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The Regional Municipality of Durham

MINUTES

PLANNING & ECONOMIC DEVELOPMENT COMMITTEE

Tuesday, April 2, 2019

A regular meeting of the Planning & Economic Development Committee was held on Tuesday, April 2, 2019 in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 9:30 AM

Present: Councillor Ryan, Chair
Councillor Joe Neal, Vice-Chair
Councillor Bath-Hadden
Councillor Highet
Councillor Kerr
Councillor Lee
Councillor Yamada
Regional Chair Henry

Also

Present: Councillor Wotten

Staff

Present: E. Baxter-Trahair, Chief Administrative Officer
B. Bridgeman, Commissioner of Planning and Economic Development
S. Gill, Director, Economic Development and Tourism
C. Goodchild, Manager, Policy Planning & Special Studies
S. Jones, Manager, Data, Mapping and Graphics
T. Lavery, Director, Corporate Communications
C. Leitch, Principal Planner
M. McKnight, Manager, Application & GIS Services, Corporate Services - IT
G. Muller, Director of Planning
B. Pickard, Manager, Tourism
S. Rashad, Systems Support Specialist, Corporate Services – IT
N. Rutherford, Manager, Economic Development, Agriculture and Rural Affairs
K. Ryan, Senior Solicitor, Corporate Services – Legal Services
L. Trombino, Manager, Plan Implementation
T. Fraser, Committee Clerk, Corporate Services – Legislative Services
C. Tennisco, Committee Clerk, Corporate Services – Legislative Services

1. Declarations of Interest

There were no declarations of interest.

2. Adoption of Minutes

Moved by Councillor Joe Neal, Seconded by Councillor Lee,
(34) That the minutes of the regular Planning & Economic Development
Committee meeting held on Tuesday, March 5, 2019, be adopted.

CARRIED

Moved by Councillor Joe Neal, Seconded by Councillor Lee,
(35) That the minutes of the special Planning & Economic Development
Committee meeting held on Wednesday, March 27, 2019, be adopted.

CARRIED

3. Statutory Public Meetings

There were no statutory public meetings.

4. Delegations

There were no delegations to be heard.

5. Presentations

5.1 Chris Leitch, Principal Planner, re: 2016 Transportation Tomorrow Survey Results
(2019-P-21)

C. Leitch, Principal Planner, provided a PowerPoint presentation outlining the details of Report #2019-P-21 of the Commissioner of Planning and Economic Development. Highlights of his presentation included:

- Background and Purpose
 - What is the Transportation Tomorrow Survey (TTS)?
 - Why is TTS Data Important?
 - When is the TTS Data Collected?
 - Where was the TTS Conducted?
 - Who Conducted the 2016 TTS?
- Summary of Results
 - Daily Trips Made by Durham Residents
 - Demographic Characteristics
 - Work Trip Lengths
 - Work Trip Travel Patterns
- Conclusions

Staff responded to questions with respect to whether a breakdown is available by area municipality; the breakdown of transit trips; whether TTS data is used to create linkages and for transportation planning; whether the TTS data aligns with trends identified in other Regional data; the increase in licensed drivers and vehicles per household and potential planning impacts; how the data for Durham Region compares to other regions; ways to increase the use of active transportation; population growth compared to the increase in public transit trips; and projections for public transit trips in future surveys.

Staff agreed to provide Councillor Lee with a link to the summary reports available on the Transportation Tomorrow Survey website.

With the consensus of the Committee, the order of the agenda was altered to consider Report #2019-P-21 at this time.

6.2 Reports

G) 2016 Transportation Tomorrow Survey Results (2019-P-21)

Report #2019-P-21 from B. Bridgeman, Commissioner of Planning and Economic Development, was received.

Moved by Regional Chair Henry, Seconded by Councillor Lee,
(36) That Report #2019-P-21 of the Commissioner of Planning and Economic Development be received for information.

CARRIED

6. **Planning**

6.1 Correspondence

There were no communications to consider.

6.2 Reports

A) Region of Durham Site Contamination Protocol, Five Year Review (2019-P-15)

Report #2019-P-15 from B. Bridgeman, Commissioner of Planning and Economic Development, was received.

Staff responded to questions with respect to the purpose of the Site Contamination Protocol; and whether the Site Contamination Protocol addresses the importing of fill.

Moved by Regional Chair Henry, Seconded by Councillor Kerr,
(37) That Report #2019-P-15 of the Commissioner of Planning and Economic Development be received for information.

CARRIED

- B) Approval to award NRFP-1066-2017 for the supply, integration, delivery, implementation, training and ongoing support of a Land Development Tracking Software System (2019-P-16)
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Report #2019-P-16 from B. Bridgeman, Commissioner of Planning and Economic Development, was received.

Staff responded to questions with respect to the possibility of linking the Region's land development software with the software used by the area municipalities.

Moved by Regional Chair Henry, Seconded by Councillor Kerr,
(38) That we recommend to Council:

- A) That Phase 1 of NRFP-1066-2017 for the supply, integration, delivery, implementation and training of a Land Development Tracking Software System be awarded to Computronix Canada Ltd., at an upset limit of \$1,730,000 to be financed from within the approved project budget;
- B) That Phase 2 of NRFP-1066-2017 for the supply, integration, delivery, implementation and training of a Land Development Tracking Software System be awarded to Computronix Canada Ltd., at an upset limit of \$300,000 upon 2020 budget approval;
- C) That the ongoing annual maintenance and support fees, at an estimated cost of \$68,000 per year (\$272,000 for the five-year contract), be funded from the annual Planning Business Plan and Budget; and
- D) That the Commissioner of Finance be authorized to award the contract and execute any necessary agreements.

CARRIED

- C) Annual Subdivision/Condominium Activity Report for 2018 (2019-P-17)

Report #2019-P-17 from B. Bridgeman, Commissioner of Planning and Economic Development, was received.

Moved by Regional Chair Henry, Seconded by Councillor Kerr,
(39) That Report #2019-P-17 of the Commissioner of Planning and Economic Development be received for information.

CARRIED

D) Durham Regional Cycling Plan Update (2019-P-18)

Report #2019-P-18 from B. Bridgeman, Commissioner of Planning and Economic Development, was received.

Staff responded to questions with respect to the goal of the Regional Cycling Plan; and creating connections with local cycling networks.

Moved by Regional Chair Henry, Seconded by Councillor Kerr,

(40) That Report #2019-P-18 of the Commissioner of Planning and Economic Development be received for information.

CARRIED

E) Recommendation for Award of RFP 1087-2018 – Growth Management Study (2019-P-19)

Report #2019-P-19 from B. Bridgeman, Commissioner of Planning and Economic Development, was received.

Staff responded to questions with respect to the amount of financing from the Development Charge Studies Reserve Fund; the Growth Plan forecast; the need for external consulting services; and whether proposed settlement area boundary expansions will be kept confidential.

Moved by Regional Chair Henry, Seconded by Councillor Kerr,

(41) That we recommend to Council:

A) That in response to the Request for Proposals RFP-1087-2018 (the "RFP"), the firm of Urban Strategies Inc. be retained to provide consulting and related services for the Envision Durham Growth Management Study required for the Region's Municipal Comprehensive Review;

B) That financing for external consulting services in the estimated amount of up to \$835,800 be provided as follows:

| | | |
|------|---|------------------|
| i. | Development Charge Studies Reserve Fund | \$180,000 |
| ii. | Property taxes (Non-Departmental), prior year funding | \$400,000 |
| iii. | Property taxes (Non-Departmental), 2019 budget | <u>\$255,800</u> |
| | TOTAL | <u>\$835,800</u> |

C) That the Commissioner of Finance be authorized to execute the Consulting Services Agreement and any amendments required to complete the work.

CARRIED

F) Summary of Commissioner's Delegated Planning Approval Authority, and Summary of Planning Activity in the Fourth Quarter of 2018 (2019-P-20)

Report #2019-P-20 from B. Bridgeman, Commissioner of Planning and Economic Development, was received.

Moved by Regional Chair Henry, Seconded by Councillor Kerr, (42) That we recommend to Council:

That Report #2019-P-20 of the Commissioner of Planning and Economic Development be received for information.

CARRIED

G) 2016 Transportation Tomorrow Survey Results (2019-P-21)

This item was considered earlier in the meeting. Refer to page 3 of these minutes.

7. Economic Development

7.1 Correspondence

There were no communications to consider.

7.2 Reports

There were no Economic Development reports to consider.

8. Advisory Committee Resolutions

There were no advisory committee resolutions to be considered.

9. Confidential Matters

There were no confidential matters to be considered.

10. Other Business

There was no other business to be considered.

11. Date of Next Meeting

The next regularly scheduled Planning & Economic Development Committee meeting will be held on Tuesday, May 7, 2019 at 9:30 AM in the Lower Level Boardroom (LL-C), Regional Headquarters Building, 605 Rossland Road East, Whitby.

12. Adjournment

Moved by Regional Chair Henry, Seconded by Councillor Kerr,
(43) That the meeting be adjourned.

CARRIED

The meeting adjourned at 10:28 AM

Respectfully submitted,

D. Ryan, Chair

T. Fraser, Committee Clerk