protected and the integrity of environmental policies is maintained.

## **Through the current MCR, the Regional Official Plan could identify these lands as appropriate for long term employment uses.**

Lands adjacent to 400 series highways, in close proximity to urban areas and across the Greater Golden Horseshoe, are appropriate for long term provincial protection for employment uses. The Greater Golden Horseshoe's long term economic prosperity would benefit from this provincial leadership. Protection of these strategically located lands is not only important to York Region, but applies to the larger economic engine of southern Ontario. The Province should apply a consistent approach to protecting lands adjacent to 400 series highways for long-term employment purposes, where deemed necessary by municipalities. This approach would complement policies in both the PPS and Growth Plan that speak to promoting and enhancing the Province's economic competitiveness. As noted above, provincial direction is required to develop a process that allows municipalities to access these strategically located employment lands, if deemed necessary through a Municipal Comprehensive Review.

## **New 400 series highway employment areas will require the extension of urban services**

Designating new employment lands, beyond the current urban boundary, will require the extension of new Regional water and wastewater infrastructure and improvements to Regional arterial roads to service these new areas. The cost associated with these major Regional infrastructure improvements and their perpetual maintenance costs will need to be evaluated. Further, depending on the process established by the Province, servicing policies of the Provincial Plans may need to be modified.

In the past Council has requested that Great Lakes based servicing be an option for servicing existing communities in the Oak Ridges Moraine Conservation Plan and Greenbelt Plan areas ([Recommendation #5, Attachment 2, Clause 4, Report 13, dated September 22, 2016](#)). A modification to provincial plans in this regard would provide additional options for the Region to consider if access to these lands is provided for employment purposes.

## **5. Financial**

There are no funding sources and key budget implications associated with this report.

## **6. Local Impact**

The Township of King, the Town of Whitchurch-Stouffville, and the Town of East Gwillimbury Councils have resolved to pursue new employment lands along their respective segments of Highway 400 or Highway 404. The City of Richmond Hill has resolved to pursue new employment and residential land uses along Highway 404 in the vicinity of the new Gormley GO Train Station.

The competitive benefits of new employment lands adjacent to 400 series highways may benefit a local municipality, but the associated cost of municipal infrastructure required to service these new lands, and the loss of Greenbelt Plan lands still needs to be carefully evaluated and considered.

## **7. Conclusion**

Planning for employment has a wide range of market segments that have very specific land requirements in terms of size, configuration, transportation access and proximity to other related businesses. The unique characteristics of employment lands, as well as the overall supply, are important considerations in the planning for York Region's long-term employment needs.

The role of the 400 series highway corridors, and the limited supply of land with direct exposure to them, are especially critical in York Region's long-term planning, and form the basis of this report.

York Region will continue to advocate to the Province for the ability to remove lands from the Greenbelt Plan for employment uses, when deemed necessary, while protecting natural heritage features. The 400 series highway corridors are significant connective infrastructure that promote and enhance the provincial, regional and local municipal economies.

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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 or Sandra Malcic, Director, Long Range Planning at ext. 75274. Accessible formats or communication supports are available upon request.

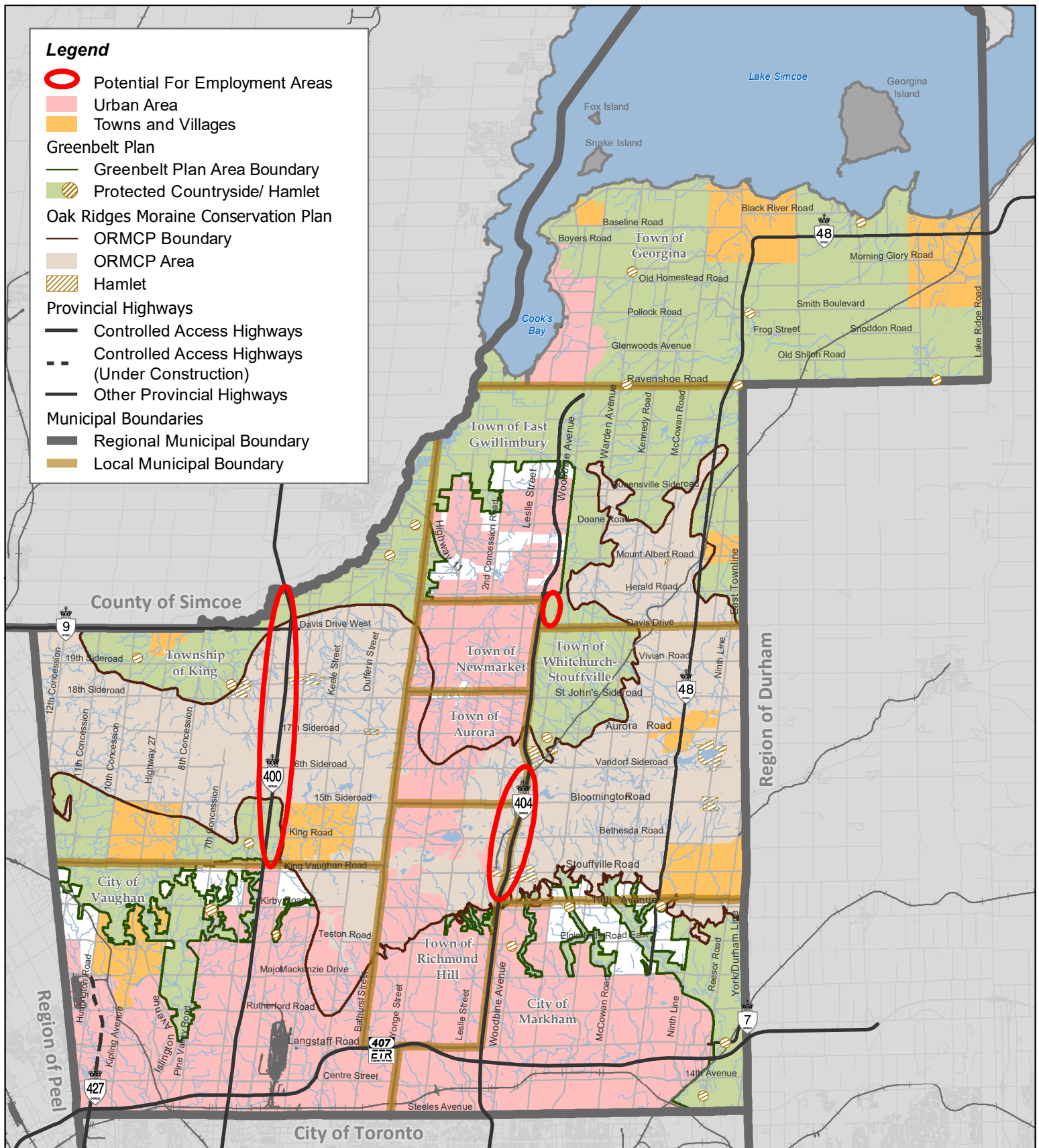
Recommended by: **Paul Freeman, MCIP, RPP**  
Chief Planner

**Dino Basso**  
Commissioner of Corporate Services

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

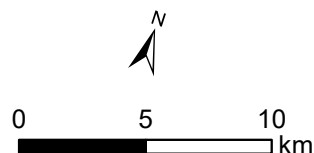
September 25, 2020  
Attachment (1)  
#11187707





## Potential For Employment Areas

September 2020



Produced by:  
The Regional Municipality of York  
Corporate Services Department,  
Planning and Economic Development Branch  
September 2020

Data: Queen's Printer for Ontario 2003-2020

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**From:** Switzer, Barbara <[Barbara.Switzer@york.ca](mailto:Barbara.Switzer@york.ca)> **On Behalf Of** Regional Clerk  
**Sent:** November 2, 2020 3:16 PM  
**To:** Aurora Clerks General Inbox <[Clerks@aurora.ca](mailto:Clerks@aurora.ca)>; Aguila-Wong, Christine <[caguila-wong@markham.ca](mailto:caguila-wong@markham.ca)>; [clerks@newmarket.ca](mailto:clerks@newmarket.ca); EG Clerks General Inbox <[clerks@eastgwillimbury.ca](mailto:clerks@eastgwillimbury.ca)>; King Clerks General Inbox <[clerks@king.ca](mailto:clerks@king.ca)>; Rachel Dillabough <[rdillabough@georgina.ca](mailto:rdillabough@georgina.ca)>; Richmond Hill Clerks General Inbox <[clerks@richmondhill.ca](mailto:clerks@richmondhill.ca)>; Vaughan Clerks General Inbox <[clerks@vaughan.ca](mailto:clerks@vaughan.ca)>; WS Clerks General Inbox <[clerks@townofws.ca](mailto:clerks@townofws.ca)>  
**Subject:** Regional Council Decision - COVID-19 - Potential Re-Opening of Businesses within York Region

**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 November 2, 2020 Regional Council made the following decision:

That Regional Council advocate to the Premier and Ontario's Chief Medical Officer of Health, to re-open businesses (Restaurants, Bars, Gyms, and Recreational Facilities) in York Region as soon as possible based on the following modified safe re-opening recommendations of Dr Kurji, York Region Medical Officer of Health:

#### **All Businesses and Organizations**

- Compliance with any advice, recommendations and instructions issued by the Office of the Chief Medical Officer of Health on screening for COVID-19
- Comprehensive COVID-19 plans in place
- Active screening of staff, maintaining logs for every scheduled shift, and communication with staff regarding COVID activity
- Having active ill staff policy in place
- Implementing natural ventilation (opening windows) or mechanical ventilation to increase the rate of air change and avoid recirculation of air indoors

#### **Bar and Restaurants**

- All staff are to wear medical masks at all times, including areas where the public does not have access, for both indoor and outdoor dining, following Ministry of Labour regulations
- All patrons are to wear face coverings or masks at all times, for both indoor and outdoor dining, other than for the purposes of eating or drinking
- Active screening for patrons: patrons entering the facility must have their name, contact information, date and time recorded, including dining, pick-up and take out
- Patrons are to maintain wearing face masks or coverings when interacting with servers and restaurant staff
- Use of scheduled reservations where possible to better control capacity
- Establishing time limits for attending a setting
- Reducing background noise by lowering background music to below the level of conversation
- Reducing hours of operations

### **Gyms and Recreational Facilities**

- Province reintroduce the maximum capacity limit for gyms based on a ratio of the facility's square footage while adhering to physical distancing measures of at least 2 metres
- All patrons to wear face masks or covering unless engaged in vigorous physical activity
- No drop-ins; all visits must be scheduled to help ensure capacity is maintained at all times
- Active screening for patrons, screening and temperature checks
- All patrons entering the facility must have their names, contact information, date and time recorded
- Not to include more than 1 instructor per class
- Maintain cleaning schedule to ensure disinfectant of fitness equipment, exercise areas and spaces
- Change rooms open for the purpose of using the washroom and store outdoor clothing (boots, coats)
- For simultaneous classes, stagger times to ensure entry/exit points and outside areas are not crowded

**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**

**AGENDA 2.1****MARKHAM PUBLIC LIBRARY BOARD****Regular Meeting****Minutes of Regular Meeting held on Monday, September 21, 2020 7:03 p.m. Virtual Meeting**

Present from Board: Mr. Alick Siu, Chair  
 Ms. Margaret McGrory, Vice-Chair  
 Mr. Raymond Chan  
 Mr. Edward Choi  
 Deputy Mayor Don Hamilton  
 Mr. Ben Hendriks  
 Councillor Keith Irish  
 Councillor Andrew Keyes  
 Mr. Anthony Lewis  
 Mrs. Pearl Mantell  
 Mrs. Lillian Tolensky  
 Mr. David Whetham  
 Mr. Jay Xie

Present from Staff: Mrs. Catherine Biss, CEO & Secretary-Treasurer  
 Ms. Andrea Cecchetto, Director, Service Excellence  
 Mrs. Diane Macklin, Director, Community Engagement  
 Ms. Michelle Sawh, Director, Administration  
 Ms. Debbie Walker, Director, Library Strategy & Planning  
 Ms. Polly Chan, Financial Analyst  
 Mr. Patrick Pan, Manager, Facilities & Workplace Safety  
 Mrs. Antonella Costa, Manager, Workforce Development  
 Mr. David Zambrano, Organizational Transformation Manager  
 Mr. Fred Whitmarsh, Manager, Unionville Library  
 Ms. Andrea Dunn, Designate Union Representative  
 Mrs. Susan Price, Board Secretary

Regrets: Ms. Iqra Awan

1.0 **Call to Order/Approval of Agenda**

Mr. Alick Siu, Chair called the meeting to order at 7:03 p.m.

Moved by Mrs. Lillian Tolensky  
 Seconded by Mr. Ben Hendriks

**Resolved that the agenda be approved.**

Carried.

1.1 **Declaration of Conflict of Pecuniary Interest**

None.

1.2 **Delegation**

None.

**AGENDA 2.1****1.3 Chair's Remarks****CHAIR'S INDIGENOUS LAND ACKNOWLEDGMENT**

We begin today by acknowledging that we walk upon the traditional territories of Indigenous Peoples and we recognize their history, spirituality, culture and stewardship of the land. We are grateful to all Indigenous groups for their commitment to protect the land and its resources and we are committed to reconciliation, partnership and enhanced understanding.

The Chair asked the Directors to introduce any "guest" staff members present.

Mr. Siu advised the Board that it has been recommended that we count votes at virtual meetings and asked Members if they are in favor of a motion to keep their hands raised until they can be tallied.

The Strategic Planning Workshop will be held virtually Saturday, September 26, 2020, 9:00 a.m. to 11:30 a.m. Details and agenda to follow within the next couple of days.

The Working Group Presentation to Council has been pushed back from October 19 to November 16, 2020.

**2.0 Approval of Minutes:****2.1 Library Board Minutes June 22, 2020**

Moved by Deputy Mayor Don Hamilton  
Seconded by Mrs. Pearl Mantell

**Resolved that the minutes of the June 22, 2020 Library Board Meeting be confirmed.**

Carried.

**2.2 Consent Agenda:**

Moved by Mrs. Lillian Tolensky  
Seconded by Ms. Margaret McGrory

**Resolved that the Consent Agenda comprising Agenda items 2.2 to 2.4.13 and the same are hereby approved as written and the CEO of the Library is hereby authorized and directed to take such action that may be necessary to give effect to the recommendations as therein contained:**

**2.3 Declaration of Due Diligence by the CEO****2.4 Communication and Correspondence:**

**2.4.1** thestar.com: Vaughan's public library is the first in the GTA to go fine-free  
<https://www.thestar.com/news/gta/2020/06/25/vaughans-public-library-is-the-first-in-gta-to-go-fine-free-heres-why.html>

**2.4.2** Markham.snapd.com: Great Summer Book Pics from MPL  
<https://markham.snapd.com/events/view/1323191>

**2.4.3** yorkregion.com: Why you should try audiobooks

## AGENDA 2.1

- <https://www.yorkregion.com/opinion-story/10017967-why-you-should-try-audiobooks/>
- 2.4.4 yorkregion.com: books to brighten your summer  
<https://www.yorkregion.com/whatson-story/10057466-5-books-to-brighten-your-summer/>
- 2.4.5 markhamreview.com: library preserves local history of living through a pandemic  
<https://markhamreview.com/library-preserves-local-history-of-living-through-a-pandemic/>
- 2.4.6 Covid19 Story Gallery: [105.9 The Region Radio interview](#)
- 2.4.7 Covid19 Story Gallery: [CityTV and 680 News interview](#)
- 2.4.8 Markhamreview.com: Markham Reads moves online:  
<https://markhamreview.com/markham-read-moves-online/>
- 2.4.9 yorkregion.com: How Markham Public Library is preserving history  
<https://www.yorkregion.com/community-story/10076333-how-markham-public-library-is-preserving-history/>
- 2.4.10 yorkregion.com: Markham Reads The Glass Hotel under virtual library program  
<https://www.yorkregion.com/news-story/10078211-markham-reads-the-glass-hotel-under-virtual-library-program/>
- 2.4.11 The Globe and Mail: How libraries play a vital role in restoring the economy
- 2.4.12 The Globe and Mail: Are libraries a net harm to literature and book publishing?  
<https://www.theglobeandmail.com/opinion/letters/article-what-next-grocery-stores-taking-income-away-from-chefs-readers/>
- 2.4.13 The Globe and Mail: There is a reading crisis in Canada  
<https://www.theglobeandmail.com/opinion/article-there-is-a-reading-crisis-in-canada-the-pandemic-will-make-it-worse/#comments>

Carried.

### 3.0 **CEO's Highlights:**

The Chair asked the CEO to comment on any content of the Highlights.

Mrs. Biss mentioned the following highlights:

- **COVID and Recovery Operations**

MPL launched its curbside service on July 15 at three locations, Markham Village, Thornhill Village and Unionville. Since its inception, over 5,300 curbside appointments have been made, over 50,000 items borrowed or renewed and 43,476 returns have been processed. Staff have responded to over 8,000 questions online and conducted 7,316 chats resulting in over 1,000 hours of individual instruction with customers. Since March, 385 programs have been offered virtually serving over 87,000 participants. In addition, MPL staff utilized Makerspace technology to support local healthcare workers and City employees in printing universal protective equipment. MPL worked with Markham Fire to supply face shields and masks to staff at Participation House and Markham Stouffville Hospital. In total 390 face shields were manufactured and donated and 1,425 fabric masks produced.

## AGENDA 2.1

Curbside service has offered an important opportunity to remain connected to the community, however it is highly labour intensive and not sustainable in the cold winter months (see 7.2 for Next Stage of Reopening)

- **Enterprise Risk Management**

The CEO cited certain higher risk aspects of the report including:

- Embargos and pandemic impacts overseas are disrupting access to multilingual collections
- Ongoing branch closures resulting in cancellation of library programs and reduced revenues
- Closures of branches and limited access to physical collections resulted in rapid transition to digital library service
- Staff still laid off

- **Consequences of Childhood Literacy Deficiencies**

A recent opinion piece in the Globe and Mail addresses the issue of children's literacy in relation to academic and economic success. Author Julie O'Sullivan notes that of the 400,000 five-year-olds enrolled in kindergarten in 2020, 25% will, by the time they finish grade 3, be "unable to read and write well enough to keep up in grade 4. Most will never 'catch up' and that was before the pandemic."

- **Complaints**

MPL is again receiving questions and complaints that it is not yet providing full access to its branches and physical services as in other municipalities. Staff continue to address concerns by stressing that Markham is taking a measured approach to reopening to prioritize the safety of staff and customers.

There were some comments on the threat to childhood literacy. It was asked if there had been any discussions at the City about permanent closures to physical properties. Councillor Keyes responded that there were none that he was aware of and the current shut downs in facilities are considered temporary, although some administrative staff may continue to work from home.

Moved by Mr. Edward Choi

Seconded by Mr. David Whetham

**Resolved that the report entitled "CEO's Highlight's September 2020" be received.**

Carried.

### 4.0 **Annual Monthly Policy Review**

(To be undertaken at the January meeting)

### 5.0 **Internal Monitoring Reports:**

(Compliance list of internal monitoring reports and discussion led by members)

### 5.1 **Executive Limitation: EL-2d Financial Condition**

(Assigned to Mr. Edward Choi)

Mr. Choi advised the Board that he had reviewed the report EL-2d Financial Condition and that it is the second of three financial reports for fiscal year 2020. Edward sent an e-mail to Board members and did not receive any questions or concerns.

He stated that the Library is in a favorable position with a year-to date surplus of \$1,539,225.

Mr. Choi reviewed the Global Policy Limitation and the seven Policy Limitations.



## AGENDA 2.1

The report confirmed that the CEO and MPL's practices relative to MPL's Financial Condition comply with the requirements of EL-2d policy.

Moved by Mr. Edward Choi  
Seconded by Mr. Anthony Lewis

**Resolved that the report entitled "Internal Monitoring Report-Executive Limitation EL-2d, Financial Condition" be received.**

Carried.

6.0  
6.1

### **Ends:** **Strategic Plan Update**

Staff reviewed the report with Board members and pointed out areas of the plan that had moved ahead during the COVID-19 pandemic and others that were deferred or delayed.

#### **Accomplishments and Innovations**

- Launched online information and chat services
- Launched "Keeping Connected" service: 'care" phone calls to isolated/vulnerable residents
- Developed and launched "Share Your Story" a community engagement project capturing the impact of the COVID-19 pandemic on lives of residents
- New website
- Moving Ahead: Re-opening Phase 2 (opening branches for limited services) is currently being planned for early October
- In addition to planning and oversight for the delivery of library services, the MPL management team has carried on administrative functions including labour relations, training, workforce management, budgets, strategic planning, capital projects, IT capital projects, facility maintenance, business recovery planning and service planning. Managers have provided ongoing staff communication through weekly virtual town halls
- Library eCards/Overdrive eCard
- Implemented Digital Markham Strategy-Update to Council

#### **Deferred or Delayed**

- Replacement of Markham's system for program registration and facility bookings (CLASS) –In Progress under the project management of the City's IT Dept.
- LMS-Deferred by the Human Resources Department at the City
- Staff scheduling software-In progress as part of a City-wide project.
- DML at Angus Glen-Delayed due to branch closure
- Library Strategic Planning-In progress
- Implementation of 2019 ILMP-Deferred to 2021
- Markham Centre Library Consultation-Deferred to 2021 due to Covid-19
- Library content plan update-In progress
- Library Makerspace Music creation and instruments lending-Deferred due to branch closure
- Markham Brain Project-Deferred
- Library Ecards-self-service-In progress awaiting legal sign off and then technical work
- WIFI Mobile Printing-Deferred to 2021
- Update Markham's DIAP-In progress
- City-wide User fee assistance-Deferred
- City older adult Website-Deferred
- Community Hub Model-In progress in partnership with Recreation
- Markham Centre secondary Plan-In progress
- Milliken Mills expansion-still waiting for results of the Infrastructure Grant program

## AGENDA 2.1

Upon approval of the Library's new Strategic Plan for 2021, the projects listed above will be reviewed in the context of our new strategic priorities and carried forward where appropriate into the 2021 Work Plan.

The Vice-Chair asked if Members would be receiving any preparatory work for the Strategic Planning Workshop to be held Saturday, September 26, 2020. Staff responded that they would be sending out an agenda and information for the Board's review and consideration in advance of the work shop.

Moved by Mr. Ben Hendriks  
Seconded by Ms. Margaret McGrory

**Resolved that the report "Strategic Plan Update" be received.**

Carried.

### 7.0 **Governance:**

#### 7.1 **OLBA Update: Ben Hendriks**

Mr. Hendriks advised the Board that although activities had slowed over the summer, things are picking up and they are working on building stronger relations with SOLS and OLS-North. OLBA is planning on three webinars, October, November and December that will focus on current issues affecting libraries and developing concepts for recruiting new Library Board members for the 2022-2026 term.

There was a question about the OLA Super Conference usually held early in 2021. Mr. Hendricks responded that they are working on a virtual conference and an announcement will be coming out soon.

#### 7.2 **Report to the Board on the Next Stage of Reopening**

Staff explained that this report expands on a previous one sent to the Board. Highlights include discontinuation of curbside services at UL, MV and TV. Opening in-branch access at 4 locations (tentatively TC, MV, AL and AG) for holds pick up, limited access to computers, printing and copying by appointment and Proctoring services by appointment. MPL is working closely with Recreation at the City. When it is clear which facilities will be opening, then MPL can expand services as well.

Moved by Mrs. Pearl Mantell  
Seconded by Mr. Edward Choi

**Resolved that the report "Markham Public Library Service Recovery Plan Stage II" be received.**

Carried.

### 8.0 **Ownership Linkage:**

#### 8.1 **Input from Board Members**

There were no reports from Board members attending events at this time.

**AGENDA 2.1**

9.0 **Board Advocacy:**  
 9.1 **Events (Virtual Programs) for the Next Quarter**

Staff explained that the events will be virtual and that some programs will be revenue based. The current programs focus on wellness and stress management, support for parents with children returning to school and those with children continuing to learn virtually and programs related to entrepreneurship.

Concerning business programs, Mrs. Macklin advised that they had lost a few long-term partners because of challenges programming in the virtual environment. However, they have also developed some new partnerships for STEAM programs and newly popular programs related to cooking and baking. There were questions about newcomer issues and suggestions on offering workshops for English skills development, both conversational and business related. Staff explained that these workshops are traditionally in person and not possible to do at this time; however, there are other community organizations offering these services for the community. It was suggested that printed materials be available in branches listing these external resources. Staff responded that MPL is very limited as to what kind of print items can be handed out due to community concerns about virus transfer. Resources are currently posted on the MPL website.

Moved by Mrs. Pearl Mantell  
 Seconded by Mr. Edward Choi

**Resolved that the report “Events (Virtual Programs) for the Next Quarter” be received.**

Carried.

10.0 **Education:**  
 10.1 **Board Education Plan-2021**

Staff advised the Board that the educational topics listed are suggestions and that instead of strictly staff speakers or reports, they would be endeavoring to bring in guest experts. Ms. Cecchetto asked that if anyone had any comments or suggestions to pass them on to the Board Secretary. The list would be finalized for the October meeting.

Moved by Mrs. Lillian Tolensky  
 Seconded by Mr. Raymond Chan

**Resolved that the Board members identify outreach initiatives and education topics for 2021 to comply with Governance process GP-2f Policy.**

Carried.

11.0 **Incidental Information**  
 (None)

12.0 **New Business:**  
 12.1 **Cornell Parking Garage and Library Development Charges**

The CEO explained that she is seeking support from the Board to assist with a capital budget shortfall for essential repairs to the Cornell Parking Garage. The impact for the Library will be \$117,405, a potential loss of 235 square feet of space in future library facilities. The CEO explained that over the next few years this loss will be recovered through community benefit

## AGENDA 2.1

payments by developers as they build new homes in Markham. Overall, Recreation will cover 85% of the shortfall and MPL 15%. This is based on the square footage of each within the facility.

There were several questions about warranties and if these repairs would be permanent. At this time it is expected that the repairs will significantly improve the structure but there is always a finite lifespan for these types of non-roofed structures.

There was a lot of discussion and questions on the warranties and life cycle repairs and the allocation of the expenses.

Moved by Deputy Mayor Don Hamilton  
Seconded by Mr. Ben Hendriks

**Resolved that the Board approve the allocation of Development Charges of \$117,405 to the repair of the Cornell Parking Garage and that the CEO of the Library is hereby authorized and directed to take such action that may be necessary to give effect to this recommendation.**

Carried.

### 13.0 Board Evaluation:

#### 13.1 Questionnaire: The Conduct of the Board

The Chair asked the Board to complete the Questionnaire sent out by e-mail and return to the Board Secretary.

### 14.0 In Camera Agenda: (None)

### 15.0 Adjournment

Moved by Mrs. Pearl Mantell and seconded by Deputy Mayor Don Hamilton that the meeting be adjourned at 8:17 p.m.

Report to: General Committee

Meeting Date: November 16<sup>th</sup>, 2020

**SUBJECT:** 2021 Interim Tax Levy By-law  
**PREPARED BY:** Shane Manson, Senior Manager, Revenue & Property Tax

**RECOMMENDATION:**

- 1) That the report “2021 Interim Tax Levy By-law” be received; and,
- 2) That Council authorize an interim tax levy for 2021; and,
- 3) That the attached by-law be passed to authorize the 2021 interim tax levy; and,
- 4) 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 seek authority from Council for the City of Markham to levy an interim property tax levy for the 2021 taxation year. The purpose of an interim property tax levy is to provide the necessary cash flow to meet the City’s own needs and its financial obligations to the Region of York and the Province of Ontario for education purposes.

**BACKGROUND:**

Section 317 of the *Municipal Act, 2001 (The Act)*, allows a local municipality to levy on all taxable properties, an interim tax levy prior to the adoption of the final budget for each tax year. The maximum allowable interim levy is fifty (50) per cent of the prior year’s annualized taxes. Annualized taxes reflect taxes levied against the property at final billing, including all tax adjustments due to supplementary assessment and resulting from assessment appeals. For properties that are new to the assessment roll for the current year, and were not assessed in prior year, fifty per cent of the previous year’s tax rate for the properties applicable tax class will be applied to the property’s assessed value to generate an interim levy.

*The Act* requires that an interim tax levy by-law be passed in the year to which it applies or in November or December of the previous year, provided that the by-law does not come into effect until a specified day in the applicable year

**OPTIONS/ DISCUSSION:**

The interim tax levy by-law provides for the levy of interim taxes for the 2021 taxation year as authorized under the authority of Section 317 of the *The Act*. Consistent with the City’s practice in previous years, the 2021 interim tax levy will be payable in equal installments, based on the billing plan applicable to each property. These instalment dates have been included in the attached by-law. The 2021 final tax rates will be established

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following the approval of the budgets of the City of Markham, York Region and of the Province. The interim levy will be deducted from the final levy.

**FINANCIAL CONSIDERATIONS**

The interim levy by-law is required to provide for the revenue requirements of the City of Markham prior to the final tax by-law that will incorporate the budgets of the Region of York and of the Province.

The interim levy will generate approximately \$378 million, plus the revenue generated from all new properties added to the assessment roll. Properties that are new to the assessment roll will have fifty per cent of the previous year's tax rate applied to the property's assessed value, based on the properties applicable tax class, to generate an interim levy.

**HUMAN RESOURCES CONSIDERATIONS**

Not applicable.

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

Not applicable.

**BUSINESS UNITS CONSULTED AND AFFECTED:**

Not applicable.

**RECOMMENDED BY:****X**

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Joel Lustig  
Treasurer

**X**

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Trinela Cane  
Commissioner, Corporate Services

**ATTACHMENTS:**

Appendix A: By-Law to Provide for an Interim Tax Levy in 2021

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Appendix A: By-Law to Provide for an Interim Tax Levy in 2021

**THE CORPORATION OF THE CITY OF MARKHAM  
BY-LAW NO. 2020-XXX**

**BEING A BY-LAW TO PROVIDE FOR AN INTERIM TAX LEVY IN 2021**

**WHEREAS** Section 317(1) of the *Municipal Act, 2001*, S.O. 2001, C.25, provides that the Council of a local municipality may, before the adoption of the annual estimates for 2020, pass a by-law to levy on the whole of the assessment for taxable property for local municipal purposes;

**AND WHEREAS** the Council of The Corporation of the City of Markham wishes to impose an interim tax levy, as authorized by *Municipal Act, 2001*, S. O. 2001, c. 25, as amended;

**AND WHEREAS** section 342 of the *Municipal Act, 2001* authorizes a Council to pass by-laws for the payment of taxes by instalments and the date or dates in the year for which the taxes are imposed on which the taxes or instalments are due;

**AND WHEREAS** section 345 of the *Municipal Act, 2001* authorizes a local municipality to pass by-laws to impose late payment charges for the non-payment of taxes or any instalment by the due date;

**AND WHEREAS** the Council of The Corporation of the City of Markham, considers it necessary to implement a Property Tax Payment Deferral Program to assist taxpayers with the economic and financial recovery from the COVID-19 pandemic by providing a tax deferral program to provide time extensions without late payment charges to taxpayers;

**AND WHEREAS** the Treasurer has established criteria for Property Tax Payment Deferral Program to assist financially impacted taxpayers as soon as possible and without an undue administrative burden in accordance with Council's authority under Section 342 of the *Municipal Act, 2001*.

**NOW THEREFORE** the Council of the Corporation of the City of Markham enacts as follows:

1. **THAT** the Council of The Corporation of The City of Markham hereby imposes an interim levy in 2021 in an amount of fifty (50) per cent of the prior year's annualized taxes;
2. **THAT** the taxes may be levied by this by-law on a property that is taxable for local municipal purposes for the current tax year, even if the property was not taxable for local municipal purposes for the prior tax year, including assessment of property that is added to the assessment roll after the by-law is passed at a rate not to exceed fifty (50) per cent of the previous year tax rate for the property class in which the property is assessed;



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3. **THAT** the interim taxes levied by this by-law shall be due and payable in equal instalments as per the following schedules:
- I. **MONTHLY RESIDENTIAL PRE-AUTHORIZED PAYMENT BILLS**
    - a. Due in five (5) equal instalments on the 1<sup>st</sup> day in each of the months of February, March, April, May and June of 2021.
  - II. **INSTALMENT PRE-AUTHORIZED PAYMENT BILLS**
    - a. Due in three (3) equal instalments on the 5<sup>th</sup> day of February 2021, 5<sup>th</sup> day of March 2021, and the 6<sup>th</sup> day of April 2021; or
    - b. Due in two (2) equal instalments on the 5<sup>th</sup> day of February 2021, and 5<sup>th</sup> day of March 2021.
  - III. **NON PRE-AUTHORIZED RESIDENTIAL, FARMLAND, AND PIPELINE BILLS**
    - a. Due in two (2) equal instalments on the 5<sup>th</sup> day of February 2021, and the 5<sup>th</sup> day of March 2021.
  - IV. **NON PRE-AUTHORIZED MULTI-RESIDENTIAL BILLS, AND ALL COMMERCIAL AND ALL INDUSTRIAL BILLS**
    - a. Due in two (2) equal instalments on the 5<sup>th</sup> day of February 2021, and 5<sup>th</sup> day of March 2021.
4. **THAT** as provided in Subsections 345(1) and (2) of the *Municipal Act 2001*, if the taxes or any class or instalment thereof so levied in accordance with this By-law remain unpaid following the due date, a penalty of one per cent (1.00%) on the fourth day default one point quarter per cent (1.25%) per month (15% per annum), on the first day each calendar month thereafter in which the default continues;
5. **THAT** for taxpayers who apply for and are approved before November 30, 2021 will be eligible to have late payment charges (*penalty and interest*) waived starting from the following month of application approval through December 31<sup>st</sup>, 2021; the Treasurer shall
- i. Establish an interest charge of zero percent (0%) on all property tax arrears for the period starting January 1, 2021 or application approval date to December 31, 2021;
  - ii. Establish a penalty charge of zero percent (0%) on all property tax arrears for the period starting January 1, 2021 or application approval date to December 31, 2021.
6. **THAT** the Treasurer of The Corporation of The City of Markham is hereby authorized and directed to serve personally or to mail or cause to be mailed notices of the taxes hereby levied to the person or persons taxed at the person's residence or place of business or upon the premises in respect of which the taxes are payable

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by such person, or the ratepayer's mortgage company or third party designated by the property owner;

7. **THAT** payment of the taxes shall be paid to the Treasurer at the Municipal Offices, 101 Town Centre Boulevard, Markham, Ontario, L3R 9W3;
8. **AND THAT** this By-law shall not take effect until January 1, 2021.

**READ** A FIRST, SECOND AND THIRD TIME AND PASSED THIS XX<sup>h</sup> DAY OF NOVEMBER, 2020.

X \_\_\_\_\_  
**KIMBERLEY KITTERINGHAM**  
**CITY CLERK**

X \_\_\_\_\_  
**FRANK SCARPITTI**  
**MAYOR**



Report to: General Committee

Meeting Date: November 16<sup>th</sup>, 2020**SUBJECT:** Property Tax Payment Deferral Program**PREPARED BY:** Shane Manson, Senior Manager, Revenue & Property Tax**RECOMMENDATION:**

- 1) That the report entitled Property Tax Payment Deferral Program be received; and,
- 2) That Council authorize a Property Tax Payment Deferral Program for the 2021 taxation year for eligible taxpayers; and,
- 3) That the 2021 Interim Tax Levy By-law include the necessary clauses to permit the waiving of late payment charges for the 2021 taxation year for eligible property owners of the Property Tax Payment Deferral Program, and further;
- 4) 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 provide Council with information on;

1. The current status of property tax arrears for the 2020 taxation year, along with;
2. The recently announced relief measures for property owners included within the 2020 Provincial Budget; and,
3. A proposed temporary Property Tax Payment Deferral Program for property owners that have been financially impacted by the COVID-19 pandemic for the 2021 taxation year.

**BACKGROUND:**

On March 27<sup>th</sup>, Council approved a number of property tax and fee relief measures to help residents and businesses experiencing financial hardship due to the COVID-19 pandemic which included:

Residents

- Waived late payment charges for residential taxpayers to Dec 31<sup>st</sup>, 2020
- Eliminated of the 2020 Stormwater fee
- Maintained the April 1<sup>st</sup>, 2019 water rate

Businesses

- Waived late payment charges for non-residential taxpayers to Dec 31<sup>st</sup>, 2020
- Eliminated the 2020 Stormwater Fee, (\$560 for a property valued at \$2M)
- Maintained the April 1<sup>st</sup>, 2019 water rate
- Suspended the Municipal Accommodation Tax (MAT) to Dec 31<sup>st</sup>, 2020.

In addition to providing the property tax fee relief measures in March 2020, the City also paused its property tax collection processes, which included the issuance of arrears notices, along with suspension of the registration of properties for the tax sale process. The intent of this decision was to provide further time and relief to taxpayers that have been facing financial difficulties resulting from the pandemic. As with the other property tax fee relief measures that will recommence on January 1<sup>st</sup>, 2021, staff will be reinstating the City's tax collection and tax sale processes in the first quarter of 2021.

### 2020 Property Tax Collection

Each year, Markham issues two property tax bills to all property owners within the City. The interim tax bill, issued annually in January, is for the first half of the year's taxes. The final tax bill, issued annually at the end of May for residential properties and end of August non-residential properties, is for the second half of the year and is predicated on the annual tax rate approved by Council for that year.

Figure 1 below illustrates the overall collection results of the total taxes billed for the period 2016 through 2019. The four year average property tax collection rate is 96.5%.

<b>Figure 1: Summary of Total Taxes in Arrears (\$M)</b>				
<b>Year</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Total Taxes Levied	\$651.4	\$680.8	\$708.3	\$740.1
Total Taxes Arrears	\$25.2	\$23.9	\$23.8	\$25.5
<b>% of Taxes Paid</b>	<b>96.1%</b>	<b>96.5%</b>	<b>96.6%</b>	<b>96.6%</b>

Figure 2 below illustrates the total number of properties with an outstanding property tax balance during the same period of 2016 through 2019.

<b>Figure 2: Summary of the Number of Properties with Tax Arrears</b>				
<b>Year</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Total # of Accounts	108,210	110,055	112,713	114,238
Total # Accounts with Arrears	6,812	6,316	6,587	6,791
<b>% of Properties with Arrears</b>	<b>6.3%</b>	<b>5.7%</b>	<b>5.8%</b>	<b>5.9%</b>

For 2020, the City's property tax receivables have increased as a result of the impact of COVID-19 and the financial pressures faced by some residents and business owners. As of October 2020, the overall YTD collection result is 93.4%, leaving approximately \$44.8M of current year taxes outstanding from 12,124 properties. Staff are forecasting the overall year-end collection rate to be in the range of 92% - 95%. While this result would be lower than the 96.5% average collection received in previous years, the current results and year-end projection are significantly better than originally forecasted.

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### Property Tax Arrears

Given that property taxes form a first priority lien on the property, the City's tax receivables are secure with little or no risk of loss. The City has a detailed collection procedure to manage property tax accounts in arrears. Each year Staff actively engage with property owners that have unpaid amounts through a series of both automated and personal touchpoints, which ensure tax revenues are monitored and collected in a timely and effective manner.

The City issues property tax arrears notices to all taxpayers with an overdue amount in the spring and fall of each year. Although tax arrears notices were suspended on March 27<sup>th</sup> of this year, the final 2020 property tax bills distributed to all property owners in June and August 2020, included and noted any amounts that remained outstanding, along with the current year taxes levied for the final bill (for second half of the year).

In an effort to ensure property owners with an outstanding property tax balance are aware of the status of their account, staff mailed a reminder notice to each property owner on November 13<sup>th</sup>, 2020. As past experiences have shown, staff anticipate the City will receive payments toward the outstanding amounts, which will improve the overall collection results for the 2020 taxation year.

### **OPTIONS/ DISCUSSION:**

The COVID-19 pandemic has created an unprecedented environment of economic uncertainty which has directly impacted many residents and business owners throughout the City and Province. While it is impossible to know what the financial effects will be on the community as we move into the 2021 taxation year, it is clear that the situation is very fluid and continuously changing.

This was even more apparent with the most recent Provincial announcement on October 16, 2020, that directed York Region (along with Peel, Toronto and Ottawa) to be placed back into a modified Stage 2 position. Further, on November 3, the Province announced that the Region of York would move from modified Stage 2 position to the new category of "Restrict (orange)" position which was implemented as part of the Provinces new COVID19 response framework.

### Provincial Relief Measures for Property Owners

On November 10<sup>th</sup>, the Province released the 2020 Provincial Budget (Ontario's Action Plan: Protect, Support, Recover) in response to COVID-19 pandemic; notable highlights included:

1. Business Education Tax (BET) Reduction
2. New optional property subclass for "Small Business"
3. Seniors Home Safety Tax Credit

Further information of these relief measures is included below along with staff's initial response to the recent announcement.

## 1. Business Education Tax (BET) Reduction

Starting January 1, 2021, the Province stated that they will level the playing field by lowering high Business Education Tax (BET) rates for over 200,000 employers, or 94 per cent of all business properties in Ontario. This will create \$450 million in immediate annual savings and represents a reduction of 30 per cent for many businesses currently subject to the highest BET rate in the province.

Staff comments:

- There is currently a wide range of Business Education Tax (BET) rates across the province, reflecting historical assessment and tax inequities. Previous plans to reduce BET rates were to be phased in over a number of years but were never fully implemented, leaving a number of key regions of the province with high BET rates. As an example, the commercial Business Education rate in York Region is 0.89%, whereas in Toronto it is 0.98% and in London it is 1.25%.
  - Example (before): A commercial property with a \$1M CVA in York Region would pay \$8,900 ( $\$1\text{M} \times 0.89\%$ ) in education taxes levies, whereas a commercial property in London would pay \$12,500 ( $\$1\text{M} \times 1.25\%$ ) in education tax levies.
  - After reducing the BET rate to 0.88%, the same valued property would pay \$8,800 throughout the province. This would translate into a savings of \$100 for the York example and \$3,700 in London example noted above.
- It is anticipated that the Provincial announcement will provide York Region businesses owners a savings of approximately \$12,413,000. This translates into BET Tax Cut Percentage of 2% or \$5,105,000 for commercial property owners and 10% or \$7,308,000 for industrial property owners throughout the Region of York.

## 2. New Optional Property Subclass For “Small Business”

Beginning in 2021, municipalities will be able to adopt a new optional property subclass for small business properties. “Small Business” would be defined locally by the municipality. The small business property subclass will allow municipalities to target tax relief by reducing property taxes to eligible small business properties. The Province also indicated that they will consider matching these municipal property tax reductions to support small businesses.

Staff comments:

- In Ontario, tax policies are established annually by the upper-tier municipality, meaning that York Region Council would have to approve the adoption of this initiative based on input received from the lower-tier municipalities.
- While the new optional property class could allow for a reduction in property taxes for eligible small business properties, it would result in a shift in property tax burden to others. This means that a property tax reduction for the eligible small businesses would have to be offset by an increase to others within the broad class.
- City Staff, in consultation with both the Region of York and its lower tier municipalities, will review the new authority of the optional tax subclass, to determine its feasibility and impact, and will report back to Regional Council within their annual Tax Policy Report in the spring of 2021.

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### 3. Seniors Home Safety Tax Credit

The Province is also proposing a new Seniors Home Safety Tax Credit for the 2021 taxation year to help seniors, and intergenerational families who have seniors living with them, “make their homes safer and more accessible.” The proposed new personal income tax credit would support seniors regardless of their incomes and whether they owe income tax for 2021.

Staff comments:

- City staff support this Provincial initiative.

#### City of Markham: Relief Measures for Property Owners

In addition, on October 27, 2020 Council authorized the continued suspension of the Municipal Accommodation Tax from January 1, 2021 to December 31, 2021, to further support the accommodation sector during this unprecedented time.

As a result of the economic uncertainty many property owners are facing, Staff is recommending Council consider authorizing a temporary Property Tax Payment Deferral Program to assist property owners that have been financially impacted by the COVID-19 pandemic to apply for further tax relief into the 2021 taxation year.

Unlike the property tax fee relief measures made available to all Markham taxpayers in 2020, staff are recommending an application-based deferral program be implemented for 2021 to better focus on those experiencing financial hardship, while encouraging those taxpayers that have the means, to continue to pay by the scheduled installment due dates in 2021.

#### Property Tax Payment Deferral Program

This deferral program is designed to assist both property owners who currently have an outstanding property tax balance, along with others who may require additional payment flexibility throughout 2021 taxation year. While the City has no legal authority to require eligible property owners (landlords) to pass along the deferral benefit to their respective tenants (if applicable), the City is encouraging all eligible applicants to extend the property tax relief from this program to their tenants (if applicable) during these unprecedented times.

Property owners would be required to complete an application and, if eligible, will have late payment charges (penalty and interest) waived for a period of up to twelve months, effective January 1 to December 31, 2021. Applications received and approved prior November 30, 2021 will be eligible to have late payment charges (penalty and interest) waived starting from the following month of application approval through December 31<sup>st</sup>, 2021. The reinstatement of late payment charges will commence January 1, 2022.

Although this program will provide an additional year of immediate financial relief to property owners who are in need, it must be highlighted that some property owners may be in the situation of owing up to three years of property taxes, come 2022. While the additional time will ensure qualifying property owners have payment flexibility, along with



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not incurring additional late payment charges, this may compound the financial difficulties for some. However, the additional time provided by this program will also enable these property owners to seek out professional advice on how to navigate the financial pressures imposed upon them by the COVID-19 pandemic.

#### Program Eligibility

As indicated above, the taxpayer would complete an application and, if eligible, will have late payment fees (i.e. penalty and interest) waived for 2021 property taxes. Staff are recommending that the program be available to all property classes which include; residential, commercial, industrial and multi-residential property classes.

Applicants of the Property Tax Payment Deferral Program will be required to demonstrate and provide supporting documentation evidencing the financial hardship incurred which has resulted from the COVID-19 pandemic in one or more of the following categories: prolonged suspension of pay, loss of employment, extreme business revenue loss, business closure, insolvency, and/or bankruptcy. In addition, the property must not have tax arrears prior to January 1, 2020 to be eligible for the program.

Property owners that have their property taxes paid with their mortgage payment by their financial institutions are not eligible for the Property Tax Payment Deferral Program. As these accounts have no amounts outstanding, the property owner is encouraged to speak with their financial institution to obtain any payment flexibility which they may require.

As indicated in resolution 3 of this report, staff have included the necessary clauses within the 2021 Interim Tax Levy By-law which is on the same report agenda, to permit the waiving of late payment charges for the 2021 taxation year for eligible property owners of the Property Tax Payment Deferral Program.

#### **FINANCIAL CONSIDERATIONS**

The cost of providing this program and the impact on the 2021 late payment charges (penalty and interest) revenues will depend on the volume of applications received and approved. Staff will monitor and report back to Council in Q3 2021 with further information related to the uptake on the program along with the financial impact.

Staff will administer the program with existing resources and will report back to Council should a need for additional resources arise based on application volumes.

#### **HUMAN RESOURCES CONSIDERATIONS**

Not applicable.

#### **ALIGNMENT WITH STRATEGIC PRIORITIES:**

Not applicable.

#### **BUSINESS UNITS CONSULTED AND AFFECTED:**

Not applicable.

**RECOMMENDED BY:**

X

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Joel Lustig  
Treasurer

X

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Trinela Cane  
Commissioner, Corporate Services

**ATTACHMENTS:**

Not applicable.



Report to: General Committee

Meeting Date: November 16, 2020

**SUBJECT:** Staff awarded contracts for October 2020**PREPARED BY:** Alex Moore Ext, 4711**RECOMMENDATION:**

1. THAT the report entitled “Staff Awarded Contracts for the Month of October 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 month of October 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	151-T-20 Cornell NP Park Maintenance Building - Construction	Lowest Priced Bidder	DS
2	Engaged, Diverse and Thriving City	210-S-20 - Wismer Park Washroom/ Pavilion Building and Maintenance Building Contract Extension	Non-Competitive Bidder	DS

<b>Number</b>	<b>BMFT Objective</b>	<b>Description</b>	<b>Award Details</b>	<b>Commission</b>
3	Safe & Sustainable Community	168-T-20 Angus Glen Community Centre Arena Lighting Replacement	Lowest Priced Bidder	C&FS
4	Safe & Sustainable Community	173-T-20 Recreation Security System Replacement	Lowest Priced Bidder	C&FS
5	Safe & Sustainable Community	203-T-20 Huntington Park Floodlights, Poles & Cross Arms Replacement	Lowest Priced Bidder	C&FS
6	Safe & Sustainable Community	215-T-20 Oil-Grit Separator Cleanouts	Lowest Priced Bidder	C&FS
7	Safe & Sustainable Community	136-R-20 Consulting Engineering Services for Trail Design to Connect the Rouge Valley Trail to the Kennedy Road & Austin Drive Intersection	Highest Ranked/Lowest Priced Bidder	DS
8	Safe & Sustainable Community	213-S-20 Supply and Delivery of Two (2) SCBA Decontamination Machines	Non-Competitive Bidder	C&FS

**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:	151-T-20 Cornell NP Park Maintenance Building - Construction
Date:	October 08, 2020
Commission / Department	Development Services / Urban Design

**BID INFORMATION**

Bid closed on	September 24, 2020
Number picking up document	8*
Number responding to bid	7

\*This Request for Tender was by invitation only. Only the eight Contractors who were pre-qualified under Request for Pre-qualification # 150-P-20 were eligible to submit a Bid in response to this Request for Tender.

**BACKGROUND**

Cornell NP Park Maintenance Building is located within Cornell Dog Park at the SW corner of Riverlands Ave and Cornell Centre Boulevard.

The scope of work consists of the following: Construction of a Maintenance Building, lighting and electrical service, install storm, sanitary, water, hydro services for the building from municipal roads or existing services, concrete curbs, asphalt parking lot, site preparation and grading of site, top soiling of site, planting and sodding. The maintenance building will be completed by July 2021.

**RECOMMENDATION**

Recommended bidder	Gateman-Milloy Inc. (lowest priced bidder)	
Current budget available	\$ 1,107,000.00	081-5350-19027-005 Cornell Maintenance Building Construction
Less cost of award	\$ 938,227.20	Construction
	\$ 75,058.18	Contingency (8%)
	\$ 1,013,285.38	Total (Inclusive of HST)
	\$ 91,195.68	Internal Management Fee @ 9%
	\$ 1,104,481.06	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 2,518.94	*

\*The Contingency was increased from 7% to 8% in anticipation of potentially poor subsoil quality issues that were discovered in the same park earlier this summer.

\*\*The remaining balance of \$2,518.94 will be returned to the original funding source.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The incremental operating budget impact is estimated at \$3,668 (\$9,170/ha operating impact 0.4 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 NP Park Maintenance Building includes grass cutting, litter pick-up, garbage disposal, inspections and repairs

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**151-T-20 Cornell NP Park Maintenance Building – Construction****Page 2 of 2****OPERATING BUDGET AND LIFE CYCLE IMPACT**

The incremental operating budget impact is estimated at \$3,668 (\$9,170/ha operating impact 0.4 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 NP Park Maintenance Building includes grass cutting, litter pick-up, garbage disposal, inspections and repairs required to the building. Costs will be included in the Life Cycle Reserve Study at time of building assumption and is estimated at \$810,628.

**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****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Award:	210-S-20 - Wismer Park Washroom/ Pavilion Building and Maintenance Building - Contract Extension
Date:	September 30, 2020
Commission / Department:	Development Services / Urban Design

**PURPOSE**

To award the contract for architectural, civil, electrical and mechanical engineering services including contract administration for the Washroom/ Pavilion Building and Maintenance Building within Wismer Park. The building will be constructed with architectural block

**BACKGROUND**

In September 2014, the City awarded the contract with a consultant for architectural services to design a masonry maintenance building including washroom facilities at Wismer Park. In late 2019, the City terminated the contract due to non-performance.

In 2019, and after termination of the architectural contract, a decision was made to change the maintenance building from a masonry building to a building constructed with architectural block. At that time, the City awarded a small dollar value contract (\$20k) to the Keewatin Group Inc. to complete the concept development of the program. The purpose of this concept was to design a standalone (repeatable) maintenance building and separate washroom/pavilion building which could be utilized throughout the City of Markham.

The decision to proceed with architectural block design was based on it being the most efficient and cost effective solution. Compared to other construction methods (masonry building), architectural block is the least costly from a construction viewpoint and possesses structural and decorative benefits. Staff anticipate by going with this standardized building design, the City will save the following on construction capital costs:

<b>Building Type</b>	<b>Masonry Construction Method</b>	<b>Architectural Block Construction Method</b>	<b>Anticipated Savings</b>
Washroom/ Pavilion	\$1,500,000	\$1,000,000	\$ 500,000
Maintenance Building	\$1,400,000	\$ 800,000	\$ 600,000



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**210-S-20 Wismer Park Washroom/ Pavilion Building and Maintenance Building –  
Contract Extension** **Page 2 of 2**

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**RECOMMENDATION**

Recommended bidder	Keewatin Group Inc. (non-competitive procurement)	
Current budget available	\$130,000.00	081-5350-13010-005 Wismer Neighbourhood Park Maintenance Building and Washroom Pavilion Construction
Less cost of award	\$ 74,488.32	Award amount
	\$ 7,448.83	Contingency (10%)
	\$ 81,937.15	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 48,062.85	*

\* Budget remaining will be used for the construction of the Wismer Neighborhood Park Maintenance and Washroom Buildings. Any surplus funds remaining upon construction award will be returned to original funding source.

Any surplus funds remaining upon construction award will be returned to original funding source.

**Staff recommends:**

That the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11 Non Competitive Procurement, item 1 (c) “when the extension of the existing contract would prove more cost-effective”

**Cost competitiveness**

The price to complete architectural, civil, electrical and mechanical engineering services for the two buildings (Maintenance and Washroom Pavilion) with Keewatin is significantly lower than architectural services design for a masonry maintenance building. This award provides good value as the previous award in 2014 was \$73k for one building and excluded electrical and civil services.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget. By proceeding with the change to a standardized Maintenance Building and separate Washroom/ Pavilion Building constructed with architectural block, there will be significant cost avoidance in the life cycle costs in comparison to that of a masonry building, estimated to be approximately \$1M per replacement cycle. Staff will update the Life Cycle Reserve Study at the next update to incorporate the replacement cost with architectural block.

**ENVIRONMENTAL CONSIDERATIONS**

Environmental protection in the contract documents in order to meet or exceed regulatory environmental procedures during construction.

#3

**STAFF AWARD REPORT**

o:	Andy Taylor, Chief Administrative Officer
Re:	168-T-20 Angus Glen Community Centre Lighting Replacement
Date:	September 18, 2020
Commission / Department:	Community & Fire Services / Recreation Services

**BID INFORMATION**

Bids closed on	September 17, 2020
Number picking up bid documents	17
Number responding to bid	12

**BACKGROUND**

To obtain approval to award the contract for supply and replacement of existing light fixtures at the Angus Glen Community Centre, Library, and Pingle House with new energy efficient LED fixtures.

The work will be completed by December 2020.

**RECOMMENDATION**

Recommended bidder	Kacel Electric Inc. (lowest priced bidder)	
Current budget available	\$209,451.00	500-101-4299-20158– Lighting Replacement
Less cost of award	\$ 60,038.40	Angus Glen Library / Pingle House (Incl. HST)
	\$ 6,003.84	Contingency (10%)
	\$ 46,809.60	Provisional Item*
	\$ 4,680.96	Contingency (10%)*
	\$117,532.80	Total cost of award (Incl. HST)
Budget remaining after this award	\$ 91,918.20	**

\*The bid included additional lighting upgrades to LED at 23 locations within Angus Glen CC, such as hallway areas, arena spectator stands, doorways, closets, and activity rooms that was not included in the original project budget. The energy savings is \$9,005 per year for these additional locations.

\*\*The remaining balance in the amount of \$91,918.20 will be returned to the original funding source. Due to shutdown of the community centre and library, work can commence during regular working hours instead of night-time hours resulting in favourable pricing.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

Energy savings of \$42,567 (\$33,562 + \$9,005) per year or 2.8 years for payback will be reflected starting in 2021 and be realized in the 2021 operating budget. New LED fixtures will have a useful life of 10 years.

**ENVIRONMENTAL CONSIDERATIONS**

Replacing the less efficient lights with high efficiency LEDs will achieve energy savings of approximately \$42,567 per year with an approximate payback of 2.8 years. Existing light fixtures will be sorted properly and recycled.

#4

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Re:	173-T-20 Recreation Security System Replacement
Date:	September 23, 2020
Commission / Department:	Community & Fire Services / Recreation Services

**BID INFORMATION**

Bids closed on	September 4, 2020
Number picking up bid documents	7
Number responding to bid	3*

\*1 of 3 bids were rejected as non-compliant due to failure to meet mandatory software certification requirements as set out in the tender.

**BACKGROUND**

To obtain approval to award the contract for the replacement of the security systems at the Angus Glen and Cornell Community Centres. The work includes but is not limited to:

- Replace existing analog cameras with multi megapixel IP cameras that will record on existing NVRs;
- Installation and deployment of video management system components across the City of Markham's existing network infrastructure;
- Supply all the new and/or required project electrical requirements.

The work will be completed by February 2021.

**RECOMMENDATION**

Recommended bidder	Metrobit Inc. (lowest priced bidder)	
Current budget available	\$280,594.30	500-101-5399-20163– Recreation Security
Less cost of award	\$243,115.30	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 37,479.00	*

\*Of the budget remaining, \$18,739.50 will be retained for Thornhill Community Centre security system replacement portion of this project and the remaining \$18,739.50 will be returned to the original funding source.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental operating budget or life cycle impact.

**ENVIRONMENTAL CONSIDERATIONS**

All waste will be properly sorted, recycled and disposed of at an authorized dump, waste treatment site or recycling facility

#5

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Re:	203-T-20 Huntington Park Floodlights, Poles & Cross Arms Replacement
Date:	October 13, 2020
Commission / Department:	Community & Fire Services / Operations

**BID INFORMATION**

Bid closed on	October 7, 2020
Number picking up bid document	17
Number responding to bid	9

**BACKGROUND**

To obtain approval to award the contract for the replacement of Huntington Park floodlights, poles and cross arms. The new floodlights will be light emitting diode (LED).

The project will be completed by March 31, 2021.

**RECOMMENDATION**

Recommended bidder	Nadelec Contracting Inc. (lowest priced bidder)	
Current budget available	\$166,833.00	059-6150-20206-005 Huntington Park Floodlights, Poles & Cross Arms Replacement
Less cost of award	\$136,561.92 \$ 13,656.19 \$150,218.11	Award (Incl. of HST) Contingency @ 10% Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 16,614.89	*

\*The remaining budget of \$16,614.89 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.

There is currently a proactive relamping program on sportsfield lights where all lamps are replaced every 5 years. The installation of LED floodlights will eliminate the need for the 5-year relamping program for these fields and instead, a significantly lower yearly provisional amount will be required. This saving, once determined, along with the cost to upgrade all remaining floodlights to LED will be built into the 2021 Life Cycle Reserve Study update.

**ENVIRONMENTAL CONSIDERATIONS**

N/A

#6

**STAFF AWARD REPORT**

To:	Morgan Jones, Director, Operations
Re:	215-T-20 Oil-Grit Separator Cleanouts
Date:	October 21, 2020
Commission / Department:	Community & Fire Services / Operations

**BID INFORMATION**

Bid closed on	October 20, 2020
Number picking up bid document	7
Number responding to bid	4

**BACKGROUND**

To obtain approval to award the contract for the clean out of all oil-grit separator structures as identified in the tender documents. The Contactor is to haul all collected material to a Ministry of the Environment Conservation and Parks (MECP) approved waste processing plant to process and dispose of material in an environmentally responsible and approved manner in accordance with applicable laws.

It is anticipated that work will commence upon contract award and be completed within thirty (30) days.

**RECOMMENDATION**

Recommended bidder	Flow Kleen Technology Ltd. (lowest priced bidder)	
Current budget available	\$196,400.00	700-101-5399-20248 OGS Cleaning
Less cost of award	\$ 67,139.21 \$ 6,597.80 \$ 73,737.01	Award (Incl. of HST) Contingency @ 10% Total cost of award (Incl. of HST)
Budget remaining after this award	\$122,662.99	*

\*The remaining budget of \$122,662.99 will be returned to the original funding source. The original budget anticipated clean out at 40 locations. The actual number of locations requiring clean out is 12 and the estimated tonnage of waste to be removed is determined following inspections.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget. The Life Cycle Reserve Study will be updated accordingly as part of the next update.

**ENVIRONMENTAL CONSIDERATIONS**

Material removed from the oil-grit separators is disposed of in compliance with all regulations set forth by the MECP.

#7

**STAFF AWARD REPORT****Page 1 of 2**

To:	Arvin Prasad, Commissioner, Development Services
Re:	136-R-20 Consulting Engineering Services for Trail Design to Connect the Rouge Valley Trail to the Kennedy Road & Austin Drive Intersection
Date:	October 19, 2020
Commission / Department:	Development Services / Engineering

**BID INFORMATION**

Bid closed on	Sept. 24, 2020
Number picking up bid document	15
Number responding to bid	7

**BACKGROUND**

This project is to design a new trail connection from the Rouge Valley Trail to the Kennedy Road & Austin Drive Intersection. During major rainstorms and melting snow in the spring, heavy floods and mud deposits are left on the Rouge Valley Trail at the Kennedy Road underpass restricts access to pedestrians and cyclists. As such, the proposed trail connection will allow users to access the trail by providing an alternate route that will connect to the other sections of the trail over Kennedy Road.

The project will be completed by December 2020.

**RECOMMENDATION**

Recommended bidder	Harrington McAvan Ltd (Highest ranked / lowest priced bidder)	
Current budget available	\$130,300.00	083-5350-20042-005 Rouge Valley Trail (Kennedy Road North) – Design
Less cost of award	\$60,842.30 \$ 6,084.23 \$66,926.53	Award (Incl. of HST)* Contingency @ 10% Total cost of award (Incl. of HST)
	\$ 14,565.29 \$81,491.82	Internal Fees Total Cost of Award (Incl. of HST)
Budget remaining after this award	\$48,808.18	**

\*The award amount includes allowances for sub-surface utility engineering, geotechnical investigation and a topographic survey.

\*\*The remaining budget will be returned to the original funding source.

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**136-R-20 Consulting Engineering Services for Trail Design to Connect the Rouge Valley Trail to the Kennedy Road & Austin Drive Intersection** **Page 2 of 2**

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**PROPOSAL EVALUATION**

The Evaluation Team was comprised of staff from the Engineering Department and facilitated by staff from the Procurement Department. The technical evaluation was based on pre-established evaluation criteria as outlined in the Request for Proposal: 15% qualifications and experience of the consulting firm, 15% qualifications and experience of the project manager and team, 40% project understanding, methodology, schedule and Work Plan and 30% price, totaling 100%.  
the consulting firm, 15% qualifications and experience of the project manager and team, 40% project understanding, methodology, schedule and Work Plan and 30% price, totaling 100%.

Bidder	Score
Harrington McAvan Ltd.	93.00

\* Bid prices ranged from \$60,842 to \$107,413 inclusive of HST.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget or Life Cycle Reserve Study.

**ENVIRONMENTAL CONSIDERATIONS**

N/A



#8

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	213-S-20 Supply and Delivery of Two (2) SCBA Decontamination Machines
Date:	October 5, 2020
Commission / Department:	Community & Fire Services / Fire Services

**PURPOSE**

To obtain approval to award the contract for the supply and delivery of two (2) Solo Rescue self-contained breathing apparatus (SCBA) decontamination machines.

**BACKGROUND**

After each firefighting operation, it is standard procedure for firefighters to launder their bunker gear (jacket, pants and boots) in industrial machines in fire stations. However, SCBA gear (harness, face piece, and air cylinder) is currently not decontaminated after each operation. By procuring these decontamination machines it will allow Markham Fire Services to include the decontamination of SCBA gear after each operation as part of standard procedure for consistent and more effective cleaning and decontamination.

These Solo Rescue machines will be used to decontaminate SCBA gear after exposure to harmful toxins/chemicals, reducing the risk of developing job related illness. The self-contained cleaning process removes residue from soot and other toxins absorbed by SCBA gear in as little as five minutes and is effective on steel, composite and rubber.

It is anticipated that the decontaminated machines will be delivered within four (4) weeks from the date the purchase order is issued.

**RECOMMENDATION**

Recommended bidder	Canadian Safety Equipment Inc. (non-competitive procurement)	
Current budget available	\$63,300.00	SCBA Decontamination Machine*
Less cost of award	\$63,117.66	Total cost of award (Incl. of HST)
Budget remaining after this award	\$ 182.34	**

\*The award is pending the 2021 capital budget pre-approval at the October 14, 2020 Council meeting.

\*\*The remaining budget of \$182.34 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 11 Non-Competitive Procurement:

- (a) Item 11.1 (b) which states, “where there is only one source of supply for the goods to be purchased”; and
- (b) Item 11.1 (e) which states, “where the City is acquiring specialized equipment, in which case the sources of supply may be identified based on technical specifications.

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**213-S-20: Supply and Delivery of Two (2) SCBA Decontamination Machines      Page 2 of 2**

SCBA decontamination machines are new technology to North America, and currently, Canadian Safety Equipment, Inc. is the sole authorized distributor in Canada for the Solo Rescue washers manufactured by RESCUE Intellitech Inc. There is currently no other SCBA decontamination machine available. The SCBA decontamination machine is not brand specific and can be utilized on any brand of SCBA gear as well as other small personal protective equipment such as helmets, gloves and boots.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

There is no incremental impact to the operating budget, and the Decontamination machines will be added to the next Life Cycle Reserve Study.

**ENVIRONMENTAL CONSIDERATIONS**

N/A

**RECOMMENDED BY:**

Joel Lustig  
Treasurer

Trinela Cane  
Commissioner, Corporate Services



Report to: General Committee

Meeting Date: November 16, 2020

**SUBJECT:** Status of Capital Projects as of September 30, 2020  
**PREPARED BY:** Lisa Chen – Senior Manager, Financial Planning & Reporting (Ext. 3880)  
 Veronica Siu – Senior Financial Analyst (Ext. 2232)  
 Asif Aziz – Senior Financial Analyst (Ext. 2432)

**RECOMMENDATION:**

- 1) That the report dated November 16, 2020 titled “Status of Capital Projects as of September 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 \$3,891,898 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 or Partially Initiated, as identified on Exhibit C, be approved for closure and funds in the amount of \$2,099,287 be transferred to the original sources of funding as identified in Exhibit C; and
- 4) That the Non-Development Charge Capital Contingency Project be topped up from the Life Cycle Replacement and Capital Reserve Fund by \$431,780 to the approved amount of \$250,000; and,
- 5) That the following new capital projects, initiated subsequent to the approval of the 2020 capital budget, be received:
  - 20302 – Royal Orchard/Bayview Transportation Improvements – Budget of \$175,000 funded from Developer Fees.
  - 20303 – Residential Water Service Connections – Budget of \$401,105 funded from External Revenues (home owners).
  - 20306 – Seasonal Tennis Bubble - Lighting Upgrade (South Court) – Budget of \$111,936 funded from the Non-Development Charge Capital Contingency.
- 6) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

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**EXECUTIVE SUMMARY:**

The Status of Capital Projects report is compiled based on a comprehensive analysis of all open capital projects and is split into the following four categories:

Section I: Projects Completed Within Scope With/Without Surplus Funds

Exhibit B provides details of these projects. Details are provided for projects with surplus funds of more than 50% of the approved budget or in excess of \$100,000.

Section II: Projects Closed and Deferred to a Future Year

The top section of Exhibit C provides details of these projects.

Section III: Projects Closed and Not or Partially Initiated

The bottom section of Exhibit C provides details of these projects.

Section IV: Capital Contingency Projects

This section details the projects and rationale for the draws from the capital contingency projects.

Section V: Status of Open Capital Projects

This section identifies that there are 566 open capital projects with a budget of \$573.0M (\$466.7M committed, \$106.3M uncommitted).

**PURPOSE:**

The purpose of this report is to provide an update on the status of capital projects as of September 30, 2020, and advise Council of the net transfer of funds to reserves.

**OPTIONS/ DISCUSSION:**

In an effort to promote timely closure of projects and the return of surplus funds, Staff conducted a status review of all open capital projects as of September 30, 2020.

A detailed listing of projects to be closed and the funding amounts to be transferred are included in the following exhibits:

Exhibit A – Summary of surplus funds from closed projects

Exhibit B – Projects completed within scope with/without surplus funds

Exhibit C – Projects closed and deferred/not or partially initiated

**SECTION I: PROJECTS COMPLETED WITHIN SCOPE WITH/WITHOUT SURPLUS FUNDS**

94 capital projects completed within scope are listed in Exhibit B with/without return of surplus funds. 56 of the 94 projects have surplus funds remaining in the amount of \$3,891,898 and the remaining 38 projects were fully spent. The following section provides

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details of capital projects completed within scope with surplus funds of more than 50% of the approved budget or in excess of \$100,000 that will be returned to the applicable funding sources. The list is sorted by percentage of budget remaining.

a) Recreation

Project 20104 – Centennial C.C. Gas Monitors Replacement – Budget of \$10,000 with remaining funds of \$6,356 (64% of project budget). The project was completed at a lower cost than budget due to favourable market conditions.

b) Operations - Roads

Project 19183 – Storm Water Retention Pond Maintenance Program – Budget of \$27,000 with remaining funds of \$16,365 (61% of project budget). Based on the condition assessment performed by the consultant, fewer locations were serviced than budgeted.

c) Operations - Parks

Project 20205 – Goal Posts Replacement – Budget of \$20,200 with remaining funds of \$12,212 (60% of project budget). Based on the condition assessment two goal posts were replaced instead of the budgeted three. For improved safety and at a lower cost, permanent posts and nets were installed instead of the originally budgeted portable anchors and nets.

d) Recreation

Project 20134 – Milliken Mills C.C. Arena Heater Replacement – Budget of \$24,400 with remaining funds of \$14,257 (58% of project budget). The project was completed at a lower cost than budget due to favourable market conditions.

e) Sustainability Asset Management – Facility Assets

Project 19083 – Recycling Depot Improvements – Budget of \$20,600 with remaining funds of \$11,146 (54% of project budget). Based on the condition assessment, the Zamboni room beside Markham Recycling Depot was not painted.

f) Planning

Project 14006 – Future Urban Areas - Phase 2 of 5 – Budget of \$868,069 with remaining funds of \$225,296 (26% of project budget). This project is funded 52% through the Development Charge Reserve, 42% External/Developer Funded and 6% Development Fee. Original funds approved no longer required as unanticipated external funding was received.

g) Engineering

Project 13033 – Official Plan & Secondary Plan Engineering Studies – Budget of \$744,381 with remaining funds of \$131,786 (18% of project budget). The cost of the studies required were lower than anticipated.

## h) ES – Waterworks

Project 18300 – Sanitary Sewers - Rehabilitation – Budget of \$1,040,600 with remaining funds of \$112,693 (11% of project budget). The use of contingency and provisional items was lower than anticipated.

## i) Engineering - Hwy 404 Ramp Extension &amp; Mid-Block Crossing, North of Hwy 7

Project 10050 – Budget of \$1,936,052 with remaining funds of \$332,209 (17% of project budget).

Project 12406 – Budget of \$2,552,543 with remaining funds of \$94,604 (4% of project budget).

Project 15049 – Budget of \$5,026,000 with remaining funds of \$222,762 (4% of project budget).

Project 16040 – Budget of \$929,800 with remaining funds of \$927,564 (99.8% of project budget).

Project 16041 – Budget of \$14,890,170 with remaining funds of \$976,665 (7% of project budget).

The five projects had a combined budget of \$25,334,565 with remaining funds of \$2,553,804 (10% of project budget). The budget was based on a tri-party agreement with York Region and Richmond Hill, and final costs based on reduced use of contingency funds were favourable to the budget.

## **SECTION II: PROJECTS CLOSED AND DEFERRED TO A FUTURE YEAR**

The following section provides details of 7 capital projects that are closed and to be deferred to a future year with a return of surplus funds in the amount of \$1,700,602 as listed in the top section of Exhibit C.

## a) Engineering

Project 18061 – Yorktech Drive Extension (Design) – Budget of \$931,800 with remaining funds of \$931,800 (100% of project budget). The project is postponed, pending the outcome of the Markham Centre Secondary Plan which is anticipated to be completed in 2021. Budget will be re-requested in a future year.

## b) Recreation

Project 18180 – Thornhill C.C. Compressor Replacement – Budget of \$283,104 with remaining funds of \$254,845 (90% of project budget). Only the initial assessment was completed for this project. The compressor component of the refrigeration system was put on hold as it has been included in the department's larger review of converting all ice pad refrigeration systems from ammonia to opteon. Opteon provides greater safety for public and is deemed to be more energy efficient resulting in potential operating savings to the City.

## c) Theatre

Project 18011 – New Theatre Complex Study – Budget of \$167,900 with remaining funds of \$167,900 (100% of project budget). The project was not initiated. The project was initially postponed due to the provincially led Regional Government Review. It is now being closed in light of the COVID-19 pandemic and may be re-requested in the future once the situation has stabilized.

## d) Operations - Fleet

Project 18247 – Corporate Fleet Replacement - Non-Fire – Budget of \$1,099,612 with remaining funds of \$122,957 (11% of project budget). This project is 97.3% funded through the Life Cycle Replacement & Capital Reserve Fund and 2.7% funded through the Development Charges Reserve. Based on the shift to working from home, the replacement of three pool vehicles was not required in 2020. The requirement for these vehicles will be re-evaluated in the future.

## e) Operations - Fleet

Project 19208 – Green Fleet Study – Budget of \$101,800 with remaining funds of \$101,800 (100% of project budget). The project was not initiated. The project was initially postponed due to the provincially led Regional Government Review. It is now being closed in light of the COVID-19 pandemic and may be re-requested in the future once the situation has stabilized.

## f) Operations - Parks

Project 20204 – Decorative Fountain Replacement at Swan Lake Park – Budget of \$84,300 with remaining funds of \$84,300 (100% of project budget). The project was not initiated. The decorative fountain cannot be installed until the water quality study of Swan Lake is complete.

## g) Recreation

Project 20108 – Centennial C.C. Surge Drum Replacement – Budget of \$37,000 with remaining funds of \$37,000 (100% of project budget). The project was not initiated. The surge drum component of the refrigeration system was put on hold as it has been included in the department's larger review of converting all ice pad refrigeration systems from ammonia to opteon. Opteon provides greater safety for public and is deemed to be more energy efficient resulting in potential operating savings to the City.

**SECTION III: PROJECTS CLOSED AND NOT OR PARTIALLY INITIATED**

The following section provides details of 5 capital projects that are closed and not initiated with a return of surplus funds in the amount of \$398,685 as listed in the bottom section of Exhibit C.

## a) Engineering

Project 15055 – Markham Centre - Parking Business Plan – Budget of \$185,867 with remaining funds of \$150,968 (81% of project budget). The project is being



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closed due to parking demand and parking rates assessment as part of the separate project for Markham Centre Secondary Plan.

b) Museum

Project 20003 – Museum - Strickler Barn Phase 2 of 2 – Budget of \$91,800 with remaining funds of \$91,800 (100% of project budget). The project was not initiated. The project was to renovate the facility to allow for weddings and other special events. Upon inspection by the Building department it was determined that the space was not sufficient to allow for such events.

c) Operations - Roads

Project 18203 – City Owned Fence Replacement Program – Budget of \$105,500 with remaining funds of \$74,916 (71% of project budget). The fence on Bullock Drive was delayed due to York Region's watermain project on the street and will be replaced as part of the 2020 project.

d) Recreation

Project 20148 – Pan Am Centre Lighting Automation – Budget of \$60,600 with remaining funds of \$60,600 (100% of project budget). The project was completed at a much reduced cost through the operating budget.

e) Planning

Project 20020 – Ontario Heritage Conference Host May 2020 – Budget of \$20,400 with remaining funds of \$20,400 (100% of project budget). The project was not initiated. The conference was cancelled due to the COVID-19 pandemic.

### **Return of Funds to the Life Cycle Replacement & Capital Reserve Fund**

In addition to the above list, contract awards greater than \$25,000 with surplus funds are returned to the original funding source(s) at time of award.

Since the last Status of Capital Projects report tabled at General Committee in July 2020, \$997,473 has been returned to the Life Cycle Replacement & Capital Reserve Fund from contract awards.

### **SECTION IV. CAPITAL CONTINGENCY PROJECTS**

In accordance with the Capital Budget Control Policy, the five capital contingency projects are topped up to the maximum approved funding amount through the semi-annual Status of Capital Projects Report to Council.

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**Non-DC Capital Contingency**

The Non-DC Capital Contingency Project was approved to a maximum of \$250,000. Currently, the account has a negative balance of (\$181,780). Thereby a top-up of \$431,780 is required from the Life Cycle Replacement & Capital Reserve Fund.

Of the \$431,780 drawn from the Non-DC Capital Contingency Project 100% was related to the following non-emergency projects:

- a) Sustainability Asset Management – Facility Assets  
Project 20306 – Seasonal Tennis Bubble - Lighting Upgrade (South Court) - \$111,936 – The light fixtures in the South court are due for replacement in year 2033, however, replacing them at the same time as the North court (anticipated to occur in Q1 of 2021) will ensure similar appearance, lighting levels and savings resulting from energy, consulting fees, mobilization and demobilization costs.
- b) Sustainability Asset Management – Facility Assets  
Project 20069 – Civic Centre Repair and/or Replacement Projects – \$41,835 – Additional funds required mainly due to accelerated deterioration of the ramp, as well as some specialized products required for repairs based on condition assessment.
- c) Operations – Roads  
Project 20186 – Guide Rail - Install/Repair – \$32,256 – Vehicular accidents occurred resulting in additional guide rail repairs. Repairs are required in order to meet Ontario Provincial Standards.
- d) Operations – Fleet  
Project 19207 – Corporate Fleet Replacement - Non-Fire – \$32,621 – Additional funds required primarily due to an unfavourable change in the CAD/USD exchange rate. The City procured this purchase in Canadian dollars, however, the pricing from the vendor was impacted by an unfavourable CAD/USD exchange rate as the chassis is procured from the U.S. and accounts for approximately 70% of the cost of this unit. In 2018, the CAD/USD exchange rate was at \$1.29 whereas at the time of purchase it was \$1.36.
- e) Sustainability Asset Management – Facility Assets  
Project 19072 – Civic Centre Improvements - Concrete paving at Markham Civic Centre – \$31,598 – Additional funds were required to install tactile plates along with staircase railings in order to meet changes in health and safety code requirements.
- f) Operations – Roads  
Project 20185 – Emergency Repairs - \$11,961 – Additional funds required due to an increased number of road and storm sewer repairs.

Of the remaining draws of \$169,573, \$105,207 were for draws under \$11,000 and \$64,366 was for a land acquisition.

No additional top up is required on the Engineering, Planning, Urban Design and Waterworks Capital Contingency projects.

## **SECTION V: STATUS OF OPEN CAPITAL PROJECTS**

After the closure of 106 projects, there are 566 open capital projects with a total budget of \$573.0M as of September 30, 2020. The term “open” refers to approved projects that have not started, or are at various stages of project completion.

In comparison, the December 2019 status update, reported 546 open projects with a total budget of \$743.4M.

Of the 566 open capital projects as at September 30, 2020, 79% of the projects were approved in 2018 to 2020. (Refer to TABLE A).

**TABLE A**

<b>Project approval year</b>	<b># of open projects</b>	<b>% of open projects</b>	<b>Unencumbered \$ in M</b>	<b>% of Unencumbered \$</b>
2020	259	46%	\$38.0	36%
2019	122	22%	\$38.9	37%
2018	64	11%	\$9.2	9%
2017	41	7%	\$5.1	5%
2016 and prior	80	13%	\$15.1	14%
	566	100%	\$106.3	100%

The following summarizes the status of open capital projects:

**TABLE B**

(in millions)	<b>Q3 2020</b>		<b>Q3 2019</b>	
Encumbered/Committed	\$ 466.7	81%	\$ 580.3	78%
Unencumbered/Uncommitted	\$ 106.3	19%	\$ 163.1	22%
Total Open Capital	\$ 573.0		\$ 743.4	

### **Encumbered/Committed**

The total 2020 encumbered amount of \$466.7M includes expenditures of \$363.8M (78%) and commitments of \$102.9M (22%). (Expenditures refer to payments issued for goods/services received and commitments refer to purchase orders on file with the Procurement Department).

### **Unencumbered/Uncommitted**

Major projects, defined as multi-year, one-time projects account for \$84.2M (79% of \$106.3M) of the total unencumbered amount which includes the following projects:

- 
- Miller Pond Site Preparation and Property
  - Miller Avenue - CN to Kennedy Road - Phase 4 PA
  - Streetlights and Illumination
  - Hwy 404 Midblock Crossing, N of 16th Ave & Cachet Woods
  - Box Grove Community, Kirkham Drive, Cornell Community, Park Improvements, and Wismer Community park construction
  - Official Plan and Secondary Plan engineering studies
  - Sidewalk program, multi-use pathways and intersection improvements
  - Enterprise Asset Management and Digital Markham Strategic implementation

### FINANCIAL CONSIDERATIONS

The net amount of \$5,559,405, as summarized in the following table, will be transferred to Reserves and Reserve Funds as a result of closing capital projects, return of surplus funds from open projects and top-up of capital contingency projects.

	<b>Funding Returns from Closed Projects (A)</b>	<b>Contingency Projects Top up from Reserves (B)</b>	<b>Net Change to Reserves (C)=(A)+(B)</b>
Life Cycle Replacement & Capital Reserve	\$1,473,681	(\$431,780)	\$1,041,901
Development Charge Reserves	\$4,265,751	-	\$4,265,751
Waterworks Stabilization / Capital Reserve	\$154,367	-	\$154,367
Other Reserves	\$97,386	-	\$97,386
<b>Net Change to Reserves &amp; Reserve Funds</b>	<b>\$5,991,185</b>	<b>(\$431,780)</b>	<b>\$5,559,405</b>

Since the last report on Status of Capital Projects tabled at General Committee in July 2020, \$997,473 has been returned to the Life Cycle Replacement & Capital Reserve Fund from contract awards.

### HUMAN RESOURCES CONSIDERATIONS

Not applicable

### ALIGNMENT WITH STRATEGIC PRIORITIES:

Not applicable

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**BUSINESS UNITS CONSULTED AND AFFECTED:**

All business units managing capital projects have been consulted in the development of this report.

**RECOMMENDED BY:**

Joel Lustig  
Treasurer

Trinela Cane  
Commissioner, Corporate Services

**ATTACHMENTS:**

Exhibit A – Summary of funding from closed capital projects to be returned to original funding sources as of September 30, 2020

Exhibit B – Details of capital projects to be closed and completed within scope with/without surplus funds as of September 30, 2020

Exhibit C – Summary of capital projects to be closed and deferred / not or partially initiated as of September 30, 2020

## Exhibit A

### SUMMARY OF FUNDING FROM CLOSED CAPITAL PROJECTS TO BE RETURNED TO ORIGINAL FUNDING SOURCES AS OF September 30, 2020

	<b>Amount to be Transferred</b>
<b>1. LIFE CYCLE REPLACEMENT AND CAPITAL RESERVE</b>	<b>1,473,681</b>
<b>2. DEVELOPMENT CHARGES</b>	<b>4,265,751</b>
<b>3. WATERWORKS STABILIZATION/CAPITAL RESERVE</b>	<b>154,367</b>
<b>4. OTHER RESERVES &amp; RESERVE FUNDS</b>	
Non-DC Growth	71,174
Development Fees Reserve	22,792
Enviro Sustainability Reserve	3,420
	<b>97,386</b>
<b>TOTAL TO BE TRANSFERRED</b>	<b>5,991,185</b>

## Exhibit B

**PROJECTS COMPLETED WITHIN SCOPE WITH/WITHOUT SURPLUS FUNDS  
AS OF September 30, 2020**

	Commission	Department	Project #	Project Name/Group	Budget	Actual	Remaining Budget	Life Cycle	Development Charges	Waterworks Reserve Fund	Other Reserves & Reserve Funds		
Completed Within Scope With Surplus Funds	Community & Fire Services	ES - Infrastructure	19225	Storm and Sanitary Sewers CCTV Inspection Program	259,356	256,735	2,621	1,211	0	1,411	0		
			18300	Sanitary Sewers - Rehabilitation	1,040,600	927,907	112,693	0	0	112,693	0		
		ES - Waterworks	18301	Sanitary Sewers - Syphons Structural Lining	2,130,343	2,128,989	1,354	0	0	1,354	0		
			18304	Water System Model Calibration	105,366	104,324	1,042	0	0	1,042	0		
		Fire	19255	Watermain Leak Detection Program	40,300	25,718	14,582	0	0	14,582	0		
			20267	Waterworks Equipment	73,200	50,026	23,174	0	0	23,174	0		
			20088	Defibrillator & Accessories Replacement	75,300	46,450	28,850	28,850	0	0	0		
			19204	Corporate Fleet Growth - Non-Fleet	10,200	9,171	1,029	0	1,029	0	0		
			18231	Parks Signage Implementation- Phase 3 of 3	158,200	148,381	9,819	9,819	0	0	0		
			19192	Pathways Resurfacing	70,832	67,148	3,684	3,684	0	0	0		
			20196	Bleachers (Metal) Replacement - Grandview Bleachers	11,200	5,994	5,206	5,206	0	0	0		
			20205	Goal Posts Replacement	20,200	7,988	12,212	12,212	0	0	0		
			20214	Shade Structure Refurbishment	20,366	15,366	5,000	5,000	0	0	0		
			17145	Bill Crothers Turf Replacement - Design	25,423	22,965	2,458	2,458	0	0	0		
		Operations - Roads	19179	Localized Repairs - Curb and Sidewalk	886,600	802,716	83,884	83,884	0	0	0		
			19183	Storm Water Retention Pond Maintenance Program	27,000	10,635	16,365	16,365	0	0	0		
		Recreation Services	18326	Thornhill Front Counter Replacement	25,000	14,491	10,509	10,509	0	0	0		
			19130	Milliken Mills C.C. Exhaust Fan Replacement	78,900	51,989	26,911	26,911	0	0	0		
			19132	Milliken Mills C.C. Pool Pressure Washer Replacement	10,200	8,726	1,474	1,474	0	0	0		
			20104	Centennial C.C. Gas Monitors Replacement	10,000	3,644	6,356	6,356	0	0	0		
			20112	Cornell C.C. CO2 Controller Replacement	9,300	6,913	2,387	2,387	0	0	0		
			20127	Heintzman House Floor Refinishing	18,100	16,018	2,082	2,082	0	0	0		
			20134	Milliken Mills C.C. Arena Heater Replacement	24,400	10,143	14,257	14,257	0	0	0		
			20172	Unionville Train Station Wood Floor Refurbishment	11,000	8,538	2,462	2,462	0	0	0		
			Community & Fire Services Total				5,141,386	4,750,975	390,411	235,127	1,029	154,255	0
			Corporate Services	ITS	17306	Core IT Infrastructure - Smartphone Replacement	30,924	29,051	1,873	1,499	0	112	262
		15261			Operations Facilities - Fuel Facilities Improvements	1,229,642	1,212,610	17,032	17,032	0	0	0	
		SAM - Facility Assets		18097	Facility Improvements	323,195	305,266	17,929	17,929	0	0	0	
				19083	Recycling Depot Improvements	20,600	9,454	11,146	11,146	0	0	0	
				19084	Roofing Maintenance and Repair	91,800	65,699	26,101	26,101	0	0	0	
		SAM - Sustainability Office		15069	Bayview Glen SNAP – Pilot Implementation Phase	441,668	417,610	24,058	14,481	6,157	0	3,420	
				Corporate Services Total				2,137,829	2,039,689	98,140	88,188	6,157	112
Completed Within Scope With Surplus Funds	Development Services	Design	16019	Box Grove Hill S. E. Park - Construction	728,407	727,084	1,323	0	1,191	0	132		
			16024	Cornell Madison Rouge Blvd. Park North - Construction	318,592	295,841	22,751	2,275	20,476	0	0		
			16025	Cornell Madison Rouge Blvd. Park North - Design	30,964	28,605	2,359	236	2,123	0	0		
			16029	Greensborough Williamson Rd Neighborhood Park - Design	93,580	87,791	5,789	0	5,210	0	579		
			17007	Cornell Centre Parkettes(2) - Design & Construction	546,558	506,218	40,341	4,034	36,306	0	0		
			17011	Greensborough Williamson N. P. - Construction	1,269,378	1,240,738	28,640	2,864	25,776	0	0		
		Engineering	10050	Hwy 404 Mid-Block Crossing, North of Hwy 7	1,936,052	1,603,843	332,209	0	332,209	0	0		
			10577	Markham Centre Mobility Hub	494,943	450,432	44,511	0	44,511	0	0		
			12046	Hwy 404 Mid-Block Crossing, North of Hwy 7	2,552,543	2,457,939	94,604	0	94,604	0	0		
			12054	Downstream Improvement Work Program	1,049,768	1,016,190	33,578	4,999	17,855	0	10,723		
			13033	Official Plan & Secondary Plan Engineering Studies	744,381	612,595	131,786	0	131,786	0	0		
			13875	Future Urban Area Water Servicing Study	125,958	90,103	35,855	35,855	0	0	0		
			14030	Sidewalk Program	2,487,512	2,410,748	76,764	0	28,866	0	47,897		
			15047	Existing Woodbine Ave (By-pass to By-pass) EA	342,788	339,683	3,105	30	2,794	0	281		
			15049	Hwy 404 Mid-block Crossing, N of Hwy 7 Overall: \$38.4M	5,026,000	4,803,238	222,762	0	222,762	0	0		
			15056	Markham Centre MESP Consolidation	576,560	546,227	30,333	0	30,333	0	0		
			15062	Multi-Use Pathways 2015 - Phase 2 of 4	3,884,210	3,846,883	37,327	24,263	13,065	0	0		
		Museum	16040	Hwy 404 Mid-block Crossing, N of Hwy 7 Overall: \$38.4M	929,800	2,236	927,564	0	927,564	0	0		
			16041	Highway 404 Ramp Extension, North of Hwy 7	14,890,170	13,913,505	976,665	0	976,665	0	0		
			17047	MUP - Lake to Lake Cycling Route and Walking Trail	1,823,225	1,813,061	10,164	0	6,283	0	3,882		
			18045	John Street MUP Design	297,391	251,102	46,289	13,462	32,827	0	0		
			18331	Houghton Boulevard	387,250	385,325	1,925	1,925	0	0	0		
			19038	Markham Road Multi-Use Pathway Cross-rides (Design)	52,534	30,592	21,942	0	14,262	0	7,680		
			19050	Traffic Operational Improvements	97,800	66,566	31,234	31,234	0	0	0		
			18002	Museum - Strickler Barn Phase 1 of 2	119,800	101,569	18,231	18,231	0	0	0		
			14006	Future Urban Areas - Phase 2 of 5	868,069	642,773	225,296	0	202,766	0	22,530		
		Planning	Development Services Total				41,674,233	38,270,886	3,403,347	139,408	3,170,236	0	93,703
							48,953,448	45,061,550	3,891,898	462,723	3,177,422	154,367	97,386
Completed Within Scope Without Surplus Funds	Community & Fire Services	ES - Infrastructure	16247	Watermain Construction Design for 2017	739,149	739,149	0	0	0	0	0		
			16211	West Thornhill Phase 3 - Flood Control Design	382,194	382,194	0	0	0	0	0		
		Fire	19098	Safety Equipment - Medical Simulator	14,019	14,019	0	0	0	0	0		
			20090	Hazardous Materials - Decontamination Tent	24,438	24,438	0	0	0	0	0		
		Library	20174	Customer Service Improvement (E-Resources)	55,000	55,000	0	0	0	0	0		
			18333	Main Street Unionville Streetscape	140,305	140,305	0	0	0	0	0		
		Operations - Parks	18334	Main Street Markham Streetscape	140,305	140,305	0	0	0	0	0		
			18335	Yonge Street Heritage District Streetscape	40,000	40,000	0	0	0	0	0		
			19187	City Park Furniture / Amenities	135,296	135,296	0	0	0	0	0		
			19196	Rejuvenation of Community Centres Landscapes-Year 2 of 3	67,123	67,123	0	0	0	0	0		



	Commission	Department	Project #	Project Name/Group	Budget	Actual	Remaining Budget	Life Cycle	Development Charges	Waterworks Reserve Fund	Other Reserves & Reserve Funds	
Completed Within Scope Without Surplus Funds	Community & Fire Services	Operations - Parks	19197	Relamping & Fixtures Refurbishment	24,479	24,479	0	0	0	0	0	
			20211	Recycling Containers Replacement (Yr 3 of 10)	16,600	16,600	0	0	0	0	0	
			19182	Retaining Walls Program	47,318	47,318	0	0	0	0	0	
		19265	2019 Asphalt Inspection Survey	82,800	82,800	0	0	0	0	0		
		20180	Boulevard Repairs	39,895	39,895	0	0	0	0	0		
		20272	2020 Route & Seal	155,000	155,000	0	0	0	0	0		
		20275	2020 Pavement Preservation	423,458	423,458	0	0	0	0	0		
		20229	Survey Instrument Upgrade/Replacement	18,900	18,900	0	0	0	0	0		
		19106	Angus Glen C.C. Vestibule Heaters	13,300	13,300	0	0	0	0	0		
		19111	Armadale C.C. Flooring	58,003	58,003	0	0	0	0	0		
		19131	Milliken Mills C.C. Pool Mechanical Replacement	336,514	336,514	0	0	0	0	0		
		19133	Milliken Mills C.C. Pool Ramp Tile Conversion	18,317	18,317	0	0	0	0	0		
		19135	Milliken Mills C.C. Vinyl Tile Replacement	40,704	40,704	0	0	0	0	0		
		20106	Centennial C.C. Pool Equipment Replacement	21,500	21,500	0	0	0	0	0		
		20107	Centennial C.C. Saunas Replacement	22,292	22,292	0	0	0	0	0		
		20109	Centennial C.C. Washroom Heater Replacement	6,400	6,400	0	0	0	0	0		
		20113	Cornell C.C. Drinking Fountains Replacement	11,321	11,321	0	0	0	0	0		
		20115	Cornell C.C. Glass Grommets Replacement	21,400	21,400	0	0	0	0	0		
		20120	Cornell C.C. Shower Valves Replacement	17,200	17,200	0	0	0	0	0		
		20133	Milliken Mills C.C. Arena Heat Exchanger Replacement	14,800	14,800	0	0	0	0	0		
		Community & Fire Services Total					3,128,030	3,128,030	0	0	0	0
	Corporate Services	ITS	19278	ITS - Internal Charges - 1 Staff	101,761	101,761	0	0	0	0	0	
	Corporate Services Total					101,761	101,761	0	0	0	0	
	Development Services	Engineering	10049	Hagerman Diamond - Municipal Services Relocation	61,693	61,693	0	0	0	0	0	
			13874	Future Urban Area Subwatershed Studies	2,479,052	2,479,052	0	0	0	0	0	
			14477	Class EA Study-Pumping Station Improvements	378,335	378,335	0	0	0	0	0	
			18327	SWM Temperature Monitoring	0	0	0	0	0	0	0	
			18339	Construction of Pan Am overflow parking lot	600,408	600,408	0	0	0	0	0	
		Planning	18025	Langstaff Master Plan	152,600	152,600	0	0	0	0	0	
		Theatre	19009	Highway 7 Theatre Electronic Sign	134,363	134,363	0	0	0	0	0	
			Development Services Total					3,806,451	3,806,451	0	0	0
Completed Within Scope Without Surplus Funds Total					7,036,242	7,036,242	0	0	0	0	0	
Total					94 Projects	55,989,690	52,097,792	3,891,898	462,723	3,177,422	154,367	97,386

## Exhibit C

**PROJECTS CLOSED DEFERRED / NOT OR PARTIALLY INITIATED  
AS OF September 30, 2020**

	Commission	Department	Project #	Project Name/Group	Budget	Actual	Remaining Budget	Life Cycle	Development Charges	Waterworks Reserve Fund	Other Reserves & Reserve Funds	
Closed and Deferred	Community & Fire Services	Operations - Fleet	18247	Corporate Fleet Replacement - Non-Fire	1,099,612	976,655	122,957	117,397	5,560	0	0	
			19208	Green Fleet Study	101,800	0	101,800	101,800	0	0	0	
		Operations - Parks	20204	Decorative Fountain Replacement at Swan Lake Pk	84,300	0	84,300	84,300	0	0	0	
			Recreation Services	18180	Thornhill C.C. Compressor Replacement	283,104	28,259	254,845	254,845	0	0	0
		20108		Centennial C.C. Surge Drum Replacement	37,000	0	37,000	37,000	0	0	0	
	Community & Fire Services Total				1,605,816	1,004,914	600,902	595,342	5,560	0	0	
	Development Services	Engineering	18061	Yorktech Drive Extension (Design)	931,800	0	931,800	0	931,800	0	0	
		Theatre	18011	New Theatre Complex Study	167,900	0	167,900	167,900	0	0	0	
	Development Services Total				1,099,700	0	1,099,700	167,900	931,800	0	0	
	Closed and Deferred Total					2,705,516	1,004,914	1,700,602	763,242	937,360	0	0
Closed and Not / Partially Initiated	Community & Fire Services	Operations - Roads	18203	City Owned Fence Replacement Program	105,500	30,584	74,916	74,916	0	0	0	
		Recreation Services	20148	Pan Am Centre Lighting Automation	60,600	0	60,600	60,600	0	0	0	
		Community & Fire Services Total				166,100	30,584	135,516	135,516	0	0	
	Development Services	Engineering	15055	Markham Centre - Parking Business Plan	185,867	34,899	150,968	0	150,968	0	0	
		Museum	20003	Museum - Strickler Barn Phase 2 of 2	91,800	0	91,800	91,800	0	0	0	
		Planning	20020	Ontario Heritage Conference Host May 2020	20,400	0	20,400	20,400	0	0	0	
	Development Services Total				298,067	34,899	263,168	112,200	150,968	0	0	
	Closed and Not / Partially Initiated Total					464,167	65,482	398,685	247,716	150,968	0	0
	Total					3,169,683	1,070,396	2,099,287	1,010,958	1,088,329	0	0
	12 Projects											



Report to: General Committee

Meeting Date: November 16, 2020

**SUBJECT:** Award of Tender 065-T-20 Supply and Delivery of  
Waterworks and Sanitary Sewer Materials

**PREPARED BY:** Mario Puopolo, Supervisor, Waterworks, Ext. 2495  
Tony Casale, Senior Construction Buyer, Ext. 3190

**RECOMMENDATION:**

1. THAT the report entitled “Award of Tender 065-T-20 Supply and Delivery of Waterworks and Sanitary Sewer Materials” be received;
2. THAT the contract for the supply and delivery of waterworks and sanitary sewer materials be awarded to the lowest priced Bidder, Wamco, for one (1) year with an option to renew the contract for two (2) additional one year terms at the same itemized pricing in the total amount of \$573,514.30 inclusive of HST, broken down as follows;
  - Year 1 (2021) \$191,171.43
  - Year 2 (2022) \$191,171.43
  - Year 3 (2023) \$191,171.43
  - Total (3 years) \$573,514.29
3. THAT the 2021 award in the amount of \$191,171.43 (Inclusive of HST) be funded from the operating accounts identified in the Financial Considerations section of this report with total available budget of \$177,188.00;
4. THAT the budget shortfall in the amount of \$13,983.43 (\$191,171.43 - \$177,188.00) be included as part of the 2021 Waterworks operating budget;
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 obtain Council approval to award the contract for the supply and delivery of waterworks and sanitary materials for one (1) year with an option to renew the contract for two (2) additional one-year terms at the same itemized prices.

**BACKGROUND:**

This contract is for the supply and delivery of various watermain, water service, sewer and hydrant supply items on an as required basis. There are 416 parts under this contract, such as:

- Watermain (clamps, couplings, pipe, bolts, valves, fire hydrant)
- Water (curb stops, main stops, and copper pipe)
- Sewer (sewer Pipe, cast iron and manhole frame)
- Hydrant (couplings, hydrant gates, barrel gaskets, hose nozzle caps)

**OPTIONS/ DISCUSSION:****Tender Information (065-T-20)**

Bid closed on	October 8, 2020
Number picking up bid document	5
Number responding to bid	3

**Price Summary**

<b>Bidder</b>	<b>Bid Price (Inclusive of HST)</b>
<b>Wamco</b>	\$ 191,171.43
Wolseley Canada Inc.	\$ 197,466.61
Emco Corporation	\$ 197,385.94

**FINANCIAL CONSIDERATIONS**

<b>Account Name</b>	<b>Account #</b>	<b>Budget Amount</b>	<b>Cost of Award</b>	<b>Budget Remaining / (Shortfall)</b>
Water Main Breaks	760-100-4530	\$17,500	\$18,900	(\$1,400)
T&D Main Line	760-110-4530	\$1,000	\$1,080	(\$80)
T&D Residential Services	760-111-4530	\$20,000	\$21,600	(\$1,600)
T&D ICI Services	760-112-4530	\$5,000	\$5,400	(\$400)
T&D Valves	760-113-4530	\$21,721	\$23,459	(\$1,738)
T&D Chambers	760-114-4530	\$8,000	\$8,640	(\$640)
T&D Hydrants	760-115-4530	\$95,967	\$103,452	(\$7,485)
Sewer Line Breaks	760-500-4530	\$2,000	\$2,160	(\$160)
T&D Main Line	760-510-4530	\$1,000	\$1,080	(\$80)
T&D Residential Services	760-511-4530	\$4,000	\$4,320	(\$320)
T&D ICI Services	760-512-4530	\$1,000	\$1,080	(\$80)
<b>Totals:</b>		<b>\$177,188</b>	<b>\$191,171</b>	<b>(\$13,983)</b>

\* The budget shortfall of \$13,983 will be included as part of the 2021 Waterworks operating budget subject to Council approval.

**OPERATING BUDGET AND LIFE CYCLE IMPACT**

The 2021 Waterworks operating budget will increase by an incremental \$13,983, from \$177,188 to \$191,171 in 2021 subject to Council approval. This contract represents a 5.5% increase as compared to 2018 pricing received under RFT 147-T-17 however pricing will remain firm fixed for three years (2021 – 2023). When you consider that pricing under this contract is fixed until 2023, the increase in cost since 2018 will be 1.1% annually over the same period.

There is no incremental life cycle impact.

**HUMAN RESOURCES CONSIDERATIONS**

Not Applicable

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

Not Applicable

**BUSINESS UNITS CONSULTED AND AFFECTED:**

Finance department has been consulted and their comments have been incorporated in the report.

**RECOMMENDED BY:**

Eddy Wu  
Manager, Operations &  
Maintenance

Phoebe Fu  
Director, Environmental Services



Report to: General Committee

Meeting Date: November 16, 2020

**SUBJECT:** Quality Management System - Management Review  
**PREPARED BY:** Andrea Tang, Manager, Business Compliance - ext. 3360  
 Vincent Feng, QMS Coordinator – ext. 2737

#### **RECOMMENDATION:**

- 1) That the report titled “Quality Management System – Management Review” be received; and
- 2) That Council, as the Owner of the City’s drinking water system, acknowledge and support the outcome and action items identified from the Management Review; and further,
- 3) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

#### **EXECUTIVE SUMMARY:**

Not applicable.

#### **PURPOSE:**

To provide information outlining the results of the Management Review process. This report updates Council on the status of the drinking water Quality Management System (QMS). This report is required by the Ministry of the Environment, Conservation and Parks’ (MECP) Drinking Water Quality Management Standard (DWQMS).

#### **BACKGROUND:**

As per Element 20 of the DWQMS, under the Safe Drinking Water Act (SDWA), 2002, Top Management of the Operating Authority is required to report the results of the Management Review to the Owner on an annual basis. Top Management is defined as the highest level of management within the Operating Authority that makes decisions and recommendations regarding the QMS, and is comprised of the Chief Administrative Officer, the Commissioner of Community & Fire Services and the Director of Environmental Services.

#### **OPTIONS/ DISCUSSION:**

An annual management review is required by the DWQMS. Top Management uses this management review as an opportunity to assess the QMS. The review focuses on a set of specific components identified in the DWQMS. This review process helps identify opportunities for continuous improvement of the QMS. Top Management met on October

---

1, 2020 to review system performance for the time period of January 1 to June 30, 2020, and to confirm the adequacy, suitability and effectiveness of the QMS. The Commissioner of Community & Fire Services role was vacant as of June 27, 2020 and the management review meeting was conducted with the other Top Management members present.

**FINANCIAL CONSIDERATIONS**

Not applicable.

**HUMAN RESOURCES CONSIDERATIONS**

Not applicable.

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

Municipal Services – The QMS allows for the continual improvement of municipal service levels provided to City residents and businesses with regards to safe drinking water.

Excellence Markham – The continuous review and improvement of the QMS ensures that policies, documentation and practices remain current and reflect best management practices where applicable.

**BUSINESS UNITS CONSULTED AND AFFECTED:**

Not applicable.

*The undersigned represent the Top Management of the City of Markham's Drinking Water System and by signing below; the Top Management of the Operating Authority has reviewed and approved the outcome of the Management Review meeting held on October 1, 2020.*

**RECOMMENDED BY:**

Phoebe Fu, P. Eng.  
Director, Environmental Services

Andy Taylor  
Chief Administrative Officer

**ATTACHMENTS:**

Attachment "A" – Report on Quality Management System to Council Management Review Outcome (October 1, 2020)

## Report on Quality Management System to Council Management Review Outcome

Meeting Date: October 1, 2020

Attendees: Andy Taylor, Phoebe Fu, Andrea Tang, Eddy Wu, Shumin Gao, Prathapan Kumar, Irene Weiss, Vince Feng

RESULTS OF MANAGEMENT REVIEW	REPORT
Summary of Management Review	<ul style="list-style-type: none"><li>• Presentation provided to Top Management covered all required items identified in the Operational Plan and Drinking Water Quality Management Standard.</li><li>• Top Management reviewed information from January 1 to June 30, 2020.</li><li>• QMS performance was reviewed to confirm that the system continues to be suitable, adequate and effective.</li></ul>
Deficiencies Identified	<ul style="list-style-type: none"><li>• No deficiencies were identified at this meeting.</li></ul>
Decisions Made	<ol style="list-style-type: none"><li>1. It is inconvenient for customers to mail in survey cards and this method may discourage customers from providing feedback. Another option should be explored for customers to conveniently provide feedback.</li></ol>
Action Items	<ol style="list-style-type: none"><li>1. Explore digital or other effective methods for collecting customer feedback.</li></ol>
Other QMS Issues Identified (including summary of corrective actions)	<ul style="list-style-type: none"><li>• During the COVID-19 pandemic, Environmental Services was able to maintain key services and operational activities to meet drinking water requirements. Waterworks prioritized workplace safety and key activities as part of its response to COVID-19. Waterworks will continue to monitor for any change that may affect the QMS as a result of the pandemic.</li></ul>

Management Review Meeting Minutes are available upon request from the QMS Coordinator.





# Markham Library's Future

Markham Public Library Board  
General Committee  
November 16 2020



All Branches  
Closed March 13<sup>th</sup>



Curbside Service  
Launched July 6<sup>th</sup>



Open for Limited  
Services October  
13<sup>th</sup>



Explore ▾

E-Library ▾

Makerspaces ▾

Services ▾

What's On ▾

MPL from Home

news. MPL is opening four branches to serve you starting on Oct. 13! Curbside service will be discontinued on Oct. 10 as holds can be picked up from inside of the branch once we reopen. Please visit our [Reopening page](#) for more information.

## Highlighted Content >



Visitor Self-  
Assessment Form



Markham Public  
Library (MPL)  
Introduces Grab &  
Go Bags



We're Open



Why Small Business  
Month Matters

EXPLORE EBOOKS

ATTEND A WORKSHOP

READ BLOGS



CELEBRATE  
SMALL  
BUSINESS  
MONTH

Learn More



## Online Events

OCT  
20

Magic Milk Experiment

Oct 20, 4:15pm  
Online event

OCT  
20

MPL Virtual: Get  
Ready for French

Oct 20, 6:00pm  
Online event

OCT  
20

Zooming Towards  
Higher Education

Oct 20, 7:00pm  
Online event

[View more >](#)







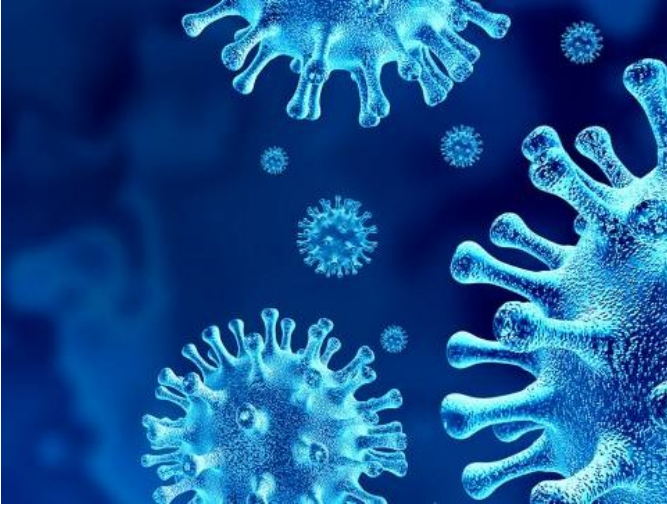
“

Originally, the virtual story time was used to build a routine for my two kids during these odd times. But as we continue to watch them, I noticed the kids are truly enjoy them. From the different songs and books, I have watched my year old learn to sing different tunes while the year old is picking up basic words. I would like to thank MPL for putting together such a wonderful program and to all the facilitators that are dedicating their time and energy in putting together such an educational and interactive live stream for our children.

~ Kat

”





## PANDEMIC 1 COVID



## PANDEMIC 2 SOCIAL INEQUITIES





# Strategic Planning in the Age of COVID

A Year Like No Other





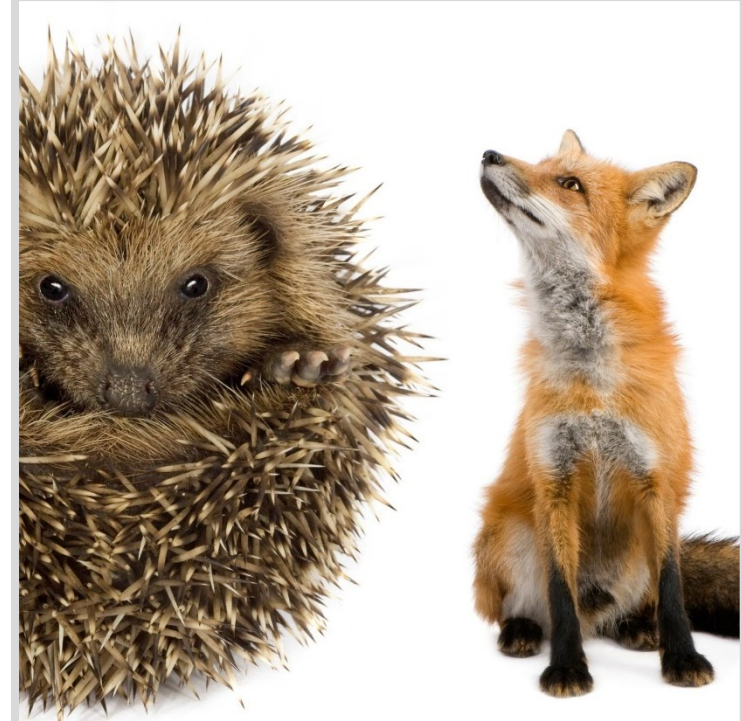
## Board's Decision Criteria

The Library Strategic Goals must:

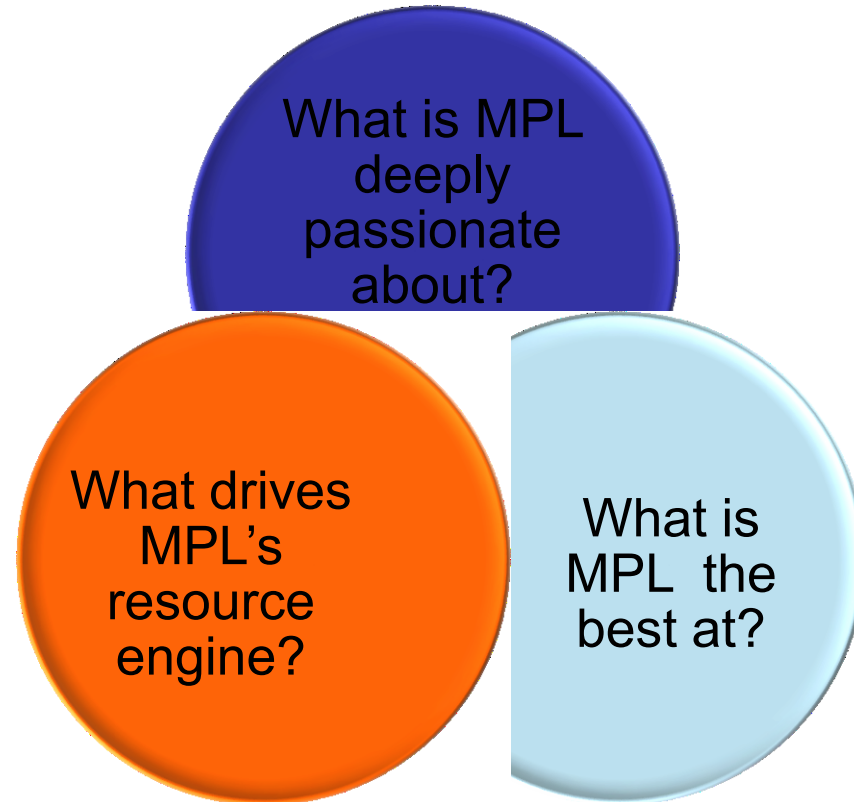
- Directly support the City's strategies and priorities.
- Be relevant for the Library:
  - The Library must be the right organization to address community needs – we can do the best job.
  - The Library is deeply passionate about meeting those needs
  - The Library's stakeholders (Council) view our role and our goals as important to the City's priorities.
- Fill a gap in the community that is not, and in all probability will not, be filled by another organization.
- Leverage our strengths and opportunities.
- Be based on current evidence and research,
- Advance our Mission and move the Library towards realizing our Vision



Wheelhouse is the organization's key strength or area of expertise.



The Hedgehog Concept





# Values

- We value reading and learning to support literacies of all kinds.
- We are committed to offering excellent customer service.
- We create a welcoming environment that recognizes and celebrates the diversity of our community.
- We provide library spaces and resources that are free, convenient and easy to use.
- We are innovative and collaborative, anticipating and meeting community needs in a changing world.
- We are accountable for the responsible use of public funds.



# Vision

You spoke, Markham. We listened. Our Vision is based on what you told us about your aspirations for your future in this City.

- At your library, Markham comes together to imagine, create, learn and grow as individuals, neighbourhoods and a City.
- Everyone in Markham benefits from exceptional library experiences and intellectual pursuits through reading, studying, exploring ideas, solving problems, gaining knowledge, engaging in civic discourse, and connecting with others to build social cohesion and create Markham's shared future.
- The library is a place where no one is left behind.
- Those living and working in the City are inspired and transformed as they experience library services, spaces and curated resources in ways that are uniquely meaningful for them.

# At the End of 2026

- Our physical and virtual spaces, services and curated resources are seamlessly integrated.
- Markham residents and businesses have the literacies required to fully participate in a digital society and economy.
- As our City and communities changed, we changed. Through a unique blend of service, collections and technologies, we continuously deliver new ideas that inspire and promote innovation.
- With our data competencies and community knowledge, we have worked hand-in-hand with City colleagues and partners. Together we deepened our collective understanding of Markham residents' and businesses' preferences, behaviours, challenges and aspirations – and we responded collaboratively with exceptional, impactful and action-ready services.

# At the End of 2026

People are building the lives they  
desire in a thriving city, and  
we are an essential catalyst.





# Mission

You spoke, Markham. We listened. Our Mission is based on what you told us about how the library can best serve you and support your life in Markham.

- We are your library, connecting you to lifelong learning, the world's knowledge, cultural experiences, community building, personal growth and greater opportunities.
- We champion the transformational power of reading.
- We are a force for inclusivity, ensuring equity of access to welcoming spaces, resources and opportunities, and upholding democratic values that empower you for success as engaged global citizens.
- We enhance the educational experience, focusing on the development of key literacies in reading, digital skills, mathematics and sciences, so that you can be resilient in an increasingly complex and dynamic world.



# Strategic Goals



## Goal 1. Reading to Transform



# Goal 1. Reading to Transform

- We are the reading organization, celebrating reading, and its power to transform lives and engage residents in building an inclusive, livable, caring and culturally vibrant community.
- We engage individuals and families in transformative reading experiences.
- The Library promotes reading as a means to literacy, critical thinking, creativity, and empathy.



## Goal 1. Reading to Transform

Objective 1.1 Leverage our unique reading-related assets (collections, expertise, services and programs) to engage families with the Library's literacy programs, collections and services in both digital and in-person formats.





## Goal 1. Reading to Transform

Objective 1.2 Promote Library content that supports formal and informal learning opportunities for lifelong learners, as well as the academic success of students.



wavebreakmedia



## Goal 1. Reading to Transform

Objective 1.3 Reduce barriers to membership and Library use.





## Goal 1. Reading to Transform

Objective 1.4 Provide resources in a range of formats and languages to ensure collections are balanced, inclusive and accessible.



## Goal 1. Reading to Transform

Objective 1.5 Promote the value of reading for pleasure as something that supports strong educational outcomes, increased empathy, improved relationships with others, better mental health and overall wellbeing.





## How Reading Transforms

***“One thing you can never overstate is the importance of learning. As a teenager, I spent hundreds of hours at the Thornhill Library, reading up on whatever interested me that day.*”**

***“It opened up the whole world to me and now I feel as if the whole world is my home.”***

***Cameron Bailey***





## Goal 2. Limitless Learning



## Goal 2. Limitless Learning

- The Library complements formal education and extends learning beyond the academic experience.
- The Library facilitates curiosity, self-directed learning and personal growth through all stages of life.
- We concentrate on readying children for school, providing opportunities for individual development, preparing people for employment and citizenship, and helping people build skills they need for the digital environment.
- We grow a community of learners through all phases and stages of life.



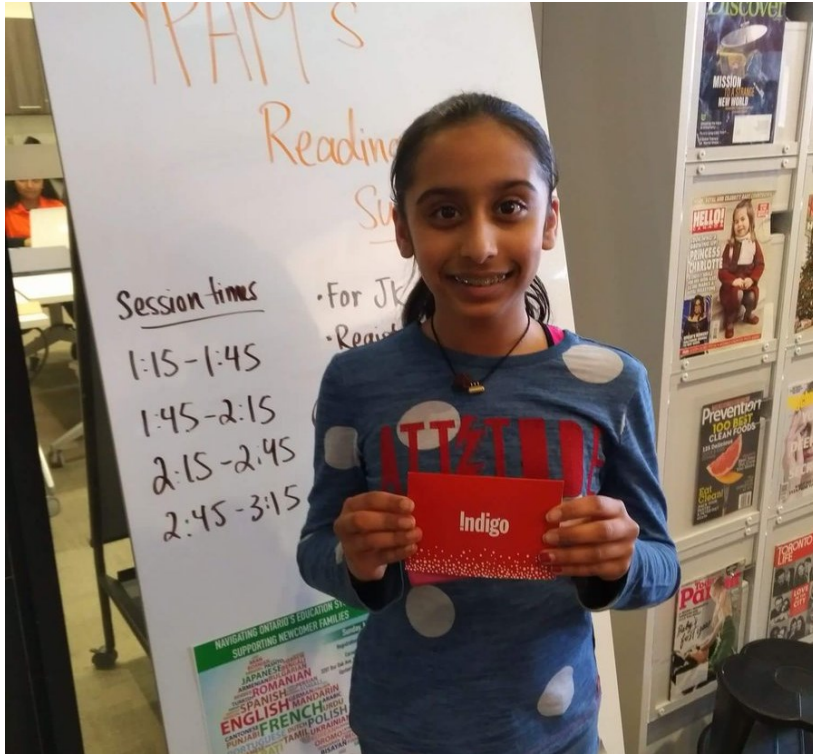
## Goal 2. Limitless Learning

Objective 2.1 Provide tools and resources that support individual learning goals throughout every stage of life.



## Goal 2. Limitless Learning

Objective 2.2 Deliver a multi-faceted, inclusive and equitable lifelong learning strategy to address barriers to success in formal education.







## Goal 2. Limitless Learning

Objective 2.3 Provide Markham residents and entrepreneurs with skills and literacies to build their confidence and resiliency to participate fully in the economy, including the local job market.





## Goal 2. Limitless Learning

Objective 2.4 Equip community members with digital literacy skills to enable them to learn, connect, engage and work online.



## Goal 3. Community Social Cohesion

## Goal 3. Community Social Cohesion

- Markham is economically and socially connected. People in all circumstances and at all stages of their lives benefit from the information, ideas, relationships and resources shared at the library.
- People contribute to their local government and to their community because they know that they are respected and that their City thrives on everyone's rich diversity, equity, opportunity and digital readiness.
- We close the digital divide and build social cohesion.
- Markham is the best place to live, invest, and work.



## Goal 3. Community Social Cohesion

Objective 3.1 Achieve an inclusive, equitable and accessible workplace and library service through a policy and procedures review and through engagement with the City's Diversity and Inclusivity Action Plan Update.





## Goal 3. Community Social Cohesion

Objective 3.2 Leverage partnerships and the knowledge and expertise of local organizations to deliver social capital initiatives and contribute to the community's social well-being.



## Goal 3. Community Social Cohesion

Objective 3.3 Reduce social isolation and bridge social divides by providing physical and virtual spaces that instill a sense of welcome and belonging for all community members.





## Goal 3. Community Social Cohesion

Objective 3.4 Enhance knowledge of the community through data and research, and facilitation of community engagement initiatives.



## Goal 3. Community Social Cohesion

Objective 3.5 Champion civic discourse to advance social cohesion and broaden community understanding of global and local issues.



## **Goal 3. Community Social Cohesion**

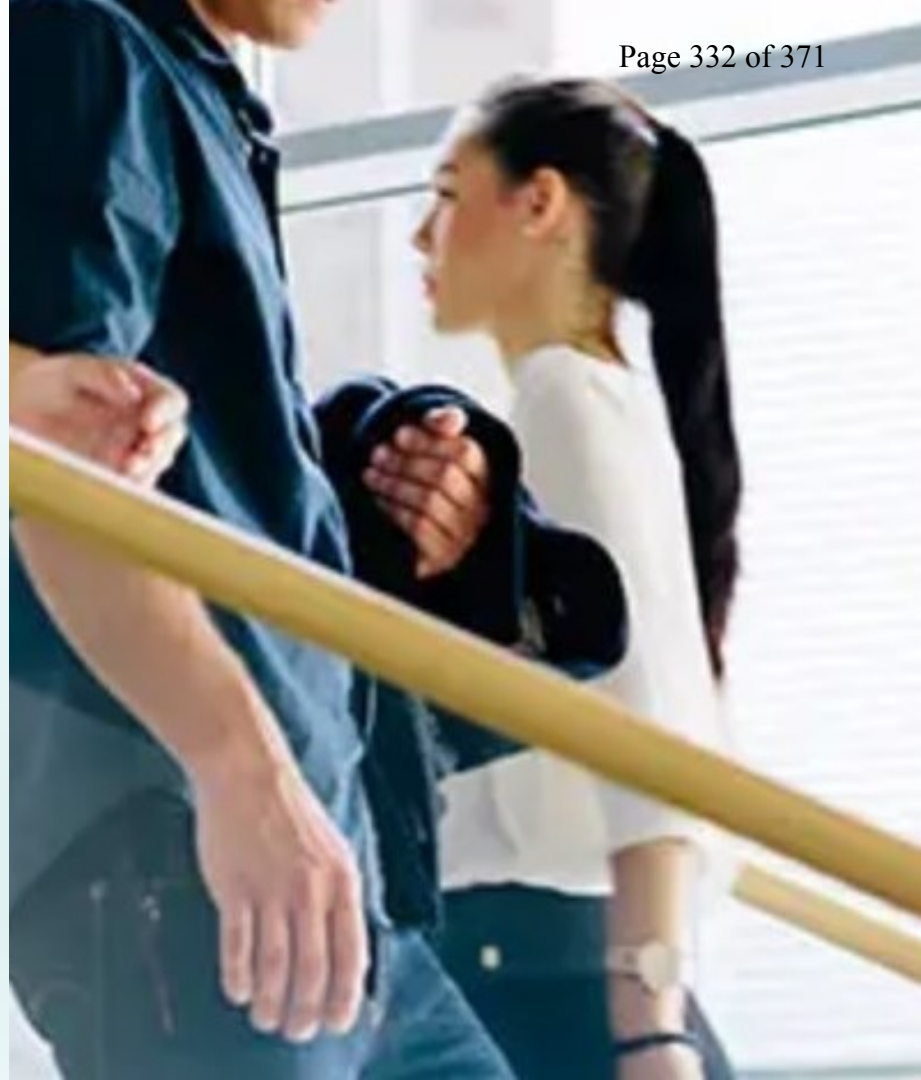
Objective 3.6 Address the digital divide by providing equitable access to technology and resources for success in the digital world.

# How Libraries Build Social Cohesion

***“Libraries are anchors in their neighbourhoods where people can access quality information, get connected to local services, and meet people from different cultures and economic demographics.***

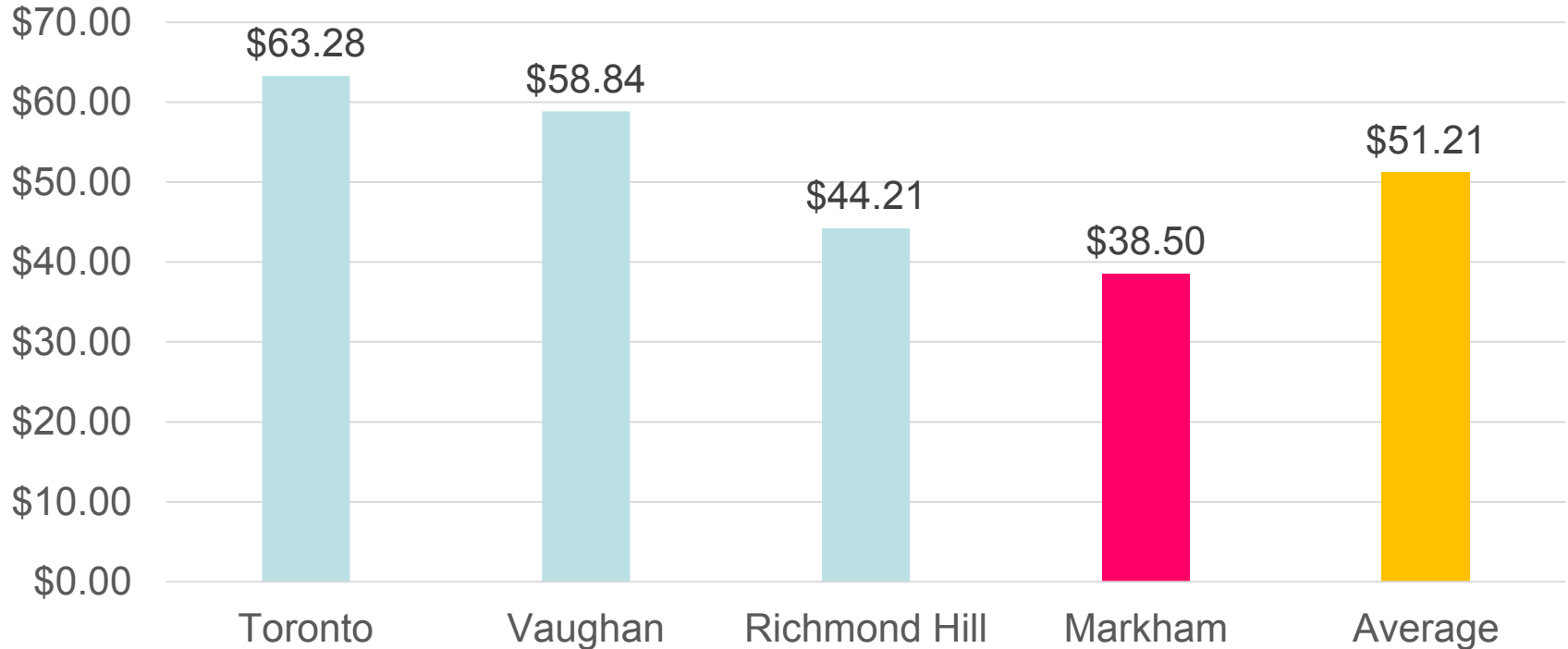
***“So much of our lives is segmented, where we are with people who are much like ourselves. But the dynamism of cities is that ideas and cultural manifestations come out of connections of people of different backgrounds. That’s what happens within libraries.”***

***Mary Rowe  
Canadian Urban Institute***





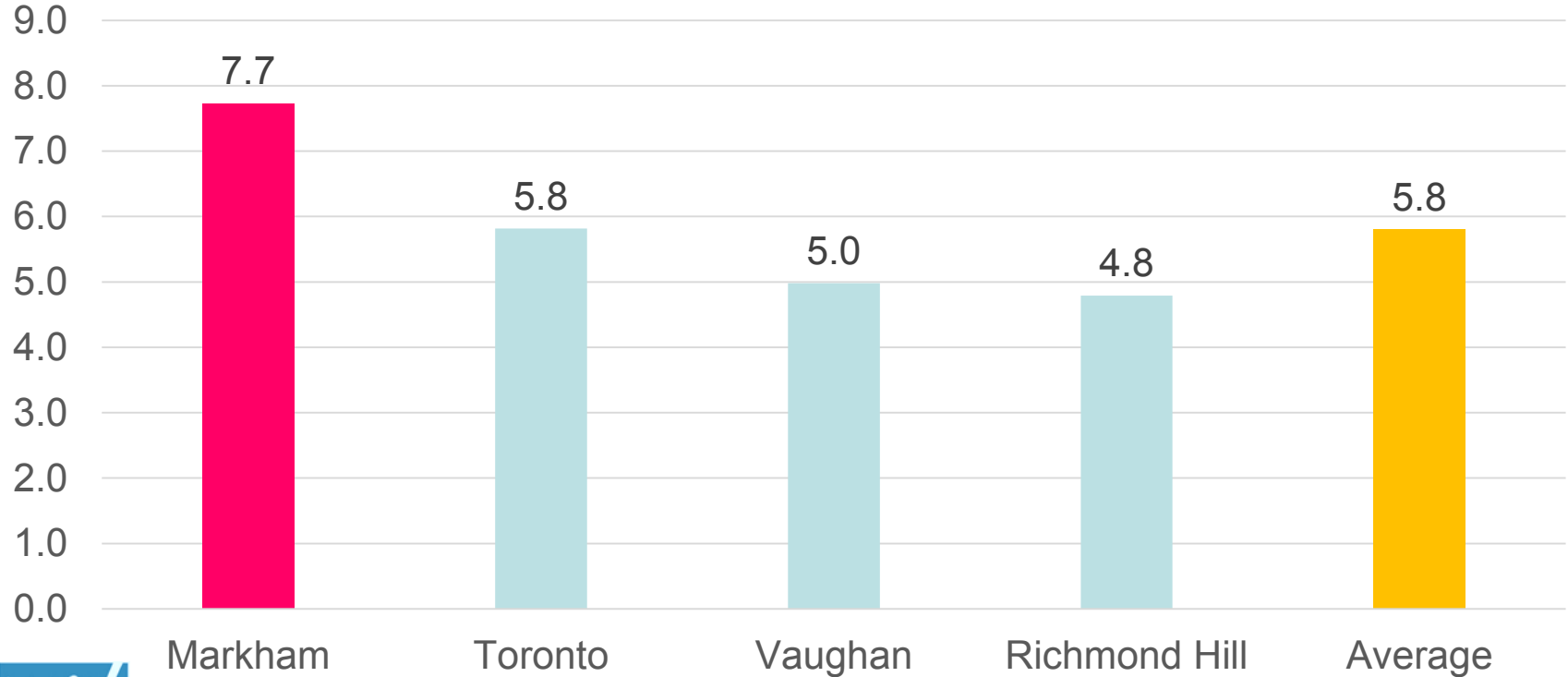
## Operating Budget Per Capita 2019





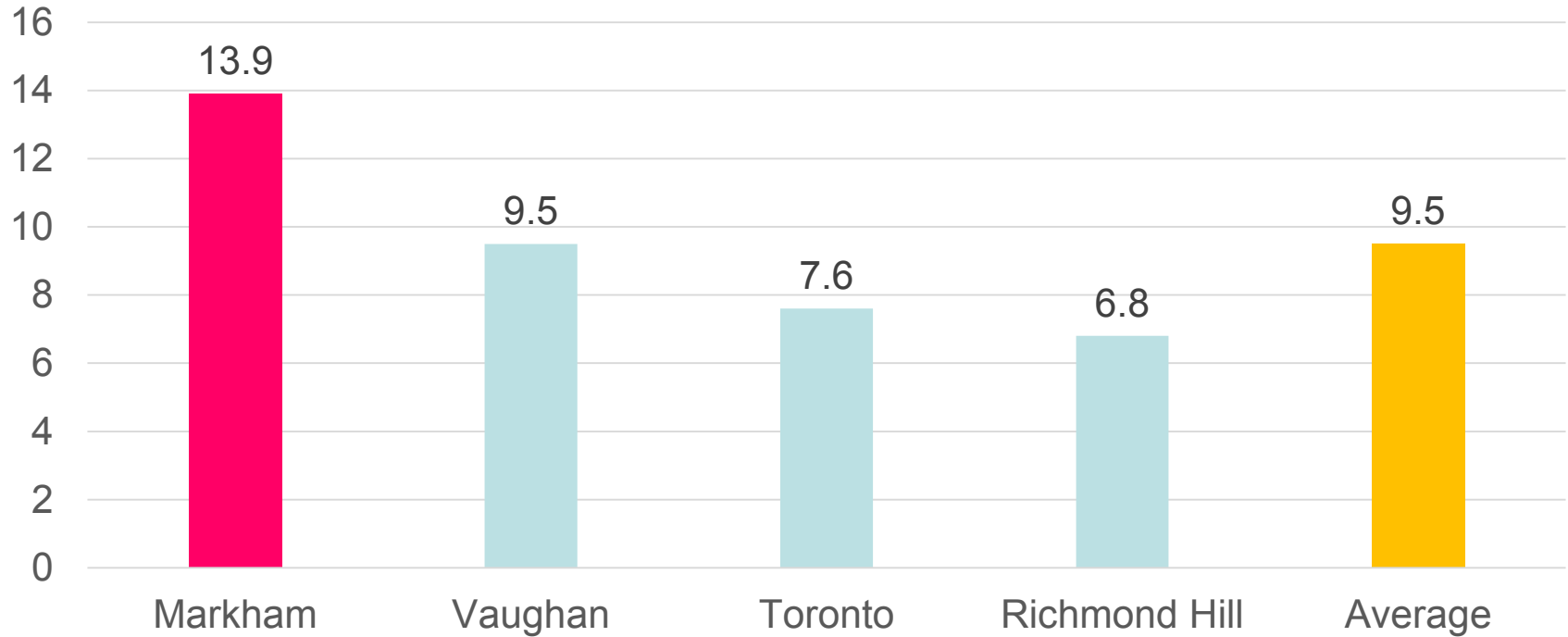


## Visits per Capita 2019





## Borrowing per Capita 2019







# Questions?



# **New Provincial Blue Box Regulation and Preferred Program Transition Date**

**General Committee  
November 16, 2020**



## Purpose

- **To provide an overview of the new Provincial Draft Blue Box Regulation**
- **Obtain Council's endorsement of comments regarding the Province's draft Blue Box Regulation**
- **Recommend a preferred Blue Box Program transition year for Markham**

## Agenda

1. Draft Regulation – Timeline, Overview & Summary
2. Transition - Timing Options & Impact
3. Recommendations

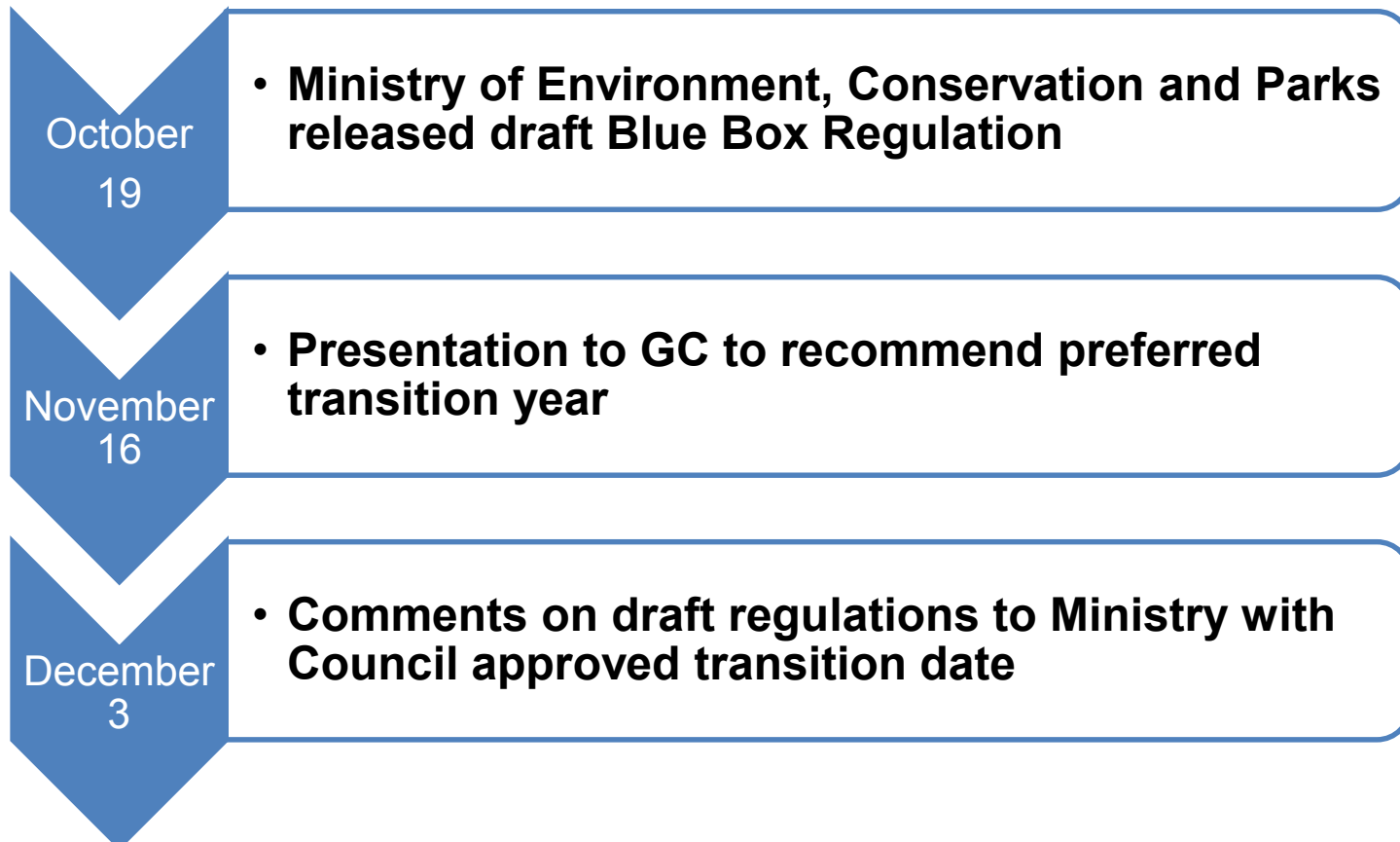


# 1. Draft Regulation Timeline, Overview & Summary



## 1A. Draft Regulation - Timeline

***The Resource Recovery and Circular Economy Act, 2016 (RRCEA)* shifts Blue Box recycling programs away from municipalities, making “Producers” of products and packaging fully responsible for the waste they create**





## 1B. Draft Regulation - Overview

### **The Regulation is outcome based:**

- Makes Producers financially responsible for their products and packaging
- Requires Producers to report on Blue Box materials diverted each year and to meet set diversion targets
- Expands and standardizes the scope of Blue Box materials across the province
- Provide Blue Box services to a variety of eligible sources
- Requires province-wide education and promotion

**Key Principle is to shift cost of recycling from municipal property taxpayers to Producers so Producers are able control costs through their influences over:**

- The type of products and packaging sold into the market place
- The materials used to make products and packaging
- How products and packaging are recycled at end-of-life

**The Draft Regulation does not prescribe how the Producers should deliver the Blue Box Program post transition (2026+)**



## 1C. Who are the Players?

### Ministry of the Environment, Conservation & Parks

- Create outcome based regulation for Producers to establish a new Blue Box system for Ontario
- Minister said “In the case of the Blue Box program [this] will provide up to \$135-million per year, in relief for municipalities and ultimately the taxpayer.”

### Resource Productivity and Recovery Authority (RPRA)

- Identified as the “Authority”
- Third-party regulator mandated by Ministry to enforce the regulation including registration, reporting, diversion targets, and compliance functions
- Formerly Waste Diversion Ontario (or WDO)

### Stewardship Ontario

- Represents product Producers
- Will determine how services will be delivered
- Can retain “PRO”s (Producer Responsibility Organization) to provide collection services
- Can act separately to establish separate recycling programs (i.e. LCBO, Beer Store)

**The Draft Regulation allows the Producers to design the Blue Box program to meet the prescribed service obligations and diversion targets**





## 1D. Who are the “Producers”?

If your product is in the Blue Box, you are a “Producer”

The regulation defines Producers as:

- Brand Holder in Canada
- If Brand Holder not in Canada - Importer who supplies in Ontario
- If Importer not in Canada - Retailer who supplies in Ontario (including online shopping)





## 1E. What's in the Transitioned Blue Box?

### Markham's Blue Box

- a. Plastics #1-#7
  - EXCLUDES styrofoam, black plastic, single-use plastic straws/cutlery, plastic bags, plastic film, candy/chip wrappers, stand up or zipper lock pouches, single-use cold drink cups and coffee cups
- b. Paper
  - EXCLUDES coffee cups/lids
- c. Glass
  - INCLUDES LCBO/Beer Store containers and packaging
- d. Metal/aluminium
- e. Beverage containers (i.e. juice boxes)
- f. Packaging-like product (incl. aluminum foil, wrapping paper, paper bags, cardboard boxes)

### Proposed Ontario Blue Box

- a. Plastics #1-#7
  - INCLUDES styrofoam, black plastic, single-use plastic straws/cutlery, plastic bags, plastic film, candy/chip wrappers, stand up or zipper lock pouches, single-use cold drink cups and coffee cups
- b. Paper
  - a. INCLUDES coffee cups and lids
- c. Glass
  - a. EXCLUDES LCBO/Beer Store containers and packaging
- d. Metal/aluminium
- e. Beverage containers (i.e. juice boxes)
- f. Packaging-like product (incl. aluminum foil, wrapping paper, paper bags, cardboard boxes)

**Transitioned Blue Box recycles more materials  
Blue Box must be transitioned to expanded list by 2026**



## 1F. What are the Collection Containers?

- The Regulation defines “Blue Box receptacle” as a container, bin, cart, bag or other receptacle that holds Blue Box material from which Blue Box material is collected

Item	Markham (Current)	During Transition (2023-2026)	Post Transition (2026+)	Comment to Ministry?
Blue Box receptacle	Blue Bins	Collects from any Municipal receptacle	Container, bin, cart, bag	x
Every Resident has Blue Box	✓	✓	✓	x
1 replacement a year within one week	x	x	✓	x

**During transition, Producers are required to collect materials in the Blue Box receptacle currently used by the municipality (i.e. box, blue bag, cart)**



## 1G. Who will be Serviced? (Eligible Sources)

Item	Markham (Current)	During Transition (2023-2025)	Post Transition (2026+)	Comment to Ministry?
Permanent / seasonal dwellings	✓	✓	✓	✗
Multi-residential buildings	✓	✓	✓	✗
Public and private schools	✓	✓	✓	✗
Long-term care homes and retirement homes	✗	✓	✓	✗
Specific public spaces (certain municipal parks/playgrounds)	✓ Operations Collects	✓ Specific	✓ Specific	✓ All public spaces
Recycling Depots	✓	✗ If have curbside  ✓ If no curbside		✓ Include depot with curbside



## 1G. Who will be Serviced? (Eligible Sources)

Item	Markham (Current)	During Transition (2023-2025)	Post Transition (2026+)	Comment to Ministry?
Municipal facilities (e.g. Civic Centre) and public-facing facilities (e.g. libraries)	✓	✓	✗	✓
Super Mailbox Blue Boxes	✓	✗	✗	✓
Small retail/businesses – In BIA	✓	✗	✗	✓
Small retail/businesses – Not in BIA	✗	✗	✗	✗
Assisted Collection (under 100 homes)	✓	✗	✗	✗ (Can be mitigated)

**Draft Regulation Comments: To include -  
All public spaces, Depots, Municipal and Public-facing Facilities,  
Super Mailboxes, BIA Small Businesses**



## 1H. What are the Service Levels?

Item	Markham (Current)	During Transition (2023-2026)	Post Transition (2026+)	Comment to Ministry?
Blue Box Content	✓	✓	✓ Expanded list	✗
Collection Frequency	✓ weekly	✓ weekly	✗ Bi-weekly	✓ weekly
Single stream Collection	✓	✓	✓	✗
Collect Depots, Municipal and Public-facing Facilities	✓	✓	✗	✓
Provide promotion and education	✓	✓	✓	✗

Staff further recommends that: Blue Box collection days align with Markham's green bin and garbage collection days, over a four day collection schedule

### Draft Regulation Comments:

**Weekly collection frequency, alignment of collection days/schedule, service levels during transition be maintained after transition (2026+)**



## 11. What are the Diversion Targets?

- Draft Regulation requires Producers to achieve diversion targets based on the weight of Blue Box materials they supplied into the market place

Material Category	Proposed Target: 2026-2029	Proposed Target: 2030-onward
Paper	90%	90%
Glass	75%	80%
Metal	67%	75%
Rigid Plastic	55%	60%
Flexible Plastic	30%	40%
Non-Alcoholic Beverage Containers	75%	80%

- Municipalities no longer responsible to meet provincial diversion targets. Staff will calculate Markham's diversion rate using available data.

**Draft Regulation Comments:**  
**Producers to provide Diversion rate reporting for municipalities**





## 1L. Draft Regulation - Summary

Item	Comments on Draft Regulation
Blue Box Content	Support expanded Blue Box content
Eligible sources	Add - All public spaces, Depots, Municipal and Public-facing Facilities, Super Mailboxes, BIA Small Businesses during and post transition 2026+
Collection Frequency	Add – weekly recycling collection post transition 2026+
Collection days	Request - Blue Box collection days to align with Markham's green bin and garbage collection days, over a four day collection schedule during and post transition 2026+
Overall Service Level	Provide service standards equal or exceed current municipal service level during transition and post transition 2026+

### **There are number of risks with the Blue Box transition:**

- Potential Producer performance deficiencies during first years of transition
- Potential consumer confusion and poor compliance on Blue Box content
- Enforcement mechanisms to hold Producers responsible are unknown (not meeting service level obligations, targets)
- Producers have not officially commented on draft Regulation



## 2. Transition

### Timing, Options & Impact



## 2A. AMO Resolution

In early 2020 - AMO requested Municipal Councils pass non-binding resolutions indicating:

- Collection service delivery preference (City administer / hand over keys)
- Preferred transition year (2023, 2024 or 2025)

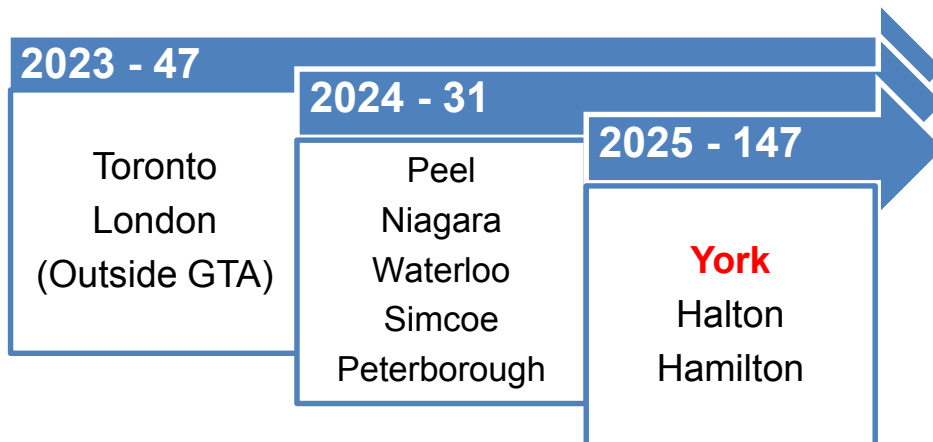
**On May 26, 2020 Council passed the following resolutions:**

- 1. THAT the City of Markham jointly with York Region and the Local Municipalities support 2025 as the preferred Blue Box transition date (Year 3) of the transition process;**
- 2. THAT the City of Markham elect to continue to provide Blue Box collection services to residents (post transition) on behalf of the product Producers should both parties arrive at mutually agreeable commercial terms;**
- 3. THAT the City of Markham reserve the option to amend Markham's transition date and collection service preference at any time if it is determined to be financially and operationally beneficial to the City;**



## 2B. Preferred Transition Year

- With input from AMO, the Ministry developed a draft transition schedule which also considered:
  - Municipal contracts expiry date/ability to extend
  - Municipal preference
  - Balancing net program costs and material managed
  - Geographic catchment areas
- The Ministry will issue a final schedule. Producers will be responsible for transitioning communities on or before the dates listed in the final Regulation
- There is currently no process detailed in the Regulation for municipalities to negotiate a different transition date directly with Producers



**Markham is not currently listed as an 'Eligible Community' on the Draft Blue Box Transition Schedule**



## 2C. Changes since May 2020 Resolution

- At the time of the May 2020 resolution:
  - Many unknowns related to the requirements of Blue Box regulation
  - City in the process of developing new waste collection contract
  - City staff made recommendations established on regional/local consensus based on current contract terms
- New draft Regulation is comprehensive and exceeded original expectation on Blue Box content, designated collection locations, and diversion targets
- Markham's new collection contract, beginning Sept 1, 2021, allows for early transition:
  - Can transition at any time during contract term
  - Scope of work for Blue Box collection is severable and can be transferred to Producers
  - Separate Blue Box collection vehicles (no co-collection)
  - Known transition costs
  - Services provided to all eligible sources



## 2C. City to Transition Early

May 2020 Resolution	Current Recommendations
Transition 2025	Transition 2023, or earlier than 2025
City administers Blue Box Program	To be determined: Both options are viable

Staff Recommends that:

- the City be added as an Eligible Community to the final Transition Schedule and be assigned to transition on January 1st, 2023, or as early as possible, prior to 2025.
- If an earlier transition date is not provided, the City requests the right to negotiate directly with the Producers for a date earlier than the one indicated on the final Transition Schedule.
- If provided with the right to select the service delivery option, the City reserves the right to select the service delivery option determined to be the most financially and operationally beneficial for its residents.



## 2D. Early Transition – Financial Impact

Under the “Hand over the Keys” option, for each year that Markham transitions early, it would save approximately \$2 million a year. The City would not have to pay for the collection of recycling, but would no longer be receiving WDO money, and would have to pay Miller the Early Termination

Hand Over Keys	2023	2024	2025
Recycling Cost	\$4.67M	\$4.81M	\$4.95M
WDO Funds (40%)	(\$1.87M)	(\$1.92M)	(\$1.98M)
Opt-Out Penalty	<u>(\$0.93M)</u>	<u>(\$0.93M)</u>	<u>(0.93M)</u>
Net Savings	\$1.87M	\$1.96M	\$2.04M

If the City administers the program, on behalf of the Producers, in order to achieve cost neutrality with the Hand over the Keys option, the City would need to receive approximately 80% - 85% recovery of its total Blue Box collection contract costs (would include annual contract administration fee paid to City by Producers to manage the contract on behalf of the Producers)

**For each year that Markham transitions early,  
it will save approximately \$2 million a year.**





## 2E. Early Transition - York Region Impact

York Region	Transfer, Processing/Disposal
Local Municipalities	Waste Collection

- *Municipal Act* gives Markham authority for waste collection
- Future transition arrangements for Markham's Blue Box collection services would be between the City and the Producers
- By the City transitioning prior to the Region, the role of processing/disposal currently provided by the Region would be impacted over the transition years
  - the Region acknowledges that the City can make its own transition timing decision for Blue Box collection, however, the Region has indicated that there will be negative financial impacts to the Region from a processing cost and revenue loss perspective

**Region prefers that all 9 local municipalities and the Region transition together as an integrated waste system**



### 3. Recommendations

1. THAT the presentation entitled “New Provincial Blue Box Regulation and Preferred Program Transition Date” be received;
2. THAT the City of Markham submit the attached document entitled “City of Markham Comments – ERO (Environmental Registry Ontario) Number 019-2579” and Council Resolution to the Minister of the Environment, Conservation and Parks and Ontario’s Environmental Registry as the City of Markham’s official comments on the draft Blue Box Regulation;
3. THAT the City of Markham requests that the Minister of the Environment, Conservation and Parks include Markham as an Eligible Community on the final Transition Schedule and be assigned the transition date of January 1st, 2023, or as early as possible, prior to 2025; and



### 3. Recommendations

4. THAT if an earlier transition date is not provided, the City of Markham requests the right to negotiate directly with the Producers for a date earlier than the one indicated on the final Transition Schedule; and
5. THAT the City of Markham requests that the eligible sources, as indicated by the Draft Blue Box Regulation, be expanded to include recycling depots in communities with curbside Blue Box collection, municipal facilities, public-facing facilities, all public spaces, Blue Boxes located at Canada Post super mailboxes, and small retail businesses within Business Improvement Areas; and
6. THAT the City of Markham requests that the obligations for collection after the transition period (2026+) be equal to or exceed the service standards applicable in transitioning communities on August 15, 2019, specifically, increase Blue Box collection from every other week to weekly collection; and



### 3. Recommendations

7. THAT, if provided with the right to select the service delivery option, the City of Markham reserves the right to select the service delivery option determined to be the most financially and operationally beneficial for its residents and report back to Council on the preferred service delivery option; and
8. THAT Staff be directed to update Council following the release of the final Regulation and Transition Schedule by the Ministry of the Environment, Conservation and Parks; and
9. THAT the City Clerk be directed to forward a copy of this resolution and Comment Letter to the Association of Municipalities of Ontario, York Region and Local Municipalities and the Ontario Ministry of the Environment, Conservation and Parks; and
10. AND THAT Staff be authorized and directed to do all things necessary to give effect to this resolution.



November 16, 2020

Hon. Jeff Yurek, Minister  
Ministry of Environment, Conservation and Parks  
Minister's Office  
College Park, 777 Bay Street, 5th Floor  
Toronto, Ontario M7A 2J3

Dear Minister Yurek:

**RE: City of Markham Comments – ERO (Environmental Registry Ontario)  
Number 019-2579**

**A proposed regulation, and proposed regulatory amendments, to make producers responsible for operating Ontario's Blue Box programs**

The City of Markham would like to thank the Ministry of the Environment, Conservation and Parks (the MECP) for the opportunity to comment on the Draft Blue Box Regulation to make Producers responsible for operating Ontario's Blue Box program and shift the financial and operational responsibilities from municipalities to Producers.

On November 24<sup>th</sup>, City of Markham Council passed a resolution on the Draft Blue Box Regulation (attached as Schedule A) containing the following key request:

- **THAT the City of Markham requests that the Minister of the Environment, Conservation and Parks include Markham as an Eligible Community on the final Transition Schedule and be assigned the transition date of January 1st, 2023, or as early as possible, prior to 2025**

Markham is one of the most culturally diverse and fastest growing municipalities in the Greater Toronto Area with a population of over a 350,000 residents. The City is currently responsible for providing Blue Box collection services to approximately 90,000 curbside households and over 130 multi-residential buildings (approximately 18,000 units).

Markham supports making product Producers responsible for the costs and operational aspects associated with the recycling of their products. This will provide an incentive to improve product design, invest in local infrastructure, and create new employment opportunities. Markham, as a waste diversion leader, believes that the Draft Blue Box Regulation will have a positive impact on waste diversion in Ontario.

Markham wants to ensure that the transition of its Blue Box Recycling Program is seamless for its residents; that service levels are maintained, that costs of the program are shifted to Producers and offers the following comments on the Draft Blue Box Regulation.

In addition to the Council resolution, recommended changes are indicated below and proposed changes to the Draft Blue Box Regulation are detailed in Table A (Page 7).

**1. Markham requests to be added as an Eligible Community on the final Blue Box Transition Schedule**

The Blue Box Transition Schedule (attached to the Draft Blue Box Regulation) identifies York Region, not the City of Markham, as an Eligible Community to transition Blue Box collection services to Producer responsibility.

York Region operates as a two-tier municipal waste management system. As set out in the *Municipal Act, 2001*, York Region has exclusive jurisdictional responsibility for waste management (excluding waste collection), and Markham has exclusive jurisdictional responsibility for waste collection.

Regarding Blue Box collection, the nine lower-tier municipalities are responsible for the collection of Blue Box materials as well as collection-specific promotion and education. The upper-tier (York Region) is responsible for the processing and marketing of Blue Box materials.

As the City of Markham has exclusive jurisdiction over the collection of Blue Box materials, the City is formally requesting to be identified as an Eligible Community on the final Blue Box Transition Schedule, as the future transition arrangements for Markham's Blue Box collection services would be between the City and the Producers.

**2. Markham requests to be assigned the transition date of January 1<sup>st</sup>, 2023, or as early as possible, prior to 2025**

In assigning Eligible Communities and their Transition Year, the Ministry considered municipal preferences for the date of transition as per the canvassing performed by the Association of Municipalities of Ontario. Although municipalities expressed interest in transitioning in a certain year, ultimately the Province will determine the final transition schedule.

While York Region previously indicated a preferred Transition Year of 2025, Markham Council passed a resolution reserving the option to amend Markham's Transition Date and collection service preference at any time if it is determined to be financially and operationally beneficial to the City. Transitioning earlier, on January 1<sup>st</sup>, 2023, has significant benefits for both Markham and ultimately the Producers as outlined below:

- In assigning communities their Transition Year, the Ministry considered expiry dates for service contracts to minimize financial penalties. The City's new collection contract, procured in 2020 and outsourced to a private contractor, is easily severable and allows for transitioning Blue Box collection services in 2023, and can be easily transferred to Producers;
- Markham's new collection contract provides for the separate collection of Blue Box recyclables and the co-collection of waste and green bin materials;
- Markham's collection contract includes the eligible sources as defined by the Draft Blue Box Regulation (permanent dwellings, multi-unit residential buildings, schools) and does not have a "separate" contract for different eligible sources;
- Markham is located in the same geographic catchment as the City of Toronto (sharing a northern border along Steeles Avenue), which is scheduled to transition in 2023;
- Markham has the financial resources and transition expertise (experienced staff, legal resources) to ensure a seamless, successful transition.

As indicated, Markham supports transitioning on January 1<sup>st</sup>, 2023 and Markham is well positioned to meet this Transition Date. If Markham's Blue Box Recycling Program transitions in 2023, Producers will gain three years of first-hand experience with arguably the most comprehensive municipal collection system in the Province.

**3. Markham requests that the eligible sources, as indicated by the Draft Blue Box Regulation, be expanded to include depots in communities with curbside Blue Box collection, municipal facilities, public-facing facilities, all public spaces, Blue Boxes located at Canada Post super mailboxes, and small retail businesses within Business Improvement Areas**

Markham supports the eligible sources indicated by the Draft Blue Box Regulation, which includes permanent/seasonal dwellings, multi-residential buildings, public and private schools, long-term care homes and retirement homes, and specific public spaces.

Markham requests that the Ministry expand the list of eligible sources to include: depots in communities with curbside Blue Box collection, municipal facilities such as city halls and offices, public-facing facilities such as libraries, community centres and arenas, all public spaces including all parks/playgrounds and Blue Boxes located at Canada Post super mailboxes, as well as small retail businesses within BIAs.

Markham believes that the final regulation should include these additional eligible sources as it is important that recycling opportunities are in place wherever residents live, learn, work and play.

**4. Markham requests that the obligations for collection after the transition period (2026+) be equal to or exceed the service standards applicable in transitioning**



**communities on August 15, 2019, specifically, increase Blue Box collection from every other week to weekly collection**

Markham has been a diversion leader in Ontario for many years. In 2019, York Region reported that Markham achieved a net diversion rate of 72% (and a municipal curbside diversion rate of 81%) as a part of the Region's annual WDO submission. The City's high diversion rate is supported by recycling service levels that collect Blue Boxes weekly while garbage is collected bi-weekly in clear bags. The City's four recycling depots also significantly contribute to the City's high diversion performance, as they are easily accessible for residents, well attended, and provide a clean, marketable stream of Blue Box materials.

Markham maintains the position that strong Blue Box Program participation and diversion requires a convenient collection system, which collects recycling more frequently than garbage. In urban/suburban communities like Markham, where density is increasing and the average home size is decreasing, the useable space to store Blue Box materials is becoming more limited. Obligating the Producers to collect recycling every other week after transition would inconvenience residents and may negatively affect the Producers diversion efforts. Also, to avoid confusion for residents, Blue Box collection days should align with green bin and garbage collection days and should be provided on the same weekly schedule as the other collection services provided by a municipality.

After transition, Producers should service recycling depots that collect Blue Box materials in conjunction with curbside collection. Depots are an excellent source for clean, marketable materials and allow for cost-effective bulk collection.

Markham requests that the obligations for collection after the transition period (2026+) equal or exceed the service standards applicable in transitioning communities on August 15, 2019 including:

- Blue Box collection service frequency should be weekly;
- Blue Box collection days should align green bin and garbage collection days and be collected on the same schedule as other collection services; and
- obligations for depot collection after transition should continue to match the service levels required during transition (i.e. Depot collection is to be included as an eligible source in municipalities that provides curbside collection).

**5. Markham requests a competitive environment for collection service providers**

As outlined in the Draft Blue Box Regulation, Producers can organize and manage the Blue Box material recovery system comprised of collection and processing, or contract with a Producer Responsibility Organizations (or "PRO"s) to do so on their behalf.

Markham requests the Minister of the Environment, Conservation and Parks require a system of multiple service providers to ensure a competitive environment for collection service delivery.

Markham believes a competitive environment for service providers is integral to ensure the successful transition of Blue Box Program responsibility to the Producers while maintaining the strong service levels currently being provided by municipalities.

**6. Markham requests that the Producers be required to provide annual diversion data to municipalities**

Markham contends that successful waste diversion is the result of an engaged community. Municipalities support retaining the ability to accurately measure waste diversion performance and to communicate with their residents on the success of their diversion efforts.

**7. Markham supports the accepted Blue Box materials as defined by the Draft Blue Box Regulation**

Markham strongly supports the Province's move to include an expanded list of products and packaging as designated materials under the Draft Blue Box Regulation. The transitioned Blue Box will include a number of items that many municipal programs do not currently collect, such as rigid and flexible plastic packaging products and certain single use items. These new material categories will expand the range of products that Markham residents can recycle and increase diversion from landfill.

**8. Markham supports the standardization of the Blue Box Program**

Markham has seen increasing consumer confusion concerning Blue Box recycling. Variation in the types of materials accepted in Blue Box Programs across Ontario has fueled this confusion for decades. Markham applauds the standardization of the Blue Box Program as indicated in the Draft Blue Box Regulation, as this should significantly improve our residents' understanding of what can be recycled.

Please refer to Table A, Proposed Amendments for ERO (Environmental Registry Ontario) Number 019-2579 – A proposed regulation, and proposed regulatory amendments, to make producers responsible for operating Ontario's Blue Box programs (see Page 7).

The City of Markham would like to thank the Ministry for considering these comments. If you have any questions or would like to discuss further, please contact Phoebe Fu, Director of Environmental Services at [pfu@markham.ca](mailto:pfu@markham.ca)

Sincerely,

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Kimberley Kitteringham  
Director, Legislative Services & Communications  
The City of Markham

Copy to:

Issac Apter, Director of Policy  
Ministry of Environment, Conservation and Parks  
Resource Recovery Policy Branch  
40 St. Clair Avenue West, 8th Floor  
Toronto, Ontario M4V 1M2

Charles O'Hara, Director of the Resources Recovery Policy Branch  
Ministry of Environment, Conservation and Parks  
Resource Recovery Policy Branch  
40 St. Clair Avenue West, 8th Floor  
Toronto, Ontario M4V 1M2

John Armiento, Manager, Waste Diversion  
Ministry of Environment, Conservation and Parks  
Resource Recovery Policy Branch  
40 St. Clair Avenue West, 8th Floor  
Toronto, Ontario M4V 1M2

Marc Peverini, Senior Policy Analyst  
Ministry of Environment, Conservation and Parks  
Resource Recovery Policy Branch  
40 St. Clair Avenue West, 8th Floor  
Toronto, Ontario M4V 1M2

Table A

**Proposed Amendments for ERO (Environmental Registry Ontario) Number 019-2579**

A proposed regulation, and proposed regulatory amendments, to make producers responsible for operating Ontario's Blue Box programs

Reference (Part #, Section #)	Draft Blue Box Regulation	Recommended Amendments
Part 1, Section 1	<p>"facility" means,</p> <p>(a) a building that contains more than one dwelling unit but that is not a residence,</p> <p>(b) a long-term care home licensed under the Long-Term Care Homes Act, 2007,</p> <p>(c) a retirement home licensed under the Retirement Homes Act, 2010, or</p> <p>(d) a public school or private school under the Education Act;</p>	<p>Add:</p> <p>(e) municipal facilities such as city halls and offices</p> <p>(f) public-facing facilities such as libraries, community centres and arenas</p> <p>(g) recycling depots</p>
Part 1, Section 1	<p>"public space" means any land in any park, playground, or any outdoor area which is owned by, or made available by, a municipality, and that is located in a business improvement area designated under the Municipal Act, 2001 or by a by-law made under the City of Toronto Act, 2006</p>	<p>Change:</p> <p>"public space" means any land in any park, playground, or any outdoor area which is owned by, or made available by, a municipality</p>
Part 1, Section 1	<p>"residence" means,</p> <p>(a) a single-unit residential dwelling, including a seasonal residential dwelling, in an eligible community, or</p> <p>(b) a building that contains more than one dwelling unit but receives garbage collection at the same frequency as single-unit residential dwellings in an eligible community;</p>	<p>Add:</p> <p>(c) small retail businesses located in a business improvement area</p> <p>(d) outdoor area adjacent to a Canada Post super mailbox</p>
Part 4, Section 19	<p>A producer may provide either depot or curbside collection of Blue Box material to residences assigned to the producer under</p>	<p>Delete section.</p>

**Attachment #1**

Page 8 of 9

<b>Reference (Part #, Section #)</b>	<b>Draft Blue Box Regulation</b>	<b>Recommended Amendments</b>
	the annual allocation table that are not required to be provided curbside collection under section 18.	Depot collection is to be included as an eligible source in municipalities that provides curbside collection
Part 4, Section 20	A producer who provides curbside collection shall, (a) collect Blue Box material at least every other week; (b) collect in a single day all Blue Box material set out for curbside collection at an eligible source; and (c) provide Blue Box receptacles for the storage of Blue Box material until it is collected, including, (i) ensuring that each residence has a Blue Box receptacle before the day on which the producer commences collecting from that residence, and (ii) providing at least one replacement Blue Box receptacle each year, to any residence, upon request of a person residing at the residence, provided within one week of the request.	Change: (a) collect Blue Box materials at the frequency they were collected under the eligible community's Blue Box system; Add: (d) collect Blue Box materials on same collection days as green bin and garbage collection days (e) collect Blue Box materials on the same weekly schedule as other collection services provided by the municipality
Part 4, Section 21	A producer who provides depot collection in a municipality, local services board or reserve shall, (a) provide at least as many depots for the collection of Blue Box material as there are depots for household garbage in that municipality, local services board or reserve; (b) ensure the depots for the collection of Blue Box material have operating hours that are at least as accessible as the hours for depots for household garbage in that municipality, local services board or reserve; (c) collect the Blue Box material from the depot before the Blue Box receptacles at the depot are full; and (d) provide Blue Box receptacles for the storage of Blue Box material until it is collected, including,	Change: (a) provide collection for all depots accepting Blue Box materials in that municipality, local services board or reserve where curbside collection is provided; Add: (e) subsidize depot administration and staffing costs at a level that meets or exceeds the current funding levels provided under the <i>Waste Diversion Act</i> (Data Call)

**Attachment #1**

Page 9 of 9

Reference (Part #, Section #)	Draft Blue Box Regulation	Recommended Amendments
	<p>(i) ensuring that each depot has a Blue Box receptacle before the day on which the producer commences operating the depot, and</p> <p>(ii) providing at least one replacement Blue Box receptacle each year, upon request by an operator of a depot, within one week of the request.</p>	
Part 7, Section 48	<p>(1) Eligible communities that are local municipalities and local service boards that are included in the Blue Box Transition Schedule shall register with the Authority, through the Registry, by submitting the following information, on or before April 15, 2021 about the municipality or local services board:</p> <ol style="list-style-type: none"> <li>1. Number of residents.</li> <li>2. A list of residences, including the number and location of each residence, that,               <ol style="list-style-type: none"> <li>i. receive curbside garbage collection, or</li> <li>ii. are serviced by depot garbage collection.</li> </ol> </li> <li>3. A list of depots at which garbage is currently collected, including location.</li> </ol> <p>(cont...)</p>	<p>Change:</p> <p>3. A list of depots at which <u>blue box materials</u> or garbage is currently collected, including location.</p>
Blue Box Transition Schedule		<p>Add:</p> <p>Under “Eligible Community” – Markham, City of</p> <p>Under “Transition Year” – 2023</p>



Report to: General Committee

Meeting Date: November 16, 2020

**SUBJECT:** New Provincial Blue Box Regulations and Preferred Program Transition Date – Presentation

**PREPARED BY:** Claudia Marsales, Senior Manager, Waste & Environmental Management

**RECOMMENDATION:**

1. THAT the presentation entitled “New Provincial Blue Box Regulations and Preferred Program Transition Date” be received;
2. THAT the City of Markham submit the attached document entitled “City of Markham Comments – ERO (Environmental Registry Ontario) Number 019-2579” and Council Resolution to the Minister of the Environment, Conservation and Parks and Ontario’s Environmental Registry as the City of Markham’s official comments on the draft Blue Box Regulations;
3. THAT the City of Markham request that the Minister of the Environment, Conservation and Parks include Markham as an Eligible Community on the final Transition Schedule and be assigned the transition date of January 1st, 2023, or as early as possible, prior to 2025; and
4. THAT if an earlier transition date is not provided, the City of Markham request the right to negotiate directly with the Producers for a date earlier than the one indicated on the final Transition Schedule; and
5. THAT the City of Markham request that the eligible sources, as indicated by the Draft Blue Box Regulation, be expanded to include recycling depots in communities with curbside Blue Box collection, municipal facilities, public-facing facilities, all public spaces, Blue Boxes located at Canada Post super mailboxes, and small retail businesses within Business Improvement Areas; and
6. THAT the City of Markham request that the obligations for collection after the transition period (2026+) be equal to or exceed the service standards applicable in transitioning communities on August 15, 2019, specifically, increase Blue Box collection from every other week to weekly collection; and
7. THAT, if provided with the right to select the service delivery option, the City of Markham reserve the right to select the service delivery option determined to be the most financially and operationally beneficial for its residents and report back to Council on the preferred service delivery option; and
8. THAT Staff be directed to update Council following the release of the final regulation and Transition Schedule by the Ministry of the Environment, Conservation and Parks; and



- 
9. THAT the City Clerk be directed to forward a copy of this resolution and Comment Letter to the Association of Municipalities of Ontario, York Region and Local Municipalities and the Ontario Ministry of the Environment, Conservation and Parks; and
  10. AND THAT Staff be authorized and directed to do all things necessary to give effect to this resolution.

**RECOMMENDED BY:**

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Andy Taylor  
CAO

---

Phoebe Fu  
Director, Environmental Services

**ATTACHMENTS:**

New Provincial Blue Box Regulations and Preferred Program Transition Date -  
Presentation to GC on November 16 2020

City of Markham Comments - ERO (Environmental Registry Ontario) Number 019-2579  
(Attachment 1)