



General Committee Meeting Agenda
Tuesday, June 26, 2018
1:00 PM
Council Chamber, Town Hall

Please note that added items are bolded and italicized.

CALL TO ORDER

DISCLOSURE OF PECUNIARY INTEREST

CONSENT AGENDA

DELEGATIONS

Craig Collins, Managing Partner, EMG concerning Memorandum dated June 26, 2018 regarding Request for Caledon Equestrian Park Update

Ian Sinclair, Resident, Town of Caledon concerning Staff Report 2018-80 regarding McLaren Wayside Pit Update regarding Rehabilitation

Ian Sinclair, Resident, Town of Caledon concerning Staff Report 2018-78 regarding McLaren Wayside Pit Update regarding Financial Costs

STAFF REPORTS

Staff Report 2018-71	April 2018 Operating Budget Variance Report
Staff Report 2018-54	Preparing for the Legalization of Recreational Cannabis
Staff Report 2018-72	Award of Contract 2018-56 Construction on Various Roads
Staff Report 2018-86	Community Transportation Grant Program
Staff Report 2018-85	Town of Caledon/Township of King Boundary Road Maintenance Agreement
Staff Report 2018-79	Proposed Community Safety Zone Designation
Staff Report 2018-78	McLaren Wayside Pit Update regarding Financial Costs
Staff Report 2018-80	McLaren Wayside Pit Update regarding Rehabilitation

RECOMMENDATIONS OF ADVISORY COMMITTEES

Accessibility Advisory Committee Report dated [May 24, 2018](#)

Accessibility Advisory Committee Report dated [June 14, 2018](#)

General Committee has been requested to consider the following recommendation from the Accessibility Advisory Committee:

CHELTENHAM BADLANDS PARKING ENFORCEMENT

That the Region of Peel, Credit Valley Conservation Authority and the Ontario Heritage Trust

be invited to the July 19, 2018 Accessibility Advisory Committee meeting to provide an update regarding the management of accessible parking issues at the Cheltenham Badlands.

NOTICES OF MOTION

Councillor deBoer re: Mono Mills Anniversary

Whereas the Village of Mono Mills will be celebrating the 200th anniversary of settlement in 2019;

Whereas it would be desirable to observe and commemorate the bicentennial anniversary;

Now therefore be it resolved that Town staff work with the Heritage Caledon Committee to develop a plan to commemorate the bicentennial event and that costs for the commemoration be identified and included in the 2019 Budget.

Councillor Shaughnessy re: Meeting with Ministry regarding Aggregate Facility Rehabilitation

Whereas the Ministry of Natural Resources and Forestry is responsible to ensure rehabilitation is carried out on licensed aggregate facilities;

Whereas there are aggregate facilities within the Town of Caledon that appear to have not been rehabilitated to such standards;

Now therefore be it resolved that Town staff contact the Ministry of Natural Resources and Forestry to coordinate a meeting with appropriate staff to review the provincial process on approval of rehabilitation site plans and to outline Town protocols in that review process.

Councillor Shaughnessy re: Neighbourhood Watch Program Signs

Whereas the neighbourhood watch program is a community driven program to achieve safe and secure neighbourhoods;

Whereas the OPP have held stakeholder meetings with various community groups throughout Caledon regarding the creation of neighbourhood watch programs;

Whereas there are approximately six communities engaged in a neighbourhood watch program at this time;

Whereas the Town has been asked to provide signs for recognized neighbourhood watch communities;

Now therefore be it resolved that staff be directed to work with the OPP to install up to four neighbourhood watch signs per community that are active in the program at a cost of \$125.00 per sign, funded in 2018 from the Finance and Infrastructure Services Operating Budget to an upset limit of \$10,000;

That staff be directed to remove existing neighbourhood watch signs from non-active neighbourhood watch communities.

Councillor Shaughnessy re: John Clarkson Park Washroom Facility Hours

Whereas open washroom facilities within our parks is an integral part of park use;

Whereas every community park is used by different groups, formal and informal, and individuals;

Whereas John Clarkson Park in Southfields has multi-cultural users; and

Whereas members of that community have expressed the need to have extended hours;

Now therefore be resolved that the lock timers on the washroom doors be reset to have the washrooms open 7 days a week from 8 a.m. to 8 p.m.

Councillor Innis re: Beautifying Village Cores Throughout The Municipality

Whereas the beautifying of the village cores promotes tourism and community pride;

Whereas installing flowers and banners in village cores throughout the municipality is not a current service level provided by the Town of Caledon;

Now therefore be it resolved that staff be directed to investigate the cost of installing banners and flowers in village cores throughout the municipality for consideration in the 2019 Budget.

CORRESPONDENCE

Memorandums

Memorandum to Council from Fuwing Wong, General Manager/Chief Financial Officer, Finance and Infrastructure Services dated June 26, 2018 re: [Request for Caledon Equestrian Park Update](#)

Memorandum to Council from Sally Drummond, Heritage Resource Officer, Community Services dated June 26, 2018 re: [Commemoration of Mono Mills Bicentennial](#)

Memorandum to Council from Ohi Izirein, Senior Planner, Policy, Community Services dated June 26, 2018 re: [Meeting with the Ministry of Natural Resources and Forestry \(MNRF\) regarding the Rehabilitation of Aggregate Sites](#)

Memorandum to Council from Colleen Lipp, Chief Librarian, Caledon Public Library dated June 26, 2018 re: [Caledon Public Library Wireless Hotspot Lending Program](#)

Memorandum to Council from Brian Baird, Manager of Parks/Landscape Architect, Community Services dated June 26, 2018 re: [Park Washroom Service Levels](#)

General Correspondence

Craig Collins, Managing Partner, EMG dated June 8, 2018 re: [Response to Danny Forbes Delegation of May 29, 2018](#)

Frank Dale, Regional Chair and Chief Executive Officer, Region of Peel dated June 22, 2018 re: [Resolution Regarding the Canadian Pacific Rail Overpass of Hwy 50 South of Palgrave](#)

CONFIDENTIAL SESSION

Confidential Staff Report 2018-19 re: A proposed or pending disposition of land by the Town – A portion of 5th Sideroad, Ward 5

Confidential Staff Report 2018-17 re: A proposed or pending acquisition of land by the municipality – Expropriation Grange Sideroad

Confidential Staff Report 2018-20 re: Litigation affecting the municipality – Simpson Road Litigation Update

Confidential Staff Report 2018-21 re: A proposed or pending acquisition of land by the municipality – Dufferin County Courthouse OPP Lease

ADJOURNMENT



Accessibility Accommodations

Assistive listening devices for use in the Council Chamber are available upon request from the Staff in the Town's Legislative Services Section. American Sign Language (ASL) Interpreters are also available upon request.

Please provide advance notice if you require an accessibility accommodation to attend or participate in Council Meetings or to access information in an alternate format please contact Legislative Services by phone at 905-584-2272 x. 2366 or via email to legislative.services@caledon.ca.

Staff Report 2018-71

Meeting Date: Tuesday, June 26, 2018

Subject: April 2018 Operating Budget Variance Report

Submitted By: Steven Lee, Financial Analyst, Finance and Infrastructure Services

RECOMMENDATION

That the Treasurer be authorized to draw from the Community Improvement Plan Reserve in 2018 to fund Community Improvement Plan grants.

REPORT HIGHLIGHTS

- There is an overall net favorable variance of \$1,649,255 in the 2018 Operating Budget for the four months ending April 30, 2018, comprising of:
 - \$1,260,293 favourable variance in overall revenues; and
 - \$ 388,962 favourable variance in overall expenditures

DISCUSSION

The purpose of this report is to provide a high level overview of the 2018 Operating Budget variance (i.e. budget vs. actuals) for the first four months of 2018 ending on April 30, 2018.

Variances reported during the year may be related to timing differences where the budget for a revenue or expense is in a particular month/quarter and the actuals occur in a different month/quarter. Timing difference reported in a quarter may be offset in another quarter and result in no overall surplus or deficit by the end of the year. Any realized surplus or deficit at the end of the year will be reported to Council along with recommendations for transfer to or from the Town's Operating Contingency Reserve, if necessary.

Staff within each department is responsible for the delivery of their programs and/or services while managing their budgets within the Council approved 2018 Operating Budget. The responsibility for monitoring the operating budget variances is shared by Finance and departmental staff. In preparation for this report, Finance staff worked with managers to better understand operating budget variances (+/-) \$20,000.

Staff Report 2018-71

Finance and Department managers have worked together to review the actual revenues and expenditures as of April 30, 2018 and have compared them to the 2018 Approved operating budget to identify trends and provide comments for any issues or budget variances.

2018 Operating budget Variance (for the four months ending April 30, 2018)

Based on the results for the four months ending April 30, 2018, the Town has a \$1,649,255 favourable operating budget variance comprised of a \$1,260,293 favourable variance in revenues and a \$388,962 favourable variance in expenditures. The table below provides an overview of the first four months variance by department and by revenue/expenses:

SUMMARY OF YTD APRIL 2018 BUDGET OPERATING VARIANCE BY DEPARTMENTS

Department		Year-to-date Budget	Year-to-date Actuals	Year-to-date Variance Favourable / (Unfavourable)	Variance %
Community Services	Revenue	(3,307,111)	(4,095,645)	788,534	23.8%
	Expense	10,191,517	10,176,936	14,581	0.1%
	Net Budget	6,884,406	6,081,291	803,115	11.7%
Corporate Services	Revenue	(1,752,009)	(1,796,986)	44,977	2.6%
	Expense	3,695,652	3,621,319	74,333	2.0%
	Net Budget	1,943,643	1,824,333	119,310	6.1%
Finance & Infrastructure Services	Revenue	(559,071)	(737,796)	178,725	32.0%
	Expense	7,375,913	7,342,788	33,125	0.4%
	Net Budget	6,816,842	6,604,992	211,850	3.1%
Strategic Initiatives	Revenue	(35,141)	(42,662)	7,521	21.4%
	Expense	2,396,874	2,322,866	74,008	3.1%
	Net Budget	2,361,733	2,280,204	81,529	3.5%
Corporate Accounts	Revenue	(32,307,168)	(32,547,704)	240,536	0.7%
	Expense	20,086,025	19,893,110	192,915	1.0%
	Net Budget	(12,221,143)	(12,654,594)	433,451	-3.5%
TOTAL as of April 30, 2018	Revenue	(37,960,500)	(39,220,793)	1,260,293	3.3%
	Expense	43,745,981	43,357,019	388,962	0.9%
	Net Budget	5,785,481	4,136,226	1,649,255	28.5%

Note: Included in Community Services is a favourable variance for Building Services for \$420,321. Building Services will net to zero at year-end in accordance with Bill 124 that mandates Building Services must be fully funded by its revenue from building permits.

The April 30, 2018 operating variance is further broken down by division within each department and is available on Schedule A of this report.

Department Overview

The following comments by department are high-level, relevant explanations of the April 30, 2018 variances. Variance review and explanations are derived through the combined efforts of Finance and department staff.

Community Services

2018 April YTD favourable variance of \$803,115

- \$491,395 favourable variance in Planning and Development revenue mostly due to timing of subdivision administration and engineering fees (Yeoman, Caledon Villas), as revenues were expected to be received in the second half of the year. This is partially offset by applications that were budgeted which have been appealed and are no longer expected to be received this year
- \$327,330 favourable variance in Building Services revenue primarily due to timing of building permits issued. There is also a favourable variance of \$84,045 from salary gapping due to vacancies in this division. Any surplus will be transferred to the Building Permit Stabilization reserve at year-end.
- \$83,287 favourable variance in various other expense accounts such as printing, advertising, mileage and other operating expenses lower than expected.
- \$41,822 favourable variance due to the timing of payments for the 2016 and 2017 approved Heritage Grant applications.
- \$27,180 favourable variance in maintenance, repairs, and contracted services mainly due to timing of expenses for Fire & Emergency Service fleet partially offset by an unfavourable variance in Recreation maintenance due to higher than anticipated pool maintenance at various facilities.
- \$141,529 unfavourable variance in salaries and benefits due to increase in call volume in Fire & Emergency Services and increase in casual staffing due to higher registrations in recreation programs. This is partially offset by salary gapping due to various vacancies within the department and timing of hiring casual temporary staffing.
- \$49,839 unfavourable variance in Fire & Emergency Service revenue mostly due to timing of invoices to the Town of Mono and lower motor vehicle accident billing year to date.

Corporate Services

2018 April YTD favourable variance of \$119,310

- \$109,948 favourable variance due to timing in Legal Services for Legal Fees and OMB Hearings expense. The favourable variance is mainly due to lower than anticipated number of meetings with external legal counsel in the first four months. However, this budget is expected to be fully utilized by the end of the year based on past experience.

- \$92,974 overall favourable variance in Salaries, Wages and Benefits across the department due to salary gapping for various vacant positions and staff leaves. The salary gapping was mainly in Legal Services, Regulatory Services and Provincial Offences Court. These vacant positions have now been either filled or are in the active process of being filled.
- \$17,675 favourable variance in Regulatory Services revenue for Tow Licenses and Permit Fees. The favourable variance is due to higher than anticipated demand from the towing industry.
- \$88,561 unfavorable variance in POA Caledon Fine mainly due to lower than budgeted revenue realized and spring judicial court closures. Revenue is forecasted to improve during second half of the year.
- \$37,785 unfavourable variance due to timing for property standards recovery. The unfavourable variance is due to the time differences between the Town paying for the necessary property standards repair services, and recouping these costs from the property owners. A variance is not expected at year-end as property standards expenses are fully recoverable.

Finance and Infrastructure Services

2018 April YTD favourable variance of \$211,850

- \$178,725 favourable variance in overall departmental revenues due mainly to the timing of Engineering fees related to development. Fees were received from Yeoman Developments and Caledon Villas in the amount of \$132,874 which had not been expected to be collected until the last quarter of this year. The favourable revenue variance also includes \$69,281 in proceeds from the sale of a snow blower which was fully offset by the contribution of the proceeds to the Equipment Reserve and a \$24,711 unfavourable variance due the timing of invoicing to the Region of Peel for streetlight electricity costs.
- The following unfavourable expense variances due mainly to higher winter maintenance activities January to April (e.g. multiple freeze/thaw cycles and an April ice storm):
 - \$82,389 unfavourable variance in Roads and Fleet operations staff overtime costs related to the Town's response to the winter events
 - \$102,494 unfavourable variance in diesel fuel purchases due to winter maintenance activities
 - \$66,524 unfavourable variance in salt and sand expenses due to a higher volume of materials used through the multiple freeze/thaw cycles and the April ice storm.

- The unfavourable winter maintenance variances were offset by the following favourable variances resulting in a net April year-to-date favourable expense variance of \$33,125:
 - \$114,163 favourable salary gapping variance due to vacancies in the Finance, Facilities and Engineering divisions.
 - \$85,524 favourable expense variance due mainly to less than anticipated winter equipment replacements required for salt spreaders and containers and also favourable timing in the payment of sweeping contracts which were delayed due to the road conditions in April.
 - \$47,603 favourable variance in streetlight electricity costs due primarily to a lower than budgeted cost per kilowatt hour (kwh). Electricity rates were budgeted to increase by 12% over the mid-year 2017 actual rates. Electricity rates actually decreased in the last quarter of 2017 and have remained at the lower rates through the first quarter of 2018 which are approximately 24% lower than budgeted.
 - \$34,462 favourable variance due to the timing of traffic operations maintenance supplies which includes materials such as signs and speed boards. Purchases of these supplies are expected in the upcoming summer months and are targeted to be on budget by the end of the year.
- The unfavourable winter maintenance expense variances may result in a deficit for the FIS department by the end of 2018. Staff will continue to monitor the winter maintenance accounts and recommend a draw from the Town's winter maintenance reserve, if required, to cover any year-end shortfalls related to winter maintenance. The current balance of the winter maintenance reserve is \$1,694,257.

Strategic Initiatives

April 30, 2018 YTD favourable variance of \$ 81,529

- \$42,274 unfavourable variance in Salary and Benefits mainly due to additional staffing required in Service Caledon for the first 3 months of 2018.
- \$20,852 favourable variance in Marketing & Events, CBIZ and Corporate Training/Development/Seminars due to events planned by Strategic Initiatives divisions that are now expected to take place later in the year.
- \$37,408 favourable variance in various expense accounts including Transit, Printing & Advertising mainly attributed to the timing of invoices.
- \$64,973 overall favourable variance in Caledon Public Library relates to salary gapping of \$23,779 and \$13,580 savings from Online Database, Automation, Computer Services and Software License Subscription due to consortium pricing which resulted in significant but unpredictable savings. The remaining favourable variance of \$28,311 relates to various expense accounts including Training & Development, Special Programs and Operating Supplies due to timing of invoices.

Corporate Accounts

2018 April YTD favourable variance of \$433,451

- \$134,098 favourable variance related to the insurance growth/contingency allocation which is used pay for any in-year policy changes related to additions to Town assets or improvements to facilities.
- \$106,976 favourable variance from higher than anticipated interest revenue earned. Interest rates were higher than budgeted for short-term investments and overall investment balances were higher than anticipated in the first four months of the year. The Town continues to proactively project cash flow and identify investment opportunities.
- \$87,750 favourable variance from the sale of pit run materials that was extracted from the former McLaren Wayside Pit and held in inventory by the Town. Offsetting this favourable revenue variance is a Contribution to Reserves expense variance in the same amount of \$87,750. Further to staff report PW-2014-059, proceeds from the sale of extracted aggregate are directed to the Tax Funded Capital Contingency Reserve Fund. The current uncommitted Tax Funded Capital Contingency Reserve Fund balance is \$3,799,386.
- \$84,360 favourable variance due to the timing of insurance deductibles paid on claims. Deductible payments are made when submitted by the Town's insurer and can vary year to year based on the number of claims the Town has.
- \$29,842 favourable variance in penalties and interest collected on tax arrears due to a higher number of late tax payments made in the first four months of 2018.
- \$86,700 unfavourable variance due to lower than budgeted Ontario Municipal Partnership Fund (OMPF) grant funding received. As identified in Staff Report 2017-138, the Town expects to have an overall \$173,400 unfavourable budget variance for the year due to the provincial funding reductions which were based on the updated Rural and Small Community Measure (RSCM) calculations. The reductions in grant funding were communicated late in the Town's budget process and the Treasurer has been authorized to fund the 2018 budget shortfall from the Operating Budget Contingency reserve if required. The current unaudited and uncommitted Tax Funded Capital Contingency Reserve Fund balance is \$3,799,386. The decrease in OMPF funding will be a 2019 operating budget pressure.

FINANCIAL IMPLICATIONS

At the end of four months (January to April 2018), the Town is showing a \$1,649,255 favourable operating variance.

Building Permit Stabilization Reserve

The Building Services division currently has a favourable variance of \$420,321 which is due to additional building permits issued than anticipated for the first four months of 2018. However, under Bill 124 of the Building Code Act, the Building division operates at full cost recovery and any surplus or deficit in the division is accounted for by a transfer to/from the Building Permit Stabilization Reserve fund. Accordingly, there will be no impact to the Town's year-end financials from the Building division variance.

The current unaudited balance in the Building Permit Stabilization Reserve fund is \$2,480,696.

Community Improvement Plan (CIP) Reserve

The current unaudited balance in the Community Improvement Plan Reserve fund is \$367,311. Staff is projecting total CIP grants in 2018 to be approximately \$135,414. Staff recommend that the Treasurer be authorized to draw from the Community Improvement Plan Reserve (Account 08-00-905-35025-00-25000) to fund the grants provided in 2018. All draws from the Community Improvement Plan Reserve will be reported to Council annually in the Year End Operating Budget Variance Report.

Capital Update

The Town's delegated authority by-law (Schedule D to BL-2016-106) delegates authority to the Treasurer to "make technical adjustments to the annual approved capital and operating budget based on business needs and good accounting practices". The following technical adjustments to the approved capital budget were made following concurrence from the CAO and respective senior management team member driving the project that the adjustment makes good business sense, and following Finance's confirmation of budget (remaining budget) information:

- 1) In 2017, as per Staff Report 2017-80 Energy Revolving Fund 2017 Projects, Council approved Capital Project 17-183 LED Lighting Retrofit funded by the Energy Revolving Fund. Subsequently the scope of the Capital Project was increased to include squash court lighting resulting in a budget shortfall of \$3,287.89. The budget shortfall of \$3,287.89 was funded by a transfer from Capital Project 17-177 Lighting Retrofit at Youth Centre funded by Tax.

- 2) In the 2018 budget, Council approved Capital Project 18-081 Cycling Program in the amount of \$75,000 funded by Property Taxes. Subsequently the scope of the Capital Project was increased to include a Feasibility Study for cycling infrastructure on Queensgate Boulevard and Kennedy Road resulting in a budget shortfall of \$50,000. The budget shortfall was funded by a transfer of Tax Funding in the amount of \$7,000 from Capital Project 17-116 Traffic Studies and Counts and \$43,000 from Capital Project 17-121 Road Safety Program.

COUNCIL WORK PLAN

The matter contained in this report is not relative to the Council Work Plan.

ATTACHMENTS

Schedule A – April 2018 Operating Variances

2018 OPERATING BUDGET VARIANCE BY DEPARTMENT / DIVISION - as of APRIL 30, 2018

Department	Division	Revenue / Expense	Year-to-date Budget	Year-to-date Actuals	Variance Favourable / (Unfavourable)	Variance %	
Community Services							
	Building Services ¹	Revenue	(784,791)	(1,112,121)	327,330	41.7%	
		Expense	1,695,004	1,602,013	92,991	5.5%	
		Net Budget	910,213	489,892	420,321	46.2%	
	Fire & Emergency Services	Revenue	(129,597)	(79,759)	(49,838)	-38.5%	
		Expense	2,893,764	3,047,767	(154,003)	-5.3%	
		Net Budget	2,764,167	2,968,008	(203,841)	-7.4%	
	Parks	Revenue	(37,120)	(46,535)	9,415	25.4%	
		Expense	702,729	566,598	136,131	19.4%	
		Net Budget	665,609	520,063	145,546	21.9%	
	Planning & Development	Revenue	(188,027)	(679,422)	491,395	261.3%	
		Expense	901,422	841,322	60,100	6.7%	
		Net Budget	713,395	161,900	551,495	77.3%	
	Policy & Sustainability	Revenue	-	(480)	480	-	
		Expense	395,713	354,984	40,729	10.3%	
		Net Budget	395,713	354,504	41,209	10.4%	
	Recreation	Revenue	(2,167,576)	(2,177,328)	9,752	0.4%	
		Expense	3,602,885	3,764,252	(161,367)	-4.5%	
		Net Budget	1,435,309	1,586,924	(151,615)	-10.6%	
	Community Services Total			6,884,406	\$6,081,291	\$803,115	11.7%
	Corporate Services						
	Information Services	Revenue	(668)	(1,340)	672	100.6%	
		Expense	139,395	133,738	5,657	4.1%	
		Net Budget	138,727	132,398	6,329	4.6%	
	Information Technology	Revenue	(244,809)	(244,797)	(12)	0.0%	
		Expense	623,077	619,208	3,869	0.6%	
		Net Budget	378,268	374,411	3,857	1.0%	
	Legal Services	Revenue	(167,143)	(143,318)	(23,825)	-14.3%	
		Expense	682,765	512,290	170,475	25.0%	
		Net Budget	515,622	368,972	146,650	28.4%	
	Provincial Offences Court	Revenue	(994,178)	(907,345)	(86,833)	-8.7%	
		Expense	923,720	888,637	35,083	3.8%	
		Net Budget	(70,458)	(18,708)	(51,750)	-73.4%	
	Regulatory/By-Law	Revenue	(145,608)	(282,572)	136,964	94.1%	
		Expense	520,778	652,524	(131,746)	-25.3%	
		Net Budget	375,170	369,952	5,218	1.4%	
	Legislative Services/Council Support	Revenue	(199,603)	(217,614)	18,011	9.0%	
		Expense	805,917	814,922	(9,005)	-1.1%	
		Net Budget	606,314	597,308	9,006	1.5%	
	Corporate Services Total			1,943,643	\$1,824,333	\$119,310	6.1%

2018 OPERATING BUDGET VARIANCE BY DEPARTMENT / DIVISION - as of APRIL 30, 2018

Department	Division	Revenue / Expense	Year-to-date Budget	Year-to-date Actuals	Variance Favourable / (Unfavourable)	Variance %
Finance & Infrastructure Services						
	Energy & Environment	Revenue	(21,000)	(26,119)	5,119	24.4%
		Expense	135,677	108,920	26,757	19.7%
		Net Budget	114,677	82,801	31,876	27.8%
	Engineering & Capital Projects	Revenue	(1,612)	(147,720)	146,108	9063.8%
		Expense	425,565	424,740	825	0.2%
		Net Budget	423,953	277,020	146,933	34.7%
	Facilities	Revenue	(162,484)	(177,621)	15,137	9.3%
		Expense	794,878	762,183	32,695	4.1%
		Net Budget	632,394	584,562	47,832	7.6%
	Finance	Revenue	(9,356)	(27,803)	18,447	197.2%
		Expense	761,685	735,434	26,251	3.4%
		Net Budget	752,329	707,631	44,698	5.9%
	Roads & Fleet	Revenue	(324,594)	(348,976)	24,382	7.5%
		Expense	4,153,637	4,346,630	(192,993)	-4.6%
		Net Budget	3,829,043	3,997,654	(168,611)	-4.4%
	Transportation	Revenue	(40,025)	(9,557)	(30,468)	-76.1%
		Expense	415,262	290,874	124,388	30.0%
		Net Budget	375,237	281,317	93,920	25.0%
	Administration	Revenue	-	-	-	-
		Expense	456,761	443,904	12,857	2.8%
		Net Budget	456,761	443,904	12,857	2.8%
	Purchasing & Risk Management	Revenue	-	-	-	-
		Expense	232,448	230,103	2,345	1.0%
		Net Budget	232,448	230,103	2,345	1.0%
Finance & Infrastructure Services Total			6,816,842	6,604,992	211,850	3.1%

Strategic Initiatives						
	Administration/Communications	Revenue	-	(9,303)	9,303	0.0%
		Expense	315,047	353,327	(38,280)	-12.2%
		Net Budget	315,047	344,024	(28,977)	-9.2%
	Economic Development & Tourism	Revenue	(7,500)	(7,500)	-	0.0%
		Expense	294,946	277,534	17,412	5.9%
		Net Budget	287,446	270,034	17,412	6.1%
	Library	Revenue	(17,704)	(17,009)	(695)	-3.9%
		Expense	1,233,825	1,168,156	65,669	5.3%
		Net Budget	1,216,121	1,151,147	64,974	5.3%
	Customer Service Centre	Revenue	(9,937)	(8,850)	(1,087)	-10.9%
		Expense	187,777	181,700	6,077	3.2%
		Net Budget	177,840	172,850	4,990	2.8%
	Human Resources	Revenue	-	-	-	0.0%
		Expense	365,279	342,149	23,130	6.3%
		Net Budget	365,279	342,149	23,130	6.3%
Strategic Initiatives Total			2,361,733	2,280,204	81,529	3.5%

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Corporate Accounts						
		Revenue	(32,307,168)	(32,547,704)	240,536	0.7%
		Expense	20,086,025	19,893,110	192,915	1.0%
		Net Budget	(12,221,143)	(12,654,594)	433,451	3.5%
Corporate Accounts Total			(\$12,221,143)	(\$12,654,594)	\$433,451	3.5%
		Revenue	(37,960,500)	(39,220,793)	1,260,293	3.3%
		Expense	43,745,981	43,357,019	388,962	0.9%
TOTAL to APRIL 30, 2018		Net Budget	5,785,481	\$4,136,226	\$1,649,255	28.5%

¹ Building Services nets to zero at year-end as this division is self-funded as per Bill 124.

Meeting Date: Tuesday, June 26, 2018

Subject: Preparing for the Legalization of Recreational Cannabis

Submitted By: Laura Hall, Manager of Regulatory Services, Corporate Services

RECOMMENDATION

That Parks By-law 2005-112, as amended, be amended to add recreational cannabis to Section 11 of the by-law as a prohibited substance in Town parks;

That staff be directed to conduct a Zoning By-law review to investigate if adjustments to the by-law are necessary as a result of the updated cannabis regulations;

That staff provide an update in approximately one year by providing an update regarding measures taken to address legalization of cannabis in the community;

That the Mayor and Clerk be authorized to enter into agreements for the purpose of receiving funding related to cannabis in order to reduce related expenses incurred by the Town.

REPORT HIGHLIGHTS

- The Federal and Provincial governments have each introduced legislation to facilitate the legalization of recreational cannabis and in anticipation staff have been consulting with internal and external stakeholders to prepare for the impacts.
- Staff have identified and analyzed several potential challenges which the Town may face related to land use management, municipal enforcement of nuisances, new enforcement responsibilities for the Caledon OPP, updating internal Town policies and potential Building Code violations.
- Based on a review of reports from other jurisdictions, the potential challenges for Caledon are largely consistent with those identified by other local municipalities across Ontario.
- Key recommendations include conducting a Zoning By-law review to assess land use impacts, tracking the number and nature of nuisance complaints and amending the Parks By-law.
- Staff is in consultation with the Region of Peel to develop an agreement to allocate funding received from the Province. The Town has advocated for an equal distribution of funds between the upper and lower tier.

DISCUSSION

Background

In April of 2017, the Federal government introduced legislation to legalize recreational cannabis across Canada. As a result, municipalities throughout Ontario have been attempting to anticipate the impacts at the local level. Further, through motions

presented at the February 6 Committee of the Whole meeting, staff was directed to review approaches to regulate potential nuisances resulting from the production and use of cannabis. Therefore, the purpose of this report is to provide information regarding the new legislation, highlight potential key challenges and recommend both immediate and long-term strategies to manage the impact of legalized cannabis within the Town.

Legislative Framework – Federal and Provincial

Federal

To legalize recreational cannabis, the Federal government introduced Bill C-45 to enact the *Cannabis Act*. Key changes proposed by this legislation include permitting personal cultivation and use of cannabis on residential properties and regulating commercial cultivation and processing through a system of licenses to be managed by Health Canada. In support of this initiative, Bill C-46 was brought forward to amend the Criminal Code and establish new offences and measures including those related to impaired driving. While Bill C-45 has been passed and is expected to take effect on October 17, 2018, amendments to Bill C-46 are still under consideration.

Provincial

In response to the Federal action, the Province of Ontario introduced Bill 174 which received Royal Assent on December 12, 2017. The Bill establishes regulations to manage the sale and consumption of cannabis in Ontario. At this time, recreational cannabis will be exclusively sold by the Province. While no location is planned for Caledon at this time, Mississauga and Brampton have been selected to have retail sites. Although future regulations may permit exemptions, the Province has currently restricted the consumption of recreational cannabis to private residences and prohibited its use in public spaces.

Collaborative Efforts

To date several proactive measures have been taken to prepare for the anticipated impacts of recreational cannabis. Staff has worked with external partners by participating in the Peel Cannabis Legalization Working Group. This includes stakeholders from the Region, including Policy and Health, Peel Regional Police, Mississauga, Brampton and Caledon OPP. Further, staff has developed its own internal working group bringing together multiple Divisions across the Town to identify and manage potential local impacts through a coordinated approach. To analyze emerging approaches reports from FCM, AMO, the Federal and Provincial governments, other regional and local municipalities and American jurisdictions have been actively monitored by staff. It is clear that municipalities across Canada are still trying to anticipate the impact of legalization and key potential challenges have been noted for future consideration through the result of collaborative efforts.

Potential Challenges for Caledon

Land Use

As a result of the legalization of recreational cannabis there are several potential land use considerations. Although Health Canada has proposed Federal licensing for separate types of cannabis production, it is expected that municipalities will retain the ability to manage land use. Further, the Province will operate cannabis retail stores and is considering the feasibility of licensed lounges or venues. Therefore, similarly to how the Town addressed medical marihuana, once the new Federal and Provincial recreational cannabis framework is finalized, it is necessary for staff to review the Zoning By-law to understand if there will be any land use impacts.

In 2014 staff brought forward an amendment to the Town's Zoning By-law to define and regulate medical marihuana production facilities licensed by Health Canada. These facilities are now restricted to specific industrial zones and require setbacks from sensitive land uses. Although it is anticipated that the medical cannabis regulations will largely remain the same, as a result of the broad changes it may be necessary to review the Town's approach to ensure it remains up to date.

Enforcement

Municipal Law Enforcement

The legalization of recreational cannabis may entail several new challenges concerning enforcement. The proposed legislation will permit a maximum of four plants to be cultivated per property for personal recreational use. If cannabis is grown outside on residential properties, this could increase nuisance complaints as a result of excessive plant height and odour. Further, as recreational cannabis may be consumed at private residences, this could lead to odour complaints due to smoking or vaping in yards. As individuals will experience the strength and character of odours differently, setting an objective standard is problematic which will complicate enforcement and could be perceived as an infringement on an individuals' right to consume a legal product.

The cultivation and production of cannabis is another angle that may require local oversight through the implementation of a business licensing regime to proactively mitigate potential impacts on neighbouring properties. If permitted, cannabis lounges and venues could be another use the Town has interest in licensing. Developing new regulations and administering additional business licenses would be a new service level and therefore have an impact on resources. Finally, licensing cannabis retail establishments is not necessary at this time as the Province will directly oversee these businesses. However, if cannabis retail establishments are privatized, a licensing requirement may be necessary to manage potential negative effects.

Presently, enforcement regarding where recreational cannabis is consumed would be limited. Although the Provincial legislation will prohibit the consumption of cannabis in public places, the Town is unable to enforce this. Further, the Parks By-law currently only prohibits alcohol from being consumed within parks as recreational cannabis has not yet been legalized. Although the Region's Outdoor Smoke Free By-law may be amended to address the use of cannabis, it will most likely not regulate other forms of

consumption such as oils or cannabis edibles expected to be legalized in 2019. Therefore, unless the Parks By-law is amended, the Town would not have any ability to respond to complaints regarding the use of recreational cannabis within parks.

Although Municipal Law Enforcement Officers may be designated at a later date to enforce the Provincial cannabis legislation, currently only Police Officers have this authority. This may create public confusion around which agency is responsible for the enforcement of particular issues such as the 4 plant personal cultivation limit. As a result, Regulatory Services will be required to closely work with Caledon OPP to properly direct complaints which will impact administrative resources.

Caledon OPP

Preparing for the legalization of recreational cannabis has created a significant challenge for Police Forces across Ontario including Caledon OPP. The proposed Federal and Provincial legislation introduces new offences and procedures related to impaired driving. To provide the anticipated level of enforcement it is necessary for additional officers to receive special training including:

- Standard Field Sobriety Testing which is a preliminary roadside test to assess impairment; and
- Drug Recognition Expert certification that qualifies an officer to conduct a more extensive test to rule out alcohol and substantiate impairment by drugs such as cannabis.

Despite funding from the Federal and Provincial governments, training enough officers to provide adequate enforcement in time for legalization is a significant challenge. Further, reliable tools for testing cannabis impairment at the roadside are still in development and not yet available. Impaired driving is anticipated to be the primary focus of Police efforts and resources as this issue has serious implications for public safety compared to other matters related to cannabis.

Although Caledon OPP have confirmed that there are no known illegal dispensaries within the Town, officers will continue to proactively enforce in relation to illegal drug activity and will play a primary enforcement role regarding illegal cultivation. In addition to enforcement, the OPP will work with community partners to develop education and community safety initiatives.

Other Impacts

Workplace Policies

The Town's workplace policies and procedures primarily address recreational cannabis as an illegal drug. Therefore, these documents will need to be updated to reflect the legal status of recreational and medical cannabis to maintain a safe and accommodating workplace. Key required updates include the following:

- Employee Code of Conduct;
- Smoking in the Workplace Policy; and
- Workplace Alcohol and Drug Use Policy

Building Code Act

As the proposed legislation permits cannabis to be grown in residential dwellings for personal consumption, this may lead some residents to alter their homes to better support this activity. In particular, cannabis production can require significant water and electricity which may be exacerbated if the four plant limit is exceeded. This could result in Building and Fire Code violations if the Town is not notified prior to modifications being completed.

Despite the fact that the legalization of recreational cannabis creates significant challenges, it should be noted that some opportunities may exist. The Provincial *Cannabis Act* includes several fines which are provincial offences. Although additional staff resources may be required to prosecute these offences and administer the Town's court, the revenue from fines will remain with the municipality. Finally, legalization may offer other avenues for economic development.

Review of other Municipalities

To ensure a comprehensive review of the potential impacts associated with the legalization of recreational cannabis, staff has analyzed the challenges and emerging approaches reported by other local municipalities. Staff found that one of the most common trends at this time is with respect to land use planning to protect sensitive land and mitigate nuisances often associated with production facilities, retail stores and potentially lounges should the province permit them. Several municipalities have further identified the possibility that complaints may increase, noting both smoking and odour generally as sources of nuisances.

Based on this review, the challenges which staff have identified for Caledon are largely consistent with those faced by other local municipalities throughout Ontario. While the recommendations below are informed by the emerging approaches from other jurisdictions, they have been adapted to develop a customized strategy for Caledon's circumstances to address the key challenges while carefully managing resources.

Recommended Approach and Initiatives

The legalization of recreational cannabis across Canada represents a significant change and municipalities will need to continue to adjust over an extended period of time to manage the impacts. Realistically, the legislative process and timeline for implementation have continuously evolved and therefore, at this time, staff do not have all the answers to address every challenge raised within this report.. However, the recommendations below balance the need to proactively address the potential impacts of legalization while judiciously managing resources.

Zoning By-law – Land Use Policies

It is recommended that Planning staff investigate if adjustments to the Zoning By-law are necessary as a result of the updated cannabis regulations. This will include analyzing the applicable Federal and Provincial legislation and developing an in depth understanding of associated operations such as recreational cannabis production. Staff

would next consider the current application of the Zoning By-law to assess if any land use conflicts may occur.

It is not recommended that regulations be introduced for Provincial cannabis stores or consumption lounges. At this time no cannabis retail store is planned for Caledon and the Province previously affirmed the importance of ensuring distance setbacks from schools to protect youth. Further, as regulations are still under consideration, it is not clear if cannabis lounges will be permitted or how they may be regulated by the Province.

Potential Nuisance Issues

While staff recognizes that some nuisances may result from the legalization of recreational cannabis, realistically the actual extent of the impact is unknown at this time. Therefore during the first year of legalization the number and nature of complaints will be tracked by enforcement and service staff. Staff will report back should further action be required to control nuisances.

Parks By-law

It is recommended that an amendment to the Parks By-law be brought forward to prohibit the consumption of recreational cannabis within all Town parks. This will permit enforcement staff to respond to issues within town parks regarding the consumption of cannabis. Consistent with the current approach for alcohol, recreational cannabis use at facilities including Town Hall will be addressed by the Police as the Provincial legislation prohibits consumption in public places including workplaces.

Workplace Policies

Staff in the Human Resources Department will engage with the Town's Joint Health and Safety Committees to review and amend each policy to address the use of recreational cannabis and accommodate medical cannabis needs. Where necessary, the amended documents will be brought forward to Council at a later date.

Communication and Service Strategy

Staff in the Strategic Initiatives Department is currently developing a communications strategy in preparation for legalization to ensure that the public are informed about key changes related to recreational cannabis. This strategy will ensure that the Town's messaging is consistent across departments, including the Caledon OPP. In addition, staff are developing a tool kit to assist service staff to address public inquiries.

Finally, staff will continue to monitor the evolving challenges related to cannabis and report back to Council should further action be required.

FINANCIAL IMPLICATIONS

The Federal excise tax on cannabis will be shared with the Provincial government. On March 9, 2018 the Province committed to provide municipalities across Ontario with \$40 million in funding over the first two years of legalization to address challenges related to cannabis. The first installment of this funding will be distributed to municipalities as soon as possible following royal assent of the Federal *Cannabis Act*. Further, if Ontario's revenue exceeds \$100 million over the two year period, municipalities will be provided an additional 50% of the surplus. Discussions are ongoing between the municipalities in Peel Region to determine how funding will be distributed. The Town's position is that the funding should be allocated 50/50 between the upper and lower tier as per the suggested Provincial default, while Mississauga and Brampton appear more receptive to a 75/25 split in favour of the Region. It is anticipated that funds will be allocated to each lower tier municipality based on the total number of households. Staff is consulting with the Region to determine the amount Caledon will receive based on Caledon's position. It is recommended that the Mayor and Clerk be authorized to enter into agreements for the purpose of receiving funding related to cannabis in order to reduce related expenses incurred by the Town.

Realistically, it is expected that the costs incurred by the Town as a result of legalization will outweigh the funding received from the Province. Once funding has been received, staff will engage in internal discussions to determine how the funds will be allocated based on service level needs. Any budget pressures regarding the legalization of cannabis will be accounted for in future budget processes. It is anticipated that the Region will allocate their portion of the funds towards such areas as policing and public health.

COUNCIL WORK PLAN

Customer Service – To adopt an innovative approach that adapts to the changing needs and expectations of our community while supporting best practices.

ATTACHMENTS

None.

Staff Report 2018-72

Meeting Date: Tuesday, June 26, 2018

Subject: Award of Contract 2018-56 Construction on Various Roads

Submitted By: Ryan Tucker, Project Manager, Structures, Finance and Infrastructure Services

RECOMMENDATION

That Contract No. 2018-56 be awarded to Fermar Paving Limited in the amount of \$4,102,171.10 (inclusive of non-recoverable H.S.T.) funded from Capital Project 18-057 – Enhanced Roads Program, Capital Project 18-060 – Roads Rehabilitation and Reconstruction Program, Capital Project 17-154 – Railway Asphalt Repairs, Capital Project 18-074 – Bridge & Culvert Construction Program, and Capital Project 18-163 – Roads Rehabilitation, as detailed in Table 3 of Staff Report 2018-72; and

That the Mayor and Clerk be authorized to execute a contract with Fermar Paving Limited for the completion of this work.

REPORT HIGHLIGHTS

- The Finance and Infrastructure Services Department developed the 2018 rehabilitation program to address deficiencies and to prolong the life of existing road sections. The roads included in the 2018 program have been identified as priority needs based on their pavement condition index;
- This rehabilitation project will be beneficial to the Town of Caledon, by providing a safer, secure community with a higher standard road network, and at the same time reducing energy consumption through the reuse and recycling of existing road surface and road base components;
- The roads and structures included in the rehabilitation program were approved in the 2018 Capital Budget;
- A competitive bidding process was conducted in accordance with the Town's Purchasing Bylaw 2013-107;
- Fermar Paving Limited submitted the lowest compliant bid and is being recommended for the award of Contract No. 2018-56;
- Construction to commence in July 2018 and is anticipated to be completed by the end of November 2018.

Staff Report 2018-72

DISCUSSION

Staff is seeking Council's approval to award Contract No. 2018-56 to Fermar Paving Limited in the amount of \$4,102,171.10 for the roadworks identified in Table 1 of this report.

Tender No. 2018-56 includes road rehabilitation works that are included in the approved Capital Projects 17-154, 18-057, 18-060, 18-074, and 18-163 which are summarized in Table 1, below.

The rehabilitation of the Town's road network will address existing deficiencies and prolong the life of roads by addressing the fundamental structural and drainage defects in the pavement and road base. Rehabilitation efforts will also improve the ride quality and increase the expected lifespan of the pavement thus providing a safer and higher standard road network to the residents of Caledon.

The locations of the proposed rehabilitation works included in Contract 2018-56 are listed below in Table 1 and shown on Schedule A – Construction Maps (attached to this report).

Table 1

<i>2018 Capital Rehabilitation Program</i>		
<i>Road</i>	<i>From</i>	<i>To</i>
<u>Project 18-057</u>		
Queensgate Boulevard	Queen Street South	Landsbridge Street
Boston Mills Road	McLaughlin Road	Hurontario Street
Bramalea Road	Boston Mills Road	Olde Base Line Road
Chinguacousy Road	Olde Base Line Road	Boston Mills Road
Chinguacousy Road	End	Olde Base Line Road
Hardwick Road	Healey Road	Healey Road
Shaws Creek Road	Highpoint Side Road	Caledon East Garafraxa Town Line
McGregor Drive	Heart Lake Road	Foy Circle
McGregor Drive	Foy Circle	End
Simcoe Street	Hwy 9	Holmes Drive
Simcoe Street	Holmes Drive	Richmond Street
Simcoe Street	Richmond Street	End
Polenta Crescent	Piercey Road	End
Farmers Lane	King Street East	End
Compton Court	Whitbread Avenue	End
Foy Circle	McGregor Drive	End
<u>Project 18-060</u>		
Quarry Drive	McLaren Road	End

Staff Report 2018-72

<u>Project 18-163</u>		
Patterson Side Road	The Gore Road	Centreville Creek Road
<u>Projects 17-154</u>		
Duffy's Lane	Rail Apron - Just south of Old Church Road	
Highpoint Side Road	Rail Apron – Just west of Willoughby Road	
Willoughby Road	Rail Apron – Just north of High Point Side Road	
<u>Project 18-074</u>		
Shaws Creek Road	Bridge Resurfacing – Just north of Highpoint Side Road	
<u>Project 18-057 - Provisional Roads</u>		
Ridge Road	Ellwood Drive West	End
Ridgewood Crescent	Ridge Road	End
Ridgebank Court	Ridge Road	End
Marconi Court	Holland Drive	End

Tender Process

The Purchasing & Risk Management Division publically advertised Request for Tender 2018-56 Construction on Various Roads on BidsandTenders.com.

Bids were invited from qualified and experienced contractors for undertaking rehabilitation and improvements of various roads located within the Town as per the specifications and requirements outlined in the bid document, based on OPSS contract. Work includes the supply of all labour, materials, equipment, certifications, permits, services, transportation and all incidentals required for the repaving and improvements of various roads.

A total of seven (7) bids were received and reviewed on June 8, 2018. Table 2 below summarizes the results.

Tender Results

Table 2

BIDDER	TOTAL BID (*)
Fermar Paving Limited	\$3,439,525.14
Graham Bros. Construction Limited	\$4,083,696.39
Aecon Construction and Materials Limited	\$4,110,671.05
PAVEAL Limited	\$4,478,823.96
Forest Contractors Ltd.	\$4,567,205.14
Gazzola Paving Limited	\$4,960,248.83
Dig-Con International Limited	\$8,942,376.34

* - Bid prices include non-refundable H.S.T. amount

Purchasing & Risk Management and Engineering staff reviewed the bids in accordance with the Town's Purchasing Policy. Staff is recommending that Fermar Paving Limited be awarded Contract No. 2018-56.

When the road capital budgets were developed staff listed provisional roads, which were the next set of roads on the Town's priority list, that were to be included in the tender and awarded only if there was sufficient budget. Due to favorable tender pricing, staff recommends exercising the option for the provisional roads listed in Table 1. The total bid for the four (4) provisional roads was \$662,645.96 (inclusive of non-recoverable HST). The remaining budget available in the enhanced roads program (18-057), if the provisional roads are exercised, is approximately \$360,973 (which will be utilized for contingency purposes, if required). Accordingly, the total recommended award including the provisional roads listed in Table 1 is \$4,102,171.10 (=\$3,439,525.14 mandatory roads plus \$662,645.96 provisional roads).

It is anticipated that construction will commence July 2018 and that the works are anticipated to be substantially completed by end of November, 2018.

Benefits of Approval

1. Recycling Techniques and Process to Reduce the Use of New Aggregate
 - a) Under this contract, approximately 1,000 tonnes of Reclaimed Asphalt Pavement (RAP) will be used in the new Hot Mix Asphalt (HL-3), and 1,400 tonnes of RAP will be used in the new Hot Mix Asphalt (HL8), replacing an equivalent amount of asphalt pavement that would have been made from virgin aggregates and new asphalt cement.
 - b) In addition to the above, approximately 19,000 tonnes of Reclaimed Asphalt Pavement (RAP) milled from existing roads will be stockpiled at a Town Yard and reused by Finance and Infrastructure Services for the repair of shoulder wash-outs, gravel road maintenance, and road base repairs. The asphalt cement in the millings (RAP) helps bind the materials together to produce good quality patches that resist erosion.

FINANCIAL IMPLICATIONS

The total cost of the award to Fermar Paving Limited for the roads listed in Table 1 is \$4,102,171.10 (including mandatory and provisional roads), including non-recoverable HST. Funding for this award will be applied from the following 2017/2018 approved capital projects:

- Capital Project 18-057 2018 Enhanced Roads Program in the amount of \$4,100,000, funded by Debenture.

Staff Report 2018-72

- Capital Project 18-060 Roads Rehabilitation & Reconstruction Program in the amount of \$2,315,825, funded \$2,087,167 from Gas Tax, \$200,000 from the Region of Peel, and \$28,658 from Tax.
- Capital Project 17-154 Railway Asphalt Repairs in the amount of \$51,600, funded from Tax.
- Capital Project 18-074 Bridge & Culvert Construction Program in the amount of \$2,322,235, funded \$1,431,747 from Gas Tax and \$890,488 from Tax.
- Capital Project 18-163 Roads Rehabilitation in the amount of \$1,500,000, funded from the Tax Funded Capital Contingency Reserve.

Table 3						
Projects	Project 18-060 Roads Rehabilitation & Reconstruction Program	Project 18-057 Enhanced Roads Program	Project 17-154 Railway Asphalt Repairs	Project 18-074 Bridge & Culvert Construction Program	Project 18-163 Roads Rehabilitation	Total
Original Budget available	\$2,315,825	\$4,100,000	\$51,600	\$2,322,235	\$1,500,000	\$10,289,660
Less: Spent/Commitments to Date	(\$26,600)	(\$339,420)	(\$12,600)	(\$28,620)	(\$88,379)	(\$495,619)
Less: Work Not Relating to this Award	(\$1,857,600)	(\$107,586)	\$0	(\$2,118,235)	(\$850,000)	(\$4,933,421)
Total Budget Available For Contract Award	\$431,625	\$3,652,994	\$39,000	\$175,380	\$561,621	\$4,860,620 (A)
Less Cost Estimate:						
Award of Construction Contract (inclusive of non-recoverable HST)	(\$393,614)	(\$3,210,021)	(\$20,576)	(\$119,657)	(\$358,303)	(\$4,102,171)
Estimated Project Management Fee	(\$5,700)	(\$82,000)	(\$1,600)	(\$4,000)	(\$5,000)	(\$98,300)
Sub-total Construction Cost	(\$399,314)	(\$3,292,021)	(\$22,176)	(\$123,657)	(\$363,303)	(\$4,200,471) (B)
Budget Surplus/(Deficit)	\$32,311	\$360,973	\$16,824	\$51,723	\$198,318	\$660,149 (A) + (B)

Applicable Legislation and Requirements

The Town of Caledon's Purchasing By-law No. BL-2013-107, section 19 (1a) states that "All Awards over \$2,000,000.00 (Two Million Dollars) require Council approval prior to any Commitment"

COUNCIL WORK PLAN

Infrastructure – To increase the overall condition of the Town's assets for public use

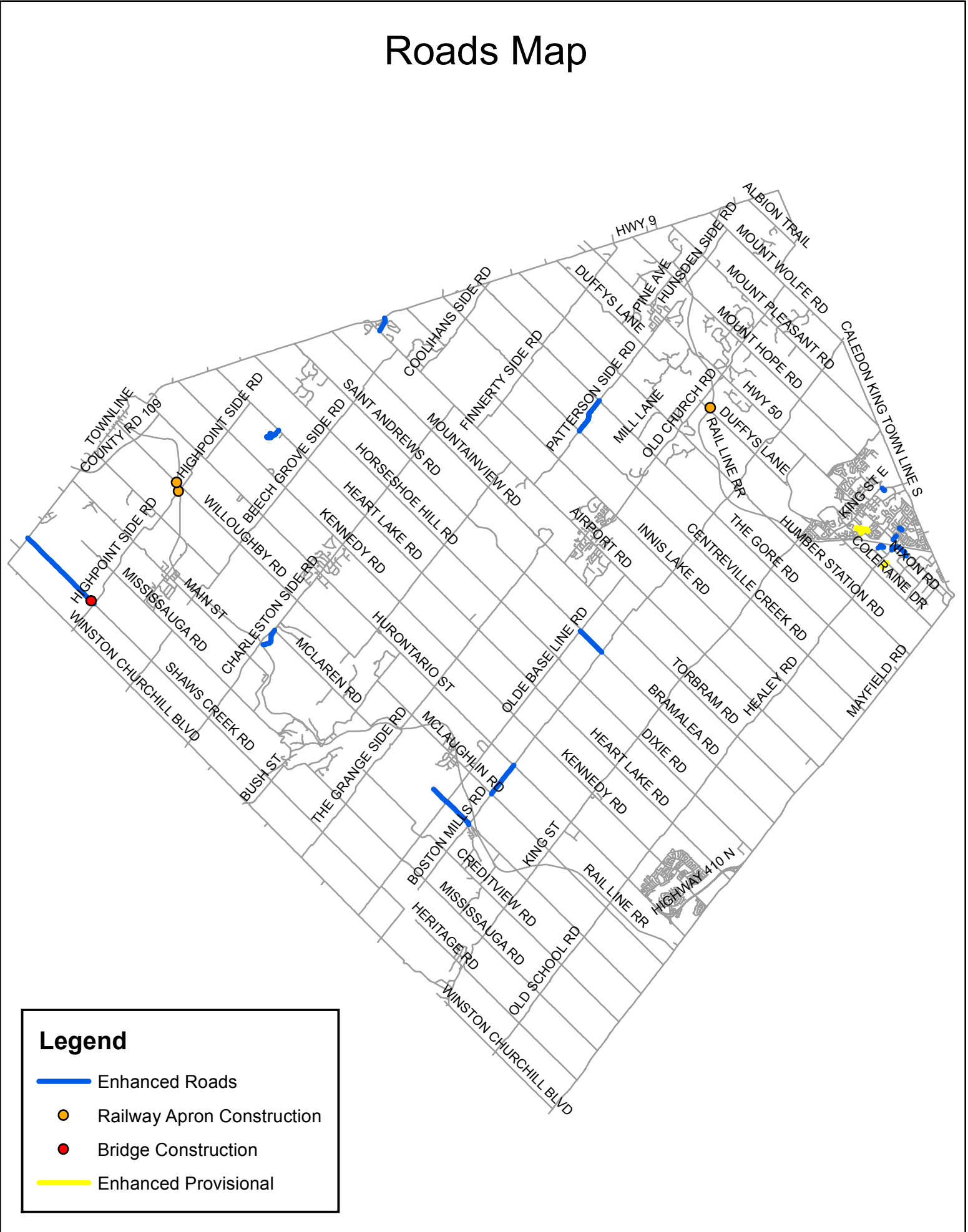
ATTACHMENTS

Schedule A - Construction Maps

Roads Map

Legend

- Enhanced Roads
- Railway Apron Construction
- Bridge Construction
- Enhanced Provisional

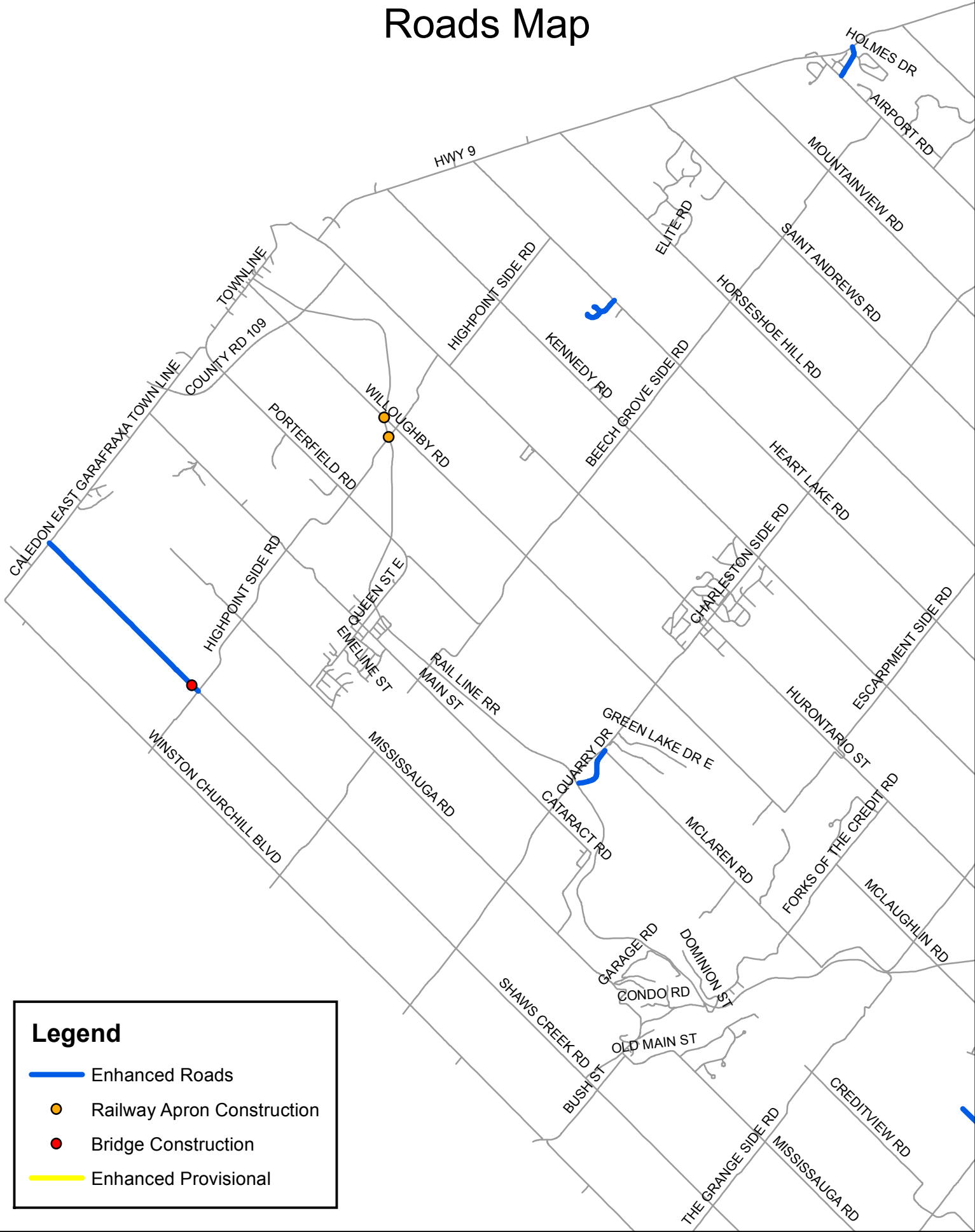


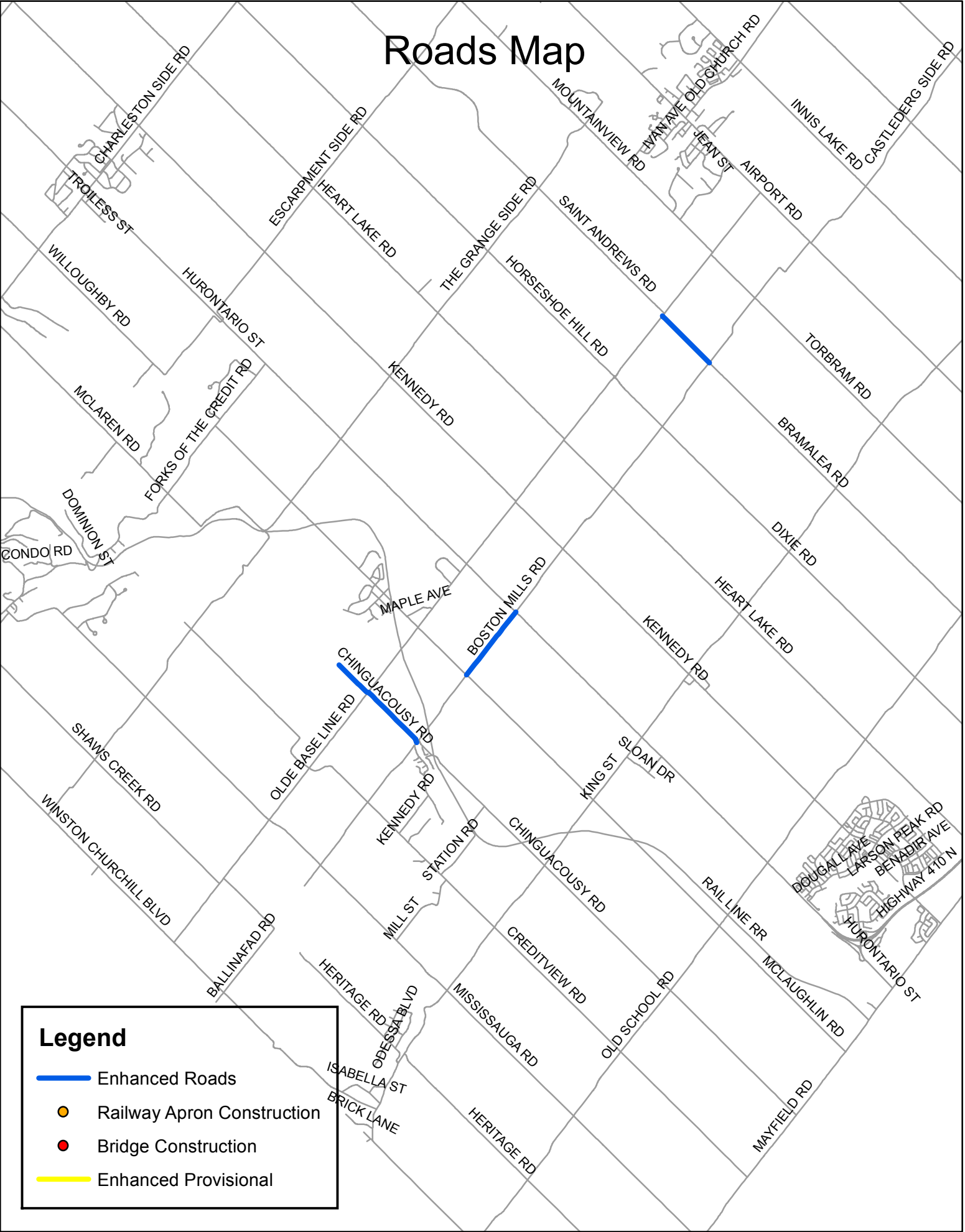
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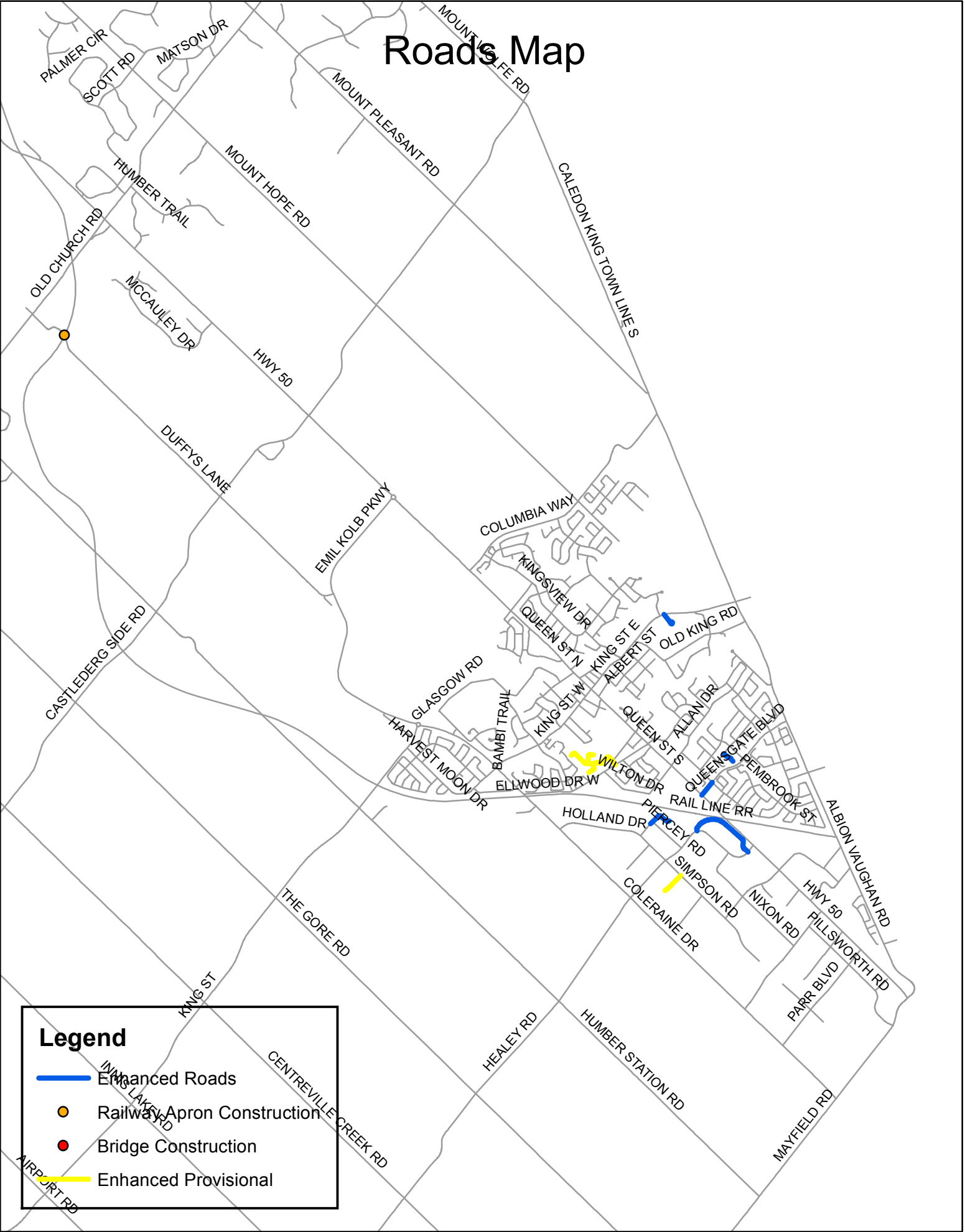
- Enhanced Roads
- Railway Apron Construction
- Bridge Construction
- Enhanced Provisional

- ## Legend
- Enhanced Roads
 - Railway Apron Construction
 - Bridge Construction
 - Enhanced Provisional

Roads Map







Staff Report 2018-86

Meeting Date: Tuesday, June 26, 2018

Subject: Community Transportation Grant Program

Submitted By: Heather Haire, Treasurer, Finance and Infrastructure Services

RECOMMENDATION

That the Mayor and Clerk be authorized to enter into a Transfer Payment Agreement or extension agreements with the Ministry of Transportation for funding under the 2018 Community Transportation Program for the amount of \$500,000.

REPORT HIGHLIGHTS

- Ministry of Transportation of Ontario (MTO) introduced a new round of funding for transportation projects through the 5-year Community Transportation Grant Program to provide financial assistance to municipalities from 2018 to 2023. The Town of Caledon and CCS jointly submitted the proposal to the CT Program, and was announced the successful applicant for a total funding of \$500,000.

DISCUSSION

Community Transportation Grant Program

Caledon Community Services (CCS) Transportation Program provides specialized transportation, such as short or long term disabilities and seniors, to Caledon and surrounding areas. Between 2016 to 2018, CCS received the funding from the Ministry of Transportation of Ontario's (MTO) Community Transportation Pilot Grant Program through the Town of Caledon, and was able to expand its passenger eligibility to include youth non-seniors, and non-disabled Caledon residents between the age of 8 – 59. Transportation options were provided for these individuals and supported their access to employment, community services programs and a variety of civic engagement activities. This Pilot Program expired March 31, 2018.

Building on the 2-year Pilot Program, MTO introduced a new round of funding for transportation projects through the 5-year Community Transportation Grant Program (the CT Program) to provide financial assistance to municipalities from 2018 to 2023. The Town of Caledon and CCS jointly submitted the proposal to the CT Program, and was announced the successful applicant for a total funding of \$500,000. Before funds

are disbursed to the municipality, the municipality will be required to enter into a transfer payment agreement with the MTO. Ministry of Transportation staff indicated that the transfer payment agreement will be available in the summer, 2018. It is recommended that the Mayor and Clerk be authorized to enter into a Transfer Payment Agreement for Funding under the Community Transportation Program for the amount of \$500,000;

In the pilot program, funds flowed from the MTO to the Town. The Town, after receiving expenditure backup (from CCS), reviewing/reconciling the back-up and submitting regular reports to MTO on eligible costs per the grant guidelines, would then flow the funds to CCS. For the administration of the pilot grant funds, staff executed a memorandum of understanding (MOU)/ agreement with CCS in 2015, in accordance with the delegated authority by-law, as to how the funds will be disbursed to CCS. Since the Town has again partnered with CCS, a MOU is required to govern the administration of the grant and distribution of funds from the Town to CCS in accordance with the terms of the Ministry of Transportation's Transfer Payment agreement.

Although the MTO agreement for the Community Transportation Grant Program is currently not available, staff understand that the requirements and flow of funds will be similar to that of the pilot program. Based on experience from the pilot program, CCS has requested for less onerous reporting requirements to the Town in exchange for taking on the accountability of grant reimbursements if a claim is deemed, by MTO, as being ineligible. Accordingly, Staff will have further discussions with CCS and may consider revising the MOU between the Town and CCS to reduce the amount of back-up required from CCS prior to the release of fund with the understanding that CCS will fully reimburse MTO for any expenditures that are later found to be ineligible or cannot be supported by sufficient back-up. The MOU will be negotiated with CCS once the Town receives the Ministry of Transportation's Transfer Payment agreement.

Transit Feasibility Study

Town of Caledon is currently undertaking a Transit Feasibility Study (TFS). Staff provided a status update to Council on March 6th 2018 in the General Committee meeting. The TFS is expected to complete and present to Council for adoption in Spring 2019. CCS has been a key stakeholder of the TFS, and has been consulted throughout the project. In the preparation of the CT Program proposal, CCS and Town staff have worked collaboratively to try to incorporate the CT Program in Caledon with the overall Town-wide transit strategy, subject to the Council approval of the TFS. CCS was made aware by Town staff that there may be the case that the TFS may be contrary to the CT Program, and that the Town has no commitment after the CT Program expires (i.e. year 2023) to continue the service. Town staff and CCS will continue to collaborate to develop the TFS recommendations that complement CCS' specialized transportation program, the 5-year CT Program, and other transit services in Caledon. More information about the study can be found in www.caledon.ca/tfs.

FINANCIAL IMPLICATIONS

There are no immediate financial implications associated with this report.

COUNCIL WORK PLAN

Growth – To plan for complete communities as required under the Growth Plan

ATTACHMENTS

None.

Staff Report 2018-85

Meeting Date: Tuesday, June 26, 2018

Subject: Town of Caledon/Township of King Boundary Road Maintenance Agreement

Submitted By: Steven Dollmaier, Superintendent, Roads & Fleet, Finance & Infrastructure Services

RECOMMENDATION

That the Mayor and Clerk be authorized to sign the Boundary Road Maintenance Agreement attached as Schedule A to Staff Report 2018-85 between the Town of Caledon and Township of King.

REPORT HIGHLIGHTS

- The Town of Caledon and Township of King have had a long-standing informal agreement for the routine maintenance and winter control maintenance of The Town of Caledon/King Township Boundary (Caledon/King Townline) Road to the mutual benefit of both parties.
- The Town of Caledon and Township of King would like to formalize the agreement for the routine maintenance and winter control maintenance of the Caledon/King Townline for a period of 5 years.

DISCUSSION

The *Ontario Municipal Act*, under Section 20(1) allows municipalities to enter into an agreement with an adjoining municipality to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries. In the case of boundary roadways where two municipalities share joint jurisdiction, this allows municipalities to share the responsibility in order to reduce the duplication of maintenance and repair services between adjoining municipalities.

Currently, The Town of Caledon and Township of King has had an informal agreement for the routine maintenance and winter control maintenance of Caledon/King Townline since the early 1990s.

A Boundary Road Agreement would clearly defines each party's responsibilities for routine maintenance and winter control maintenance, for legal responsibilities, and for cost sharing of major maintenance or construction works for a period of 5 years.

Consequently, the proposed agreement enables the Town to work more efficiently with adjacent municipalities to deliver cost effective and efficient services to respective residents by defining the respective responsibilities of each party and reducing the duplication of maintenance and repair services.

The proposed agreement states that:

- The Town of Caledon is to perform routine maintenance and winter control maintenance of the Caledon/King Townline Road year round from Castlederg Sideroad to King Street;
- Township of King is to perform routine maintenance and winter control maintenance of the Caledon/King Townline Road year round from 19th Sideroad of King to Highway 9;

Furthermore, the proposed Agreement states that each party will be responsible for the necessary expenditures related to the works carried out on the above mentioned roadways with billing back and forth for costs of routine maintenance.

Finally, the proposed Agreement states that no new construction or major maintenance work (as distinguished from routine maintenance) of any kind shall be undertaken on the Caledon/King Townline without having first been approved by the Councils of both municipalities and it is anticipated that the cost for all new construction or major maintenance work shall be shared equally between municipalities.

FINANCIAL IMPLICATIONS

Town of Caledon shall be responsible for fifty percent (50%) of King's cost of performing all Winter and Non-Winter Routine Maintenance & Repair for the entire segment of Caledon/King Townline Road year round from 19th Sideroad of King to Highway 9.

The Township of King shall be responsible for fifty (50%) of Caledon's cost of performing all Winter and Non-Winter Routine Maintenance & Repair for the entire segment of Caledon/King Townline Road year round from Castlederg Sideroad to King Street.

The Town 2018 operating budget includes the annual maintenance of Caledon/King Townline. Under this agreement, Staff estimates \$20,000 to \$30,000 of maintenance expenditures that will be recovered from the Township of King which will be included in the Town's 2019 budget. The annual maintenance costs for Caledon/King Townline will continue to be funded from the Roads and Fleet Operating budget.

COUNCIL WORK PLAN

Infrastructure - To increase overall condition of Town's assets for public use

Customer Service - To adopt an innovative approach that adapts to the changing needs and expectations of our community while supporting best practices

Protection of Rural Environment - To enhance and protect our rural environment and to enable a viable rural economy

ATTACHMENTS

Schedule A - Town of Caledon/Township of King Boundary Road Maintenance Agreement

**BOUNDARY AND CONNECTING HIGHWAY MAINTENANCE AND REPAIR AGREEMENT
("Agreement")**

BETWEEN

The Corporation of the Town of Caledon
(hereinafter referred to as "Caledon")

OF THE FIRST PART

-And-

The Corporation of the Township of King
(hereinafter referred to as "King")

OF THE SECOND PART

WHEREAS pursuant to Section 20(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25 (*Municipal Act, 2001*) a municipality may enter into an agreement with one or more municipalities or local bodies, as defined in section 19 of the *Municipal Act, 2001*, or a combination of both to jointly provide, for their joint benefit any matter which all of them have the power to provide within their own boundaries;

AND WHEREAS pursuant to the *Municipal Act, 2001* Caledon and King have the power to provide maintenance and repair services to Highways (as herein defined) within their respective boundaries;

AND WHEREAS Caledon and King are adjoining jurisdictions that wish to enter into an agreement to maintain and repair the Highway(s) for which they share Joint Jurisdiction;

AND WHEREAS Caledon and King have passed respective by-laws (Town of Caledon By-law No. [] and Town of King By-law No. **2018-46**) in accordance with s.27(2) of the *Municipal Act, 2001* with respect to Highways under their Joint Jurisdiction (as herein defined);

AND WHEREAS pursuant to subsection 29.1(2) of the *Municipal Act, 2001*, each municipality has jurisdiction over that part of the Highway that it has agreed to keep in repair and is liable for any damages that arise from the failure to keep the Highway in repair and the other municipality is relieved from all liability in respect of the repair of that part;

AND WHEREAS the parties wish to provide for the Routine Maintenance and Repair of certain Connecting Highways (as herein defined);

NOW THEREFORE in consideration of the covenants contained herein and for good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto agree each with the other as follows:

1. DEFINITIONS

In this Agreement:

- 1.1. "Agreement" means this Boundary and Connecting Highway Road Maintenance and Repair Agreement.
- 1.2. "Connecting Highway" means a Highway or part thereof that lies within one municipality for which the other municipality agrees to perform Routine Maintenance & Repair in accordance with this Agreement.
- 1.3. "Capital Improvement" means any work that is outside of Routine Maintenance & Repair as required by this Agreement and which materially improves and enhances any part of a Highway and includes, without limiting the generality of the foregoing:

- (1) any activities associated with collection of traffic data, such as vehicle class, speed and traffic volume, carried out pursuant to the Region of Peel automatic traffic recorder and turning movement count programs; and
 - (2) any studies relating to the planning of road operational safety improvements, including, but not limited to, feasibility studies, environmental assessment studies and design studies.
- 1.4. "Highway" includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, 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.
 - 1.5. "Joint Jurisdiction" has the meaning described in s. 29 of the *Municipal Act, 2001*.
 - 1.6. "Non-Winter" means a period of time, each calendar year, from May 1 to September 30.
 - 1.7. "OSIM" means the "Ontario Structure Inspection Manual (OSIM)", by the Ministry of Transportation, Policy Planning & Standards Division, Engineering Standards Branch, Bridge Office (October, 2000), as amended.
 - 1.8. "Road Construction" means the building and rebuilding of Highways or parts of Highways. Road Construction does not mean or include Routine Maintenance & Repair.
 - 1.9. "Routine Maintenance & Repair" means those activities completed in the routine maintenance and repair of a Highway, as prescribed in the *Minimum Maintenance Standards for Municipal Highways Regulation*, O.Reg. 288/03, as amended and as it exists from time to time ("Maintenance Reg."), or any successor regulation or statute, and which shall be conducted in accordance with the specifications contained in the Maintenance Reg. and in this Agreement, including the operation of street lights. In addition, Routine Maintenance & Repair also includes ditch and boulevard maintenance and repair, as set out in Caledon's and King's Level of Service Standards, any activities conducted pursuant to the Caledon's pavement marking retrace program, and installation and repair of guardrail in locations deemed necessary by Caledon or King on an as-needed basis. For greater certainty, Routine Maintenance & Repair does not include Capital Improvements. Where Caledon and King adopt more stringent specifications in their respective Level of Service Standards than those prescribed by the Maintenance Reg., the routine maintenance and repair activities shall be carried out in accordance with the more stringent specifications.
 - 1.10. "Structure" means a bridge, culvert, tunnel, retaining wall or sign support, as those terms are defined in the OSIM.
 - 1.11. "Winter" means a period of time, each calendar year, from October 1 to April 30.

2. MAINTENANCE AND OTHER SERVICES

- 2.1. Caledon agrees to carry out Winter and Non-Winter Routine Maintenance & Repair to the entire segment of the Connecting Highway(s) described in Schedule "B" of this Agreement.
- 2.2. King agrees to carry out Winter and Non-Winter Routine Maintenance & Repair to the entire segment of the Connecting Highway(s) described in Schedule "A" of this Agreement.
- 2.3. During the Winter Caledon agrees to:
 - (1) take after hours calls;
 - (2) provide dispatch twenty-four (24) hours a day, seven (7) days a week; and
 - (3) provide customer service

all in accordance with Caledon's service standards with respect to the entire segment of the Connecting Highway(s) described in Schedules "B" of this Agreement.

3. ROUTINE MAINTENANCE & REPAIR, STRUCTURES AND CULVERTS ETC.

3.1. Caledon agrees to

- (1) operate and maintain any existing and future traffic control devices, including, but not limited to, all necessary emergency repairs, routine maintenance and alteration of configuration; and
- (2) carry out biannual structure inspections, as required by the OSIM

in, on or along the Highways or parts thereof described in Schedule "B" of this Agreement.

3.2. Caledon agrees to coordinate locate for underground infrastructure in, on or along Highways or parts thereof described in Schedules "A" and "B" of this Agreement.

3.3. King agrees to

- (1) operate and maintain any existing and future traffic control devices, including, but not limited to, all necessary emergency repairs, routine maintenance and alteration of configuration; and
- (2) carry out biannual structure inspections, as required by the OSIM

in, on or along Highways or parts thereof described in Schedule "A" of this Agreement.

3.4. Each party will provide biannual OSIM structure inspection reports to the other party upon ten (10) business days upon request by the other party.

3.5. Both parties agree that costs associated with the biannual inspections and with any and all maintenance, repair and rehabilitation needs identified through the biannual inspections or by other means, which are in nature over and above Routine Maintenance & Repair, including, but not limited to, the placement of underground infrastructure, operation and maintenance of traffic control devices shall be shared equally between Caledon and King. The party undertaking the work shall invoice the other party for fifty percent (50%) of the cost of the required works. For greater clarity, if there is a variance in the workload of the parties with respect to the number of Structures, then the party undertaking the greater share of workload shall invoice the other party on a "per inspection" basis for fifty percent (50%) of the cost of performing each additional inspection and with any and all maintenance and rehabilitation needs identified through such additional inspection.

3.6. Maintenance, repair and replacement of driveway culverts shall be the responsibility of the municipality in which the property is located.

4. TREES

4.1. Caledon shall be responsible for all planting, pruning and clearing of trees on the Caledon side of all segments of the Connecting Highways described in Schedules "A" and "B" to this Agreement.

4.2. King shall be responsible for all planting, pruning and clearing of trees on the King side of all of all segments of the Connecting Highways described in Schedules "A" and "B" to this Agreement.

4.3. Notwithstanding anything contained in this section, in the event that a tree, or any part thereof, located on a segment of the Highway under the jurisdiction of one party falls onto or is otherwise situated on, any part of the Highway under the jurisdiction of the other party such that the tree is blocking or otherwise causing an obstruction or potential hazard on a segment of the Highway under the jurisdiction of that party, then that party may immediately remove said tree and invoice the other party for said removal. The party performing the removal in accordance with this section shall not be responsible for, or liable for, anything related to said tree and/or its removal simply by virtue of performing said removal.

5. CAPITAL WORKS

5.1. Notwithstanding any other provision in this Agreement, Capital Improvement works relating to any Connecting Highways described in Schedules "A" and "B" of this

Agreement shall not be undertaken by either party without the prior approval of both municipalities.

- 5.2. The parties agree that in the event that a project is agreed to be a Capital Improvement, the parties shall agree in writing upon the basis of cost sharing and project management for that project and receive budget approval from the Councils of both municipalities prior to the implementation of said project.
- 5.3. Where approvals referred to in ss. 5.1 and 5.2 of this Agreement are received, the party undertaking a Capital Improvement shall provide as-built drawings to the other party immediately upon the completion of the project.

6. PERMITS

- 6.1. Caledon will manage all road occupancy and access permits for properties located in Caledon but fronting onto Highways described in Schedules "A" and "B" and forward copies to King for information and comment.
- 6.2. King will manage all road occupancy and access permits for properties located in King but fronting onto Highways described in Schedules "A" and "B" and forward copies to Caledon for information and comment.

7. INTERPRETATION

- 7.1. This Agreement contains the entire understanding between the parties with respect to the subject matter contained herein. All other responsibilities, duties, liabilities or other rights and/or powers of the respective jurisdictions, statutory or otherwise, remain unaffected unless specifically addressed herein.
- 7.2. Where there is any conflict between any provision of this Agreement and the provisions of the *Municipal Act, 2001* as amended, the provision of the *Municipal Act, 2001* shall prevail to the extent of the conflict.

8. COST OF WORK REQUIRED BY THIS AGREEMENT

- 8.1. Caledon shall be responsible for fifty percent (50%) of King's cost of performing all Winter and Non-Winter Routine Maintenance & Repair for the entire segment of the Connecting Highway(s) described in Schedule "A" to this Agreement.
- 8.2. King shall be responsible for fifty (50%) of Caledon's cost of performing all Winter and Non-Winter Routine Maintenance & Repair for the entire segment of the Connecting Highway(s) described in Schedule "B" to this Agreement.
- 8.3. King shall be responsible for fifty percent (50%) of all costs of services provided by Caledon pursuant to s. 2.3 of this Agreement.
- 8.4. The costs of all Winter and Non-Winter Routine Maintenance & Repair, as well as the costs of services provided by Caledon pursuant to s. 2.3 of this Agreement, shall be paid by King and Caledon, one to the other, in accordance with the actual costs incurred by each municipality in the calendar year.
- 8.5. Both parties agree to invoice each other bi-annually and to pay each invoice within thirty (30) days of receipt of said invoice.
- 8.6. The parties agree that each invoice for works, excluding Routine Maintenance & Repair and Capital Improvements, will include an administration fee equal to fifteen percent (15%) of the value of the invoice.

9. INDEMNIFICATION

- 9.1. Caledon covenants and agrees that it shall indemnify, defend and save harmless King from any liability, cost, demands, damages, expenses, claims and suits arising out of or in any way related to the obligations of Caledon to carry out the work or otherwise meet the obligations provided for in this Agreement, including the failure to perform such work adequately or at all, except to the extent that same is caused by the negligence or wilful misconduct of King. This indemnity shall survive the early termination or expiry of this Agreement.

- 9.2. King covenants and agrees that it shall indemnify, defend and save harmless Caledon from any liability, cost, demands, damages, expenses, claims and suits arising out of or in any way related to the obligations of King to carry out the work or otherwise meet the obligations provided for in this Agreement, including the failure to perform such work adequately or at all, except to the extent that same is caused by the negligence or wilful misconduct of Caledon. This indemnity shall survive the early termination or expiry of this Agreement
- 9.3. Notwithstanding anything to the contrary contained in this Agreement, and subject to any applicable legislation and the ability of a party to protect its own rights in the face of litigation against that party, each party agrees to assist the other party in a timely manner in terms of the provision of information relevant to any claims that are made against the other party with respect to either party's obligations assumed under this Agreement.

10. RECIPROCAL INSURANCE

- 10.1. During the term of this Agreement, each party shall obtain and maintain in full force and effect, Comprehensive General Liability Insurance naming the other party as an additional insured regarding their respective obligations under the Agreement. Each party shall also maintain Automobile Liability Insurance for owned vehicles and Non-Owned Automobile Liability Insurance for non-owned vehicles as may be used under this Agreement. Each of the coverages shall have limits of not less than Five Million Dollars (\$5,000,000), and shall be issued by insurance companies licensed to carry on business in the Province of Ontario.
- 10.2. Upon request, each party shall deposit with the Contract Administrator for the other party such evidence of its insurance as provided in or required under this Agreement. Each party shall take all reasonable steps to not do or omit to do anything that would impair or invalidate the insurance policies.
- 10.3. The insurance coverage shall in no manner discharge, restrict or limit the liabilities and obligations assumed by the parties under this Agreement.

11. CONTRACT ADMINISTRATION AND AMENDMENT

- 11.1. Each party agrees to appoint at least one (1) representative, who will act as Contract Administrator for that party within one (1) week of execution of this Agreement. Each Contract Administrator shall provide his/her contact particulars in writing to the other party within two (2) weeks of execution of this Agreement.
- 11.2. Each Contract Administrator shall ensure that detailed maintenance and communications logs and other records relevant to the Routine Maintenance & Repair requirements of this Agreement ("Maintenance Records") are maintained with respect to the respective parties' obligations under this Agreement. These Maintenance Records shall be available for review and/or copying by the other municipality upon request and during regular business hours. Any records reviewed and/or copied pursuant to this provision shall be kept in the strictest of confidence, subject only to the requirements of applicable privacy and freedom of information laws and any other provision of this Agreement.
- 11.3. The Contract Administrators shall meet on an as-needed basis in order to discuss issues arising due to the obligations contained in this Agreement.
- 11.4. For greater certainty, any changes and/or amendments to this Agreement, including without limitation, any changes to Routine Maintenance & Repair conducted by either or both parties, shall be approved by the Council of each party respectively and shall be authorized by By-law amending this Agreement.

12. DISPUTE RESOLUTION

- 12.1. In the event of a dispute between the parties to the Agreement arising pursuant to this Agreement, the Contract Administrators agree to engage in good faith negotiations with a view to resolving the dispute.
- 12.2. In the event the Contract Administrators are unable to resolve a dispute within twenty (20) days as of the date the dispute arose, the parties agree to appoint a Committee

comprised of three (3) members per party ("Dispute Committee") in order to resolve the dispute.

- 12.3. In the event the Dispute Committee is unable to resolve the dispute within thirty (30) days as of the date the dispute was brought before the Dispute Committee, the parties agree to submit to arbitration under the rules of the *Arbitration Act, 1991*, S.O. 1991, c.17, as amended and as it exists from time to time.
- 12.4. Nothing contained herein shall be construed as waiving any additional rights in law or in equity of either party with respect to this Agreement.

13. GENERAL PROVISIONS

- 13.1. This Agreement comes into force on the day of its execution by both parties hereto authorized by By-law and shall continue in force until [2023]. This Agreement shall automatically be extended for another five (5) years unless one of the parties provides the other party with thirty (30) days written notice prior to the renewal date, or otherwise terminates this Agreement in accordance with s.13.3.
- 13.2. No amendment or variation to this Agreement or of any of the terms hereof shall be binding upon the parties hereto, unless the same is in writing and properly authorized and executed by both parties to this Agreement.
- 13.3. Notwithstanding s.13.1 of this Agreement, this Agreement may be terminated by either party upon sixty (60) days prior written notice to the other party for any reason whatsoever.
- 13.4. This Agreement shall be construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein.
- 13.5. This Agreement shall not be assigned by either party without the prior written consent of the other party.
- 13.6. **Independent of Parties:** It is understood and agreed by the parties hereto that they are and shall be acting independently in the performance of their duties under this agreement. Nothing in this Agreement is intended to make either party an agent, legal representative, subsidiary, joint venture, partner, fiduciary, employee or servant of the other for any purpose.
- 13.7. **Time of the Essence:** Time shall be of the essence of this Agreement and of every part hereof and no extension or variation of this Agreement shall operate as a waiver of this provision.
- 13.8. **Severability:** If any provision of this Agreement is held to be invalid, void or unenforceable, then the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.
- 13.9. **Waiver:** No consent or waiver, express or implied, by any party hereto of any breach or default by any other party hereto in the performance of its obligations hereunder shall be deemed to or construed to be a consent to or waiver of any other breach or default in the performance by such other party of the same or any other obligations of such party hereunder. Failure on the part of any party to complain of any act or failure to act of any other party or to declare the other party in default, irrespective of how long such failure continues, shall not constitute a waiver by the first-mentioned party of its rights hereunder.
- 13.10. **Headings:** The insertion of headings in this Agreement is for convenience of reference only and shall not constitute a part of this Agreement for any other purpose.
- 13.11. **Counterparts:** This document may be executed in any number of counterparts, each of which shall be deemed to be an original and shall fully bind each party who has executed it.
- 13.12. **Calculation of Time:** All references to a day or days in this Agreement shall mean a calendar day or calendar days.

13.13. **Notices:** Any notice provided for under this Agreement shall be in writing and shall be sufficiently given if delivered personally, or if transmitted by facsimile with an original signed copy sent by prepaid registered mail within forty-eight (48) hours thereafter, or if mailed by prepaid registered mail to the parties, as follows:

To Caledon	To King
The Corporation of the Town of Caledon 6311 Old Church Road Caledon, Ontario L7C 1J6 Telephone: 905-584-2272 Fax: 905-584-4325 Attention: General Manager, FIS/CFO	The Corporation of the Township of King 2075 King Road King, Ontario L7B 1A1 Telephone: 905-833-5321 Fax: 905-833-2300 Attention: Township Clerk

or at such other address or facsimile number as the party to whom such notice is to be given otherwise directs in writing. Any notice delivered aforesaid shall be effective on the date of personal delivery, or on the date of facsimile transmission, and any notice mailed as aforesaid shall be effective three (3) days after the mailing thereof, provided that where interruption of mail services is likely by reason of any strike or other labour dispute, notice shall be given by personal delivery or facsimile transmission.

14. **DEFAULT**

Notwithstanding any of the foregoing, in addition to any other remedies available at law or in equity, in the event that one party defaults in the performance of its Routine Maintenance & Repair obligations under this Agreement, the other party has the option of performing said Routine Maintenance & Repair to the extent of the deficiency and charging the defaulting party for said services, including without limitation, all personnel, administrative and/or other related costs thereto.

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FOLLOWS]**

[SIGNATURE PAGE]

IN WITNESS WHEREOF the Corporation of the Town of Caledon has executed this Boundary and Connecting Highway Maintenance Agreement under its corporate seal, duly attested to by the hands of its proper officer duly authorized in that behalf, this ____ day of _____, 2018.

By: _____

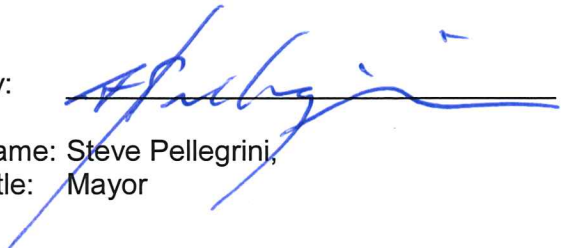
Name: Allan Thompson
Title: Mayor

By: _____

Name: Carey DeGorter
Title: Town Clerk

I/We have the authority to bind the Corporation

IN WITNESS WHEREOF the Corporation of the Township of King has executed this Boundary and Connecting Highway Maintenance Agreement under its corporate seal, duly attested to by the hands of its proper officer duly authorized in that behalf, this 28th day of May, 2018.

By:  _____

Name: Steve Pellegrini,
Title: Mayor

By:  _____

PER:
Name: Kathryn Moyle
Title: Director of Clerks/By-law Enforcement
Township Clerk

I/We have the authority to bind the Corporation

Schedule “A”

Routine Maintenance and Repair Responsibility of the Township of King

#	Segment of Connecting Highway	From	Direction	To	Length of Segment
1.	Caledon/King Townline North	19 th Sideroad of King	Northerly	Highway 9	2.0 km

Schedule “B”

Routine Maintenance and Repair Responsibility of the Town of Caledon

#	Segment of Connecting Highway	From	Direction	To	Length of Segment
1.	Caledon/King Townline South	9 th line of Caledon (Mount Pleasant Road)	Northerly	17 th Sideroad of King (Castlederg Sideroad)	3.5 km
2.	Albion/Vaughan Road	King/Vaughan Municipal Boundary	Northerly	King Road (York Region Road #11, Old 5 th Sideroad)	2.0 km
3.	Caledon/King Townline South	King Road (York Region Road #11)	Northerly	9 th line of Caledon (Mount Pleasant Road)	2.5 km

Staff Report 2018-79

Meeting Date: Tuesday, June 26, 2018

Subject: Proposed Community Safety Zone Designation

Submitted By: Steve Mathew, Traffic Technologist, Finance and Infrastructure Services

RECOMMENDATION

That Traffic By-law 2015-058 be amended to add the following school locations as Community Safety Zone in Schedule “L”:

- 1) Abbotside Way between Kennedy Road to A point 160m east of Learmont Ave
- 2) Allan Drive between Queen Street (RR50) and Sant Farm Drive
- 3) Bramalea Road between Mayfield (RR14) and a point 745m north of Mayfield Road
- 4) Bolton Heights Drive between Queen Street (RR50) and Kingsview Drive
- 5) Columbia Way between Queen Street (RR 50) and Forest Gate Ave
- 6) Harvest Moon Drive between King Street (RR 9) and Coleraine (RR 150)
- 7) Jean Street between Cranston Drive and Hilltop Drive
- 8) Kennedy Road between Dougall Ave and Larson Peak Road
- 9) Landsbridge Street between Dovaston Gate and Southbury Manor Drive
- 10) Main Street North between Queen Street West and a point 860m north of Queen Street West
- 11) Patterson Sideroad between Queen Street North (RR50) and a point 400m west of Queen Street North (RR5)
- 12) Shaw Creek Road between Bush Street (RR 11) and A point 448m south of Bush Street (RR 11)

That staff work with the Region of Peel staff to consider designating Community Safety Zones for schools along regional roads; and

That a copy of Staff Report 2018-79 be forwarded to the Ontario Provincial Police for their information.

DISCUSSION

Community Safety Zones

A Community Safety Zone (CSZ) is a designation under the Highway Traffic Act (HTA) where traffic laws remain the same but fines such as speeding and distracted driving are doubled. The purpose of these zones is to advise motorists they are within a zone, where schools exist, in which public safety is of special concern and they are to reduce their speeds to increase safety for all travelers.

Analysis

In a recent review, Transportation staff found that not all schools in Caledon, either on Town Roads or Regional Roads, are designated to be a CSZ. This creates inconsistency and challenge for enforcement, prosecution and motorists.

The benefit of designating CSZ for all schools is to bring a uniform approach for traffic calming, enforcement, and education/outreach perspectives. As well, it will help prepare staff in the future for the potential application of Automatic Speed Enforcement (see below for more information). These are all schools from the two school boards Peel and Catholic.

Therefore, it is staff's recommendation to amend the Traffic Bylaw 2015-058 to designate all schools on Town Roads to be CSZ. The list of proposed and existing CSZ on Town Roads is shown in **Schedule A** and **B** respectively. A map of all proposed and existing CSZ is shown in **Schedule C**. Furthermore, staff recommend to work with Regional staff to consider designating all schools on Regional Roads to be CSZ. Specifically, staff identified that Macville Public School on Regional Road 9 is currently not designated as a CSZ in the Region's Traffic Bylaw. The proposal of designating all schools on all roads in Caledon is supported by the Ontario Provincial Police.

Automatic Speed Enforcement Program

On May 30, 2017 the Minister of Transportation of Ontario (MTO) passed Bill 65, the Safer School Zone Act. The intent of Bill 65 is to amend the HTA by repealing the current photo radar provisions and enact a new Automated Speed Enforcement (ASE) system. Municipalities would be able to enact bylaws to allow the use of the ASE in CSZ and schools zones. Municipalities will be responsible for ASE administration, including location selection and the installation of cameras, signage, judicial processing and communications. MTO will be preparing the ASE Regulations for Provincial approval. Accordingly, it is anticipated that ASE implementation by municipalities is about two years out (at the earliest). Staff have started working in partnership with other municipalities and the Province, led by the Ontario Traffic Council, to explore how to best apply this new tool in terms of technology, application and processing. This partnership allows for consistency across Ontario, with opportunities to adjust based on local context, for the potential acquisition of ASE for deployment in Caledon. To date, a roundtable working group has been created with staff from a number of municipalities attended. Caledon staff identified that, in order to be proactive for the ASE application, there is a need to provide consistent definition for the CSZ. This report is the first step. The potential next step is to define CSZ where there are other community elements, besides schools, that should be considered as CSZ to enhance the awareness of traffic/pedestrian/cyclists' safety. Staff will provide an update of this progress in the future.

Next Steps

Transportation Staff will make the necessary arrangements to acquire locates (stake-outs) from all the applicable utilities and coordinate the installation of the Community Safety Zone signs.

Transportation staff will work the Region of Peel to consider designating King Street (RR9) for Macville Public School and Mississauga Road (RR1) for Aloa Public School a community safety zone.

Transportation staff will inform Ontario Provincial Police of the new Community Safety Zones.

FINANCIAL IMPLICATIONS

The cost to purchase and install the required regulatory signs, associated posts and hardware is estimated at \$500 and will be paid from the Infrastructure Services 2018 operating budget (account 01-09-500-49115-365-62660 Traffic Operations Maintenance).

COUNCIL WORK PLAN

Growth – To plan for complete communities as required under the Growth Plan

ATTACHMENTS

Schedule A – Proposed Community Safety Zones
Schedule B – Existing Community Safety Zones
Schedule C – Map of the Community Safety Zones

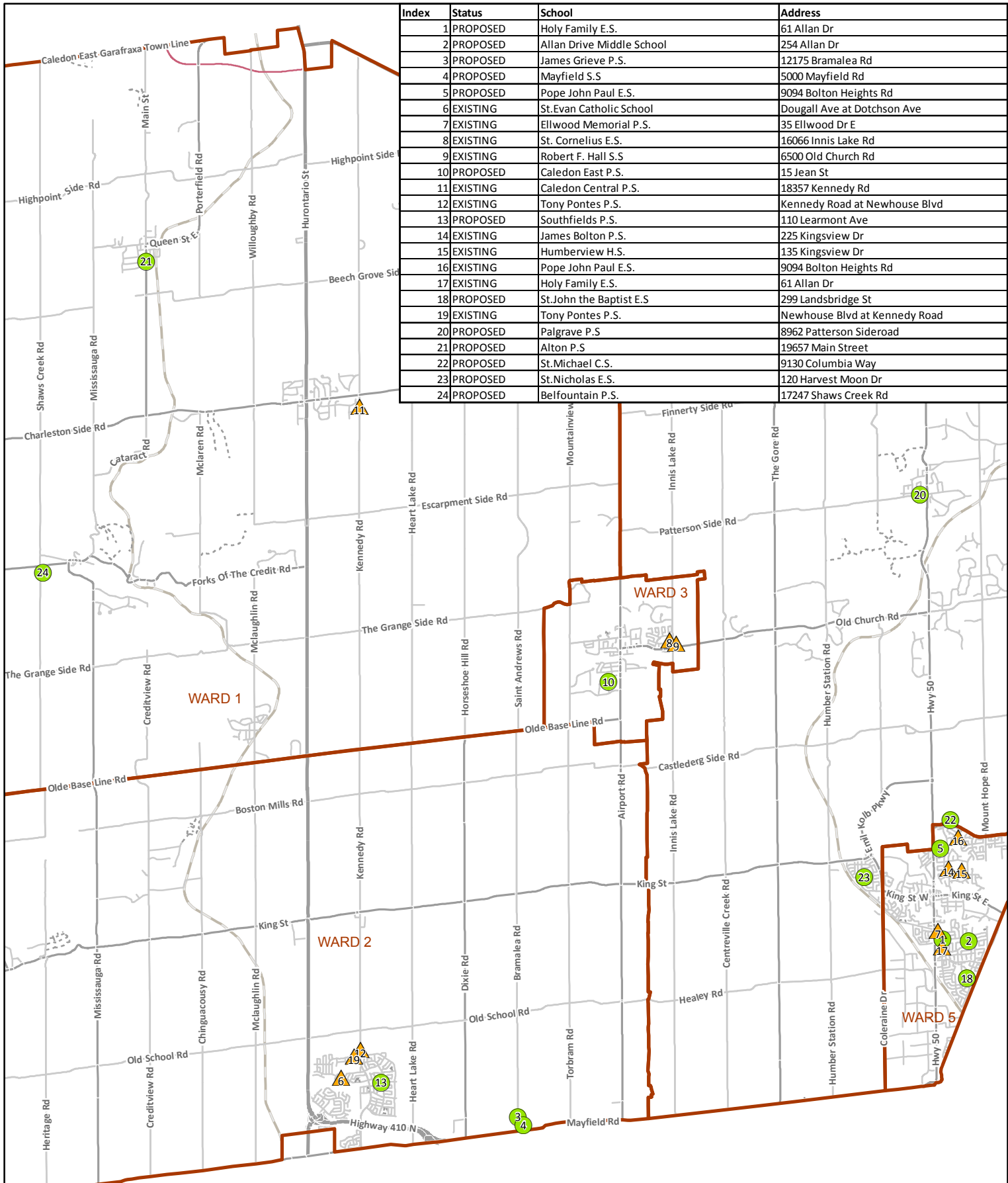
Schedule A- Proposed Community Safety Zone

Street	From	To	Days & Time	Supporting
Allan Drive	Queen Street South (RR 50)	Sant Farm Drive	Anytime	<i>Holy Family E.S. & Allan Drive Middle School</i>
Bramalea Road	Mayfield Road	A point 745m north of Mayfield Road	Anytime	<i>James Grieve P.S. & Mayfield S.S</i>
Bolton Heights Drive	Queen Street North (RR 50)	Kingsview Drive	Anytime	<i>Pope John Paul E.S.</i>
Columbia Way	Queen Street North (RR 50)	Forest Gate Ave	Anytime	<i>St.Michael C.S.</i>
Harvest Moon Drive	King Street (RR 9)	Coleraine Drive (RR 150)	Anytime	<i>St.Nicholas E.S.</i>
Jean Street	Cranston Drive	Hilltop Drive	Anytime	<i>Caledon East P.S.</i>
Learmont Ave	Dougall Ave	Larson Peak Road	Anytime	<i>Southfields P.S.</i>
Landsbridge Street	Dovaston Gate	Southbury Manor Drive	Anytime	<i>St.John the Baptist E.S</i>
Main Street North	Queen Street West	A point 860m north of Queen Street West	Anytime	<i>Alton P.S.</i>
Patterson Sideroad	Queen Street North (RR 50)	A point 400m west of Queen Street North (RR 50)	Anytime	<i>Palgrave P.S.</i>
Shaws Creek Road	Bush Street (RR 11)	A point 448m south of Bush Street (RR 11)	Anytime	<i>Belfountain P.S.</i>

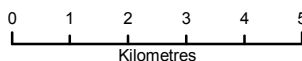
Schedule B to Staff Report 2018-79 - Existing Community Safety Zone

Street	From	To	Days & Time	Supporting
Dougall Ave	Tundra Road	Fieldstone Lane Ave	Anytime	<i>St.Evan Catholic School</i>
Ellwood Drive East	Queen Street South (RR 50)	A point 200 m east of Queen Street South (RR 50)	Anytime	<i>Ellwood Memorial P.S.</i>
Innis Lake Road	Old Church Road (RR 22)	George Crescent	Anytime	<i>Robert F. Hall S.S & St. Cornelius E.S.</i>
Kennedy Road	Charleston Sideroad (RR 24)	A point 620 m south of Charleston Sideroad	Anytime	<i>Caledon Central P.S.</i>
Kennedy Road	Newhouse Blvd	A point 280m north of Newhouse Blvd	Anytime	<i>Tony Pontes P.S.</i>
Kingsview Drive	Easterly intersection of Longwood Drive	Westerly intersection of Longwood Drive	Anytime	<i>James Bolton P.S. & Humberview H.S.</i>
Kingsview Drive Landsbridge Street	Thornbury Road Fountainbridge Drive	Bolton Heights Road Allan Drive	Anytime Anytime	<i>Pope John Paul E.S. Holy Family E.S.</i>
Newhouse Blvd	Kennedy Road	Phyllis Drive	Anytime	<i>St.Evan Catholic School</i>

Index	Status	School	Address
1	PROPOSED	Holy Family E.S.	61 Allan Dr
2	PROPOSED	Allan Drive Middle School	254 Allan Dr
3	PROPOSED	James Grieve P.S.	12175 Bramalea Rd
4	PROPOSED	Mayfield S.S.	5000 Mayfield Rd
5	PROPOSED	Pope John Paul E.S.	9094 Bolton Heights Rd
6	EXISTING	St.Evan Catholic School	Dougall Ave at Dotchson Ave
7	EXISTING	Ellwood Memorial P.S.	35 Ellwood Dr E
8	EXISTING	St. Cornelius E.S.	16066 Innis Lake Rd
9	EXISTING	Robert F. Hall S.S.	6500 Old Church Rd
10	PROPOSED	Caledon East P.S.	15 Jean St
11	EXISTING	Caledon Central P.S.	18357 Kennedy Rd
12	EXISTING	Tony Pontes P.S.	Kennedy Road at Newhouse Blvd
13	PROPOSED	Southfields P.S.	110 Learmont Ave
14	EXISTING	James Bolton P.S.	225 Kingsview Dr
15	EXISTING	Humberview H.S.	135 Kingsview Dr
16	EXISTING	Pope John Paul E.S.	9094 Bolton Heights Rd
17	EXISTING	Holy Family E.S.	61 Allan Dr
18	PROPOSED	St.John the Baptist E.S	299 Landsbridge St
19	EXISTING	Tony Pontes P.S.	Newhouse Blvd at Kennedy Road
20	PROPOSED	Palgrave P.S	8962 Patterson Sideroad
21	PROPOSED	Alton P.S	19657 Main Street
22	PROPOSED	St.Michael C.S.	9130 Columbia Way
23	PROPOSED	St.Nicholas E.S.	120 Harvest Moon Dr
24	PROPOSED	Belfountain P.S.	17247 Shaws Creek Rd



Schedule C – Proposed and Existing Community Safety Zone



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- Provincial Highway
- Regional Road
- Local Road
- Wards
- ▲ Existing
- Proposed

Staff Report 2018-78

Meeting Date: Tuesday, June 26, 2018

Subject: McLaren Wayside Pit Update regarding Financial Costs

Submitted By: Fuwing Wong, General Manager, Finance and Infrastructure Services / Chief Financial Officer

RECOMMENDATION

That the Town of Caledon not proceed with Wayside Pits on unopened road allowances in the future without careful consideration and a business case that addresses the concerns noted in Staff Report 2018-78.

DISCUSSION

At the 29-May-2018 General Committee meeting, a notice of motion related to the financials of the Town's former McLaren Wayside Pit, along a previously unopened road allowance along McLaren (North of Charleston Side Road), was discussed. The Notice of Motion is attached as Schedule A to this report.

In response to the request in the Notice of Motion, staff provided a memo outlining the chronology and financials related to the McLaren Wayside Pit on the addendum agenda for the 29-May-2018 General Committee Meeting. However, at the meeting it was requested that the information be provided via a report as some Committee members felt that a report was more formal or "on the record". Also, the following items were also raised by delegates and Councillors at the meeting:

- Tracking of aggregate extracted from the Town's wayside pit; and
- Storage of asphalt grindings along the McLaren Wayside Pit.

The purpose of this report is to formalize the memo in report format, as requested, and provide clarification to some of the questions raised at the 29-May-2018 General Committee meeting.

A copy of the 29-May-2018 memo on the chronology and financials related to the McLaren Wayside Pit is attached as Schedule B to this report.

Tracking of Aggregate Extracted

The Town's former McLaren wayside pit was located between two active (at the time) aggregate pits operated by LaFarge Canada Inc. (LaFarge). Being active pits, industry-approved and calibrated weigh scale equipment/ticketing equipment from the LaFarge pit was used to weigh and account for the aggregate extracted and shipped from the Town's McLaren Wayside pit.

Staff Report 2018-78

The weigh scales generate tickets that identify the weight and type of aggregate that was extracted, the project site (e.g. Simpson Road or Kennedy Road) the aggregate was allocated to, along with standard information such as date and time.

Internally, several staff and divisions within the Town were involved with the aggregate extracted from the former McLaren wayside pit:

- The Roads and Fleet division oversaw the aggregate extraction project (including licencing application to the Ministry of Natural Resources and Forestry (MNRF));
- The Engineering division oversaw the allocation of aggregate extracted from the Town's Wayside Pit to two Town road capital projects (i.e. Simpson Road and Kennedy Road construction projects); and
- The Town's Finance division was responsible for the reconciliation of the weigh scale tickets and financial tracking/reporting of the Wayside Pit, Kennedy Road, and Simpson Road capital projects.

The weigh scale tickets were checked and relied upon throughout the process to account for Town aggregate extracted, Town aggregate used on Town road projects, and financials related to aggregate extracted from the Town's Wayside Pit. As noted in the memo, aggregate extraction and processing is not a core business for the Town. The additional internal processes to allocate to capital projects, track, and account for the aggregate, in addition to all of the reporting internally and externally required for the project versus having the price of aggregate included in a road construction contract should be factored into the decision making process/business case if the Town considers a wayside pit project in the future.

Based on the weigh scale tickets, 123,797 tonnes of material was extracted from the Town's former McLaren Wayside Pit. An accounting of the extracted material is as follows:

123,797 tonnes	Extracted
(4,043 tonnes)	Capital Project #14-093 Simpson Road (South of George Bolton Parkway)
<u>(17,920 tonnes)</u>	Capital Project #14-101 Kennedy Road Construction
<u>101,834 tonnes</u>	remaining

Of the 101,834 tonnes of pit run material remaining:

75,000 tonnes	pit run sold and to be screened and picked-up by purchaser
15,000 tonnes	estimated sand to be used for winter maintenance
<u>11,834 tonnes</u>	overburden (or unusable material)
<u>101,834 tonnes</u>	

Final allocation of the 101,834 tonnes between the three categories subject to change following the screening of the pit run material.

Temporary Storage of Asphalt Grindings

At the 29-May-2018 General Committee meeting, a delegate showed a picture of asphalt grindings on Town property in the area and asked whether Planning approval, Niagara Escarpment Commission (NEC) approval and/or Credit Valley Conservation (CVC) approval was required.

It appears that the picture was taken at the Town's Works Yard (South of Charleston Sideroad). As shown in Schedule C to this report, the asphalt grindings, which is used for rural/gravel road maintenance, were not being stored at the former McLaren Wayside Pit location. The Town's Works Yard (at McLaren, south of Charleston) is also the site of the Regional Recycling and Hazardous Waste depot and the site of the former landfill site.

Asphalt grindings were never stored on the Town's former McLaren Wayside Pit (which is North of Charleston Sideroad).

In light of the concerns raised at the 29-May-2018 General Committee meeting, Town staff have been working with the CVC and NEC to seek clarification regarding storage in the Town's Public Works Yard. In the interim, the asphalt grindings will be removed as soon as possible. On 6-June-2018, an inspector from the NEC, responding to a public complaint, visited the Public Works Yard and did not note any immediate issues that the Town had to immediately address. However, due to concerns from the public, the asphalt grindings will be removed until storage at the Town's public works yard can be sorted out with both the CVC and NEC.

In the interim, staff will obtain materials for the maintenance of rural roads in the north-west part of Town from Bolton. This is less efficient (e.g. driving to/from Bolton to load/transport materials required to maintain roads in the West side of Town), however, compliance with NEC and CVC regulations is important for the Town and staff will provide these agencies the time required to complete their review/recommendations, if any.

As noted at the 29-May-2018 meeting, the Town is recycling asphalt grindings taken from other Town road rehabilitation projects. The asphalt grindings are mixed with other materials for rural/gravel road maintenance.

FINANCIAL IMPLICATIONS

The total budget for Capital Project # 11-054 Gravel Pit Extraction is \$696,119. To-date, \$397,020.53 has been spent against this capital project. Further, expense savings and offsets related to the extracted materials quantified and transferred/to be transferred to reserves totals \$401,137.69. Details are outlined below:

Expenditures Incurred to-date

Expenditures to-date for capital project #11-054 total \$397,020.53 comprised of actual expenditures of \$412,020.53 less a pending security refund of approximately \$15,000 expected from MNRF. Once the refund is received, capital project #11-054 will be closed with a surplus of approximately \$299,098.47 (=\$696,119 - \$397,020.53).

To process pit run material to granular A or B aggregate would have cost the Town approximately \$10 to \$15 per tonne incremental to the spending to-date on the project. Processing includes crushing, screening, washing and classifying the pit run. The additional processing would have exceeded the budget set aside for this project. Accordingly, staff made the decision to sell the pit run material in order to close the McLaren Wayside Pit project. As part of the sale, the pit run material will be screened to separate the sand from the aggregate material at no additional cost to the Town. The Town will use the sand for winter maintenance operations.

Savings/Expense Offsets

As shown below, the total quantifiable and realized savings/expense offsets from this project total approximately \$400,000 (\$401,137.69 rounded) from the construction of Simpson Road (South of George Bolton Parkway), Capital Project #14-093, and the construction of Kennedy Road, Capital project #14-101, the sale of pit run material left over after the construction projects, and winter sand material that will be used for future winter maintenance activities.

\$184,188.94	The savings from the use of the Town's aggregate on Town capital projects (Simpson Road, South of George Bolton Parkway, and Kennedy Road – transferred to the Tax Funded Capital Contingency Reserve account #08-00-900-35014-000-25000
\$86,948.75	Sale of pit run material – transferred to the Tax Funded Capital Contingency Reserve
<u>\$130,000.00</u>	Estimated future cost avoidance related to the winter sand (based on current prices)
<u>\$401,137.69</u>	Total Savings/Expense Offsets

The \$184,188.94 and \$86,948.75 noted above have been transferred to the Town's Tax Funded Capital Contingency Reserve. The estimated \$130,000 will be transferred to the Town's Winter Maintenance Reserve in future years as the Town uses (pit run material) sand instead of purchasing the sand from the base operating budget in those years.

Summary

Financially, the Town broke-even on this project with expenditures of approximately \$400,000 (\$397,020.53 rounded) and realized savings/expense offsets of approximately \$400,000 (\$401,137.69 rounded). However, extraction of aggregate is not a core business for the Town and the staff resources that were required to establish processes, controls, and to reconcile and report on the project does not appear to justify repeating this project in the future.

Staff Report 2018-78

Accordingly, it is recommended that the Town of Caledon not proceed with Wayside Pits on unopened road allowances in the future without careful consideration and a business case that addresses the concerns noted in this report. If a similar project is considered by the Town in the future, a sound business case should be developed in advance that considers:

- some of the experiences of the McLaren Wayside Pit project;
- any changes in regulations, legislation of wayside pits since this report (2018); and
- the economics (market prices, actual cash outlays) of aggregate/aggregate extraction, tracking, reconciliation.

COUNCIL WORK PLAN

The matter contained in this report is not relative to the Council Work Plan.

ATTACHMENTS

Schedule A – 29-May-2018 Notice of Motion

Schedule B – 29-May-2018 Memo to Committee

Schedule C – Map of former McLaren Wayside Pit and Town's Public Works Yard

The General Committee recommends adoption of the following recommendation:

MCLAREN WAYSIDE PIT UPDATE ON FINANCIAL COSTS

Whereas the Town of Caledon in Report 2013-05-14 stopped up and closed the 2nd Line West road allowance north of Charleston to facilitate a wayside pit; and

Whereas no report has come to council since 2013 on this wayside pit initiative except for a memorandum May 2015; and

Whereas no interim financial accounting for the 2nd Line West Wayside pit initiative has been reported back to council;

Now therefore be it resolved that a full report come to the General Committee meeting by June 26, 2018 providing a chronology, the interim financial costs of the wayside project and also the amounts of aggregate realized from the pit and the Town road projects where the aggregate has been used.

Memorandum

Date: Tuesday, May 29, 2018

To: Members of Council

From: Steven Dollmaier, Superintendent, Roads & Fleet, Finance and Infrastructure Services

Subject: McLaren Wayside Pit Update

The purpose of this memo is to provide supplementary information related to the Notices of Motion on the 29-May-2018 General Committee agenda.

In 2011, Council approved Capital Project 11-054 Gravel Pit Extraction in the amount of \$325,000. This budget would encompass the costs of various studies and consulting work required to obtain the Wayside Permit on the unconstructed road allowance of McLaren Road (2nd Line Road) located on the north side of Charleston Sideroad (See Attachment A - Site Plan Wayside Pit)..

On May 14, 2013, Council adopted Staff Report PW-2013-015, to Stop Up and Close Unconstructed Road Allowance, McLaren Road from Charleston Sideroad to Beech Grove Sideroad to allow for the application of a Wayside Pit by the Town.

On August 12, 2014, the former Director of Public Works brought an additional report (report PW-2014-059) to Council that provided an update on the Wayside Pit application process and the plans to extract the aggregate in the Town's ROW. At that time, Council directed staff to:

- Negotiate and enter into an agreement with Lafarge Canada Inc., regarding the mining of the Town's aggregate on the McLaren Rd allowance between the Flaherty Central and West Pits;
- Complete the required applications and obtain the permits required to extract the aggregates from the closed town road allowance for use on Town road construction projects; and
- Enter into a single source contract agreement with Lafarge Canada Inc. which was to be executed by the Mayor and Clerk.

The August 2014 report also provided Council with a revised cost estimate for Capital Project 11-054 – Gravel Extraction, in the amount of \$696,119 (from the original budget of \$325,000). The revised cost estimate was approved by Council with the associated budget transfer, in the amount of \$371,119 (= \$696,119 - \$325,000), from the Tax Funded Capital Contingency reserve. The report noted that the aggregate extracted would be for future Town road projects. Accordingly, staff projected cost savings/offsets from the use of Town-owned aggregate would result in approximately \$1 million (gross) of cost savings from aggregate the Town would not have to purchase on the open market for planned/future Town Capital road projects.

On August 14, 2014, staff had completed negotiations with Lafarge Canada Inc. on mining the setbacks and the McLaren Rd ROW. A legal agreement was signed by the Mayor and Clerk on August 14, 2014 outlining the terms and conditions of the agreement between the Town of Caledon and Lafarge Canada Inc. Under the agreement, Lafarge Canada Inc. was required to:

- Mine the aggregate contained in the licensed setbacks and on the Town ROW adjacent to the two Lafarge Canada Inc. Flaherty pit operations.
- Transport and temporarily store the mined aggregate from the Town ROW to another pit owned by Lafarge Canada Inc. The storage of the aggregate was a temporary measure until the aggregate could be processed and transported to Town road construction project sites under the Wayside Pit application.
- Process the aggregate at the request of the Town, providing weigh scale, quantity control by aggregate type, tracking (ticketing), and loading services for the road constructors hired to complete the Town's various road projects assigned to the Wayside Pit application.
- Rehabilitate the road allowance, at its own cost, in accordance with the Town's Wayside Permit Site Plan.

MHBC Planning Consultants completed the consulting work on the Town's behalf to coordinate and prepare the Town's application for submission to Ministry of Natural Resources and Forestry (MNRF) for the Wayside permit. The permit was approved by MNRF and issued to the Town on February 2, 2015.

On July 21, 2015, staff submitted for a minor site plan amendment on the Town owned Aggregate Pit #6670 to the MNRF for a partial surrender of 9.0 hectares of the current 18.2 hectares of the licensed site. This was intended to become new storage location for the aggregate that was generated from the McLaren wayside pit. On September 10, 2015 the Town was granted consent under Section 16(2) of the Aggregate Resources Act. (See Attachment B – Minor Site Plan Amendment)

In August 2016, the Town obtained an 18 month extension of the McLaren Wayside pit permit from the MNRF for 18 months. (See Attachment C – Permit Extension August 2016) to allow the Town, via LaFarge, time to finish the restoration of as shown in the site plan, approved by MNRF.

On November 10, 2017 Lafarge Canada Inc. completed the final restoration of the Wayside Pit. Lafarge Canada Inc. compiled several photos of the completed work as per the agreement with the Town. Fencing was installed along the unopen right of way to show separation between the two adjacent properties that were also pits during this time period. (See Attachment D - 2nd Line ROW Rehab 2017)

The Ministry of Natural Resources and Forestry confirmed that rehabilitation of the wayside pit was completed on March 26, 2018 and the licence was surrendered the same day.

As reported in the May 14, 2013 report (PW-2013-015) to Council, parts of the Bruce Trail are on the Town's unopened road allowance (and has been for many years) on McLaren, between Charleston and Beechgrove. The report notes that no formal agreement with the Bruce Trail Conservancy was ever entered into with the Town to locate a trail on this unopened road allowance. Staff from Parks and Recreation, Infrastructure Services, and Legal Services will work on an agreement with the Bruce Trail Conservancy to permit the trail on Town lands for this section of unopened road allowance.

FINANCIAL IMPLICATIONS

In total approximately 124,000 tonnes of aggregate was extracted from the Town's Right-of-Way. The extracted aggregate was used for the following Town capital projects:

- Capital Project #14-093 Simpson Road (South of George Bolton Parkway); and
- Capital Project #14-101 Kennedy Road Construction

Following the completion of the capital projects above, the Town was left with approximately 75,000 tonnes of aggregate material which was sold. As part of the sale, the aggregate material will be screened to separate the sand from the aggregate material. The Town estimates approximately 15,000 tonnes of sand will remain after the screening. The Town will use the sand for winter maintenance operations.

Savings/Expense Offsets

\$184,188.94	The savings from the use of the Town's aggregate on Town capital projects (noted above) – transferred to the Tax Funded Capital Contingency Reserve account #08-00-900-35014-000-25000
\$86,948.75	Sale of aggregate remaining following use on Town capital projects – transferred to the Tax Funded Capital Contingency Reserve
<u>\$130,000.00</u>	Estimated future cost avoidance related to the winter sand (based on current prices)
<u>\$401,137.69</u>	Total Savings/Expense Offsets

Expenditures Incurred to-date

As noted earlier in the report, the revised budget for Capital Project # 11-054 Gravel Pit Extraction is \$696,119. Expenditures to-date for capital project #11-054 total \$397,020.53 comprised of actual expenditures of \$412,020.53 less a pending security refund of approximately \$15,000 expected from MNRF. Once the refund is received, capital project #11-054 will be closed with a surplus of approximately \$299,098.47 (= \$696,119 - \$397,020.53).

Summary

Financially, it appears that the Town broke-even on this project with expenditures of approximately \$400,000 (\$397,020.53 rounded) and savings/expense offsets of approximately \$400,000 (\$401,137.69 rounded). However, extraction of aggregate is not a core business for the Town and the staff resources that were required to establish processes, controls, and to reconcile and report on the project does not appear to justify repeating this project in the future.

ATTACHMENTS

- Attachment A - Site Plan Wayside Pit
- Attachment B - Minor Site Plan Amendment
- Attachment C - Permit Extension August 2016
- Attachment D - 2nd Line ROW Rehab 2017



Source: First Base Solutions Aerial Photo Flown 2013

CONCEPTUAL COMBINED REHABILITATION PLAN SKETCH

SECOND LINE R.O.W (FORMERLY
McLAREN ROAD ALLOWANCE) &
LAFARGE FLAHERTY CENTRAL &
WEST PITS CALEDON, ON

LEGEND



Proposed Wayside Pit Permit Boundary



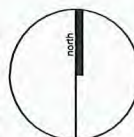
Existing ARA Licence Boundaries

Pit Floor (±390m asl) to be rehabilitated
to Grass / Legume MixtureRevegetated Side Slopes (to use seed mixture
compatible with surrounding tree species)Reforested Side Slopes (to use suitable native tree
species including, but not limited to, Eastern White
Cedar, White Birch and Trembling Aspen)Limit of Extraction (shown as continuous through
Proposed Wayside Pit Permit and Existing ARA Licences)

Note: This drawing is for illustrative purposes only. Locations are approximate.

DATE: December 2, 2014

SCALE 1 : 5,000



N:\1038\C\2014\December\Rehabilitation Sketch\1038C - Rehab Sketch.dwg

MHBC PLANNING
URBAN DESIGN
& LANDSCAPE
ARCHITECTURE
230-7050 WESTON ROAD WOODBRIDGE, ON, L4L 6G7
P: 905 761 5588 F: 905 761 5589 | WWW.MHBCPLAN.COM

Ministry of Natural
Resources and Forestry

Office of the Director
Southern Region
Regional Operations Division
300 Water Street
Peterborough, ON K9J 3C7
Tel: 705-755-3235
Fax: 705-755-3233

Ministère des Richesses
naturelles et des Forêts

Bureau du directeur
Région du Sud
Division des opérations régionales
300, rue Water
Peterborough (ON) K9J 3C7
Tél: 705-755-3235
Télé: 705-755-3233



September 10, 2015

Mr. Steven Dollmaier, Superintendent
Operations & Maintenance
Public Works Division
The Corporation of the Town of Caledon
6311 Old Church Road
Caledon, ON L7C 1J6

Dear Mr. Dollmaier:

Subject: Aggregate Resources Act Licence #6670
Pt Lot of E 1/2 15, Concession 3 WHS, Town of Caledon, Region of Peel
Minor Site Plan Amendment

Further to your minor site plan amendment request on July 21st, 2015, please be advised that the Ministry of Natural Resources and Forestry (MNRF) grants consent under Section 16(2) of the *Aggregate Resources Act* for the following;

- Partial surrender 9.0 ha of the 18.2 ha licenced site, as identified on Figure 1 (attached).
- Relocation of the entrance/exit to the area identified on Figure 1

To complete the amendment process, please schedule an appointment with the MNRF, Aurora District Office to have the site plans approved. Please note that the licensee is still bound by the existing site plan until such time as the above amendments have been approved and included on the site plan.

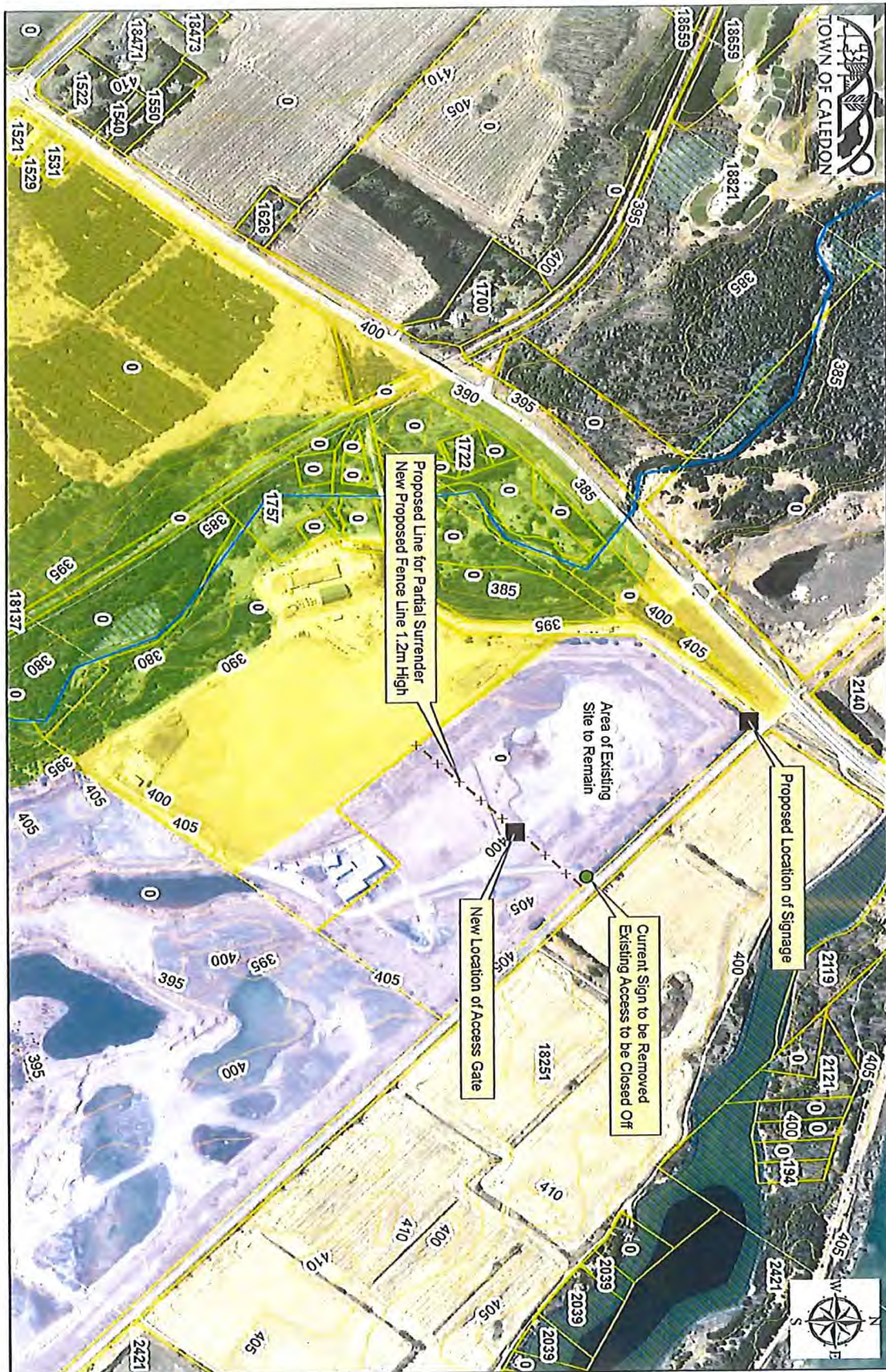
Should you have any questions concerning this matter, please contact Aidan Pereira, Aggregate Resources Technician, at 905-713-7389.

Yours truly,

Jane Ireland
Regional Director
Southern Region

cc. Nancy Mott, Senior Strategic Advisor, Niagara Escarpment Commission

Figure 1





LICENCE
Aggregate Resources Act
PERMIS
Loi sur les ressources en agrégats

Licence No.
No du permis 6670
Amended Licence

Pursuant to the Aggregate Resources Act and Regulations thereunder, and subject to the limitations thereof and to the conditions of the licence and the requirements of the site plan,

Conformément à la Loi de 1997 sur les ressources en agrégats et à ses règlements, et sujet aux restrictions qu'ils comportent, aux conditions d'octroi du permis et aux exigences du plan du site,

this Class nous délivrons ce permis de classe: A licence is issued to: à:

TOWN OF CALEDON
P.O. BOX 10
CALEDON EAST, ONTARIO
CALEDON EAST, ON
CANADA
L0N 1E0

to operate a pour exploiter un/une	Pit	on a sur le terrain de	9.2	hectare site located in: hectares situé à l'endroit suivant:
E 1/2 PT. LOT 153WHS	CALEDON	CALEDON	PEEL R	
Lot	Concession	Section	Geographic Township	Local Municipality
				County / Regional Municipality / District

The licence is subject to the following conditions:
Ce permis est assujéti aux conditions suivantes:

Effective the day of
En vigueur le 10 jour de September 2015

[Signature]
Minister of Natural Resources and Forestry
Ministre des Richesses Naturelles et des Forêts

Ministry of Natural
Resources and Forestry

Ministère des ressources
naturelles et des forêts

Aurora District Office
50 Bloomington Road
Aurora, Ontario L4G 0L8

Telephone: (905) 713-7400
Facsimile: (905) 713-7361



MEMORANDUM TO:

Amedeo Valentio CSMP
Town of Caledon

August 12, 2016

Subject: **Extension of McLaren Wayside Permit Pit located on Lot 16,
Concession 2 & 3, Town of Caledon, Region of Peel.**

Mr. Valentino,

Based on communication this office has had with the Town of Caledon, it is our understanding that the Town of Caledon requires an 18 month extension to a Wayside Pit Permit that was issued under the Aggregate Resources Act for a municipal property located on Lot 16, Concessions 2&3, in the Town of Caledon, Region of Peel. The reason for this extension is for the purpose of completing site rehabilitation.

Under section 31(2) of the Aggregate Resources Act, permission to extend this Wayside Permit for an additional 18 months is granted. This permit will now expire on February 2, 2018.

If you have any questions or require any additional information, please contact Andrew Godfrey at (905)-713-7388.

Sincerely

A handwritten signature in black ink, appearing to read "Chris Hislop".

Christopher Hislop
Resource Operations Supervisor
Aurora District

Cc: The Ontario Aggregate Resources Corporation
Dan Labrecque – Region of Peel
Paul Heeney – District Manager-Aurora District

2nd Line ROW Rehab – view facing south along length of 2nd Line ROW



2nd Line ROW Rehab – planting for reforestation on north sideslope



2nd Line ROW Rehab – facing west – photos from south to north



2nd Line ROW Rehab – facing northwest





Former McLaren
Wayside Pit
(NORTH of Charleston)

Public Works Yard
(SOUTH of Charleston)
Also, location of Regional Community Recycling Centre
(incl. Yard Waste Drop-off and Business Hazardous
Waste Disposal with approved application)

Asphalt Grindings for gravel road
maintenance

Staff Report 2018-80

Meeting Date: Tuesday, June 26, 2018

Subject: McLaren Wayside Pit Update regarding Rehabilitation

Submitted By: Fuwing Wong, Chief Financial Officer / General Manager, Finance and Infrastructure Services

RECOMMENDATION

That By-law 2014-029 be repealed and replaced with the draft by-law attached as Schedule D to Staff Report 2018-80; and

That staff be authorized to negotiate an agreement with the Credit Valley Conservation Authority to transfer Town's Second Line Right-of-Way, from Charleston Sideroad to Beechgrove Sideroad, for the purposes of a pedestrian and cycling trail based on the concepts outlined in Table 1 of Staff Report 2018-80.

DISCUSSION

At the 29-May-2018 General Committee meeting, a notice of motion related to the rehabilitation of the Town's former Wayside Pit, along a previously unopened road allowance along McLaren (North of Charleston Sideroad), was discussed. The Notice of Motion is attached as Schedule A to this report. At the 29-May-2018 meeting, the notice of motion was ultimately referred back to staff for a 26-June-2018 report after the following items were raised:

- Details of the rehabilitation plan approved by the Ministry of Natural Resources and Forestry (MNRF);
- Concerns about topsoil at the site;
- Clarification of the McLaren unopened road allowance site prior to the wayside pit operation;
- Clarification of the Town's commitment to formalize agreements with the Bruce Trail Conservancy to reinstate this property as part of the Bruce Trail as noted in the 2013 report PW-2013-015; and
- Concerns that By-law BL-2014-029 noting that this property has been declared surplus may result in the lands being sold for development.

Site Plan

On 12-August-2014, Council approved staff report PW-2014-059 which authorized the Director of Public Works, at the time, to complete the required applications and acquire the permits required to extract aggregate from the McLaren unopened road allowance. As part of the permit process, the Town filed a "site plan" along with the Town's Wayside Pit application to the Ministry of Natural Resources and Forestry (MNRF). A copy of the site plan is attached to this report as Schedule B.

The concept plan/site plan included in Schedule B was not required to be circulated to Planning or Council for review and approval, as it is not subject to site plan control under the Site Plan Control Bylaw.

Schedule B outlines the site prior to the wayside pit operations including:

1. Existing vegetation and a significant woodlot towards the northern end of the former unopened McLaren road allowance;
2. Existing vegetation in different spots throughout the former unopened road allowance.

Rehabilitation Plan

Schedule B, which was part of the Town's wayside pit application approved by the MNRF, also includes details of rehabilitation:

1. Overburden and topsoil from extraction area shall be used in the creation of rehabilitation site slopes at the pit floor. This area that has been extracted shall be vegetated with grass/legume mixture to control erosion. The North and South sideslopes shall be a minimum of 3:1;
2. The Northwest side slope, adjacent to the significant woodland, should be reforested using suitable native tree species that are well represented on-site and within the local landscape including, but not limited to Eastern White Cedar, White Birch and Trembling Aspen; and
3. A visual berm will be constructed at the southern end (near Charleston Side Road) to provide visual mitigation into the site. This berm may be removed as part of final rehabilitation of the site.

The 12-August-2014 report, Report PW-2014-059, also awarded the contract to extract aggregate from the Town's McLaren wayside pit to Lafarge Canada Inc. (Lafarge). Lafarge confirms that the rehabilitation was completed in accordance with the MNRF-approved rehabilitation plan and that the topsoil from the former McLaren wayside pit was scraped and set aside on-site. Lafarge further confirms that, as part of the rehabilitation, the topsoil was spread on-site in accordance with the rehabilitation plan.

The MNRF has inspected the site and approved the closure of the McLaren Wayside Pit permit application. Therefore, should Council require enhanced rehabilitation (above what has already been completed), then staff should be provided direction on what to include for Council's consideration in the 2019 budget.

Repeal and Replacement of By-law BL-2014-029

On 1-April-2014, Council approved by-law BL-2014-029 (attached as Schedule C) which declared the original unopened McLaren road allowance, (i.e. Part 1 on Plan 43R-35720 being part of the unopened road allowance) between Charleston and Beechgrove side roads be stopped-up, closed and declared surplus to the Town's needs. Following this by-law, the lands should be referred to as the Second Line Right-of-Way (Second Line ROW).

At the 29-May-2018 Committee meeting, there was concern expressed delegates and members of Council that the surplus declaration of the land could mean that the former unopened McLaren road allowance used for the McLaren wayside pit may potentially be sold for private development purposes.

As outlined at the 29-May-2018 meeting and in the 14-May-2013 staff report (report PW-2013-015), following the completion of the wayside pit operations, the land would be used as a trail again.

However, to address concerns expressed at the 29-May-2018 meeting, it is recommended that By-law BL-2014-029 be repealed and replaced by the draft By-law attached as Schedule D to this report. As noted in Schedule D, the reference to the former McLaren wayside pit land being declared surplus has been removed.

Recommended Next Steps for the Second Line Right-of-Way (Formerly the unopened McLaren Road Allowance and Formerly the McLaren Wayside Pit), from Charleston to Beechgrove Side Roads

The Credit Valley Conservation Authority (CVC) expressed an interest in acquiring the Second Line ROW, (formerly the McLaren unopened road allowance and formerly the McLaren wayside pit) from Charleston to Beechgrove Sideroads be developed as the optimum route of the Credit Valley Trail. The ROW would be added to Charles Sauriol Conservation Area.

As shown in Schedule E, this connection will allow for the trail to start at Charleston, proceed through the Alton Grange property (owned by the Ministry of Natural Resources and Forestry), and finally connect with CVC's Upper Credit Conservation Area (UCCA). The CVC notes that trails throughout the Alton Grange property will remain single use foot paths as cycling is not a permitted use. However, any cycling routes could easily deviate around the Alton Grange property on Porterfield Road. Trails within UCCA could accommodate cycling from the main entrance on Porterfield Road to the trail intersection with the Orangeville-Brampton Railway.

The CVC notes that currently there are a number of CVC parks along the escarpment that accommodate the optimum route and side trails for the Bruce Trail and allow Bruce Trail users access for trail related activities. The CVC has indicated that they are willing to follow-up with the Bruce Trail Conservancy (BTC) and the local club to determine if there is interest to formally recognize the Second Line ROW as a Side Trail to be maintained by local club members and is willing to negotiate an agreement with the Bruce Trail Conservancy. Even if the BTC and local club decline to co-brand this section of trail as a side trail, Bruce Trail users will still be permitted to access the trail system like other users.

Further, in an effort to expand cycling trails/infrastructure, Town of Caledon staff also requested that the CVC invest in infrastructure on this property to promote cycling. The CVC's response is that they are willing to commit to always allowing the trail to be used by both pedestrians and cyclists. However, the CVC does not have approved budgets to immediately implement surface improvements (e.g. boardwalks and/or crushed

Staff Report 2018-80

limestone path) for cyclists along the trail but they are open to planning, fundraising, and implementing cycling infrastructure on this property within the next 10 years. The CVC has indicated that future Town funding/assistance may be required to fully realize the trail improvements. Although boardwalks may not be the ideal surface treatment for cycling routes, they may be necessary to avoid wet areas along the trail. The CVC would also retain the right, in consultation with Town staff, to deem cycling as an unsanctioned use on this section of trail should users proceed off-trail cause long-term damage/impact to adjacent significant environmental areas and/or neighbouring properties.

Town staff will review Schedule E in the context of the overall cycling network for the Town at the next Cycling Task Force meeting to obtain comments from the citizen members, staff from across the Town, Region of Peel, and the Ontario Provincial Police.

Based on preliminary discussions with CVC staff, the CVC is willing to consider the following in exchange for the Second Line ROW, from Charleston to Beechgrove Sideroads, being transferred to the CVC at no cost:

Table 1 to Report 2018-80:

a. Work with the Bruce Trail Conservancy to co-brand the trail as a CVC/Bruce Trail that allows for both pedestrian and cyclists;
b. Brand and develop the trail as an official CVC trail should the Bruce Trail Conservancy decline recognizing the trail as part of the Bruce Trail/Side Trail
c. Within the next ten (10) years, commit to planning, fundraising, and implementing additional restoration, including tree planting, as required, and appropriate surface treatment to encourage pedestrian and cycling access;
d. Investigate and implement parking, if appropriate, at the trail head, i.e. North-side of Charleston & McLaren;
e. Installing kiosks along the trail and providing the Town space for cycling maps and other Town information;
f. Provide the Town the first right of refusal should the CVC deem the lands as surplus in the future.

A land transfer to the CVC along with draft conditions, noted above, will ensure that the Second Line ROW will be kept in the public realm, landscaped to CVC standards, and be used as a pedestrian and cycling trail. Accordingly, it is recommended that staff be authorized to negotiate a draft agreement with the Credit Valley Conservation Authority to transfer Town's Second Line ROW, from Charleston Sideroad to Beechgrove Sideroad, for the purposes of a pedestrian and cycling trail based on the preliminary concepts outlined in Table 1 (above).

Subject to Council approval of this report, staff will begin formal negotiations with the CVC to develop a draft agreement for Council review, consideration and approval prior to execution. A future by-law to declare Second Line ROW, from Charleston to Beechgrove Sideroads, surplus would also be required prior to execution of such an agreement.

FINANCIAL IMPLICATIONS

There are no immediate financial implications related to the staff recommendations. Should Council wish to rehabilitate the former McLaren Wayside Pit beyond the current condition of the property, this should be included in the 2019 budget discussions with funding allocated to the design and further rehabilitation.

Subject to Council approval of the report and finalization of an agreement with the CVC, the CVC may require financial or in-kind assistance from the Town in the future to fully realize the trail improvements (e.g. walking and cycling trail).

COUNCIL WORK PLAN

The matter contained in this report is not relative to the Council Work Plan.

ATTACHMENTS

Schedule A – 29-May-2018 Notice of Motion regarding Rehabilitation of the McLaren Wayside Pit;
Schedule B – Site Plan / Concept Plan
Schedule C – By-law BL-2014-029
Schedule D – Draft By-law
Schedule E – Potential Second Line ROW trail connection to CVC Lands

Councillor Shaughnessy re: McLaren Wayside Pit Update on Rehabilitation

Whereas the Town of Caledon Report 2013-05-14 stopped up and closed the 2nd Line West [Caledon] road allowance north of Charleston to facilitate a wayside pit; and

Whereas the agreement between Lafarge and the Town of Caledon required the wayside pit to be rehabilitated to the same condition the road allowance was prior to mining with topsoil and heavily treed as a trial way; and

Whereas the 2nd Line West Wayside pit has been left by Lafarge with no topsoil, no trees and the new post and rail fence posts not cut evenly; and

Whereas minimal rehabilitation of gravel pits has been a topic of concern wherever gravel strip mines occur in Caledon; and

Whereas gravel companies rehabilitation of pits have been to a minimum standard with sloping the sides steeply, providing no topsoil, allowing weeds to grow in without reforestation, and with no productive after use; and

Whereas the Town of Caledon should not accept this unsatisfactory standard of rehabilitation for any of its Town of Caledon wayside pits or any other Caledon property where gravel is extracted;

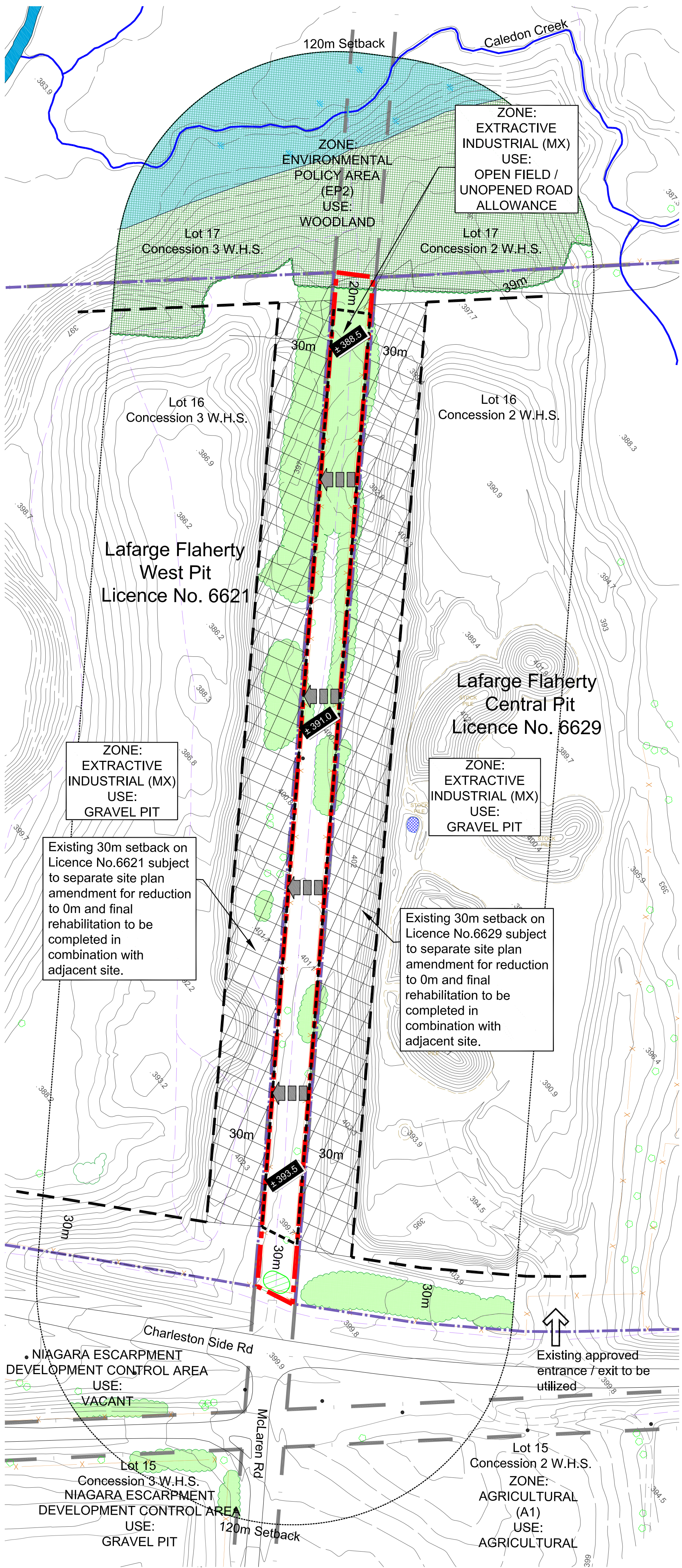
Now therefore be it resolved that the Town of Caledon must set a high standard of rehabilitation generally:

- ensuring that topsoil and over burden be stockpiled for reuse
- ensuring new, clean topsoil be imported where insufficient topsoil exists on site,
- ensuring side slopes be set to enable forestry equipment to be operated safely,
- ensuring strip mine side slopes be reforested,
- ensuring that viable land uses be capable of establishment post extraction,

That the 2nd Line West Wayside pit be rehabilitated properly to this standard;

That the 2nd Line West legal status be returned to that of a public right of way;

That the 2nd Line West right of way between Charleston and Beechgrove be designated part of the Caledon Trails System.



REGULATORY SITE PLAN NOTES:

(Numbers refer to ARA Provincial Standards, Category 15 as Applicable)

1.6 - THIS SITE PLAN IS PREPARED UNDER THE AGGREGATE RESOURCES ACT FOR A WAYSIDE PERMIT, CATEGORY 15.

1.7 - THE SITE PLAN BASE WAS PREPARED USING BASE MAPPING AND TOPOGRAPHIC INFORMATION FROM OCTOBER 2008 DIGITAL ONTARIO BASE MAPPING (OBM) AND AIR PHOTOGRAPHY ANALYSIS PROVIDED BY NORTHWAY PHOTOMAP INC AND USED FOR THE 120 METRE ZONE SURROUNDING THE SITE. OBM DATA IS REFERENCED TO NORTH AMERICAN DATUM (NAD 83).

1.13 - THE ENTIRE EAST AND WEST PERMITTED BOUNDARY OF THE SITE MAY BE USED TO ACCESS THE SITE FOR AGGREGATE SHIPPING. THE SITE WILL UTILIZE THE EXISTING APPROVED ENTRANCE / EXIT OF THE ADJACENT LAFARGE FLAHERTY CENTRAL PIT (LICENCE No. 6629) (SEE SCHEMATIC).

1.14 - SURPLUS WATER AT THE SITE CURRENTLY INFILTRATES EITHER WITHIN THE ROAD ALLOWANCE (AT ENCLOSED DRAINAGE AREAS) OR WITHIN THE ADJACENT GRAVEL PITS. EXTRACTION OF THE SITE WILL LOWER THE GROUND SURFACE TO ELEVATIONS AT, OR NEAR, THE ADJACENT PITS AND CREATE ONE LARGE ENCLOSED DRAINAGE AREA.

1.17 - AS LANDS ARE STRIPPED PRIOR TO AGGREGATE EXCAVATION, ANY OVERBURDEN MATERIALS (TOPSOIL AND SUBSOIL) WILL BE STRIPPED AND STORED SEPARATELY IN ADJACENT LAFARGE FLAHERTY CENTRAL PIT (LICENCE No. 6629) OR BERMS.

1.18 - NO EXISTING PRODUCT STOCKPILES ON - SITE. AGGREGATE STOCKPILES MAY BE LOCATED ON THE PIT FLOOR WITHIN THE EXTRACTION LIMIT OR ON THE PIT FLOOR OF LAFARGE FLAHERTY WEST PIT (LICENCE No. 6621) OR LAFARGE FLAHERTY CENTRAL PIT (LICENCE No. 6629).

1.19 - NO SCRAP IS TO BE STORED ON-SITE.

1.23 - THERE WILL BE NO AGGREGATE PROCESSING ON-SITE. ALL AGGREGATE MATERIAL WILL BE PROCESSED IN THE ADJACENT LAFARGE CENTRAL PIT (LICENCE No. 6629) AND/OR TRANSFERRED OFF-SITE FOR PROCESSING. VIA THE EXISTING LAFARGE FLAHERTY CENTRAL PIT ENTRANCE/EXIT. ALTHOUGH AGGREGATE MATERIAL MAY BE TRANSFERRED OFF-SITE FOR PROCESSING, THIS MATERIAL WILL BE STORED SEPARATELY FOR TRACKING PURPOSES.

1.24 - THERE ARE NO EXISTING BERMS LOCATED ON-SITE. A 2 - 3m HIGH VISUAL BERM WILL BE CONSTRUCTED ALONG THE SOUTHERN LICENCE BOUNDARY TO PROVIDE VISUAL MITIGATION INTO THE SITE. THIS BERM MAY BE REMOVED AS PART OF FINAL REHABILITATION OF THE SITE.

1.25 - THE OWNER OF THE SITE IS THE TOWN OF CALEDON, 6311 OLD CHURCH ROAD, CALEDON, ONTARIO, L7C 1J6.

1.26 - THE TOWN OF CALEDON IS THE PERMITTEE. AGGREGATE FROM THIS SITE WILL BE USED IN CONTRACT # PW - 14-093 (SIMPSON ROAD CONSTRUCTION) AND CONTRACT # 14-101 (KENNEDY ROAD RECONSTRUCTION).

1.27 - PUBLIC AUTHORITY CONTRACTS WILL BE LOCATED IN VARIOUS LOCATIONS WITHIN THE TOWN OF CALEDON.

1.29 THE SITE WILL BE EXTRACTION AS ONE PHASE IN AN EAST TO WEST DIRECTION. SEE SCHEMATIC.

1.30 - REHABILITATION:

(i) OVERBURDEN / TOPSOIL FROM EXTRACTION AREA SHALL BE USED IN CREATION OF REHABILITATION SITE SLOPES AT PIT FLOOR. THE AREA THAT HAS BEEN EXTRACTION SHALL BE VEGETATED WITH A GRASS / LEGUME MIXTURE TO CONTROL EROSION. THE NORTH AND SOUTH SIDESLOPES SHALL BE A MINIMUM OF 3:1.

(ii) THE NORTHWEST SIDE SLOPE, ADJACENT TO THE SIGNIFICANT WOODLAND, SHOULD BE REFORESTED USING SUITABLE NATIVE TREE SPECIES THAT ARE WELL REPRESENTED ON-SITE AND WITHIN THE LOCAL LANDSCAPE INCLUDING, BUT NOT LIMITED TO, EASTERN WHITE CEDAR, WHITE BIRCH AND TREMBLING ASPEN.

(iii) WHERE POSSIBLE, TOPSOIL FROM HEDGEROWS IN THE NORTHERN PORTION OF THE SITE WILL BE SALVAGED FOR REINSTATEMENT ON REHABILITATED SIDE SLOPES.

1.31 - THERE IS NO PROPOSED WATER DIVERSION OR POINTS OF DISCHARGE TO SURFACE WATER.

1.32 - TOTAL PERMIT AREA: ± 2.7 acres
TOTAL AREA TO BE EXTRACTION: ± 2.5 acres

1.34 - THE GENERAL TYPES OF EXCAVATION EQUIPMENT THAT WILL NORMALLY BE USED ON-SITE INCLUDE BUT ARE NOT LIMITED TO: LOADERS, EXCAVATORS, DOZERS, SCRAPERS AND DUMP TRUCKS.

1.35 - THE WATER TABLE IS ESTIMATED TO RANGE FROM 387m to 392m (NORTH TO SOUTH) ABOVE SEA LEVEL WITHIN THE EXTRACTION AREA.

1.36 - THE ESTIMATED NUMBER OF TONNES THAT SHALL BE REMOVED FROM THE PIT FOR THE WAYSIDE CONTRACT IS 150,000 TONNES. WAYSIDE PERMIT EXPIRES ON THE COMPLETION OF THE PROJECTS IN WHICH IT WAS ISSUED OR EIGHTEEN MONTHS AFTER ITS DATE OF ISSUE WHICHEVER OCCURS FIRST UNLESS APPROVED FOR A LONGER DURATION BY MNR.

1.37 - VARIATIONS FROM OPERATIONAL STANDARDS

5.1 - THE SITE WILL UTILIZE THE GATE MAINTAINED AT THE EXISTING APPROVED ENTRANCE/EXIT LOCATED ON ADJACENT LAFARGE FLAHERTY CENTRAL PIT (LICENCE No. 6629). A 1.2m HIGH PAIGE WIRE FENCE IS ONLY REQUIRED ALONG THE NORTH AND SOUTH BOUNDARY OF THE PERIMETER TO FORM A CONTINUOUS FENCING BOUNDARY WITH LAFARGE FLAHERTY WEST PIT (LICENCE No. 6621) AND OR LAFARGE FLAHERTY CENTRAL PIT (LICENCE No. 6629).

5.2 - THE SITE WILL UTILIZE THE EXISTING APPROVED ENTRANCE/EXIT LOCATED ON ADJACENT LAFARGE FLAHERTY CENTRAL PIT (LICENCE No. 6629). THIS ENTRANCE/EXIT PROVIDES ACCESS TO CHARLESTON SIDE ROAD / HIGHWAY 24.

5.9.1 - THERE WILL BE A 0m SETBACK ALONG THE EAST AND WEST BOUNDARY OF THE SITE.

5.10 - THE EXCAVATION SETBACK AREA WILL BE REDUCED FROM 30M TO 0M ALONG THE COMMON BOUNDARIES WITH EXISTING LAFARGE FLAHERTY CENTRAL PIT (LICENCE No. 6629) ALONG THE EASTERN PERMIT BOUNDARY AND LAFARGE FLAHERTY WEST PIT (LICENCE No. 6621) ALONG THE WESTERN PERMIT BOUNDARY.

5.12.1 - AGGREGATE, TOPSOIL OVERBURDEN STOCKPILES AND PORTABLE PROCESSING PLANT MAY BE LOCATED WITHIN 30m OF THE EAST AND WEST BOUNDARY OF THE SITE. TOPSOIL, OVERBURDEN AND / OR EQUIPMENT MAY BE LOCATED WITHIN LAFARGE FLAHERTY CENTRAL PIT (LICENCE No. 6629) AND FLAHERTY WEST PIT (LICENCE No. 6621).

5.15 - TOPSOIL AND OVERBURDEN MAY BE STORED ON ADJACENT LAFARGE PITS (LICENCE No. 6621 & 6629).

1.38 TECHNICAL REPORT RECOMMENDATIONS:

ARCHAEOLOGY:

(i) IN THE EVENT THAT DEEPLY BURIED ARCHAEOLOGICAL MATERIAL IS FOUND DURING EXTRACTION, THE PROPONENT OR PERSON DISCOVERING THE ARCHAEOLOGICAL RESOURCES MUST IMMEDIATELY CEASE EXTRACTION IN THE VICINITY OF THE RECOVERY AND NOTIFY THE OFFICE OF THE ARCHAEOLOGY AND HERITAGE PLANNING UNIT, MINISTRY OF TOURISM CULTURE AND SPORT(MTCS).

(ii) IN THE EVENT THAT HUMAN REMAINS ARE ENCOUNTERED DURING EXTRACTION, THE PROPONENT SHOULD IMMEDIATELY CONTACT BOTH THE MINISTRY OF TOURISM, CULTURE AND SPORT (MTCS), AND THE REGISTRAR OR THE DEPUTY REGISTRAR OF THE CEMETERIES REGULATION UNIT OF THE ONTARIO MINISTRY OF CONSUMER SERVICES (MGS) (416) 326-8404 AS WELL AS THE APPROPRIATE PROVINCIAL/MUNICIPAL POLICE, AND THE LOCAL MEDICAL OFFICER OF HEALTH.

NATURAL ENVIRONMENT:

(i) A 20 M SETBACK FROM THE NORTHERN LICENCE BOUNDARY WILL BE MAINTAINED.

(ii) WHERE HEDGEROW TREES OCCUR WITHIN THE SIGNIFICANT WOODLAND SETBACK, TREES WITHIN 5 M OF THE PROPOSED EXTRACTION LIMIT SHALL BE FLUSH-CUT BUT THE GROUND SHALL BE LEFT INTACT.

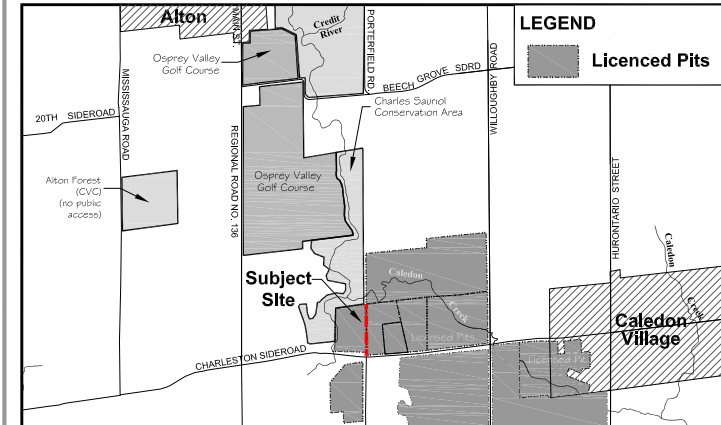
(iii) CLEARING OF ON-SITE VEGETATION IS PROHIBITED DURING THE BREEDING BIRD SEASON (APRIL 1 UNTIL JULY 31).

HYDROGEOLOGY:

(i) THE ESTABLISHED WATER TABLE RANGES FROM 387 TO 392masl. EXTRACTION SHALL REMAIN 1.5m ABOVE THE WATER TABLE AS SHOWN ON THIS PLAN.

SITE LOCATION:
McLaren Road Allowance,
Part of lot 16, Concession 2 and 3 W.H.S.,
Town of Caledon,
Regional Municipality of Peel,
Ontario

Key Plan



Legend

	Boundary of Area to be Permitted		Other Licence Pits (LICENCES REFERENCED BY THIS PLAN ARE SHOWN BY THIS SYMBOL)
	Proposed Extraction Limit ALL SETBACKS TO SCALE AND SHOWN UNLESS OTHERWISE NOTED		Existing Extraction Limit (LICENCES REFERENCED BY THIS PLAN)
	Existing Vegetation		Provincially Significant Wetland
	Significant Woodland		Waterbody
	Existing Spot Elevation NOTED ABOVE THE WOODLAND LINE		Credit River
	Proposed Final Pit Floor Elevation		Caledon Creek
	Visual Berm		Existing Entrance / Exit (Pit Entry No. 6629)
	Proposed Direction of Excavation (Approximate)		Existing Fence (Page who unless otherwise indicated)
	Hydro Poles		Lot and Concessions
	Setbacks on Adjacent Licences		

1	September 17, 2014	General Revisions	A.M.
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Revision No.	Date	Issued / Revision	By
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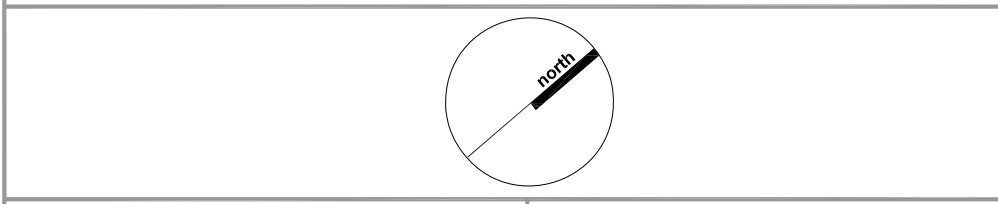
**PLANNING
URBAN DESIGN
& LANDSCAPE
ARCHITECTURE**

13 POYNITZ STREET BARRIE, ON, L4M 3N4 | P: 705 728 0045 F: 705 728 2010 | WWW.MHBCPLAN.COM

This Site Plan Prepared
under the direction of:

Brian Zeman, MCIP, RPP

Applicant Name:
TOWN OF CALEDON
6311 Old Church Road
Caledon, ON
L7C 1J6



Wayside Permit No.	Pre-approval review:
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Plan Scale 1:1,500 (Arch D)	Plot Scale 1:3 [1mm = 3 units] MODEL
	Drawn By A.S. File No. 1038C
	Checked By B.Z.

File Name

**MCLAREN ROAD ALLOWANCE
WAYSIDE PERMIT SITE PLAN**

THE CORPORATION OF THE TOWN OF CALEDON

BY-LAW NO. BL-2014-029

A by-law to stop up and close and declare surplus to the needs of the Town of Caledon part of unopened road allowance between Charleston Sideroad and Beechgrove Sideroad for the purpose of wayside pit

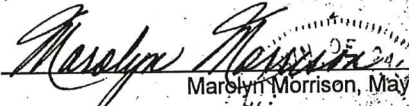
WHEREAS pursuant to the *Municipal Act, 2001*, as amended, Council may pass by-laws for closing and transferring highways and may set policies for disposing of surplus lands, including providing notice;


AND WHEREAS proper notice of the stopping up, closing and declaring surplus to the needs of The Corporation of the Town of Caledon those lands identified as Part 1 on Plan 43R-35720 being part of unopened road allowance between Charleston Sideroad and Beechgrove Sideroad has been provided, pursuant to the Town's Notice Policy and pursuant to the Town's By-Law No. 95-109;

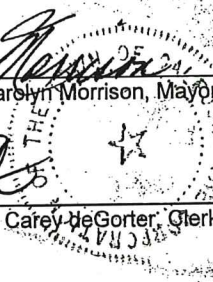
NOW THEREFORE the Council of The Corporation of the Town of Caledon ENACTS AS FOLLOWS:

1. That part of the original road allowance more particularly described as Part 1 on Plan 43R-35720 being part of unopened road allowance between Charleston Sideroad and Beechgrove Sideroad shall be and is hereby declared to be stopped up and closed and declared surplus to the needs of The Corporation of the Town of Caledon.
2. That the Mayor and Clerk are hereby authorized to execute any and all documents necessary to complete the wayside pit application.

**READ THREE TIMES AND FINALLY
PASSED IN OPEN COUNCIL
THIS 1ST DAY OF APRIL, 2014.**


Marilyn Morrison, Mayor


Carey deGorter, Clerk



THE CORPORATION OF THE TOWN OF CALEDON

BY-LAW NO. BL-2018-XX

A by-law to stop up and close the part of unopened
road allowance between Charleston Sideroad and
Beechgrove Sideroad

WHEREAS pursuant to the *Municipal Act*, S.O. 2001, c. 25, as amended, Council may pass by-law for closing and transferring highways and may set policies for disposing of surplus lands; including providing notice;

AND WHEREAS proper notice of the stopping up, closing and declaring surplus to the needs of the Corporation of the Town of Caledon those lands identified as Part 1 on Plan 43R-35720 being part of unopened road allowance between Charleston Sideroad and Beechgrove Sideroad has been provided, pursuant to the Town's Notice Policy and pursuant to the Town's By-Law No. 95-109;

AND WHEREAS By-Law No. 2014-029 was passed and registered on April 16, 2016, which stopped up, closed and declared surplus those lands identified as Part 1 on Plan 43R-35720 being part of unopened road allowance between Charleston Sideroad and Beechgrove Sideroad;

AND WHEREAS Council no longer wishes to declare those lands identified as Part 1 on Plan 43R-35720 being part of unopened road allowance between Charleston Sideroad and Beechgrove Sideroad as surplus pursuant to the above By-Law, passed on April 1, 2014 as By-Law No. 2014-029;

AND WHEREAS By-Law No. BL-2018-XX is repealing and replacing By-Law No. 2014-029

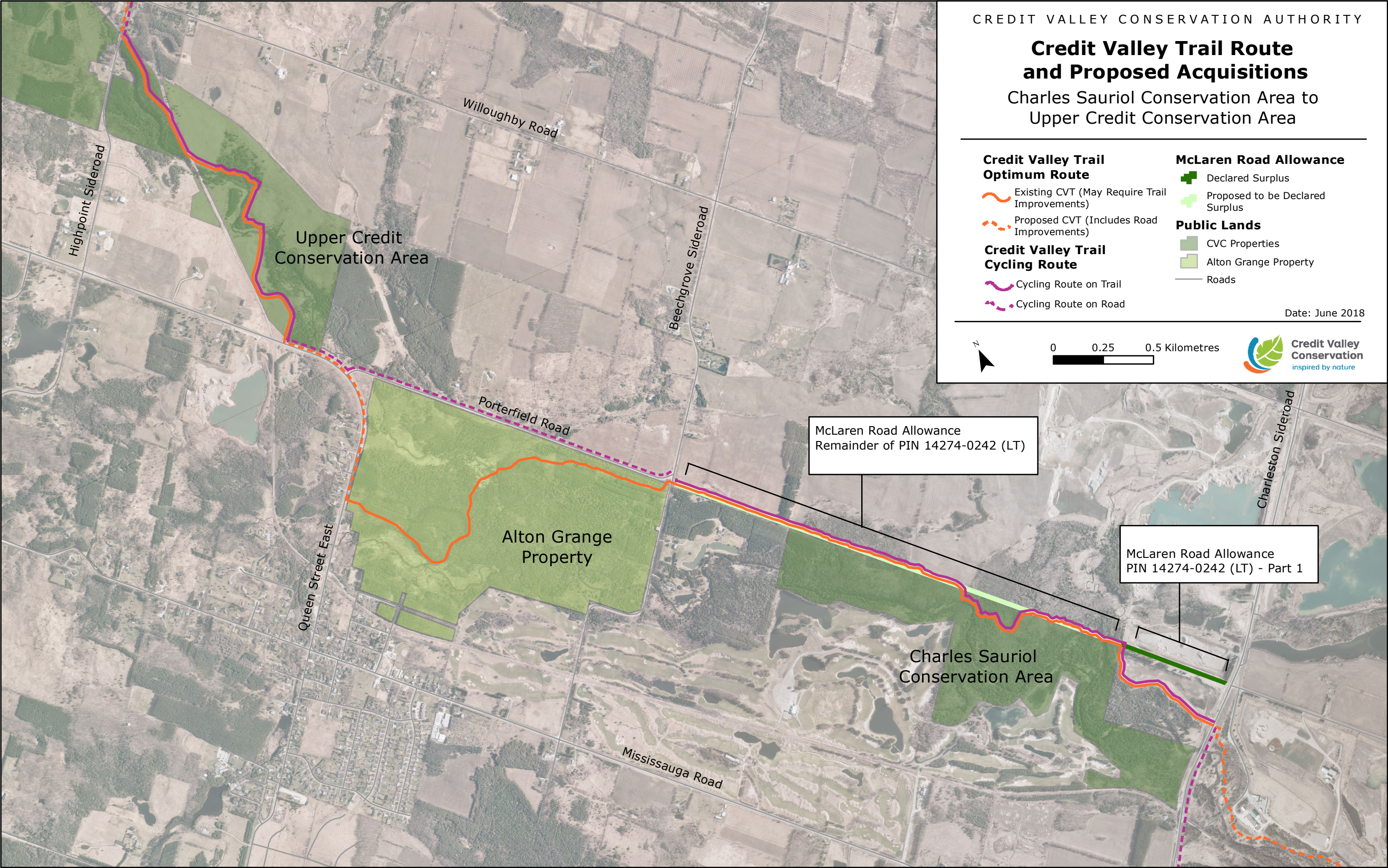
NOW THEREFORE the Council of The Corporation of the Town of Caledon ENACTS AS FOLLOWS:

1. That By-Law No. 2014-029 and all amendments thereto are hereby repealed.
2. That part of the original road allowance more particularly described as Part 1 on Plan 43R-35720 being part of unopened road allowance between Charleston Sideroad and Beechgrove Sideroad shall be and is hereby stopped up and closed.

ENACTED by the Town of Caledon Council this day of , 2018

Allan Thompson, Mayor

Carey deGorter, Clerk





Accessibility Advisory Committee Report
Thursday, May 24, 2018
6:15 p.m.
Committee Room, Town Hall

Members

Chair: M. Tymkow
Vice-Chair: D. Farrace
Councillor B. Shaughnessy
R. Cowan
F. Lucchetta (absent)
D. St. Clair

Town Staff

Legislative Specialist: W. Sutherland
Council Committee Coordinator: D. Lobo

CALL TO ORDER

Chair M. Tymkow called the meeting to order at 6:22 p.m.

DECLARATION OF PECUNIARY INTEREST – none.

RECEIPT OF MINUTES

The minutes of the April 19, 2018 Accessibility Advisory Committee meeting were received.

REGULAR BUSINESS

1. Bocce Court Enclosure

Jordan Vander Klok, Landscape Project Coordinator, Community Services provided an overview of the Bocce Court Enclosure site plan, rendered model of the facility and key accessible features such as parking and entrances.

Members of the Committee asked questions and provided feedback regarding the accessible entrance, facility features, property location, surrounding property, utilities, lighting standards and accessible washrooms. The Committee received responses from staff.

Members of the Committee noted the accessible entrance should be closer to the accessible parking and requested staff provide further information on the possibility of the entrance being relocated. Staff outlined the next steps and planning process.

2. Site Plan Review re: SPA 2018-17 – 4-6 Manchester Court – Weston Consulting (proposing to construct an addition to an existing industrial building for a single unit leasable space)

The Committee reviewed the site plan and confirmed the following recommendation:

- 1) Once parking has been confirmed, Site Plan shall indicate that Accessible parking space(s) for the site comply with By-law 2015-058 – Schedule “K”. Site Plan shall display the design of the accessible parking spaces;

- 2) Site Plan shall indicate that the width of the walkway and shall be a minimum of 1.5 metre wide in compliance with the requirements for exterior travel routes of the Accessibility for Ontarians with Disabilities Act;
 - 3) Site Plan shall indicate that accessible aisles leading directly to an access route or walkway shall contain a curb ramp that meets the provisions of the Ontario Building Code as it relates to curb ramps;
 - 4) Site Plan shall indicate exterior lighting at the main entrances and accessible parking spaces shall be at a lighting level not less than 35 lux; and
 - 5) Site Plan shall outline snow storage areas on the plan to ensure the accessibility provisions on the site are maintained.
3. Site Plan Review re: SPA 2018-41 – 20 King Street West – Seferian Design Group (proposing to convert an existing two storey dwelling into a main floor dental clinic and a second floor dwelling unit)

The Committee reviewed the site plan and confirmed the following recommendations:

- 1) Accessible parking space requirements shall comply with Traffic By-law 2015-058 - Schedule "K". As such a Type "A" accessible parking space is required;
- 2) An accessible ramp shall be installed where stairs are the only means of entry;
- 3) Site Plan shall indicate that all main entrances are barrier-free with a power button or sliding door features; and
- 4) Site plan that exterior lighting is at a minimum level of 35 lux at the main entrance of the building and in close proximity to the accessible parking space.

ADJOURNMENT

On a motion by Vice-Chair D. Farrace, the meeting adjourned at 6:53 p.m.



Accessibility Advisory Committee Report
Thursday, June 14, 2018
6:15 p.m.
Committee Room, Town Hall

Members

Chair: M. Tymkow
Vice-Chair: D. Farrace
Councillor B. Shaughnessy
R. Cowan
F. Lucchetta
D. St. Clair

Town Staff

Legislative Specialist: W. Sutherland
Council Committee Coordinator: D. Lobo

CALL TO ORDER

Chair M. Tymkow called the meeting to order at 6:18 p.m.

DECLARATION OF PECUNIARY INTEREST – none.

M. Tymkow passed the role of Chair to D. Farrace at 6:19 p.m.

RECEIPT OF MINUTES

The minutes of the May 24, 2018 Accessibility Advisory Committee meeting were received.

PRESENTATIONS

Eric Chan, Manager of Transportation, Finance and Infrastructure Services provided a presentation regarding the status of the Caledon Transit Feasibility Study. He provided an overview of types of transit, existing transit options and demands, study approach, timeline and stakeholders consulted. Mr. Chan provided information regarding feedback received from the public and study findings thus far. He noted financial considerations, possible transit service concepts and next steps. Mr. Chan encouraged those interested to complete the Transit Feasibility Study online survey.

Members of the Committee asked questions and provided comments regarding public and stakeholder consultation, data gathering and service demand. Comments were made by Committee members regarding conventional transit, accessible transit and accessible features. Committee members discussed the subsidization of transit services, operation of transit, trade-offs for financial responsibility, and examples of transit from other municipalities. The Committee received responses from staff.

REGULAR BUSINESS

1. Parking Enforcement – Cheltenham Badlands

Staff provided information regarding the concerns about the misuse of the designated accessible parking space. Staff advised that the access to the space has been barricaded until the parking lot is open and that Town Enforcement Officers and Caledon OPP have been monitoring and enforcing the area.

Members of the Committee asked questions and provided comments regarding the status of the Cheltenham Badlands Master Plan, the timeline for re-opening the accessible parking space and opening of the main parking lot, the park, enforcement concerns and signage.

The Committee received responses from staff.

The Committee recessed from 7:41 p.m. to 7:50 p.m.

The Committee further questioned how the accessible parking will be enforced while the park is in operation.

Moved by: D. St. Clair

AAC-3

That the Region of Peel, Credit Valley Conservation Authority and the Ontario Heritage Trust be invited to the July 19, 2018 Accessibility Advisory Committee meeting to provide an update regarding the management of accessible parking issues at the Cheltenham Badlands.

Carried.

2. Bocce Court Enclosure - Update

Staff provided an update that the Bocce Court Enclosure main entrance will be relocated adjacent to the accessible parking spaces.

3. Site Plan Review re: SPA 2018-7 – 0 McElroy Court – Chateaux Townhouse (proposing to construct 14 residential townhouses)

The Committee reviewed the site plan and confirmed the following recommendation:

- 1) Please note that the Town will require as a condition of draft approval, that prior to offering units for sale and in a place readily available to the public, the owner will display information regarding universal design options that may be available for purchase within the development prior to offering units for sale;
- 2) If installed, exterior travel routes (sidewalks) shall be a minimum of 1.5 metres wide as per the Design of Public Spaces legislation of the Accessibility for Ontarians with Disabilities Act, pertaining to exterior travel routes;
- 3) All sidewalks shall be connected, when crossing over to another street, with accessible features such as tactile surfaces and curb ramps;
- 4) Lighting on exterior routes of travel shall comply with the Town's lighting standard; and
- 5) If a community mail box is installed, the area shall be well lit via a light standard and a curb depression from the sidewalk and/or roadway to the mail box landing area.

4. Site Plan Review re: SPA 2018-43 – 20092 Hurontario Street – Pinnacle Gas Station (proposing to construct a new multi-tenant retail building with residential on second floor, gas bar and motor vehicle service centre)

The Committee reviewed the site plan and confirmed the following recommendations:

- 1) Site Plan shall note that the main entrances of the proposed gas bar building and each retail unit are barrier-free with either a power door operator or an automatic sliding door feature as per the barrier free section of the Ontario Building Code;
- 2) The distance from the edge of the pumping station to the parking area shall be a minimum of 14 metres;
- 3) Each designated accessible parking space shall be distinctly indicated in accordance with the requirements of the Integrated Accessibility Standards Regulation and the Highway Traffic Act;
- 3) Site plan shall indicate accessible access aisles that directly lead to an access route or walkway shall contain curb ramps at the top of the access aisle that meet the provision of the Ontario Building Code as it relates to curb ramps;
- 4) Walkways to the main entrances shall be free of obstructions, such as garbage receptacles, planters; and
- 5) Site Plan shall indicate that exterior lighting at the main entrance and in close proximity to the accessible parking space(s) shall be a minimum lighting level of 35 lux.

ADJOURNMENT

On a motion by M. Tymkow, the meeting adjourned at 8:33 p.m.

**THIS COMMUNITY
PROTECTED**



**NEIGHBOURHOOD
WATCH**

Memorandum

Date: Tuesday, June 26, 2018

To: Members of Council

From: Fuwing Wong, General Manager, Finance and Infrastructure Services / Chief Financial Officer

Subject: Request for Caledon Equestrian Park Update

At the 5-June-2018 Council meeting, staff were requested to provide additional information related to the Caledon Equestrian Park by the 26-June-2018 General Committee Meeting. A copy of the Notice of Motion approved at the 5-June-2018 Council meeting is attached to this memorandum as Schedule A.

This memorandum is to inform members of Council that staff require more time to provide this report. Specifically, the Council-requested financial audit has not been completed yet and the Council-requested meeting between staff, the Equestrian Management Group, and the delegate at the 29-May-2018 General Committee meeting regarding facility bookings at the Caledon Equestrian Park has not been arranged yet.

Although the requested meeting, noted above, did not take place, staff understand that one of the local newspapers in Town has published multiple articles on the topic. Further, the Equestrian Management Group has provided staff with a written response related to the 29-May-2018 delegation attached to the correspondence section of the agenda.

A full report on the Caledon Equestrian Park Update requested in Schedule A will be provided to Council once all of the information is available.

CALEDON EQUESTRIAN PARK UPDATE

Whereas, the Town of Caledon's June 6th 2017 report #2017-66 outlines the following:

- The Town of Caledon identify future needs for Caledon Equestrian Park facility,
- Provide a strategy to improve revenues and reduce expenses, and
- That a financial audit of EMG/Caledon Equestrian Park statements be done starting with the fiscal year 2017.

Now therefore be it resolved that the Town of Caledon staff provide a report to General Committee on the above matters for the June 26th, 2018 meeting; and

That Town Staff arrange a meeting with the Equestrian Management Group and delegate from May 29, 2018 General Committee regarding the facility rental bookings at the Caledon Equestrian Park and further concerns mentioned by the delegation on May 29, 2018 General Committee and report back to council.

Memorandum

Date: Tuesday, June 26, 2018

To: Members of Council

From: Sally Drummond, Heritage Resource Officer, Community Services

Subject: Commemoration of Mono Mills Bicentennial

The Town of Caledon consists of the amalgamation of two and a half former townships, Albion, Chinguacousy and Caledon, all of which opened for settlement in 1819. Many of the Town's earliest settlements occurred around water-powered mill sites, along important transportation routes, and railways.

The earliest of Caledon's villages is Mono Mills, established by pioneer William Frank who settled there in 1819. To celebrate Mono Mills 200th anniversary in 2019, and in looking forward to the upcoming bicentennials of Caledon's other settlements, Heritage Caledon is interested in partnering with community residents to develop appropriate commemoration of these anniversaries and celebrate the local history surrounding them.

Staff will bring forward a request for Council consideration as part of the 2019 Budget to look at how to celebrate this occasion.

Some of the other settlements upcoming bicentennials over the next ten (10) years are as follows:

2020: Alton, Campbell's Cross, Tullamore

2021: Caledon East

2023: Bolton

2025: Belfountain

2026: Caledon Village

2027: Cheltenham

Memorandum

Date: Tuesday, June 26, 2018

To: Members of Council

From: Ohi Izirein, Senior Planner, Policy & Sustainability, Community Services

Subject: Meeting with the Ministry of Natural Resources and Forestry (MNRF) regarding the Rehabilitation of Aggregate Sites

The purpose of this memo is to advise Council about the Aggregate Resources Act (ARA) process pertaining to the rehabilitation of aggregate sites. The ARA requires that all aggregate sites in Ontario must be rehabilitated in accordance with conditions stipulated on the license issued by the Province for the operation an aggregate pit.

ARA Rehabilitation Process:

The rehabilitation of aggregate pits in Ontario is governed by conditions that are approved on the Site Plan issued by the Ministry of Natural Resources and Forestry (MNRF) as part of the license granted to each pit under the ARA. The Site Plan, the operating document that governs each aggregate pit, usually contains information about the:

- extent of the license and extraction areas
- type of extraction (whether above or below the water table)
- project phasing and operational sequence
- plan and details of rehabilitation requirements

The progressive rehabilitation of aggregate pits requires the aggregate operator to undertake a certain percentage of the rehabilitation of current phase of the operation prior to commencing extraction in subsequent phases. The final rehabilitation of each pit may commence when the resource is considered to be fully extracted as per the license requirement. Before a license is surrendered, to indicate project completion, the aggregate site must be rehabilitated as stipulated on the Site Plan to the satisfaction of the MNRF.

The Province is solely responsible for issuing the license to operate an aggregate pit. They are also solely responsible for the enforcement of the requirements of the ARA Site Plan. Ontario municipalities, including the Town of Caledon, are not part of the process of enforcing or ensuring compliance with the rehabilitation requirements of the Site Plan.

Municipal Involvement

The Town of Caledon, like other Ontario municipalities, has two opportunities to provide comments to the MNRF on the rehabilitation requirements of aggregate sites when it comments on:

- (i) an ARA license application;
- (ii) a major Site Plan amendment application.

In each of these two processes, the Town is one of the many commenting agencies on MNRF's circulations list. The MNRF is responsible for the review of all the comments received and decides, ultimately, which of the Town's comments that will be included in the ARA Site Plan requirements. The MNRF has no obligation to support or implement comments provided by the Town during its ARA licensing and Site Plan amendment applications processes.

Notwithstanding, Town staff has a cordial working relationship with MNRF staff and strives to ensure that Caledon's interests (both related to the community and environment) are addressed and included in the rehabilitation requirements.

Based on recent communications MNRF staff has confirmed that relationship with agencies and municipalities, including the Town of Caledon, will not be changing as a result of the recent amendments to the ARA. Therefore, MNRF expects to continue its cordial working relationship with Town staff.

Currently, Town staff meets often with MNRF to review its role and ways to enhance Caledon's participation in the ARA process. It is expected that the current Town project underway for the preparation of a Rehabilitation Master Plan for aggregate pits will assist in the identification of Caledon's rehabilitation priorities and requirements and further facilitate staff dialogue with MNRF.

Memorandum

Date: Tuesday, June 26, 2018

To: Members of Council

From: Colleen Lipp, Chief Librarian, Caledon Public Library

Subject: Caledon Public Library Wireless Hotspot Lending Program

The Caledon Public Library launched its Wireless Internet Hotspot lending program at the beginning of February 2018. This program currently supports the lending of fifty (50) wireless Hotspots to library members aged 18 or above. As requested at the December 12, 2017 meeting of Council, the Library Board was to provide an update regarding the program by the end of June 2018. To this end, this memo was drafted by the CEO/Chief Librarian and approved by the Library Board at their meeting on June 11, 2018.

Funded through the Town's Broadband Internet Levy, Hotspots offer unlimited data across Canada within areas supported by Rogers cell coverage. Purchased on a two-year term, preferred pricing allows for flexible costing based on data usage with a maximum of \$50 per device per month for unlimited access. The initial annual project budget of \$39,550 was based on the expectation that borrowers would make full use of the available data and that the maximum monthly cost would be reached. Monthly costs as of May 31, 2018, reflected below, confirm that residents have made good use of the unlimited data, resulting in the maximum monthly charges per device.

Initial device purchase and data costs - February	\$6,372.69
Data Costs – March	\$2,539.93
Data Costs – April	\$2,549.34
Data Costs - May	\$2,584.70
Year To Date Total	\$14,046.66

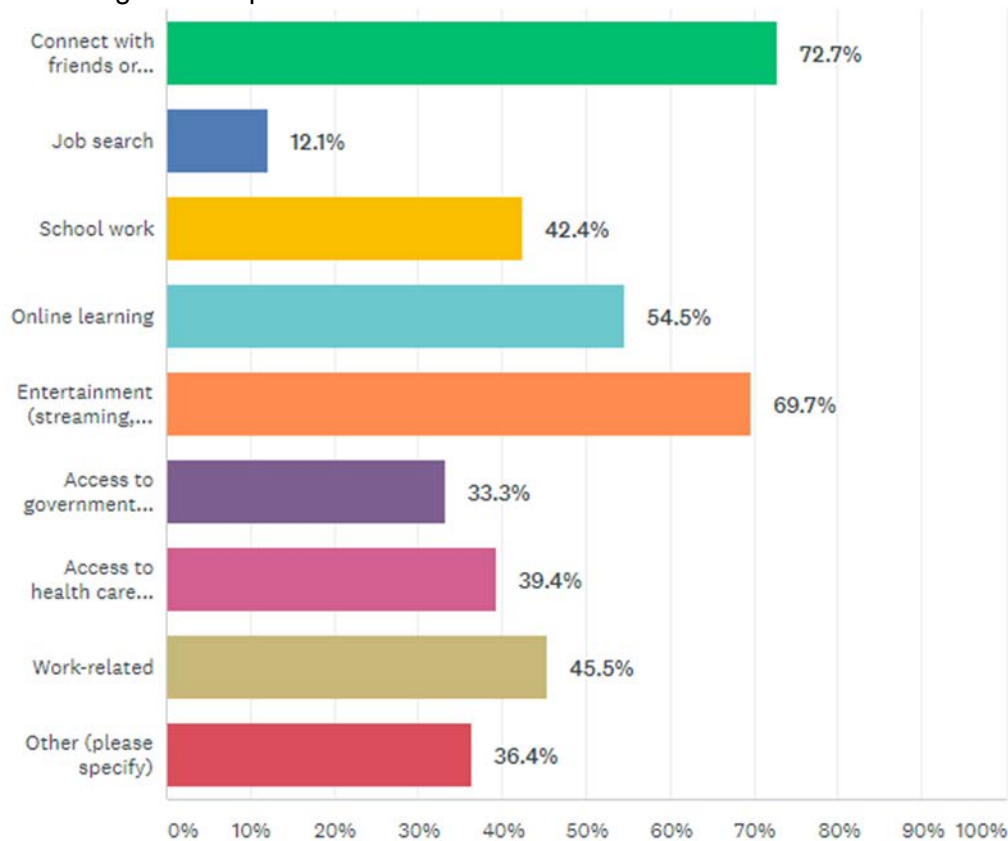
Hotspots are borrowed for a period of one week, can be requested and once available can be picked up at the resident's branch of choice. Overdue devices accrue fines of \$2 per day and connectivity is suspended after the due date as a means of encouraging prompt return. As is the case with all library materials, residents are charged the full replacement value for any lost or damaged devices. Fortunately, there have been no instances of lost or damaged units.

As anticipated, demand for Hotspots has been significant, with 543 units borrowed between February 1 and May 31, 2018. As of the writing of this memo, there is a waiting list of 167 residents who have placed requests for the next available device.

Anecdotal feedback received by front line staff has been overwhelmingly positive. All borrowers were also asked to complete a survey as a means of gaging resident satisfaction and tracking trends in usage. Respondents were also asked to provide their postal code in an effort to identify any areas with consistently poor cellular connectivity.

Unfortunately, with only 33 surveys received thus far, it is difficult to share any definitive information regarding quality of connection as related to specific areas of Caledon. That said, the survey results confirmed that residents from across Caledon are making use of the program. The survey also highlighted the following:

- 84.9% of respondents indicated that they were ‘extremely satisfied’ with the ease of using a Hotspot
- 84.4% of those who completed the survey reported that they were ‘extremely satisfied’ with the personal benefit from the program. The following reflects the reported activities accomplished when using the Hotspot:



- Other tasks reported above include banking and downloading of software updates.
- 62.5% of borrowers reporting that they were ‘extremely satisfied’ with the quality of connection, with 25.0% ‘satisfied’, 6.25% ‘neutral’ and 6.25% ‘extremely dissatisfied’.

- Only 25.0% of borrowers reported that they were 'extremely satisfied' with the length of the device's loan period. While 50.0% reported that they were 'satisfied', the call for a longer loan period is the most frequently received comment shared via the survey and directly to library staff.
- 33.3% of borrowers indicated that they have no regular and reliable access to the Internet at home, with 45.5% reporting that they have only occasional access from home.
- 90.3% of survey respondents reported using the Hotspot for more than two (2) hours per day and the connection of two or more devices via the Hotspot was reported by 78.9% of those who completed the survey.

General comments received through the survey were largely positive. Many indicated that this service was of great assistance to their children when completing school work or as a necessary means of communication when starting a small business or working from home. That said, some did raise concerns, including inconsistent connections depending on their location within their home and challenges for those who have older technology that may not be Wi-Fi enabled. As previously mentioned, there was feedback regarding the inadequacy of a one-week loan period and wait times to borrow a Hotspot; however without the addition of more units, any increase to the loan period would result in even longer waits.

The Caledon Public Library has been very pleased by the response to this new program. We are eager to continue offering and growing a service that reinforces our strategic efforts to encourage discovery and innovation and supports Council's focus on improving connectivity across Caledon.

Memorandum

Date: Tuesday, June 26, 2018

To: Members of Council

From: Brian Baird, Manager of Parks / Landscape Architect, Community Services

Subject: Park Washroom Service Levels

The purpose of this memo is to provide Council with information regarding public park washroom facilities in Caledon.

The Town of Caledon has 76 parks in their inventory. Parks that have operating washroom buildings are at the following locations:

1. Adam Wallace Memorial Park - 128 Cedargrove Road, Bolton
2. RJA Potts Memorial Park - 125 Pembroke Street, Bolton
3. North Hill Park - 14051 Highway 50, Bolton
4. Ted Houston Park - 81 Connaught Street, Bolton
5. Edelweiss Park - 320 Glasgow Road, Bolton
6. Palgrave Ball Park - 17293 Mount Hope Road, Palgrave
7. Palgrave Tennis Courts - 42 Birch Avenue, Palgrave
8. Caledon East Soccer Complex - 15944 Innis Lake Road, Caledon East
9. Caledon East Park - 6096 Old Church Road, Caledon East
10. Caledon Village Tennis Courts - 18357 Hurontario Street, Caledon Village
11. Caledon Fair Grounds - 18313 Hurontario Street, Caledon Village
12. Alton Ball Park - 31 Station Street, Alton
13. Inglewood Park - 15551 McLaughlin Road, Inglewood
14. Inglewood Tennis Courts - 15827 McLaughlin Road, Inglewood

15. Charles Haines Park - 14190 Creditview Road, Cheltenham

16. John Clarkson Park – 415 Dougall Avenue, Southfields

Aside from above, there are a number of portalets provided at sports parks where washroom facilities are not available and where portalets are supplementing the sport field washroom building at the primary user group's cost.

Caledon East Soccer Complex, Edelweiss Park, North Hill Park and John Clarkson Park washroom buildings also have an electronic locking system that are accessed through the paid permitting system with the primary user groups. The timers are set in accordance to the preference of the primary user group.

All other park washroom buildings in the parks system have manual locks that are opened and closed by permit holders upon receiving a key from the Town with a key deposit. User group rental fees help offset the costs of maintaining the washroom building at the sport facilities.

Due to recent demand, parks staff have set the timers to have the accessible washroom at John Clarkson Park open from 8:00 am – 1:00 pm Monday through Friday. Current staff resources allow for cleaning once per week. Staff wanted to start with a limited opening to monitor incidence of vandalism and demand for cleaning. Based on information from the Ward Councillors the hours were recommended to change to open from 10:00 am – 7:00 pm Monday through Friday. Since this is a new service we need time to determine if the change works for the area residents and staff will consult the Ward Councillors for their input as they would be the resource for the area.

RECEIVED

JUN 08 2018

June 7, 2018

Craig Collins
Managing Partner EMG

TOWN OF CALEDON
CLERK'S DEPARTMENT

Response to Danny Forbes Delegation of May 29th, 2018

Mr. Forbes claims that he has not been able to secure the Caledon Equestrian Park since Oct 2016. That is correct.

As a contributing partner to the Caledon Equestrian Park PPP (Private-Public-Partnership) and the recognized equestrian expert, I have the responsibility to the Town of Caledon, the Toronto Regional Conservation Authority and EMG to ensure that users that desire to utilize the facility for equestrian events meet or exceed the level of professionalism, financial stability and reliability required. Potential users must have a reputation that supports the levels of conduct that are expected from organizers with a desire to occupy the park. Supporting documentation is attached, and past experiences indicates that clearly Mr. Forbes does not meet the criteria that all other users of the park have achieved.

EMG is the partner that is completely responsible for all financial costs (fixed or otherwise) and risks associated with the day to day operations of the Caledon Equestrian Park. This includes other users of the equestrian facilities. Accordingly, when users of the park fail to deliver or deliver a product in a manner that tarnishes the reputation of the park, the financial costs are borne solely by EMG with reputational damage to both TRCA and the Town of Caledon.

The Caledon Equestrian Park and the EMG management team that operates the equestrian events of the park are now recognized around the world. It takes only one event operator to destroy years of work building the reputation we now enjoy. "I attended a horrible clinic at the Caledon Equestrian Park" ~~run by DMF Productions~~. Obviously the struck-out words would not be reported hence the reputational damage to the park is complete.

With respect to Mr. Forbes delegation, documentation provided and attached in the appendix will demonstrate the following:

1. Documentation from other facility owners of the history of cancellations and non-professional behavior by Mr. Forbes.
2. Taking complete ownership of a clinic business model that has existed within the sport for decades is absurd.
3. No supporting documents of the notion that "many shows closed". In fact, more competitions are currently listed on the Provincial and National calendar provided by Equestrian Canada than for the last many years.

4. History of International Competition activities not supported by the world governing body. At no time has he represented Canada Internationally
5. As required in the agreement all operational costs are borne by EMG. This includes all staffing, utilities, building maintenance, liability insurance, park maintenance, etc. The statement of EMG not having fixed costs is entirely false.
6. Currently, hundreds of wishful attendees are awaiting tens of thousands of dollars in refunds from the recent cancellation of the Isabel Werth Clinic organized by DMF Productions (Danny Forbes) in Newmarket this past April. After many email promises (attached) no refunds have been issued. Many attendees are now consulting with lawyers.
7. The delegation indicated that Mr. Forbes has a history of running events at many venues such as Kentucky Horse Park. His event schedule shows that this is not true.
8. Mr. Forbes has enjoyed some success with basic clinics but has also failed on many occasions. This is especially true when he branches off into more complex events. There is a history of DMF Productions canceling with no-refunds provided to attendees including one at the Caledon Equestrian Park and other venues in North America. It is well known to those of us in the equestrian community. Claims of a small operator are not supported by his LinkedIn profile.

With respect to Councilor Shaughnessy and Councilor Groves remarks

1. Profit sharing cheques were issued to the Town and TRCA in 2017. No profit was due to EMG as we did not achieve the level of revenue required. Financial reports were provided to staff in January 30, 2018. Financial Statements March 3, 2018. First comments from the Town were received in May 23, 2018.
2. The Town of Caledon is fully responsible for the operation of the Palgrave Room with the benefit of all utilities being paid for by EMG. EMG uses the room for a total of 21 days each year currently. It is completely available at any other time. EMG pays the fee established by the Town Recreations Department for the use of the Palgrave Room.
3. The Palgrave Room was additional to the requirements of the Pan Am Games and EMG's legacy needs and was funded by the Town of Caledon.
4. The equestrian portion of the venue was funded equally by the all members of the PPP (EMG, Town of Caledon and TRCA)
5. EMG additionally donated 8 acres of valuable developable land to TRCA for the equestrian venue to meet the requirements of public ownership of land for federal capital funding.
6. EMG signed a 3rd agreement providing an additional 70 acres of developable land for the exclusive use of the Equestrian Park activities for the duration of the lease agreement with the Town and TRCA.
7. TRCA and EMG contributed a further \$250,000 each to complete the upgrade of the outdoor facility that was required for legacy use. The Town of Caledon did not participate.

8. EMG alone contributed additional funds of \$132,000 to complete the indoor facility to meet the requirements of legacy and to provide a viable facility for production of equestrian events by interested parties such as Mr. Forbes. These additional contributions were the footing, sound systems and grand stands, kick boards, etc.
9. No public records of this level of financial contributions seem to be available for any other facilities or groups in the Town of Caledon.
10. The Town of Caledon provides zero funding and attracts zero risk for all equestrian activities at the park. EMG is completely responsible and assumes all risks involved in hosting provincial, national and international competitions at the Park.
11. Community users book the Palgrave Room directly with the Town. They are required to fulfill the obligations of the Town's current contract for rental space.
12. The Town books multiple events for the Palgrave Room with no compensation to EMG for utilities or IT systems etc.
13. The park is used by multiple other equestrian organizers each year. Letters attached and more available if required.
14. An alternate method of operating the Palgrave Room was asked for by Town staff and provided by EMG. It clearly indicates that the current formula is very much to the benefit of the Town of Caledon.
15. EMG and TRCA were available for each of the last 3 Caledon Equestrian Park Management Committee meetings scheduled in 2017 and 2018. Other members cancelled those meetings. A report item was prepared to present the recommendation to not permit DMF Productions from utilizing the venue and an overview of the activities at the Park.
16. The notion that last-minute cancelations can be recovered by charges is not practical. In most cases the promoter or operator of these events relies on ticket sales and full payment after the event. This is a key reason that proper vetting and knowledge of past performance is critical for EMG and the partners.
17. As recent as the day after the delegation Mr. Forbes dropped off all social media and is apparently unreachable.

[REDACTED]
[REDACTED]
[REDACTED]. To rely on a person (Mr. Forbes) that cancels events routinely and fails to return the funds and indisputably presents a risk to the reputation of the Caledon Equestrian Park and its partners is a waste of Council's time and Town resources [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Finally, I am happy to attend a meeting with staff and Mr. Forbes at any time. I strongly suspect his attendance will be more difficult to confirm!

Appendix

1. Supporting documents provided by other equestrian facilities
2. Supporting documents from external organizers
3. First announcement by Mr. Forbes re: cancellation of Isabel Werth clinic
April 18, 2018 Newmarket, Ontario
4. 2nd, 3rd and 4th email communications from Mr. Forbes re: cancellation
5. Collection of social media posts pressuring Mr. Forbes to return their
payments
6. Screen shots of DMF Productions web site (now unavailable)
7. Screen shot of Equestrian Canada Not in Good Standing List.

[REDACTED]

[REDACTED]

9. Public statement issues from Caledon Equestrian Park re: Mr. Forbes attack
on EMG and somehow blaming EMG for his poor business practices
10. Standard information sheet and costs associated for external organizers
desiring to rent facilities

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Craig Collins

From: Karen Sparks <KSparks@wesleyclover.com>
Sent: Tuesday, June 05, 2018 1:46 PM
To: Craig Collins
Subject: letter of support

Hi Craig,

I was not pleased to hear about your troubles from Danny Forbes and DMF productions. I would like to send you this formal letter of support from myself personally and on behalf of Wesley Clover Parks. As the executive director of a venue that offers similar events to the Caledon Equestrian Park and as someone who has rented and partnered with Danny Forbes in the past, I wanted to share that I would never rent or partner with Danny again. In fact, I turned down a McInain Ward clinic last year because it was organized by DMF productions and Danny. Danny was untrustworthy, disorganized, and unprofessional. The entire time we were dealing with him during his event, we felt he actively cut corners which both undermined our partnership but more importantly could have had a lasting negative effect on our brand had we not worked tirelessly and far above our duty on the event. Our entire events team made the decision to never work with Danny again based on our experience. We would never again entrust our property and our brand to a man or company of this nature. Furthermore, we had to actively pursue payment which was eventually sent but reluctantly.

There were also numerous incidents of DMF Productions falsely advertising use of our venue without our consent and the name of our business partners The Millar Family as clinicians without their consent. I would like to mention that I feel that the insinuation from Danny's recent communications to his customers that he owns the intellectual property of holding clinics to be absurd and frankly offensive. I held clinics before and since partnering with Danny and any equestrian will attest that the holding of clinics is a common industry practice and has been for decades.

Sincerely,

Karen Sparks
Executive Director, Wesley Clover Parks

Old Salem Farm

Published by [REDACTED] · September 25, 2017 · 

...

Due to some unfortunate circumstances, the DMF Productions Clinic featuring [Scott Brash](#), previously scheduled for October 7 and 8 at Old Salem Farm, has been cancelled. Questions regarding refunds and other clinic dates should be directed to DMF Productions.



DMFPRO.COM

Contact Us | Equestrian Clinics Event Organizer | DMF Production

Sincerely,

Equestrian Management Group Inc.

 Like

 Comment

 Share

 Save



  Caledon Equestrian Pa [redacted]

Most Relevant ▾

7 Shares

2 Comments



Write a comment...



[redacted] I have rented the Caledon Equestrian Park to host the Trillium @ Palgrave Hunter/Jumper horse show for the past 3 decades. Craig Collins and his entire crew have been welcoming and accommodating in allowing us to offer Canada's premier horse show facil... [See More](#)

Love · Reply · Message · 1w

  12

[redacted] Everything produced by the EMG team at the CEP is totally professional. When they say they will do something they do it. Looking forward to the future of excellent Dressage Content offered by EMG, at the park.

Love · Reply · Message · 1w

  2



TRILLIUM HUNTER JUMPER A S S O C I A T I O N

June 6th 2018

To Whom It May Concern,

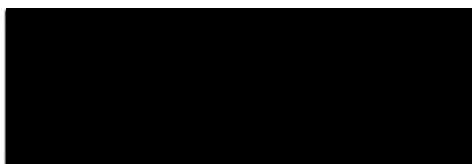
The Trillium Hunter Jumper Association (THJA) has operated the provincial circuit of hunter/jumper horseshows in Ontario for thirty-five years this year. The Trillium Circuit consists of more than eighty-five horse shows which are hosted by various venues across the province.

We have proudly hosted the provincial Trillium Championship Show for the Trillium Circuit at the Caledon Equestrian Park for more than twenty, of our thirty-five year history. During this time, we have benefited greatly from the expertise of Equestrian Management Group who manages the Caledon Equestrian Park. Our event consistently draws record numbers of equestrians, horses, and spectators and without their expertise behind the scenes, it would be impossible to deliver an event of this size and calibre for our membership.

We have never encountered an issue with renting the Caledon Equestrian Park for our event, and have always felt that the contractual obligations attached to the rental of such a facility are both very fair and incredibly reasonable.

If you have any questions regarding this letter, please feel free to contact me at the office.

Regards,



Martha Worts

Executive Director

Trillium Hunter Jumper Association
5110 Concession 8 Uxbridge ON L9P 1R4
416-460-9178 info@thja.ca

Ontario Equestrian in Partnership with Caledon Equestrian Park Presents KidsZone

June 9th 2018 – Ontario Equestrian (OE) proudly presents KidsZone, a new interactive program for young equestrians. KidsZone has been created to provide the equestrian community with an exciting, safe, interactive play place for children, friends, and families. Hosted at Caledon Equestrian Park (CEP), KidsZone is an area for kids to experience, learn and play. There will be multiple activities for children to engage in including a horseless show jumping course and the newly launched Rookie Rider program. Rookie Rider will allow children to learn the fundamentals of riding by testing their physical literacy skills on a barrel prior to ever mounting a horse.

Designed to provide a space for the public to learn about Equestrian Sport, the KidsZone is free to everyone. CEP has free parking, free admission, and the opportunity to understand what it means to be an equestrian. KidsZone will be available at CEP on the following dates in 2018:

June 9-10	Pickering Horse Centre @Caledon (Trillium)
June 30- July 1	Summer Classic
July 7-8	Caledon Premier 1
July 28-29	Equestrian Festival
August 4-5	Summer Festival
August 11-12	Caledon Premier 2 CSI2
August 18-19	Zone Classic (Trillium)
August 31- September 2	Trillium Championships

Ontario Equestrian and Caledon Equestrian Park pride themselves in educating not only young equestrians, but the surrounding community as well. KidsZone will provide children with a place to play and learn, and it will also provide a place for parents to observe a horse show and ask any questions they may have. Ontario Equestrian's focus in 2018 is to encourage growth and learning. KidsZone will provide the public with a gateway to understanding the equine industry.

For more information on KidsZone visit <https://ontarioequestrian.ca> or contact OE by email: info@ontarioequestrian.ca

To learn more about where KidsZone is located visit <http://www.caledonequestrianpark.com/>

About Ontario Equestrian

At Ontario Equestrian (OE) we believe in the importance of horses and horse sport in Ontario. As the designated Provincial Sport Organization, with over 22,000 members OE is focused on enhancing the experience for our members. Whether you are a first-time rider or a seasoned competitor, OE strives to support and provide our members with safe and interactive programs for both equine and human athletes. By joining our equestrian community our members are able to gain access to innovative rider-centered programming, provincial and national certification for riders, coaches and facilitators.

About Caledon Equestrian Park

Caledon Equestrian Park (CEP) is known as the equestrian jewel of eastern Canada located in Palgrave, Ontario, hosting over 16 prestigious equestrian events annually. CEP is a first-class equestrian event facility accommodating space for over 1000 horses, 7 international riding rings and is home to the largest indoor riding arena in Canada. In 2015, CEP was the official venue for equestrian sports at the Pan Am Games in Toronto and continues to be a successful park and international venue operating year-round.

By Email:

To the attention of Mr. Craig Collins

Event Director of CSI2* Caledon ON (CAN) May 2018

Date: 07/06/2018

Dear Mr. Collins,

We recently reviewed the reports received from the Foreign Judge and Chief Steward following the conclusion of your event and are pleased to learn that your event was excellently organised. We would like to take this opportunity to let you know that both officials and athletes alike have complimented the high standard established by your OC.

Nevertheless, the riders asked for a better lunging area with adequate footing.

I look forward to receiving from you confirmation that you have received this letter and your intentions with a view to implement the above recommendation.

The efforts you have invested in the organisation of your event are greatly appreciated. Wishing you continued success, I remain,

With kind regards,



John P. Roche

FEI Director Jumping

Cc: NF CAN

By Email:

To the attention of Mr. Craig Collins

Event Director CSI2* Caledon (CAN) 21-25.09.2016

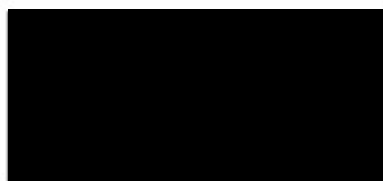
22.03.2017

Dear Mr. Collins,

We recently reviewed the reports received from the Foreign Judge and Chief Steward following the conclusion of your event and are pleased to learn that your event was excellently organised. We would like to take this opportunity to let you know that both officials and athletes alike have complimented the high standard established by your OC.

The efforts you have invested in the organisation of your event are greatly appreciated. Wishing you continued success, I remain,

With kind regards,



John P. Roche

FEI Director Jumping

Cc: NF

Subject:

RE: Message to attendees of Canadian Dressage Masterclass

From: "Danny Forbes" <noreply@eventbrite.com>

Date: April 18, 2018 at 11:02:34 PM EDT

To: helendillon@equiman.com

Subject: Message to attendees of Canadian Dressage Masterclass

Reply-To: [REDACTED]

Eventbrite

Find events My Tickets

A Message from Danny Forbes:

I regret to inform that due to unforeseen weather related organizational issues beyond the control of DMF Productions the upcoming clinic with Isabell Werth has been re scheduled to September 29/30, 2018 and moved to the Angelstone Tournament facility in Erin, Ontario.

I have personally called most of the auditors starting early this morning and if I have your phone number will call you as well. The over-whelming consensus is that the re-schedule is a good choice and the facility is an amazing upgrade. Before you post on Social Media Please call me if you would like to do so, I would like to keep ahead of the rumors.

In an absolutely gracious act Isabell has provided new dates for the clinic as well I have greatly increased your viewing pleasure with moving the clinic to the Angelstone Tournament Facility in Erin, Ontario. This is an outdoor venue with the necessary seating arrangements built in to the facility. Please visit the Angelstone Website for more information. <http://angelstone.ca/tournaments/>

DMF only wants the absolute best viewing experience for everyone and this cannot happen under current conditions.

DMF Productions organizes these clinics for you and their success depends on you. I ask you to Please hold on to your tickets for the re-scheduled event. The seating arrangements you have purchased will still be the same, while your auditing experience has been greatly improved with amazing seating and viewing ability.

I apologize for the inconvenience of this re-scheduling – I understand that sacrifices are made in order to attend this clinic. If you would like to talk to me personally - Danny [REDACTED]

Canadian Dressage Masterclass



Saturday, 21 April 2018 at
7:00 PM - Sunday, 22
April 2018 at 10:00 PM
(EDT)



4252 Davis Dr
4252 Davis Drive
Cedar Valley, ON L0G 1E0
Canada



Organized by [Danny Forbes](#)

[Download Tickets](#)

[Mobile Tickets](#)

[Contact the Organizer](#)

This email was sent to helendillon@equiman.com
To stop receiving emails from this organizer, you can [unsubscribe](#)
[Eventbrite](#) | 155 5th St, 7th Floor | San Francisco, CA 94103
Copyright © 2018 Eventbrite. All rights reserved.

Sent from my iPhone

On Apr 20, 2018, at 5:12 PM, Danny Forbes [REDACTED] wrote:

Hi [REDACTED]

It is at this time that I humbly ask for your patients as I sort through the refund requests and attend to each one personally. You might have heard I have refunded a few but due to requests I had to give the process structure to ensure fairness for all. Please allow 2 to 3 weeks for this process, I'm currently talking to the prepaid services for a refund.

Danny Forbes
[REDACTED]
[REDACTED]

Statement of Confidentiality

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On Apr 20, 2018, at 10:03 AM, [REDACTED]

[REDACTED] wrote:

Forwarding on the possibility that this is the only email you are currently working/inundated at. [REDACTED]

From: [REDACTED]

Sent: April 19, 2018 5:04 PM

To: 'Danny Forbes' [REDACTED]

Cc: [REDACTED]
[REDACTED]

Subject: Isabel Werth Clinic - Brookhaven Dressage Table, [REDACTED]

Danny,

Am sure you are up to you neck in sorting this out and it is truly a shame about the cancellation this coming weekend.

I know that [REDACTED] spoke with you and told you that at this point she has not finalized her competition plan for the fall which usually does include Dressage at Devon which takes place that week. In any case, as it is unclear as to whether Brookhaven would be able to attend at the revised date at Angelstone [REDACTED] would like to receive a full refund on her credit card for the payment of the Brookhaven Dressage table at this time.

Best wishes for the fall endeavour and may the weather
be kinder.


For Brookhaven Dressage Inc, 

Craig Collins

To: Craig Collins (craig.collins@equiman.com)
Subject: RE: Isabell Werth Clinic

Begin forwarded message:

From: Danny Forbes [REDACTED]
Date: May 13, 2018 at 9:22:46 AM EDT
To: Undisclosed recipients;;
Subject: Isabell Werth Clinic

I apologize for the one size fits all email – I wish I could respond individually to each of you.

I'm positive by now you are getting frustrated and I totally understand. I have discussed the situation with Isabell and her team and we've decided to cancel the clinic completely, there are no available dates. As we all know this is the year of the World Equestrian Games and her schedule is set and cannot be changed. This comes as a massive disappointment to all involved, it was not the outcome I pictured at all.

Regarding refunds they will be happening within the next 2 to 3 weeks, this is the timeline I will make public. However, I'm confident it will happen much faster. Currently all the clinic funds are being released by Isabell now that both sides (Isabell & Myself) have agreed the clinic will not happen. Once the funds are back to me I will be refunding everyone in the order of the purchase.

First the full-face value of your ticket will be sent to you either by a mailed check or through the method of payment used. I cannot due etransfer or any other type requested repayment due to the volume and logistics.

I humbly ask you understand that I do this by myself and any requests outside what I have stated cannot be looked after. Refunds will happen based on the date purchased, those who purchased first will be refunded first.

There have been many questions and statements (rumors) and I would like to address the major one. I cannot use Palgrave. EMG has refused to take my bookings for the facility, so Craig can have [REDACTED] and [REDACTED] give clinics. I have talked to both [REDACTED] and [REDACTED] and cannot compete with a public facility like the Caledon Equestrian Park. EMG has exclusive use of the Caledon Equestrian Park and they borrowed my business model much like Rocky Mountain and Thunderbird have.

I had 2 successful clinics there with [REDACTED] and [REDACTED] before EMG felt it should only be them that organizes events like this. EMG uses a public facility to undercut a private small business and the more I tried to fight it, the more I understood it will not change.

I only hope you would support a DMF Clinic in the future, even if you waited until the clinician was here before you purchased tickets. 😊😊

Danny Forbes



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Craig Collins

From: Craig Collins
Sent: Tuesday, June 05, 2018 4:20 PM
To: Craig Collins
Subject: RE: Isabel Werth Clinic - Brookhaven Dressage Table, [REDACTED]

From: Danny Forbes [REDACTED]
Sent: May 23, 2018 11:53 AM
To: [REDACTED]
Subject: Re: Isabel Werth Clinic - Brookhaven Dressage Table, [REDACTED]
Importance: High

Hi [REDACTED]

There have been a couple good developments, read the email below and let me know what you think.

I truly appreciate your patience - this is frustrating for everyone I only hope a little explanation will help. I had mentioned before that I was cancelling the clinic entirely but was encouraged by a large majority to reschedule as the much-preferred option. If I cancel the clinic entirely it'll be many years before Isabell would be able to return, if at all. Please remember that this is the conclusion we are all after, listening to and watching Isabell who has been dominate on the international Dressage stage for many years.

I want to clarify that every dollar that has been paid into this clinic is very safe in a trust and cannot be touched by anyone until the clinic is over. So please don't think your money is gone or I have it, this is what I have done for all clinics and the reason I have the trust of so many international riders.

This means that Isabell owes you a clinic and we're going to make that happen. What I'm asking is to help me make it happen for you. I've been working this entire time to find the best option and there have been positive advances. The only real issue I'm having with re scheduling is a facility to use that insures no cancellation. Things are moving as fast as I can make them.

I have mentioned in previous emails that I have not been able to use the Caledon Equestrian Park because EMG has full control and will not accept my bookings for the facility. This is so EMG can have their clinics and I cannot compete. The Park is the only facility able to handle a clinic such as this and, in my opinion, this is a major ethical breach when a managing a publicly owned facility.

I had a long conversation with Barb Shaughnessy Regional Councillor Ward 1 regarding this entire situation and for the first time in 3 years I have made progress. This Tuesday I will be on the agenda of the Caledon

Town Council meeting to present this issue to them. I'm not the only one that has had this issue and Barb has been fighting for accountability regarding the park for quite some time. Here is an article from 2017 that explains [Click Here](#). After this meeting I will know where I (and everyone else that would like to use the park) stand for the future of using the park.

What this all means is I'll be able to reschedule the clinic for the Caledon Equestrian Park at a date that is best for everyone in a facility that can handle a clinic in any weather conditions. Once the clinic is rescheduled I will notify you by email or phone call.

This is your clinic now; my job is to make it happen. I'm begging you to stay with me while I fight for what is right.

Danny Forbes
[REDACTED]
[REDACTED]

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On May 22, 2018, at 9:27 AM, [REDACTED] wrote:

[REDACTED]
Can you please update us on the status of full refund requested by [REDACTED] for the Brookhaven table at the sadly cancelled Isabel Werth clinic.
This was billed to [REDACTED] credit card and the refund should be applied to that same card.
Thank you,
[REDACTED]

From: Danny Forbes [REDACTED]
Sent: April 20, 2018 7:15 PM
To: [REDACTED]
Subject: Re: Isabel Werth Clinic - Brookhaven Dressage Table/[REDACTED]

Thank you very much for your understanding [REDACTED]

Danny Forbes
[REDACTED]
[REDACTED]

On Apr 20, 2018, at 7:14 PM, [REDACTED] wrote:

Danny- I assure you that we do understand. Stay in touch and truly best of luck in a difficult situation.
[REDACTED]

Please be patient for the time line, upon last communication they were working on it to be released shortly.

Like · 1d

Sounds like 🐎💩👍 2

Like · 1d

[REDACTED] can you send it to my email please. [REDACTED]

Like · 1d

That makes zero sense. He's the one who would have contracted (and paid big deposits for) the facility, tents, tables and chairs, catering, etc.) There is no way Isabell's people were looking after all that.

Like · 1d

[REDACTED] I agree. He said isabell has all of the money in a "trust" and when we paid it apparently all went to her

Like · 1d

[REDACTED] shared a post to the group: [Dressage Enthusiasts Of Ontario](#).

June 4 at 3:20pm · 🌐

Given I have an email from Danny saying he would consent to an interview with Sean O'Shea Global Consumer SOS, I sent him a message to see if he is still committed.

THANK YOU SO MUCH TO THOSE THAT CAME FORWARD TO INTERVIEW. WE NEED MORE. I UNDERSTAND THIS TAKES COURAGE. WE ARE A BRAVE BUNCH OF EQUESTRIANS..LET'S KICK BUTT...IN A DIFFERENT WAY...LOL

I just got off the phone with Sean O'shea of Global Consumer SOS. He is busy with the election right now but we will chat more tomorrow morning.

IMPORTANT READ

After I summarized all correspondence here are the dates refunds were expected May 11, May 13 and June 3rd.

It would appear DMF is no longer has a FB page and Danny Forbes is no where to be found on FB.

I am still looking for a VIP purchaser to be interviewed by Sean Oshea Global Consumer SOS.

[REDACTED]
May 13 at 8:43am


I just received another email from DF. I hope he shares the info with all.

The Isabell Werth Clinic has been cancelled. I received this info in an email from DMF Productions dated May 10, resultanting from me informing him I was going to Sean Oshea.

Isabel Werth Dressage Clinic Refunds from Danny Forbes, DMF Productions.

I am contacting Sean O'Shea of Global.

  a post to the group: [Dressage Enthusiasts Of Ontario](#).


Yesterday at 3:20pm · 

IMPORTANT READ

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May 13 at 8:43am

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The Isabell Werth Clinic has been cancelled. I received this info in an email from DMF Productions dated May 10, resultant from me informing him I was going to Sean Oshea.

Isabel Werth Dressage Clinic Refunds from Danny Forbes, DMF Productions.

I am contacting Sean O'Shea of Global.

Privately I am gathering lists of names, and any other information you feel is necessary to pursue and support receiving our refunds for this cancelled clinic that was supposed to take place Apr 21 to Apr 22 2018.

Within your PM, to me, please confirm I can share your name and pertinent information to Global.

I welcome you to share.

   11

90 Comments 6 Shares

ABOUT US TESTIMONIALS



MEDIA GALLERY CONTACT US

UPCOMING CLINICS

PAST CLINICS



George Morris

October 7/8/9, 2016



CALEDON EQUESTRIAN PARK



Ingrid Klimke

December 5/6, 2015



CALEDON EQUESTRIAN PARK



George Morris

October 9/10/11, 2015



Not Found

The requested URL /isabellwerthclinic.html was not found on this server.

Additionally, a 404 Not Found error was encountered while trying to use an ErrorDocument to handle the request.

Forbes, Anna	VANCOUVER	4098407	Bronze	04/23/2015	2015	Y	Active	EVENTING	1958			N	N
Forbes, Barbara	TOTTENHAM	4048328	Gold		1990	Y	Unknown	GENERAL				N	N
Forbes, Becky	FULFORD, 4R, B	4055435	Gold		1993	Y	Unknown	GENERAL	1980			N	N
Forbes, Brian m.	KINGSTON	4032115	Gold		1984	Y	Unknown	GENERAL	1953			N	N
Forbes, Charlotte	VANCOUVER	4098408	Bronze	03/31/2015	2015	Y	Active	EVENTING/JUMPER	1995			N	N
Forbes, Cheryl	TERRACE	4030302	Gold		1900	Y	Deceased	GENERAL	1967			N	N
Forbes, Danielle	Brantford	5068049	Silver	03/15/2013	2013	Y	Active	HUNTER/JUMPER	1966			N	N
Forbes, Danny	Hamilton	5042973	Gold	06/14/2013	2013	Y	Active	HUNTER/JUMPER	1975			N	N
Forbes, Danny	Medicine Hat	4090935	Gold	02/12/2009	2009	N	Active	JUMPER	1975			N	N
Forbes, Danny	WILMOT	4039144	Gold		2000	Y	Unknown	GENERAL	1975			N	N



May 28, 2018

To All of our Dressage Supporters,

It truly is unfortunate that the Isabell Werth clinic was cancelled. We know many of you were looking forward to an amazing experience.

For clarity, we would like to correct a few statements that have been made recently on several social media platforms. The Town of Caledon, Toronto Regional Conservation Authority and Equestrian Management Group Inc. enjoy a very successful Private-Public-Partnership (PPP). As equal capital contributors to the recent redevelopment of the Caledon Equestrian Park, all parties share in the many different benefits the park provides. Each of the 3 partners provide their own unique skills to the overall operation and success of the Park. EMG is responsible for all equestrian activities that take place here.

The Park provides many opportunities for the members of equestrian sports community and qualified outside groups to utilize the Pan Am Legacy Facility. A few examples would include the Ontario University Equestrian Finals, Cornerstone Dressage Shows, Trillium @ Palgrave, The Zone Classic, The Trillium Championships, Ontario Show Horse Classic, etc. The Caledon community also utilizes the venue for a multitude of events from the annual Rotary Wines of the World to community activities ranging from Tai Chi to interdepartmental training, Boy Scout meetings, Christmas parties, etc.

Further information on the PPP, and the documents involved are available to interested parties from the Town of Caledon.

We sincerely look forward hosting all of you at the upcoming Dressage competitions and of course look forward to seeing you in October for Charlotte Dujardin's Master Class.

Sincerely,

Equestrian Management Group Inc.



CALEDON EQUESTRIAN PARK

PALGRAVE, ONTARIO

200 Pine Ave | Caledon | ON | L7E 0M1 | 905-880-5344 | info@equiman.com

Caledon Equestrian Park - Facility Rental Information

Thank you for your interest in hosting an event at the Caledon Equestrian Park. We are proud and excited to have the opportunity to open discussions with you and assist you in hosting an event at the Caledon Equestrian Park.

The Caledon Equestrian Park is divided into two separate rental areas. Each area can function separately or can be combined. The basic rental inclusions for each area are listed below. Since every event is unique, and will require additional services, we have listed separately on the "Schedule A". This allows each event to rent the stalls, equipment, services, staff and accessories that they require for their specific event.

Outdoor Facility Rental \$3500 / day + HST

The Outdoor Facility Rental includes the use of four competition rings each with an attached warm-up ring, all rings have all-weather fiber/sand footing. Each ring also has a judge booth, ingate booth and spectator seating areas. Up to 860 shed row stalls, in three separate zones are available to rent. Access to the Pavilion including terrace, dining room & washroom facilities plus restaurant services are included. The sound system with three announcer zones, a barn zone and individual ring zones, plus background music is included. Free public wi-fi is available in the Pavilion. Parking areas for public, exhibitors, ship in and empty horse/cart trailers are also included.

Indoor Facility Rental \$2000 / day + HST

The Indoor Facility Rental includes the use of the main competition arena and the attached warm-up ring, both rings have sand/fiber footing. An attached stabling area with up to 70 stalls (3m x 4m) which exceed FEI standards are available to rent. The judge and announcer share an elevated booth with heat and air conditioning, and a separate area is provided for the ingate staff. Sound system is segregated into barn, warm-up and main ring zones. Access to the Arena Complex, which includes the use of the dining room, washroom facilities, parking areas and restaurant services is also included. Free public wi-fi is available in the Arena Complex.

Included in both rental areas: EMG staff & equipment will provide ring maintenance (drags & water), plus daily manure removal from barn aisles and manure dump areas.



CALEDON EQUESTRIAN PARK

PALGRAVE, ONTARIO

200 Pine Ave | Caledon | ON | L7E 0M1 | 905-880-5344 | info@equiman.com

Renter is responsible for providing the following;

- Return signed copy of "Schedule A" document with additional rental items indicated.
- Proof of Public Liability Insurance, approved by CEP with not less than \$5,000,000.00 naming the following "additional named insured". These parties reserve the right to increase or to have the policy amended prior to the occupancy of the premise by an approved applicant.
 1. Town of Caledon – 6311 Old Church Rd, Caledon, ON L7C 1J6
 2. Toronto & Region Conservation Authority – 5 Shoreham Drive, Downsview, ON M3N 1S4
 3. Equestrian Management Group Inc – 200 Pine Ave, Caledon, ON L7E 0M1
- Upon the signing of a contract a **non-refundable \$2000 Deposit** (per event) is required. Deposit will be applied to the final invoice which will be presented at the conclusion of the event and must be paid in full.

Additional Information required prior to event:

- Stall requirements - two weeks prior to each event. EMG will assign a block of stabling and provide blank stabling chart
- Camper space requests – two weeks prior to each event. EMG will provide a blank chart of available spaces
- List of pre-order hay & shavings
- Manure removal persons – 1 per ring recommended. Responsible for the collection of manure from the competition/schooling rings. EMG will provide fork / barrows for each ring.
- The CEP Rules and a map of the grounds will be provided by EMG and it is requested that they be published in competition prize list and on competition website.



CALEDON EQUESTRIAN PARK

PALGRAVE, ONTARIO

200 Pine Ave | Caledon | ON | L7E 0M1 | 905-880-5344 | info@equiman.com

Caledon Equestrian Park – Schedule “A”

OUTDOOR FACILITY RENTAL		COST	NUMBER OF DAYS	TOTAL
FACILITY RENTAL	OUTDOOR FACILITY – Per show day	\$3500 Per show day		
40 Stalls	Outdoor shed row stalls			Included
Ring & Road Maintenance	Ring Drags & Water			Included
Manure Removal	Daily removal of manure from designated areas			Included
Rings	4 Rings with warm up ring – all with all weather footing			Included
Pavilion	Terrace, lounge, restaurant services & washroom facilities. Free public Wi-Fi			Included
Booths	7 Portable Booths,			Included
Announcer Booths	3 Announcer Booths			Included
Sound System	Rings, stabling area & PA music			Included
Parking Areas	Public, Trailer & Ship-in areas			Included

INDOOR FACILITY RENTAL		COST	NUMBER OF DAYS	TOTAL
FACILITY RENTAL	INDOOR FACILITY – Per show day	\$2000 Per show day		
Rings	Indoor arena & warm up ring – Fiber/sand mix footing			Included
Ring & Road Maintenance	Ring Drags & Water			Included
Manure Removal	Daily removal of manure from designated areas			Included
Arena Complex	Dining room, restaurant services & washroom facilities. Free public Wi-Fi.			Included
Judges Booth	Judge & Announcer Room			Included
Sound System	Rings, stabling area & PA music			Included
Parking Areas	Public, Trailer & Ship-in areas			Included

MANDATORY SERVICE / RENTAL CHARGES		COST	NUMBER OF DAYS	TOTAL
EMG Staff	Minimum 2 persons – hay / shavings deliveries, garbage collection, permanent washroom & dining area maintenance. Move in day & show days	\$225/day/each	Set-up & show days	
Portable Washroom	Daily pump out / cleaning / supplies – show days plus ship-out day.	\$250/day	Show days & ship out day	
On-Site Medic	First Tier Medical – Sean Carney 647-527-3631	Separate Invoice		

ADDITIONAL SERVICE / RENTAL CHARGES		COST	NUMBER	TOTAL
Stalls	Outdoor shed row stalls Maximum 860 stalls	\$90/each		
Stalls	Indoor Stalls (FEI or Indoor Rental only) Maximum 70 Stalls	\$100/each		
Office Space	2 spaces available – Arena Rental Office or Grand Prix Tower Basement. Includes: Power & Internet access	\$250/event		
Dressage Rings	20m x 60m ring & markers (set up not included)	\$250/each		
Jump Rental	Grand Prix / Jumper Course (not including Sponsor Jumps)	\$1200/ring		
Jump Rental	Hunter Ring	\$1200/ring		
Timing Equipment	Farmtech: Start/Finish & digital timing display. Timing Judge not included	\$100/ring/day		
Score Board	Score Board – Grand Prix Ring Operator not included but is required	\$250/day		
Camper Spaces	Includes minimum 30 amp power & town water NO grey water drainage permitted. Maximum 54 spaces	\$150/each		
Camper Pump Outs	Camper pump outs, must sign up and pay at show office.	\$40/each		
Vendor Space	NEW- Outdoor Event Vendor Area (west side of Arena) 15amp service. Max 8 spaces Equestrian Mall – Reserved for EMG Facility Sponsors only. EMG will provide a list of Facility Sponsors who are entitled to maintain their vendor spaces & signage. NO INDOOR VENDORS PERMITTED.	\$250/vendor		
Shavings	Delivered to stalls (market price)	2017 - \$5.75		
Hay	Delivered to stalls (market price)	2017 - \$8.00		
Radios	Hand held / base radios	\$15 each/day		
Entry Processing	Staff – Process, payments, reports, orders	\$18 / per entry		
Ring Crew (EMG staff)	Rings – build, class changes, resetting rails. Parking, traffic, loading/unloading etc	\$225/pp/day		
Ring Crew	Additional Crew (Horse Show Services Co)	Separate Invoice		
Garbage	Removal of 1 bin is included. Additional garbage bin removal may be required for larger events	\$750/bin		
Fork Lift	Load/Unload – Show rental	\$100/day		
Gator & Wagon	JD Gator & Wagon – 2 units available for show use only	\$50/day/unit		
EMG Golf Carts	3 four passenger units available – show use only	\$50/day/unit		

All prices quoted, (except mandatory maintenance persons and additional EMG Ring Crew) are subject to HST.

Please indicate anticipated additional service / rental.

Additional services will only be added to final invoice if service/rental used during event.

Return a signed copy of Schedule "A" with the event contract.

NAME: _____

SIGNATURE: _____

DATE: _____



Office of the Regional Chair

June 22, 2018

Resolution Number 2018-580

Keith Creel
President and CEO
CP Head Office
Canadian Pacific
7550 Ogden Dale Road S.E.
Calgary, Alberta T2C 4X9

Dear Mr. Creel:

Subject: Resolution Regarding the Canadian Pacific Rail Overpass of Highway 50 South of Palgrave in the Town of Caledon

I am writing to advise that Regional Council approved the following resolution at its meeting held on Thursday, June 14, 2018:

Resolution 2018-580:

Whereas the Canadian Pacific (CP) overpass of Highway 50 south of Palgrave in Caledon is in poor aesthetic condition;

Therefore be it resolved, that CP Rail be requested to undertake works to improve the aesthetics of the CP overpass of Highway 50 south of Palgrave;

And further, that a copy of the resolution and request be provided to the Town of Caledon for information.

On behalf of Regional Council, I request that you give consideration to the above resolution.

Frank Dale
Regional Chair and Chief Executive Officer

FD:sj

c: Jennifer Innis, Regional Councillor, Town of Caledon, Wards 3 and 4
Gary Kocialek, Director of Transportation, Public Works, Region of Peel
Carey deGorter, General Manager, Corporate Services/Town Clerk, Town of Caledon

The Regional Municipality of Peel