



The Regional Municipality of Durham

COUNCIL INFORMATION PACKAGE

May 4, 2018

Information Reports

- [2018-INFO-63](#) Commissioner of Planning & Economic Development – re: Agriculture and Rural Affairs E-Newsletter – April 2018
- [2018-INFO-64](#) Commissioner of Planning & Economic Development – re: Monitoring of Growth Trends
- [2018-INFO-65](#) Commissioner of Corporate Services – re: 2018 to 2022 Regional Council and Committee Meeting Schedule
- [2018-INFO-66](#) Commissioner and Medical Officer of Health – re: 2017 Advocacy, Engagement & Partnerships Report
- [2018-INFO-67](#) Commissioner of Corporate Services – re: Durham.ca receives Honorable Mention in the Hermes Creative Awards
- [2018-INFO-68](#) Commissioner of Corporate Services – re: Update on the following three legislative items: a) new Workers Safety and Insurance Act 1997 (WSIA), Sections 13(4) and (5) related to Chronic and Traumatic Mental Stress Benefits, b) Bill 177, Stronger, Fairer Ontario Act, 2017, in relation to the Ontario Occupational Health and Safety Act (OHSA) and c) changes to the Workplace Safety and Insurance Board's (WSIB's) Annual Indexing of benefit amounts.

Early Release Reports

There are no Early Release Reports

Staff Correspondence

1. [Memorandum from Dr. R.J. Kyle, Commissioner and Medical Officer of Health](#) – re: Durham Nuclear Health Committee Minutes 2018 April 20
2. [Memorandum from Gerri Lynn O'Connor, Regional Chair & CEO](#) writing to the Works Department – re: Proclamation Certificate proclaiming May 20th to 26th, 2018 as “National Public Works Week” in Durham Region

Durham Municipalities Correspondence

1. [Township of Uxbridge](#) – re: Resolution passed at their Council meeting held on April 16, 2018, regarding Bill 16, Respecting Municipal Authority Over Landfilling Sites
2. [Township of Brock](#) – re: Resolution passed at their Council meeting held on April 23, 2018, regarding Increased Provincial Funding for Ontario Public Libraries
3. [Town of Ajax](#) – re: Resolution passed at their Council meeting held on April 23, 2018, regarding Lake Ontario Flooding and request to the provincial and federal governments to strike a committee to review mitigation and safety plans for the communicates fronting the Great Lakes and St. Laurence Seaway
4. [Township of Uxbridge](#) – re: Resolution passed at their Council meeting held on April 23, 2018, regarding Informational Report #2018-INFO-41; Provincial Nuclear Emergency Response Plan (PNERP) - Update

Other Municipalities Correspondence/Resolutions

1. [Municipality of East Ferris](#) – re: Resolution passed at their Council meeting held on April 24, 2018, regarding the alarming amount of wolf sightings discovered in the Municipality of East Ferris, and that the Anglers and Hunters are advising that the wildlife animals such as the deer, beavers, rabbits and partridges will diminish if the government of the day keep the trappers from this area, and that our wildlife will in the north of Algonquin Park have a major impact

Miscellaneous Correspondence

1. [Ted Gruetzner, Corporate Relations and Communications, Ontario Power Generation](#) – re: Ontario Chamber of Commerce (OCC), in partnership with the Canadian Centre for Economic Analysis (CANCEA), published an impact analysis on the continued operation of Pickering Nuclear Generating Station (PNGS) until 2024
2. [Krista Adams, Director \(A\), Transportation Policy Branch, Ministry of Transportation](#) – re: Ontario has completed its study to identify a province-wide network of cycling routes. The final report and the network map are now available on the Ministry of Transportation web site
3. [Indira Naidoo-Harris, Minister of Education, Minister Responsible for Early Years and Child Care; Bob Chiarelli, Minister of Infrastructure; and Bill Mauro, Minister of Municipal Affairs](#) – re: Revised Pupil Accommodation Review Guideline and an update on integrated planning initiatives
4. [Toronto and Region Conservation Authority \(TRCA\)](#) – re: TRCA's recent Corporate Services Realignment (Stakeholders)
5. [Municipal Property Assessment Corporation \(MPAC\)](#) – re: 2017 Annual Report and Financial Statements
6. [Central Lake Ontario Conservation Authority](#) – re: Central Lake Ontario Conservation

Authority Comments on the Province's Watershed Planning in Ontario: Guidance for Land Use Planning Authorities, EBR Registry Number 013-1817

7. [Samantha Paterson, Communications/Policy Specialist, Ajax-Pickering Board of Trade](#)
– re: Transportation Round Table, held by the Durham Region Joint Chambers and Boards of Trade

Advisory Committee Minutes

1. Accessibility Advisory Committee (AAC) minutes – [April 24, 2018](#)

Members of Council – Please advise the Regional Clerk at clerks@durham.ca by 9:00 AM on the Monday one week prior to the next regular Committee of the Whole meeting, if you wish to add an item from this CIP to the Committee of the Whole agenda.



The Regional Municipality of Durham Information Report

From: Commissioner of Planning and Economic Development
Report: #2018-INFO-63
Date: May 4, 2018

Subject:

Agriculture and Rural Affairs E-Newsletter – April 2018

Recommendation:

Receive for information

Report:

1. Purpose

1.1 The Agriculture and Rural Affairs e-newsletter is a bi-monthly snapshot of the initiatives, activities and partnerships within the agricultural and rural areas across the Region of Durham. It serves as an environmentally-conscious, cost effective tool to relay information regarding the latest agricultural and rural economic development activities in Durham Region.

2. Background

2.1 The Agriculture and Rural Affairs e-newsletter was distributed to 393 subscribers in April 2018 with a 49% open rate. It is also posted on the Region's website, and distributed via social media channels through the Corporate Communications office.

- View the [Agriculture and Rural Affairs e-newsletter](http://myemail.constantcontact.com/Agriculture-and-Rural-Affairs-Newsletter--Nuturing-Local-Business-Growth.html?soid=1101562300271&aid=OB0etu8LcZY) online at <http://myemail.constantcontact.com/Agriculture-and-Rural-Affairs-Newsletter--Nuturing-Local-Business-Growth.html?soid=1101562300271&aid=OB0etu8LcZY>

2.2 The Agriculture and Rural Affairs e-newsletter is produced in cooperation with Corporate Communications.

Respectfully submitted,

Original signed by

B.E. Bridgeman, MCIP, RPP
Commissioner of Planning and
Economic Development



The Regional Municipality of Durham Information Report

From: Commissioner of Planning and Economic Development
Report: #2018-INFO-64
Date: May 4, 2018

Subject:

Monitoring of Growth Trends, File: D01-02-01

Recommendation:

Receive for information

Report:

1. Purpose

- 1.1 This report is the first of two biannual reports on monitoring Growth Trends in Durham. It presents historical population and household data for the Region, and area municipalities, for the 2013 to 2017 period.
- 1.2 The data is provided for the end of May (to correspond with the timing of a Census) and for December (calendar year-end). Information presented in this report is intended for use in various planning studies and programs as well as other Regional and agency initiatives.

2. Historical population and household estimates (2013-2017)

- 2.1 The population and household estimates presented in Attachment 1, are based on:
 - Statistics Canada Census information for 2011 and 2016 including an estimate for net undercoverage¹; and

1. Net undercoverage refers to the net population counts that are missed during the Census enumeration due to persons with no usual residence, incorrect questionnaires, missed dwellings, away from home, etc.

- Canada Mortgage and Housing Corporation (CMHC) monthly housing completion data for non-Census years.

2.2 The semi-annual population estimates presented in Attachment 1, indicate that the Region's annual population growth increased by 9,225 persons in 2017, the most growth since 2008 (10,570). The growth rate last year was 1.37%. Comparatively, the average annual population growth for the five-year period from 2013 to 2017 was 1.07%.

2.3 The semi-annual household estimates presented in Attachment 1, indicate that the Region's annual household growth increased by 3,490 households from 2016 to 2017, representing a growth rate of 1.52%. Comparatively, the annual household growth for the five-year period from 2013 to 2017 was 1.22%.

3. Conclusion

3.1 Committee will continue to be kept apprised of emerging population and household data and trends through regular updates of this information.

3.2 A copy of this report will be forwarded to the Area Municipalities, the Durham Regional Police Services, the Local Health Integration Network and the School Boards in Durham.

4. Attachments

Attachment 1: Semi-annual Population Estimates, 2013-2017 and Semi-annual Household Estimates, 2013-2017.

Respectfully submitted,

Original signed by

B.E. Bridgeman, MCIP, RPP
Commissioner of Planning and
Economic Development

Table 1
Semi-annual Population Estimates, 2013-2017 (May and December)

Year	Ajax	Brock	Clarington	Oshawa	Pickering	Scugog	Uxbridge	Whitby	Durham
2013 (May)	118,460	11,925	91,330	158,915	93,810	22,525	21,655	130,705	649,320
2013 (Dec)	119,650	11,955	92,380	160,175	94,510	22,380	21,665	131,425	654,140
2014 (May)	120,295	11,970	92,580	160,760	94,245	22,505	21,740	131,610	655,700
2014 (Dec)	121,670	12,020	93,805	161,840	94,780	22,400	21,785	132,365	660,665
2015 (May)	122,895	12,030	94,210	162,730	94,810	22,475	21,830	132,370	663,345
2015 (Dec)	123,740	12,045	94,860	163,925	95,115	22,380	21,930	132,765	666,755
2016 (May)	124,230	12,085	95,515	165,525	95,265	22,440	21,980	133,265	670,310
2016 (Dec)	124,805	12,065	96,490	166,535	95,220	22,370	22,045	133,515	673,040
2017 (May)	125,505	12,050	97,395	167,430	95,765	22,320	22,265	134,400	677,125
2017 (Dec)	126,445	12,140	98,550	169,320	96,255	22,245	22,245	135,050	682,250

Note: All figures rounded

Source: Statistics Canada Census and CMHC monthly housing completions data.

Table 2
Semi-annual Household Estimates, 2013-2017 (May and December)

Year	Ajax	Brock	Clarington	Oshawa	Pickering	Scugog	Uxbridge	Whitby	Durham
2013 (May)	36,135	4,425	31,160	59,985	30,145	8,050	7,460	42,435	36,135
2013 (Dec)	36,440	4,445	31,565	60,520	30,350	8,070	7,485	42,690	36,440
2014 (May)	36,590	4,460	31,700	60,680	30,390	8,095	7,510	42,815	36,590
2014 (Dec)	36,940	4,490	32,135	61,170	30,570	8,130	7,555	43,095	36,940
2015 (May)	37,225	4,500	32,335	61,470	30,690	8,150	7,570	43,175	37,225
2015 (Dec)	37,450	4,520	32,580	61,980	30,815	8,175	7,635	43,325	37,450
2016 (May)	37,550	4,545	32,840	62,595	30,920	8,220	7,665	43,530	37,550
2016 (Dec)	37,655	4,550	33,225	62,990	30,985	8,225	7,705	43,670	37,655
2017 (May)	37,815	4,555	33,570	63,340	31,220	8,230	7,795	44,005	37,815
2017 (Dec)	38,030	4,600	34,020	64,065	31,465	8,235	7,805	44,275	38,030

Note: All figures rounded

Source: Statistics Canada Census and CMHC monthly housing completions data.



The Regional Municipality of Durham Information Report

From: Commissioner of Corporate Services
Report: #2018-INFO-65
Date: May 4, 2018

Subject:

2018 to 2022 Regional Council and Committee Meeting Schedule

Recommendation:

Receive for information

Report:

1. Purpose

- 1.1 The purpose of this report is to provide the Regional Council, Standing Committee and Transit Executive Committee Meeting Schedule for 2018 to 2022.
- 1.2 This schedule has been prepared in accordance with Council's resolution to adopt a monthly Standing Committee meeting cycle (Option 3) as outlined in Report #2018-COW-70 of the Commissioner of Corporate Services and the Transit Executive Committee's approval of a monthly meetings schedule as outlined in Report #2018-DRT-10 of the General Manager of Durham Region Transit.

2. Background

- 2.1 The next four-year term of Council will begin on December 1, 2018 and end on November 14, 2022.
- 2.2 On April 11, 2018, Regional Council adopted a Standing Committee governance structure following a monthly meeting cycle starting on the first Tuesday of each month for the next term of Council.
- 2.3 On April 26, 2018, the Transit Executive Committee approved a revised meeting schedule for 2019 to 2022, with meetings held monthly on the Wednesday of the first week of the Regional Council and Committee meeting cycle, in order to better align with the Regional Council and Committee meeting schedule.

2.4 In preparing the four year meeting schedule Legislative Services has taken into consideration the mid-winter break (March break) approved by the Ministry of Education. The week currently approved by the Ministry has been included in the schedule and no meetings have been booked during this week. However it is important to note that a school board may modify their school calendar with the approval of the Ministry. Should this occur, Regional Council could rearrange their schedule accordingly by way of resolution.

3. Conclusion

3.1 The Regional Council, Standing Committee and Transit Executive Committee Meeting Schedule for 2018 to 2022 is included as attachment #1 to this report.

3.2 A copy of this report will be forwarded to the Clerks of the Area Municipalities for their information.

3.3 Any questions regarding this report may be directed to Ralph Walton, Regional Clerk/Director of Legislative Services, 905-668-7711, extension 2100.

4. Attachments

Attachment 1: 2018 to 2022 Regional Meeting Schedule

Respectfully submitted,

Original Signed By

D. Beaton, B.Com, M.P.A.
Commissioner of Corporate Services

Regular Regional Council and Committee Meeting Schedule

December 2018 to November 2022

Date	Monday	Tuesday	Wednesday	Thursday	Friday
2018	-	-	-	-	-
December 3 – 7, 2018	-	-	First Meeting of Regional Council	-	-
December 10 – 14, 2018	-	P&ED H&SS	Works F&A	COW	-
December 17 – 21, 2018	-	-	Council	-	-
December 24 – 28, 2018	-	Christmas Day	Boxing Day	-	-
	-	-	-	-	-
2019	-	-	-	-	-
December 31 – January 4, 2019	-	New Year's Day	-	-	-
January 7 – 11, 2019	-	P&ED	Works TEC	H&SS	-
January 14 – 18, 2019	-	F&A	COW	-	-
January 21 – 25, 2019	-	-	-	-	-
January 28 – February 1, 2019	-	-	Council	-	-
February 4 – 8, 2019	-	P&ED	Works TEC	H&SS	-
February 11 – 15, 2019	-	F&A	COW	-	-
February 18 – 22, 2019	Family Day	-	-	-	-
February 25 – March 1, 2019	-	-	Council	-	-
March 4 – 8, 2019	-	P&ED	Works TEC	H&SS	-
March 11 – 15, 2019	March Break Week	-	-	-	-
March 18 – 22, 2019	-	F&A	COW	-	-
March 25 – 29, 2019	-	-	Council	-	-
April 1 – 5, 2019	-	P&ED	Works TEC	H&SS	-
April 8 – 12, 2019	-	F&A	COW	-	-
April 15 – 19, 2019	-	-	-	-	Good Friday
April 22 – 26, 2019	Easter Monday	-	Council	-	-

Date	Monday	Tuesday	Wednesday	Thursday	Friday
April 29 – May 3, 2019	-	-	-	-	-
May 6 – 10, 2019	-	P&ED	Works TEC	H&SS	-
May 13 – 17, 2019	-	F&A	COW	-	-
May 20 – 24, 2019	Victoria Day	-	-	-	-
May 27 – 31, 2019	-	-	Council	-	-
June 3 – 7, 2019	-	P&ED	Works TEC	H&SS	-
June 10 – 14, 2019	-	F&A	COW	-	-
June 17 – 21, 2019	-	-	-	-	-
June 24 – 28, 2019	-	-	Council	-	-
July 1 – 5, 2019	Canada Day	-	-	-	-
July 8 – 12, 2019	-	-	-	-	-
July 15 – 19, 2019	-	-	-	-	-
July 22 – 26, 2019	-	-	-	-	-
July 29 – August 2, 2019	-	-	-	-	-
August 5 – 9, 2019	Civic Holiday	-	-	-	-
August 12 – 16, 2019	-	-	-	-	-
August 19 – 23, 2019	-	-	-	-	-
August 26 – 30, 2019	-	-	-	-	-
September 2 – 6, 2019	Labour Day	P&ED	Works TEC	H&SS	-
September 9 – 13, 2019	-	F&A	COW	-	-
September 16 – 20, 2019	-	-	-	-	-
September 23 – 27, 2019	-	-	Council	-	-
September 30 – October 4, 2019	-	P&ED	Works TEC	H&SS	-
October 7 – 11, 2019	-	F&A	COW	-	-
October 14 – 18, 2019	Thanksgiving Day	-	-	-	-
October 21 – 25, 2019	-	-	Council	-	-
October 28 – November 1, 2019	-	-	-	-	-

Date	Monday	Tuesday	Wednesday	Thursday	Friday
November 4 – 8, 2019	-	P&ED	Works TEC	H&SS	-
November 11 – 15, 2019	Remembrance Day	F&A	COW	-	-
November 18 – 22, 2019	-	-	-	-	-
November 25 – 29, 2019	-	-	Council	-	-
December 2 – 6, 2019	-	P&ED	Works TEC	H&SS	-
December 9 – 13, 2019	-	F&A	COW	-	-
December 16 – 20, 2019	-	-	Council	-	-
December 23 – 27, 2019	-	Offices Closed at 12:00 PM	Christmas Day	Boxing Day	-
2020	-	-	-	-	-
December 30 – January 3, 2020	-	Offices Closed at 12:00 PM	New Year's Day	-	-
January 6 – January 10, 2020	-	P&ED	Works TEC	H&SS	-
January 13 – January 17, 2020	-	F&A	COW	-	-
January 20 – January 24, 2020	-	-	-	-	-
January 27 – January 31, 2020	-	-	Council	-	-
February 3 – February 7, 2020	-	P&ED	Works TEC	H&SS	-
February 10 – February 14, 2020	-	F&A	COW	-	-
February 17 – February 21, 2020	Family Day	-	-	-	-
February 24 – February 28, 2020	-	-	Council	-	-
March 2 – March 6, 2020	-	P&ED	Works TEC	H&SS	-
March 9 – March 13, 2020	-	F&A	COW	-	-
March 16 – March 20, 2020	March Break Week	-	-	-	-
March 23 – March 27, 2020	-	-	Council	-	-
March 30 – April 3, 2020	-	-	-	-	-
April 6 – April 10, 2020	-	P&ED	Works TEC	H&SS	Good Friday
April 13 – April 17, 2020	Easter Monday	F&A	COW	-	-

Date	Monday	Tuesday	Wednesday	Thursday	Friday
April 20 – April 24, 2020	-	-	-	-	-
April 27 – May 1, 2020	-	-	Council	-	-
May 4 – May 8, 2020	-	P&ED	Works TEC	H&SS	-
May 11 – May 15, 2020	-	F&A	COW	-	-
May 18 – May 22, 2020	Victoria Day	-	-	-	-
May 25 – May 29, 2020	-	-	Council	-	-
June 1 – June 5, 2020	-	P&ED	Works TEC	H&SS	-
June 8 – June 12, 2020	-	F&A	COW	-	-
June 15 – June 19, 2020	-	-	-	-	-
June 22 – June 26, 2020	-	-	Council	-	-
June 29 – July 3, 2020	-	-	Canada Day	-	-
July 6 – July 10, 2020	-	-	-	-	-
July 13 – July 17, 2020	-	-	-	-	-
July 20 – July 24, 2020	-	-	-	-	-
July 27 – July 31, 2020	-	-	-	-	-
August 3 – August 7, 2020	Civic Holiday	-	-	-	-
August 10 – August 14, 2020	-	-	-	-	-
August 17 – August 21, 2020	-	-	-	-	-
August 24 – August 28, 2020	-	-	-	-	-
August 31 – September 4, 2020	-	-	-	-	-
September 7 – September 11, 2020	Labour Day	P&ED	Works TEC	H&SS	-
September 14 – September 18, 2020	-	F&A	COW	-	-
September 21 – September 25, 2020	-	-	-	-	-
September 28 – October 2, 2020	-	-	Council	-	-
October 5 – October 9, 2020	-	P&ED	Works TEC	H&SS	-
October 12 – October 16, 2020	Thanksgiving Day	F&A	COW	-	-
October 19 – October 23, 2020	-	-	-	-	-
October 26 – October 30, 2020	-	-	Council	-	-

Date	Monday	Tuesday	Wednesday	Thursday	Friday
November 2 – November 6, 2020	-	P&ED	Works TEC	H&SS	-
November 9 – November 13, 2020	-	F&A	Remembrance Day	COW	-
November 16 – November 20, 2020	-	-	-	-	-
November 23 – November 27, 2020	-	-	Council	TEC	-
November 30 – December 4, 2020	-	P&ED	Works TEC	H&SS	-
December 7 – December 11, 2020	-	F&A	COW	-	-
December 14 – December 18, 2020	-	-	Council	-	-
December 21 – December 25, 2020	-	-	-	Offices Closed at 12:00 PM	Christmas Day
December 28 – January 1, 2021	Boxing Day Observed	-	-	Offices Closed at 12:00 PM	New Year's Day
2021	-	-	-	-	-
January 4 – January 8, 2021	-	P&ED	Works TEC	H&SS	-
January 11 – January 15, 2021	-	F&A	COW	-	-
January 18 – January 22, 2021	-	-	-	-	-
January 25 – January 29, 2021	-	-	Council	-	-
February 1 – February 5, 2021	-	P&ED	Works TEC	H&SS	-
February 8 – February 12, 2021	-	F&A	COW	-	-
February 15 – February 19, 2021	Family Day	-	-	-	-
February 22 – February 26, 2021	-	-	Council	-	-
March 1 – March 5, 2021	-	P&ED	Works TEC	H&SS	-
March 8 – March 12, 2021	-	F&A	COW	-	-
March 15 – March 19, 2021	March Break Week	-	-	-	-
March 22 – March 26, 2021	-	-	Council	-	-
March 29 – April 2, 2021	-	-	-	-	Good Friday
April 5 – April 9, 2021	Easter Monday	P&ED	Works TEC	H&SS	-
April 12 – April 16, 2021	-	F&A	COW	-	-
April 19 – April 23, 2021	-	-	-	-	-

Date	Monday	Tuesday	Wednesday	Thursday	Friday
April 26 – April 30, 2021	-	-	Council	-	-
May 3 – May 7, 2021	-	P&ED	Works TEC	H&SS	-
May 10 – May 14, 2021	-	F&A	COW	-	-
May 17 – May 21, 2021	-	-	-	-	-
May 24 – May 28, 2021	Victoria Day	-	Council	-	-
May 31 – June 4, 2021	-	P&ED	Works TEC	H&SS	-
June 7 – June 11, 2021	-	F&A	COW	-	-
June 14 – June 18, 2021	-	-	-	-	-
June 21 – June 25, 2021	-	-	Council	-	-
June 28 – July 2, 2021	-	-	-	Canada Day	-
July 5 – July 9, 2021	-	-	-	-	-
July 12 – July 16, 2021	-	-	-	-	-
July 19 – July 23, 2021	-	-	-	-	-
July 26 – July 30, 2021	-	-	-	-	-
August 2 – August 6, 2021	Civic Holiday	-	-	-	-
August 9 – August 13, 2021	-	-	-	-	-
August 16 – August 20, 2021	-	-	-	-	-
August 23 – August 27, 2021	-	-	-	-	-
August 30 – September 3, 2021	-	-	-	-	-
September 6 – September 10, 2021	Labour Day	P&ED	Works TEC	H&SS	-
September 13 – September 17, 2021	-	F&A	COW	-	-
September 20 – September 24, 2021	-	-	-	-	-
September 27 – October 1, 2021	-	-	Council	-	-
October 4 – October 8, 2021	-	P&ED	Works TEC	H&SS	-
October 11 – October 15, 2021	Thanksgiving Day	F&A	COW	-	-
October 18 – October 22, 2021	-	-	-	-	-
October 25 – October 29, 2021	-	-	Council	-	-

Date	Monday	Tuesday	Wednesday	Thursday	Friday
November 1 – November 5, 2021	-	P&ED	Works TEC	H&SS	-
November 8 – November 12, 2021	-	F&A	COW	Remembrance Day	-
November 15 – November 19, 2021	-	-	-	-	-
November 22 – November 26, 2021	-	-	Council	-	-
November 29 – December 3, 2021	-	-	-	-	-
December 6 – December 10, 2021	-	P&ED	Works TEC	H&SS	-
December 13 – December 17, 2021	-	F&A	COW	-	-
December 20 – December 24, 2021	-	-	Council	-	Offices Closed at 12:00 PM
December 27 – December 31, 2021	Christmas Day Observed	Boxing Day Observed			Offices Closed at 12:00 PM
2022	-	-	-	-	-
January 3 – January 7, 2022	New Year's Day Observed	-	-	-	-
January 10 – January 14, 2022	-	P&ED	Works TEC	H&SS	-
January 17 – January 21, 2022	-	F&A	COW	-	-
January 24 – January 28, 2022	-	-	Council	-	-
January 31 – February 4, 2022	-	P&ED	Works TEC	H&SS	-
February 7 – February 11, 2022	-	F&A	COW	-	-
February 14 – February 18, 2022	-	-	-	-	-
February 21 – February 25, 2022	Family Day	-	Council	-	-
February 28 – March 4, 2022	-	P&ED	Works TEC	H&SS	-
March 7 – March 11, 2022	-	F&A	COW	-	-
March 14 – March 18, 2022	March Break Week	-	-	-	-
March 21 – March 25, 2022	-	-	Council	-	-
March 28 – April 1, 2022	-	-	-	-	-
April 4 – April 8, 2022	-	P&ED	Works TEC	H&SS	-
April 11 – April 15, 2022	-	F&A	COW	-	Good Friday

Date	Monday	Tuesday	Wednesday	Thursday	Friday
April 18 – April 22, 2022	Easter Monday	-	-	-	-
April 25 – April 29, 2022	-	-	Council	-	-
May 2 – May 6, 2022	-	P&ED	Works TEC	H&SS	-
May 9 – May 13, 2022	-	F&A	COW	-	-
May 16 – May 20, 2022	-	-	-	-	-
May 23 – May 27, 2022	Victoria Day	-	Council	-	-
May 30 – June 3, 2022	-	-	-	-	-
June 6 – June 10, 2022	-	P&ED	Works TEC	H&SS	-
June 13 – June 17, 2022	-	F&A	COW	-	-
June 20 – June 24, 2022	-	-	-	-	-
June 27 – July 1, 2022	-	-	Council	-	Canada Day
July 4 – July 8, 2022	-	-	-	-	-
July 11 – July 15, 2022	-	-	-	-	-
July 18 – July 22, 2022	-	-	-	-	-
July 25 – July 29, 2022	-	-	-	-	-
August 1 – August 5, 2022	Civic Holiday	-	-	-	-
August 8 – August 12, 2022	-	-	-	-	-
August 15 – August 19, 2022	-	-	-	-	-
August 22 – August 26, 2022	-	-	-	-	-
August 29 – September 2, 2022	-	-	-	-	-
September 5 – September 9, 2022	Labour Day	P&ED	Works TEC	H&SS	-
September 12 – September 16, 2022	-	F&A	COW	-	-
September 19 – September 23, 2022	-	-	-	-	-
September 26 – September 30, 2022	-	-	Council	-	-
October 3 – October 7, 2022	-	P&ED	Works TEC	H&SS	-
October 10 – October 14, 2022	Thanksgiving Day	F&A	COW	-	-
October 17 – October 21, 2022	-	-	Council	-	-

Date	Monday	Tuesday	Wednesday	Thursday	Friday
October 24 – October 28, 2022	Municipal Elections	-	-	-	-
October 31 – November 4, 2022	-	-	-	-	-
November 7 – November 11, 2022	-	-	-	-	Remembrance Day
November 14 – November 18, 2022	-	-	-	-	-
November 21 – November 25, 2022	-	-	-	-	-
November 28 – December 2, 2022	-	-	-	-	-
December 5 – December 9, 2022	-	-	-	-	-
December 12 – December 16, 2022	-	-	-	-	-
December 19 – December 23, 2022	-	-	-	-	Offices Closed at 12:00 PM
December 26 – December 30, 2022	Christmas Day Observed	Boxing Day Observed	-	-	Offices Closed at 12:00 PM



The Regional Municipality of Durham Information Report

From: Commissioner and Medical Officer of Health
Report: #2018-INFO-66
Date: May 4, 2018

Subject:

2017 Advocacy, Engagement & Partnerships Report

Recommendation:

Receive for information

Report:

1. Purpose

- 1.1 To provide an update on Durham Region Health Department's (DRHD's) advocacy, engagement and partnership activities.
- 1.2 The [2017 Advocacy, Engagement & Partnerships Report](#) is available on the [Board of Health Manual](#) webpage.

2. Background

- 2.1 The Advocacy, Engagement & Partnerships Report is prepared annually to address, document and/or assist DRHD staff with the implementation of the relevant strategies of DRHD's Quality Enhancement Plans (QEPs) and relevant requirements of the *Ontario Public Health Organizational Standards*, which were in effect until December 31, 2017. Relevant requirements are now reflected in the [Ontario Public Health Standards: Requirements for Programs, Services, and Accountability](#).
- 2.2 The 2017 Advocacy, Engagement & Partnerships Report is a component of DRHD's 'Accountability Framework' that also includes: the Health Plan; Performance Report; Health Information updates; Program Reports; QEPs, Durham Health Check-Ups; business plans and budgets; provincial performance indicators and targets, compliance audits and assessments; RDPS certification; and accreditation by Accreditation Canada.

3. Highlights

- 3.1 Part A of the report lists advocacy topics addressed to date by originating board of health, association or municipality and the date on which related Committee recommendations were considered by the Regional Council. Part B lists DRHD staff advocacy and engagement according to specific activities or initiatives; professional committees or task/working groups; and professional affiliations. Part C lists key DRHD strategic partners by program. Part D lists social determinants of health and priority populations addressed by program.

Respectfully submitted,

Original signed by

R.J. Kyle, BSc, MD, MHSc, CCFP, FRCPC, FACPM
Commissioner & Medical Officer of Health



The Regional Municipality of Durham Information Report

From: Commissioner of Corporate Services
Report: #2018-INFO-67
Date: May4, 2018

Subject:

Durham.ca receives Honorable Mention in the Hermes Creative Awards

Recommendation:

Receive for information

Report:

1. Purpose

1.1 It is an honour to inform Committee and Council that the Region's website Durham.ca received an Honorable Mention in the Hermes Creative Awards.

2. Award

2.1 Each year the Hermes Creative Awards are given out in three categories - Print Media, PR/Communications and Electronic Media. Awards are given at the Platinum, Gold and Honorable Mention level.

2.2 Hermes Creative Awards have been running for over 20 years with over 200,000 entries being received from over 100 countries. The International Awards are administered and judged by the Association of Marketing and Communication Professionals (AMCP). The Hermes Awards receive more than 6,000 entries each year. AMCP judges select winners whose talent exceeds a high standard of excellence and whose work serves as a benchmark for the industry.

3. Background on the new website

3.1 The new durham.ca website is responsive, mobile-friendly and resident-centric, and features accessibility improvements, news and emergency notifications, as well as public meeting and event calendars.

3.2 A Regional Services Map and A-to-Z listing launched as part of the website, which was developed in collaboration with the eight local area municipalities to assist residents in accessing information for both municipal and Regional services. In addition, a new eProcurement system—bids and tenders—launched as part of the project in early 2017.

- 3.3 The redevelopment project was significant from a public engagement perspective, as numerous employees and members of the public provided their feedback via surveys and focus groups.
- 3.4 Within the first month of launch, page views increased by 17 per cent on the new durham.ca, over the same period of time in the previous year.
- 3.5 When surveyed in 2016, 44 per cent of durham.ca users were accessing the website via mobile phone and tablets. Currently, based on statistics mobile and tablet use make up 55 per cent of durham.ca traffic.

Respectfully submitted,

Original signed by

D. Beaton, BCom, M.P.A.
Commissioner of Corporate Services



The Regional Municipality of Durham Information Report

From: Commissioner of Corporate Services
Report: #2018-INFO-68
Date: May 4, 2018

Subject:

Update on the following three legislative items: a) new *Workers Safety and Insurance Act 1997 (WSIA)*, Sections 13(4) and (5) related to Chronic and Traumatic Mental Stress Benefits, b) *Bill 177, Stronger, Fairer Ontario Act, 2017*, in relation to the Ontario *Occupational Health and Safety Act (OHSA)* and c) changes to the Workplace Safety and Insurance Board's (WSIB's) Annual Indexing of benefit amounts.

Recommendation:

Receive for information

Report:

1. Background

- 1.1 In the Spring of 2017, the WSIB issued a draft *Traumatic or Chronic Mental Stress* policy for consultation. Regional staff provided input into the consultation through submissions from the WSIB Municipal Users Group, Schedule 2 Users' Group, Office of the Employer Advisor and Ontario Municipal Human Resources Association. Through the consultations, municipal employers emphasized, "in the interest of fairness to employers who fund the WSIB system", that the WSIB needs to "take concrete steps" to administer mental stress claims "in such a way to ensure that entitlement is granted only for work-related cases of traumatic and chronic mental stress".
- 1.2 The WSIB's consultation process ended in July 2017 and on September 21, 2017, the WSIB Board of Directors approved the final policy, *Chronic Mental Stress (Accidents on or After January 1, 2018)*. Of note, the *Policy* is a stand-alone document and has not been combined with the *Traumatic Mental Stress Policy* as was originally proposed. The latter policy has been amended to clarify the differences between the two mental stress entitlements. Both the new *Policy* and the amended *Traumatic Mental Stress Policy* came into force on January 1, 2018.
- 1.3 Bill 177, *Stronger, Fairer Ontario Act*, changes over 40 separate statutes, including the OHSA, and the WSIA, with various effective dates.
- 1.4 Effective January 1, 2018, the WSIB is now utilizing a single indexing factor (that

reflects the Consumer Price Index (CPI) to calculate annual adjustments to all WSIB benefits and amounts as a result of recent amendments to the WSIA.

2. Changes to *WSIA* related to Chronic and Traumatic Mental Stress

- 2.1 The WSIB mental stress policy changes now allow potential claims for: bullying and harassment, humiliating events, abusive/threatening interpersonal conflicts, lack of managerial support and workload issues.
- 2.2 This will have a significant impact on all employers covered by the WSIA, including the Region of Durham, as it is likely to lead to an increase in costly and complicated stress-related lost time claims. A considerably expanded scope of entitlement for mental stress under WSIA places increased focus on employers, especially those with stressful workplaces, to limit and address substantial stressors in the workplace and expand efforts to protect the psychological well-being of employees (including supporting employees to strengthen resiliency, educating managers and supervisors, effectively preventing and responding to workplace conflict and harassment and effectively managing ongoing and new workplace mental stress cases). Modified work opportunities must take into account both physical and psychological supports, barriers and restrictions.
- 2.3 All of this is challenging in a time of constrained resources and increasing work demands and rising incidences of workplace conflict. From 2016 to 2017, the Region's annual WSIB costs doubled from \$1,313,238 to \$2,654,071, reflecting an increasing number and complexity of claims (prior to that the Region's WSIB cost numbers were fairly stable and actually on a downwards trend); this is matched by a 48% increase in harassment complaint numbers from 2016 to 2017. The Region already incorporates both physical and psychological health and safety into its Healthy Workplace strategies and practices and has existing policies, programs and practices in place intended to address many of these aforementioned areas, much of which is outlined in CIP Report 2017-INFO-124.
- 2.4 The Region has been reviewing, and continues to review, its practices, policies and procedures in order to mitigate potential mental stress claims. We have had five chronic mental stress claims to date since January 1, 2018 and are working collaboratively through the process with WSIB, as they too are reviewing and defining their policies and practices related to these types of claims.
- 2.5 The new WSIA *Policy* applies to all claims for chronic and traumatic mental stress with accident dates on or after January 1, 2018 and also applies to new claims for chronic and traumatic mental stress occurring on or after April 29, 2014 and existing claims for chronic and traumatic mental stress which are pending before WSIB and the WSI Appeals Tribunal (WSIAT) as of January 1, 2018. Claims of mental stress occurring on or after April 29, 2014, that have not yet been filed, can be filed by workers or their survivor(s) until July 1, 2018. If a worker (or worker survivor) filed a timely mental stress claim and the appeal is filed or is pending before WSIAT as of January 1, 2018, WSIAT will refer the claim back to the WSIB to re-adjudicate the claim using the new provisions, regardless of the date on which the worker's mental stress occurred.

- 2.6 A worker receiving Loss of Earning (LOE) benefits from WSIB can also seek damages elsewhere, including human rights and arbitration. Notably, the “historic trade-off” removing employees’ right to sue their employer (and specified other parties) in exchange for the ability to claim benefits under the WSIA system is not expanded to workplace chronic mental stress situations as of January 1, 2018.

Chronic Mental Stress

- 2.7 The recent amendments to the *WSIA* expanding the scope of benefit entitlement for mental stress to include chronic mental stress contains the following eight provisions of note:
- A worker will generally be entitled to benefits for chronic mental stress where there is an appropriate diagnosis and where the injury is caused by a **substantial** work-related stressor or series of stressors;
 - A work-related stressor is substantial where “it is excessive in intensity and/or duration in comparison to the normal pressures and tensions experienced by workers in similar circumstances”;
 - Consistent exposure to a high level of routine stress over a period of time may qualify as a substantial work-related stressor;
 - Normal interpersonal conflicts, generally, will not give rise to entitlement for chronic mental stress benefits unless they amount to workplace harassment or they result in conduct that a reasonable person would perceive as egregious or abusive;
 - The definition of “workplace harassment” generally follows the definition found in the *OHSA*;
 - Consistent with the wording of the *WSIA* and the *Traumatic Mental Stress Policy*, there is no entitlement to benefits for chronic mental stress which is related to general workplace conditions or caused by decisions or actions by the employer relating to the worker’s employment, such as a decision to change the work performed, work location, working hours or productivity expectations, to demote or discipline the worker or to terminate the worker’s employment;
 - The WSIB decision-maker must be satisfied, on a balance of probabilities, that the substantial work-related stressor(s): 1) arose out of and in the course of employment and 2) was the **predominant cause** (that is, the primary or main cause/greatest single contributor to the mental stress injury) of an appropriately diagnosed mental stress injury;
 - The “predominant cause” test was proposed by employers in the policy consultation process and adopted by the WSIB, which determined that this test was the more appropriate one to apply given the “inherent complexity” of chronic mental stress claims;

- An appropriate diagnosis must be made in accordance with the Diagnostic and Statistical Manual of Mental Disorders (DSM) and by a qualified regulated health care professional;
 - The *Policy* permits nurse practitioners, in addition to physicians, psychologists and psychiatrists, to provide the appropriate diagnosis. Concern was expressed by employers in the consultation process that a family physician may not have the expertise to provide a DSM diagnosis. The same concern is compounded by the express reference to nurse practitioners. The *Policy* states that in complex cases, a further assessment from a psychologist or psychiatrist may be required – however the claim may in all likelihood have been approved by WSIB by the time that further assessment takes place;
- The events giving rise to chronic mental stress must be identifiable to the WSIB decision-maker, for example corroborated through information or co-workers, etc.

Traumatic Mental Stress

- 2.8 Traumatic mental stress WSIB claims are distinct from a claim of chronic mental stress. Traumatic mental stress involves events that are generally accepted as traumatic, such as a criminal act (e.g. armed robbery or hostage taking), horrific accident, threat of violence, and harassment with actual or threat of violence.
- 2.9 Before the amendments, WSIB benefits for traumatic mental stress applied when caused by one or more clearly and precisely identifiable traumatic events arising out of and in the course of employment and where that event(s) was objectively traumatic. The recent amendments to the WSIA included removal of the requirement for the traumatic mental stress claim to have been caused by an “acute reaction and sudden and unexpected event”. The traumatic event can be single or cumulative.
- 2.10 Like chronic mental stress, a worker will generally be entitled to benefits for traumatic mental stress where the traumatic mental stress arose out of and in the course of employment and was caused, or significantly contributed to, an “appropriately diagnosed mental stress injury” by a qualified health care professional who must provide a DSM diagnosis.
- 2.11 Also like chronic mental stress, there is no entitlement to a WSIB traumatic mental stress claim if the stress is related to management action for discipline, demotions, terminations, transfers, changes in work hours, and changes in productivity expectations.
- 3. Bill 177 – Changes Related to WSIA and the Ontario OHSA**
- 3.1 The Bill 177 WSIA changes include the transitional provisions for the mental stress amendments mentioned above in 2.5 (i.e. recognition for claims going back to 2014).

3.2 The Bill 177 OHSА changes included the following 5 amendments:

- a. The Bill amends the OHSА to allow the Ministry to establish written directives for use by Ministry of Labour Inspectors respecting the interpretation, administration and enforcement of the Act and its regulations, and the Act requires Inspectors to follow these directives – the intention is to enhance the consistency of practice and interpretations among the individual Inspectors which is a welcome improvement for employers;
- b. The Bill also amends the OHSА to require an employer to notify the Ministry of Labour if a joint health and safety committee or a health and safety representative has identified potential structural inadequacies of a workplace as a source of danger or hazard to workers;
- c. The Bill changes the OHSА to amend the specific reporting obligations involving certain types of accidents at construction projects and mines. More interestingly, these changes give the Ministry of Labour the power to impose additional reporting obligations by regulation. The specifics of these other reporting obligations have not yet been made clear;
- d. As of December 14, 2017, the maximum fines for an offence under the OHSА increased from \$25,000 to \$100,000 for an individual or unincorporated business and from \$500,000 to \$1,500,000 for corporations. The fines for individual and unincorporated businesses had not changed since 1979 and the fines for corporations had not changed since 1990;
- e. Ontario also changed the limitation periods for prosecution(s) from one year from the date of the offence to one year from the date an inspector becomes aware of an alleged offence (whichever comes later). This is an important change, as it means the limitation period does not run until an Inspector becomes aware of a contravention – which could be significantly later than when the offence actually occurred.

4. Changes to the WSIB's Annual Indexing

- 4.1 To support the implementation of the WSIB Indexing changes, the WSIB has developed a new policy and has revised several existing benefit payment policies.
- 4.2 Indexation is the annual upward adjustment of ongoing WSIB benefits and legislated amounts in order to allow these benefits to keep pace with inflation. Each year, if a worker or survivor is entitled to benefits as of December 31 and their entitlement continues into the next calendar year, their benefits will be adjusted by applying the indexing factor to the amounts payable.
- 4.3 Prior to these WSIA amendments, different indexing factors were required to be used depending on the WSIB benefit type or legislated amount that the worker or survivor received. Each time one of these benefits was calculated or recalculated, the starting point would be the worker's pre-injury gross earnings. In most cases, the indexing factor was applied to the worker's pre-injury gross earnings and the worker's benefit was then recalculated using the applicable statutory formula.

- 4.4 With these changes, the indexing factor is also to be used to update (i.e. escalate) the worker's pre-injury average earnings or average earnings at the time of most recent employment and this will likely increase the base amount that WSIB uses to calculate or recalculate an employee's benefit entitlement.
- 4.5 Additionally, amendments introduced in the *Budget Measures Act, 2017*, changed how the amount of the federal Old Age Security (OAS) benefit is used to calculate and index benefits paid to workers with accident dates prior to January 2, 1990. Starting January 1, 2018, a worker's amount of federal OAS will not limit their entitlement to the supplement amount under the WSIA. Furthermore, the supplement will receive the full CPI Indexing.
- 4.6 Under the current system, the indexing factor applied to most benefits is usually lower than the CPI. As of January 1, 2018, the CPI will be used for all indexed WSIB benefit types.
- 4.7 These amendments will have a significant financial and administrative impact on all Ontario employers with ongoing WSIB claims.
- 4.8 Employers, including the Region of Durham, will have to ensure they are diligently monitoring all ongoing benefit claims before they are locked-in, in order to avoid their maturing into a costly annually indexed benefit. In addition, employers should be monitoring older claims, given that any material change in circumstance could trigger a review of benefits. After January 1, 2018, workers are permitted to request a recalculation of their benefit under the new indexing formula.

5. Conclusion

- 5.1 These legislative and policy changes will have significant financial and administrative impacts on all Ontario employers, including the Region of Durham, specifically in the areas of increased WSIB claims and costs, internal disability case management workload, internal conflict/harassment investigation requirements and follow up, and employer diligence related to physical and psychological workplace health and safety.
- 5.2 The Region has a number of existing Healthy Workplace policies, programs, processes and supports in place to prevent, address and mitigate these costly and complex claims and will continue to review, implement and strengthen related policies, programs, processes and supports to the best of its ability considering many other competing priorities and resource limitations.

Respectfully submitted,

Original signed by

Don Beaton, BCom., M.P.A.
Commissioner of Corporate Services

DURHAM NUCLEAR HEALTH COMMITTEE (DNHC) MINUTES

Location Durham Regional Headquarters
605 Rossland Road East, Whitby
Meeting Room LL-C

Date April 20, 2018

Time 1:00 PM

Host Durham Region Health Department (DRHD)

Members

Dr. Robert Kyle, DRHD (Chair)
Ms. Fangli Xie, DRHD
Mr. Ken Gorman, DRHD
Mr. Raphael McCalla, Ontario Power Generation (OPG)
Mr. Loc Nguyen, OPG
Mr. Phil Dunn, Ontario Ministry of the Environment and Climate Change
Dr. John Hicks, Public Member
Dr. Lubna Nazneen, Public Member
Mr. Marc Landry, Public Member
Ms. Veena Lalman, Public Member
Dr. Barry Neil, Public Member

Presenters/Observers

Mr. Brian Devitt (Secretary)
Ms. Jennifer Knox, OPG (Presenter)
Mr. Ian Azevedo, OPG (Presenter)
Mr. Gord Sullivan, OPG (Presenter)
Mr. Fred Kuntz, OPG
Ms. Jo-Ann Facella, Nuclear Waste Management Organization (NWMO)
(Presenter)
Mr. Michael Borrelli, NWMO
Ms. Theresa McClenaghan, Canadian Environmental Law Association
Ms. Janet McNeill, Durham Nuclear Awareness (DNA)
Ms. Lynn Jacklin, DNA
Ms. Gail Cockburn, DNA
Ms. Renee Cotton, DNA
Ms. Lydia Skirko, Whitby Resident
Ms. Christine Bilas, Oshawa Resident
Mr. Garry Cubitt, CAO, Durham Region
Ms. Christine Drimmie, Office of the Regional Chair and CAO
Mr. A.J. Kehoe, Durham Region Resident

Regrets

Ms. Mary-Anne Pietrusiak, DRHD
Ms. Janice Dusek, Public Member
Mr. Hardev Bains, Public Member
Dr. David Gorman Public Member
Dr. Tony Waker, University of Ontario Institute of Technology

Robert Kyle opened the meeting and welcomed everyone.

1. Approval of Agenda

The Revised Agenda was adopted.

2. Approval of Minutes

The Minutes of January 19, 2018 were adopted as written.

Ian Azevedo answered questions on INES, as mentioned in 4.2 of the approved Minutes, stating that INES ratings are used for real events/accidents and are determined by the CNSC.

For the DNHC's benefit and to better understand the severity of the accident scenario of the Pickering exercise, Ian offered his opinion, that the Pickering exercise was approximately an INES 5 or higher level emergency as the scenario was serious enough to exercise all countermeasures.

3. Correspondence

3.1 Robert Kyle's office received Minutes of the Pickering Nuclear Generating Station (NGS) Community Advisory Council meeting held on November 28, 2017, January 16 and February 20, 2018.

3.2 Robert Kyle's office received additional information from Adrian Nalasco dated January 23, 2018 as a follow-up to his presentation at the January 19th DNHC meeting concerning the Ontario Ministry of Energy 2017 Long-Term Energy Plan. The two technical issues that Adrian provided additional information to the DNHC were:

- Feasibility Study on Recycling of Used CANDU Fuel report prepared by the Canadian Nuclear Laboratories for the Ministry of Energy.
- Role of the Independent Electricity System Operator in Ontario.

3.3 Robert Kyle's office received an OPG newsletter concerning the Darlington Refurbishment Project dated January 31, 2018.

3.4 Robert Kyle's office received an OPG newsletter concerning the Darlington Refurbishment Project dated February 20, 2018.

3.5 Robert Kyle's office received the response by Brian Devitt to Janet McNeill's request on February 21st for the DNHC to provide additional information on INES ratings for the Pickering exercise to better understand the severity of the accident scenario used in the exercise. As a follow-up to Janet's request, arrangements were confirmed on February 23rd to have Ian Azevedo, who provided a presentation to the DNHC on January 19th concerning the Unified Emergency Exercise, attend the April 20th DNHC meeting to answer questions on INES for the Pickering exercise as mentioned in 4.2 of the Draft Minutes for the January 19th meeting.

3.6 Robert Kyle's office received an OPG newsletter concerning the Darlington Refurbishment Project dated March 20, 2018.

4. Presentations

4.1 Progress report by the Office of the Fire Marshal & Emergency Management (OFMEM) concerning Revisions to the Provincial Nuclear Emergency Response Plan (PNERP)

Dave Nodwell, Deputy Chief, Planning Program Development, OFMEM, was unable to attend the meeting today.

Dave has offered to attend a future DNHC meeting to provide a presentation on the recent revisions to the PNERP and the Darlington and Pickering NGSs Implementation Plans that need to align with the 2017 PNERP Master Plan.

For more information concerning the 2017 PNERP, Dave Nodwell can be contacted by email at dave.nodwell@ontario.ca.

Progress Report by NWMO concerning Implementing Adaptive Phased Management

Jo-Ann Facella, Director, Community Well-being Assessment & Dialogue, NWMO, provided an update on the long-term management of used nuclear fuel in Canada.

Jo-Ann highlighted the major current activities of NWMO that included:

- Selecting a suitable site to construct an approximated \$24 billion, in 2015 dollars, Deep Geological Repository (DGR) for the safe long-term management of used nuclear fuel.
- Developing community partnerships to support the siting process.
- Ensuring funding is sufficient for the project.
- Applying for licences and permits as required.
- Implementing a safe transportation strategy and plan.
- Designing, constructing, operating and closure of the DGR.

Jo-Ann explained the principles being considered in the design of the DGR that include: isolating the fuel bundle with multiple barriers by using the used fuel container, bentonite clay, stable predictable rock and lateral tunnels approximately 500 metres below the surface of the ground.

Jo-Ann provided a planning estimate of time-lines for construction and operation of the DGR that includes:

- The site selection process will narrow the communities and finally select a host site by 2023.
- Regulatory approvals will be required for the Centre of Expertise by 2024 and the environmental assessment/licence application by 2028.
- Detailed site construction should start in 2024 and a construction licence should be granted in 2032.
- The design and construction of the DGR will begin in 2033 and be completed by 2043.

The Site Selection Process that began in 2010 with 22 interested communities has now been reduced to 5 Ontario communities with preliminary site assessments underway at:

- Ignace
- Manitouwadge
- Hornpayne
- Huron-Kinloss
- South Bruce

The Objectives of the Site Selection Process for the 5 communities will include:

- Safety – Confidence a DGR can be developed with a strong safety case at each location.
- Transportation - Confidence a safe, secure and socially acceptable transportation plan can be developed at each location.
- Partnership – Confidence a strong partnership can be developed with interested host communities including surrounding communities at each location.

Jo-Ann highlighted the recent progress NWMO has made on the Site Selection Process that included:

- Narrowed the focus from 9 communities to 5 communities.
- Drilled first borehole in Ignace and more planned in 2018 and 2019.
- Started partnership discussions in communities.
- Delivered hundreds of learning activities in communities.
- Built components to ensure readiness to manufacture engineered barriers.
- Published NWMO's sixth safety case study.
- Maintained community awareness in the communities with:
 - Newsletters
 - Annual Reports

- Implementation Plans issued every 5 years
- Presentations
- Public Events
- Conferences
- Website
- Social Media

Jo-Ann Facella or her associates will continue to update the DNHC on the progress of NWMO's Implementing Adaptive Phased Management and their Site Selection Process. More information is available by accessing the NWMO website at nwmo.ca.

4.3 Progress Report by OPG concerning its Nuclear Waste Management Program

Gord Sullivan, Director, Eastern Waste Operations & DGR, OPG, provided a progress report concerning its Nuclear Waste Management (NWM) program.

Gord reviewed the Canadian Nuclear Safety Commission (CNSC)'s Regulatory Oversight of the NWM program that included:

- OPG's radioactive waste management facilities (WMF) received 'Satisfactory' rating by the CNSC in its latest rating for 2016 which means OPG is meeting all regulatory requirements.
- The 'Fully Satisfactory' rating for Darlington and Pickering NGSs means OPG's safety and control measures are 'Highly Effective'.

Gord reviewed OPG's 3 radioactive WMFs that included:

- The Western WMF, located at the Bruce Nuclear Power site, is licensed by CNSC to 2027 to receive low and intermediate-level nuclear waste from the Darlington and Pickering NGSs and all nuclear waste from Bruce Power.
- The Darlington WMF is licensed by the CNSC to 2023 to provide interim storage of high-level used nuclear fuel from the Darlington NGS and intermediate-level nuclear waste from the Darlington Refurbishment Project.
- The Pickering WMF is licensed by the CNSC to 2028 to provide interim storage of high-level used nuclear fuel and intermediate-level refurbishment waste from the Pickering A NGS.

Gord mentioned that workplace safety is a high priority for OPG. The Pickering WMF has reached 23 years, Darlington WMF 10 years and the Western WMF 7 years without a lost-time accident. OPG provides very rigorous tracking of even minor incidents at their WMFs and OPG follows-up on any lessons learned to prevent other similar incidents from occurring.

Gord explained that NWM transports approximately 800 shipments of nuclear waste by road per year and the transportation highlights mentioned were:

- OPG has a safe transportation record over 43 years with approximately 4 million kilometres traveled.

- No accidents have resulted involving any release of radiation or injury to anyone including the driver.
- Drivers receive continuous training involving real-time shipments that are tracked by using GPS and dash cams.
- Nuclear waste packages are designed to withstand normal transport, upset conditions and extreme accidents.

Gord mentioned that the NWM ensures the safe, on-time transportation, processing and storage of components removed from reactors during the Darlington Refurbishment Project. The Darlington WMF has an on-site Retube Waste Storage Building for interim storage of reactor components that are intermediate-level waste. Low-level waste from refurbishment is transported to a near-by licensed facility and later transported to the Western WMF.

Gord provided an update on the proposed DGR at the Bruce Nuclear site adjacent to the Western WMF that included:

- The DGR will provide a lasting solution for disposal of OPG's low & intermediate-level radioactive waste.
- The proposed DGR at the Bruce Nuclear site will be constructed in impermeable rock approximately 680 metres deep.
- In 2015, the Joint Review Panel recommended approval of an environmental assessment and their recommendation stated 'the DGR Project should proceed now rather than later'.
- In August 2017, the federal government requested an updated analysis of the effects on First Nations' physical and cultural heritage aspects resulting from the construction and operation of the proposed DGR.
- OPG is now in a respectful dialogue and engagement with the Saugeen Ojibway Nation and the process will take approximately 2 years.

Gord Sullivan or his associates will provide the DNHC with regular updates concerning OPG's NWM program at the Darlington and Pickering NGSs. More information is available by accessing the OPG website at opg.com.

5. Communications

5.1 Community Issues at Pickering Nuclear

Jennifer Knox, Director, Corporate Relations and Communications, OPG, provided an update on Community Issues at Pickering Nuclear and the highlights were:

- Pickering Units 1, 5, 7 and 8 are operating at or close to full power.
- Pickering Units 4 and 6 are in a planned maintenance outage.
- Pickering is partnering with several community organizations to conduct environmental programs including tree planting, *Bring Back the Salmon Program*, etc.

Analièse St. Aubin, Manager, Corporate Relations and Communications, Pickering Nuclear, OPG, can be reached at (905) 839-1151 extension 7919 or by email at analièse.staubin@opg.com for more information.

5.2 Community Issues at Darlington Nuclear

Jennifer Knox, Director, Corporate Relations and Communications, OPG, provided an update on the Community Issues at Darlington Nuclear and the highlights were:

- Darlington Units 1 and 4 are operating at close to full power.
- Darlington Unit 2 is undergoing refurbishment.
- Darlington Unit 3 is in a planned maintenance outage.
- Darlington has several community/environmental initiatives involving many students and community partnerships to promote pollinator-friendly gardens and landscapes on site, annual Scout tree planting etc.

Jennifer Knox, Director, Corporate Relations and Communications, Darlington Nuclear, OPG, can be reached at (905) 697-7443 or by email at jennifer.knox@opg.com for more information.

5.3 Corporate Community Issues for OPG

Jennifer Knox, Director, Corporate Relations and Communications, OPG, provided an update on corporate community issues and the highlights were:

- Pickering and Darlington staff are currently planning and partnering with many community organizations in preparation for their annual *Tuesday's on the Trail Program* which will include educational and environmental programs for families across the Region.
- OPG recently provided operational and project updates at the City of Pickering and the Regional Council meetings.
- April 10, 2018, the Federal Minister of Employment, Workforce Development and Labour along with Electricity Human Resources, Canada, made an announcement at the Darlington Energy Complex concerning their program to enhance the job-readiness of post secondary students across Canada by offering co-op wage subsidies to electricity and renewable energy employers.
- The next edition of the *Neighbours Newsletter* will be delivered to homes in mid-June to coincide with Pickering and Darlington's *Tuesday's on the Trail Program*.

6. Other Business

6.1 Topics Inventory Update

Robert Kyle indicated the Topics Inventory will be revised to include the presentations made today.

6.2 Future Topics for the DNHC to Consider

Robert Kyle indicated the theme of the next DNHC meeting scheduled for June 15, 2018 will be *Progress Reports by OPG* that may include:

- Progress report by OPG concerning the 2017 Results of the Environmental Monitoring Program at Pickering and Darlington NGSs.
- Progress report by OPG concerning the Darlington Refurbishment Project.

7. Next Meeting

Location Durham Region Headquarters
605 Rossland Road East, Whitby
Meeting Room LL-C

Date June 15, 2018

Time 12:00 PM Lunch served, 1:00 PM Meeting begins

Host DRHD

8. Adjournment 3:40 PM.



**The Regional Municipality
of Durham**

Office of the Regional Chair

605 ROSSLAND ROAD EAST
PO BOX 623
WHITBY, ON L1N 6A3
CANADA

905-668-7711
1-800-372-1102
Fax: 905-668-1567
gerrilynn.o'connor@durham.ca

durham.ca

Gerri Lynn O'Connor
Regional Chair and CEO

May 1, 2018

Works Department
605 Rossland Road East
Whitby, Ontario
L1N 6A3

Dear Friends:

I am pleased to present to you the enclosed certificate
proclaiming the week of May 20th to 26th, 2018, as
"National Public Works Week" in Durham Region.

Kindest personal regards,

GL O'Connor

Gerri Lynn O'Connor
Regional Chair & CEO



THE REGIONAL MUNICIPALITY OF DURHAM

Certificate of Proclamation

Presented to

The Regional Municipality of Durham

Works Department

On behalf of the Council of
the Regional Municipality of Durham
it is a pleasure to proclaim the week of
May 20th – 26th, 2018 as

“National Public Works Week”

in Durham Region

GL O'Connor

Gerri Lynn O'Connor
Regional Chair and CEO





The Corporation of the

**Township
of
Uxbridge**

In The Regional Municipality of Durham

C.S. - LEGISLATIVE SERVICES

APR 27 '18 AM 11:09

Original
To: <i>UP</i>
Copy
To:
C.C. S.C.C. File
Take Appr. Action

Town Hall
51 Toronto Street South
P.O. Box 190
Uxbridge, ON L9P 1T1
Telephone (905) 852-9181
Facsimile (905) 852-9674
Web www.town.uxbridge.on.ca

SENT VIA EMAIL

April 19, 2018

Honourable Ernie Hardeman, MPP
Room 413, Legislative Bldg.
Toronto, Ontario
M7A 1A8
ernie.hardeman@pc.ola.org

**RE: BILL 16, RESPECTING MUNICIPAL AUTHORITY OVER LANDFILLING
SITES
TOWNSHIP FILE: A-00 G**

Please be advised that during the regular meeting of the Council of April 16, 2018 the following motion was carried;

THAT Correspondence Item No. 55 be received for information;

AND WHEREAS municipal governments in Ontario do not have the right to approve landfill projects in their communities, but have authority for making decisions on all other types of development;

AND WHEREAS this outdated policy allows private landfill operators to consult with local residents and municipal Councils, but essentially ignore them;

AND WHEREAS municipalities already have exclusive rights for approving casinos and nuclear waste facilities within their communities, AND FURTHER that the province has recognized the value of municipal approval for the siting of power generation facilities;

AND WHEREAS the recent report from Ontario's Environmental Commissioner has found that Ontario has a garbage problem, particularly from industrial, Commercial and Institutional (ICI) waste generated within the City of Toronto, where diversion rates are as low as 15 percent.

AND WHEREAS municipalities across Ontario are quietly identified and targeted as potential landfill sites;



AND WHEREAS municipalities should be considered experts in waste management, as they are responsible for this within their own communities, and often have decades' worth of in-house expertise in managing waste, recycling, and diversion programs;

AND WHEREAS municipalities should have the right to approve or reject these projects, and assess whether the potential economic benefits are of sufficient value to offset any negative impacts and environmental concerns;

THEREFORE IT BE RESOLVED THAT the Township of Uxbridge supports Bill 16, Respecting Municipal Authority Over Landfilling Sites Act introduced by MPP Ernie Hardeman and calls upon the Government of Ontario, and all political parties, to formally grant municipalities the authority to approve landfill projects in or adjacent to their communities;

AND FURTHER THAT the Township of Uxbridge send copies of this resolution to Ernie Hardeman, MPP, AMO, Granville Anderson, MPP, Catherine McKenna, Minister of the Environment and Climate Change, Peter Van Loan, MP, Kathleen Wynne, Premier of Ontario and all Ontario municipalities.

I trust you will find the above to be satisfactory.

Yours truly,



**Debbie Leroux
Director of Legislative Services/Clerk**

/ljr

**cc: AMO
Granville Anderson, MPP
Catherine McKenna, Minister of the Environment and Climate Change
Peter Van Loan, MP
Kathleen Wynne, Premier
Ontario Municipalities**



The Corporation of
The Township of Brock
1 Cameron St. E., P.O. Box 10
Cannington, ON L0E 1E0
705-432-2355

April 25, 2018

The Honourable Daiene Vernile
Minister of Tourism, Culture and Sport
Hearst Block, 9th Floor
900 Bay Street
Toronto, Ontario M7A 2E1

Dear Madam:

Re: Increased Provincial Funding for Ontario Public Libraries

Please be advised that the Council of the Township of Brock, at their meeting held on April 23, 2018, adopted the enclosed resolution in support of the Brock Township Public Library Board's request for the provincial government to develop a new and comprehensive funding model for Ontario Public Libraries.

Should you have any concerns please do not hesitate to contact the undersigned.

Yours truly,

THE TOWNSHIP OF BROCK

Thomas G. Gettinby, MA, MCIP, RPP, CMO
CAO & Municipal Clerk

TGG: dh

Encl.

cc. The Honourable Bill Munro, Minister of Municipal Affairs
Laurie Scott, MPP
Lynn Dollin, President, AMO
Ontario Library Association
Federation of Ontario Public Libraries
Ralph Walton, Regional Clerk, Region of Durham
All Durham Region Municipalities
Susan Dalton, CEO Brock Township Public Library Board

C.S. - LEGISLATIVE	
Original	To: CIP
Copy	To: CHAIR OF BOARD
	G. GIBB
	M. SIMPSON
	C.C. S.C.C. File
	Take Appr. Action

If this information is required in an accessible format,
please contact the Township at 705-432-2355.

The Municipal Council of the Corporation of
THE TOWNSHIP OF BROCK

SESSION NO. 6 DATE April 23, 2018
RESOLUTION NO. 23
MOVED BY *John Campbell*
SECONDED BY *Theresa M. B.*

WHEREAS: public libraries provide safe, inclusive, and vibrant community hubs where residents of all backgrounds are welcome to learn, work, connect and collaborate;

WHEREAS: the Brock Township Public Library actively partners with the community to deliver valued services and contributes to a culture of social good by sharing knowledge and resources;

WHEREAS: the Brock Township Public Library continues to evolve its services to meet the needs of a changing community, including a new generation of residents who think, learn, read and collaborate in new ways;

WHEREAS: the Brock Township Public Library continues to manage public resources with the utmost care and is committed to the sustainability of their services;

WHEREAS: the Brock Township Public Library delivers, or facilitates, services that support provincial initiatives such as lifelong learning and skills development, local economic development, poverty reduction, health literacy, Early ON programming, and provides equitable access to provincial government websites and services;

BE IT RESOLVED that the Township of Brock urges the Province of Ontario to recognize the contribution of local libraries within their communities and to cease the 20 year budget freeze to local libraries in an acknowledgement to the services they offer to all residents;

THERE BE IT FURTHER RESOLVED that the Township of Brock urges the Province of Ontario to reinstate adequate funding for local libraries, increasing each year going forward in line with the consumer price index;

BE IT FINALLY RESOLVED that a copy of this resolution be sent to the Minister of Tourism, Culture and Sport, to the Ontario Minister of Municipal Affairs, to the local MPP, to the Association of Municipalities Ontario, to the Ontario Library Association, to the Federation of Ontario Public Libraries and to the Region of Durham and local municipalities for endorsement.

John Hunt
Motion Carried

Afreen Raza

From: Lorraine Billings <Lorraine.Billings@ajax.ca>
Sent: April-30-18 10:59 AM
To: collaborator@unitedshorelineontario.ca; Clerks; ganderson.mpp.co@liberal.ola.org; JFrench-QP@ndp.on.ca; lorne.coe@pc.ola.org; jdickson.mpp@liberal.ola.org; tmaccharles.mpp.co@liberal.ola.org; Erin.OTOole@parl.gc.ca; colin.carrie@parl.gc.ca; Celina.Caesar-Chavannes@parl.gc.ca; Mark.Holland@parl.gc.ca; Jennifer.OConnell@parl.gc.ca
Subject: Lake Ontario Flooding
Attachments: Letter - United Shoreline Ontario - Lake Ontario Flooding.docx; item a United Shoreline Ontario - Lake Ontario Flooding.pdf

Please see the attached correspondence from the Town of Ajax regarding Lake Ontario Flooding

Lorraine Billings

Legislative Services Associate | Legislative & Information Services
 Town of Ajax
 65 Harwood Ave. S. Ajax, ON L1S 2H9
 E: lorraine.billings@ajax.ca
 P: 905-619-2529, ext. 3314 | F: 905-683-1061

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C.S. - LEGISLATIVE SERVICES

Original
To: <i>CLP</i>
Copy CAO
To: <i>Chair O'Connor</i>
<i>B. Bridgeman</i>
<i>S. Stoppis</i>
C.C. S.C.C. File
Take Appr. Action



TOWN OF AJAX
65 Harwood Avenue South
Ajax ON L1S 3S9
www.ajax.ca

The Right Honourable Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

Honourable Kathleen Wynne
Premier of Ontario
Legislative Building,
Queen's Park,
Toronto, ON
M7A 1A1

April 25, 2018

Re: Lake Ontario Flooding

Please be advised that the following resolution was passed by Ajax Town Council at its meeting held April 23, 2018:

Whereas Lake Ontario is a valuable regional, national and international resource; and

Whereas federal governments of the United States and Canada, and the International Joint Commission have, in partnership with the States and Provinces, a joint interest in the management of Lake Ontario including lake levels; and

Whereas the Town of Ajax has made significant investments in acquiring and developing a publically owned waterfront for recreational purposes, to benefit residents and create tourism opportunities; and

Whereas the Town's waterfront is a highly valued community asset, significantly impacted by recent flooding conditions, resulting in the loss of large segments of the Town's waterfront and impacting the use of associated trail network; and

Whereas many local roads were closed, for extended periods, in response to the flooding conditions experienced by Ajax; and

Whereas the flooding experienced by the residents of the Town has resulted in impacts to their private property as well as presented safety concerns and caused significant property damage; and

Whereas the Town of Ajax has expended significant staff and financial resources in aiding area residents, ensuring their safety; and made capital investments to replace and restore existing assets (ie. large sections of the waterfront trail); and

Whereas it is conceivable and reasonable to anticipate future flooding as was experienced in the spring of 2017;

Now therefore be it resolved that the provincial and federal governments be requested to strike a committee to review mitigation and safety plans for the communities fronting the Great Lakes and St Lawrence Seaway; and

That the Town of Ajax be invited to participate on the committee to allow for input in the review of this plan; and

That this resolution be distributed to the TRCA, CLOCA, Conservation Ontario, Durham Region, GLSCI, all GTA municipalities that sit on Lake Ontario shoreline, Durham MPPs, MPs MOE, Prime Minister, Leaders of Opposition, Premier, Opposition Ajax candidates, AMO & FCM

A copy of the correspondence that prompted this action is attached.

If you require further information please contact me at 905-619-2529 ext 3342 or alexander.harras@ajax.ca

Sincerely,



Alexander Harras
Manager of Legislative Services/ Deputy Clerk

Copy: Sarah Delicate, President, United Shoreline Ontario
Jeff Mitchel, President, Port Darlington Communication Association
Jim Mackenzie, Vice President, Port Darlington Communication Association
Toronto & Region Conservation Authority
Central Lake Ontario Conservation Authority
Conservation Ontario
Durham Region
Great Lakes and St. Lawrence Cities Initiative
Durham MPs, and MPPs
Ministry of the Environment and Climate Change
Leaders of Opposition Parties
Opposition Ajax Candidates
Association of Municipalities of Ontario
Federation of Canadian Municipalities
all GTA municipalities that sit on Lake Ontario shoreline

ATTENTION: Mayor and Council, for Council Agenda (letter attached)

Your Lake Ontario shoreline residents, businesses and municipal infrastructures are threatened by the rising waters of Lake Ontario. The staff of the International Lake Ontario St. Lawrence River Board (ILO SLRB) have made it clear that the widespread flooding of 2017 will happen again. Municipalities, emergency responders and residents are NOT sufficiently equipped or resourced to respond to this threat. **They need your help, now.**



We invite you and your council to understand what influences Lake Ontario water levels. Upper lakes, spring run-off and rain are the primary sources of 'inflow' into Lake Ontario, in large part beyond human intervention. 'Outflows', however, are **directly controlled through human Intervention**; they are released through the Moses-Saunders Dam in Cornwall. In January 2017, the International Joint Commission's (IJC) "[Plan 2014](#)" came into effect as the NEW outflow regulation plan,

replacing 'Plan 1958DD' which had been in place since 1963.

[Plan 2014](#) allows for **higher highs** and **lower lows** in Lake Ontario while limiting the ability to release water through the Moses-Saunders Dam unless EXTREME 'triggers' are reached. This in spite of the fact that climate change will bring more severe and unpredictable weather.

The Globe and Mail's January 5th, 2018 article [Inside the Politics of Water](#) helps explain the scope of the flooding in Ontario, Quebec and New York, as well as the response of government on both sides of the lake. Despite tremendous damage and loss, Ontario's flood victims did not receive a single penny under the Disaster Recovery Assistance for Ontarians (DRAO) program, and only Frontenac Islands and Lincoln municipalities have been activated under the Municipal Disaster Recovery Assistance (MDRA) program (although no \$\$ have been disbursed to date).

It was known in advance that there would be winners and losers under [Plan 2014](#) compared to plan 1958DD (see chart). The IJC knew that [Plan 2014](#) would bring damage to the shoreline, but municipalities, businesses and home owners **were not warned**. Emergency responders were not trained or equipped for lake surge flood response. Retrofits to shoreline protections were not made. There were no protections or indemnities.

Economic Benefits (in \$US Million 2005) Net Average Annual Using stochastic water supplies		Regulation Plans	
	1958DD		Plan 2014 (Bv7 2-90)
Hydropower	\$0.00	←	\$5.26
NYPAs-OPG	\$0.00		\$3.54
Hydro-Quebec	\$0.00		\$1.76
Coastal	\$0.00	←	-\$2.24
Lake Ontario total	\$0.00		-\$2.23
Shore protection maintenance	\$0.00		-\$1.95
Erosion to unprotected developed parcels	\$0.00		-\$0.18
Flooding	\$0.00	→	-\$0.11
Upper St. Lawrence River flooding	\$0.00		-\$0.01
Lower St. Lawrence River flooding	\$0.00		\$0.00

Winners and Losers, Plan 2014

Plan 2014 puts your shoreline infrastructure built to Plan 1958DD at risk · Plan 2014 will cost millions in coastal damages and emergency response · Plan 2014 violates international treaty provisions for protection and indemnity · Plan 2014 transfers the risk and the burden of cost to those that can afford it the least (shoreline citizens), and to those with the

fiduciary duty to protect them (municipalities), without **mitigation or compensation** · According to the [Auditor General](#) 2018 report, Ontario is NOT READY for a large scale disaster.

We ask that you do not ignore the devastating impacts of the Spring 2017 flooding:

1. Ensure you have an Emergency Management Plan for the Hazard of Flooding for your municipality. [Toronto](#) and [Clarington](#) both have specific plans worthy of your attention.
2. Lobby the [Minister of Foreign Affairs, the Honourable Chrystia Freeland](#) (Canada's Minister responsible for the IJC) to repeal Plan 2014 or to amend Plan 2014 so that it better protects your residents, businesses & infrastructure.
3. Lobby your MPP for IMMEDIATE resources and supports. Flooding is the #1 threat to your municipality. Under the Emergency Management and Civil Protection Act (Ontario Regulation 380/04), you have primary responsibility and authority for flood response, for the welfare of your residents and for the protection of property. Plan 2014 has been made your problem and has put your responders and residents at risk, without compensation. We don't think that's acceptable.
4. Help your residents connect with other impacted shoreline residents. WE WANT TO HELP EACH OTHER. Use your various media platforms to share www.unitedshorelineontario.ca.
5. Make the Lake Ontario shoreline threat part of your re-election campaign. [Make the Pledge](#). Challenge your peers to do the same. Look on our [ACT NOW](#) page to see how else you can help. Sign our [petition](#) to call for the repeal of Plan 2014.

Water levels for all of the Great Lakes remain above their long-term average for January **by at least a foot**, and the lakes have begun their seasonal ascent. Lake Ontario is 13 inches above its long-term average, and 8 inches above last year's levels.

Now that we know, we can do better. Thank you for your time, attention and leadership.



State of New York
Executive Chamber
Albany 12224

Andrew M. Cuomo
GOVERNOR

February 3, 2018

LTC Adam Czekanski
Commander
US Army Corps of Engineers
Buffalo District
[1776 Niagara Street](#)
Buffalo, NY 14207

Dear Colonel Czekanski:

Following the historic flooding along the Lake Ontario and the St. Lawrence River shoreline, New York continues its efforts to protect the families, homes, businesses and communities across the region. This crisis will not simply recede with the water – we need a strong federal-state partnership to ensure the protection of our communities over the long term.

With on-going monitoring of water levels indicating there is a serious threat for renewed coastal flooding in 2018, this issue demands focused attention and support from the federal government. To combat these new threats, I am requesting the U.S. Army Corps of Engineers (USACE) implement emergency protections for the Lake Ontario/St. Lawrence River through the USACE Advanced Measures program.

New Yorkers cannot be left to suffer another year of damaging floods with no additional protection. Pursuant to P.L. 84-99, 42 U.S.C. 5121 et seq and ER 500-1-1, the state has provided an initial candidate list of 90 sites from Cayuga, Monroe, Niagara, Orleans, Wayne, Oswego, Jefferson, St. Lawrence, Erie and Chautauqua counties. They represent the preliminary at-risk public and privately-owned areas for evaluation and discussion with USACE.

New York has led the way in providing more than \$67 million to protect impacted New Yorkers and we are taking every step to provide relief and help this beleaguered region recover. But our resources are not inexhaustible. Federal support, through USACE programs, is critical to the protection of the shoreline. We will also work with the New York Congressional Delegation to authorize a USACE comprehensive assessment of Lake Ontario/St. Lawrence River shoreline, and how to best protect it against future storms.

In addition, I've directed the New York State Department of Environmental Conservation Commissioner Basil Seggos and Division of Homeland Security and Emergency Services Roger Parrino to develop a series of aggressive strategies that would allow the International Joint Commission to more effectively manage high water levels to protect these shoreline communities.

We appreciate the willingness and ability the USACE demonstrated following Superstorm Sandy. I urge you and the new leadership at USACE show that same willingness to assist New Yorkers along the Southern shores of Lake Ontario and Lake Erie.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew M. Cuomo". The signature is fluid and cursive, with a large initial "A" and "C".

ANDREW M. CUOMO



The Corporation of the
**Township
of
Uxbridge**

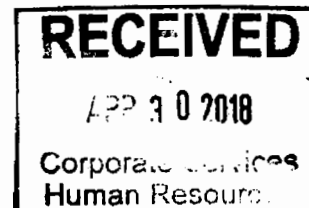
In The Regional Municipality of Durham

Town Hall
51 Toronto Street South
P.O. Box 190
Uxbridge, ON L9P 1T1
Telephone (905) 852-9181
Facsimile (905) 852-9674
Web www.town.uxbridge.on.ca

SENT VIA REGIONAL COURIER

April 26, 2018

Don Beaton, B.A.S., M.P.A.
Commissioner of Corporate Services
Region of Durham
605 Rossland Road East
P.O. Box 623
Whitby, Ontario
L1N 6A3



**RE: INFORMATIONAL REPORT #2018-INFO-41; PROVINCIAL NUCLEAR
EMERGENCY RESPONSE PLAN (PNERP) - UPDATE
TOWNSHIP FILE: A-16 RGG**

Please be advised that during the regular meeting of the Council of April 23,
2018 the following motion was carried;

THAT the Council of the Township of Uxbridge support the Region of
Durham's submission to the Canadian Nuclear Safety Commission
regarding the Ontario Power Generation's application for a ten-year
licence for the Pickering nuclear station.

I trust you will find the above to be satisfactory.

Yours truly,

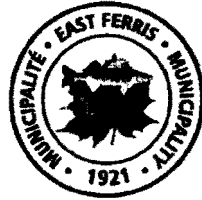

Debbie Leroux
Director of Legislative Services/Clerk

/ljr

cc: Canadian Nuclear Safety Commission
Honourable Kathleen Wynne, Premier of Ontario
Honourable Dr. Helena Jaczek, Minister of Health and Long-Term Care
Honourable Granville Anderson, MPP



MUNICIPALITÉ · EAST FERRIS · MUNICIPALITY



390 HIGHWAY 94, CORBEIL, ONTARIO P0H 1K0
TEL.: (705) 752-2740 FAX.: (705) 752-2452
Email: municipality@eastferris.ca

REGULAR COUNCIL MEETING

HELD
April 24th, 2018

No. 2018-146

Moved by Councillor Rochefort

Seconded by Councillor Kelly

WHEREAS alarming amounts of wolf sightings have been discovered in the Municipality of East Ferris;

AND WHEREAS there has been an abundance of deer killed in the area by predators;

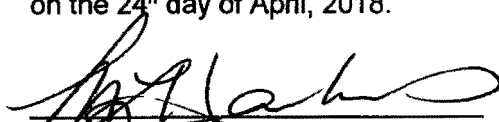
AND WHEREAS the Anglers and Hunters have reported they are seeing a large amount of wolves on the trap lines where they are prohibited to trap;

AND FURTHER that the Anglers and Hunters are advising that the wildlife animals such as the deer, the beavers, the rabbits and the partridges will diminish if the government of the day keep the trappers from this area, and that our wildlife will in the north of Algonquin Park have major impact;

BE IT HEREBY RESOLVED that this resolution be forwarded to Nathalie Des Rosiers, Minister of Natural Resources and Forestry; Nipissing Temiskaming MP, Anthony Rota; MPP, Vic Fedeli; FONOM, AMO, surrounding area municipalities; Nosbonsing Anglers and Hunters and the Ontario Federation of Anglers and Hunters.

Carried Mayor Vrebosch

CERTIFIED to be a true copy of
Resolution No. 2018- 146 passed by the
Council of the Municipality of East Ferris
on the 24th day of April, 2018.


Monica L. Hawkins, AMCT
Clerk

C.S. - LEGISLATIVE SERVICES

Original
To: <i>CIP</i>
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To:
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PICKERING NUCLEAR CONTINUED OPERATIONS TO 2024

GREENHOUSE GAS-FREE BASE LOAD CAPACITY NEEDED FROM 2018-2024
NUCLEAR ENERGY PLAYS A FUNDAMENTAL ROLE IN ONTARIO'S CLEAN-ENERGY EQUATION

CONTINUED OPERATIONS AT THE PICKERING STATION WILL REDUCE GREENHOUSE GAS EMISSIONS BY AN ESTIMATED

17 MILLION TONNES

THAT'S THE EQUIVALENT OF REMOVING

3.4 MILLION Cars per YEAR FROM ONTARIO'S ROADS

CONTINUED OPERATIONS WILL SAVE ONTARIO ELECTRICITY CONSUMERS

\$600 MILLION

\$1.54 BILLION TO ONTARIO'S GDP PER YEAR

7,590 FULL-TIME EQUIVALENT JOBS PER YEAR

\$290 MILLION IN GOVERNMENT TAXATION REVENUES

1 IN 7

HOMES AND BUSINESSES ARE POWERED BY PICKERING - WITH VIRTUALLY NO GREENHOUSE GASES

BEST PERFORMANCE YEAR IN 2018 FOR

SAFETY AND OPERATIONAL PERFORMANCE

14% OF ONTARIO'S POWER IS SUPPLIED BY PICKERING - ENOUGH TO SERVE A CITY OF **1.5 MILLION PEOPLE**

ONTARIO POWER GENERATION

Please find a link to the Ontario Chamber of Commerce report *Pickering Continued Operations: An Impact Analysis on Ontario's Economy* for your information:

<https://www.opg.com/generating-power/nuclear/stations/pickering-nuclear/Pages/continued-operations.aspx>

If you have any questions or comments or are interested in touring the station, please do not hesitate to contact me.

Best,

Ted Gruetzner

VP, Stakeholder Relations

Ted.gruetzner@opg.com

416-592-6806

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Ministry of Transportation

Transportation Policy Branch
Sustainable and Innovative
Transportation Office

777 Bay Street, 30th Floor
Toronto, Ontario
M7A 2J8
Email: CycleONStrategy@ontario.ca

Ministère des Transports

Direction des politiques du transport
Bureau pour la durabilité et l'innovation
en matière de transport

777, rue Bay, 30^e étage
Toronto (Ontario)
M7A 2J8
Courriel : CycleONStrategy@ontario.ca



April 25, 2018

Dear Sir/Madam,

I am pleased to share that Ontario has completed its study to identify a province-wide network of cycling routes. The final report and the network map are now available on the Ministry of Transportation web site.

Next steps for the province-wide cycling network, including the development of a long-term implementation plan and support for municipalities, have been incorporated in Ontario's newly released #CycleON Action Plan 2.0.

From April 12 to May 26, 2017, the province invited the public to submit comments on the draft province-wide cycling network online through the Environmental Registry. A Decision Notice summarizing all comments received and their impact on the decision will be posted within the next two weeks on the Environmental Registry (posting number 013-0190).

We sincerely thank everyone who provided comments on the draft and everyone who has provided input at various stages of the process. Partnership and collaboration will be essential to successful implementation of the network. We look forward to continuing to work with municipalities and other partners to develop the long-term network implementation plan.

If you have any questions about the network, please contact Darryl Soshycki at Darryl.Soshycki@ontario.ca or (416) 585-7270.

Sincerely,

Krista Adams
Director (A), Transportation Policy Branch

C.S. - LEGISLATIVE SERVICES

Original To: <i>CIP</i>
Copy To: <i>emailed to all Dept Heads April 18</i>
C.C. S.C.C. File
Take Appr. Action

Ministry of Education

Minister

Mowat Block
Queen's Park
Toronto ON M7A 1L2**Ministère de l'Éducation**

Ministre

Édifice Mowat
Queen's Park
Toronto ON M7A 1L2

Ontario

Original
To: CIP
Copy
To: B. Bridgeman
C.C. S.C.C. File
Take Appr. Action

April 27, 2018

Dear colleagues,

We are writing to share an update with you on the ongoing work across government on Ontario's commitment to revise the Pupil Accommodation Review Guideline (PARG) and strengthen integrated capital and community planning. We are also pleased to announce a new engagement focused on the challenges facing education planning in urban areas experiencing rapid population intensification.

Pupil Accommodation Review Guideline (PARG)

While strengthening the PARG is a key element of the province's Plan to Strengthen Rural and Northern Education, revisions to the PARG will apply to all school boards. As you know, the draft revised PARG that was shared publicly on February 9, 2018, reflected the feedback received by the ministry in fall 2017, during the first phase of consultations. The ministry's aim in revising the PARG is to create a stronger, more collaborative process that better promotes student achievement and well-being and better recognizes the community impact of school closures. Thank you to everyone who contributed valuable input through the online portal or played a role on either the Minister's Reference Group or the Technical Working Group.

As you know, in response to initial feedback received in fall 2017, the draft revised PARG included:

- Additional public meeting(s), which extends timeframes, for a standard pupil accommodation review
- Limiting use of the shorter, modified pupil accommodation review (PAR)
- New information requirements for the initial staff report
- Promotion of community input in the pupil accommodation review process and inclusion of student voice
- Streamlining the administrative review process by allowing e-signatures
- Development of ministry supports.

On March 23, the Ministry of Education concluded its second phase of consultations on the draft revised PARG. The key themes emerging from all of the feedback suggested that the ministry focus on: improving the clarity and consistency of information presented by school boards; providing more opportunities for public discussion, where needed; and, providing additional supports to improve information sharing between school boards and community partners.

Based on feedback received, the Ministry of Education has also made the following revisions to the PARG:

- Consideration of elementary student input into the accommodation decision
- Extending the timeframe for the first public meeting from 30 to 40 business days
- Requiring the municipal/community partner meeting to take place prior to the first public meeting.

The final PARG has now been posted to the ministry's website.

To support school boards in providing clear and consistent information, the Ministry of Education will work with its partners to develop templates and guidelines to assist boards in conducting pupil accommodation reviews, including templates for the initial staff report and the economic impact assessment.

The ministry aims to release these materials before fall 2018 to inform school boards' local consultations with communities and municipal governments on their local pupil accommodation review policies. While these tools are being developed and finalized in collaboration with our partner ministries and education and municipal stakeholders, there will continue to be no new pupil accommodation reviews, unless they are required to support a joint-use school initiative between two coterminous school boards.

Integrated Capital and Community Planning

Throughout the numerous consultation sessions, the need for improved community and capital planning was highlighted. In response, the Ministry of Education, in collaboration with the Ministries of Infrastructure; Municipal Affairs; Agriculture, Food and Rural Affairs; and Economic Development and Growth, will work together to assess how the province encourages and supports integrated local planning.

Feedback from the Minister's Reference Group was instrumental in pointing out the need for a new type of community planning table that looks beyond organizational mandates and builds on existing relationships. To address this feedback, we are pleased to announce the development of a Voluntary Integrated Planning and Partnerships Initiative (VIPPI) to provide flexible support to local partners that wish to enhance their collective capacity for integrated capital and community planning.

A call for proposals will be issued this summer seeking approximately three communities, representing a mix of urban, rural, Northern and Francophone communities, to participate in VIPPI. Each community will be required to identify partners to participate in a local integrated planning table that should include, at a minimum, school boards and municipalities and relevant local partners that reflect each area's unique needs. The Ministry of Education will provide a facilitator to lead a series of sessions spanning approximately one year to align with various planning cycles. The goal of this initiative is to generate a collection of best practices for integrated planning by having all participants share and discuss capital and community planning processes and relevant data and to inform future amendments to the CPPG.

New Supports for School Boards' Integrated Planning

We are pleased to announce that we will be offering additional capital supports to school boards to better support projects that involve community partnerships. As a first step, we will introduce immediate new supports for school boards working with their communities to share and co-build facilities.

The Ministry of Education will provide boards with seed funding of up to \$40,000 to assist with the planning of projects that involve a municipal or community partner. Currently, the ministry offers seed funding to support coterminous school boards that wish to pursue joint-use opportunities. The ministry will also provide funding for a project manager to assist with approved projects as they move forward.

Understanding that we must continue to ensure that school boards and communities have flexible support that can respond to local needs, the Ministry of Education will also look for opportunities to support integrated planning through the capital funding processes, with a focus on better aligning the timing of capital decision-making processes with community needs.

Community Planning and Partnerships Guideline (CPPG)

The Ministry of Education also remains committed to updating the CPPG within the next year to enhance planning and reporting practices, after we have consulted with our partners through the Minister's Reference Group. Until the new CPPG is in place, school boards should continue to use the existing CPPG and to convene their annual Community Planning and Partnerships meeting(s).

Strengthening Supports for Urban Education

During our rural and Northern engagements, we have heard from a number of stakeholders regarding the unique challenges related to growth and intensification that are unique to our province's large urban communities. This includes the challenges faced by school boards and municipalities with planning, partnering and building schools in these changing communities and the financial tools available to support this work. In response, the Ministry of Education is pleased to announce the following:

- **Urban Student Accommodation Engagement:** The government will undertake an engagement this fall focusing on supports for pupil accommodation in urban areas experiencing rapid growth and intensification, which will include Education Development Charges.
- **Land Priorities Enhancement:** The government will increase the amount of funding available through its Land Priorities program from \$60 million to \$100 million this coming year. This will support land acquisition for all boards, including those dealing with rapid enrolment growth in urban, densely populated areas within their boundaries.

We wish to extend a sincere thank you for your valuable contributions in shaping key provincial policies and initiatives over the last year. We are confident that our collaborative efforts, to date and yet to come, will result in better outcomes for our students and local communities.

Sincerely,



Indira Naidoo-Harris
Minister of Education
Minister Responsible for Early Years and Child Care



Bob Chiarelli
Minister of Infrastructure



Bill Mauro
Minister of Municipal Affairs



MINISTRY OF EDUCATION
PUPIL ACCOMMODATION REVIEW GUIDELINE

April 2018

TABLE OF CONTENTS

PREAMBLE

- I. PURPOSE**
- II. INTRODUCTION**
- III. GUIDING PRINCIPLES**
- IV. SCHOOL BOARD ACCOMMODATION REVIEW POLICIES**
- V. SCHOOL BOARD PLANNING PRIOR TO AN
ACCOMMODATION REVIEW**
- VI. ESTABLISHING AN ACCOMMODATION REVIEW**
- VII. THE ACCOMMODATION REVIEW COMMITTEE**
- VIII. SCHOOL INFORMATION PROFILE**
- IX. CONSULTATION WITH LOCAL MUNICIPAL GOVERNMENTS**
- X. PUBLIC MEETINGS**
- XI. COMPLETING THE ACCOMMODATION REVIEW**
- XII. TRANSITION PLANNING**
- XIII. TIMELINES FOR THE ACCOMMODATION REVIEW PROCESS**
- XIV. MODIFIED ACCOMMODATION REVIEW PROCESS**
- XV. ADMINISTRATIVE REVIEW PROCESS**
- XVI. EXEMPTIONS**
- XVII. DEFINITIONS**

APPENDIX A – ADMINISTRATIVE REVIEW PETITION TEMPLATE

PREAMBLE

School boards are responsible for managing their school capital assets in an effective manner. They must respond to changing demographics and program needs while being cognizant of the impacts of their decisions on student programming and well-being, school board resources and the local community.

One aspect of a school board's capital and accommodation planning is reviewing schools that have underutilized space. These are schools where the student capacity of the school is greater than the number of students enrolled. When a school board identifies a school that is projected to have long-term excess space, a school board would typically look at a number of options such as:

- moving attendance boundaries and programs to balance enrolment between over and underutilized schools;
- offering to lease underutilized space within a school to a coterminous school board;
- finding community partners who can pay the full cost of operating the underutilized space; and/or
- decommissioning or demolishing a section of the school that is not required for student use to reduce operating costs.

If none of these options are deemed viable by a school board, the board may determine that a pupil accommodation review process take place which could lead to possible school consolidations and closures. These decisions are made within the context of supporting the school board's student achievement and well-being strategy and to make the most effective use of its school buildings and funding.

The Ministry of Education expects school boards to work with their community partners when undertaking capital planning, including when a school board is beginning to develop options to address underutilized space in schools. The Ministry of Education's *Community Planning and Partnerships Guideline* (CPPG) outlines requirements for school boards to reach out to their local municipalities and other community partners to share planning related information and to explore potential partnership opportunities. The *Pupil Accommodation Review Guideline* (the "*Guideline*") builds upon the CPPG by providing requirements for school boards to share information with and seek feedback from their local municipalities and other community partners related to any pupil accommodation reviews a school board initiates.

If a pupil accommodation review results in a school closure decision, a school board will then need to decide whether to declare that school as surplus, potentially leading to the future disposition (that is, sale or lease) of the property. These dispositions are governed by Ontario Regulation 444/98 – Disposition of Surplus Real Property. Alternately, a school board may decide to use a closed school for other school board purposes, or hold the property as a strategic long-

term asset of the school board due to a projected need for the facility in the future. Each school board decides when it is appropriate to review its strategic property holdings to determine if these properties are still required to be held or should be considered surplus to the school board's needs and considered for a future disposition.

This document provides direction to school boards on one component of their capital planning - the pupil accommodation review process. It provides the minimum standards the province requires school boards to follow when undertaking a pupil accommodation review. It is important to note that school boards have flexibility to modify their pupil accommodation review policies to meet their local needs, and can develop policies that exceed the provincial minimum standards outlined in this document.

I. PURPOSE

The purpose of the *Guideline* is to provide a framework of minimum standards for school boards to undertake pupil accommodation reviews to determine the future of a school or group of schools. This *Guideline* ensures that where a decision is taken by a school board regarding the future of a school, that decision is made with the involvement of an informed local community and is based on a broad range of criteria regarding the quality of the learning experience for students.

This *Guideline* is effective upon release and replaces the previous *Guideline* of March 2015.

II. INTRODUCTION

Ontario's school boards are responsible for deciding the most appropriate pupil accommodation arrangements for the delivery of their elementary and secondary programs. These decisions are made by school board trustees in the context of carrying out their primary responsibilities of fostering student achievement and well-being, and ensuring effective stewardship of school board resources. In some cases, to address changing student populations, this requires school boards to consider undertaking pupil accommodation reviews that may lead to school consolidations and closures.

Under paragraph 26, subsection 8 (1) of the *Education Act*, the Minister of Education may issue guidelines with respect to school boards' school closure policies.

III. GUIDING PRINCIPLES

The *Guideline* has been established to align with the Ministry of Education's vision and as such, focuses on achieving excellence, ensuring equity, promoting well-being and enhancing public confidence.

All school board pupil accommodation review policies should be designed to align with these guiding principles.

IV. SCHOOL BOARD ACCOMMODATION REVIEW POLICIES

School boards are responsible for creating and implementing a policy to address pupil accommodation reviews to serve their local needs. School boards are required to consult with local communities prior to adopting or subsequently amending their pupil accommodation review policies.

All pupil accommodation review policies must be clear in stipulating that the final decision regarding the future of a school or group of schools rests solely with the Board of Trustees. If the Board of Trustees votes to close a school or schools in accordance with their policy, the school board must provide clear timelines regarding the closure(s) and ensure that a transition plan is communicated to all affected school communities within the school board.

It is important to note that this *Guideline* is intended as a **minimum** requirement for school boards in developing their policies. School boards are responsible for establishing and complying with their pupil accommodation review policies to serve their local needs.

A copy of the school board's pupil accommodation review policy and the government's *Pupil Accommodation Review Guideline* are to be made available to the public as determined in the school board's policy, and posted on the school board's website.

The *Guideline* recognizes that pupil accommodation reviews include a school or group of schools to facilitate the development of viable solutions for pupil accommodation that support the guiding principles.

School board pupil accommodation review policies will include statements that encourage the sharing of relevant information as well as providing the opportunity for the public and affected school communities to be heard.

The Ministry of Education recommends that, wherever possible, schools should only be subject to a pupil accommodation review once in a five-year period, unless there are circumstances determined by the school board, such as a significant change in enrolment.

V. SCHOOL BOARD PLANNING PRIOR TO AN ACCOMMODATION REVIEW

As described in the *Community Planning and Partnerships Guideline*, school boards must undertake long-term capital and accommodation planning, informed by any relevant information obtained from local municipal governments and other

community partners, which takes into consideration long-term enrolment projections and planning opportunities for the effective use of excess space in all area schools.

School boards must document their efforts to obtain information from local municipal governments as well as other community partners that expressed an interest prior to the pupil accommodation review; and provide any relevant information from municipalities and other community partners as part of the initial staff report (see Section VI).

VI. ESTABLISHING AN ACCOMMODATION REVIEW

School boards may proceed to establish a pupil accommodation review only after undertaking the necessary assessment of long-term capital and accommodation planning options for the school(s).

Initial Staff Report

Prior to establishing a pupil accommodation review, the initial staff report to the Board of Trustees must contain a recommended scenario and at least two alternative scenarios, which could include the status quo, to address the accommodation issue(s). The initial staff report must also include information on actions taken by school board staff prior to establishing a pupil accommodation review process and supporting rationale as to any actions taken or not taken.

Boards must use the ministry-approved template to write their initial staff reports.

The recommended and alternative accommodation scenarios included in the initial staff report must address the following four impacts:

- Impact on student programming;
- Impact on student well-being;
- Impact on school board resources; and
- Impact on the local community.

In addition, if at least one school that is eligible to receive support from the Rural and Northern Education Fund (RNEF) is included in a pupil accommodation review at any time, the initial staff report must address the following impact:

- Impact on the local economy¹.

¹ Boards must use the ministry-approved economic impact assessment template.

Boards should refer to section 5.6 (1) of *Ontario Regulation 193/10 – Restricted Purpose Revenues* (O. Reg. 193/10) for a description of the location of the list of schools eligible for Rural and Northern Education Fund Allocation. The list of RNEF-eligible schools can be found here: <http://edu.gov.on.ca/eng/funding/>

If a school board has included a new school on the list through board motion, then the board should confirm that it has been included in the ministry's list of schools eligible for Rural and Northern Education Fund Allocation (as per O. Reg. 193/10) prior to the initial staff report to the Board of Trustees.

School boards will *have discretion* to undertake economic impact assessments in other communities, if needed, however this will only be *required* if at least one RNEF-eligible school is included in a pupil accommodation review at any time.

To support these impact analyses, the following factors should be included for each accommodation scenario:

- summary of accommodation issue(s) for the school(s) under review;
- where students would be accommodated;
- if proposed changes to existing facility or facilities are required as a result of the pupil accommodation review;
- identify any program changes as a result of the recommended and alternative scenarios;
- how student transportation would be affected if changes take place;
- if new capital investment is required as a result of the pupil accommodation review, how the school board intends to fund this, as well as a proposal on how students would be accommodated if funding does not become available; and
- any relevant information obtained from municipalities and other community partners prior to the commencement of the pupil accommodation review, including any confirmed interest in using the underutilized space.

Each recommended and alternative accommodation scenario must also include a timeline for implementation.

The initial staff report and School Information Profiles (SIPs) (see Section VIII) will be made available to the public, as determined in the school board's policy, and posted on the school board's website following the decision to proceed with a pupil accommodation review by the Board of Trustees.

School boards must ensure that individuals from the school(s) under review and the broader community are invited to participate in the pupil accommodation review consultation. At a minimum, the pupil accommodation review process must consist of the following methods of consultation:

- Accommodation Review Committee (ARC) (see Section VII);

- consultation with municipal governments local to the affected school(s) (see Section IX);
- public meetings (see Section X); and
- public delegations (see Section XI).

VII. THE ACCOMMODATION REVIEW COMMITTEE

Role

School boards must establish an ARC that represents the school(s) under review and acts as the official conduit for information shared between the school board and the school communities. The ARC may comment on the initial staff report and may, throughout the pupil accommodation review process, seek clarification of the initial staff report. The ARC may provide other accommodation scenarios than those in the initial staff report; however, it must include supporting rationale for any such scenario.

The ARC members do not need to achieve consensus regarding the information provided to the Board of Trustees.

The school board's staff resources assigned to the ARC are required to compile feedback from the ARC as well as the broader community in the Community Consultation section of the final staff report (see Section XI) to be presented to the Board of Trustees.

Membership

The membership of the ARC should include, at a minimum, parent/guardian representatives from each of the schools under review, chosen by their respective school communities.

Where established by a school board's pupil accommodation review policy, there may also be the option to include students and representation from the broader community. For example, a school board's policy may include a requirement for specific representation from the First Nations, Metis, and Inuit communities. In addition, school board trustees may be ad hoc ARC members to monitor the ARC progress.

Formation

The ARC should be formed following the Board of Trustees' consideration of the initial staff report but prior to the first public meeting. The school board will invite ARC members from the school(s) under review to an orientation session that will describe the mandate, roles and responsibilities, and procedures of the ARC.

Terms of Reference

School boards will provide the ARC with Terms of Reference that describe the ARC's mandate. The mandate will refer to the school board's education and accommodation objectives in undertaking the pupil accommodation review and reflect the school board's strategy for supporting student achievement and well-being.

The Terms of Reference will also clearly outline the school board's expectations of the roles and responsibilities of the ARC; and describe the procedures of the ARC. At a minimum, the ARC will provide feedback on the initial staff report recommended and alternative scenarios.

The Terms of Reference will outline the minimum number of working meetings of the ARC.

Meetings of the Accommodation Review Committee

The ARC will meet to review materials presented by school board staff. It is recommended that the ARC hold as many working meetings as is deemed necessary within the timelines established in their school board's pupil accommodation review policy.

VIII. SCHOOL INFORMATION PROFILE

School board staff are required to develop School Information Profiles (SIPs) as orientation documents to help the ARC and the community understand the context surrounding the decision to include the specific school(s) in a pupil accommodation review. The SIP provides an understanding of and familiarity with the facilities under review.

The SIP is expected to include data for each of the following four considerations about the school(s) under review:

- Impact on student programming;
- Impact on student well-being;
- Impact on school board resources; and
- Impact on the local community.

A SIP will be completed by school board staff for each of the schools under review. The following are the minimum data requirements and factors that are to be included in the SIP:

- Facility Profile:
 - School name and address.

- Site plan and floor plan(s) (or space template) of the school with the date of school construction and any subsequent additions.
 - School attendance area (boundary) map.
 - Context map (or air photo) of the school indicating the existing land uses surrounding the school.
 - Planning map of the school with zoning, Official Plan or secondary plan land use designations.
 - Size of the school site (acres or hectares).
 - Building area (square feet or square metres).
 - Number of portable classrooms.
 - Number and type of instructional rooms as well as specialized classroom teaching spaces (e.g., science lab, tech shop, gymnasium, etc.).
 - Area of hard surfaced outdoor play area and/or green space, the number of play fields, and the presence of outdoor facilities (e.g., tracks, courts for basketball, tennis, etc.).
 - Ten-year history of major facility improvements (item and cost).
 - Projected five-year facility renewal needs of school (item and cost).
 - Current Facility Condition Index (FCI) with a definition of what the index represents.
 - A measure of proximity of the students to their existing school, and the average distance to the school for students.
 - Percentage of students that are and are not eligible for transportation under the school board policy, and the length of bus ride to the school (longest, shortest, and average length of bus ride times).
 - School utility costs (totals, per square foot, and per student).
 - Number of parking spaces on site at the school, an assessment of the adequacy of parking, and bus/car access and egress.
 - Measures that the school board has identified and/or addressed for accessibility of the school for students, staff, and the public with disabilities (i.e., barrier-free).
 - On-the-ground (OTG) capacity, and surplus/shortage of pupil places.
- Instructional Profile:
 - Describe the number and type of teaching staff, non-teaching staff, support staff, itinerant staff, and administrative staff at the school.
 - Describe the course and program offerings at the school.
 - Describe the specialized service offerings at the school (e.g., cooperative placements, guidance counseling, etc.).
 - Current grade configuration of the school (e.g., junior kindergarten to Grade 6, junior kindergarten to Grade 12, etc.).
 - Current grade organization of the school (e.g., number of combined grades, etc.).
 - Number of out of area students.
 - Utilization factor/classroom usage.
 - Summary of five previous years' enrolment and 10-year enrolment projection by grade and program.

- Current extracurricular activities.
- Other School Use Profile:
 - Current non-school programs or services resident at or co-located with the school as well as any revenue from these non-school programs or services and whether or not it is at full cost recovery.
 - Current facility partnerships as well as any revenue from the facility partnerships and whether or not it is at full cost recovery.
 - Community use of the school as well as any revenue from the community use of the school and whether or not it is at full cost recovery.
 - Availability of before and after school programs or services (e.g., child care) as well as any revenue from the before and after school programs and whether or not it is at full cost recovery.
 - Lease terms at the school as well as any revenue from the lease and whether or not it is at full cost recovery.
 - Description of the school's suitability for facility partnerships.

School boards may introduce additional items that could be used to reflect local circumstances and priorities which may help to further understand the school(s) under review.

Each school under review will have a SIP completed at the same point-in-time for comparison purposes. The Ministry of Education expects school boards to prepare SIPs that are complete and accurate, to the best of the school board's ability, prior to the commencement of a pupil accommodation review.

While the ARC may request clarification about information provided in the SIP, it is not the role of the ARC to approve the SIP.

IX. CONSULTATION WITH LOCAL MUNICIPAL GOVERNMENTS

Following the Board of Trustees' approval to undertake a pupil accommodation review, school boards must invite affected single, lower and upper-tier municipalities as well as other community partners that expressed an interest prior to the pupil accommodation review to discuss and comment on the recommended and alternative scenarios in the school board's initial staff report.

Invitations for this meeting will be sent to the elected Mayor, Chair, Warden, Reeve or equivalent, and to the Chief Administrative Officer, City Manager or equivalent for the affected single, lower and upper-tier municipalities.

If the affected single, lower and upper-tier municipalities, as well as other community partners that expressed an interest prior to the pupil accommodation review, provide their response on the recommended and alternative accommodation scenarios in the school board's initial staff report before the final public meeting school boards must include this response in the final staff report. School boards will not be required to include responses received after the final

public meeting. School boards must provide them with advance notice of when the final public meeting is scheduled to take place.

School boards must document their efforts to meet with the affected single, lower and upper-tier municipalities, as well as other community partners that expressed an interest prior to the pupil accommodation review; and provide any relevant information from this meeting as part of the final staff report to the Board of Trustees (see Section XI).

X. PUBLIC MEETINGS

Once a school board has received an initial staff report and has approved the initiation of a pupil accommodation review, the school board must arrange to hold a minimum of three public meetings for broader community consultation on the initial staff report. School boards are expected to provide facilitated public meetings to solicit broader community feedback on the recommended and alternative scenarios contained in the initial staff report. In addition to the required public meetings, school boards may use other methods to solicit community feedback.

The public meetings are to be announced and advertised publicly by the school board through an appropriate range of media as determined by the school board.

At a minimum, the first public meeting must include the following:

- an overview of the ARC orientation session;
- the initial staff report with recommended and alternative accommodation scenarios; and
- a presentation of the SIPs.

XI. COMPLETING THE ACCOMMODATION REVIEW

Final Staff Report

At the conclusion of the pupil accommodation review process, school board staff will submit a final staff report to the Board of Trustees which must be available to the public as determined in the school board's policy, and posted on the school board's website.

The final staff report must include:

- A Community Consultation section that contains feedback from the ARC and all public consultations as well as any relevant information obtained

- from municipalities and other community partners prior to and during the pupil accommodation review.¹
- A section that summarizes secondary school student feedback for pupil accommodation reviews involving one or more secondary schools. School boards will determine how best to involve secondary school students in the pupil accommodation review process, to promote their voice and ensure their well-being. Potential options could include a dedicated meeting for students or an online tool for students to submit anonymous feedback. School boards could also determine whether to include feedback from elementary students in this section.

School board staff may choose to amend their recommended and alternative accommodation scenarios included in the initial staff report. However, if a new school closure² is introduced as part of any recommended or alternative scenario in the final staff report, then an additional public meeting must be held no fewer than 20 business days from the posting of the final staff report.

School board staff will compile feedback from this additional public meeting, which will be presented to the Board of Trustees as part of the final staff report.

The recommended and alternative scenarios must also include a proposed accommodation plan, prepared for the decision of the Board of Trustees, which contains a timeline for implementation.

¹ Community partners may use the ministry-approved template to engage boards with proposed alternatives to closures and proposals for community use of schools.

² Refer to Section XVI. EXEMPTIONS.

Delegations to the Board of Trustees Meeting

Once school board staff submits the final staff report to the Board of Trustees, the school board must allow an opportunity for members of the public to provide feedback on the final staff report through public delegations to the Board of Trustees. Notice of the public delegation opportunities will be provided based on school board policy.

After the public delegations, school board staff will compile feedback from the public delegations which will be presented to the Board of Trustees with the final staff report.

Decision of the Board of Trustees

The Board of Trustees will be provided with the final staff report, including the compiled feedback from the public delegations, when making its final decision regarding the pupil accommodation review.

The Board of Trustees has the discretion to approve the recommendation(s) of the final staff report as presented, modify the recommendation(s) of the final staff report, or to approve a different outcome.

The Ministry encourages school boards not to make final pupil accommodation review decisions during the summer holiday period (typically from July 1 to the day after Labour Day).

XII. TRANSITION PLANNING

The transition of students should be carried out in consultation with parents/guardians and staff. Following the decision to consolidate and/or close a school, the school board is expected to establish a separate committee to address the transition for students and staff.

XIII. TIMELINES FOR THE ACCOMMODATION REVIEW PROCESS

The pupil accommodation review process must comply with the following minimum timelines:

- Following the date of the Board of Trustees' approval to conduct a pupil accommodation review, the school board will provide written notice of the Board of Trustees' decision within 5 business days to each of the elected Mayors, Chairs, Wardens, Reeves or equivalent and to the Chief Administrative Officers, City Managers, or equivalent of the affected single, lower and upper-tier municipalities, other community partners that expressed an interest prior to the pupil accommodation review; and

include an invitation for a meeting to discuss and comment on the recommended and alternative accommodation scenarios in the school board's initial staff report. School boards must also notify the Director(s) of Education of their coterminous school boards and the Ministry of Education through the office of the Assistant Deputy Minister of the Capital and Business Support Division.

- The meeting between the school board, affected single, lower and upper-tier municipalities and other community partners that expressed an interest prior to the pupil accommodation review must be scheduled to take place before the first public meeting.
- The affected single, lower and upper-tier municipalities, as well as other community partners that expressed an interest prior to the pupil accommodation review, should provide their response on the recommended and alternative accommodation scenarios in the school board's initial staff report before the final public meeting, otherwise school boards will not be required to include this response in the final staff report.
- The Accommodation Review Committee (ARC) should be formed following the Board of Trustees' consideration of the initial staff report but prior to the first public meeting. An overview of the ARC orientation session must be included at the first public meeting.
- Beginning with the date of the Board of Trustees' approval to conduct a pupil accommodation review, there must be no fewer than 40 business days before the first public meeting is held.
- There must be a minimum period of 60 business days between the first and final public meetings.
- The final staff report must be publicly posted no fewer than 10 business days after the final public meeting.
- From the posting of the final staff report, there must be no fewer than 10 business days before the public delegations.
- If a new school closure¹ is introduced as part of any recommended or alternative accommodation scenario in the final staff report, then an additional public meeting must be held no fewer than 20 business days from the posting of the final staff report.
- If there is an additional public meeting, there must be no fewer than 10 business days before the public delegations.
- There must be no fewer than 10 business days between public delegations and the final decision of the Board of Trustees.

¹ Refer to Section XVI. EXEMPTIONS.

XIV. MODIFIED ACCOMMODATION REVIEW PROCESS

In certain circumstances, where the potential pupil accommodation options available are deemed by the school board to be less complex and do not include one or more schools eligible to receive support from the ministry's Rural and Northern Education Fund (RNEF), school boards may find it appropriate to undertake a modified pupil accommodation review process. The *Guideline* permits a school board to include an optional modified pupil accommodation review process in its pupil accommodation review policy.

A school board's pupil accommodation review policy must clearly outline the conditions where a modified pupil accommodation review process could be initiated by explicitly defining the factors that would allow the school board the option to conduct a modified pupil accommodation review process. The conditions for conducting a modified pupil accommodation review process are satisfying condition one and two or more of conditions two to five:

1. exclusion of any RNEF-eligible school in the pupil accommodation review; and, either
2. distance to the nearest available accommodation; or
3. utilization rate of the facility; or
4. number of students enrolled at the school; or
5. when a school board is planning the relocation (in any school year or over a number of school years) of a program, in which the enrolment constitutes more than or equal to 50% of the school's enrolment (this calculation is based on the enrolment at the time of the relocation, or the first phase of a relocation carried over a number of school years).

School boards may consider additional factors that are defined in their pupil accommodation review policy to qualify for the modified pupil accommodation review process. Multiple factors may be developed by the school board to appropriately reflect varying conditions across the board (e.g., urban, rural, elementary panel, secondary panel, etc.). The Board of Trustees must approve these explicitly defined factors, after community consultation, in order to adopt a modified pupil accommodation review process as part of their school board's pupil accommodation review policy.

The guiding principles of this *Guideline* apply to the modified pupil accommodation review process.

Even when the criteria for a modified pupil accommodation review are met, a school board may choose to use the standard pupil accommodation review process.

Implementing the Modified Accommodation Review Process

The initial staff report will explain the rationale for exempting the school(s) from the standard pupil accommodation review process, in accordance with the school board's pupil accommodation review policy.

The initial staff report and SIPs must be made available to the public, as determined in the school board's policy, and posted on the school board's website.

A public meeting will be announced and advertised through an appropriate range of media as determined by the school board.

Following the public meeting, school board staff will submit a final staff report to the Board of Trustees which must be available to the public as determined in the school board's policy, and posted on the school board's website. However, if a new school closure¹ is introduced as part of any recommended or alternative accommodation scenario in the final staff report, then an additional public meeting must be held no fewer than 20 business days from the posting of the final staff report.

The final staff report must include:

- A Community Consultation section that contains feedback from all public consultations as well as any relevant information obtained from municipalities and other community partners prior to and during the modified pupil accommodation review.
- A section that summarizes secondary school student feedback for pupil accommodation reviews involving one or more secondary schools. School boards will determine how best to involve secondary school students in the pupil accommodation review process, to promote their voice and ensure their well-being. Options could include a dedicated meeting for students or an online tool for students to submit anonymous feedback. School boards could also determine whether to include feedback from elementary students in this section.

Once school board staff submit the final staff report to the Board of Trustees, the school board must allow an opportunity for members of the public to provide feedback through public delegations to the Board of Trustees. Notice of the public delegation opportunities will be provided based on school board policy.

¹ Refer to Section XVI. EXEMPTIONS.

After the public delegations, school board staff will compile feedback from the public delegations which will be presented to the Board of Trustees with the final staff report.

The Board of Trustees has the discretion to approve the recommendation(s) of the final staff report as presented, modify the recommendation(s) of the final staff report, or to approve a different outcome.

The Ministry encourages school boards not to make final pupil accommodation review decisions during the summer holiday period (typically from July 1 to the day after Labour Day).

A transition plan will be put in place following the decision to consolidate and/or close a school.

Timelines for the Modified Accommodation Review Process

The modified pupil accommodation review process must comply with the following minimum timelines:

- Following the date of the Board of Trustees' approval to conduct a modified pupil accommodation review, the school board will provide written notice of the Board of Trustees' decision within 5 business days to each of the elected Mayors, Chairs, Wardens, Reeves or equivalent and to the Chief Administrative Officers, City Managers, or equivalent of the affected single, lower and upper-tier municipalities, other community partners that expressed an interest prior to the modified pupil accommodation review; and include an invitation for a meeting to discuss and comment on the recommended and alternative scenarios in the school board's initial staff report. School boards must also notify the Director(s) of Education of their coterminous school boards and the Ministry of Education through the office of the Assistant Deputy Minister of the Capital and Business Support Division.
- The meeting between the school board, affected single, lower and upper-tier municipalities and other community partners that expressed an interest prior to the pupil accommodation review must be scheduled to take place before the first public meeting.
- The affected single, lower and upper-tier municipalities, as well as other community partners that expressed an interest prior to the modified pupil accommodation review, should provide their response on the recommended and alternative scenarios in the school board's initial staff report before the final public meeting, otherwise school boards will not be required to include this response in the final staff report.
- The school board must hold at least one public meeting. Beginning with the date of the Board of Trustees' approval to conduct a modified pupil

- accommodation review, there must be no fewer than 40 business days before this public meeting is held.
- The final staff report must be publicly posted no fewer than 10 business days after the final public meeting.
 - From the posting of the final staff report, there must be no fewer than 10 business days before the public delegations.
 - If a new school closure¹ is introduced as part of any recommended or alternative scenario in the final staff report, then an additional public meeting must be held no fewer than 20 business days from the posting of the final staff report.
 - If there is an additional public meeting, there must be no fewer than 10 business days before the public delegations.
 - There must be no fewer than 10 business days between public delegations and the final decision of the Board of Trustees.

XV. ADMINISTRATIVE REVIEW PROCESS

What is an Administrative Review?

The Ministry of Education encourages students, parents and community members to get involved in the accommodation review process.

If during the course of the pupil accommodation review process, an individual or individuals become concerned that the board is not following its pupil accommodation review policy, they may want to consult the board's policy and advise the Accommodation Review Committee (ARC) of their concerns.

A copy of the board's policy can be found on its website, or can be requested from the board.

If at the end of the process, an individual or individuals believe that the board did not follow its pupil accommodation review policy, then they can request an Administrative Review from the ministry.

Steps to Request an Administrative Review

Once the trustees have made their final decision, there are 30 calendar days to submit a petition to the ministry. The ministry will notify the contact person when

¹ Refer to Section XVI. EXEMPTIONS.

the petition has been received. Within 60 calendar days, the ministry will decide whether to appoint a facilitator to undertake an Administrative Review.

A review of a school board's accommodation review process may be sought if the following conditions are met.

An individual or individuals must:

Step 1

- Review the board's policy governing pupil accommodation reviews and identify areas where they believe the board did not follow its policy. A copy of the board's pupil accommodation review policy must be submitted, highlighting how the pupil accommodation review process was not compliant with the school board's pupil accommodation review policy. Some examples could include:
 - The board policy may require that public meetings be held over a 90 day period, but the meetings were held over a 70 day period.
 - The board policy may require board staff to analyze a certain number of accommodation scenarios, and the board staff may not have done so.

Step 2

- Collect signatures of people who also believe the board did not follow its policy and who support a request for an Administrative Review. Demonstrate the support of a portion of the school community through the completion of a petition signed by a number of supporters equal to at least 30% of the affected school's student headcount (e.g., if the headcount is 150, then 45 signatures would be required). An affected school is one that trustees agreed to close as part of their final decision on the pupil accommodation review. Parents/guardians of students attending the affected school and/or other individuals that formally participated in the accommodation review process are eligible to sign the petition.
- Eligible signatures are from:
 - parents or guardians of students who attend the affected school
 - other individuals who formally participated in the accommodation review process by attending a meeting, presenting a submission in person or in writing (including by email), or as ARC members.

- The petition¹ should clearly provide a space for individuals to print and sign their name or provide an e-signature²; address (street name and postal code); and to indicate whether they are a parent/guardian of a student attending the school subject to the accommodation review, or an individual who has formally participated in the review process.

Step 3

- Write a letter or email to the Minister of Education to accompany the petition. Petitioners may want to follow the format provided in Appendix A. The letter or email must explain in detail how petitioners think the board did not follow its accommodation review policy.
- Submit the petition, letter, and justification to the school board and the Minister of Education within thirty (30) calendar days of the board's closure resolution. The letter or email must identify one person as the contact person. One copy of your letter or email is to be sent to the Ministry and another copy is to be sent to the board.

The school board is then required to:

- Confirm to the Minister of Education that the names on the petition are parents/guardians of students enrolled at the affected school and/or individuals who formally participated in the review process.
- Prepare a response to the individual's or individuals' submission regarding the process and forward the board's response to the Minister of Education and the petitioner within thirty (30) calendar days of receiving the petition.

If the conditions set out above have been met, the Ministry is then required to:

- Undertake a review to determine whether the school board accommodation review process was undertaken in a manner consistent with the board's accommodation review policy within thirty (30) calendar days of receiving the school board's response and, if warranted, appoint a facilitator to undertake an Administrative Review.

¹ Information contained in the petition is subject to the *Freedom of Information and Protection of Privacy Act, 1990*.

² Petitioners must follow ministry-approved guidelines regarding the use of e-signatures.

- If the ministry decides not to appoint a facilitator, the ministry will notify the petitioner and the school board to explain why a facilitator was not appointed. The school board may post this response on its website.
- If the ministry decides to appoint a facilitator the ministry will notify the petitioner and the school board. The school board may post this response on its website. The facilitator will consult with the community and the school board to gather information to write the report to the Minister. The facilitator will determine the timing and manner in which the consultations will be conducted. The facilitator will use the information collected to write a report that responds to the question of whether the school board followed its pupil accommodation review policy, and submit the report to the Minister. The Minister will post the report on the ministry's website.

XVI. EXEMPTIONS

This *Guideline* applies to schools offering elementary or secondary programs. However, there are specific circumstances where school boards are not obligated to undertake a pupil accommodation review. These include:

- where a replacement school is to be built by the school board on the existing site, or built or acquired within the existing school attendance boundary, as identified through the school board's policy;
- where a replacement school is to be built by the school board on the existing site, or built or acquired within the existing school attendance boundary and the school community must be temporarily relocated to ensure the safety of students and staff during the reconstruction, as identified through the school board's policy;
- when a lease for the school is terminated;
- when a school board is planning the relocation (in any school year or over a number of school years) of grades or programs, in which the enrolment constitutes less than 50% of the school's enrolment (this calculation is based on the enrolment at the time of the relocation, or the first phase of a relocation carried over a number of school years);
- when a school board is repairing or renovating a school, and the school community must be temporarily relocated to ensure the safety of students during the renovations;
- where a facility has been serving as a holding school for a school community whose permanent school is over-capacity and/or is under construction or repair; or

- where there are no students enrolled at the school at any time throughout the school year.

In the above circumstances, a school board is expected to inform school communities about proposed accommodation plans for students before a decision is made by the Board of Trustees. The school board will also provide written notice to each of the affected single, lower and upper-tier municipalities through the Clerks Department (or equivalent), as well as other community partners that expressed an interest prior to the exemption, and their coterminous school boards in the areas of the affected school(s) through the Director of Education, and to the Ministry of Education through the Assistant Deputy Minister of the Capital and Business Support Division no fewer than 5 business days after the decision to proceed with an exemption.

A transition plan will be put in place following the Board of Trustees' decision to consolidate, close or move a school or students in accordance with this section.

XVII. DEFINITIONS

Accommodation review: A process, as defined in a school board pupil accommodation review policy, undertaken by a school board to determine the future of a school or group of schools.

Accommodation Review Committee (ARC): A committee, established by a school board that represents the affected school(s) of a pupil accommodation review, which acts as the official conduit for information shared between the school board and the affected school communities.

ARC working meeting: A meeting of ARC members to discuss a pupil accommodation review, and includes a meeting held by the ARC to solicit feedback from the affected school communities of a pupil accommodation review.

Business day: A calendar day that is not a weekend or statutory holiday. It also does not include calendar days that fall within school boards' Christmas, spring, and summer break. For schools with a year-round calendar, any break that is five calendar days or longer is not a business day.

Consultation: The sharing of relevant information as well as providing the opportunity for municipalities and other community partners, the public and affected school communities to be heard.

Facility Condition Index (FCI): A building condition as determined by the Ministry of Education by calculating the ratio between the five-year renewal needs and the replacement value for each facility.

On-the-ground (OTG) capacity: The capacity of the school as determined by the Ministry of Education by loading all instructional spaces within the facility to current Ministry standards for class size requirements and room areas.

Public delegation: A regular meeting of the Board of Trustees where presentations by groups or individuals can have their concerns heard directly by the school board trustees.

Public meeting: An open meeting held by the school board to solicit broader community feedback on a pupil accommodation review.

School Information Profile (SIP): An orientation document with point-in-time data for each of the schools under a pupil accommodation review to help the ARC and the community understand the context surrounding the decision to include the specific school(s) in a pupil accommodation review.

Space template: A Ministry of Education template used by a school board to determine the number and type of instructional areas to be included within a new school, and the size of the required operational and circulation areas within that school.

APPENDIX A – ADMINISTRATIVE REVIEW PETITION TEMPLATE

Dear Minister,

I am writing to request an Administrative Review of the accommodation review process undertaken by the [name of the school board] for the following school(s): [school name] , [school name] , [school name] .

On [date] , the Board of Trustees voted to [describe board resolution to close school/s, move students, keep school/s open and/or build new school/s] .

Attached please find our petition. The petitioners believe that the board did not follow its accommodation review policy in the following ways:

1) The board's policy states: [describe relevant section of the board's policy]

Instead, the board [describe how actual events differed]

2) The board's policy states: [describe relevant section of the board's policy]

Instead, the board [describe how actual events differed]

3) The board's policy states: [describe relevant section of the board's policy]

Instead, the board [describe how actual events differed]

[other examples as appropriate]

We believe the board did not follow its accommodation review policy, we hope that you will appoint an independent facilitator to review the board's accommodation review process.

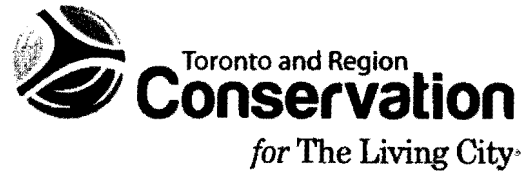
Sincerely,

[Contact person for the petitioners]

Contact information

APR 30 '18 PM 12:19

Chief
Executive
Officer



April 27, 2018

Dear Valued Stakeholder,

For more than 60 years, Toronto and Region Conservation Authority (TRCA) has worked with all levels of government, corporations, not-for-profit organizations and residents within the municipalities that we serve. Our organization works to ensure the conservation, restoration and responsible management of Ontario's water, land and natural habitats through programs that balance human, environmental and economic needs.

As the needs of our stakeholders continue to evolve, it is essential that TRCA remains agile, in the face of its diverse and ever-changing lines of business and growth pressures, while achieving performance based results. I am pleased to share with you recent changes to TRCA's organizational structure that will improve our efficiency and effectiveness. The changes were based on input received during consultation with TRCA staff, our partners, and external stakeholders.

In order to provide centralized, unified support for fundamental business operations and to provide better service to our partners, TRCA has realigned the following seven corporate service business units into one division known as *Corporate Services*:

- Clerk and Corporate Records
- Communications and Events
- Finance
- Strategic Business Planning and Performance
- Information Technology Management
- Property and Risk Management
- Project Management Office

This Corporate Services division, led by Michael Tolensky, Chief Financial and Operating Officer, will address opportunities to improve critical corporate functions, digitally enable processes to gain maximum value from technology and lead a culture of rigorous cost management. Further, the concentrated responsibilities of the Corporate Services division will allow TRCA's remaining divisions to focus on what they do best – delivering essential programs and services.

As a result of this realignment, the former Planning, Greenspace and Communications division has been renamed Planning and Development. This change reflects the crucial role that TRCA plays in the planning and development in our partner municipalities, including our contribution to the health and integrity of the regional greenspace system.

With your support, TRCA will continue to execute on our strategic priorities and to service you, our valued stakeholder, for now and for generations to come.

Sincerely,

John MacKenzie, M.Sc.(PI) MCIP, RPP
Chief Executive Officer

Attachment: TRCA Organizational Chart (April 2018)

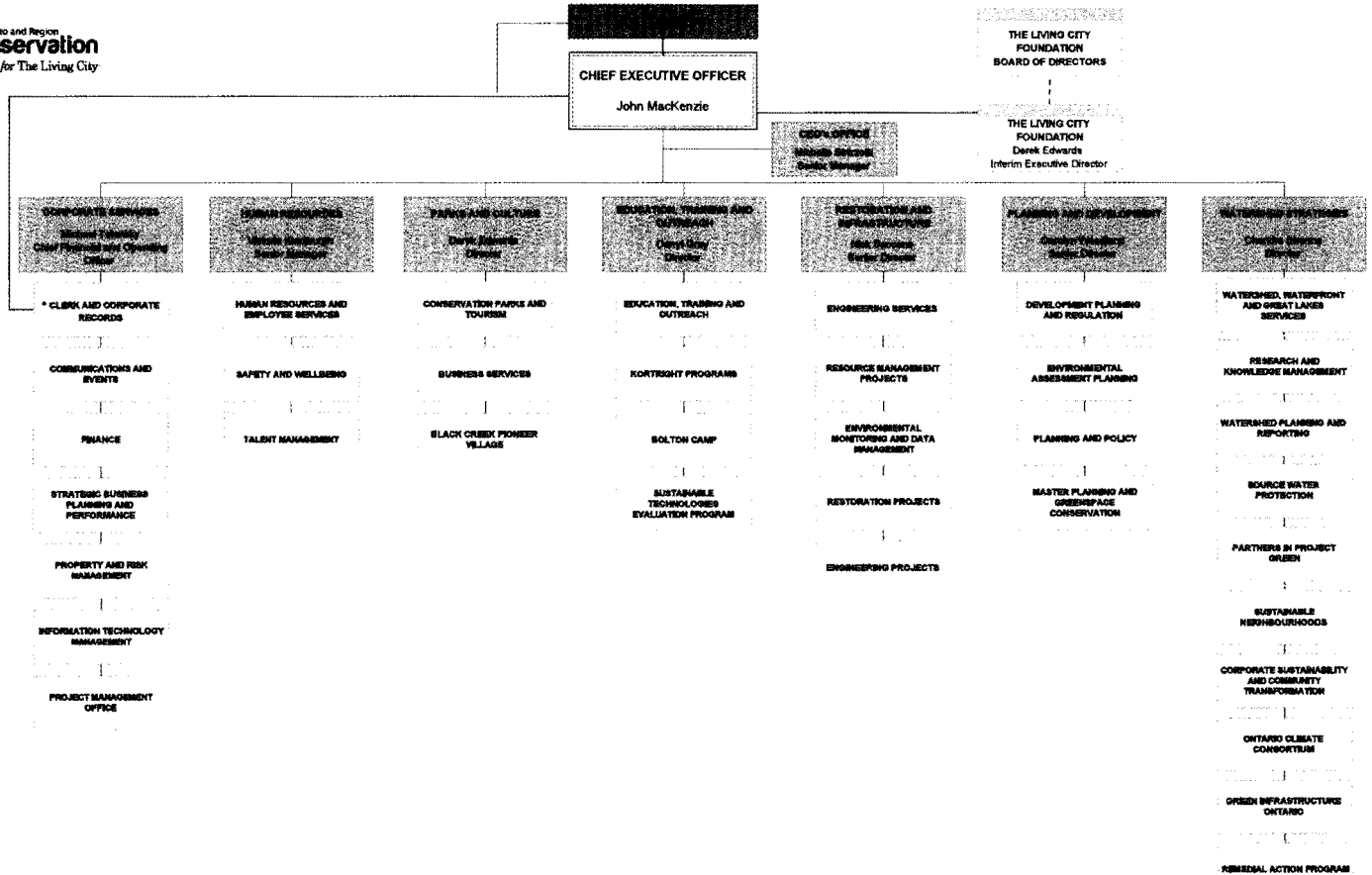
C.S. - LEGISLATIVE SERVICES

Original
To: <i>CP</i>
Copy
To:
C.C. S.C.C. File
Take Appr. Action

TRCA ORGANIZATIONAL CHART



* The Clerk and Senior Manager, Corporate Records reports to the Authority for statutory purposes, to the Chief Executive Officer on Authority related matters, and to the Chief Financial and Operating Officer for administrative purposes





MUNICIPAL PROPERTY ASSESSMENT CORPORATION

April 30, 2018

To: Heads of Council
All Ontario Municipalities

From: Dan Mathieson
Chair, MPAC Board of Directors

Subject: 2017 Annual Report and Financial Statements

The Municipal Property Assessment Corporation's (MPAC) 2017 Annual Report is available for your information. Attached is a copy of MPAC's Financial Statements for the Year Ended December 31, 2017.

These documents have been prepared as required by the *Municipal Property Assessment Corporation Act*. The report is also being provided to the Premier, Minister of Finance, Members of Provincial Parliament and the Association of Municipalities of Ontario.

Our Annual Report provides an overview of our operational and financial performance over the year including highlights of our new 2017-2020 Strategic Plan.

If you have any questions regarding the reports, please do not hesitate to contact me at 519 271-0250, extension 234 or Nicole McNeill, President and Chief Administrative Officer, at 905 837-6166.

Yours truly,

A handwritten signature in black ink that reads "Dan Mathieson". The signature is written in a cursive, flowing style.

Dan Mathieson
Chair, MPAC Board of Directors

Attachment

Copy Nicole McNeill

Municipal Property Assessment Corporation

Financial Statements
December 31, 2017



March 23, 2018

Independent Auditor's Report

To the Directors of Municipal Property Assessment Corporation

We have audited the accompanying financial statements of Municipal Property Assessment Corporation, which comprise the statement of financial position as at December 31, 2017 and the statements of operations, changes in net assets and cash flows for the year then ended, and the related notes, which comprise a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

PricewaterhouseCoopers LLP
PwC Tower, 18 York Street, Suite 2600, Toronto, Ontario, Canada M5J 0B2
T: +1 416 863 1133, F: +1 416 365 8215

PwC refers to PricewaterhouseCoopers LLP, an Ontario limited liability partnership.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Municipal Property Assessment Corporation as at December 31, 2017 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

PricewaterhouseCoopers LLP

Chartered Professional Accountants, Licensed Public Accountants

Municipal Property Assessment Corporation

Statement of Financial Position

As at December 31, 2017

(in thousands of dollars)

	2017 \$	2016 \$
Assets		
Current assets		
Cash	12,179	5,384
Investments (note 3)	10,227	8,112
Accounts receivable	6,024	4,226
Prepaid expenses	2,580	2,598
	<u>31,010</u>	<u>20,320</u>
Long-term investments (note 3)	69,288	70,174
Capital assets (note 4)	12,437	12,204
Intangible assets (note 5)	113	101
	<u>112,848</u>	<u>102,799</u>
Liabilities		
Current liabilities		
Accounts payable and accrued liabilities (note 14)	23,144	20,448
Current portion of employee future benefits (note 7)	22	2,310
Deferred revenue (note 6)	2,363	986
Lease obligations (note 10)	561	1,673
	<u>26,090</u>	<u>25,417</u>
Employee future benefits (note 7)	35,747	29,902
Lease liabilities	3,019	2,301
	<u>64,856</u>	<u>57,620</u>
Net Assets (note 8)		
Unrestricted fund	6,230	2,000
Reserve for working funds	25,858	31,832
Reserve for enumeration	1,515	715
Reserve for assessment update	2,400	-
Invested in capital and intangible assets	11,989	10,632
	<u>47,992</u>	<u>45,179</u>
	<u>112,848</u>	<u>102,799</u>

Commitments and contingencies (notes 9, 10 and 11)

Approved by the Board of Directors

 Director  Director

The accompanying notes are an integral part of these financial statements.

Municipal Property Assessment Corporation

Statement of Operations

For the year ended December 31, 2017

(in thousands of dollars)

	2017 \$	2016 \$
Revenue		
Municipal	201,240	196,045
Other	20,289	21,103
Interest	2,267	2,444
	<u>223,796</u>	<u>219,592</u>
Expenses		
Salaries and wages	129,298	128,746
Benefits	33,890	33,551
Supplier services	10,488	10,712
Facilities	10,207	10,457
Information technology	10,168	10,590
Royalties	6,594	7,854
Legal	4,693	5,380
Office and other	3,910	4,723
Postage	1,479	5,745
Fleet	894	822
Banking and insurance	848	913
Amortization of capital and intangible assets	5,638	4,650
(Gain) loss on disposal of capital assets	(49)	9
	<u>218,058</u>	<u>224,152</u>
Excess (deficiency) of revenue over expenses before change in fair value of investments	5,738	(4,560)
Change in fair value of investments	946	3,609
Excess (deficiency) of revenue over expenses for the year	<u>6,684</u>	<u>(951)</u>

The accompanying notes are an integral part of these financial statements.

Municipal Property Assessment Corporation

Statement of Changes in Net Assets

For the year ended December 31, 2017

(in thousands of dollars)

			2017	2016
	Invested in capital and intangible assets \$	Operating funds \$ (note 8)	Total \$	Total \$
Net assets - Beginning of year	10,632	34,547	45,179	22,083
Excess (deficiency) of revenue over expenses for the year	(5,638)	12,322	6,684	(951)
Remeasurements and other items on employee future benefits (note 7)	-	(3,871)	(3,871)	24,047
Purchase of capital and intangible assets	6,054	(6,054)	-	-
Disposal of capital and intangible assets	(171)	171	-	-
Repayment/retirement of lease obligation for vehicles accounted for as a capital lease	1,112	(1,112)	-	-
Net assets - End of year	11,989	36,003	47,992	45,179

The accompanying notes are an integral part of these financial statements.

Municipal Property Assessment Corporation

Statement of Cash Flows

For the year ended December 31, 2017

(in thousands of dollars)

	2017 \$	2016 \$
Cash provided by (used in)		
Operating activities		
Excess (deficiency) of revenue over expenses for the year	6,684	(951)
Add (deduct): Items not affecting cash		
Change in fair value of investments	(946)	(3,609)
Employee future benefits expense	2,229	2,296
Amortization of capital assets	5,586	4,607
Amortization of intangible assets	52	43
(Gain) loss on disposal of capital assets	(49)	9
Recognition/amortization of lease liability	(229)	(319)
	13,327	2,076
Changes in non-cash working capital		
Accounts receivable	(1,798)	(1,915)
Prepaid expenses	18	(236)
Accounts payable and accrued liabilities	2,696	3,260
Deferred revenue	1,377	265
	15,620	3,450
Investing activities		
Purchase of investments	(8,283)	(3,080)
Liquidation of investments	8,000	9,000
Purchase of capital assets	(5,990)	(1,519)
Proceeds on disposal of capital assets	220	171
Purchase of intangible assets	(64)	(124)
Receipt of lease liability	947	-
	(5,170)	4,448
Financing activities		
Repayment of lease obligations	(1,112)	(1,076)
Employee future benefits payments	(2,543)	(10,915)
	(3,655)	(11,991)
Increase (decrease) in cash during the year	6,795	(4,093)
Cash - Beginning of year	5,384	9,477
Cash - End of year	12,179	5,384
Supplementary cash flow information		
Non-cash transactions		
Acquisition of leased vehicles	-	(741)
Incurrence of lease obligations	-	741

The accompanying notes are an integral part of these financial statements.

Municipal Property Assessment Corporation

Notes to Financial Statements

December 31, 2017

(in thousands of dollars)

1 Description of business

Municipal Property Assessment Corporation (the corporation), formerly the Ontario Property Assessment Corporation, was incorporated effective January 1, 1998 and is a special act corporation under the Municipal Property Assessment Corporation Act, 1997 (Ontario). The corporation is responsible for providing property assessment services for municipalities in the Province of Ontario, as well as providing other statutory duties and other activities consistent with such duties as approved by its board of directors. All municipalities in Ontario are members of the corporation.

2 Summary of significant accounting policies

The financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations.

The significant accounting policies are summarized as follows.

Fund accounting

The corporation follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Contributions for the purchase of capital assets are deferred and amortized into revenue on a straight-line basis at a rate corresponding with the amortization rate for the related capital assets. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Financial instruments

The corporation records cash, accounts receivable, accounts payable and accrued liabilities and lease obligations initially at fair value and subsequently at amortized cost. Amortization is recorded on a straight-line basis.

Investments are recorded at fair value. Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. Financial assets are tested for impairment at the end of each reporting period when there are indications the assets may be impaired.

Capital assets

Capital assets are recorded at cost and are amortized using the straight-line method as follows:

Office equipment	5 years
Furniture and fixtures	5 years
Computer equipment	3 years
Small boats and vessels	3 years
Vehicles under capital lease	5 years

Leasehold improvements are also amortized on a straight-line basis over the term of the lease or ten years, whichever is less.

Municipal Property Assessment Corporation

Notes to Financial Statements

December 31, 2017

(in thousands of dollars)

Impairment of long-lived assets

The corporation reviews the carrying amount, amortization and useful lives of its long-lived assets regularly. If the long-lived asset no longer has any long-term service potential to the corporation, the excess of the net carrying amount over any residual value is recognized as an expense in the statement of operations.

Intangible assets

Intangible assets consist of computer software, which is recorded at cost and is amortized over up to three years.

The costs of developing in-house software are expensed as incurred.

Revenue recognition

Municipal revenue relates to assessment services and is recognized in the year in which the services are provided.

Interest income is recognized when earned.

Other revenues are recognized when the services have been provided and collection is reasonably assured.

Employee future benefits

The corporation has defined benefit plans that provide for post-retirement medical and dental coverage and special termination benefits for defined eligible employees. Certain investments have been internally restricted but not segregated to pay for post-retirement benefits.

The corporation adopted the following policies:

- The corporation accrues its obligations under defined benefit plans and the related costs when the benefits are earned through current service using the accounting valuation method.
- The cost of post-employment benefits earned by employees is actuarially determined using the projected benefit method pro-rated on service and management's best estimates of retirement ages of employees, expected health-care costs and dental costs. The accrued benefit obligation related to employee future benefits is discounted using market rates on high-quality debt instruments.
- Remeasurements and other items are composed of actuarial gains (losses) on the accrued benefit obligation and arise from differences between the actual and expected experience and from changes in the actuarial assumptions used to determine the accrued benefit obligation, past service costs and gains and losses arising from settlements and curtailments. Actuarial gains and losses arise when the accrued benefit obligations change during the year. The actuarial gains and losses and other remeasurements including plan amendments are recorded in the statement of changes in net assets when incurred.

Municipal Property Assessment Corporation

Notes to Financial Statements

December 31, 2017

(in thousands of dollars)

In addition, all employees of the corporation are part of a defined benefit multi-employer benefit plan providing both pension and other retirement benefits.

Lease liabilities

Lease liabilities include deferred lease inducements, which represent the free rent and improvement allowances received from landlords, and are amortized over the term of the lease, and step-rent liability, which represents the difference between the average annual rent over the term of the lease agreement and actual rent paid in the year.

Use of estimates

In preparing the corporation's financial statements, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates. Accounts requiring significant estimates include accounts payable and accrued liabilities, capital assets and employee future benefits.

3 Investments

Investments are primarily held within third party managed accounts, which invest independently while complying with general requirements of the corporation's investment policy statement.

Short-term investments consist of money market securities.

Long-term investments consist of Canadian fixed income and Canadian equity securities.

Included in investments is \$16,044 (2016 - \$3,791) in cash that is used for paying manager service fees and reinvesting into the investment portfolio. The breakdown of total investments by category is outlined below:

	2017 \$	2016 \$
Money market securities	10,227	8,112
Canadian fixed income	43,066	41,152
Canadian equity	26,222	29,022
	<hr/>	<hr/>
	79,515	78,286
Less: Current portion	10,227	8,112
	<hr/>	<hr/>
Long-term investments	69,288	70,174
	<hr/>	<hr/>

Municipal Property Assessment Corporation

Notes to Financial Statements

December 31, 2017

(in thousands of dollars)

The corporation internally restricts certain securities to fund employee future benefits. The breakdown of total investments by intended use is outlined below:

	2017 \$	2016 \$
General investments	29,128	27,448
Internally restricted	50,387	50,838
	<u>79,515</u>	<u>78,286</u>

4 Capital assets

			2017	2016
	Cost \$	Accumulated amortization \$	Net \$	Net \$
Office equipment	560	544	16	3
Furniture and fixtures	7,782	5,816	1,966	1,176
Computer equipment	12,033	10,310	1,723	1,429
Small boats and vessels	362	269	93	107
Leasehold improvements	18,820	10,749	8,071	7,509
Vehicles under capital lease	4,098	3,554	544	1,609
Assets under construction	24	-	24	371
	<u>43,679</u>	<u>31,242</u>	<u>12,437</u>	<u>12,204</u>

5 Intangible assets

			2017	2016
	Cost \$	Accumulated amortization \$	Net \$	Net \$
Computer software	5,369	5,256	113	101

6 Deferred revenue

	2017 \$	2016 \$
Business development unearned revenue and customer down payments	2,211	846
Other deferred amounts	152	140
	<u>2,363</u>	<u>986</u>

Municipal Property Assessment Corporation

Notes to Financial Statements

December 31, 2017

(in thousands of dollars)

7 Employee future benefits

The corporation has accrued an obligation for its post-employment benefits as follows:

Employees who transferred to the corporation from the Government of Ontario on December 31, 1998

- Employees who transferred to the corporation with less than ten years of service with the province will receive post-retirement group benefit coverage through the corporation for themselves and for their dependants' lifetimes. During the prior year, the benefit plan was amended so that the cost of these benefits is shared equally between the corporation and the employee for those employees that retire after January 1, 2018. The plan amendment resulted in a reduction in the accrued benefit obligation.
- Employees who transferred to the corporation with ten or more years of service with the province remain covered for post-retirement benefits by the Government of Ontario. The plan amendments did not impact this group of employees.
- Employees who transferred to the corporation are entitled to receive special termination benefits equal to one week of pay for each year of service up to a maximum of 26 weeks. During the prior year, the benefit plan was amended so that these benefits were substantially paid out by the end of 2017 for the years of service they have accrued up to January 1, 2016 for Ontario Public Service Employees Union employees and up to October 1, 2017 for management, instead of at the end of their employment with the corporation. The plan amendment resulted in a curtailment relating to the removal of future service accruals and salary increases. In addition, the plan amendment resulted in settlement payments, which were offset by an increase in the obligation due to the removal of discount impact of future payments.

Employees hired by the corporation after December 31, 1998

- These employees will receive post-retirement group benefit coverage for themselves and for their dependants through the corporation until age 65.

All employees

- The corporation is a Schedule II employer under the Workplace Safety and Insurance Act (Ontario), 1997 and follows a policy of self-insurance for all its employees. The obligation as at December 31, 2017 is \$992 (2016 - \$992) and is included in the total obligation below.

Municipal Property Assessment Corporation

Notes to Financial Statements

December 31, 2017

(in thousands of dollars)

Information about the corporation's accrued benefit obligations and accrued benefit liabilities is as follows:

	2017 \$	2016 \$
Accrued benefit obligations - Beginning of year	32,212	64,878
Current service costs	1,034	1,038
Interest on accrued obligations	1,195	1,258
Curtailment effects	-	(3,236)
Settlement effects	(2,289)	(7,643)
Plan amendments	-	(23,485)
Actuarial losses	3,843	67
Contributions	(226)	(665)
	<hr/>	<hr/>
Accrued benefit obligations - End of year	35,769	32,212
Less: Current portion	22	2,310
	<hr/>	<hr/>
Long-term accrued benefit obligations	35,747	29,902

Employee future benefits expense recorded in the statement of operations during the year is as follows:

	2017 \$	2016 \$
Current service costs	1,034	1,038
Interest on accrued obligations	1,195	1,258
	<hr/>	<hr/>
	2,229	2,296

Remeasurements and other items, consisting of curtailments, settlements, past service costs and actuarial gains and losses of \$3,871 (2016 - \$24,047), have been recognized directly in net assets.

The significant actuarial assumptions adopted in measuring the corporation's accrued benefit obligations are as follows:

	2017 %	2016 %
Discount rate	3.5	4.0
Health care inflation - grading down linearly to 4.5% (2016 - 4.5%) per year by 2030	6.8	7.1
Vision and dental care inflation	4.5	4.5

The date of the most recent actuarial valuation of the accrued benefit obligations was December 31, 2017.

The corporation paid \$24,948 (2016 - \$22,762) of employer and employee contributions to the defined benefit multi-employer benefit plan.

Municipal Property Assessment Corporation

Notes to Financial Statements

December 31, 2017

(in thousands of dollars)

8 Reserve funds and unrestricted fund

					2017	2016
	Unrestricted fund \$	Reserve for working funds \$	Reserve for enumeration \$	Reserve for assessment update \$	Total operating fund balance \$	Total operating fund balance \$
Fund balances - Beginning of year	2,000	31,832	715	-	34,547	9,340
Excess of revenue over expenses for the year	12,322	-	-	-	12,322	3,699
Remeasurements and other items on employee future benefits	(3,871)	-	-	-	(3,871)	24,047
Purchase of capital and intangible assets	(6,054)	-	-	-	(6,054)	(2,384)
Disposal of capital and intangible assets	171	-	-	-	171	180
Incurrence of lease obligation for vehicles accounted for as a capital lease	-	-	-	-	-	741
Repayment/retirement of lease obligation for vehicles accounted for as a capital lease	(1,112)	-	-	-	(1,112)	(1,076)
Inter-fund transfer to reserve for working funds	5,974	(5,974)	-	-	-	-
Inter-fund transfer to reserve for enumeration	(800)	-	800	-	-	-
Inter-fund transfer from reserve for assessment update	(2,400)	-	-	2,400	-	-
Fund balances - End of year	6,230	25,858	1,515	2,400	36,003	34,547

Municipal Property Assessment Corporation

Notes to Financial Statements

December 31, 2017

(in thousands of dollars)

Reserve for enumeration

This reserve fund was established to fund the costs associated with the preparation of preliminary voters' lists for municipal and school board elections. The corporation generally contributes \$800 annually to the reserve, but may vary the annual contribution with approval from the board of directors. The corporation will draw down the balance as expenses are incurred.

Assessment update reserve

This reserve fund was established to fund the costs associated with the assessment update. The corporation generally contributes \$2,400 annually to the reserve, but may vary the annual contribution with approval from the board of directors. The corporation will draw down on the balance as expenses are incurred. The next assessment update is expected in fiscal 2020.

9 Commitments

The corporation has commitments under various operating leases for property and vehicle leases. Minimum lease payments due in each of the next five years and thereafter are as follows:

	\$
2018	4,490
2019	4,016
2020	3,496
2021	3,103
2022	3,024
Thereafter	<u>8,875</u>
	<u>27,004</u>

The corporation is also committed to paying operating costs and property taxes on its various property leases.

10 Lease obligations

The corporation entered into several vehicle leases with an interest rate of between 2.9% to 3.1% that have a 12-month term. Although the leases are for one year, the corporation has the option to continue leasing the vehicles beyond the initial lease date on a month-to-month basis. On termination of the lease, the corporation has guaranteed a certain residual value of the vehicle to the lessor, depending on the ultimate lease term.

If the leases are terminated at the end of the fiscal year, the corporation estimates the required payment for the leases to be \$561 (2016 - \$1,673).

Municipal Property Assessment Corporation

Notes to Financial Statements

December 31, 2017

(in thousands of dollars)

11 Contingent liabilities and guarantees

The corporation has been named as a defendant in certain legal actions, in which damages have either been sought or, through subsequent pleadings, could be sought. The outcome of these actions is not determinable or is considered insignificant as at December 31, 2017 and, accordingly, no provision has been made in these financial statements for any liability that may result. Any losses arising from these actions will be recorded in the year the related litigation is settled.

In the normal course of business, the corporation enters into agreements that meet the definition of a guarantee, as outlined in the Chartered Professional Accountants of Canada Handbook. The corporation's primary guarantee subject to the disclosure requirements is as follows:

- The corporation enters into agreements that include indemnities in favour of third parties, such as purchase agreements, confidentiality agreements, leasing contracts, information technology agreements and service agreements. These indemnification agreements may require the corporation to compensate counterparties for losses incurred by the counterparties as a result of breaches of contractual obligations, including representations and regulations, or as a result of litigation claims or statutory sanctions that may be suffered by the counterparty as a consequence of the transaction. The terms of these indemnities are not explicitly defined and the maximum amount of any potential reimbursement cannot be reasonably estimated.

The nature of the above indemnifications prevents the corporation from making a reasonable estimate of the maximum exposure due to the difficulties in assessing the amount of liability, which stems from the unpredictability of future events and the unlimited coverage offered to counterparties. Historically, the corporation has not made any significant payments under such or similar indemnification agreements and, therefore, no amount has been accrued in the statement of financial position with respect to these agreements.

12 Risk management

Market risk

The corporation's investments are susceptible to market risk, which is defined as the risk the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. The corporation's market risk is affected by changes in the level or volatility of market rates or prices, such as interest rates, foreign currency exchange rates and equity prices. The corporation is subject to cash flow interest rate risk due to fluctuations in the prevailing levels of market interest rate sensitive investments. The risk is mitigated through the corporation's investment policy, which requires investments to be held in high grade, low risk investments.

Credit risk

Credit risk arises from the potential a counterparty will fail to perform its obligations. The corporation is exposed to credit risk from banks and debtors. The risk is mitigated in that the corporation conducts business with reputable financial institutions and its debtors are mainly entities within a level of the provincial government.

Municipal Property Assessment Corporation

Notes to Financial Statements

December 31, 2017

(in thousands of dollars)

Liquidity risk

Liquidity risk is the risk the corporation will not be able to meet its financial obligations as they come due. The corporation manages liquidity through regular monitoring of forecasted and actual cash flows.

13 Credit facility

The corporation has an unsecured credit facility of \$5,000 to be used for its operations, which is renewable annually. As at December 31, 2017, this facility has not been used.

14 Government remittances

Government remittances consist of workplace safety insurance, sales taxes and payroll withholding taxes required to be paid to government authorities when the amounts come due. In respect of government remittances, \$2,824 (2016 - \$2,648) is included in accounts payable and accrued liabilities.



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60
Years

Web: www.cloca.com
Email: mail@cloca.com

March 23, 2018

Forwarded by email: Nisha.shirali@ontario.ca; WatershedPlanning@ontario.ca

Ms. Nisha Shirali, Senior Policy Analyst
Ministry of the Environment and Climate Change
Policy and Program Division, Environmental Policy Branch
40 St Clair Avenue West, Floor 10
Toronto ON M4V 1M2

Subject: Central Lake Ontario Conservation Authority Comments on the Province's Watershed Planning Guidance: EBR Registry Number 013-1817; CLOCA File IMS WSWG1

Dear Ms. Shirali:

The Central Lake Ontario Conservation Authority (CLOCA) appreciates the opportunity to provide feedback and comments on the draft document entitled *Watershed Planning in Ontario: Guidance for Land Use Planning Authorities* posted on the Environmental Registry (EBR 013-1817). General and detailed comments on the draft Guidance document are appended to the CLOCA Board of Directors Authority Board Report #5567-18, approved by Resolution #27/18 on March 20, 2018, and attached to this correspondence.

Should you have any questions or require clarification on any of the comments contained within attachment, please contact me.

Sincerely,

Heather, Brooks, MCIP, RPP
Director, Natural Heritage and Watershed Planning
HB/ms
Attach.

cc: Chris Lompart, Ministry of the Environment and Climate Change (chris.lompart@ontario.ca)
Jennifer Keyes, Ministry of the Environment and Climate Change (Jennifer.keyes@ontario.ca)
Ralph Walton, Clerk, Regional Municipality of Durham (ralph.walton@durham.ca)
Alex Harras, Manager of Legislative Services/Deputy Clerk, Town of Ajax (alexander.harras@ajax.ca)
Debbie Shields, Clerk, City of Pickering (clerks@pickering.ca)
Sandra Kranc, Clerk, City of Oshawa (clerks@oshawa.ca)
Chris Harris, Clerk, Town of Whitby (harrisc@whitby.ca)
Anne Greentree, Clerk, Municipality of Clarington (agreentree@clarington.net)
J.P. Newman, Clerk, Township of Scugog (jnewman@scugog.ca)
Debbie Leroux, Clerk, Township of Uxbridge (dleroux@town.uxbridge.on.ca)

Healthy watersheds for today and tomorrow.

100 Whiting Avenue, Oshawa, ON L1H 3T3
Tel: (905) 579-0411. Fax: (905) 579-0994



Member of Conservation Ontario

REPORT

CENTRAL LAKE ONTARIO CONSERVATION AUTHORITY

DATE: March 20, 2018
FILE: WWWG1
S.R.: 5567-18
TO: Chair and Members, CLOCA Board of Directors
FROM: Heather Brooks, Director, Watershed Planning & Natural Heritage
SUBJECT: **Watershed Planning in Ontario Guidance for Land-Use Planning Authorities – February 2018 Draft**

APPROVED BY C.A.O. 

Background

On July 1st, 2017, the Growth Plan, the Greenbelt Plan and the Oak Ridges Moraine Conservation Plan took effect. These plans require municipalities to undertake watershed and subwatershed planning to inform key land use planning and infrastructure decisions. In addition, the Provincial Policy Statement (2014) requires planning authorities to protect, improve or restore the quality and quantity of water by using the watershed as the ecologically meaningful scale for integrated and long-term planning and for the consideration of the cumulative impacts of development. Supporting implementation of these policies, the Province committed to provide guidance for watershed planning by 2018. Recently released for review and comment on the EBR is the document “Watershed Planning in Ontario Guidance for Land-Use Planning Authorities (February 2018-Draft)”. Comments are to be submitted by April 7, 2018.

In early 2017, the Ontario Ministries of the Environment and Climate Change and Natural Resources and Forestry initiated the preparation of this guidance document with release of project terms of reference and a description of the consultation process. Consultation included participation of a “Watershed Engagement Group (WEG)” with representation from upper and single tier municipalities, ENGO’s, NGO’s, provincial ministries, and Conservation Ontario representatives. CLOCA is a member of the WEG and has been actively involved in the consultation process to date which has included a survey response, interviews, preparation of comments on the draft table of contents, input and attendance at a September 2017 and February 2018 workshops, and review and comment on the draft guidance document posted on the EBR (Attachment 1).

The Draft Guidance Document

The draft Watershed Planning in Ontario Guidance for Land-Use Planning Authorities (February 2018-Draft) is available on the EBR http://www.downloads.ene.gov.on.ca/envision/env_reg/er/documents/2018/013-1817_DraftGuidance.pdf. This document identifies components necessary to consider and include when developing a watershed plan including; characterizing the existing conditions of the watershed, consideration of anticipated changes and watershed stressors, effective consultation, development of the watershed plan and recommendations, watershed plan implementation, monitoring and adaptive management. The key audience for this guidance document are municipalities with a specific focus on fulfilling the legislative requirements of the PPS, Growth Plan, Greenbelt Plan and Oak Ridges Moraine Conservation Plan. Although the focus of this document is on municipal use, particularly to inform urban growth decisions, it is the province’s intent that this guidance document also provide direction in the preparation of a watershed plan anywhere in Ontario.

Discussion

General Comments on Draft Guidance Document

Notably missing from this guidance document is identification of the **valuable role conservation authorities provide in watershed planning** and recognition that management at a watershed scale has traditionally been undertaken by conservation authorities. It is acknowledged that within the province, there are large areas without conservation authority representation, yet in the vast majority of settlement areas and growth areas, conservation

Cont’d

authorities are present. Within southern and central Ontario conservation authorities have significant expertise in watershed planning and watershed management, and have developed partnerships with municipalities supporting the preparation and delivery of watershed plans. In accordance with the Conservation Authorities Act “the organization and delivery of programs and services that further the conservation, restoration, development and management of natural resources in watersheds in Ontario” is provided for by CAs. In fulfilling this purpose, conservation authorities have developed watershed systems expertise; expertise which is shared with municipalities. Conservation authorities have other roles and responsibilities which inform watershed planning and support implementation. These include administration of Section 28 of the Conservation Authorities Act, responsibility for fulfilling the provincial interest with respect to natural hazards (Section 3.1 of the PPS), and as a public commenting body in accordance with the Planning Act. Conservation authority expertise and contribution in the development of watershed plans will ensure that watershed plan recommendations and implementation of the above roles and responsibilities are harmonized. CAs have developed partnerships with a range of watershed stakeholders including local government and other government agencies, community groups, academic institutions, residents and businesses. Implementing watershed plans requires actions often beyond the scope of many municipalities and the ability of conservation authorities to develop and continue to foster watershed partnerships can support implementation of watershed plan recommendations.

This document is very much focused on providing guidance to support municipalities in fulfilling their legislative requirements with respect to watershed planning. With this focus, the document **lacks consideration of the broader importance and co-benefits of watershed planning**. Currently lacking is the need to understand and document the full scope of ecological systems. In addition to documenting existing and future anthropogenic water resource needs, the requirements to examine and assess ecological resource needs and stresses should be strengthened. This watershed guidance document could do a better job in providing information and content which furthers the importance of identifying natural heritage resources within a watershed and the interrelationship of these resources with the water regime, land use and mitigating watershed stressors. These are also important considerations in the development and evaluation of watershed management scenarios. The value of natural heritage system planning activities in supporting land use budgeting, growth management, and mitigating impacts of growth, climate change and other watershed stressors should be included. Also, this draft guidance does not sufficiently acknowledge that watershed plans can be more than just a municipal land use decision support tool. Watershed plans can support natural resource management and use decisions as well as informing many different programs and services including recreation, education, stewardship and outreach. As such, a greater emphasis in the guidance document is needed to reflect the fact that watershed plans reveal the local conditions and as such the development of watershed plans can place greater emphasis on specific or additional components in order to address specific watershed conditions or future watershed stressors. This would ensure the development of a plan and recommendations which support management activities directed at these specific watershed stressors.

With the great emphasis currently placed on climate change, climate mitigation and adaptation, it was surprising that there was not more consideration of the **important role of climate change in watershed planning** in the guidance document. Further elaboration, specifically with regard to consideration of climate change in the development of scenarios and incorporation of recommendations supporting climate change adaptation measures is recommended.

The draft guidance document **does not sufficiently communicate the importance of a meaningful and robust watershed monitoring program** that provides the data, analysis and assessment necessary to inform watershed conditions, stresses, cumulative impacts and performance monitoring. Watershed planning is best supported by a long term monitoring program and the need for which should be identified early in the document so that the importance and timing of this work and its relationship to watershed planning is clearly understood.

More fulsome and detailed comments on the draft guidance document are contained in Attachment 1 to this report.

CLOCA's Watershed Planning Program

CLOCA has considerable experience in watershed planning, management and implementation. In fact, the draft guidance document makes 3 references to CLOCA's watershed planning program and watershed plans as model practices. This year CLOCA has received Regional support to initiate a 5 year update to the watershed plans. Upon review of the draft guidance document it would appear that CLOCA's watershed program is generally consistent with the requirements and criteria identified. This will be verified once discussions are held with Regional Planning Staff. To this point, CLOCA and the other Durham Region CAs will be meeting with Regional Planning Staff to discuss the guidance document and strategies for ensuring consistency of the watershed planning program. The results of these discussions may have implications on the update to CLOCA's watershed plans. Staff will report to the Board of Directors to seek direction if significant changes to CLOCA's workplan are required.

Conclusion

The health of our communities and watershed health are linked and recent changes to Ontario legislation acknowledges this, requiring that watershed planning be completed to inform municipal growth and infrastructure related decisions. The "Watershed Planning in Ontario Guidance for Land-Use Planning Authorities February 2018 - Draft" provides information necessary to support municipalities in fulfilling these legislative requirements. However, there are a number of gaps in this draft guidance document including the noticeable lack of recognition of conservation authority work in this field and the specialized expertise that conservation authorities have which can continue to be fostered through municipal partnerships. Also noted is the lack of recognition of the need for a meaningful and robust watershed monitoring program to provide the information necessary to support watershed planning recommendations. Consideration of the broader importance and co-benefits of watershed planning is also lacking. Addressing these missing components in the final guidance would improve the document. Additional comments for consideration are contained in Attachment 1 to this report. CLOCA has provided these comments to Conservation Ontario for inclusion in their consolidated submission to the province. It is also CLOCA's intention to submit these comments directly to the EBR prior to the April 7th, 2018 submission deadline. CLOCA has considerable watershed management experience which we have shared with our municipal partners. With the support of Durham Region and the local municipalities, CLOCA will continue to actively implement our watershed planning program.

Auth. Res. #27/18, dated March 20, 2018

"THAT Staff Report #5565-18 be received;

THAT the Authority endorse CLOCA's comments as contained in Attachment 1 to this report and that they be submitted in response to the EBR consultation; and

THAT a copy of CLOCA's comments be forwarded to the Region of Durham and local municipalities."

CARRIED

ATTACH.

HB/bb

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CLOCA COMMENTS ON WATERSHED PLANNING IN ONTARIO – GUIDANCE FOR LAND-USE PLANNING AUTHORITIES (February 2018 – Draft)

March 2, 2018

Section	Comment
General Comments	Notably missing from this guidance document is the valuable role conservation authorities provide in watershed planning and recognition that management at a watershed scale has traditionally been undertaken by conservation authorities. Further detailed comments are provided in Section 2.7. It is recommended that additional text highlighting the role of conservation authorities be added to the guidance document. It is also recommended that an appendix containing the contact information for all Conservation Authorities be incorporated in the guidance document.
	The draft guidance document does not sufficiently communicate the importance of a meaningful and robust watershed monitoring program which provides the data, analysis and assessment necessary to inform watershed conditions, stresses, cumulative impacts and performance monitoring. Watershed planning is best supported by a long term monitoring program and the need for which should be identified early in the document so that the importance and timing of this work and its relationship to watershed planning is clearly understood.
	With the great emphasis currently placed on climate change, climate mitigation and adaptation, it was surprising that there was not more consideration of the important role of climate change in watershed planning in the guidance document. Further elaboration, specifically with regard to consideration of climate change in the development of scenarios and incorporation of recommendations supporting climate change adaptation measures is recommended. Additional detailed comments in this regard are provided in Section 6.4 below.
	This document is very focused on providing guidance to support municipalities in fulfilling their legislative requirements with respect to watershed planning. With this focus, the document lacks consideration of the broader importance and co-benefits of watershed planning . Currently lacking is the need to understand and document the full scope of ecological systems. At the very least, this document should require that ecological water resource needs and stresses also be assessed, in addition to documenting existing and future anthropogenic water resource needs. The guidance document should also provide reference to the fact that watershed plans can place greater emphasis on specific or additional components in response to specific watershed conditions or future watershed stressors, ensuring the development of recommendations supporting appropriate management for these specific watershed stressors. Also, this draft guidance does not sufficiently acknowledge that watershed plans can be more than just a municipal land use decision support tool. Watershed plans can support natural resource management and use decisions as well as informing many different programs and services including recreation, education, stewardship and outreach.
	There is no information in this guidance that identifies the types of governance options municipalities can consider in undertaking this type of comprehensive study. For instance, a municipality can engage or contract the local Conservation Authority (where available) to undertake the work. In areas of the province where there are no Conservation Authorities, a municipality could hire consultants, engage local environmental agencies, or develop in-house expertise and utilize municipal staff to complete the work.
	Reference is often made to other documents and technical papers. It is recommend that a statement be included speaking to the currency/relevancy of technical documents and standards noting that these documents may be superseded by other documents, guidance, standards or improved knowledge and as such, the most recent information/documentation regarding standards, guidance, etc will be referenced/utilized/applied. Reference is often made to the ORMCP Technical Papers. These papers were developed to support the watershed planning requirement of the ORMCP. The policies, provisions and technical guidance provided by these documents are well suited for implementation in any watershed in the province, regardless of proximity to or within the ORM. It is suggested that a statement be added that recommends these ORM technical guidance documents are valuable resources and that they be referenced when preparing watershed plans, regardless of the watershed's location. Some of the documents referenced in the text are not identified or included in the reference section (ie) "Delineation of Significant Groundwater Recharge Areas Supplemental Technical Guide" prepared by MNR and North Bay Mattawa CA.
	2.0 Introduction

Section	Comment
<p>2.1 Watershed Planning Process</p>	<p>Pg. 7 – the summarization of the watershed planning process is missing some key components including consultation and preparation of an implementation plan.</p> <p>Pg. 7 – the description of the phases and subheadings here better reflects the watershed planning process and framework than the details contained on page 8 – for example; many of the bulleted items identified in Phase 2 on page 8 are components needed to document the existing characteristics of the watershed; work that is conducted in Phase 1.</p> <p>Phase 1: Pg. 8 – It is noted that identification/confirmation of targets may rely on completion of watershed characterization work in Phase 1. Often, confirmation of targets are verified during Phase 2 and the identification of opportunities for enhancement/rehabilitation cannot be completed until the modeling scenario work of Phase 2 is conducted.</p> <p>It is recommended that where a watershed plan is being updated, the work should focus on documenting the significant changes which have occurred within the watershed.</p> <p>Phase 2 – Pg. 8 – the description of Phase 2 work does not identify the scenario modelling work or confirmation of the targets. Rather it focuses on much of the work required to fulfilling those watershed planning elements specific to the 4 planning documents. As a result of this focus, one could interpret that the work of Phase 2 does not apply if the watershed is not within the boundaries of any one of the 4 planning documents. To resolve this potential mis-interpretation, it is recommended that the last sentence in Phase 2 “The scope of work undertaken in Phase 2 will depend on local watershed conditions, work already completed on a watershed basis, the applicable policy context, and identified issues and goals.” be moved so that it is the first sentence in this section.</p> <p>Phase 3 – Pg. 8 & 9 – A statement at the beginning of this section should be “that the watershed plan work conducted may include, but is not limited to the items listed”.</p> <p>It should clearly be stated that the implementation strategy is developed to implement the recommendations of the watershed plan. Some of the information identified to be included within the implementation strategy is too detailed and/or time sensitive for incorporation within a watershed plan, even the implementation strategy. It is recommended that this type of detailed and time sensitive information be documented in a separate report, one that can be updated, revised and adapted on a regular basis, even yearly if needed.</p>
<p>2.2 Principles</p>	<p>The first principle listed is the Ecosystem Based Approach. This approach is concerned with the linkages between all components of the ecosystem, recognizing the interrelationship between land, water, and all living resources. To this end, this watershed guidance document could do a better job in providing information and content which furthers the importance of identifying natural heritage resources within a watershed and the interrelationship of these resources with the water regime, land use and mitigating watershed stressors. It is also an important consideration in the development and evaluation of watershed management scenarios. This should also include the value of natural heritage system planning activities in supporting land use budgeting, growth management, and mitigating impacts of growth, climate change and other watershed stressors.</p>
<p>2.7 Roles and Coordination</p>	<p>Pg. 22 – The role of Conservation Authorities is notably missing from the document. It is recommended that the following content regarding Conservation Authority Role be added.</p> <p>Conservation Authority Role</p> <p>Management at a watershed scale has traditionally been undertaken by conservation authorities, where they exist. In southern Ontario, particularly in the Greater Golden Horseshoe area, conservation authorities have experience in watershed management, and that partnerships between municipalities and conservation authorities should continue to support the preparation and delivery of watershed plans.</p> <p>Conservation authorities are organized on a watershed basis and as stated in the Conservation Authorities Act, they “provide for the organization and delivery of programs and services that further the conservation, restoration, development and management of natural resources in watersheds in Ontario”. In fulfilling this purpose, conservation authorities have developed watershed systems expertise; expertise which is shared with municipalities. Within and outside of the Greater Golden Horseshoe area, many conservation authorities have significant experience undertaking watershed and subwatershed planning; informing the management of watershed resources and supporting municipal land use planning decisions.</p> <p>Conservation authorities have other roles and responsibilities which inform watershed planning and support implementation. These include administration of Section 28 of the Conservation Authorities Act, responsibility for fulfilling the provincial interest with respect to natural hazards (Section 3.1 of the PPS), and as a public commenting body in accordance with the Planning Act. The contribution</p>

Section	Comment
	<p>of conservation authority expertise in the development of watershed plans will ensure that watershed plan recommendations and implementation of the above roles and responsibilities are harmonized. Implementation of watershed plans requires actions often beyond the scope of many municipalities. Conservation authorities have developed partnerships with a range of watershed stakeholders including local government and other government agencies, community groups, academic institutions, residents and businesses. The ability of conservation authorities to develop and continue to foster these partnerships can support implementation of watershed plan recommendations.</p> <p>Municipal Role -Pg. 22 & 23 – if the above Conservation Authority Role content is added, it is recommended that reference to Conservation Authorities within the Municipal Role text be edited and/or removed. If a discreet section for the role of Conservation Authorities is not added, then it is recommended that the words “at municipal discretion” contained in the 2nd paragraph on page 22 be deleted.</p>
2.8 Equivalency & transition Provisions	<p>It seems that this section has been truncated as there are not any transition provisions provided.</p>
4.2 Identification of the Water Resource System	<p>How to do it? Step 1 – Pg. 36 – The last sentence of this section should be amended to reflect availability of local information by adding to the end of the sentence the words “and can be refined to reflect local NHS mapping and expertise”.</p> <p>How to do it? Step 2 – Pg. 37 - the 2nd and 3rd paragraphs are somewhat repetitive and can be consolidated into one paragraph.</p> <p>The 4th paragraph on Pg. 37 is dedicated to the identification of significant ground water recharge areas with reference to a document that cannot be found online. This is unfortunate, but easily corrected. As noted in the text, the referenced technical document was prepared in support of source water protection and protecting municipal drinking water. There is other work that can be referenced including work that identifies significant recharge areas which support ecologically important groundwater discharge zones – specifically streams, wetlands, seeps and springs. Referred to as Ecologically Significant Groundwater Recharge Areas (ESGRAs); CLOCA has completed ESGRA mapping and this work can be found on the CLOCA website:</p> <p>http://cloca.ca/resources/Groundwater/CLOCA%20ESGRA%20Final%20Report%20-%20Earthfx%20-%20May%202014.docx</p> <p>Step 4 – Pg. 38 – reference is made to the NHS for the Growth Plan. This is a regional NHS and in areas where the landscape is fragmented by land use and/or impacted by growth, the NHS criteria is impossible to satisfy; particularly the identification of core areas and linkages. Also, this NHS was developed for the Growth Plan and excluded settlement areas from the methodology. It is recommended that the guidance document suggest that the regional NHS may be useful as a baseline or framework, but that reference to locally developed NHS is recommended.</p> <p>Watershed Information Sources – Pg. 39 –Add Conservation Authority NHS mapping and methodologies to the list.</p>
4.3 Characterization of Existing Conditions	<p>What is it? Pg. 39 & 40 – Suggest identifying current pressures, existing land use and historical land use in the items to be included in watershed characterization. Incorporating historical land uses facilitates the identification of previous resource uses, previous stressors and specific items like in-stream barriers and stream realignments, useful in documenting existing characteristics as well as future restoration opportunities.</p> <p>What is it? Pg. 40 - the last bullet states that “constraints” be identified including floodplains, wetlands, forests, habitat, etc. Recommend that the word “constraints” be revised to the following phrase - “hazards, natural heritage features & functions”.</p> <p>How to do It? – Step 2 -Pg. 41-there should be information added specifying that the monitoring program be developed, maintained, managed and reported on by professionals experienced in carrying out this work.</p> <p>How to do It? – Step 2 -Pg. 42 – Many of the information sources listed under “Baseline Data, Conditions, and Indicators” provide inadequate sampling. It is important that there be a statement included noting that monitoring must be conducted in accordance with scientific and recognized protocols and practices.</p> <p>How to do It? – Step 2 -Pg. 43 & 44 – In the table describing data typically used there is no groundwater information included. Also, 3 of the Data Types listed for Waterbody and Watershed Conditions need to be better referenced. For instance, it is unclear as to what is a 305(b) report or existing TMDL reports.</p>

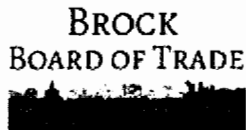
Section	Comment
	How to do It? – Step 2 –Pg. 46 – Sources of Available Baseline Data should include local sources such as Conservation Authorities.
5.0 Setting the Vision Goals Objectives & Targets	It should be clearly stated that target setting for watershed plans shall be based upon watershed characterization and complimentary to provincial guidance. Why is it important? Pg. 49 – Vision, goals and objectives are mentioned in the first paragraph. Targets should also be mentioned in this paragraph. It is also important to recognize that the vision, goals, objectives and targets need to be reviewed at future updates and adapted/revised accordingly.
6.0 Identifies watershed components	Pg. 54 - Not every component listed may be applicable in all watersheds and there may be other components beyond those listed which may be of relevance in some watersheds such as historical land use impacts, identified or predicted watershed stressors. It is recommended that the final sentence in this section be adapted to reflect that local circumstances will define the watershed components/elements necessary to study.
6.1 Water Conservation Plans	Pg. 61-this section could benefit from elaboration on the importance of water conservation for BOTH human and ecosystem use/needs. Defining Conservation Needs -Pg. 62 –the development of a water use profile and forecast requires further explanation to ensure that human and ecological/natural needs are identified, evaluated, discussed and appropriate recommendations supporting conservation identified.
6.1 Water Reclamation-	Water & Energy Conservation Guidance Manual for Sewage Works - Pg. 64 – It is assumed that reference made to Chapter 4 is to the Water & Energy Conservation Guidance Manual. As such, it is recommend term “Guidance Document” after the words “Chapter 4 of this...” is revised to “Guidance Manual” better reflecting reference to the Manual for Sewage Works.
6.2 Water Quality & Nutrient Load Assessment	Pg. 65- Recommend Reference CCME (Canadian Council of Ministers of the Environment) for water quality parameters as it provides parameters specific to aquatic life.
6.2 Rural Non-Point Source	Pg. 69 & 70-Recommend references be provided to the many documents the Ministry of Agricultural, Food and Rural Affairs have offering BMPs to reduce erosion, soil loss, chemical and nutrient loading in water courses, including “Soil Health in Ontario”.
6.2 Urban Nonpoint Source	Pg. 71-It is recommended including the development of long term maintenance and retrofit plans for stormwater infrastructure by municipalities.
6.3 Natural Hazards	Why is it important? -Pg. 74 & 75 – It is stated that CA’s “have been delegated a commenting responsibility for the Natural Hazard policies”. In fact, MNRF has delegated to CAs the responsibility for representing the “Provincial Interest” for natural hazard policies (s.3.1) of the Provincial Policy Statement (PPS) (2014) under the <i>Planning Act</i> through a Memorandum of Understanding between the MNRF, the Ministry of Municipal Affairs and Conservation Ontario. It is recommended that the guidance document wording be revised. In addition, it is recommended a statement be added that CA’s, through administration of their regulations, must be satisfied that development is not at risk from natural hazards. MNRF Technical Guide - Pg. 75 - In the 2 nd paragraph on page 75 the tools to map floodplains are mentioned, including using the services of CA’s. Suggest remove the wording “but are not required to do so” at the end of the 2 nd paragraph. This work is better characterized as a shared responsibility between the CAs and municipalities. Floodplain Study Tasks -Pg. 75 & 76 - There is no mention of climate change considerations. Taking into account climate change predications is vitally important in the development of hazard mapping and as such should be added within this section. Climate Change: Risks for Infrastructure and Land Use Planning – Pg. 78 – here the emphasis is placed on considering potential impacts of climate change during development review and land use planning, when in fact it should be conducted during watershed planning with the opportunity to further scope this work at the development review stage if possible/necessary.
6.4 Climate Change & Watershed Mngt	More development of this section to provide guidance would be appreciated. One recommendation is for elaboration upon considering various climate change models on land use, water resources and natural resource management. Discussion about incorporating opportunities associated with climate change adaptation measures is also recommended. Section 6.4 essentially describes scenario modeling for climate change considerations and would benefit from better description in this regard. For instance, a scenario could be modelled for the existing climate conditions and impact on the watershed’s existing conditions, the impacts of moderate climate change projections on existing conditions and the impacts of worst case scenario on watershed conditions. The impacts of these 3 climate change considerations on watershed

Section	Comment
	<p>conditions when climate adaptation measures are implemented such as alternative land uses, water resource management and natural resource management activities, should also be considered.</p> <p>Step 1- Pg. 82 – It is recommended that the subheading for this Step include “water & natural resources”. Overall, the Step 1 discussion is very high level and could benefit from links to or references to relevant documents for each of the subject matters. This section should also provide more detail speaking to the consideration of the impacts of climate change on water and natural resources.</p> <p>Step 2 Pg. 83 –Consideration of the influence that different water and natural resource management measures may have on climate change impacts should be included.</p> <p>Step 3 Pg. 85 –the list of 4 items (bullets) to consider impacts of climate change on long term water management does not specifically include management of watershed ecological resources or the use of adaptation measures such as LIDs in the evaluation of climate change on long-term water management.</p>
<p>6.5 Connections to Natural Systems</p>	<p>“Why is it Important?” Pg. 87 – recommend that more emphasis be placed on the vital relationship between water resources and natural heritage resources and vice-versa.</p> <p>States that “Watershed planning at the upper-tier and single-tier municipal levels should be integrated with the province’s regional NHS approach.” It is recommended that additional clarification be provided that municipal NHS mapping can be more detailed than the province’s NHS mapping, better reflecting local information and locally important natural resources. It is also recommended that it be identified that other mapping resources, such as conservation authority NHS mapping can be utilized.</p> <p>Discussion with respect to the Growth Plan and Greenbelt Plan NHS policies is provided. It is recommended that some additional discussion be provided in this paragraph that addresses the need for identification of a local NHS within settlement areas in the Growth Plan and Greenbelt Plan.</p> <p>Step 2 – Pg. 88 - reference is made to the provincial Regional NHS for the Growth Plan for guidance in identifying core and linkages. As already noted in comments provided on Section 4.2 Step 4, this methodology is not practical for southern Ontario where there exists significant growth pressures and the landscape is quite fragmented.</p> <p>-the overall discussion for the identification of NHS is quite simplistic and really does not do justice to the extensive modelling and evaluation work that is conducted to map a NHS. Recommend that links be provided to some methodologies other than the provincial Growth Plan Technical Guidance.</p>
<p>6.6 Cumulative Effects Assessment</p>	<p>This section is very detailed and does not effectively relate this work with watershed planning. In fact watershed planning is essentially cumulative effects assessment and as such, this whole section should be better woven into the document rather than a stand-alone section.</p> <p>Pg. 93 & Pg. 98 there is reference to a provided figure, but in both cases, the figure is not included in the document.</p>
<p>6.7 Assessment of Land Use & Management Scenarios</p>	<p>Step 2 Pg. 105- identifies that impervious surfaces should be identified and mapped in addition to mapping natural hydrologic and heritage features. It is recommended that mapping impervious surfaces be conducted in Step 1 where the focus is mapping anthropogenic land uses.</p> <p>Step 3 Pg. 105 & 106 - identifies that management actions and alternatives are to be determined. On page 106 it is suggested that technical guidance for rehabilitation can be provided. Providing BMPs is something that watershed plans should be offering. However, details regarding technical drawings, restoration prioritization and resource needs (budget and timing) is better dealt with in a supplemental to the watershed plan such as an action plan. In my experience, this detailed information is too specific to be included in a watershed plan and can result in significantly bogging down the watershed plan preparation and finalization process. It will also result in the watershed plan containing details and figures that can quickly become dated or no longer applicable due to advances in technology and science.</p> <p>Step 4 – Costs and Benefits –Providing an example or two where cost benefit analysis (valuing natural areas) has been undertaken would be helpful.</p> <p>It is recommended that this be a component of watershed planning that is optional.</p>
<p>7 Implementation</p>	<p>This is a crucial section in the guidance document as it is meant to describe the final watershed plan product. Unfortunately this entire section (7.1, 7.2 & 7.3) is confusing and disjointed, often blending the discussion regarding the watershed plan with watershed plan implementation and at times introducing the topic of monitoring and adaptive management, which is discussed in more detail in Section 8. For example, the section How to do it? on Pg. 112, starts by briefly describing the key components of a watershed plan and then shifts to providing details associated with developing an</p>

Section	Comment
	<p>implementation plan including describing considerations in development of an implementation plan. Additional work is needed to ensure this component of the guidance document is clear and concise. A suggestion is to have Section 7 mimic the framework of a final watershed plan document. For instance, the first portion of this section could be dedicated to facilitating the summarization of the watershed characterization and methodologies used. This could be followed by a second component which identifies watershed goals and targets in addition to the watershed plan recommendations to achieve watershed goals and targets. Lastly, including a description informing the preparation of an implementation plan and a monitoring and evaluation plan would complete the description of a final watershed plan document.</p> <p>Specific comments:</p> <p>The title of Section 7 should be “Completion of Watershed Plans and Implementation”. This would identify the duo purpose of this section which is 1) completion of the watershed plan including synthesizing the background work and findings, identification of targets to be achieved, and provision of recommendations to achieve those targets, and 2) identification of the actions or work required to implement watershed plan recommendations.</p> <p>Pg. 111- The table of contents example does not identify the natural heritage features and functions that would be identified and assessed in the watershed conditions. Nor does the table of contents include a section to describe the analysis and scenario development and assessment work of watershed planning.</p> <p>Pg. 115 – the description of why municipalities must conduct watershed planning is missing some key considerations including ensuring a sustainable watershed with available resources for future generations in addition to safeguarding the watershed’s ecological resources.</p>
Appendix	Add an appendix which includes the contact information for all the Conservation Authorities in Ontario and include a map showing the watersheds managed by Conservation Authorities.

Durham Region Joint Chambers and Boards of Trade

April 30, 2018



Regional Chair Gerri Lynn O'Connor
The Regional Municipality of Durham
605 Rossland Road East
Whitby, Ontario L1N 6A3

Dear Ms. O'Connor,

The population of the Region of Durham is expected to nearly double in the next 25 years to 1.2 million people. In order to keep people and goods moving into, out of and through the region, transportation priorities must be set now. With that in mind, on April 24, 2018, joint Chambers of Commerce and Boards of Trade of Durham Region, representing nearly 3,000 businesses, invited stakeholders to discuss the transportation issues facing Durham.

Participants represented diverse organization sizes, geographic locations, and sectors, including industrial, construction, manufacturing, transportation, distribution, agri-business and service, as well as health care and post secondary. They came together with the Chambers and Boards of Trade on four main topics; Road Infrastructure Needs, Public Transit Needs, Access to Airports/Ports and Change Preparation – Innovation in Transportation/Transit. We believe that the following policies will help to support large scale economic development in our region:

- Durham Region businesses speak with a unified voice.
- All levels of government (municipal, regional, provincial, and federal) must work together proactively to create a master inter-modal transportation infrastructure plan, which includes short-term and long-term goals, and reflects individual municipal plans in the simultaneous build out of residential and commercial developments.
- Transportation planning should be coordinated with other significant growth plans (i.e. the Greenbelt plan, Places to Grow, conservation authority plans etc.)
- Transportation infrastructure planning must include cost to sustain/maintain the planned build-out.

Durham Region Joint Chambers and Boards of Trade

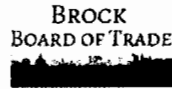
- Priority must be given to further expanding and investing in our assets, including Highways 401, 404, the Oshawa Executive Airport, the Pickering Airport Lands, and the Port of Oshawa.
- Durham Region has invested in the expansion of Taunton Road westward. Toronto and York Region must complete the expansion of Steeles Avenue to allow for the smooth flow of people and goods along this important artery, especially in light of the completion of the first phase of the large Seaton community.
- Durham Region reminds the provincial government that Durham Region's transportation needs are growing and infrastructure funding must keep pace with that growth.
- The province should be fair and equitable in the tolling of users in the GTA. Residents and industry in the east end of the GTA should not be required to pay for tolls on north/south roads when the west end of the GTA does not.

We kindly request that the Government of Ontario adopts these priorities to help continue to build a flourishing economy in the Region of Durham.

Regards,



Christine Ashton
2018 President
Ajax-Pickering Board of Trade



News Release

FOR IMMEDIATE RELEASE

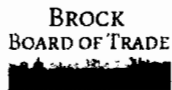
Durham Region Joint Chambers/BoTs Highlight Transportation Needs

Transportation Round Table supports infrastructure for large scale economic development

DURHAM REGION, April 30, 2018 – The joint Chambers of Commerce and Boards of Trade of Durham Region, representing nearly 3,000 businesses, invited stakeholders to discuss the transportation issues facing Durham Region. The purpose of the round table event, held on April 24, was to educate, inform and also to agree to policies needed to continue the flow of people, product and services into, through and out of Durham Region.

Participants represented diverse organization sizes, geographic locations, and sectors, including industrial, construction, manufacturing, transportation, distribution, agri-business and service, as well as health care and post secondary. They came together on four main topics; Road Infrastructure Needs, Public Transit Needs, Access to Airports/Ports and Preparing for Innovation in Transportation/Transit. The group came to the consensus that putting the following policies and priorities in place will help to support large scale economic development in our region:

- Durham Region businesses speak with a unified voice.
- All levels of government (municipal, regional, provincial, and federal) must work together proactively to create a master inter-modal transportation infrastructure plan, which includes short-term and long-term goals, and reflects individual municipal plans in the simultaneous build out of residential and commercial developments.
- Transportation planning should be coordinated with other significant growth plans (i.e. the Greenbelt plan, Places to Grow, conservation authority plans etc.)
- Transportation infrastructure planning must include cost to sustain/maintain the planned build-out.
- Priority must be given to further expanding and investing in our assets, including Highways 401, 404, the Oshawa Executive Airport, the Pickering Airport Lands, and the Port of Oshawa.
- Durham Region has invested in the expansion of Taunton Road westward. Toronto and York Region must complete the expansion of Steeles Avenue to allow for the smooth flow of people and goods along this important artery, especially in light of the completion of the first phase of the large Seaton community.
- Durham Region reminds the provincial government that Durham Region's transportation needs are growing and infrastructure funding must keep pace with that growth.



News Release

FOR IMMEDIATE RELEASE

- The province should be fair and equitable in the tolling of users in the GTA. Residents and industry in the east end of the GTA should not be required to pay for tolls on north/south roads when the west end of the GTA does not.

The Joint Chambers/Boards of Trade are taking the lessons learned from the round table to all levels of government, including Premier Kathleen Wynne and Ontario Minister of Transportation Kathryn McGarry, as well as Metrolinx. It is our belief that government and transportation agencies can help support a flourishing economy by adopting these priorities.

- 30 -

For more information, please contact:

Samantha Paterson, Policy & Communications Specialist, Ajax-Pickering Board of Trade
T: 905-686-0883 x 229 | E: spaterson@apboardoftrade.com

If you require this information in an accessible format, please contact 1-800-372-1102 ext. 2097.

The Regional Municipality of Durham

MINUTES

ACCESSIBILITY ADVISORY COMMITTEE

Tuesday, April 24, 2018

A meeting of the Accessibility Advisory Committee was held on Tuesday, April 24, 2018 in Meeting Room 1-A, Regional Headquarters Building, 605 Rossland Road East, Whitby at 1:01 PM.

Present: M. Sutherland, Oshawa, Chair
S. Sones, Whitby, Vice-Chair
R. Atkinson, Whitby
C. Boose, Ajax
D. Campbell, Whitby
Councillor J. Drumm attended the meeting at 1:07 PM and left at 2:37 PM
A. O'Bumsawin, Clarington
M. Roche, Oshawa

Absent: S. Barrie, Clarington
M. Bell, DMHS

Staff

Present: A. Gibson, Director of Corporate Policy and Strategic Initiatives
J. Traer, Accessibility Coordinator, Office of the Chief Administrative Officer
N. Prasad, Committee Clerk, Corporate Services – Legislative Services

1. Declarations of Interest

Councillor Drumm made a declaration of interest later in the meeting under the *Municipal Conflict of Interest Act* with respect to any items pertaining to Durham Region Transit. He indicated that his son is employed by Durham Region Transit.

2. Adoption of Minutes

Moved by D. Campbell, Seconded by S. Sones,
That the minutes of the February 27, 2018 and the March 27, 2018
Accessibility Advisory Committee meetings be adopted.
CARRIED

3. Presentations

A) Line Millette, Emergency Management Coordinator, Durham Emergency Management Office (DEMO), regarding Alert Types for Emergency Response

L. Millette provided a presentation regarding the Durham Emergency Management Office (DEMO) and Alert Types for Emergency Responses.

She advised that DEMO is responsible for co-ordinating an emergency management program for Durham residents to prepare for, respond to, and recover from major emergencies.

L. Millette advised that DEMO has been a formally recognized office since 1996 and inherited the Rapid Notify mass notification from DRPS. She stated that the primary focus of the Rapid Notify mass notification was in case of a nuclear emergency for Darlington and Pickering out to 10 km; a downloaded list of landline phone numbers only; a one way message from the Region to households and businesses; and does not include unlisted numbers or numbers on the “do not call” list.

L. Millette advised that public alerting is paid for by the Ontario Power Generation (OPG) through a Memorandum of Understanding. She stated that DEMO has approached OPG to include a portion of Toronto within the Pickering nuclear zone; to increase the Rapid Notify contract limits to include all of Durham Region; and to bring local municipalities on board to allow them to issue their own emergency messages to their residents. She advised that DEMO now has sub-accounts under the existing Rapid Notify contract to allow for Toronto and the 8 area municipalities to create and push their own emergency messages, meaning full coverage for Durham Region.

L. Millette stated that today, 95% of households have cell phones which are used as the primary means of communications. DEMO is working with the area municipalities to start a self-registration initiative through the Rapid Notify system. She advised that the self-registration will require residents to create an online account and complete a form to register for and receive alerts for their local area. She also advised that out-of-towners can sign up their out-of-town phone numbers with a local address to also receive notifications for a specific area that would affect loved ones. She advised that meetings are scheduled for May 10, 2018 to discuss this initiative with stakeholders.

L. Millette also stated that as of April 6th, 4G Long Term Evolution (LTE) phones are able to receive emergency alerts. She advised that older phones will not have the technology and newer phones may have the technology but that the option to receive messages may be turned off and advised that citizens should contact their service provider to verify whether or not their phones can receive messages. As there will be a transition period for all cell phones to be compatible, the province will continue to issue red alerts along with cell broadcast messages for the next five years.

L. Millette responded to questions of the Committee with regards to access to the registration forms on municipal websites; whether the registration forms can be mailed out to individuals without internet access or computers; whether other disasters get the same attention as nuclear safety and preparedness; and how cell phone towers are affected by natural disasters.

The Committee recessed at 1:45 PM and reconvened at 1:55 PM.

At this time, Councillor Drumm addressed the Committee with regards to National Volunteer Week. He spoke of the importance of volunteers and thanked committee members for their work and dedication.

4. Correspondence

There were no items of correspondence to consider.

5. Information Items

A) Education Sub-Committee Update

J. Traer advised that two members from the 2019 Ontario Parasport Committee will be presenting at the May 22, 2018 meeting. She advised that there will not be any presentations at the June meeting.

B) Update on the Transit Advisory Committee (TAC)

At this time, Councillor Drumm made a declaration of interest under the *Municipal Conflict of Interest Act* with respect to any items pertaining to Durham Region Transit. He indicated that his son is employed by Durham Region Transit.

M. Sutherland advised that there was a lack of quorum at the April 3, 2018 Transit Advisory Committee meeting. M. Roche advised that the details of Report #2018-DRT-08 regarding Durham-Scarborough Bus Rapid Transit were, however, reviewed at the meeting. He stated that the report provided information regarding the announcement of \$10 million of funding from the Province to advance project development work.

Discussion ensued with regards to the use of Uber in the Town of Whitby as well as the available taxi services in the Town of Whitby.

C) Update from the Accessibility Coordinator

i) J. Traer requested that committee members review the current AAC Terms of Reference and advise what their thoughts were on possible revisions to the timing of committee meetings. The following options were provided and it was the consensus of the Committee to discuss further at the May meeting:

- Keep the same schedule and time
- Keep the same schedule and change the time
- Change the meeting schedule to quarterly meetings during the day or evening

Discussion ensued and following suggestions from the committee members were made:

- Have 6 meetings per year
 - Quarterly meetings may not work due to timelines on projects
 - Quarterly meetings may lose momentum and items that need approval would be delayed
 - Leave the meeting schedule as is
 - Have meetings every two months and sub-committee meetings on the months when the committee does not meet
 - There may be transit issues with regards to evening meetings
 - Increase the membership of the committee
- ii) J. Traer stated that the Dynamic Symbol of Access was adopted by the Township of Uxbridge. She advised that other municipalities may consider adopting the symbol in the future depending on provincial legislation.
- iii) J. Traer advised that as a follow up to the survey that was provided to members regarding best practices and challenges, the Accessibility Directorate has hired a consultant to facilitate focus groups to build on the feedback provided by way of the surveys. She advised that focus groups will be held by way of teleconferences.
- iv) J. Traer advised that the Accessible Employment Standards Development Committee is seeking public feedback to the recommendation report by way of a survey. The survey is available until May 5, 2018. J. Traer advised that she will provide the link to the survey and/or printed copies to committee members.
- v) J. Traer advised that she is working with DRT and several local accessibility co-coordinators with regards to setting up a meeting in June to discuss matters pertaining to accessibility and transit.
- vi) J. Traer announced that Gerri Lynn O'Connor was appointed as the Regional Chair and CEO on April 11, 2018. She advised that Regional Chair O'Connor is the fifth Regional Chair and the first female to hold the role of Regional Chair.
- vii) J. Traer advised that in celebration of the Canadian National Institute for the Blind's 100th Anniversary, there will be a 1918 themed tea party held on May 6, 2018 from 2 to 5 PM at the Ajax Lions Hall.

6. Discussion Items

A) Forward Movement re: Dynamic Symbol of Access

This item was dealt with under the Update from the Accessibility Coordinator [See Item 5. C) ii)].

7. Reports

There were no Reports to consider.

8. Other Business

A) Canadian Tire Jumpstart Charity – D. Campbell

D. Campbell stated that Jumpstart Charities has been granted a \$50 million commitment over five years to provide children with disabilities greater access to sport and play. She advised that the money will go towards building accessible playgrounds and retrofitting existing community centres, parks and arenas to remove physical barriers.

B) Youth Leads Project – D. Campbell

D. Campbell stated that the Harmony Movement is a leading provider of training programs promoting diversity, equity and inclusion. She stated that the movement has partnered with Durham Region to provide students in grades 5 to 12 with skill building workshops.

9. Date of Next Meeting

The next regularly scheduled meeting of the Accessibility Advisory Committee will be held on Tuesday, May 22, 2018 in Meeting Room 1-A, Regional Headquarters Building, 605 Rossland Road East, Whitby, at 1:00 PM.

10. Adjournment

Moved by M. Roche, Seconded by A. O'Bumsawin,
That the meeting be adjourned.
CARRIED

The meeting adjourned at 2:55 PM

M. Sutherland, Chair
Accessibility Advisory Committee

N. Prasad, Committee Clerk