
REVISED

General Committee

Date: November 17, 2021
Time: 9:30 AM
Location: Council Chambers, Civic Centre, 2nd Floor
300 City Centre Drive, Mississauga, Ontario, L5B 3C1
And Online Video Conference

Members

Mayor Bonnie Crombie	
Councillor Stephen Dasko	Ward 1
Councillor Karen Ras	Ward 2
Councillor Chris Fonseca	Ward 3
Councillor John Kovac	Ward 4
Councillor Carolyn Parrish	Ward 5
Councillor Ron Starr	Ward 6
Councillor Dipika Damerla	Ward 7
Councillor Matt Mahoney	Ward 8
Councillor Pat Saito	Ward 9
Councillor Sue McFadden	Ward 10
Councillor George Carlson	Ward 11

Participate Virtually, Telephone OR In-Person

Advance registration is required to participate and/or make a comment in the meeting. **To attend the meeting in-person proof of identification and being fully vaccinated against COVID-19 at point of entry to the Council Chamber is required. Questions for Public Question Period are required to be provided to Clerk's staff at least 24 hours in an advance of the meeting.** Comments submitted will be considered as public information and entered into public record.

To register, please email dayna.obaseki@mississauga.ca and for Residents without access to the internet via computer, smartphone or tablet, can register by calling Dayna Obaseki at 905-615-3200 ext. 5425 **no later than Monday, November 15, 2021 before 4:00PM.** You will be provided with directions on how to participate from Clerks' staff.

Contact

Dayna Obaseki, Legislative Coordinator, Legislative Services
905-615-3200 ext. 5425 | Email: dayna.obaseki@mississauga.ca

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<http://www.mississauga.ca/portal/cityhall/generalcommittee>

Meetings of Council streamed live and archived at Mississauga.ca/videos

1. CALL TO ORDER

INDIGENOUS LAND STATEMENT

"We acknowledge the lands which constitute the present-day City of Mississauga as being part of the Treaty and Traditional Territory of the Mississaugas of the Credit First Nation, The Haudenosaunee Confederacy the Huron-Wendat and Wyandotte Nations. We recognize these peoples and their ancestors as peoples who inhabited these lands since time immemorial. The City of Mississauga is home to many global Indigenous Peoples.

As a municipality, the City of Mississauga is actively working towards reconciliation by confronting our past and our present, providing space for Indigenous peoples within their territory, to recognize and uphold their Treaty Rights and to support Indigenous Peoples. We formally recognize the Anishinaabe origins of our name and continue to make Mississauga a safe space for all Indigenous peoples."

2. APPROVAL OF AGENDA

3. DECLARATION OF CONFLICT OF INTEREST

4. MINUTES FROM THE PREVIOUS MEETING

4.1. General Committee Minutes - November 3, 2021

5. PRESENTATIONS - Nil.

6. DEPUTATIONS

6.1. Item 10.1 - Erica Warsh, Vision Zero Program Lead

6.2. Item 10.2 - Shahada Khan, Manager of Development Financing and Reserve Management, Craig Binning, Partner and Nataliya Kelbas, Consultant, Hemson Consulting

7. PUBLIC QUESTION PERIOD - 15 Minute Limit

Public Comments: Advance registration is required to participate and/or to make comments in the public meeting. **To attend the meeting in-person proof of identification and being fully vaccinated against COVID-19 at point of entry to the Council Chamber is required.** Any member of the public interested in speaking to an item listed on the agenda must register by calling 905-615-3200 ext. 5425 or by emailing dayna.obaseki@mississauga.ca by **Monday, November 15, 2021 before 4:00PM.**

Pursuant to Section 42 of the Council Procedure By-law 0139-2013, as amended:

General Committee may grant permission to a member of the public to ask a question of General Committee, with the following provisions:

1. Questions shall be submitted to the Clerk at least 24 hours prior to the meeting;
2. A person is limited to two (2) questions and must pertain specific item on the

current agenda and the speaker will state which item the question is related to;

3. The total speaking time shall be five (5) minutes maximum, per speaker, unless extended by the Mayor or Chair; and
4. Any response not provided at the meeting will be provided in the format of a written response.

8. **MATTERS PERTAINING TO COVID-19**

9. **CONSENT AGENDA**

10. **MATTERS TO BE CONSIDERED**

- 10.1. Mississauga Vision Zero Action Plan 2021 – All Wards
- 10.2. Community Benefits Charge Strategy Project Update
- 10.3. Port Credit and Clarkson On-Street Parking Fees – Request for Fee Holiday (Wards 1 and 2)
- 10.4. 2022 Interim Tax Levy for Properties Enrolled in the Pre-authorized Payment Plan
- 10.5. Indemnity Agreement for 2688 Dundas Street West (Ward 2)
- 10.6. Increase to the Contract with R.J. Burnside & Associates Limited, for former Harris Lands (P-505) Phase 1 Development Project, File Ref: PRC001105, (Ward 11)
- 10.7. Surplus Land Declaration for the purposes of disposal of city-Owned lands located at 46 William Street (Ward 11)
- 10.8. Revised Filming on City of Mississauga Property Policy
- 10.9. 2020 Annual Report for Access Requests under the Municipal Freedom of Information and Protection of Privacy Act
- *10.10. Cost Sharing Agreement between The Credit Valley Golf and Country Club and the City of Mississauga for Erosion Control Works (Wards 7 and 8)

11. **ADVISORY COMMITTEE REPORTS**

- 11.1. Environmental Action Committee Report 8-2021 - November 2, 2021
- 11.2. Accessibility Advisory Committee Report 4-2021 - November 8, 2021
- 11.3. Heritage Advisory Committee Report 10-2021 - November 9, 2021
- 11.4. Mississauga Cycling Advisory Committee Report 10-2021 - November 9, 2021

12. **MATTERS PERTAINING TO REGION OF PEEL COUNCIL**

13. **COUNCILLORS' ENQUIRIES**

14. **OTHER BUSINESS/ANNOUNCEMENTS**

15. **CLOSED SESSION**

(Pursuant to Subsection 239(2) of the *Municipal Act, 2001*)

- 15.1. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board: Maple Leaf Sports & Entertainment Partnership Licence and User Agreement
- 15.2. A proposed or pending acquisition or disposition of land by the municipality or local board: Acquisition Agreement approved and executed during City Council Summer Recess (Ward 5)
16. **ADJOURNMENT**



VISIONZERO

Mississauga

Vision Zero Action Plan 2021

General Committee
November 17, 2021

Vision Zero in Mississauga

- Council resolution passed in 2018 to adopt Vision Zero as the guiding principle to road safety
- Mississauga Moves Transportation Master Plan, endorsed in 2019, established several action items related to Vision Zero
- Internal meetings and presentations throughout 2020 to begin the internal shift towards prioritizing vulnerable road users across the organization

Action Plan Summary

- Actions grouped by the 5 E's of road safety:



- 99 Actions in total, separated in to “currently considered”, “initiated”, “short” (1-2 years) and “medium” (3-5 years)
- Audience: Staff, Council, Public

Evaluation

- Collision Report Processing
- Data Management Plan
- Online Dashboard
- Project Monitoring
- Developing a Target for Collision Reduction
- Road/Intersection/Construction Site Safety Audits
- Annual Report to Council

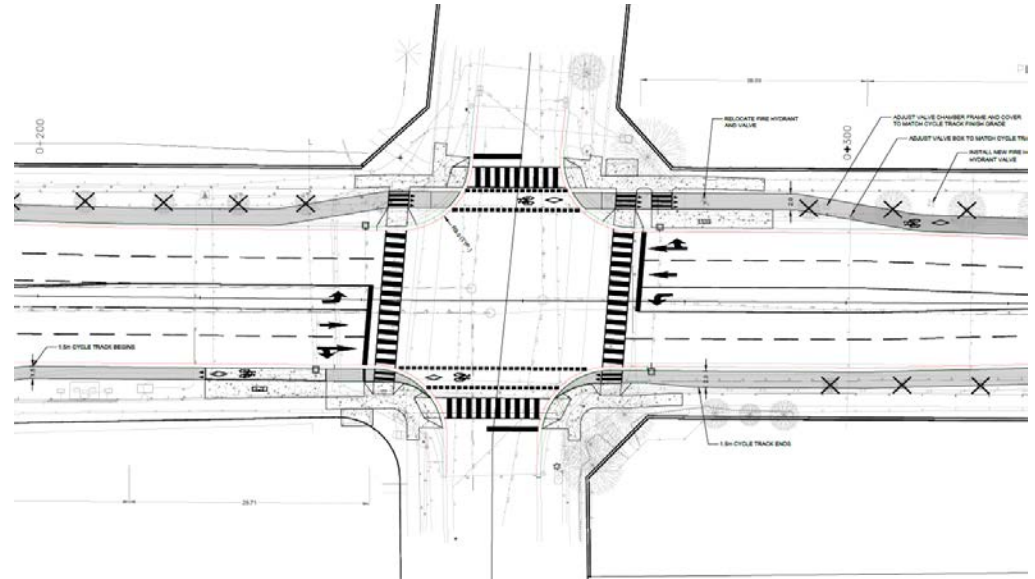


Engineering

- Design
- Retrofit/Reconstruction
- MiWay
- Lighting
- Signals
- Operations and Maintenance
- Studies, Plans and Policies

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Enforcement

- Automated Speed Enforcement
 - Program Growth
 - Expanded Capacity
 - Reinvest funds into Road Safety
- School Bus Cameras
- Red Light Cameras
- Partnerships with Peel Regional Police



Education and Empathy

- Education and Engagement Strategy
- Cohesive Campaigns and Signage
- “Slow Down” Lawn Signs
- School Travel Programs
- New Infrastructure Project Communications
- Road Safety Public Survey
- Vision Zero Memorial
- Allocate Project Budget to Communications



Vision Zero 2021 Update

Speed Related Projects

66 neighbourhoods lowered from 50 km/h to 40 km/h
101 school zones lowered from 40 km/h to 30 km/h
13 approved traffic calming projects
200 passive traffic calming measures
600+ speed studies conducted
93 new community safety zones
22 Automated Speed Enforcement cameras
50 Slow Streets implemented
3000 Slow Down lawn signs delivered to residents

Vulnerable Road User Improvements

Pedestrian Master Plan endorsed by Council
Pedestrian Signal Timing update project initiated
4 dedicated pedestrian crossovers
Integrated Roads Projects initiated on:

- Rathburn Road
- Bloor Street
- Glen Erin Drive

Safety improvements proposed on:

- Aquitaine Avenue
- Argentia Road

First fully protected bike lanes
New winter maintenance contract

Vision Zero 2021 Update

Education and Safety Campaigns

Slow Down Lawn Signs
 Slow Streets Initiative
 Neighbourhood Speeds Project
 Speeding Awareness Campaign
 Spring Maintenance and Pothole Repairs
 Let's Move, Mississauga
 Bike Month
 E-Scooter Education
 Share the Trail
 Back to School Safety

Walk to School Day
 Walk to School Month
 Pedestrian Safety Month
 Rail Safety Week
 ASE Stage 1: ASE is Coming Soon
 ASE Stage 2: ASE is Here
 ASE Stage 3: ASE Continues, New Locations and Reporting Back
 Speeding Consequences/World Day of Remembrance
 Road Safety Survey



Road Safety
Traffic Operations
Active Transportation
Transportation Planning
Corporate and Department Communications
MiWay Transit Infrastructure Management
Transportation Projects
Traffic Operations
Traffic Systems
Works Operations
Works Maintenance
Fleet Services
Street Lighting
City Planning Strategies

Mississauga Advisory Committees:

- Road Safety Committee
- Mississauga Cycling Advisory Committee
- Traffic Safety Council
- Accessibility Advisory Committee

Thank you!

2022 Community Benefits Charge Strategy

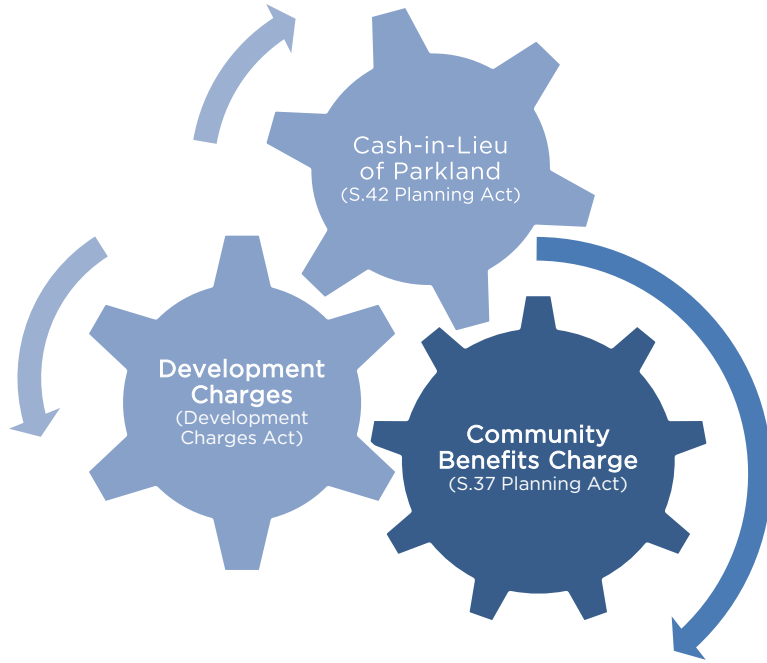
Project Update

General Committee

November 17, 2021



Community Benefits Charge: A New Tool to Fund Growth



Bill 108: More Homes, More Choice Act, 2019



Bill 197: Covid-19 Economic Recovery Act, 2020



Section 37 of Planning Act Rewritten

Changes to Section 37 of the *Planning Act*

	'Old' S.37 Density Bonusing	'New' S.37 CBC
Trigger for Charge	Rezoning through planning approvals	Condition of Building Permit issuance
Amount of Charge	Based on land value uplift of increased height/density	Capped at 4% of appraised development land
Funding Parameters	Broad ability to fund various costs based on density bonusing by-law	Capital costs required due to (re)development; cannot use CBC to overlap funding with DCs or CIL Parkland
Policy Framework	Density bonusing by-law supported by enabling Official Plan policies	CBC by-law supported by CBC Strategy
Appeal	No specific appeal authority for density bonusing by-laws	CBC by-law can be appealed to the Ontario Land Tribunal
Exemptions	No statutory exemptions	Long-term care and retirement homes, universities, colleges, Indigenous institutes, Royal Canadian Legion buildings, non-profit housing
Decision-Making Process	Negotiation during planning approvals	Prioritization during annual budget with Council input

Approach to CBC Strategy & By-law

- Flexible Capital Funding
 - CBC Strategy identifies broad service categories addressing a variety of capital needs
- City-Wide Application
 - CBC revenues can be used for projects across the City
- By-law Timeframe
 - No legislated expiry of the Strategy or By-law

Draft CBC Capital Program – Eligible Projects

Urban Parks



Public Realm & Road Safety



Active Transportation



Community Facilities



Civic Administration



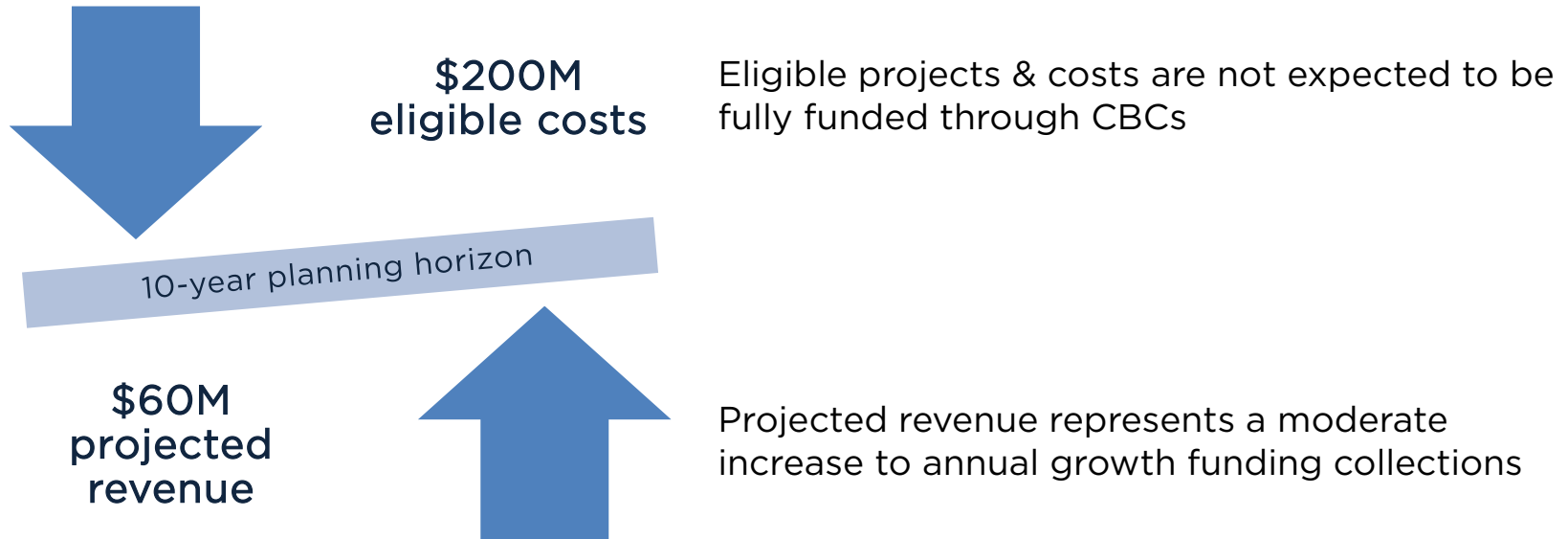
Housing



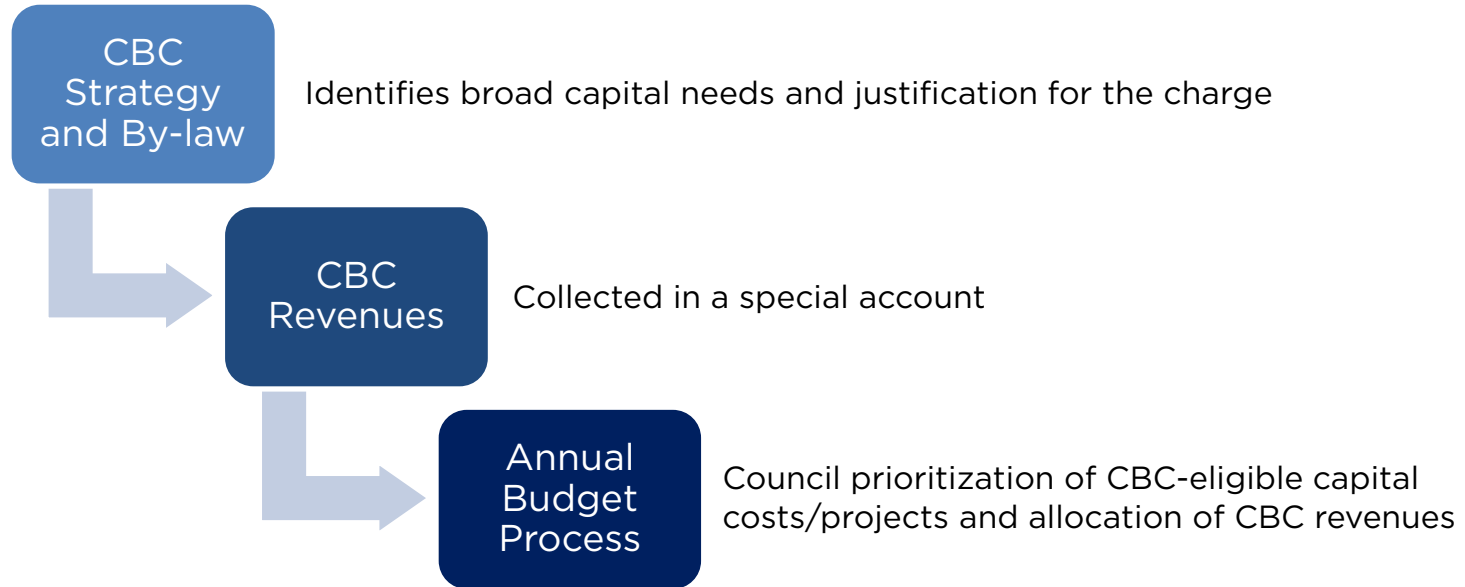
Parking



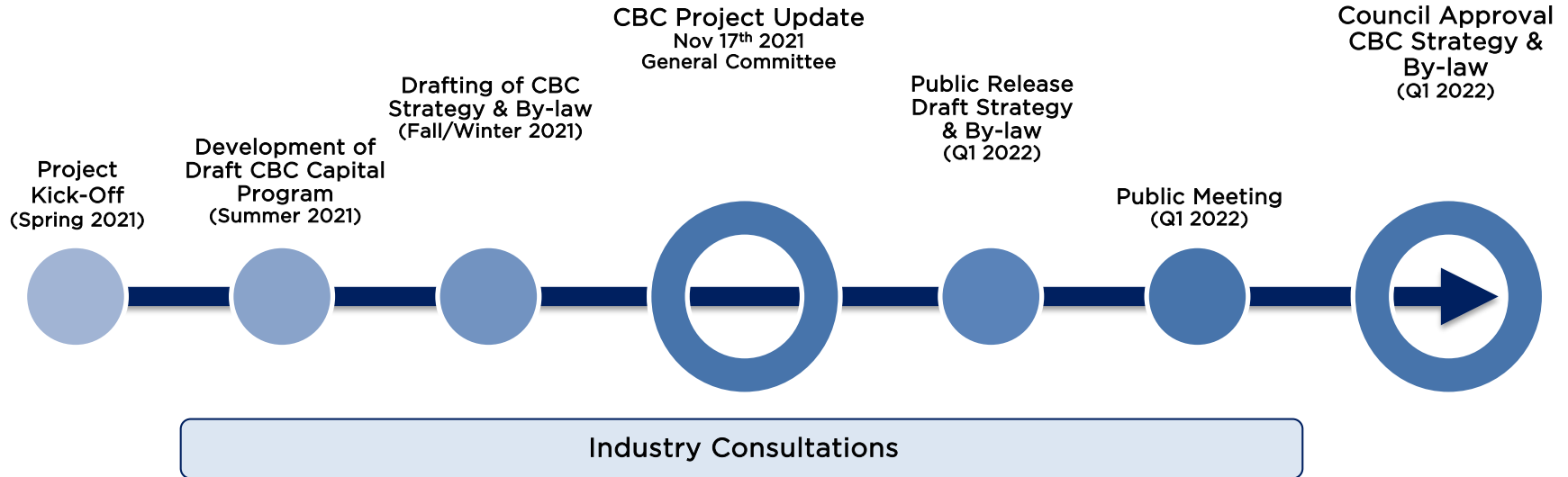
Draft CBC Capital Program – Funding Potential



CBC Implementation & Administration



Project Timeline & Next Steps



Date: October 27, 2021

To: Chair and Members of General Committee

From: Geoff Wright, P.Eng, MBA, Commissioner of
Transportation and Works

Originator's files:

Meeting date:
November 17, 2021

Subject

Mississauga Vision Zero Action Plan 2021 – All Wards

Recommendations

1. That the report titled “Mississauga Vision Zero Action Plan 2021 – All Wards”, dated October 27, 2021, from the Commissioner of Transportation and Works be received; and
2. That the 99 actions identified in the Vision Zero Action Plan be endorsed by Council.

Executive Summary

- The City of Mississauga adopted Vision Zero as the guiding approach to road safety in 2018.
- The Transportation Master Plan (2019) set out a number of key actions related to Vision Zero to lay the groundwork for the City's greater Vision Zero efforts.
- The Vision Zero Action Plan identifies actions to address all five E's of Vision Zero (Evaluation, Enforcement, Engineering, Education and Empathy).
- The Action Plan will be used to guide staff work plans and advance efforts to eliminate fatalities and serious injuries on Mississauga roadways.
- A Vision Zero annual update will be presented to Council to highlight progress and trends in road safety.

Background

Vision Zero

A Vision Zero approach to road safety emphasizes that no loss of life in the road transportation network is acceptable. It recognizes that people make mistakes, but those mistakes should not result in serious injury or fatalities in a resulting collision. The design of the transportation system should anticipate human error and plan in a way that minimizes the impacts of any collision. Vision Zero prioritizes safety by basing decision making and prioritization on data, slowing

speeds through road design and enforcement, educating road users to understand the rules of the road and to develop empathy for their fellow travellers. The focus areas differ among municipalities who have taken a Vision Zero approach, but in Mississauga the 5 focus areas are referred to as the 5 E's: Evaluation, Engineering, Enforcement, Education, and Empathy.

Vision Zero in Mississauga

In 2018, Mississauga Council passed a resolution (0045-2018) to adopt Vision Zero as the guiding approach to road safety. The fundamental goal of Vision Zero is the elimination of all fatal and serious injury-causing collisions through various strategies.

The Mississauga Moves Transportation Master Plan (TMP) established several Action Items related to Vision Zero. Since the adoption of the TMP, the City has increased its efforts to advance Vision Zero. Currently, Mississauga has a number of programs, initiatives and practices that align with the fundamentals of Vision Zero, but there was a clear need to develop an Action Plan to shape efforts going forward across the organization. The transition to a Vision Zero approach in Mississauga is a significant change from traditional decision making. Actualizing the efforts in this Plan will take time and significant commitment from staff from various departments and divisions across the organization.

Comments

The Vision Zero approach to road safety shifts prioritization to first consider the safety and needs of the most vulnerable road users before anything else. The Vision Zero Action Plan is intended to be a living document that can help guide staff when incorporating Vision Zero principles in their work. The 99 actions within the Action Plan are broken down into 4 focus areas that align with the 5 E's of road safety: Evaluation, Engineering, Enforcement, Education and Empathy. Some actions relate to multiple focus areas and are identified as such within the plan. Below are some highlights of actions within each focus area:

Evaluation: Road/Intersection safety audits program, Vision Zero online dashboard, and project follow-up and analysis to determine the effectiveness in improving safety for vulnerable road users.

Engineering: Use physical changes to the street to slow speeds, provide protected and dedicated cycling and pedestrian infrastructure, uphold high maintenance standards for all facilities, and explore opportunities at signalized intersections to enhance protection of vulnerable road users.

Enforcement: Expand the use of technology to supplement Peel Regional Police enforcement efforts, and partner with Peel Regional Police to coordinate efforts.

Education and Empathy: Develop a city-wide Vision Zero education and engagement strategy, develop school travel-related programs including a school walking routes program and school streets pilot, conduct a road safety public survey every 3 years.

An annual Vision Zero update will be presented to Council to track progress. As a living document, this Action Plan can be updated as new trends, technologies and challenges present themselves. Staff will continue to make informed decisions based on collision and traffic data and trends that are observed as well as public feedback.

Equity and Vision Zero

It is important to note that Vision Zero principles and practices should be applied equitably throughout the City. Staff must understand the limits of the data currently available and look for ways to supplement with other sources of data, including input gathered through inclusive approaches to community engagement. There is evidence to suggest that often communities most in need are also least likely to report collisions, injuries or other serious concerns or express those concerns to staff or their local councillor. Vision Zero efforts must account for this and look for opportunities with equity at the forefront of decision making.

Strategic Plan

The Vision Zero Action Plan supports all of the City's Strategic Pillars for Change. Investments in road safety and protecting the most vulnerable on our roadways helps improve access and provides more options for residents to move around for any purpose, which supports the *Move*, *Belong* and *Connect* pillars. Residents and businesses want to locate in places where they feel safe or they know their staff have safe options for getting to work, which ties closely to the *Prosper* pillar. Finally, we know that safety can be a barrier for some to choose active modes of travel. By improving safety on Mississauga roads, people will be encouraged to choose more sustainable options. This supports the *Green* pillar in the Strategic Plan.

Engagement and Consultation

A draft of the Vision Zero Action Plan was presented to the Advisory Committees of Council related to roads and road safety including Road Safety Committee, Traffic Safety Council, Accessibility Advisory Committee and Mississauga Cycling Advisory Committee.

Financial Impact

There is no Financial Impact resulting from the adoption of the recommendations within this report. The actions identified in the Vision Zero Action Plan fall within the work plans of various divisions and sections within the Transportation and Works department. Any Vision Zero actions within the plan identified as "currently considered" or "initiated" have been accounted for within those section's budgets. A number of the short term action items have already been approved through the City's budget process. Any future financial impacts related to Vision Zero initiatives will be brought forward through the regular Business Planning and Budget process.

Conclusion

The City of Mississauga is committed to achieving Vision Zero, because no loss of life on our roadways is acceptable. The actions identified in the Vision Zero Action Plan require coordination among various departments and divisions working together to achieve that goal. The Vision Zero Action Plan will be a living document that can be updated as needed when trends, technologies and new challenges present themselves.

This report is seeking Council's endorsement of the Vision Zero Action Plan.

Attachments

Appendix 1: Mississauga Vision Zero Action Plan 2021



Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works

Prepared by: Erica Warsh, Vision Zero Program Lead



VISIONZERO

Mississauga

Action Plan

2021



Introduction

In Mississauga, no loss of life on our roadways is acceptable. Ensuring the safety of all road users is critical when making decisions about developing and updating our transportation network. The Vision Zero approach prioritizes safety for all road users by slowing speeds, educating people and enforcing laws to support safer behaviour on the roads. The Vision Zero approach to road safety started in Sweden in 1997. Since then, it has been adopted by many cities across the world, including Peel Region and Mississauga.



VISION ZERO COMMITMENT

In 2018, the City of Mississauga officially committed to Vision Zero through a Council-approved motion. That means city staff and elected officials are working toward a goal of ZERO fatalities and serious injuries from collisions on city streets.

0 FATALITIES

0 SERIOUS INJURIES

The Vision Zero approach acknowledges that people make mistakes and that the transportation system needs to be designed and operated in a way that mitigates the negative impacts of human error. To do this, the Vision Zero approach relies on data-driven decision making to provide a safe and equitable transportation network that protects all users, with specific emphasis on the most vulnerable users of our roads like pedestrians and cyclists.

The City of Mississauga (“the City”) has developed this *Vision Zero Action Plan* to provide city staff with actions they can apply to their current and ongoing projects so that they contribute to the Vision Zero goal of eliminating fatalities and serious injuries in our transportation system. The plan also consists of education and engagement actions that the City can take to help inform residents about road safety and create transportation-related behaviour change.

Vision Zero efforts are categorized into the 5 “Es” of road safety:



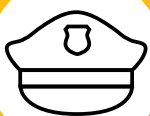
Evaluation

Tracking and monitoring incidents, learning from the past to improve conditions in the future.



Engineering

Prioritizing the safety of pedestrians, cyclists, and other vulnerable users when designing and operating streets.



Enforcement

Ensuring there are consequences for breaking rules or taking unnecessary risks while travelling.



Empathy

Fostering concern for community members who are at risk or have been harmed while travelling.



Education

Enabling travellers to learn and follow best practices through road signs, social media, formal training, and other creative outreach and education tactics.

This plan presents actions for all 5 focus areas, with Education and Empathy combined together. The 5 Es are of equal importance as efforts from all 5 are needed to improve road safety conditions in Mississauga. All recommended actions have been categorized under one primary focus area, but many actions are influenced by additional focus areas, which are also highlighted throughout the document with the use of the icons identified above.

Vision Zero in Mississauga

The City of Mississauga committed to Vision Zero in 2018 through a Council-approved motion. Mississauga City Council also passed a resolution to adopt Vision Zero and work towards a goal of zero fatalities and serious injuries as a result of collisions on city streets.

The City's pledge to achieve Vision Zero was further strengthened through the *Transportation Master Plan* (TMP) approved in 2019. The TMP included 91 action items related to transportation improvements in the city. The TMP provided further direction to advance Vision Zero work. This led to the development of this *Vision Zero Action Plan*.

Data, Targets and Equity

The fundamentals of Vision Zero are based in data-driven decisions. The City of Mississauga needs to analyze and assess available data through a Vision Zero lens to provide targeted direction for many of the actions identified in this document. Analyzing available data to determine trends, hot spots and areas of focus are key to a successful Vision Zero approach. Data-driven decisions also help achieve equity in road safety efforts. Projects are prioritized based on proven need rather than perceived need.

Vision Zero principles and practices should be applied equitably throughout the city. Data plays a key role in staff's ability to be successful in this regard, by enabling a proactive (i.e. analysis and prioritization of needs) versus reactive (i.e. complaints-driven) approach.


It is also important that staff understand the limits of the data currently available and look for ways to supplement with other sources of data, including input gathered through inclusive approaches to community engagement. There is evidence to suggest that often communities most in need are also least likely to report collisions, injuries or other serious concerns. They may not have the same access to their local representatives, the same amount of time to allocate to voicing their concerns and providing their input, or the belief that they will be heard to the same degree if they present an issue. Vision Zero efforts must account for this and look for opportunities with equity at the forefront of decision making.

A Vision Zero annual report to highlight progress with implementation of the recommended action items in this plan will be presented to Council. However, real change is best analyzed over multiple years. Without an appropriate baseline of data, setting a target for change over time would be premature. Many of the action items that follow in the Evaluation section will help determine the City's baseline and appropriate targets for collision reductions in Mississauga.

About This Plan

This plan consists of 99 actions that are intended to help Mississauga reach its goal of achieving zero fatal and serious injury collisions on the road network. City staff can use this plan as a toolkit of possible actions that they can take in their work to protect vulnerable road users.

Many of the actions identified in the following tables are currently in progress or have already been applied to city projects. Some actions will require further research and coordination before they can be implemented within the city.

The intention of this plan is to build upon the recommendations in other transportation-related plans already approved by the City including the *Cycling Master Plan*, *Pedestrian Master Plan* and *Transportation Demand Management Plan*. The *Vision Zero Action Plan* has also been developed in coordination with forthcoming plans including the *Changing Lanes Street Classification system* and *Complete Streets Guide*. This plan expands upon the recommendations of the City's *Transportation Master Plan* (TMP), and any links between TMP Actions and Vision Zero Actions are identified in the tables with this icon: 

Acronyms & terms used in the action plan tables

The following is a list of the acronyms used in the “Lead” column of the action plan tables:

Organization/Department/Group/Individual	Acronym
Vision Zero Program Lead	VZ
Vision Zero Working Group	VZWG
Infrastructure Planning & Engineering	IPE
Traffic Management and Municipal Parking	TMMP
Works, Operations & Maintenance	WOM
Strategic Communications and Initiatives	SCI
MiWay	MW
Planning and Building	PB

The following terms are used in the “Timeline” column:







Status	Description
Initiated	Staff are in the process of completing this action already.
Short	1-2 years
Medium	3-5 years
Currently Considered	Many of the actions, particularly within the Engineering focus area have an indicated timeline of “Currently Considered” which refers to a change in staff practices that shifts prioritization to safety of vulnerable road users. Many of these new options have been used already as part of some city projects or considered for upcoming road-related projects. Many of the actions identified as “Currently Considered” are evaluated on a project-by-project basis for their applicability.







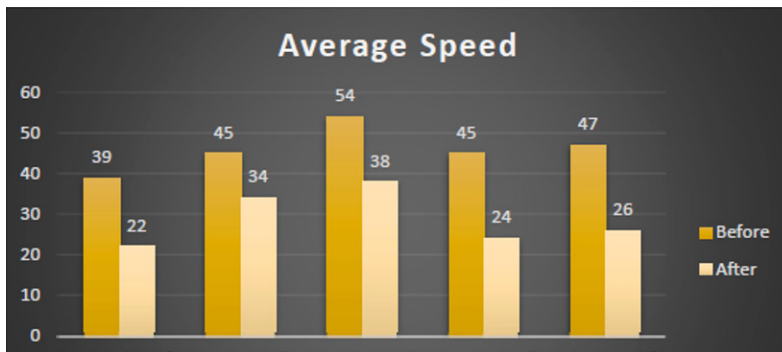
Evaluation

Vision Zero is based on data-driven decision making that is transparent. The City needs to advance its data collection and analysis efforts in order to better inform decision making. Good quality, reliable data allows staff to be increasingly proactive to mitigate safety concerns rather than reactive to incidents or neighbourhood complaints.

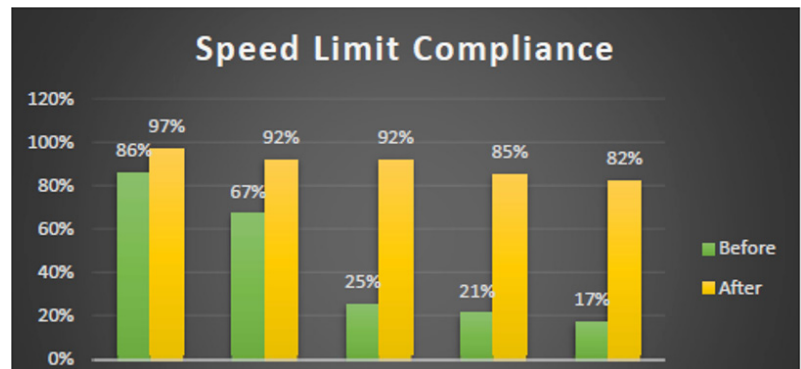
Below is a list of actions to improve the overall evaluation and data collection related to road safety in Mississauga.

EVALUATION				
	Action	Lead	Timeline	Other Relevant Areas
1	Collision Report Processing Procure services to process annual collision reports received from Peel Regional Police for ease of tracking and evaluating.	TMMP	Short	
2	Transportation Data Plan Conduct a Transportation Data Study to look at trends on the transportation network, and guide planning and road safety decisions.	TMMP	Short	 
3	Data Management Program Enhance existing management program for the City's collision and traffic data to inform future road safety initiatives. Explore opportunities to obtain additional data including near-miss collisions or those that go unreported.	TMMP	Short	 
4	Online Dashboard Develop a digital dashboard of up-to-date information about collision data and other key road safety statistics and metrics that can be publicly accessed.	VZ	Short	
5	Vision Zero Digital Map Develop a public map where all Road Safety and Vision Zero projects (traffic calming projects, slow street locations, engagement events, etc.) are displayed and can be queried by different criteria.	VZ	Short	

6	Road/Intersection Audits Develop an audit program for intersection and road safety practices. Work with the Region of Peel to standardize the audits for locations where regional roads and city roads intersect.	TMMP	Short	
7	Program/Project Follow Up Implement a post-project review for road safety-related education and infrastructure projects to determine effectiveness in improving safety for road users.	All	Medium	
8	Collision Review Develop a process to review completed collision reports from serious and fatal injury collisions occurring on Mississauga roadways to inform future road safety efforts.	VZWG	Medium	
9	Collision Reduction Target Use data gathered through collision report processing, traffic volume, speed data and other available data to set a target for collision reduction in Mississauga.	VZ	Short	
10	Annual Report to Council Report back on Vision Zero efforts and progress annually to Mississauga Council.	VZ	Short	



Before and after evaluation of traffic calming effectiveness - Action #7











Engineering

Mississauga's road network was developed to move vehicle traffic as efficiently as possible. Over time, the city has evolved and urbanized, and the way people move has changed. Some of the biggest opportunities for behaviour change by all road users come from altering the physical built form of the transportation network. In a Vision Zero city, the road network should be built to guide decisions for speed, crossing, turning and other movements. Change can be difficult to adapt to, especially when it comes to speed reductions and perceived travel times, but as the needs of our residents change and safety is prioritized, our road network must also adapt.







ENGINEERING: Design				
	Action	Lead	Timeline	Other Relevant Areas
11	Lane Widths Implement narrower lane widths where possible as a tool to improve speed compliance, reduce crossing distances and accommodate the needs of all road users.	IPE	Currently Considered	
12	Design Speed Through the Capital or development-related design process or as part of planning and design for any street project, reduce the design speed for new and retrofit road projects.	IPE	Currently Considered	
13	Channelized Right Turn Lanes Avoid channelized right turns at any new intersections within the city. Look for opportunities to remove and retrofit roads with existing channelized right turns.	IPE	Currently Considered	
14	Auxiliary Turn Lanes Limit the use of auxiliary turn lanes in new road designs and seek to remove them where appropriate in redesign and retrofit projects to shorten crossing distances for pedestrians and slow speeds.	IPE	Currently Considered	
15	Stop Bar Location Evaluate the distance of vehicle stop bars from pedestrian crossings and crossrides to increase visibility.	TMMP	Currently Considered	

16	<p>Roundabouts</p> <p>Roundabouts should be considered where appropriate to reduce the severity of collisions and improve traffic flow while maintaining the safety of vulnerable road users. Ensure any new roundabout has a robust education campaign.</p>	IPE	Currently Considered	
17	<p>Protected and Dedicated Cycling Infrastructure</p> <p>Continue to implement the cycling network approved in the Mississauga Cycling Master Plan. Where possible, strive for protected and dedicated infrastructure.</p>	IPE	Currently Considered	
18	<p>Pedestrian Master Plan Implementation</p> <p>Continue to implement the recommendations of the <i>Pedestrian Master Plan</i> with particular focus on the actions related to a safe and connected network of pedestrian facilities.</p>	IPE	Currently Considered	
19	<p>Protected Pedestrian Crossings</p> <p>Prioritize protected crossings for pedestrians based on the local context, specifically where pedestrian volumes are high and controlled crossings are not convenient or accessible.</p>	TMMP	In Progress	
20	<p>Road Diets/ 2+1 Roadways</p> <p>Explore opportunities across the city to transition 4-lane roads to 2+1 configuration where the local characteristics support this approach in an effort to reduce conflicts and improve safety.</p>	TMMP/ IPE	Currently Considered	
21	<p>Sightline Improvements</p> <p>Maintain sightlines at intersections and driveways to improve driver visibility of vulnerable road users. Do not place trees, street furniture, or bus stops (where possible) in locations that limit visibility.</p>	VZ	Medium	
22	<p>Centre Medians/Refuge Islands</p> <p>Where appropriate, use centre medians and refuge islands as locations to provide for two-stage crossings.</p>	TMMP/ IPE	Currently Considered	
23	<p>Crossing Guards</p> <p>Continue the City's crossing guard program and evaluate new locations with the assistance of Traffic Safety Council.</p>	TMMP	Initiated	

ENGINEERING: Retrofit/Reconstruction/Resurfacing				
24	<p>Posted Speed Limits/Neighbourhood Speeds Project</p> <p>Continue implementation of Neighbourhood Speeds Project to lower speed limits from 50 km/h to 40 km/h on local roads and from 40 km/h to 30 km/h in school zones. Explore opportunities to change speed limits on arterial and collector streets.</p>	TMMP	Initiated	
25	<p>School Zones</p> <p>Continue to prioritize safety in school zones through engineering opportunities including traffic calming, lower speed limits, parking restrictions, mobile speed boards, pavement marking and any other effective infrastructure.</p>	TMMP	Initiated	
26	<p>Traffic Calming</p> <p>Continue to implement the City's existing traffic calming portfolio. Implement traffic calming solutions including raised crossings, speed cushions and raised intersections.</p>	TMMP	Initiated	
27	<p>Coordination of Traffic Calming Opportunities with Road Resurfacing</p> <p>Ensure coordination between traffic calming opportunities, active transportation infrastructure and road resurfacing program to optimize project budget and resources.</p>	TMMP/ IPE	Initiated	
28	<p>Long-Range Vulnerable Road User/Traffic Calming Infrastructure Planning</p> <p>Develop a long-range, data-driven traffic calming and pedestrian cross over program to strategically address speeding and safety challenges in neighbourhoods where it is most needed.</p>	TMMP	Medium	
29	<p>Mobile Speed Boards</p> <p>Continue to use mobile speed boards across the city as a tool for improving speed compliance. Rotate the City's fleet of boards to have greater impact city wide.</p>	TMMP	Initiated	

30	Mountable Truck/Bus Aprons In locations that have high truck and bus traffic as well as significant pedestrian and cycling traffic, implement mountable truck aprons to allow large vehicles to navigate intersections safely while narrowing the travel lanes and reducing the turning radius for standard vehicles.	IPE	Currently Considered	
31	Vehicle Access Points Make an effort to limit the number of driveways and access points on Mississauga roadways. Driveways create increased conflict zones for all road users.	IPE	Currently Considered	
32	Pavement Markings/Urban Edge Lines Where appropriate, use pavement markings to narrow travel lanes in an effort to improve speed compliance and lower travel speeds. Pavement markings can be used to alter turning radii and shorten crossing distances.	TMMP/ IPE	Currently Considered	
33	On-Street Parking Use on-street parking locations strategically to act as a speed management tool. In contrast, ensure that on-street parking restrictions are in place where parked vehicles may impact sightlines and safety.	TMMP	Currently Considered	
34	All-Way Stop Policy Implementation Implement the City's new all-way stop policy to avoid the installation of unwarranted all-way stops as a false means for calming traffic and protecting vulnerable road users.	TMMP	Initiated	
35	Vision Zero Staff Workshops Host bi-annual staff workshops to coordinate upcoming roads projects and find opportunities to prioritize Vision Zero projects and efforts.	VZ	Short	
36	Vision Zero Working Group Continue regular meetings of the Mississauga Vision Zero Working Group to ensure coordination and actualization of the <i>Vision Zero Action Plan</i> and other Vision Zero efforts.	VZ	Initiated	



37 	Peel Region Vision Zero Taskforce City of Mississauga will continue to collaborate with regional partners through the Vision Zero Task Force coordinated by Region of Peel Road Safety Staff.	VZ	Initiated	 
ENGINEERING: MiWay/Transit				
38	Transit Stop Rationalization Analysis Undertake stop rationalization analysis to determine the most suitable location for transit stops while prioritizing safety of pedestrians and cyclists.	MW	Initiated	
39	Bus Stop Infrastructure Continue to implement bus stop infrastructure such as transit shelters that ensures connections to the existing and proposed pedestrian and cycling networks.	MW	Currently Considered	
40	Mid-Block Bus Stops Where possible avoid installation of new mid-block bus stop locations where protected crossings are not accessible.	MW	Currently Considered	
41	Queue Jump Lanes Continue to implement queue jump lanes for transit vehicles where appropriate and ensure safety for all modes is considered during location and design evaluations.	MW	Currently Considered	
42	Red Plastic Pavement Application Use red plastic pavement application to identify bus bays and bus only lanes.	MW	Currently Considered	
43	Mixing Zones Make efforts to reduce mixing zones of various modes at bus stops. Where mixing zones are unavoidable due to constraints in available right of way, spaces shall be clearly identified for all users.	MW	Currently Considered	





ENGINEERING: Lighting				
44	Street Lighting Upgrades Plan for and incorporate appropriate street, trail and sidewalk lighting upgrades into planning and design of ongoing and new city projects.	TMMP	Initiated	
45	Street Lighting at Intersections Ensure that street illumination at intersections across the city provides a safe environment and enhanced visibility for all road users.	TMMP	Initiated	
46	Street Lighting Along Street Corridor Ensure that street lighting requirements are identified through larger improvement projects, where possible to align with the City's upgraded standard.	TMMP	Currently Considered	
47	Review of Street Lighting Standards Review the industry standard and update city policies and practices on street lighting in accordance with the standard.	TMMP	Medium	
48	Lighting at Trail Crossings Look for opportunities to increase visibility where off-road trails intersect with roadways through enhanced lighting.	TMMP	Short	
ENGINEERING: Signals				
49	Infrastructure Quality and Synchronization Continue to maintain and construct physical infrastructure of signals consistent with current practices. Ensure appropriate synchronization to reduce driver frustration, improve traffic flow and ensure high levels of safety.	TMMP	Initiated	
50	Leading Pedestrian Interval Determine locations throughout the city where the Leading Pedestrian Interval can be implemented to provide pedestrians with the 'Walk' interval prior to the start of the green indications for motorists.	TMMP	Short	
51	Exclusive Pedestrian Phasing Explore opportunities to implement exclusive pedestrian phasing at key signalized intersections throughout the city.	TMMP	Short	



52	<p>Audible Pedestrian Signals</p> <p>Continue to install audible pedestrian signal equipment at new and rebuilt traffic signal locations throughout the city as per the current Accessibility for Ontarians with Disabilities (AODA) Act and as per requests to the City's Traffic Signal staff by the Canadian National Institute for the Blind (CNIB).</p>	TMMP	Initiated	
53	<p>Pedestrian Countdown Timers</p> <p>Continue to use pedestrian countdown timers and explore additional locations to install them throughout the city.</p>	TMMP	Initiated	
54	<p>Pedestrian Signal Timing</p> <p>Update pedestrian crossing times and walking speeds at signalized intersections to provide more time for pedestrians to complete their crossing.</p>	TMMP	Short	
55	<p>No Right Turn on Red</p> <p>Explore opportunities to limit right turns on red lights at signalized intersections. Place higher focus on large intersections where collision reduction potential is highest and on intersections with high cycling volumes and bike signals.</p>	VZ	Short	
56	<p>Protected Left Turns</p> <p>Expand existing number of locations where fully-protected left turn phasing is implemented for vehicles to only turn during a separate phase.</p>	VZ	Medium	
57	<p>Bicycle Signals</p> <p>Continue to install bicycle signals at appropriate locations to provide specific guidance for cyclists at intersections.</p>	IPE	Initiated	
58	<p>Mid-Block Protected Pedestrian Crossings to Complete Trails</p> <p>Look for opportunities to implement signalized pedestrian crossings where they would improve access and pedestrian safety in the trail network.</p>	TMMP/ VZ	Initiated	

ENGINEERING: Operations & Maintenance

**Mississauga's Works, Operations and Maintenance Division conducts practices in line with the Minimum Maintenance Standards unless given alternative direction from Council.*

59	<p>Street Sweeping Continue to conduct regular street sweeping, with an emphasis on roads with on-road active transportation facilities in an effort to maintain safety for all road users.</p>	WOM	Initiated	
60	<p>Winter Maintenance/Snow Clearing Follow existing snow clearing practices and continue to explore potential improvements to enhance safety following a snow event.</p>	WOM	Initiated	
61	<p>Pot Hole Repairs Continue with the City's pot hole repair program to maintain safety for all road users.</p>	WOM	Initiated	
62	<p>Maintenance Hole and Catchbasin Repair Keep maintenance holes and catchbasins in good repair and in compliance with minimum maintenance standards to maintain safety on Mississauga roadways.</p>	WOM	Initiated	
63	<p>Sidewalk/Boulevard Trail Maintenance Continue to maintain and repair sidewalks and boulevard trails in accordance with minimum maintenance standards.</p>	WOM	Initiated	
64	<p>Leaf Collection Maintain the City's leaf collection program to ensure safe and accessible facilities for vulnerable road users.</p>	WOM	Initiated	
65	<p>Pavement Markings Explore opportunities across the city for improvements to pavement markings and continue to regularly inspect existing markings to determine need for re-applying.</p>	WOM	Short	
66	<p>Regulatory Signage Upgrades Ensure that all regulatory signs across the city are in compliance with existing standards and upgrade where necessary.</p>	WOM	Short	

67	Fleet/Telematics <ul style="list-style-type: none"> Report annually on the City's fleet driver behaviour and compliance with rules of the road as an example of corporate responsibility. Use advanced technology available for municipal fleet vehicles to report and identify deficiencies on Mississauga roadways via staff out ensuring minimum maintenance standards are met. 	WOM	Medium	
68	Advanced Traffic Management System Explore ways to use the City's Advanced Traffic Management System to improve safety for all road users by optimizing signals, managing traffic flow and responding to challenges on roadways in real time.	TMMP	Medium	
69	At-Grade Rail Crossings Maintain all at-grade rail crossings within the city and ensure that all safety precautions are in place to keep road users and rail traffic safe.	TMMP	Currently Considered	
ENGINEERING: Studies, Plans & Policies				
70	Traffic Management Plan Develop a Traffic Management Plan to balance competing needs and priorities on our roads and inform the planning process for traffic-related work.	TMMP	Short	
71	Turn Calming Program Develop a program to address speeds and collisions associated with turning. Options to explore include removing channelized right turns, tighter turning radii, protected left turns, left turn hardening and other geometric changes to improve safety.	VZ	Short	
72	Arterial Speed Management Study Review and address speeds and safety on major roadways.	TMMP	Medium	
73	Construction Management Plans Develop a standard for all Construction Management Plans to ensure that vulnerable road users and accessibility are protected at and around construction sites.	VZ	Short	

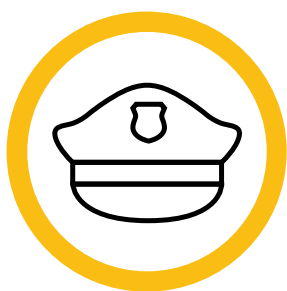
74	<p>Multi-Modal Level of Service (MMLOS) Guideline Develop MMLOS Guideline for Mississauga to help inform decision making that does not focus solely on vehicle delay and travel times. This guideline should be used to inform all transportation projects and environmental assessments for road-related projects.</p>	IPE	Medium	
75	<p>Changing Lanes Implementation Support the implementation of the <i>Changing Lanes Street Classification system</i> and <i>Complete Streets Guide</i>.</p>	IPE	Short	
76	<p>Vision Zero Checklist for Road Projects Use the internal Vision Zero Checklist for road-related projects to identify opportunities to exceed facilities provided for vulnerable road users where the existing warrant process is not sufficient.</p>	VZ	Short	
77	<p>Long-Range Policy Planning The fundamental principles of Vision Zero should inform all long-range policy planning related to roads and transportation. Safety of vulnerable road users should be prioritized in all relevant Planning work.</p>	PB/IPE	Initiated	



Crew clearing snow after a snow event – Action #60



Slow Street deployment as temporary traffic calming – Action #26





Enforcement

Enforcement is a key component of effective behaviour change for all road users. As technology advances, Mississauga's ability to expand enforcement efforts continues to increase. Provincial regulations now allow for the use of technology, specifically cameras, to enforce speed limits and encourage desired driver behaviour to supplement the efforts of local police. The City of Mississauga will continue to work with its partners at Peel Regional Police, as well as Region of Peel staff to coordinate enforcement efforts for maximum efficiency.

Below is a list of key enforcement opportunities that Mississauga will continue to use or will introduce to reduce collisions and change behaviour on city roadways.

ENFORCEMENT				
	Action	Lead	Timeline	Other Relevant Areas
78	Automated Speed Enforcement Implementation Roll out automated speed enforcement cameras in school zones and community safety zones to improve speed compliance.	TMMP	Initiated	
79	Automated Speed Enforcement Growth Grow the automated speed enforcement program to increase the number of cameras deployed throughout the city to improve compliance with posted speed limits.	TMMP	Short	
80	Capacity for Automated Enforcement Administration Explore opportunities to expand capacity for administration of charges related to automated enforcement to support the growth of current and future programs.	TMMP	Medium	
81	Automated Speed Enforcement Funds Develop a strategy to reinvest funds received through the automated speed enforcement program back into road safety and Vision Zero programs and projects.	TMMP/ VZ	Short	
82	School Bus Cameras Support the Region of Peel in implementing school bus arm cameras to improve safety for students who travel by school bus.	TMMP	Short	

83	<p>Red Light Cameras Explore opportunities for red light cameras across the city to increase enforcement through technology and reduce red light running in strategic locations.</p>	TMMP	Medium	
84	<p>Partnerships with Peel Regional Police Collaborate with Peel Regional Police on enforcement blitzes and communications opportunities.</p>	VZ/SCI	Initiated	



Automated Speed Enforcement camera in front of a school - Actions #78-80



School bus stop sign - Action #82



Automated Speed Enforcement curb information sign - Action #78










Education and Empathy


When it comes to road safety, everyone has a responsibility to keep one another safe on Mississauga's road network. An important component of behaviour change is a clear understanding of the rules of the road, and an understanding that the potential consequences for failing to comply could mean the difference between life and death, or serious and life-altering injury. An emphasis on education can enhance empathy between more vulnerable and less vulnerable road users, and will help all road users understand that we each have a role to play in Mississauga successfully achieving Vision Zero.



Below are the action items associated with increased education and empathy related to road safety in Mississauga.

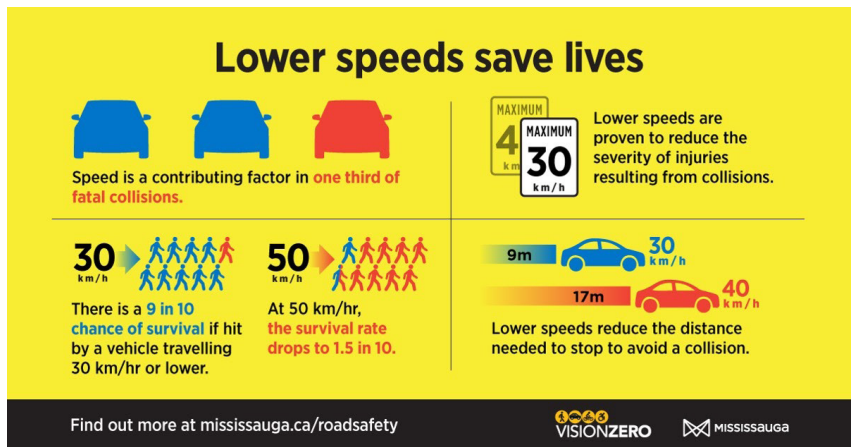
EDUCATION AND EMPATHY				
	Action	Lead	Timeline	Other Relevant Areas
85	Education and Engagement Strategy Develop a comprehensive long-term education and engagement strategy for Vision Zero in Mississauga. The strategy should cover all phases of Vision Zero work from introducing the concept to residents, to communicating ongoing efforts across the city, to following up with neighbourhoods where Vision Zero projects have been undertaken.	VZ/SCI	Short	
86	Data-Driven Review of Target Audiences Explore the various target audiences for Vision Zero messaging and education to ensure that the appropriate groups are being communicated with and that the most effective tools are being used to reach them.	VZ/SCI	Short	
87	Tools and Resources to Reach Target Audiences As a part of the ongoing education and communication efforts related to road safety, conduct a study to determine the best and most successful tools and avenues to communicate road safety information city wide.	VZ/SCI	Short	

88	<p>Cohesive Campaigns and Signage Look for opportunities to align and create cohesive look and feel for transportation signage throughout the city as well as campaign efforts city wide.</p>	VZ/SCI	Medium	
89	<p>“Slow Down” Lawn Signs Continue to offer “Slow Down” lawn signs free to residents to place on their property as a reminder to drivers to comply with speed limits on local roads.</p>	TMMP	Initiated	
90	<p>School Streets Pilot Develop a pilot program to create a car-free environment in front of Mississauga schools during drop-off and pick-up times to encourage active travel to school and improve safety for students by reducing congestion and conflicts.</p>	IPE	Initiated	 
91	<p>School Walking Routes Program Support the existing School Walking Routes Program, currently led by Active Transportation staff and Traffic Safety Council, to establish and promote school walking routes in Mississauga.</p>	IPE	Initiated	
92	<p>Open Streets Explore opportunities for Open Streets events to restrict vehicle traffic on certain roadways and have them be accessible to pedestrians and cyclists only.</p>	IPE	Medium	
93	<p>New Infrastructure/Road Safety Projects Communications Focus efforts on enhanced communications to local area residents and businesses when new projects and initiatives are being implemented.</p>	VZ/SCI	Medium	
94	<p>Follow-Up Studies to Inform Future Work Return to local areas of past projects to follow up and obtain feedback to better inform future work from both an infrastructure and communications perspective.</p>	VZ/SCI	Medium	
95	<p>Road Safety Public Survey Maintain a solid understanding of the priorities of Mississauga residents by conducting a road safety-related survey as needed but, at minimum, every 3 years.</p>	VZ	Initiated	

<p>96</p> 	<p>Vision Zero Memorial for Victims of Fatal Collisions in Mississauga Develop and implement a program by which a loss of life on the road can be formally recognized.</p>	<p>VZ</p>	<p>Short</p>	
<p>97</p>	<p>Vision Zero Communication and Education Funding Work internally to establish a standard for incorporating funds for education and communications related to future capital projects intended to improve road safety. Funds will be spent on communication and engagement with local neighbourhoods throughout the course of the project.</p>	<p>All</p>	<p>Short</p>	
<p>98</p>	<p>Education of Municipal Drivers Look for opportunities to educate staff within the organization (ex. fleet drivers, library couriers, maintenance crews) about the responsibility of operating municipal vehicles safely.</p>	<p>VZ</p>	<p>Initiated</p>	
<p>99</p>	<p>Equity All Vision Zero efforts should be equitably applied across the city with a focus on projects supported by evaluations showing where there is the greatest proven need.</p>	<p>All</p>	<p>Currently Considered</p>	



“Slow Down” lawn signs – Action #89



Safety education infographic – Action #85

Conclusion

The City of Mississauga is committed to achieving Vision Zero. This action plan is the roadmap for how to get there. The Vision Zero approach to road safety flips traditional network planning on its head and will require an internal culture change for the various departments to plan for and implement road projects. From street design, to signals, to traffic calming, and education, there is a lot of work to be done. These 99 actions, many of which are already under way, will help Mississauga achieve its goal of zero fatalities and serious injuries on our roads.

This action plan is intended to be a living document. As technology, standards, trends and practices change, so too will the City's priorities. The ultimate goals will remain the same: keep Mississauga residents safe on city roads, encourage safe travel behaviour, and eliminate all serious injury and fatal collisions.



Pothole repair - Action #61



Red "bus only" lane - Action #42



New 40 km/h speed limit sign - Action #24



Date: October 22, 2021	Originator's files:
To: Chair and Members of General Committee	
From: Shari Lichterman, CPA, CMA, Commissioner of Corporate Services and Chief Financial Officer	Meeting date: November 17, 2021

Subject

Community Benefits Charge Strategy Project Update

Recommendation

That the report entitled "Community Benefits Charge Strategy Project Update," dated October 22, 2021 from the Commissioner of Corporate Services and Chief Financial Officer, be received for information.

Executive Summary

- The Province of Ontario introduced a new growth-funding tool, the Community Benefits Charge (CBC), through Bills 108 and 197 in 2019 and 2020, respectively.
- The CBC regime replaces the density bonusing regime previously authorized through the *Planning Act*, and can only be levied upon Council-approval of a CBC Strategy and By-law.
- City staff are planning to present the draft CBC Strategy and By-law for Council-approval in Spring 2022, prior to the legislated expiry of the 'old' Section 37 density bonusing regime as of September 18, 2022.
- The purpose of this report is to provide a project update, primarily through the presentation of the draft CBC Capital Program, one of the key technical inputs to the CBC Strategy.
- The CBC Capital Program identifies approximately \$200 million of capital costs related to high-density development between 2022-2031.
- Based on current projections, it is estimated that the CBC will raise approximately \$60 million of revenue between 2022-2031.
- Council will have the opportunity to prioritize and decide how CBC revenues are allocated during the annual budget process.

Background

The Community Benefits Charge (CBC) is a new growth-related funding tool established through Bills 108 and 197, which were introduced and enacted by the provincial government in 2019 and 2020, respectively. The authority for municipalities to levy the CBC is found in Section 37 of the *Planning Act* (The Act), which was rewritten through Bills 108 and 197. The ‘new’ Section 37 of The Act replaces language in the ‘old’ Section 37 that previously gave municipalities the authority to grant increases in height and/or density in exchange for community benefits (‘density bonusing’). The shift from a density bonusing regime to a CBC regime is intended to provide a more predictable environment for property developers to pay for, and municipalities to fund, growth-related infrastructure and services.

The amendments to the *Planning Act* allowing for the collection of CBCs came into force on September 18, 2020 and provide for a two-year transition period. As of September 18, 2022, the density bonusing regime in Ontario will end, and in order to transition to the CBC regime without disrupting the City’s ability to recover growth-related costs, Council must enact a CBC by-law, supported by a CBC Strategy, prior to the September 2022 deadline. City staff are currently working with Hemson Consulting Ltd. to develop a draft CBC Strategy and By-law. This work is being completed in tandem with the City’s update of its Development Charges (DC) and Alternative Parkland rates.

Once Council enacts a CBC By-law, the charge can be levied against land to pay for the capital costs of municipal infrastructure and services required due to development or redevelopment – this principle of recovering growth-related costs also underpins the *Development Charges Act* (DC Act) and the City’s DC by-law. Notably, the CBC can only be levied from (re)development that is at least five stories in height and contains at least ten residential units.

The ‘old’ Section 37 density bonusing policies in the City’s Official Plan and Corporate Bonus Zoning Policy are required to be repealed upon the passing of the CBC by-law. The City would no longer be able to negotiate and enter into any new bonus zoning agreements once the CBC by-law is in place, however, any existing bonus zoning agreements would remain in effect. Furthermore, any funds collected through existing bonus zoning agreements would continue to be allocated and spent on the facilities, services, or matters outlined in those agreements.

A detailed comparison between the two legislative frameworks is found in Table 1.

Table 1: Comparison between Density Bonusing Regime and CBC Regime

	Old S.37 Density Bonusing	New S.37 CBC
Trigger for Charge	<ul style="list-style-type: none"> - Rezoning through planning approvals process but subject to a negotiated agreement - Can be applied to any type of development 	<ul style="list-style-type: none"> - Payment required for Building Permit issuance - Only applies to development/redevelopment that is 5+ storeys and contains 10+ residential units
Amount of Charge	<ul style="list-style-type: none"> - Based on land value uplift of increased height/density - No cap on value of cash or in-kind contributions 	<ul style="list-style-type: none"> - Based on value of appraised development land on the day prior to building permit issuance - Capped at 4% of appraised land value as of the day before a building permit is issued
Funding Parameters	<ul style="list-style-type: none"> - Broad ability to fund various 'facilities, services, or matters' as set out in a density bonusing by-law - <i>Planning Act</i> established that a reasonable geographic benefit exist between the development and the benefit received 	<ul style="list-style-type: none"> - Can only fund capital costs of 'facilities, services, and matters' required due to (re)development - Capital costs can be for localized infrastructure/services or for network infrastructure/services across the whole City - Cannot use CBC to overlap funding with DCs or Cash-in-Lieu of Parkland for the same costs
Policy Framework	<ul style="list-style-type: none"> - A Council-enacted density bonusing by-law must be supported by enabling Official Plan policies 	<ul style="list-style-type: none"> - A Council-enacted CBC by-law must be supported by a Council-approved CBC Strategy - Strategy must identify 'facilities, services, matters' proposed to be funded with CBCs
Appeal	<ul style="list-style-type: none"> - No specific appeal authority for density bonusing by-laws 	<ul style="list-style-type: none"> - CBC By-law can be appealed to the Ontario Land Tribunal

Exemptions	<ul style="list-style-type: none"> - No statutory exemptions 	<ul style="list-style-type: none"> - Statutory exemptions for long-term care and retirement homes, universities, colleges, Indigenous institutes, Royal Canadian Legion buildings, non-profit housing
Decision-Making Process	<ul style="list-style-type: none"> - Negotiation between City and landowner during planning approvals process 	<ul style="list-style-type: none"> - Prioritization and allocation of CBC funds will occur during annual budget process with Ward Councillor input

The new CBC regime also provides for the ability to take a city-wide approach to identifying and funding CBC-related capital needs, similar to the city-wide applicability of the Mississauga DC By-law. Although CBC revenues will only be collected from high-density developments, the funds can be allocated and spent on capital projects across the whole city, provided that the costs identified are either partially or fully generated by high-density development (e.g. housing).

Once approved, the CBC Strategy and By-law are not bound by legislated expiry dates – this is unlike the DC By-law and Background Study which expire every five years. It is anticipated that a CBC Review will occur every few years in order to account for any technical and/or legislated updates and changes.

Comments

The purpose of this information report is to provide a project update on the development of the CBC Strategy and By-law, and specifically to present the current draft of the CBC Capital Program. The CBC Capital Program identifies the broad service categories proposed to be funded by the CBC, and also identifies the capital needs for each service category that are generated by high-density development. This ‘project list’ will be one of the primary technical inputs to the draft CBC Strategy that will be presented to Council in Spring 2022.

Draft CBC Capital Program

The Draft CBC Capital Program (‘Project List’) in Appendix 1 was developed through consultation with staff in Planning & Building, Community Services, Corporate Services, Transportation & Works, and Legal Services, as well as the City’s external consultant, Hemson Consulting Ltd. This draft Project List will evolve as feedback is received from various stakeholders through continued consultation into Q1 of 2022.

Service Categories and Methodology

The Project List proposes seven broad service categories that would provide various types of community benefits: Housing, Public Realm and Road Safety, Community Facilities, Active Transportation, Urban Parks, Parking, and Civic Administration (see Figure 1 and Appendix 2 for detailed descriptions). Under each of these categories are examples of specific projects identified in the City’s draft 2022-2031 Capital Budget, as well as general provisions for capital

costs based on historical community benefits secured through mechanisms like bonus zoning agreements and developer contributions. The approach to this list is to establish service categories that are broad enough to accommodate a wide-range of capital costs that can be funded by the CBC. The specific projects and general provisions that are identified in the current draft, and eventually in the Council-approved Strategy, can be replaced with different capital needs, provided that the appropriate CBC-share and CBC-related costs are identified.

Figure 1: CBC Service Categories

Housing: includes capital costs associated with providing a mix of affordable housing to the growing population in the city.

Public Realm and Road Safety: includes items such as geometric road safety improvements and road speed mitigation measures (e.g. traffic calming, raised pedestrian crossings, etc.), enhanced urban design (landscaping, wayfinding, seating, wider pedestrian walkways etc.), and public art.

Community Facilities: includes items such as theatres, culture hubs, community centres, libraries, and other facilities for the delivery of programming in the City.

Active Transportation: includes various capital costs related to active transportation infrastructure within roads right-of-way, in greenspaces, and other areas. Infrastructure included in this service relates to multi-use pathways, trails, cycling infrastructure, and others.

Urban Parks: includes costs related to the development of various types of park space across the City, including urban parks, privately-owned public spaces (POPS), and park infrastructure enhancements.

Parking: includes capital costs related to on-street parking and parking structures in the City's urban areas.

Civic Administration: includes the cost of developing and implementing the CBC Strategy.

The Project List also presents the methodology for determining the appropriate CBC-share and CBC-related costs for each service category. This is done on a project-by-project basis, similar to the DC Background Study. For each capital need line item, the Gross Project Cost is reduced by any grants/subsidies/other recoveries to arrive at a Net Municipal Cost. The *Planning Act* requires that a Benefit-to-Existing (BTE) factor is applied to account for the share of the costs that would benefit existing residents. The remaining amount is considered the Development-Related Cost which is related to all growth in the City – this amount is then reduced by any costs that are funded from DCs or Other Funding sources. Finally, a factor is applied to determine the share of the remaining cost that would be attributable to development subject to the CBC: 5+ storeys and 10+ residential units. This methodological approach ensures that the

same capital costs are not being funded by multiple sources. To further clarify, a specific capital project can be funded by multiple growth-related funding tools, as long as these tools are funding different shares or project costs.

The preliminary Project List identifies approximately \$200 million of CBC-related costs from 2022-2031. The establishment of the quantum of CBC capital needs over the next ten years supports maximizing the CBC rate at the 4% of appraised land value cap.

In-kind Contributions

The Project List does not identify an amount for in-kind contributions but the legislation does allow for in-kind contributions to be accepted. The process for identifying and valuing in-kind contributions will be determined at a later date. Generally, the intention is to prioritize monetary payments of the CBC as this is a more flexible vehicle for funding community benefits, however, consideration will be given to in-kind contributions where there is a clear benefit to the City.

Identification of Capital Needs vs. Allocation of CBC Revenues

The Project List, and ultimately the Council-approved CBC Strategy, is meant to be a reflection of CBC capital needs based on high-density development at a certain point in time. The primary purpose of the Project List and CBC Strategy is to provide justification and technical support for the establishment of the CBC charge. The process for allocating CBC revenues and the spending of funds is a separate exercise which will occur during the annual budget process when Council will have the opportunity to prioritize and decide how CBC funds are used. It is anticipated that the first CBC prioritization would happen in 2022 during the 2023 Budget process.

CBC Administration

Once the CBC Strategy and By-law are adopted by Council, staff will bring forward a corporate report and policy with administrative details on such matters as appraisals, in-kind contributions, capital need prioritization, budget decision-making process, roles and responsibilities, etc. Specific financial impacts related to CBC administration will also be brought forward to Council at that time.

Engagement and Consultation

The CBC project team has regularly convened meetings with the Steering Committee and Working Team, and also held focused staff-level meetings with representatives across the corporation to gather technical advice and contributions on the CBC Strategy and By-law.

Two development industry sessions have taken place in April and July 2021. These sessions provided stakeholders with an overview of the new CBC regime and the City's approach to developing the CBC Strategy and By-law. Additional meetings with the industry are being scheduled through the end of 2021.

The City is also utilizing the external website to share project updates and technical inputs with the public as new information becomes available. In Q1 of 2022 City staff will begin preparing for the Public Meeting planned for early Spring 2022 when the public will have the opportunity to make deputations on the draft CBC Strategy and By-law. The CBC project team is working closely with Communications staff to roll out a series of digital media content in Q1 of 2022 to inform, engage, and consult the public leading up to the Public Meeting. Although there are no legislative requirements to hold a Statutory Public Meeting or release draft CBC documents to the public prior to council approval, City staff are following the public consultation requirements laid out in the DC Act to bring the draft CBC Strategy and By-law forward for public review in tandem with the draft DC Background Study and By-law.

Financial Impact

There are no financial impacts arising from the Recommendation in this report.

Based on current internal revenue projections, it is anticipated that the CBC will raise between \$5-6 million annually, or about \$60 million over the next ten years. While the anticipated revenue is considered moderate, the CBC still represents an important revenue tool in the growth-funding toolbox to help the City fund the costs of infrastructure and municipal services due to high-density growth.

Conclusion

Staff are currently working to bring the City into conformity with this new legislative environment by preparing a draft CBC Strategy and By-law for Council review and approval in Spring 2022. The draft documents will be available for public and industry review and comment beginning in early 2022, with a Public Meeting planned for Q1 2022.

The CBC represents an important growth-funding tool to help pay for the capital costs that the City must incur to support high-density (re)development with a range of community benefits. Diverse financial tools enable the City to better design, plan, and build complete communities.

Attachments

Appendix 1: Draft CBC Capital Program

Appendix 2: Draft CBC Strategy Service Category Descriptions



Shari Lichterman, CPA, CMA, Commissioner of Corporate Services and Chief Financial Officer

Prepared by: Shahada Khan, Manager, Development Financing and Reserve Management

Draft CBC Capital Program

Project Description	Gross Project Cost	Grants/ Subsidies/ Other Recoveries	Net Cost	BTE (%)	Replacement & BTE (\$)	Total Development Related Cost	DC Share (\$)	Other Funding*	CBC Share (%)	Total CBC Related Costs
1.0 HOUSING										
1.1 Affordable Housing Units	\$120,000,000	\$0	\$120,000,000	56%	\$66,720,000	\$53,280,000	\$0	\$15,738,336	70%	\$37,541,664
TOTAL HOUSING	\$120,000,000	\$0	\$120,000,000		\$66,720,000	\$53,280,000	\$0	\$15,738,336		\$37,541,664
2.0 PUBLIC REALM & ROAD SAFETY										
2.1 Road Safety Measures	\$6,700,000	\$0	\$6,700,000	0%	\$0	\$6,700,000	\$0	\$1,979,108	70%	\$4,720,892
2.2 Provision for Enhanced Urban Design	\$10,000,000	\$0	\$10,000,000	0%	\$0	\$10,000,000	\$0	\$0	100%	\$10,000,000
2.3 Provision for Public Art	\$9,020,000	\$0	\$9,020,000	0%	\$0	\$9,020,000	\$0	\$2,664,411	70%	\$6,355,589
2.4 Indigenous Art Walk	\$150,000	\$0	\$150,000	0%	\$0	\$150,000	\$0	\$0	100%	\$150,000
TOTAL PUBLIC REALM & ROAD SAFETY	\$25,870,000	\$0	\$25,870,000		\$0	\$25,870,000	\$0	\$4,643,518		\$21,226,482
3.0 COMMUNITY FACILITIES										
3.1 Provision for Theatres and Culture Hubs	\$20,000,000	\$0	\$20,000,000	33%	\$6,600,000	\$13,400,000	\$0	\$3,958,215	70%	\$9,441,785
3.2 Community Facilities (e.g. Libraries)	\$6,497,126	\$0	\$6,497,126	0%	\$0	\$6,497,126	\$0	\$0	100%	\$6,497,126
TOTAL COMMUNITY FACILITIES	\$26,497,126	\$0	\$26,497,126		\$6,600,000	\$19,897,126	\$0	\$3,958,215		\$15,938,911
4.0 ACTIVE TRANSPORTATION										
4.1 Provision for Active Transportation Infrastructure	\$100,000	\$0	\$100,000	0%	\$0	\$100,000	\$0	\$29,539	70%	\$70,461
4.2 Cycling Infrastructure (Roads & Related)	\$20,358,020	\$0	\$20,358,020	23%	\$4,682,345	\$15,675,675	\$0	\$0	100%	\$15,675,675
4.3 Cycling Infrastructure (Parks)	\$1,158,850	\$0	\$1,158,850	23%	\$266,536	\$892,315	\$0	\$0	100%	\$892,315
TOTAL ACTIVE TRANSPORTATION	\$21,616,870	\$0	\$21,616,870		\$4,948,880	\$16,667,990	\$0	\$29,539		\$16,638,451
5.0 URBAN PARKS										
5.1 Privately Owned Public Spaces	\$10,000,000	\$0	\$10,000,000	0%	\$0	\$10,000,000	\$0	\$0	100%	\$10,000,000
5.2 Provision for Additional Parks Development & Facilities	\$39,984,000	\$0	\$39,984,000	0%	\$0	\$39,984,000	\$0	\$0	100%	\$39,984,000
5.3 Park Development - Cooksville Parkland Development	\$16,459,000	\$0	\$16,459,000	0%	\$0	\$16,459,000	\$5,145,842	\$0	69%	\$11,313,158
5.4 Park Development - Lakeview Village (East of Lakefront Promenade Park)	\$106,025,713	\$0	\$106,025,713	0%	\$0	\$106,025,713	\$95,423,142	\$0	10%	\$10,602,571
5.5 Park Development - West Village (Due west of J.C Saddington Park)	\$34,643,640	\$0	\$34,643,640	0%	\$0	\$34,643,640	\$31,179,276	\$0	10%	\$3,464,364
TOTAL URBAN PARKS	\$207,112,353	\$0	\$207,112,353		\$0	\$207,112,353	\$131,748,260	\$0		\$75,364,093
6.0 PARKING										
6.1 Parking Structure - Waterfront	\$86,000,000	\$0	\$86,000,000	15%	\$12,900,000	\$73,100,000	\$0	\$39,851,370	45%	\$33,248,630
6.2 Provision for Parking Payment Infrastructure	\$500,000	\$0	\$500,000	15%	\$75,000	\$425,000	\$0	\$231,694	45%	\$193,306
TOTAL PARKING	\$86,500,000	\$0	\$86,500,000		\$12,975,000	\$73,525,000	\$0	\$40,083,064		\$33,441,936
7.0 CIVIC ADMINISTRATION										
7.1 CBC Strategy and Implementation	\$500,000	\$0	\$500,000	0%	\$0	\$500,000	\$0	\$0	100%	\$500,000
TOTAL CIVIC ADMINISTRATION	\$500,000	\$0	\$500,000		\$0	\$500,000	\$0	\$0		\$500,000
TOTAL CBC CAPITAL PROGRAM	\$488,096,349	\$0	\$488,096,349		\$91,243,880	\$396,852,469	\$131,748,260	\$64,452,672		\$200,651,536

* Note: Other Funding is related to development but not funded from Development Charges or Community Benefit Charges.

Draft Community Benefits Charge Strategy Service Categories

Housing

The City is a key stakeholder in the delivery of affordable housing, working collaboratively with the Region of Peel who has the primary service-delivery responsibility as Housing Service Manager. The affordable housing need has been established through the Region's 2018 Housing Strategy and *Home For All*, Housing and Homelessness Plan 2018-2028.

This service area includes capital costs associated with providing a mix of affordable housing to the growing population in the city. The need for affordable housing increases as a municipality's population grows, develops, and intensifies. The City has limited tools available to address housing affordability and CBCs are one mechanism to obtain additional funding to support the delivery of affordable housing units. The City has used bonus zoning agreements under the 'old' Section 37 of the *Planning Act* to support various affordable housing initiatives, and would be continuing with a similar approach of identifying affordable housing as a community benefit.

Public Realm and Road Safety

This service area includes items such as geometric road safety improvements (e.g. traffic calming, raised pedestrian crossings, etc.), road speed mitigation measures, enhanced urban design (landscaping, wayfinding, seating, wider pedestrian walkways etc.), and public art.

These types of infrastructure improvements are especially important in areas of higher density development/redevelopment to ensure safe, functional, and liveable communities due to the more concentrated level of pedestrian, active transportation, and overall, activity and interaction. The City has used bonus zoning agreements under the 'old' Section 37 of the *Planning Act* to secure and fund a range of public realm and community safety facilities and measures.

Community Facilities

Community facilities include items such as theatres, culture hubs, community centres, libraries, and other facilities for the delivery of programming in the City.

As the City continues to grow, largely through redevelopment and intensification, there is a need to construct new community facilities and expand existing facilities. Some of these needs are funded from Development Charges (DC), such as libraries. However, the DC Act has limitations on the amount that can be recovered through DCs, and some community facilities are not eligible for DC funding, notably theatres, art galleries, and other cultural facilities. CBCs can assist in funding certain shares of the costs of development-related community facilities not able to be funded from other growth-funding tools.

Active Transportation

This service area includes various capital costs related to active transportation infrastructure within roads right-of-way, in greenspaces, and other areas. Infrastructure included in this service relates to multi-use pathways, trails, cycling infrastructure, and others.

The City has been investing significantly in a comprehensive plan to expand active transportation infrastructure across Mississauga. Much of the City's growth is achieved through redevelopment and intensification, and these land uses display lower utilization of single-occupancy motorized vehicles and higher utilization of walking and biking. Some of these needs are funded from Development Charges, however, the increased needs arising from high density are not fully fundable from DCs and CBCs are a tool that can be used to fund a share of these additional development-related capital costs.

Urban Parks

This service area includes costs related to the development of various types of park space across the City, including urban parks, privately-owned public spaces (POPS), and park infrastructure enhancements.

As the City continues to intensify and as development densities increase, the need and demand for public greenspace also increases as many new households in high-density areas do not have access to private outdoor space. Furthermore, urban parks are more expensive than traditional suburban parks both in terms of parkland acquisition and development costs. Other growth funding tools, such as DCs and Cash-in-lieu of Parkland, will not fully meet the parkland needs arising from high density residential development; CBCs provide a mechanism to fund a share of the increased development-related need.

Parking

This service area includes capital costs related to on-street parking and parking structures in the City's urban areas. Investment in parking infrastructure improvements is very important to maintain accessibility and usability of the transportation network, particularly in these denser neighbourhoods.

Prior to the legislative changes from Bills 108 and 197, Parking was a service previously included in the City's Development Charges By-law since 2009. CBCs can be used to fund development-related Parking costs recognizing the recent removal of Parking as a DC-eligible service.

Civic Administration

This service area includes the cost of developing the CBC Strategy, as enabled under the Planning Act, and also includes the implementation of the Strategy. Costs related to land valuations, disputes, and other capital costs related to CBC administration are included.

Date: November 4, 2021	Originator's files:
To: Chair and Members of General Committee	
From: Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works	Meeting date: November 17, 2021

Subject

Port Credit and Clarkson On-Street Parking Fees – Request for Fee Holiday (Wards 1 and 2)

Recommendation

1. That General Committee provide direction regarding the Port Credit Business Improvement Area's request to waive on-street parking charges within the Port Credit Business Improvement Area from November 25, 2021 to January 14, 2022, as outlined in the report dated November 4, 2021, from the Commissioner of Transportation and Works, entitled, "Port Credit and Clarkson On-Street Parking Fees – Request for Fee Holiday (Wards 1 and 2)".
2. That General Committee provide direction regarding waiving on-street parking charges in Port Credit outside the Port Credit Business Improvement Area from November 25, 2021 to January 14, 2022, as outlined in the report dated November 4, 2021, from the Commissioner of Transportation and Works, entitled, "Port Credit and Clarkson On-Street Parking Fees – Request for Fee Holiday (Wards 1 and 2)".
3. That General Committee provide direction regarding the Clarkson Business Improvement Area's request to waive on-street parking charges within the Clarkson Business Improvement Area from November 25, 2021 to January 14, 2022, as outlined in the report dated November 4, 2021, from the Commissioner of Transportation and Works, entitled, "Port Credit and Clarkson On-Street Parking Fees – Request for Fee Holiday (Wards 1 and 2)".

Background

The Christmas shopping season is important to the success of the Port Credit and Clarkson Business Improvement Areas (BIA's), especially this year. The retail members of these BIA's must compete with shopping malls and plazas that do not charge for parking.

The Transportation and Works Department is in receipt of requests from the Port Credit BIA to waive parking fees on Lakeshore Road East from fifty metres west of Stavebank Road to Seneca Avenue, within the BIA's business boundary, as well as the area north of Lakeshore Road East, between Stavebank Road and Hurontario Street which is outside the business area boundary, and the Clarkson BIA to waive on-street parking charges on Lakeshore Road West within the Clarkson BIA from November 25, 2021 to January 14, 2022. This would allow customers of the respective BIA's to park in those areas at no cost. Both BIA's Board of Directors feel that this initiative will be well received by the community and will assist their member businesses during the holiday season.

Comments

Parking charges function as a tool to manage parking demand and create additional streams of revenue to offset the cost of parking maintenance and the development of new parking facilities. Developing and maintaining parking is costly, particularly with respect to the purchase of land and the construction of parking structures. While some funding for potential new parking infrastructure is collected through the Payment-in-lieu of Parking (PIL) program in various parts of the City, additional funding is generated through the implementation of parking charges.

Parking charges are implemented throughout the commercial district of Port Credit through a program of parking pay and display machines (multi-bay pay-and-display ticket spitters) located within the lay-bys along Lakeshore Road East, Port Street East, and on each side street adjacent to the commercial developments. Parking charges are also implemented in the high density condominium area in Port Credit through a program of parking pay and display machines (multi-bay pay-and-display ticket spitters) located within the boulevard on streets north of Lakeshore Road East, between Stavebank Road and Hurontario Street adjacent to the condominium developments. Parking charges in Clarkson are implemented in two lay-bys along Lakeshore Road West through pay and display machines.

Pay for parking is used to regulate prime storefront parking through enforcement of a maximum three-hour parking duration. This encourages more frequent vehicle turnover, which is necessary to ensure that prime storefront parking spaces are available for customers. Long-term customer and employee parking are encouraged in the municipal parking lots located throughout the BIA's. Removal of the charge for parking would also remove the incentive for employee and long-term parking customers to use the off-street parking lots.

As identified in City of Mississauga By-Law 518-92, the Port Credit BIA boundary ends at approximately 50 meters (164 feet) north of Lakeshore Road East between Stavebank Road and Hurontario Street. The BIA's request to waive paid parking in Port Credit only applies to the BIA area as identified in City of Mississauga By-Law 518-92. The paid parking area 50 meters north of Lakeshore Road East, between Stavebank Road and Hurontario Street is located outside the BIA boundary and direction on whether to waive paid parking in this area is also required.

To facilitate the waiving of parking charges in the Port Credit BIA and Clarkson BIA, Transportation and Works Department staff would 'bag' the pay and display machines on Lakeshore Road on November 25, 2021 and 'un-bag' the parking meters and pay and display machines on January 15, 2022.

Financial Impact

Parking charges waived within the BIA's from November 25, 2021 to January 14, 2022 will have the following impact in cost centre 24006 Lakeshore BIA Parking:

- An estimated revenue loss of \$35,000 if all parking meters are bagged or \$28,000 if only parking meters within the BIA boundaries are bagged, and these funds will not be realized in the Parking Reserve Fund 35351 Cash In-Lieu of Parking – Port Credit;
- An estimated revenue loss of \$500 will not be realized in the Parking Reserve Fund 35353 Cash In-Lieu of Parking – Clarkson; and
- Associated operational costs with the affected pay and display machines will continue to be assumed by the City are approximately \$8,000 to \$11,000, operating budget 24006-715636.

Conclusion

The Port Credit Business Improvement Area and the Clarkson Business Improvement Area have requested that parking charges be waived from November 25, 2021 to January 14, 2022. Waiving parking fees within the BIAs will result in an estimated parking gross revenue loss of \$35,500 or \$28,500 and a decrease in the funds realized in the Parking Reserve Funds for Port Credit and Clarkson; as well as impact the ability stimulate on-street parking turnover.

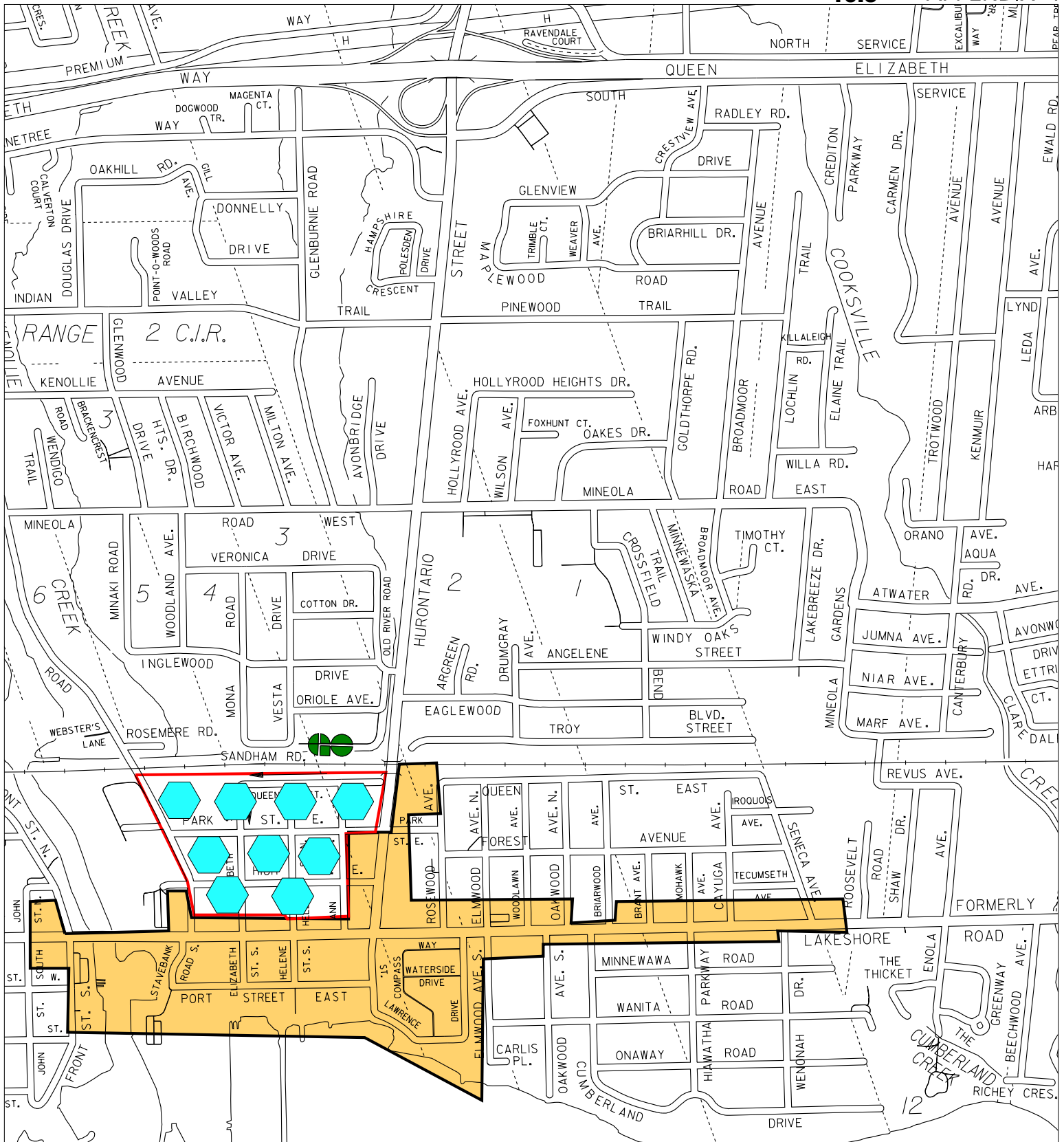
Attachments



Appendix 1: Location Map - Port Credit BIA Boundary Limits

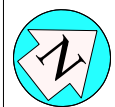


Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works

Prepared by: Tomasz Brzeziak, C.E.T., Parking Coordinator

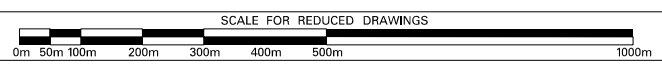


-  Paid Parking outside BIA boundary
-  Existing BIA boundary



**Transportation and Works
Works Operations & Maintenance**

**Port Credit BIA Boundary Limits
(Ward 1)**



Date: October 13, 2021	Originator's files:
To: Chair and Members of General Committee	
From: Shari Lichterman, CPA, CMA, Commissioner of Corporate Services and Chief Financial Officer	Meeting date: November 17, 2021

Subject

2022 Interim Tax Levy for Properties Enrolled in the Pre-authorized Payment Plan

Recommendation

1. That the report of the Commissioner of Corporate Services and Chief Financial Officer dated October 13, 2021 entitled "2022 Interim Tax Levy for Properties Enrolled in the Pre-authorized Payment Plan" be received.
2. That a by-law be enacted to provide for a 2022 interim tax levy based on 50 percent of the previous year's taxes on those properties subject to an agreement under the City of Mississauga pre-authorized tax payment plan.
3. That the 2022 interim levy of residential properties enrolled in the due date plan be payable in three instalments on March 3, April 7 and May 5, 2022.
4. That the 2022 interim levy for properties in the commercial, industrial and multi-residential property classes enrolled in the due date plan be payable in one instalment on March 3, 2022.
5. That the 2022 interim levy for properties enrolled in the monthly plan be payable in six instalments based on the taxpayer's selected withdrawal day of either the 1st, 8th, 15th, or 22nd of the months of January, February, March, April, May and June 2022.

Executive Summary

- Section 317 of the *Municipal Act, 2001*, allows municipalities to levy interim taxes.
- An interim levy is required so that the City of Mississauga can meet its financial obligations during the first half of the year prior to the final billing of annual property taxes.
- As per legislation, the amount levied on a property may not exceed 50 percent of the total amount of taxes levied on the property for the previous year.
- Any budgetary impacts are applied to the final tax bill.

Background

The *Municipal Act, 2001*, provides municipalities with the ability to levy interim taxes in order to meet financial obligations. The City of Mississauga enacts annually, two interim levy by-laws. The first is for taxpayers making payment through one of the City's Pre-authorized Tax Payment (PTP) Plans. The second is for those paying by an alternate method where payment is due in three instalments for residential properties and one instalment for commercial, industrial and multi-residential properties.

This report is to establish the interim levy requirements for the taxpayers on a PTP plan. Property owners can enroll in the program throughout the year; for the monthly plan, to begin withdrawals in January 2022, the deadline to enroll is November 1, 2021. There are currently 29 percent of residential and 26 percent of non-residential properties enrolled in one of the City's PTP plans.

The report on the interim levy for all other properties will be presented to Council in January 2022.

Comments

Section 317 of the *Municipal Act, 2001*, allows municipalities to levy interim taxes. The amount levied on a property may not exceed 50 per cent of the total amount of taxes levied on the property for the previous year adjusted for any supplementary or cancellation that applied to only part of the previous year as if the supplementary or cancellation had applied for the entire year.

The Province suspended the planned provincial-wide reassessment in 2020 due to the COVID-19 pandemic. The Province has not yet confirmed when the next reassessment will occur. Assessment values for 2022 will continue to be based on a valuation date of January 1, 2016. The values used for the 2022 tax year will be the same as 2021 unless there has been an assessment change resulting from any supplementary or cancellation. Any impact resulting from budgetary increases are applied on the final bill.

An interim levy allows the municipality to meet its financial obligations during the first half of the year including payment of Region of Peel and school board requirements.

In order to adhere to the legislated notification period, the 2022 interim tax bills must be issued by December 14th, 2021 and a by-law enacted prior to this date.

It is proposed that the 2022 interim levy for residential properties enrolled in the pre-authorized due date plan be payable in three instalments on March 3, April 7, and May 5, 2022 and that the 2022 interim levy for commercial, industrial and multi-residential properties enrolled in the pre-authorized due date plan be payable in a single instalment on March 3, 2022. Alternatively, for properties enrolled in the pre-authorized monthly plan, six instalments are proposed based on

the taxpayer's selected withdrawal date of either the 1st, 8th, 15th, or 22nd of the months of January, February, March, April, May and June 2022.

For taxpayers not on one of the pre-authorized payment plans, March 3, April 7, and May 5, 2022 will be the due dates recommended for residential properties and March 3, 2022 will be the due date recommended for commercial, industrial and multi-residential properties. The second interim report and by-law with this recommendation will be brought forward to Council in January 2022.

Financial Impact

Not applicable.

Conclusion

A 2022 interim levy is required so that the City can meet its financial obligations. The 2022 interim levy for those properties subject to an agreement under the Pre-authorized Tax Payment Plan will be calculated pursuant to Section 317 of the *Municipal Act, 2001*, to be 50 per cent of the annualized taxes levied on a property in the previous year.

Instalment due dates for residential properties enrolled in the due date plan will be March 3, April 7, and May 5, 2022. The instalment due date for commercial, industrial or multi-residential properties enrolled in the due date plan will be March 3, 2022.

All properties enrolled in the monthly due date plan will have instalments due on the taxpayer's selected withdrawal day of either the 1st, 8th, 15th or 22nd of the months of January, February, March, April, May and June, 2022.



Shari Lichterman, CPA, CMA, Commissioner of Corporate Services and Chief Financial Officer

Prepared by: Louise Cooke, Manager, Revenue & Taxation

Date: October 26, 2021

To: Chair and Members of General Committee

From: Geoff Wright, P.Eng, MBA, Commissioner of
Transportation and Works

Originator's files:
EC.08.DUN

Meeting date:
November 17, 2021

Subject

Indemnity Agreement for 2688 Dundas Street West (Ward 2)

Recommendation

That a by-law be enacted authorizing the Commissioner of Transportation and Works and the City Clerk to execute and affix the corporate seal to an Indemnity Agreement, and subsequent amending agreements and/or ancillary documents, between the City of Mississauga, the Region of Peel and 1515422 Ontario Inc., as owner of 2688 Dundas Street West, to permit 1515422 Ontario Inc. to undertake investigative and remedial work for addressing petroleum hydrocarbon impacts in soil and groundwater within the City of Mississauga's road allowance (Dundas Street West) and to indemnify the City of Mississauga against any potential related costs or claims in form and content satisfactory to the City Solicitor.

Background

The subject property is located at 2688 Dundas Street West (the "Site"), illustrated in Appendix 1, and is owned and operated by 1515422 Ontario Inc. ("the Owner"). The Site has been operating as a service station since the mid 1970s.

In June 2015, in preparation for site redevelopment activities, the Owner undertook environmental investigations and petroleum-related contamination was discovered in soil and groundwater that exceeded applicable criteria both on the service station site and on the adjacent municipal road allowances, namely Dundas Street West (owned by the City of Mississauga) and Winston Churchill Boulevard (owned by the Region of Peel). Specifically, concentrations of several petroleum-related chemical parameters were detected in groundwater that exceeded the Ministry of the Environment, Conservation and Parks' 2011 applicable Site Condition Standards within these municipal road allowances.

The Owner subsequently duly notified the Technical Standards and Safety Authority ("TSSA"), the City and the Region regarding the presence of on-site and off-site contaminants originating from the Site.

As a result of the identified contamination, the Owner is obligated to remediate both the Site subject to a Contaminant Management Plan approved by the TSSA and the municipal road allowances as part of the redevelopment undertaking.

The City and the Region requested to enter into a tri-party Indemnity Agreement (the “Agreement”) with the Owner to protect their respective liability associated with potential remaining contamination in the Dundas Street West and/or Winston Churchill Boulevard road allowances.

Comments

The Owner has agreed to negotiate and enter into the Agreement related to the Site and the municipal road allowances with the City and the Region. With respect to the City’s interest, it would be of benefit to the City to negotiate and enter into this Agreement. The Agreement will commit the Owner to continue additional work required to address the contamination in the municipal road allowance at the Owner’s cost and to reimburse the City for any incremental costs that may be incurred by the City in connection with the contamination, should any work be required within the City’s road allowance. This in turn will reduce any potential liability to the City with respect to claims that the contamination may impact workers during subsurface intrusive activities for maintenance, replacement or repair of underground utilities within the City’s road allowance.

Financial Impact

There will be no financial impact to the City for entering into the Agreement. If the Agreement is not entered into, the City may incur costs associated with pursuing environmental investigations to delineate and remediate contamination within the City road allowance and costs incurred due to any claims brought against the City relating to the contamination.

Conclusion

Petroleum-related contamination has been identified within the municipal road allowances adjacent to a service station. Executing an Indemnity Agreement between the City, the Region and 1515422 Ontario Inc. will be advantageous to the City to improve the environmental conditions and reduce the City’s liability associated with the City road allowance. It will commit the Owner to continue its obligations to address contamination issues and ensure protection to the public and workers.

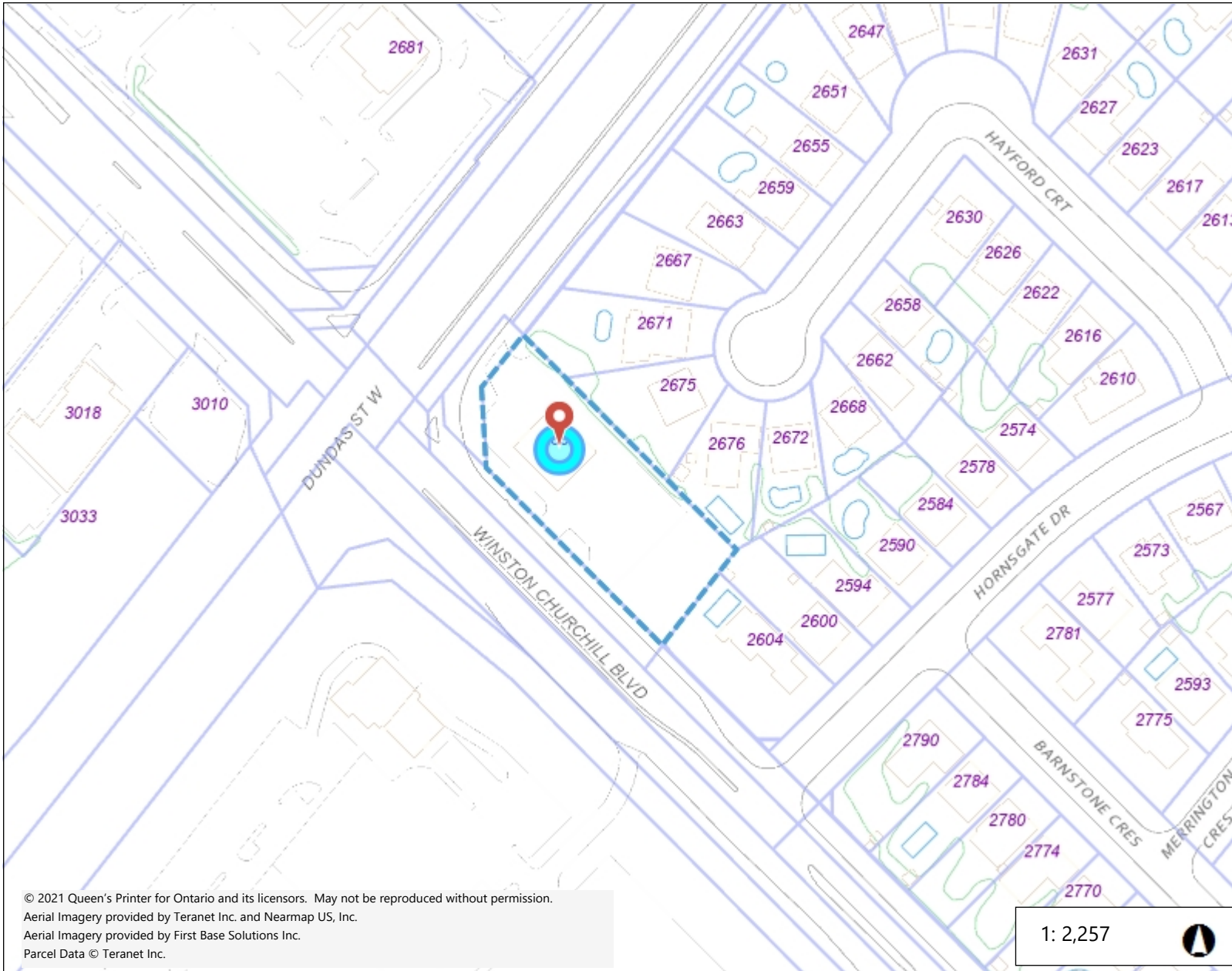
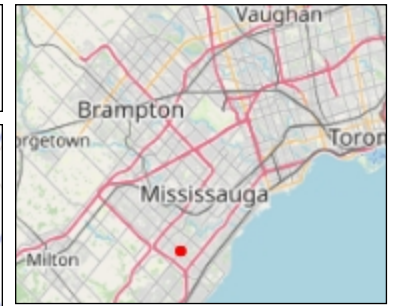
Attachments

Appendix 1: Site Map



Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works

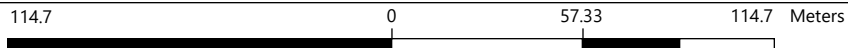
Prepared by: Imshun Je, Manager, Environmental Site Management & Compliance



- Legend**
- Address Text
 - Property Boundaries

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1: 2,257



WGS_1984_Web_Mercator_Auxiliary_Sphere
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THIS IS NOT A PLAN OF SURVEY

Notes

2268 Dundas Street West

Date: October 31, 2021	Originator's files:
To: Chair and Members of General Committee	
From: Jodi Robillos, Acting Commissioner of Community Services	Meeting date: November 17, 2021

Subject

Increase to the Contract with R.J. Burnside & Associates Limited, for former Harris Lands (P-505) Phase 1 Development Project, File Ref: PRC001105, (Ward 11)

Recommendation

That the Purchasing Agent or designate be authorized to execute a contract amendment and all ancillary documents to increase the scope & value of the contract by up to \$470,000.00 with R.J. Burnside & Associates Limited (PO 4500496712) for 'Consulting Services for Park 505' as outlined in the report dated October 31, 2021 from the Acting Commissioner of Community Services.

Executive Summary

- The City of Mississauga currently has a contract with R.J. Burnside & Associates Limited for multi-disciplinary consulting services to develop phase one of the former Harris Lands.
- The contract commitment with R.J. Burnside & Associates Limited has already been increased to the allowable 20% permitted as per Purchasing By-law 374-06, Section 18, (2) Amendments (d).
- Additional consulting services are required to allow the project to proceed to construction and to extend the trail system through Credit Meadows beyond the original scope of the project.
- Contract scope increases includes additional consulting services required for archaeological assessments & approvals at original project location, and to extend the trail system through Credit Meadows (P-122).
- Funding for additional consulting services is available in the current approved project budget.

Background

R.J. Burnside & Associates Limited was retained by the City following a competitive procurement process (PRC001105) to provide multi-disciplinary consulting services in support of developing phase one of the former Harris Lands at 6545 Creditview Road for recreational parkland. Consulting services included a Municipal Class Environmental Assessment Schedule B to support pedestrian bridge crossings of the Credit River, preliminary and detailed design, approvals and permits, tender drawings and construction administration.

Archaeological Assessments completed to date identified two significant sites with recommendations requiring further archaeological assessment not included in the Consultant's scope:

Stage 2 and Stage 3

- AjGw-664 – Bridge Crossing 2 (east side)

Stage 4

- AjGw-645 – Creditview Road (north of Harris laneway)

These additional archaeological assessments at Bridge Crossing 2 and Creditview Road will need to be cleared before construction can commence.

Through Public consultation and feedback, extension of the trail system to connect the Harris Lands through Credit Meadows to Creditview Road in the south was supported, and represents additional consulting scope requiring site studies, detailed design and construction administration. The one kilometre (1km) extension of the trail route will also act as a construction access, thereby providing an alternate, less disruptive route for pedestrian bridge construction, limiting disturbance to the natural areas through Credit Meadows and the Harris Lands. The construction access will be paved at the end of construction, forming the trail connection through Credit Meadows to Creditview Road completing this section of the Culham Trail.

Comments

The original approved commitment with R.J. Burnside was \$655,015.10. Approval was obtained through the Procurement Authorization Request process to add \$131,003 to the original commitment for a total contract value of \$786,018.10, which is equivalent to the allowable 20% limit permitted under the Purchasing By-law #374-2006, Section 18 (2) Amendments (d). Any additional amendments to the contract require Council approval.

For continuity, the same consultant should be retained for the additional work. R.J. Burnside & Associates Limited have performed well, have extensive knowledge of the site, have the required professional expertise including Archaeological specialists, indigenous consultations and are available to undertake the additional work.

Strategic Plan

Aligned to Strategic Pillars Connect and Green, this project assists in meeting the objective of connected neighbourhoods through new recreational experiences on the former Harris Lands, new multi use trails with two pedestrian bridges over the Credit River and provides protection and enhancement of natural areas and habitat with interpretive opportunities.

Engagement and Consultation

A Municipal Class Environmental Assessment (MCEA) was completed in March 2021, to determine the locations of pedestrian bridges crossing Credit River. Comments were received from the public, agencies and Indigenous communities throughout the MCEA and final 33 day review period. Additional public engagement is currently underway to inform the public of the trail connections and extension through Credit Meadows.

Financial Impact

The original approved commitment was \$655,015.10. Approval was obtained through the Procurement Authorization Request process to add \$131,003 to the original commitment for a total contract value of \$786,018.10, which is equivalent to the allowable 20% limit permitted under the Purchasing By-law #374-2006, Section 18 (2) Amendments (d). Any additional amendments to the contract require Council approval.

An increase in the value of the contract by up to \$470,000.00 is now requested to cover the anticipated additional consulting services for a revised total commitment of \$1,256,018.10. Funding for increased scope in consulting services is available in current approved project budget from PN 17313 and no additional funding is being requested.

Conclusion

The original contract with R.J. Burnside was based on a certain scope and has reached the allowable 20% limit increase. Due to additional scope for archaeological assessments, and the extension of the trail system through Credit Meadows, further multi-disciplinary consulting services are required for the project to proceed. This report seeks authorization for the Purchasing Agent to execute the contract amendment to increase the contract scope & value with R.J. Burnside & Associates.



Jodi Robillos, Acting Commissioner of Community Services

Prepared by: Geoff Bayne, Acting Manager, Park Development

Date: October 25, 2021	Originator's files: PO.11.WIL
To: Chair and Members of General Committee	
From: Shari Lichterman, CPA, CMA, Commissioner of Corporate Services and Chief Financial Officer	Meeting date: November 17, 2021

Subject

Surplus Land Declaration for the purposes of disposal of city-Owned lands located at 46 William Street (Ward 11)

Recommendation

1. That City-owned lands located at 46 William Street, south of Britannia Road and east of Queen Street, containing an area of approximately 1,319.92 square metres (14,207.91 square feet), legally described as Lot 78 and Henry Street, according to a plan of the Village of Streetsville being a plan of part of Lot 5, Concession 5, West of Hurontario Street, Township of Toronto, referred to as Plan STR-2, designated as Parts 1, 2, 3, 4, 5 and 6, Plan 43R-20224, under the *Land Titles Act* as PIN #13128-0165 (LT), in the City of Mississauga, Regional Municipality of Peel (Ward 11), be declared surplus to the City's requirements.
2. That Realty Services staff be authorized to proceed to dispose of lands described as part of Lot 78 and Henry Street, Plan STR-2, designated as Part 6, Plan 43R-20224, being comprised of approximately 249.8 square metres (2,688.82 square feet) for the purpose of a proposed sale to adjacent owner of the railway corridor, The Ontario and Quebec Railway Company/The Credit Valley Railway Company, at fair market value.
3. That Realty Services staff be authorized to proceed to dispose of lands described as part of Lot 78 and Henry Street, Plan STR-2, designated as Parts 1, 2, 3, 4 and 5, Plan 43R-20224, being comprised of approximately 1,070.12 square metres (11,518.67 square feet), at fair market value on the open market.
4. That all steps necessary to comply with the requirements of Section 2.(1) of the city Notice by-law 215-08 be taken, including giving notice to the public by posting a notice on the City of Mississauga's website for a two week period, where the expiry of the two week period will be at least one week prior to the execution of an agreement for the sale of subject lands.

Executive Summary

- That the City-owned lands at 46 William Street were utilized as a public works yard until 1990 and are now surplus to the City requirements.
- It is proposed that a portion of 46 William Street identified as Part 6, Plan 43R-20224, being comprised of approximately 249.8 square metres (2,688.82 square feet), be declared surplus for the purpose of sale to the adjacent owner of the railway corridor, The Ontario and Quebec Railway Company/The Credit Valley Railway Company, at fair market value.
- It is proposed that the remainder of 46 William Street identified as Parts 1, 2, 3, 4 and 5, Plan 43R-20224, being comprised of approximately 1,070.12 square metres (11,518.67 square feet), be declared surplus for the purpose of a sale at fair market value on the open market.
- An easement shall be retained for the maintenance of the existing 900 mm municipal storm sewer infrastructure which travels beneath the property.
- An Agreement of Purchase and Sale to convey the subject property will be processed pursuant to Delegated Authority by-law 0148-2018. Should the market value of the property exceed the limits of delegated authority, staff shall report to Council to seek authority to execute an Agreement of Purchase and Sale

Background

The City is the registered owner of 46 William Street. The lands were utilized by Transportation & Works as a public works yard until February 1990.

At its meeting of November 25, 1992, Council authorized that part of the unopened Henry Street located west of William Street, described as part of Lot 78 and part of Lot 79, Plan STR-2, be closed and sold at market value to the adjoining property owners together with the surplus City-owned property at 46 William Street described as part of Lot 78, Plan STR-2. The portion of this property west of William Street, being Parts 3, 4, 5 and 6, Plan 43R-20224 was closed by By-law 0279-1994.

In January 1993, the adjacent owner at 48 William Street, Jean Watt expressed an interest in purchasing the City-owned lands, however, agreement was not reached.

Later in 1997 Joe Ponzio, President of Quickchill Mobile Refrigeration (“Quickchill”) approached the City and requested to lease the lands for storage of refrigeration trailers. The license agreement with Quickchill commenced June 11, 1998 for a term of 5 years. The license agreement has subsequently been renewed and Mr. Ponzio continues to occupy the City-owned lands.

Part 6, Plan 43R-20224, being comprised of approximately 249.8 square metres (2,688.82 square feet) extends into the railway corridor, and shall be offered for purchase by The Ontario and Quebec Railway Company/The Credit Valley Railway Company, at fair market value.

Comments

The lands were initially used as a public works yard and subsequently leased to Quickchill for storage of trailers pursuant to a license agreement commencing in June 1998.

Realty Services has completed its circulation and received confirmation that there are no concerns with the lands being declared surplus to the City’s requirements and sold. The lands shall be sold as is.

Transportation and Works advised that a minimum 8 metre wide municipal easement is to be retained over the existing 900mm municipal storm sewer which travels beneath the property.

The lands have been circulated to external utility companies and no easement protection is required. However, a municipal storm sewer easement shall be retained for the maintenance of the existing infrastructure.

Prior to the sale of the subject lands, public notice will have been given by the posting of a notice of proposed sale on the city of Mississauga’s website for a two week period, where the expiry of the two week period will be at least one week before the execution of the agreement for the sale of the said lands. This notice satisfied the requirement of the City Notice By-law 0215-2008, as amended by by-law 0376-2008.

If agreement is reached with the owner of the railway corridor or if a sale of the remaining lands are successfully negotiated, Agreements of Purchase and Sale to convey the properties will be processed pursuant to Delegated Authority by-law 0148-2018. Should the market value of the properties exceed the limits of delegated authority, staff shall report to Council to seek authority to execute any Agreements of Purchase and Sale.

Financial Impact

There are no financial impacts resulting from the Recommendations in this report. There will, however, be revenue generated to the City by any subsequent sales.

Conclusion

As the City lands identified in this report are not required for municipal purposes, it is reasonable to declare the parcel surplus to the City needs. Easement protection shall be retained in advance of disposition, as required.

Attachments

Appendix 1: Approximate location of the lands to be declared surplus

Appendix 2: Reference Plan 43R-20224 identifying the lands to be declared surplus as Parts 1, 2, 3, 4, 5 and 6



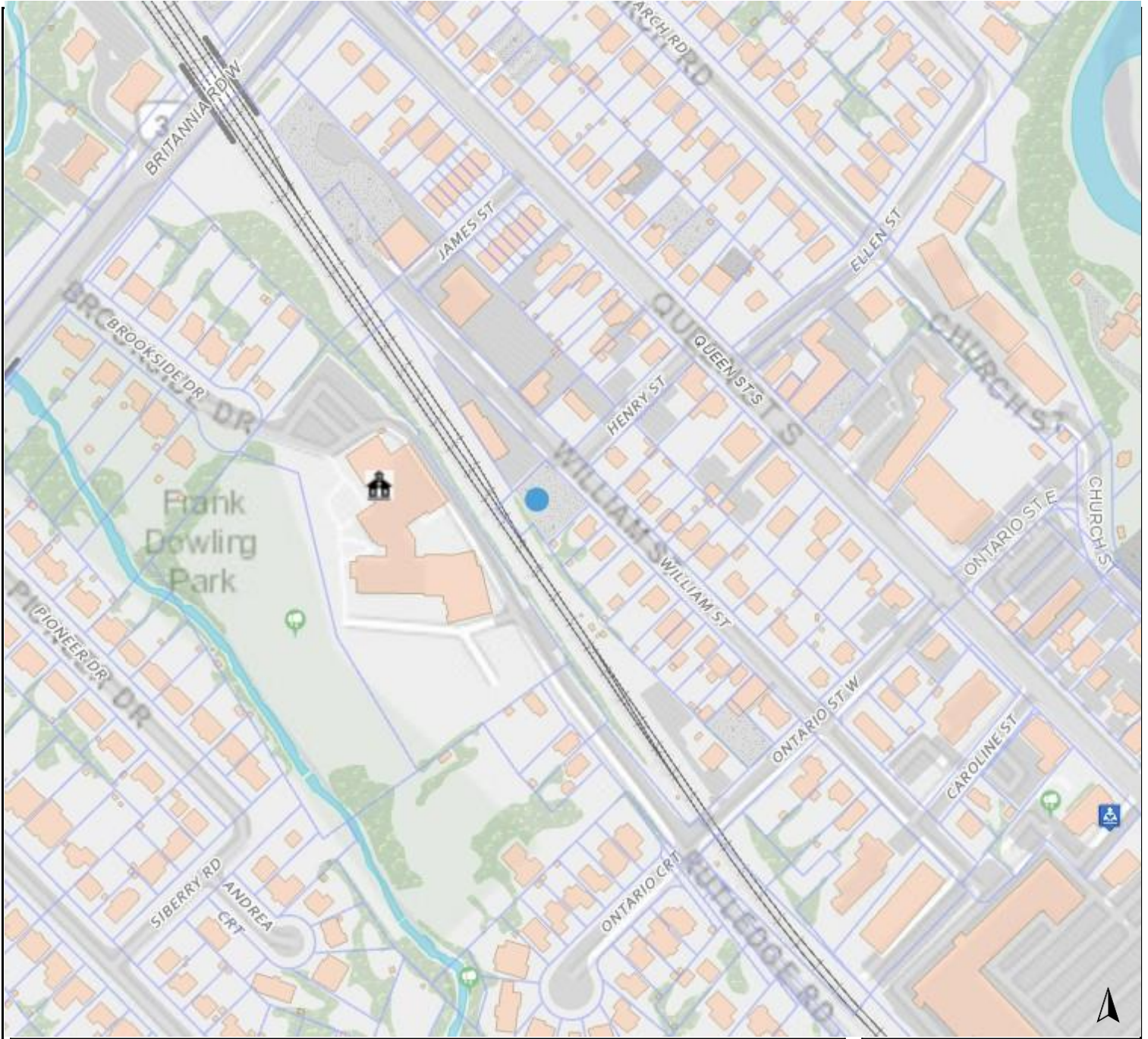
Shari Lichterman, CPA, CMA, Commissioner of Corporate Services and Chief Financial Officer

Prepared by: Susy Costa, Project Leader, Realty Services, Facilities & Property Management

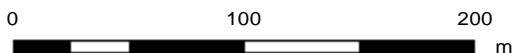


Corporate Services
Corporate Business Services,
Realty Services

Surplus Declaration, 46 William Street (PO.11.WIL)



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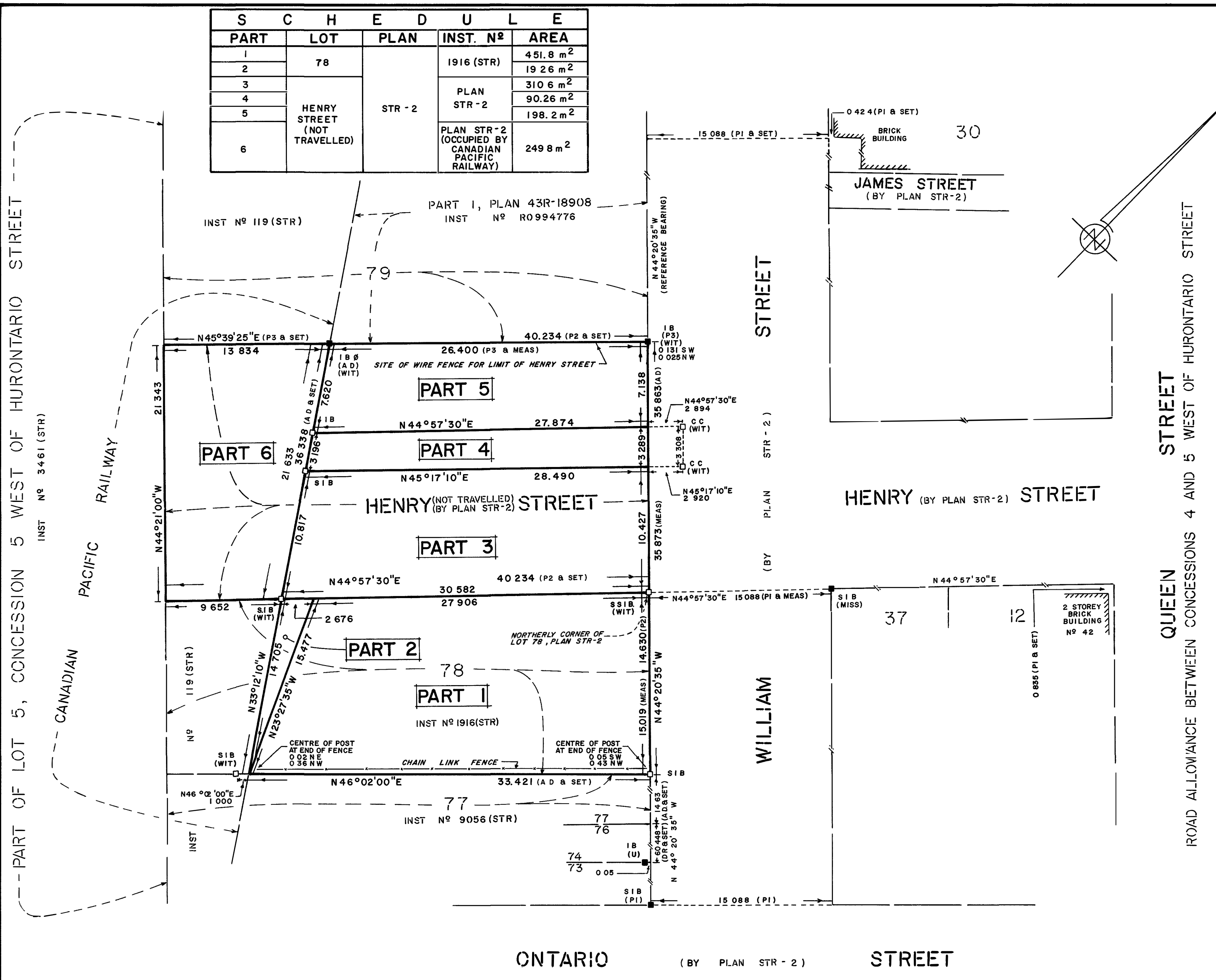


THIS IS NOT A PLAN OF SURVEY

Notes

Surplus Declaration, 46 William Street (PO.11.WIL)

S C H E D U L E				
PART	LOT	PLAN	INST. N ^o	AREA
1	78	STR - 2	1916 (STR)	451.8 m ²
2				19 26 m ²
3	HENRY STREET (NOT TRAVELLED)	STR - 2	PLAN STR - 2	310.6 m ²
4				90.26 m ²
5				198.2 m ²
6				249.8 m ²



SURVEYOR'S COPY

10.7

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE REGISTRY ACT

DATE DECEMBER 7, 1993

PLAN 43R-20224
RECEIVED AND DEPOSITED
DATE January 24, 1994

R. B. Lawryshyn
R B LAWRYSHYN
ONTARIO LAND SURVEYOR

S. Darheiser
AND REGISTRAR FOR THE
REGISTRY DIVISION OF PEEL (N^o 43)

CAUTION: THIS PLAN IS NOT A PLAN OF SUBDIVISION WITHIN THE MEANING OF THE PLANNING ACT.

METRIC: DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

PLAN OF SURVEY OF PART OF
LOT 78 AND HENRY STREET
ACCORDING TO A PLAN OF THE VILLAGE OF STREETSVILLE
BEING A PLAN OF
PART OF LOT 5, CONCESSION 5 WEST OF HURONTARIO STREET
TOWNSHIP OF TORONTO, COUNTY OF PEEL
REFERRED TO AS
PLAN STR-2
FORMERLY IN THE TOWN OF STREETSVILLE
NOW IN THE
CITY OF MISSISSAUGA
REGIONAL MUNICIPALITY OF PEEL
R B LAWRYSHYN, O L S.
1993
SCALE = 1:250
0 1 2 3 4 5 10 15 20 25 30
M E T R E S

- BEARING REFERENCE AND LEGEND**
- o BEARINGS ARE ASTROMOMIC AND ARE REFERRED TO THE SOUTHWESTERLY LIMIT OF WILLIAM STREET AS SHOWN ON PLAN 43R-18908, HAVING A BEARING OF N44°20'35" W.
 - o * DENOTES SURVEY MONUMENT FOUND
 - o □ DENOTES SURVEY MONUMENT PLANTED
 - o S I B DENOTES STANDARD IRON BAR
 - o I B DENOTES IRON BAR
 - o S S I B DENOTES SHORT STANDARD IRON BAR
 - o C C DENOTES CUT CROSS
 - o (MEAS) DENOTES MEASURED
 - o (U) DENOTES UNKNOWN ORIGIN
 - o (A D) DENOTES A DEATH, O L S
 - o (D R) DENOTES D ROBERTS, O L S
 - o (M I S S) DENOTES CITY OF MISSISSAUGA
 - o (P I) DENOTES PLAN OF SURVEY BY CITY OF MISSISSAUGA DATED SEPT 19, 1986, FILE N^o D-22167
 - o (P 2) DENOTES PLAN STR-2
 - o (P 3) DENOTES PLAN 43R-18908
 - o (W I T) DENOTES WITNESS
 - o ∅ DENOTES ROUND

SURVEYOR'S CERTIFICATE

I CERTIFY THAT

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT AND THE REGISTRY ACT AND THE REGULATIONS MADE THEREUNDER
- THE SURVEY WAS COMPLETED ON THE 30th DAY OF JULY, 1993.

R. B. Lawryshyn
R B. LAWRYSHYN
ONTARIO LAND SURVEYOR

DECEMBER 7, 1993

CITY OF MISSISSAUGA
TRANSPORTATION AND WORKS DEPARTMENT
3185 MAVIS ROAD
MISSISSAUGA, ONTARIO
L5C 1T7 (416) 896-5000

APPENDIX 2

Date: October 15, 2021	Originator's files:
To: Chair and Members of General Committee	
From: Jodi Robillos, Acting Commissioner of Community Services	Meeting date: November 17, 2021

Subject

Revised Filming on City of Mississauga Property Policy

Recommendation

That the revised Corporate Policy and Procedure - Filming on City of Mississauga Property (06-03-02), attached as Appendix 1 to the Corporate Report entitled "Revised Filming on City of Mississauga Property Policy" dated October 15, 2021 from the Acting Commissioner of Community Services be approved.

Executive Summary

- The City's current Filming on City of Mississauga Property Policy was last reviewed in 2016 and needs to be updated to bring it into alignment with industry standards.
- This much needed policy update is included as a priority in the City's Economic Recovery Plan - Creative Industries plan (2020) as well as Culture's Master Plan (2019) and Creative Industry Strategy (2016).
- One of the greatest barriers to filming in Mississauga is the required threshold percentage of approval for filming in residential areas; the City's approval requirements are the highest in Ontario.
- Staff also recommends adopting COVID-related process changes that have proven to be more effective, are used by the majority of Film Offices in the province and ensure safe filming.

Background

In fall 2016, Council approved Culture's Creative Industries Strategy. One of the recommendations in this strategy targeted sector-specific measures for film and TV "to align policies and processes with the Toronto Film Office and other municipalities including residential approvals." Culture's Master Plan, approved in 2019, further reiterated the potential to grow this creative industry by focusing on the removal of barriers, as well as promotion of studio development.

In early 2019, a Steering Committee and Core Working Team were formed with staff from divisions having the greatest impact and interaction with day-to-day film office operations (namely Traffic Management, Works Operations and Maintenance, Corporate Innovation and Performance - Corporate Policy, Recreation and Parks Operations). This project team facilitated the change required to processes and policy. A Project Charter was developed that identified two phases of this project:

- **Phase One** – develop a list of barriers and recommended solutions to minimize or remove barriers based on client engagement and feedback.
- **Phase Two** – develop recommendations to update the policy and operational processes to remove barriers.

This project was also endorsed by the City's Economic Recovery Task Force and approved by Council as a priority in the **City's Economic Recovery Plan - Creative Industries**.

Present Status

The City's current Film Policy (06-03-02) is creating barriers for film production and does not align with industry standard processes in the areas of:

- Approval of residents (percentages)
- Process for obtaining resident approvals
- Exception required for Sunday activity
- Winter Maintenance and Operations (i.e. Snow Removal and Parking Restrictions)

See Appendix 2 - Policy comparison chart and rationale for details.

Comments

Film production clients said one of the greatest barriers to filming in Mississauga is the required threshold percentage of approval for filming in residential areas. Mississauga's approval requirements are the highest in Ontario.

The new Film Policy recommends closer alignment to industry standards. Staff recommends the approval percentage drop from 80 per cent to 66 per cent; this would bring the process in line with current operational standards in Transportation & Works; staff recommends adopting the same approval/objection parking petition process to ensure consistency

In addition, staff is recommending adopting COVID-related process changes and efficiencies that are currently working well and are used by the majority of Film Offices in the province to ensure safe filming. Specifically, this new process records objections rather than approvals; it requires less face-to-face contact and leans the process for both the client and the Film Office staff. See Appendix 3 - Have Your Say – Sample Objection Letter.

To address possible concerns in residential neighborhoods where there is increased volume and sensitivities to filming, staff will continue to work with Members of Council on a case-by-case basis.

Strategic Plan

Removing barriers to film and television production by updating this policy to better align it to industry standards falls under the Prosper pillar: “Attract innovative business – to be a dynamic, urban environment that is the preferred location for innovative, creative and knowledge-based businesses and emerging industries.” Culture’s 2019 Master Plan reinforces goals to attract and retain talent to foster innovative businesses while reiterating the need to “collaborate with business and other City departments to achieve these goals.”

Engagement and Consultation

Extensive benchmarking, engagement and collaboration was undertaken with municipal film offices as well as internal and external industry stakeholders to inform the policy changes as follows:

- In 2018, 14 municipalities were reviewed as part of the benchmarking exercise (12 Ontario municipalities, Vancouver and Calgary); 28 film clients were surveyed confidentially to identify ‘pain points’ and challenges with local filming. Based on this feedback, staff developed a list of ‘pain points’ and challenges that required review.
- In 2019, dialogue and working meetings with internal stakeholders, from staff in affected Divisions and Departments, assisted in creating workable solutions to improve processes.
- All relevant and associated City by-laws were reviewed to ensure appropriate changes were incorporated and aligned (namely Noise Control By-law 360-79).

Financial Impact

In 2019, the City's film revenue reached a record setting high of \$727,000. Despite the pandemic, revenue targets for 2021 are expected to exceed these targets and continue with upward trends. Staff anticipates the recommended policy changes will make it easier for production companies to film in Mississauga and result in increased filming revenues to the City.

Conclusion

Extensive benchmarking, engagement and collaboration was undertaken with municipal film offices as well as internal and external industry stakeholders to inform the recommended policy changes. With the opening of an eighth and ninth studio in Mississauga this year, as well as proposed developments in discussion, the policy changes will remove barriers to location filming, align to provincial industry standards, improve customer service and ensure Mississauga remains competitive in this sector.

Attachments

- Appendix 1: Draft Filming on City of Mississauga Property policy revision
- Appendix 2: Policy comparison chart and rationale
- Appendix 3: Have Your Say – Sample Objection Letter



Jodi Robillos, Acting Commissioner of Community Services

Prepared by: Sonja Banic, Manager, Culture Services

Corporate Policy & Procedure



Policy Title: Appendix 1 - clean copy - 2021-10 25 - revised Filming on City of Mississauga.docx

Policy Number: 06-03-02

Draft Only – Clean Copy - October 25, 2021

Section:	Public Relations	Subsection:	Promotion
Effective Date:	October 30, 2013	Last Review Date:	May, 2016
Approved by: Council	Owner Division/Contact: Manager, Creative Industries, Culture Services Section, Culture Division, Community Services Department		

Policy Statement

The Corporation of the City of Mississauga recognizes the direct and indirect economic benefits to the community associated with filming and encourages film related projects within the City.

Purpose

This policy outlines the requirements for the assessment and approval of Film Permits for filming on City Property and/or filming that impacts the public.

Preapproval of film projects ensures that property owned by the City and the rights, safety and privacy of the citizens of Mississauga are protected, while supporting the film industry.

Scope

This policy applies to all commercial, independent and student filming which takes place on City Property, excluding newscasts, media and public affairs requests.

Exclusions

The following are not subject to this policy and do not require a Film Permit:

- Filming for non-commercial purposes (e.g. sports and family or community events)
- Filming on private property; however, the property owner and Production Company are responsible for determining the terms and conditions, including fees, related to the Production Company's use of the private property and must abide by all applicable Federal, Provincial and municipal legislation, including City by-laws and policies, and

- All still photography and wedding ceremony needs in City parks or at City facilities, which are arranged through the City's Customer Service Centre. Refer to Corporate Policy and Procedure – Property and Facilities – [Use of City Facilities](#)

Legislative Authority

Film Permits will be issued only in accordance with applicable City by-laws and policies, including but not limited to, road closures, fireworks, vehicle idling and fees and charges. Filming activities on City Property are exempt from the Noise Control By-law 360-79, as amended.

Definitions

For the purposes of this policy:

“By-law”, in relation to any by-law referenced in this policy, means the current by-law, as may be amended, or the by-law's successor.

“City” means The Corporation of the City of Mississauga.

“City Property” means all City-owned and controlled properties and facilities, including but not limited to, Managed City Property; indoor and outdoor recreation fields; parkland; gardens; open space and boulevards; Highways; buildings and rooms; furniture; equipment and fixtures; vehicles; buses; and bus shelters.

“Film Office” means the section within the Culture Division, Community Services Department, responsible for managing film.

“Film Permit” (Permit) means a permit, issued by the Film Office in a form satisfactory to Legal Services, authorizing filming (including movies and television) on City Property.

“Film Permit Application” means an application, issued by the Film Office, for approval to conduct filming on City Property.

“Highway”, as defined in Traffic By-law 0555-2000 and the *Highway Traffic Act*, includes a common and public highway street, avenue, parkway, driveway, square, place bridge, viaduct or trestle and Mississauga Transitway, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.

“Managed City Property” means City Property that is subject to a lease and/or management and operations agreement.

“Production Company” means an individual or organization requesting permission from the City or private property owners in Mississauga to conduct filming.

DRAFT

Permit Issuance

A Film Permit is required for all commercial filming on City Property. Film Permits are approved and issued by the Film Office after review with other applicable departments/divisions and/or outside organizations, as determined by the Film Office.

The Production Company must keep a copy of the Film Permit on the film site at all times.

All Production Companies, regardless of location of filming, must abide by all applicable Federal, Provincial and municipal legislation and regulations, including City by-laws and policies.

Application Required

The Production Company must submit a completed Film Permit Application to the Film Office within the stated time frame; otherwise a Film Permit may not be issued.

Application Review and Approval Process

The Film Office, in consultation with other City staff, as appropriate, is responsible for approving Film Permit Applications as they relate to City Property, other than Highways. The Supervisor of Traffic Operations, Transportation and Works Department or their designate in writing, is responsible for approving the Road Occupancy portion of Film Permit Applications as they relate to Highways.

Film Permit Applications are considered on a case-by-case basis and may involve consultation with the manager/supervisor of the City Property and/or other City staff as required. Any concerns are discussed and special requirements/approvals are identified (such as police/fire approval for certain special effects).

Issuance of Film Permits is subject to City Property availability. In addition, the City reserves the right to reject any Film Permit Application.

Film Permits for the Civic Centre executive offices, including Council Chambers, will be issued only with the approval of a majority of elected officials and the City Manager.

Application Timelines

Applications must be made to the Film Office at least four business days in advance of filming activity. If a Highway closure is required, the application must be made to the Film Office at least 15 business days in advance of the requested closure. Requests for Highway closures will be coordinated by the Film Office, in consultation with the Transportation and Works Department.

Fees

Fees for commercial filming are outlined in the User Fees and Charges By-law 0156-2019. Additional fees and charges may apply in compliance with other City bylaws. The Production Company may be required to pay for the services of City staff if they are required when filming on City Property or prior to filming on City property for site preparation,, as determined by the Film Office, in consultation with other City departments. All costs associated with these requirements are the responsibility of the Production Company. Where services are not provided by the City, the Production Company is required to pay the service provider directly.

Fees must be paid in accordance with the terms and conditions outlined in the Permit.

Insurance Requirements

Upon application for a Film Permit, each Production Company must present complete proof of insurance on the City Certificate of Insurance form available on the City's external website, as determined by Risk Management. No Permit will be issued without proof of valid insurance.

The limit of insurance required will be at the discretion of the Film Office, based on the level of risk of each filming project. Students producing films as part of their school curriculum must be covered under the school's insurance policy.

The applicant must, at their own expense, obtain and maintain insurance coverage and indemnify and save harmless the City, in accordance with the terms and conditions of the Film Permit.

Notice Requirements

Notice to the Community

The Production Company must notify affected residents and businesses, in writing and a minimum of 48 hours in advance of filming, or as instructed by the Film Office. The notice will include information related to the project, such as the duration and location of filming, planned special effects, Highway closures, sidewalk usage and street parking restrictions. A copy of all notification letters must be on file with the Film Office and appropriate City departments. A sample notice letter is provided on the Film Office website and Production Companies are expected to follow it as closely as possible.

Letters of notification must be forwarded to the Film Office for review and approval before the letter is delivered by the Production Company to the neighbourhood(s) where filming is proposed to take place.

Notice to Elected Officials and City Staff

The Film Office will notify the Mayor, Members of Council, all members of the Leadership Team, and applicable internal staff and external partners as soon as the Film Permit has been issued.

Copies of the Film Permit and/or information pertaining to the project will be forwarded by the Film Office to applicable City departments and external stakeholders (e.g. Peel Regional Police) as needed.

Security Deposit

Security deposit amounts are based on the value of the City Property and extent of filming and are at the discretion of the Film Office. Security deposits related to the use of Highways are determined and managed by Transportation and Works.

On a case-by-case basis, in consultation with the applicable department, a certified cheque will be required from the applicant prior to Permit issuance. The security deposit will be retained until all conditions have been fulfilled, including clean up and all expenses, such as the cost of additional City staff and damage repair, have been paid in full.

Impact on Residents, Occupants and Businesses

It is the Production Company's responsibility to ensure that their staff operate in a safe and professional manner in the course of their duties and that there is minimal inconvenience and impact caused to all residents, occupants, businesses and City staff where filming occurs.

Approval of Affected Residents

Where the approval of affected residents or businesses (as determined by the Film Office and in consultation with Traffic Operations when necessary) is required prior to a Film Permit being issued and prior to filming taking place, the Production Company is responsible for obtaining approval. The request must be in a form approved by the Film Office and must clearly state what action the residents or businesses are being asked to take (e.g. to respond only if they object) and why their input is being sought.

Approval of affected residents or businesses is required if any of the following conditions are occurring:

- A Film Permit has been issued twice within the calendar year on a residential street block
- Filming is occurring anytime on a statutory holiday
- Overnight parking on public streets is requested
- Vehicles will be moved between 11:00p.m. and 7:00a.m.
- Outdoor filming activities, including set up and cleanup, between 11:00p.m. and 7:00a.m., and
- Outside equipment, such as high levels of lighting or generators, are oriented towards neighbouring properties

The Production Company provides a release form with email and contact information to all affected residents or business owners outlining the applicable filming activity. If more than 34 per cent object by the stated deadline, the Film Permit will not be issued.

In certain situations (e.g. the use of pyrotechnics, large crowds, party scenes, excessive noise or light) on a film site outside of normal filming hours, 7:00a.m. – 11:00 p.m., excluding statutory holidays, two assessments will be made. The first is to determine if more than 34 per cent of the immediate surrounding occupied residences object to the Production Company's request by the stated deadline. If they do not, the second assessment of the neighbourhoods on the periphery of the immediate surrounding occupied residences will be conducted.

Notwithstanding the above, the Film Office, in consultation with the Director, Culture and the applicable ward councillor, may elect that a lower threshold of objections be used by the Production Company to determine if a Permit will be issued.

Restrictions on Hours/Days for Filming and Parking

Permits will be authorized for filming and/or parking in residential areas seven days a week between 7:00am – 11:00p.m. (not including statutory holidays) only, unless approval of affected residents or businesses is acquired.

Filming on Sundays – Residential Neighbourhoods

Sunday filming in residential neighbourhoods may require neighbourhood approval, as determined by the Film Office and in consultation with the applicable ward councillor.

Restrictions on Number of Filming Projects

Location filming in residential areas will be limited to two Film Permits per calendar year for each residential block, unless prior approval is obtained by the Production Company. If more than 34 per cent of affected residents object by the stated deadline, the additional Film Permit will not be issued.

Notwithstanding the above, the Film Office, in consultation with the Director, Culture and the applicable ward councillor, may elect that a lower threshold of objections be used by the Production Company for the first and subsequent Film Permit requests:

- (i) In areas where there are extenuating circumstances, and
- (ii) Where multiple issues and concerns have been brought forward to the Film Office by a number of residents in the past

The number of film projects in areas other than residential areas may also be limited as determined by the Film Office, in consultation with applicable ward councillor(s).

Compensation for Disruption

The City does not compensate individuals for disruption due to filming, nor will the City require a Production Company to do so, unless there is a legal requirement to provide compensation.

Production Vehicles

Access to Premises

Temporary Highway closures may be permitted in accordance with the Temporary Road Closure By-Law 0206-2016. However, the Production Company must ensure that residents, owners and customers have access to their respective premises and that there is pedestrian and vehicular access to adjoining properties.

Traffic Stoppages

Intermittent traffic stoppages, if permitted, will be limited to a maximum of three minutes unless otherwise stated on the Permit and must be conducted under the supervision of a paid duty police officer.

Parking and/or Standing

The City does not permit parking of Production Vehicles in the designated accessible parking spaces. The Production Company must make every effort to ensure that people displaying legitimate credentials such as accessible parking permits for persons with disabilities are accommodated.

All support vehicles that have been permitted to park on the road must have a copy of the Film Permit prominently displayed. It is the responsibility of the Production Company to determine, in advance, the number of production vehicles requiring such a permit.

In accordance with the Idling Control By-law 194-09, production vehicles may idle in order to keep required heating or refrigeration operational. In addition to all other relevant City By-laws and policies, production vehicles must comply with the Traffic By-Law, 555-00.

Relocating vehicles by towing to accommodate filming or parking will not be permitted.

Winter Snow Conditions

Transportation and Works staff are responsible for performing winter maintenance activities on all City-owned streets and “priority” sidewalks. Winter maintenance activities on “non-priority” sidewalks (i.e. those on local roads) are the responsibility of the adjoining property owners.

Production Companies may perform winter maintenance activities, including salting and/or plowing of City streets and “priority”/“non-priority” sidewalks, or remove snow within the City’s right of way (ROW), at their own risk and cost, under the following circumstances:

- Where a Permit for on-street parking has been issued
- The City is notified a minimum of four hours prior to the undertaking of the work

- If a the Production Company requires the street(s) and/or “priority” sidewalk(s) salted or plowed and salted or snow removed within the City’s ROW due to the pull in/out of vehicles and/or equipment, and the timing does not align with Transportation and Works’ winter maintenance activity
- In the case of a complete road closure, the Production Company must reinstate the occupied road(s) and “priority”/“non-priority” sidewalk(s) to City standards, including plowing and salting and snow removal within the ROW
- Snow removal includes any snow windrows in the road or those blocking accesses/exits to driveways, sidewalks, transit stops, residential/commercial/industrial addresses, and stockpiled snow in the boulevards
- Regardless of the above conditions, if the Production Company is providing winter maintenance to the occupied street(s) and/or sidewalk(s) serviced by Transportation and Works, or property owners, they must be treated and cleared in compliance with the City’s service levels and Provincial Regulation 239/02, Minimum Maintenance Standards for Municipal Highways, and, shall hold the City harmless from any and all claims as a result of the Production Company’s actions or lack thereof, and
- The City will recover its costs from the Production Company if the City is required to recomplete the winter maintenance activities performed by the Production Company should they not comply with City service levels and/or Provincial Minimum Maintenance Standards

Emergency Services

Qualified emergency services personnel (police, fire, ambulance) may be required to be on site during filming involving, for example, special effects, stunts and/or detonation of pyrotechnics, as determined by the Film Office, in consultation with Mississauga Fire and Emergency Services (MFES) and/or Peel Regional Police. All costs associated with these requirements are the responsibility of the Production Company.

The Production Company must advise MFES in advance, in writing, when the use of pyrotechnic devices, fireworks or flammable or combustible liquids or materials is being planned. The notice must provide details of how the materials will be used. MFES may impose conditions regarding the use of these materials. Any MFES conditions will be included as part of the Film Permit.

Paid duty police officers are required for certain circumstances and/or for special effects, as determined by the Film Office, in consultation with applicable City divisions/departments.

Drone/Unmanned Aerial Vehicle (UAV) Use

Production Companies must follow all Transport Canada drone safety rules in order to film with a commercial drone.

Prior to permit issuance, Production Companies must submit:

- Complete proof of aviation liability insurance form with a minimum coverage of \$5 million
- Pilot certificate for operations (basic vs. advanced, as mandated by Transport Canada)
- Drone registration from Transport Canada, and
- Flight plan

Clean Up

Production Company crews are responsible for location clean up at the end of the day, with a minimum amount of noise and disruption. Upon completion of the shoot the Production Company must ensure that the area is returned to its original condition, unless otherwise approved by the Film Office and/or other arrangements have been made with the appropriate City department or facility manager/supervisor, with notification to the Film Office. Failure to do so will result in billing to the Production Company.

Complaints will be forwarded to the Production Company for resolution.

Compliance

Despite the issuance of a Film Permit, the Production Company will ensure that the company, its staff and agents comply with all applicable Federal, Provincial and municipal laws, including City by-laws and policies, in addition to the conditions provided on the Film Permit. Failure to comply with such requirements may result in the revocation of the Film Permit, even if no specific terms on the Film Permit are breached.

Revision History

Reference	Description
GC-0625-2005 – 2005 11 23	
GC-0591-2013 – 2013 10 30	
May, 2016	Scheduled review. No changes required

<i>Current Policy – What Exists Today in Filming on City of Mississauga Property</i>	<i>Proposed Policy – If the information in a specific section is unchanged, or has required minimal revision to terminology only, “No change” will appear.</i>	<i>Rationale – Why changes (deletions and/or additions) to the revised policy were made.</i>
<p>POLICY STATEMENT The Corporation of the City of Mississauga recognizes the direct and indirect economic benefits to the community associated with filming and encourages film related projects within the City.</p>	<p>POLICY STATEMENT No change.</p>	
<p>PURPOSE This policy outlines the requirements for the assessment and approval of Film Permits for filming on City Property and/or filming that impacts the public.</p> <p>Pre-approval of projects ensures that property owned by the City and the rights, safety and privacy of the citizens of Mississauga are protected, while supporting the film industry.</p>	<p>PURPOSE No change.</p> <p>Pre-approval of film projects ensures that property owned by the City and the rights, safety and privacy of the citizens of Mississauga are protected, while supporting the film industry.</p>	<p>Minor edit for clarity to reference film projects.</p>
<p>SCOPE This policy applies to all commercial, independent and student filming which takes place on City Property, excluding newscasts.</p>	<p>SCOPE This policy applies to all commercial, independent and student filming which takes place on City Property, excluding newscasts, media and public affairs requests.</p>	<p>Revised for clarity to add media and public affairs requests.</p>
<p>Exclusions Filming for non-commercial purposes (e.g. weddings, sports and family or community events) does not require a Film Permit and is not subject to this policy. A Film Permit is not required for filming on private property. However, the property owner and Production</p>	<p>Exclusions The following are not subject to this policy and do not require a Film Permit:</p> <ul style="list-style-type: none"> • Filming for non-commercial purposes (e.g. sports and family or community events) • Filming on private property; however, the property 	<p>Revised to bullet format for ease of reading. Included weddings in the final bullet only to avoid confusion.</p>

<p>Company are responsible for determining the terms and conditions, including fees, related to the Production Company’s use of the private property and must abide by all applicable Federal, Provincial and municipal legislation, including City by-laws and policies.</p> <p>Park permits for professional photography and wedding ceremony needs in City parks or at City facilities are arranged through the City’s Customer Service Centre and are not subject to this policy.</p>	<p>owner and Production Company are responsible for determining the terms and conditions, including fees, related to the Production Company’s use of the private property and must abide by all applicable Federal, Provincial and municipal legislation, including City by-laws and policies, and</p> <ul style="list-style-type: none"> All still photography and wedding ceremony needs in City parks or at City facilities, which are arranged through the City’s Customer Service Centre. Refer to Corporate Policy and Procedure – Property and Facilities – Use of City Facilities 	<p>Minor edit to clarify that all still photography and wedding ceremony requirements go through the Customer Service Centre; provided a link to the Use of City Facilities policy.</p>
<p>LEGISLATIVE AUTHORITY Film Permits will be issued only in accordance with applicable City by-laws and policies, including noise control, road closures, fireworks, vehicle idling and fees and charges.</p>	<p>LEGISLATIVE AUTHORITY Film Permits will be issued only in accordance with applicable City by-laws and policies, including but not limited to, road closures, fireworks, vehicle idling and fees and charges. Filming activities on City Property are exempt from the Noise Control By-law 0360-79, as amended.</p>	<p>Revised to indicate that filming is now exempt from the Noise Control By-law.</p>
<p>DEFINITIONS For the purposes of this policy: “By-law”, in relation to any by-law referenced in this policy, means the current by-law, as may be amended or the by-law’s successor.</p>	<p>DEFINITIONS For the purposes of this policy: No change.</p>	

<p>“City” means The Corporation of the City of Mississauga.</p>	<p>No change.</p>	
<p>“City Property” means all City-owned and controlled properties and facilities, including but not limited to, Managed City Property; indoor and outdoor recreation fields; parkland; gardens; open space and boulevards; Highways; buildings and rooms; furniture; equipment and fixtures; vehicles; buses; and bus shelters.</p>	<p>No change.</p>	
<p>“Film Office” means the section within the Culture Division, Community Services Department, responsible for managing film.</p>	<p>No change.</p>	
<p>“Film Permit” (Permit) means a permit, issued by the Film Office in a form satisfactory to Legal Services, authorizing filming (including movies and television) on City Property.</p>	<p>No change.</p>	
<p>“Film Permit Application” means an application, issued by the Film Office, for approval to conduct filming on City Property.</p>		
<p>“Highway”, as defined in the <i>Municipal Act, 2001</i>, means a common and public highway and includes any bridge, trestle, viaduct or other structure forming part of the highway and, except as otherwise provided, includes a portion of a highway.</p>	<p>“Highway”, as defined in the Traffic By-law 0555-2000 and the <i>Highway Traffic Act</i>, includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle and Mississauga Transitway, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.</p>	<p>Revised in consultation with T&W to reflect the definition in the Traffic By-law 0555-2000 and the <i>Highway Traffic Act</i>.</p>

<p>“Managed City Property” means City Property that is subject to a lease and/or management and operations agreement.</p>	<p>No change.</p>	
<p>“Production Company” means an individual or organization permitted by the City or private property owners in Mississauga to conduct filming.</p>	<p>“Production Company” means an individual or organization requesting permission from the City or private property owners in Mississauga to conduct filming.</p>	<p>Revised for clarity.</p>
<p>PERMIT ISSUANCE A Film Permit is required for all commercial filming on City Property. Film Permits are approved and issued by the Film Office after review with other applicable departments/divisions and/or outside organizations, as determined by the Film Office.</p> <p>The Production Company must keep a copy of the Film Permit on the film site at all times.</p> <p>All Production Companies, regardless of location of filming, must abide by all applicable Federal, Provincial and municipal legislation, including City by-laws and policies.</p>	<p>PERMIT ISSUANCE No change.</p> <p>No change.</p> <p>All Production Companies, regardless of location of filming, must abide by all applicable Federal, Provincial and municipal legislation and regulations, including City by-laws and policies.</p>	<p>Revised to include “regulations”.</p>
<p>Application Required The Production Company must submit a completed Film Permit Application to the Film Office within the stated time frame; otherwise a Film Permit may not be issued.</p>	<p>Application Required No change.</p>	<p><i>A link to the application will be provided.</i></p>

<p>Application Review and Approval Process The Film Office, in consultation with other City staff, as appropriate, is responsible for approving Film Permit Applications as they relate to City Property, other than Highways. The Supervisor of Traffic Engineering and Operations, Transportation and Works Department or his/her designate in writing, is responsible for approving the Road Occupancy portion of Film Permit Applications as they relate to Highways.</p>	<p>Application Review and Approval Process The Film Office, in consultation with other City staff, as appropriate, is responsible for approving Film Permit Applications as they relate to City Property, other than Highways. The Supervisor of Traffic Operations, Transportation and Works Department or their designate in writing, is responsible for approving the Road Occupancy portion of Film Permit Applications as they relate to Highways.</p>	<p>Minor revision to update T&W position title.</p>
<p>Film Permit Applications are considered on a case-by-case basis and may involve consultation with the manager/supervisor of the City Property and/or other City staff as required. Any concerns are discussed and special requirements/approvals are identified (such as police/fire approval for certain special effects).</p> <p>Issuance of Film Permits is subject to City Property availability. In addition, the City reserves the right to reject any Film Permit Application.</p> <p>Film Permits for the Civic Centre executive offices, including Council Chambers, will be issued only with the approval of a majority of elected officials and the City Manager.</p>	<p>No change.</p>	
<p>Application Timelines Applications must be made to the Film Office at least four business days in advance of filming activity. Special requests for Highway closures in excess of 24 hours will</p>	<p>Application Timelines Applications must be made to the Film Office at least four business days in advance of filming activity. If a Highway closure is required, the application must be made to the</p>	<p>The timeline for Highway closure has been revised to align with the Temporary Road Closures By-law 0206-2016 (in consultation with</p>

<p>be handled by the Film Office, in consultation with the Transportation and Works Department.</p>	<p>Film Office at least 15 business days in advance of the requested closure. Requests for Highway closures will be coordinated by the Film Office, in consultation with the Transportation and Works Department.</p>	<p>T&W).</p>
<p>FEES Fees for commercial filming are outlined in the General Fees and Charges By-law 240-12 and in the Transportation and Works Fees and Charges By-law 250-12.</p> <p>The Production Company may be required to pay for the services of City staff when filming on City Property, as determined by the Film Office and the facility manager/supervisor, if applicable.</p> <p>Emergency services personnel may be required for a project, as determined by the Film Office in consultation with emergency services departments. All costs associated with these requirements are the responsibility of the Production Company. Where services are not provided by the City, the Production Company is required to pay the service provider directly.</p> <p>Fees must be paid in accordance with the terms and conditions outlined in the Permit.</p>	<p>FEES Fees for commercial filming are outlined in the User Fees and Charges By-law 0156-2019. Additional fees and charges may apply in compliance with other City bylaws.</p> <p>The Production Company may be required to pay for the services of City staff if they are required when filming on City Property or prior to filming on City property for site preparation, as determined by the Film Office, in consultation with other City departments. All costs associated with these requirements are the responsibility of the Production Company. Where services are not provided by the City, the Production Company is required to pay the service provider directly.</p> <p>No change.</p>	<p>The General Fee & Charges by-law and the T&W Fees and Charges By-law have been combined into the User Fees & Charges by-law. Advised other fees may apply.</p> <p>Combined the second and third paragraph to cover any City services/staff. Emergency services are covered in the Emergency Services section. Added that fees may apply for site preparation as well.</p>
<p>INSURANCE REQUIREMENTS Upon application for a Film Permit, each Production Company must present proof of insurance on the City</p>	<p>INSURANCE REQUIREMENTS Upon application for a Film Permit, each Production Company must present complete proof of insurance on</p>	<p>Identified that Risk Management will determine the form content.</p>

<p>Certificate of Insurance form available on the City’s external website. No Permit will be issued without proof of valid insurance.</p> <p>The form must be completed by a broker or insurer and sent to the Film Office at the address indicated on the form.</p> <p>The limit of insurance required will be at the discretion of the Film Office, based on the level of risk of each filming project. Students producing films as part of their school curriculum may be covered under the school’s insurance policy.</p> <p>The applicant must, at their own expense, obtain and maintain insurance coverage and indemnify and save harmless the City, in accordance with the terms and conditions of the Film Permit.</p>	<p>the City Certificate of Insurance form available on the City’s external website, as determined by Risk Management. No Permit will be issued without proof of valid insurance.</p> <p>The limit of insurance required will be at the discretion of the Film Office, based on the level of risk of each filming project. Students producing films as part of their school curriculum must be covered under the school’s insurance policy.</p> <p>No change.</p>	<p>Forms can be accepted in an email chain that includes the broker. An explicit email noting there is no stamp is not necessarily required.</p> <p>Minor revision to state that students must be covered under school insurance.</p>
<p>NOTICE REQUIREMENTS Notice to the Community</p> <p>The Production Company must notify affected residents and businesses, in writing and in advance of filming, as instructed by the Film Office. The notice will include information related to the project, such as the duration and location of filming, planned special effects, Highway closures, sidewalk usage and street parking restrictions. A copy of all notification letters must be on file with the Film Office and appropriate City departments. A sample</p>	<p>NOTICE REQUIREMENTS Notice to the Community</p> <p>The Production Company must notify affected residents and businesses, in writing and a minimum of 48 hours in advance of filming, or as instructed by the Film Office. The notice will include information related to the project, such as the duration and location of filming, planned special effects, Highway closures, sidewalk usage and street parking restrictions. A copy of all notification letters must be on file with the Film Office and appropriate City</p>	<p>Revised to include the minimum advance notification period.</p>

<p>notice letter is provided by the Film Office website and Production Companies are expected to follow it as closely as possible.</p>	<p>departments. A sample notice letter is provided on the Film Office website and Production Companies are expected to follow it as closely as possible.</p>	
<p>Letters of notification must be forwarded to the Film Office for review and approval before the letter is delivered by the Production Company to the neighbourhood(s) where filming is proposed to take place.</p>	<p>No change.</p>	
<p>The Production Company must place signs in heavily trafficked public access areas to inform residents that the area is being used for filming and delays may occur. Any such delays must not exceed three minutes unless prior approval has been arranged.</p>		<p>This paragraph has been removed, as Production Companies are not permitted to place signage on City properties, including Highways. It is industry standard for Production Companies to place courtesy signage; however, this isn't required in the policy.</p>
<p>Notice to Elected Officials and City Staff The Film Office will notify the Mayor, Members of Council and all members of the Leadership Team as soon as the Film Permit has been issued.</p> <p>Copies of the Film Permit and/or information pertaining to the project will be forwarded by the Film Office to applicable City departments and external stakeholders (e.g. Peel Regional Police).</p>	<p>Notice to Elected Officials and City Staff The Film Office will notify the Mayor, Members of Council, all members of the Leadership Team, and applicable internal staff and external partners as soon as the Film Permit has been issued.</p> <p>Copies of the Film Permit and/or information pertaining to the project will be forwarded by the Film Office to applicable City departments and external stakeholders (e.g. Peel Regional Police), as needed.</p>	<p>Clarified that internal and external partners will also be notified.</p> <p>Clarified that this will be done as needed, dependent on the scope of the film project.</p>

<p>SECURITY DEPOSIT Security deposit amounts are based on the value of the City Property and extent of filming and are at the discretion of the Film Office. Security deposits related to the use of Highways are determined and managed by Transportation and Works.</p> <p>Where deemed necessary by the Film Office or Transportation and Works, a certified cheque will be required from the applicant prior to Permit issuance. The security deposit will be retained until all conditions have been fulfilled, including clean up and all expenses, including costs of City staff, damage repair and additional time, have been paid in full.</p>	<p>SECURITY DEPOSIT No change.</p> <p>On a case-by-case basis, in consultation with the applicable department, a certified cheque will be required from the applicant prior to Permit issuance. The security deposit will be retained until all conditions have been fulfilled, including clean up and all expenses, such as the cost of additional City staff and damage repair, have been paid in full.</p>	<p>The Film Office in consultation with other departments (e.g. T&W) determines the need for a security deposit; revised for clarification. Other minor edits for readability.</p>
<p>IMPACT ON RESIDENTS, OCCUPANTS AND BUSINESSES It is the Production Company’s responsibility to ensure there is minimal inconvenience and impact caused to all residents, occupants, businesses and City staff where filming occurs.</p>	<p>IMPACT ON RESIDENTS, OCCUPANTS AND BUSINESSES It is the Production Company’s responsibility to ensure that their staff operate in a safe and professional manner in the course of their duties there is minimal inconvenience and impact caused to all residents, occupants, businesses and City staff where filming occurs.</p>	<p>Revised to move the information from the Code of Conduct section here, as the behaviour of Production staff has an impact on residents, occupants and businesses during filming.</p>
<p>Approval of Affected Residents Where the approval of affected residents or businesses (as determined by the Film Office and Traffic Operations) is required prior to a Film Permit being issued or prior to filming taking place, the Production Company is responsible for requesting approval.</p>	<p>Approval of Affected Residents Where the approval of affected residents or businesses (as determined by the Film Office and in consultation with Traffic Operations, when necessary) is required prior to a Film Permit being issued and prior to filming taking place, the Production Company is responsible for obtaining approval.</p>	<p>Minor revision to clarify consultation with Traffic Operations is as needed. Also clarified that the Production Company is responsible for obtaining approval, not merely requesting it.</p>

<p>The request for approval must be in a form approved by the Film Office and must clearly state what the residents or businesses are being asked to approve, why their approval is being sought and that they have a right to object to the project taking place.</p>	<p>The request must be in a form approved by the Film Office and must clearly state what action the residents or businesses are being asked to take (e.g. to respond only if they object) and why their input is being sought.</p>	<p>Revised to reflect current practices, whereby there is only a need to respond to object.</p>
<p>The approval must be by signature, noting the name and address of the resident or business owner, with 80 per cent approving, and is required if any of the following conditions are occurring:</p> <ul style="list-style-type: none"> • Film activity has already occurred twice within the year on a residential street block • Filming is occurring anytime on Sunday or a statutory holiday • Overnight parking on public streets is requested • Vehicles will be moved between 11:00p.m. And 7:00a.m. • Outdoor filming activities, including set up and cleanup, between 11:00p.m. and 7:00a.m., and • Outside equipment, such as high levels of lighting or generators, are oriented towards neighbouring properties 	<p>Approval of affected residents or businesses is required if any of the following conditions are occurring:</p> <ul style="list-style-type: none"> • A Film Permit has been issued twice within the calendar year on a residential street block • Filming is occurring anytime on a statutory holiday • No change • No change. • No change. • No change. 	<p>The percentage for approval has been reduced and is noted following the bullets.</p> <p>Clarified a Permit has been issued twice in a calendar year, as filming could have occurred on private property without a permit from the City.</p> <p>Removed Sunday as a restriction to align with the benchmarking that was undertaken. It is industry standard to now treat Sunday the same as any other day in the week.</p>

	<p>The Production Company provides a release form with email and contact information to all affected residents or business owners outlining the applicable filming activity. If more than 34 per cent object by the stated deadline, the Film Permit will <u>not</u> be issued.</p>	<p>Provincial benchmarking showed that the City has the highest resident approval required, at 80%. Within the City, T&W’s parking petition process requires that 66% of returned questionnaires are in favour. Based on this, the Film Office is proposing that if more than 34 per cent object by the stated deadline, the Film Permit will <u>not</u> be issued. Also, to limit physical interaction between film crews and residents due to COVID-19, a release form is currently being sent to all affected residents with email and phone contact information for the Production Company, requesting a response by the stated deadline if they object to the proposal. This process has not resulted in any backlash; the Film Office is therefore proposing that this process remain in place post-COVID-19.</p>
<p>In certain situations (e.g. the use of pyrotechnics, large crowds, party scenes, excessive noise or light) on a film site outside of normal filming hours, 7:00a.m. – 11:00 p.m. Monday to Saturday, excluding statutory holidays, two assessments will be made. The first is to ensure 80% of the immediate surrounding occupied residences have agreed to the Production Company’s request. If this is satisfied, the second assessment will be made to determine if the neighbourhoods on the periphery of the immediate surrounding occupied residences have also provided 80% agreement.</p>	<p>In certain situations (e.g. the use of pyrotechnics, large crowds, party scenes, excessive noise or light) on a film site outside of normal filming hours, 7:00a.m. – 11:00 p.m., excluding statutory holidays, two assessments will be made. The first is to determine if more than 34 per cent of the immediate surrounding occupied residences object to the Production Company’s request by the stated deadline. If they do not, the second assessment of the neighbourhoods on the periphery of the immediate surrounding occupied residences will be conducted.</p>	<p>In keeping with the section above, if more than 34 per cent object by the stated deadline, the Film Permit will not be issued. This process has been trialed during COVID-19 and has not resulted in any backlash.</p>

	Notwithstanding the above, The Film Office, in consultation with the Director, Culture and the applicable ward councillor, may elect that a lower threshold of objections be used by the Production Company to determine if a Permit will be issued.	A lower threshold may be implemented on a case-by-case basis, where, for example, concerns about filming have been expressed in the past.
Restrictions on Hours/Days for Filming and Parking Permits will be authorized for filming and/or parking in residential areas between 7:00am – 11:00 p.m. Monday to Saturday (not including statutory holidays) only, unless approval of affected residents or businesses is acquired.	Restrictions on Hours/Days for Filming and Parking Permits will be authorized for filming and/or parking in residential areas seven days a week between 7:00am – 11:00p.m. (not including statutory holidays) only, unless approval of affected residents or businesses is acquired	Revised to “seven days a week”, as Sunday is no longer restricted.
	Filming on Sundays – Residential Neighbourhoods Sunday filming in residential neighbourhoods may require neighbourhood approval, as determined by the Film Office and in consultation with the applicable ward councillor.	New section to ensure that, in residential areas where Sunday filming may be of concern, residents may be canvassed to give their approval.
Restrictions on Number of Filming Projects Location filming in residential areas will be limited to two Film Permits per calendar year for each residential block unless the approval of at least 80 per cent of affected residents is obtained. Notwithstanding the above limitation, the Director, Culture Division may elect to require that the Production Company seek approval of at least 80 per cent of the	Restrictions on Number of Filming Projects Location filming in residential areas will be limited to two Film Permits per calendar year for each residential block, unless prior approval is obtained by the Production Company. If more than 34 per cent of affected residents object by the stated deadline, the additional Film Permit will <u>not</u> be issued. Notwithstanding the above, the Film Office, in consultation with the Director, Culture and the applicable ward councillor, may elect that a lower threshold of	The percentage has been revised to align with the Approval of Affected Residents section, above. A lower threshold may be implemented on a case-by-case basis, where, for example, concerns about filming have been expressed in

<p>impacted residents for the first and subsequent Film Permit requests:</p> <p>(I) In areas where there are extenuating circumstances, and (ii) Where multiple issues and concerns have been brought forward to the Film Office by a number of residents in the past</p> <p>The number of film projects in areas other than residential areas may also be limited as determined by the Film Office in consultation with applicable ward councillor(s).</p>	<p>objections be used by the Production Company for the first and subsequent Film Permit requests:</p> <p>(I) No change. (ii) No change.</p> <p>No change.</p>	<p>the past.</p>
<p>Compensation for Disruption The City does not compensate individuals for disruption due to filming, nor will the City require a Production Company to do so, unless there is a legal requirement to provide compensation.</p>	<p>Compensation for Disruption No change.</p>	
<p>CODE OF CONDUCT It is the responsibility of the Production Company to ensure that their staff operate in a safe and professional manner in the course of their duties.</p>		<p>Moved this wording to the “Impact on Residents, Occupants and Businesses” section above, as the behaviour of Production staff does impact residents, occupants and businesses during filming.</p>
<p>PRODUCTION VEHICLES Identification of Production Vehicles All vehicles carrying equipment involved in the production will be issued a Location Filming Vehicle</p>		<p>This information has been moved to the Parking and Standing section, with no change to the wording.</p>

<p>Permission Card which must be prominently displayed. It is the responsibility of the Production Company to determine, in advance, the number of production vehicles requiring such a permit.</p>		
<p>Access to Premises Temporary Highway closures may be permitted in accordance with the Special Events Temporary Road Closure By-Law 51-06. However, the Production Company must ensure that residents, owners and customers have access to their respective premises and that there is pedestrian and vehicular access to adjoining properties.</p>	<p>Access to Premises Temporary Highway closures may be permitted in accordance with the Temporary Road Closure By-Law 0206-2016. However, the Production Company must ensure that residents, owners and customers have access to their respective premises and that there is pedestrian and vehicular access to adjoining properties.</p>	<p>Revised to reflect the correct by-law.</p>
<p>Parking The Production Company must make every effort to ensure that people displaying legitimate credentials such as accessible parking permits for persons with disabilities are accommodated.</p>		<p>This section has been incorporated into the Parking and/or Standing section.</p>
<p>Traffic Stoppages Intermittent traffic stoppages, if permitted, will be limited to a maximum of three minutes unless otherwise stated on the Permit and must be conducted under the supervision of a paid duty police officer. The Production Company is responsible for arranging for and covering any charges related to the City's Transportation and Works Department covering, altering, removing and/or reinstalling traffic or street signs as may be necessary.</p>	<p>Traffic Stoppages No change.</p>	<p>This paragraph isn't required in the policy, as any charges would be part of the Permit.</p>

<p>Traffic No interference with pedestrian or vehicular traffic is to occur without being noted on the Permit. Every opportunity is to be taken to ensure that access, either vehicular or pedestrian, is not restricted to persons with disabilities.</p> <p>Production vehicles must comply with appropriate traffic regulations, unless stated otherwise on the Permit. All moving vehicles must comply with regulations governing traffic on City Property, unless otherwise noted on the Permit.</p>		<p>The information in the Traffic section is not required in the policy, as it is in the Permit. T&W supports this change.</p>
<p>Except where a Highway is closed for filming, where a moving vehicle is involved the applicant shall adhere to the posted speed limits and to lawful conditions, unless directed otherwise by a paid duty police officer.</p>		
<p>Parking and/or Standing :</p>	<p>Parking and/or Standing The City does not permit parking of Production Vehicles in the designated accessible parking spaces. The Production Company must make every effort to ensure that people displaying legitimate credentials such as accessible parking permits for persons with disabilities are accommodated.</p> <p>All support vehicles that have been permitted to park on the road must have a copy of the Film Permit prominently displayed. It is the responsibility of the Production Company to determine, in advance, the number of production vehicles requiring such a permit.</p>	<p>Moved from a separate section, above, with no change to wording.</p> <p>This paragraph has been moved from the Identification of Production Vehicles section, above, and revised to reflect that vehicles associated with the shoot must display the Film Permit, as the Vehicle Permission Card is no</p>

<p>In addition to all other relevant City By-laws and policies, production vehicles must comply with the Traffic By-Law, 555-00.</p> <p>Relocating vehicles by towing to accommodate filming or parking will not be permitted.</p>	<p>In accordance with the Idling Control By-law 194-09, production vehicles may idle in order to keep required heating or refrigeration operational. In addition to all other relevant City By-laws and policies, production vehicles must comply with the Traffic By-Law, 555-00.</p> <p>No change.</p>	<p>longer issued (Lean small improvement).</p> <p>Referenced the Idling Control By-law that permits certain vehicles to idle beyond three minutes.</p>
	<p>Winter Snow Conditions</p> <p>Transportation and Works staff are responsible for performing winter maintenance activities on all City-owned streets and “priority” sidewalks. Winter maintenance activities on “non-priority” sidewalks (i.e. those on local roads) are the responsibility of the adjoining property owners.</p> <p>Production Companies may perform winter maintenance activities, including salting and/or plowing of City streets and “priority”/“non-priority” sidewalks, or remove snow within the City’s right of way (ROW), at their own risk and cost, under the following circumstances:</p> <ul style="list-style-type: none"> • Where a Permit for on-street parking has been issued • The City is notified a minimum four hours prior to the undertaking of the work. • If a the Production Company requires the street(s) and/or “priority” sidewalk(s) salted or plowed and salted or snow removed within the City’s ROW due to 	<p>This section has been added in consultation with Operations Maintenance, WOM, T&W. Currently, if snow is forecast for the next day a film permit could be pulled to prevent production vehicles from blocking snow removal by the City. The process of allowing the Production Company to remove the snow is in place in several other municipalities.</p>

	<p>the pull in/out of vehicles and/or equipment, and the timing does not align with Transportation and Works' winter maintenance activity</p> <ul style="list-style-type: none"> • In the case of a complete road closure, the Production Company must reinstate the occupied road(s) and “priority”/“non-priority” sidewalk(s) to City standards, including plowing and salting and snow removal within the ROW • Snow removal includes any snow windrows in the road or those blocking accesses/exits to driveways, sidewalks, transit stops, residential/commercial/industrial addresses and stockpiled snow in the boulevards • Regardless of the above conditions, if the Production Company is providing winter maintenance to the occupied street(s) and/or sidewalk(s) serviced by Transportation & Works or property owners they must be treated and cleared in compliance with the City's service levels and Provincial Regulation 239/02, Minimum Maintenance Standards for Municipal Highways, and shall hold the City harmless from any and all claims as a result of the Production Company's actions or lack thereof, and • The City will recover its costs from the Production Company if the City is required to recomplete the winter maintenance activities performed by the Production Company should they not comply with City service levels and/or Provincial Minimum Maintenance Standards 	
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<p>EMERGENCY SERVICES Qualified emergency services personnel (police, fire, ambulance) may be required to be on site during filming involving, for example, special effects, stunts and/or detonation of pyrotechnics, as determined by the Film Office, in consultation with Mississauga Fire and Emergency Services (MFES) and/or Peel Regional Police.</p> <p>The Production Company must advise MFES in advance, in writing, when the use of pyrotechnic devices, fireworks or flammable or combustible liquids or materials is being planned. The notice must provide details of how the materials will be used. MFES may impose conditions regarding the use of these materials. Any MFES conditions will be included as part of the Film Permit</p>	<p>EMERGENCY SERVICES Qualified emergency services personnel (police, fire, ambulance) may be required to be on site during filming involving, for example, special effects, stunts and/or detonation of pyrotechnics, as determined by the Film Office, in consultation with Mississauga Fire and Emergency Services (MFES) and/or Peel Regional Police.</p> <p>All costs associated with these requirements are the responsibility of the Production Company.</p> <p>No change.</p>	<p>Reiterated that the Production Company is responsible for the cost of emergency services.</p>
<p>Paid duty police officers are required as determined by the Film Office for such items as permit compliance, intermittent traffic stoppages and traffic control and/or when required to direct pedestrian or vehicular traffic, including those instances involving City Property. Paid duty police officers are required for the detonation of pyrotechnic special effects. A blast analysis may be required and additional time is needed to arrange for this activity. A copy of the Film Permit is to be supplied to the paid duty police officer on duty.</p>	<p>Paid duty police officers are required for certain circumstances and/or for special effects, as determined by the Film Office, in consultation with applicable City divisions/departments.</p>	<p>Revised to be more generic, as not all situations can be captured. Specific requirements related to the activity are outlined in the Permit.</p>

	<p>DRONE/UNMANNED AERIAL VEHICLE (UAV) USE Prior to permit issuance, Production Companies must submit:</p> <ul style="list-style-type: none"> • Complete proof of aviation liability insurance form with a minimum coverage of \$5 million • Pilot certificate for operations (basic vs. advanced, as mandated by Transport Canada) • Drone registration from Transport Canada, and • Flight plan 	<p>New section to outline drone and UAV requirements, as these are now often employed during shoots.</p>
<p>CLEAN UP Production Company crews are responsible for location clean up at the end of the day, with a minimum amount of noise and disruption. Upon completion of the shoot the Production Company must ensure that the area is returned to its original condition, unless otherwise approved by the Film Office and/or other arrangements have been made with the appropriate City department or facility manager/supervisor, with notification to the Film Office. Failure to do so will result in billing to the Production Company.</p> <p>Complaints will be forwarded to the location manager for resolution.</p>	<p>CLEAN UP No change.</p> <p>Complaints will be forwarded to the Production Company for resolution.</p>	<p>Revised to clarify who complaints are forwarded to.</p>
<p>COMPLIANCE Despite the issuance of a Film Permit, the Production Company will ensure that the company, its staff and agents comply with all applicable Federal, Provincial and municipal laws, including City by-laws and policies, in</p>	<p>COMPLIANCE No change.</p>	

addition to the conditions provided on the Film Permit. Failure to comply with such requirements may result in the revocation of the Film Permit, even if no specific terms on the Film Permit are breached.		
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HAVE YOUR SAY

In response to COVID-19, The Mississauga Film and Television Office has revised the filming approval/objection solicitation process to limit the physical interactions between film crews and residents. If 20% or less of canvassed residents do not contact our production company to object to the requested exemption(s), the film permit will be issued. If you choose to object to the requested film guideline exemptions below, your objection must be registered with your street address by **(DATE/TIME to be stated by production/min of 48 hrs to film activity start)**.

Best Productions
123 Any Street, Toronto, ON A1B 2C3 Tel: 416-555-1234

We will be filming EXTERIOR LATE NIGHT scenes at
300 City Centre Dr, Mississauga Celebration Square
August 5th, 2017 between the hours of 1PM – 3AM

Our production vehicles and various pieces of film equipment will be located on:

- North side Burnhamthorpe Rd W from Duke of York Blvd to Living Arts Dr
- West side Living Arts Drive from Princess Royal Dr to City Centre Dr

We will begin reserving the above areas with cones on August 4th at 7 am, with vehicles arriving August 5th at 7am, and departing August 6th by 12 pm.

Pursuant to the City of Mississauga's filming policy (06-03-02), we are requesting your approval on the following **(as applicable)**:

- Filming occurring on a Sunday or statutory holiday
- Afterhours filming (before 7am, or after 11pm)
- Afterhours vehicle movement (before 7am, or after 11pm)
- Overnight parking
- Filming has exceeded two (2) occurrences within the year on a residential street block
- Lighting and/or generators to be oriented toward neighbouring residences

An objection by one adult resident at an address will represent the views of all persons at the address. Residents must note their street address when registering their objection.

CONTACTS

If you have an **objection** to any of the above, please register your objection by {DATE} to:
Brit at brit@email.com or 416-555-5555

For **detailed questions about the proposed filming**, please contact:
LM at lm@email.com, or 416-555-5555

Any questions regarding filming in general, please contact the Mississauga Film and Television office at 905-615-3200 x4114 or film.office@mississauga.ca.

Date: October 14, 2021

To: Chair and Members of General Committee

From: Shari Lichterman, CPA, CMA, Commissioner of
Corporate Services and Chief Financial Officer

Originator's files:
CA.21

Meeting date:
November 17, 2021

Subject

2020 Annual Report for Access Requests under the Municipal Freedom of Information and Protection of Privacy Act

Recommendation

That the report from the Commissioner of Corporate Services and Chief Financial Officer, dated October 20, 2020, entitled 2020 Annual Report for Access Requests under the Municipal Freedom of Information and Protection of Privacy Act be received.

Background

The City of Mississauga is governed by the Municipal Freedom of Information and Protection of Privacy Act (the "Act"). The two key purposes of the Act are to ensure the right of access to government held records and information and to protect the personal privacy of individuals.

Much of the information disclosed by the City occurs on a routine basis. That is, the City may provide access to records or information without a formal FOI process. The Office of the City Clerk frequently provides assistance to staff across the corporation to process requests through routine disclosure. However, when information is of a personal, confidential or commercial nature, the release of the information may be handled by the Office of the City Clerk through a formal access request under the Act. A decision regarding the release of the requested information is then issued by the City Clerk. This decision can be appealed to the Information and Privacy Commissioner by the requestor of the information.

The Information and Privacy Commissioner ("IPC") is an officer of the Legislature appointed to provide an independent review of the decisions of provincial and municipal organizations under access and privacy laws. This report contains 2020 statistics that were submitted in the beginning of this year to the IPC for their annual report, published subsequently on June 24 2021, which provides statistics on the number and type of access requests received across the province and highlights significant access and privacy issues.

Comments

Access Request Statistics

In 2020, the City received 641 FOI requests, representing a decrease in requests received from the previous reporting period in 2019. This was consistent with other municipalities who also saw their total requests received decline. Pandemic measures including the temporary closure of City Offices and reduction in approved construction and therefore reduced need for City held building permit records, led to a reduction in total requests. From 2009-2019, the number of FOI requests received has increased by approximately 34%. A graph showing the statistics of requests received since 2010 is included in the Appendix 1.

In accordance with the Act, the City has 30 days to issue an access decision once a request for records is received. In 2020, 79.1% requests were completed within the 30 day time frame. In qualifying circumstances, such as volume of the records requested or records that require consultation; the City may extend the time frame by notifying the requestors of the reason for the extension. In such instances, the City has achieved a compliance rate of 80.7%.

The Covid-19 Pandemic created unique challenges for the Access and Privacy office. Many of the City's records, especially Building Permit Records which make up the majority of our requests, are kept in hard copy form, and with City offices being closed and staff access reduced our compliance rate did fall from the previous year. Nonetheless many city divisions were able to digitize older paper records or had the electronic records needed to comply with requests for records.

Working in an ever challenging environment, staff were able to develop procedures to ensure secure, effective delivery of requested records in a digital form.

In partnership with the City's IT division, we were able to create an online payment processing system, allowing the City to continue to accept requests and respond to requests that required payment of regulated fees.

Though the year created challenges the City's rate is comparable to the average 30-day compliance rate of 78.9% and extended compliance rate of 83.8% for all municipalities across Ontario in 2020.

Fee Statistics

Under the Act, a \$5 application fee is mandatory. In addition, there are several regulated fees that may apply to requests. Just under 35% of the requests completed warranted additional fees, such as search time, reproduction costs, preparation time, shipping, computer costs and invoiced costs. The total amount collected in 2020 was \$14,799.35.

Appeal to the IPC

The City Clerk's decision on an access request is appealable to the IPC by the requestor or, in some cases, by an affected third party. The City received four appeals to the IPC in 2020. Most of these appeals involved the information being withheld from disclosure under one or more exemptions of the Act. Of these four appeals, one has been resolved and one has been deemed inactive. The others are currently being adjudicated by the IPC.

Public Interest

As part of the City of Mississauga's commitment to accountability and transparency, a list of requests received under the Act that could be of public interest has been compiled and is included in the Appendix 2.

Financial Impact

There are no financial impacts resulting from the Recommendations in this report.

Conclusion

The 2020 access request statistics have once again highlighted the City of Mississauga's strong commitment to Access and compliance under the law. In a difficult year the City of Mississauga overcame challenges to uphold the right to access while at the same time promoting the importance of privacy issues and spearheading privacy initiatives throughout the Corporation.

Attachments

Appendix: 1: Access Requests Received 2009-2019

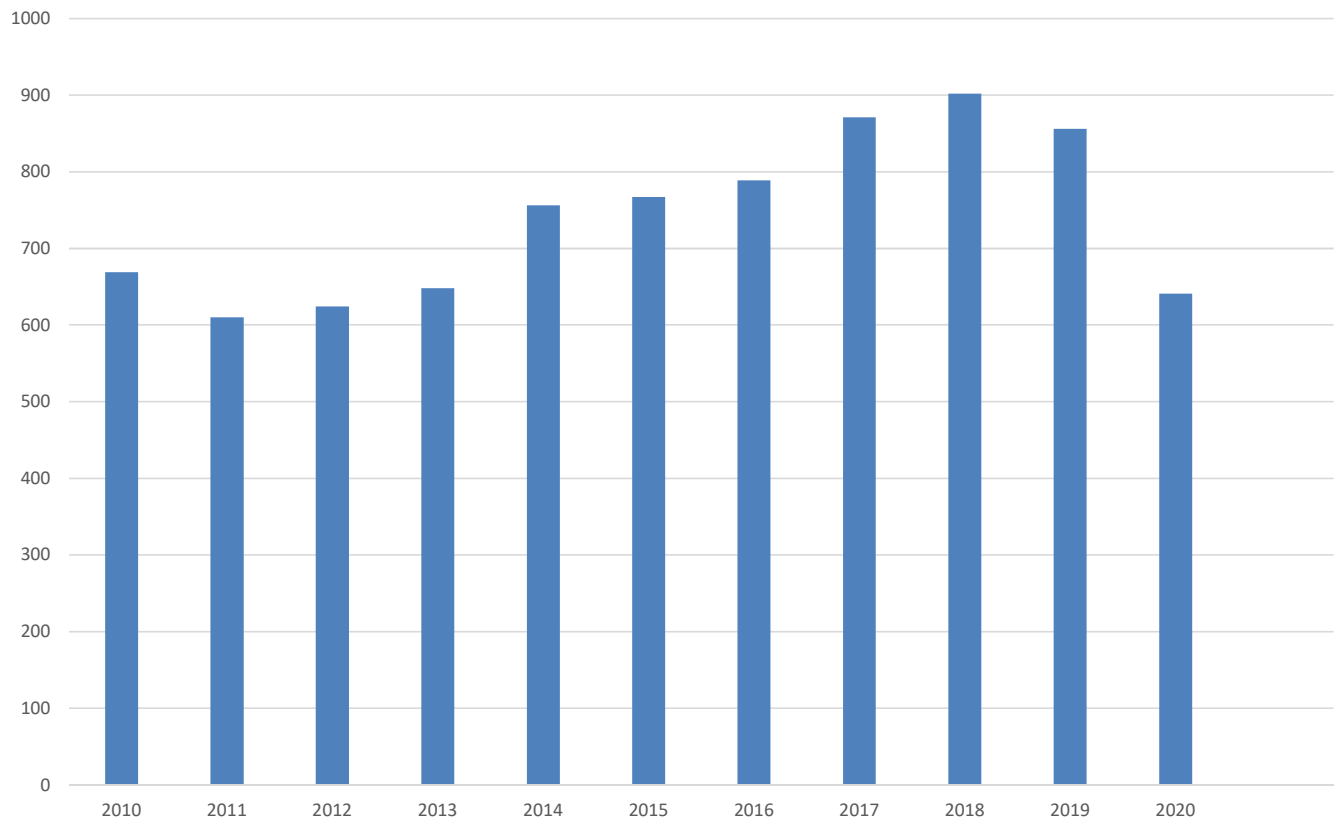
Appendix: 2: 2020 Report of Public Interest Requests



Shari Lichterman, CPA, CMA, Commissioner of Corporate Services and Chief Financial Officer

Prepared by: Cory Crabtree, Access and Privacy Officer

**City of Mississauga
Municipal Freedom of Information and Protection of Privacy Act
(MFIPPA)
Access Requests Received 2010-2020**



2020 Report of Public Interest Requests

Request No. Subject

- 2020-0161** MiWay Fleet Maintenance Records:
- 2020-0162** T&W record; winter maintenance route maps for roads, side walks, bus stops and snow removal for all 4 works districts
- 2020-0267** 1) Capital Budget Books for 2005 through 2013 and for 2020, referred to as 'Capital Infrastructure Plans & Forecast' or 'Capital Construction Program' or 'Capital Budget, Roadway Rehabilitation Program'.
- 2) Road resurfacing and asphalt overlay tender documents from 2005 to 2016 as well as from 2018.
- 3) Various road, grade separation and BRT construction tenders
- 2020-0268** An audit that was completed for Mississauga Fire.
- 2020-0367** 1) All business licensing pertaining to pet stores in Mississauga
- 2) All business licensing pertaining to Flea Markets Exposing sale of live animals
- 3) All business licensing or permits allowing for lawful operation of a exhibition or road show
- 2020-0415** Contract with City of Mississauga for Integrity Commissioner Robert S. Swayze,

Date: November 10, 2021	Originator's files:
To: Chair and Members of General Committee	
From: Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works	Meeting date: November 17, 2021

Subject

Cost Sharing Agreement between The Credit Valley Golf and Country Club and the City of Mississauga for Erosion Control Works (Wards 7 and 8)

Recommendation

That a by-law be enacted to authorize the Commissioner of Transportation and Works and the City Clerk to execute and affix the corporate seal to the Cost Sharing Agreement between The Credit Valley Golf and Country Club and the Corporation of the City of Mississauga to the satisfaction of the City Solicitor as outlined in the report dated November 10, 2021 from the Commissioner of Transportation and Works titled "Cost Sharing Agreement between The Credit Valley Golf and Country Club and the City of Mississauga for Erosion Control Works (Wards 7 and 8)".

Background

The Credit Valley Golf and Country Club (CVGCC) is a private golf course located at 2500 Old Carriage Road in Mississauga. The Credit River flows through the CVGCC lands and active erosion has occurred along the river banks within the golf course lands. One of the locations of severe erosion is in and around a City storm sewer outfall within an existing municipal easement. The City is proceeding with the repair of the outfall that will also include adjacent slope stabilization along the river banks outside of the municipal easement and on private property owned by the CVGCC.

Comments

The City intends to proceed with the storm sewer outfall repair within the CVGCC property in the winter of 2021. This coincides with a larger capital construction project, *Credit River Bank Stabilization Adjacent to Ostler Court*, that is scheduled to commence on the CVGCC property under Transportation and Works Department Contract No. 17 111 21137. As such, the outfall repair work has been included as a provisional item under this contract. Inclusion of the storm

outfall repair within the larger capital project would be in all parties' best interest, as it limits operational disruption to the CVGCC and optimizes overall project costs.

As there is a mutual benefit to undertaking the slope stabilization on the CVGCC lands along with the outfall repair, the CVGCC has agreed to provide the City of Mississauga with a \$250,000 contribution towards the total repair cost. In order to proceed with this approach, a Cost Sharing Agreement has been drafted for execution between the CVGCC and the City, which includes language that enables negotiation should there be any increase in costs.

Financial Impact

There are no financial impacts resulting from the approval of the recommendation in this report. The total cost of the storm outfall repair and slope stabilization project is \$741,000 plus HST. Upon completion of the project, \$250,000 will be recovered by the City from the CVGCC. Therefore, the net project cost to the City will be \$491,000 plus HST. Funds are available in the following PNs as shown in the table below:

PN	Amounts
19-002	\$47,869.00
19-134	\$292,857.00
20-145	\$104,924.00
21-145	\$330,000.00
<u>Total</u>	\$775,650.00

Conclusion

The Cost Sharing Agreement between the Corporation of the City of Mississauga and CVGCC will facilitate the transfer of funds from CVGCC to the municipality to support the slope stabilization and outfall repair works on the Credit River.

Attachments

Appendix 1: The Credit Valley Golf and Country Club Location Plan

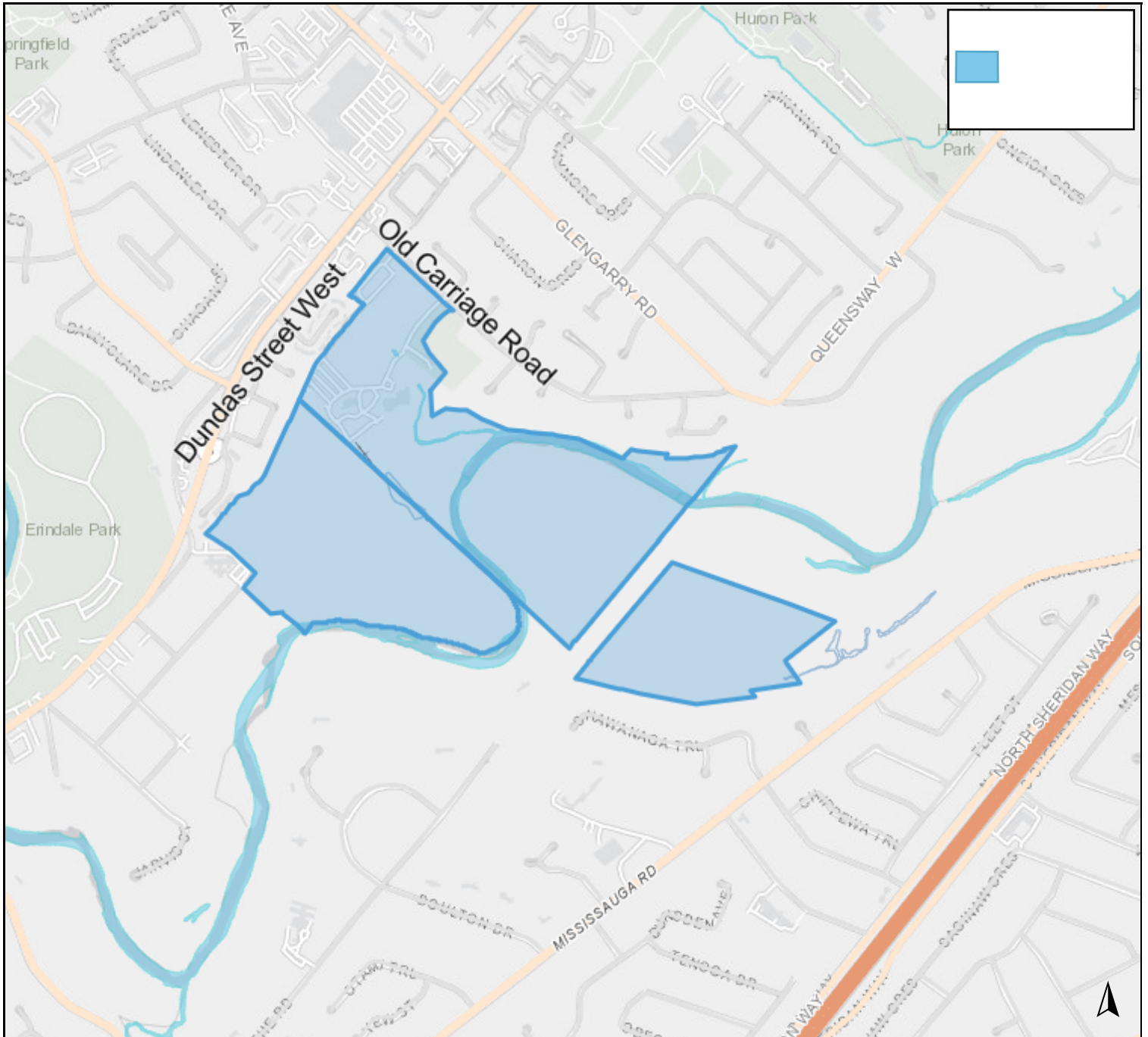


Geoff Wright, P.Eng, MBA, Commissioner of Transportation and Works

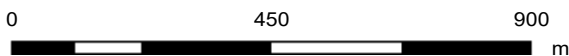
Prepared by: Muneef Ahmad, P.Eng., Manager – Stormwater Projects & Approvals



The Credit Valley Golf and Country Club Location Plan



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 Aerial Imagery provided by First Base Solutions Inc.
 Parcel Data © Teranet Inc.
 This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.



THIS IS NOT A PLAN OF SURVEY

Notes

Map to be used for reference only.

REPORT 8 - 2021

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Environmental Action Committee presents its eighth report for 2021 and recommends:

EAC-0030-2021

That the deputation and associated presentation from Julie Knox, Resident regarding Wildlife, Waste Management and Signage, be received.

(EAC-0030-2021)

EAC-0031-2021

That the deputation and associated presentation from Mariana Higgins, Student Intern, Project Neutral, Diana Suzuki-Bracewell, Supervisor, Environmental Outreach and Heliya Babazadeh, Environmental Outreach Coordinator regarding Project Neutral, be received.

(EAC-0031-2021)

EAC-0032-2021

That the deputation and associated presentation from Teresa Chan, Supervisor, Climate Change and Hana Lapp, Climate Change Coordinator regarding Climate Change Action Plan Progress Report 2021, be received.

(EAC-0032-2021)

EAC-0033-2021

1. That the Environmental Action Committee acknowledged the findings outlined in the Intergovernmental Panel on Climate Change (IPCC) report. That unequivocal human influence has warmed the planet and that widespread and rapid changes have occurred. Human-induced climate change has affected the weather and climate extremes across the globe, and the climate is warming faster now than in previous decades.
2. That the Environmental Action Committee are in support of the Climate Change Action Plan: Progress Report 2021 and recommend endorsement from General Committee on December 1, 2021.

(EAC-0033-2021)

EAC-0034-2021

That the Environmental Action Committee Work Plan, be approved as discussed at the November 2, 2021 EAC meeting.

(EAC-0034-2021)

EAC-0035-2021

That the Environmental Action Committee Meeting dates for 2022, be received.

(EAC-0035-2021)

REPORT 4 - 2021

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Accessibility Advisory Committee presents its fourth report for 2021 and recommends:

AAC-0026-2021

That the deputation by Erica Warsh, Vision Zero Leader presented on the Vision Zero Action Plan, be received.

(AAC-0026-2021)

AAC-0027-2021

That the deputation by Nicole Carey, Manager Community Programs and Jordan Hartley, Recreation Programmer Inclusion presented on the Parasport Games, be received.

(AAC-0027-2021)

AAC-0028-2021

That the presentation by Mukesh Jain, Project Leader Senior Capital Projects and Deepa Suresh, Senior Project Manager presented on the Elevator Renewal Project be received.

(AAC-0028-2021)

AAC-0029-2021

That the verbal update provided by Dan Sadler, Supervisor Accessibility with respect to the Accessibility for Ontarians with Disabilities Act (AODA) be received.

(AAC-0029-2021)

AAC-0030-2021

That the verbal update regarding the Region of Peel's Accessibility Advisory Committee provided by Naz Husain, Chair and Carol-Ann Chafe, Vice-Chair and Member of the ROP AAC be received.

(AAC-0030-2021)

AAC-0031-2021

That the Accessibility Advisory Committee Work Plan presented at the November 8, 2021 Accessibility Advisory Committee by Dan Sadler, Supervisor Accessibility, be received.

(AAC-0031-2021)

AAC-0032-2021

That the Memorandum from Martha Cameron, Legislative Coordinator entitled "Accessibility Advisory Committee and Facility Accessibility Design Subcommittee 2022 Meeting Schedule" dated November 9, 2021, be received.

(AAC-0032-2021)

AAC-0033-2021

That the verbal update provided by Martha Cameron, Legislative Coordinator advising the Committee that Amanda Ramkishun, Teneshia Samuel and Mary Daniel be appointed as Citizen Members to the Facility Accessibility Design Subcommittee for the term ending November 14, 2022 or until a successor is appointed, be received.

(AAC-0033-2021)

REPORT 10 - 2021

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Heritage Advisory Committee presents its tenth report for 2021 and recommends:

HAC-0069-2021

That the Deputation by Emma Cubbit, Principal, Invizij Architects and Megan Hobson, Principal, Megan Hobson Heritage Consulting Services in relation to the Corporate Report dated October 27, 2021 entitled "Request to Demolish a Structure on a Heritage Listed Property: Garage at 25 Thomas Street (Ward 11), be received.

(HAC-0069-2021)

HAC-0070-2021

That the deputation by Stephen Murphy, Resident in relation to the Corporate Report dated October 27, 2021 entitled "Request to Demolish a Structure on a Heritage Listed Property: Garage at 25 Thomas Street (Ward 11)", be received.

(HAC-0070-2021)

HAC-0071-2021

That the buildings at the property at 1220 Stavebank Road, which is listed on the City's Heritage Register, are not worthy of heritage designation, and consequently, that the owner's request to demolish proceed through the applicable process, as per the Corporate Report from the Acting Commissioner of Community Services dated October 26, 2021.

(HAC-0071-2021)

HAC-0072-2021

That the request to demolish the extant structures at 40 Peter Street South be approved.

(HAC-0072-2021)

HAC-0073-2021

1. That the garage at 25 Thomas Street, which forms part of a property that is listed on the City's Heritage Register, is not worthy of heritage designation, and consequently, that the owner's request to demolish proceed through the applicable process, as per the Corporate Report from the Acting Commissioner of Community Services dated October 27, 2021.
2. That the design of the proposed infill be modified so that the height of the transition block does not exceed the roof overhang level of 25 Thomas Street.

(HAC-0073-2021)

HAC-0074-2021

1. That the Memorandum dated October 13, 2021 from Paula Wubbenhorst, Heritage Planner entitled "5961 Hurontario Street (Ward 5), be received.
2. That Facilities and Property Management present a condition assessment report to the Heritage Advisory Committee for the property at 5961 Hurontario Street, including a cost to restore the building to a useable condition.

(HAC-0074-2021)

HAC-0075-2021

That the Memorandum dated November 9, 2021 from Martha Cameron, Legislative Coordinator entitled 2022 Heritage Advisory Committee Dates, be received.

(HAC-0075-2021)

REPORT 10 - 2021

To: CHAIR AND MEMBERS OF GENERAL COMMITTEE

The Mississauga Cycling Advisory Committee presents its tenth report for 2021 and recommends:

MCAC-0080-2021

That the deputation and associated presentation from Hana Lapp, Climate Change Coordinator and Teresa Chan, Supervisor, Climate Change regarding Mississauga's Climate Change Action Plan: Progress Report 2021 be received for information.

(MCAC-0080-2021)

MCAC-0081-2021

That any Mississauga Cycling Advisory Committee members that are interested in the Bike the Creek event be encouraged to volunteer to support the event.

(MCAC-0081-2021)

MCAC-0082-2021

That the Network and Technical Subcommittee Update from Kris Hammel, Citizen Member be received.

(MCAC-0082-2021)

MCAC-0083-2021

That the Communications and Promotions Subcommittee Update from Sunil Sharma, Citizen Member be received.

(MCAC-0083-2021)

MCAC-0084-2021

That the verbal update from Raymond Lau, Project Leader Engineering, Community Services regarding Off-Road Trails (ORTs) be received.

(MCAC-0084-2021)

MCAC-0085-2021

That the Mississauga Cycling Advisory Committee 2021 Action List be approved.

(MCAC-0085-2021)

MCAC-0086-2021

That the 2021 Mississauga Cycling Advisory Committee Work Plan be received for information.
(MCAC-0086-2021)

MCAC-0087-2021

That the memorandum dated November 4, 2021 from Megan Piercey, Legislative Coordinator entitled "2022 Mississauga Cycling Advisory Committee Meeting Dates" be received for information.
(MCAC-0087-2021)

MCAC-0088-2021

That the corporate report from the Commissioner of Transportation and Works, dated September 21, 2021 and entitled "Traffic Calming", be received for information.
(MCAC-0088-2021)