

Clarington

General Government Committee

Agenda

Date: June 17, 2019

Time: 9:30 AM

Place: Council Chambers, 2nd Floor
Municipal Administrative Centre
40 Temperance Street
Bowmanville, Ontario



Inquiries & Accommodations: For inquiries about this agenda, or to make arrangements for accessibility accommodations for persons attending, please contact: Samantha Gray, Committee Coordinator, at 905-623-3379, ext. 2106 or by email at sgray@clarington.net.

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Noon Recess: Please be advised that, as per the Municipality of Clarington's Procedural By-law, this meeting will recess at 12:00 noon, for a one hour lunch break, unless otherwise determined by the Committee.

Cell Phones: Please ensure all cell phones, mobile and other electronic devices are turned off or placed on non-audible mode during the meeting.

Copies of Reports are available at www.clarington.net

1 Call to Order

2 New Business – Introduction

Members of Committee are encouraged to provide the Clerk’s Department, in advance of the meeting, a copy of any motion the Member is intending to introduce, (preferably electronic) such that staff could have sufficient time to share the motion with all Members prior to the meeting.

3 Adopt the Agenda

4 Declaration of Interest

5 Announcements

6 Adoption of Minutes of Previous Meeting

6.1 May 27 Minutes of a Regular Meeting of May 27, 2019 Page 7
Minutes

7 Delegations

7.1 ~~Stephanie Ball, Executive Dean, School of Interdisciplinary Studies, Durham College,~~
Audrey Andrews, Manager of Strategic Partnerships and Initiatives, Social Services
Department, Region of Durham, and Jason Hunt, Director of Legal Services, Corporate
Services Department, Region of Durham, Regarding Access to Justice Hub

7.2 Sheila Hall, Executive Director, Clarington Board of Trade, Regarding an Economic
Development Update

7.3 Darlene Brown, Big Brothers Big Sisters of Clarington, Regarding an Update

7.4 Dave Mowat, Consultation, Lands and Membership Supervisor for Mississaugas of
Scugog Island First Nation, Regarding Report CSD-007-19, Land Acknowledgement
Statement

7.5 Sarah Delicate, Regarding Report CAO-006-19, Cedar Crest Beach Update

7.6 Bart Hawkins-Kreps, Regarding Report CAO-006-19, Cedar Crest Beach Update

7.7 Larry Defosse, Regarding Report CAO-006-19, Cedar Crest Beach Update

Date: June 17, 2019
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Place: Council Chambers

7.8 Wendy Bracken, Regarding Energy from Waste – Waste Management Advisory Committee, Deferral of Recommendation C) of [Report #2019-COW-3](#)

8 Communications - Receive for Information

- | | | | |
|-----|---------------------------|--|---------|
| 8.1 | Region of Durham | Ralph Walton, Regional Clerk/Director of Legislative Services, Regarding Nomination to the Credit Valley/Toronto and Region/Central Lake Ontario Source Protection Committee (2019-W-33) | Page 37 |
| 8.2 | GRCA Minutes | Minutes of the Ganaraska Region Conservation Authority dated May 16, 2019 | Page 38 |
| 8.3 | Clarington Board of Trade | Sheila Hall, Executive Director, Clarington Board of Trade, Regarding 2019 Q1 KPI Report | |
| 8.4 | Town of Fort Erie | Carol Schofield, Manager, Legislative Services/Clerk, Town of Fort Erie, Regarding Issuance of Cannabis Licenses in Residentially Zoned Areas | |
| 8.5 | City of Oshawa | Mary Medeiros, Acting City Clerk, City of Oshawa, Regarding Downed Elevators and Municipal Response | |

9 Communications – Direction

- | | | |
|------------------------------|--|--------------------|
| Town of Fort Erie | Carol Schofield, Manager, Legislative Services/Clerk, Town of Fort Erie, Regarding Issuance of Cannabis Licenses in Residentially Zoned Areas | Page 42 |
| City of Oshawa | Mary Medeiros, Acting City Clerk, City of Oshawa, Regarding Downed Elevators and Municipal Response | Page 43 |

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- 9.1 Ganaraska Region Conservation Authority Linda J. Laliberte, Chief Administrative Officer / Secretary-Treasurer, Ganaraska Region Conservation Authority, Request for Nomination to the Trent Conservation Coalition Source Protection Committee Page 46

(Motion to nominate Rob Franklin to the Trent Conservation Coalition Source Protection Committee)

- 9.2 Memo from Basia Radomski Basia Radomski, Corporate Communications Officer, Regarding Tourism Advisory Committee Recommendation Page 51

(Motion to approve the Tourism Advisory Committee's recommendation to expedite the development of a branding strategy for the Municipality, which incorporates Tourism)

- 9.3 Clarington Museum and Archives Board Heather Ridge, Executive Director and Katherine Warren, Board Chair, Clarington Museum and Archives Board, Regarding CAO-005-19, Possible Merger of the Museum and Archives Board, Library Board and Visual Arts Centre

(Refer to the Consideration of Report CAO-005-19, Possible Merger of the Museum and Archives Board, Library Board and Visual Arts Centre)

10 Presentations

- 10.1 Viano Ciaglia, Regional Manager, Frank Cowan Company, Regarding The Frank Cowan Home Town Program

11 Engineering Services Department

- 11.1 EGD-012-19 Proposal to Close and Convey a Portion of a Road Allowance (Given Road) Situated in Lot 30, Concession 2, Former Township of Clarke Page 53

~~EGD-014-19 Proposal to Close and Convey a Portion of a Road Allowance (Wellington St), Grant Plan, PIN 26626-0090~~

11.2 EGD-015-19 Rail Safety Improvement Program Agreement

12 Operations Department

12.1 OPD-006-19 Cemetery Fees Page 57

13 Emergency and Fire Services Department

13.1 ESD-005-19 Emergency Services Activity Report – Q1 2019 Page 69

14 Community Services Department

14.1 CSD-007-19 Land Acknowledgement Statement Page 76

15 Municipal Clerk's Department

15.1 CLD-015-19 Appointment Private Parking Officers Page 86

16 Corporate Services Department

16.1 COD-010-19 Service Delivery Review for Forestry Services Page 91

16.2 COD-012-19 GBRRC Roof Refurbishment and SCA Roof /Sealant Replacement Page 96

17 Finance Department

17.1 FND-017-19 Financial Update as at March 31, 2019 Page 100

17.2 FND-018-19 Tax Write-Offs under Section 354(2)(a), 354(4)(a) and 354(4)(b) of the Municipal Act, 2001 Page 114

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17.3 FND-019-19 2019/2020 Insurance Program Page 122

17.4 FND-021-19 Audit and Accountability Fund Page 129

18 Solicitor's Department

18.1 LGL-006-19 Repeal and Replacement of Lot Maintenance By-law
2003-046 Page 134

19 Chief Administrative Office

19.1 CAO-005-19 Possible Merger of the Museum and Archives Board,
Library Board and Visual Arts Centre Page 138

19.2 CAO-006-19 Cedar Crest Beach Update Page 147

19.3 CAO-007-19 Tax Rebate for Parkview Lodge Page 185

19.4 CAO-008-19 Energy Conservation and Demand Management Plan
2019-2024

20 New Business – Consideration

21 Unfinished Business

No Reports

22 Confidential Reports

No Reports

23 Adjournment

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Minutes of a meeting of the General Government Committee held on Monday, May 27, 2019 at 9:30 AM in the Council Chambers.

Present Were: Mayor A. Foster, Councillor G. Anderson, Councillor R. Hooper, Councillor J. Jones, Councillor J. Neal, and Councillor M. Zwart

Regrets: Councillor C. Traill

Staff Present: A. Allison, T. Cannella, J. Caruana, A. Greentree, F. Horvath, M. Marano, R. Maciver, T. Pinn (left the meeting at 3:00 PM), E. Watson (arrived to the meeting at 3:00 PM), G. Weir, J. Gallagher, S. Gray

1 Call to Order

Mayor Foster called the meeting to order at 9:30 AM.

2 New Business – Introduction

Councillor Neal asked that a new business item, regarding a possible Audit Committee Report, be added to the New Business – Consideration section of the agenda.

3 Adopt the Agenda

Resolution #GG-314-19

Moved by Councillor Hooper, seconded by Councillor Jones

That the Agenda for the General Government Committee meeting of May 27, 2019 be adopted as presented, with the addition of the new business item regarding a possible Audit Committee Report.

Carried

4 Declaration of Interest

Councillor Hooper declared a direct interest in Report CSD-006-19 regarding the 2019 Community Event Sponsorship Requests for Newtonville Music in the Park (Application #S19-11).

Councillor Hooper declared a direct interest in Report CSD-006-19 regarding the 2019 Community Event Sponsorship Requests for Newcastle Village Concerts (Application #S19-12).

Councillor Hooper declared a direct interest in Report CSD-006-19 regarding the 2019 Community Event Sponsorship Requests for Concerts in the Park (Application #S19-13).

Councillor Neal declared a direct interest in Report CSD-006-19 regarding the 2019 Community Event Sponsorship Requests for Newcastle's Art Show Inc. (Application #S19-14).

5 Announcements

Members of Committee announced upcoming community events and matters of community interest.

6 Adoption of Minutes of Previous Meeting

Resolution #GG-315-19

Moved by Councillor Zwart, seconded by Councillor Neal

That the minutes of the regular meeting of the General Government Committee meeting held on May 6, 2019, be approved.

Carried

7 Delegations

7.1 Jeannette Whynot, Accessibility Coordinator, Regarding National AccessAbility Week (NAAW)

Jeannette Whynot, Accessibility Coordinator, was present regarding National AccessAbility Week (NAAW). She made a verbal presentation to accompany an electronic presentation. Ms. Whynott noted that May 26 to June 1, 2019 is NAAW. She provided the Committee with background information on the purpose of NAAW. Ms. Whynott reviewed the percentage of Ontarians who have a disability and those who are impacted by a disability. She explained that DiversAbility is a strength in our community and that, by bringing Canadians together to recognize the valuable contributions of persons with disabilities, we are strengthening the collaborative effort needed to create a country that is fully accessible and inclusive. Ms. Whynott provided the Committee with the overall goal and ongoing priorities of the Accessibility Advisory Committee (ACC). She noted some of the upcoming activities for 2019 and highlighted the successes of the AAC. Ms. Whynott explained that the AAC aims to raise awareness about keeping accessible features intact. Ms. Whynott concluded by thanking the Committee for their continued support.

Resolution #GG-316-19

Moved by Councillor Jones, seconded by Councillor Hooper

That the Delegation of Jeannette Whynot, Accessibility Coordinator, Regarding National AccessAbility Week (NAAW), be received with thanks.

Carried

7.2 Pam Lancaster, Stewardship Technician, Ganaraska Region Conservation Authority, Regarding an Annual Update on the Ganaraska Region Conservation Authority

Pam Lancaster, Stewardship Technician, Ganaraska Region Conservation Authority, was present regarding an Annual Update on the Ganaraska Region Conservation Authority. Ms. Lancaster made a verbal presentation to accompany an electronic presentation. Ms. Lancaster provided an overview of the goals of the Clean Water – Healthy Land Financial Assistance Program (CWHLFAP) and how the GRCA works towards achieving these goals. She provided an overview of the financial assistance program and reviewed details of the 2018 funding amounts and caps. Ms. Lancaster continued by reviewing the 2018 funding amounts and caps and noted that there are new categories for urban projects, cover crops and an overall clearer categories. She explained that the review committee is in place to evaluate the projects and approve funding and explained the Committee composition.

Suspend the Rules

Resolution #GG-317-19

Moved by Councillor Anderson, seconded by Councillor Hooper

That the Rules of Procedure be suspended to allow the delegation of, Pam Lancaster, Be extended for an additional two minutes.

Carried

Ms. Lancaster continued by highlighting the variety projects that have been undertaken with this program and provided a detailed description of the main projects in 2018. She continued by providing an overview of the 2018 projects to date. Ms. Lancaster concluded by noting the benefits of this program to our natural environment. She thanked the Committee and offered to answer questions.

Resolution #GG-318-19

Moved by Councillor Zwart, seconded by Councillor Neal

That the delegation of Pam Lancaster, Stewardship Technician, Ganaraska Region Conservation Authority, regarding an annual update on the Ganaraska Region Conservation Authority programs, be received with thanks.

Carried

7.3 Robert Malone and Henry Wildeboer, Clarington Task Force on Affordable Housing, Regarding Surplus Properties

Robert Malone and Henry Wildeboer, Clarington Task Force on Affordable Housing, were present regarding surplus properties. Mr. Malone explained that the Task Force on Affordable Housing passed a resolution at their meeting on April 16, 2019, to encourage the Municipality of Clarington to consider the sale of municipally owned surplus properties at less than market value, subject to all existing laws, for the purpose of long term affordable rental housing. He noted that the Task Force aims to contribute solutions to the social dilemma of affordable rental accommodations. Mr. Malone stated that developers have fled the rental accommodation market because of high land costs, red tape, rent controls and overall unfavorable economics. He explained that condominiums have become the product of choice for the industry because of the developer's ability to pay higher lands costs because of a quick cash flow, but explained that they are still not affordable for most. Mr. Malone stated that studies have found that there is a shortage of rental housing accommodations in Ontario. He explained that the Task Force would like the Municipality of Clarington to reduce the market value of its suitable and available real estate to attract developers, to help satisfy the rental accommodations needed in Clarington.

Suspend the Rules

Resolution #GG-319-19

Moved by Councillor Hooper, seconded by Councillor Jones

That the Rules of Procedure be suspended to allow the delegation of Robert Malone and Henry Wildeboer, to be extended for an additional two minutes.

Carried

Mr. Wildeboer stated that the Municipality of Clarington needs to create solutions and pilot projects to solve the shortage of rental housing accommodations. He concluded by urging the Committee to adopt the proposed resolution passed by the Task Force and answered questions from the Committee.

Resolution #GG-320-19

Moved by Councillor Jones, seconded by Councillor Hooper

That Council receive the delegation from the Clarington Taskforce on Affordable Housing and ask that their findings and recommendations be submitted to staff for the development of an Affordable Housing Strategy and Toolkit;

That an update from staff be provided in October, pending Bill 108 regulations, with a draft Toolkit outlining potential options for the Clarington Affordable Housing Taskforce and Clarington Council to consider; and

That a draft of the toolkit be provided to the Clarington Affordable Housing Taskforce in order to provide input and comment.

Carried

Recess

Resolution #GG-321-19

Moved by Councillor Neal, seconded by Councillor Jones

That the Committee recess for 5 minutes.

Carried

The meeting reconvened at 10:38 AM with Mayor Foster in the Chair.

7.4 **Bart Hawkins Kreps, Regarding the Central Lake Ontario Conservation Authority (CLOCA) Port Darlington Shoreline Hazard Study**

Bart Hawkins Kreps, was present regarding the Central Lake Ontario Conservation Authority (CLOCA) Port Darlington Shoreline Hazard Study. Mr. Hawkins Kreps made a verbal presentation to accompany an electronic presentation. He explained that the CLOCA report cites that the communities on West Beach and Cedar Crest Beach should be removed because of the dynamic beach hazard. Mr. Hawkins Kreps stated that the dynamic beaches in Port Darlington are not a hazard to residents, that the current high Lake Ontario level is not the main cause of danger and that shoreline erosion is due to the St. Mary's Pier. He explained that these factors result in ongoing danger every year, even when lake levels are low. Mr. Hawkins Kreps advised the Committee that dynamic beaches change often, growing and shrinking in response to wind, waves and water levels. He explained that, if the natural cycle is disrupted, and a beach shrinks every year but never grows back, then before long there is no beach and no dynamic beach. Mr. Hawkins Kreps stated that dynamic beaches play a key role in moderating wave force. He explained that you can see the results of waves on shorelines that still have a dynamic beach, compared to adjacent shorelines where the dynamic beach has been lost due to erosion. Mr. Hawkins Kreps played two video clips illustrating the varying impact of one storm on May 1, 2019. He advised the Committee

that the two videos were shot in the same hour, with the same Lake Ontario level, the same wind and the same waves but the impact of the waves varies drastically.

Mr. Hawkins Kreps noted that the key factor was that one stretch of the beach has been starved of sediment and has eroded. He explained that fixing the erosion problem, as outlined by the Baird Report, is the right and fair thing to do. Mr. Hawkins Kreps stated that not fixing the problem means exposing residents to personal danger and financial catastrophe in all seasons, every year. He concluded by stating that the community needs an engineering solution to restore the shoreline, now.

7.5 Pauline Witzke, Regarding the Central Lake Ontario Conservation Authority (CLOCA) Port Darlington Shoreline Hazard Study

Pauline Witzke, was present regarding the Central Lake Ontario Conservation Authority (CLOCA) Port Darlington Shoreline Hazard Study. Ms. Witzke made a verbal presentation to accompany an electronic presentation. She explained that, during high Lake Ontario levels in 2017 and 2019, winds from the east/south caused the lake water to pile up on Port Darlington's shore. Ms. Witzke stated that Cedar Crest Beach has been gradually eroded away since the St. Mary's pier was built, so the waves are hitting very close to houses now. She noted that, if the water can't flow back out again, it pools around the houses/in vacant lots, and the waves push it over Cedar Crest Beach Road to the wetland. Ms. Witzke explained that this causes significant erosion, leading to the undermining of walls which topple into the lake and, most recently, cause foundation damage to buildings. She advised the Committee that, in 2017, 36 tons of soil and rock was removed from one property alone. Ms. Witzke stated that the wetland behind Cedar Crest Beach Road is fed by runoff from Bowmanville through West Side Creek, ending up in west side marsh. She noted that the water is held back in the marsh by a barrier beach at Lake Ontario and under normal lake levels, the barrier beach breaks when the wetland water level gets high enough, and the wetland drains. Ms. Witzke explained that, with high lake levels, the seiche and waves on the lake side keep the barrier from breaking. She advised the Committee that, in 2017, wave uprush from Lake Ontario crossed Cedar Crest Beach, filling the wetland, which could not drain because the barrier beach wouldn't break. Ms. Witzke stated that this caused the flooding of Cedar Crest Beach. She explained that this year the wetland is full to the level of Cedar Crest Beach, but not over it and so far, no wave uprush has flowed across Cedar Crest Beach Road because there are higher and more continuous sandbag walls erected on the lake side. Ms. Witzke stated that, according to long-term residents, Cedar Crest Beach Road has never flooded in the last 50 years, until 2017. She noted that the flooding was not caused by water flowing down West Side Creek, the water got pushed over the road by waves from the lake. Ms. Witzke stated that CLOCA's pattern of flooding they predicted has never happened.

Suspend the Rules

Resolution #GG-322-17

Moved by Councillor Neal, seconded by Councillor Hooper

That the Rules of Procedure be suspended to allow the delegation of Pauline Witzke to, be extended for an additional two minutes.

Carried

She noted that the proposed voluntary disposition and further building restrictions are extreme, expensive and unnecessary and they should be rejected. Ms. Witzke explained that raising the roads in Port Darlington will mitigate the low level of flooding that has been seen, and will allow access for residents and first responders in future events. She mentioned that Cedar Crest Beach Road needs to be protected from waves when Lake Ontario levels are high and this can be accomplished using the methods from the Baird report, and the community has already indicated they support at least two of the four options.

7.6 Sarah Delicate, Regarding the Central Lake Ontario Conservation Authority (CLOCA) Port Darlington Shoreline Hazard Study

Sarah Delicate, was present regarding the Central Lake Ontario Conservation Authority (CLOCA) Port Darlington Shoreline Hazard Study. Ms. Delicate made a verbal presentation to accompany an electronic presentation. She explained that, in 1972, planning documents for the St. Mary's shipping pier, predicted a complete interruption to littoral drift. Ms. Delicate stated that, in 2018, Baird Report it found accretion on the West and erosion on the East side, as predicted in 1972. She displayed a letter from Minister Ruth Grier, Minister of Environment, from 1992, outlining a shoreline regeneration working group that noted the shoreline eroded after the St. Mary's Pier went in. Ms. Delicate highlighted the history of the erosion of the shoreline east of St. Mary's Cement's existing dock from a 1994 letter from Minister L. J. Wildman. She highlighted the Municipality of Clarington's staff Report PD-108-95, outlining Council's resolution for the St. Mary's Cement dock expansion. Ms. Delicate provided the Committee with five reports that support the conclusion that the Pier starves the shoreline. She stated that most causes of coastal erosion affecting coastal communities are due to human intervention in the transport processes along the coastlines and/or reductions in the supply of sand to the shorelines. Ms. Delicate displayed a video comparing the 1967 shoreline (pre-pier) to the 2016 shoreline.

Suspend the Rules

Resolution #GG-323-19

Moved by Councillor Neal, seconded by Councillor Anderson

That the Rules of Procedure be suspended to allow the delegation of Sarah Delicate to be extended for an additional two minutes.

Carried

She noted that CLOCA's flood modelling is flawed and the probability of a 100 year flood is less than 1% a year. Ms. Delicate requested that the Committee reject the policy recommendations in the CLOCA staff report, which put 100% of the residents in harm's way, consider the history of the government decisions, and pursue a shoreline protection and restoration strategy, as outlined in the Baird Report. She concluded by answering questions from the Committee.

7.7 Jeff Mitchell, Regarding the Central Lake Ontario Conservation Authority (CLOCA) Port Darlington Shoreline Hazard Study

Jeff Mitchell, was present regarding the Central Lake Ontario Conservation Authority (CLOCA) Port Darlington Shoreline Hazard Study. Mr. Mitchell explained that CLOCA S.R. 5630-19 is not a fair or responsible presentation of the shoreline erosion hazard. He noted that the Port Darlington Community Association (PDCA) fundamentally disagrees with CLOCA's re-framing of the objective given to them by Clarington Council. Mr. Mitchell stated that the unwillingness of CLOCA staff to address the historical cause of the erosion problem is disturbing and inconsistent with the mandate of a Conservation Authority. He explained that the PDCA'S position is that this concept is ethically wrong and economically unfeasible. Mr. Mitchell noted that one-time costs to the Municipality may exceed \$50 million, for purchase and removal of approximately 50 homes and that the Municipality would lose at least \$300,000 in annual property tax revenue in perpetuity. He stated that the costs far exceed the cost of the preferred shoreline protection option of \$16 million set out in the Baird report. Mr. Mitchell outlined the PDCA's requests:

1. That Council not receive CLOCA SR 5628 19 in its current form because:
 - a) it does not address in good faith or remediate the shoreline erosion problem, as requested by Council;
 - b) it leaves homeowners exposed to an on-going erosion and wave uprush hazard;
 - c) it exposes the Municipality of Clarington and taxpayers to future costs that far exceed the cost of fixing the problem.
2. Failing 1, above, that CLOCA's recommendation to commence consultations for the development of a long-term incremental voluntary land disposition program be rejected because:

- a) an informal willing-buyer, willing seller arrangement already exists;
 - b) it exposes homeowners to severe loss in property value over time;
 - c) it discourages, if not prevents, future investment to remediate a problem that isn't going away and is easily fixed;
 - d) it will cost taxpayers many times more than the cost of remediating the problem and provide no ancillary benefits to taxpayers.
3. That Council pursue implementation of Options 2 or 3 of the Baird report, or some other type of breakwater structure, with or without funding from potential partners;
 4. That Council instruct CLOCA to initiate a CLASS EA pursuant to Options 2 or 3 of the Baird report;
 5. That Council reject a CLOCA recommendation that would restrict or deny homeowners the right to rebuild their homes if required for any reason;
 6. That Council adopt recommendation 4 of the CLOCA staff report dealing with road improvements;
 7. That Council vigorously implement CLOCA's recommendation #6 seeking support from St Mary's Cement in the implementation and financing of future costs of planning and building structures designed to protect the Cedar Crest Beach Rd. shoreline.

Suspend the Rules

Resolution #GG-324-19

Moved by Councillor Neal, seconded by Councillor Zwart

That the Rules of Procedure be suspended to allow the delegation of Jeff Mitchell to be extended for an additional minute.

Carried

Mr. Mitchell concluded by stating that The Honourable Erin O'Toole, Durham MP, indicated that he would participate in discussions to solve the problem, if invited.

Recess

The Committee recessed for their one hour scheduled break as per the Procedural By-law.

The meeting reconvened at 1:00 PM with Mayor Foster in the Chair.

7.8 Andy Brown, Regarding the Central Lake Ontario Conservation Authority (CLOCA) Port Darlington Shoreline Hazard Study

Andy Brown, was present regarding the Central Lake Ontario Conservation Authority (CLOCA) Port Darlington Shoreline Hazard Study. Mr. Brown stated that there is not enough reliable proof to proceed with CLOCA's resolution. He explained that he had a land use planner, May Luong, look at the recommendations proposed by CLOCA and they agreed they are not in the public interest and not good planning.

Resolution #GG-325-19

Moved by Councillor Jones, seconded by Councillor Hooper

That the Delegations of Bart Kreps, Pauline Witzke, Sarah Delicate, Jeff Mitchell and Andy Brown, regarding the Central Lake Ontario Conservation Authority (CLOCA) Port Darlington Shoreline Hazard Study, be referred to Staff.

Carried

7.9 Peter Klose, Director, Jungle Cat World's Program, Regarding Report CLD-013-19 Status of Jungle Cat World under the Exotic Animal By-law

Peter Klose, Director, Jungle Cat World's Program, was present regarding Report CLD-013-19 Status of Jungle Cat World under the Exotic Animal By-law. Mr. Klose provided a background on the exemption of Jungle Cat World's from previous by-laws. He stated that he agrees with the recommendations contained in Report CLD-013-19, but would like to know who will be conducting the yearly inspections. Mr. Klose explained that he was available to answer questions from the Committee.

Alter the Agenda

Resolution #GG-326-19

Moved by Councillor Hooper, seconded by Councillor Anderson

That the Agenda be altered to consider Report CLD-013-19, Status of Jungle Cat World under the Exotic Animal By-law, at this time.

Carried

15.1 CLD-013-19 Status of Jungle Cat World under the Exotic Animal By-law

Resolution #GG-327-19

Moved by Councillor Zwart, seconded by Councillor Hooper

That Report CLD-013-19 be received;

That the By-law attached as Attachment 1 to Report CLD-013-19 be approved; and

That all interested parties listed in Report CLD-013-19 and any delegations be advised of Council's decision.

Carried

8 Communications - Receive for Information

8.1 Minutes of the Ganaraska Region Conservation Authority dated April 18, 2019

8.2 Minutes of the Bowmanville Business Improvement Area dated April 9, 2019

8.3 Mark Majchrowski, Chief Administrative Officer, Kawartha Conservation – 2018 Kawartha Conservation Annual Report

Resolution #GG-328-19

Moved by Councillor Hooper, seconded by Councillor Anderson

That the Communication Items 8.1 to 8.3 be received for information, with the exception of Correspondence Items 8.2.

Carried

Resolution #GG-329-19

Moved by Councillor Neal, seconded by Councillor Hooper

That the Communication Item 8.2 be received for information.

Carried

9 Communications – Direction

9.1 Ralph Walton, Regional Clerk/Director of Legislative Services, Region of Durham, Regarding Recommendation to Postpone “Come into Force” date of the Construction Act

Resolution #GG-330-19

Moved by Councillor Neal, seconded by Councillor Anderson

That the following resolution of the Region of Durham, regarding Recommendation to Postpone “Come into Force” date of the Construction Act, be endorsed by the Municipality of Clarington:

- A) That the Regional Chair, in consultation with Corporate Services – Legal Services Division, be authorized to write to the Attorney General and request that:

i. the implementation of the prompt payment scheme and the implementation of a mandatory adjudication system in the Construction Act, R.S.O 1990 c. C.30 originally scheduled to come into force on October 1, 2019 be delayed until one year following the establishment of the Authorized Naming Authority; and

ii. the Province undertake to provide Municipalities with training and/or guidance on the implementation of prompt payment and adjudication for the protection and preservation of present and future public projects; and

B) That the Regional Clerk be directed to send a copy of Report #2019-A-15 of the Commissioner of Corporate Services, any related resolution of Regional Council and the Regional Chair's letter referenced above, to all area municipalities for them to endorse and/or prepare their own letters to the Attorney General in respect of delaying the implementation of the prompt payment and mandatory adjudication system.

Carried

9.2 Adam Hicks, Administrative Assistant, Township of Mulmur, Regarding Aggregate

Resolution #GG-331-19

Moved by Councillor Hooper, seconded by Councillor Zwart

That the following resolution of the Township of Mulmur, regarding Aggregate, be endorsed by the Municipality of Clarington:

That The Township of Mulmur recognizes the importance of aggregate extraction and the proper management of aggregate resources, including recycling aggregates;

Whereas Mulmur owns and operates a gravel pit;

Whereas the inappropriate extraction of aggregate can impact host communities, including, but not limited to: risk to surface and underground water supplies stress placed on local infrastructure; road safety; air and noise pollution; loss of farmland; encroachment on residential communities; interference with natural heritage systems;

Whereas, the Ontario Government commenced a detailed review of the Aggregate Resources Act in 2016;

Whereas the Ministry of Natural Resources hosted a summit on Aggregate Reform on March 29, 2019, and did not include municipal government as stakeholders;

Whereas the Township supports the recommendations to allow policy interpretation for accessing material under Road Allowances; and

Now Therefore Be It Resolved That The Township of Mulmur hereby requests the following:

- a) The Provincial Government provide for municipal representation at future meetings related to the Aggregate Reform;
- b) Municipalities be provided authority to regulate hours of operation and haul routes within municipal boundaries;
- c) If the Provincial level is accepted as a single level for applications, Municipalities be provided a process through which to provide comments on aggregate extraction activities proposed within or in the vicinity of their boundaries;
- d) The comments on “Cutting the Red Tape” provided by the Ontario Sand and Gravel Association be evaluated from the perspective of the local host community and ensure that there are mechanisms/processes in place to address impacts.
- e) That land unavailable for extraction due to changes on the rules to endangered and threatened species and other policies within the Natural Heritage System continue to be protected.

Carried

9.3 Ralph Walton, Regional Clerk/Director of Legislative Services, Region of Durham, Regarding Approval in Principle of the Durham Community Energy Plan

Resolution #GG-332-19

Moved by Councillor Anderson, seconded by Councillor Neal

That Communication Item 9.3, from Ralph Walton, Regional Clerk/Director of Legislative Services, Region of Durham, Regarding Approval in Principle of the Durham Community Energy Plan, be referred to staff.

Carried

9.4 Mandi Pearson, Clerk/Operations Clerk, Town of Petrolia, Regarding Ontario Good Roads Association Re-establishment of a Combined Conference for both OGRA and ROMA

Resolution #GG-333-19

Moved by Councillor Hooper, seconded by Councillor Neal

That the following resolution of the Town of Petrolia, regarding Ontario Good Roads Association Re-establishment of a Combined Conference for both OGRA and ROMA, be endorsed by the Municipality of Clarington:

Whereas on the May 13, 2019 regular council agenda, correspondence item 12 q) was received from the Ontario Good Roads Association;

And whereas during the 2019 OGRA conference AGM a resolution was passed regarding the reestablishment of an annual combined conference for both OGRA & ROMA;

And whereas a past attendee of the combined conference, it makes great sense for the OGRA & ROMA conference to be returned to a combined conference effort each February, not only financially for the municipality but also for availability for participation of members of Council and staff;

Now therefore be it resolved that the Council of the Town of Petrolia support the original resolution passed at the OGRA AGM to re-establish a combined OGRA & ROMA conference;

And furthermore that a letter be sent to the ROMA Board of Directors, outlining our support for a collaborative OGRA ROMA annual combined conference, and that this letter of support be circulated to the Ontario Municipalities, and the OGRA Board of Directors.

Carried

9.5 Alexander Harras, Manager of Legislative Service/Acting Clerk, Town of Ajax, Regarding 2022 Ontario Summer Games Bid

Resolution #GG-334-19

Moved by Councillor Neal, seconded by Councillor Anderson

That the following resolution of the Town of Ajax, regarding 2022 Ontario Summer Games Bid, be endorsed by the Municipality of Clarington:

Whereas Sport Durham is seeking approval by Regional Council to submit a bid to host the 2022 Ontario Summer Games in the Durham Region;

And whereas this three-day event would take place in August, 2022 hosting 21 sports, bringing in 3,000-3,500 participants and generating \$4-6 million in region-wide economic impact;

And whereas the Town has an opportunity to participate by hosting sporting events which may include baseball, softball and soccer, as determined by the organizing committee;

And whereas hosting the 2022 Ontario Summer Games would further advance the Region and Town's successful track records of hosting multi-sport games, including the 2019 Parasport Games and the 2015 Pan Am games;

And whereas the Town has invested over \$9 million in capital improvements to the baseball and softball fields at Audley Ballpark, and the creation of two Artificial Turf fields at Ajax Community Centre (jointly funded by the Government of Canada and the Town). Part of the 2015 Pan Am Games Facility Agreement for Audley Ballpark requires the Town to provide access to high performance organizations, for no less than 10% of programming hours of the facility, at a preferred rate of no more than 75% of normal charge out rates for use of the facility, for a period of twenty years;

Now Therefore be it resolved that Ajax Council support Sport Durham's bid to host the 2022 Ontario Summer Games, encouraging Regional Council to provide their support; and acknowledge that if the Region is awarded the bid, the Town of Ajax is a willing host and participant in the games;

And that if the Region is awarded the bid, Ajax staff will report back to Council with detailed information regarding the Town's participation in the games, including associated costs and resource implications;

And that this resolution be distributed to the Region of Durham, all Durham Region Municipalities, Sport Durham, MPP Rod Phillips and MP Mark Holland.

Carried

9.6 Alexander Harras, Manager of Legislative Service/Acting Clerk, Town of Ajax, Regarding Regional Government Review

Resolution #GG-335-19

Moved by Councillor Neal, seconded by Councillor Jones

That Communication Item 9.6 be received for information.
Withdrawn

Resolution #GG-336-19

Moved by Councillor Neal, seconded by Councillor Jones

That the following resolution of the Town of Ajax, regarding Regional Government Review, be endorsed by the Municipality of Clarington:

Whereas the Government of Ontario is undertaking a Regional Government Review to examine governance, decision-making, and service delivery functions of Ontario's 8 regional municipalities, Simcoe County, and all respective lower-tier municipalities;

And whereas the Regional Municipality of Durham ("the Region") and its 8 lower-tier municipalities continue to be leaders and advocates for good governance in the municipal sector, as is evidenced by the Region's decision to engage voluntarily in the 2015 Regional Council Composition Review, and the decision of Durham voters to elect the position of Regional Chair as of 2014;

And whereas there is a strong and proven relationship between the Region and its lower-tier municipalities in Durham, and the double-direct voting system ensures that members of both local and regional councils are well informed about all issues and concerns impacting residents;

And whereas Ajax Council ("the Town") agrees that there are opportunities for transfer of services and/or better service alignment between the Town and the Region to increase efficiencies for residents and businesses;

And whereas Ajax Council is confident that, through the Regional Government Review, the Province of Ontario will respect municipal autonomy, identity and representation;

Now therefore be it resolved that Ajax Council supports a continued two-tier municipal structure and double-direct voting system and governance model throughout Durham Region, noting that the Town is open to improving the alignment of services between the upper- and lower-tiers in order to achieve increased efficiencies;

And that this resolution be distributed to all Durham Region municipalities, the Region of Durham, the Regional Government Review Advisors, Minister Steve Clark, MPP Rod Phillips, and all Durham Region MPPs.

Carried

9.7 Township of McNab Braeside, Regarding Government of Ontario E-Learning

Resolution #GG-337-19

Moved by Councillor Hooper, seconded by Councillor Anderson

That the following resolution of the Township of McNab Braeside, regarding Government of Ontario E-Learning, be endorsed by the Municipality of Clarington:

Whereas the Government of Ontario is proposing education adjustments;

And whereas the Government of Ontario announced that secondary school students will be required to take four (4) out of thirty (30) high school credits as online course;

And whereas thirty (30) credits are required for an Ontario high school diploma, the government is not providing rural Ontario with the same broadband access as the rest of the Province;

And whereas throughout much of rural and northern Ontario, broadband service is lacking, making e-learning impossible, and may set our students up for a two-tier education system due to the lack of internet access;

And whereas online e-learning will disproportionately affect students with special needs, who may need more attention from their teachers, and students in low-income families, who may not have access to a laptop and internet at home to do their online course work;

Therefore be it resolved that the Township of McNab/Braeside respectfully requests the Premier of Ontario to reconsider these online courses until rural Ontario students can be given the same opportunity to access the internet as the urban students; and

Be it further resolved that this motion be circulated to Ontario Premier Doug Ford, Minister of Education Lisa M. Thompson, MPP of Renfrew-Nipissing-Pembroke John Yakabuski, MP for Renfrew-Nipissing-Pembroke Cheryl Gallant, all Municipalities in the Province of Ontario, AMO, ROMA and School Boards.

Carried

9.8 May Luong, Mathany & Higgs Law, Regarding the Central Lake Ontario Conservation Authority (CLOCA) Port Darlington Shoreline Hazard Study

Resolution #GG-338-19

Moved by Councillor Neal, seconded by Councillor Jones

That Communication Item 9.8, from May Luong, Mathany & Higgs Law, Regarding the Central Lake Ontario Conservation Authority (CLOCA) Port Darlington Shoreline Hazard Study, be referred to the Chief Administrative Officer.

Carried

10 Presentations

10.1 John Presta, Director, Environmental Services, The Region of Durham, Regarding Water and Sewer Servicing in Clarington

John Presta, Director, Environmental Services, The Region of Durham, Engineering Services Department, advised the Municipal Clerk's Department, that he would be unable to attend to make his presentation.

11 Engineering Service Department

No Reports for this section of the Agenda.

12 Operations Department

No Reports for this section of the Agenda.

Councillor Zwart chaired this portion of the meeting.

13 Emergency and Fire Services Department

13.1 ESD-004-19 Amendment to Open Air Burning By-law

Resolution #GG-339-19

Moved by Mayor Foster, seconded by Councillor Jones

That Report ESD-004-19 be received; and

That the draft amending By-Law (Attachment 1 to Report ESD-004-19), being a by-law to amend the Open Air Burning By-Law 2012-062, be approved.

Carried

Mayor Foster chaired this portion of the meeting.

14 Community Services Department

14.1 CSD-006-19 2019 Community Event Sponsorship Requests – Spring Intake

Resolution #GG-340-19

Moved by Councillor Jones, seconded by Councillor Zwart

That Report CSD-006-19 be received;

That Council consider all submitted sponsorship requests; and

That all interested parties listed in Report CSD-006-19 and any delegations be advised of Council's decision by the Department.

Carried

Sabrina Dennis and Bettina Crocker

Resolution #GG-341-19

Moved by Councillor Anderson, seconded by Councillor Zwart

That Sponsorship Application #S19-10, from Sabrina Dennis and Bettina Crocker, be approved in the amount of \$2,000.00.

Carried

Clarington Minor Football Association

Resolution #GG-342-19

Moved by Councillor Hooper, seconded by Councillor Neal

That Sponsorship Application #S19-19, from the Clarington Minor Football Association, be approved in the amount of \$2,000.00.

Carried

Great Canadian Town Band Festival

Resolution #GG-343-19

Moved by Councillor Jones, seconded by Councillor Hooper

That Sponsorship Application #S19-09, from the Great Canadian Town Band Festival, be approved in the amount of \$1,500.00.

Motion Lost

Resolution #GG-344-19

Moved by Councillor Jones, seconded by Councillor Neal

That Sponsorship Application #S19-09, from the Great Canadian Town Band Festival, be approved in the amount of \$500.00.

Motion Withdrawn

Resolution #GG-345-19

Moved by Councillor Jones, seconded by Councillor Neal

That Sponsorship Application #S19-09, from the Great Canadian Town Band Festival, be approved in the amount of \$200.00.

Motion Withdrawn

Resolution #GG-346-19

Moved by Councillor Jones, seconded by Councillor Neal

That Sponsorship Application #S19-09, from the Great Canadian Town Band Festival, be approved in the amount of \$500.00.

Carried

Hampton United Church

Resolution #GG-347-19

Moved by Councillor Neal, seconded by Councillor Hooper

That Sponsorship Application #S19-17, from the Hampton United Church, be approved in the amount of \$500.00.

Carried

Orono Agricultural Society

Resolution #GG-348-19

Moved by Councillor Zwart, seconded by Councillor Anderson

That Sponsorship Application #S19-15, from the Orono Agricultural Society, be approved in the amount of \$2,000.00.

Carried Later in the Meeting

Recess

Resolution #GG-349-19

Moved by Councillor Neal, seconded by Councillor Hooper

That the Committee recess for 2 minutes.

Carried

The meeting reconvened at 1:59 PM with Mayor Foster in the Chair.

The foregoing Resolution #GG-348-19 was then put to a vote and lost.

Newcastle Business Improvement Area

Resolution #GG-350-19

Moved by Councillor Anderson, seconded by Councillor Zwart

That Sponsorship Application #S19-21, from the Newcastle Business Improvement Area, be approved in the amount of \$2,000.00.

Carried

Central Lake Ontario Conservation Authority

Resolution #GG-351-19

Moved by Councillor Hooper, seconded by Councillor Jones

That Sponsorship Application #S19-16, from the Central Lake Ontario Conservation Authority, be approved in the amount of \$1,000.00.

Carried

Newcastle's Art Show Inc.

Councillor Neal declared an indirect interest in Report CSD-006-19 regarding the 2019 Community Event Sponsorship Requests for Newcastle's Art Show Inc. (Application #S19-14) as he is on the Board. Councillor Neal left the room and refrained from discussion and voting on this matter.

Resolution #GG-352-19

Moved by Councillor Jones, seconded by Councillor Anderson

That Sponsorship Application #S19-14, from the Newcastle's Art Show Inc., be approved in the amount of \$1,500.00.

Carried

Councillor Neal returned to the meeting.

Newcastle Memorial Arena Board

Resolution #GG-353-19

Moved by Councillor Zwart, seconded by Councillor Anderson

That Sponsorship Application #S19-22, from the Newcastle Memorial Arena Board, be approved in the amount of \$2,000.00.

Carried

Newcastle Village Concerts

Councillor Hooper declared an indirect interest in the Grant Application #S19-11, #S19-12 and #S19-13, from the Newtonville Music in the Park, Newcastle Village Concerts and Concerts in the Park as he is a founding member of Concerts in the Park and still sits on the Board and may be entertainment for the Newtonville Music in the Park and Newcastle Village Concerts. Councillor Hooper left the room and refrained from discussion and voting on these matters.

Resolution #GG-354-19

Moved by Councillor Anderson, seconded by Councillor Zwart

That Sponsorship Application #S19-12, from the Newcastle Village Concerts, be approved in the amount of \$1,500.00.

Carried

Newtonville Music in the Park

Resolution #GG-355-19

Moved by Councillor Jones, seconded by Councillor Zwart

That Sponsorship Application #S19-11, from the Newtonville Music in the Park, be approved in the amount of \$1,000.00.

Motion Withdrawn

Resolution #GG-356-19

Moved by Councillor Jones, seconded by Councillor Zwart

That Sponsorship Application #S19-11, from the Newtonville Music in the Park, be approved in the amount of \$1,500.00.

Carried

Concerts in the Park

Resolution #GG-357-19

Moved by Councillor Neal, seconded by Councillor Anderson

That Sponsorship Application #S19-13, from the Concerts in the Park, be approved in the amount of \$1,500.00.

Carried

Councillor Hooper returned to the meeting.

Newtonville Community Hall

Resolution #GG-358-19

Moved by Councillor Zwart, seconded by Councillor Anderson

That Sponsorship Application #S19-20, from the Newtonville Community Hall, be approved in the amount of \$800.00.

Carried

Huntington Society of Canada - Durham Chapter

Resolution #GG-359-19

Moved by Councillor Hooper, seconded by Councillor Zwart

That Sponsorship Application #S19-18, from the Huntington Society of Canada - Durham Chapter, be approved in the amount of \$1,500.00.

Carried

15 Municipal Clerk's Department

15.1 CLD-013-19 Status of Jungle Cat World under the Exotic Animal By-law

Report CLD-013-19, Status of Jungle Cat World under the Exotic Animal By-law was considered earlier in the meeting during the delegation portion of the agenda.

Mayor Foster chaired this portion of the meeting.

16 Corporate Services Department

16.1 COD-008-19 Prospect Street Reconstruction

Resolution #GG-360-19

Moved by Councillor Hooper, seconded by Councillor Anderson

That Report COD-008-19 be received;

That Eagleson Construction with a total bid amount of \$2,171,275.20 (Net HST Rebate) being the lowest compliant bidder meeting all terms, conditions and specifications of Tender CL2019-10 be awarded the contract for the Prospect Street Reconstruction, as required by the Engineering Services Department;

That the funds required for this project in the amount of \$3,009,600.00 (Net HST Rebate) which includes the construction cost of \$2,171,275.20 (Net HST Rebate) and other costs such as design, property acquisition, soil testing, utility relocation, inspection, contract administration, permit fees and contingency of \$838,324.80 (Net HST Rebate) be funded by the Municipality from the approved budget allocations as follows:

| | | |
|--|-----------------------|----------------|
| Prospect St. Reconstruction (2019 Budget) (O'Dell St to Fourth St.) | 110-32-330-83242-7401 | \$1,040,000.00 |
| Prospect St. Reconstruction (2017 Budget) (utility relocations and property acquisition) | 110-32-330-83242-7401 | \$150,000.00 |

| | | |
|---|-----------------------|----------------|
| Prospect St. and Lambs Lane Area Design (2014 Budget) | 110-32-330-84242-7401 | \$106,076.09 |
| Municipal Capital Works Reserve Fund | 511-00-000-00000-7418 | \$124,823.91 |
| Prospect St. Reconstruction (O'Dell St. to Fourth St.) Region of Durham Recovery | 110-32-330-83242-7402 | \$1,588,700.00 |

That all interested parties listed in Report COD-008-19 and any delegations be advised of Council's decision by the Corporate Services Department.

Carried

16.2 COD-008-19 Clarington Beech Centre Roof Replacement

Resolution #GG-361-19

Moved by Councillor Hooper, seconded by Councillor Jones

That Report COD-009-19 be received;

That Triumph Roofing and Sheet Metal Inc. with a bid in the amount of \$244,366.46 (Net HST Rebate) being the lowest compliant bidder meeting all terms, conditions and specifications of Tender CL2019-13 be awarded the contract, as required by the Operations Department;

That the funds required for this project in the amount of \$276,984.70 (Net HST Rebate) which includes the construction cost of \$244,366.46 (Net HST Rebate) and other costs such as design, inspection, consulting, and contingency of \$32,618.24 (Net HST Rebate) be funded by the Municipality as follows:

| | | |
|---------------------------|-----------------------|--------------|
| Various Roof Replacements | 110-36-370-83687-7401 | \$276,984.70 |
|---------------------------|-----------------------|--------------|

That all interested parties listed in Report COD-009-19 and any delegations be advised of Council's decision by the Department.

Carried

17 Finance Department

17.1 FND-015-19 Annual Statement for the Development Charges Reserve Funds for the Year Ended December 31, 2018

Resolution #GG-362-19

Moved by Councillor Neal, seconded by Councillor Zwart

That Report FND-015-19 be received; and

That a copy of this report be posted on the Municipality's website.
Carried

17.2 FND-016-19 2018 Annual Statement for Cash In Lieu of Parkland Reserve Fund

Resolution #GG-363-19

Moved by Councillor Neal, seconded by Councillor Zwart

That Report FND-016-19 be received for information.
Carried

18 Solicitor's Department

No Reports for this section of the Agenda.

19 Chief Administrative Office

No Reports for this section of the Agenda.

20 New Business – Consideration

20.1 Audit Committee Report

Councillor Neal did not introduce the New Business Item regarding a possible Audit Committee Report.

Recess

Resolution #GG-364-19

Moved by Councillor Neal, seconded by Councillor Jones

That the Committee recess for 5 minutes.
Carried

The meeting reconvened at 2:35 PM with Mayor Foster in the Chair.

21 Unfinished Business

21.1 EGD-013-18 Proposed Amendment to By-law 2014-059, being a By-law to Regulate Traffic and Parking on Highways, Private Property and Municipal Property [Referred from the May 6, 2019 General Government Committee Meeting]

Resolution #GG-365-19

Moved by Councillor Neal, seconded by Councillor Hooper

That Report EGD-013-19 be received;

That the By-law as Attachment 1 to Report EGD-013-19 be approved; and

That all interested parties listed in Report EGD-013-19 and any delegations be advised of Council's decision.

Carried

21.2 FND-002-19 Budget Policy [Tabled from the May 6, 2019 General Government Committee Meeting]

Resolution #GG-366-19

Moved by Councillor Neal, seconded by Councillor Jones

That the matter of Report FND-002-19, regarding Budget Policy, be lifted from the table.

Carried

Resolution #GG-367-19

Moved by Councillor Neal, seconded by Councillor Zwart

That Report FND-002-19 be received; and

That the draft policy entitled "Budget Policy" be adopted.

Carried as Amended
(See following motions)

Resolution #GG-368-19

Moved by Councillor Neal, seconded by Councillor Zwart

That the foregoing Resolution #GG-367-19 be amended by adding the following to the end of the first paragraph:

That Staff report back to a General Government Committee meeting in September, on the cost of living increase; and

That Council, at that time, adopt a budget guideline.

Carried

Resolution #GG-369-19

Moved by Councillor Neal, seconded by Councillor Jones

That the foregoing Resolution #GG-368-19 be amended by adding the following to the end of the first paragraph:

“with the following change:

That the \$50,000 reference in Section 5.7 of the proposed Budget Policy, contained in Report FND-002-19, be deleted.”

Carried

Resolution #GG-370-19

Moved by Councillor Neal, seconded by Councillor Jones

That the foregoing Resolution #GG-368-19 be amended by adding the following at the end:

That the Purchasing By-law be amended to require the approval by Council for the hiring of external consultants where the cost exceeds \$25,000, except where the same are required by law.

Motion Withdrawn

Resolution #GG-371-19

Moved by Councillor Neal, seconded by Councillor Jones

That the foregoing Resolution #GG-368-19 be amended by adding the following at the end:

That Staff report back on having an Audit Committee, which would include Council representation.

Motion Lost Later in the Meeting

Suspend the Rules

Resolution #GG-372-19

Moved by Councillor Neal, seconded by Councillor Jones

That the Rules of Procedure be suspended to allow Members of Committee to speak to the matter of the foregoing Resolution #GG-371-19 a second time.

Carried

The foregoing Resolution #GG-371-19 was then put to a vote and lost.

The foregoing Resolution #GG-368-19 was then put to a vote and carried as amended.

21.3 Motion Regarding Hiring of External Consultants paragraph 5 of the foregoing Resolution #C-044-19 [Tabled from the May 6, 2019 General Government Committee Meeting]

Motion Regarding Hiring of External Consultants paragraph 5 of the foregoing Resolution #C-044-19 was considered earlier in the meeting during the consideration of Item 21.2 Report FND-002-19 Budget Policy.

21.4 Motion Regarding Correspondence from Linda Kent, Library Director & CEO, Clarington Public Library, Regarding Report FND-002-19, Budget Policy [Referred from May 21, 2019 Council Meeting]

Motion Regarding Correspondence from Linda Kent, Library Director & CEO, Clarington Public Library, Regarding Report FND-002-19, Budget Policy was considered earlier in the meeting during the consideration of Item 21.2 Report FND-002-19 Budget Policy.

21.5 Motion Regarding Staff Expending Funds [Tabled from the May 6, 2019 General Government Committee Meeting]

Resolution #GG-373-19

Moved by Councillor Neal, seconded by Councillor Zwart

That the resolution regarding Staff Expending Funds, be lifted from the table.

Carried

Councillor Neal withdrew resolution regarding Staff expending funds.

21.6 CAO-002-19 New Staffing Policy [Tabled from the May 6, 2019 General Government Committee Meeting]

Resolution #GG-374-19

Moved by Councillor Neal, seconded by Councillor Zwart

That the matter of Report CAO-002-19, regarding New Staffing Policy, be lifted from the table.

Carried

Resolution #GG-375-19

Moved by Councillor Neal, seconded by Councillor Anderson

That Report CAO-002-19 be received for information.

Carried

22 Confidential Reports

There were no items considered under this section of the Agenda.

23 Adjournment

Resolution #GG-376-19

Moved by Councillor Jones, seconded by Councillor Neal

That the meeting adjourn at 3:21 PM

Carried

Mayor

Deputy Clerk



The Regional
Municipality of
Durham

Corporate Services
Department –
Legislative Services

605 Rossland Rd. E.
Level 1
P.O. Box 623
Whitby, ON L1N 6A3
Canada

905-668-7711
1-800-372-1102
Fax: 905-668-9963

durham.ca

May 31, 2019

John Mackenzie
Toronto and Region Conservation Authority (TRCA)
Chief Executive Officer
Toronto & Region Conservation Authority
5 Shoreham Drive
Downsview ON M3N 1S4

Dear Mr. Mackenzie:

RE: Regional Municipality of Durham Nomination to the Credit Valley/Toronto and Region/Central Lake Ontario Source Protection Committee (2019-W-33), Our File: C12

Council of the Region of Durham, at its meeting held on May 29, 2019, adopted the following recommendations of the Works Committee:

- “A) That in response to the call for nomination of municipal members from the Toronto and Region Source Protection Authority (TRSPA), The Regional Municipality of Durham’s Director of Environmental Services (currently Mr. John Presta), be nominated as the Durham municipal member of the Credit Valley/Toronto and Region/Central Lake Ontario Region Source Protection Committee; and
- B) That a copy of this report be forwarded to Mr. John Mackenzie, Toronto and Region Source Protection Authority and Local Municipalities within the Regional Municipality of Durham.”

Please find enclosed a copy of [Report #2019-W-33](#) for your information.

Ralph Walton

Ralph Walton,
Regional Clerk/Director of Legislative Services

RW/sp

c: S. Siopis, Commissioner of Works

GANARASKA REGION CONSERVATION AUTHORITY

MINUTES OF THE BOARD OF DIRECTORS

May 16, 2019

GRCA 03/19

1. Welcome and Call to Order

The Chair called the Ganaraska Region Conservation Authority Board of Directors meeting to order at 7:20 p.m.

MEMBERS PRESENT: Jeff Lees, Chair - Municipality of Port Hope
Mark Lovshin, Vice Chair - Township of Hamilton
Nicole Beatty - Town of Cobourg
Brian Darling - Town of Cobourg
Gail Latchford – Township of Alnwick/Haldimand
Joe Neal - Municipality of Clarington
Tracy Richardson - City of Kawartha Lakes

ALSO PRESENT: Linda Laliberte, CAO/Secretary-Treasurer
Ken Thajer, Planning and Regulations Coordinator

ABSENT WITH REGRETS: Margaret Zwart - Municipality of Clarington
Vicki Mink - Municipality of Port Hope

ALSO ABSENT: Tim Belch - Township of Cavan Monaghan

2. Disclosure of Pecuniary Interest

None

3. Minutes of Last Meeting

GRCA 13/19

MOVED BY: Tracy Richardson

SECONDED BY: Mark Lovshin

THAT the Ganaraska Region Conservation Authority approve the minutes of the April 18, 2019 meeting.

CARRIED.

4. Adoption of the Agenda

Staff Report was added to item 11. New Business
d) GRCA Flooding Conditions as of May 15, 2019.

GRCA 14/19

MOVED BY: Gail Latchford

SECONDED BY: Brian Darling

THAT the Ganaraska Region Conservation Authority adopt the agenda as amended.

5. Delegations

None

6. Presentations

None

7. Business Arising from Minutes

None

8. Correspondence

None

9. Applications under Ontario Regulation 168/06:

Permits approved by Executive:

GRCA 15/19

MOVED BY: Nicole Beatty

SECONDED BY: Mark Lovshin

THAT the Ganaraska Region Conservation Authority receive the permits for information.
CARRIED.

Permit Application requiring Ganaraska Region Conservation Authority Board of Directors discussion:

None

10. Committee Reports:

None

11. New Business:

a) Meeting Provincial Priorities for Reducing Regulatory Burden

GRCA 16/19

MOVED BY: Nicole Beatty

SECONDED BY: Brian Darling

THAT The Board of Directors acknowledge the three key solutions developed by the Conservation Ontario working group: to improve client service and accountability; increase speed of approvals; and, reduce “red tape” and regulatory burden; and

THAT staff be directed to work with Conservation Ontario and our clients to identify additional improvements; and

FURTHER THAT staff be directed to implement any of these solutions that apply locally as soon as possible.

CARRIED.

b) Appointment of Provincial Offences Officer

GRCA 17/19

MOVED BY: Mark Lovshin

SECONDED BY: Tracy Richardson

THAT the Ganaraska Region Conservation Authority designate William Lemieux as a Provincial Offences Officer for the purposes of enforcing the Ganaraska Region Conservation Authority Regulations pursuant to the *Conservation Authorities Act*.

CARRIED.

c) 2019 Budget

Joe Neal asked a question in regards to the overall increase in employee benefits. The CAO explained that there was a slight increase in 2017 and a decrease in 2018 as the benefit plan was restructured from 100% coverage to 80% coverage. Mr. Neal further requested clarification of the "Other Funds" column.

GRCA 18/19

MOVED BY: Brian Darling

SECONDED BY: Mark Lovshin

THAT the Ganaraska Region Conservation Authority approve the 2019 Budget.

CARRIED.

d) GRCA Flooding Conditions as of May 15, 2019

GRCA 19/19

MOVED BY: Brian Darling

SECONDED BY: Gail Latchford

THAT the Ganaraska Region Conservation Authority receive this report for information.

CARRIED.

12. Other Business

None

13. In Camera

None

14. Adjourn

The meeting adjourned at 7:50 p.m. on a motion by Mark Lovshin.

CHAIR

CAO/SECRETARY-TREASURER



Community Services

Legislative Services

May 22, 2019

File #120203

Sent via email: Justin.trudeau@parl.gc.ca

The Right Honourable Justin Trudeau
Prime Minister
House of Commons
Ottawa, ON K1A 0A6

Honourable and Dear Sir:

Re: Issuance of Cannabis Licenses in Residentially Zoned Areas

The Municipal Council of the Town of Fort Erie at its meeting of May 21, 2019 passed the following resolution:

That: Council requests the Federal Government to provide information on all cannabis licenses including personal medical licenses to the Town of Fort Erie when licenses are issued, and further

That: A public process take place in connection with granting cannabis licenses and their location, and further

That: This resolution be circulated to the Prime Minister, the Minister of Health, the Niagara Members of Parliament and Provincial Parliament, and all Ontario municipalities.

Thank you for your attention to this very important issue.

Yours very truly,

Carol Schofield, Dipl.M.A.
Manager, Legislative Services/Clerk

cschofield@forterie.ca

c.c The Honourable Ginette Petitpas Taylor, Minister of Health *Sent via email: Ginette.petitpastalor@parl.gc.ca*
The Honourable Rob Nicholson, MP-Niagara, *Sent via email: rob.nicholson@parl.gc.ca*
Vance Badawey, MP-Niagara Centre *Sent via email: vance.badawey@parl.gc.ca*
Chris Bittle, MP-St. Catharines *Sent via email: chris.bittle@parl.gc.ca*
Wayne Gates, MPP-Niagara Falls, Legislative Assembly of Ontario *Sent via email: wgates-co@ndp.on.ca*
Sam Oosterhoff, MPP-Niagara West-Glanbrook, Legislative Assembly of Ontario *Sent via email: sam.oosterhoff@pc.ola.org*
Jennifer Stevens, MPP-St. Catharines *Sent via email: JStevens-CO@ndp.on.ca*
Jeff Burch, MPP-Niagara Centre *Sent via email: JBurch-QP@ndp.on.ca*
All Ontario Municipalities *Sent via email*

Mailing Address:

The Corporation of the Town of Fort Erie
1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: www.forterie.ca

File: A-2100

March 28, 2019

DELIVERED BY E-MAIL

(premier@ontario.ca)

The Honourable Doug Ford,
Premier of Ontario

Re: Downed Elevators and Municipal Response

Oshawa City Council considered the above matter at its meeting of March 18, 2019 and adopted the following recommendation:

- “1. That pursuant to [Report CORP-19-22](#) dated February 20, 2019, the Provincial Government be requested to proclaim into force the remaining elements of Bill 8 related to elevating devices in all building stock.
 2. That pursuant to [Report CORP-19-22](#) dated February 20, 2019, the Provincial Government be requested to amend the Technical Standards and Safety Act, 2000, as necessary, to:
 - a) Authorize the Technical Standards and Safety Authority inspectors to impose timelines to complete repairs/replacements to elevators in buildings whether subjected to a Technical Standards and Safety Authority order or not and to impose appropriate penalties if there is a non-compliance; and
 - b) Authorize the Technical Standards and Safety Authority inspectors to impose conditions requiring the owner to provide an alternate mechanical means of access above the ground floor when a repair to the single elevator in a building is being undertaken whether such repair is by an order of the Technical Standards and Safety Authority or not and to impose penalties if there is a non-compliance.
 3. That pursuant to [Report CORP-19-22](#) dated February 20, 2019, the Provincial Government be requested to amend the Ontario Building Code to require new single elevator buildings to provide an alternative mechanical means of access above the ground floor or consider requiring multi-level buildings to have two
-

elevators as appropriate and to consult with the building and development industry during the process.

4. That a copy of [Report CORP-19-22](#) and the related Council resolution be sent to:
- All Region of Durham Municipalities
 - Durham Region Members of Parliament and Members of Provincial Parliament
 - Federation of Canadian Municipalities
 - Association of Municipalities of Ontario
 - Local Health Integration Network
 - Oshawa's Accessibility Advisory Committee
 - Durham Regional Accessibility Advisory Committee
 - Large Urban Mayor's Caucus of Ontario
 - Technical Standards and Safety Authority
 - Advocacy Centre for the Elderly
 - Federal/Provincial/Territorial Ministers for Seniors
 - United Senior Citizens of Ontario
 - Oshawa Senior Citizens Centres
 - Ministry of Municipal Affairs and Housing
 - Ministry of Government and Consumer Services
 - The City's Building Industry Liaison Team including Durham Region Homebuilder's Association and Building Industry and Land Development Association
 - Ontario Building Officials Association
 - Ontario Non-Profit Housing Association; and,
5. That staff continue to investigate the potential of a stand-alone By-law to address elevating devices in the City of Oshawa."

Please find attached a copy of [Report CORP-19-22](#).

If you need further assistance concerning the above matter, please contact Paul Ralph, Commissioner, Development Services Department at the address listed below or by telephone at 905-436-3311.



Mary Medeiros
Acting City Clerk

/ld

- c. All Region of Durham Municipalities
Durham Region Members of Parliament and Members of Provincial Parliament
Federation of Canadian Municipalities
Association of Municipalities of Ontario
Local Health Integration Network
Oshawa's Accessibility Advisory Committee
Durham Regional Accessibility Advisory Committee
Large Urban Mayor's Caucus of Ontario
Technical Standards and Safety Authority
Advocacy Centre for the Elderly
Federal/Provincial/Territorial Ministers for Seniors
United Senior Citizens of Ontario
Oshawa Senior Citizens Centres
Ministry of Municipal Affairs and Housing
Ministry of Government and Consumer Services
The City's Building Industry Liaison Team including Durham Region Homebuilder's Association and Building Industry and Land Development Association
Ontario Building Officials Association
Ontario Non-Profit Housing Association



**Ganaraska Region
Conservation Authority**

2216 County Road 28
Port Hope, ON L1A 3V8

Phone: 905-885-8173
Fax: 905-885-9824
www.grca.on.ca

MEMBER OF
CONSERVATION ONTARIO

NOTICE

Published June 5, 2019

Municipal Sector Member Vacancy Trent Conservation Coalition Source Protection Committee

Under the *Clean Water Act*, a Source Protection Committee representing multiple stakeholders is required for each Source Protection Region in Ontario. A Source Protection Committee oversees all matters of the Source Protection Region.

The Trent Conservation Coalition Source Protection Committee was created according to Ontario Regulation 288/07 under the *Clean Water Act*. The Committee, as set out in the Regulation, is comprised of 24 members (plus the Chair): 7 municipal representatives; 7 economic sector representatives (agricultural, commerce, industry); 7 other representatives (e.g., public, environmental, etc.); and 3 First Nations.

Nominees are currently being solicited for municipal representation on the Trent Conservation Coalition Source Protection Committee to represent the Ganaraska Region Source Protection Area.

If there is a name that your Municipality would like to put forward for consideration as the Source Protection Committee representative for the Ganaraska Region Source Protection Area, please forward it and applicable information to the Ganaraska Region Source Protection Authority by the deadline indicated below.

Nominees must be persons to reflect the interests of the municipalities that are located, in whole or in part, in the Trent Conservation Coalition Source Protection Region and the Ganaraska Region Source Protection Area.

Number of Members to be Appointed

Several of the memberships on the Committee expire December 31, 2019, including the one membership for the Ganaraska Region Source Protection Authority. Mr. Rob Franklin, Manager of Planning Services for the Town of Cobourg, currently occupies this seat. Therefore, there is one vacancy to be filled for the Ganaraska Region Source Protection Authority.

Municipal Group

Note: Municipal Groups are required under O.Reg. 288/07 for the selection of Municipal Representatives on the Source Protection Committee

The municipal group for the Ganaraska Region Source Protection Area requires a total of one representative from the following municipalities:

- Regional Municipality of Durham
- Municipality of Clarington
- Municipality of Port Hope
- Township of Hamilton
- Town of Cobourg

Eligibility Requirements:

To be eligible for municipal sector membership on the Trent Conservation Coalition Source Protection Committee individuals must:

- Reside in, own, or rent property within the Trent Conservation Coalition Source Protection Region; or
- Be employed or operate a business within the Trent Conservation Coalition Source Protection Region; or
- Be employed by a Municipality that is in the Trent Conservation Coalition Source Protection Region; and
- Not be a member or employee of a Conservation Authority within the Trent Conservation Coalition Source Protection Region.

Summary of Functions and Obligations of SPC members:

- Monitor the implementation of the Source Protection Plans and policies.
- Contribute positively to updates to the Assessment Reports and Source Protection Plans for the Source Protection Region.
- Review reports and materials (including scientific and technical reports) in advance of meetings.
- Provide constructive, collaborative and science-based input on local source protection planning issues.
- Act as a liaison between the sector represented and the Committee.
- Work collaboratively with other Committee members and stakeholder groups.
- Make decisions at the committee table.
- Regularly attend meetings of the Source Protection Committee (and applicable working groups) throughout the duration of the appointment.
- Attend and participate in public meetings, information sessions and forums
- Attend training sessions.
- Participate, at the request of the Chair, in province-wide committees as a representative of the Committee.
- Represent all the municipalities in the Ganaraska Region Source Protection Area on the Source Protection Committee.
- Attend and chair the Ganaraska Region Municipal Working Group meetings held at the Ganaraska Region Conservation Authority to gather input from local

municipalities to share with the Source Protection Committee and bring information from the Committee back to the Municipal Working Group.

- Respect confidential information and abide by the process in place to safeguard confidential information.
- Comply with the Code of Conduct and Conflict of Interest policies established by the Committee as seen in the Committee Member's Handbook on <http://trentsourceprotection.on.ca>.

Information that must be submitted to the Source Protection Authority by Municipalities:

A brief description of the municipal nominee and their interest, knowledge and expertise as it relates to source water protection, committee and community experience, communication skills etc.

The date by which applications must be submitted

Applications for the vacant seat must be submitted by July 5, 2019

The address of the Internet website where the Job Description is published

Visit <http://trentsourceprotection.on.ca> for a digital copy of the job description or for more information on the Trent Conservation Coalition Source Protection Region.

Contact Information

Please submit your nominees name and information marked Source Protection Committee Application to:

Linda J. Laliberte, CPA, CGA
Chief Administrative Officer / Secretary-Treasurer
Ganaraska Region Conservation Authority
2216 County Road 28
Port Hope, ON L1A 3V8
Email c/o: plancaster@grca.on.ca

Next Steps:

Should the Ganaraska Region Source Protection Authority receive more than one recommendation, the Ganaraska Region Municipal Working Group will be assigned the task of selecting the preferred candidate (one vote per municipality).

The next step would be to seek a motion, by the end of August, from each of the municipalities within the Municipal Group, recommending that the person selected be appointed to the Source Protection Committee. The Lower Trent Source Protection Authority (the Lead Source Protection Authority) would then make formal appointment to the Committee.

Questions:

If you have any questions, please do not hesitate to contact Pam Lancaster, Lead, Source Water Protection at plancaster@grca.on.ca or 905-885-8173 x 247.



Job Description

Municipal Sector Member

Trent Conservation Coalition Source Protection Committee

The Trent Conservation Coalition Source Protection Committee was created according to Ontario Regulation 288/07. The Committee, as set out in the Regulation, is comprised of 21 members (plus the Chair; plus 3 reserved for First Nations) and is composed of 1/3 municipal representatives; 1/3 economic sectors (agricultural, commerce, industry) and 1/3 other representatives (e.g., public, environmental, etc.).

The Committee is responsible for monitoring processes associated with the gathering of source protection information, assessing threats, developing policies and supporting implementation of the comprehensive Drinking Water Source Protection Plans for the Trent and Ganaraska watersheds.

Municipal sector representatives must be persons to reflect the interests of the municipalities that are located, in whole or in part, in the Trent Conservation Coalition Source Protection Region.

Eligibility Requirements:

To be eligible for municipal sector membership on the Trent Conservation Coalition Source Protection Committee individuals must:

- Reside in, own, or rent property within the Trent Conservation Coalition Source Protection Region; or
- Be employed or operate a business within the Trent Conservation Coalition Source Protection Region; or
- Be employed by a Municipality that is in the Trent Conservation Coalition Source Protection Region; and
- Not be a member or employee of a Conservation Authority within the Trent Conservation Coalition Source Protection Region.

Roles and Responsibilities:

- Monitor the implementation of the source protection plans policies;
- Contribute positively to updates to the assessment reports and source protection plans
- Review annual reports and materials (including scientific and technical reports) in advance of meetings
- Provide constructive, collaborative and science-based input on local source protection planning issue(s)
- Act as a liaison between the sector represented and the Source Protection Committee by bringing forward common concerns from personal knowledge and experience;
- Work collaboratively with other Source Protection Committee members and stakeholder groups
- Make decisions at the committee table
- Regularly attend meetings of the Source Protection Committee (and applicable working groups) throughout the duration of the appointment
- Attend and participate in public meetings, information sessions and forums
- Attend training sessions
- Participate, at the request of the Chair, in province-wide committees as a representative of the Trent Conservation Coalition Source Protection Committee
- Comply with the Code of Conduct and Conflict of Interest policies established by the Source Protection Committee, and
- Respect confidential information and abide by the process in place to safeguard confidential information

Qualifications:

- Must be able to reflect the interests of municipalities
- Demonstrated understanding of:
 - municipal, watershed, scientific or technical information (e.g. source protection, geology, geography, planning)
 - terms and concepts associated with environmental management
 - local watersheds, communities, and issues
- Proven ability to act as a liaison for municipalities being represented
- An openness to working cooperatively with representatives from other sectors
- Demonstrated ability to work with group dynamics
- Commitment to mutual respect for others and for their views and interests
- Demonstrated problem-solving, decision-making, and communication skills
- Demonstrated ability to weigh different points of view
- Demonstrated interest in seeking solutions
- Has contacts within the local community (individuals and groups)
- Willingness and ability to travel throughout the Source Protection Region

Term and Time Commitment

Members should be prepared to make a 3-5 year commitment to participate on the Trent Conservation Coalition Source Protection Committee. The Committee will have a between 2 and 4 meetings per year. In addition to the Committee meetings, it is anticipated that the Committee members will be expected to attend training sessions and occasional public meetings and working group meetings, if established for the sector being represented. Committee members should also expect that they may occasionally need to travel significant distances across the Trent Conservation Coalition Source Protection Region to attend meetings and should anticipate the occasional evening meeting.

Compensation

Trent Conservation Coalition Source Protection Committee members will receive per diems and mileage (rates are determined locally through provincial direction and guidance).

If this information is required in an alternate format, please contact the Accessibility Co-ordinator at 905-623-3379 ext. 2131

To: Mayor and Council
From: Basia Radomski, Communications and Tourism Manager
Date: June 17, 2019
Subject: Tourism Advisory Committee Recommendation

Mayor and Council,

The Tourism Advisory Committee met on Wednesday, May 29, 2019, to work on developing a tourism-specific strategic plan. As outlined in the [Committee's Terms of Reference](#), the development of a strategic plan for Council consideration is the first point under the Committee scope section.

Lead by staff, the Committee went through an expedited Strategic Plan development session. Much of the discussion focused on the need for a unique Clarington brand, to help tell the Municipality's tourism story and create a connection for our community that will compel visitors to return. The Committee felt that Clarington needs to establish and build an identity, one that residents can relate to and one that visitors will understand and want to experience. The Tourism Advisory Committee felt it is crucial for Clarington to differentiate itself from the GTA and establish a brand unique to Clarington that will set our community apart from others and will be recognizable and easy to promote.

As a result, the committee passed the following recommendation, asking Council for direction:

Whereas the Tourism Advisory Committee convened and has begun to develop a tourism strategic plan;

And whereas branding the Municipality has come up as the key issue, one that is of utmost importance;

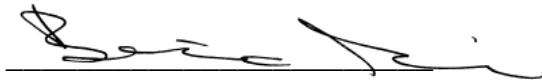
Now, therefore, be it resolved that the Tourism Advisory Committee recommends that Council expedite the development of a branding strategy for the Municipality, which incorporates Tourism.

The Committee has asked that staff continue to formulate a tourism-specific strategic plan based on Committee discussion. This will be brought to Council for consideration at a future date. However, the Committee feels that the Municipality should undertake a larger branding exercise and adopt a new brand quickly as this is key to pursuing other tourism strategic initiatives.

This recommendation aligns with one of Council's strategic themes as outlined in Theme A: Engaged Communities, "establish and develop a unique Clarington brand for promoting our community."

Should Council wish to approve the Tourism Advisory Committee's recommendation, the following resolution would be appropriate at the General Government Committee meeting:

That Council approve the Tourism Advisory Committee's recommendation to expedite the development of a branding strategy for the Municipality, which incorporates Tourism.



Basia Radomski
Manager, Communications and Tourism

cc: Andy Allison, CAO
Tourism Advisory Committee Members
Laura Knox, Tourism Coordinator

Engineering Services Report

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

| | | | |
|-------------------------|--|-----------------------|--|
| Report To: | General Government Committee | | |
| Date of Meeting: | June 17, 2019 | | |
| Report Number: | EGD-012-19 | Resolution: | |
| File Number: | C.02.30.006 | By-law Number: | |
| Report Subject: | Proposal to Close and Convey a Portion of a Road Allowance (Given Road) Situated in Lot 30, Concession 2, Former Township of Clarke | | |

Recommendations:

1. That Report EGD-012-19 be received;
2. That the application by Tornat Newcastle Limited to acquire portions of the road allowances of Given Road and McDonald Crescent in Newcastle be approved by Council to advance to the next steps identified in the road closure and conveyance process; and
3. That all interested parties listed in Report EGD-012-19 and any delegations be advised of Council's decision.

Report Overview

The Director of Engineering Services has determined that this portion of the road allowances (Given Road and McDonald Crescent) are surplus to the needs of the Municipality. The subject portions are required by Tornat Newcastle to facilitate their development proposal.

1. Background

- 1.1 Tornat Newcastle Limited (“Tornat”) is the owner of lands situated on the south side of an unopened portion of Given Road in Newcastle. A draft plan of subdivision has been approved for the lands owned by Tornat. Tornat’s development proposal contemplates the approval of Council for the closure and conveyance of portions of Given Road and McDonald Crescent. The portions of these roads that are proposed to be closed and conveyed are depicted in Attachment No. 1. The portion of the Given Road allowance that remains in Municipal ownership will form part of a future municipal road that will provide access to the Tornat development. A small portion of the McDonald Crescent Right-of-Way will also need to be closed and conveyed to facilitate a realignment of the Municipal road.
- 1.2 Council previously endorsed a road closure request for the subject section of Given Road in 2011, however the development proposal has been modified since that time.
- 1.3 Tornat has submitted the formal Application for Road Closure and Conveyance that is required under current municipal policy.

2. Next Steps for Policy and Procedure Road Closure and Conveyance

- 2.1 The Application for Road Closure and Conveyance has been submitted to the Municipality. The Director has made a determination that the road allowance is surplus for public highway purposes and that the closure is necessary to facilitate development of an approved plan of subdivision and related site plan.
- 2.2 If Council approves the closure and conveyance in principle, Tornat will be required to pay the application fee of \$500, the cost of an appraisal, advertising fees, reference plan fees and legal fees and disbursements. The applicant shall make a payment to the Municipality of these costs as estimated by the Director.
- 2.3 Upon receipt of the payment of estimated costs, the Director shall circulate the application to all appropriate parties and agencies. If no requirements or concerns are submitted, the processing of the application shall proceed. If requirements are noted, the agency requirements must be addressed prior to proceeding.
- 2.4 The Director shall retain a qualified independent appraiser to determine the value of the road allowance. Once the appraisal has been received by the Municipality, the applicant shall be informed of the appraised value. If the applicant wishes to proceed, the appraised land value must be paid to the Municipality.

- 2.5 The applicant will be required to prepare and register a reference plan for the lands to be conveyed. This plan must be reviewed and approved by the Director prior to being deposited.
- 2.6 Once the land value has been received and the reference plan deposited, staff will prepare a final report to Council with a recommendation concerning the application. Council will then consider whether to pass the appropriate by-law to authorize the completion of the transaction.
- 2.7 In accordance with By-law No. 2005-022, the Municipality shall give public notice of its intention to close and convey the road allowance. A public meeting shall be held by Committee to hear from any parties interested in the proposed closure and conveyance.

3. Concurrence

This report has been reviewed by the Municipal Solicitor who concurs with the recommendations.


4. Conclusion

It is respectfully recommended that Council approve that the application by Tornat advance to the next steps identified in the road closure and conveyance policy.

5. Strategic Plan Application

Not applicable.

Submitted by: 
Anthony Cannella,
Director of Engineering Services

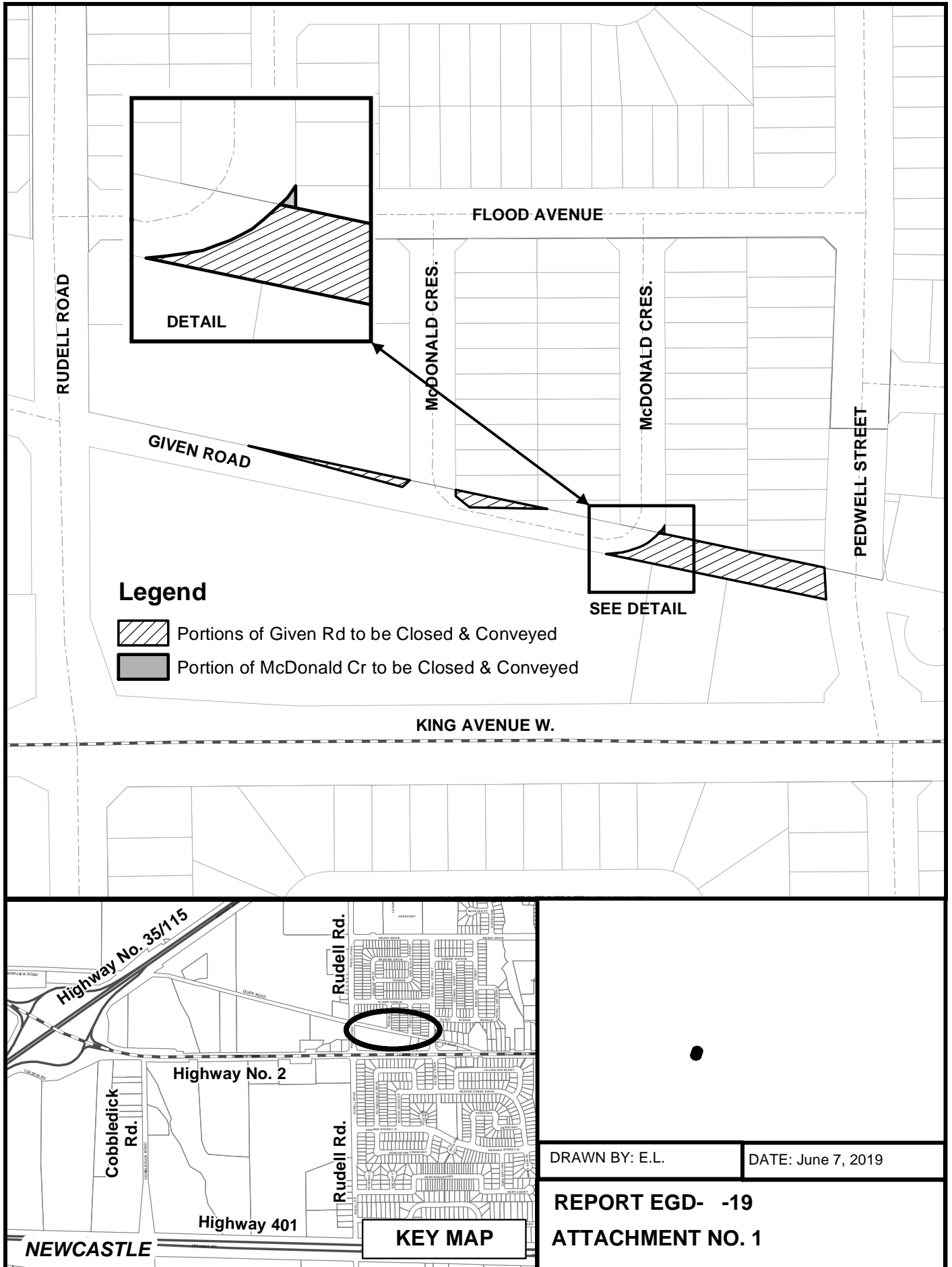
Reviewed by: 
Andrew C. Allison, B. Comm, LL.B
CAO

Staff Contact: Karen Richardson, Manager of Development Engineering, 905-623-3379 ext.2327 or krichardson@clarington.net

Attachment 1: Given Rd Closure and Conveyance Key Map

The following is a list of the interested parties to be notified of Council's decision:

D.G. Biddle & Associates Limited
Lindvest Property (Clarington South) Limited
Tornat Newcastle Limited



If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee

Date of Meeting: June 17, 2019

Report Number: OPD-006-19 **Resolution:**

File Number: **By-law Number:**

Report Subject: Cemetery Fees

Recommendations:

1. That Report OPD-006-19 be received;
2. That the proposed new or revised surcharges for Saturday, Sunday and Statutory Holiday Interments be approved;
3. That all other proposed cemetery fees for 2019, as outlined on Attachment 1 of Report OPD-006-19, be approved;
4. That all cemetery fees for subsequent years be adjusted using the annual, November over November, Ontario All-Items Consumer Price Index (CPI) to take effect each year on January 1st; and
5. That Attachment 1 to Report OPD-006-19, amending by-law to By-law 2012-061, being a by-law to provide for the maintenance, management, regulation and control of the cemeteries in the Municipality of Clarington, be approved.

Report Overview

This report recommends that Council approve new or revised surcharges for the provision of Saturday, Sunday and Statutory Holiday interments. The report also recommends a 5% increase in 2019 for various other cemetery service fees that are outlined on Attachment 1 and the utilization of the Ontario All-Items Consumers Price Index (CPI) for the annual adjustment of cemetery service fees in the future. Upon adjustment in each year all applicable service fees will be rounded upwards to the next 5 dollar increment.

1. Background

- 1.1 Clarington's Operations Department currently manages four active cemeteries being Bowmanville Cemetery, Bondhead Cemetery, St. Georges Cemetery and Hampton Union Cemetery.
- 1.2 The Funeral, Burial and Cremations Services Act 2002, S.O. 2002, c.33, Part 6, Section 53 (1) states that every cemetery operator who sells, assigns or transfers interment rights or scattering rights or who permits the interment of human remains or the scattering of cremated human remains in the cemetery shall have a care and maintenance fund. This fund is used solely for the perpetual upkeep the cemetery. It should be noted that 40% of the fees collected from the sale of plots and 15% from cremation niches are placed into this fund.
- 1.3 In addition to the sale of plots/niches, the Municipality also charges for various other cemetery related services that include interments, dis-interments, installation of foundations, headstones/footstones, weekend and holiday surcharges and other administrative related costs. The proposed cemetery fees for 2019 are provided on Attachment 1 and for comparison reasons the cemetery rates currently in effect are supplied as Attachment 2.

- 1.4 For context, the following chart indicates the number of interments that the Operations Department has provided during the past three years in each respective cemetery:

| | Regular Burials | Cremations |
|------------------------|-----------------|------------|
| Bowmanville Cemetery | | |
| 2016 | 66 | 79 |
| 2017 | 50 | 105 |
| 2018 | 61 | 93 |
| Total | 177 | 277 |
| Bondhead Cemetery | | |
| 2016 | 7 | 6 |
| 2017 | 7 | 10 |
| 2018 | 7 | 9 |
| Total | 14 | 25 |
| St. Georges Cemetery | | |
| 2016 | 1 | 4 |
| 2017 | 2 | 4 |
| 2018 | 0 | 2 |
| Total | 3 | 10 |
| Hampton Union Cemetery | | |
| 2016 | 5 | 9 |
| 2017 | 4 | 3 |
| 2018 | 5 | 4 |
| Total | 14 | 16 |

2. Discussion

- 2.1 The recommended cemetery fee increase for 2019 is 5%. This amount has been compared with the rates of public cemeteries in neighbouring municipalities to which they remain fairly consistent. For all future years, it is recommended that the annual cemetery fee increases be based on the, November over November, Ontario All-Items Consumers Price Index (CPI). It is expected that on average the CPI will increase approximately 1.0 to 2.0 percent per year. This rate of increase is typical of the annual adjustments in municipal labour costs that represent the majority of the cemetery operating expenditures. Upon adjustment, all future revised rates will be rounded upwards to the next 5 dollar increment. Cemetery services that are of lower cost, under

\$100, will not be significantly impacted by the 5 dollar rounding adjustment as these rates are either set by the Province of Ontario or will generally remain unchanged.

- 2.2 As a means to offer reasonable interment rates the Operations Department assigns an employee to perform regular shifts at the cemeteries duties during the months of May to November. This employee is capable of managing normal weekday and Saturday activities with the exception of late afternoon services, multiple interments or when in-ground casket burials are required. These types of services require extended hours and or the assistance of an additional staff person who may need to be called-in on overtime. The surcharge fees that are recommended for Saturday interments are provided on Attachment 1. These rates represent the recovery of overtime costs for the additional employee.
- 2.3 Cemetery staff are currently not scheduled to work shifts on Sundays or statutory holidays. As a result, interments scheduled on these dates are subject to higher surcharge fees as one or two staff persons are required to be called-in on overtime depending on the type of interment. The surcharge fees recommended on Attachment 1 for Sundays and Statutory Holiday interments represent the recovery of all overtime costs for the employee(s) as deemed necessary.
- 2.4 On Monday, June 10, 2019, Council approved the municipal assumption of the Orono Cemetery formally operated by the Orono Cemetery Board. Following this direction an application was submitted to the Bereavement Authority of Ontario, BAO, seeking official approval for the transfer. Staff will report back in September, 2019, with an amendment to the Municipal by-law to include Orono Cemetery and also to seek approval to harmonize the cemetery fees with the other Clarington operated cemeteries.
- 2.5 This report and the attachments have been forwarded to the funeral home operators in Clarington for their review and comment.

3. Concurrence

This report has been reviewed by the Municipal Clerk and the Director of Finance who concur with the recommendations.

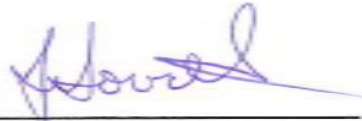
4. Conclusion


Cemetery fees need to be revised each year in order to maintain financial support for the provision of interment and other related services. The rates recommended for 2019, including the proposed surcharges, are comparable to other Municipal operated cemeteries and have been established to primarily recover expenses related to staff time.

It is therefore respectfully requested that Council approve the proposed surcharges, the attached fee schedule for 2019 and the method of calculating service fees for each future year using the CPI.

5. Strategic Plan Application

Not applicable

Submitted by: 
Frederick J. Horvath
Director of Operations

Reviewed by: 
Andrew C. Allison, B. Comma, LL.B
CAO

Staff Contact: Stephen Brake, Manager of Operations, 905-263-2291 or
sbrake@clarington.net

Attachments:

- Attachment 1 – Amending By-law including Proposed Cemetery Fees (2019)
- Attachment 2 – Current Schedule of Cemetery Fees (2018)

List of Interested Parties:

Armstrong Funeral Home Limited
Courtice Funeral Home
McIntosh-Anderson-Kellam Funeral Home Ltd.
Morris Funeral Chapel Ltd.
Newcastle Funeral Home Ltd.
Northcutt Elliott Funeral Home

If this information is required in an alternate format, please contact the Accessibility Co-ordinator at 905-623-3379 ext. 2131

The Corporation of the Municipality of Clarington

By-law 2019-XXX

Being a By-law to amend By-law 2012-061 as amended, being a by-law to provide for the maintenance, management, regulation and control of the cemeteries in the Municipality of Clarington.

Whereas the Cemeteries Act (Revised) 1990 provides for the regulation and restriction of use of lands identified as a cemetery;

Now therefore the Council of the Municipality of Clarington enacts as follows:

1. That the Tariff of Rates set out in Attachment 1 hereto shall be adjusted, without amendment to this By-law annually on January 1st in each year, commencing on May 1st, 2020, in accordance with the November over November, Ontario All-Items Consumer Price Index (CPI).

This by-law shall come into force and effect on August 1, 2019.

By-Law passed in open session this ___ day of _____, 2019.

Adrian Foster, Mayor

C. Anne Greentree, Municipal Clerk

The Corporation of the Municipality of Clarington
 Schedule "A"
 Cemeteries - Proposed Tariff of Rates - 2019

1. Sale of Plots

| Type of Lot | Dimension Bowmanville | Dimension Bondhead | 40% Perpetual Care Rate | Rate (does not include applicable taxes) |
|-------------|-----------------------|--------------------|-------------------------|--|
| Single | 3' X 9' | 3' X 9' | \$760.00 | \$1,890.00 |
| Infant | 1.5 ' X 3' | 1.5 ' X 3' | | No Charge |
| Cremation | 2' X 2' | 2' X 2' | \$255.00 | \$630.00 |

2. Sale of Cremation Niches

| Columbarium | Niche Size | 15 % Perpetual Care Rate | Rate (does not include applicable taxes) |
|---------------------------|-----------------|--------------------------|--|
| Single (including Plaque) | 12" X 12" X 12" | \$230.00 | \$1,515.00 |
| Double (including Plaque) | 12" X 12" X 12" | \$325.00 | \$2,160.00 |

3. Interment

| | Rate (does not include applicable taxes) |
|----------------------|--|
| Adult – Single Depth | \$995.00 |
| Adult – Double Depth | \$1,240.00 |
| Infant / Child | No Charge |
| Cremation | \$380.00 |
| Niche Wall | \$190.00 |

4. Disinterment Charges

| | Rate (does not include applicable taxes) |
|--|---|
| Disinterment (adult) including reburial at the same location or at another location in the same cemetery | \$1,640.00 |
| Disinterment (adult) for burial at another cemetery | \$1,390.00 |
| Disinterment (child) including burial at another location in the same cemetery | \$1,030.00 |
| Disinterment (child) including reburial at same grave or different cemetery | \$925.00 |
| Disinterment (infant / cremation) including reburial at another location in the same cemetery | \$450.00 |
| Disinterment (infant / cremation) including reburial at same grave or different cemetery | \$305.00 |

5. Interment on a Saturday Surcharge

| | Rate (does not include applicable taxes) |
|------------------------|---|
| Cremation / Niche Wall | No Charge |
| Plot | \$230.00 |

6. Interment on a Sunday/Statutory Holiday Surcharge

| | Rate (does not include applicable taxes) |
|------------------------|---|
| Cremation / Niche Wall | \$200.00 |
| Plot | \$550.00 |

7. Other Surcharges

| | Rate (does not include applicable taxes) |
|--|---|
| Disinterment for double depth burial (fee is additional) | \$330.00 |
| Rental for lowering device, set-up and dressing | \$125.00 |
| Provincial Licence Fee (subject to change) | \$12.00 |

8. Monument Foundations and Setting Markers

| | Rate (does not include applicable taxes) |
|-------------------------------------|---|
| Monument Foundation (flat fee) | \$420.00 |
| Flat Marker Foundation (flat fee) | \$260.00 |
| Cremation / Baby Markers (flat fee) | \$115.00 |
| Removal of Monuments | \$80.00 |

9. Transfer

| | |
|-----|---------|
| Fee | \$30.00 |
|-----|---------|

10. Perpetual Care

| | Rate (does not include applicable taxes) |
|-----------------------|---|
| Headstone Maintenance | \$100.00 |
| Footstone Maintenance | \$50.00 |

The Corporation of the Municipality Of Clarington
Schedule "A"
Cemeteries - Tariff of Rates - 2018

1. Sale of Plots

| Type of Lot | Dimension Bowmanville | Dimension Bondhead | 40% Perpetual Care Rate | Rate (does not include applicable taxes) |
|-------------|-----------------------|--------------------|-------------------------|--|
| Single | 3' X 9' | 3' X 9' | \$720.00 | \$1,800.00 |
| Babyland | 1.5' X 3' | 1.5' X 3' | | No Charge |
| Cremation | 2' X 2' | 2' X 2' | \$240.00 | \$600.00 |

2. Sale of Cremation Niches

| Columbarium | Niche Size | 15 % Perpetual Care Rate | Rate (does not include applicable taxes) |
|---------------------------|-----------------|--------------------------|--|
| Single (including Plaque) | 12" X 12" X 12" | \$216.00 | \$1,440.00 |
| Double (including Plaque) | 12" X 12" X 12" | \$308.25 | \$2,055.00 |

3. Interment

| | Rate (does not include applicable taxes) |
|----------------------|--|
| Adult – Single Depth | \$945.00 |
| Adult – Double Depth | \$1,180.00 |
| Infant / Child | No Charge |
| Cremation | \$360.00 |
| Niche Wall | \$180.00 |

4. Disinterment Charges

| | Rate (does not include applicable taxes) |
|--|---|
| Disinterment (adult) including reburial at the same location or at another location in the same cemetery | \$1,560.00 |
| Disinterment (adult) for burial at another cemetery | \$1,320.00 |
| Disinterment (child) including burial at another location in the same cemetery | \$980.00 |
| Disinterment (child) including reburial at same grave or different cemetery | \$880.00 |
| Disinterment (infant / cremation) including reburial at another location in the same cemetery | \$425.00 |
| Disinterment (infant / cremation) including reburial at same grave or different cemetery | \$290.00 |

5. Holiday And Other Surcharges

| | Rate (does not include applicable taxes) |
|--|---|
| Interment on Saturday (fee is additional) | \$310.00 |
| Interment on Sunday and Statutory Holidays (fee is additional) | \$480.00 |
| Disinterment for double depth burial (fee is additional) | \$310.00 |
| Rental for lowering Device, set up and dressing | \$115.00 |
| Provincial License Fee (subject to change) | \$12.00 |

6. Monument Foundations And Setting Markers

| | Rate (does not include applicable taxes) |
|-------------------------------------|---|
| Monument foundation (flat fee) | \$400.00 |
| Flat Marker Foundations (flat fee) | \$245.00 |
| Cremation / Baby Markers (flat fee) | \$105.00 |
| Removal of Monuments | \$75.00 |

7. Transfer

| | |
|-----|---------|
| Fee | \$30.00 |
|-----|---------|

8. Perpetual Care

| | Rate (does not include applicable taxes) |
|-----------------------|---|
| Headstone Maintenance | \$100.00 |
| Footstone Maintenance | \$50.00 |

Emergency Services Report

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee

Date of Meeting: June 17, 2019

Report Number: ESD-005-19 **Resolution:**

File Number: **By-law Number:**

Report Subject: Emergency Services Activity Report – Q1 2019

Recommendation:

1. That Report ESD-005-19 be received for information.

Report Overview

The Emergency and Fire Services Department is responsible for delivering fire suppression and emergency response, fire prevention and public education programs in accordance with the Fire Protection and Prevention Act (FPPA). This Report provides Council with an overview of the activities associated with the Department's Suppression and Fire Prevention Divisions for Q1 of 2019.

1. Fire Suppression and Emergency Response

- 1.1 Fire suppression services are delivered in both an offensive and defensive mode, including search and rescue operations, forcible entry, ventilation, protecting exposures, salvage and overhaul as appropriate. Emergency pre-hospital care is provided through medical acts such as defibrillation, standard first aid and cardio pulmonary resuscitation.
- 1.2 Fire Suppression staff responded to **992** calls in the first quarter of 2019. Of the **992** incidents, **18** were property fires with an estimated dollar loss of **\$1,091,012**.
- 1.3 The following is a summary of emergency incidents by response type (see Attachment 1 for description):

| Response Type | Q1 2018 | Q1 2019 | % Change | % of Total 2019 |
|--|---------|---------|----------|-----------------|
| Property Fires/Explosions | 20 | 18 | -10.00% | 1.82% |
| Outdoor - No Loss Fires & Burning - Controlled | 23 | 11 | -52.17% | 1.11% |
| CO False Calls | 45 | 41 | -8.89% | 4.13% |
| False Fire Calls | 80 | 71 | -11.25% | 7.16% |
| *Medical/Resuscitator Calls | 593 | 573 | -3.37% | 57.76% |
| Other Response | 79 | 100 | +26.58% | 10.08% |
| Overpressure Rupture/Explosion (No Fire) | 1 | 1 | 0.00% | 0.10% |
| Pre Fire Conditions/No Fire | 13 | 16 | +23.08% | 1.61% |
| Public Hazard | 33 | 39 | +18.18% | 3.93% |
| Rescue | 121 | 122 | +0.83% | 12.30% |

*See Section 2

1.4 Call Volume by Geographical Area
(Generated by first vehicle dispatched according to geography)

| Geographical Area | Call Volume | Call Volume % |
|----------------------------------|-------------|---------------|
| Bowmanville and surrounding area | 473 | 47.68% |
| Newcastle and surrounding area | 182 | 18.35% |
| Orono and surrounding area | 51 | 5.14% |
| Courtice and surrounding area | 262 | 26.41% |
| Enniskillen and surrounding area | 24 | 2.42% |

1.5 Annual Total for Comparison at a Glance

| Event Type | 2015 | 2016 | 2017 | 2018 | 2019 |
|----------------------|-------------|-------------|-------------|-------------|-------------|
| Call Volume | 3,636 | 3,736 | 3,675 | 3,929 | 992 |
| Civilian Injuries | 3 | 4 | 1 | 1 | 0 |
| Firefighter Injuries | 1 | 0 | 0 | 0 | 0 |
| Fatalities | 1 | 0 | 0 | 0 | 0 |
| Dollar Loss | \$4,563,251 | \$6,148,757 | \$4,244,699 | \$2,738,750 | \$1,091,012 |

2. Medical/Resuscitator Calls

2.1 The following chart lists the medical call volume by geographical area.

| Emergency Request | Call Volume | Call Volume % | % of Q1 Calls |
|----------------------------------|-------------|---------------|---------------|
| Bowmanville and surrounding area | 269 | 46.94% | 27.12% |
| Newcastle and surrounding area | 90 | 15.71% | 9.07% |
| Orono and surrounding area | 29 | 5.06% | 2.92% |
| Courtice and surrounding area | 170 | 29.67% | 17.14% |
| Enniskillen and surrounding area | 15 | 2.62% | 1.51% |

2.2 The following chart lists the total medical calls to long-term care (LTC) and medical facilities.

| LTC / Medical Facility | Address | Total Medical Calls | % of Medical Calls |
|--|-------------------------------------|----------------------------|---------------------------|
| Glen Hill Marnwood | 26 Elgin St., Bowmanville | 1 | 0.17% |
| Seasons Clarington Retirement Home | 65 Clarington Blvd., Bowmanville | 16 | 2.79% |
| Glen Hill Strathaven | 264 King St. E., Bowmanville | 0 | 0% |
| Bowmanville Creek Retirement Community | 105 Queen Street, Bowmanville | 7 | 1.22% |
| Fosterbrooke Long Term Care | 330 King Ave. West, Newcastle | 3 | 0.52% |
| WhiteCliffe Terrace Retirement Residence | 1460 Highway 2, Courtice | 16 | 2.79% |
| Bowmanville Clinic | 222 King St. E., Bowmanville | 0 | 0% |
| Walmart Clinic | 2320 Highway 2, Bowmanville | 2 | 0.35% |
| Courtice Health Centre | 1450 Highway 2, Courtice | 17 | 2.97% |

2.3 6.25% of Q1 calls were for LTC/medical facilities. Crews arrived on scene prior to EMS 47% of the time, at an average of 2.85 minutes. The average time on scene was 8.94 minutes.

3. Fire Prevention Division

3.1 Fire Prevention staff continue to perform a variety of functions in accordance with the FPPA and policies of the Department focusing on; creating a fire safe community. These functions are implemented through public education programs and fire inspections.

3.2 The following is a summary of inspection services performed during the first quarter.

| Fire Prevention Activity – Q1 | Volume |
|--------------------------------------|---------------|
| Complaint Inspections | 25 |
| Requested Inspections | 25 |
| Self-initiated Inspections | 66 |
| Retrofit Inspections | 3 |
| Burn Permits | 15 |
| Fire Safety Plans Reviews | 24 |
| General Plans Reviews | 51 |
| Site Visits | 40 |
| Fire Investigations | 4 |
| FPPA Part 3 Charges Laid | 0 |
| FPPA Part 1 Charges Laid | 1 |

3.3 The following is a summary of the various public education activities we attended in the first quarter of 2019.

| Public Education Activity – Q1 | Volume |
|---------------------------------------|---------------|
| Station Tours | 12 |
| School Visit | 2 |
| Public Events | 4 |
| Safety Lectures | 23 |
| Extinguisher Training Events | 1 |
| TAPP-C Attendance | 4 |

4. Concurrence

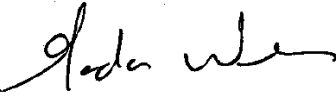
Not Applicable

5. Conclusion

It is respectfully recommended that this Report be received for information.

6. Strategic Plan Application

Not applicable.

Submitted by: 
Gord Weir,
Director of Emergency & Fire Services

Reviewed by: 
Andrew C. Allison, B. Comm, LL.B
CAO

Staff Contact: Gord Weir, Director of Emergency & Fire Services, 905-623-5126 ext. 2802 or
gweir@clarington.net

Attachment:

Attachment 1 – Response Type Description

There are no interested parties to be notified of Council's decision.

| Response Type Description |
|---|
| Property Fires / Explosions: Instance or destructive and uncontrolled burning involving structures, vehicles and open area fires, including explosion of combustible solids, liquids or gasses which may or may not have resulted in a dollar loss. |
| Outdoor, No Loss Fires: Uncontrolled fires, outdoors, that did not result in a loss, injury or fatality and is not suspected to be caused by arson, vandalism or children playing. |
| Burning Controlled: Complaint call related to outdoor controlled burning, authorized or unauthorized. Fire Department did not take suppression action. |
| CO (carbon monoxide) False Calls: A call where it is determined that the detection equipment malfunctioned or there was a perceived emergency - no CO present. |
| False Fire Calls: Alarm activation or fire call that when investigated, is determined to be as a result of equipment failure, malicious/prank, perceived emergency, accidental activation of alarm by a person. |
| Medical/Resuscitator Call: Includes a response to a patient(s) suffering from asphyxia, respiratory condition, convulsions, epileptic, diabetic seizure, electric shock, traumatic shock, heart attack, stroke, drug related, cuts, abrasions, fractures, burns, person fainted, nausea and pre-hospital care such as administering oxygen, CPR, defibrillation, or first aid. |
| Other Response: Assistance to other Fire Departments, calls cancelled on route, non-fire incidents where an illegal grow operation or drug operation was discovered. |
| Overpressure Rupture/Explosion (No Fire): Overpressure rupture/explosion with no fire, e.g. steam boilers, hot water, bombs, dynamite and gas pipe. |
| Pre Fire Conditions/No Fire: Incidents with no fire that involve heat or potential pre fire conditions, e.g. pot on stove, cooking - smoke or steam, lightening and fireworks. |
| Public Hazard: Includes a response for spills and leaks of a hazardous product such as natural gas, propane, refrigerant, miscellaneous/unknown, gasoline or fuel, toxic chemical, radio-active material, power lines down or arcing, bomb, explosive removal standby, CO (carbon monoxide) or other public hazard. |
| Rescue: A call for a person in danger due to their proximity to the occurrence and who is unable to self-evacuate and is assisted by Fire Department personnel, e.g. vehicle accident, building collapse, commercial/industrial accident, home/residential accident, persons trapped in elevator, water rescue or water/ice rescue. |

Community Services Report

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee
Date of Meeting: June 17, 2019
Report Number: CSD-007-19 **Resolution:**
File Number: **By-law Number:**
Report Subject: Land Acknowledgement Statement

Recommendations:

1. That Report CSD-007-19 be received;
2. That Council approve the proposed Land Acknowledgement Statement to be read aloud by the Mayor or designate at the start of public regular and special meetings of Council and its Standing Committees held in the Municipality of Clarington, at civic celebrations, and other official events that are hosted by the Municipality;
3. That Council approve the draft By-law (Attachment 2 to Report CSD-007-19) to amend By-law 2015-029, the Procedural By-law, in order to incorporate a Land Acknowledgement Statement at the meetings;
4. That staff be directed to develop a training plan, in collaboration with the Diversity Advisory Committee and representatives of our local Indigenous community, to provide Indigenous cultural awareness for Members of Council and staff; and
5. That all interested parties listed in Report CSD-007-19 and any delegations be advised of Council's decision.

Report Overview

Clarington's Diversity Advisory Committee received a request through the Municipality's CAO's office to review and provide a recommendation to Council on the use of a Land Acknowledgement Statement during municipal functions. This report provides some background on this request and proposes guidelines for the use of a Land Acknowledgement Statement.

1. Background

- 1.1 In 2015, the National Centre for Truth and Reconciliation (formerly Truth and Reconciliation Commission of Canada) published 94 calls to action for Indigenous and non-Indigenous Canadians to come together in a combined effort to help repair the harm caused by residential schools and move forward with reconciliation.
- 1.2 Clarington, Canada and the Americas, was and still is Turtle Island. Turtle Island was already inhabited for well over 10,000 years by traditional territories, bands and confederacies of Indigenous people. These people called the land home before the arrival of settlers, and in many cases, still call it home today.
- 1.3 Inspired by the 94 recommended calls to action contained in the National Centre for Truth and Reconciliation report, land acknowledgements are identified as a necessary first step towards honouring the original occupants of a place. Land acknowledgements are a respectful, historically accurate way to recognize the traditional First Nations, Metis and / or Inuit territories of a place. They commemorate Indigenous peoples' principal kinship to the land.
- 1.4 In March 2018, the Association of Municipalities of Ontario (AMO) sent a communication (Attachment 1) to municipal representatives – "AMO Policy Update – Guidance on Traditional Land Acknowledgement Statements" following requests by members for support on creating a traditional Land Acknowledgement Statement for their municipal government. The communication provides guidance to interested municipal governments on how to draft a statement for their jurisdiction.
- 1.5 This communication was shared with the members of the newly formed Clarington Diversity Advisory Committee through the CAO's office in early 2019, for review and recommendation.
- 1.6 Incorporating recognition and awareness of our Indigenous community and history in our area is not new to Clarington. As part of their inauguration at a special meeting of this current Council of the Municipality of Clarington, held December 3, 2018, a smudging ceremony and Land Acknowledgement Statement were included.

2. Proposal

- 2.1 Staff presented an overview of the purpose of Land Acknowledgement Statements to the Diversity Advisory Committee at a meeting in March 2019. The Committee passed the following resolution:

“That the Council of the Municipality of Clarington open Council meetings and Municipal events with a land acknowledgement statement. The Diversity Advisory Committee will report back to Council with an appropriate statement after consultation with our local Indigenous community.”

- 2.2 On May 14, 2019, a working group of the Committee attended a meeting with Mr. Dave Mowat, Consultation, Lands and Membership Supervisor with Mississaugas of Scugog Island First Nation. The purpose of the meeting was to learn more about the history of Indigenous peoples in our area and how to develop a Land Acknowledgement Statement. These conversations and continued dialogue will serve to build deeper awareness and strengthen relationships within our community.

- 2.3 The Committee also took into consideration what others in our area are doing, which varies greatly. Examples include: The Visual Arts Centre of Clarington worked with a representative of the Mississaugas of Scugog Island First Nation to develop a Land Acknowledgement Statement; the City of Oshawa has included a recognition of Indigenous Lands to their Order of Business for Regular Council Meetings; the Town of Ajax has developed a Land Acknowledgement Statement that is shared at Council meetings as well as on their website for use by others in the community who are hosting events.

- 2.4 A draft Land Acknowledgement Statement was prepared and shared with the Diversity Advisory Committee and Mr. Dave Mowat for agreement:

“The Municipality of Clarington is situated within the traditional and treaty territories of the Mississaugas of Scugog Island First Nation and the Williams Treaties First Nation of Curve Lake, Hiawatha, Georgina Island, Beausoleil and Rama First Nations. Our work on these lands acknowledges their resilience and their longstanding contributions to the area now known as the Municipality of Clarington.”

3. Implementation

- 3.1 Land Acknowledgement Statements are usually read at the introduction of meetings, gatherings, events or presentations. For a Land Acknowledgement Statement to be meaningful, it is important that it is delivered with a sense of purpose and authenticity. It is not something you “just do”; rather it is a reflection process in which you build mindfulness and intention before beginning your business or meeting.

- 3.2 Staff suggests that the Land Acknowledgement Statement follow the “Moment of Reflection” at Council meetings and follow the “Call to Order” at Standing Committee meetings.
- 3.3 Staff, in consultation with our local Indigenous community and the Diversity Advisory Committee, recommend that the Acknowledgement be read aloud by the Mayor or designate at the start of public meetings of Council and its Standing Committees, at civic celebrations, and other official events that are hosted supported by the Municipality. Examples of these special events include:
- Clarington For the Love of Art Mayor’s Gala
 - Clarington Celebrates Canada Day
 - Clarington Mayor’s Golf Classic (reception)
 - Clarington Sports Hall of Fame (reception)
 - Facility, Parks, Trails or Municipal Buildings sod turnings, grand openings
- 3.4 In an effort to raise awareness and provide an understanding of the history of Indigenous Peoples in Canada, staff, in conjunction with the Diversity Advisory Committee, will seek out learning opportunities for Mayor, Council, and staff who may be in a position to read this Acknowledgement to ensure that these words are not being offered without understanding of their meaning. As a start to this awareness and education, Mr. Mowat will be speaking at our Management Staff Meeting on Tuesday June 25, 2019 as well as providing a presentation at this GGC meeting, on Monday June 17th.
- 3.5 Any costs associated with developing additional training plans would be incorporated in a budget submission for consideration in 2020.

4. Concurrence

This report has been reviewed by the Municipal Solicitor and the Municipal Clerk who concur with the recommendations.

5. Conclusion

- 5.1 It is respectfully recommended that Council approve the use of the proposed Land Acknowledgement Statement to be read as outlined in section 3.3 and amend the Procedural By-law accordingly. It is respectfully recommended that staff be directed to develop a training plan, in collaboration with the Diversity Advisory Committee and representatives of our local Indigenous community, to provide Indigenous cultural awareness for Council and staff.

6. Strategic Plan Application

Not applicable.

Submitted by:



Lee-Ann Reck,
Manager, Client Services

Reviewed by:



Andrew C. Allison, B. Comm, LL.B
CAO

Staff Contact: Lee-Ann Reck, Manager, Client Services, 905-623-3379 ext 2508 or
lreck@clarington.net

Attachment:

Attachment 1: AMO Policy Update – Guidance on Traditional Land Acknowledgement Statements

Attachment 2: Draft By-law to amend the Procedural By-law 2015-029

There are no interested parties to be notified of Council's decision.

Greentree, Anne

From: AMO Communications <communicate@amo.on.ca>
Sent: March-15-18 11:04 AM
To: Greentree, Anne
Subject: AMO Policy Update - Guidance on Traditional Land Acknowledgement Statements

March 15, 2018

GUIDANCE ON TRADITIONAL LAND ACKNOWLEDGEMENT STATEMENTS

This resource was developed by AMO's recently created Indigenous Relations Task Force. Members have requested supports on creating a traditional land acknowledgement statement for their municipal government. The intention of this resource is therefore to provide guidance to interested municipal governments on how to draft a statement for their jurisdiction.

WHAT ARE TRADITIONAL LAND ACKNOWLEDGEMENT STATEMENTS?

Traditional land acknowledgement statements are increasingly being used in Canada by governments, schools, post-secondary institutions, non-governmental organizations, and other civil institutions as a practice of reconciliation aimed at recognizing the traditional or treaty territories of Indigenous peoples. The statements are typically made at the introduction of meetings, gatherings, events, or presentations. Some are featured on organization websites or event description pages. They are commonly modelled after Indigenous protocols.

While municipal governments should be mindful that inaccurately acknowledging entities and territories may have legal implications, land acknowledgement statements are best interpreted as a venue for recognizing what is known of past Indigenous usage and occupancy of a land. Interested municipalities are advised to create statements specific to their jurisdictions based on legally recognized treaty or traditional lands or to opt for a high-level general statement.

TIPS FOR CREATING YOUR MUNICIPALITY'S LAND ACKNOWLEDGEMENT PROTOCOL:

- Research the history of the land within and in proximity to your municipal boundaries, including treaties, active land claim litigation and Indigenous histories. This information will be useful in helping you craft a statement.
- Some of the history of specific areas may be complex and different sources could be contradictory. In these instances, it may be better to opt for a more general statement rather than trying to be specific.
- If your municipality has an Indigenous Relations or Reconciliation committee or if you have an Indigenous Advisory Council, you may find it useful to have this body help you create your municipal government's land acknowledgement statement.

- Municipal governments do not have to craft a land acknowledgement statement on their own. Engage and work with local First Nations, Métis, Indigenous organizations and community champions in your area. Advice from these groups may be useful in helping you develop a land acknowledgement protocol for your municipal government. Some may have also developed template acknowledgement statements for external use.
- Focus on your current neighbours and Indigenous residents with an eye towards acknowledging past usage and occupants. Remember that in some cases, First Nations communities may not be located on their traditional lands.
- Once your statement has been drafted, remember that it may be viewed as political. Some may critique the acknowledgement protocol your municipal government has created. While you may find it useful to consider their input and view the statement as a living document, do your best and remember that your municipality may not be able to make everyone happy.
- Some municipal governments with existing land acknowledgement protocols have implemented a trial period (e.g. 6 months) for their statement to allow Indigenous community members an opportunity to provide feedback.
- Determine which type of meetings and events you might wish to begin using your land acknowledgement statement to make sure it continues to be meaningful. You may also wish to consider whether you want to have a traditional land acknowledgement statement on your municipality's website.
- To avoid traditional land acknowledgement statements being used superficially and without an appreciation for their cultural meaning, some municipal governments have provided municipal elected representatives and staff with cultural awareness training before implementing the use of a statement.
- Some municipalities invite Indigenous Elders or leaders to participate in introduction protocols at civic celebrations or official events to bring greetings on behalf of the local Indigenous community. Sometimes this approach is used instead of a land acknowledgement statement.

EXAMPLES OF STATEMENTS USED IN ONTARIO:

City of Guelph – Used at the beginning of Council meetings, civic celebrations, official events

"As we gather, we are reminded that Guelph is situated on treaty land that is steeped in rich Indigenous history and home to many First Nations, Métis and Inuit people today. As a City, we have a responsibility for the stewardship of the land on which we live and work. Today we acknowledge the Mississaugas of the [New] Credit First Nation on whose traditional territory we are meeting."

For more information: [City of Guelph Territorial Acknowledgement](#).

Government of Ontario – High-level statement

"[Insert name of city/town] is located on the traditional territory of Indigenous peoples dating back countless generations. I want to show my respect for their contributions and recognize the role of treaty making in what is now Ontario. Hundreds of years after the first treaties were signed, they are still relevant today."

Carleton University (Ottawa) – Suggested scripts to be used before the start of university events

"We/I would like to acknowledge the Algonquin nation whose traditional and unceded territory we are gathered upon today." Or, "We/I would like to begin by acknowledging that the land on which we gather is the traditional and unceded territory of the Algonquin nation."

For more information: [Carleton University Territory Acknowledgement](#).

University of Toronto – Used in specific university ceremonies

"(We) wish to acknowledge this land on which the University of Toronto operates. For thousands of years it has been the traditional land of the Huron-Wendat, the Seneca, and most recently, the Mississaugas of the Credit River. Today, this meeting place is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work on this land."

For more information: [University of Toronto Statement of Acknowledgement of Traditional Land](#).

TOOLS AND RESOURCES:

Canada

- The Aboriginal and Treaty Rights Information System (contains interactive maps of treaties and claims as well as other relevant information, including Community Profiles, Agreements, and Court Cases): [Government of Canada Aboriginal and Treaty Rights Information System](#).
- The Consultation and Information Service: [Government of Canada Aboriginal and Treaty Rights Information System \(ATRIS\)](#).
- On reconciliation: [Government of Canada Reconciliation](#).

Ontario

- On Treaties in Ontario: [Government of Ontario Treaties](#).
- On the Province's approach to reconciliation: [The Journey Together: Ontario's Commitment to Reconciliation with Indigenous Peoples](#).

AMO Contact: Leslie Muñoz, Policy Advisor, lmunoz@amo.on.ca, 416.971.9856 ext. 367.

PLEASE NOTE: AMO Breaking News will be broadcast to the member municipality's council, administrator, and clerk. Recipients of the AMO broadcasts are free to redistribute the AMO broadcasts to other municipal staff as required. We have decided to not add other staff to these broadcast lists in order to ensure accuracy and efficiency in the management of our various broadcast lists.

DISCLAIMER: Any documents attached are final versions. AMO assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

If this information is required in an alternate format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

The Corporation of the Municipality of Clarington

By-law 2019-XXX

Being a by-law to By-law 2015-029, a By-law to govern the proceedings of the Council of the Municipality of Clarington, its General Government Committee, its Planning and Development Committee, and Special Committees

Whereas the Council of the Municipality of Clarington has approved the recommendations by Clarington's Diversity Advisory Committee and those outlined in Report CSD-007-19 to include a Land Acknowledgement Statement at meetings;

Whereas current Clarington's Procedural By-law, 2015-029, does not currently allow for a Land Acknowledgement Statement at meetings;

Now therefore be it enacted that By-law 2015-029, Clarington's Procedural By-law, be amended as follows:

1. In Subsection 6.1.1 (Council Agenda):
 - a. That the words "Land Acknowledgement Statement" be added following the word "Moment of Reflection";
2. In Subsection 6.2.1 (General Government Agenda):
 - a. That the words "Land Acknowledgement Statement" be added following words "Call to Order";
3. In Subsection 6.3.1 (Planning and Development Committee Agenda):
 - a. That the words "Land Acknowledgement Statement" be added following words "Call to Order";
4. In Subsection 6.4.1 (Special Committee Agenda):
 - a. That the words "Land Acknowledgement Statement" be added following words "Call to Order";

5. That a new Subsection 7.1.4 be added as follows:

7.1.4 Land Acknowledgement Statement

In recognition of a necessary first step towards honouring the original occupants of a place, and as a way to recognize the traditional First Nations, Metis and / or Inuit territories of a place, and to commemorate Indigenous peoples' principal kinship to the land, the following Land Acknowledgement Statement shall be read following the Call to Order:

“The Municipality of Clarington is situated on the traditional territory and treaty land of the Mississaugas of Scugog Island First Nation. Our work on these lands acknowledges the signatory communities of Williams Treaties, as well as the Mississauga Nation and other members of the broader Indigenous community, for their resilience and their longstanding contributions to the area now known as the Municipality of Clarington.”

6. That this by-law shall take effect on the date of passing.

Passed in Open Council this ____ day of _____, 2019.

Adrian Foster, Mayor

C. Anne Greentree, Municipal Clerk

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee

Date of Meeting: June 17, 2019

Report Number: CLD-015-19 **Resolution:**

File Number: **By-law Number:**

Report Subject: Appointment Private Parking Officers

Recommendations:

1. That Report CLD-015-19 be received;
2. That the draft By-law attached to Report CLD-015-19 (as Attachment 2) be approved; to appoint Nemesis Security Service, Paragon Security, G4S Canada and Paladin Security as Private Parking Officers and repeal By-laws formerly appointing individuals and for site specific private parking enforcement; and
3. That all interested parties listed in Report CLD-015-19 and any delegations be advised of Council's decision.

Report Overview

To appoint designated Security companies as parking officers to eliminate the requirement for Council to appoint individual employees of external services and/or specific properties.

1. Background

- 1.1 In order to be able to perform parking enforcement duties on private property, Section 15(1) of the Police Services Act, RSO 1990, c. P.15, requires that Private Security Services be appointed by the Municipality.
- 1.2 Prior to 2016, authorizing parking enforcement on private property by external agencies was done by way of Council approved by-laws which appointed individuals for specific site locations.
- 1.3 Through [Report CLD-009-16](#), Council adopted an alternative approach which discontinued the appointment of “specific individuals” and replaced it with just the named agency (e.g. Paragon). The site specific requirement was still included in the by-law.
- 1.4 In 2016, through Report CLD-009-16 appointed all Nemesis Security Services staff for two specific properties.
- 1.5 More recently, Council appointments have been general in that they were not site specific nor for a specific individual. This is the case with CLOCA ([Report CLD-031-16](#)) and OPG ([Report CLD-018-17](#)), where an appointment was made by areas under their jurisdiction. They further had to meet specific requirements such as accreditation as Nuclear Security Guard (for OPG), training by Municipal Staff and site approval by Municipal Staff.

2. Discussion

- 2.1 In March 2019, Municipal Law Enforcement was approached by Mr. Alves (Nemesis Security Services) to request an additional property be enforced.
- 2.2 Municipal Staff was also approached by Kevin Bissoondyal (Paladin Security) to request authority to enforce parking at Lakeridge Health Center. Paladin Security has not been appointed previously in Clarington.

- 2.3 Security firms requesting appointments for staff have all received licenses from the Province to act as Security Guards. The requirements set by the Province include:
- Be 18 years of age or older
 - Legally eligible to work in Canada
 - Clean Criminal Records check
 - Take the security guard or private investigator [basic training course](#)
 - Pass the security guard or private investigator [basic test](#)
- 2.4 Licenced Security Officers are responsible for adhering to the [Private Security and Investigative Services Act, 2005](#) and its regulations, including the Act's [Code of Conduct regulation](#).
- 2.5 All security guards receive training from Municipal Staff prior to be being authorized. In addition, any issues or concerns may be easily corrected throughout the process if, and when, needed.
- 2.6 All sites that may be enforced are also inspected prior to authorization being given. This ensures that private properties are signed adequately, as per Municipal by-law.
- 2.7 Authority, in the form of a contract between the security company and property owner, is also provided by the security company to the Municipality.
- 2.8 Based on the experience with OPG and CLOCA, the approach to general appointments as Private Parking Officers (i.e. neither site specific, nor individual person specific) has proven to be a successfully streamlined approach for both the external agency and the Municipality. Staff recommends, therefore, that a general appointment by-law be enacted for both Nemesis Security Services, and Paladin Security. As well, to provide consistency, staff also recommends that the other external agencies who have previously been granted site specific authority, being Paragon Security, G4S Canada also be appointed as Private Parking Officers through the a general appointment.

3. Concurrence

This report has been reviewed by the Municipal Solicitor who concurs with the recommendations.


4. Conclusion

It is respectfully recommended that the By-law attached to Report CLD-015-19 as Attachment 1 be approved; to appoint Nemesis Security Services, Paragon Security, G4S Canada and Paladin Security as Private Parking Officers.


5. Strategic Plan Application

Not applicable.

Submitted by:


C. Anne Greentree, B.A., CMO,
Municipal Clerk

Reviewed by:


Andrew C. Allison, B. Comm, LL.B
CAO

Staff Contact: Duncan Anderson, Manager Municipal Enforcement, 905 623 3379 or
danderson@clarington.net

Attachments:

Attachment 1 - By-law to appoint a private property Parking Enforcement Officers.

The following is a list of the interested parties to be notified of Council's decision:

Paragon Security
G4S Canada
Nemesis Security Services
Paladin Security
Central Lake Ontario Conservation Authority
Ontario Power Generation – Security Division

**The Corporation of the Municipality of Clarington
By-law Number 2019-XX**

Being a By-law to appoint a private property Parking Enforcement Officers

Whereas subsection (1) of section 15 of the *Police Services Act*, R.S.O. 1990, c. P.15, provides that, "A municipal council may appoint persons to enforce the by-laws of the municipality";

And whereas Council deems it desirable to appoint Nemesis Security Services, G4 Security, Paladin Security and Paragon Security to act as private property parking enforcement officers solely for the properties within the Municipality that consent has been received by property owner;

And whereas all provincially licensed Security guards receive municipal training, all sites are approved by the Municipality;

Now therefore the Council of the Corporation of the Municipality of Clarington enacts as follows:

1. That Nemesis Security, G4 Security, Paladin Security Services and Paragon Security is hereby appointed as Private Property Parking Enforcement Officers.
2. That the above appointment shall remain in effect for the duration of their contract to the property owners of 55 and 73 Shipway Avenue Newcastle.
3. That By-laws 2002-162, 2002-191, 2002-192, 2004-132, 2004-133, 2004-158, 2004-159, 2004-160, 2004-161, 2004-162, 2004-236, 2004-237, 2004-328, 2004-239, 2004-240, 2005-030, 2005-031, 2005-032, 2005-060, 2005-061, 2005-062, 2005-063, 2005-064, 2005-065, 2005-071, 2005-072, 2005-073, 2005-074, 2005-075, 2005-076, 2005-077, 2005-083, 2005-084, 2005-085, 2005-086, 2005-087, 2005-088, 2005-089, 2005-090, 2005-114, 2005-115, 2005-171, 2005-172, 2005-173, 2005-174, 2005-175, 2005-198, 2005-199, 2005-200, 2006-055, 2006-056, 2006-139, 2007-011, 2007-072, 2010-032, 2015-067, 2016-013, 2016-044, 2016-086, and 2017-082 be repealed.
4. That this by-law shall take effect on the date of passing.

Passed in Open Session this day of , 2019

Adrian Foster, Mayor

C. Anne Greentree, Municipal Clerk

Corporate Services Report

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee
Date of Meeting: June 17, 2019
Report Number: COD-010-19 **Resolution:**
File Number: RFP2019-1 **By-law Number:**
Report Subject: **Service Delivery Review for Forestry Services**

Recommendations:

1. That Report COD-010-19 be received;
2. That the proposal received from WSCS Consulting Inc. being the most responsive bidder meeting all terms, conditions and specifications of RFP2019-1, be awarded the contract for the provision of consulting services to complete the Service Delivery Review for Forestry Services;
3. That the funds required in the amount of \$32,797.25 (net HST rebate) be drawn from the following account:

| | | |
|--|-----------------------|-------------|
| Admin. Professional Fees (2018 Budget) | 100-13-130-00000-7161 | \$32,797.25 |
|--|-----------------------|-------------|
4. That all interested parties listed in Report COD-010-19 and any delegations be advised of Council's decision by the Corporate Services Department.

Report Overview

To request authorization from Council to award Request for Proposal RFP2019-1 for the provision of consulting services as required to complete the Service Delivery Review for Forestry Services.

1. Background

- 1.1 A Request for Proposal (RFP) was drafted for the provision of Professional Services as required for the completion of the Service Delivery Review for Forestry Services. The specifications were provided by the Operations Department in accordance with Clarington's Urban Forestry Strategy as outlined in report ENG-018-18 and following the service review approach in report CAO-002-17.
- 1.2 The intent of the RFP was to secure the services of a consultant to complete the Service Delivery Review for Forestry Services. The Service Delivery Review will assist the Municipality of Clarington (the Municipality) in determining how to best continue addressing their forestry operations, which includes the forests in Clarington, over 20,000 boulevard trees and a significant amount of trees in parks and open spaces across the Municipality.
- 1.3 The purpose of the Service Delivery Review is to research, evaluate, develop, design, and produce a series of fiscally responsible recommendations for enhancing the services that can be implemented by the Municipality as it relates to Forestry Services. The review will find ways to control expenditures and to seek efficiencies in the delivery of forestry services. Tree maintenance and tree planting are components of the service which includes but is not limited to emerald ash borer removal and replacement, block pruning, rural road maintenance and parks replanting.
- 1.4 RFP2019-1 was issued by the Purchasing Services Division and advertised electronically on the Municipality's website. Notification of the availability of the document was also posted on the Ontario Public Buyer's website. The RFP was structured on the price – based two envelope RFP system. Five (5) companies downloaded the document.
- 1.5 The RFP closed on March 27, 2019.

2. Service Delivery Review for Forestry Services

- 2.1 The RFP stipulated that bidders were to provide a description of Firm/Consulting team, key qualifications, firm profile, highlight of past service and experience of team members with projects of similar size, nature and complexity and a demonstrated understanding of the Municipality's requirements.
- 2.2 Three (3) submissions were received (refer to Attachment 1) by the closing date and time. All submissions met the mandatory requirements and moved forward to the first phase of evaluation.

- 2.3 Each submission consisted of a comprehensive proposal identifying:
- Qualifications and experience
 - Experience of the proponent/sub-consultants with projects of similar nature, size and complexity
 - The proposed team who would be working with the Municipality
 - The Proponent's understanding and approach to complete the service delivery review
 - The proposed tasks and timelines
 - Identification of accessibility design, features and criteria and approach to methodology of project delivery
- 2.4 The submissions were reviewed and scored in accordance with the established criteria outlined in the RFP by an evaluation team consisting of staff from the Operations Department and the Finance Department. Some of the areas on which submissions were evaluated were as follows:
- Allocated roles and responsibilities of the proposed team members;
 - Proposed approach to completing the project;
 - Proposed timelines to complete the tasks required;
 - Highlights of services provided within the past five years only; and
 - The Proponent's understanding of the Municipality's requirements, the project and related issues.
- 2.5 Upon completion of the evaluation, only one submission (WSCS Consulting Inc.) met the established threshold of 85% for Phase 1 and moved forward to the second Phase.
- 2.6 It was deemed by the evaluation committee that a presentation by the compliant bidder would not be required and their pricing envelope was opened.
- 2.7 WSCS Consulting Inc. has successfully completed work for the Municipality in the past.

3. Financial

- 3.1 That the funds required in the amount of \$32,797.25 (net HST rebate) is in the approved budget allocation as provided and be funded by the Municipality as follows:
- | | | |
|--|-----------------------|-------------|
| Admin. Professional Fees (2018 Budget) | 100-13-130-00000-7161 | \$32,797.25 |
|--|-----------------------|-------------|
- 3.2 Queries with respect to departmental forestry needs should be referred to the Director of Operations.


4. Concurrence

This report has been reviewed by the Manager of Internal Audit and the Director of Operations who concur with the recommendations.

5. Conclusion

It is respectfully recommended that WSCS Consulting Ltd. being the most responsive bidder be awarded the contract for the provision of Consulting Services as required to complete the Service Delivery Review for Forestry Services in accordance to the terms, conditions and specifications of RFP2019-1.

Submitted by: 
Marie Marano, H.B. Sc., C.M.O.,
Director of Corporate Services

Reviewed by: 
Andrew C. Allison, B. Comm, LL.B
CAO

Staff Contact: David Ferguson, Purchasing Manager, 905-623-3379 x2209 or
dferguson@clarington.net

Attachments:

Attachment 1 - Summary of Submissions Received RFP2019-1

List of interested parties to be notified of Council's decision is on file in the Corporate Services Department.

Summary of Submissions Received

RFP2019-1

Service Delivery Review for Forestry Services

| Bidder |
|-----------------------|
| WSCS Consulting Inc.* |
| Innersee Initiatives |
| SmartProz Inc. |

*Bidders who were shortlisted.

Corporate Services Report

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee
Date of Meeting: June 17, 2019
Report Number: COD-012-19 **Resolution:**
File Number: CL2019-18 **By-law Number:**
Report Subject: **GBRRC Roof Refurbishment and SCA Roof /Sealant Replacement**

Recommendations:

1. That Report COD-012-19 be received;
2. That Industrial Roofing Services Limited with a total bid amount of \$ 421,468.00 (Net HST Rebate) being the lowest compliant bidder meeting all terms, conditions and specifications of Tender CL2019-18 be awarded the contract for the GBRRC Roof Refurbishment and SCA Roof /Sealant Replacement, as required by the Community Services Department;
3. That the funds required for this project in the amount of \$449,548.00 (Net HST Rebate) which includes the construction cost of \$421,468.00 (Net HST Rebate) engineering design and testing/inspection be funded by the Municipality from the approved budget allocations as follows:

| | | |
|---|-----------------------|--------------|
| GBRRC - Roof | 110-42-421-84256-7401 | \$250,000.00 |
| SCA - Roof | 110-42-421-84259-7401 | \$150,000.00 |
| SCA - Exterior Window Control Joints | 110-42-421-84259-7401 | \$30,000.00 |
| Community Services Capital Reserve Fund | 518-00-000-00000-7418 | \$19,548.00 |
4. That all interested parties listed in Report COD-012-19 and any delegations be advised of Council's decision by the Corporate Services Department.

Report Overview

To request authorization from Council to award the contract for the completion of the roof refurbishment over Pad A at the Garnet B. Rickard Recreation Complex and the roof and exterior control joint seal replacement at the South Courtice Arena.

1. Background

- 1.1 Tender specifications for roof refurbishment over Pad A at the Garnet B. Rickard Recreation Complex (GBRRC) and roof and exterior control joint seal replacement at South Courtice Arena (SCA) were prepared by the Community Services Department and Moon Matz Ltd. and provided to the Purchasing Services Division.
- 1.2 Tender CL2019-18 was issued by the Purchasing Services Division and advertised electronically on the Municipality's website. Notification of the availability of the document was also posted on the Ontario Public Buyer's Association website. Seventeen (17) Companies downloaded the tender document three of which were Construction Associations.
- 1.3 The Tender closed May 24, 2019.

2. Analysis

- 2.1 Five (5) Companies attended the mandatory site meeting held at both facilities on May 15.
- 2.2 One (1) submission was received at the close of the tender call. The bid was reviewed for compliancy and tabulated by the Purchasing Services Division (see Attachment 1). The submission received was deemed compliant.
- 2.3 The results were forwarded to the Community Services Department for their review and consideration.
- 2.4 After review and analysis of the submissions by the Community Services Department and the Purchasing Services Division, it was mutually agreed to remove the optional work for the lower portion of the roof at GBRRC, due to budget constraints, and recommend award to the low bidder, Industrial Roofing Services Limited.
- 2.5 Industrial Roofing Services Limited has not worked for the Municipality in the past therefore, reference checks were completed and were deemed satisfactory.

3. Financial

3.1 The funds required for this project in the amount of \$449,548.00 (Net HST Rebate) which includes the construction cost of \$421,468.00 (Net HST Rebate), engineering costs and testing/inspection be funded by the Municipality from the approved budget allocations as follows:

| | | |
|---|-----------------------|--------------|
| GBRRC - Roof | 110-42-421-84256-7401 | \$250,000.00 |
| SCA - Roof | 110-42-421-84259-7401 | \$150,000.00 |
| SCA - Exterior Window Control Joints | 110-42-421-84259-7401 | \$ 30,000.00 |
| Community Services Capital Reserve Fund | 518-00-000-00000-7418 | \$ 19,548.00 |

3.2 The value of the total project cost is over the allocated budget from the various funding sources and is utilizing the Community Services Capital Reserve Fund to make up the deficit.

4. Concurrence

This report has been reviewed by the Manager of Facilities, Community Services who concurs with the recommendations.

5. Conclusion

It is respectfully recommended that Industrial Roofing Services Limited being the lowest compliant bid be awarded the contract for the GBRRC Roof Refurbishment and SCA Roof /Sealant Replacement in accordance with all terms, conditions, specifications and drawings of Tender CL2019-18.

6. Strategic Plan Application

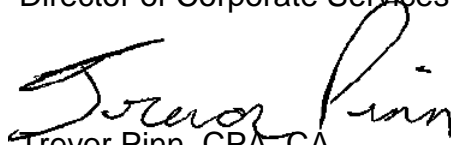
Not applicable.

Submitted by:


Marie Marano, H.B. Sc., C.M.O.,
Director of Corporate Services

Reviewed by:


Andrew C. Allison, B. Comm, LL.B
CAO


Trevor Pinn, CPA, CA.
Director of Finance/Treasurer

Staff Contact: David Ferguson, Purchasing Manager, 2209 or dferguson@clarington.net

Attachments: 1- Bid Summary

List of interested parties to be notified of Council's decision is on file in the Corporate Services Department.

Bid Summary

CL2019-18 – GBRRRC Roof Refurbishment and SCA Roof /Sealant Replacement

| BIDDER | Total Bid* (including HST) | Total Bid (Net HST Rebate) |
|----------------------------------|---------------------------------------|---------------------------------------|
| Industrial Roofing Services Ltd. | \$476,258.84 | \$421,468.00 |

*Note the above values have been adjusted to reflect the removal of the optional pricing received for the completion of the lower roof section of Garnet B. Rickard Recreation Complex.



Finance Department Report

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee
Date of Meeting: June 17, 2019
Report Number: FND-017-19 **Resolution:**
File Number: **By-law Number:**
Report Subject: Financial Update as at March 31, 2019

Recommendations:

1. That Report FND-017-19 be received for information.

Report Overview

The purpose of this report is to update Council on the overall budget variances as of March 31, 2019 as well as other financial indicators such as taxes receivable, reserve fund investments, debt and development charges collected. Starting in 2019 there will be a summary of Council's discretionary expenses (exclusive of salary and travel allowances).

1. Background

- 1.1 The financial update report has been designed to focus on overall budget variances. As per report FND-005-19 Council Expenses are now included in this report.

2. First Quarter of 2019 Financial Results

- 2.1 Attachment 1, Summary of Operating Expenditures and Revenues, compares the Municipality's budget to actual posted expenditures and revenues as of March 31, 2019. This statement reflects the Municipality's operating budget only and excludes the year to date expenditures of the library, museum, BIAs and consolidated hall boards. Year to date expenditures as of March 31, 2019 totalled \$21,045,843 which represents 100.3% of the first quarter budget. Year to date revenues totalled \$34,043,554 which represents 100.5% of the first quarter budget.
- 2.2 Attachment 1 is intended to provide an indication of the status of the Municipality's operating accounts compared to the approved budget as of March 31, 2019. Many of the operations of the Municipality are affected by seasonal trends such as ice rentals and winter control. The timing of other activities can fluctuate from year to year such as Legal and Planning revenues. To best capture the trends, the budget is allocated on a monthly basis based on the prior year's actual monthly distribution. In cases where there is no prior history, the monthly allocation is divided equally over the twelve months. However, there are still variations from quarter to quarter as well as year to year. Due to these timing differences and with only three months of activity, this statement cannot be used in isolation, nor can it be easily extrapolated to predict the whole year's activities. Each department is responsible for their budget. To assist with the management of the budget, monthly trial balances are sent to each department for regular review. Revenues and expenditures that have variance either above or below budget that are noteworthy are discussed in this report.
- 2.3 Legal net expenditures are at 79.7%. As noted, the timing of legal revenues and expenditures can vary greatly from year to year as there is no predictable trend for legal activities.

- 2.4 The Clerks department net expenditures are at 85.8% of the first quarter budget. Revenues are higher than the quarterly budget at 167.6% due to increase snow clearing fines and parking revenues. There is a corresponding expense to the parking revenues which transfers the parking meter and fines to the parking reserve fund as an expense.
- 2.5 The net expenditures for Emergency Services are at 94% of the first quarter budget. Higher revenues due to the revenues from Ontario Power Generation contribute to the favourable results. As per the Memorandum of Understanding with Ontario Power Generation, the Municipality has received some additional revenues. Also, revenues from emergency calls for the Ministry of Transportation are unbudgeted. These revenues are transferred to the Fire Reserve Fund to assist with future fire capital purchases.
- 2.6 The Engineering Department has the most significant changes when compared to the same period in the previous year. At the end of the first quarter in 2018, building permit revenue was over 95% of the total annual budgeted amount. At the end of March 2019, building permit revenues are at 20.8% of the 2019 total budget, if one considers that building season starts in Q2 it would be expected that level of revenue should exceed 25%. Municipal consent permit revenues increased by \$40,000. Engineering net expenditures are at 137.1% of the first quarter budget. The change in the building permit revenue is the most significant impact on this figure. Expenditures are at 90% of the first quarter budget and are most likely due to timing differences from year to year.
- 2.7 The Operations net expenditures are at 115.8% as of the March 31, 2019 budget. There can be variations timing of revenue from year to year. These variances tend to smooth out over the year. The expenditures are higher than the first quarter budget at 115.2%. The higher operating expenditures can be attributed to the extended winter season and the response required under the Ontario Minimum Maintenance Standards. Compared to the same period in 2018, winter control costs are 19% higher. Also, the senior snow clearing costs are 13.5% higher than 2018 and already exceed the 2019 budgeted amount. These higher expenditures are mitigated by lower than budgets expenditures in other areas due to the focus on winter maintenance. Flooding continues to be a concern for the Municipality. Expenditures will increase in the second quarter due to the Municipality's response to flooding issues throughout the Municipality, which mainly occurred in the second quarter.
- 2.8 Attachment 2, Continuity of Taxes Receivable as of March 31, 2019, provides the status of the taxes billed and collected by the Municipality during the first quarter of 2019. A total of \$43,869,193 in interim tax bills were issued to Clarington property owners in this period. Note that the current year taxes receivable are in a credit position as payments for the April 2019 installment have been received in March. Mortgage companies often pay the February and April installments together in February. The net balance (\$3,574,272) is 1.85% higher than the same period in 2018.

- 2.9 Attachment 3, Debenture Repayment Schedule provides the status of the Municipality's long term debt obligations as of January 1, 2019. In 2019, the debt repayment obligations are \$2,841,958. The annual principal and interest payments required to service these liabilities remain well below the annual debt repayment limits prescribed by the Ministry of Municipal Affairs and Housing.
- 2.10 Attachment 4, Municipal Development Charges as of March 31, 2019, provides the municipal development charges collected separated into residential and non-residential categories. As of March 31, 2019 residential municipal development charges collected are \$764,589. In the 2015 Development Charges Background Study, it was forecasted that the Municipality would be collecting approximately 805 in total for 2019 or about 201 units per quarter. At the end of March 2019 there was an 82.6% decrease in development charges collected and a 79.5% decrease in the number of units compared to the same timeframe in 2018. This is a significant decline in development charges collected with indications that this decline will continue into the second quarter.
- 2.11 As of March 31, 2019 there has been \$28,752.38 in non-residential development charges collected for one property. Non-residential development charges are based on the area in square metres rather than per building unit cost. There are fluctuations quarter to quarter as well as year to year in non-residential development charges.
- 2.12 In the 2015 Development Charges By-law 2015-035, there are a number of incentives to encourage development in Clarington, mainly relating to multi-residential, commercial and industrial development. There were no new incentives given in the first quarter of 2019. Since July 2015, there has been a total of \$1,555,276.71 in development charge incentives given to 15 properties. Between residential and non-residential the split is approximately 37% and 63% respectively.
- 2.13 Attachment 5, Council Expenses as of March 31, 2019, summarizes Council expenses in the first quarter of 2019. Only discretionary expenses such as event tickets, conferences, education courses and external kilometre reimbursement are included in this report. This report only includes transactions posted in the first quarter. Future quarterly financial reports will report on the cumulative total of Council's expenses, including any credits and repayments. As of March 31, 2019 a total of \$4,425.66 of expenses have been paid relating to Council discretionary expenses. Salary, tax free allowance, OMERS equivalent, severance pay and travel allowance as per By-law 2011-005 are not included in this total.
- 2.14 The quarterly financial update provides an overview of investments as of March 31, 2019. Note that as per the policy the operating cash account is not included in the following tables. Looking forward, Council has directed staff to pursue the prudent investor regime in conjunction with ONE Investment to establish the ONE Joint Investment Board. Prudent investor will provide the opportunity for greater flexibility, diversification and potential for greater returns on the Municipality's investments.

2.15 As per the Investment Policy, the terms or length of investments have been set to ensure liquidity and to minimize interest rate risk. Table 1 shows the term of the investments as of March 31, 2019.

Table 1 Term of Investments

| | Total Funds | % of Total | | Minimum Range | Maximum Range |
|-------------------|----------------|------------|-------|---------------|---------------|
| 90 Days | \$ 57,424,527 | 46.6% | | 20% | 100% |
| 90 Days to 1 Year | 8,566,030 | 6.9% | 53.5% | 30% | 100% |
| 1 to 5 Years | 54,223,924 | 43.9% | | 0% | 85% |
| 5 to 10 Years | 3,163,928 | 2.6% | | 0% | 50% |
| 10 to 20 Years | - | 0.0% | | 0% | 30% |
| Total | \$ 123,378,409 | 100.0% | | | |

2.16 The Investment Policy also sets out the types of investment to create a diversified portfolio. Table 2 shows the breakdown of the types of investments.

Table 2 Type of Investments

| | Total Funds | % of Total | Minimum Range | Maximum Range |
|--------------------------------|----------------|------------|---------------|---------------|
| HISA | \$ 51,668,283 | 41.9% | 0% | 100% |
| Federal Debt | \$ - | 0.0% | 0% | 100% |
| Provincial Debt | \$ 3,145,614 | 2.5% | 0% | 80% |
| Municipal Debt | \$ - | 0.0% | 0% | 35% |
| Financial Institutions | \$ 63,939,753 | 51.9% | 0% | 60% |
| Corporate Debt (non-financial) | \$ - | 0.0% | 0% | 10% |
| ONE Investment Pools | \$ 4,624,759 | 3.7% | 0% | 25% |
| Total | \$ 123,378,409 | 100.0% | | |

2.17 As of March 31, 2019 the Municipality is compliant with its current Investment Policy.

3. Concurrence

Not Applicable


4. Conclusion

It is respectfully recommended that the first quarter of 2019 financial update report be received for information.

5. Strategic Plan Application

Not applicable.

Submitted by: 
Trevor Pinn, B.Com, CPA, CA,
Director of Finance/Treasurer

Reviewed by: 
Andrew C. Allison, B. Comm, LL.B
CAO

Staff Contact: Catherine Carr, Manager of Internal Audit, 905-623-3379 ext. 2606 or
ccarr@clarington.net

There are no interested parties to be notified of Council's decision.

- Attachment 1 - Summary of Operating Revenues and Expenses
- Attachment 2 - Continuity of Taxes Receivable
- Attachment 3 - Debenture Repayment Schedule
- Attachment 4 - Municipal Development Charges
- Attachment 5 - Council Expenses

| The Municipality of Clarington | | | | | | | Attachment 1 | | |
|---|--------------------------|--------------------------|----------------------------------|--------------------------|----------------------------|--------------------------|----------------------------------|----------------------|------------------------------|
| Summary of Operating Expenditures and Revenues for the Three Months Ending March 31, 2019 | | | | | | | to Report FND-017-19 | | |
| | 2019 Qtr 1 Budget YTD | 2019 Qtr 1 Actual YTD | 2019 Qtr 1 Unexpended (\$) | 2019 Qtr 1 % Expended | 2018 Qtr 1 Budgeted YTD | 2018 Qtr 1 Actual YTD | 2018 Qtr 1 Unexpended (\$) | 2019 Total Budget | 2019 % of budget spent |
| 05 Non-departmental Accounts | | | | | | | | | |
| Municipal Taxation | (30,771,611) | (30,853,527) | 81,916 | 100.3% | (29,336,014) | (29,317,181) | (18,833) | (65,750,542) | 46.9% |
| Other Revenue | (218,502) | (308,478) | 89,976 | 141.2% | (80,890) | (305,592) | 224,702 | (2,081,763) | 14.8% |
| Contributions | 0 | (32,150) | 32,150 | | 0 | (415,309) | 415,309 | (4,846,301) | 0.7% |
| Revenue/Taxation/Contributions | (30,990,113) | (31,194,155) | 204,042 | 100.7% | (29,416,904) | (30,038,082) | 621,178 | (72,678,606) | 42.9% |
| 59 BIA Taxation | | | | | | | | | |
| BIA Taxes | 0 | 0 | 0 | | 0 | 0 | 0 | (215,200) | 0.0% |
| BIA Payments | 215,200 | 215,200 | 0 | 100.0% | 211,820 | 211,820 | 0 | 215,200 | 100.0% |
| Net Expenditures | 215,200 | 215,200 | 0 | 100.0% | 211,820 | 211,820 | 0 | 0 | |
| 10 Mayor and Council | | | | | | | | | |
| Net Expenditures | 238,618 | 233,479 | 5,139 | 97.8% | 227,340 | 219,977 | 7,363 | 944,482 | 24.7% |
| 13 Administrator's Office | | | | | | | | | |
| Revenues/Recoveries | (39,750) | (39,916) | 166 | 100.4% | (96,766) | (52,689) | (44,077) | (159,000) | 25.1% |
| Expenditures | 747,090 | 760,514 | (13,424) | 101.8% | 747,345 | 730,072 | 17,273 | 2,296,416 | 33.1% |
| Net Expenditures | 707,340 | 720,598 | (13,258) | 101.9% | 650,579 | 677,383 | (26,804) | 2,137,416 | 33.7% |
| 14 Legal Administration | | | | | | | | | |
| Revenues/Recoveries | (17,107) | (12,317) | (4,790) | 72.0% | (21,252) | (21,993) | 741 | (160,000) | 7.7% |
| Expenditures | 130,809 | 102,974 | 27,835 | 78.7% | 120,062 | 60,088 | 59,974 | 543,261 | 19.0% |
| Net Expenditures | 113,702 | 90,657 | 23,045 | 79.7% | 98,810 | 38,095 | 60,715 | 383,261 | 23.7% |
| 16 Corporate Services | | | | | | | | | |
| Revenues/Recoveries | 0 | (201) | 201 | | 0 | (151) | 151 | (12,000) | 1.7% |
| Expenditures | 1,096,947 | 1,095,490 | 1,457 | 99.9% | 1,024,373 | 1,015,474 | 8,899 | 4,499,739 | 24.3% |
| Net Expenditures | 1,096,947 | 1,095,289 | 1,658 | 99.8% | 1,024,373 | 1,015,323 | 9,050 | 4,487,739 | 24.4% |
| 19 Clerk's | | | | | | | | | |
| Revenues/Recoveries | (140,275) | (235,111) | 94,836 | 167.6% | (150,450) | (206,561) | 56,111 | (680,900) | 34.5% |
| Expenditures | 763,605 | 770,022 | (6,417) | 100.8% | 774,928 | 729,217 | 45,711 | 3,573,894 | 21.5% |
| Net Expenditures | 623,330 | 534,911 | 88,419 | 85.8% | 624,478 | 522,656 | 101,822 | 2,892,994 | 18.5% |
| 21 Finance & Unclassified Administration | | | | | | | | | |
| Revenues/Recoveries | (286,915) | (347,190) | 60,275 | 121.0% | (320,235) | (329,302) | 9,067 | (1,390,000) | 25.0% |
| Operating Expenditures | 637,170 | 545,931 | 91,239 | 85.7% | 619,308 | 575,103 | 44,205 | 2,695,275 | 20.3% |
| Unclassified Administration | 94,074 | 93,268 | 806 | 99.1% | 183,317 | 191,027 | (7,710) | 2,873,032 | 3.2% |
| Expenditures | 731,244 | 639,199 | 92,045 | 87.4% | 802,625 | 766,130 | 36,495 | 5,568,307 | 11.5% |
| Net Expenditures | 444,329 | 292,009 | 152,320 | 65.7% | 482,390 | 436,828 | 45,562 | 4,178,307 | 7.0% |

| The Municipality of Clarington | | | | | | | Attachment 1 | | |
|---|--------------------------|--------------------------|----------------------------------|--------------------------|----------------------------|--------------------------|----------------------------------|----------------------|------------------------------|
| Summary of Operating Expenditures and Revenues for the Three Months Ending March 31, 2019 | | | | | | | to Report FND-017-19 | | |
| | 2019 Qtr 1 Budget YTD | 2019 Qtr 1 Actual YTD | 2019 Qtr 1 Unexpended (\$) | 2019 Qtr 1 % Expended | 2018 Qtr 1 Budgeted YTD | 2018 Qtr 1 Actual YTD | 2018 Qtr 1 Unexpended (\$) | 2019 Total Budget | 2019 % of budget spent |
| 28 Emergency Services - Fire | | | | | | | | | |
| Revenues/Recoveries | (86,481) | (157,177) | 70,696 | 181.7% | (82,214) | (146,966) | 64,752 | (110,000) | 142.9% |
| Expenditures | 2,811,194 | 2,718,355 | 92,839 | 96.7% | 2,765,668 | 2,711,737 | 53,931 | 12,699,344 | 21.4% |
| Net Expenditures | 2,724,713 | 2,561,178 | 163,535 | 94.0% | 2,683,454 | 2,564,771 | 118,683 | 12,589,344 | 20.3% |
| 32 Engineering Services | | | | | | | | | |
| Revenues/Recoveries | (763,017) | (414,095) | (348,922) | 54.3% | (244,892) | (1,704,686) | 1,459,794 | (1,605,532) | 25.8% |
| Debenture Payment | 465,993 | 466,423 | (430) | 100.1% | 458,726 | 459,110 | (384) | 541,802 | 86.1% |
| Operating Expenditures | 974,894 | 877,112 | 97,782 | 90.0% | 886,741 | 1,006,968 | (120,227) | 7,895,669 | 11.1% |
| Expenditures | 1,440,887 | 1,343,535 | 97,352 | 93.2% | 1,345,467 | 1,466,078 | (120,611) | 8,437,471 | 15.9% |
| Net Expenditures | 677,870 | 929,440 | (251,570) | 137.1% | 1,100,575 | (238,608) | 1,339,183 | 6,831,939 | 13.6% |
| 36 Operations | | | | | | | | | |
| Revenues/Recoveries | (59,585) | (45,453) | (14,132) | 76.3% | (57,193) | (62,118) | 4,925 | (653,300) | 7.0% |
| Operating Expenditures | 3,692,506 | 4,531,595 | (839,090) | 122.7% | 3,490,885 | 4,012,220 | (521,335) | 19,573,784 | 23.2% |
| Fleet & Debenture Payments | 350,379 | 125,197 | 225,182 | 35.7% | 973,384 | 730,646 | 242,738 | 1,033,674 | 12.1% |
| Expenditures | 4,042,885 | 4,656,792 | (613,908) | 115.2% | 4,464,269 | 4,742,866 | (278,597) | 20,607,458 | 22.6% |
| Net Expenditures | 3,983,300 | 4,611,339 | (628,040) | 115.8% | 4,407,076 | 4,680,748 | (273,672) | 19,954,158 | 23.1% |
| 42 Community Services | | | | | | | | | |
| Revenues/Recoveries | (1,356,884) | (1,426,339) | 69,455 | 105.1% | (2,075,641) | (1,461,752) | (613,889) | (4,810,400) | 29.7% |
| Operating Expenditures | 2,750,117 | 2,531,242 | 218,875 | 92.0% | 2,708,328 | 2,444,792 | 263,536 | 12,446,691 | 20.3% |
| Debenture Payments | 2,029,089 | 2,031,328 | (2,239) | 100.1% | 2,016,355 | 2,004,560 | 11,795 | 2,111,799 | 96.2% |
| Annual Grants & Sponsorships | 11,000 | 11,000 | 0 | 100.0% | 15,820 | 15,820 | 0 | 95,000 | 11.6% |
| Expenditures | 4,790,206 | 4,573,570 | 216,636 | 95.5% | 4,740,503 | 4,465,172 | 275,331 | 14,653,490 | 31.2% |
| Net Expenditures | 3,433,322 | 3,147,231 | 286,091 | 91.7% | 2,664,862 | 3,003,420 | (338,558) | 9,843,090 | 32.0% |
| 50 Planning Services | | | | | | | | | |
| Revenues/Recoveries | (142,424) | (171,600) | 29,176 | 120.5% | (173,901) | (152,597) | (21,304) | (814,400) | 21.1% |
| Expenditures | 848,455 | 815,659 | 32,796 | 96.1% | 829,482 | 773,757 | 55,725 | 4,714,839 | 17.3% |
| Net Expenditures | 706,031 | 644,059 | 61,972 | 91.2% | 655,581 | 621,160 | 34,421 | 3,900,439 | 16.5% |
| Boards & Agencies | 3,121,054 | 3,121,054 | 0 | 100.0% | 2,964,095 | 2,964,095 | 0 | 4,535,437 | 68.8% |
| Total Operating: | | | | | | | | | |
| Revenue/Recoveries | (33,882,551) | (34,043,554) | 161,003 | 100.5% | (32,639,448) | (34,176,897) | 1,537,449 | (83,289,338) | 40.9% |
| Expenditures | 20,978,194 | 21,045,843 | (67,650) | 100.3% | 21,017,977 | 20,856,483 | 161,494 | 83,289,338 | 25.3% |
| Net Difference | (12,904,358) | (12,997,711) | 93,354 | 100.7% | (11,621,472) | (13,320,414) | 1,698,943 | 0 | |

CORPORATION OF THE MUNICIPALITY OF CLARINGTON

**Attachment 2 to
Report FND-017-19**

Continuity of Taxes Receivable
for the First Quarter of the Year 2019

| | Beginning Balance Receivable December 31, 2018 | Interest Added | Taxes Billed | Payments & Adjustments ** | March 2019 | March 2018 |
|-----------------------|--|-------------------|--------------|------------------------------|-------------|-------------|
| Current Year | | | | | | |
| Taxes | 5,988,710 | | 43,869,193 | (59,122,400) | (9,264,497) | (9,123,223) |
| Penalty and Interest | 238,301 | 119,663 | | (334,028) | 23,936 | 20,962 |
| First Prior Year | | | | | | |
| Taxes | 1,571,193 | | - | 2,343,957 | 3,915,150 | 3,730,506 |
| Penalty and Interest | 153,338 | 136,941 | | (59,264) | 231,015 | 197,958 |
| Second Prior Year | | | | | | |
| Taxes | 428,711 | | - | 589,681 | 1,018,392 | 1,094,427 |
| Penalty and Interest | 58,770 | 36,301 | | 23,652 | 118,723 | 106,465 |
| Third and Prior Years | | | | | | |
| Taxes | 180,752 | | - | 125,517 | 306,269 | 286,301 |
| Penalty and Interest | 45,456 | 11,502 | | 19,782 | 76,740 | 45,098 |
| Sub-total | 8,665,231 | 304,407 | 43,869,193 | (56,413,103) | (3,574,272) | (3,641,505) |
| Prepaid Taxes | (5,627,528) | | | 5,627,528 | - | - |
| Total | 3,037,703 | 304,407 | 43,869,193 | (50,785,575) | (3,574,272) | (3,641,505) |

** These figures include refunds, write-off, 357's etc.

Also included is the opening year transaction to roll the years forward.

For example, current year receivables in December 2018 are now prior year receivables as of March 2019.

Note 1: 2019 Interim Instalment months: February and April.

Note 2: Prepaid taxes inculed property tax monthly pre-authorized payment (PAP).

Clarington's PAP program collects monthly payments December 2018 to November 2019 for 2019 taxes.

The PAP amount at the end of 2018 is applied to 2019 property taxes in the first quarter of 2019.

Municipality of Clarington

| Debenture Repayment Schedule As of January 1, 2019 | | | | | | | | |
|---|---------------------------|---------------|---------------------|---------------------|--------------------------------|------------------|--------------------------------------|---------------|
| Year | Indoor Soccer Lacrosse | RRC CCD space | RRC Improvements | MAC Improvements | Green Road Grade Separation | Courtice Library | Diane Hamre Recreation Complex | Total |
| 2019 | 165,174.58 | 107,074.68 | 84,141.23 | 107,967.35 | 541,802.38 | 78,146.32 | 1,757,651.34 | 2,841,957.88 |
| 2020 | 164,755.07 | 107,074.68 | 84,010.16 | 107,799.19 | 544,416.38 | 78,341.53 | 1,604,355.98 | 2,690,752.99 |
| 2021 | 163,863.49 | 107,074.68 | 83,946.43 | 107,717.40 | 546,559.49 | 78,465.50 | 1,054,141.30 | 2,141,768.29 |
| 2022 | 163,542.75 | | 83,964.94 | 107,741.15 | 546,559.49 | 78,488.31 | 1,006,711.96 | 1,987,008.60 |
| 2023 | 162,800.11 | | 83,859.28 | 107,605.57 | 546,276.36 | 78,425.64 | | 978,966.96 |
| 2024 | 160,675.42 | | 83,823.08 | 107,559.13 | 553,240.30 | 78,249.84 | | 983,547.77 |
| 2025+ | | | 668,982.03 | 858,416.52 | 2,693,604.53 | 546,030.80 | | 4,767,033.88 |
| | 980,811.42 | 321,224.04 | 1,172,727.15 | 1,504,806.31 | 5,972,458.93 | 1,016,147.94 | 5,422,860.58 | 16,391,036.37 |
| Principal at January 1, 2019 | 896,000.00 | 294,299.58 | 950,705.28 | 1,219,914.89 | 4,958,600.00 | 871,000.00 | 5,083,000.00 | 14,273,519.75 |
| Principal at January 1, 2020 | 755,000.00 | 201,115.35 | 893,002.36 | 1,145,872.34 | 4,573,600.00 | 811,000.00 | 3,500,000.00 | 11,879,590.05 |
| Interest Rates | 2.25% to 3.35% | 5.12% | 1.9% to 3.45% | 1.9% to 3.45% | 2.25% to 3.8% | 1.32% to 2.8% | 4.65% to 4.75% | |

MUNICIPAL DEVELOPMENT CHARGES
January to March YTD

| RESIDENTIAL | 2019 | | 2018 | |
|-----------------------|------------------------------------|-----------------|------------------------------------|-----------------|
| | Municipal Development Charges Paid | Number of Units | Municipal Development Charges Paid | Number of Units |
| Single/Semi- Detached | | | | |
| -New construction | \$ 239,149.00 | 14 | \$ 4,394,979.00 | 263 |
| -Additions | \$ - | - | \$ - | - |
| Townhouse | \$ 525,440.00 | 40 | \$ - | - |
| Apartment | \$ - | - | \$ - | - |
| TOTAL: | \$ 764,589.00 | 54 | \$ 4,394,979.00 | 263 |

Change in DC paid from prior year: -82.6%
Change in DC units from prior year: -79.5%

| NON-RESIDENTIAL | 2019 | 2018 |
|------------------------|------------------------------------|------------------------------------|
| | Municipal Development Charges Paid | Municipal Development Charges Paid |
| Commercial | \$ 28,752.38 | \$ - |
| Industrial | \$ - | \$ - |
| Agricultural | \$ - | \$ - |
| Government | \$ - | \$ - |
| Institutional | \$ - | \$ - |
| TOTAL: | \$ 28,752.38 | \$ - |

Municipal Development Charges Incentives
As of March 31, 2019
Under By-law 2015-035

| <u>Date</u> | <u>Property</u> | <u>Value</u> | <u>Incentive</u> |
|------------------------------------|-------------------------------------|------------------------|--------------------------------------|
| <u>Residential</u> | | | |
| Jan-16 | 105 Queen Street, Bowmanville | 413,822.26 | Mid-Rise Residential |
| Dec-17 | 109 King Avenue East, Newcastle | 157,840.00 | Revitalization Mixed Used |
| Residential Incentives to Date | | <u>\$ 571,662.26</u> | |
| <u>Non-Residential</u> | | | |
| Jul-15 | 222 King Street East, Bowmanville | 110,671.30 | Medical Exemption |
| Oct-15 | 21 King Avenue East, Newcastle | 3,636.08 | Revitalization Small Business |
| Feb-16 | 222 Baseline Road East, Bowmanville | 13,279.78 | Existing Industrial Development |
| Feb-16 | 28 King Avenue East, Newcastle | 937.96 | Revitalization Small Business |
| Apr-16 | 70 Mearns Court, Bowmanville | 1,470.67 | Existing Industrial Development |
| Oct-16 | 2323 Highway 2, Bowmanville | 15,985.00 | Conversion Residential to Commercial |
| Oct-16 | 70 Mearns Court, Bowmanville | 8,232.17 | Existing Industrial Development |
| Feb-17 | 48 Britton Court, Bowmanville | 24,676.61 | New Industrial Development |
| May-17 | 5314 Main Street, Orono | 974.18 | Revitalization Small Business |
| Jun-17 | 1726 Baseline Road, Courtice | 10,190.86 | New Industrial Development |
| Oct-17 | 220 Lake Road, Bowmanville | 67,850.25 | New Industrial Development |
| Dec-17 | 109 King Avenue East, Newcastle | 72,886.25 | Revitalization Mixed Use |
| Apr-18 | 685 Lake Road, Bowmanville | 38,980.87 | New Industrial Development |
| Oct-18 | 1050 Lambs Road, Bowmanville | 613,842.47 | New Industrial Development |
| Non-Residential Incentives to Date | | <u>\$ 983,614.45</u> | |
| Total Value of Incentives to Date | | <u>\$ 1,555,276.71</u> | |

Municipality of Clarington
Mayor and Councillors' Discretionary Expenses
January 1 to March 31, 2018

Attachment 5
to Report FND-017-19

| Name | Ward | 2019 1st Quarter |
|------------------------|--------------------------|------------------|
| Mayor A. Foster | Mayor | 1,374.61 |
| Councillor J. Neal | Regional Wards 1 & 2 | - |
| Councillor G. Anderson | Regional Wards 3 & 4 | 1,151.07 |
| Councillor J. Jones | Ward 1 | 73.62 |
| Councillor R. Hooper | Ward 2 | 798.82 |
| Councillor C. Traill | Ward 3 | 397.24 |
| Councillor M. Zwart | Ward 4 | 630.30 |
| | Total Per Quarter | 4,425.66 |

- 1 These figures include only discretionary expenses and do not include remuneration and travel allowances. (for example - conferences, education courses, event tickets, external kilometre reimbursement)
- 2 Credits and repayments relating to these expenses will be included in the quarter in which they are received.
- 3 This report is not to be considered as the Annual Council Remuneration report by the Treasurer as required by the Municipal Act, S.O. 2001, c.25, Section 284.

Finance Department Report

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee

Date of Meeting: June 17, 2019

Report Number: FND-018-19 **Resolution:**

File Number: **By-law Number:**

Report Subject: **Tax Write-Offs under Section 354(2)(a), 354(4)(a) and 354(4)(b) of the
*Municipal Act, 2001***

Recommendations:

1. That Report FND-018-19 be received; and
2. That the Treasurer be authorized, under Section 354(2)(a), 354(4)(a) and 354(4)(b) of the *Municipal Act 2001* to write-off taxes as uncollectible and charge back the proportionate amounts to the Region of Durham and the Province of Ontario.

Report Overview

The purpose of this report is to write-off taxes in cases where a tax sale is not in the best interest of the Municipality and the dollar value is very minor in nature.

1. Background

- 1.1 Under Section 354(4)(b) the Treasurer of a municipality may write-off taxes under clause 354(2)(a) and 354(4)(b) if the recommendations of the Treasurer includes a written explanation of why conducting a tax sale would be ineffective or inappropriate.
- 1.2 Items 1 and 2 on Attachment A are private roads being used as the entrance way to private homes. Arrangements with the original developers are no longer feasible. Vesting these properties in the event of a failed tax sale could cause Clarington to become responsible for maintaining these roads, which would be an unbudgeted increased financial obligation, in comparison to the minor dollar value being written off. See Attachments B and C.
- 1.3 Due to the historical nature and intended service levels at that time, it is a more viable option to periodically write off accumulated taxes.
- 1.4 Items 3 and 4 on Attachment A belong to companies that are no longer in existence and being used as walkways which are subject to rights-of-way to the adjacent property owners. Vesting these properties after a failed tax sale would cause Clarington to become responsible for maintaining these walkways which would be an unbudgeted financial obligation, in comparison to the minor dollar value being written off.
- 1.5 There would be other legal implications as well as the risk that one of the adjacent owners would attempt to purchase through a tax sale proceedings, even though there are deeded rights-of-way. See Attachments D and E.

2. Concurrence

Not Applicable


3. Conclusion

The financial impact for the above write-offs for the municipality including penalty amounts and other charges result in an impact of \$1,534.07. Other charges include fees charged for the issuance of Arrears Notices.

4. Strategic Plan Application

Not applicable.

Submitted by: 
Trevor Pinn, B.Com, CPA, CA,
Director of Finance/Treasurer

Reviewed by: 
Andrew C. Allison, B. Comm, LL.B
CAO

Staff Contact: Jessica James, Tax Collector, 905-623-3379 ext. 2609 or
jjames@clarington.net

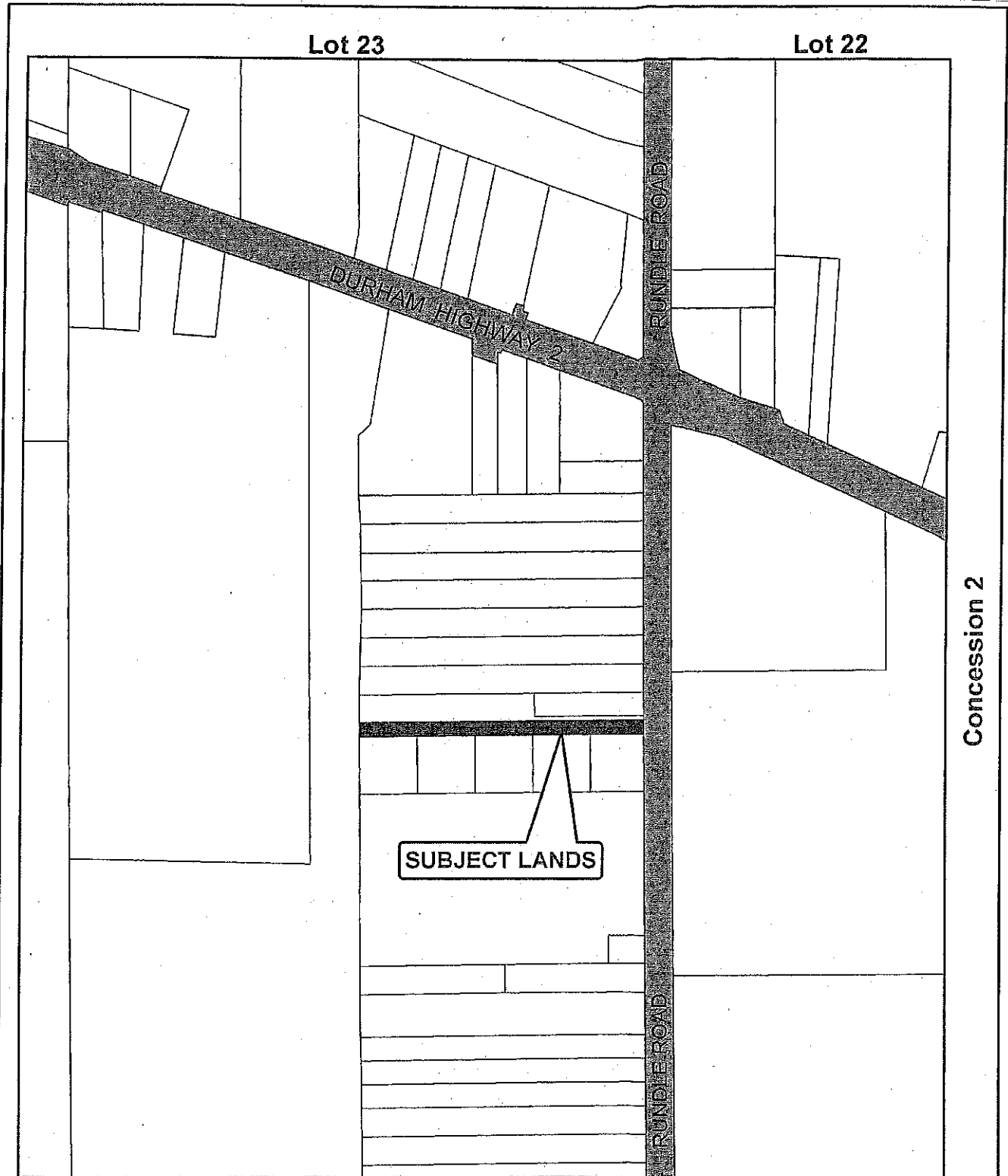
- Attachment A – Write Off Report 2019
- Attachment B – Property #1 Location map
- Attachment C – Property #2 Location map
- Attachment D – Property #3 Location map
- Attachment E – Property #4 Location map

There are no interested parties to be notified of Council's decision.

Write-Off Report 2019

| Date | Owner Applicant | Penalty and | | Residential | | Years | | Reason for Request |
|----------|--------------------------|-------------|--------|-------------|---------|-----------|-----|-----------------------------|
| | | Arrears | Notice | Municipal | Portion | Adjusted | For | |
| 1 Jun-19 | MCCARRON CLIFFORD | \$ | 126.76 | \$ | 136.86 | 2015-2019 | | Uncollectible Rundle Rd |
| 2 Jun-19 | ORCHARDS COVE HOLDINGS | \$ | 436.12 | \$ | 434.03 | 2015-2019 | | Uncollectible West Beach Rd |
| 3 Jun-19 | THE BOWMANVILLE REALTY | \$ | 59.60 | \$ | 58.15 | 2015-2019 | | Uncollectible Carlisle Ave |
| 4 Jun-19 | BOWMANVILLE BUILDING CO. | \$ | 140.36 | \$ | 142.19 | 2015-2019 | | Uncollectible Liberty Pl |
| | | \$ | 762.84 | \$ | 771.23 | | | |

Clarington's portion being written off
in this report June 2019 \$ 1,534.07



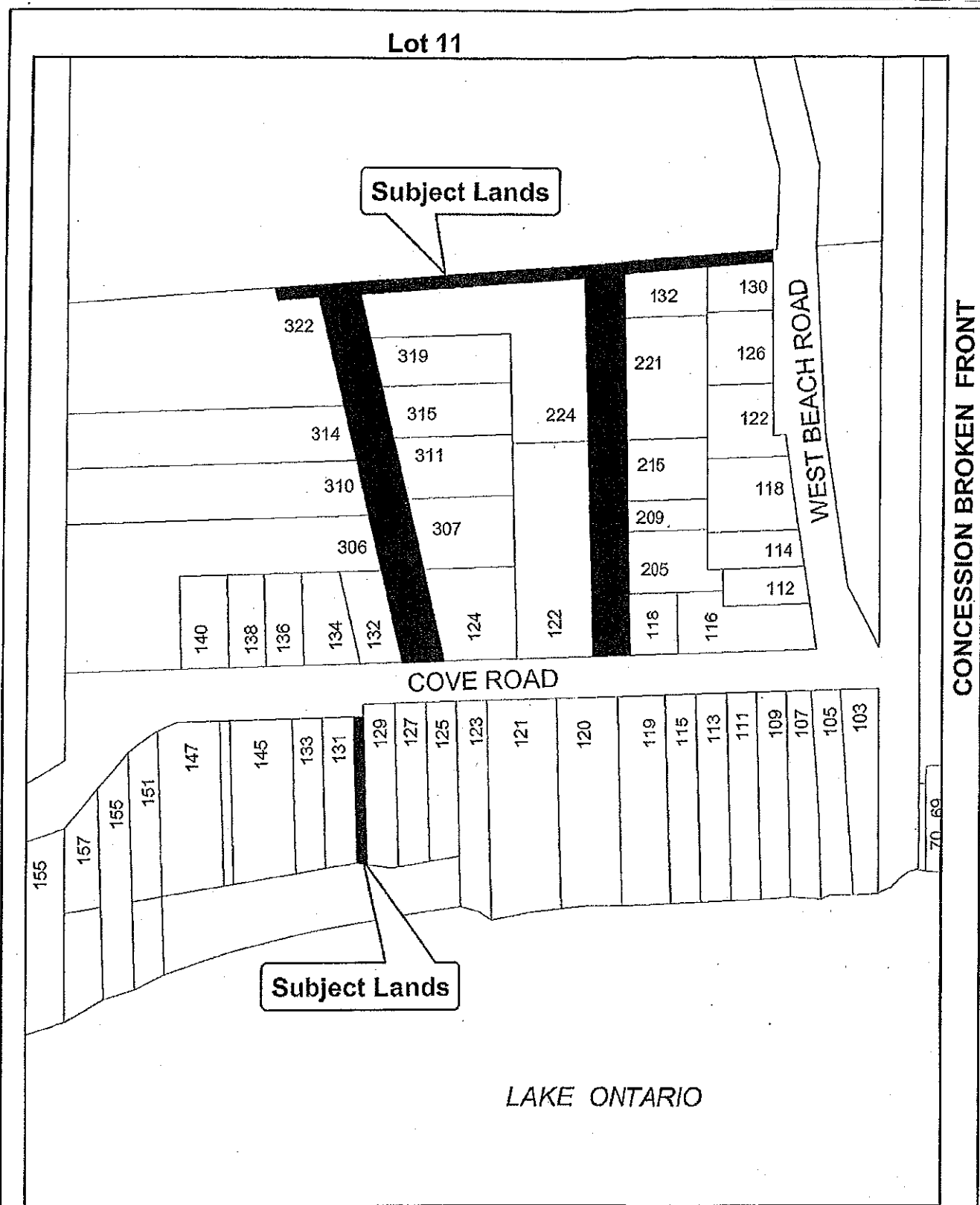
Property Location Map (Darlington)



Lands Eligible For Tax Sale
18-17-010-040-12510



05-05

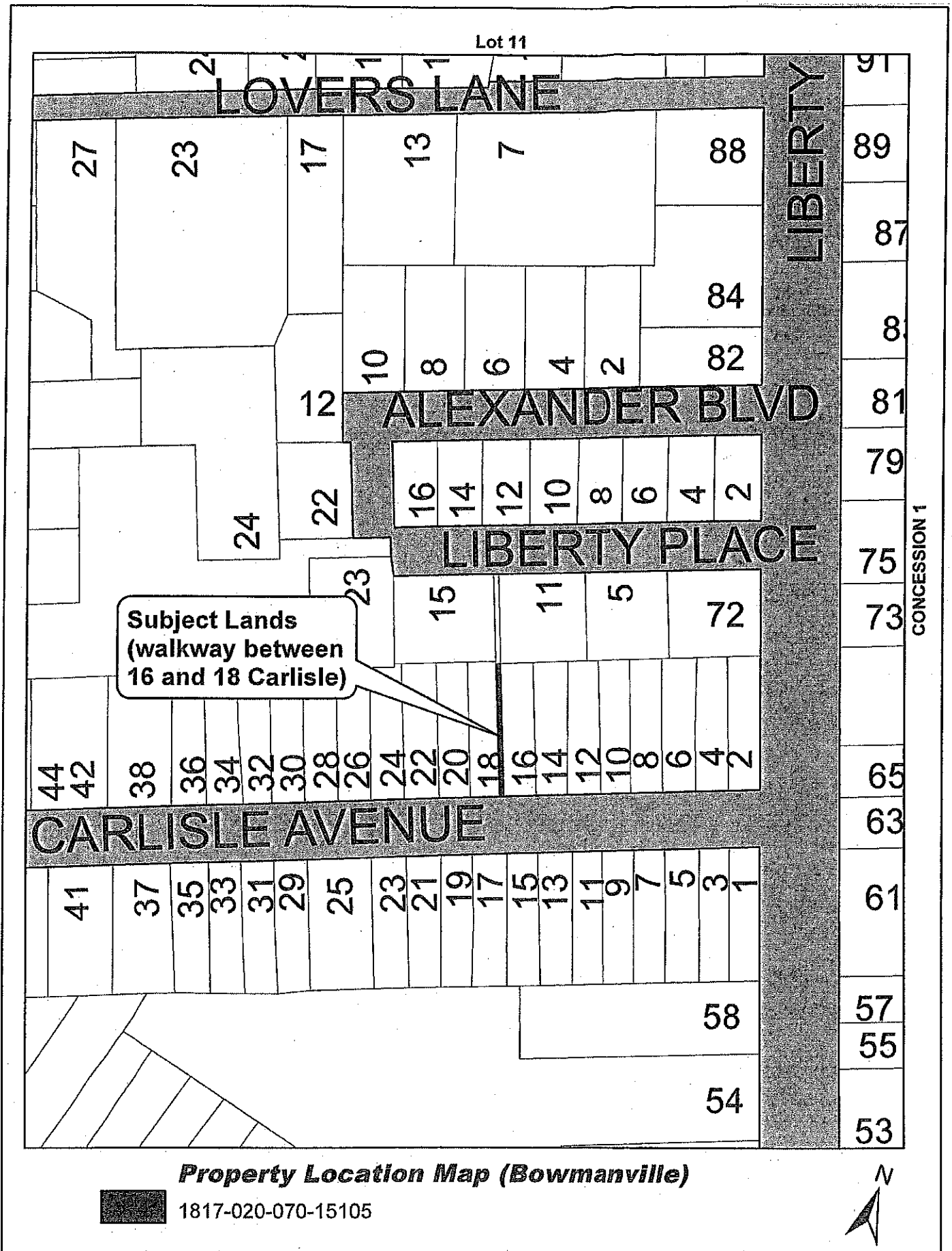


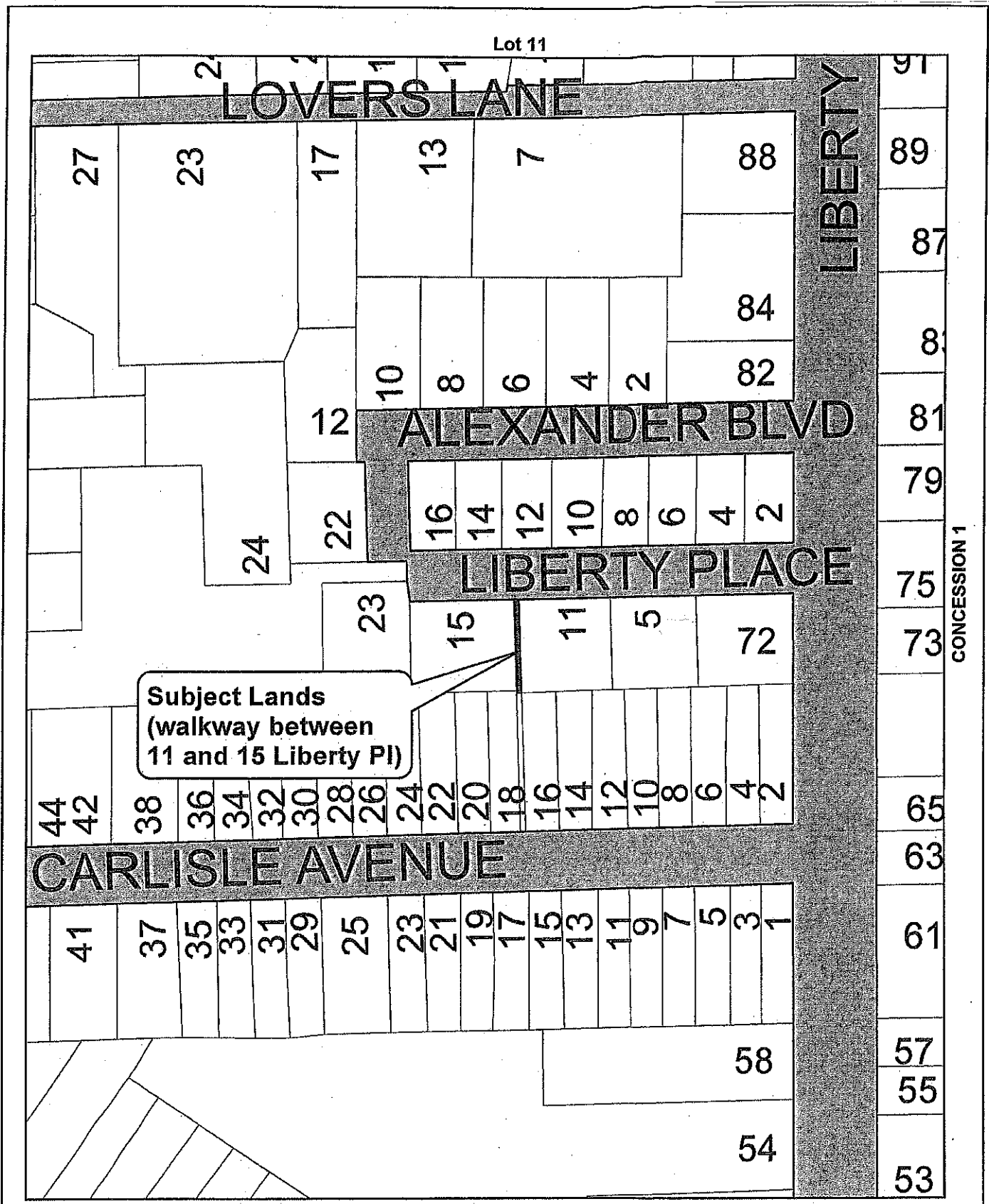
Property Location Map (Bowmanville)



Lands Eligible For Tax Sale:
18-17-020-130-20800 - West Beach







Subject Lands
(walkway between
11 and 15 Liberty Pl)

Property Location Map (Bowmanville)

1817-020-070-16405



Finance Department Report

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee

Date of Meeting: June 17, 2019

Report Number: FND-019-19 **Resolution:**

File Number: **By-law Number:**

Report Subject: 2019/2020 Insurance Program

Recommendations:

1. That Report FND-019-19 be received;
2. That the general insurance placement, in conjunction with the other member municipalities of the Durham Municipal Insurance Pool, with the Frank Cowan Company for an integrated pooling arrangement that includes integrated insurance coverages and common self-retention deductible levels for the period July 1, 2019 to June 30, 2020, at an approximate cost to Clarington of \$932,094 be confirmed; and
3. That the purchase of cyber liability coverage through the Frank Cowan Company at a cost of \$20,000 be confirmed.

Report Overview

2018/2019 has been another successful year for the Durham Municipal Insurance Pool (DMIP) and the Municipality of Clarington has benefitted through a 2.9% (2018 – 3.4%) premium increase.

This report is primarily an update to Council on the status of the Durham Municipal Insurance Pool and current initiatives being undertaken.

1. Background

- 1.1 The purpose of this report is to provide an update to the General Government Committee regarding the status of the Municipality's insurance program.
- 1.2 This report also includes a review and update of the Durham Municipal Insurance Pool, which is now entering its nineteenth year of successful operation.
- 1.3 Clarington is a founding member of the DMIP which was established to achieve financial savings by co-operatively purchasing insurance coverages with local and pool level deductibles and by implementing common risk management practices. The pool protects participating municipalities from increasing insurance premium costs through an alternative risk-financing program with a higher single deductible and collectively self-insuring claims within that deductible.
- 1.4 Clarington's Treasurer held the position of Chair of the Board of DMIP from inception to September 2019. The current chair of the Board is Nancy Taylor, Commissioner of Finance/Treasurer for the Region of Durham. A transition back to having a lower tier representative acting as Chair is ongoing with Sheila Strain, Treasurer for the Town of Ajax taking over for Nancy Taylor.
- 1.5 The DMIP was launched in July 2000 with the participation of the Town of Ajax, Town of Whitby, Municipality of Clarington, Township of Brock, Township of Scugog, Township of Uxbridge and the Region of Durham. The City of Oshawa joined the pool effective July 1, 2017.
- 1.6 Member municipalities are provided coverage in the areas of general liability, errors and omissions, auto liability and property insurance. The DMIP provides municipal specific resources such as loss prevention programs, claims handling, advice for boards and committees, site audits, review of contracts and training.

- 1.7 The Municipality's insurance coverage renews on July 1, 2019, without renewing the insurance coverage the Municipality would be at financial risk.

2. 2019/2020 Insurance Contract Renewal

- 2.1 Within the terms of the subscribers' agreement, DMIP members agree to make a contribution sufficient enough to pay administration costs, expenses (including actuarial and audit), premiums and a claim funding amount that is supported by full actuarial projections and analyses.
- 2.2 DMIP members are also required to give a minimum six months' notice of termination if they wish to leave the pool. To date no member of the pool has asked to leave while one of the two Durham municipalities that did not originally found the pool have asked to be admitted.
- 2.3 The DMIP has been able to position itself to minimize the impact of increases in insurance premiums paid to insurance companies related to property, casualty and liability coverages.
- 2.4 For 2019/2020, the DMIP negotiated with the insurer and has secured the broadest and most comprehensive coverage available to municipalities with a nominal rate increase in the insurance premium and claim funding for the 2019/2020 policy year. This increase is partially offset by an increase in investment income. Overall, the net cost for the annual DMIP insurance program has increased by 2.9 per cent. The inflation factor experienced in the broader municipal sector is ranging between 6 and 8 percent.
- 2.5 We also continue to benefit from a three year rate stability agreement with the Frank Cowan Company, which is a significant benefit for the Durham Municipal Insurance Pool members. Essentially, premium increases are a direct relation to increased volumes as unit prices for vehicles and property remain the same.
- 2.6 The 2.9% increase reflects the conditions in the broader insurance marketplace, including general increase in judicial awards, the increasing litigious nature of society and insurance rate increases for weather related events, such as hurricanes and wildfires.
- 2.7 The Board of Directors of the Durham Municipal Insurance Pool has placed coverage with the Frank Cowan Company for an integrated pooling arrangement.

3. Benefits of an Insurance Pool

- 3.1 The main components of the structure of the Durham Municipal Insurance Pool arrangements are summarized as follows:
- Each municipality retains their respective current deductibles ranging from \$5,000 to \$100,000 (Clarington's deductibles are primarily \$25,000 (liability) and \$5,000 (fleet);
 - The pool self-insures losses between these local deductibles and a per claim limit of \$500,000 (on a group basis) for integrated coverages;
 - Under this structure, local municipalities are responsible for funding losses from \$0 to their individual deductible amounts (\$25,000 in the case of Clarington);
 - Between these local municipal deductibles and the pooled retention limit of \$500,000, the eight (8) members share the cost on a collective basis; and
 - Excess of a \$500,000 per claim loss, the members purchase insurance from municipal insurers for protection on a collective basis against catastrophic claim losses.
- 3.2 During its nineteen years of existence, this innovative risk financing venture continues to be a highly effective method by which the municipalities have enjoyed:
- Broader insurance coverage;
 - Control over the costs of insurance claims below the \$500,000 deductible;
 - Pro-active, comprehensive and coordinated risk management services to reduce property and liability exposures;
 - Increased investment income on the retained portion of the pre-funded claims loss reserve; and
 - Increased price stability.
- 3.3 As the DMIP is self-funded to a degree, there are opportunities for surpluses to be refunded to the Municipality. The Municipality has received refunds in 2014 (\$202,950), 2016 (\$223,500) and 2017 (\$544,740) for a total refund of \$971,190.
- 3.4 At the May DMIP Board meeting it was approved that from 2020 to 2028 the founding members (including Clarington) would receive an annual payment from the accumulated surplus in the pool. It is estimated, subject to annual review, that the Municipality will receive \$91,100/year. In keeping with past practice this will be used to fund risk management initiatives (including safety audits, sign replacement, and other projects which lowers the risk to the Municipality and residents).

4. Non-Pool Alternatives

Overview

- 4.1 If the Municipality were to exit the DMIP it would have to look for outside insurance providers. There are several considerations to making a decision like this.
- 4.2 There is no guarantee that the Municipality would see savings by leaving the DMIP. The overall municipal insurance market in Ontario is becoming less competitive with fewer providers of insurance. Further, with escalating costs in Ontario (in part due to joint and several liability) providers are charging larger premiums.
- 4.3 If the Municipality left the pool its insurance coverage would be based solely on its claims history rather than being part of a pool. This has the effect of increasing volatility in the premium cost. In good years premium increases may be low while following years of a claim or two there could be double digit increases in premiums.
- 4.4 Recently the City of Ottawa was faced with a 25% increase in premiums, and a reduction in claim limit from \$25million to \$10million, due to several major incidents over the past six years. In January when Ottawa went to market only their incumbent provider would provide coverage, this provider was Frank Cowan (who is also the DMIP insurer).
- 4.5 The pool mitigates the volatility for all members by allowing the claims history of all members to be used to determine the overall risk for the insurer. If one municipality has a bad year it is offset by a municipality that may have had a better year. All municipalities benefit from the ability to get insurance at a lower rate than they may otherwise be able to achieve at deductibles that make sense to them.

City of Pickering

- 4.6 In the Region of Durham there is only one municipality which is not a member of the Durham Municipal Insurance Pool. The City of Pickering uses a difference insurance provider, currently Jardine Lloyd Thompson Canada Inc. (JLT, which recently purchased Marsh in 2019).
- 4.7 It is important to note that coverages received by the Municipality of Clarington differ from those of the City of Pickering which does impact the insurance premium each municipality pays.

-
- 4.8 The City of Pickering has a \$5,000,000 general liability limit for any one occurrence and in aggregate during the policy period (they have purchased excess liability to provide aggregate up to \$50,000,000). The City also has a \$100,000 deductible. The Municipality of Clarington has a \$50,000,000 general liability limit for any one occurrence, with no annual aggregate limit. The Municipality's general liability deductible is \$25,000.
- 4.9 The City of Pickering must adjudicate its own claims or hire an outside party to do so. The Municipality of Clarington's claims are adjudicated by the DMIP, or a party hired and paid for by the DMIP. Adjudication costs from a third party could be approximately \$120/hour with a typical minimum of approximately \$1,000.
- 4.10 The City of Pickering also has staff dedicated to the insurance portfolio whereas the Municipality of Clarington does not. Staff time with insurance in Clarington is mainly liaising with the pool rather than administration and adjudication of claims.
- 4.11 Based on the 2018/2019 year:
- 52 claims were adjudicated internally by the DMIP. This is a service value of at least \$52,000.
 - 66 new claims during the year, at least 1 is already above \$25,000. 18 of these new claims are bodily injury claims which most likely will result in amounts greater than \$25,000.
- 4.12 Based on the approximate \$400,800 difference in premiums:
- At least \$52,000 of the difference would be attributed to claim adjudication;
 - It is estimated that an increase in the deductible to \$100,000 would result in increased costs to the Municipality of \$161,000 on average. Some years could be higher or lower than this amount. This increased volatility would require the Municipality to budget for reserves to cover increased claims.
 - Training for insurance related matters such as changes to the construction act, cannabis legislation, risk management training, would have all been in addition to the premium paid for insurance. This is a value of thousands of dollars per year that benefits staff and taxpayers.
- 4.13 At this time, Staff feel that the Municipality benefits through lower deductibles, increased training, risk management expertise, claims adjudication services, and stable insurance premium costs provide support that the DMIP is meeting the needs of the Municipality in a cost effective manner.

5. Concurrence

Not Applicable


6. Conclusion

It is respectfully recommended that Council approve the renewal of insurance services with the Durham Municipal Insurance Pool.

7. Strategic Plan Application

Not applicable.

Submitted by: 
Trevor Pinn, B.Com, CPA, CA,
Director of Finance/Treasurer

Reviewed by: 
Andrew C. Allison, B. Comm, LL.B
CAO

Staff Contact: Trevor Pinn, Director of Finance / Treasurer, 905-623-3379 ext.2602 or
tpinn@clarington.net

There are no interested parties to be notified of Council's decision.

Finance Department Report

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee

Date of Meeting: June 17, 2019

Report Number: FND-021-19 **Resolution:**

File Number: **By-law Number:**

Report Subject: **Audit and Accountability Fund**

Recommendations:

1. That Report FND-021-19 be received;
2. That the Mayor and Clerk be authorized to enter into any funding agreements with the Province of Ontario to facilitate the transfer of funds from the Province of Ontario; and
3. That the CAO be authorized, if necessary given the compressed timelines of the project, to enter into a sole sourcing arrangement with a third party service provider capable of completing the work.

Report Overview

The Province of Ontario has provided funding to large urban municipalities to conduct line by line reviews to find 4% cost savings. This funding is application based and must be completed with a final report being publicly available by November 30, 2019. Staff have identified one project which may be eligible and feasible under this program.

1. Background

Audit and Accountability Fund – Funding Announcement

- 1.1 On May 21, 2019, the Province of Ontario announced that they would be providing \$7.35 million for large urban municipalities and district school boards interested in conducting line-by-line reviews to identify potential savings, while maintaining vital front-line services, through the Audit and Accountability Fund. (Province of Ontario News Release May 21, 2019)
- 1.2 Earlier in 2019, the Province of Ontario had announced funding to small and rural municipalities in Ontario to improve efficiencies. This funding was not tied to specific projects but rather provided for the use of the municipality to invest in infrastructure or process reviews to improve the efficiency of service delivery. The Municipality of Clarington did not receive any funding under this program.
- 1.3 On May 22, 2019, the Municipality received a letter from the Honourable Steve Clark, Minister of Municipal Affairs and Housing regarding the announcement and indicating that the funding would be application based.
- 1.4 The Municipality received the guidelines for the program on May 29, 2019, indicating that if the Municipality of Clarington was interested in applying to the program that we should contact the Municipal Services Office to confirm intent by June 14, 2019 and that an Expression of Interest form and supporting documents be submitted by June 30, 2019.

Eligible Projects

- 1.5 To be eligible, a proposed review project must:
 1. Review municipal service delivery expenditures to find efficiencies. This could include:
 - a line-by-line review of the entire budget;
 - a review of service delivery and modernization opportunities;
 - a review of administrative processes to reduce costs.
 2. Result in a final report by the independent third-party reviewer that provides specific and actionable recommendations for cost savings and improved efficiencies.
 3. Be completed by November 30, 2019. The Municipality would also be required to post the document publicly by November 30, 2019.

- 1.6 The program will not cover costs for projects to identify opportunities for revenue generation or reductions in front line services. The review must be completed by an independent third party resulting in a formal report.
- 1.7 The expectation from the Province is that municipalities will find 4% savings. Based on the 2019 Municipal Tax Levy, this would result in a required savings of approximately \$2.4 million. Further, there can be no front-line service cuts in reaching these savings.

2. Potential Projects

Overview

- 2.1 Staff met to discuss possible options for this funding. A major concern expressed by staff is the November 30, 2019 deadline. This limits the ability to conduct a corporate wide service delivery review, similar to what was conducted by Whitby recently, as the allotted time to complete the project would be less than six months.
- 2.2 A further concern is the ability to find \$2.4 million in savings without cutting any services. While it is possible that savings could be obtained, the quantum (particularly if a smaller scoped review was conducted) may be difficult to attain. A service delivery review is to evaluate the value, process and opportunities for improvement. While cost savings are always sought, it is not a guaranteed outcome.

Organizational Structure Review

- 2.3 A number of years ago, Council included in the annual budget funds to the CAO for the completion of smaller service delivery reviews. To date these have included Animal Services (2017) and Tourism (2018) and a review of forestry services is proposed for 2019. These smaller service delivery reviews, on top of the annual process of reviewing the budget, in part meet the expectation that the Province has on municipalities continuously ensuring efficient service delivery.
- 2.4 Staff feel that the leading candidate for a project under this funding would be a review of our senior administrative structure. The last time an organizational review occurred was in 2000, resulting in the current structure. Since that time the Municipality has grown from 69,834 (2001 Census) to over 95,000 today.
- 2.5 In 2017, Report [CAO-007-17](#) was provided to Committee outlining research in organizational structure reviews in other municipalities. At that time no further action was taken. The availability of this funding would allow the Municipality to conduct a review of the organization keeping in mind pending retirements, changes in service delivery, and best practices in the industry.

Smaller Service Delivery Reviews

- 2.6 There are several service delivery reviews already planned and budgeted for in 2019. The Forestry Services review will be undertaken shortly provided that Council approves the RFP for that review has recently closed. Operations staff are also conducting a

review on winter control internally per direction from Council during the 2019 budget deliberations. Both of these projects would not be able to meet the savings requirements that are requested by the Province and therefore are not strong candidates.

Sole Sourcing Provider

- 2.7 The funding requires the use of an independent third party consultant / service provider in order to be eligible for the program.
- 2.8 Given that costs need to be available by June 30 to include in the expression of interest, approval will be received in the summer and the work needs to be completed and a final report publicly available by November 30, 2019. The ability to follow regular open procurement processes are severely hindered.
- 2.9 It is recommended that in order to proceed, if Council so chooses, that Staff be allowed to sole source the consultant in order to expedite the project being undertaken. This is not ideal and not regular business; however an open process may not allow the project to be completed within this timeframe since we will not know if we have funding until July or August of this year.
- 2.10 It is estimated that project will be excess of \$100,000. The Province would be paying 100% of the project, if we are successful in our application.

3. Concurrence

This report has been reviewed by the Manager of Internal Audit who concurs with the recommendations.

4. Conclusion

It is respectfully recommended that Staff be directed to undertake the Organizational Structure Review, pending Province of Ontario funding, utilizing a sole source procurement in order to meet the deadlines of the Audit and Accountability Fund funding.

5. Strategic Plan Application

Not applicable.

Submitted by: 
Trevor Pinn, B.Com, CPA, CA,
Director of Finance/Treasurer

Reviewed by: 
Andrew C. Allison, B. Comm, LL.B
CAO

Staff Contact: Catherine Carr, Manager of Internal Audit, 905-623-3379 ext.2606 or
ccarr@clarington.net

There are no interested parties to be notified of Council's decision.

Legal Services Report

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee

Date of Meeting: June 17, 2019

Report Number: LGL-006-19 **Resolution:**

File Number: L1000-39 **By-law Number:** 2003-046

Report Subject: Repeal and Replacement of Lot Maintenance By-law 2003-046

Recommendations:

1. That Report LGL-006-19 be received; and
2. That the draft By-law attached to Report LGL-006-19 (as Attachment 1) be approved.

Report Overview

- By-law 2003-046 is a by-law to provide that land shall be kept clean and clear of refuse and debris.
- For reasons set out in this report, it is recommended that the by-law be replaced with a new and improved version.

1. Background

- 1.1 [Clarington By-law 2003-046](#) is a by-law to promote the elimination of debris, standing water, long grass, and weeds on private property. This by-law is frequently relied on by Municipal Law Enforcement Officers during the summer months to address minor nuisances associated with properties that are unsafe or untidy.
- 1.2 Upon receipt of a complaint, Municipal Law Enforcement will attend at a property to investigate whether enforcement action is needed.
- 1.3 If necessary, a Municipal Law Enforcement Officer is authorized to issue an order to require a property owner to comply with the by-law. If an owner fails to comply with an order within a reasonable amount of time, the by-law provides that the Municipality may hire a contractor to perform the work. In 2018, approximately 260 orders were issued by Municipal Law Enforcement Officers. Of that number, approximately 20 property owners did not voluntarily comply with an order. In those instances, the Municipality performed the necessary work and charged the cost back to the owner.

2. Analysis

- 2.1 In discussions between Municipal By-law Enforcement staff and the Municipal Solicitor, it has been determined that several corrections, clarifications, and functional improvements to the by-law are needed to make the by-law more transparent and effective. Due to the number of changes, it is more efficient to repeal the existing by-law and replace it with a new by-law. Although the basic purpose and effect of the new by-law would be the same as the existing by-law, the proposed changes would improve the enforcement situation for staff and residents. The changes to the by-law are briefly summarized below.

Administrative Fees

- 2.2 The current by-law imposes a 25% administrative fee in addition to any costs that are recovered from a non-compliant owner. Staff recommend that a fixed fee of \$50.00 is a simpler and more appropriate fee that better represents the Municipality's cost of administration.

Powers of Entry

- 2.1 The Municipality is empowered by the *Municipal Act* to pass by-laws that provide for the entry of Municipal staff onto private property at any reasonable time for the purpose of an inspection to determine compliance with the by-law. Staff recommend that this power be expressly provided within the new by-law to improve transparency.

Default

- 2.2 It is also recommended that the new by-law expressly provide that in the event that an owner does not comply with a work order, the Municipality will perform the work and recover the cost from the owner.

Set Fines

- 2.3 It is recommended that the new by-law include set fine offences to provide for an additional deterrent to non-compliant property owners. Please note however that the set fines will require the approval of the Ministry of the Attorney General before they can be fully implemented. If the new by-law is enacted by Council, the Municipal Solicitor will apply to the Ministry for set fine approval.

Obstruction

- 2.4 The proposed by-law would make it an offence to obstruct an Enforcement Officer in the performance of their duties.

By-law Name

- 2.5 It is recommended that the new by-law be given the informal title of the “Clean and Clear By-law”, rather than the existing usage of the “Lot Maintenance By-law”. The proposed terminology better aligns with that of the enabling language of the Municipal Act.

General

- 2.6 The proposed by-law has been drafted to correct and clarify several enforcement provisions, and to eliminate any provisions from the current by-law that have become obsolete.

3. Concurrence

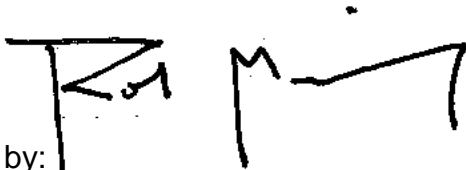
This report has been reviewed by the Municipal Clerk who concurs with the recommendations.

4. Conclusion

It is respectfully submitted that proposed by-law will enhance the Municipality's ability to respond to various property nuisance issues.

5. Strategic Plan Application

Not applicable.



Submitted by:

Robert Maciver, LL.B., MBA, CS,
Municipal Solicitor



Reviewed by:

Andrew C. Allison, B. Comm, LL.B
CAO

Staff Contact: Robert Maciver, LL.B., MBA, CS, Municipal Solicitor, 905-623-3379 ext 2013 or
rmaciver@clarington.net

Attachments:

Attachment 1 - Draft By-law (To be distributed with the Final Agenda Update)

There are no interested parties to be notified of Council's decision.

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

| | | | |
|-------------------------|---|-----------------------|--|
| Report To: | General Government Committee | | |
| Date of Meeting: | June 17, 2019 | | |
| Report Number: | CAO-005-19 | Resolution: | |
| File Number: | | By-law Number: | |
| Report Subject: | Possible Merger of the Museum and Archives Board, Library Board and Visual Arts Centre | | |

Recommendations:

1. That Report CAO-005-19 be received;
2. That Council either,
 - (a) direct staff to establish a joint Museum Library transition committee, composed of Board members and staff from both organizations, and taken all necessary steps to merge the Clarington Library Board with the Clarington Museum and Archives Board, in a manner that will preserve the CMOT grant; effective January 1, 2020; or
 - (b) direct that the Clarington Library Board and the Clarington Museum and Archives Board continue to operate using the current governance structures; and
3. That the Clarington Library Board, the Clarington Museum and Archives Board and the Visual Arts Centre be advised of Council's decision.

Report Overview

This Report provides Council with information to inform a decision respecting the possible merger of the Clarington Library Board and the Clarington Museum and Archives Board.

1. Background

- 1.1 At its meeting on February 25, 2019, Council passed the following resolution (#CG-114-19 and #C-252-16):

That staff consult with the Clarington Museum and Archives, Visual Arts and Library Boards regarding the possibility of operating under a single board, and report back to the General Government Committee prior to summer recess.

- 1.2 In October 2016, Council first considered the possibility of amalgamating the Clarington Museum and Archives Board (the “Museum Board”) with the Library Board (see Report LGL-006-16) [LGL-006-16](#). Sections 3.11 through 3.16 of that Report outlined some of the issues that would have to be considered as part of any proposed amalgamation. That report also provided a history of both Boards.

- 1.3 At the May 22, 2019 meeting of the Library Board, the following resolution was passed:

That the Clarington Public Library Board advise the Municipality of Clarington that it is interested in proceeding to the next step in the possible merger of the Library and the Museum.

- 1.4 At a meeting of the Museum Board held on June 6, 2019, the Board discussed the possibility of merging with the Library Board, but no resolution was passed. The Board will be meeting on June 13, 2019. Any resolution passed by the Board will be provided with an update memo to Committee prior to the June 17, 2019 GGC meeting.

2. Visual Arts Centre

- 2.1 As directed by Council, the Visual Arts Centre (“VAC”) was contacted regarding the possibility of merging. The issue was discussed at a meeting of the VAC’s Board of Directors. The position of the Board is set out in a letter from the VAC’s Executive Director dated April 5, 2019 (see Attachment 1 to this Report).
- 2.2 Given the VAC’s response, staff did not pursue the possibility of amalgamating with the VAC any further.

3. Museum and Library Boards

- 3.1 As was noted in Report LGL-006-16, libraries, museums and archives are natural partners for collaboration and cooperation because they serve the same community in similar ways. They offer universal access, support for life-long learning that enhances community development, and act as gathering places for social interaction and engagement.
- 3.2 With respect to both operations and governance, there are many opportunities to create synergies by linking these types of organizations. What follows is a summary of the issues that need to be considered as part of any merger discussion involving the Museum Board and the Library Board.

Governance

- 3.3 Both Boards are independently appointed boards that provide governance and oversight while operating at arm's length from the Municipality. This would not change under a merger. The only way to change this basic governance model would be to reestablish the Museum Board as a committee of Council. This option was discussed in Report LGL-006-16, but not pursued on the basis that it would effectively replicate the existing Museum Board's structure but eliminate some of its benefits – i.e. involvement of Board members from different parts of the community with specific knowledge and expertise; strong volunteer base; and more expeditious decisions.
- 3.4 Both Boards have been created and are operated in accordance with legislative requirements and standards. The Ministry's qualifying requirements and mandated reports are very similar for both Boards.
- 3.5 Section 20(d) of the *Public Libraries Act* states that a library board "may operate special services in connection with a library as it considers necessary". This language indicates a public library board could operate a museum.
- 3.6 The Museum must operate in accordance with the Ministry of Tourism, Culture and Sport's "Standards for Community Museums in Ontario" (the "Standards"). The Standards provide that "a community museum must be ... governed by a publicly accountable body" with "a written mandate, which may take the form of a constitution with by-laws, an act, a municipal charter, etc. ... that establishes its legal, non-profit status and purpose, and its objectives." The Standards further provide that "[t]he governing body of a museum may be an elected or appointed Board of Trustees or Directors, or a Management or Advisory Board or Committee of municipal officials. Whatever its formation, it is the legal entity that is accountable to the public and to the museum community for the policy, financing and administration of the museum."

The governing body must be “solely responsible for the operation of the museum” and it “cannot have a mandate that includes other municipal entities (e.g. libraries, tourist offices, or recreation centres)”. This language gives rise to a potential issue regarding eligibility for a provincial Community Museum Operating Grant (“CMOG”) (discussed below).

- 3.7 Other governance issues are addressed in the confidential memorandum from Hicks Morley dated April 30, 2019 (copy attached).

Government (Municipal, Provincial and Federal) Funding

- 3.8 The Municipal operating grant covers approximately 73% of the Museum’s annual operating expenses. Approximately 93% of the Library’s annual operating expenses are funded by the Municipality.
- 3.9 The Library’s annual Provincial grant (PLOG) is approximately \$75,000 – 80,000 (\$78,320 in 2018).
- 3.10 The Museum has received an annual CMOG in the amount of \$25,161 every year since 2006 with the exception of 2012 when it received nothing due to non-compliance with the Standards.
- 3.11 One of the challenges in terms of a merger is the risk of losing the CMOGs. It may be possible to avoid the loss of CMOGs through a board structure that has cross-appointments to two separate but closely related boards. Another possibility would be to establish the Museum “board” as a committee or subcommittee of the Library Board (with separate meeting agendas, minutes and bank accounts). Other municipalities in Ontario have created governance structures that have effectively allowed for a merged approach while maintaining compliance with the Standards and preserving CMOGs.
- 3.12 Even if the provincial grant money is lost because of a governance change, the benefits of restructuring may outweigh the loss of the CMOG. In other words, the efficiencies achieved through combining the two business units under a single governance structure may outweigh an annual loss of \$25,161. The Municipality can operate a museum as it sees fit – but if it is not done in accordance with the Standards, the CMOGs will not be available.
- 3.13 Both the Library and the Museum receive special project funding from Federal grants that cover wages for summer students. The Museum also receives federal funding for special museum-related projects. These special project grants are designated only for special projects and do not cover operating expenses. They are considered an “in and

out” because if the funding is not received, there are no expenses related as the project will not go forward.

Staffing

- 3.14 The Museum currently has a total staff complement of four full-time, one part-time and eight occasional workers. One staff member is currently on maternity leave. Two of the full time employees are non-union (Executive Director and Curator). One part-time employee (archivist) is non-union. Two full-time employees (program coordinator and clerk) and eight occasional workers (interpreters) are members of CUPE Local 74-03. There were a total of approximately 50 volunteers in 2018. The Museum also uses coop students – high school and college level. In 2018, the Museum employed six summer students - three from Youth Canada Works (75% grant) and three from Canada Summer Jobs (at 100%).
- 3.15 The Library currently has eight full time employees and six part-time employees who are non-union and 42 members of CUPE Local 74-00. The Library also uses some coop students and students through Young Canada Works.
- 3.16 At this point, staff have not identified any anticipated redundancies if a merger were to proceed.
- 3.17 There could be pay equity implications if the two Boards merge because the Municipality is considered the Library Employer for Pay Equity purposes. As such, there is a likely impact related to absorbing the Museum employees into the Library employment infrastructure. The process would require an evaluation of individual positions in relationship to benchmarked positions within the Library Pay Equity established Plan. These costs have not been fully explored, but our initial review suggests that there would be a financial impact.
- 3.18 CUPE Local 74 includes three sub units under the one Local, with representation by the same President who negotiates with the Municipality, Library and Museum for working conditions related to each bargaining unit. Many of the conditions are patterned after the Municipality’s agreement with CUPE and as such there are many common working conditions amongst the three units. The confidential memorandum from Hicks Morley attached to this memorandum discusses the potential for the CUPE Collective Agreements to be merged or remain independent governing documents until their negotiated terms expire. If there is a merger, a new collective agreement would have to be negotiated with CUPE, and ultimately may require approval from the Ontario Labour Relations Board.

Operational Impacts

- 3.19 Merger may allow for some efficiencies to be found in administrative expenses. For example, the Museum could realize savings in accounting fees (\$8,000) paid to an external bookkeeper, printing and photocopying services, and the purchase of office supplies.
- 3.20 Although the Museum and Library have similar Council-appointed Board governance structures, the Museum does not have access to the same level of support from Municipal departments. At the direction of Council, this could change following a merger.
- 3.21 The Museum would benefit greatly by accessing the online volunteer training modules that the Library utilizes for providing legislated training to their volunteers.

Policies

- 3.22 Both Boards have similar policies (e.g. governance, personnel, collections, financial) to ensure consistency, equity and transparency. The Museum policies are still in the process of being reviewed and updated, and a closer mirroring of the applicable Municipal and Library policies would be beneficial to the Museum.

Collaborative Projects

- 3.23 Even without a merger, there are several collaborative projects that can be, and are being, pursued. Examples include technology sharing (digitization project for newspapers) and cross promotions (e.g. a new program to provide free access to all museum sites with a library card).

4. Concurrence

Not Applicable

5. Conclusion

It is respectfully recommended that Council provide direction to staff respecting the possible merger of the two Boards.

6. Strategic Plan Application

Not applicable.

Submitted by:



Andrew C. Allison, B. Comm, LL.B.
CAO

Staff Contact: Andrew Allison, CAO, 905-623-3379 Ext. 2002 or aallison@clarington.net

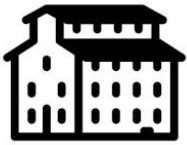
Attachments:

Attachment 1 - Letter from the VAC's Executive Director dated April 5, 2019

Attachment 2 - Confidential Memorandum from Hicks Morley dated April 30, 2019

The following is a list of the interested parties to be notified of Council's decision:

Clarington Library Board
Clarington Museum and Archives Board
Visual Arts Centre



April 5, 2019
Andrew Allison
40 Temperance Street
Bowmanville, ON
L1C 3A6

Dear Andrew,

Thank you so much for taking the time to share the idea of merging the Clarington Public Library and Clarington Museum and Archives boards and for including the Visual Arts Centre of Clarington in the discussion.

On Wednesday, April 3, 2019, I had the opportunity to bring the information to my full board of directors. After reviewing the information the board made a motion, which passed unanimously, to not support the merging of the VAC board with the other boards for the following reasons:

- our organization is an incorporated not for profit registered charity with the CRA
- merging with the Library board would require the VAC to change its organizational structure
- we would need to investigate our standing with the Ontario Arts Council should our organizational structure change
- changing our organizational structure would eliminate our access to Trillium Funding

We are grateful for the continued support we receive from the Municipality.

Although the VAC does not support the idea of merging with the other boards, it is our goal to remain a community ally, and champion our colleagues at both the Museum and Library with collaborations, joint programming initiatives and advocacy.

We are committed to continuing to work with the Municipality by advising on arts and culture projects, such as the public art project currently underway with the planning

department, and are open to consulting on the development of an Arts and/or Cultural plan should that arise in the future.

The board and staff are open to future discussions regarding partnerships on Trillium Funding projects which benefit our organization and our community partners, such as the past Mobile Stage project which continues to benefit the Bowmanville Rotary Club, Orono Fair, and the Municipality.

Maintaining access to Trillium Funding is a priority for our organization and should be considered an asset to Municipal Operations, as we can apply for capital funds to assist in maintaining the Historical Cream of Barley Mill.

Again, I thank you for the opportunity to discuss these proposed changes. Should you want to continue these discussions further, you are welcome to join an upcoming board meeting and as always, I am available if you have any further questions.

Sincerely,

Dionne Powlenzuk



Executive Director

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If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee

Date of Meeting: June 17, 2019

Report Number: CAO-006-19 **Resolution:**

File Number: PLN 15.2.2 **By-law Number:**

Report Subject: Cedar Crest Beach Update

Recommendations:

1. That Report CAO-006-19 be received;
2. That Council endorse the request made by the **Port Darlington Community Association** (PDCA) for funding support from the Provincial and Federal Government for implementation of shoreline erosion works;
3. That Municipal and **Central Lake Ontario Conservation Authority** (CLOCA) Staff continue to seek funding for land acquisition and shoreline erosion works, since public ownership is necessary to demonstrate public benefit;
4. That upon completion of the Lake Ontario Shoreline Management Plan (an update to the 1990 Sandwell Swan Wooster Inc. report) and Clarington's comprehensive waterfront planning review, the Municipal Land Acquisition Strategy priorities, required funds and financial impacts, be reviewed;
5. That in advance of the Municipal Land Acquisition Strategy review, consultation with residents and other levels of government about how a program could be developed, funded and what criteria and incentives it could include, be jointly facilitated by the CLOCA and Municipal Staff;
6. That the shoreline natural hazard policy request of CLOCA Board Resolution #38 be referred to Staff for implementation through the comprehensive review of the Municipality's zoning by-laws;
7. That the options of raising the road or constructing a flood mitigation berm be pursued in conjunction with the shoreline erosion works;

8. That Municipal and CLOCA Staff request the Province and Federal government enter into a partnership with the Municipality to provide a fair and equitable solution for the residents of the Port Darlington (west shore) reach;
9. That the Municipality request CLOCA to finalize its reports taking into consideration Municipal comments included in this Report and including a summary of public comments provided on the *Draft Proposed Port Darlington (West Shore) Shoreline Management Report* and supporting studies;
10. That a copy of Report CAO-006-19 and Council's decision be forwarded to CLOCA, the Regional Municipality of Durham, local MPPs and MPs, the Federal Minister of Environment and Climate Change, Provincial Minister of Natural Resources and Forestry, and the Minister of Environment, Conservation and Parks; and
11. That all interested parties listed for Report CAO-006-19, including all landowners in the Port Darlington (west shore) reach and any delegations, be advised of Council's decision.

Report Overview

The Cedar Crest Beach Road portion of the Port Darlington (west shore) reach has experienced flooding in 2017 and again in 2019. Prior to this flooding the residents approached the Municipality seeking a solution to address shoreline erosion. This report focuses on shoreline erosion and how it can be mitigated. This report summarizes what has occurred over the past three years, the studies that have been undertaken, and subsequent recommendations and requests of the Municipality by the Central Lake Ontario Conservation Authority Board. This report recommends additional actions by the Municipality and Conservation Authority and includes requests of other levels of government.

1. Background

- 1.1 The reach of Lake Ontario shoreline that is the subject of this report, referred to hereafter as the Port Darlington (west shore) reach, extends from the St. Marys Cement docking facility eastward to the piers at the mouth of Bowmanville / Soper Creek (approximately 1,800 metres). Both the Westside Creek watershed and Bowmanville Creek watersheds drain into Lake Ontario along this stretch of shoreline, each by way of a Provincially Significant Coastal Wetland Complex and dynamic barrier beach system. The shoreline is subject to multiple natural hazards, including flooding, erosion and dynamic beach, and to riverine flood hazard from the adjacent creek and marsh systems.
- 1.2 On June 20, 2016, a petition from residents on Cedar Crest Beach was brought forward to General Government Committee calling for the development and implementation of a comprehensive shoreline protection plan to address erosion concerns along the Port Darlington (west shore) reach. The purpose of this petition was to request municipal expertise and assistance with coordinating a unified plan for erosion mitigation on private lands in the area. In response to this request, Council approved resolution #GG-341-16 referring the petition to Staff and requesting a report to outline recommendations.
- 1.3 Following a detailed review of available background information, consultation with the petitioners, St. Marys Cement, Central Lake Ontario Conservation Authority (CLOCA) and Ganaraska Region Conservation Authority (GRCA), and the presentation of options in Report EGD-015-17, a series of resolutions respecting shoreline safety and erosion were approved. Council directions are set out in the following resolutions (see Attachment 1):

| Resolution # | Date | Subject |
|---------------------|-------------|--|
| GG-356-17 | June 19 | Cedar Crest Beach Erosion Mitigation |
| GG-357-17 | June 19 | Request to Strike Committee to Review Mitigation and Safety Plan for Great Lakes and St. Lawrence Seaway Communities |
| C-203-17 | July 3 | Cedar Crest Beach Erosion Control Engineering Solution |

- 1.4 In September 2017, an update on the status of the above resolutions was provided in Report CAO-009-17. In addition, Report CAO-009-17 outlined a joint agreement between Municipal and CLOCA Staff to update and complete the *Port Darlington Shoreline and Flood Damage Centre Study Draft Report* (Aqua Solutions; Mar. 2004). This update was considered a necessary first step in determining potential future courses of action related to shoreline management in the Port Darlington (west shore) reach. Resolution #GG-420-17 approved financing to update the study from the Westside / Bowmanville Marsh Reserve Fund.
- 1.5 Also in September 2017, concurrent with this area specific review, a collaborative undertaking was initiated to update the more extensive Lake Ontario Shoreline Management Plan (Sandwell Swan Wooster Inc.; Dec. 1990) (referred to hereafter as “the Sandwell Report”). This coastal engineering study was originally prepared in 1990 for the Central Lake Ontario, Ganaraska Region and Lower Trent Conservation Authorities. It provided shoreline management direction for each authority’s respective Lake Ontario shoreline area, extending approximately 135 km along the north shore of Lake Ontario. The Sandwell Report included the definition of flood and erosion limits for the shoreline within the boundaries of the three Conservation Authorities and land use considerations that inform development requirements (e.g. setback requirements, Regulatory Shoreline Area) today. In 2018, an update of this plan was jointly initiated by CLOCA, GRCA and Lower Trent Conservation, with support from the affected municipalities. Staff are participating on the project steering committee.
- 1.6 In late 2017, Aqua Solutions 5 Inc. was retained by CLOCA for the update and completion of the 2004 *Port Darlington Shoreline and Flood Damage Centre Study Draft Report*. As a component of this project, sub-consultant W.F. Baird & Associates Coastal Engineers Ltd. was retained to examine the shoreline processes in the Port Darlington (west shore) reach and to identify potential engineering solutions at a conceptual level to address shoreline erosion. Further, CLOCA prepared a Report on Flooding, assessing the impacts of riverine and Lake Ontario flooding on the Port Darlington (west shore) reach and potential flood mitigation options. The findings and recommendations of these supporting studies were integrated into and informed the recommendations of the *Draft Proposed Port Darlington (West Shore) Shoreline Management Report*.
- 1.7 On March 19, 2019, the *Draft Proposed Port Darlington (West Shore) Shoreline Management Report* (Aqua Solutions 5 Inc.; Dec. 2018) and supporting studies (draft *Port Darlington Shore Protection Concepts* (Baird & Associates; Nov. 2018) and draft *Port Darlington Community Shoreline Management Plan: Report on Flooding* (CLOCA; Nov. 2018) were presented to the CLOCA Board. An outline of the study findings and CLOCA Staff recommendations are provided in CLOCA Staff Report 5630-19 (Attachment 2). The resulting CLOCA Board Resolution #38 is provided as Attachment 3.

- 1.8 On May 21, 2019, Clarington Council referred CLOCA Board Resolution #38 to Staff to report back at the General Government Committee meeting of June 17, 2019. The following matters set out in the resolution require certain action by the Municipality:
- Consultation on the development of a “long-term incremental voluntary land disposition program” for select lands in the Port Darlington (west shore) reach;
 - Implementation of shoreline natural hazard policies in the Municipal zoning by-laws;
 - Consideration and implementation of options to improve safe access along municipal roads in the Port Darlington (west shore) reach, where feasible and appropriate; and
 - Pursuit of a shoreline erosion control engineering solution for a portion of the Port Darlington (west shore) reach, pending the results of negotiations with potential funding partners.
- 1.9 The purpose of this report is to inform Council on the above matters, outline the potential implications for the Municipality, and provide recommendations. In addition, Council referred the delegations of May 27 regarding Council’s consideration of CLOCA Board Resolution #38 to Staff. These delegations have been considered when preparing this Report, as well as additional correspondence received by the Municipality subsequent to the consideration of CLOCA Staff Report 5630-19 by the CLOCA Board.

2. Long-term Voluntary Land Disposition Program

- 2.1 CLOCA Board Resolution #38, item 3, recommends that:

...consultations be commenced, to be led in collaboration between the Municipality of Clarington, Region of Durham and CLOCA, for the development of a Long-Term Incremental Voluntary Land Disposition Program for lands in the Port Darlington Area that are deemed to have unacceptable risk from natural hazards, based on the principle of willing seller-willing buyer...

- 2.2 Long-term incremental voluntary land disposition refers to an approach to gradually shift the land from private ownerships to public ownership by paying fair market value at the time the land owner chooses to sell. Voluntary disposition was recommended as the long term solution to resolve unacceptable risk from natural hazards. This recommendation came from the *Draft Proposed Port Darlington (West Shore) Shoreline Management Report* (Aqua Solutions 5 Inc.; Dec. 2018).

- 2.3 The majority of respondents who provided comments on the studies did not favour a voluntary disposition program, primarily due to fear that actual value of the property will not be realized in the process and loss of community vibrancy. It was seen by respondents as a last resort. Respondent's recommended additional incentives be considered, such as lease-back and life estate options allowing the current owners to stay for a period of time.
- 2.4 According to CLOCA Staff Report 5630-19 (Attachment 2), CLOCA recommends that a voluntary disposition program be developed for the lands within the Port Darlington (west shore) reach that do not have safe access and where it is not feasible to provide it in the future. As recommended, *"the program should define eligibility criteria based upon level of hazard risk, should ensure fair market value for acquisitions, be based on a willing seller/willing buyer principle and should include incentives for willing sellers. Funding for the program should be researched, but should be provided at least in part by senior levels of government. Federal funding may become available through special programs, and additional municipal funding would need to be in reserve."*
- 2.5 Each collaborator referenced in CLOCA Board Resolution #38 has an independent land acquisition strategy. CLOCA's land acquisition strategy (2012) identifies Primary and Secondary acquisition areas. Lands surrounding CLOCA's current holdings are all listed as Primary acquisition areas. However the lands surrounding the Bowmanville/Westside Marsh Conservation Area are not specifically identified for acquisition. Rather, CLOCA's efforts are to be placed on restoration activities at this location. In addition, CLOCA's land acquisition strategy targets areas of natural heritage value rather than erosion protection. It could be argued that acquiring the dynamic beach area in front of Westside Marsh would provide significant buffering for Westside Marsh, which is of high natural heritage value.
- 2.6 The Region of Durham has created a land acquisition policy titled "Durham Region Land Acquisition Policy for Conservation Authorities, 2007" for the acquisition of greenlands in the Region of Durham. It sets out environmental and financial criteria and is available to Conservation Authorities subject to project approval and annual funding allocation. Durham Region continues to be CLOCA's largest financial supporter for land acquisition.
- 2.7 Clarington's Land Acquisition Strategy is a guide for the acquisition of land for various public uses, such as parks, indoor recreation facilities, fire halls, libraries, civic precincts and trails. Lands are acquired through a variety of mechanisms including purchases, donations, dedication, and tax arrears.
- 2.8 The Municipality has strategically been acquiring lands in Clarington, and in particular along the Lake Ontario waterfront, since 2000. Reasons for public acquisition include recreation, community facilities, ecologically significant areas, public safety, and transportation. Specifically along the waterfront, priority has historically been based on acquisition for municipal park purposes. Waterfront acquisitions have been carried out as properties have become available on a willing seller/buyer basis with the exception of

specific strategic properties which the Municipality expropriated to create the East and West Beach portions of the Port Darlington District Park.

- 2.9 On October 10, 2017, the Municipality's current Land Acquisition Strategy, was approved by Council as the guide for acquiring land and budgeting for its acquisition. Waterfront acquisitions for Bowmanville were confined to the Port Darlington District Park area along West Beach Road. The lands along Cedar Crest Beach Road are not identified a part of the current Municipal Land Acquisition Strategy.
- 2.10 The *Draft Proposed Port Darlington (West Shore) Shoreline Management Report* (Aqua Solutions 5 Inc.; Dec. 2018) report outlines the basis for recommending a voluntary land disposition program as the presence of the multiple natural hazards could potentially impact the area and the associated risks to humans and property. CLOCA recommends that consultation with affected property owners be commenced as a first step in the development of an acquisition program. Affected property owners include the owners of those lands which have been determined to have an unacceptable risk from flooding and erosion, and where it is not feasible to adequately mitigate the risks in the future. It is estimated 52 properties would be affected, including 12 residential properties on West Beach Road (the remainder are owned by the Municipality) and 40 residential properties on Cedar Crest Beach Road (the remainder are owned by the Municipality or St. Marys Cement).
- 2.11 CLOCA cites the need for additional municipal funding allocation to support such a voluntary land disposition program. For the Municipality to add the affected properties into the Municipal Land Acquisition Strategy, an overall review of the priorities, estimate of acquisition costs and financial analysis would be necessary.
- 2.12 Comprehensive planning of Clarington's waterfront by the Municipality dates back to the early 1990's. This work provided the basis for a long-term strategic plan for the enhancement, preservation and development of the Lake Ontario waterfront in Clarington. Amongst the priorities for this work was the identification of areas for public and/or private sector acquisitions and/or management to facilitate the achievement of waterfront area planning objectives, including additional waterfront park lands and areas requiring shoreline protection. To date, the Municipal Land Acquisition Strategy has only included a limited section of the Port Darlington (west shore) reach for the development of West Beach portion of the Port Darlington District Park.
- 2.13 Upon completion of the update to the Sandwell Report, an update to the waterfront plan for Clarington will be needed. Recognizing that the Sandwell Report update could include additional considerations for land acquisition for CLOCA, GRCA, the Region of Durham, and the Municipality; Staff recommend that the initiation of discussion with potentially affected landowners in the Port Darlington (west shore) reach not occur prior to the completion of this study. In addition, updating of Clarington's waterfront plan, taking into consideration all of these studies, will inform future Municipal Land Acquisition Strategy updates.

- 2.14 While there has not been a formal request to include Cedar Crest Beach Road properties in the Municipal Land Acquisition Strategy, Staff can provide an overall ballpark estimate for acquisition based on recent purchases along the West Beach portion of Port Darlington District Park. It is estimated the cost in 2019 dollars would be between \$35 - \$40 million for acquisitions, structure demolition and decommissioning of wells and septic systems. The Municipal Land Acquisition Strategy is a 20 year projection for all Municipal land needs and adding these properties into the priorities would require a rework of the financial analysis and extension of the timeline.

3. Implementation of Shoreline Natural Hazard Policies

- 3.1 CLOCA Board Resolution #38, Item 4, requests that:

...the Municipality of Clarington implement the Clarington Official Plan Regulatory Shoreline Policies as amended by Official Plan Amendment 107, and the CLOCA Policy and Procedural Document for Regulation and Plan Review, through a Zoning By-law enacted under the Planning Act.

- 3.2 The following provides an overview of the current relevant planning policy regime elements along the Lake Ontario shoreline in the Port Darlington (west shore) reach:
- The *Provincial Policy Statement (PPS)* sets out the policy foundation for regulating the development and use of land in Ontario. In both the 2005 and 2014 PPS, Section 3.1 deals with the protection of public health and safety, and requires that development be directed to areas outside of hazardous shoreline and riverine lands which may be impacted by flooding, erosion, and/or dynamic beach hazards. Of key relevance to the Port Darlington (west shore) reach, the PPS contains a clear prohibition of development and site alteration within the dynamic beach hazard.
 - The *Growth Plan for the Greater Golden Horseshoe (Growth Plan)* provides a framework for implementation of the PPS in the Greater Golden Horseshoe region. In implementing the PPS, the 2019 Growth Plan requires that growth management planning direct development away from hazardous lands.
 - The *Durham Region Official Plan (DROP)* designates the Port Darlington (west shore) reach as Waterfront Areas. Lands in the Waterfront Areas designation are to be developed as people-places, with the exception of significant natural areas, which are to be protected in their natural states. Environment policies contained in Section 2 of the DROP do not permit development or site alteration within dynamic beach hazard areas.
 - On June 19, 2017, the Region of Durham approved *Clarington Official Plan Amendment No. 107*. Through OPA 107, land use in the Port Darlington (west shore) reach was amended, changing the primary designation to Environmental Protection Area with limited inland areas remaining Waterfront Greenway, as designated in the 1996 Clarington Official Plan. Within areas designated Environmental Protection Area development is limited to low-intensity recreation and uses related to forest, fish and wildlife management or erosion control and stormwater management. Further, the

properties along the edge of Lake Ontario in Clarington are designated as being within the Regulatory Shoreline Area. Policies regarding the Regulatory Shoreline Area do not permit the construction of new buildings or structures “of any type”. If an existing dwelling is destroyed or demolished “by whatever reason”, reconstruction must commence within a 24 month period for the use to continue. Regulatory Shoreline Area data is provided to the Municipality by the local conservation authorities. The Clarington Official Plan requires that the limits of the Regulatory Shoreline Area be identified in zoning.

- 3.3 The cottages along Clarington’s waterfront were initially built in the late 1800’s and early 1900’s. The cottages were 3-4 month seasonal dwellings, used by families to find respite from the heat of summer. The cottages were developed on private property, without overall consideration for long-term climatic affects and without the consideration of land use planning principles.
- 3.4 There has been a long-standing recognition of the natural hazards in the Port Darlington (west shore) reach and proposals to impose land use planning controls to restrict further development. However, efforts have been challenged along the way by decisions of Council that provided exceptions. In particular, at the time when Clarington’s zoning by-law (84-63) was being implemented, the Council of the day, in the interest of balancing the desires of historical land owners and fair and equitable treatment, allowed the lots that pre-dated zoning regulations to be deemed Residential Shoreline. A summary of the evolution of land use planning controls in the Port Darlington (west shore) reach is provided in CLOCA Staff Report 5630-19, Section 5.2.1 (Attachment 2).
- 3.5 Zoning By-law 84-63 is applicable to the Port Darlington (west shore) reach. The existing residential properties are within the Residential Shoreline (RS) Zone. The RS Zone permits seasonal dwellings and single detached dwellings. The RS regulations permit the conversion of an existing seasonal dwelling to a single detached dwelling, subject to servicing and public road access. The current zoning, developed more than 30 years ago, is not consistent with the provincial policy direction or the policy direction of the regional or local Official Plan.
- 3.6 The Municipality is currently undertaking a comprehensive review of Clarington’s zoning by-laws. The first draft of the proposed zoning by-law, released November 2018, placed focus on Clarington’s rural area. A comprehensive review of Clarington’s urban area is now underway. A second draft of the proposed zoning by-law will be released next year for public comment. The updating of regulations for development along Clarington’s waterfront areas will implement and ensure conformity with the Clarington Official Plan, as amended by OPA 107, and with provincial natural hazard policy.

- 3.7 As indicated, a comprehensive update of the Lake Ontario Shoreline Management Plan originally prepared in 1990 is underway and will provide updated recommendations for shoreline management and planning for Clarington's entire reach of shoreline. It is intended that proposed zoning for Clarington's entire shoreline area would be determined upon completion of the Lake Ontario Shoreline Management Plan update and provision of updated Regulatory Shoreline Area mapping by CLOCA and GRCA. The Lake Ontario Shoreline Management Plan update is anticipated to be completed in early 2020, which is prior to the anticipated completion date of the Municipality's comprehensive zoning by-law review.
- 3.8 While implementation of policy set out in the Clarington Official Plan is achieved through zoning by-laws, it is important to understand that an existing building or structure lawfully existing prior to the passing of an updated zoning by-law and that continues to be used for such purposes, shall be deemed "legal non-conforming". The expansion of a legal non-conforming use requires the approval of a Minor Variance application by the Committee of Adjustment. Applications for Minor Variance must maintain the general intent and purpose of the Official Plan and zoning by-law.

4. Options to Improve Road Access

- 4.1 CLOCA Board Resolution #38, Item 5, recommends that:

...the Municipality of Clarington consider the options to improve safe access along municipal road in the Port Darlington area as a part of capital planning and budgeting and that the implementing road works be constructed where feasible and appropriate.

- 4.2 Although the above recommendation speaks to improving safe access, the supporting information in the *Port Darlington Community Shoreline Management Plan: Report on Flooding* (CLOCA; Nov. 2018) (CLOCA Flood Report) notes that the primary purpose of raising the road is to reduce riverine flooding of the properties across the road from the marshes with an added benefit of improved access. Based on recent public input from area residents, they do not feel riverine flooding is a major concern and would like efforts focused on lake erosion remediation.
- 4.3 As noted in CLOCA's *Technical Report: Flood Mitigation for Cedar Crest Beach Road DRAFT* (CLOCA Flood Report, Appendix 4), "by raising the road to between 76.00 and 76.15m, it may be possible to provide riverine flood protection for the 5 and 25 year return period events; respectively. These results are preliminary and subject to further review". In order to accurately assess this proposal a detailed topographic survey of the road and all adjacent properties, including driveways, would need to be completed to determine the impact and extent of reconstruction of the adjacent driveways and potentially any buildings near the road. Without the benefit of this information, Staff have estimated the cost of implementing this recommendation for Cedar Crest Beach Road is between \$275,000 and \$350,000.

- 4.4 The CLOCA Flood Report also recommended that *“a cost-benefit analysis [be] completed to ascertain if this approach provides an overall benefit to the community. This flood mitigation measure has the potential to reduce flood risk for the community, by reducing the frequency of flooding events, and improving emergency access. The community flood vulnerability would still be high, however, because of the potential for significant flooding from regulatory riverine and Lake based events.”*
- 4.5 In reviewing this option, Staff have identified that a similar improved protection against riverine flooding could be achieved by constructing a small berm or dike along the north side of Cedar Crest Beach Road. As with the other recommendation a detailed review and assessment of this option would need to be undertaken before moving forward with this proposal. Without the benefit of this information Staff have estimated the cost of implementing this recommendation for Cedar Crest Beach Road is between \$75,000 and \$150,000.
- 4.6 The costs above include design costs, however the detailed review would require a detailed topographic survey for Cedar Crest Beach Road (just over 700 m) an estimate of \$7,500 - \$10,000. This would include design and review of impacts and preparation of material quantity take offs for a cost estimate. It does not include any flood modelling costs to assess road or berm impacts, which it is assumed the Conservation Authority would undertake.
- 4.7 If the ultimate long term approach at this location is to pursue the long-term voluntary land disposition, consideration should be given to achieving this improved riverine flood protection and road access by the most economical means possible.
- 4.8 Should Council endorse the request to seek funding from other levels of government to address the shoreline erosion concerns along Cedar Crest Beach Road (further discussed in Section 5), it is recommended that the options of raising the road or constructing a flood mitigation berm be pursued in conjunction with the natural hazard mitigation request.

5. Pursuit of a Shoreline Control Engineering Solution

- 5.1 CLOCA Board Resolution #38, item 3, also recommends that:

...pending the results of negotiations with other potential funding partners, [Municipality of Clarington] pursue Option #2 or #3 of the Baird Report.

- 5.2 As a component of this project, sub-consultant W.F. Baird & Associates Coastal Engineers Ltd. was retained to examine the shoreline processes in the study area and to identify potential engineering solutions at a conceptual level to address shoreline erosion. A summary of the draft *Port Darlington Shore Protection Concepts* (Baird & Associates; Nov. 2018) report (Baird Report) is provided in CLOCA Staff Report 5630-19 (Attachment 2).

- 5.3 Shoreline protection alternatives #2 and #3 referred to in CLOCA Board Resolution #38 are summarized as follows:
- Concept 2:** Construction of a cobble beach in front of the properties along Cedar Crest Beach Rd. using imported materials, three jetties that would impede sand bars forming at the Westside Creek wetland outlets that flank Cedar Crest Beach Road and two groynes along the beach for improved beach stability. Estimated Capital Cost (including contingency): \$10.4 million
- Concept 3:** Construction of a sand and cobble beach in front of the properties along Cedar Crest Beach Rd. using imported materials, offshore rubblemound breakwaters, and three jetties that would impede sand bars forming at the Westside Creek wetland outlets that flank Cedar Crest Beach Road. Estimated Capital Cost (including contingency): \$16 million
- 5.4 All of the alternatives proposed in the Baird Report were developed at the conceptual level. Cost estimates provided are an opinion of probable cost and account exclusively for capital. A 30% contingency was included in recognition of the significant potential for capital cost fluctuation. As stated in the Baird Report, costs not captured by the probable cost estimates include detailed engineering design, permitting (which would require an Environmental Assessment), engineering services during construction, landscaping, monitoring and maintenance. It was further estimated that 0.5% to 1% of capital costs per annum should be budgeted to cover periodic maintenance needs.
- 5.5 A key focus for the shoreline protection concepts was the development of a beach amenity for public use. The report indicates that Concepts 1, 2 and 3 all provide a public beach area to varying extents. The estimated size of the beach amenity space cannot be determined at this preliminary stage of study and would be a component of detailed design. The property boundaries for a number of the properties along the reach of shoreline where beach construction is considered currently extend into the lake. Issues related to land acquisition or ownership for new beach development were outside the scope of the Baird Report. The bed of Lake Ontario is controlled by the Crown and their concurrence and approval would be necessary.
- 5.6 The assumption that a public benefit and amenity will be provided by the creation of a beach can only be ensured if ownership is addressed. It is likely there would be additional costs associated with the land negotiations, purchase and/or transfer of land to legally establish any additional beach amenity space for public use. Who bears the cost of maintenance in perpetuity, infrastructure requirements necessary for public park development (e.g. parking lots, access points, road improvements) and on-going public park/beach maintenance costs are also important considerations.

- 5.7 It should be understood that assessment of the potential upstream / downstream effects of the shoreline protection alternatives was outside of the scope of the Baird Report. The conceptual solutions presented in the Baird Report focus on the Cedar Crest Beach shoreline, being the shoreline area of highest concern in the Port Darlington (west shore) reach. East of Cedar Crest Beach the Municipality has made significant investment associated with the establishment of the West Beach portion of Port Darlington District Park. The West Beach is an important component of the Municipality's waterfront planning. Any potential effect on beach nourishment/erosion and water quality in the area is of concern. In addition, Westside Marsh and Creek outlet will require thorough evaluation to ensure proposed changes do not negatively impact this highly significant natural feature.
- 5.8 The Baird Report implies that the responsibility for undertaking an Environmental Assessment (EA) for a shoreline protection concept, if advanced to this stage, would be the responsibility of the Municipality. The Municipality would not typically be the lead proponent in this type of undertaking. The shoreline, beach and marsh areas are typically the jurisdiction of the Conservation Authority and/or the Ministry of Natural Resources and Forestry, both of whom are also subject to the Environmental Assessment requirements. The Municipality has no jurisdiction over erosion protection on private lands.
- 5.9 Regardless of which agency moves forward with either option, significant work would be required before any construction could begin. The following is a high level summary of next steps that would need to be undertaken:

Terms of Reference (ToR) – 1 year duration

- Preparation, Submission and Review of ToR
- ToR Public Information Centres
- Stakeholder Committee Meetings
- Submission of ToR

Environmental Assessment (EA) – 1 year duration

- Individual EA
- EA Public Information Centres
- Stakeholder Committee Meetings
- Submission of EA

EA Decision and Other Approvals – 1+ years duration

- Individual EA Decision
- Other Approvals (Fisheries Act, Navigable Waters Protection Act, Ministry of Natural Resources and Forestry, etc.)

- 5.10 Based on similar studies for works along the Toronto shoreline, Staff estimate that completion of this planning and approval process could take 3 or more years and is estimated to cost \$700,000 to \$1,000,000 depending on the amount of study and supporting information that the various approval agencies require.
- 5.11 As indicated in CLOCA Staff Report 5630-19, in July 2018 the Municipality and CLOCA collaborated on the submission of an Expression of Interest application for funding support from Infrastructure Canada under the Disaster Mitigation and Adaptation Fund (DMAF). While the application was not selected to proceed to the full proposal stage, Infrastructure Canada advised that the application would be eligible to be considered for a second intake into the program anticipated in the fall of 2019. Municipal and CLOCA Staff will continue to monitor the status of the DMAF for re-application during the next application intake cycle. The final study reports will provide further support for the scope of the DMAF application.
- 5.12 Eligible DMAF projects must have a minimum of \$20 million in total eligible costs. The Federal cost sharing limit for DMAF projects is up to 40% for municipalities and non-profit organizations (which includes Conservation Authorities) in Ontario. In other words, \$12 million (minimum) would need to be contributed to the project from other sources. Further, it is important to understand that DMAF focuses on public infrastructure; a public benefit must be demonstrated and must surpass private benefit. Staff recommend that Municipality and CLOCA continue to seek funding for land acquisition and shoreline erosion works, since public ownership is necessary to demonstrate public benefit.
- 5.13 The above considerations demonstrate the complexity of and significant costs associated with shoreline erosion protection projects. Collaboration and support, including funding support, across all levels of government and amongst key stakeholders is critical. This has been recognized from the outset as captured by Council Resolution #GG-357-17 and #GG-358-17 to the extent that they request Federal, Provincial and local government and agencies to work together on shoreline safety and mitigation matters, including the necessary cost sharing agreement.
- 5.14 Direct funding requests have also been made by local residents. In a letter dated April 5, 2019 from the Port Darlington Community Association (PDCA) to the Federal Minister of Environment and Climate Change and the Provincial Minister of Environment, Conservation and Parks, the PDCA called for funding support to implement Concept 3 of the Baird Report (see Attachment 4). More specifically, the PDCA feels that past government decision-making respecting permitting of the St. Marys Cement docking facility has led to the shoreline erosion occurring along Cedar Crest Beach. Staff are not aware of a response to the PDCA's request being provided to date by either the Federal or Provincial ministries.

- 5.15 Initiatives such as DMAF and the recent announcement of the formation of a Provincial flood task force, as well as representation from Federal and Provincial Ministries on the Lake Ontario Management Plan Update Steering Committee, signal a growing recognition of the need to collaborate to better plan for and reduce the impacts of natural hazards. Staff endorse the request made by the PDCA for funding support from the Provincial and Federal Government for implementation of shoreline erosion works. It is recommended that Municipal and CLOCA Staff request the Province and Federal government enter into a partnership with the Municipality to provide a fair and equitable solution for the residents of the Port Darlington (west shore) reach.

6. Public Comments

- 6.1 At the May 27, 2019 General Government Committee meeting, multiple Port Darlington (west shore) reach residents, including representation on behalf of the Port Darlington Community Association, appeared as delegation before Council, expressing concerns regarding CLOCA Staff Report 5630-19 and CLOCA Board Resolution #38. In addition, written correspondence has been received by the Mayor, Clerk and CAO subsequent to the consideration of CLOCA Staff Report 5630-19 at the March 19, 2019 CLOCA Board meeting.
- 6.2 Overall, comments expressed a lack of support for the components of CLOCA Board Resolution #38 respecting the initiation of and development of a long-term incremental voluntary land disposition program for lands deemed to have unacceptable risk from natural hazards. It was expressed amongst the delegates that a business case would not support the buyout of residential properties. Consideration of these matters by Staff is discussed in Sections 2 and 3 of this report. Staff recommend that matters respecting land acquisition and natural hazard policy be assessed in detail and an appropriate implementation approach determined subsequent to completion of the fulsome review of Clarington's entire Lake Ontario shoreline, involving the update of the Lake Ontario Shoreline Management Plan (an update to the 1990 Sandwell Swan Wooster Inc. report) and a comprehensive waterfront planning review.
- 6.3 Amongst the delegations, there was support for the concept of raising the roadways to reduce riverine flood risk. Further, delegations and correspondence have requested that a shoreline erosion protection engineering solution be advanced to implementation as expeditiously as possible, and have questioned the appropriate lead for the Environmental Assessment that would be required. Consideration of these matters by Staff is discussed in Sections 4 and 5 of the report. Staff recommend that the options of raising the road or constructing a flood mitigation berm be pursued in conjunction with seeking funding for shoreline erosion works.
- 6.4 Several residents have indicated that the risk associated with the hazards of lake flooding, riverine flooding and dynamic beaches are not concerning to Port Darlington (west shore) residents, citing that prior to 2017 flooding had not occurred in the last 50 years. It was stated that shoreline erosion poses the most immediate risk of harm to residents and property. Delegates and correspondents have expressed concern that the Port Darlington (west shore) reach studies have not pinpointed a cause for shoreline

erosion along Cedar Crest Beach, and point to the interruption of littoral transport caused by the St. Marys Cement shipping pier as causing reduced sediment deposition, contributing to increased soil erosion by wave action. In responding to PDCA's April 5, 2019 letters to the Federal Minister of Environment and Climate Change and the Provincial Minister of the Environment, Conservation and Parks (Attachment 4), indicating these concerns, St. Marys Cement / Votorantim has stated that:

...it is the company's position that the information advanced by the Association, while representative of residents' concerns and request, is neither a fully complete nor entirely accurate portrayal of all the history or naturally occurring dynamics of this shoreline area or of the results of the Study.

A copy of this letter is provided as Attachment 5.

- 6.5 CLOCA Staff Report 5630-19 recommends that St. Marys Cement be consulted regarding possible participation with shoreline protection works. Staff understand that CLOCA Staff met with representatives of St. Marys Cement following the passing of CLOCA Board Resolution #38 regarding this matter, and await consideration of the matter by Council.
- 6.6 An additional concern has been voiced respecting the modelling approach and resulting data presented in the CLOCA Flood Report. This is a technical matter respecting the methodologies and data sources used by CLOCA and cannot be addressed by Municipal Staff. Lake Ontario natural hazard limits will be updated as part of the on-going update of the Sandwell Report and will inform the comprehensive review of Clarington's zoning by-laws, and future update to the Clarington waterfront study.

7. Concurrence

This report has been reviewed by the Director of Engineering Services, Director of Planning Services and the Municipal Solicitor who concur with the recommendations.

8. Conclusion

The first step in the "plan" that Council referenced in Resolution #C-203-17 was to update and complete the *Port Darlington Shoreline and Flood Damage Centre Study Draft Report* (Aqua Solutions; Mar. 2004). Staff have considered the resulting study reports, the specific recommendations and requests made by the CLOCA Board of the Municipality of Clarington, and public comments. A comprehensive approach to shoreline hazard risk management is recommended. Updating of the Sandwell Report, followed by an update to the waterfront plan for Clarington and the Municipal Land Acquisition Strategy are recommended. Implementation of current provincial and municipal policy will provide a current basis for strategic development of the Lake Ontario waterfront in Clarington and natural hazard management. The cost of shoreline erosion and flood mitigation measures in the Port Darlington (west shore) reach is substantial and will require significant support from Provincial and Federal levels of government and other stakeholders. In collaboration with the Conservation Authority, it is recommended that

Staff continue to pursue funding programs and partnerships to provide a fair and equitable solution for residents.

9. Strategic Plan Application

Not applicable.

Submitted by:



Andrew C. Allison, B. Comm, LL.B,
CAO

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Attachments:

Attachment 1 – 2017 Resolutions respecting Shoreline Safety and Erosion
Attachment 2 – CLOCA Staff Report 5630-19: Port Darlington Shoreline Hazard Study
Attachment 3 – CLOCA Board Resolution #38 Re: Port Darlington Shoreline Hazard Study
Attachment 4 – Letter: Port Darlington Community Association, dated April 5, 2019
Attachment 5 – Letter: Votorantim Cimentos, dated May 10, 2019

List of interested parties to be notified of Council's decision is on file in the CAO Department.

2017 Resolutions Respecting Shoreline Safety and Erosion

EGD-015-17 Cedar Crest Beach Erosion Mitigation

Resolution #GG-356-17

Moved by Mayor Foster, seconded by Councillor Traill

That Report EGD-015-17 be received;

That a Coastal Engineering Study be undertaken for Cedar Crest Beach shoreline erosion mitigation funded through a cost sharing agreement, as outlined on Page 22 of Report EGD-015-17;

That all interested parties listed in Report EGD-015-17 and any delegations be advised of Council's decision.

Request to Strike Committee to Review Mitigation and Safety Plan for Great Lakes and St. Lawrence Seaway Communities

Resolution #GG-357-17

Moved by Mayor Foster, seconded by Councillor Woo

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

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

Whereas the management of the lake levels falls within this joint interest;

Whereas the flooding experienced by the residents of Cedar Crest Beach in the Municipality of Clarington has resulted in effecting residents' safety and has caused significant property damage;

Whereas the Corporation of the Municipality of Clarington has expended significant staffing resources and financial resources in aiding the area residents and ensuring their safety;

Whereas the Federal Government and the Provincial Governments provide financial assistance programs in restoration of damages in the event of Lake Ontario shoreline flooding;

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

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

That the Municipality of Clarington be invited to participate on the committee to allow for input in the review of this plan.

Cedar Crest Beach Erosion Control Engineering Solution

Resolution #C-203-17

Moved by Councillor Traill, seconded by Councillor Woo

Whereas Council has considered Report EGD-015-17 setting out options for addressing erosion control in the Cedar Crest Beach area;

Whereas the Municipality of Clarington acknowledges that erosion in this area has caused significant damage and needs to be addressed as a matter of urgency given the increasing severity and frequency of lake storm events;

Whereas Council has heard from residents of the community requesting Municipal leadership to help find and implement a solution to mitigate shoreline erosion and promote beach restoration, notwithstanding that the residents understand a solution will not prevent flooding;

Now therefore be it resolved, that the Municipality of Clarington request the federal and provincial government, and CLOCA to work together to develop an entire waterfront plan including the Port Darlington channel, and the beach waterfront, and work towards a cost sharing agreement for the study and work;

That St. Marys and other interested parties be invited to participate;

That staff be directed to call these parties together with representatives of the resident community to form a working committee to clarify jurisdictional roles and responsibilities and secure funding and contribution agreements, such that a viable shoreline erosion control and beach restoration plan can be implemented as soon as possible; and

That Staff and working committee representatives present the plan to Council by October 2017.

REPORT**CENTRAL LAKE ONTARIO CONSERVATION AUTHORITY**

DATE: March 19, 2019
FILE: IMS: PSSG4177
S.R.: 5630-19

APPROVED BY C.A.O.



MEMO TO: The Chair and Members, CLOCA Board of Directors

FROM: Perry Sisson, Director – Engineering and Field Operations
Chris Jones, Director – Planning and Regulation

SUBJECT: Port Darlington Shoreline Hazard Study

1. Purpose and Background

CLOCA, in partnership with the Municipality of Clarington, has undertaken a shoreline hazard study for the Port Darlington area of Bowmanville. Cedar Crest Beach Road residents had petitioned the municipality in 2016 to take action against Lake Ontario shoreline erosion that was threatening their properties, and during the late spring and summer of 2017, high lake water levels resulted in both lake based and riverine flooding within this area. In response to these events, the Council of the Municipality of Clarington passed a series of resolutions, one of which called upon CLOCA to work towards development a plan for the Port Darlington Area.

At the meeting of September 19, 2017, the CLOCA Board of Directors resolved as follows:

Auth. Res. #58/17, of September 19, 2017

“THAT staff take the necessary actions to complete the Port Darlington (West Shore) Damage Centre Study in consultation with the requested working committee as soon as practicable;
THAT the firm of Aqua Solutions be retained to complete the study work as per the previously approved Terms of Reference, amended to address issues associated with Climate Change, recent historic water levels, Sediment Transport, Current Provincial Policy Direction, Updated Mapping and further assessment of potential options to address risks associated with natural hazards;
THAT CLOCA staff be directed to report back to the Board of Directors with the completed study with options for implementation in conformity with the recommendations of the study and provincial Great Lakes shoreline natural hazard management policy;
THAT the Council of the Municipality of Clarington be so advised in response to Resolution C-203-17.”
CARRIED

This report will summarize the findings of the study, the comments received from the public, and staff recommendations for implementation.

1.1 Environmental Setting

The Central Lake Ontario Conservation Watershed Flood-Risk Assessment (CLOCA 2017) assessed 92 flood damage centres within the CLOCA watershed including two flood damage centres within the Port Darlington area. The West Beach flood damage centre is vulnerable to property damage and public safety risk associated with flood depths exceeding 2 metres during regional flood conditions. Cedar Crest Beach is not as vulnerable to extreme flood depths, but will still have unsafe conditions during regional flood conditions. These two flood damage centres are also prone to Lake Ontario flooding, and are within the erosion hazard of Lake Ontario. The central portion of the study area, Cove Road, is partially within the erosion hazard of the lake, but is situated on a low bluff, with homes elevated above the flood levels.

Cont'd

2 The Study

Three reports were prepared for the study to assess the natural hazards within the shoreline area.

- Port Darlington Shore Protection Concepts (Baird & Assoc. Coastal Engineers, November 2018) See Appendix 1
- Port Darlington Community Report on Flooding (CLOCA, November 2018) See Appendix 2
- Port Darlington (West Shore) Shoreline Management Report (Aqua Solutions 5 Inc., December 2018) See Appendix 3

The study on coastal erosion was completed in response to the petition of the landowners and to provide a better understanding of the shoreline processes and conceptual engineering solutions to protect the subject area against shoreline erosion. The report on flooding assessed the impacts of riverine and Lake Ontario flooding on the area and looked for mitigation options. The Shoreline Management Report completes work that was originally undertaken in 2004, and describes approaches to manage the development within the various shoreline and riverine natural hazards.

Two public information sessions were held during the study. The first meeting was held in March, 2018 to introduce the study and provide information on the natural hazards that exist within the study area. The public were offered an opportunity to provide information to the study team. The second meeting was held in December 2018, and at that time the consultants and CLOCA team presented the findings of the various reports in draft form. The reports have been posted on the CLOCA website, and the public were invited to provide comments. A questionnaire was sent out to all who attended one of the sessions to encourage greater response to the study.

The study findings, public comments, and staff comments are provided in the following sections. These sections have been categorized by the three reports that supported the study.

3. Port Darlington Shore Protection Concepts (Baird & Assoc. Coastal Engineers, November 2018)

Coastal engineers from Baird were retained to investigate the general conceptual sediment movement and erosion processes within the study, and to develop alternative treatments that could arrest the erosion of the shoreline for the Cedar Crest Beach area.

The report summarized the longshore sediment transport by looking at nearshore bathymetry and field observation of the shoreline. The report notes the bluff adjacent to Watson Crescent and shallow lake bed with net sediment movement from the bluff in both easterly (toward Cedar Crest Beach) and westerly directions, with accretion of sediment along the east edge of the St Marys pier. The net alongshore sediment transport in the study area is generally towards the east.



Figure 0.1: Comparison of 1955 and 2014 shorelines showing erosion and accretion areas, and net direction of longshore sediment transport

Cont'd

The Baird report notes that the St Marys pier protrudes about 650m into the lake and potentially interrupts sediment supply from west of the pier and from the natural shoreline that is now covered by the pier. Although this study was not intended to study the impact of the St Marys pier in detail, it provides an estimate of the magnitude of the potential impact on sediment movement by estimating the accumulation of sediment on the west edge of the pier (2,000 cubic metres of sediment annually estimated).

With an understanding of the conditions and processes affecting sediment transport and erosion of the shoreline, Baird developed four conceptual alternative approaches to shore erosion. The cost of each alternative was estimated (excluding environmental assessment, approvals, engineering design, monitoring and maintenance not included). The four alternatives are:

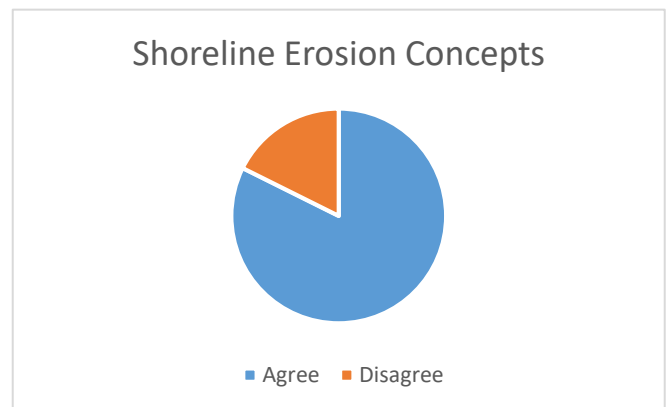
1. Construct a sand and cobble beach along Cedar Crest Beach with Jetties to protect against sediment accumulation at the Westside Marsh outlet and St Marys Overflow channel outlet. Estimated cost \$4.3M or \$6,600 per metre of shoreline.
2. Construct a cobble beach along Cedar Crest Beach with multiple jetties and groynes. This alternative is similar to alternative 1, but provides a more stable beach with more imported cobble and more groynes to anchor the beach. Estimated cost \$10.4M or \$14,900 per metre of shoreline.
3. Construct a sand beach with offshore breakwaters and jetties. This is the most extensive alternative off shore rubblemound breakwaters to reduce wave energy and protect the beach. Estimated cost \$16M or \$21,300 per metre of shoreline.
4. Construct an armourstone revetment along the Cedar Crest Beach shoreline. This alternative would replace the existing shoreline protection works along Cedar Crest Beach with a superior hard shoreline treatment. This concept would not support a beach. Estimated cost \$3.7M or \$5,700 per metre of shoreline.

The alternatives were evaluated based on the ability of each alternative to address the shoreline hazards, cost, societal benefit, and environmental benefit/impact. Concept 3 scored as the preferred alternative because it best protected the shoreline and provided a beach amenity that could benefit the general public. Alternatives 1 and 2 scored slightly lower, and concept 4 was the lowest ranked alternative. Alternatives 2 and 3 has the added benefit of reducing wave impact to the Cedar Crest Beach shoreline, although the report notes that none of the concepts fully address the flood hazard from Lake Ontario.

3.1 Public Comments

The majority of commenters supported the Baird report on shoreline erosion and identified alternative 3 as their preferred concept. Some noted the importance of the works to reduce wave run-up, given that this feature caused flooding of some homes during the 2017 high water period. Suggestions for advancing the project included requesting assistance from St Marys Cement and government funding.

Information was provided based on local knowledge and understanding of shoreline wave and sediment movement, and several suggested exploring other alternative shoreline structures to protect against erosion of the shoreline.



Concerns raised in the comments included the high cost, possible use of tax payer funding, and maintenance costs. A number of commenters did not support the use of created beach space for the general public. Concerns were also raised that protection of the Cedar Crest Beach reach of shoreline could aggravate erosion of the adjacent Cove Road shoreline.

Cont'd

3.2 Discussion

The Baird report provides information on erosion and accretion within the Port Darlington area including information on potential impacts from the St Mary's dock facility. However, the report indicates that quantitative estimates of shoreline recession rates requires more detailed investigation. Available historic documentation indicates that CLOCA submitted comments on the 1990s dock expansion including concern that the impacts of the proposed dock were not fully understood.

If the construction of engineered works for shoreline erosion protection are to be considered, an Environmental Assessment (EA) process will be required. The EA will advance from the initial conceptual designs in the Baird Report with more detailed investigation and design work, and variations from the concepts are likely to be considered. The information and suggestions provided through this study can be carried forward into the EA process. Individual EA's would require the following generalized steps:

- Preparation, submission and review of a Terms of Reference to be approved by the Minister of the Environment, Conservation and Parks;
- Commencement, preparation and submission of an Individual Environmental Assessment study; and,
- A ministerial decision to approve or refuse an EA;
- Implementing approvals related to the Federal Fisheries Act, Navigation Act, Public Lands Act and others.

The costs (estimated in the Baird report) for any of the shoreline alternatives would be considerable. The works would have an estimated lifespan of 25 to 50 years, and annual maintenance costs of 0.5% to 1% of construction cost.

Government funding programs such as the Disaster Mitigation and Adaptation Fund may assist with partial (40%) funding and are being explored, but significant additional funds would still be required. A critical consideration is that government funding programs typically support projects that demonstrate public benefit over projects that limit benefits to private property owners. If the works were linked to a public benefit, such as creation of more public beach amenity, there may be greater eligibility for public funding. In the absence of full public funding, private funding could be considered via a Local Improvement Charge as provided for in the Municipal Act, 2001 and (Ontario Regulation 586/06) or via a Stakeholder Cost Sharing Agreement. Other private contributions to shoreline erosion projects are possible, and St Marys should be consulted regarding possible participation with shoreline protection works.

In 2018, Municipality of Clarington staff and CLOCA staff collaborated on the submission of an Expression of Interest application under the National Disaster Mitigation Program to Infrastructure Canada for funding under the program. The application was denied for the first intake of funding into the program. Infrastructure Canada staff advised that the application will be eligible to be considered for a second intake into the program anticipated in the fall of 2019. The second intake application will be revised to reflect the results of the Port Darlington Shoreline Hazards Study and subsequent CLOCA Board and Clarington Council decisions.

Finally, the shoreline protection concepts would not remove the risk to life and property that exist along Cedar Crest Beach Road and West Beach Road associated with riverine and Lake Ontario flooding. It is important that shoreline protection works do not provide a false sense of security against the flooding hazards that will continue to exist for the area.

3.3 Recommendations

Given the threats to people and property from both erosion and flooding hazards, a solution should be selected that addresses all risks in their totality as the safest and most cost effective approach. Accordingly, an incremental long-term voluntary disposition program approach for lands where natural hazards pose an unacceptable risk, and cannot feasibly be prevented, is recommended and discussed below in Section 5.4.

Cont'd

However, if comprehensive erosion protection is to be considered further, a next step would be the Municipality of Clarington in collaboration and with the support of CLOCA staff and the Working Group, informally polling the landowners on Cedar Crest Beach Road to determine whether or not they wish to proceed with a formal petition for a Local Improvement. Municipality of Clarington staff, with the support of CLOCA staff, would be engaged in preparing the information required as part of a petition made under Ontario Regulation 586/06.

Advancement of shoreline erosion works would require time and is dependent of securing funding. In the absence of the larger shoreline protection project, landowners should be permitted to continue to erect and maintain shore walls. New walls should be designed by coastal engineers to maximize the effectiveness of the works and to ensure works do not aggravate adjacent shoreline.

4 Report on Flooding (CLOCA, November 2018)

The Cedar Crest Beach and West Beach areas were defined as flood damage centres with significant flood risk in the CLOCA Flood Risk Assessment (CLOCA 2016). These areas along the Lake Ontario shoreline are prone to flooding from both Lake Ontario and riverine flooding from the Westside Creek and Bowmanville/Soper Creek respectively.

The report on flooding further analysed the flood risk by looking at flood depths and velocities for various storm events, and comparing these values to limits for vehicle access, property damage, and public safety. The analysis showed that flooding during less severe flood events could prevent access to the subject area, while less frequent and more severe storms would cause structural damage to homes and be a risk to public safety.

The greatest flood depths and risk to public safety exists at the West Beach area, where flood depths for the Bowmanville/Soper Creek could exceed 2 metres during regional storm conditions, causing extensive damage to homes and risk of loss of life.

The riverine flood depths at Cedar Crest Beach are 0.5 metres during regional flood conditions, but flood depth-velocity products still provide unsafe conditions for people.

Flood events cause a multitude of problems in these sand spit areas, including contamination of water wells, inundation of septic systems, and flooding of basements and crawlspaces through surface drainage or through groundwater seepage. During lake based flooding or more frequent riverine flood conditions, both areas would lose the ability to access or leave the neighbourhoods by personal vehicle due to flood depths on the roadways. The 2017 flooding events demonstrated the demands these events create for emergency responders and the social strain on residents.

The Report on Flooding looked for flood mitigation opportunities. It is noted that the wave uprush component of the Lake Ontario flooding could be reduced at Cedar Crest Beach with the off shore breakwater alternative for shore protection proposed by Baird, but that the lake level and storm surge components could not be reduced. The Baird study notes "...while shoreline protection measures can mitigate erosion at this site, they will not address the flood hazard from inland, and flooding from Lake Ontario will continue to be a concern at high water levels."

Safe access conditions could be improved by elevating flood prone roadways. The study analysed possible flood risk reduction that could result from elevating portions of West Beach Road and Cedar Crest Beach Road to improve access and act as a flood barrier from riverine flooding. The analysis found that vehicle access could be improved during more frequent flood events by this measure, but safety risks and lack of access would continue to exist during regulatory flood events.

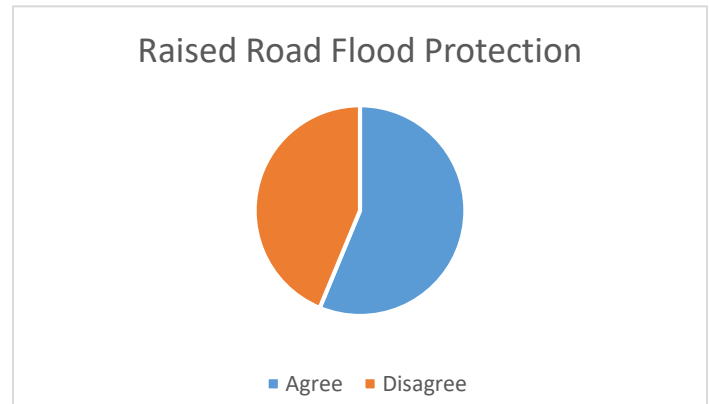
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4.1 Public comments:

A slim majority of respondents supported the concept of raising the roadways to reduce riverine flood risk. Several noted that this appears to be a practical and effective improvement that could be advanced quickly.

Respondents that did not support the raising of the road profiles noted concerns with impacts to driveways, and the possibility of trapping water during lake flood events.

Some commenters suggested that the St Marys overflow channel should control riverine flooding of the Westside Creek, or that a piped outflow or similar system could be created to divert floodwater away from the area.



4.2 Discussion

Raising certain road segments will reduce flood risk by improving access to the West Beach and Cedar Crest Beach areas during flood events that are predicted to occur relatively frequently. The cost of the work, although significant, could be completed as a municipal road reconstruction project.

Concerns raised are valid, and the benefit of reducing riverine flood risk must be weighed against the risk of trapping lake based flooding. More detailed survey of existing driveways and property will be needed to fully understand the impacts on driveway grading. More detailed assessment of the flood impacts and benefits would be required with the detailed design process. It is important that all concerns, especially concerns about trapping lake flood water, are fully explored and addressed prior to undertaking the work.

While the focus is on the possible reduction of riverine flood risk through raising the local roads, the reality is that large flood events will completely inundate the subject area creating significant damage including severe and unacceptable risk to public health and safety.

The St Marys overflow channel was designed and constructed to offset the impact of the removal of a significant portion of the Westside Marsh (as approved through aggregate licensing) and the flood storage that the Marsh provided. It was not intended to prevent or even reduce the pre-existing flooding conditions of the Marsh and Cedar Crest Beach area; the channel was designed to provide a supplementary outflow to maintain the Marsh water levels through a full range of flood events. The Hydrotechnical Report that supported the overflow channel design has been re-examined in recent times, and found to be appropriate. During the 2017 lake flooding, beach build-ups at the Westside Marsh barrier beach outlet and at the overflow channel outlet had to be removed numerous times to allow the Marsh and overflow channel to drain to the lake. Jetties, as described in the Baird report could prevent the build-up of beach sediments in the overflow channel outlet. A Maintenance and Monitoring Plan has been detailed and endorsed by CLOCA and St Marys to document annual monitoring of the channel and all maintenance activities, and water level gauging has been added to the Westside Marsh and incorporated into the CLOCA Flood Forecasting and Warning system.

The Municipality of Clarington developed a Flood Emergency Plan for the Lake Ontario shoreline based on their experiences during 2017 elevated lake levels, and invested in supplies and equipment that will assist with future flood events.

4.3 Recommendations

While concerns have been raised with the raising of road profiles, the majority of respondents approve of this work as a practical action that will provide a reduction of flood risk in the near future. It is recommended to advance this project into the design process. Detailed surveys, hydraulic assessments, road design, and consultation will be required. Pending a positive outcome of the design process, cost estimates can be completed for the work and the project added to municipal capital works program.

Cont'd

It is recommended that St Marys be approached to investigate the potential for placement of a jetty to protect against beach build-up at the St Marys overflow channel outlet.

5 Port Darlington (West Shore) Shoreline Management Report (Aqua Solutions 5 Inc., December 2018)

This study characterized the study area by physical shoreline feature. From west to east, the shoreline can be characterised by:

- A bluff and fillet beach parallel to the Watson Crescent area. Much of this area is owned by the Municipality of Clarington and St Marys Cement, with one home on Watson Crescent well removed from the shoreline, and outside of flood and erosion hazards.
- A dynamic barrier beach between Lake Ontario and the Westside Marsh extending from Watson Crescent to the east approach to the Cedar Crest Beach bridge. This sand spit was developed with cottages between the 1930's and 1960's, and has progressed into approximately 39 all season dwellings. Much of the shoreline has shoreline protection walls and revetments of armour stone and similar materials to protect the rear yard areas from lake erosion. These walls provide protection, but require frequent maintenance and disrupt the natural dynamic beach process.
- A bluff and dynamic beach exists along the Cove Road area. Homes within this portion of the study area are generally located beyond the riverine and lake flooding hazards, but some homes along the shoreline are within the erosion hazard limit of Lake Ontario.
- A dynamic barrier beach between Lake Ontario and the Bowmanville Marsh along the shoreline portion of West Beach Road and extending to the Bowmanville Harbour entrance. This sand spit includes approximately 14 homes, and a municipally owned public beach area. Many of the homes are setback from the shoreline and are not presently utilizing shoreline protection measures, and a natural dynamic beach exists.

The report provided history of the development of the area and planning processes and regulations that have managed the development. It also builds on the recommendations of the Baird report on shoreline erosion, and the CLOCA report on flooding to provide a number of directions and recommendations related to planning and regulation policy and incremental long-term voluntary disposition that will be discussed later in this report.

5.1 Public Comments

A small minority of respondents supported strengthened development regulation on lands subject to natural hazards in the Port Darlington area. Opinions were expressed that development in the area was not the issue but rather the shoreline erosion issues should be focused upon exclusively. With respect to the consideration of strengthened development regulation, concerns were expressed that new requirements might not allow for normal improvements of the properties to mitigate risks from flooding or erosion or that a rebuild due to a fire or other emergency may not be permitted. Many owners expressed concern regarding the need to maintain the value of their property. Finally, objections were raised regarding any approaches that might seek to restrain development as a precursor to expropriation or public acquisition.

5.2 Discussion

Under long-established provincial law and land use planning policy, both CLOCA and the Municipality of Clarington have an obligation to recognize and plan for the natural hazards and attendant risks to people and property where they exist in the Port Darlington area. This involves ensuring that an effective regulation of development is established that is calibrated to the severity of risks present and which respects private property rights to the extent possible.

Cont'd

5.2.1 Municipal Land Use Controls and Regulation

The following is a summary of the evolution of land use planning controls in the Port Darlington Area:

- In 1959, the former Township of Darlington enacted a Comprehensive Zoning by-law, which established development controls via zoning for the first time. The portion of the Port Darlington area within the township was zoned “A - Agricultural.” Permitted uses in this zone included a single detached dwelling. This by-law established the single detached dwelling land use on all lots that were located in the former Township of Darlington. At the time of the enactment of this by-law, most structures on Cedar Crest Beach were seasonal cottages.
- In 1976, the first Regional Official Plan was adopted by Regional Council. This plan designated the Lake Ontario shoreline in Port Darlington as “Hazard Lands.” As at the time there was no local Official Plan in place for the Port Darlington area, the Regional Official Plan was the guiding land use policy document. However, an implementing zoning by-law had to be enacted by the local municipality to give effect to the Regional Official Plan Hazard Lands designation.
- In June 1984, the former Town of Newcastle Comprehensive Zoning By-law was drafted, which would implement the 1976 Regional Official Plan. The consultation draft of the by-law called for an “EP – Environmental Protection” zoning classification for the portions of Cedar Crest Beach Road and West Beach Road that are subject to flooding and erosion hazards. While consistent with the Regional Official Plan, this zoning change would have removed the single detached dwelling permitted land use from the lands on Cedar Crest Beach Road and West Beach Road. Existing residential dwellings and cottages, as they existed in 1984, would have continued as “legal, non-conforming uses.” Further development of residential dwellings in hazard lands would have ended under the June 1984 draft by-law.
- At a July 3, 1984 public hearing to consider the draft comprehensive zoning by-law, various comments were received by Cedar Crest Beach landowners objecting to the proposed Environmental Protection zone.
- On July 16, 1984, municipal planning staff responded to resident requests by removing the Environmental Protection zone, replacing it with a Residential Shoreline zone that continued the 1959 residential permissions, which was finally enacted by the Council of the former Town of Newcastle on September 10, 1984. This zoning is currently in effect.
- In 1996, the Municipality of Clarington included strong land use natural hazard policy directions in the municipal Official Plan following a period of public consultation in which many shoreline land owners objected. A new “Regulatory Shoreline” policy was established along the Lake Ontario shoreline, including the Port Darlington area. This policy provided that: “The construction of new buildings or structures of any type within the Regulatory Shoreline Area shall not be permitted.” The policies also provided for one garage and a “one-time expansion, up to a maximum of 20% of the ground floor area living area or 30m2...” subject to various criteria. Similar to the Hazard Lands designation in the 1976 Regional Official Plan, the 1996 Clarington Official Plan Regulatory Shoreline policy was not implemented into the zoning by-law.
- In June 2017, the Region of Durham approved the Municipality of Clarington’s comprehensive Official Plan update (Official Plan Amendment No. 107 – adopted by Clarington Council on November 1, 2016). The current Municipality of Clarington Official Plan contains an Environmental Protection land use designation for the portions of Port Darlington area subject to shoreline and riverine natural hazards and continues a strengthened set of Regulatory Shoreline Area policies.

It is clear from the history of land use planning controls in the Port Darlington area that once permanent residential uses were enshrined in zoning in 1959, implementing natural hazard considerations in zoning has not been achieved despite past efforts. One final consideration is that the *Planning Act* was amended in 2006 to require municipalities to implement their Official Plans through municipal zoning by-laws following a comprehensive official plan update within three years (s. 26 (9) of the *Planning Act*). It is important that the Municipality of Clarington meet its statutory obligation as part of the current zoning by-law review with respect to shoreline natural hazards.

Cont’d

5.2.2 CLOCA Planning and Regulation Policy

CLOCA obtained comprehensive board-endorsed policies for the review of development applications and permit applications in April of 2013 when the Board approved the *Policy and Procedural Document for Regulation and Plan Review* (PPD). The PPD consolidated previous CLOCA planning and permit review practices that had evolved over time into one document for the purpose of guiding CLOCA's review, commentary and advice on planning applications and environmental assessments. The PPD was also designed to provide policy directions for decision making for permit applications under the newly expanded regulatory authority provided by Ontario Regulation 42/06.

Chapter 4 of the PPD provides policy direction for Great Lakes shoreline hazards. Policy direction was incorporated into the PPD specifically for the Shoreline Flood Hazard, the Shoreline Erosion Hazard, the Dynamic Beach Hazard and Lake Ontario Shoreline Protection Works (such as seawalls and revetments) using policy guidelines for conservation authorities established by the provincial government and Conservation Ontario.

The policy direction established in the current PPD seeks to identify and manage risks in a pragmatic fashion, particularly where existing development is present. For example, minor additions to existing buildings/structures may be permitted in the Shoreline Erosion Hazard "if it has been demonstrated to the satisfaction of CLOCA that: there is no feasible alternative site outside of the erosion hazard" in addition to the application of several other criteria. With respect to dynamic beaches, the current PPD policy provides that "new development" is only permitted for reconstruction of an existing building/structure within the shoreline dynamic beach hazard, subject to conditions that among other matters ensures that the reconstruction will result in a lower risk of hazards.

5.2.2.1 Proposed Policy Amendments

Staff have prepared an amendment to the PPD to consolidate and implement the planning and regulatory recommendations of the *Port Darlington (West Shore) Shoreline Management Report* (Aqua Solutions 5 Inc., December 2018). The proposed amendment creates a new section specific to the Port Darlington Area and is presented in Appendix 4.

The proposed amendment takes into consideration comments made by residents to continue to allow for reconstruction of dwellings due to unforeseen events not related to flooding and erosion; the continued maintenance and upkeep of property, including interior renovations, repairs and replacements to sewage systems; continued private shoreline protection works and the construction of accessory structures such as decks and gazebos. Provision is made for moving existing structures in order to mitigate exposure to flooding and erosion hazards. Essentially all existing development would be carried forward with flexibility for continued upkeep and improvements as long as the footprint of dwellings is not increased given the presence of natural hazards.

Finally, the proposed amendment consolidates and clarifies all of the shoreline natural hazard policy relevant to the Port Darlington area into one section of the PPD document to provide clearer direction to development proponents, CLOCA staff and the CLOCA Board of Directors when making future decisions on permit applications made under Ontario Regulation 42/06.

5.3 Recommendation

It is recommended that the Municipality of Clarington be requested to update its zoning by-law for the Port Darlington Area to implement the Official Plan and the related CLOCA Board-endorsed planning and regulation policy.

It is recommended that the proposed amendments to the CLOCA *Policy and Procedural Document for Regulation and Plan Review* contained in Appendix 4 be adopted in order to implement the planning and regulatory elements of the *Port Darlington (West Shore) Shoreline Management Report*.

Cont'd

5.4 Voluntary Disposition

5.4.1 Summary

The background studies propose several measures to management the risk of natural hazards on the subject shoreline area. Nevertheless, homes will continue to be within dynamic beach environments experiencing coastal erosion, will be prone to flood damage from lake water levels and storms, and could be devastated by riverine floods. As long as people are living in these damage centres, the risk of loss of life to a resident or first responder due to another natural disaster will continue.

The only solution that will remove the risk to human life in the portion of the area that does not have safe access in the event of an emergency is to ensure that people are not living on hazardous lands. Incremental voluntary disposition is an approach to gradually shift the land from private ownership to public ownership by paying fair market value at the time the land owner chooses to sell. Voluntary disposition was recommended as the long term solution to resolve the high risk associated with flooding and erosion hazards for land where there is no safe access in the event of an emergency.

5.4.2 Comments Received

The majority of the respondents do not support a voluntary disposition program, primarily due to fear that actual value of the property will not be realized in the process. Others noted the loss of homes will diminish the vibrancy of the area.

Among the supporters of a disposition plan, some noted that all options should be considered, but possibly as a last resort.

5.4.3 Discussion

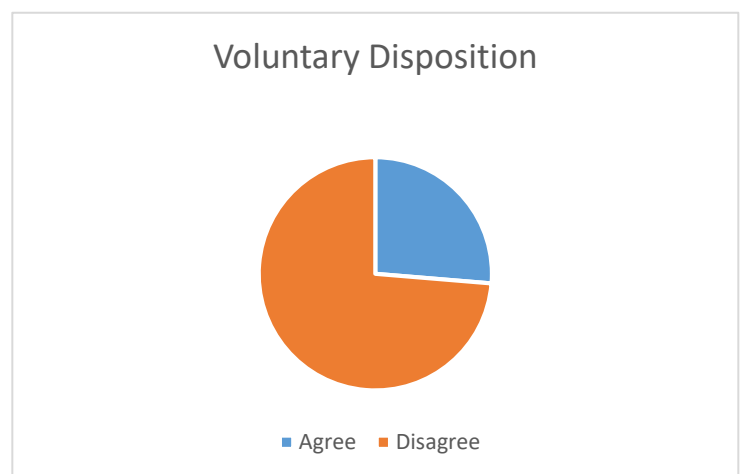
The concern from residents that property values won't be fully realised is understandable but cannot be verified. More time and effort should be taken to develop a program and allow for involvement of the area residents, to gain more understanding and trust, and to ensure the program is fair and reasonable.

Despite past efforts to manage these developments and associated risk, homes continue to be put on the real estate market, and new homeowners move into the area, perpetuating the issue of people living and investing in this area with significant and unacceptable risk of flooding and erosion. This program may be a long term effort, but it provides a means for home owners to liquidate their property investment without passing the hazard risk to a new home owner.

Incentives should be considered for the voluntary disposition plan including lease-back and life estate options that would allow the current owner to stay on for some period of time, but would ensure that further conveyance of the lands is ended. It is anticipated that this would be a long process with a small number of annual acquisitions into public ownership. This program would, however, be effective in terms removing risk to human life and cost associated with property damage. This program also allows a property owner to get the current value from the property. After a major flood event, the value may be substantially less.

5.4.4 Recommendation

A voluntary Port Darlington disposition program should be developed for the lands that are determined to have an unacceptable level of risk from flooding and erosion, and where it is not feasible to adequately mitigate the risks in the future. The program should define eligibility criteria based upon level of hazard risk, should ensure fair market value for acquisitions, be based on a willing seller willing buyer principle and should include incentives for willing sellers. Funding for the program should be researched but should be provided at least in part by senior levels of government. Federal funding may become available through special programs, and additional municipal funding would need to be in reserve.



Cont'd

6. Summary

Three reports have been completed to document the natural hazards within the Port Darlington area, and explore measures that may be effective to reduce the risk. Mitigative measures include efforts to manage flooding and shoreline erosion, as well as managing development within the flooding and erosion hazards. The study included a public process with well attended meetings and submission of public comments that demonstrated good involvement of the area residents.

Two areas within the study limits; West Beach, and Cedar Crest Beach, are sand spits sandwiched between Lake Ontario and coastal wetlands. These locations are prone to flooding from both riverine systems and Lake Ontario as well as Lake Ontario shoreline erosion. Although measures can be employed to reduce the level of risk, these locations will continue to be unsafe, with flooding conditions that will prevent access and be hazardous for residents and emergency responders.

A voluntary disposition program should be developed for the lands within the Port Darlington area that are identified as having unacceptable risk from natural hazards, and where it is not feasible to adequately mitigate the risks in the future. The program should define eligibility criteria based upon level of hazard risk, should ensure fair market value for acquisitions, be based on a willing seller willing buyer principle and should include incentives for willing sellers. Funding for the program should be researched but should be provided at least in part by senior levels of government. Federal funding may become available through special programs, and additional municipal funding would need to be in reserve.

Shoreline erosion protection alternatives have been presented in the Baird study, with the preferred alternative consisting of beach creation, jetties and off-shore breakwaters. An Environmental Assessment will be required to move this project forward. The significant cost of the works and lack of public benefit beyond the local area may make funding of the project difficult. In the absence of public funding, private funding could be considered via a Local Improvement Charge as provided for in the Municipal Act, 2001 and (Ontario Regulation 586/06) or via a Stakeholder Cost Sharing Agreement. Other private contributions to shoreline erosion projects are possible, and St Marys should be consulted regarding possible participation with shoreline protection works.

Flood risk can be reduced somewhat by elevating Cedar Crest Beach Road and West Beach Road, thereby providing safe access during smaller flood events. This measure will not ensure safe access during major storm events, but will reduce the frequency of flooding and provide an effort to improve safety on an interim basis while the voluntary disposition program unfolds. This work can be incorporated into municipal road reconstruction projects.

St Marys Cement/Votorantim Cimentos should be consulted as a potential participant with support to protect people and property in the Port Darlington Area through potential supply of sediment and participation in financially supporting implementing recommended programs and projects.

7. Final Recommendations

1. ***THAT the final Port Darlington (West Shore) Shoreline Management Report, Report on Flooding and Port Darlington Shore Protection Concepts Report be Received;***
2. ***THAT the amendments to the CLOCA Policy and Procedural Document for Regulation and Plan Review contained in Appendix 4 be adopted;***
3. ***THAT the CLOCA Board of Directors Recommends to the Council of the Municipality of Clarington that consultations be commenced, to be led in collaboration between the Municipality of Clarington, Region of Durham and CLOCA, for the development of a Long-Term Incremental Voluntary Land Disposition Program for lands in the Port Darlington Area that are deemed to have unacceptable risk from natural hazards , based on the principle of willing seller-willing buyer;***
4. ***THAT the CLOCA Board of Directors Requests that the Municipality of Clarington Implement the Clarington Official Plan Regulatory Shoreline Policies, as amended by Official Plan Amendment 107, and the CLOCA Policy and Procedural Document for Regulation and Plan Review, through a Zoning By-law enacted under the Planning Act;***
5. ***THAT the CLOCA Board of Directors recommends that the Council of the Municipality of Clarington consider the options to improve safe access along municipal road in the Port Darlington area as part of capital planning and budgeting and that the implementing road works be constructed where feasible and appropriate.***

Cont'd

6. *THAT the CLOCA Board of Directors Requests that St Marys Cement/Votorantim Cimentos support efforts to protect people and property in the Port Darlington Area through supporting implementing programs and projects as recommended in Staff Report #5630-19;*
7. *THAT Port Darlington residents and all contributors to the Study be thanked for their participation and contribution to the study process;*
8. *THAT Staff Report #5630-19 be circulated to participants in the Study Consultation, Watershed Members of Parliament and Provincial Parliament, the Region of Durham and the Ontario Ministries of the Environment, Conservation and Parks, Natural Resources and Forestry, and Municipal Affairs and Housing.*

Alternative Recommendation To Item No. 3

In the event that the Board of Directors does not support staff recommended Item No. 3 in the recommendations above, staff would recommend the following as an alternative TO RECOMMENDATION Item No. 3:

9. *THAT The CLOCA Board of Directors Recommends to the Council of the Municipality of Clarington that in collaboration with Municipality of Clarington, Region of Durham and CLOCA staff, landowners on Cedar Crest Beach Road be polled as to whether or not they wish to proceed with a formal petition for a Local Improvement for the purposes of conducting an Environmental Assessment and establishing comprehensive erosion protection works along the Lake Ontario shoreline.*



Member of Conservation Ontario

April 9, 2019

via email and mail to agreentree@clarington.net

Ms. Anne Greentree
Clerk
Municipality of Clarington
40 Temperance Street
Bowmanville ON L1C 3A6

Dear Ms. Greentree:

**Subject: Central Lake Ontario Conservation Authority Resolution Regarding
Port Darlington Shoreline Hazard Study
CLOCA IMS No: PSSG 4177**

At their meeting of March 19, 2019 the Central Lake Ontario Conservation Authority (CLOCA) Board of Directors passed the following Resolution:

Resolution #38

1. ***THAT the final Port Darlington (West Shore) Shoreline Management Report, Report on Flooding and Port Darlington Shore Protection Concepts Report be received;***
2. ***THAT the amendments to the CLOCA Policy and Procedural Document for Regulation and Plan Review contained in Appendix 4 be recommended for adoption following approval of flood mitigation as outlined in #5;***
3. ***THAT the CLOCA Board of Directors Recommends to the Council of the Municipality of Clarington that consultations be commenced, to be led in collaboration between the Municipality of Clarington, Region of Durham and CLOCA, for the development of a Long-Term Incremental Voluntary Land Disposition Program for lands in the Port Darlington Area that are deemed to have unacceptable risk from natural hazards, based on the principle of willing seller-willing buyer, and pending the results of negotiations with other potential funding partners, pursue Option #2 or #3 of the Baird Report;***

1 of 2

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Municipality of Clarington

April 9, 2019

4. ***THAT the CLOCA Board of Directors Requests that the Municipality of Clarington Implement the Clarington Official Plan Regulatory Shoreline Policies, as amended by Official Plan Amendment 107, and the CLOCA Policy and Procedural Document for Regulation and Plan Review, through a Zoning By-law enacted under the Planning Act;***
5. ***THAT the CLOCA Board of Directors recommends that the Council of the Municipality of Clarington consider the options to improve safe access along municipal road in the Port Darlington area as part of capital planning and budgeting and that the implementing road works be constructed where feasible and appropriate;***
6. ***THAT the CLOCA Board of Directors Requests that St Marys Cement/Votorantim Cimentos support efforts to protect people and property in the Port Darlington Area through supporting implementing programs and projects as recommended in Staff Report #5630-19;***
7. ***THAT Port Darlington residents and all contributors to the Study be thanked for their participation and contribution to the study process;***
8. ***THAT Staff Report #5630-19 be circulated to participants in the Study Consultation, Watershed Members of Parliament and Provincial Parliament, the Region of Durham and the Ontario Ministries of the Environment, Conservation and Parks, Natural Resources and Forestry, and Municipal Affairs and Housing.***

RES. #38, CARRIED AS AMENDED

Accordingly, please find the Staff Report and associated study reports enclosed with this letter.

Yours truly,

Chris Darling, MCIP, RPP
Chief Administrative Officer
CJ

Encl. CLOCA Staff Report 5628-19

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Municipality of Clarington

April 9, 2019

cc: Hon. Erin O'Toole MP, Erin.OToole.C1A@parl.gc.ca
Hon. Rod Phillips, MPP (Ajax), Minister of the Environment, Conservation and Parks
rod.phillipsco@pc.ola.org
Lindsey Park, MPP (Durham) kindsey.parkco@pc.ola.org
Jennifer K. French, MPP (Oshawa) JFrench-CO@ndp.on.ca
Lorne Coe, MPP (Whitby – Oshawa) lorne.coeco@pc.ola.org
Hon. Peter Bethlenfalvy, MPP (Pickering-Uxbridge), President of the Treasury Board
peter.bethlenfalvyco@pc.ola.org
Ralph Walton, Regional Municipality of Durham, ralph.walton@durham.ca
Alec Harras, Town of Ajax, Alexander.harras@ajax.ca
Clerk, City of Oshawa, clerks@oshawa.ca
Debbie Shields, City of Pickering, clerks@pickering.ca
JP Newman, Township of Scugog, jnewman@scugog.ca
Debbie Leroux, Township of Uxbridge dleroux@town.uxbridge.ca
Chris Harris, Town of Whitby, harrisc@whitby.ca
Brian Bridgeman, Region of Durham, Brian.Bridgeman@durham.ca
Dave Meredith, Town of Ajax, Dave.Meredith@ajax.ca

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PORT DARLINGTON COMMUNITY ASSOCIATION

April 5, 2019

The Honourable Catherine McKenna
 Minister of Environment and Climate Change
 House of Commons
 Ottawa, ON
 K1A 0A6

The Honourable Rod Phillips
 Minister of Environment, Conservation and Parks
 Ferguson Block, 11th Floor
 77 Wellesley St. W
 Toronto, On M7A2T5

Dear Ms. McKenna and Mr. Phillips:

I am writing to you today as the President of the Port Darlington Community Association (PDCA) to request your support in addressing environmental damage resulting from federally and provincially permitted industrial development.

Port Darlington, located on the shores of Lake Ontario in the Town of Clarington about an hour east of Toronto, has been an area of settlement pre-dating Confederation. Some of the earliest dwellings constructed in the 1800s are still standing today. Over time, the area has transitioned from a cottage area to year-round dwellings with new home permits being granted by the Central Lake Ontario Conservation Authority (CLOCA) and the Town of Clarington as recently as 2017.

In 1972, St Marys Cement Corporation expanded their Bowmanville operation and, with appropriate measures in place at the time, were permitted to construct a deep water pier at the quarry to service the plant expansion. At that time, St Marys' own consultants [1] recognized the potential for downdrift erosion impacts on the Port Darlington area. Construction was nevertheless allowed to proceed, and the approved deep water pier was fully implemented by the mid-1990s.

Subsequent to the original study in 1972, a number of other reports have been commissioned that support the predictions made at the time of initial approvals. [2][3][4][5]

Since the initial expansion, local residents have anxiously watched as the predicted erosion became reality and the expansive beach, which had historically protected the residents from Lake Ontario wave uprush, eroded, shifted, and disappeared. Homes that once had as much as 50 feet of sloping sand and cobble beach for wave protection now have little to none, and homeowners have had to implement secondary protection at significant personal expense. The secondary protection implemented in the mid-1990s is now failing and being overtopped by wave uprush from Lake Ontario.

Residents now find themselves in the desperate position of having to deal with the present-day impact of past decisions permitted by municipal, provincial and federal authorities. These decisions were made despite the warning of St Marys' own consultants at the time that there would be downdrift consequences resulting in total and complete erosion of the existing beach. There are solutions to this crisis, but the solutions are beyond the capability of residents to implement, both from a financial and regulatory perspective.

A report by Baird Coastal Engineers [5], completed for CLOCA in 2018, lays out 4 concepts for shoreline erosion protection and confirms that options are both viable and available to protect property while rebuilding and stabilizing the original beach. From the Baird Report: "The offshore breakwaters reduce energy at the shoreline and retain the beach," and "this concept includes the highest level of protection and reduced overtopping for the properties located along Cedar Crest Beach Road". Most importantly, Option 3, as presented in the Baird report, returns wave uprush protection to a level that existed before the St Marys expansion was approved.

The PDCA is communicating with municipal, provincial and federal authorities to advocate for restoration of protection from wave energy for our community - the same protection that once existed but that has been fully eroded in less than 50 years by industrial development. We are requesting funding support for Option 3 as presented in the Baird report, as well as support in obtaining all required permits and approvals for the works to proceed. Your support of this request is essential in making whole the historical decisions that were known at the time to be harmful to our community.

We look forward to your response and appreciate your ongoing support.

Kind Regards,



Jeff Mitchell

President, Port Darlington Community Association

Cc.: The Honorable Erin O'Toole, MP Durham
The Honorable Jonathan Wilkinson, Min. of Fisheries, Oceans & Canadian Coast Guard
Sean Fraser, Parliamentary Secretary to Min. of Environment & Climate Change
Sean Casey, Parliamentary Secretary to Min. of Fisheries, Oceans & Canadian Coast Guard
Lindsey Park, MPP Durham
Adrian Foster, Mayor of Clarington
Corinna Traill, Clarington Councillor
Granville Anderson, Durham Regional Councillor
Eric Madsen, CEO/President, Votarantim Cimentos North America

Notes

[1] The design report commissioned by St Marys Cement regarding the Dock and Landfill Project submitted by A. Brebner and J.W. Kamphuis on December 8, 1972, before construction of the pier stated: *"The long landfill project would pose a complete interruption to this littoral drift resulting in accretion on the west side and erosion on the east side of the pier. The rates of accretion and erosion will be small, but the balance is very delicate to begin with. This balance will be completely upset and the company may be liable to supply the downdrift areas (Cedar Crest Beach Road) with sand that the structure has trapped"*

[2] The Lake Ontario Shoreline Management Report by Sandwell 1990 commissioned by the Province stated the Cedar Crest Beach area as a *"Damage Center C4 is a good candidate for beach nourishment. The beach is starved by St Marys Cement Pier."*

[3] *St Mary Cement Corporation Dock. An assessment of its Role in Shoreline Erosion and Sedimentation in Port Darlington Waterfront 1990.* By: Brian Greenwood Ph.D Consultant Geomorphologist. His summary states, "It is highly probable that the present St Mary Cement Corporation dock contributes to shoreline erosion and recession in the Port Darlington Waterfront to the east. The mechanism is through a sediment deficit in the total, natural, time averaged sediment budget."

[4] The Cedar Crest Beach shoreline is contained in a littoral sub-cell defined by St Marys pier in the west and Peter Rock Shoal in the east. St Mary Cement Pier is listed as a primary littoral sub-cell barrier, which means that it appears to intercept upwards of 60% of alongshore sediment transport in the surf zone. Report Number EGD-015-017 June 19, 2017 report to Clarington General Government Committee.

[5] Baird Report commissioned by Aqua Solutions 2018 states: "The piers at St Marys are approximately 650 meters long (measured from the nearby shoreline) and extend to -8m CD. It is expected they act as a complete barrier to longshore movement of granular sediment and therefore, there is no exchange of granular sediment between west and east shorelines on either side of the piers....this means that St Marys' piers would block any potential supply of sediment available from the westerly shorelines." Furthermore, the Baird report confirms that "approximately 2,000 m³ of sand had been deposited annually in the local fillet beach immediately west of the piers."

May 10, 2019

Mayor Adrian Foster
Office of the Mayor
40 Temperance St.
Bowmanville, ON
L1C 3A6

RE: Receipt of correspondence from the Port Darlington Community Association

Dear Mayor Foster:

St Marys Cement wishes to acknowledge receipt of a letter sent to you by the PDCA on April 5th, 2019.

The company recognizes that the Central Lake Ontario Conservation Authority (CLOCA) has been involved in an on-going process considering options and opportunities, related to the Port Darlington Shoreline. St Marys Cement continues to participate in that process as well, exercising discretion so as to not to assume or pre-judge related recommendations or outcomes.

CLOCA has invested significant effort into ensuring a better understanding of the many facets of this complex resource management issue. It is the company's position that the circumstances are significantly more complex than described by the Association in these letters.

According to the Port Darlington Shoreline Hazard Study, the Cedar Crest Beach and West Beach areas are defined as flood damage centres with significant flood risk, and are prone to flooding (p.25). The Study recognizes that, in these areas, homes are precariously located on sand spits (p.31) by an unstable natural dynamic beach site, with a river and marsh system behind and the lake in front. As the Study notes, as long as people are living in these damage centres, the risk of loss of life to a resident or first responder due to another natural disaster will continue (p.30).

We also note that other recommendations include a voluntary disposition program, to address the safety concerns, as well as tax payer funding for shoreline works.

St Marys Cement respects the right of the association to lobby for assistance, which in these letters is characterized as "help and resources of government and (our) industrial neighbours". It is the company's position that the information advanced by the Association, while representative of residents' concerns and request, is neither a fully complete nor entirely accurate portrayal of all the history or naturally occurring dynamics of this shoreline area or of the results of the Study.

It is our understanding that recommendations will be made to and reviewed by the Town of Clarington Council at a yet-to-be-determined date.

We will, as our website states, continue to work closely with local government, and; we will participate in the on-going CLOCA review, as well as the municipal component. We will also continue to communicate in accordance with our open-door policy toward discussing appropriate, viable and sustainable future responses and actions, when the path forward is made clearer. Should you be seeking more information, please contact Ruben Plaza, Environmental Manager for St Marys Cement or me, at your convenience.

Regards,



Filiberto Ruiz
Chief Executive Officer, Votorantim Cimentos North America

CC

| | |
|--------------------|---|
| Catherine McKenna | Minister of Environment and Climate Change |
| Rod Phillips | Minister of Environment, Conservation and Parks |
| Erin O'Toole | MP Durham |
| Jonathan Wilkinson | Minister of Fisheries, Oceans & Canadian Coast Guard |
| Sean Fraser | Parliamentary Secretary to Minister of Environment and Climate Change |
| Sean Casey | Parliamentary Secretary to Minister of Fisheries, Oceans and Canadian Coast Guard |
| Lindsay Park | MPP Durham |
| Corinna Traill | Clarington Councillor |
| Joe Neal | Clarington Council Ward 1&2 - Durham Region Councillor |
| Granville Anderson | Clarington Council Ward 3&4 -Durham Region Councillor |

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee

Date of Meeting: June 17, 2019

Report Number: CAO-007-19 **Resolution:**

File Number: **By-law Number:**

Report Subject: Tax Rebate for Parkview Lodge

Recommendations:

1. That Report CAO-007-19 be received;
2. That the Region of Durham be advised that the Municipality of Clarington supports the proposed affordable housing project (Parkview Lodge expansion) recommended for award by the Region of Durham pursuant to the evaluation of the Request for Proposals 1060-2018, under the Federal-Provincial Social Infrastructure Fund – Investment in Affordable Housing Program (SIF-IAH Program);
3. That the Region of Durham be advised that the Municipality of Clarington will take the necessary steps to set the municipal tax rate for the affordable housing project at the single residential rate for twenty years from the date of building occupancy for any unit that receives funding under the SIF-IAH Program; and
4. That all interested parties listed in Report CAO-007-19 and any delegations be advised of Council's decision.

Report Overview

Parkview Lodge, a local non-profit housing provider, is in the process of building a 37-unit seniors' affordable housing development in Newcastle. The development will include 18 affordable units and 19 units at market rate. It has received funding support from the Federal and Provincial governments as well as other consideration from the Region of Durham. In order to meet the funding conditions for affordable housing financing through CMHC, the host municipality must apply the residential property tax rate, not multi-residential, to the affordable units.

1. Background

- 1.1 Parkview Lodge has owned and operated a 43-unit seniors' building in Newcastle for over 37 years. With the increasing pressure for affordable housing in our community, Parkview is in the process of building a new 37-unit seniors' housing development. It will include 18 affordable units and be built adjacent to their existing site.
- 1.2 They have received confirmation of federal-provincial funding through the Region of Durham, as well as a co-investment loan and other financial incentives from CMHC. In addition to this, the Region of Durham has offered to provide a deferral of development charges.
- 1.3 In order to qualify for the affordable housing funding under the SIF-IAH Program, Parkview requires that the Municipality set the property tax rate at that of residential, not multi-residential. The Municipality extended such support to the affordable housing development on Bowmanville Avenue, which was approved by Council in 2016.
- 1.4 In a letter to Mayor Foster dated May 13, 2019, the Parkview Board of Directors provided an overview of incentives other municipalities have provided affordable housing developments being built in their communities. Staff are currently undertaking a review of potential affordable housing incentives that could be employed to support this project and others like it going forward as part of an Affordable Housing Toolkit (more information will be available after the regulations under proposed Bill 108 are clarified).

2. Tax Revenue Impact

- 2.1 The program requires the Municipality to provide financial support through a rebate of property taxes. For the first 20 years after building occupancy, the 18 new affordable units would be taxed as part of the New Multi-Residential tax class with a rebate equivalent to the difference between the Residential Rate and the New Multi-Residential Rate. After 20 years, the property would be taxed at the New Multi-Residential tax rate until year 35, at which point it moves to the "Multi-Residential Tax Class".

- 2.2 Assuming an assessed value of \$10,000,000 (this is based on the May 13, 2019 letter from Parkview), the annual foregone revenue to the Municipality would be \$1,972/year in 2019 dollars. This is based on the fact that the New Multi-Residential tax class is at a 1.10:1 ratio with the Residential Tax Class. This does not take into account taxes for the Region of Durham or the Province of Ontario (education taxes).
- 2.3 When compared to regular multi-residential units, the savings on the municipal portion for the entire project would be approximately \$35,000/year in 2019 dollars, assuming an assessment of \$10 million. This is due to the fact that new multi-residential properties already have favourable tax status for the first 35 years in an effort to promote new purpose built rental buildings.
- 2.4 The impact for future years will be dependent on market value assessments, tax rate adjustments, budget adjustments and other variables which are not readily determinable. Therefore the total support to this project from the Municipality cannot be precisely quantified.
- 2.5 Each year the Region of Durham will certify that the project meets the requirements for the tax rebate. Parkview will pay the applicable taxes at the New Multi-Residential rate and, provided it remains a qualifying property, the Municipality would then issue a rebate. This protects the Municipality in case the property no longer qualifies as affordable housing.

3. Concurrence


This report has been reviewed by the Director of Finance/Treasurer who concurs with the recommendations.

4. Conclusion

It is respectfully recommended that Council support the rebate described in this Report provided that the expansion remains an eligible affordable housing project.

5. Strategic Plan Application

The recommendations contained in this report conform to the Strategic Plan.

Submitted by: 
Andrew C. Allison, B. Comm, LL.B.
CAO

Staff Contact: Trevor Pinn, CPA, CA, Director of Finance / Treasurer, 905-623-3379 ext.2602
or tpinn@clarington.net

List of interested parties to be notified of Council's decision:

Parkview Lodge (c/o Joyce Kufra and Theresa Vanhaverbeke)
Alan Robins, Director, Housing Services Division, Durham Region
Newcastle Village and District Historical Society
Newcastle/Bond Head Ratepayers Association
The Catholic Women's League of Canada
A Gift of Art, The Clarington Artist & Artisan's Outlet
Newcastle & District Chamber of Commerce
The Lions Club of Newcastle
Jean-Anne Symak
Nancy Stephenson

**Report to Clarington Council
Clarington Board of Trade
2019 Q1 KPI report**

Report Overview:

The purpose of this report is to provide a 2019 Q1 Key Performance Indicators update to Clarington Council. All data collected is for the period of January 1, 2019 and March 31, 2019. As identified in our Plan 2021 submitted to Council in 2016, we will be updating progress on 11 key performance indicators and 3 specific activities for 2019.

Over the last few years, Clarington has seen a significant increase in the quantity and quality of investment inquires and successful landing of these projects. Although we have not seen a slowdown in these activities yet, we do foresee the pace will slow in the next year or two. With close to one dozen sizeable projects in the works with full operation expected to come online in the next 5 years our team will remain nimble in our programming and service to meet our clients needs.

Investment in Clarington will certainly have many benefits including increased employment opportunities, tax revenue and increased awareness of the strong business environment in Clarington. With this growth comes a strong need for skilled labourforce and additional land and building inventory.

It is important to recognize that our corporate call activity has increased by 64% from 2018 which reflects our increased efforts in business retention. These can include supporting business with shifting their business model to ensure relevancy in today's markets. In Q1 the number of leads has remained steady with a focus on general manufacturing. We also note that the data reported for outreach reflects a 48% decrease. This relates to our 2018 engagement in a trial project with a lead generating company to attend industry tradeshow in the USA. Therefore, our outreach numbers were elevated. As we did not see return on investment we discontinued this program and have been focused on conducting our own outreach while continuing client care.



Sheila Hall, Executive Director
Clarington Board of Trade and Office of Economic Development

KPI Report – Q1 2019

Quarterly Performance Measures Report

Quarterly Performance Measures Report - 2019

| | January | | February | | March | | Q1 | | TOTAL | | % Change (YTD) | 2019 Targets (Increase over 2018) |
|------------------------------|---------|--------|----------|--------|--------|--------|---------|--------|---------|--------|----------------|-----------------------------------|
| | 2018 | 2019 | 2018 | 2019 | 2018 | 2019 | 2018 | 2019 | 2018 | 2019 | | |
| Corporate Calls Made | 5 | 7 | 4 | 3 | 2 | 8 | 11 | 18 | 11 | 18 | 64% | 3% |
| Inquiries Responded To | 13 | 16 | 14 | 10 | 9 | 8 | 36 | 34 | 36 | 34 | -6% | 2% |
| Follow Ups | 33 | 33 | 23 | 22 | 29 | 22 | 85 | 77 | 85 | 77 | -9% | - |
| Business Support | 14 | 31 | 8 | 12 | 21 | 13 | 43 | 56 | 43 | 56 | 30% | - |
| Investment Outreach | | | | | | | | | | | | |
| **Note | 3 | 2 | 9 | 5 | 9 | 4 | 21 | 11 | 21 | 11 | -48% | 3% |
| Youth Engagement | 2 | 3 | 4 | 1 | 5 | 2 | 11 | 6 | 11 | 6 | -45% | 2% |
| Business Mentorship | 0 | 0 | - | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% | 3% |
| Contacts at Events | 0 | 0 | 8 | 8 | 0 | 0 | 8 | 8 | 8 | 8 | 0% | 3% |
| Open Rate on Email Campaigns | 47% | 44% | 48% | 44% | 42% | 42% | 46% | 43% | 137% | 130% | -5% | 2% |
| Website Visits | 848 | 3938 | 779 | 3,928 | 1,321 | 1630 | 2948 | 9496 | 2948 | 9496 | 222% | 2% |
| Social Media Impressions | 187,926 | 22,266 | 40,374 | 42,585 | 48,842 | 47,182 | 277,142 | 112033 | 277,142 | 112033 | -60% | 2% |

*** Note: in Q1 2018 we engaged in a trial project with a lead generating company to attend industry tradeshow in the USA. Therefore our outreach numbers were elevated. As we did not see return on investment we discontinued this program and have been focused on conducting our own outreach while continuing client care.

2019 Q1 Activity Report

| Initiative | Activity | Outcome |
|--|--|---------|
| Continue and expand existing programming | NEW -Implemented speaker series, Grade 11 Clarington Business Marketing Plan project, Attended Lift&Co Conferenece (Cannabis), Teeny Tiny Summit | |
| Implementation of ¾ of programs identified in 2017-2021 plan will be completed | Of the 19 activities identified for 2017 and 2018 only 4 have not been realized and all relate to finding appropriate space to create a business center (accelerator/incubator) We continue to build a vision and plan and create partnerships to move forward as space becomes available | |
| Begin process for economic development strategic plan 2022-2027 | CBOT Priorities and Performance committee have begun this process and stakeholder engagement is being planned | |



Clarington Museums

Administrative offices:
62 Temperance Street,
Bowmanville, ON
L1C 3A8
905-623-2734
info@claringtonmuseums.com

June 13, 2019

Andy Allison
CAO, Municipality of Clarington
40 Temperance Street
Bowmanville, ON L1C 3A6

Dear Andy;

The Clarington Museum and Archives Board would like to thank you for your correspondence and information provided regarding the potential merger of the Clarington Museum and Archives with the Clarington Public Library.

At the special board meeting of June 6th, members discussed the contents of the memo with attachments and provided their thoughts and questions for discussion. The Board members present were also made aware that the Clarington Public Library Board had made a resolution that they were interested in proceeding to the next step in the possible merger. The Board members decided that a formal response would be motioned and approved at the regular June 12th Board meeting with some clarity on what the next steps would be.

At the June 12th Board Meeting, the members approved the following motion:

THAT the Clarington Museums and Archives Board advise the Municipality of Clarington that it is interested in continuing to meet with the Library Board and Municipal staff to discuss the possible merger of the Library and the Museum and that the Museum Board will support the Municipality in its decision.

The Board members discussed their desire to see the Museums thrive and succeed and develop strong partnerships with other cultural organizations within Clarington. The Museum Board also approved the 2019-2020 Strategic Plan that highlights the importance of being in sync with the Municipal strategic goals and also working closely with our cultural partners in the area.

The Clarington Museums and Archives Board looks forward to working together with the Municipality of Clarington to support the future of culture in Clarington.

Sincerely,

Heather Ridge
Executive Director

Katharine Warren
Board Chair



Engineering Services Report

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee
Date of Meeting: June 17, 2019
Report Number: EGD-015-19 **Resolution:**
File Number: G.10.21 **By-law Number:**
Report Subject: Rail Safety Improvement Program Agreement

Recommendations:

1. That Report EGD-015-19 be received;
2. That the Mayor and Clerk be authorized to execute the funding agreement between the Government of Canada and the Municipality of Clarington;
3. That the By-law attached to Report EGD-015-19, as Attachment 2, be approved; and
4. That all interested parties listed in Report EGD-015-19 and any delegations be advised of Council's decision.

Report Overview

In August, 2018 the Municipality of Clarington submitted three applications to Transport Canada for funding under their Rail Safety Improvement Program (RSIP). Clarington has received approval for funding up to \$929,704.30 for all three projects. This report is written with the intent to create a by-law authorizing staff to execute the agreement with the Government of Canada.

1. Background

1.1 The Rail Safety Improvement Program (RSIP) provides grant and contribution funding to improve rail safety and reduce the risk of injuries and fatalities related to rail transportation. Staff monitor all level crossings in the Municipality of Clarington and each crossing is evaluated annually to determine the location(s) that meet the criteria for the RSIP funding. Based on this criteria, staff identified three level crossings in 2018 that would benefit most from the RSIP. These locations are shown on the map in Attachment 1:

- Rundle Rd at CPR
- Scugog St at CPR; and
- Concession St East at CPR.

In August 2018, the Municipality of Clarington submitted an application for funding under the RSIP for these three crossings, all of which were approved for an amount up to \$929,704.30. Per the conditions of the funding program, construction needs to be complete by March 31, 2020.

1.2 The work at Rundle Rd includes the installation of new warning system including flashing lights and gates, and replacement of the crossing surface. The construction work began in the fall of 2018 and was funded by Owasco as part of their development agreement. As part of the agreement, any funds received through the RSIP would be reimbursed to the developer. The reason this crossing was selected for submission to the RSIP program was due to the significant change in traffic volumes at the crossing, which previously only had cross bucks and stop signs as crossing warning and protection.

1.3 The work at Scugog St includes geometric improvements to the roadway intersection immediately south of the grade crossing, re-configuration of the warning system on the south side of the crossing, construction of sidewalk on the west side of Scugog St through the crossing, as well as pedestrian safety improvements on both sides of the crossing. Funding for the Municipality of Clarington's share of the work was previously approved in the 2017 capital budget. The reason this crossing was selected for submission to the RSIP program was due to the operational concerns at the intersection and crossing. The current configuration can cause uncertainty for drivers regarding where to stop when the drop arms come down on the Wellington Street leg of the intersection, which has resulted in the arm hitting a car in several instances. The geometric improvements at the intersection will eliminate this confusion by removing the Wellington Street warning system, reconfiguring the intersection and placing a new warning system on Scugog Street such that it will resemble a typical standard crossing warning system.

- 1.4 The work at Concession St East includes a new warning system with flashing lights and gates, replacement of the crossing surface, and re-paving of the road approaches. Funding for the Municipality of Clarington's share of the work will come from the Pavement Rehabilitation program. This crossing was selected for submission to the RSIP program as it was the next highest priority on our monitoring list, and has also seen increased vehicle traffic volumes which triggered the warrant for the addition of drop arms.

2. Proposal

- 2.1 Prior to entering an agreement, Transport Canada requires a by-law (Attachment 2) authorizing staff to execute the agreement with the Government of Canada.

3. Concurrence

This report has been reviewed by the Director of Finance who concurs with the recommendations.


4. Conclusion

It is respectfully recommended that the Mayor and Clerk be authorized to execute the funding agreement between the Government of Canada and the Municipality of Clarington and that the By-law, provided as Attachment 2, be approved.

5. Strategic Plan Application

Not Applicable.

Submitted by: 
Anthony Cannella,
Director of Engineering Services

Reviewed by: 
Andrew C. Allison, B. Comm, LL.B
CAO

Staff Contact: Sean Bagshaw, Capital Works Engineer, 905-623-3379 ext.2320 or
SBagshaw@clarington.net

SB/ASC/RA/kb

Attachments:

- Attachment 1 - Rail Safety Improvement Program Key Map
- Attachment 2 - By-law to report EGD-015-19

The following is a list of the interested parties to be notified of Council's decision:

- Transport Canada
- Canadian Pacific Railway



THE CORPORATION OF THE MUNICIPALITY OF CLARINGTON
BY-LAW NO. 2019- ____

Being a By-law to authorize the Corporation of the Municipality of Clarington to enter into the Rail Safety Improvement Program Agreement with the Government of Canada.

NOW THEREFORE the Council of the Corporation of the Municipality of Clarington hereby enacts as follows:

1. That the Mayor and Clerk are hereby authorized to execute, on behalf of the Corporation of the Municipality of Clarington, and seal with the Corporation seal, an agreement between the Government of Canada and the Corporation of the Municipality of Clarington.

BY-LAW passed in open session this ____th day of _____ 2019.

Adrian Foster, Mayor

C. Anne Greentree, Municipal Clerk

If this information is required in an alternate accessible format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Report To: General Government Committee

Date of Meeting: June 17, 2019

Report Number: CAO-008-19 **Resolution:**

File Number: **By-law Number:**

Report Subject: **Energy Conservation and Demand Management Plan 2019-2024**

Recommendations:

1. That Report CAO-008-19 be received; and
2. That Council endorse the Energy Conservation and Demand Management Plan 2019-2024, as required under Ontario Regulation 507/18 of the Electricity Act, 1998;
3. That Council direct staff to incorporate the energy conservation and greenhouse gas reduction actions proposed within the Energy Conservation and Demand Management Plan 2019-2024 into Clarington's Asset Management Plan; and
4. That Council direct staff to incorporate the principals of energy conservation and greenhouse gas reductions into the Clarington Climate Action Plan, currently being developed by municipal staff.

Report Overview

As required under the Electricity Act, 1998 and Ontario Regulation 507/18 the Municipality is required to complete an Energy Conservation and Demand Management Plan (ECDM) covering the year 2019-2024. The ECDM 2019-2024 Plan must be posted on the Municipality's website by July 1, 2019.

1. Background

Provincial Regulation

- 1.1 In 2012, Ontario Regulation 397/11 under the Green Energy Act, came into effect. This Regulation required public agencies, including municipalities to report their energy consumption and greenhouse gas emissions annually, to the Ministry of Energy. In addition to this annual reporting, the Regulation also required the development and implementation of an energy conservation and demand management plan.
- 1.2 In December 2018, the Province repealed the Green Energy Act. However, the requirements of Ontario Regulation 397/11 were moved under the Electricity Act, 1998 to a new regulation Ontario Regulation 507/18.
- 1.3 The Conservation and Demand Management Plan 2014-2019 was prepared by the Energy Management Steering Committee. With the dissolution of the Energy Management Steering Committee and the recent formation of the Climate Change Working Group as well as the challenging technical nature of the report, the Municipality hired Blackstone Energy Inc. to assist with the preparation of the Energy Conservation and Demand Management (ECDM) Plan 2019-2024.

2. Energy Conservation & Demand Management Plan 2019 - 2024

ECDM 2019 – 2024 Plan

- 2.1 Attached is the Municipality's ECDM Plan. A sub-committee of the Climate Change Working Group was formed to work with Blackstone Energy Inc. to prepare this plan. Information on the municipal buildings such as past energy audits, historical energy consumption and past energy retrofits was shared with Blackstone. The group held a strategic planning meeting to look at upcoming energy retrofit projects already planned and to review suggested energy retrofits projects. Staff provided an estimated schedule for each project. Blackstone used this information to project energy consumption and savings and greenhouse gas (GHG) savings.
- 2.2 The ECDM 2019-2024 plan provides a useful road map for future energy conservation projects. Many of the funding programs require technical information projecting the energy and GHG reductions. The ECDM is a valuable tool as this information has been calculated based on proposed strategies for municipal buildings.

- 2.3 It is important to note that the proposed initiatives in the ECDM plan are subject to resource constraints such as budget and staff time. As well there could be opportunities for other funding sources that may change the priorities depending on the program requirements.
- 2.4 The energy conservation and greenhouse gas reduction actions proposed within the ECDM Plan 2019-2024 will be incorporated into Clarington's Asset Management Plan.

Summary of CDM 2014-2019 Plan

- 2.5 The CDM 2014-2019 Plan set out seven goals and actions. In summary, the CDM 2014-2019 goals and actions were as follows.
- (i) Complete Energy Audit Master Plan Phase I Implementation
 - (ii) Prepare Energy Audit Master Plan Phase II Implementation Project
 - (iii) Continue to Integrate Energy Conservation into the Corporate Asset Management Strategy
 - (iv) Enhance Staff Energy Conservation Awareness and Engagement
 - (v) Strategically Align with Council's Corporate Strategic Plan 2015-2018
 - (vi) Initiate a Streetlight Retrofit Project
 - (vii) Reduce Energy Intensity Factor by 5% by 2019
- 2.6 In report CAO-006-12 Energy Master Plan Implementation Strategy, Council committed to funding of \$488,016.54 for energy retrofits from the Municipal Enterprise Reserve Fund. The energy savings are to be used to pay back these funds to the reserve fund. The majority of these energy retrofits were completed by 2017. Due to increasing costs the lighting retrofit for the Municipal Administrative Centre was not completed. There was only sufficient funds to complete the design portion of the project. However, this did provide useful for ongoing lighting retrofits as the Municipal Administrative Centre. The energy savings are used to pay The Municipality has received incentive payments from the SaveONEnergy program. To date approximately 36% has been repaid to the Municipal Enterprise Reserve Fund.
- 2.7 Phase II of the Energy Audit Master Plan has not been prepared. The implementation of Phase I took some time and the increasing costs proved challenging. As well the Energy Management Steering Committee was dissolved in 2018. Since the implementation of Phase I of the Energy Master Plan, energy conservation has become factored into capital projects and is part of the Asset Management Plan. This should be

enhanced through the ECDM 2019-2024 Plan and some of the work by the Climate Change Working Group.

- 2.8 The Energy Management Steering Committee had ongoing events and seminars to increase staff awareness of energy conservation at work as well as at home. It is hoped that energy conservation and climate change education be considered by the Climate Change Working Group.
- 2.9 Although Energy Conservation is not specifically identified in Council's Strategic Plan for 2015-2018 nor in the 2019-2022, the decision by Council to create the Climate Change Working Group shows its commitment to climate change and energy conservation.
- 2.10 The Municipality initiated the LED streetlight retrofit in 2018. This project saw the replacement of approximately 5,800 cobra head style streetlights. In 2019 the Municipality will be replacing approximately 1,000 decorative streetlights. The energy savings on the LED street lighting is significant with a projected 40-50% energy savings. While electricity for streetlights is not reported on the BCP annual consumption reporting the energy saving and subsequent GHG savings is valuable contribution by the Municipality.
- 2.11 When preparing the first CDM 2014-2019 Plan, the Municipal staff did not have the technical resources available. Part of the CDM requirements was a quantitative goal. The Energy Management Steering Committee chose to set a goal of reducing the energy intensity as this measurement factors in the building area and the hours of operation with respect to the total energy consumption. In 2011, the total energy intensity of buildings measured was 1,055.96 eKwh/sq ft. The last energy intensity measurement of the Municipality is from the 2016 data. In 2016, the total energy intensity of buildings measured was 858.68 eKwh/sq ft. This shows an 18.68% reduction from 2011 to 2016. While there have been some significant changes in building during this period it does showcase the positive effect of energy conservation retrofits. Going forward and with the technical assistance of Blackstone Energy Inc. the projected energy savings from detailed project implementation plan, the ECDM 2019-2024 provides more specific goals for energy savings and GHG reductions.

3. Concurrence

Not Applicable


4. Conclusion

It is respectfully recommended that the Energy Conservation and Demand Management Plan 2019-2024 be endorsed by Council. The ECDM Plan 2019-2024 was prepared to address the requirements of Ontario Regulation 507/18 under the Electricity Act, 1998. Implementation will include incorporation into Clarington's Asset Management Plan and

Climate Action Plan (under development) as well as ongoing monitoring of energy consumption.

5. Strategic Plan Application

Not applicable.

Submitted by: 
Andrew C. Allison, B. Comm, LL.B,
CAO

Staff Contact: Catherine Carr, Manager of Internal Audit, 905-623-3379 ext 2606 or
ccarr@clarington.net

There are no interested parties to be notified of Council's decision.

Attachment 1 - Energy Conservation and Demand Management 2019 – 2024 Plan

2019-2024

Clarington

**Energy Conservation &
Demand Management Plan**

Executive Summary

The purpose of this Energy Conservation and Demand Management (ECDM) Plan from the Municipality of Clarington is to outline specific actions and measures that will promote good stewardship of our environment and community resources in the years to come. The Plan will accomplish this, in part, by looking at future projections of energy consumption and reviewing past conservation measures.

This ECDM Plan outlines how the municipality will reduce overall energy consumption, operating costs and greenhouse gas (GHG) emissions and is written in accordance with sections 4, 5, and 6 of the recently amended Electricity Act, 1998, O. Reg. 507/18.

Through past conservation and demand initiatives, the Municipality of Clarington has achieved the following results:

- 358,201 kwh reduction in electricity use
- 77,701 m₃ increase in natural gas use
- 490 L reduction in fuel oil use
- 26,057 L reduction in propane use

These fluctuations in utility consumption can be influenced by the expansion of building sizes, changes in facility hours of operation, as well weather conditions.

Today, utility and energy related costs are a significant part of overall operating costs. In 2018:

- Energy Use Index (EUI) average was 42 ekWh/ft²
- Energy-related GHG emissions equaled 3,161 tCO₂e

To obtain full value from energy management activities, the Municipality of Clarington will continue to take a strategic approach to fully integrate energy management into its business decision-making, policies and operating procedures. This active management of energy-related costs and risks will provide an economic return and will support other key organizational objectives.

With the implementation of this ECDM Plan, it is estimated that the Municipality of Clarington can achieve the following targets by 2024 (the reduction is based off the data from the baseline year of 2018):

- 7 % reduction in electricity consumption
- 3% reduction in natural gas consumption
- 5% reduction in site-wide average EUI
- 4% reduction in tCO₂e carbon equivalent emissions
- Continue to review opportunities for energy conservation and GHG reduction

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1 Introduction

The objective of this document is to create a 5-year corporate plan to meet the regulatory requirements of O.Reg 507/18 (further detail in Section 2.0). This regulation requires that all Broader Public Sector (BPS) entities create a publicly accessible Energy Conservation & Demand Management (ECDM) Plan. The plan must review the historical and forecasted performance of the facilities that are owned and operated by the Municipality. In total, 27 facilities were analyzed for this report. Fleet vehicle greenhouse gas (GHG) emissions were not included in the report as per the regulatory requirements, but data is being reviewed for future reporting opportunities. Blackstone Energy Services was retained to complete the report in collaboration with a working group of municipal staff from across the corporation. The process and methodology used to complete this report is shown below.

In order to obtain full value from energy management activities, and to strengthen our conservation initiatives, a strategic approach must be taken. Our organization will strive to fully integrate energy management into our practices by considering indoor environmental quality, operational efficiency and sustainably sourced resources when making financial decisions. The results and the progress of the past five years, and the projected impact of the new ECDM Plan is presented in the graph below.

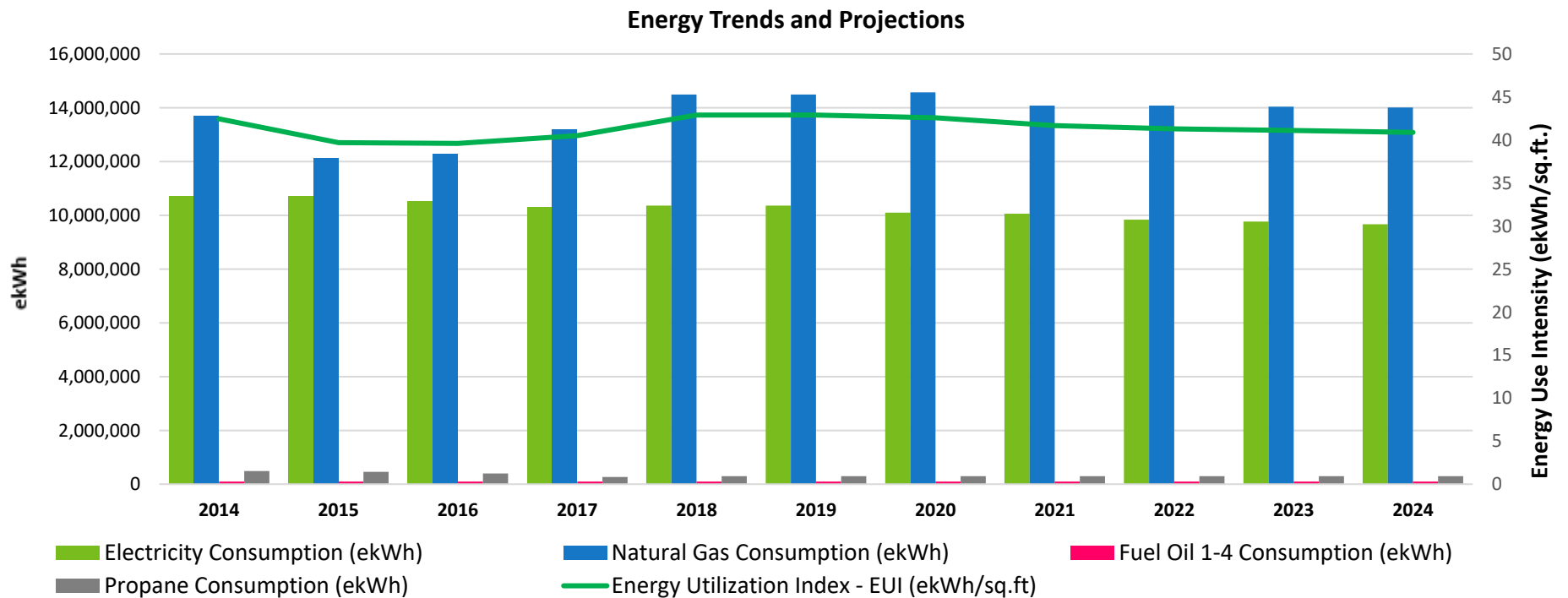
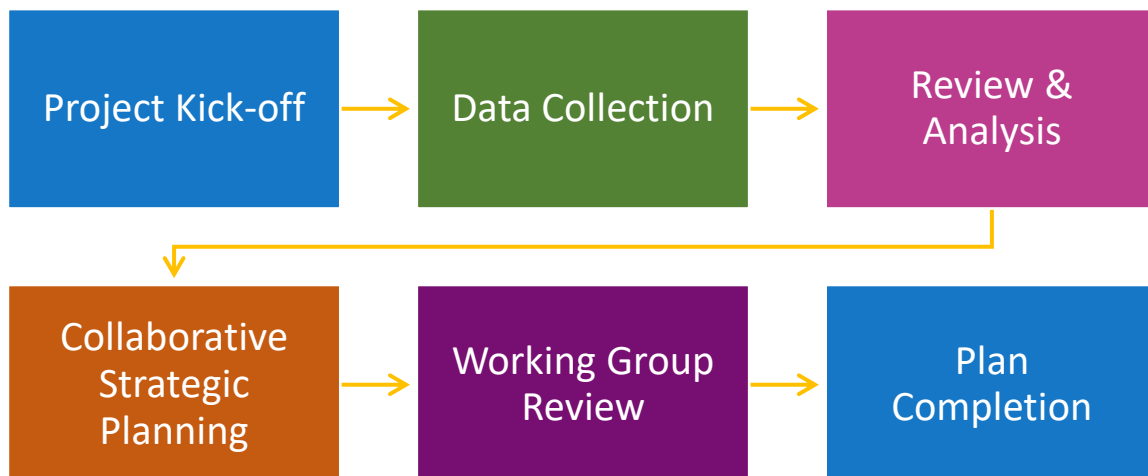


Figure 1. Site-Wide Energy Trends and Projections

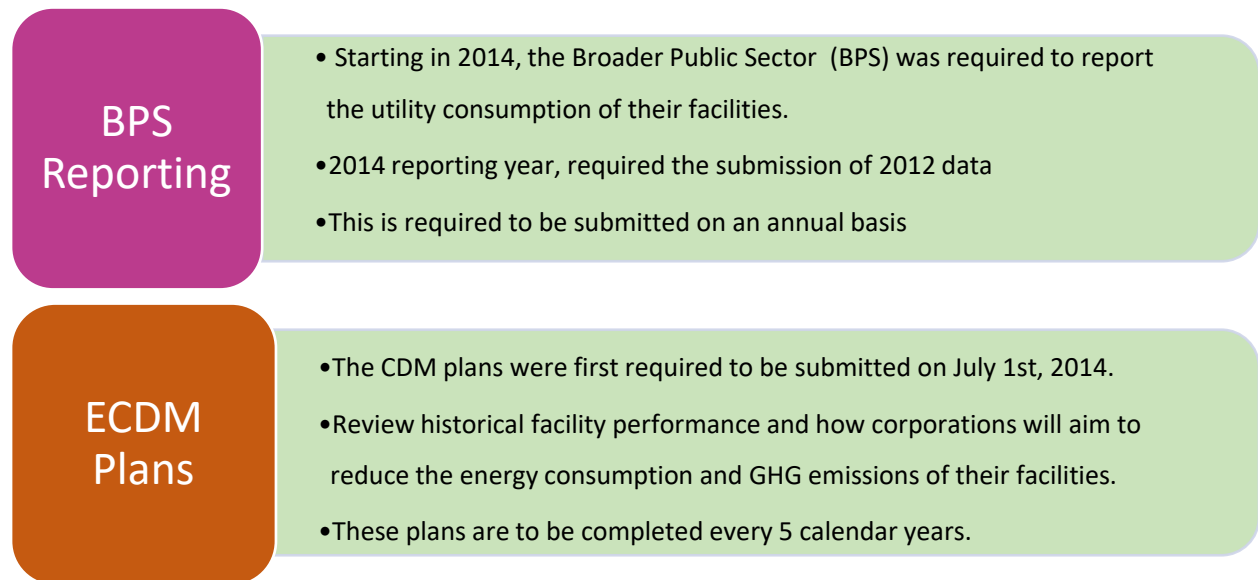
1.1 Methodology

In order to meet the regulatory requirements, annual utility consumption data for each facility was collected from 2014 – 2018. To forecast future facility performance, 2018 consumption was used as the baseline for each facility. For the purposes of the ECDM plan, the impact of weather or changes in facility hours of operation were not taken into consideration although these variables can have a significant impact on facility performance. The Municipality of Clarington had previously completed facility audits for most buildings. Audit data and working group feedback were used to develop energy conservation measure opportunities listed for each site. A collaborative strategic planning session was held to guide the draft documentation and obtain group feedback. The process below provides a high-level process overview which resulted in the final ECDM plan.



2 Regulatory Update

O. Reg. 397/11: Conservation and Demand Management Plans was introduced in 2013. Under this regulation, public agencies were required to report on energy consumption and greenhouse gas (GHG) emissions annually and develop Conservation and Demand Management (CDM) plans the following year. The chart below outlines the difference between the annual BPS reporting requirement and the CDM plans (now called ECDM plans).



Until recently, O. Reg. 397/11 was housed under the Green Energy Act, 2009 (GEA). On December 7, 2018, the Ontario government passed Bill 34, Green Energy Repeal Act, 2018. The Bill repealed the GEA and all its underlying Regulations, including O. Reg. 397/11. However, it re-enacted various provisions of the GEA under the Electricity Act, 1998.

As a result, the conservation and energy efficiency initiatives, namely CDM plans and broader public sector energy reporting, were re-introduced as amendments to the Electricity Act. The new regulation is now called **O. Reg. 507/18: Broader Public Sector: Energy Conservation and Demand Management Plans (ECDM)**.

As of January 1, 2019, O. Reg. 397/11 was replaced by O. Reg. 507/18, and BPS reporting and ECDM plans are under the Electricity Act, 1998 rather than the Green Energy Act, 2009.

3 About Municipality of Clarington

The Municipality of Clarington is a community that forms the eastern boundary of the Greater Toronto Area, and is one of eight municipalities located in Durham Region. We are a large Municipality covering an area of approximately 612 square kilometers, with a population of over 95 thousand people. The Municipality has a large building inventory which is quite diverse, ranging from large recreation facilities to aging community halls. The focus of this ECDM Plan is on 27 of the 42 buildings, as these are the building that we report on for BCP. The other buildings are operated by independent boards and are being excluded from consideration in this report.

3.1 Site-Wide Historical Energy Intensity

Energy Utilization Index (EUI) is a measure of how much energy a facility uses per square foot. By breaking down a facility’s energy consumption on a per-square-foot-basis, we can compare facilities of different sizes with ease. In this case, we are comparing Clarington’s different classifications of facilities against each other.

Site-Wide EUI Comparison ekWh/Sq. Ft. (2018)

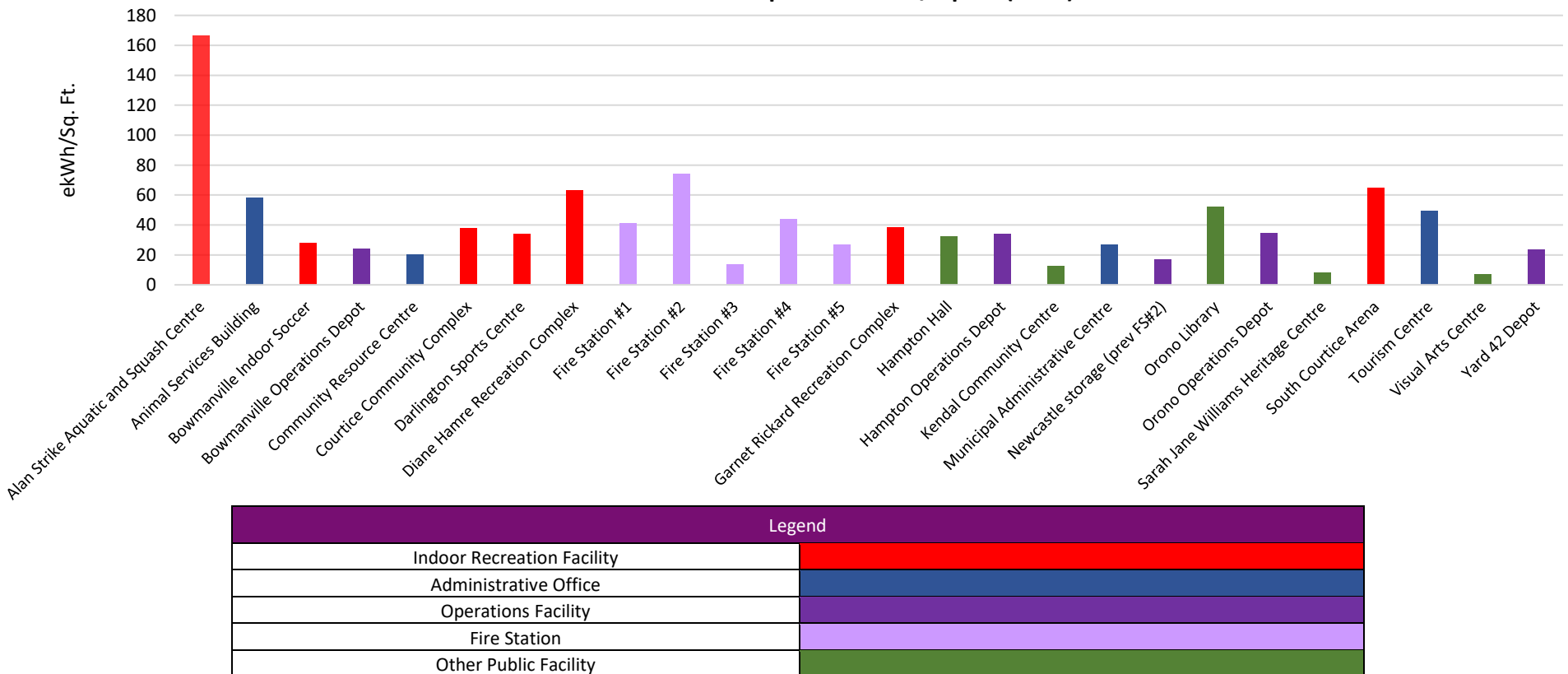


Figure 3 Site-Wide EUI Comparison

3.2 Site-Wide Historical GHG Emissions

Greenhouse gas (GHG) emissions are expressed in terms of equivalent tonnes of Carbon Dioxide (tCO₂e). The GHG emissions associated with a facility are dependent on the fuel source — for example, hydroelectricity produces fewer greenhouse gases than coal-fired plants, and light fuel oil produces fewer GHGs than heavy oil.

Electricity from the grid in Ontario is relatively “clean”, as the majority is derived from low-GHG hydroelectricity, and coal-fired plants have been phased out. Scope 1 (natural gas) and Scope 2 (electricity) consumptions have been converted to their equivalent tonnes of greenhouse gas emissions in the table below. Scope 1 represents the direct emissions from sources owned or controlled by the institution, and Scope 2 consists of indirect emissions from the consumption of purchased energy generated upstream from the institution.

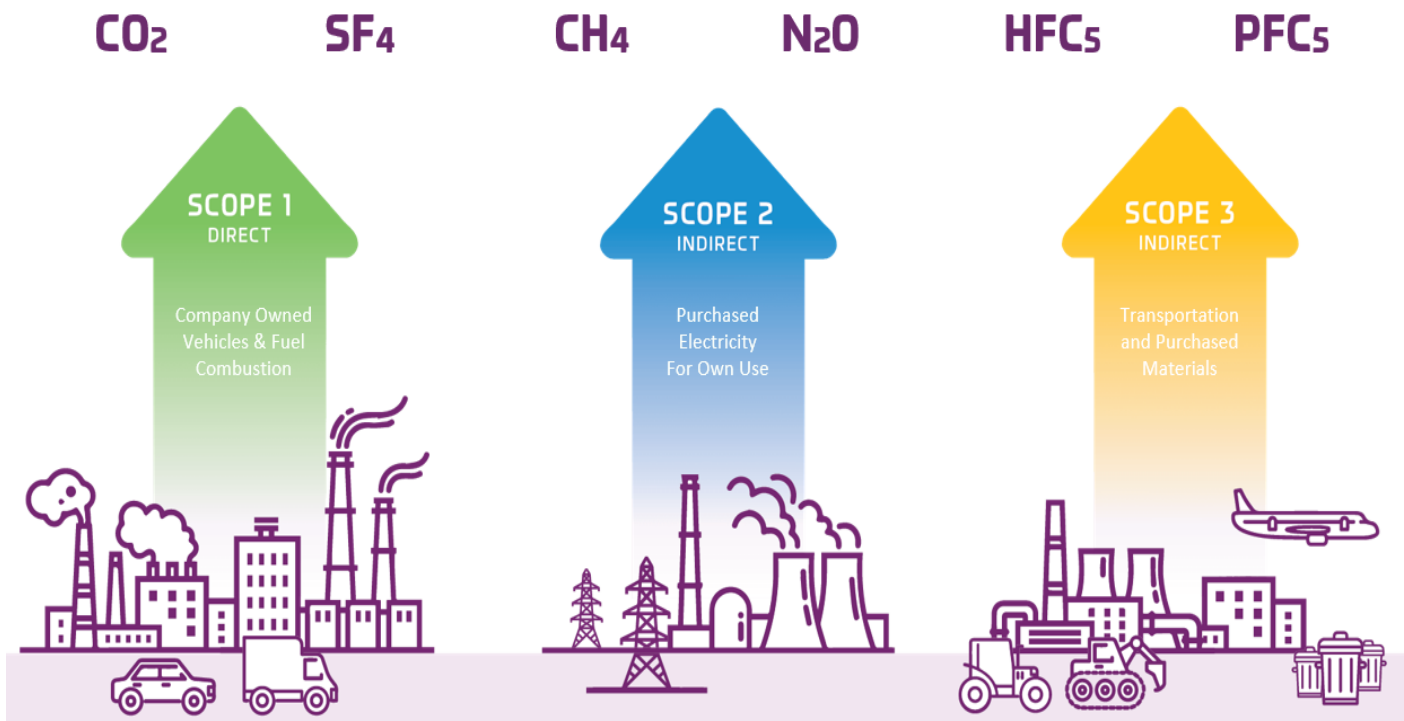


Figure 4. Example of Scope 1, 2, 3

The site-wide greenhouse gas emissions for the Municipality of Clarington have been tabulated and are represented in the table and graph below.

| GHG Emissions | 2014 | 2015 | 2016 | 2017 | 2018 |
|---------------|--------------|--------------|--------------|--------------|--------------|
| Electricity | 439 | 439 | 431 | 422 | 425 |
| Natural Gas | 2,505 | 2,218 | 2,250 | 2,413 | 2,652 |
| Fuel Oil | 26 | 24 | 24 | 25 | 24 |
| Propane | 97 | 91 | 80 | 53 | 60 |
| Total | 3,067 | 2,771 | 2,785 | 2,913 | 3,161 |

Table 1 Site-Wide GHG Emissions (tCO₂e)

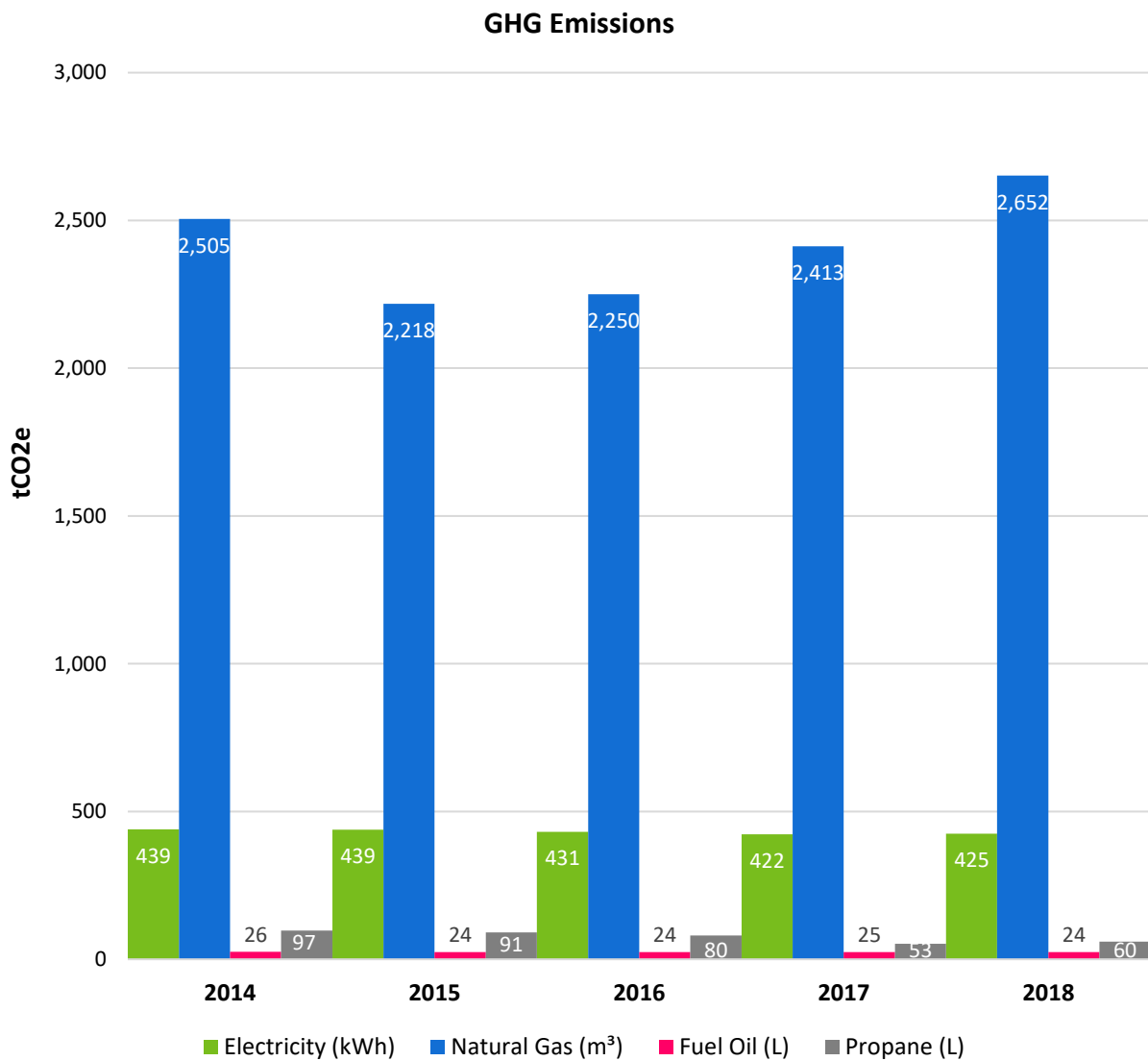


Figure 5 Site-Wide GHG Emissions

3.3 Case Studies

The Municipality of Clarington is continuously looking for ways to improve its operations. Below are a couple of examples of past energy saving projects that were completed prior to the current ECDM period.

LED streetlight replacement to save \$400,000 each year

In 2018, the Municipality of Clarington initiated the process of replacing approximately 5,800 cobra head style streetlights throughout Clarington with new energy efficient LED streetlights. This conversion will see a 40 to 50 per cent reduction in energy use for the lights, which translates to a savings of roughly \$400,000 annually for electricity. There will also be significant savings in streetlight maintenance as the new lights have a life span of roughly 100,000 hours (20 years) compared to roughly 20,000 to 25,000 hours for an HPS light. The reduced maintenance will save the Municipality of Clarington approximately \$150,000 annually. This initiative will continue in 2019 with LED replacement planned for approximately 1,000 decorative streetlights installed throughout Clarington.



De-oxygenated Water System Retrofit

In 2017, the Community Services Department upgraded its ice flooding equipment at South Courtice Arena to use a de-oxygenated water system. The new system removes oxygen from the source water, allowing the use of warm water instead of hot water in ice flooding operations. The Municipality received a \$10,000 incentive from Enbridge Gas for implementing the new technology, and additional savings have been identified on monthly utility bills due to the reduced amount of natural gas needed to heat the water.

4 Site Analysis

The following section will introduce each of our sites and provide a brief description about the building and its operations, energy & greenhouse gas (GHG) emissions trends, and specific conservation measures.

4.1 Alan Strike Aquatic and Squash Centre



This center features a pool (25m/6-lane leisure pool), squash courts, co-ed whirlpool and sauna.

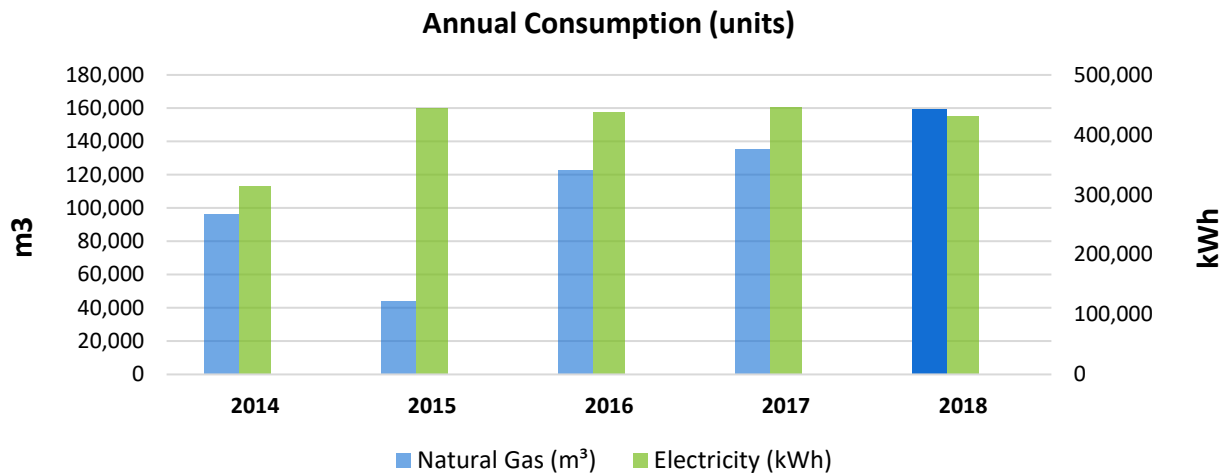
| Facility Information | |
|------------------------------------|---------------------------------------|
| Facility Name | Alan Strike Aquatic and Squash Centre |
| Address | 49 Liberty Street, Bowmanville, ON |
| Gross Area (Sq. Ft) | 16,070 |
| Type of Operation | Indoor Recreation Facility |
| Average Operational Hours Per Week | 102 |

4.1.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|------------------------------------|---------|---------|---------|---------|---------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 314,294 | 444,865 | 438,703 | 445,653 | 431,101 |
| Natural Gas (m³) | 96,532 | 43,919 | 122,955 | 135,186 | 159,736 |

Table 2 Annual Consumption Summary

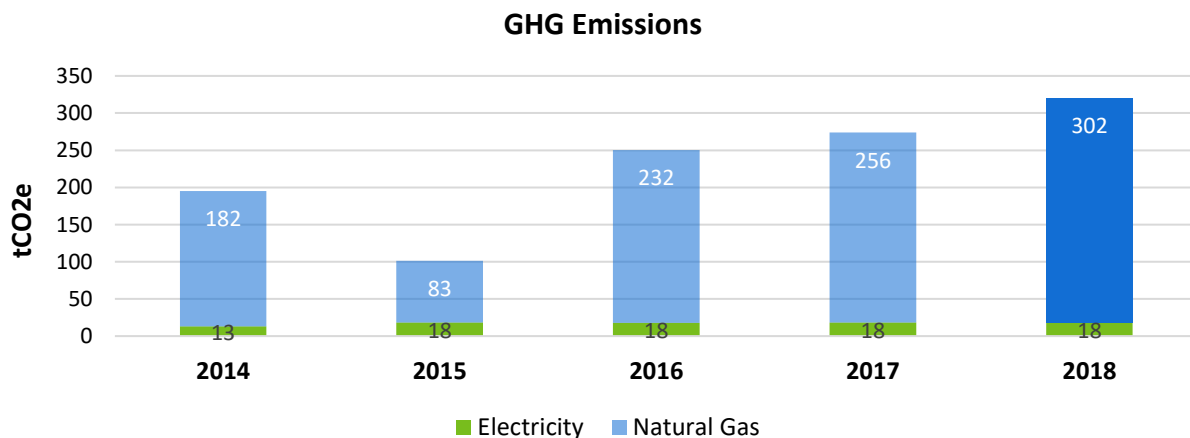


4.1.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|------------|------------|------------|------------|------------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 13 | 18 | 18 | 18 | 18 |
| Natural Gas | 182 | 83 | 232 | 256 | 302 |
| Totals | 195 | 101 | 250 | 274 | 320 |

Table 3 Annual GHG Emissions Analysis



4.1.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|---------------------------------|---------------------------|--------------------|--------------------------|--------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Pool Liquid Thermal Blanket | Electricity | \$10,000.00 | 0 | 5,325 | 8.60 | 2020 |
| Building System Recommissioning | Electricity & Natural Gas | \$15,000 | 6,467 | 2,396 | 0.00 | 2020 |
| Install Air Curtains | Electricity & Natural Gas | \$4,000 | TBA | 1,000 | 18.00 | 2023 |
| Totals | | \$29,000.00 | 6,467 | 8,721 | | |

Table 4 Proposed Energy Conservation Initiatives

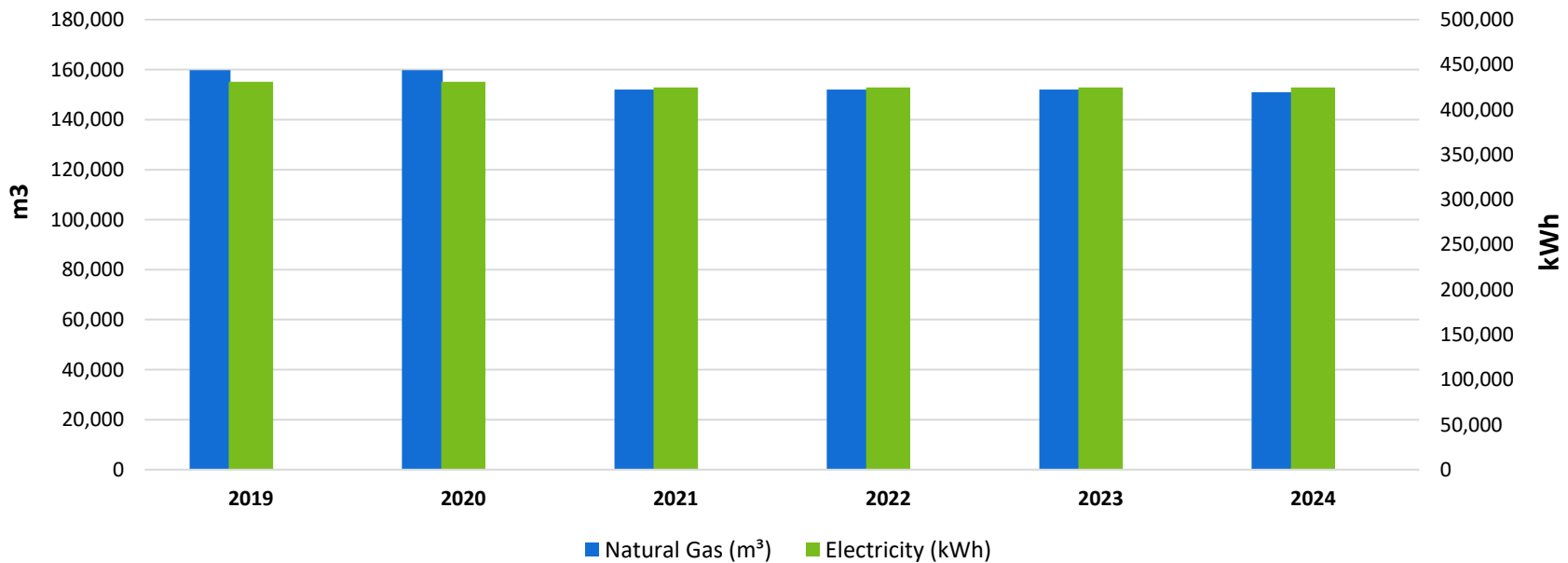
4.1.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|---------|----------|---------|----------|---------|----------|---------|----------|---------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 431,101 | 0% | 431,101 | 0% | 424,634 | 2% | 424,634 | 2% | 424,634 | 2% | 424,634 | 2% |
| Natural Gas (m ³) | 159,736 | 0% | 159,736 | 0% | 152,015 | 5% | 152,015 | 5% | 152,015 | 5% | 151,015 | 5% |

Table 5 Forecasted Annual Consumption

Annual Consumption Forecast

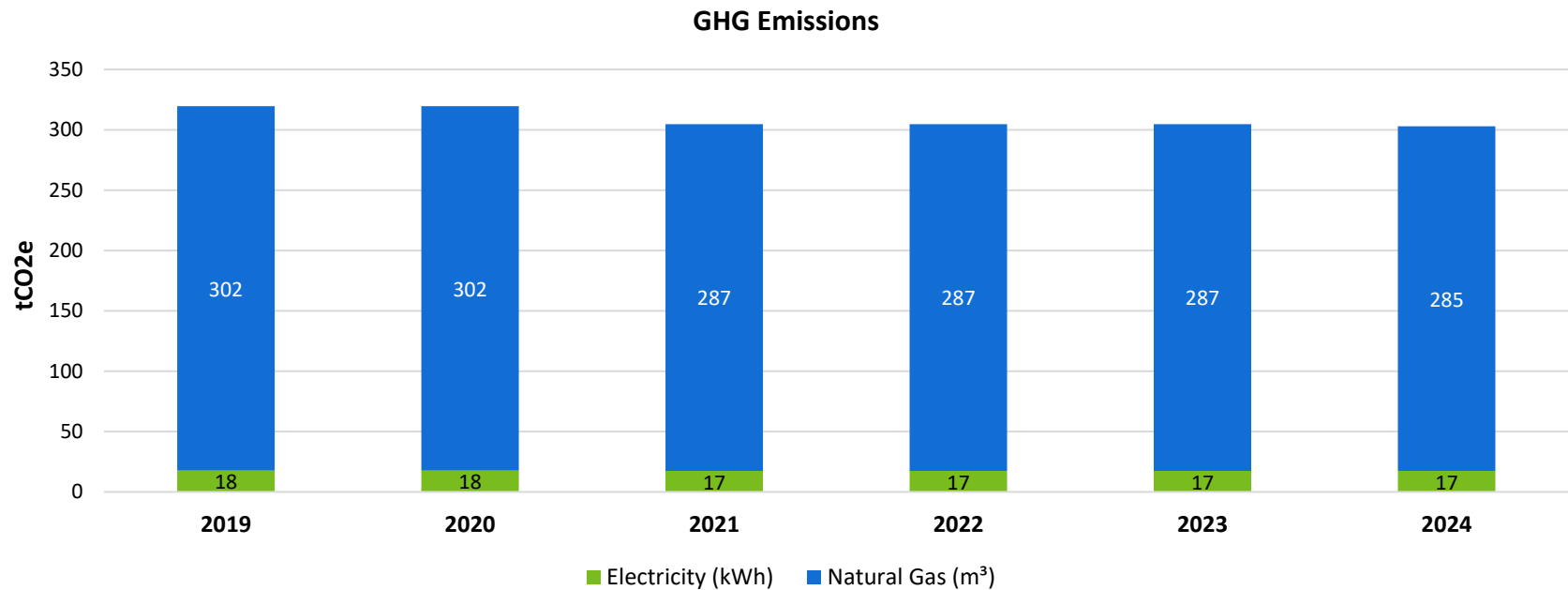


4.1.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|------------|------------|------------|------------|------------|------------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 18 | 18 | 17 | 17 | 17 | 17 |
| Natural Gas | 302 | 302 | 287 | 287 | 287 | 285 |
| Total Scope 1 & 2 Emissions | 320 | 320 | 305 | 305 | 305 | 303 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 5% | 5% | 5% | 5% |

Table 6 Forecasted Annual GHG Emissions



4.2 Animal Services Building



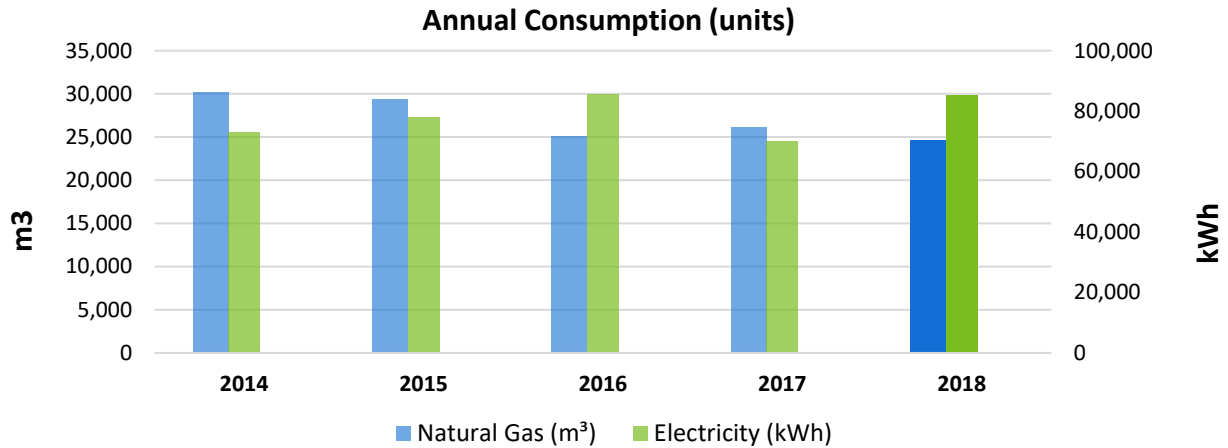
| Facility Information | |
|------------------------------------|---|
| Facility Name | Animal Services Building |
| Address | 33 Lake Road, Bowmanville, ON |
| Gross Area (Sq. Ft) | 5,834 |
| Type of Operation | Administrative offices and related facilities |
| Average Operational Hours Per Week | 47 |

4.2.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|--------|--------|--------|--------|--------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 72,960 | 77,956 | 85,580 | 69,840 | 85,181 |
| Natural Gas (m ³) | 30,127 | 29,386 | 25,031 | 26,079 | 24,644 |

Table 7 Annual Consumption Summary

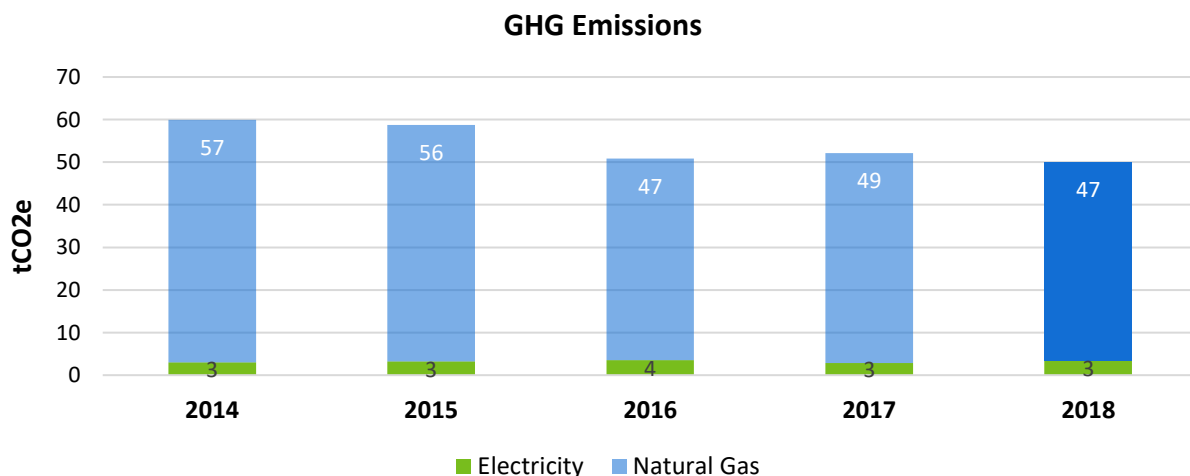


4.2.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 3 | 3 | 4 | 3 | 3 |
| Natural Gas | 57 | 56 | 47 | 49 | 47 |
| Totals | 60 | 59 | 51 | 52 | 50 |

Table 8 Annual GHG Emissions Analysis



4.2.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|--|---------------------------|----------------|--------------------------|--------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | Electricity & Natural Gas | \$1,500 | 2,616 | 1,506 | 2.33 | 2019 |
| Totals | | \$1,500 | 2,616 | 1,506 | | |

Table 9 Proposed Energy Conservation Initiatives

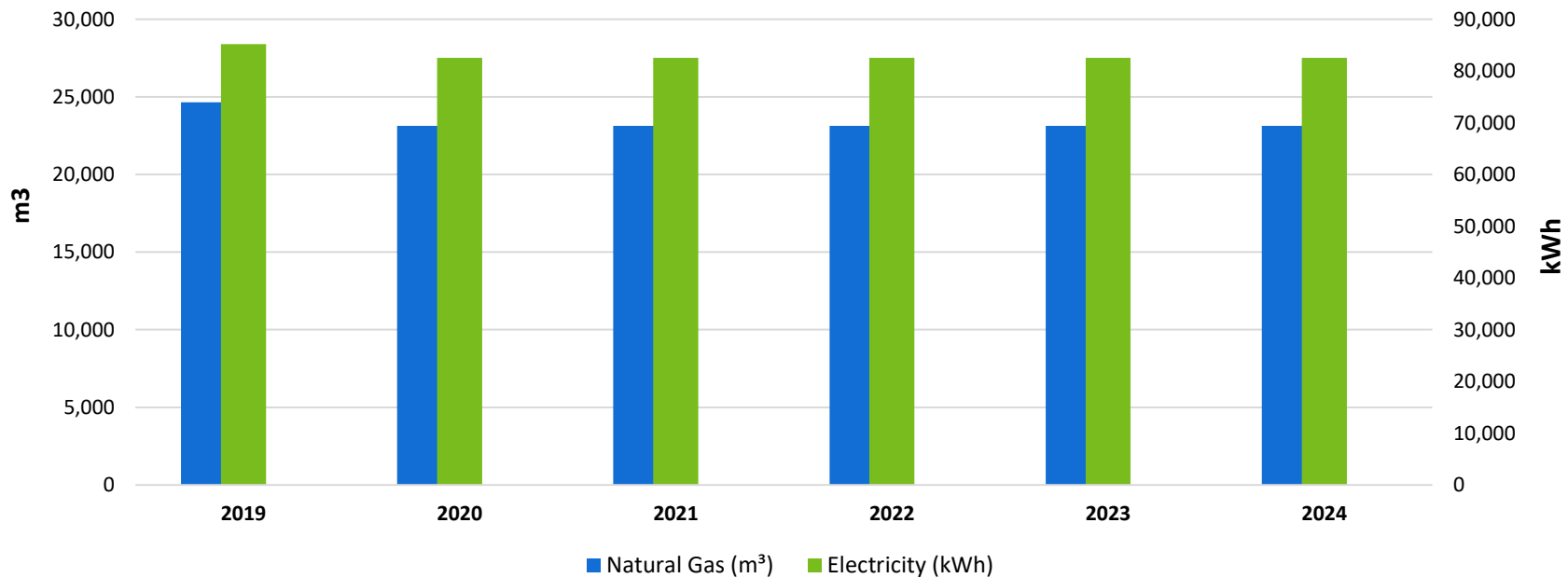
4.2.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|--------|----------|--------|----------|--------|----------|--------|----------|--------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 85,181 | 0% | 82,565 | 3% | 82,565 | 3% | 82,565 | 3% | 82,565 | 3% | 82,565 | 3% |
| Natural Gas (m ³) | 24,644 | 0% | 23,138 | 6% | 23,138 | 6% | 23,138 | 6% | 23,138 | 6% | 23,138 | 6% |

Table 10 Forecasted Annual Consumption

Annual Consumption Forecast

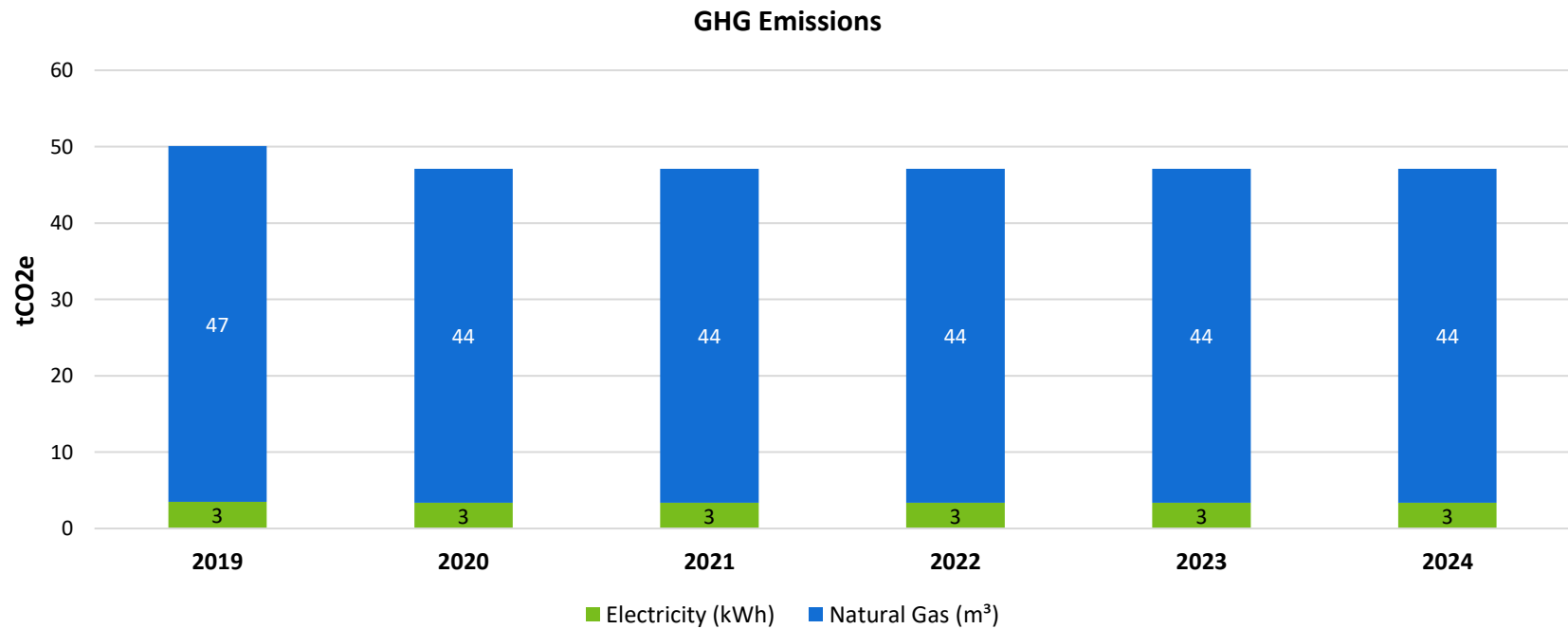


4.2.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 3 | 3 | 3 | 3 | 3 | 3 |
| Natural Gas | 47 | 44 | 44 | 44 | 44 | 44 |
| Total Scope 1 & 2 Emissions | 50 | 47 | 47 | 47 | 47 | 47 |
| Reduction from the Baseline Year (2018) | 0% | 6% | 6% | 6% | 6% | 6% |

Table 11 Forecasted Annual GHG Emissions



4.3 Bowmanville Indoor Soccer Centre



This centre features an artificial turf playing field, viewing areas, community meeting rooms and office space.

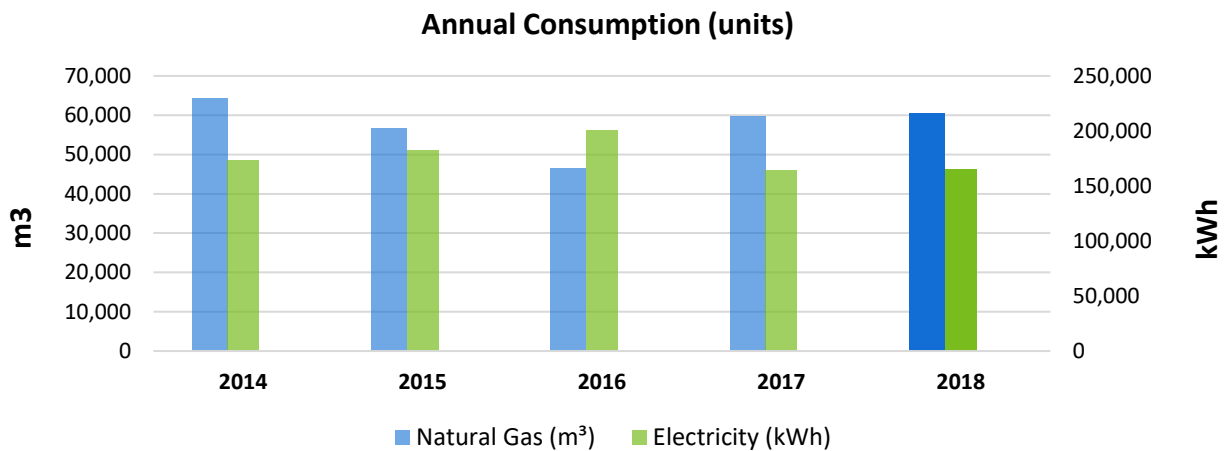
| Facility Information | |
|---|---|
| Facility Name | Bowmanville Indoor Soccer Centre |
| Address | 2375 Baseline Road, Bowmanville, ON |
| Gross Area (Sq. Ft) | 28,482 |
| Type of Operation | Indoor Recreation Facility |
| Average Operational Hours Per Week | 112 |

4.3.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|---------|---------|---------|---------|---------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 173,160 | 182,400 | 200,189 | 164,154 | 165,234 |
| Natural Gas (m ³) | 64,363 | 56,629 | 46,556 | 59,763 | 60,510 |

Table 12 Annual Consumption Summary

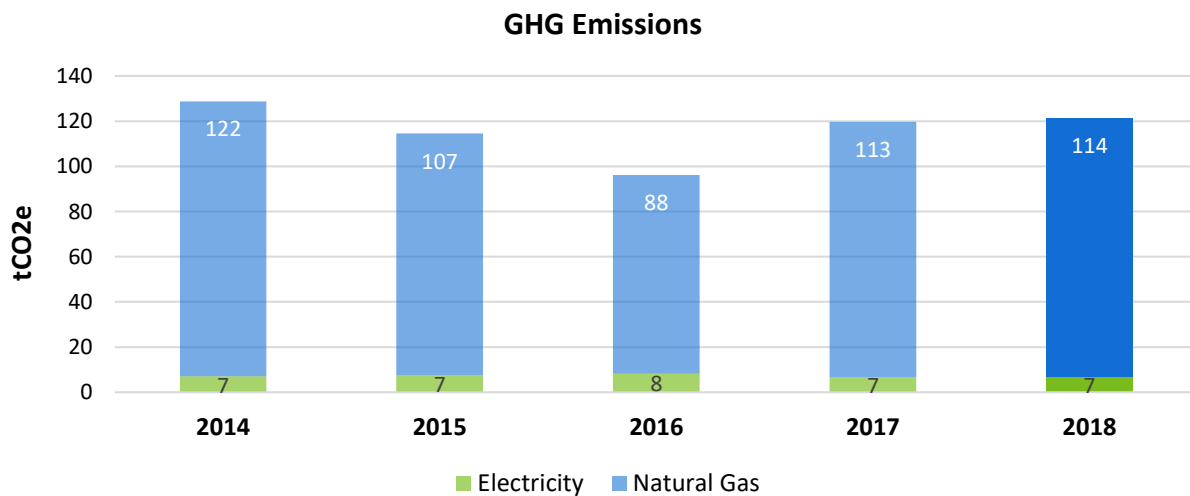


4.3.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|------------|------------|-----------|------------|------------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 7 | 7 | 8 | 7 | 7 |
| Natural Gas | 122 | 107 | 88 | 113 | 114 |
| Totals | 129 | 115 | 96 | 120 | 121 |

Table 13 Annual GHG Emissions Analysis



4.3.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|--|---------------------------|-----------------|--------------------------|--------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Upgrade Metal Halide Lamps (In Soccer Pitches) | Electricity | \$20,790 | 15,941 | 0 | 10.08 | 2024 |
| Upgrade High Pressure Sodium Lights (Parking Lot) | Electricity | \$10,620 | 6,091 | 0 | 13.48 | 2024 |
| Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | Electricity & Natural Gas | \$15,000 | 6,157 | 4,631 | 8.19 | 2024 |
| Install Air Curtains | Electricity & Natural Gas | \$2,000 | TBA | 500 | 17.89 | 2024 |
| Totals | | \$48,410 | 28,189 | 5,131 | | |

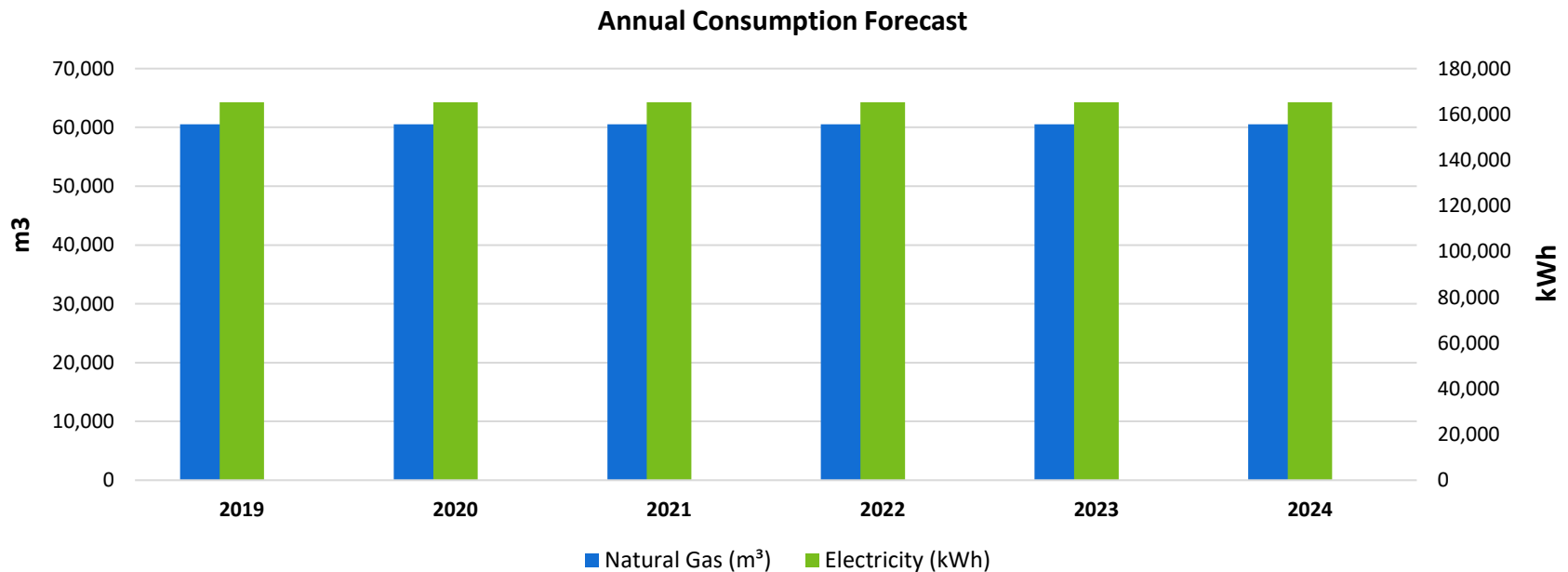
Table 14 Proposed Energy Conservation Initiatives

4.3.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018. The proposed measures are not implemented until 2024 so no savings will be realized until 2025.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|---------|----------|---------|----------|---------|----------|---------|----------|---------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 165,234 | 0% | 165,234 | 0% | 165,234 | 0% | 165,234 | 0% | 165,234 | 0% | 165,234 | 0% |
| Natural Gas (m ³) | 60,510 | 0% | 60,510 | 0% | 60,510 | 0% | 60,510 | 0% | 60,510 | 0% | 60,510 | 0% |

Table 15 Forecasted Annual Consumption

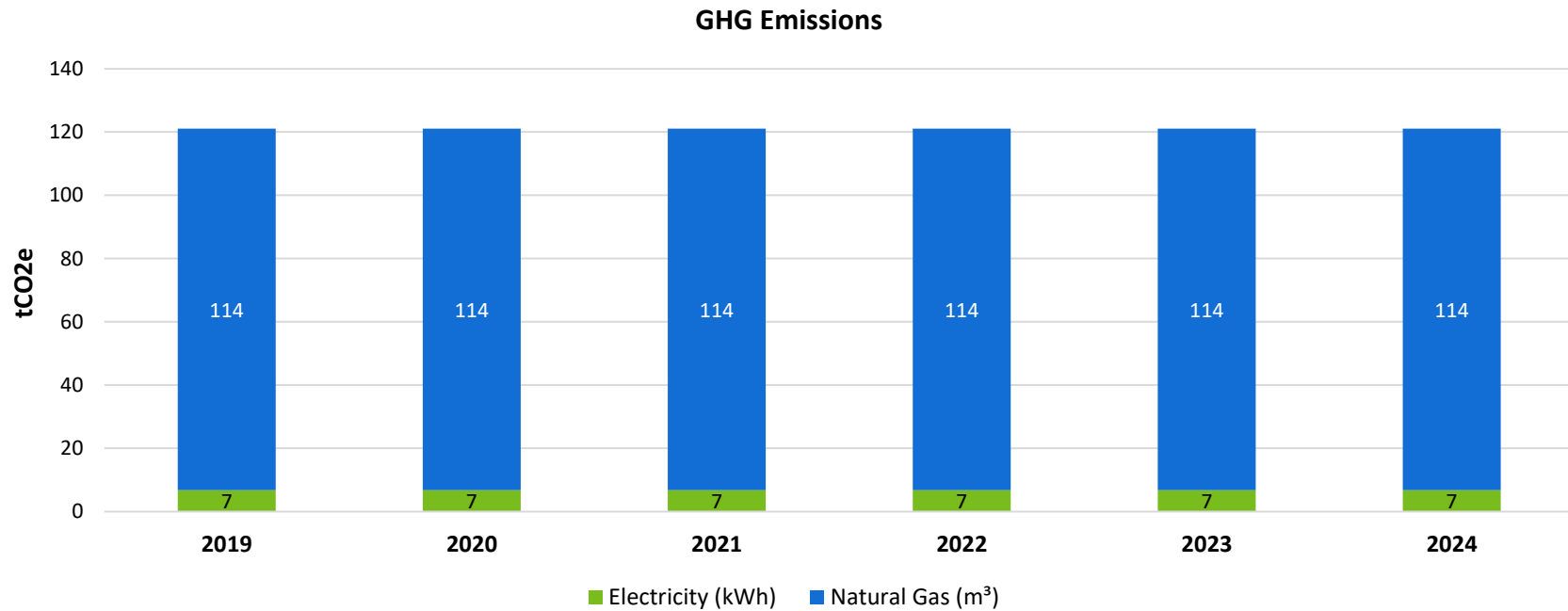


4.3.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|---|------------|------------|------------|------------|------------|------------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 7 | 7 | 7 | 7 | 7 | 7 |
| Natural Gas | 114 | 114 | 114 | 114 | 114 | 114 |
| Total Scope 1 & 2 Emissions | 121 | 121 | 121 | 121 | 121 | 121 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 0% | 0% | 0% |

Table 16 Forecasted Annual GHG Emissions



4.4 Building & Property Services Building



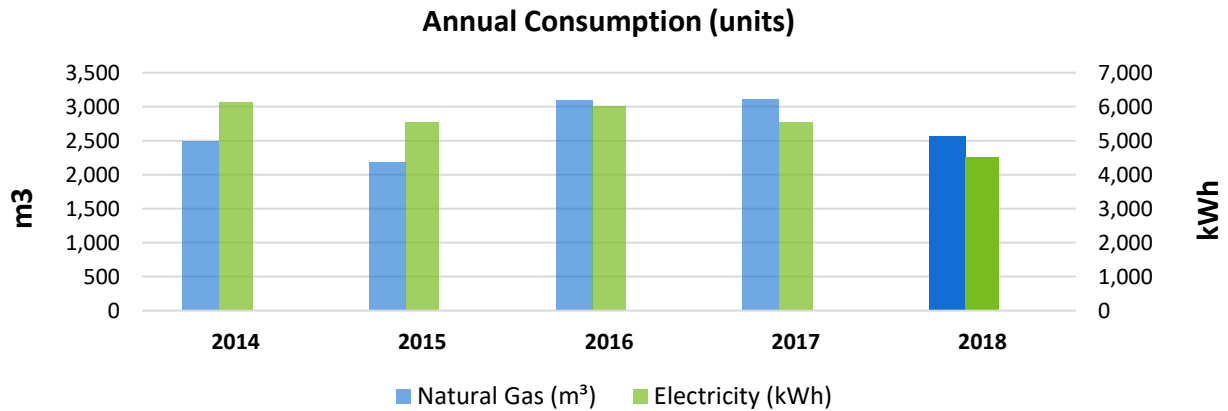
| Facility Information | |
|---|---|
| Facility Name | Building & Property Services Building |
| Address | 33 Lake Road, Bowmanville, ON |
| Gross Area (Sq. Ft) | 1,300 |
| Type of Operation | Storage facilities where equipment or vehicles are maintained, repaired or stored |
| Average Operational Hours Per Week | 40 |

4.4.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|-------|-------|-------|-------|-------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 6,138 | 5,539 | 6,004 | 5,548 | 4,518 |
| Natural Gas (m ³) | 2,494 | 2,180 | 3,098 | 3,114 | 2,574 |

Table 17 Annual Consumption Summary

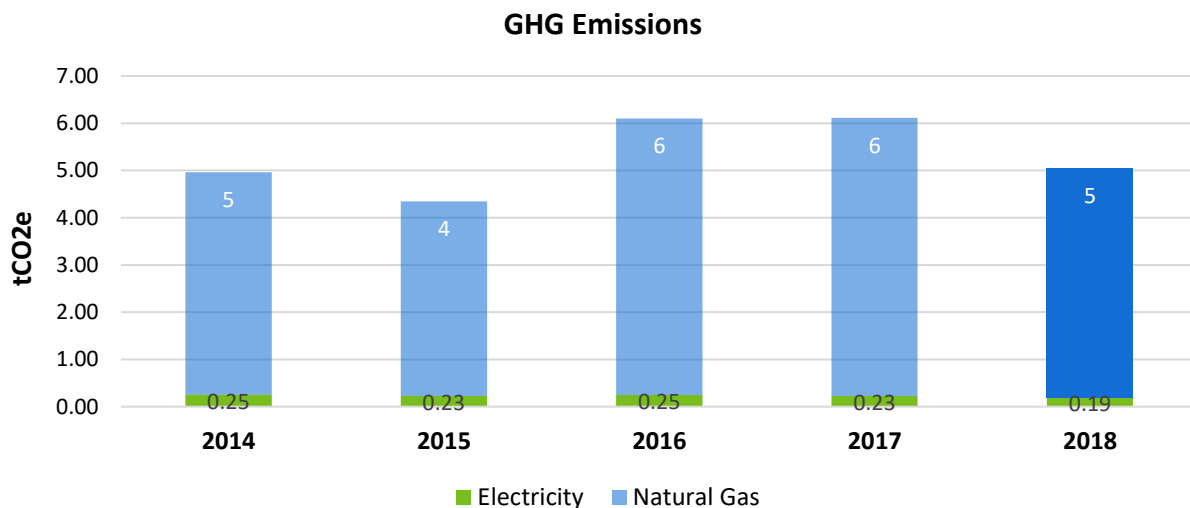


4.4.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|----------|----------|----------|----------|----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 0.25 | 0.23 | 0.25 | 0.23 | 0.19 |
| Natural Gas | 5 | 4 | 6 | 6 | 5 |
| Totals | 5 | 4 | 6 | 6 | 5 |

Table 18 Annual GHG Emissions Analysis

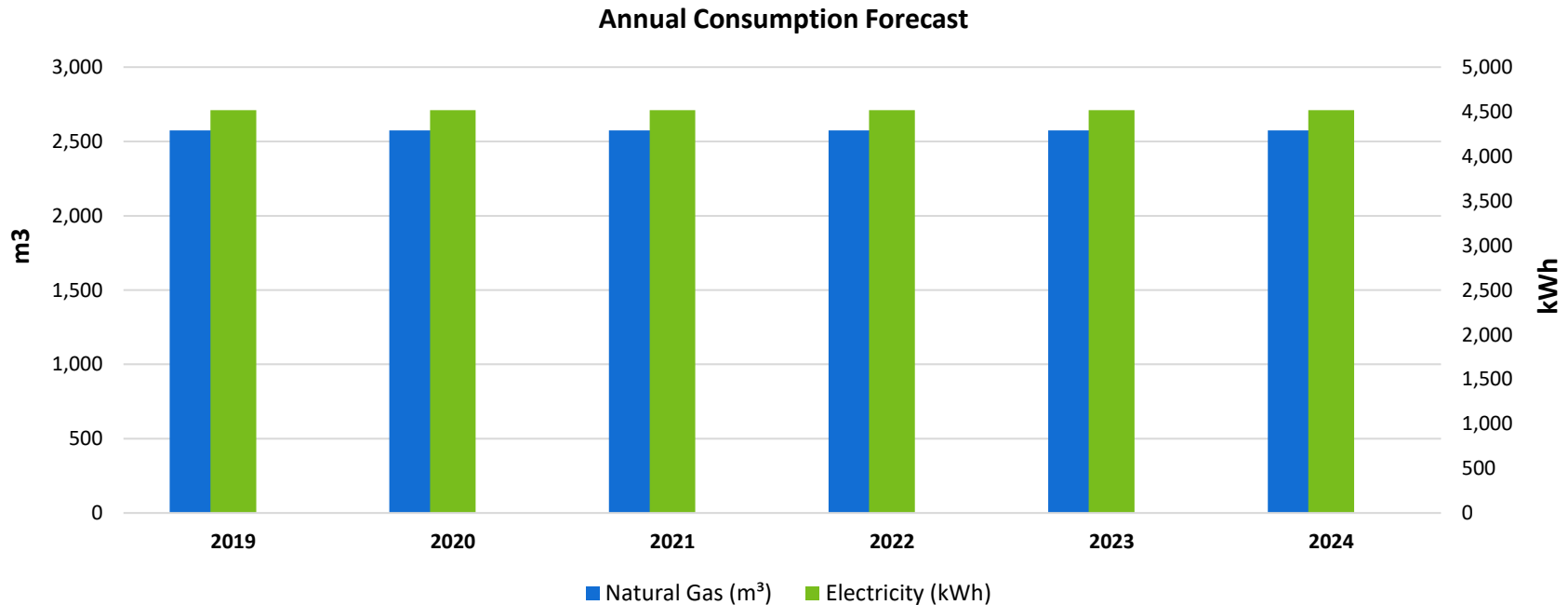


4.4.3 Utility Consumption Forecast

There are limited opportunities to reduce consumption at the Bowmanville Operations Depot. We have forecasted electricity and natural gas use based on the 2018 performance year. The forecasted utility consumption is tabulated below. Our goal will be to maintain 2018 consumption levels and review energy conservation opportunities as they present themselves.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|-------|----------|-------|----------|-------|----------|-------|----------|-------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 4,518 | 0% | 4,518 | 0% | 4,518 | 0% | 4,518 | 0% | 4,518 | 0% | 4,518 | 0% |
| Natural Gas (m ³) | 2,574 | 0% | 2,574 | 0% | 2,574 | 0% | 2,574 | 0% | 2,574 | 0% | 2,574 | 0% |

Table 19 Forecasted Annual Consumption

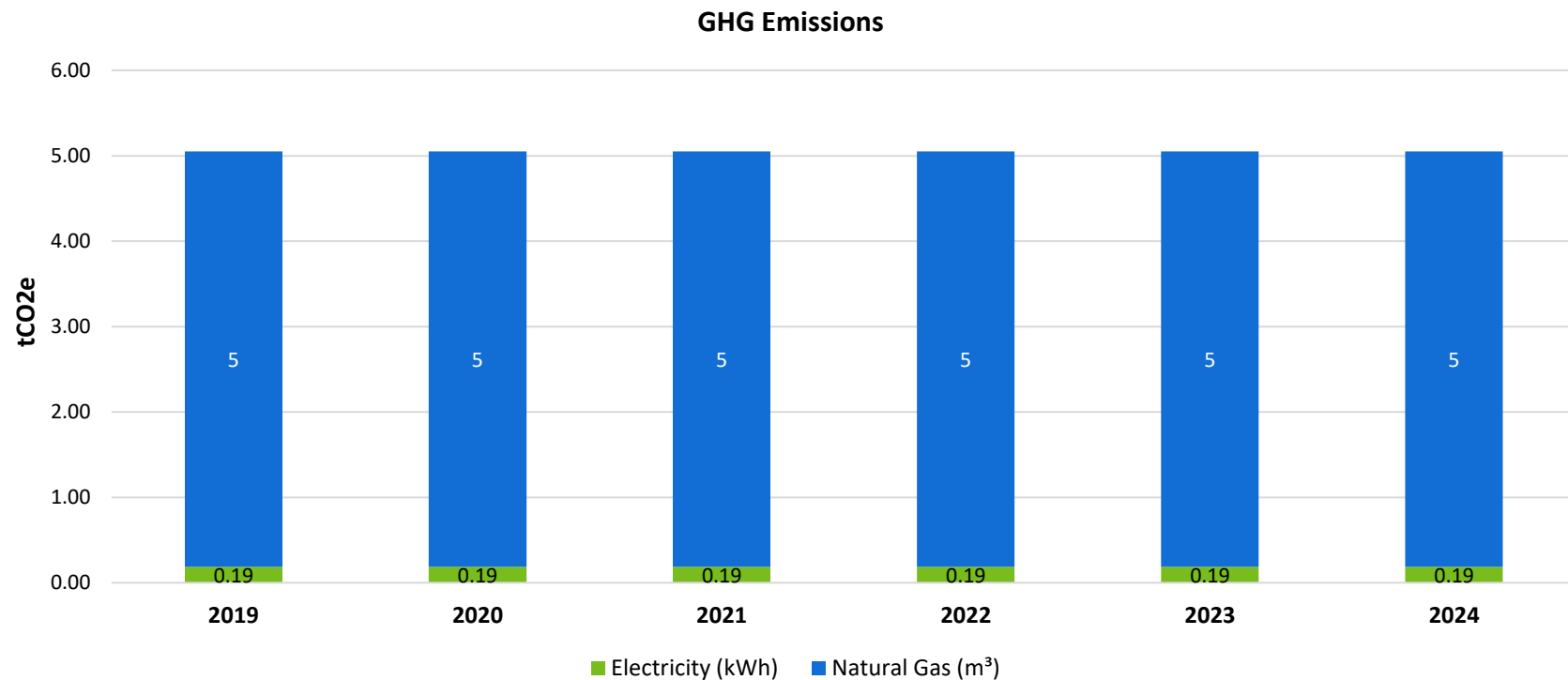


4.4.4 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 0.19 | 0.19 | 0.19 | 0.19 | 0.19 | 0.19 |
| Natural Gas | 5 | 5 | 5 | 5 | 5 | 5 |
| Total Scope 1 & 2 Emissions | 5 | 5 | 5 | 5 | 5 | 5 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 0% | 0% | 0% |

Table 20 Forecasted Annual GHG Emissions



4.5 Community Resource Centre



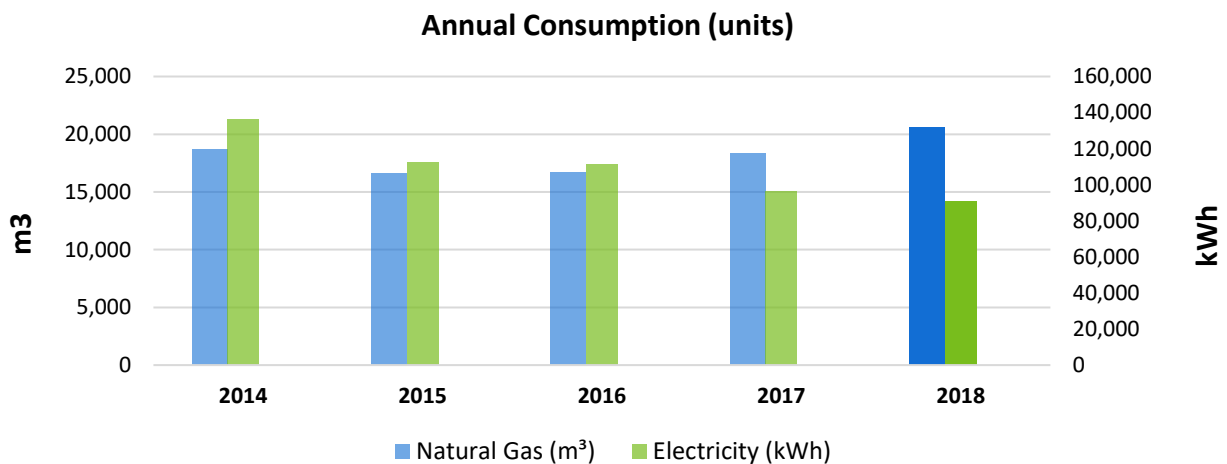
| Facility Information | |
|---|---|
| Facility Name | Community Resource Centre |
| Address | 132 Church Street, Bowmanville, ON |
| Gross Area (Sq. Ft) | 15,000 |
| Type of Operation | Lease to John Howard Society Youth Centre and meeting space |
| Average Operational Hours Per Week | 50 |

4.5.1 Utility Consumption Analysis

Utilities to the site are electricity, natural gas and water. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|---------|---------|---------|--------|--------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 136,392 | 112,446 | 111,363 | 96,119 | 90,533 |
| Natural Gas (m ³) | 18,684 | 16,603 | 16,671 | 18,372 | 20,587 |

Table 21 Annual Consumption Summary

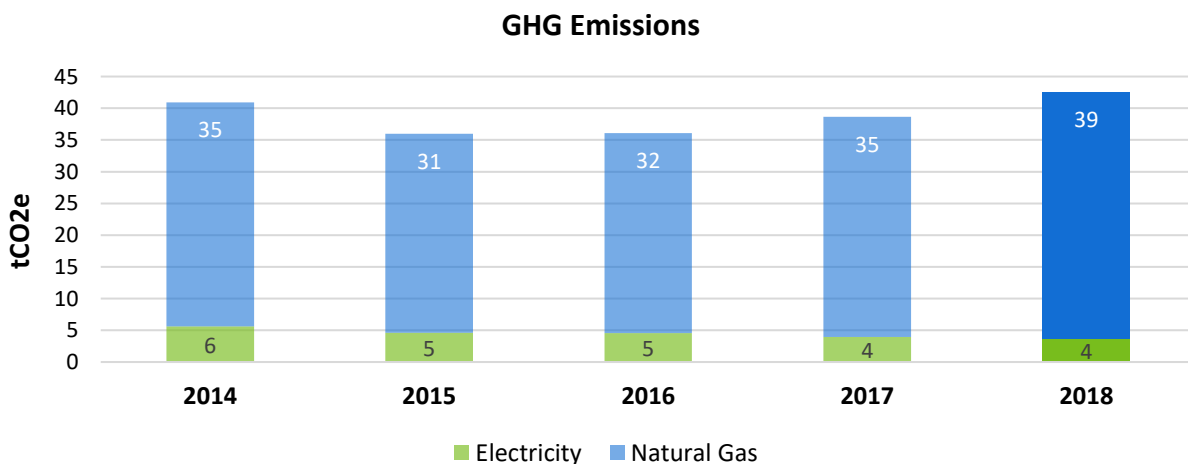


4.5.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 6 | 5 | 5 | 4 | 4 |
| Natural Gas | 35 | 31 | 32 | 35 | 39 |
| Totals | 41 | 36 | 36 | 39 | 43 |

Table 22 Annual GHG Emissions Analysis



4.5.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|--|---------------------------|----------------|--------------------------|--------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | Electricity & Natural Gas | \$5,000 | 4,074 | 2,059 | 5.33 | 2019 |
| Totals | | \$5,000 | 4,074 | 2,059 | | |

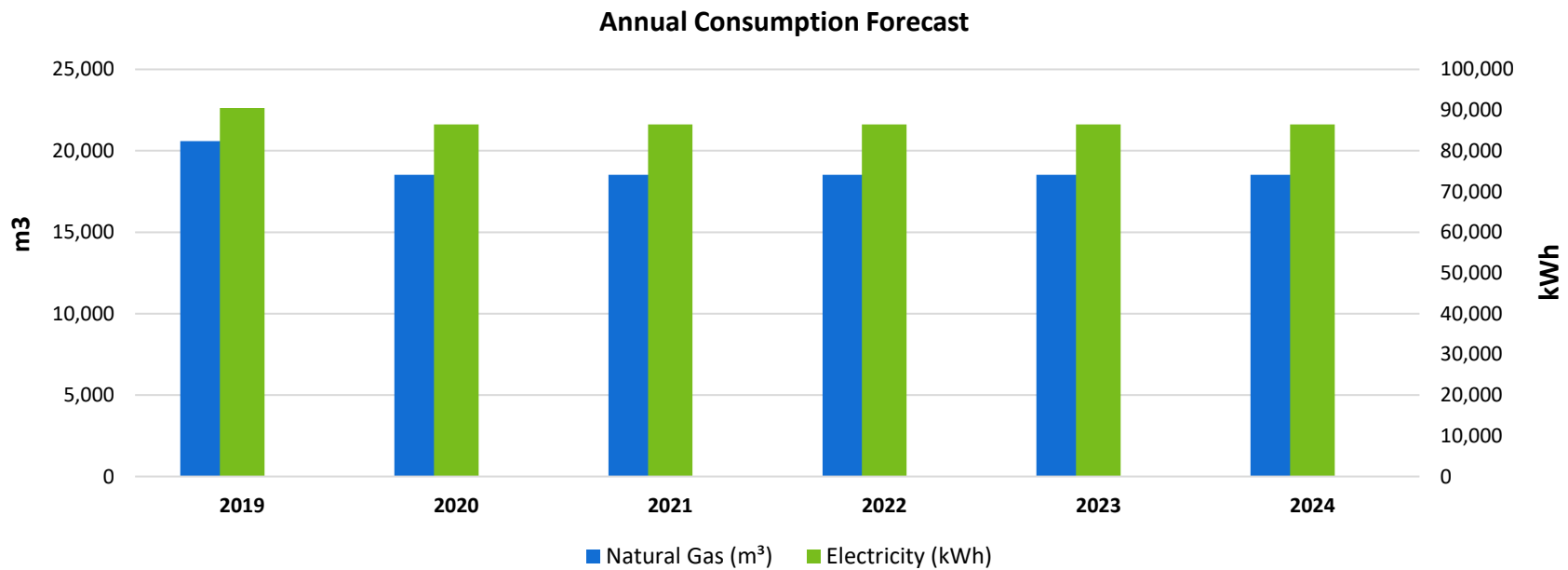
Table 23 Proposed Energy Conservation Initiatives

4.5.4 Utility Consumption Forecast

By implementing the energy conservation measure stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from this measure. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|--------|----------|--------|----------|--------|----------|--------|----------|--------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 90,533 | 0% | 86,459 | 5% | 86,459 | 5% | 86,459 | 5% | 86,459 | 5% | 86,459 | 5% |
| Natural Gas (m ³) | 20,587 | 0% | 18,528 | 10% | 18,528 | 10% | 18,528 | 10% | 18,528 | 10% | 18,528 | 10% |

Table 24 Forecasted Annual Consumption

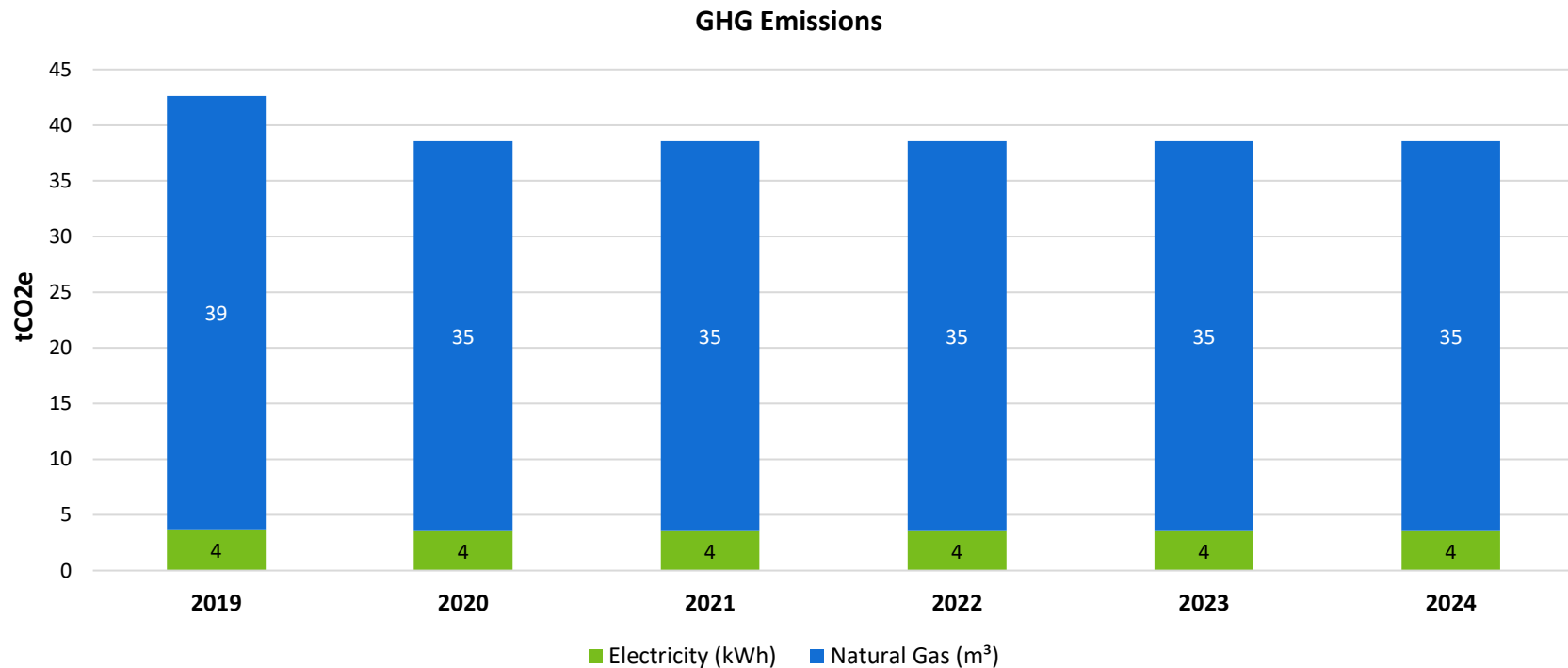


4.5.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|------------|------------|------------|------------|------------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 4 | 4 | 4 | 4 | 4 | 4 |
| Natural Gas | 39 | 35 | 35 | 35 | 35 | 35 |
| Total Scope 1 & 2 Emissions | 43 | 39 | 39 | 39 | 39 | 39 |
| Reduction from the Baseline Year (2018) | 0% | 10% | 10% | 10% | 10% | 10% |

Table 25 Forecasted Annual GHG Emissions



4.6 Courtice Community Complex



This center features a pool (25m/6-lane leisure pool), co-ed whirlpool, sauna, fitness training facility, mini soccer field and skateboard park. The facility also includes a public library and an older adult care centre.

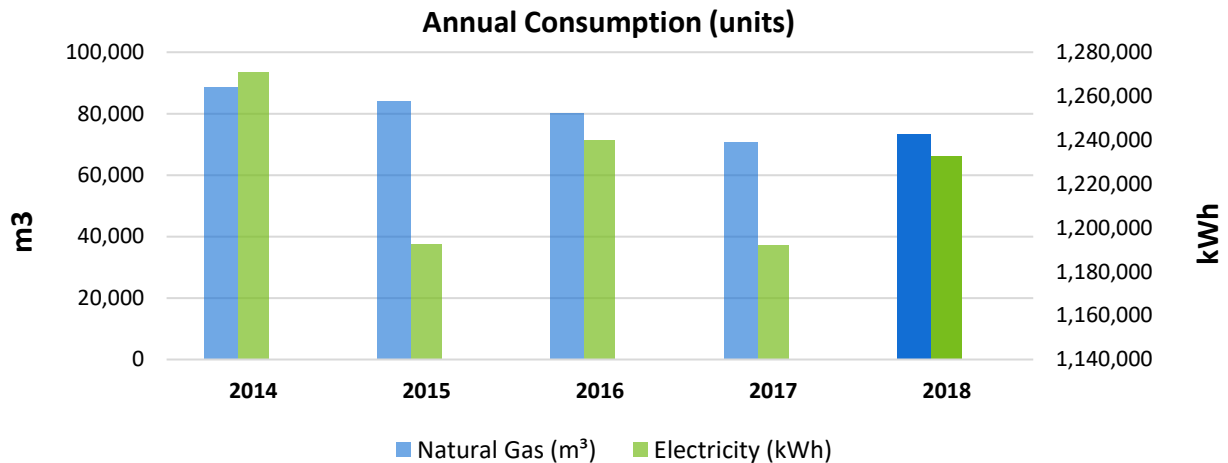
| Facility Information | |
|---|-----------------------------------|
| Facility Name | Courtice Community Complex |
| Address | 2950 Courtice Road, Courtice, ON |
| Gross Area (Sq. Ft) | 53,000 |
| Type of Operation | Indoor Recreation Facility |
| Average Operational Hours Per Week | 106 |

4.6.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|-----------|-----------|-----------|-----------|-----------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 1,270,910 | 1,192,544 | 1,240,059 | 1,192,200 | 1,232,700 |
| Natural Gas (m ³) | 88,551 | 84,171 | 80,238 | 70,894 | 73,531 |

Table 26 Annual Consumption Summary

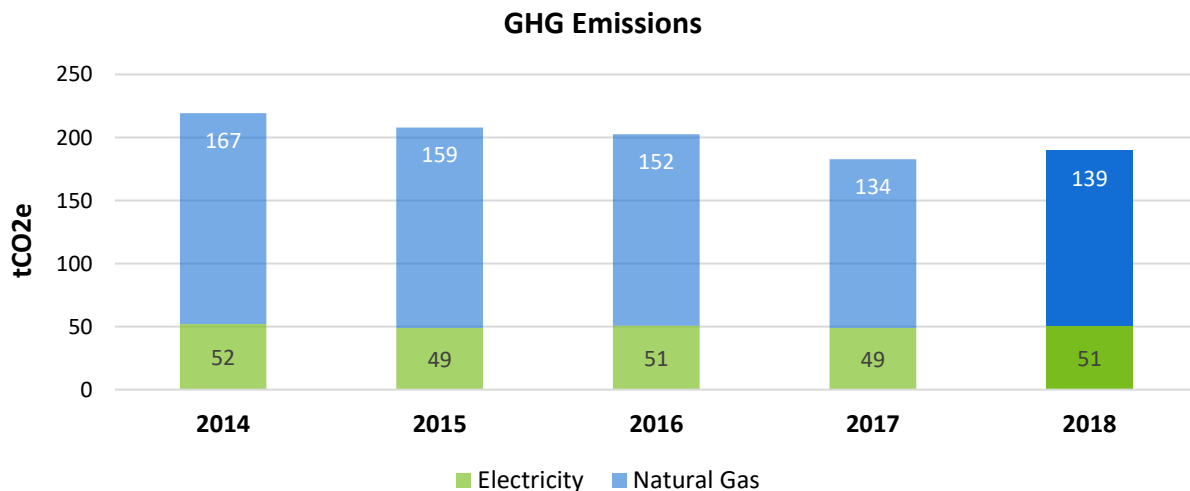


4.6.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|------------|------------|------------|------------|------------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 52 | 49 | 51 | 49 | 51 |
| Natural Gas | 167 | 159 | 152 | 134 | 139 |
| Totals | 219 | 208 | 202 | 183 | 190 |

Table 27 Annual GHG Emissions Analysis



4.6.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|--|---------------------------|------------------|--------------------------|---------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| *Lighting Retrofit | Electricity | \$53,000 | 126,531 | 0 | 3.38 | 2021 |
| Lighting Controls | Electricity | \$14,000 | 24,600 | 0 | 4.59 | 2021 |
| Pool Liquid Thermal Blanket | Natural Gas | \$15,000 | 0 | 16,236 | 4.23 | 2020 |
| Pump Variable Frequency Drive (VFD) | Electricity | \$2,5000 | 3,000 | 0 | 6.81 | 2020 |
| Building System Recommissioning | Electricity & Natural Gas | \$15,000 | 55,472 | 3,309 | 1.92 | 2023 |
| Install Air Curtains | Natural Gas | \$4,000 | 0 | 1,000 | 18.31 | 2020 |
| Totals | | \$126,000 | 209,603 | 20,545 | | |

*The library, pool and gym have already been converted to LED. Since the facility is 85-90% LED, the measure is for the remaining areas.

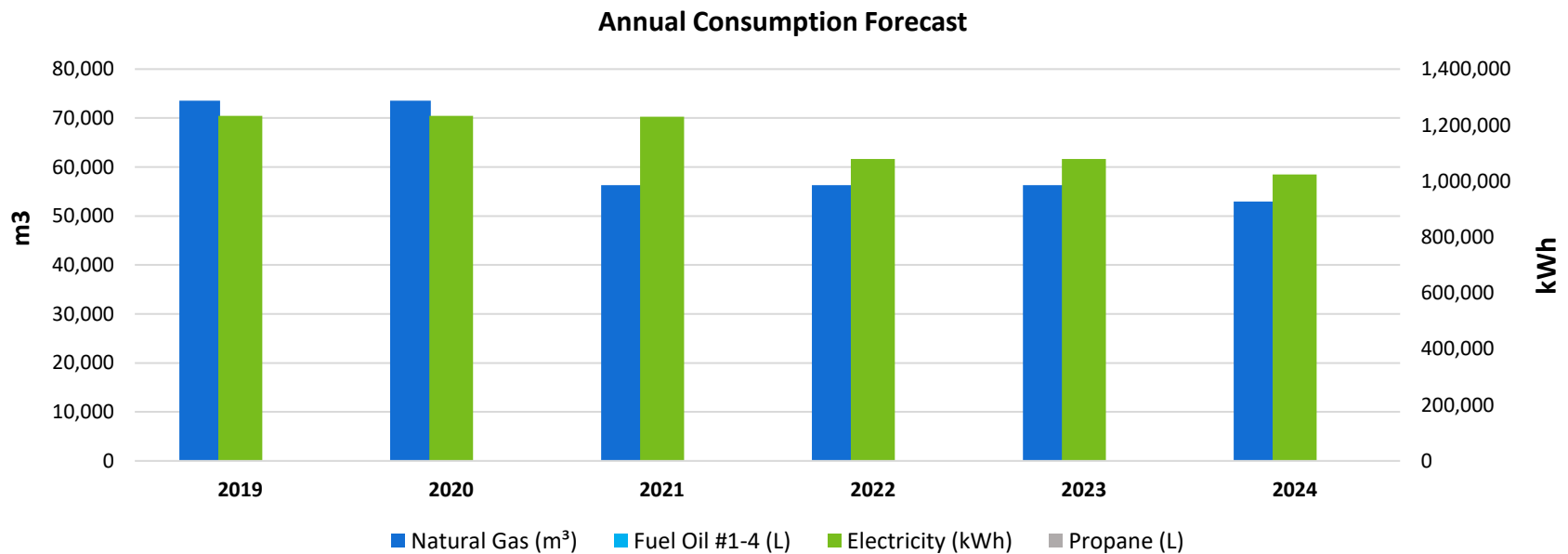
Table 28 Proposed Energy Conservation Initiatives

4.6.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 1,232,700 | 0% | 1,232,700 | 0% | 1,229,700 | 0% | 1,078,569 | 13% | 1,078,569 | 13% | 1,023,098 | 17% |
| Natural Gas (m ³) | 73,531 | 0% | 73,531 | 0% | 56,295 | 23% | 56,295 | 23% | 56,295 | 23% | 52,986 | 28% |

Table 29 Forecasted Annual Consumption

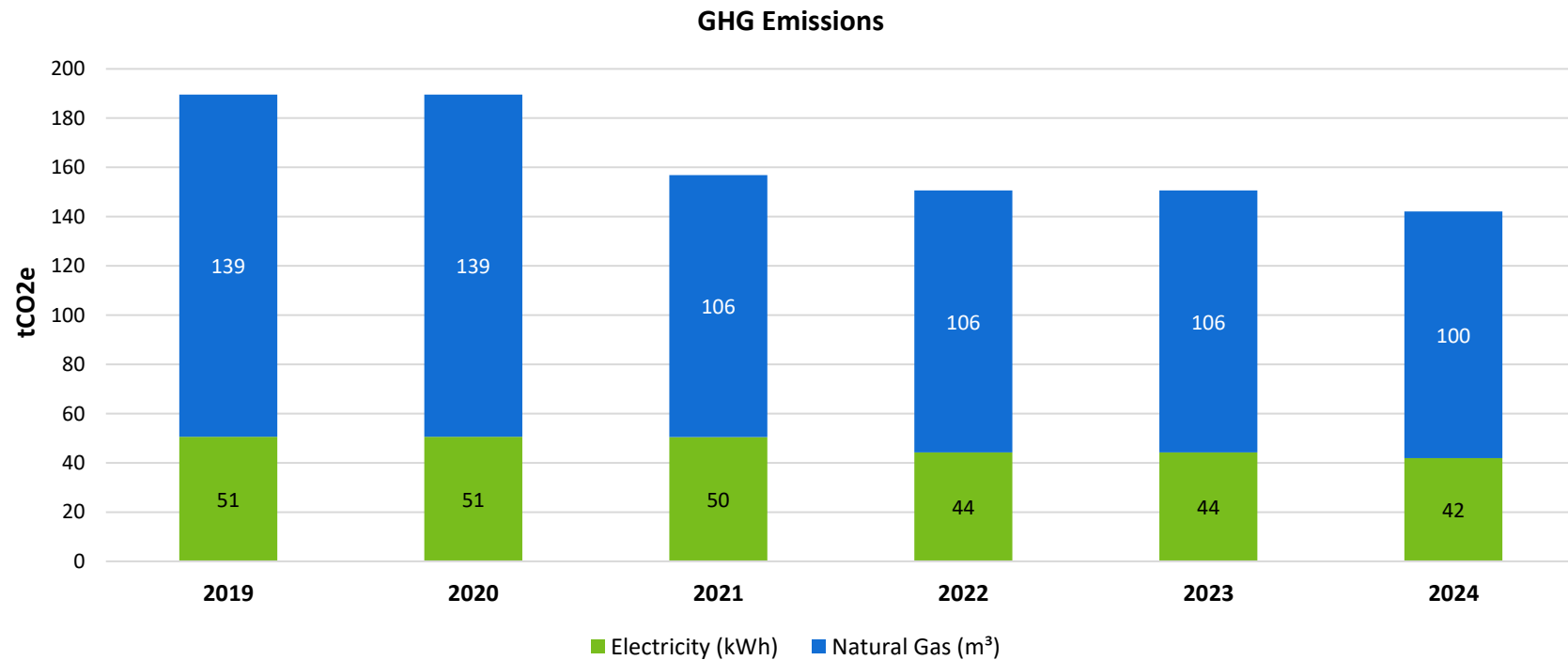


4.6.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|------------|------------|------------|------------|------------|------------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 51 | 51 | 50 | 44 | 44 | 42 |
| Natural Gas | 139 | 139 | 106 | 106 | 106 | 100 |
| Total Scope 1 & 2 Emissions | 190 | 190 | 157 | 151 | 151 | 142 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 17% | 21% | 21% | 25% |

Table 30 Forecasted Annual GHG Emissions



4.7 Darlington Sports Centre



This center features a single ice pad with heated viewing area.

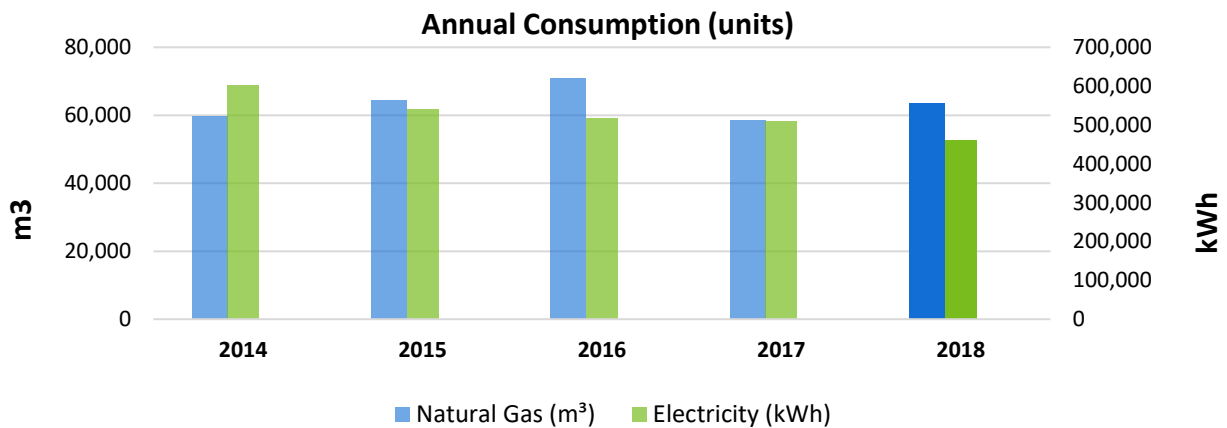
| Facility Information | |
|---|---------------------------------|
| Facility Name | Darlington Sports Centre |
| Address | 2276 Taunton Road, Hampton, ON |
| Gross Area (Sq. Ft) | 32,900 |
| Type of Operation | Indoor Ice Rink |
| Average Operational Hours Per Week | 102 |

4.7.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days). *Ice resurfacers are fueled by natural gas and this is included in the consumption.

| Annual Consumption (units) | | | | | |
|-------------------------------|---------|---------|---------|---------|---------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 601,375 | 541,109 | 518,446 | 508,795 | 461,254 |
| Natural Gas (m ³) | 59,804 | 64,332 | 70,842 | 58,483 | 63,473 |

Table 31 Annual Consumption Summary

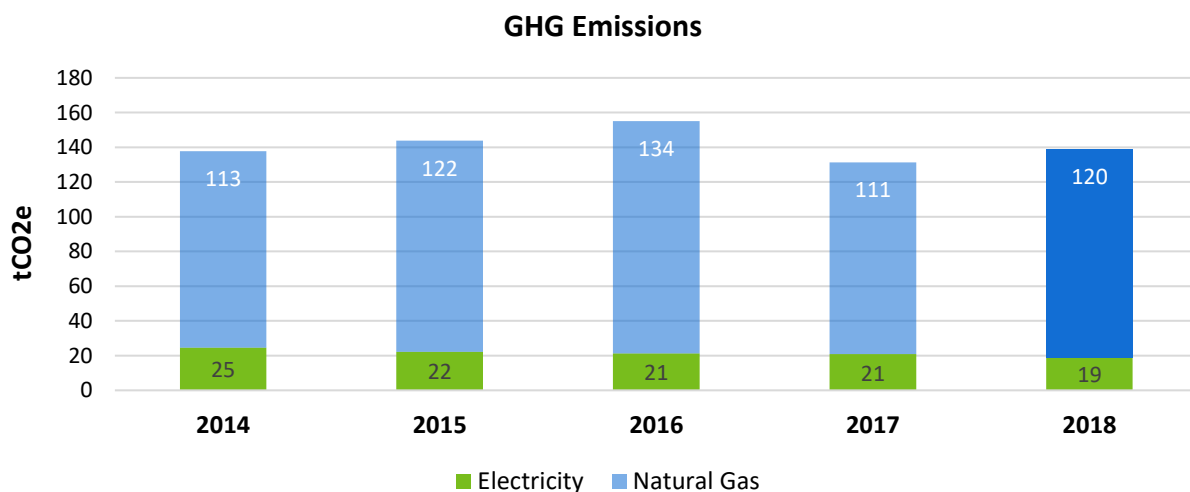


4.7.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|------------|------------|------------|------------|------------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 25 | 22 | 21 | 21 | 19 |
| Natural Gas | 113 | 122 | 134 | 111 | 120 |
| Totals | 138 | 144 | 155 | 131 | 139 |

Table 32 Annual GHG Emissions Analysis



4.7.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|-----------------------------|------------------|-----------------|--------------------------|----------|------------------------|------------------------|
| | | | kWh | m3 | | |
| *Lighting Retrofit in Arena | Electricity | \$98,700 | 16,000 | 0 | 47.69 | 2024 |
| Totals | | \$98,700 | 16,000 | 0 | | |

*A portion of the facility already has been converted to LED. This measure is specifically for the arena.

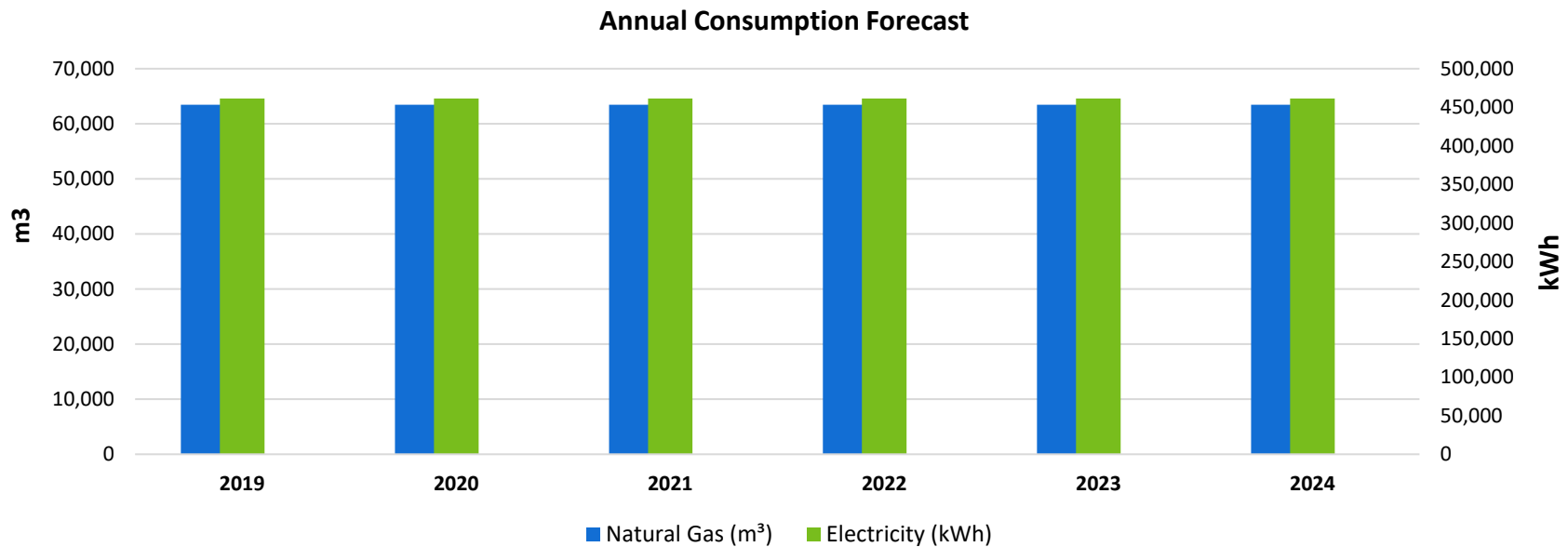
Table 33 Proposed Energy Conservation Initiatives

4.7.4 Utility Consumption Forecast

By implementing the energy conservation measure stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from the lighting retrofit. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018. Since the measure is forecasted to be implemented in 2024, the savings will be seen in the year 2025.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|---------|----------|---------|----------|---------|----------|---------|----------|---------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 461,254 | 0% | 461,254 | 0% | 461,254 | 0% | 461,254 | 0% | 461,254 | 0% | 461,254 | 0% |
| Natural Gas (m ³) | 63,473 | 0% | 63,473 | 0% | 63,473 | 0% | 63,473 | 0% | 63,473 | 0% | 63,473 | 0% |

Table 34 Forecasted Annual Consumption

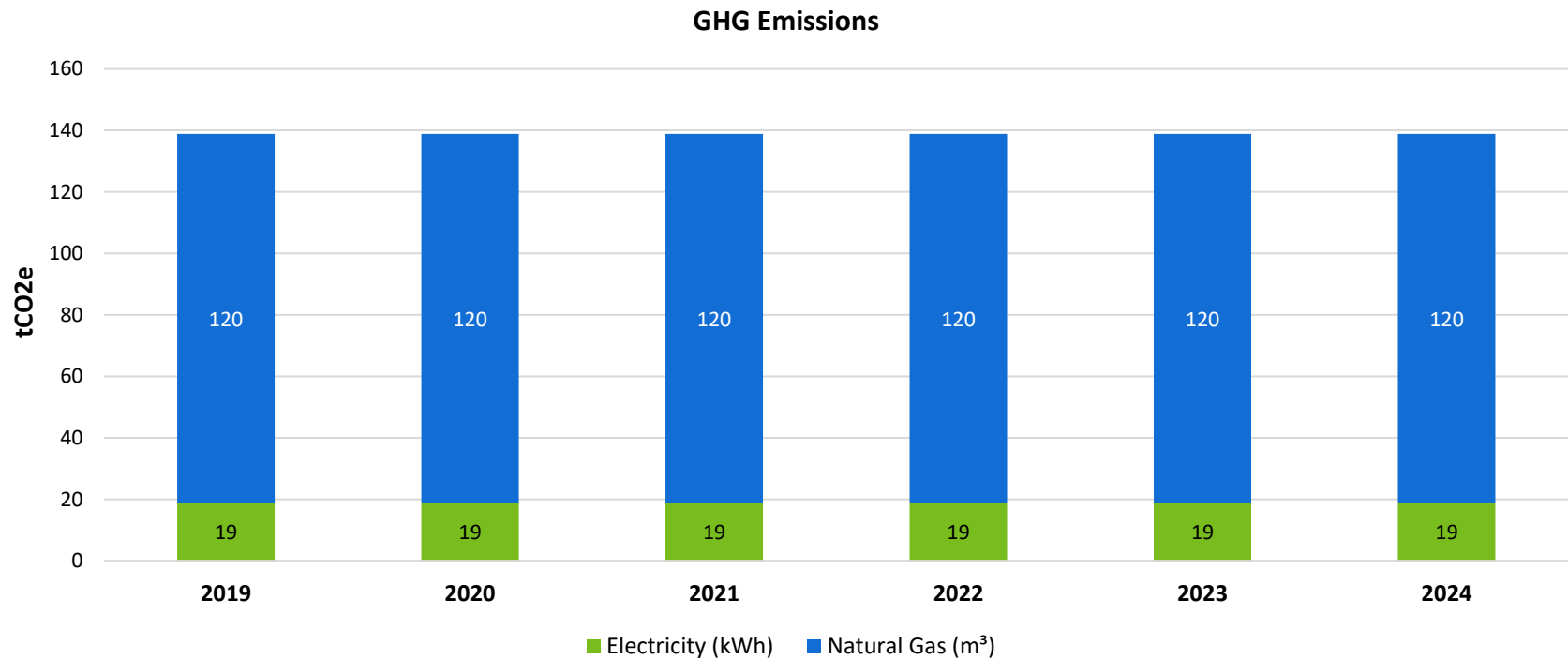


4.7.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|------------|------------|------------|------------|------------|------------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 19 | 19 | 19 | 19 | 19 | 19 |
| Natural Gas | 120 | 120 | 120 | 120 | 120 | 120 |
| Total Scope 1 & 2 Emissions | 139 | 139 | 139 | 139 | 139 | 139 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 0% | 0% | 0% |

Table 35 Forecasted Annual GHG Emissions



4.8 Diane Hamre Recreation Complex



This center features a 25m/6-lane leisure pool, co-ed whirlpool, sauna, full size gymnasium and community meeting rooms.

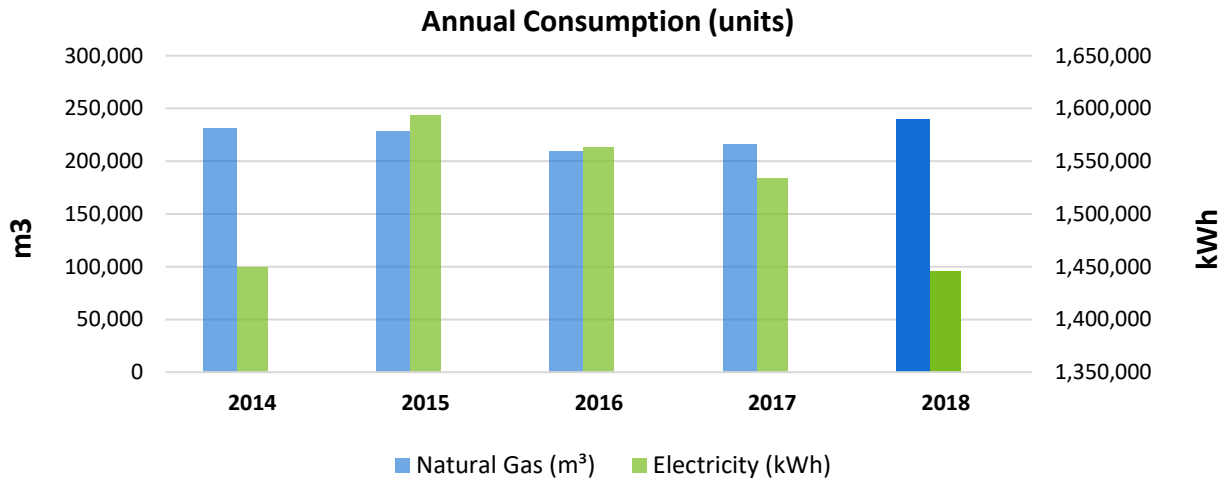
| Facility Information | |
|---|---------------------------------------|
| Facility Name | Diane Hamre Recreation Complex |
| Address | 1780 Rudell Road, Newcastle, ON |
| Gross Area (Sq. Ft) | 61,900 |
| Type of Operation | Indoor Recreation Facility |
| Average Operational Hours Per Week | 101 |

4.8.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|-----------|-----------|-----------|-----------|-----------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 1,449,108 | 1,593,712 | 1,562,830 | 1,533,472 | 1,445,267 |
| Natural Gas (m ³) | 231,429 | 228,702 | 209,807 | 215,900 | 239,775 |

Table 36 Annual Consumption Summary

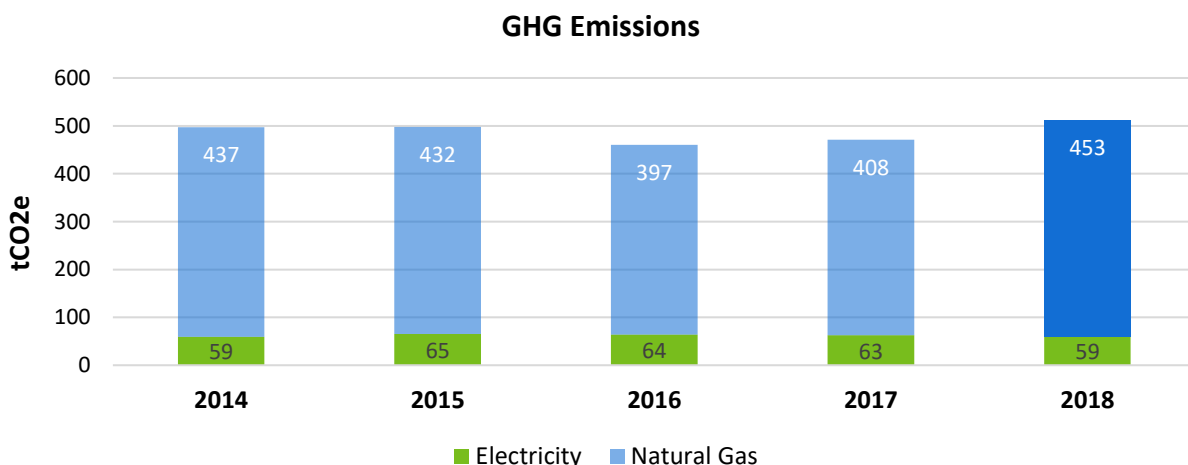


4.8.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|------------|------------|------------|------------|------------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 59 | 65 | 64 | 63 | 59 |
| Natural Gas | 437 | 432 | 397 | 408 | 453 |
| Totals | 497 | 498 | 461 | 471 | 512 |

Table 37 Annual GHG Emissions Analysis



4.8.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|--|---------------------------|--------------------|--------------------------|---------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Pool Liquid Thermal Blanket | Natural Gas | \$10,000.00 | 0 | 11,989 | 3.82 | 2020 |
| Waste Heat Recovery on Filtration System | Natural Gas | \$20,000 | 0 | 3,000 | 30.52 | 2020 |
| Install Air Curtains | Electricity & Natural Gas | \$4,000 | 3,613 | 599 | 0.00 | 2023 |
| Totals | | \$34,000.00 | 3,613 | 15,588 | | |

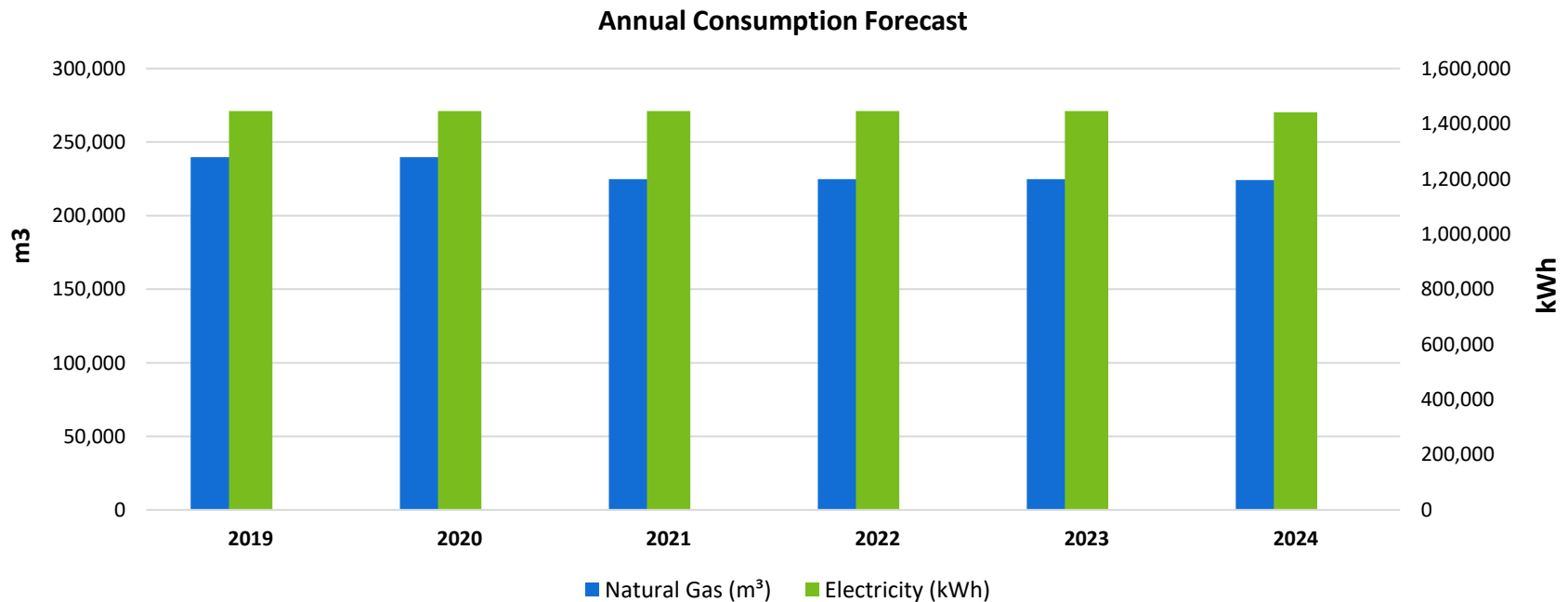
Table 38 Proposed Energy Conservation Initiatives

4.8.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 1,445,267 | 0% | 1,445,267 | 0% | 1,445,267 | 0% | 1,445,267 | 0% | 1,445,267 | 0% | 1,441,654 | 0% |
| Natural Gas (m ³) | 239,775 | 0% | 239,775 | 0% | 224,786 | 6% | 224,786 | 6% | 224,786 | 6% | 224,187 | 7% |

Table 39 Forecasted Annual Consumption

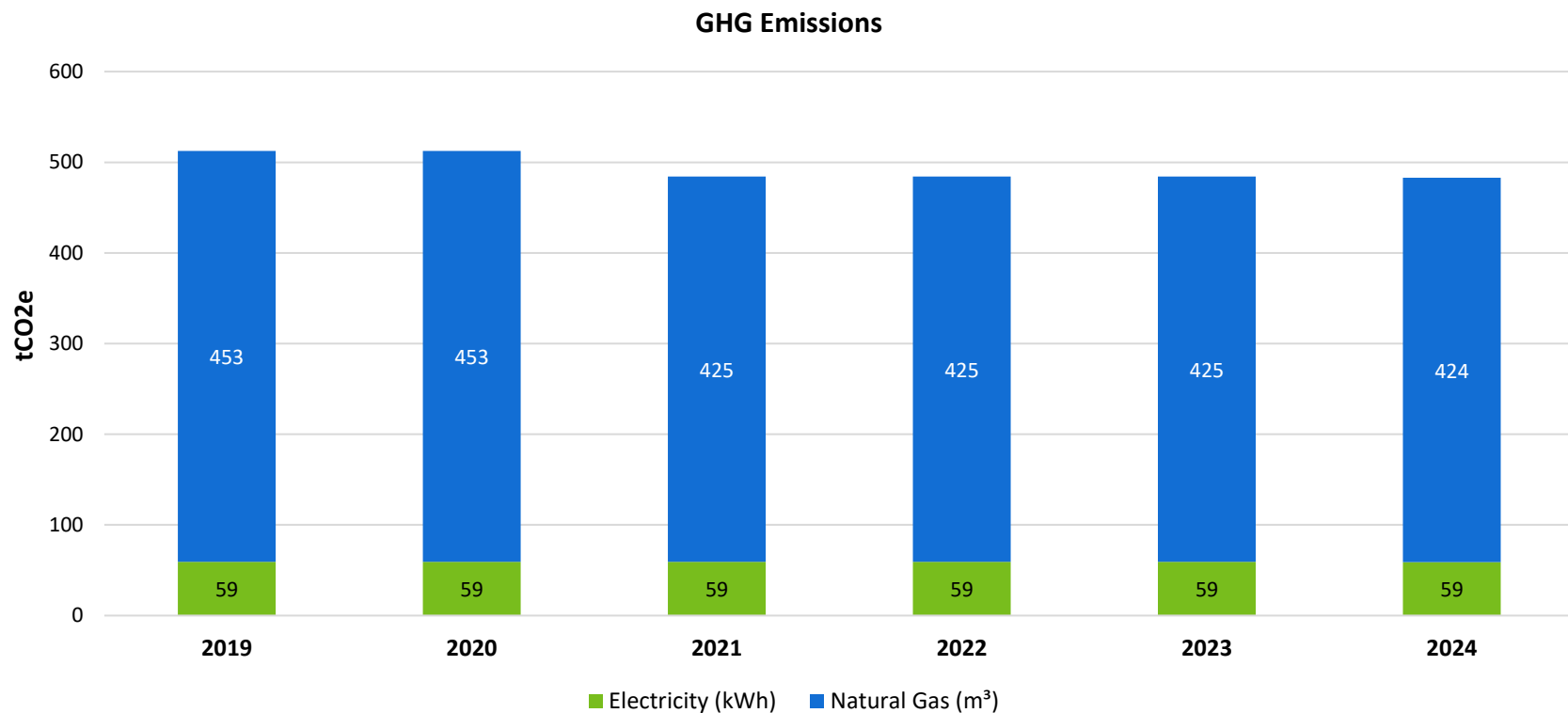


4.8.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|------------|------------|------------|------------|------------|------------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 59 | 59 | 59 | 59 | 59 | 59 |
| Natural Gas | 453 | 453 | 425 | 425 | 425 | 424 |
| Total Scope 1 & 2 Emissions | 512 | 512 | 484 | 484 | 484 | 483 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 6% | 6% | 6% | 6% |

Table 40 Forecasted Annual GHG Emissions



4.9 Fire Station #1



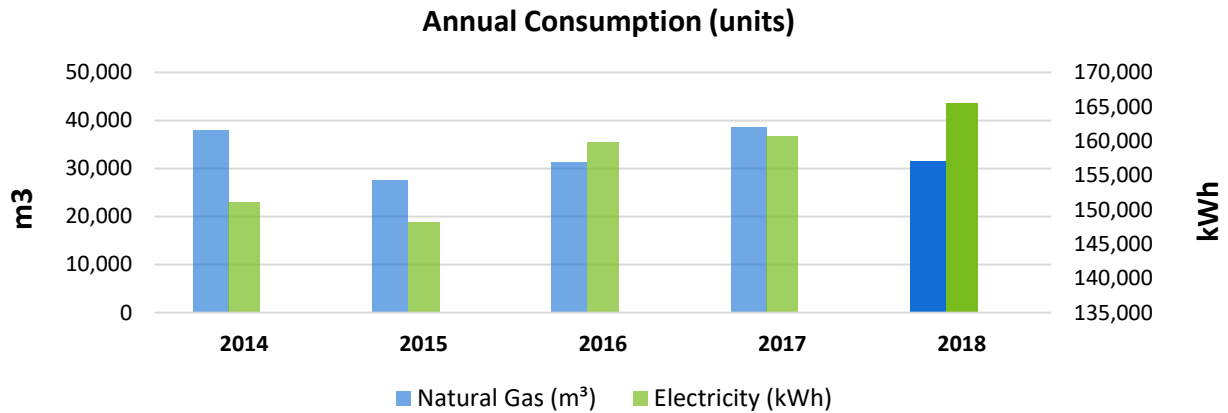
| Facility Information | |
|---|--|
| Facility Name | Fire Station #1 |
| Address | 2430 Highway 2, Bowmanville, ON |
| Gross Area (Sq. Ft) | 12,000 |
| Type of Operation | Fire Station and associated offices and facilities |
| Average Operational Hours Per Week | 168 |

4.9.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|---------|---------|---------|---------|---------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 151,136 | 148,202 | 159,797 | 160,733 | 165,496 |
| Natural Gas (m ³) | 37,929 | 27,621 | 31,329 | 38,645 | 31,511 |

Table 41 Annual Consumption Summary

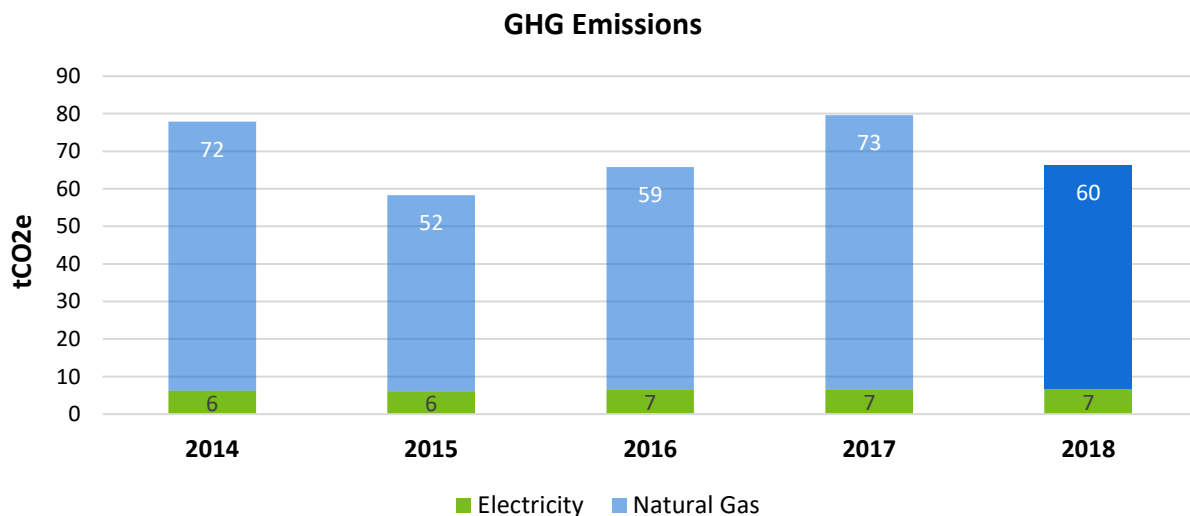


4.9.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 6 | 6 | 7 | 7 | 7 |
| Natural Gas | 72 | 52 | 59 | 73 | 60 |
| Totals | 78 | 58 | 66 | 80 | 66 |

Table 42 Annual GHG Emissions Analysis



4.9.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|--|---------------------------|----------------|--------------------------|--------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Lighting Retrofit | Electricity | \$7,200 | 8,600 | 0 | 6.75 | 2021 |
| Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | Electricity & Natural Gas | \$2,000 | 2,782 | 1,286 | 3.22 | 2020 |
| Totals | | \$9,200 | 11,382 | 1,286 | | |

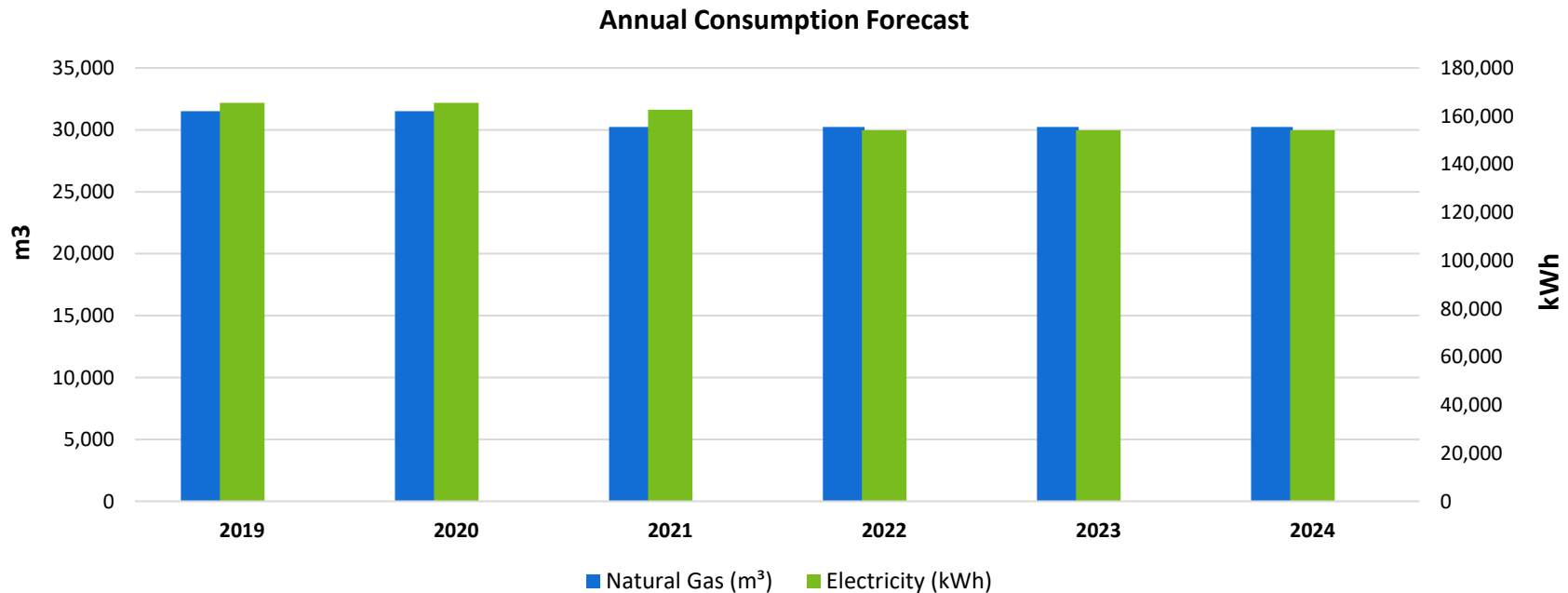
Table 43 Proposed Energy Conservation Initiatives

4.9.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|---------|----------|---------|----------|---------|----------|---------|----------|---------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 165,496 | 0% | 165,496 | 0% | 162,714 | 2% | 154,114 | 7% | 154,114 | 7% | 154,114 | 7% |
| Natural Gas (m ³) | 31,511 | 0% | 31,511 | 0% | 30,225 | 4% | 30,225 | 4% | 30,225 | 4% | 30,225 | 4% |

Table 44 Forecasted Annual Consumption

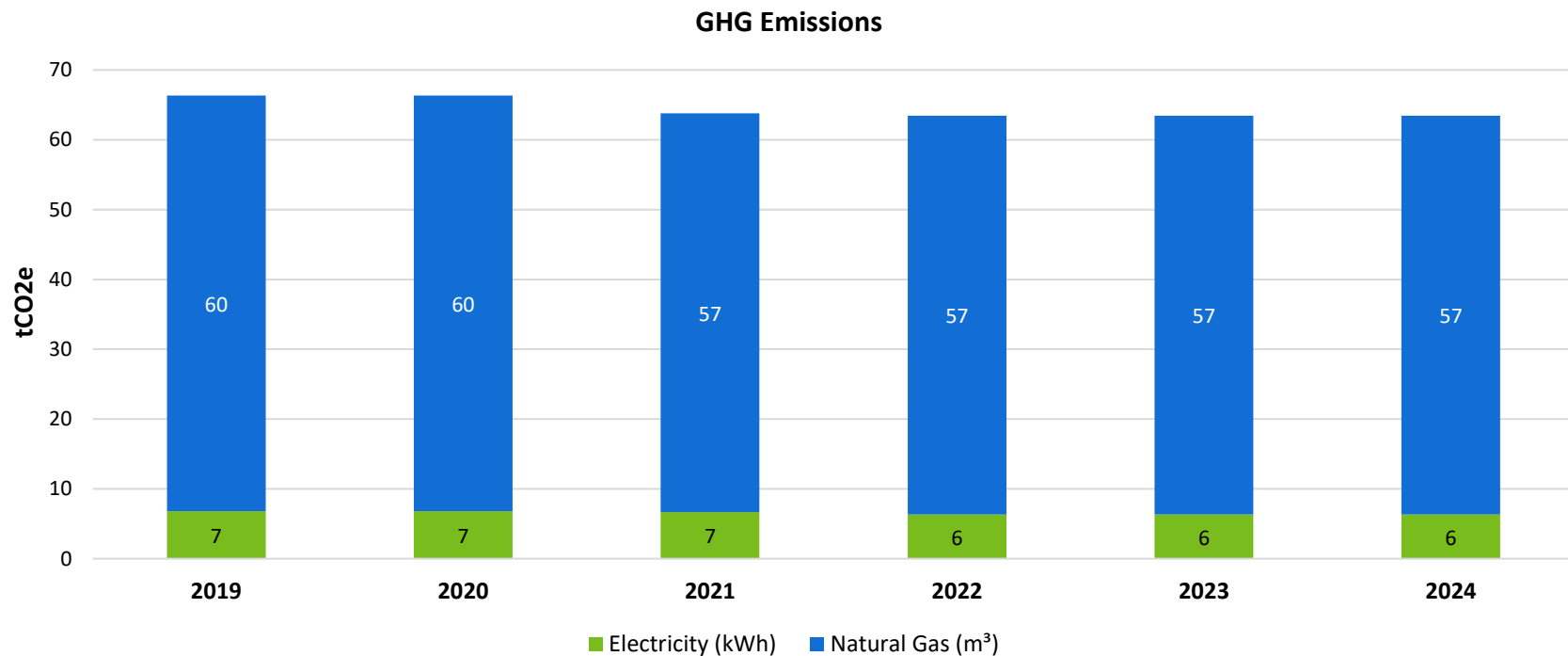


4.9.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 7 | 7 | 7 | 6 | 6 | 6 |
| Natural Gas | 60 | 60 | 57 | 57 | 57 | 57 |
| Total Scope 1 & 2 Emissions | 66 | 66 | 64 | 63 | 63 | 63 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 4% | 4% | 4% | 4% |

Table 45 Forecasted Annual GHG Emissions



4.10 Fire Station #2



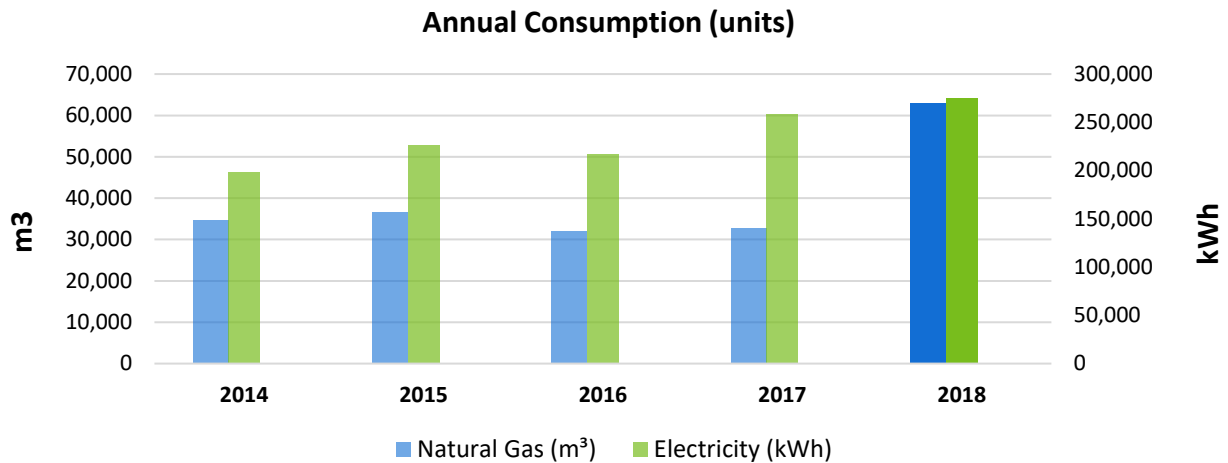
| Facility Information | |
|---|--|
| Facility Name | Fire Station #2 |
| Address | 3333 Highway 2, Newcastle, ON |
| Gross Area (Sq. Ft) | 12,486 |
| Type of Operation | Fire Station and associated offices and facilities |
| Average Operational Hours Per Week | 168 |

4.10.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|---------|---------|---------|---------|---------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 198,280 | 226,617 | 217,494 | 258,840 | 274,872 |
| Natural Gas (m ³) | 34,811 | 36,574 | 32,112 | 32,796 | 62,876 |

Table 46 Annual Consumption Summary

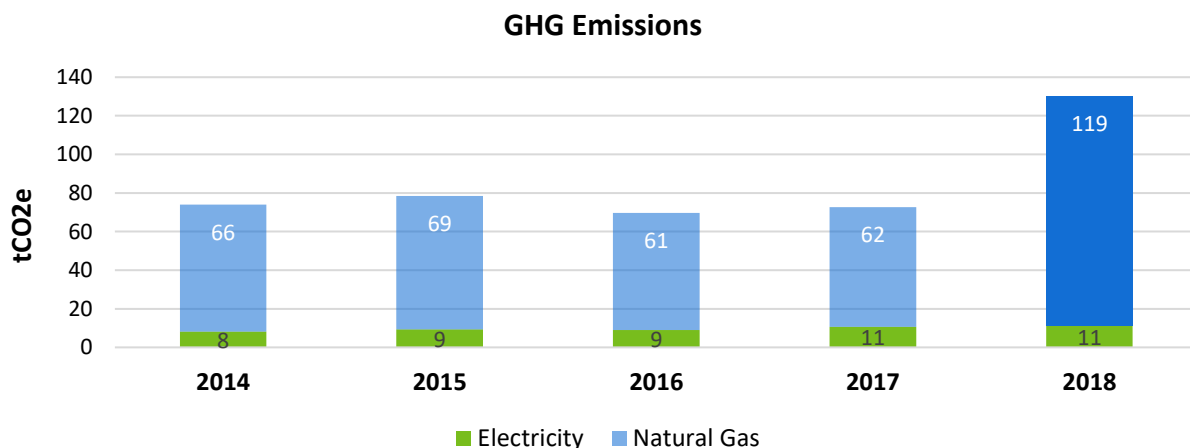


4.10.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|------------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 8 | 9 | 9 | 11 | 11 |
| Natural Gas | 66 | 69 | 61 | 62 | 119 |
| Totals | 74 | 78 | 70 | 73 | 130 |

Table 47 Annual GHG Emissions Analysis



4.10.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|--|---------------------------|-----------------|--------------------------|--------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Lighting Retrofit | Electricity | \$37,458 | 27,487 | 0 | 10.98 | 2021 |
| Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | Electricity & Natural Gas | \$2,000 | 9,162 | 2,704 | 1.17 | 2020 |
| Natural Gas Pulse Meter | Electricity & Natural Gas | N/A | TBD | TBD | 0.00 | 2019 |
| Totals | | \$39,458 | 36,649 | 2,704 | | |

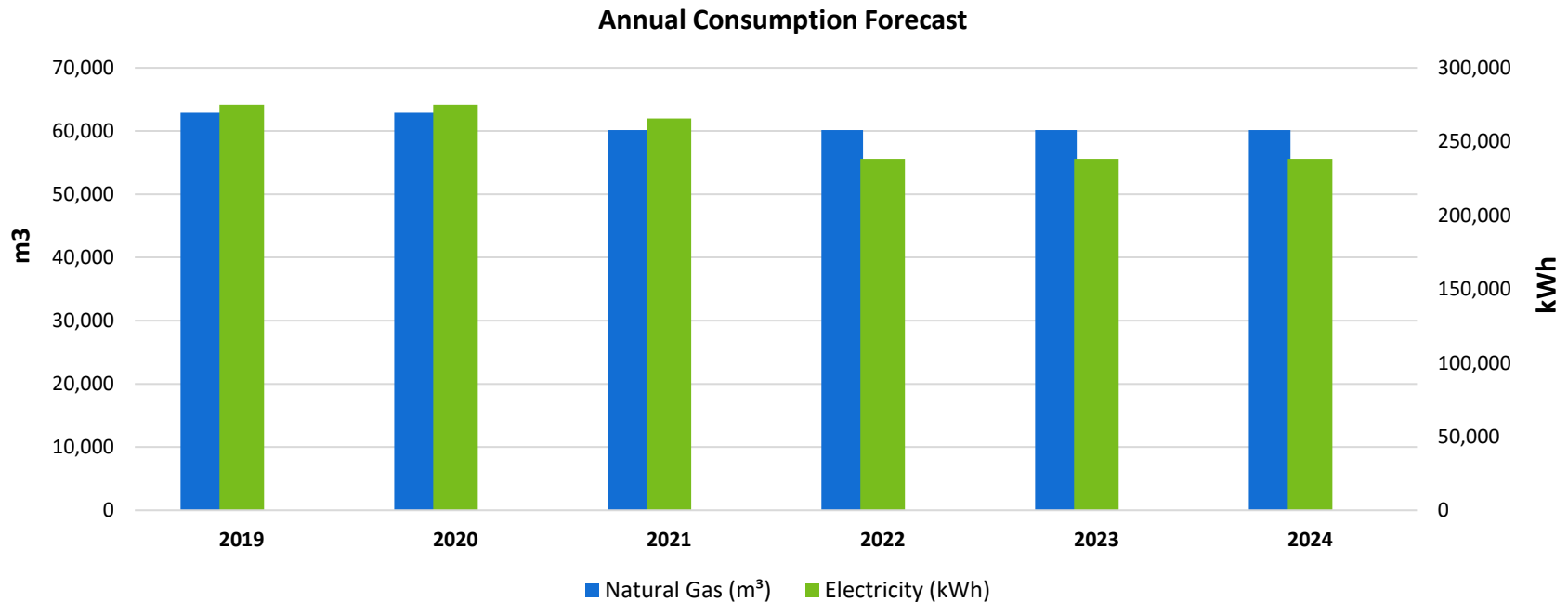
Table 48 Proposed Energy Conservation Initiatives

4.10.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|---------|----------|---------|----------|---------|----------|---------|----------|---------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 274,872 | 0% | 274,872 | 0% | 265,710 | 3% | 238,223 | 13% | 238,223 | 13% | 238,223 | 13% |
| Natural Gas (m ³) | 62,876 | 0% | 62,876 | 0% | 60,172 | 4% | 60,172 | 4% | 60,172 | 4% | 60,172 | 4% |

Table 49 Forecasted Annual Consumption

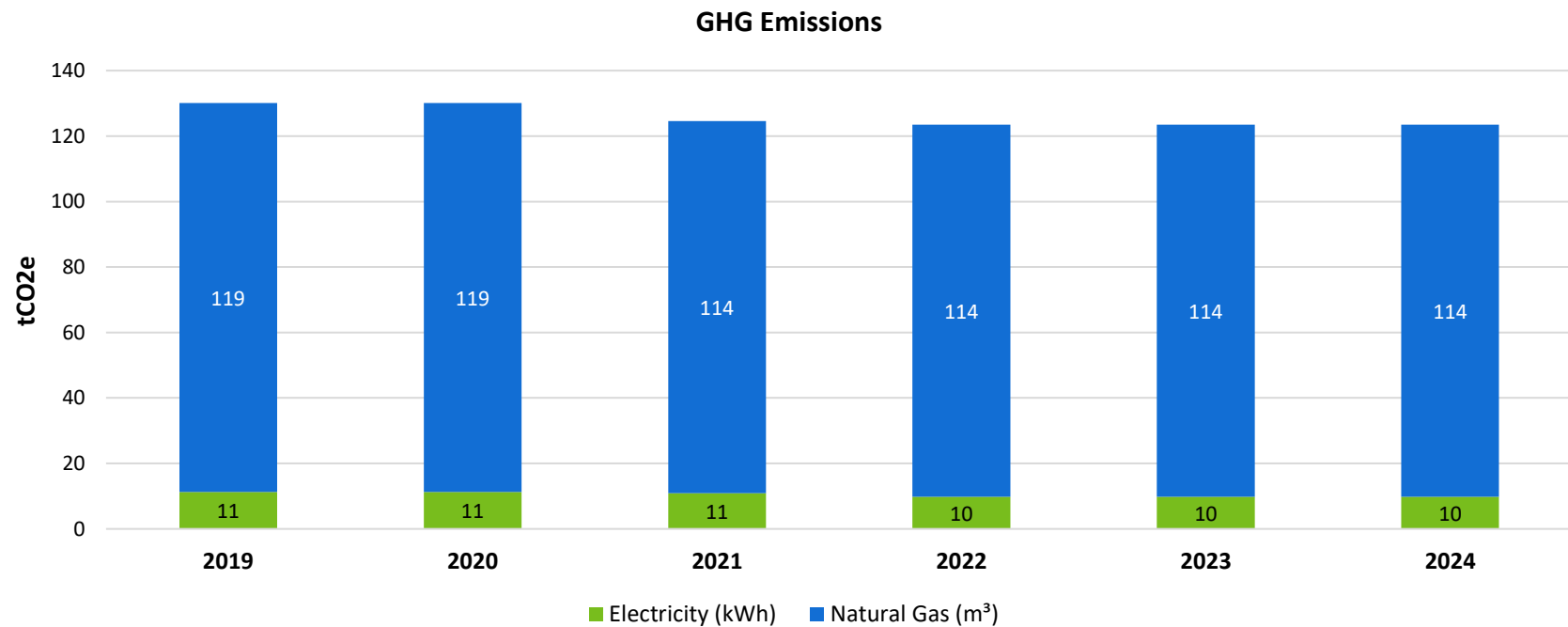


4.10.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|------------|------------|------------|------------|------------|------------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 11 | 11 | 11 | 10 | 10 | 10 |
| Natural Gas | 119 | 119 | 114 | 114 | 114 | 114 |
| Total Scope 1 & 2 Emissions | 130 | 130 | 125 | 123 | 123 | 123 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 4% | 5% | 5% | 5% |

Table 50 Forecasted Annual GHG Emissions



4.11 Fire Station #3



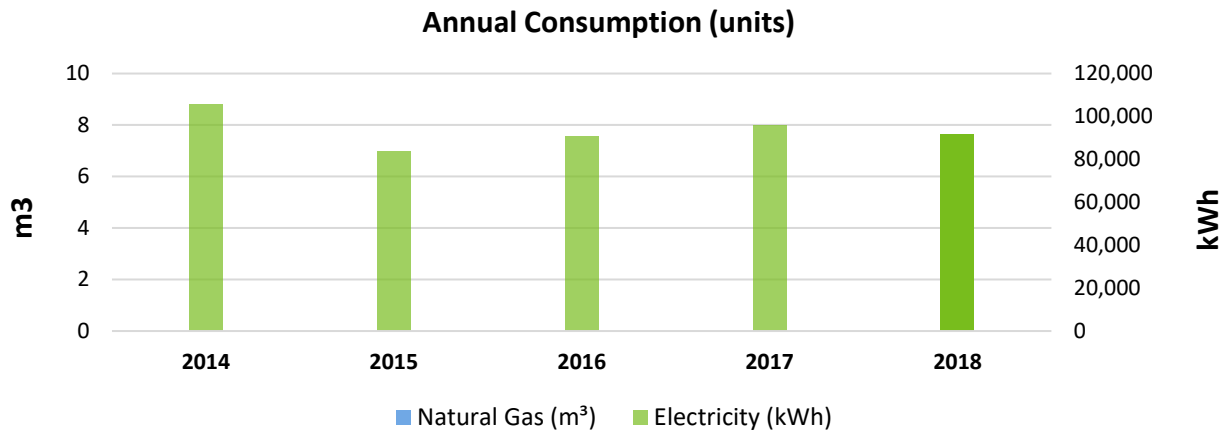
| Facility Information | |
|---|--|
| Facility Name | Fire Station #3 |
| Address | 5708 Main Street, Orono, ON |
| Gross Area (Sq. Ft) | 6,762 |
| Type of Operation | Fire Station and associated offices and facilities |
| Average Operational Hours Per Week | 168 |

4.11.1 Utility Consumption Analysis

Utilities to the site are electricity. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|---------|--------|--------|--------|--------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 105,401 | 83,708 | 90,686 | 95,613 | 91,674 |
| Natural Gas (m ³) | 0 | 0 | 0 | 0 | 0 |

Table 51 Annual Consumption Summary

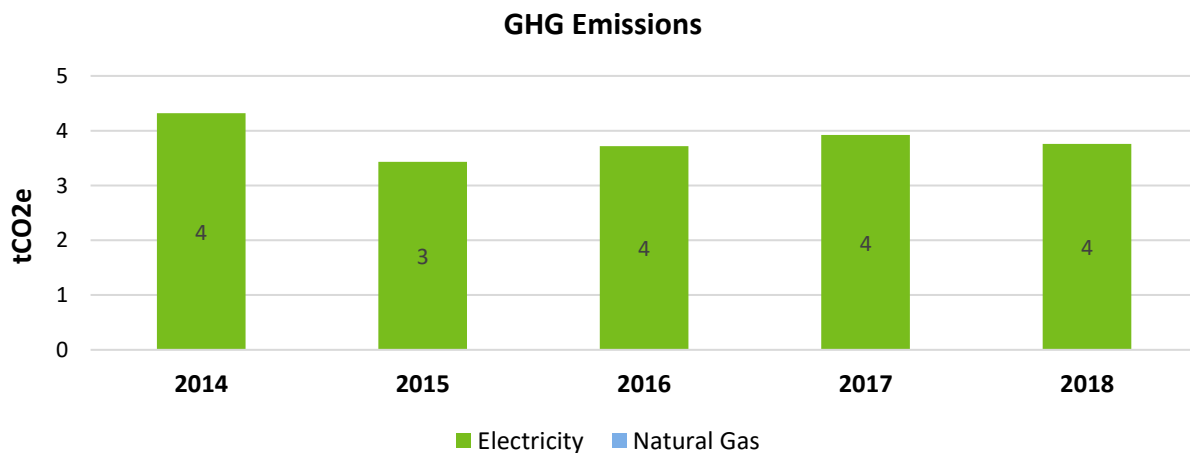


4.11.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|----------|----------|----------|----------|----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 4 | 3 | 4 | 4 | 4 |
| Natural Gas | 0 | 0 | 0 | 0 | 0 |
| Totals | 4 | 3 | 4 | 4 | 4 |

Table 52 Annual GHG Emissions Analysis



4.11.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|-----------------------------|---------------------------|-----------------|--------------------------|---------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Programmable Thermostat | Electricity | \$750 | 5,348 | 0 | 0.58 | 2019 |
| Replace Electric Hot Boiler | Electricity & Natural Gas | \$65,000 | 44,564 | -6,171 | 8.05 | 2019 |
| Totals | | \$65,750 | 49,912 | -6,171 | | |

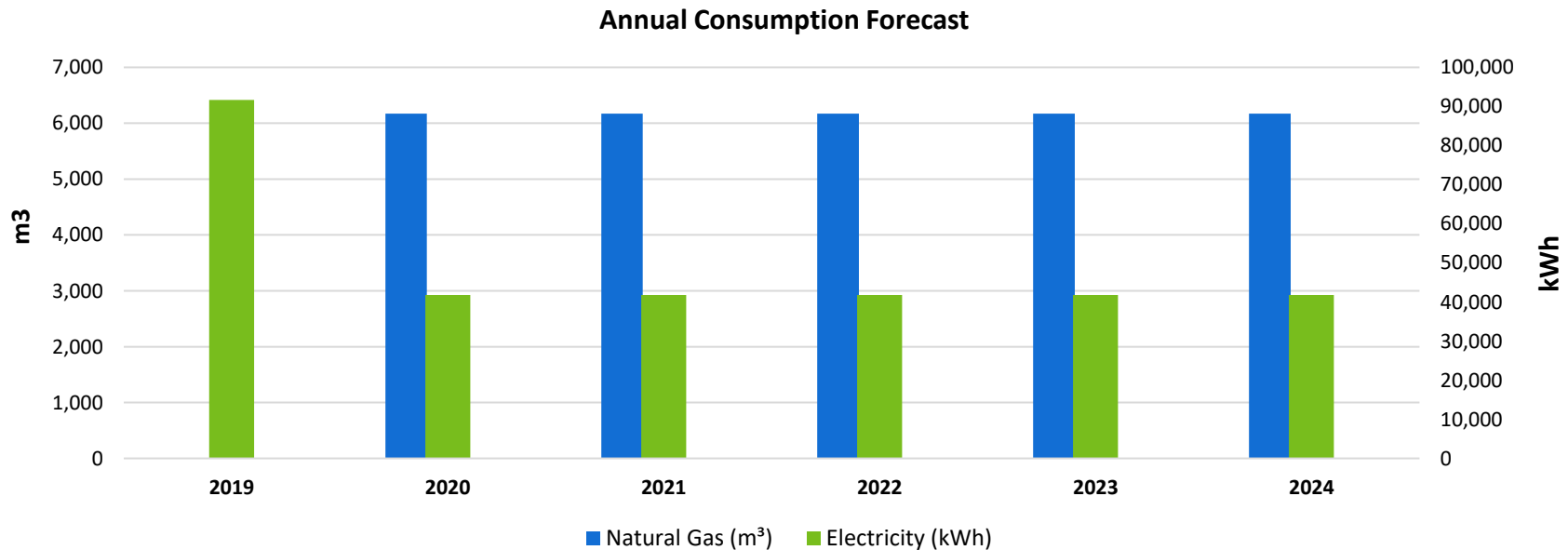
Table 53 Proposed Energy Conservation Initiatives

4.11.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|--------|----------|--------|----------|--------|----------|--------|----------|--------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 91,674 | 0% | 41,763 | 54% | 41,763 | 54% | 41,763 | 54% | 41,763 | 54% | 41,763 | 54% |
| Natural Gas (m ³) | 0 | -% | 6,171 | -% | 6,171 | -% | 6,171 | -% | 6,171 | -% | 6,171 | -% |

Table 54 Forecasted Annual Consumption

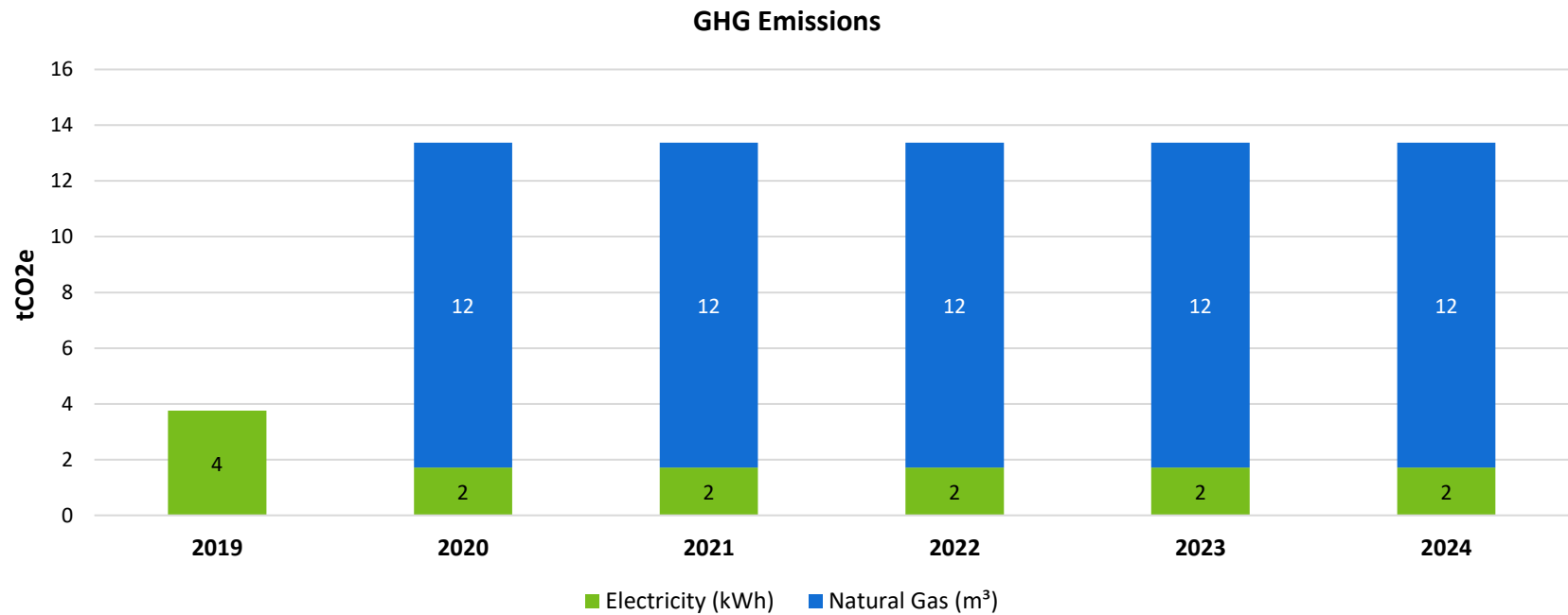


4.11.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|---|----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 4 | 2 | 2 | 2 | 2 | 2 |
| Natural Gas | 0 | 12 | 12 | 12 | 12 | 12 |
| Total Scope 1 & 2 Emissions | 4 | 13 | 13 | 13 | 13 | 13 |
| Reduction from the Baseline Year (2018) | -% | -% | -% | -% | -% | -% |

Table 55 Forecasted Annual GHG Emissions



4.12 Fire Station #4



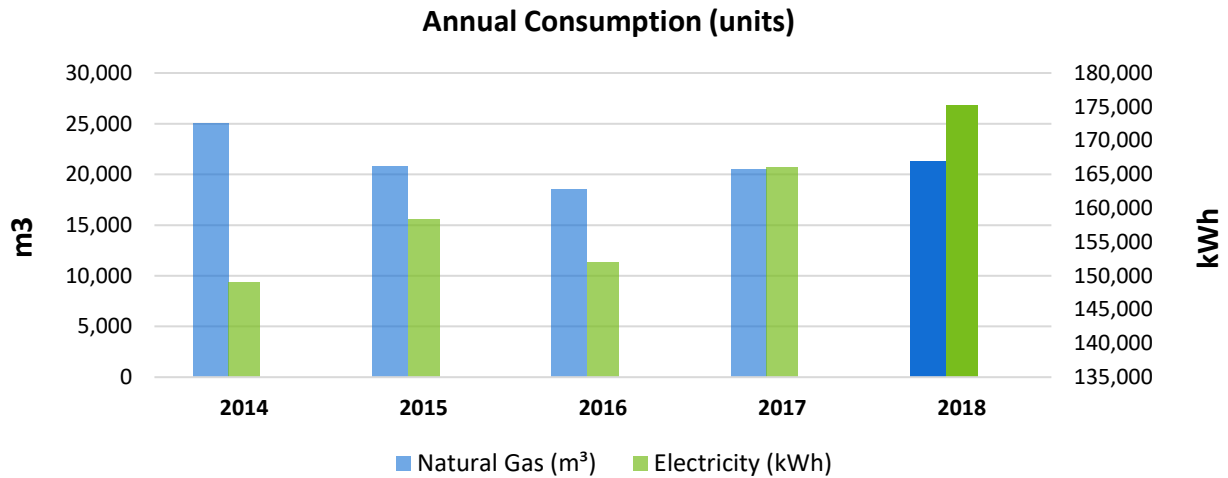
| Facility Information | |
|---|--|
| Facility Name | Fire Station #4 – Bylaw Office |
| Address | 2611 Trulls Road, Courtice, ON |
| Gross Area (Sq. Ft) | 9,000 |
| Type of Operation | Fire Station and associated offices and facilities, Bylaw Office |
| Average Operational Hours Per Week | 168 |

4.12.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|---------|---------|---------|---------|---------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 149,023 | 158,336 | 151,939 | 166,019 | 175,175 |
| Natural Gas (m ³) | 25,078 | 20,823 | 18,528 | 20,547 | 21,337 |

Table 56 Annual Consumption Summary

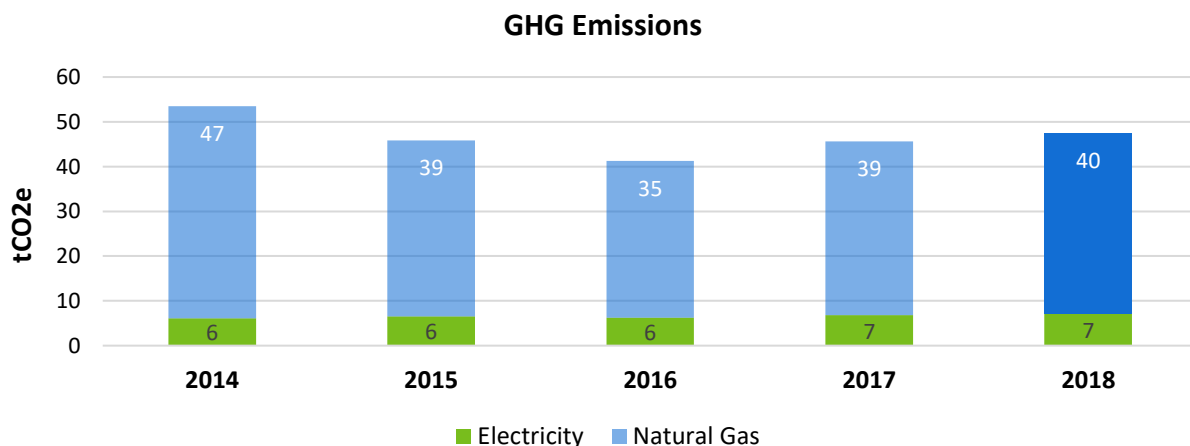


4.12.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 6 | 6 | 6 | 7 | 7 |
| Natural Gas | 47 | 39 | 35 | 39 | 40 |
| Totals | 54 | 46 | 41 | 46 | 48 |

Table 57 Annual GHG Emissions Analysis

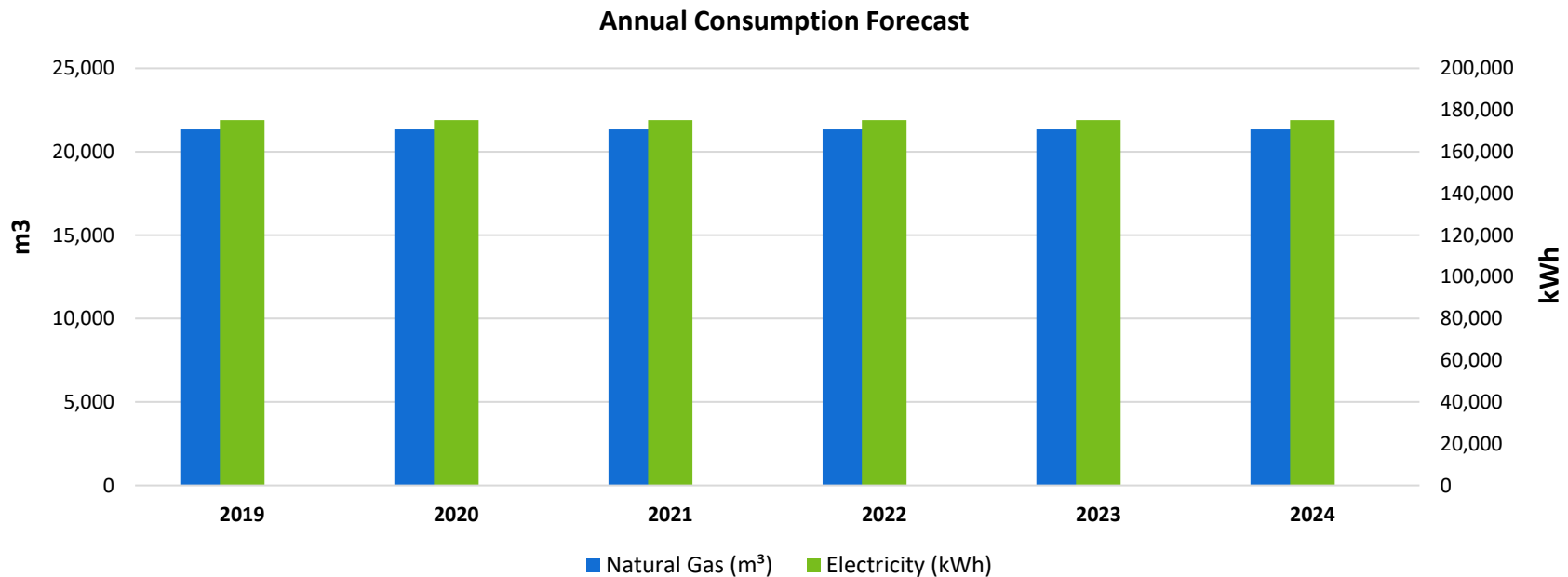


4.12.3 Utility Consumption Forecast

There are limited opportunities to reduce consumption at Fire Station #4. We have forecasted electricity and natural gas use based on the 2018 performance year. The forecasted utility consumption is tabulated below. Our goal will be to maintain 2018 consumption levels and review energy conservation opportunities as they present themselves.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|---------|----------|---------|----------|---------|----------|---------|----------|---------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 175,175 | 0% | 175,175 | 0% | 175,175 | 0% | 175,175 | 0% | 175,175 | 0% | 175,175 | 0% |
| Natural Gas (m ³) | 21,337 | 0% | 21,337 | 0% | 21,337 | 0% | 21,337 | 0% | 21,337 | 0% | 21,337 | 0% |

Table 58 Forecasted Annual Consumption

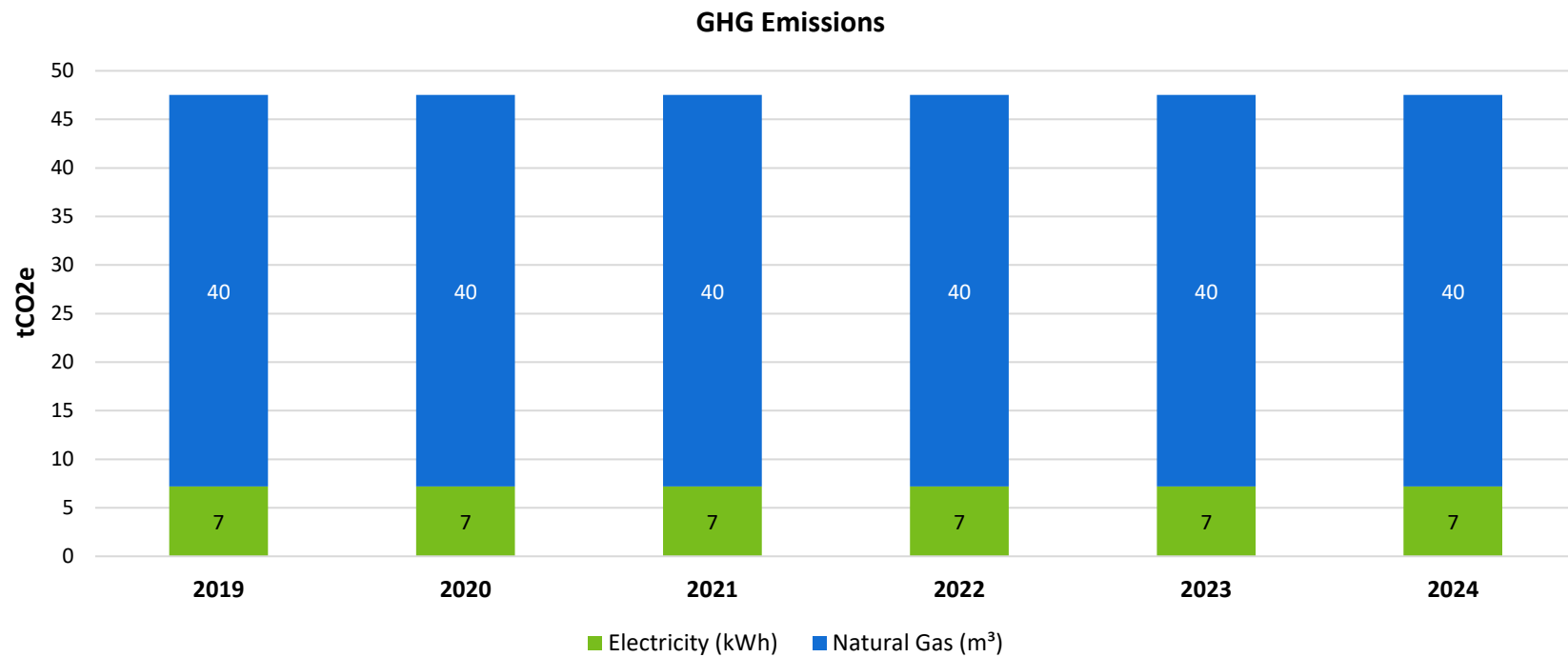


4.12.4 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 7 | 7 | 7 | 7 | 7 | 7 |
| Natural Gas | 40 | 40 | 40 | 40 | 40 | 40 |
| Total Scope 1 & 2 Emissions | 48 | 48 | 48 | 48 | 48 | 48 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 0% | 0% | 0% |

Table 59 Forecasted Annual GHG Emissions



4.13 Fire Station #5



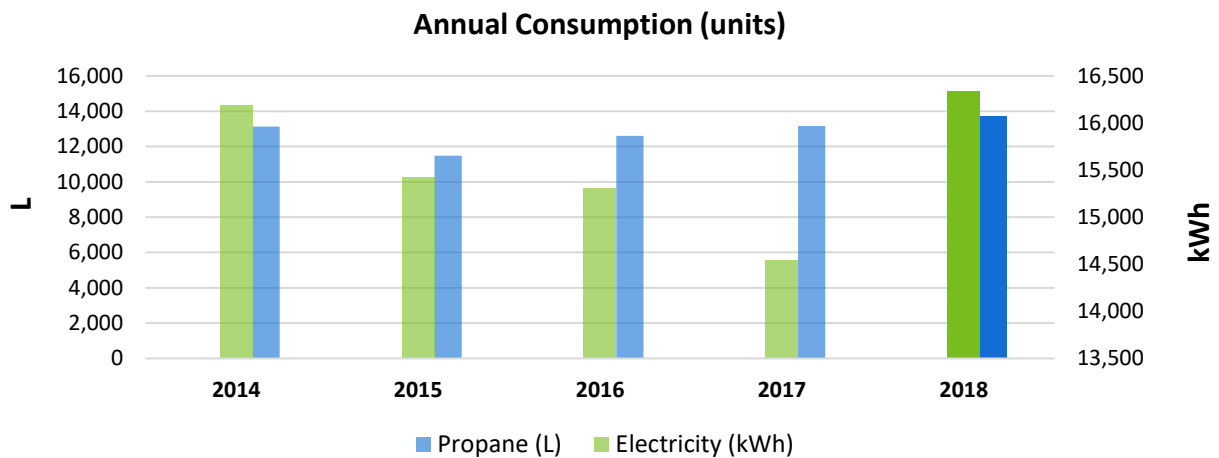
| Facility Information | |
|------------------------------------|--|
| Facility Name | Fire Station #5 |
| Address | 2354 Concession Road 8, Haydon, ON |
| Gross Area (Sq. Ft) | 4,211 |
| Type of Operation | Fire Station and associated offices and facilities |
| Average Operational Hours Per Week | 168 |

4.13.1 Utility Consumption Analysis

Utilities to the site are electricity and propane. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|----------------------------|--------|--------|--------|--------|--------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 16,195 | 15,426 | 15,313 | 14,549 | 16,344 |
| Propane (L) | 13,133 | 11,483 | 12,605 | 13,166 | 13,727 |

Table 60 Annual Consumption Summary

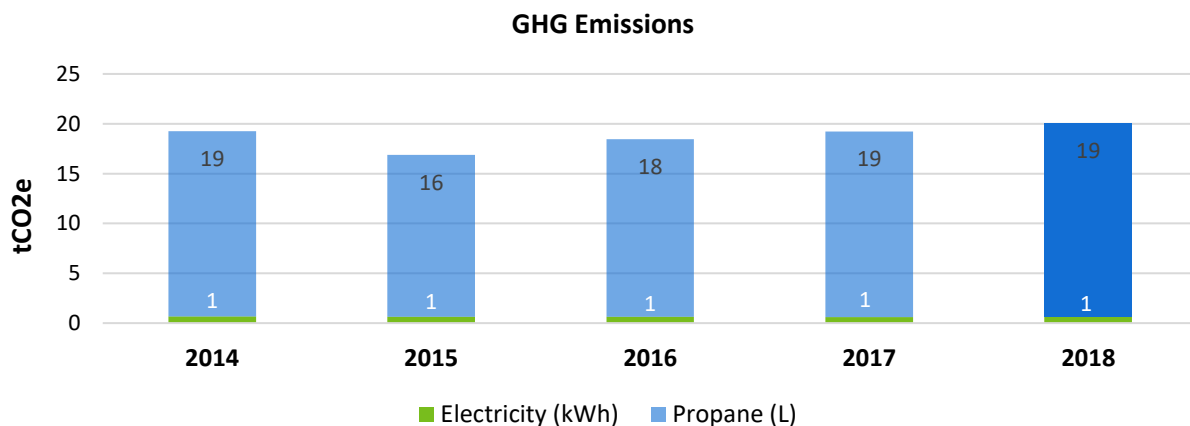


4.13.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO2e) | | | | | |
|-----------------------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 1 | 1 | 1 | 1 | 1 |
| Propane | 19 | 16 | 18 | 19 | 19 |
| Totals | 19 | 17 | 18 | 19 | 20 |

Table 61 Annual GHG Emissions Analysis



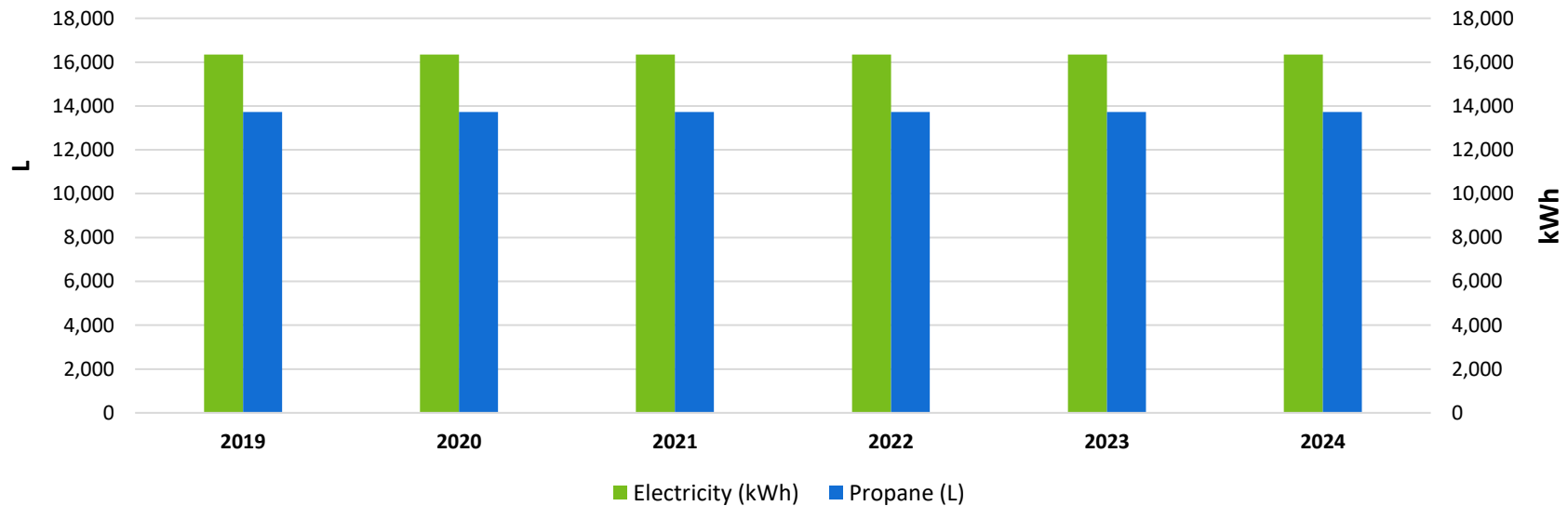
4.13.3 Utility Consumption Forecast

There are limited opportunities to reduce consumption at the Fire Station #5. We have forecasted electricity and natural gas use based on the 2018 performance year. The forecasted utility consumption is tabulated below. Our goal will be to maintain 2018 consumption levels and review energy conservation opportunities as they present themselves.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------|-------------------------------------|----------|--------|----------|--------|----------|--------|----------|--------|----------|--------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 16,344 | 0% | 16,344 | 0% | 16,344 | 0% | 16,344 | 0% | 16,344 | 0% | 16,344 | 0% |
| Propane (L) | 13,727 | 0% | 13,727 | 0% | 13,727 | 0% | 13,727 | 0% | 13,727 | 0% | 13,727 | 0% |

Table 62 Forecasted Annual Consumption

Annual Consumption Forecast

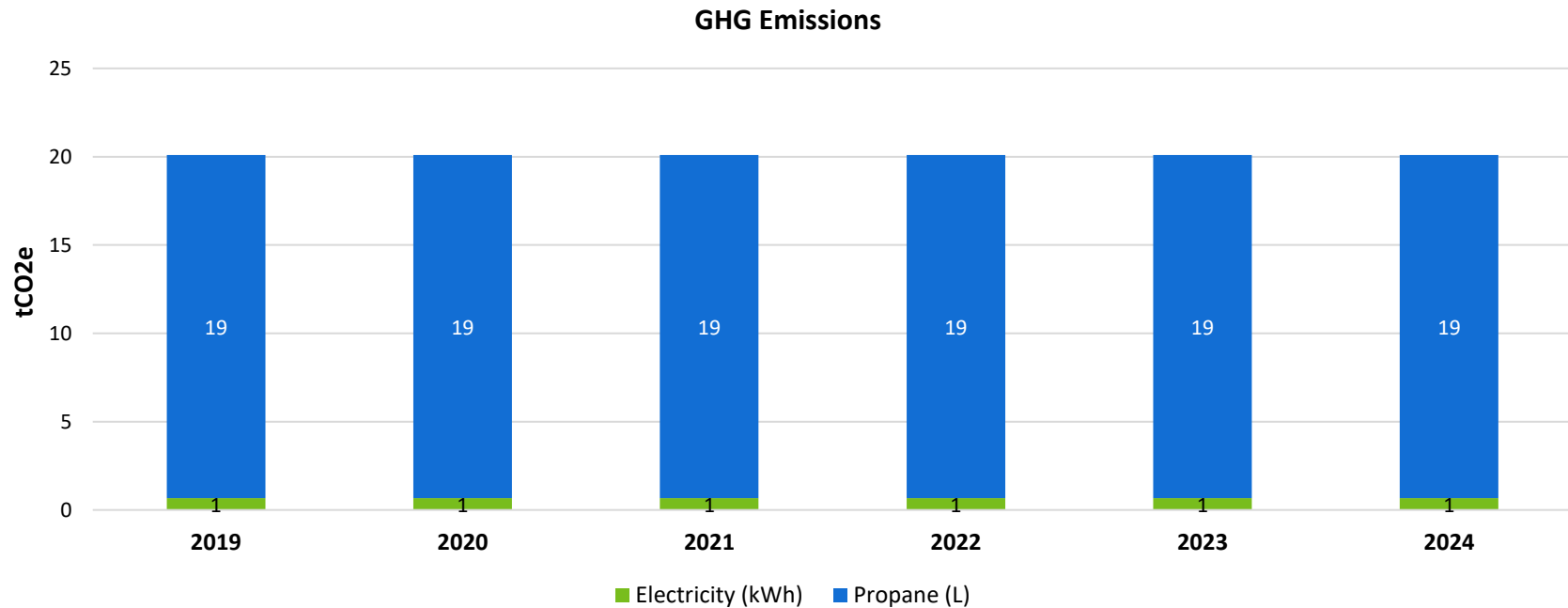


4.13.4 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 1 | 1 | 1 | 1 | 1 | 1 |
| Propane | 19 | 19 | 19 | 19 | 19 | 19 |
| Total Scope 1 & 2 Emissions | 20 | 20 | 20 | 20 | 20 | 20 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 0% | 0% | 0% |

Table 63 Forecasted Annual GHG Emissions



4.14 Garnet Rickard Recreation Complex



This center features two NHL ice pads, banquet hall and meeting facilities. Accommodates 350 people for dinner. This facility also includes an older adult care centre and administrative offices.

| Facility Information | |
|---|--|
| Facility Name | Garnet Rickard Recreation Complex |
| Address | 2440 Highway 2, Bowmanville, ON |
| Gross Area (Sq. Ft) | 88,586 |
| Type of Operation | Indoor Recreation Facility |
| Average Operational Hours Per Week | 126 |

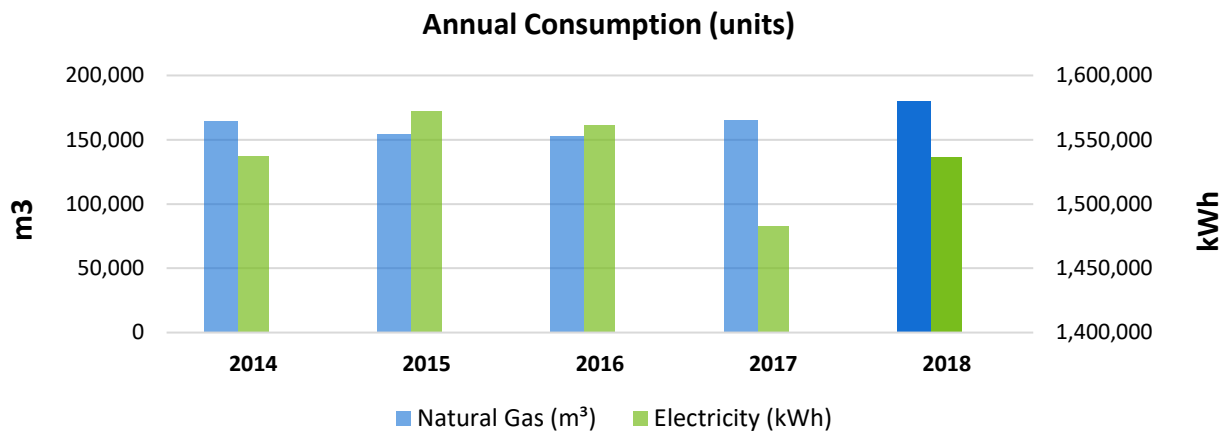
4.14.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

*Ice resurfacers are fueled by natural gas and this is included in the consumption.

| Annual Consumption (units) | | | | | |
|-------------------------------|-----------|-----------|-----------|-----------|-----------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 1,537,007 | 1,572,530 | 1,561,497 | 1,483,014 | 1,536,433 |
| Natural Gas (m ³) | 164,531 | 154,229 | 153,225 | 165,544 | 179,942 |

Table 64 Annual Consumption Summary

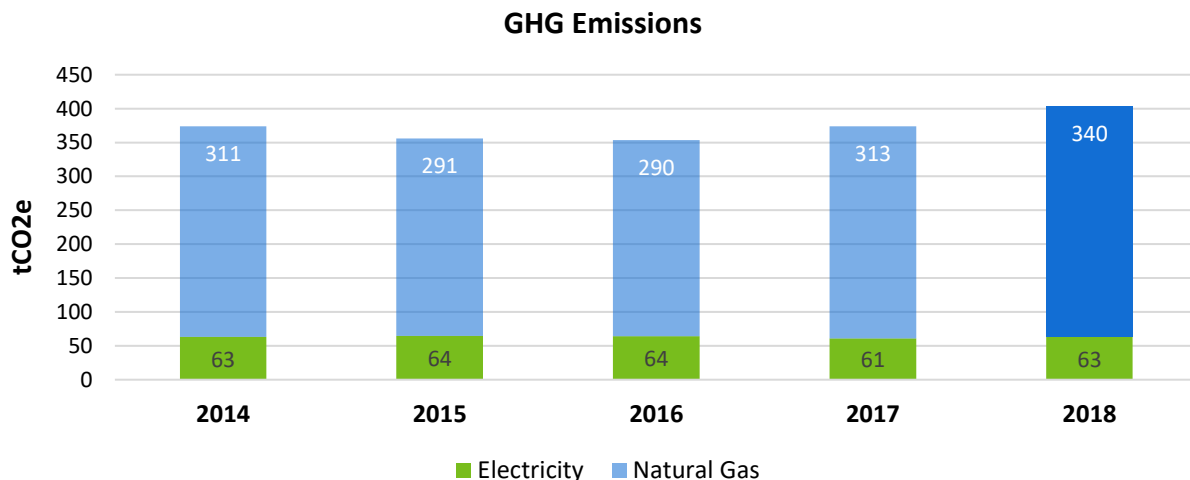


4.14.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|------------|------------|------------|------------|------------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 63 | 64 | 64 | 61 | 63 |
| Natural Gas | 311 | 291 | 290 | 313 | 340 |
| Totals | 374 | 356 | 354 | 374 | 403 |

Table 65 Annual GHG Emissions Analysis



4.14.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|-------------------------------|---------------------------|--------------------|--------------------------|--------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Rink Lighting Upgrade | Electricity | \$57,800 | 73,000 | 0 | 6.21 | 2023 |
| Install Air Curtains | Electricity & Natural Gas | \$20,000 | 3,841 | 3,599 | 18.31 | 2020 |
| *LED Lighting Retrofit | Electricity | \$14,450 | 18,250 | 0 | 6.38 | 2021 |
| Totals | | \$92,250.00 | 95,091 | 3,599 | | |

*The community hall and parking lot have already been converted to LED. This measure is for the remaining areas.

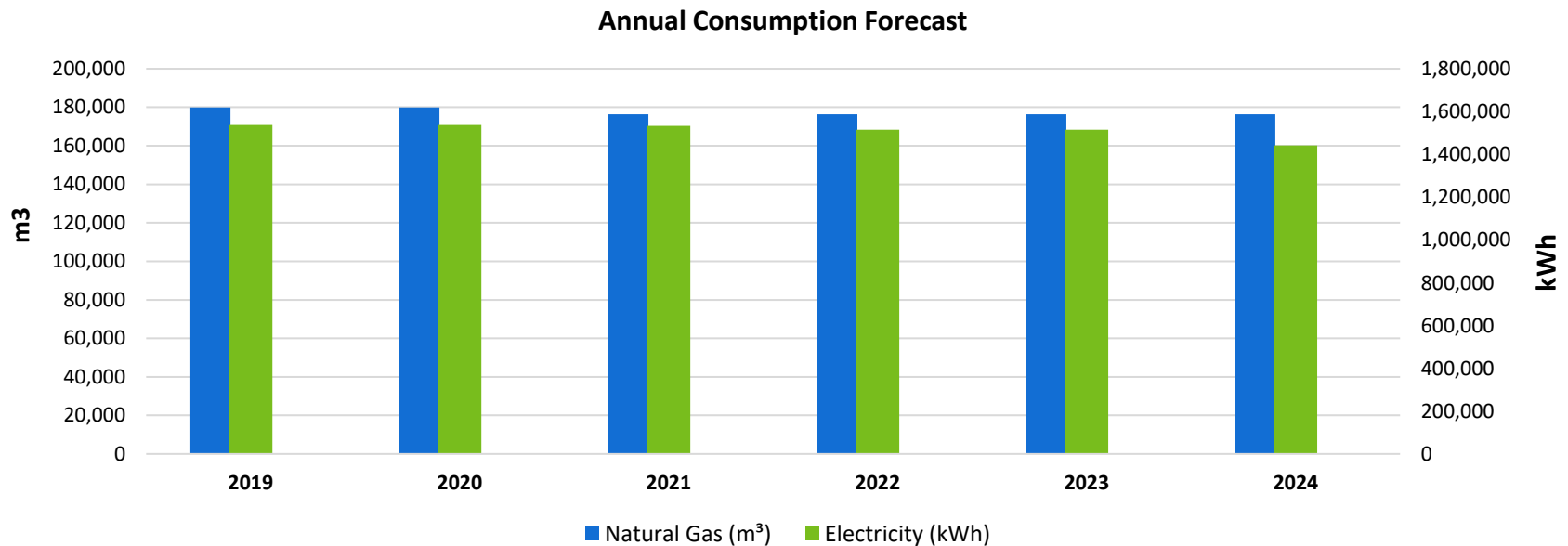
Table 66 Proposed Energy Conservation Initiatives

4.14.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 1,536,433 | 0% | 1,536,433 | 0% | 1,532,592 | 0% | 1,514,342 | 1% | 1,514,342 | 1% | 1,441,342 | 6% |
| Natural Gas (m ³) | 179,942 | 0% | 179,942 | 0% | 176,343 | 2% | 176,343 | 2% | 176,343 | 2% | 176,343 | 2% |

Table 67 Forecasted Annual Consumption

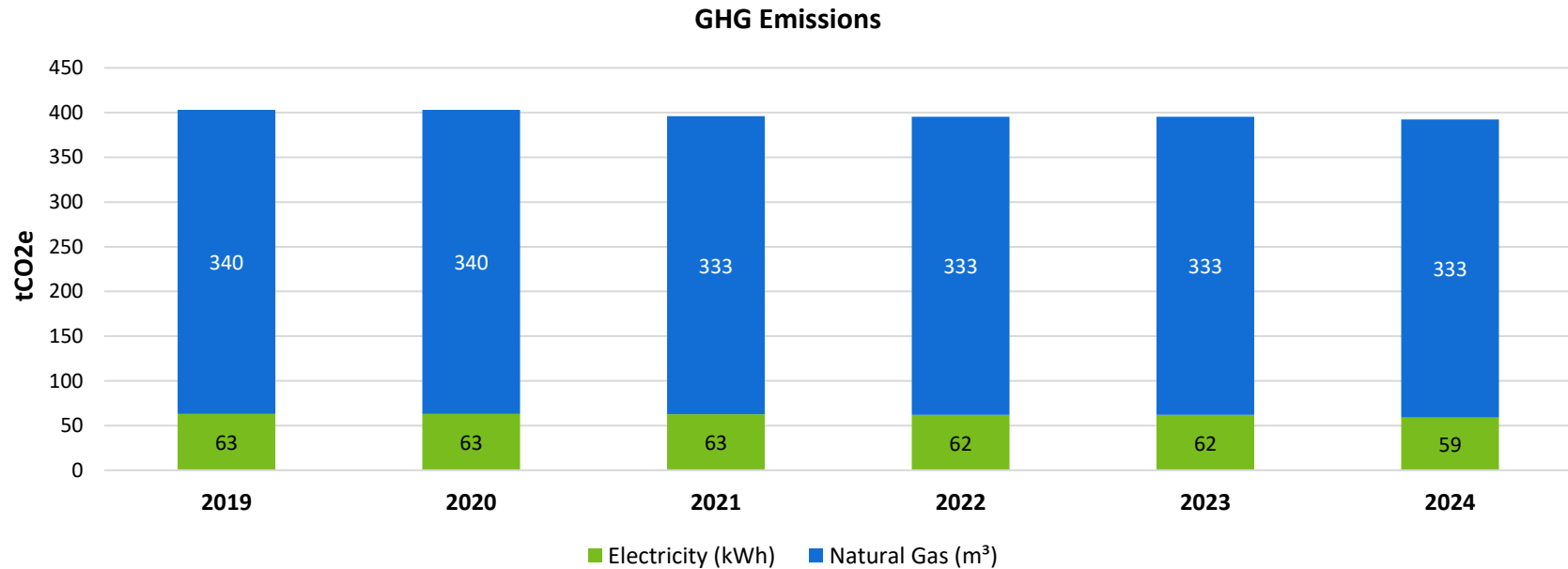


4.14.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|------------|------------|------------|------------|------------|------------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 63 | 63 | 63 | 62 | 62 | 59 |
| Natural Gas | 340 | 340 | 333 | 333 | 333 | 333 |
| Total Scope 1 & 2 Emissions | 403 | 403 | 396 | 395 | 395 | 392 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 2% | 2% | 2% | 3% |

Table 68 Forecasted Annual GHG Emissions



4.15 Hampton Hall



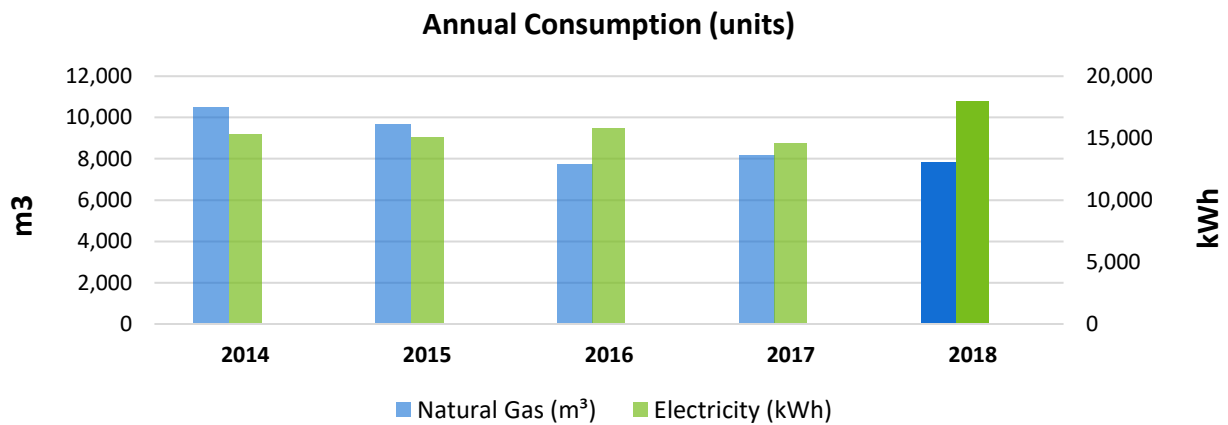
| Facility Information | |
|------------------------------------|-----------------------------------|
| Facility Name | Hampton Hall |
| Address | 5360 Old Scugog Road, Hampton, ON |
| Gross Area (Sq. Ft) | 3,059 |
| Type of Operation | Community Centre |
| Average Operational Hours Per Week | 20 |

4.15.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|--------|--------|--------|--------|--------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 15,287 | 15,072 | 15,746 | 14,532 | 17,961 |
| Natural Gas (m ³) | 10,483 | 9,674 | 7,701 | 8,144 | 7,823 |

Table 69 Annual Consumption Summary

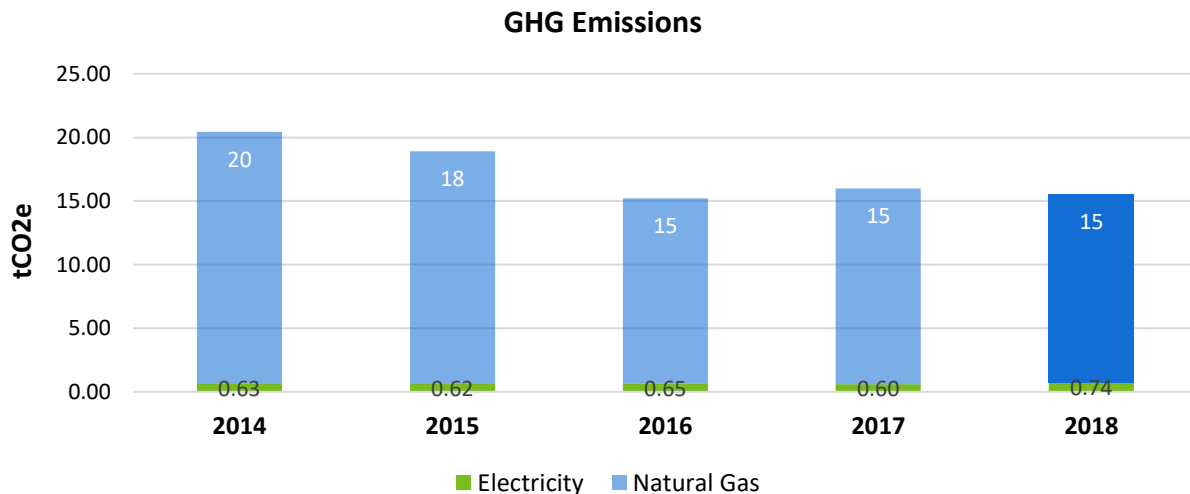


4.15.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 0.63 | 0.62 | 0.65 | 0.60 | 0.74 |
| Natural Gas | 20 | 18 | 15 | 15 | 15 |
| Totals | 20 | 19 | 15 | 16 | 16 |

Table 70 Annual GHG Emissions Analysis



4.15.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|-------------------------------|------------------|----------------|--------------------------|----|------------------------|------------------------|
| | | | kWh | m3 | | |
| *Lighting Retrofit / Controls | Electricity | \$9,177 | 1,796 | 0 | 41.76 | 2020 |
| Totals | | \$9,177 | 1,796 | | | |

*The exterior lighting of the facility already has been converted to LED. This measure is for the remaining interior areas.

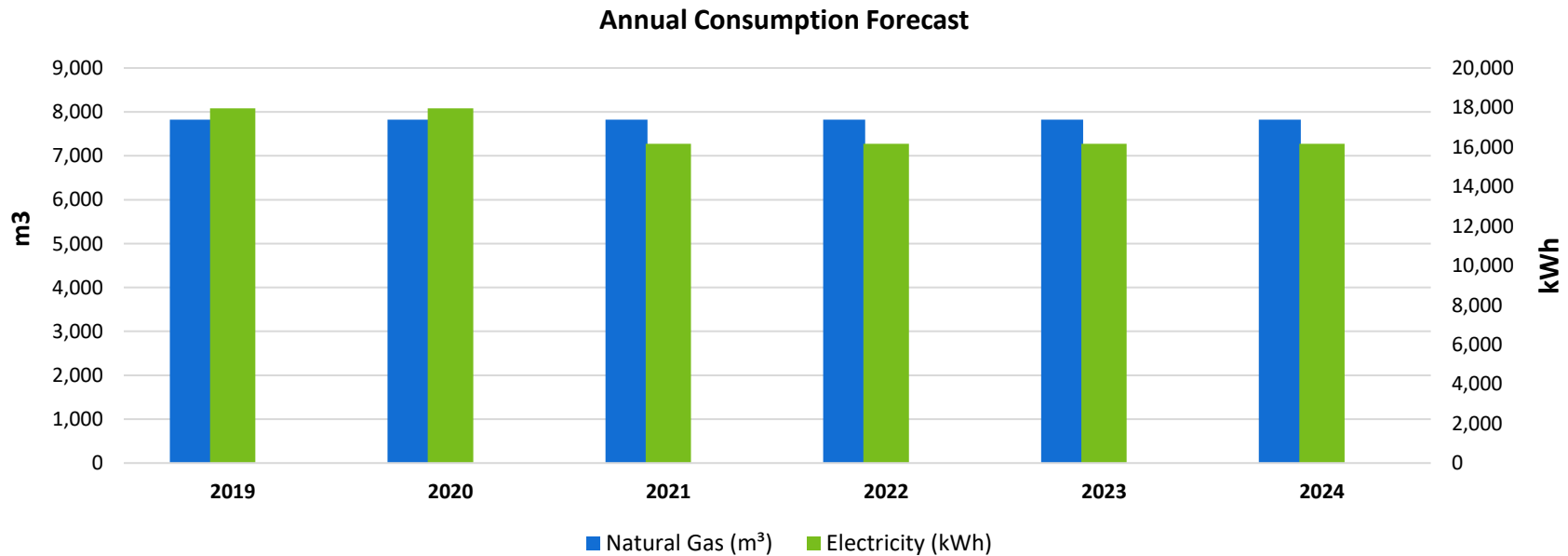
Table 71 Proposed Energy Conservation Initiatives

4.15.4 Utility Consumption Forecast

By implementing the energy conservation measure stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from the lighting retrofit. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|--------|----------|--------|----------|--------|----------|--------|----------|--------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 17,961 | 0% | 17,961 | 0% | 16,165 | 10% | 16,165 | 10% | 16,165 | 10% | 16,165 | 10% |
| Natural Gas (m ³) | 7,823 | 0% | 7,823 | 0% | 7,823 | 0% | 7,823 | 0% | 7,823 | 0% | 7,823 | 0% |

Table 72 Forecasted Annual Consumption

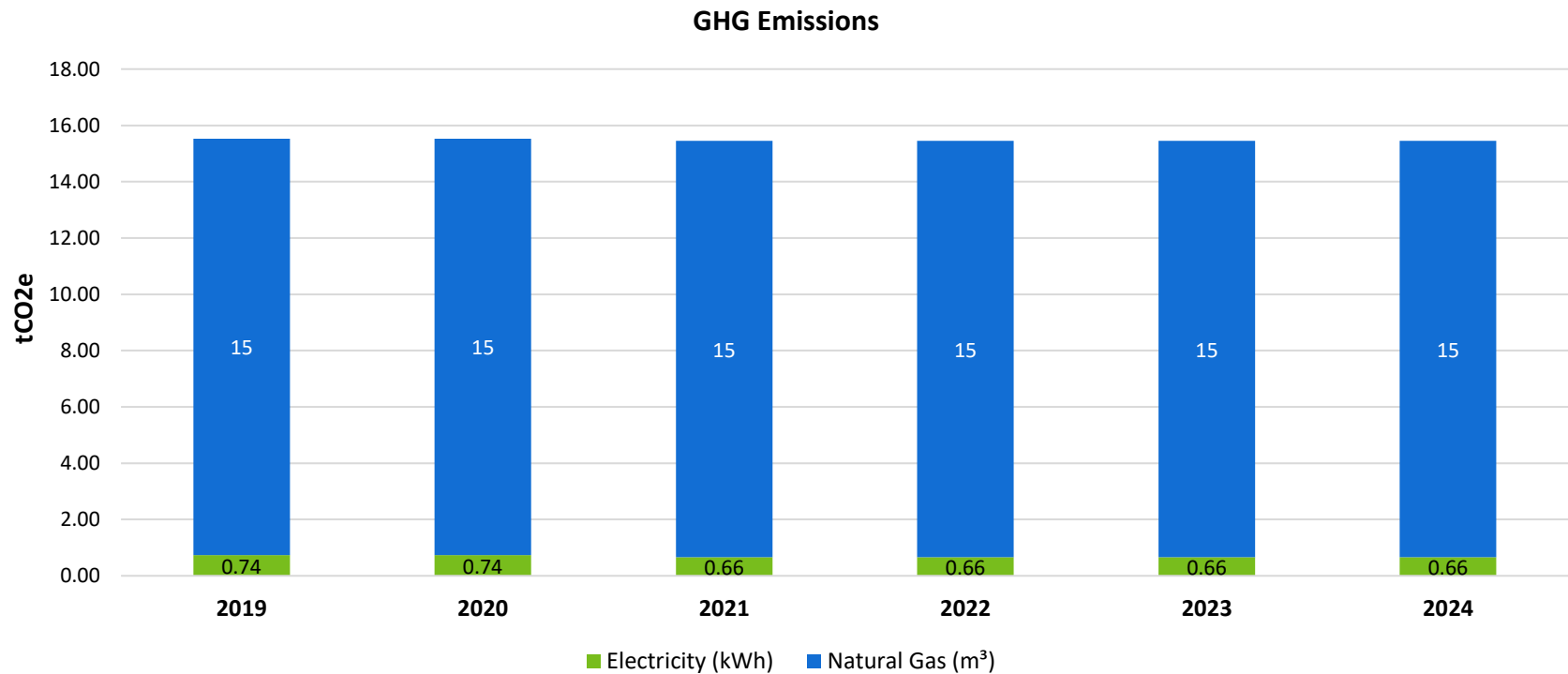


4.15.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 0.74 | 0.74 | 0.66 | 0.66 | 0.66 | 0.66 |
| Natural Gas | 15 | 15 | 15 | 15 | 15 | 15 |
| Total Scope 1 & 2 Emissions | 15 | 15 | 15 | 15 | 15 | 15 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 0% | 0% | 0% |

Table 73 Forecasted Annual GHG Emissions



4.16 Hampton Operations Depot



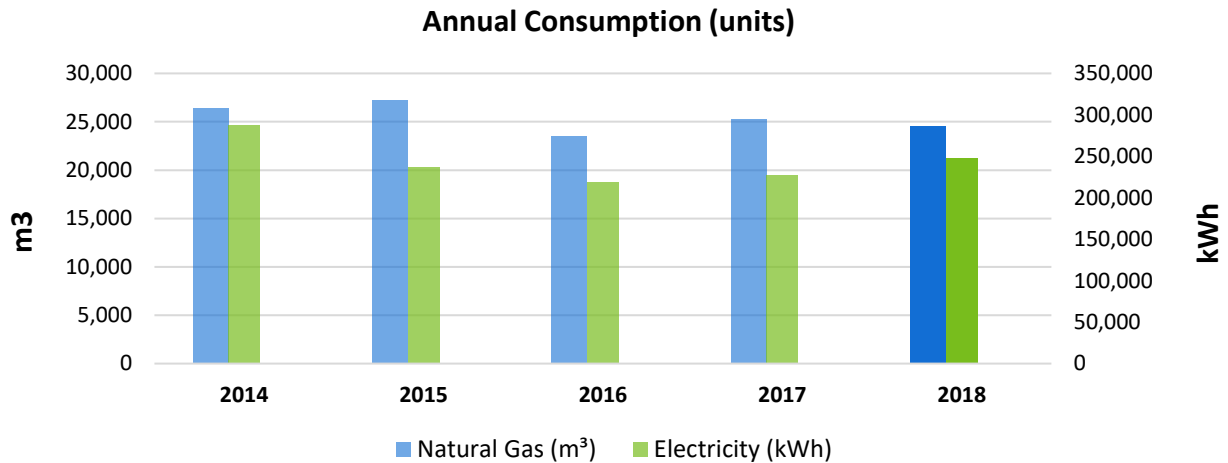
| Facility Information | |
|---|---|
| Facility Name | Hampton Operations Depot |
| Address | 2320 Taunton Road, Hampton, ON |
| Gross Area (Sq. Ft) | 14,812 |
| Type of Operation | Storage facilities where equipment or vehicles are maintained, repaired or stored |
| Average Operational Hours Per Week | 37.5 |

4.16.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|---------|---------|---------|---------|---------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 288,160 | 236,640 | 219,146 | 227,040 | 247,600 |
| Natural Gas (m ³) | 26,416 | 27,291 | 23,554 | 25,286 | 24,567 |

Table 74 Annual Consumption Summary

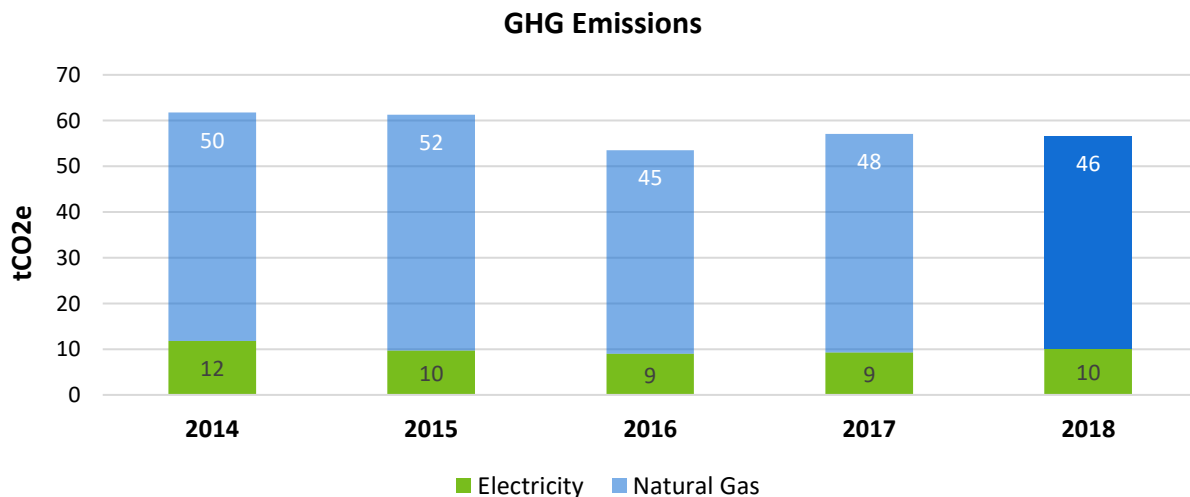


4.16.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 12 | 10 | 9 | 9 | 10 |
| Natural Gas | 50 | 52 | 45 | 48 | 46 |
| Totals | 62 | 61 | 54 | 57 | 57 |

Table 75 Annual GHG Emissions Analysis



4.16.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|----------------------------------|------------------|-----------------|--------------------------|----------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Motion Sensors | Electricity | \$500 | 1,306 | 0 | 3.13 | 2020 |
| * Other Lighting Upgrades | Electricity | \$22,642 | 15,456 | 0 | 11.97 | 2020 |
| Totals | | \$23,142 | 16,762 | 0 | | |

*The high bay shop has already been converted to LED. This measure is for the remaining interior areas.

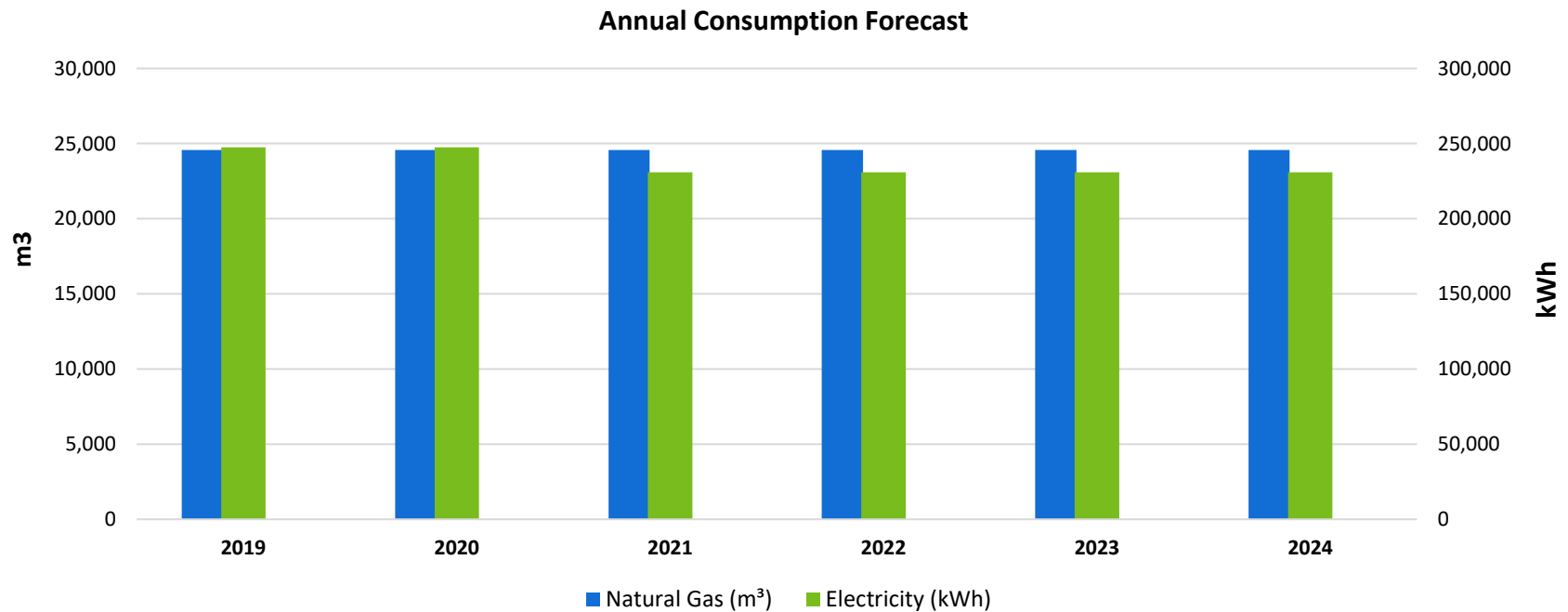
Table 76 Proposed Energy Conservation Initiatives

4.16.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|---------|----------|---------|----------|---------|----------|---------|----------|---------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 247,600 | 0% | 247,600 | 0% | 230,838 | 7% | 230,838 | 7% | 230,838 | 7% | 230,838 | 7% |
| Natural Gas (m ³) | 24,567 | 0% | 24,567 | 0% | 24,567 | 0% | 24,567 | 0% | 24,567 | 0% | 24,567 | 0% |

Table 77 Forecasted Annual Consumption

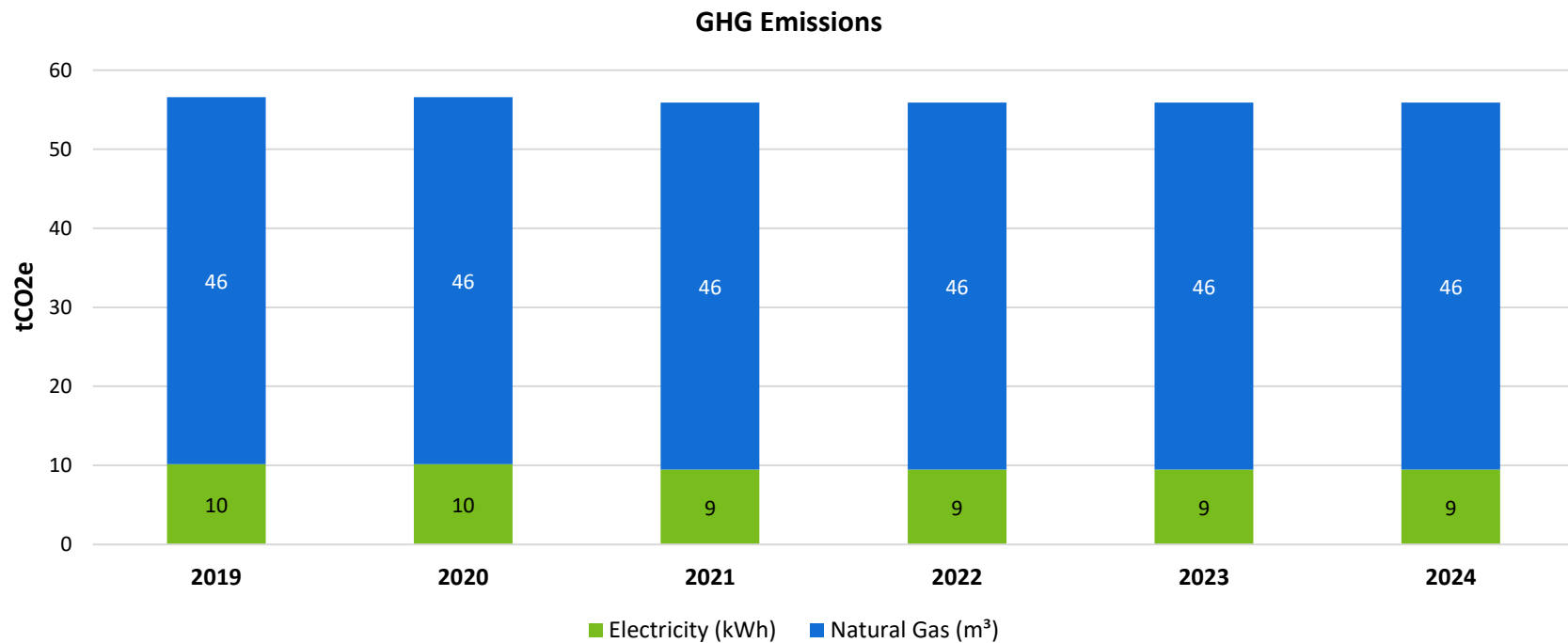


4.16.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 10 | 10 | 9 | 9 | 9 | 9 |
| Natural Gas | 46 | 46 | 46 | 46 | 46 | 46 |
| Total Scope 1 & 2 Emissions | 57 | 57 | 56 | 56 | 56 | 56 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 1% | 1% | 1% | 1% |

Table 78 Forecasted Annual GHG Emissions



4.17 Kendal Community Centre



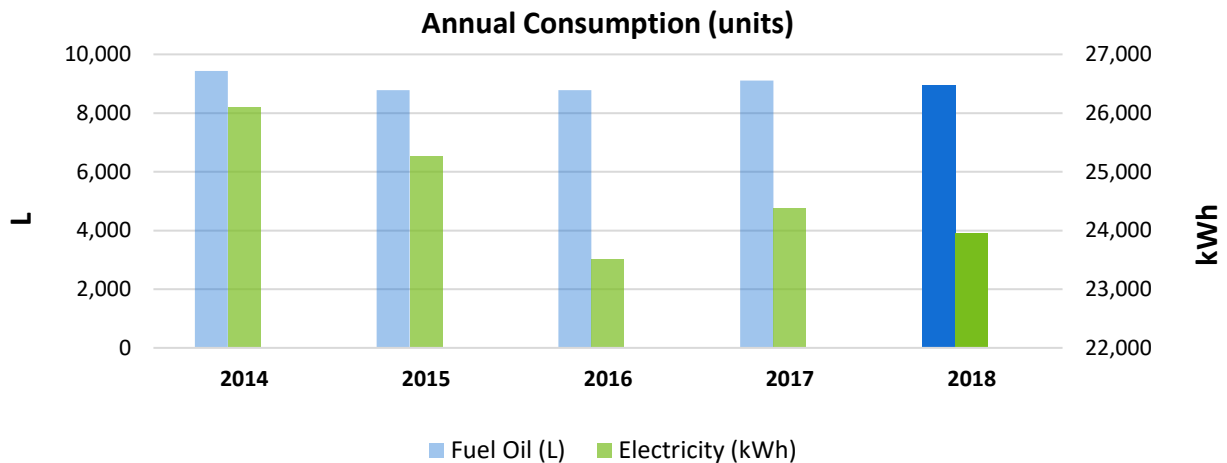
| Facility Information | |
|------------------------------------|----------------------------------|
| Facility Name | Kendal Community Centre |
| Address | 6742 Newtonville Road, Orono, ON |
| Gross Area (Sq. Ft) | 9,495 |
| Type of Operation | Community Centre |
| Average Operational Hours Per Week | 40 |

4.17.1 Utility Consumption Analysis

Utilities to the site are electricity and fuel oil. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|----------------------------|--------|--------|--------|--------|--------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 26,097 | 25,256 | 23,509 | 24,383 | 23,946 |
| Fuel Oil (L) | 9,437 | 8,784 | 8,783 | 9,110 | 8,947 |

Table 79 Annual Consumption Summary

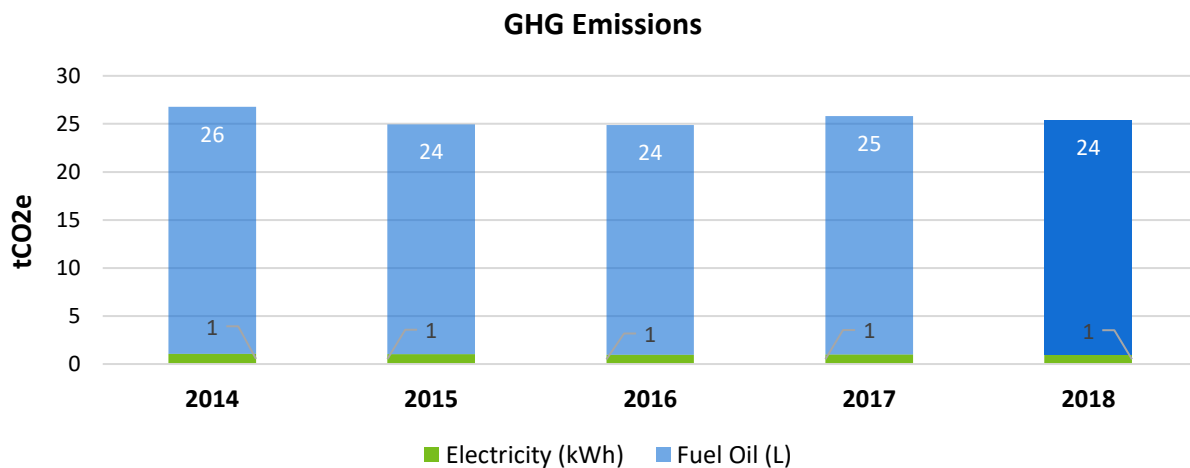


4.17.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO2e) | | | | | |
|-----------------------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 1 | 1 | 1 | 1 | 1 |
| Fuel Oil | 26 | 24 | 24 | 25 | 24 |
| Totals | 27 | 25 | 25 | 26 | 25 |

Table 80 Annual GHG Emissions Analysis



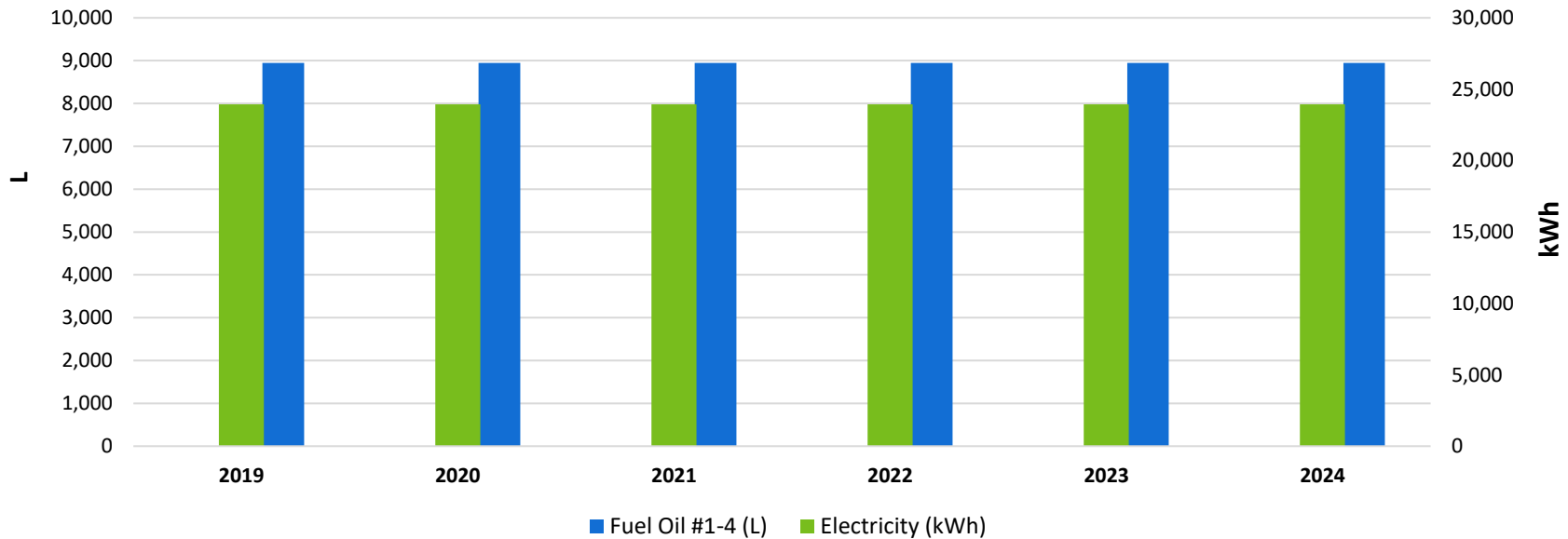
4.17.3 Utility Consumption Forecast

There are limited opportunities to reduce consumption at the Kendal Community Centre. We have forecasted electricity and natural gas use based on the 2018 performance year. The forecasted utility consumption is tabulated below. Our goal will be to maintain 2018 consumption levels and review energy conservation opportunities as they present themselves.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------|-------------------------------------|----------|--------|----------|--------|----------|--------|----------|--------|----------|--------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 23,946 | 0% | 23,946 | 0% | 23,946 | 0% | 23,946 | 0% | 23,946 | 0% | 23,946 | 0% |
| Fuel Oil (L) | 8,947 | 0% | 8,947 | 0% | 8,947 | 0% | 8,947 | 0% | 8,947 | 0% | 8,947 | 0% |

Table 81 Forecasted Annual Consumption

Annual Consumption Forecast

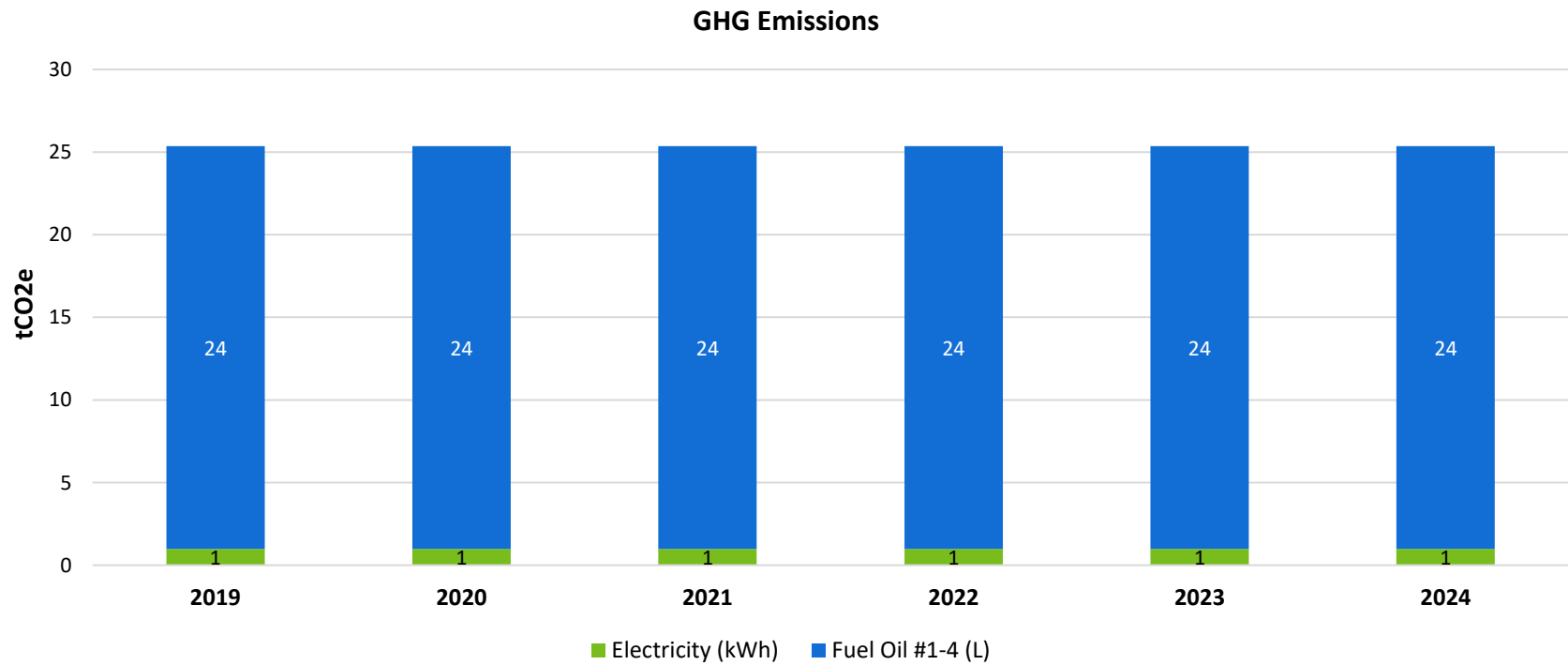


4.17.4 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|---|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 1 | 1 | 1 | 1 | 1 | 1 |
| Fuel Oil | 24 | 24 | 24 | 24 | 24 | 24 |
| Total Scope 1 & 2 Emissions | 25 | 25 | 25 | 25 | 25 | 25 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 0% | 0% | 0% |

Table 82 Forecasted Annual GHG Emissions



4.18 Municipal Administrative Centre



This centre is considered Clarington's Town Hall and houses meeting rooms, administrative offices and municipal council chambers. Facility also includes a public library.

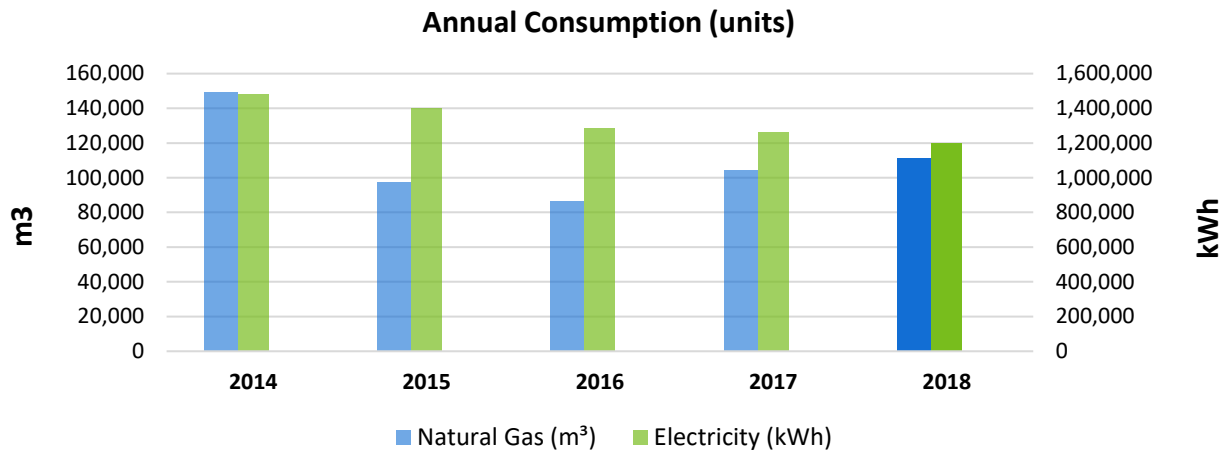
| Facility Information | |
|---|---|
| Facility Name | Municipal Administrative Centre |
| Address | 40 Temperance Street, Bowmanville, ON |
| Gross Area (Sq. Ft) | 88,000 |
| Type of Operation | Administrative offices and related facilities, including municipal council chambers |
| Average Operational Hours Per Week | 40 |

4.18.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|-----------|-----------|-----------|-----------|-----------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 1,483,483 | 1,402,826 | 1,283,109 | 1,260,508 | 1,199,920 |
| Natural Gas (m ³) | 149,546 | 97,293 | 86,284 | 104,564 | 111,071 |

Table 83 Annual Consumption Summary

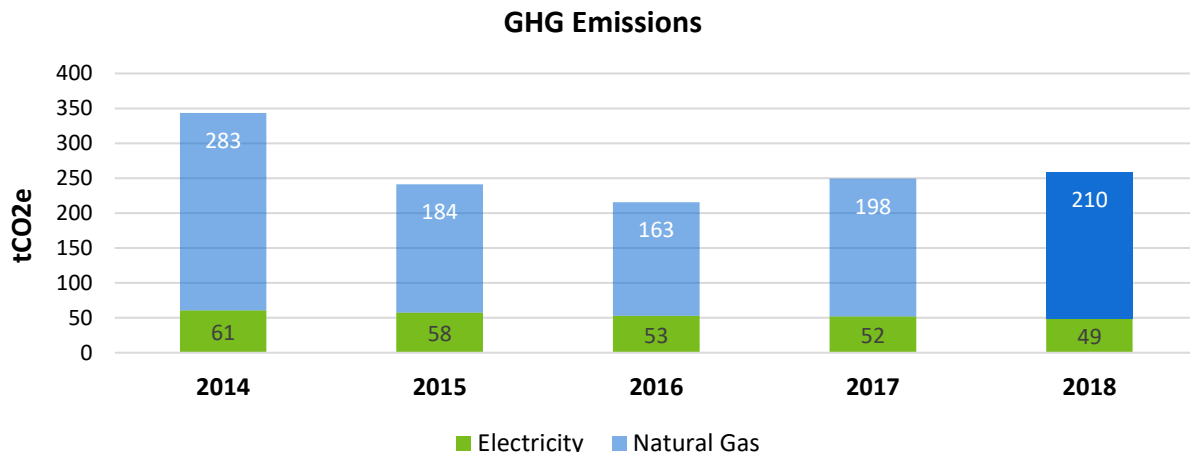


4.18.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|------------|------------|------------|------------|------------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 61 | 58 | 53 | 52 | 49 |
| Natural Gas | 283 | 184 | 163 | 198 | 210 |
| Totals | 343 | 241 | 216 | 249 | 259 |

Table 84 Annual GHG Emissions Analysis



4.18.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|-------------------|------------------|-----------------|--------------------------|----------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Lighting Retrofit | Electricity | \$12,800 | 155,500 | 0 | 0.68 | 2019 |
| Totals | | \$12,800 | 155,500 | 0 | | |

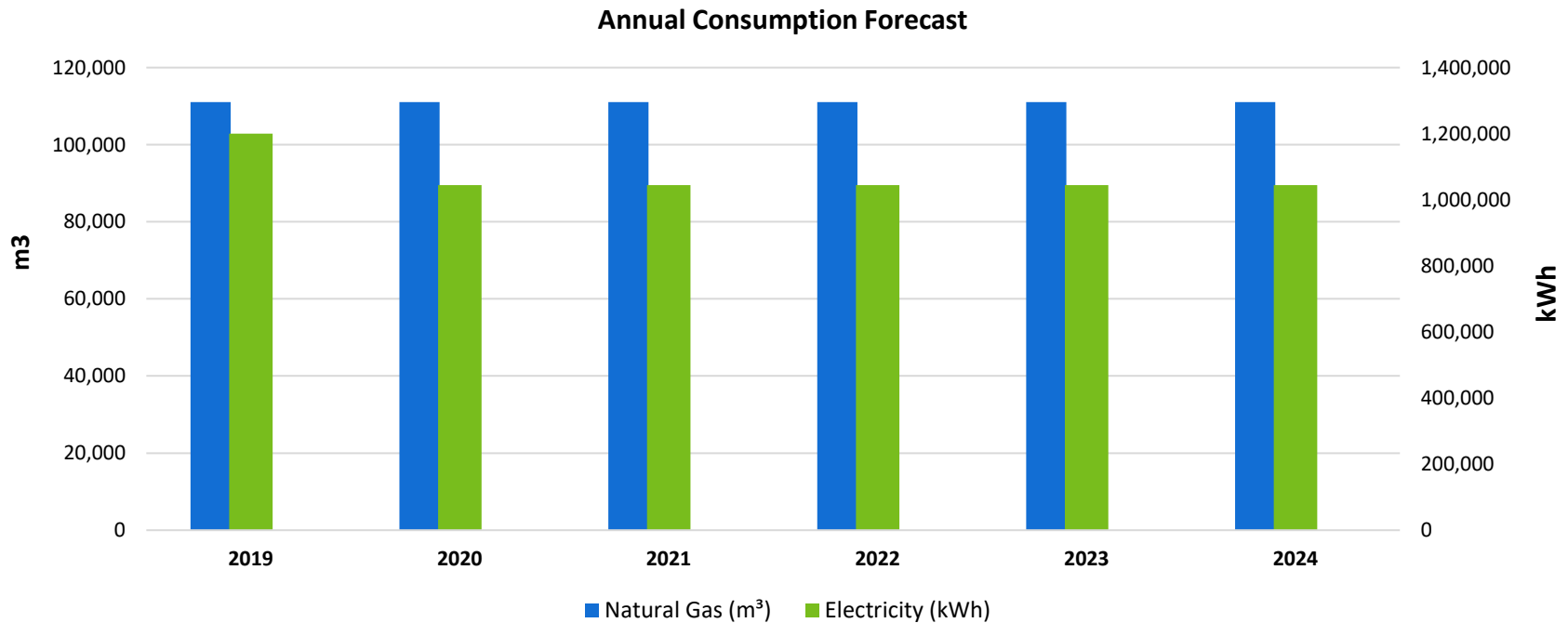
Table 85 Proposed Energy Conservation Initiatives

4.18.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|------------------------------------|-------------------------------------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 1,199,920 | 0% | 1,044,420 | 13% | 1,044,420 | 13% | 1,044,420 | 13% | 1,044,420 | 13% | 1,044,420 | 13% |
| Natural Gas (m³) | 111,071 | 0% | 111,071 | 0% | 111,071 | 0% | 111,071 | 0% | 111,071 | 0% | 111,071 | 0% |

Table 86 Forecasted Annual Consumption

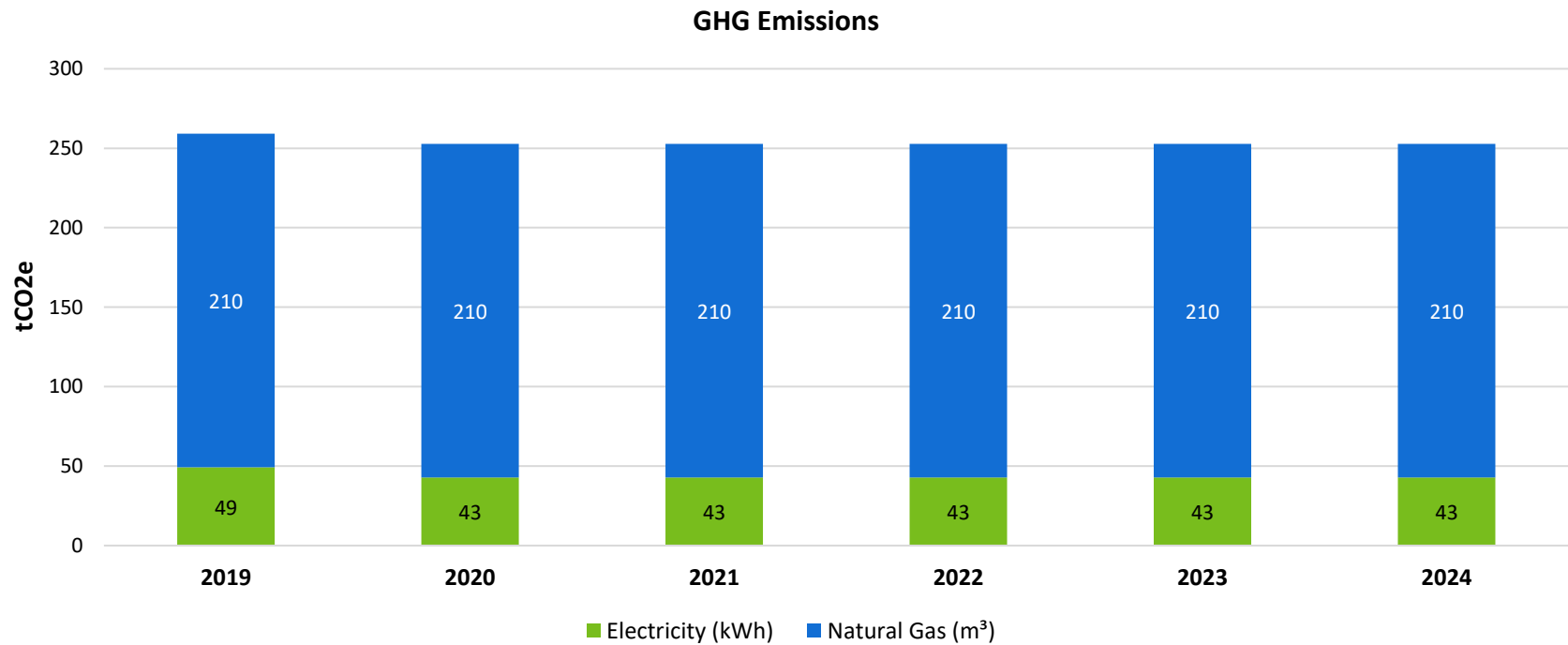


4.18.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|------------|------------|------------|------------|------------|------------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 49 | 43 | 43 | 43 | 43 | 43 |
| Natural Gas | 210 | 210 | 210 | 210 | 210 | 210 |
| Total Scope 1 & 2 Emissions | 259 | 253 | 253 | 253 | 253 | 253 |
| Reduction from the Baseline Year (2018) | 0% | 2% | 2% | 2% | 2% | 2% |

Table 87 Forecasted Annual GHG Emissions



4.19 Newcastle Branch Library



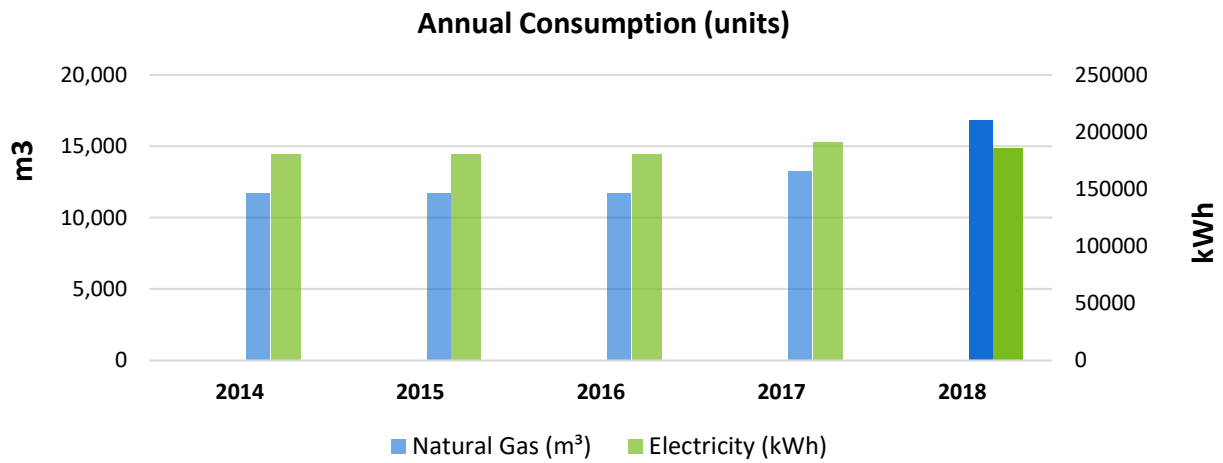
| Facility Information | |
|---|-------------------------------------|
| Facility Name | Newcastle Branch Library |
| Address | 150 King Avenue East, Newcastle, ON |
| Gross Area (Sq. Ft) | 9,710 |
| Type of Operation | Library |
| Average Operational Hours Per Week | 60 |

4.19.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|---------|---------|---------|---------|---------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 181,037 | 181,037 | 181,037 | 191,203 | 186,241 |
| Natural Gas (m ³) | 11,718 | 11,718 | 11,718 | 13,252 | 16,871 |

Table 88 Annual Consumption Summary

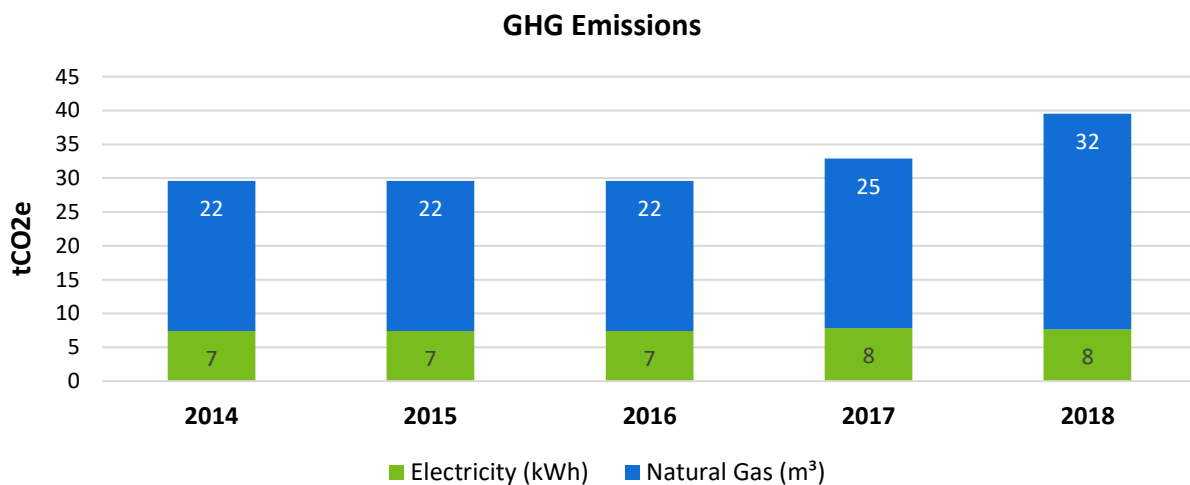


4.19.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 7 | 7 | 7 | 8 | 8 |
| Natural Gas | 22 | 22 | 22 | 25 | 32 |
| Totals | 30 | 30 | 30 | 33 | 40 |

Table 89 Annual GHG Emissions Analysis



4.19.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|--|---------------------------|-----------------|--------------------------|--------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| LED Lighting Retrofit | Electricity | \$29,130 | 18,624 | 0 | 12.26 | 2023 |
| Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | Electricity & Natural Gas | \$10,000 | 6,208 | 1,350 | 9.05 | 2024 |
| Totals | | \$39,130 | 24,832 | 1,350 | | |

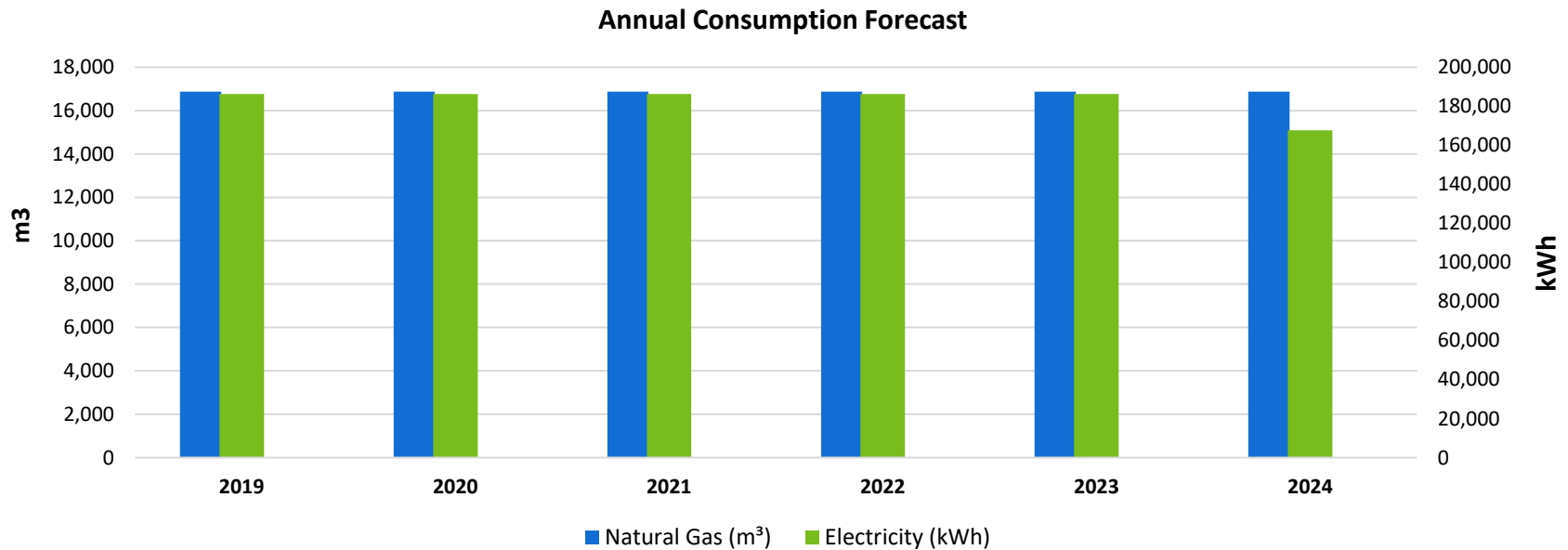
Table 90 Proposed Energy Conservation Initiatives

4.19.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|---------|----------|---------|----------|---------|----------|---------|----------|---------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 186,241 | 0% | 186,241 | 0% | 186,241 | 0% | 186,241 | 0% | 186,241 | 0% | 167,617 | 10% |
| Natural Gas (m ³) | 16,871 | 0% | 16,871 | 0% | 16,871 | 0% | 16,871 | 0% | 16,871 | 0% | 16,871 | 0% |

Table 91 Forecasted Annual Consumption

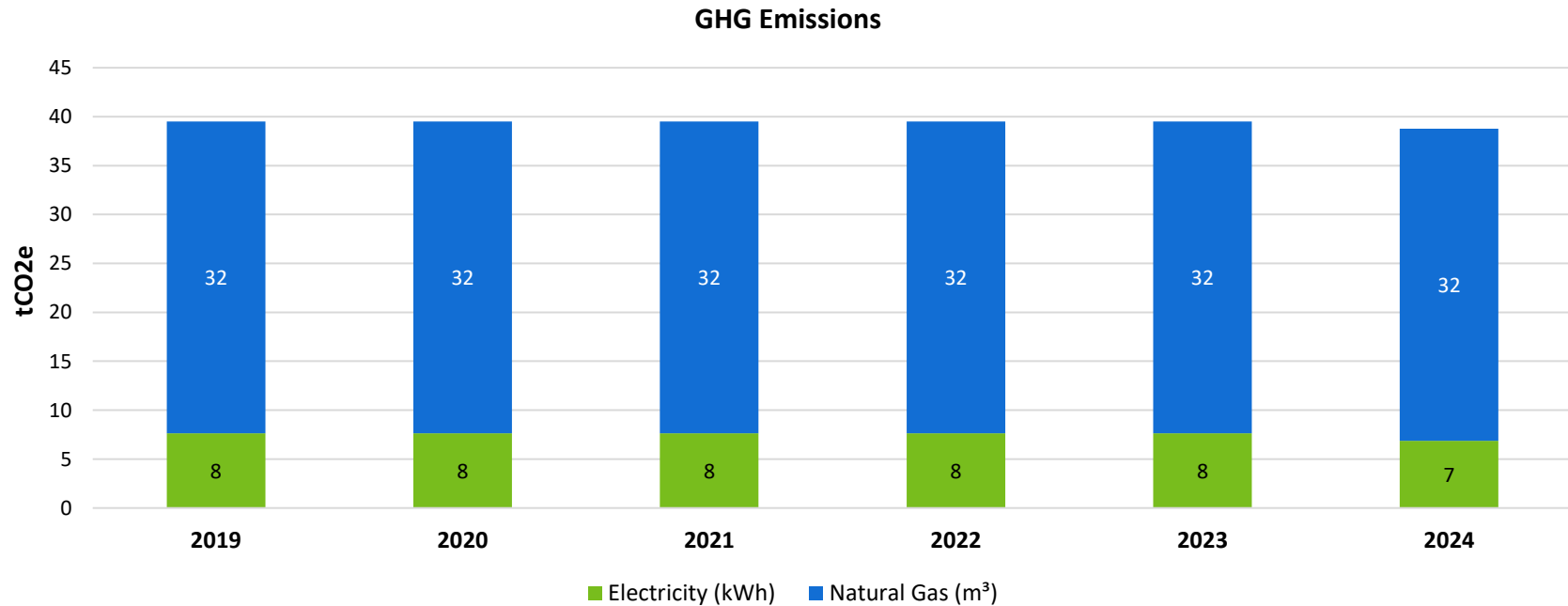


4.19.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 8 | 8 | 8 | 8 | 8 | 7 |
| Natural Gas | 32 | 32 | 32 | 32 | 32 | 32 |
| Total Scope 1 & 2 Emissions | 40 | 40 | 40 | 40 | 40 | 39 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 0% | 0% | 2% |

Table 92 Forecasted Annual GHG Emissions



4.20 Newcastle Storage (prev. FS#2)



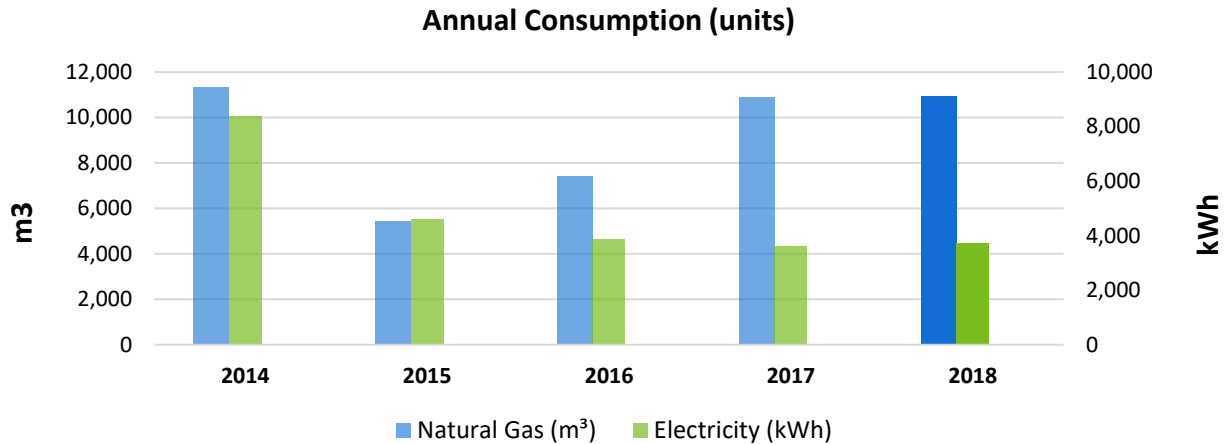
| Facility Information | |
|---|---------------------------------------|
| Facility Name | Newcastle Storage (prev. FS#2) |
| Address | 247 King Avenue, Newcastle, ON |
| Gross Area (Sq. Ft) | 6,847 |
| Type of Operation | Storage Facility |
| Average Operational Hours Per Week | 5 |

4.20.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|--------|-------|-------|--------|--------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 8,384 | 4,597 | 3,865 | 3,625 | 3,714 |
| Natural Gas (m ³) | 11,338 | 5,442 | 7,411 | 10,910 | 10,935 |

Table 93 Annual Consumption Summary

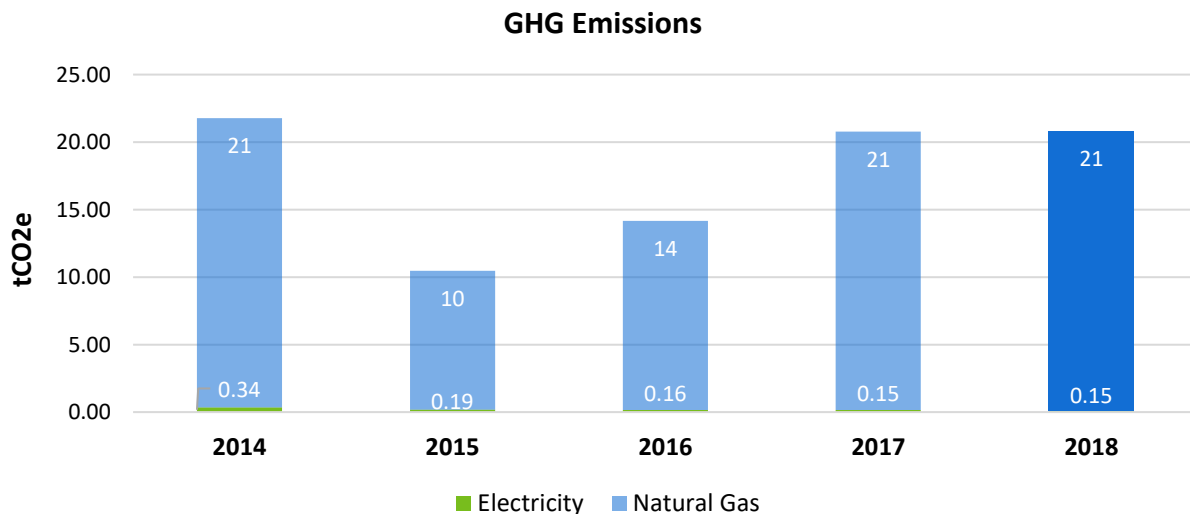


4.20.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 0.34 | 0.19 | 0.16 | 0.15 | 0.15 |
| Natural Gas | 21 | 10 | 14 | 21 | 21 |
| Totals | 22 | 10 | 14 | 21 | 21 |

Table 94 Annual GHG Emissions Analysis

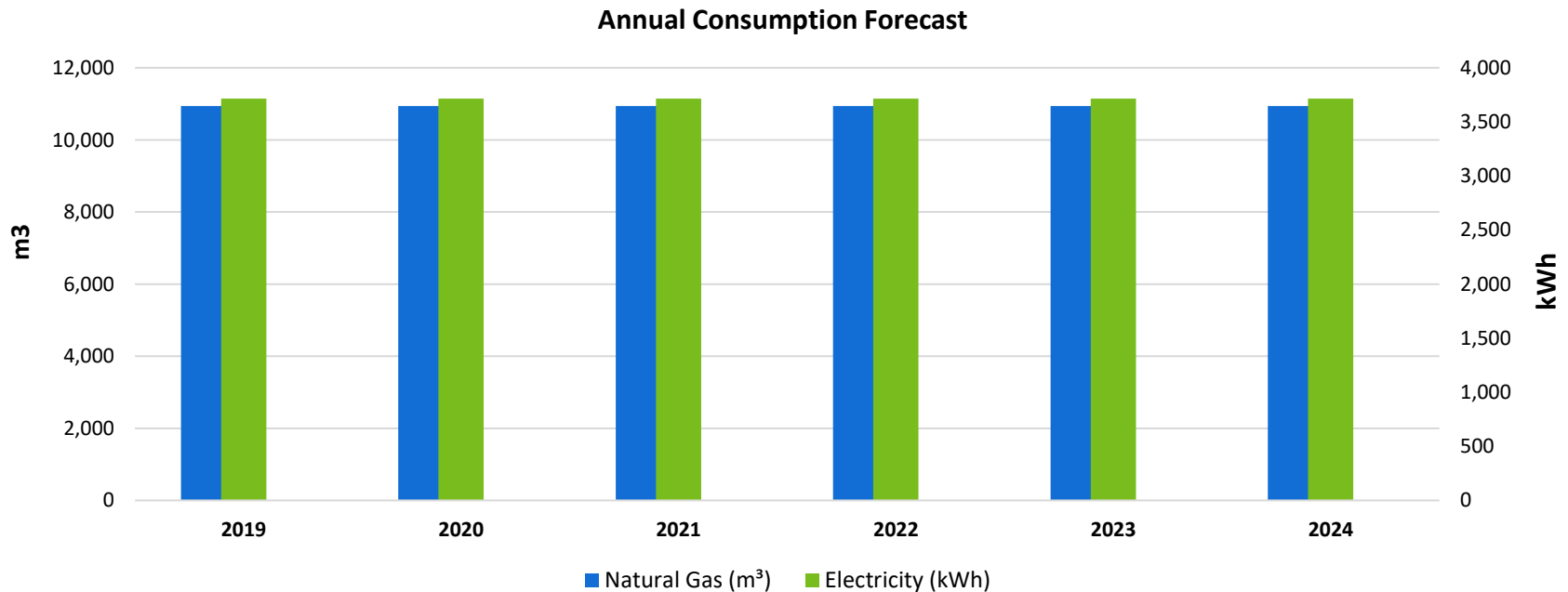


4.20.3 Utility Consumption Forecast

There are limited opportunities to reduce consumption at the Newcastle Storage Depot. We have forecasted electricity and natural gas use based on the 2018 performance year. The forecasted utility consumption is tabulated below. Our goal will be to maintain 2018 consumption levels and review energy conservation opportunities as they present themselves.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|--------|----------|--------|----------|--------|----------|--------|----------|--------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 3,714 | 0% | 3,714 | 0% | 3,714 | 0% | 3,714 | 0% | 3,714 | 0% | 3,714 | 0% |
| Natural Gas (m ³) | 10,935 | 0% | 10,935 | 0% | 10,935 | 0% | 10,935 | 0% | 10,935 | 0% | 10,935 | 0% |

Table 95 Forecasted Annual Consumption

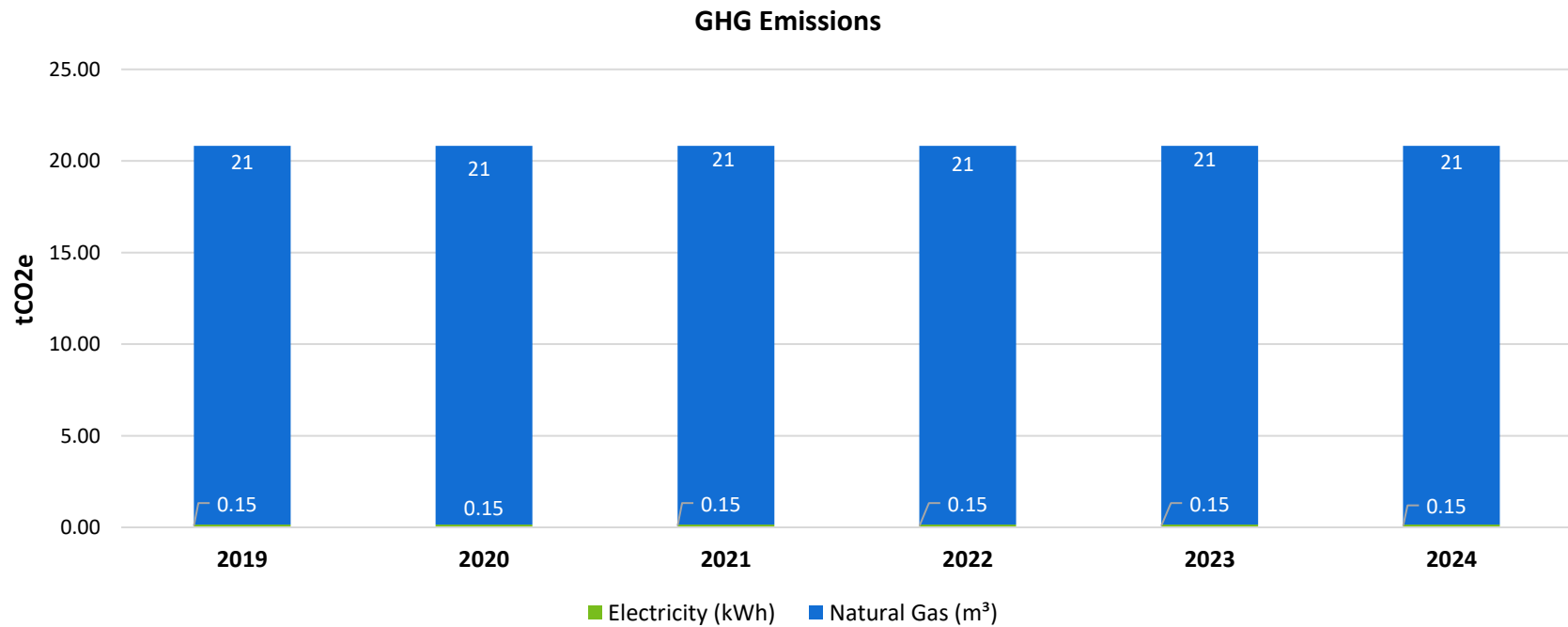


4.20.4 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 0.15 | 0.15 | 0.15 | 0.15 | 0.15 | 0.15 |
| Natural Gas | 21 | 21 | 21 | 21 | 21 | 21 |
| Total Scope 1 & 2 Emissions | 21 | 21 | 21 | 21 | 21 | 21 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 0% | 0% | 0% |

Table 96 Forecasted Annual GHG Emissions



4.21 Orono Library



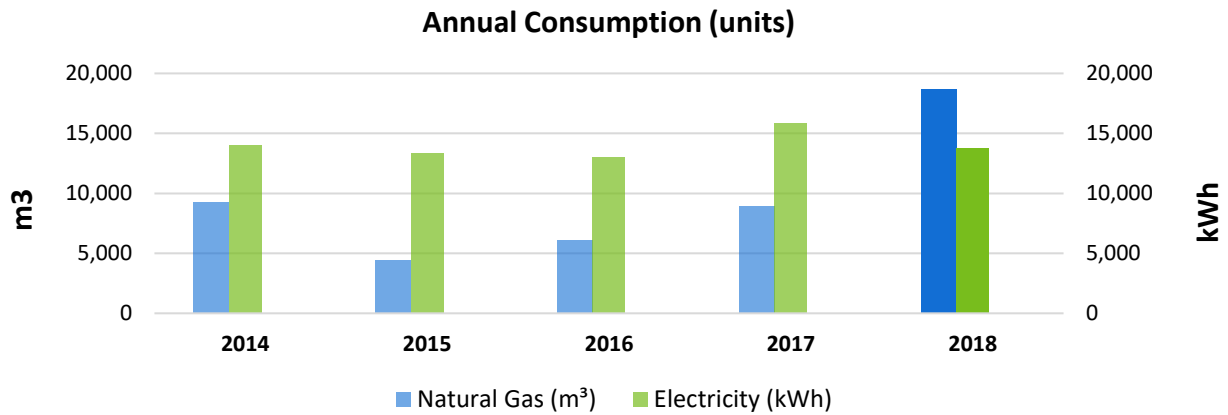
| Facility Information | |
|---|------------------------------|
| Facility Name | Orono Library |
| Address | 127 Church Street, Orono, ON |
| Gross Area (Sq. Ft) | 3,958 |
| Type of Operation | Library |
| Average Operational Hours Per Week | 36 |

4.21.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|--------|--------|--------|--------|--------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 13,987 | 13,361 | 13,003 | 15,825 | 13,805 |
| Natural Gas (m ³) | 9,278 | 4,453 | 6,065 | 8,928 | 18,677 |

Table 97 Annual Consumption Summary

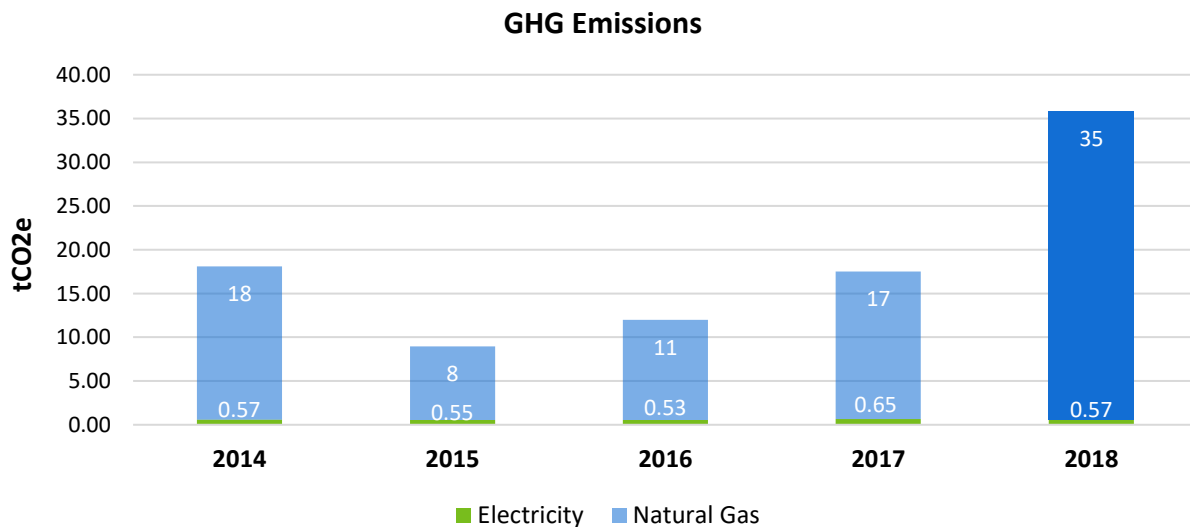


4.21.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|-----------|----------|-----------|-----------|-----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 0.57 | 0.55 | 0.53 | 0.65 | 0.57 |
| Natural Gas | 18 | 8 | 11 | 17 | 35 |
| Totals | 18 | 9 | 12 | 18 | 36 |

Table 98 Annual GHG Emissions Analysis



4.21.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|--|------------------|----------------|--------------------------|--------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | Natural Gas | \$750 | 0 | 587 | 5.88 | 2019 |
| Insulate Hot Water / Domestic Hot Water (DWH) Piping | Natural Gas | \$1,183 | 0 | 530 | 10.28 | 2019 |
| Totals | | \$1,933 | 0 | 1,117 | | |

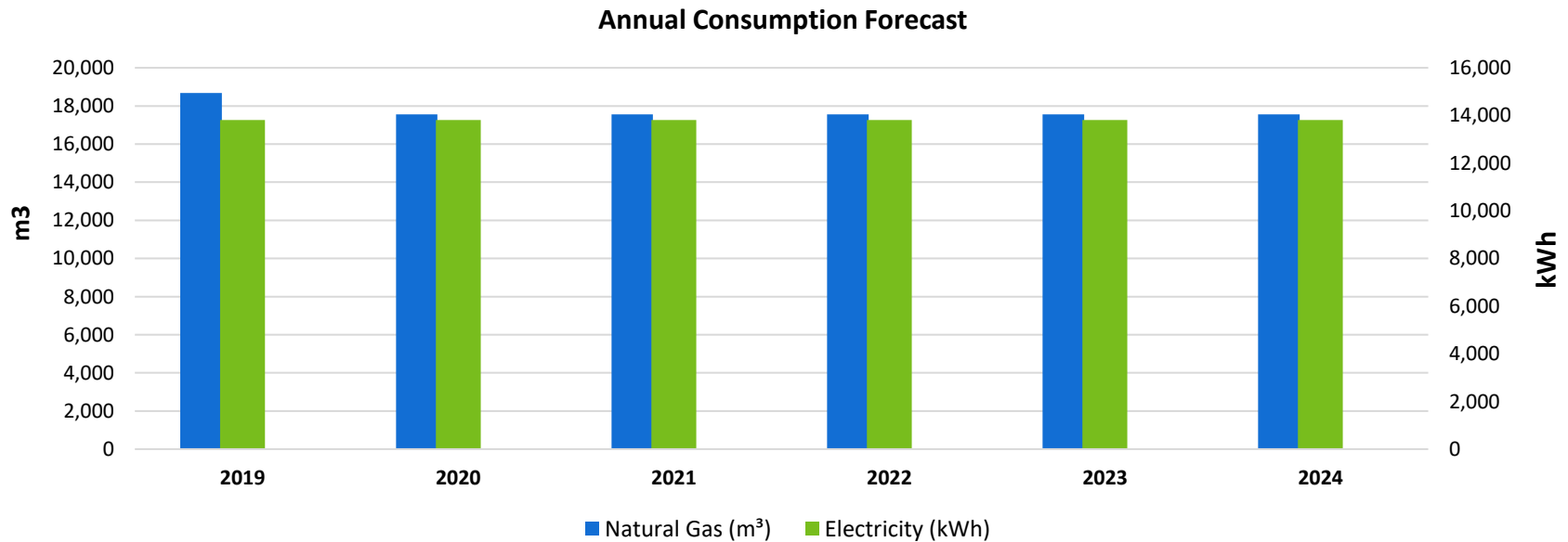
Table 99 Proposed Energy Conservation Initiatives

4.21.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|--------|----------|--------|----------|--------|----------|--------|----------|--------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 13,805 | 0% | 13,805 | 0% | 13,805 | 0% | 13,805 | 0% | 13,805 | 0% | 13,805 | 0% |
| Natural Gas (m ³) | 18,677 | 0% | 17,560 | 6% | 17,560 | 6% | 17,560 | 6% | 17,560 | 6% | 17,560 | 6% |

Table 100 Forecasted Annual Consumption

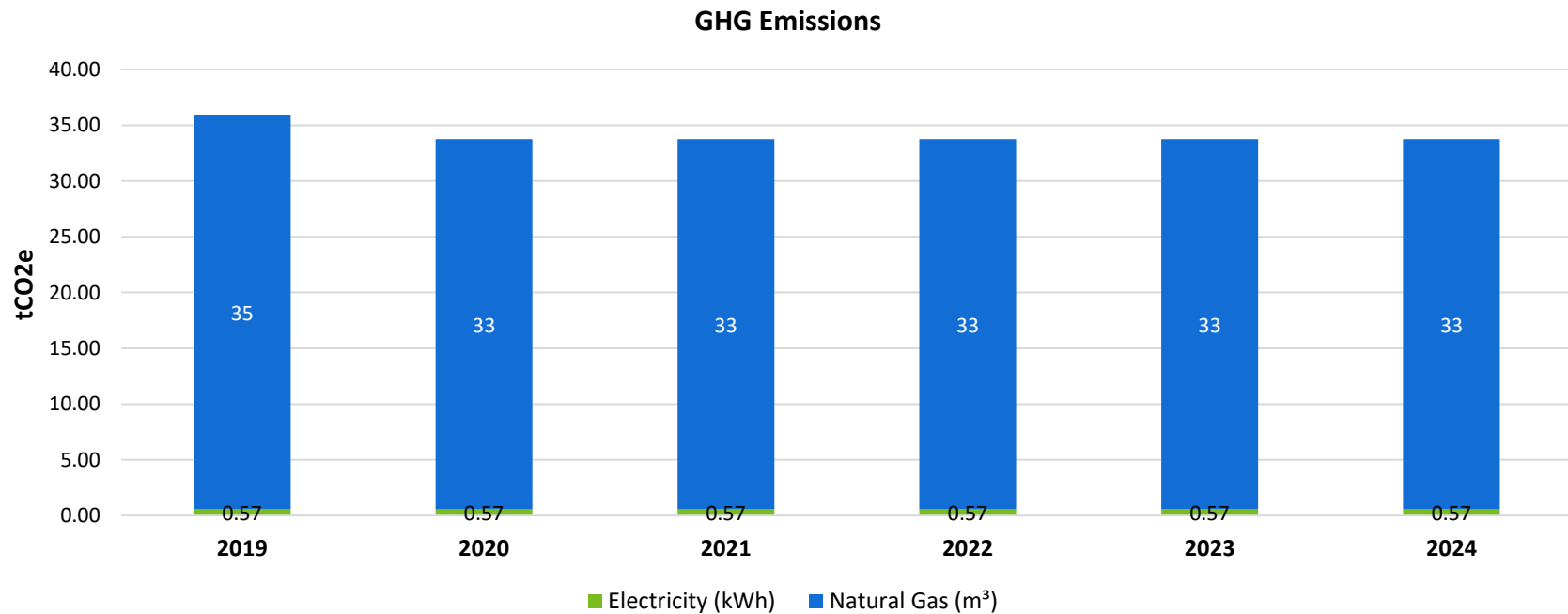


4.21.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 0.57 | 0.57 | 0.57 | 0.57 | 0.57 | 0.57 |
| Natural Gas | 35 | 33 | 33 | 33 | 33 | 33 |
| Total Scope 1 & 2 Emissions | 36 | 34 | 34 | 34 | 34 | 34 |
| Reduction from the Baseline Year (2018) | 0% | 6% | 6% | 6% | 6% | 6% |

Table 101 Forecasted Annual GHG Emissions



4.22 Orono Operations Depot



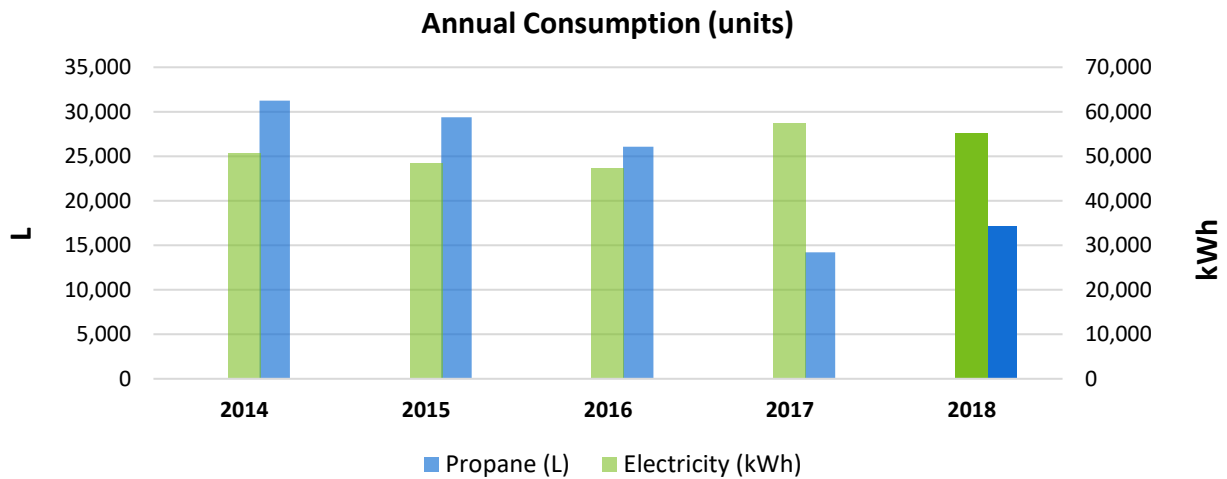
| Facility Information | |
|---|---|
| Facility Name | Orono Operations Depot |
| Address | 3585 Taunton Road, Clarington, ON |
| Gross Area (Sq. Ft) | 5,122 |
| Type of Operation | Storage facilities where equipment or vehicles are maintained, repaired or stored |
| Average Operational Hours Per Week | 40 |

4.22.1 Utility Consumption Analysis

Utilities to the site are electricity and propane. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|----------------------------|--------|--------|--------|--------|--------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 50,768 | 48,495 | 47,196 | 57,440 | 55,240 |
| Propane (L) | 31,250 | 29,365 | 26,085 | 14,209 | 17,082 |

Table 102 Annual Consumption Summary

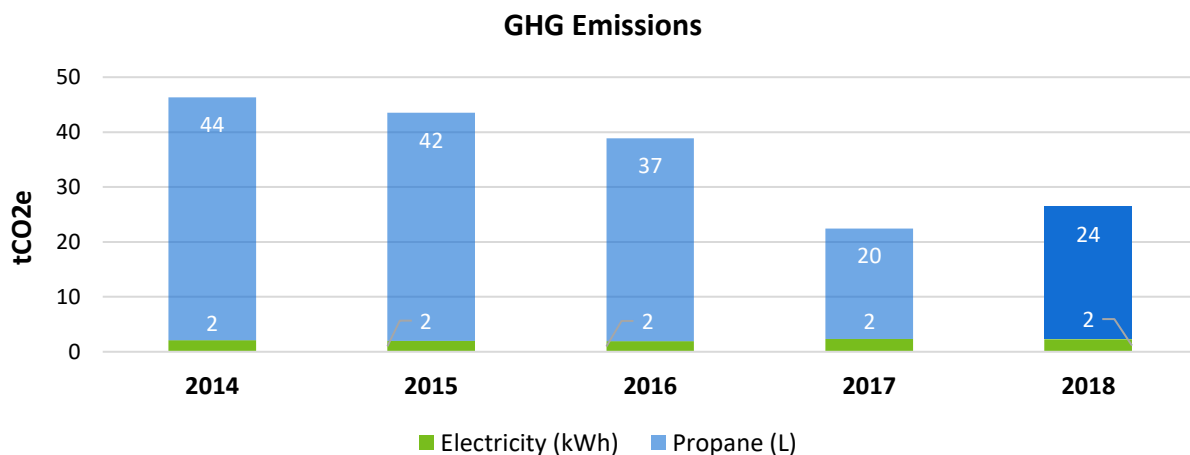


4.22.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO2e) | | | | | |
|-----------------------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 2 | 2 | 2 | 2 | 2 |
| Propane | 44 | 42 | 37 | 20 | 24 |
| Totals | 46 | 44 | 39 | 22 | 26 |

Table 103 Annual GHG Emissions Analysis

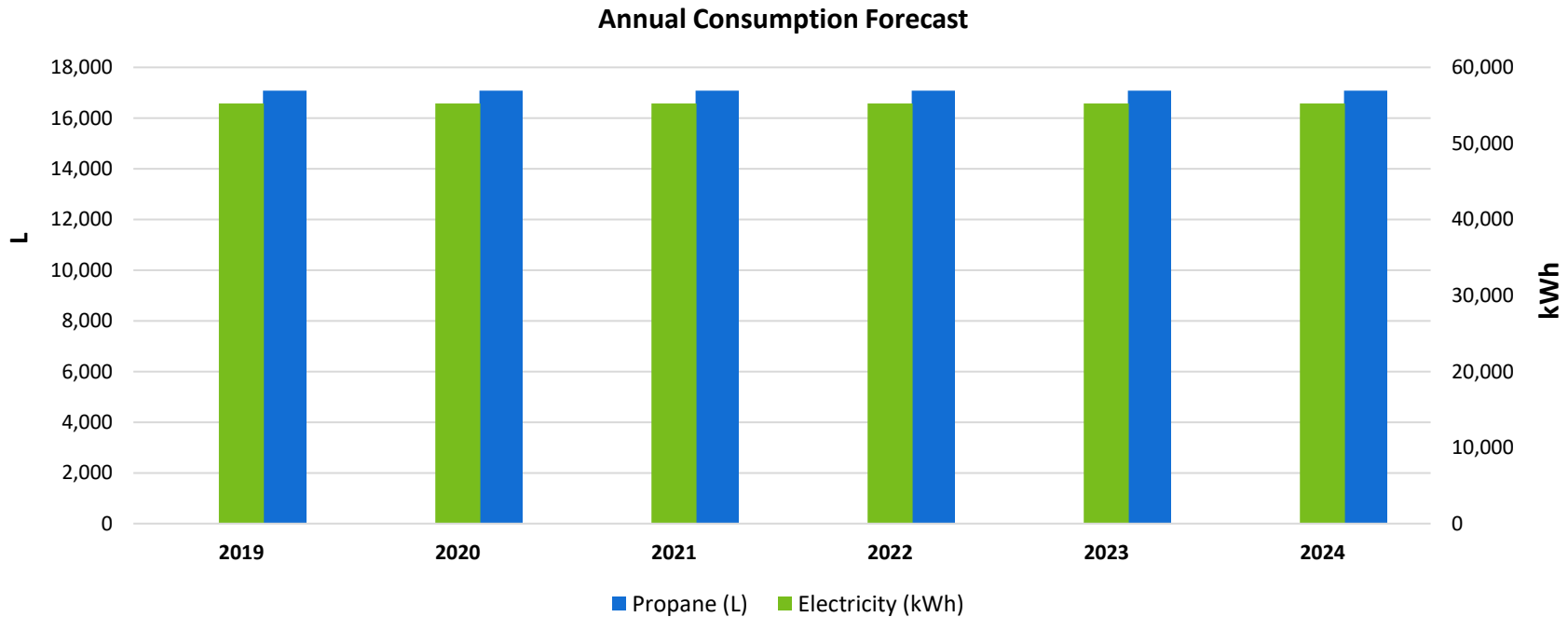


4.22.3 Utility Consumption Forecast

There are limited opportunities to reduce consumption at the Orono Operations Depot. We have forecasted electricity and natural gas use based on the 2018 performance year. The forecasted utility consumption is tabulated below. Our goal will be to maintain 2018 consumption levels and review energy conservation opportunities as they present themselves.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------|-------------------------------------|----------|--------|----------|--------|----------|--------|----------|--------|----------|--------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 55,240 | 0% | 55,240 | 0% | 55,240 | 0% | 55,240 | 0% | 55,240 | 0% | 55,240 | 0% |
| Propane (L) | 17,082 | 0% | 17,082 | 0% | 17,082 | 0% | 17,082 | 0% | 17,082 | 0% | 17,082 | 0% |

Table 104 Forecasted Annual Consumption

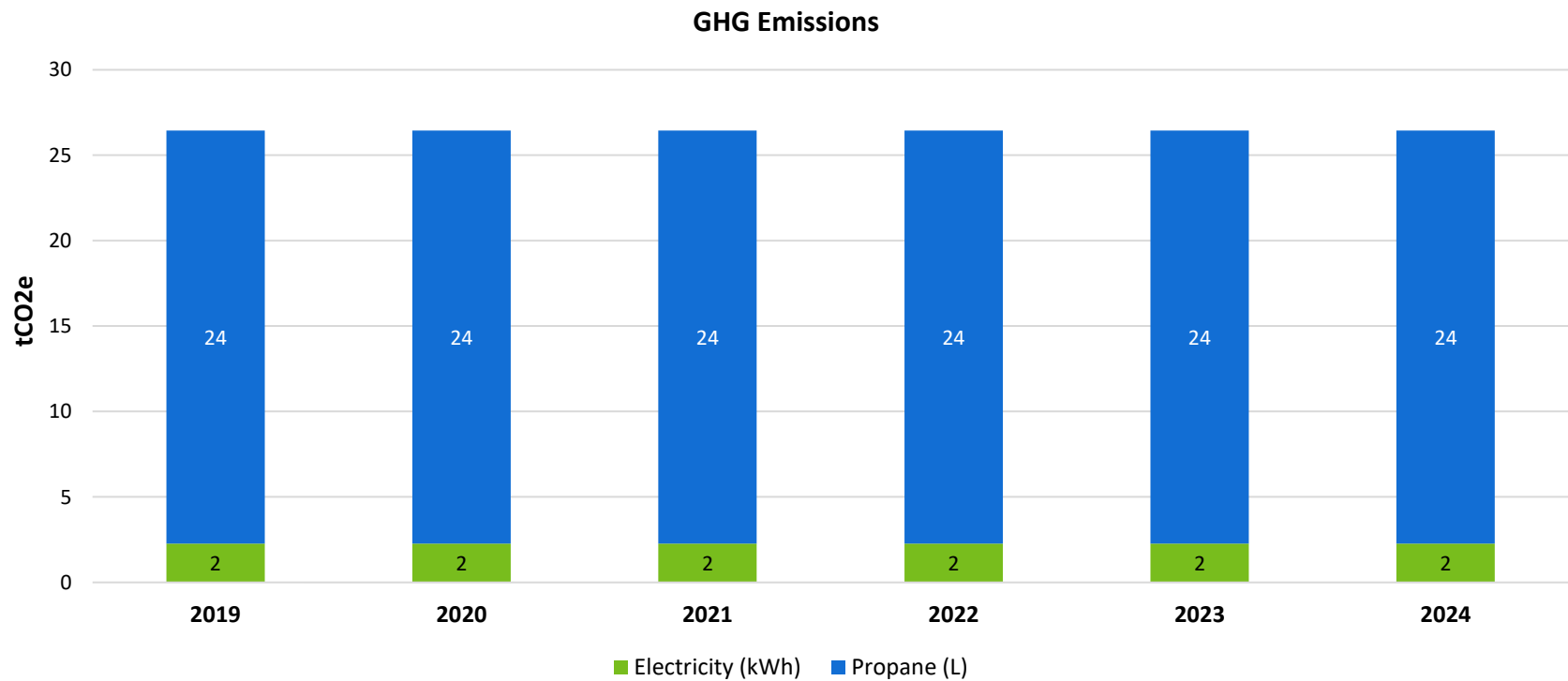


4.22.4 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 2 | 2 | 2 | 2 | 2 | 2 |
| Propane | 24 | 24 | 24 | 24 | 24 | 24 |
| Total Scope 1 & 2 Emissions | 26 | 26 | 26 | 26 | 26 | 26 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 0% | 0% | 0% |

Table 105 Forecasted Annual GHG Emissions



4.23 Sarah Jane Williams Heritage Centre



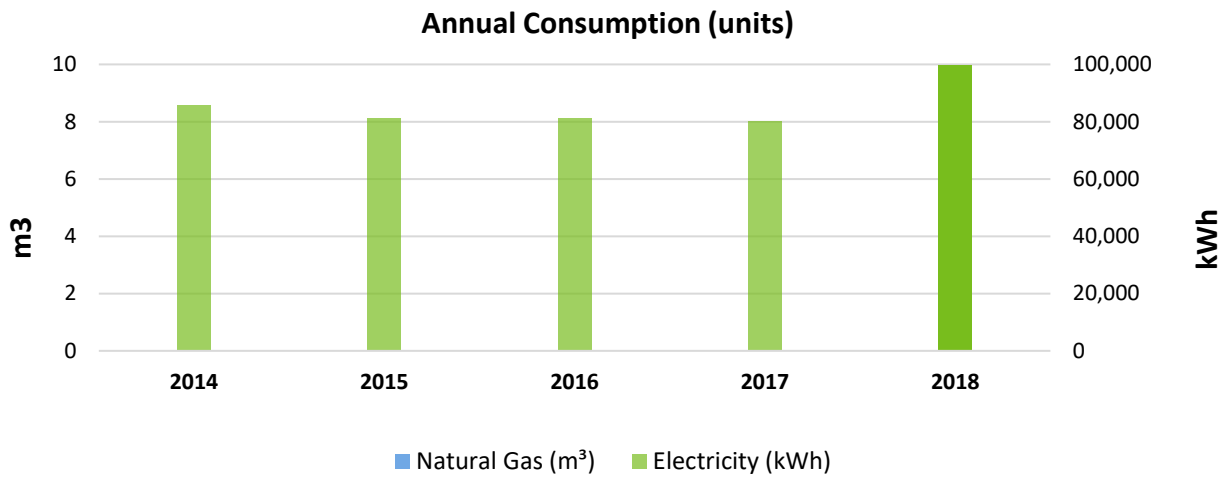
| Facility Information | |
|------------------------------------|---------------------------------------|
| Facility Name | Sarah Jane Williams Heritage Centre |
| Address | 62 Temperance Street, Bowmanville, ON |
| Gross Area (Sq. Ft) | 12,392 |
| Type of Operation | Cultural Facility |
| Average Operational Hours Per Week | 40 |

4.23.1 Utility Consumption Analysis

Utilities to the site are electricity. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days). Natural gas data for this site is currently not available and has been excluded from the report at this time.

| Annual Consumption (units) | | | | | |
|-------------------------------|--------|--------|--------|--------|--------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 85,649 | 81,313 | 81,005 | 80,010 | 99,516 |
| Natural Gas (m ³) | 0 | 0 | 0 | 0 | 0 |

Table 106 Annual Consumption Summary

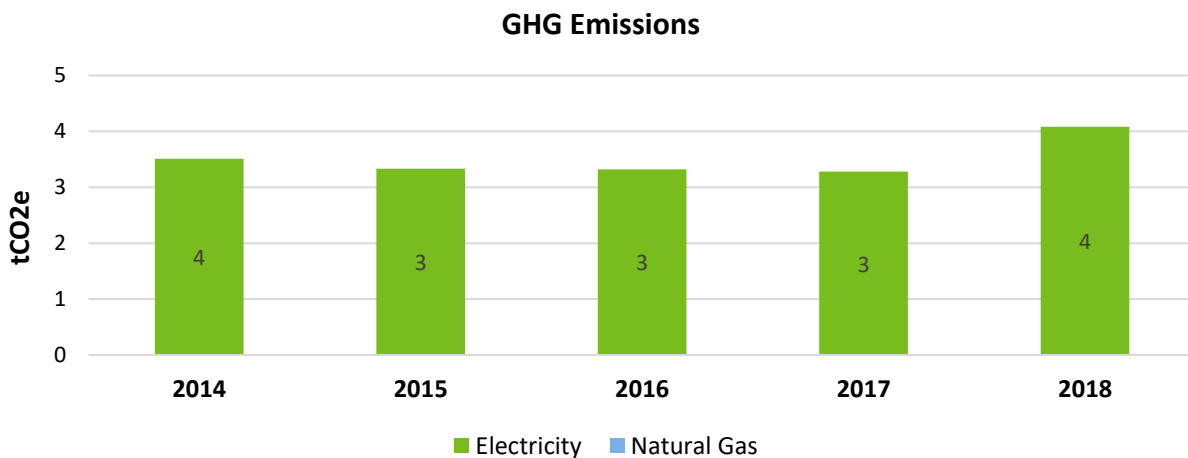


4.23.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|----------|----------|----------|----------|----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 4 | 3 | 3 | 3 | 4 |
| Natural Gas | 0 | 0 | 0 | 0 | 0 |
| Totals | 4 | 3 | 3 | 3 | 4 |

Table 107 Annual GHG Emissions Analysis



4.23.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|---|------------------|----------------|--------------------------|----------|------------------------|------------------------|
| | | | kWh | m3 | | |
| *Motion Sensor Lighting Controls | Electricity | \$1,800 | 4,896 | 0 | 2.96 | 2021 |
| Totals | | \$1,800 | 4,896 | 0 | | |

*Lighting at this facility has already been converted to LED.

Table 108 Proposed Energy Conservation Initiatives

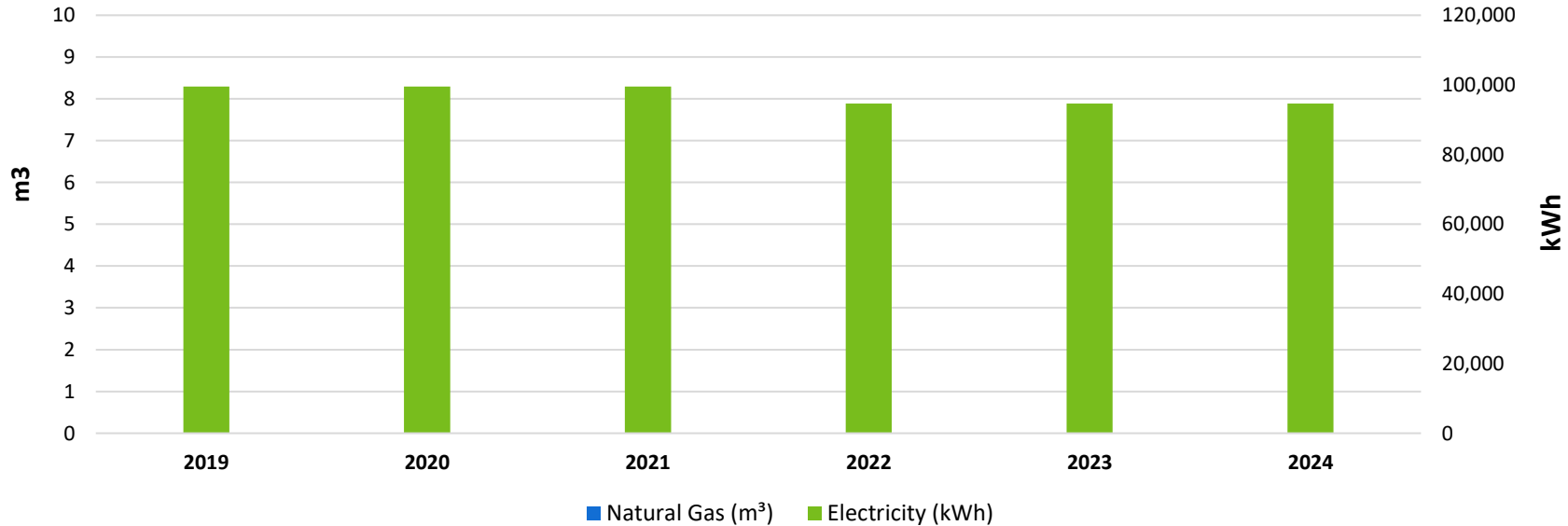
4.23.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|--------|----------|--------|----------|--------|----------|--------|----------|--------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 99,516 | 0% | 99,516 | 0% | 99,516 | 0% | 94,620 | 5% | 94,620 | 5% | 94,620 | 5% |
| Natural Gas (m ³) | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% |

Table 109 Forecasted Annual Consumption

Annual Consumption Forecast

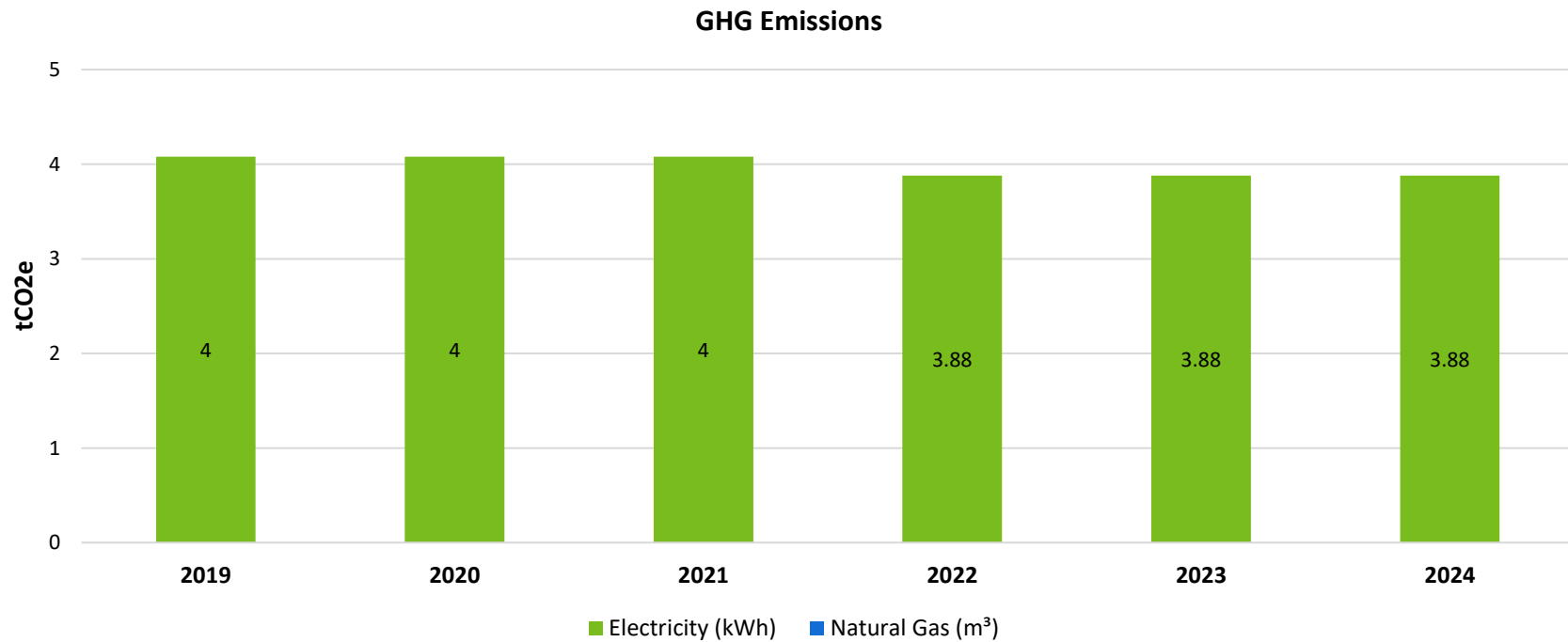


4.23.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-------------|-------------|-------------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 4 | 4 | 4 | 3.88 | 3.88 | 3.88 |
| Natural Gas | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Scope 1 & 2 Emissions | 4 | 4 | 4 | 3.88 | 3.88 | 3.88 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 5% | 5% | 5% |

Table 110 Forecasted Annual GHG Emissions



4.24 South Courtice Arena



This center features a one NHL size ice pad, one Olympic size ice pad, heated viewing area, ProShop, small gymnasium and community meeting rooms.

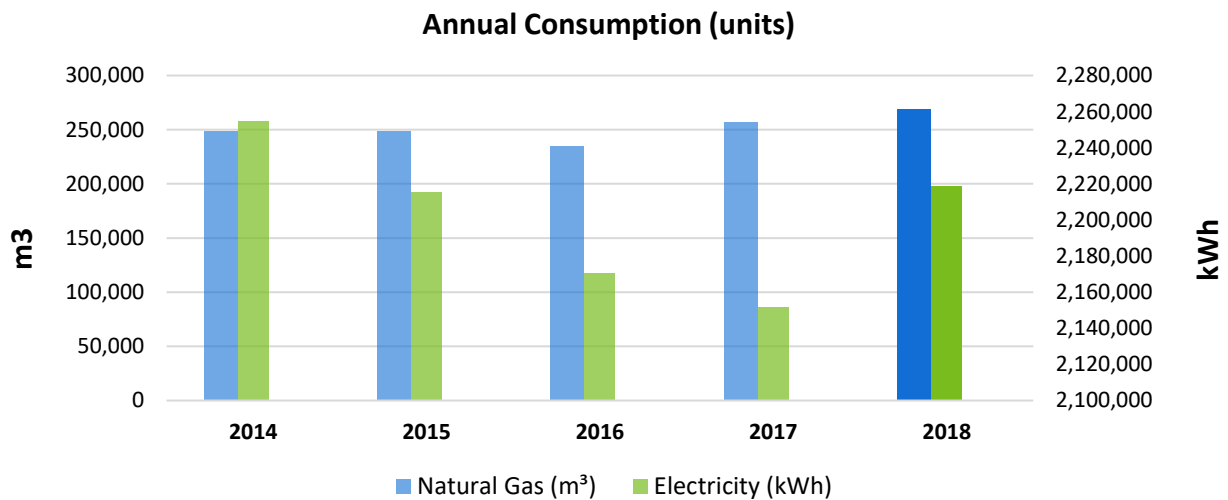
| Facility Information | |
|---|-------------------------------------|
| Facility Name | South Courtice Arena |
| Address | 1595 Prestonvale Road, Courtice, ON |
| Gross Area (Sq. Ft) | 77,000 |
| Type of Operation | Indoor Recreation Facility |
| Average Operational Hours Per Week | 126 |

4.24.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).
 *Ice resurfacers are fueled by natural gas and this is included in the consumption.

| Annual Consumption (units) | | | | | |
|-------------------------------|-----------|-----------|-----------|-----------|-----------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 2,254,591 | 2,215,760 | 2,170,842 | 2,151,673 | 2,219,040 |
| Natural Gas (m ³) | 248,790 | 249,219 | 234,719 | 257,506 | 269,460 |

Table 111 Annual Consumption Summary

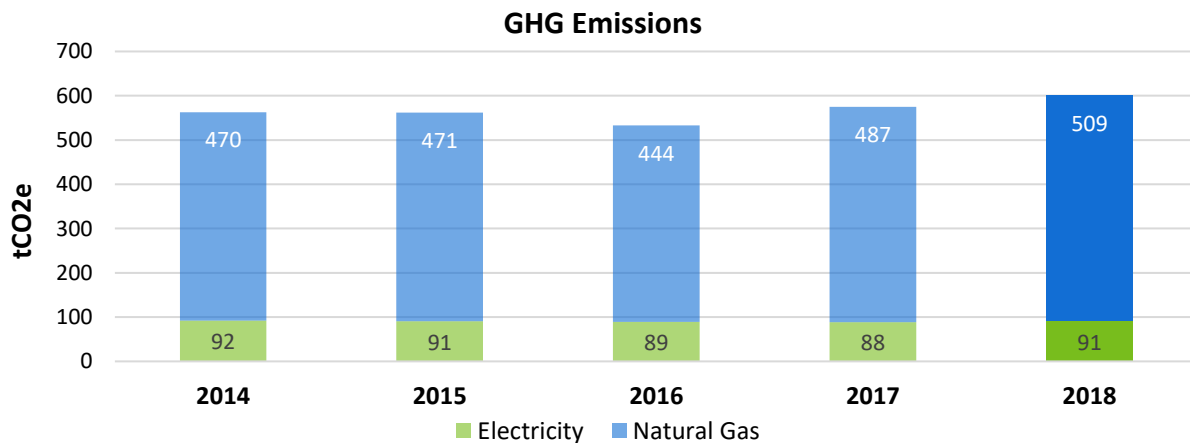


4.24.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|------------|------------|------------|------------|------------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 92 | 91 | 89 | 88 | 91 |
| Natural Gas | 470 | 471 | 444 | 487 | 509 |
| Totals | 563 | 562 | 533 | 575 | 600 |

Table 112 Annual GHG Emissions Analysis



4.24.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|-------------------------------|---------------------------|-----------------|--------------------------|--------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Recommissioning | Electricity & Natural Gas | \$15,000 | 33,286 | 4,042 | 0.00 | 2022 |
| *LED Lighting Retrofit | Electricity | \$24,000 | 42,500 | 0 | 4.49 | 2022 |
| Totals | | \$39,000 | 75,786 | 4,042 | | |

* The arena and interior lighting have already has been converted to LED. This measure is for the remaining areas.

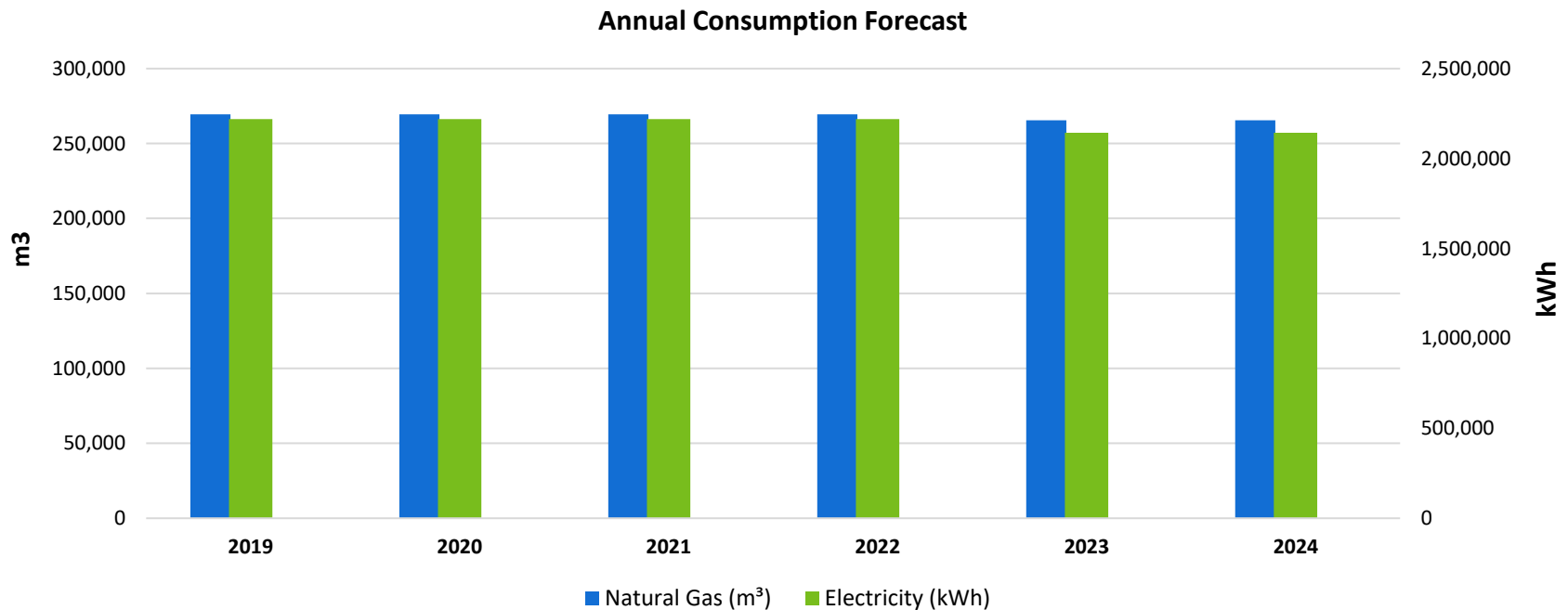
Table 113 Proposed Energy Conservation Initiatives

4.24.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 2,219,040 | 0% | 2,219,040 | 0% | 2,219,040 | 0% | 2,219,040 | 0% | 2,143,254 | 3% | 2,143,254 | 3% |
| Natural Gas (m ³) | 269,460 | 0% | 269,460 | 0% | 269,460 | 0% | 269,460 | 0% | 265,418 | 2% | 265,418 | 2% |

Table 114 Forecasted Annual Consumption

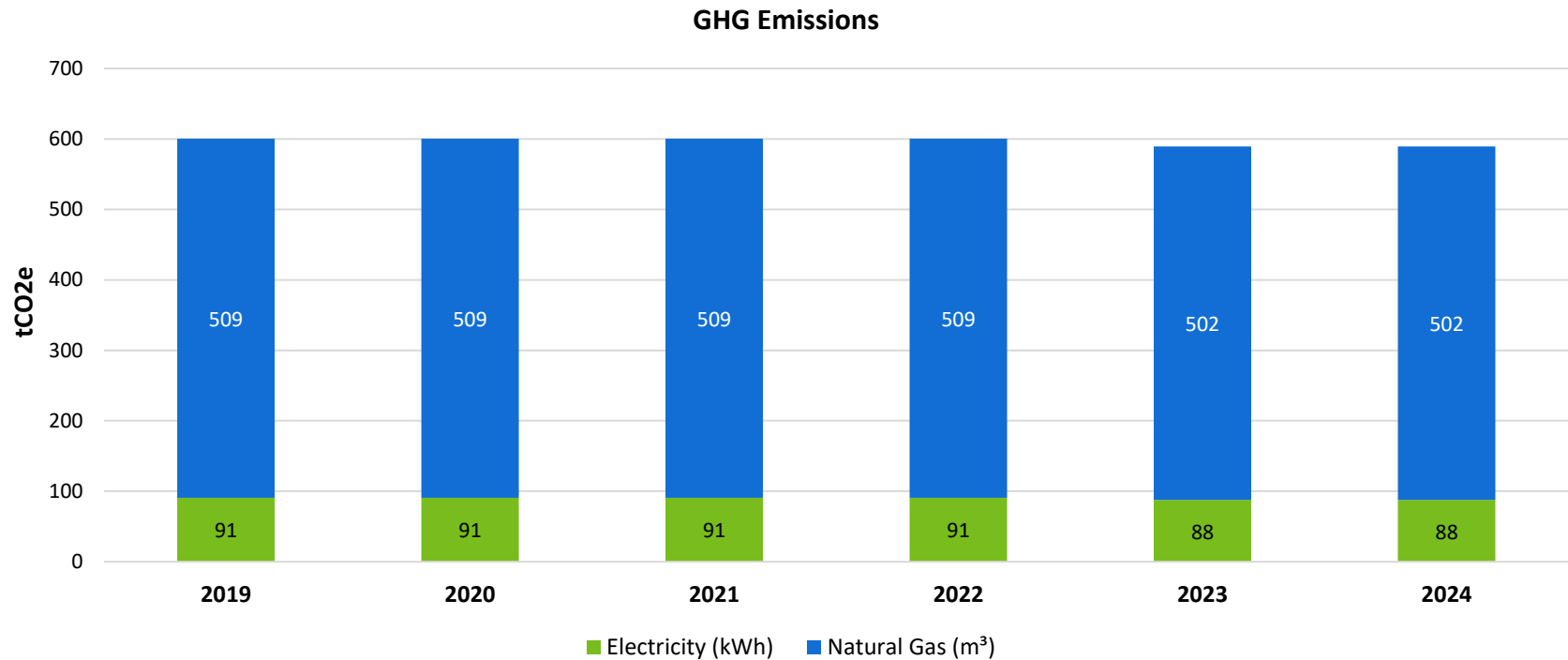


4.24.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|------------|------------|------------|------------|------------|------------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 91 | 91 | 91 | 91 | 88 | 88 |
| Natural Gas | 509 | 509 | 509 | 509 | 502 | 502 |
| Total Scope 1 & 2 Emissions | 600 | 600 | 600 | 600 | 590 | 590 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 0% | 2% | 2% |

Table 115 Forecasted Annual GHG Emissions



4.25 Tourism Centre



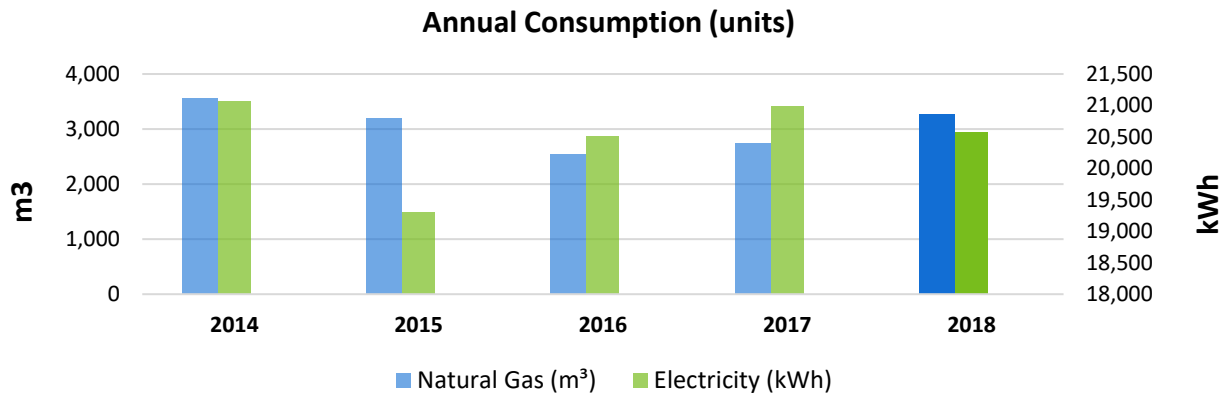
| Facility Information | |
|------------------------------------|---|
| Facility Name | Tourism Centre |
| Address | 181 Liberty Street S, Bowmanville, ON |
| Gross Area (Sq. Ft) | 1,097 |
| Type of Operation | Administrative offices and related facilities |
| Average Operational Hours Per Week | 45 |

4.25.1 Utility Consumption Analysis

Utilities to the site are electricity and natural gas. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|-------------------------------|--------|--------|--------|--------|--------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 21,059 | 19,301 | 20,510 | 20,979 | 20,574 |
| Natural Gas (m ³) | 3,564 | 3,194 | 2,537 | 2,735 | 3,267 |

Table 116 Annual Consumption Summary

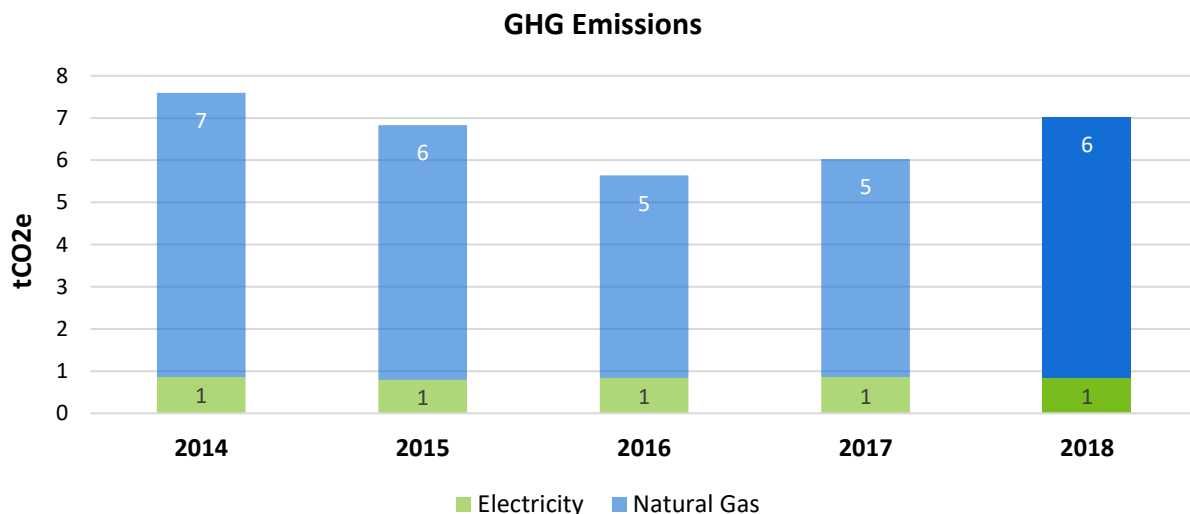


4.25.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|----------|----------|----------|----------|----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 1 | 1 | 1 | 1 | 1 |
| Natural Gas | 7 | 6 | 5 | 5 | 6 |
| Totals | 8 | 7 | 6 | 6 | 7 |

Table 117 Annual GHG Emissions Analysis



4.25.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|--|------------------|----------------|--------------------------|----------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Programmable Thermostat for Electric Baseboard Heaters | Electricity | \$460 | 288 | 0 | 13.05 | 2020 |
| Lighting Upgrade | Electricity | \$3,291 | 728 | 0 | 36.44 | 2021 |
| Totals | | \$3,751 | 1,016 | 0 | | |

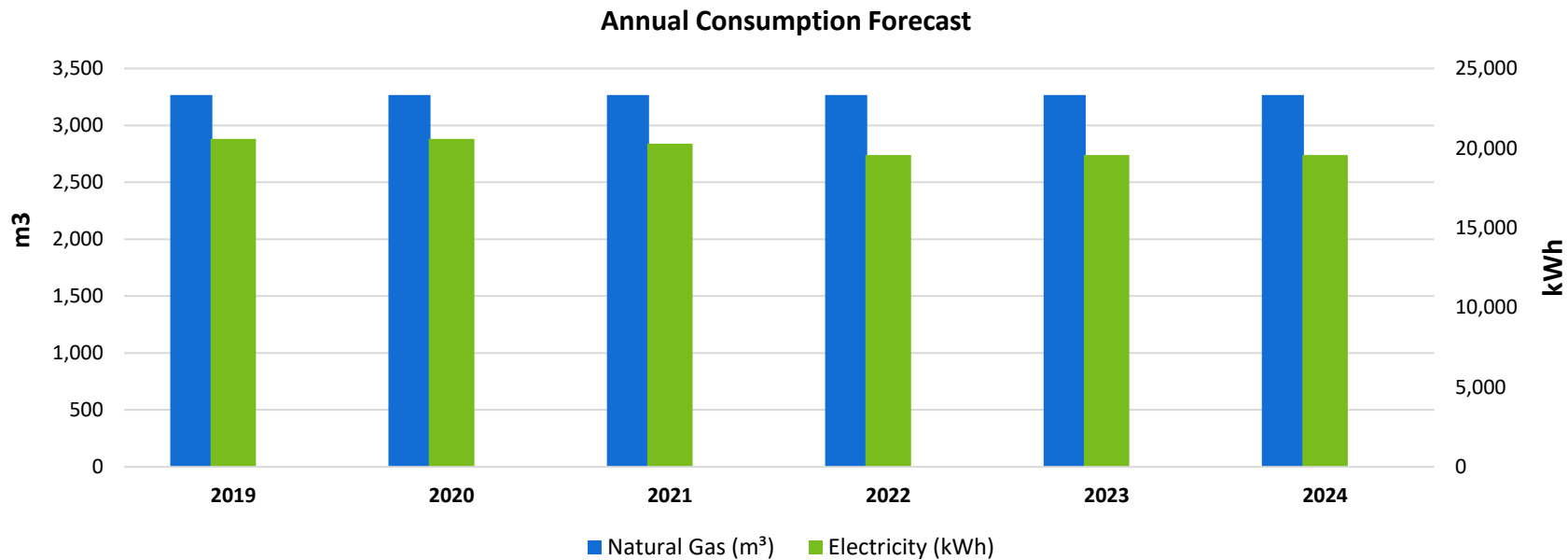
Table 118 Proposed Energy Conservation Initiatives

4.25.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|--------|----------|--------|----------|--------|----------|--------|----------|--------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 20,574 | 0% | 20,574 | 0% | 20,286 | 1% | 19,558 | 5% | 19,558 | 5% | 19,558 | 5% |
| Natural Gas (m ³) | 3,267 | 0% | 3,267 | 0% | 3,267 | 0% | 3,267 | 0% | 3,267 | 0% | 3,267 | 0% |

Table 119 Forecasted Annual Consumption

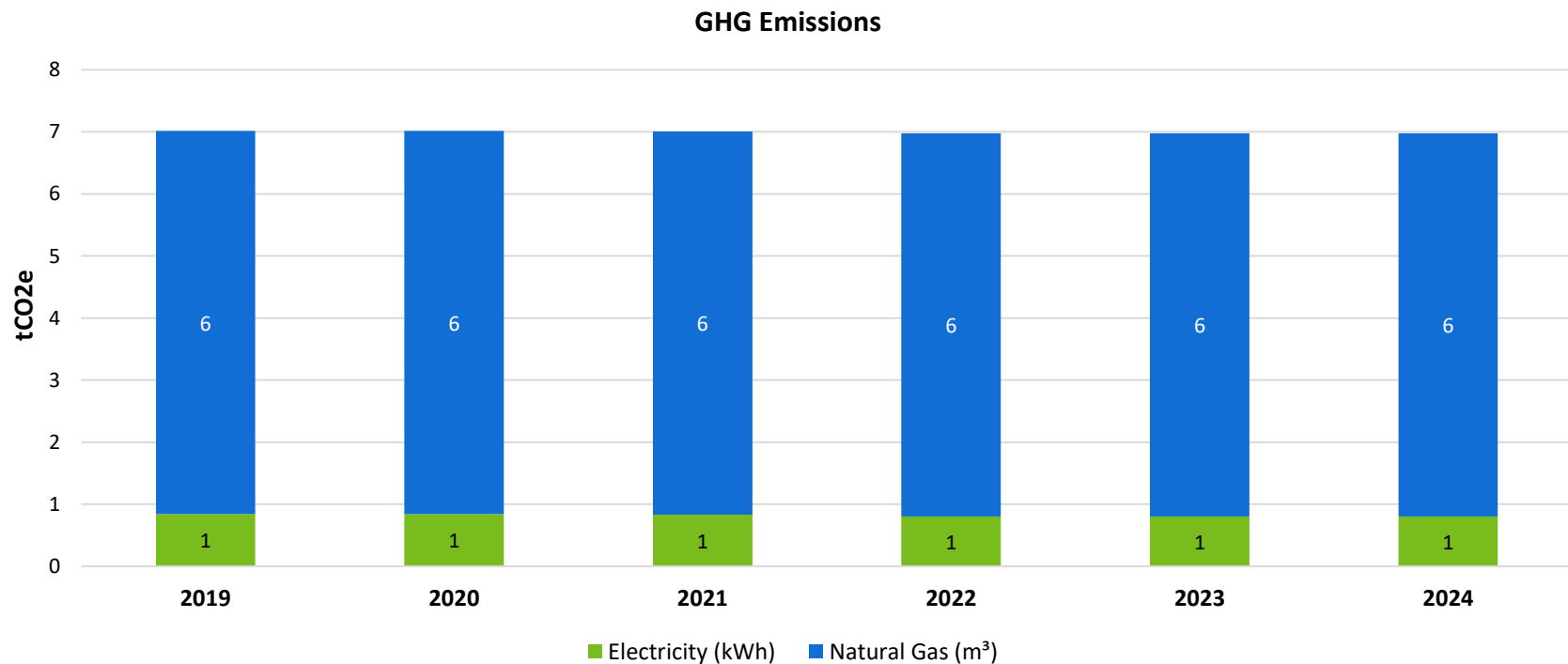


4.25.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 1 | 1 | 1 | 1 | 1 | 1 |
| Natural Gas | 6 | 6 | 6 | 6 | 6 | 6 |
| Total Scope 1 & 2 Emissions | 7 | 7 | 7 | 7 | 7 | 7 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 1% | 1% | 1% |

Table 120 Forecasted Annual GHG Emissions



4.26 Visual Arts Centre



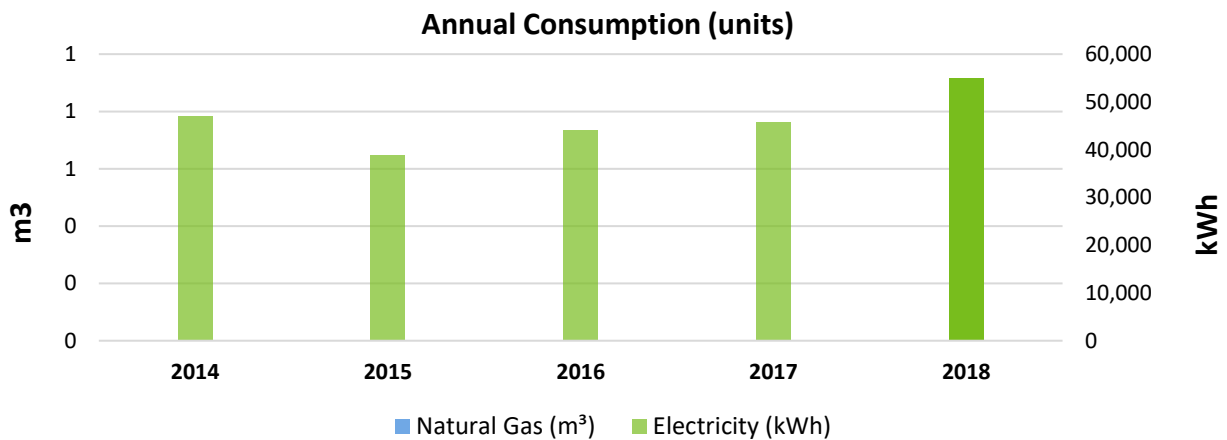
| Facility Information | |
|---|-------------------------------------|
| Facility Name | Visual Arts Centre |
| Address | 143 Simpson Avenue, Bowmanville, ON |
| Gross Area (Sq. Ft) | 7,920 |
| Type of Operation | Art Gallery |
| Average Operational Hours Per Week | 51 |

4.26.1 Utility Consumption Analysis

Utilities to the site are electricity. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days). The natural gas consumption data for this site is currently unavailable and therefore has been excluded.

| Annual Consumption (units) | | | | | |
|-------------------------------|--------|--------|--------|--------|--------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 47,034 | 38,794 | 44,164 | 45,717 | 55,006 |
| Natural Gas (m ³) | 0 | 0 | 0 | 0 | 0 |

Table 121 Annual Consumption Summary

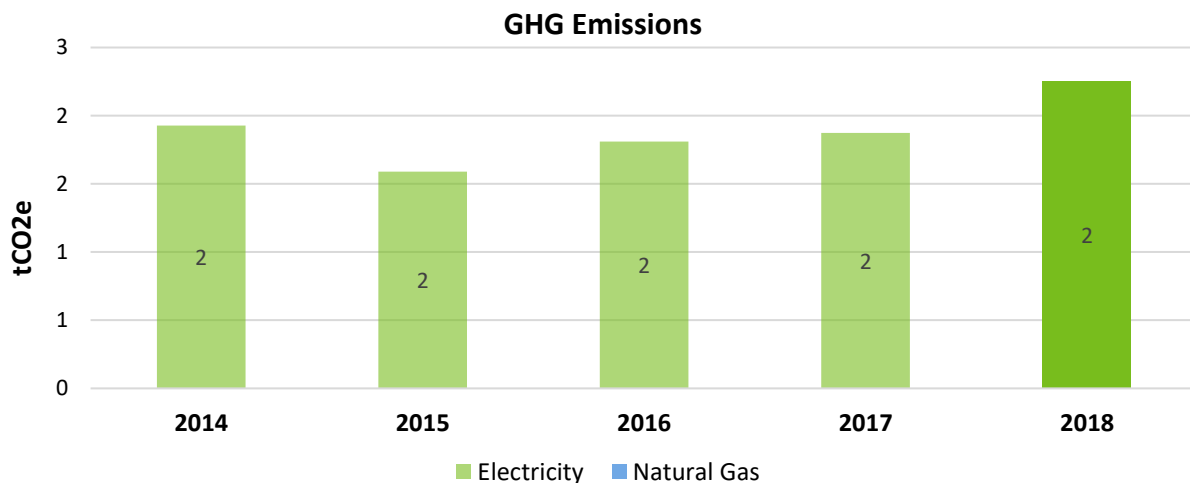


4.26.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO ₂ e) | | | | | |
|------------------------------------|----------|----------|----------|----------|----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 2 | 2 | 2 | 2 | 2 |
| Natural Gas | 0 | 0 | 0 | 0 | 0 |
| Totals | 2 | 2 | 2 | 2 | 2 |

Table 122 Annual GHG Emissions Analysis



4.26.3 Proposed Conservation Measures

The proposed energy conservation initiatives for this site are summarized in the table below along with their high-level savings. The implementation of these measures is dependent on the availability of finances, operational decisions and government incentives.

| Measure | Impacted Utility | Estimated Cost | Estimated Annual Savings | | Simple Payback (Years) | Year of Implementation |
|-------------------------|------------------|-----------------|--------------------------|------------|------------------------|------------------------|
| | | | kWh | m3 | | |
| Lighting Upgrade | Electricity | \$2,850 | 2,592 | 0 | 8.86 | 2021 |
| Window Upgrade | Electricity | \$9,600 | 1,079 | 647 | 8.08 | 2021 |
| Totals | | \$12,450 | 3,671 | 647 | | |

Table 123 Proposed Energy Conservation Initiatives

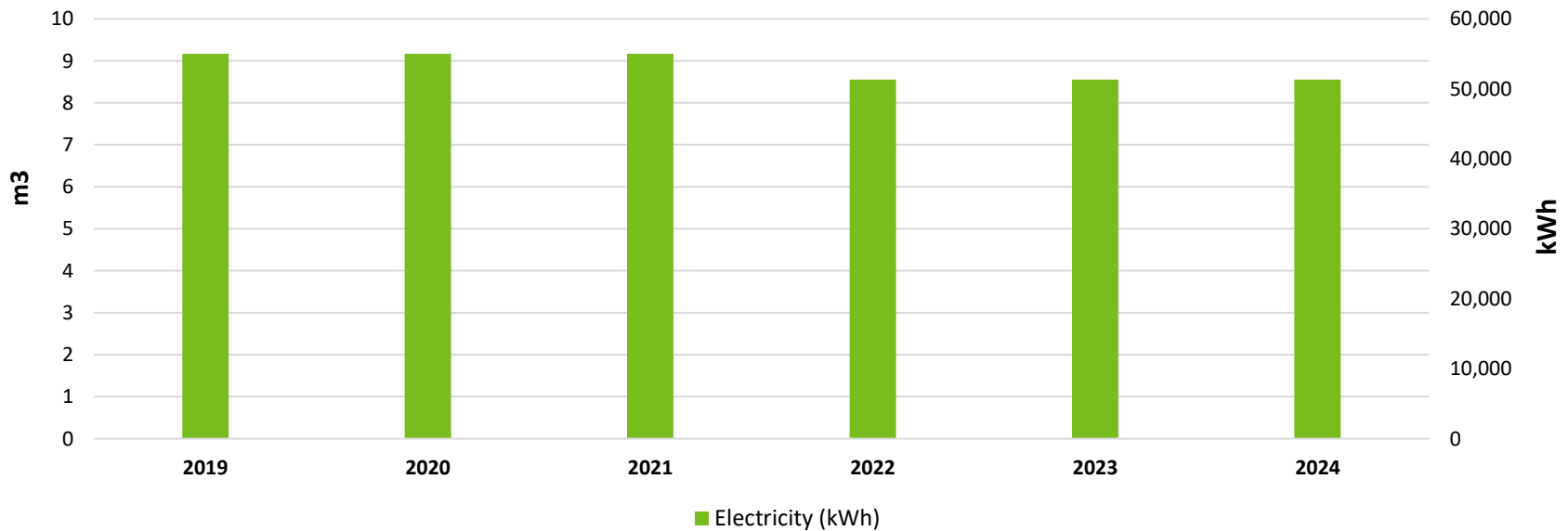
4.26.4 Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous section, the forecasted electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|--------|----------|--------|----------|--------|----------|--------|----------|--------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 55,006 | 0% | 55,006 | 0% | 55,006 | 0% | 51,335 | 7% | 51,335 | 7% | 51,335 | 7% |
| Natural Gas (m ³) | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% |

Table 124 Forecasted Annual Consumption

Annual Consumption Forecast

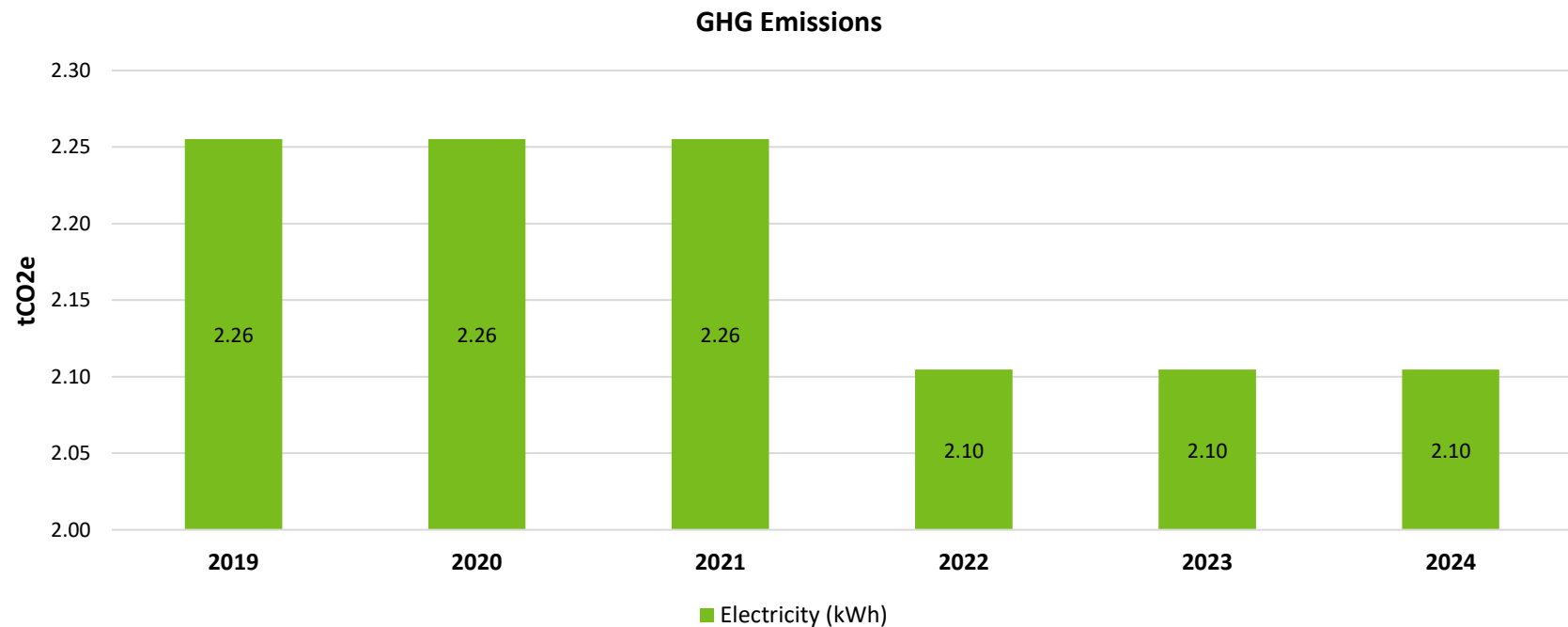


4.26.5 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-------------|-------------|-------------|-------------|-------------|-------------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 2.26 | 2.26 | 2.26 | 2.10 | 2.10 | 2.10 |
| Natural Gas | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Scope 1 & 2 Emissions | 2.26 | 2.26 | 2.26 | 2.10 | 2.10 | 2.10 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 0% | 0% | 0% |

Table 125 Forecasted Annual GHG Emissions



4.27 Yard 42 Depot



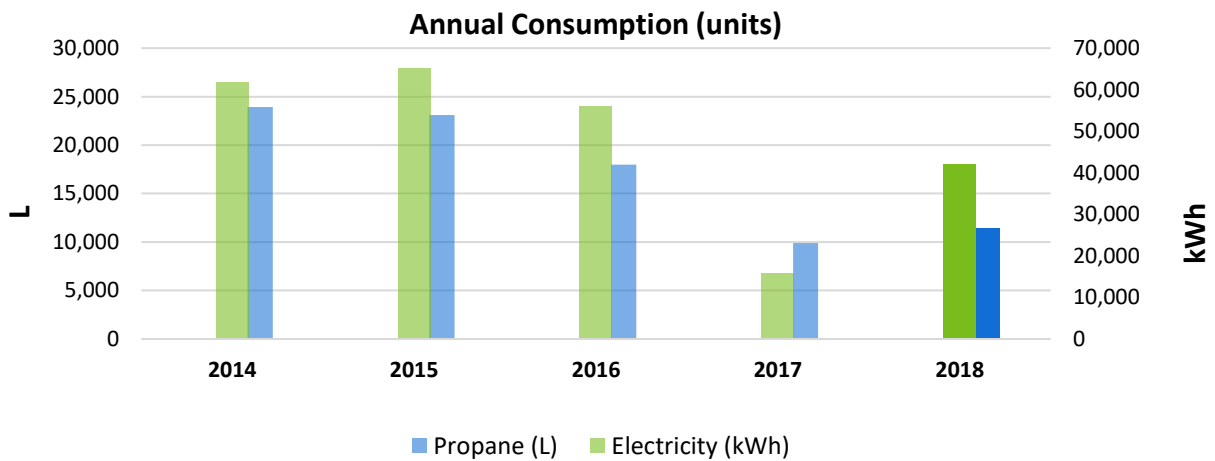
| Facility Information | |
|---|---|
| Facility Name | Yard 42 Depot |
| Address | 178 Clarke Townline, Bowmanville, ON |
| Gross Area (Sq. Ft) | 5,208 |
| Type of Operation | Storage facilities where equipment or vehicles are maintained, repaired or stored |
| Average Operational Hours Per Week | 40 |

4.27.1 Utility Consumption Analysis

Utilities to the site are electricity and propane. The following table summarizes the accounts for each utility. Consumption for each respective utility has been adjusted to fit a regular calendar year (365 days).

| Annual Consumption (units) | | | | | |
|----------------------------|--------|--------|--------|--------|--------|
| Utility | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity (kWh) | 61,748 | 65,199 | 55,976 | 15,789 | 42,118 |
| Propane (L) | 23,927 | 23,102 | 17,996 | 9,908 | 11,444 |

Table 126 Annual Consumption Summary

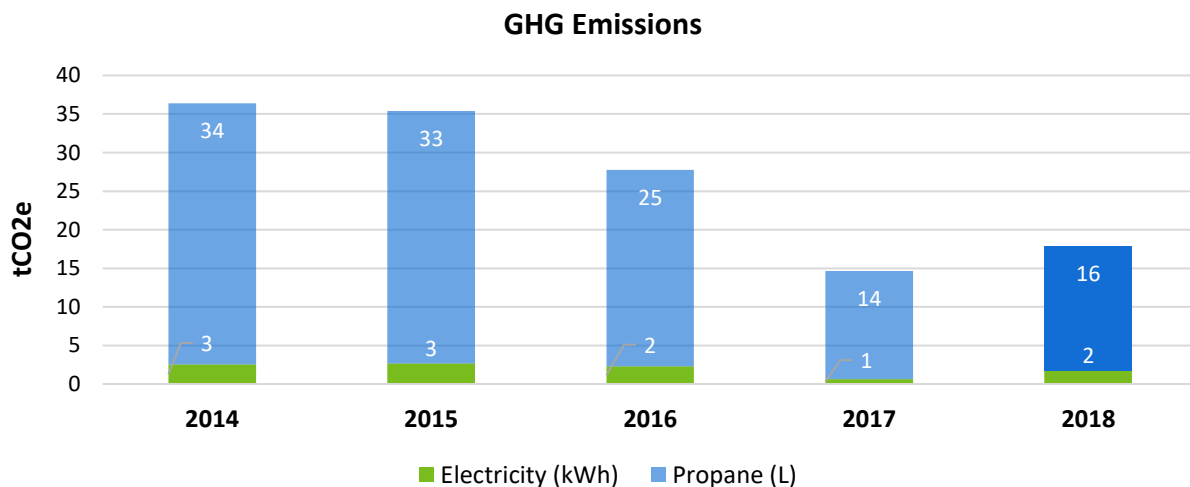


4.27.2 GHG Emissions Analysis

The greenhouse gas emissions are calculated based on the energy consumption data and is analyzed in the following table.

| GHG Emissions (tCO2e) | | | | | |
|-----------------------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2014 | 2015 | 2016 | 2017 | 2018 |
| Electricity | 3 | 3 | 2 | 1 | 2 |
| Propane | 34 | 33 | 25 | 14 | 16 |
| Totals | 36 | 35 | 28 | 15 | 18 |

Table 127 Annual GHG Emissions Analysis



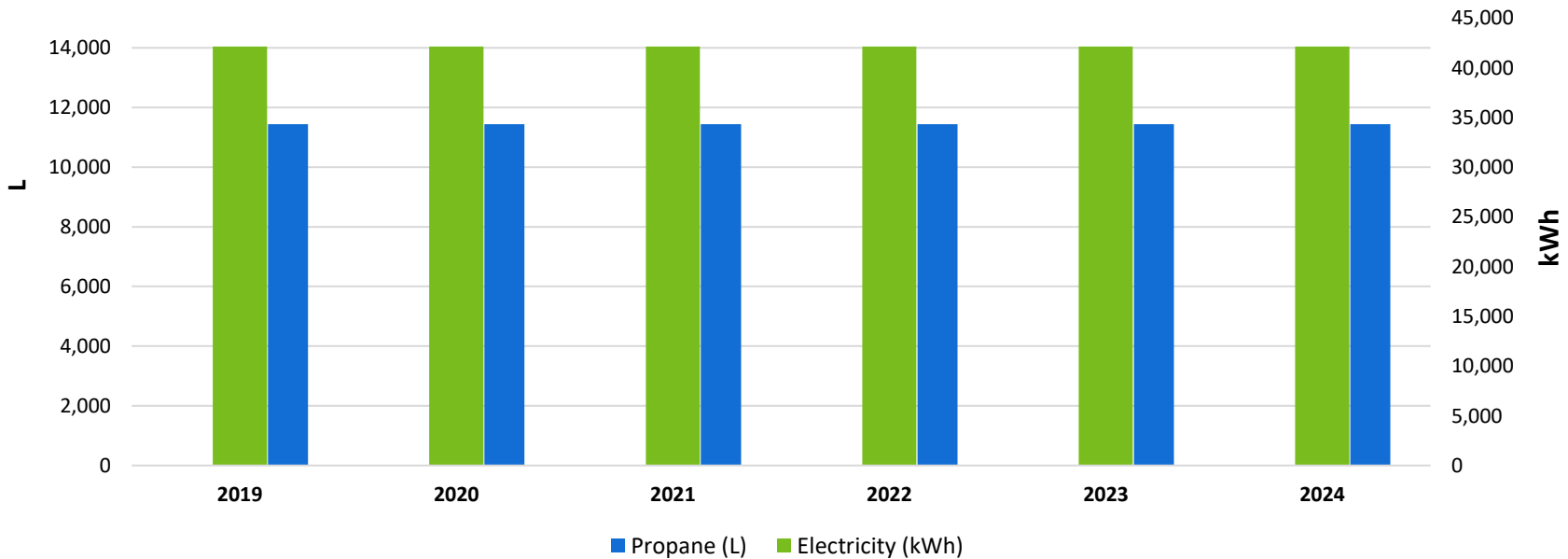
4.27.3 Utility Consumption Forecast

There are limited opportunities to reduce consumption at Yard 42. We have forecasted electricity and natural gas use based on the 2018 performance year. The forecasted utility consumption is tabulated below. Our goal will be to maintain 2018 consumption levels and review energy conservation opportunities as they present themselves.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------|-------------------------------------|----------|--------|----------|--------|----------|--------|----------|--------|----------|--------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 42,118 | 0% | 42,118 | 0% | 42,118 | 0% | 42,118 | 0% | 42,118 | 0% | 42,118 | 0% |
| Propane (L) | 11,444 | 0% | 11,444 | 0% | 11,444 | 0% | 11,444 | 0% | 11,444 | 0% | 11,444 | 0% |

Table 128 Forecasted Annual Consumption

Annual Consumption Forecast

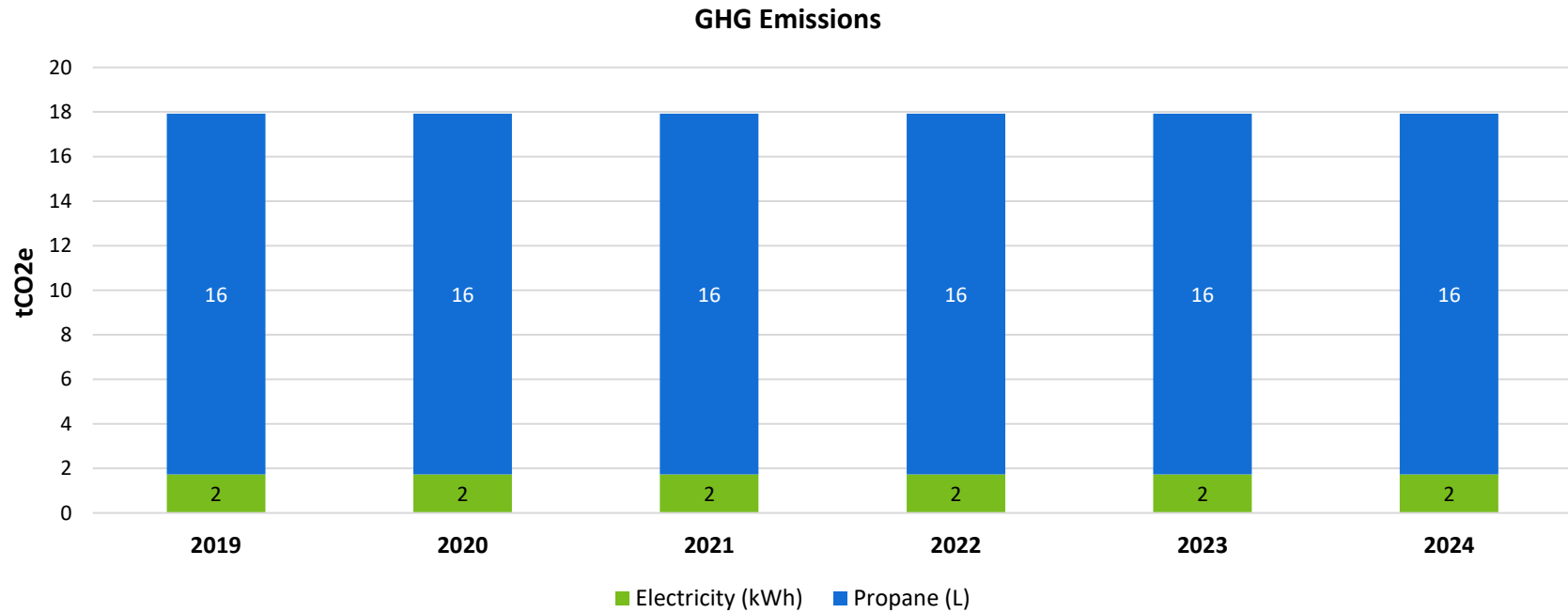


4.27.4 GHG Emissions Forecast

The forecasted greenhouse gas emissions are calculated based on the forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 2 | 2 | 2 | 2 | 2 | 2 |
| Propane | 16 | 16 | 16 | 16 | 16 | 16 |
| Total Scope 1 & 2 Emissions | 18 | 18 | 18 | 18 | 18 | 18 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 0% | 0% | 0% | 0% |

Table 129 Forecasted Annual GHG Emissions



5 Site Outlook

5.1 Site-Wide Utility Consumption Forecast

By implementing the energy conservation measures stated in the previous sections, in each respective site, MoC's site-wide projected electricity and natural gas use could be forecasted based on the utility savings generated from individual measures. The site-wide forecasted utility consumption is tabulated below. The percentage of change is based off the data from the baseline year of 2018.

| | Annual Consumption Forecast (units) | | | | | | | | | | | |
|-------------------------------|-------------------------------------|----------|------------|----------|------------|----------|-----------|----------|-----------|----------|-----------|----------|
| | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | |
| | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change | Units | % Change |
| Electricity (kWh) | 10,360,462 | 0% | 10,098,449 | 3% | 10,054,351 | 3% | 9,839,588 | 5% | 9,763,803 | 6% | 9,613,094 | 7% |
| Natural Gas (m ³) | 1,403,167 | 0% | 1,410,827 | -1% | 1,363,292 | 3% | 1,362,645 | 3% | 1,358,603 | 3% | 1,353,695 | 4% |
| Fuel Oil (L) | 8,947 | 0% | 8,947 | 0% | 8,947 | 0% | 8,947 | 0% | 8,947 | 0% | 8,947 | 0% |
| Propane (L) | 42,253 | 0% | 42,253 | 0% | 42,253 | 0% | 42,253 | 0% | 42,253 | 0% | 42,253 | 0% |

Table 130 Site-Wide Forecasted Annual Consumption

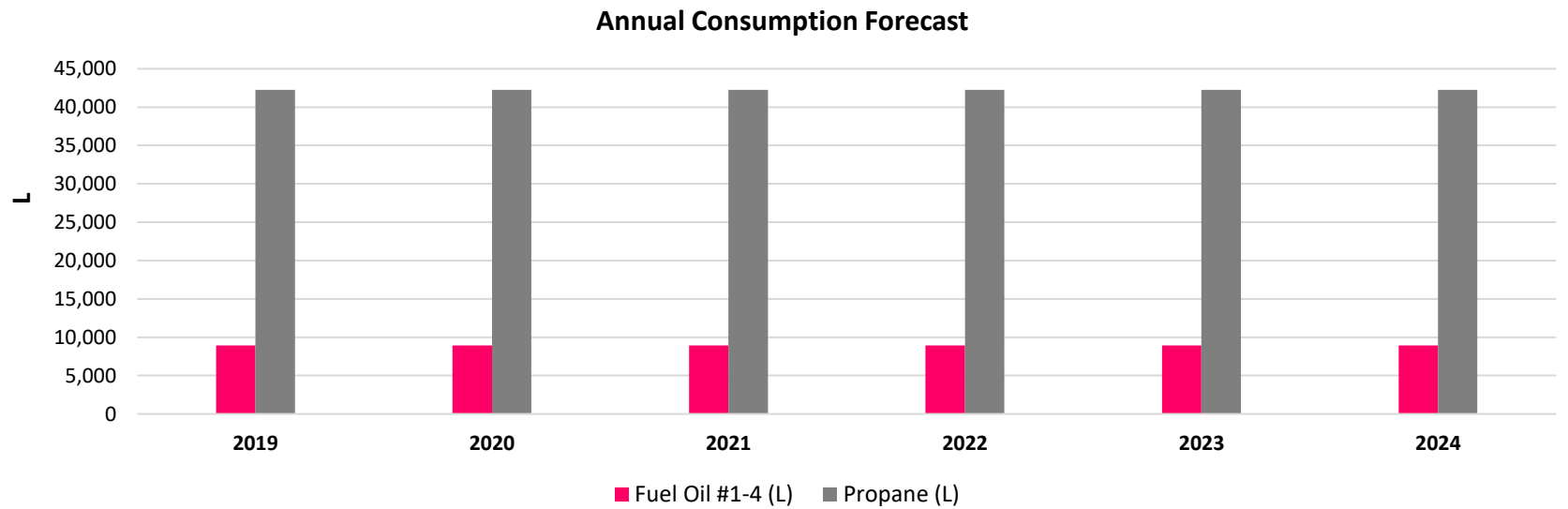
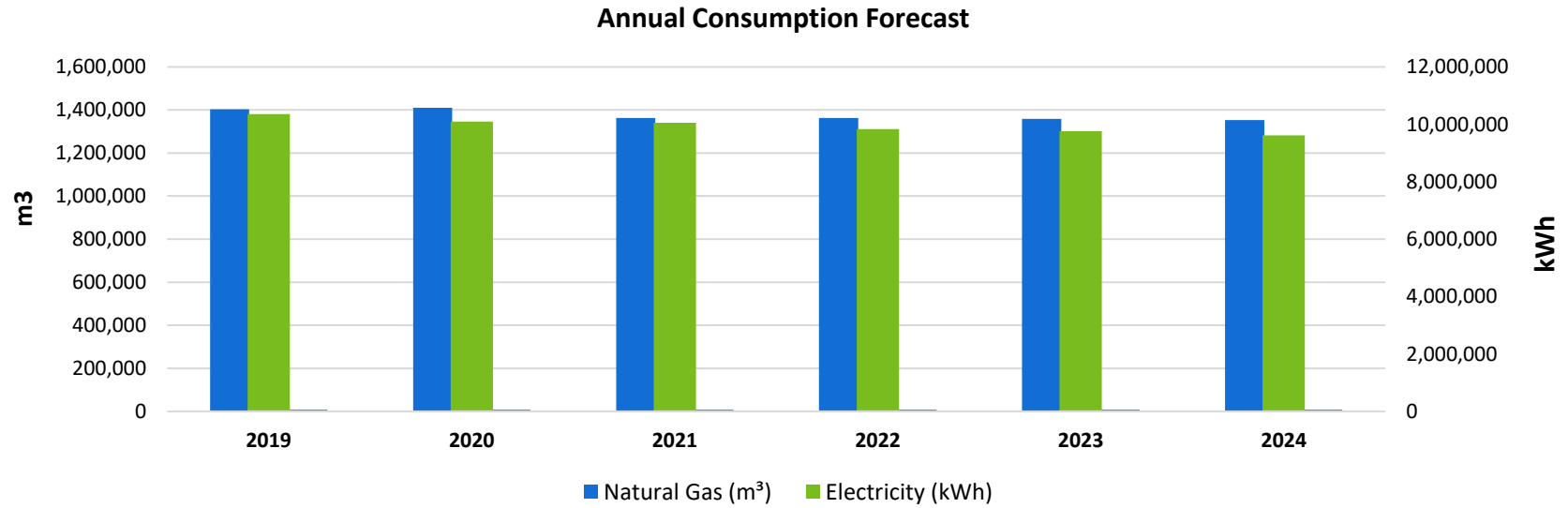


Figure 7. Site-Wide Utility Consumption Forecast

5.2 Site-Wide GHG Emissions Forecast

The site-wide forecasted greenhouse gas emissions are calculated based on the site-wide forecasted energy consumption data analyzed in the previous section and are tabulated in the following table. Greenhouse gas (GHG) emissions are expressed in terms of equivalent tonnes of Carbon Dioxide (tCO₂e). The percentage of reduction is based off the data from the baseline year of 2018.

| Forecasted GHG Emissions | | | | | | |
|--|--------------|--------------|--------------|--------------|--------------|--------------|
| Utility Source | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Electricity | 425 | 414 | 412 | 403 | 400 | 394 |
| Natural Gas | 2,652 | 2,666 | 2,577 | 2,575 | 2,568 | 2,558 |
| Fuel Oil | 24 | 24 | 24 | 24 | 24 | 24 |
| Propane | 60 | 60 | 60 | 60 | 60 | 60 |
| Total Scope 1 & 2 Emissions | 3,161 | 3,165 | 3,073 | 3,063 | 3,052 | 3,037 |
| Reduction from the Baseline Year (2018) | 0% | 0% | 3% | 3% | 3% | 4% |

Table 131 Site-Wide Forecasted Annual GHG Emissions

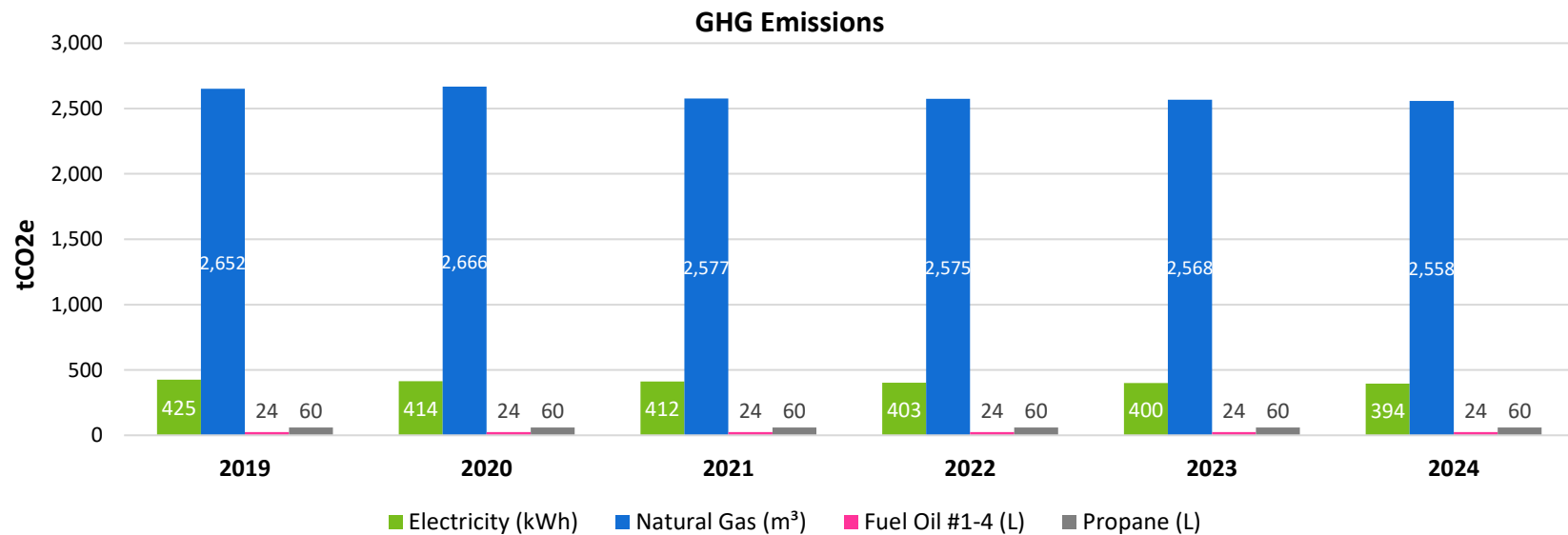


Figure 8. Site-Wide GHG Emissions Forecast

5.3 Site-Wide Measure Summary

The table below provides a summary for the measures for all sites, listed by year of implementation.

| Year | Facility | ECDM Measure | Estimated Cost (\$) | Estimated Annual Savings | | Simple Payback (years) |
|------|---------------------------------------|--|---------------------|--------------------------|---------|------------------------|
| | | | | kWh | m3 | |
| 2019 | Animal Services Building | Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | \$1,500 | 2,616 | 1,506 | 2.33 |
| 2019 | Community Resource Centre | Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | \$5,000 | 4,074 | 2,059 | 5.33 |
| 2019 | Fire Station #2 | Natural Gas Pulse Meter | \$0 | 0 | 0 | 0 |
| 2019 | Fire Station #3 | Programmable Thermostat | \$750 | 10,695 | 0 | 0.58 |
| 2019 | Fire Station #3 | Replace Electric Hot Boiler | \$65,000 | 89,128 | -12,342 | 8.05 |
| 2019 | Municipal Administrative Centre | Lighting Retrofit | \$12,800 | 155,500 | 0 | 0.68 |
| 2019 | Orono Library | Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | \$750 | 0 | 587 | 5.88 |
| 2019 | Orono Library | Insulate Hot Water / Domestic Hot Water Piping | \$1,183 | 0 | 530 | 10.28 |
| 2020 | Alan Strike Aquatic and Squash Centre | Pool Liquid Thermal Blanket | \$10,000 | 0 | 5,325 | 8.6 |
| 2020 | Alan Strike Aquatic and Squash Centre | Recommissioning | \$15,000 | 6,467 | 2,396 | 11.41 |
| 2020 | Courtice Community Complex | Pool Liquid Thermal Blanket | \$15,000 | 0 | 16,236 | 4.23 |
| 2020 | Courtice Community Complex | Pump Variable Frequency Drive | \$2,500 | 3,000 | 0 | 6.81 |
| 2020 | Courtice Community Complex | Install Air Curtains | \$4,000 | 0 | 1,000 | 18.31 |
| 2020 | Diane Hamre Recreation Complex | Pool Liquid Thermal Blanket | \$10,000 | 0 | 11,989 | 3.82 |
| 2020 | Diane Hamre Recreation Complex | Waste Heat Recovery on Filtration System | \$20,000 | 0 | 3,000 | 30.52 |
| 2020 | Fire Station #1 | Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | \$2,000 | 2,782 | 1,286 | 3.22 |
| 2020 | Fire Station #2 | Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | \$2,000 | 9,162 | 2,704 | 1.17 |
| 2020 | Garnet Rickard Recreation Complex | Install Air Curtains | \$20,000 | 3,841 | 3,599 | 15.92 |
| 2020 | Hampton Hall | Lighting Retrofit / Controls | \$9,177 | 1,796 | 0 | 41.76 |
| 2020 | Hampton Operations Depot | Motion Sensors | \$500 | 1,306 | 0 | 3.13 |
| 2020 | Hampton Operations Depot | Other Lighting Upgrades | \$22,642 | 15,456 | 0 | 11.97 |

| Year | Facility | ECDM Measure | Estimated Cost (\$) | Estimated Annual Savings | | Simple Payback (years) |
|---------------|---------------------------------------|--|---------------------|--------------------------|---------------|------------------------|
| | | | | kWh | m3 | |
| 2020 | Tourism Centre | Programmable Thermostat for Electric Baseboard Heaters | \$460 | 288 | 0 | 13.05 |
| 2021 | Courtice Community Complex | Lighting Retrofit | \$53,000 | 126,531 | 0 | 3.38 |
| 2021 | Courtice Community Complex | Lighting Controls | \$14,000 | 24,600 | 0 | 4.59 |
| 2021 | Fire Station #1 | Lighting Retrofit | \$7,200 | 8,600 | 0 | 6.75 |
| 2021 | Fire Station #2 | Lighting Retrofit | \$37,458 | 27,487 | 0 | 10.98 |
| 2021 | Garnet Rickard Recreation Complex | LED Lighting Retrofit | \$14,450 | 18,250 | 0 | 6.38 |
| 2021 | Sarah Jane Williams Heritage Centre | Motion Sensor Lighting Controls | \$1,800 | 4,896 | 0 | 2.96 |
| 2021 | Tourism Centre | Lighting Upgrade | \$3,291 | 728 | 0 | 36.44 |
| 2021 | Visual Arts Centre | Lighting Upgrade | \$2,850 | 2,592 | 0 | 8.86 |
| 2021 | Visual Arts Centre | Window Upgrade | \$9,600 | 1,079 | 647 | 34.78 |
| 2022 | South Courtice Arena | Recommissioning | \$15,000 | 33,286 | 4,042 | 2.95 |
| 2022 | South Courtice Arena | LED Lighting Retrofit | \$24,000 | 42,500 | 0 | 4.49 |
| 2023 | Alan Strike Aquatic and Squash Centre | Install Air Curtains | \$4,000 | 0 | 1,000 | 18 |
| 2023 | Courtice Community Complex | Recommissioning | \$15,000 | 55,472 | 3,309 | 42.88 |
| 2023 | Diane Hamre Recreation Complex | Install Air Curtains | \$4,000 | 3,613 | 599 | 6.73 |
| 2023 | Garnet Rickard Recreation Complex | Rink Lighting Upgrade | \$57,800 | 73,000 | 0 | 6.21 |
| 2023 | Newcastle Branch Library | LED Lighting Retrofit | \$29,130 | 18,624 | 0 | 12.26 |
| 2024 | Bowmanville Indoor Soccer | Upgrade Metal Halide Lamps (in soccer pitches) | \$20,790 | 15,941 | 0 | 10.08 |
| 2024 | Bowmanville Indoor Soccer | Upgrade High Pressure Sodium Lights (parking lot) | \$10,620 | 6,091 | 0 | 13.48 |
| 2024 | Bowmanville Indoor Soccer | Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | \$15,000 | 6,157 | 4,631 | 8.19 |
| 2024 | Bowmanville Indoor Soccer | Install Air Curtains | \$2,000 | 0 | 500 | 17.89 |
| 2024 | Darlington Sports Centre | Lighting Retrofit in Arena | \$98,700 | 16,000 | 0 | 47.69 |
| 2024 | Newcastle Branch Library | Heating, Ventilation, and Air Condition (HVAC) System - Scheduling / Setback | \$10,000 | 6,208 | 1,350 | 9.05 |
| Totals | | | \$669,951 | 797,766 | 55,953 | |

Table 132. Site-Wide Proposed Measures Summary

5.4 Site-Wide Conservation Strategies

Staff Training and Energy Awareness

Human behaviour significantly influences energy performance. It is typical for a behavioural optimization program to reduce energy consumption by 5 to 10%, depending on existing conditions and operations. Developing a sustained corporate culture in which energy efficiency is prioritized and continuously improved can result in significant long-term energy savings. The following strategies are typically part of an effective culture.

- Awareness – raising awareness of occupants as to their impact on and the importance of energy efficiency.
- Education – increasing the competency of occupants make changes that improve energy efficiency.
- Empowerment – authorizing and encouraging occupants to make changes that improve energy efficiency.

An evaluation of energy awareness programs found that the most energy savings were achieved by programs that:

- effectively engage participants,
- program information in a format that is accessible, applicable, and easily integrated,
- motivate participants through showing benefits of decreasing energy use for themselves, and their community,
- address phantom load management when possible,
- continue to follow-up with participants at intervals after the original education is complete, and
- offers energy education efforts that are highly interactive, offer hands-on learning opportunities, and appeal to different adult learning styles.

We will review this conservation strategy by reviewing the opportunity to host on-site workshops at multiple times throughout the year, limiting workshops length to 2 hours or less, and focusing on a small number of actions to generate immediate savings.

Phantom Load Management

Phantom electricity load is the small amount of electricity used by electronics and small appliances when they are not turned completely off. This can attribute a small portion of electricity used by facilities when this equipment is in “stand-by” mode. In order to manage this consumption load, equipment can be unplugged, or power bars can be used. We will review opportunities for phantom load management wherever possible.



6 Closing Comments

Thank you to all who contributed to The Municipality of Clarington's Energy Conservation & Demand Management Plan. We consider our facilities primary sources of service, and an integral part of the local community. The key to this relationship is being able to use our facilities efficiently and effectively to maximize our ability to provide the highest quality of services while integrating environmental stewardship into all aspects of facility operations. This Energy Conservation & Demand Management plan fulfills all of the requirements in the new regulatory update.

This ECDM plan was created through a collaborative effort between the Municipality of Clarington and Blackstone Energy Services.

7 Appendix

7.1 Glossary of Terms

| Word | Abbreviation | Meaning |
|--|-------------------|---|
| Baseline Year | | A baseline is a benchmark that is used as a foundation for measuring or comparing current and past values. |
| Building Automation System | BAS | Building automation is the automatic centralized control of a building's heating, ventilation and air conditioning, lighting and other systems through a building management system or building automation system (BAS) |
| Broader Public Sector | BPS | Starting in 2014, the Broader Public Sector (BPS) was required to report the utility consumption of their facilities |
| Carbon Dioxide | CO ₂ | Carbon dioxide is a commonly referred to greenhouse gas that results, in part, from the combustion of fossil fuels. |
| Energy Conservation & Demand Management Plan | ECDM | Under regulation O. Reg. 507/18: Broader Public Sector: Energy Conservation and Demand Management Plans (ECDM). public agencies are required to report on energy consumption and greenhouse gas (GHG) emissions annually and develop Energy Conservation and Demand Management (ECDM) Plans |
| Energy Usage Intensity | EUI | Energy usage intensity means the amount of energy relative to a buildings physical size typically measured in square feet. |
| Equivalent Carbon Dioxide | CO ₂ e | CO ₂ e provides a common means of measurement when comparing different greenhouse gases. |
| GHG Protocol | | GHG Protocol refers to the recognized international standards used in the measurement and quantification of greenhouse gases. |
| Greenhouse Gas | GHG | Greenhouse gas means a gas that contributes to the greenhouse effect by absorbing infrared radiation, e.g., carbon dioxide and chlorofluorocarbons. |
| Metric Tonnes | t | Metric tonnes are a unit of measurement. 1 metric tonne = 1000 kilograms |
| Net Zero | | A net-zero energy building, is a <u>building with zero net energy consumption</u> , meaning the total amount of energy used by the building on an annual basis is roughly equal to the amount of <u>renewable energy</u> created on the site, |
| Variable Frequency Drive | VFD | A variable frequency drive is a device that allows for the modulation of an electrical or mechanical piece of equipment. |

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The Corporation of the Municipality of Clarington

By-law 2019-XXX

Being a By-law to keep land clean and clear in the Municipality of Clarington.

WHEREAS Subsection 11(2) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the “Act”) provides that the Municipality may pass by-laws respecting the health, safety and well-being of persons;

AND WHEREAS Section 127 of the Act provides that the Municipality may require the owner or occupant of land to keep their land clean and clear of refuse and debris;

AND WHEREAS Section 128 of the Act provides that the Municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of Council, are or could become or cause public nuisances;

AND WHEREAS pursuant to Section 425 of the Act, the Municipality may pass by-laws providing that a person who contravenes a by-law of the Municipality passed under the Act is guilty of an offence;

NOW THEREFORE, the Council of The Corporation of the Municipality of Clarington hereby enacts as follows:

DEFINITIONS

1. In this by-law,

“**Debris**” means refuse, rubbish, or material of any kind and without limiting the generality of the foregoing includes garbage, litter, disused furniture, garden waste, earth or rock fill, old or decayed lumber, inoperative mechanical equipment, automotive or mechanical parts, a vehicle that by its condition or lack of current licence plates appears to be inoperative, and materials from construction or demolition projects;

“**Enforcement Officer**” means a Provincial Offences Officer as defined under the *Provincial Offences Act*, R.S.O. 1990, c. P.33;

“**Municipality**” means The Corporation of the Municipality of Clarington, or its geographical area as the context requires; and

“**Owner**” means an owner or occupant of land in the Municipality.

PROHIBITIONS

2. No Owner shall permit the accumulation of any debris on their land.
3. No Owner shall permit grass or weeds on their property to grow to a height that exceeds 20 centimetres.
4. No Owner shall permit the accumulation of stagnant or standing water on their land.

EXEMPTIONS

5. That portion of any lands zoned for environmental protection is exempted from section 3 of this By-law.

ENFORCEMENT

6. Where any Owner contravenes any provision of this By-law, an Enforcement Officer may direct such Owner to comply with this By-law. Every Owner so directed shall comply with such direction without delay.
7.
 - (1) If an Enforcement Officer is satisfied that a contravention of this By-law has occurred, the Enforcement Officer may make an order requiring the Owner of the land on which the contravention occurred to do work to correct the contravention.
 - (2) Any Owner who fails to comply with an order under this section is guilty of an offence.
 - (3) If an Owner is in default of any work required by an order under this section, the work may be done by the Municipality at the Owner's expense, and in addition to the costs to do the work, the Municipality will impose an administrative fee of \$50 on the Owner.
 - (4) The Municipality or a person acting on its behalf is not liable to compensate the Owner, or any other person by reason of anything done by or on behalf of the Municipality in the reasonable exercise of its powers under this By-law.

POWERS OF ENTRY

8. An Enforcement Officer, whether alone or accompanied by an individual possessing special or expert knowledge or skills, may enter on any land within the Municipality at any reasonable time for any purpose in relation to the enforcement of this By-law including for the purpose of carrying out an inspection to determine whether or not the following are being complied with:
 - (a) this By-law;
 - (b) a direction or order of the Municipality made under the Municipal Act, 2001, S.O. 2001, c. 25 or this By-law; or
 - (c) an order made under section 431 of the Municipal Act, 2001, S.O. 2001, c. 25.
9. For the purposes of an inspection under this By-law, an Enforcement Officer may:
 - (a) require the production for inspection of documents or things relevant to the inspection;
 - (b) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
 - (c) require information from any person concerning a matter related to the inspection; and
 - (d) alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.
10. In addition to any other provision of this By-law, and subject to the provisions of the Municipal Act, 2001, S.O. 2001, c. 25, a provincial judge or justice of the peace may issue an order authorizing the Municipality to enter on land, including a room or place actually being used as a dwelling, for the purpose of carrying out an inspection to determine whether or not the following are being complied with:
 - (a) this By-law;
 - (b) a direction or order of the Municipality made under the Municipal Act, 2001, S.O. 2001, c. 25 or this By-law; or
 - (c) an order made under section 431 of the Municipal Act, 2001, S.O. 2001, c. 25.

OBSTRUCTION

11. No person shall hinder or obstruct, or attempt to hinder or obstruct, any person who is exercising a power or performing a duty or direction under this By-law.

OFFENCES

12. Every person, other than a corporation who contravenes any provision of this By-law, is guilty of an offence and on conviction is liable, for every occurrence, day or part thereof upon which such offence occurs or continues, to a fine of not more than \$10,000 for a first offence; and not more than \$25,000 for any subsequent conviction.
13. Every corporation which contravenes any provision of this By-law, is guilty of an offence and on conviction is liable, for every occurrence, day or part thereof upon which such offence occurs or continues, to a fine of not more than \$50,000 for a first offence, and not more than \$100,000 for any subsequent conviction.
14. Without limiting any other section of this By-law, every person who contravenes any provision of this By-law is guilty of an offence and on conviction is liable to a fine in accordance with the Provincial Offences Act, R.S.O. 1990, c. P.33.
15. If any person is in contravention of any provision of this By-law, and the contravention has not been corrected, the contravention of the provision shall be deemed to be a continuing offence for each day or part of a day that the contravention remains uncorrected.
16. Where any person contravenes any provision of this By-law, such person shall be responsible for all costs incurred by the Municipality directly related to the contravention.

SEVERABILITY

17. If any section or sections of this By-law, or parts thereof are found by any court of competent jurisdiction to be illegal or beyond the power of the Municipal Council to enact, such section or sections or parts thereof shall be deemed to be severable from this By-law and all remaining sections or parts of this By-law shall be deemed to be separate and independent therefrom and to be properly enacted and to be of full force and effect.

CONFLICT

18. In the event of a conflict between any provision of this By-law and any applicable Act or regulation, the provision that is the most restrictive prevails.

SCHEDULES

19. The following Schedules are attached to and form an integral part of this by-law:

- Schedule “A” – Set Fines

EFFECTIVE DATE

43. This by-law shall come into force and take effect on the date it is enacted.

44. By-law 2003-046 is repealed on the date this by-law comes into force and effect.

SHORT TITLE

45. This by-law may be referred to as the “Clean and Clear By-law”.

Passed this XX day of XXXXXX, 2019

Adrian Foster, Mayor

C. Anne Greentree, Clerk

Schedule "A" – Set Fines

| ITEM | COLUMN 1 Short Form Wording | COLUMN 2 Provision creating or defining offence | COLUMN 3 Set Fine |
|-------------|--|--|------------------------------|
| 1 | Failure to remove debris from land | s. 2 | \$100.00 |
| 2 | Failure to cut grass or weeds | s. 3 | \$100.00 |
| 3 | Failure to remove standing water | s. 4 | \$100.00 |
| 4 | Failure to comply with an order | s. 7(2) | \$100.00 |
| 5 | Obstruction of an Enforcement Officer | s. 11 | \$100.00 |