



## Official Notice

### Meeting of Regional Council

Regional Council Chambers  
Regional Headquarters Building, 605 Rossland Road East, Whitby

**Wednesday, June 13, 2018**

**9:30 AM**

---

#### ORDER OF BUSINESS

Call to Order

Roll Call

Declarations of Interest

Announcements

Presentations

#### Adoption of Minutes

##### Section 1

- Regular Regional Council Meeting – [May 9, 2018](#) Pages 101 – 121
- Special Regional Council Meeting – [May 23, 2018](#) Pages 122 – 127
- Regular Committee of the Whole Meeting – June 6, 2018 Provided on Addendum

#### Communications

##### Section 2

- [Correspondence](#) Page 201

#### Delegations, Notice of Motions

##### Section 3

Pages 301 – 303

- [Delegations](#)
- [Notice of Motions](#)

#### Report of the Committee of the Whole

##### Section 4

- [Seventh Report of the Committee of the Whole](#) Pages 401 – 433

**Confirming By-Law**

- By-law to confirm the Proceedings of Council

**Adjournment**

## **SECTION 1**

### **MINUTES**

#### **THE REGIONAL COUNCIL OF DURHAM**

**Wednesday, May 9, 2018**

The Council of The Regional Municipality of Durham met in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 9:30 AM

**Roll Call:** All members of Council were present with the exception of Councillor Rowett  
Councillor Rowett was absent due to a family matter.

#### **Declarations of Interest**

1. Councillor Drumm made declarations of interest under the Municipal Conflict of Interest Act with respect to the following two items:
  - i) Item 11 of the Sixth Report of the Committee of the Whole, Report #2018-COW-94, Public Transit Infrastructure Fund Phase II.
  - ii) Item 12 of the Sixth Report of the Committee of the Whole, Report #2018-COW-95, Joint Bus Procurement Results; and
  - iii) Item 20 of the Sixth Report of the Committee of the Whole, Report #2018-COW-79, Smart Commute Durham 2017-2018 Progress Report, 2018-2019 Workplan, and Service Delivery Agreement.He indicated that a member of his family is employed by Durham Region Transit.
2. Councillor Woo made a declaration of interest under the Municipal Conflict of Interest Act with respect to Item 17 of the Sixth Report of the Committee of the Whole, Report #2018-COW-91, Durham's Early Learning and Child Care Service Plan 2018-2022. He indicated that a family member is employed in the Social Services Department.

#### **Announcements**

Various announcements were made relating to the activities and events within the area municipalities including:

- Ken Gorman, Director, Health Protection was congratulated on his upcoming retirement and was thanked for his dedication and service to the Region of Durham.
- The Region's Public Works Week Open House will be held at the Works Maintenance Depot in Orono on May 26, 2018.
- Great Lakes and St. Lawrence Cities Initiative Annual Meeting and Conference will be held from June 13-15, 2018 in Ajax.
- Mental Health Week will be held from May 7-13, 2018.

## **Presentations**

### **1. 2017 Award of Excellence and Commitment to Excel Awards**

Mr. Don Beaton, Commissioner of Corporate Services, introduced the following recipients of the 2017 Award of Excellence and Commitment to Excel Awards. The Commitment to Excel awards is the Region's annual peer-to-peer recognition program to recognize employees for contributing above and beyond to Durham Region and its communities:

#### Award of Excellence

##### CAO's Community Spirit:

- Shannon Cox, Social Services Department, for personal dedication to meet the needs of vulnerable children and families in the community.

##### Leadership:

- Karen Chatten, Finance Department, for outstanding commitment to leadership on the Purchasing Team.
- Jenni Demanuele, Works Department, for continuous, outstanding commitment to excellent leadership in the Works Department.

##### Commitment to Excellence

- Carrie Wallace, Health Department, for visionary and outstanding leadership to the Paramedic Service staff.

##### Service Excellence:

- Audrey Andrews, Social Services Department, Ceci Casuso, Crystal McNeil, and Jason Hunt, Corporate Services Department, for excellence in the support of vulnerable youth participation in the Region's Take Our Kid to Work day experience.
- Michelle Stevenson, and Brandon Pickard, Planning & Economic Development Department, Kristi Honey, Finance Department, Darren Levine, Social Services Department, Mark McKnight, Carrie Grimley, Samantha Wilson, Cheryl Bandel, and Leigh Fleury, Corporate Services Department, Barb Goodwin, Glendene Collins, and Krista White, Health Department, Jenni Demanuele, Works Department, Sherri Munns, Jennifer Santos, Angela Gibson, Warren Leonard, and Janet Traer, CAO's Office, for excellence in collaboration and service to the community in production and launch of the Durham.ca web site project.
- Lynda Duemmel, Harry Koivisto, and Pradeep Sekhon, Finance Department, for excellence in the development and delivery of a comprehensive, electronic bidding and contract submission and processing application.
- Lynda Duemmel, Finance Department, for above and beyond service in ensuring successful transition for all staff to the new Purchasing bid posting application.
- Sonia Coward, Anne Smith, Wendy MacLeod, Tanya Bezruki, and Cheryl Gilroy, Finance Department, for excellence in growing opportunity for the City of Oshawa's participation in the Durham Municipal Insurance Pool resulting in significant savings and benefits.

Service Excellence:

- Doug Robertson, Works Department, and Chris Leitch, Planning & Economic Development Department, for excellence in development of the complex 2017 Transportation Master Plan reflecting the Region's official plan to meet future transportation needs.
- Melodee Smart, Works Department, for excellence in consistently going above and beyond in provision of service to the Works department staff.
- Pauline Hunt, Health Department, for above and beyond, commitment and service to the Region's paramedic service.

Innovation:

- Sandra Austin, and Tania Laverty, CAO's Office, Simon Gill, Planning & Economic Development Department, Rob Halko, and Jasdeep Sagoo, Corporate Services Department, for design and development of the 'Why Durham' showcase website for promoting and attracting new business to Durham Region.
- Silvia Iturriaga, Finance Department, for excellence to the Purchasing team in identifying and developing the Project Plan tracking tool.
- Sandra Taylor, and Jacek Sochacki, Works Department, for above and beyond implementation of concept trends and design configuration to optimize capital project relocations.
- Cheryl Bishop, Finance Department, for creativity and initiative in development of the complex project Request for Proposal process optimizing procurement selection for the Region and vendors.
- Soojin Lee, Corporate Services Department, for successful creation and implementation of the Legal division Articling Student Project partnership.
- Rick Hutchinson, Peter Rattana, and Shawn Patey, Finance Department, for design and delivery of a critical back up system for HCM and Payroll resulting in significant cost and time savings.
- Elise Hawley, Stacy Howson, and Sherri Munns, CAO's Office, Trisha Paine, Sean Chambers, Steven Finlay, Tom Kelly, and Karen Chatten, Finance Department, for collaboration in design and delivery of the online Artwork Builder resulting in efficient service and savings.

Innovation:

- Eileen Kennedy, Planning & Economic Development Department, and Christine Shetler, Corporate Services Department, for creatively and collaboration in the successful development of the Film Durham digital location portal.

2. 2017 Safe Drivers Collision Free Award with Durham Region Transit

Vincent Patterson, General Manager, and Mark Duffy, Manager, Safety and Training, Durham Region Transit, presented the 2017 Safe Drivers Collision Free Award with Durham Region Transit to the following recipients:

5 Years

- Chris Harper
- Karla Hastings
- Damany Kamall

10 Years

- Dana Berry
- Ron Clark
- Susan Elbertsen
- Tak-Choi Lau
- Lynda McKenzie
- Donna Shemmans

15 Years

- Cathy Smith

25 Years

- Anne-Marie Meester
- Jim Mullins

35 Years

- Richard Claxton-Oldfield

**Adoption of Minutes**

Moved by Councillor Henry, Seconded by Councillor Ryan,  
(108) That the minutes of the following meetings be adopted:

- Regular Regional Council meeting held on April 11, 2018; and
- Regular Committee of the Whole meeting held on May 2, 2018.

CARRIED

**Correspondence Requiring Motion for Direction**

CC 10 Association of Municipalities of Ontario (AMO), requesting nominations to the 2018-2020 AMO Board of Directors.

The following is an estimate of time individuals can normally expect to devote for service on the AMO Board of Directors and Executive Committee (i.e. Chair of each Caucus).

|  |         |
|--|---------|
| Executive Meetings   | 10 days |
| Memorandum of Understanding Meetings<br>(Executive Committee Only) | 8 days  |
| Board Meetings   | 6 days  |
| AMO Conference   | 3 days  |

Other Commitments  
(Task Forces, Other Meetings)

up to 6 days depending on interest

The deadline for receipt of Nomination Forms is 12:00 noon Monday, June 25, 2018. (Our File: A01).

Moved by Councillor Henry, Seconded by Councillor Ryan,

- (109) That the Association of Municipalities of Ontario (AMO) be advised that the Region of Durham supports Regional Chair O'Connor for nomination to the 2018-2020 AMO Board of Directors, for the Regional and Single Tier Caucus.  
CARRIED

### **Correspondence Received for Information**

CC 11 Regional Chair and CEO Gerri Lynn O'Connor, writing to the Regional Clerk, in accordance with Section 8.3 of the Council Rules of Procedure, requesting that a special meeting of Regional Council be held on Wednesday, May 23, 2018 at 9:00 a.m., in the Council Chambers at Regional Headquarters for the purpose of receiving information on organics management. The special meeting will be structured to include staff and consultant presentations that offer technical, legal, financial and procurement perspectives with time for questions and discussion from Council members. (Our File: A00).

Received for Information

Moved by Councillor Henry, Seconded by Councillor Woo,

- (110) That Council Correspondence CC 11 be received for information.  
CARRIED

### **Delegations**

#### **Public Meetings Regarding Amendments to Development Charges**

Regional Chair O'Connor stated this portion of the Council meeting will be for public meetings regarding the proposed amending by-laws and background studies in this order:

1. The Regional Transit development charge amending by-law; and
2. The Regional GO Transit development charge amending by-law.

These amending by-laws are necessary to align the policies and definitions of the Regional and GO Transit Development Charge By-laws with those of the proposed Region-wide Development Charge By-law.

These public meetings are required pursuant to Section 12 of the Development Charges Act, 1997 as part of the process that Council must follow before passing an amendment to a development charge by-law. This process also included the release of the proposed by-laws and background studies to the public on April 13, 2018.

The purpose of the public meeting is twofold: first, to provide the public with information relating to the Development Charge background study and proposed amending by-law through Report #2018-COW-97 which is provided under “Other Business” in today’s agenda; and second, to allow any person who attends the meeting to make representation relating to the proposed amending by-law and study. Written submissions received by the Regional Clerk by 5:00 PM on May 21, 2018, including those opinions expressed verbally at today’s public meeting, will be considered in the preparation of the final development charge recommendations and by-laws scheduled to be presented to Regional Council for approval on June 13, 2018, following consideration by Committee of the Whole on June 6, 2018.

### **First Public Meeting: The Proposed Regional Transit Development Charge Amending By-law**

Regional Chair O’Connor asked if there were any members of the public in attendance who wish to make a submission or ask any questions on this particular matter. She asked a second and third time. Being none, she advised the portion of the proposed Regional Transit Development Charge Amending By-law is closed.

### **Second Public Meeting: The Proposed Regional GO Transit Development Charge Amending By-law**

Regional Chair O’Connor asked if there were any members of the public in attendance who wish to make a submission or ask any questions on this particular matter. She asked a second and third time. Being none, she advised the portion of the proposed Regional GO Transit Development Charge Amending By-law is closed.

### **Delegations:**

1. Ms. Linda Gasser, Whitby Resident, regarding Information Report #2018-INFO-45: Organics Management Methods

Ms. Gasser provided a PowerPoint presentation with regards to Information Report #2018-COW-45, Organics Management Methods and Report #2018-COW-98, Organics Management Request for information Update.

Highlights from her presentation included:

- It’s not simply Aerobic vs Anaerobic
- Both Toronto AD plants process source separated organics (SSO), and the green bin includes plastics, and pet waste
- York Region also includes Green bin plastics, pet waste
- Durham organics contract with Miller Waste to June 30, 2019
- Province focus on Reduction and recovery of organics
- Food and Organic Waste Policy but staff do not plan to offer SSO to multi-residential units
- Avoid competing programs and those degrading quality of divertibles



- Source separation underpins Durham's successful SSO and Duel Stream Recycling
- Threat of DYEC expansion if AD not approved
- Check Power Purchase Agreement to see if subsidy applies if the incinerator is expanded beyond 140,000 tonnes per year
- Durham Waste By-law review required
- After DYEC, does Durham want to own another complex system requiring external expertise?
- Where would organics go during maintenance outages or breakdowns?
- Minimum information you want from Mixed Waste Pre-sort Pilot
- Council must develop or decide on long term objectives and priorities. Staff and consultants driving current process and limiting options considered.
- Insist consultants' reports are signed and show qualifications of author(s).

A copy of her presentation was submitted to the Legislative Services Division prior to the meeting and will be retained by the Legislative Services Division.

2. Ms. Linda Gasser, Whitby Resident, regarding Report #2018-COW-98: Organics Management Request for Information Update

---

Ms. Gasser's delegation was provided in conjunction with her delegation regarding Information Report #2018-INFO-45, Organics Management Methods. [See Item 1].

**Motion**

1. 2018 Council Orientation Session  
[AMENDED]

Moved by Councillor Foster, Seconded by Councillor Henry,

- (111) That following the 2018 municipal election, staff present options at a special Committee of the Whole meeting for the purpose of dialogue related to reserve fund balances, appropriate levels of those balances and related timing of infrastructure expansion and renewal.

CARRIED AS AMENDED  
LATER IN THE MEETING  
(See Following Motions)

Moved by Councillor Parish, Seconded by Councillor John Neal,

- (112) That the foregoing motion (111) of Councillors Foster and Henry be amended by deleting the words, "as part of the Council orientation session" and replacing them with the words, "as part of the budget process".

WITHDRAWN LATER IN THE MEETING  
(See Following Motions)  
(See Page 8)

Moved by Councillor Joe Neal, Seconded by Councillor Parish,  
(113) That the foregoing motion (111) of Councillors Foster and Henry be referred back to staff for a report.

**MOTION LOST ON A TIE VOTE  
ON THE FOLLOWING RECORDED VOTE:**

| <u>Yes</u>                 | <u>No</u>           |
|----------------------------|---------------------|
| Councillor Aker            | Councillor Ashe     |
| Councillor Ballinger       | Councillor Carter   |
| Councillor Henry           | Councillor Collier  |
| Councillor Jordan          | Councillor Drew     |
| Councillor McLean          | Councillor Drumm    |
| Councillor McQuaid-England | Councillor Foster   |
| Councillor Joe Neal        | Councillor Gleed    |
| Councillor John Neal       | Councillor Grant    |
| Councillor Parish          | Councillor Mitchell |
| Councillor Pidwerbecki     | Councillor Pickles  |
| Councillor Roy             | Councillor Ryan     |
| Councillor Sanders         | Councillor Smith    |
| Regional Chair O'Connor    | Councillor Woo      |

Members Absent: Councillor Rowett

Declarations of Interest: None

Motion (112) of Councillors Parish and John Neal was withdrawn.

Moved by Councillor Joe Neal, Seconded by Councillor John Neal,  
(114) That the foregoing motion (111) of Councillors Foster and Henry be amended by deleting the words, "as part of the Council orientation session" and inserting the words, "at a special Committee of the Whole meeting" after the word, "options".  
CARRIED

The main motion (111) of Councillors Foster and Henry was then put to a vote and  
CARRIED AS AMENDED.

### **Sixth Report of the Committee of the Whole**

#### **Committee Reports**

Moved by Councillor Ryan, Seconded by Councillor Sanders,  
(115) That the recommendations contained in the Sixth Report of the Committee of the Whole be adopted.

CARRIED

## Works

1. Organics Management Request for Information Update ([2018-COW-98](#))  
That Report #2018-COW-98 of the Commissioner of Works be received for information.
2. Extension of Lease Agreement between the Regional Municipality of Durham and the Central Lake Ontario Conservation Authority for the use of the former Darlington Landfill Site ([2018-COW-76](#))
  - A) That the Extension of Lease Agreement between the Regional Municipality of Durham and the Central Lake Ontario Conservation Authority be approved for a five year term commencing September 1, 2018 and ending August 31, 2023 for a nominal sum, with the Region having the option to terminate the lease at any time with six months prior written notice; and
  - B) That the Regional Chair and Clerk be authorized to execute all documents associated with this Lease Agreement.
3. Declaration of Lands as Surplus Located at 175 Hunt Street in the Town of Ajax and Approval to Transfer the Surplus Land to the Town of Ajax ([2018-COW-80](#))
  - A) That property, identified as Part 1 of Plan 40R-30014 in the Regional Municipality of Durham, Town of Ajax be declared surplus to Regional needs;
  - B) That Regional staff be granted authority to transfer the lands described in Recommendation A) to the Town of Ajax for a nominal sum; and
  - C) That authority be granted to the Regional Clerk and Regional Chair to execute any documents necessary to complete the conveyance to the Town of Ajax.
4. Approval to Negotiate and Award a Three Year Sole Source Agreement for Analytical Services with Maxxam for the York-Durham Regional Environmental Laboratory located at the Duffin Creek Water Pollution Control Plant, in the City of Pickering ([2018-COW-82](#))
  - A) That a sole source agreement for analytical testing services be negotiated with Maxxam (A Bureau Veritas Group Company) for a three year term commencing June 2018 and ending May 2021 at an estimated total cost of \$225,000\* (\$75,000\* per annum) for the York-Durham Regional Environmental Laboratory, located at the Duffin Creek Water Pollution Control Plant, in the City of Pickering;

- B) That financing for the sole source of sub-contracting to Maxxam is available from the annual operating budget for the York-Durham Regional Environmental Laboratory included as part of the annual Sanitary Sewerage System Operating Budget; and
  - C) That the Commissioner of Finance be authorized to execute the necessary documents related to this sole source agreement.  
(\* before applicable taxes)
5. Approval to Negotiate and Award the Sole Source Purchase for a Liquid Chromatograph Coupled to A Hybrid Triple Quadrupole/Linear Ion Trap Mass Spectrometer for the York-Durham Regional Environmental Laboratory, Located at the Duffin Creek Water Pollution Control Plant, in the City of Pickering ([2018-COW-83](#))
- 
- A) That approval be granted to negotiate with AB SCIEX LP for an enhanced Liquid Chromatograph coupled to a Hybrid Triple Quadrupole/Linear Ion Trap Mass Spectrometer instrument, with an estimated total cost of \$400,000\*, for the analysis of disinfection by-products and pesticides as required by the Safe Drinking Water Act of Ontario; the unit is for the York-Durham Regional Environmental Laboratory, located at the Duffin Creek Water Pollution Control Plant, in the City of Pickering;
  - B) That the Regional Municipality of Durham's share of the cost for the sole source equipment purchase from AB SCIEX LP be provided from the 2018 Sanitary Sewerage System Tangible Capital Asset budget for the York-Durham Regional Environmental Laboratory. The Regional Municipality of Durham and the Regional Municipality of York will share costs equally; and
  - C) That the Commissioner of Finance be authorized to execute the necessary documents related to this sole source purchase.  
(\* before applicable taxes)
6. Authorization to Execute Agreements for the Provision of Laboratory Consumables and Gases/Bulk Liquid Argon for the York-Durham Regional Environmental Laboratory located at the Duffin Water Pollution Control Plant, in the City of Pickering ([2018-COW-84](#))
- 
- A) That an agreement with Fisher Scientific Company be executed under the Province of Ontario's Ministry of Government and Consumer Services Vendor of Record Arrangement #OSS-00587875 for the provision of laboratory consumable supplies with an estimated annual cost of \$235,000\* for an approximate two year term ending March 2020 with the option to renew for two additional one year terms. Financing for the agreement is provided from the annual Sanitary Sewerage System York-Durham Budget. The Regional Municipality of Durham and the Regional Municipality of York will share costs equally;

- B) That an agreement with Praxair Canada Inc. be executed under the Province of Ontario's Ministry of Government and Consumer Services Vendor of Record Arrangement #OSS-00554177 for the provision of laboratory gases/bulk liquid Argon with an estimated annual cost of \$100,000\* for the period August 2018 to August 2019 with the option to renew for three additional one year terms. Financing for the agreement is provided from the annual Sanitary Sewerage System York-Durham Budget with the Regional Municipality of Durham and the Regional Municipality of York sharing costs equally; and
- C) That the Commissioner of Finance be authorized to execute the necessary documents related to these agreements.  
(\* before applicable taxes)
7. Report on Tenders and Additional Financing for Regional Municipality of Durham Contract T-012-2018 for the Replacement of the Vehicle Hoist at the Works Department Maintenance Operations Depot located in the Town of Ajax ([2018-COW-85](#))
- 
- A) That the low compliant bid from ONIT Construction Inc. in the amount of \$427,000\*, be awarded Regional Municipality of Durham Tender T-1012-2018 for the replacement of the Vehicle Hoist at the Works Department Maintenance Operations Depot located in the Town of Ajax, resulting in a total estimated project cost of \$500,000;
- B) That the previously approved project budget of \$350,000 be increased by \$150,000 to a revised total project budget of \$500,000; and
- C) That the additional financing in the amount of \$150,000, be provided through a reallocation of funds from the following source:
- Sunderland Depot Fuel System Replacement (Project F1550): Sanitary Sewerage System Capital Budget (User Revenue)      \$50,000
- Water Supply System Capital Budget (User Revenue)      50,000
- General Tax Capital Budget (Property Tax)      50,000
- Total Reallocated Financing**      **\$150,000**  
(\* before applicable taxes)
8. Municipal Class Environmental Assessment Reform Process ([2018-COW-86](#))
- A) That the following resolution be endorsed by Regional Council in support of the Ontario Good Roads Association and the Municipal Engineers Association's efforts to amend the Municipal Class Environmental Assessment process for Part II Orders:

Whereas a coalition of the Municipal Engineers Association (MEA) and the Residential and Civil Construction Alliance of Ontario have successfully applied to have a review of the Municipal Class Environmental Assessment process conducted under Part IV (Section 61) of the Environmental Bill of Rights Act, 1993 (EBR Act);

And whereas impact studies and public meetings required by the MCEA process often take two years or more to complete before construction can commence;

And whereas the MCEA requirements to evaluate alternatives are often not well aligned with prior or municipal land use planning decisions;

And whereas analysis by the Residential and Civil Construction Alliance of Ontario (RCCAO) has demonstrated that the time to complete an EA rose from 19 months to 26.7 months and costs went from an average of \$113,000 to \$386,500;

And whereas the Auditor General of Ontario has tabled recommendations for modernizing the MCEA process;

And whereas, following its review, MOECC announced the following changes at the OGRA conference in February 2018:

- The release of a public guide related to filing a Part II Order Request (PIOR) and the introduction of a mandatory PIOR form;
- That MOECC would commit to service standards for the review of PIORs – Schedule B (90 business days) and C (180 business days);
- That decisions for PIORs related to Schedule A and A+ projects would be delegated to the Director;

And whereas local projects that do not have the necessary approvals could lose out on the next intake of Build Canada Funding;

Therefore be it resolved that the Regional Municipality of Durham requests that the Minister of the Environment and Climate Change take immediate steps to expedite the response process for Part II Orders or Bump-Up requests, as part of the s.61 review to improve the MCEA process times and reduce study costs;

And further that the Minister of the Environment and Climate Change support changes to better integrate and harmonize the Municipal Class Environmental Assessment process with the processes defined under the Planning Act;

And further, that the Minister of the Environment and Climate Change amend the scope of the Municipal Class Environmental Assessment reports and studies to reduce duplication with existing public processes and decisions made under Municipal Official Plans and Provincial legislation; and

- B) That a copy of this resolution be forwarded to the Ministry of Environment and Climate Change, the Ontario Good Roads Association and the Municipal Engineers Association.

The recommendations contained in Items 1 to 8 inclusive of the Works Section of the Sixth Report of the Committee of the Whole were adopted through motion (115).

### **Finance & Administration**

9. The 2019 Regional Business Planning and Budget Process and the Preliminary 2019 Timetable ([2018-COW-87](#))

---

- A) That the preliminary 2019 Regional Business Plans and Budgets Timetable be approved (as outlined in Attachment #1 to Report #2018-COW-87) which includes the following key dates:
- December 19, 2018 – final Regional Council approval of the 2019 Water Supply and Sanitary Sewerage Business Plans and Budgets;
  - January 30, 2019 – presentation of the Multi Year Economic and Financial Forecast, Ten Year Capital Forecast, and 2019 Property Tax Budget Guideline Report to Regional Council; and
  - February 27, 2019 – final Regional Council approval of all 2019 Property Tax Funded Business Plans and Budgets;
- B) That the Commissioner of Finance be authorized to initiate any changes for the 2019 Business Plans and Budgets format that may enhance and ensure that the Business Plans and Budgets continue to present business planning information in an informative and timely manner in accordance with Regional policies including:
- Integration of consistent Performance Measurement disclosure for Regional Business Plans and Budgets that directly relates program performance, goals and achievements with fiscal resources required to attain the performance targets and/or desired levels of services;

- Compliance with reporting provisions of the Municipal Act and standard municipal budgeting practices to ensure that the Region's Business Plans and Budgets meet public accountability and fiscal transparency requirements; and
- C) That a copy of Report #2018-COW-87 of the Commissioner of Finance be forwarded to all Outside Boards and Agencies including the Durham Regional Police Services Board, the five Conservation Authorities, Durham Region Transit Commission and Durham Regional Local Housing Corporation.
10. Brock Community Health Centre Request for Capital Funding ([2018-COW-88](#))
- That Brock Community Health Centre's request for funding for their new build capital project be approved at a maximum of \$225,000 in accordance with the established funding guidelines; with the required financing to be provided from the Region's Hospital Reserve Fund; and further, that funds be released to the Brock Community Health Centre at the discretion of the Commissioner of Finance for the approved capital project subject to the accountability of final capital costs reported upon completion.
11. Public Transit Infrastructure Fund Phase II ([2018-COW-94](#))
- That Report #2018-COW-94 of the Commissioner of Finance be received for information.
12. Joint Bus Procurement Results ([2018-COW-95](#))
- A) That the award of the 2017 Metrolinx-hosted RFP for 12-metre and 18-metre transit buses to Nova Bus be approved; and
- B) That the Commissioner of Finance be authorized to sign the related purchase agreements.
13. Delegation of signing authority to the Regional Chair and Chief Administrative Officer for execution of Labour Relations/Employee Negotiations during Lame Duck Period ([2018-COW-78](#))
- That the Regional Chair and Chief Administrative Officer be authorized to execute ratified negotiation agreements for potentially up to six collective bargaining units during the Lame Duck Period of Council provided that the terms of such agreements do not deviate from existing approved direction.

The recommendations contained in Items 9 to 13 inclusive of the Finance & Administration Section of the Sixth Report of the Committee of the Whole were adopted through motion (115).



## Health & Social Services

14. The Association of Local Public Health Agencies (aLPHa) Call for Board of Health Nominations (2018-COW-92)
- A) That the nomination of Councillor David Pickles for election to the aLPHa Board of Directors for a two-year term to represent the Central East region be endorsed; and
  - B) That two members of Regional Council be identified to sponsor the nomination and complete the nomination form.
15. Additional Information re: Mobile Health Unit (2018-COW-96)
- A) That Report #2018-COW-96 of the Commissioner & Medical Officer of Health be received for information; and
  - B) And further that:

Whereas, Report #2018-COW-96 provides for an alternative option to mobile health services through a community paramedicine model to support outreach primary care services, including addiction counselling; and

Whereas, community paramedicine services coupled with community outreach services aim to improve both health and social service needs among at-risk and hard to reach populations.

Therefore, be it resolved:

    - i) That the Health and Social Services Department develop a community paramedicine services program supported by community outreach services- (Social Services Personnel) for at-risk and hard to reach populations across Durham Region with targeted implementation;
    - ii) That any capital and operating costs associated with the program's implementation in 2018 be absorbed within the approved budget; and
    - iii) That staff report back to Council on a funding strategy at the June Committee of the Whole meeting.
16. Special Needs Resourcing Collaborative Expansion Pilot (2018-COW-90)
- A) That approval be granted for the Children's Services Division of the Social Services Department to partner with the Infant and Child Development Program of the Health Department to conduct a pilot project for the expansion of Special Needs Resourcing;

- B) That funding in the estimated amount of \$72,550 for the pilot project for the expansion of Special Needs Resourcing be transferred from the approved 2018 Provincial Child Care Expansion subsidy allocation of the Children's Services Division of the Social Services Department to the Infant and Child Development Program of the Health Department in accordance with the Region's Budget Management Policy for reallocations of current budget provisions between Departments; and
- C) That authorization be granted to hire a temporary full-time Infant and Child Development Consultant effective June 1, 2018 at an estimated cost of \$72,550, including associated operating costs to administer the pilot project.

17. Durham's Early Learning and Child Care Service Plan 2018 – 2022  
(2018-COW-91)

---

That Regional Council endorse and approve the Children's Services Division Early Learning and Child Care Service Plan 2018 – 2022.

The recommendations contained in Items 14 to 17 inclusive of the Health & Social Services Section of the Sixth Report of the Committee of the Whole were adopted through motion (115).

### **Planning & Economic Development**

18. Carruthers Creek Watershed Plan Update (2018-INFO-54)

---

- A) That Report #2018-INFO-54 of the Commissioner of Planning & Economic Development be received for information;
- B) That the Carruthers Creek Watershed Plan Phase 2 Communications and Consultation Strategy be updated to outline specific key milestones, and that anticipated meeting and presentation dates for Councils and staff from Durham Region, Town of Ajax, and the City of Pickering should be included; and
- C) That a copy of Report #2018-INFO-54, including Attachments 1 and 2 from the Toronto and Region Conservation Authority (TRCA), be provided to the Town of Ajax and City of Pickering for their information and comment.

19. Durham Environmental Advisory Committee (DEAC) Environmental Achievement Awards (2018-COW-75)

---

- A) That the Durham Environmental Advisory Committee's nominations for the 2018 Environmental Achievement Awards be endorsed; and

- B) That a copy of Report #2018-COW-75 of the Commissioner of Planning and Economic Development be forwarded to the Durham Environmental Advisory Committee.
20. Smart Commute Durham 2017-2018 Progress Report, 2018-2019 Workplan, and Service Delivery Agreement (2018-COW-79)
- That the Regional Chair and Clerk be authorized to execute the Agreement with Metrolinx for the Service Delivery of the Smart Commute Program, and any extension thereof.
21. "Envision Durham". The Municipal Comprehensive Review of the Durham Regional Official Plan (2018-COW-93)
- A) That authorization to proceed with the Municipal Comprehensive Review of the Durham Regional Official Plan, outlined in Report #2018-COW-93 of the Commissioner of Planning and Economic Development, be provided;
- B) That as part of the Municipal Comprehensive Review with respect to intensification, a detailed analysis be provided with respect to water and sewer servicing constraints in Downtowns, major transit hubs and other key sites for intensification, and that this analysis be provided and reported in the first phase of the review; and
- C) That a copy of Report #2018-COW-93 be forwarded to Durham's area municipalities, conservation authorities and the Ministry of Municipal Affairs.
22. Quarter Horse Racing Industry in Durham Region (2018-COW-89)
- A) That Report #2018-COW-89 of the Commissioner of Planning and Economic Development be received for information; and
- B) That a letter supporting the quarter horse industry and related businesses be sent to Mr. Bob Broadstock, President of Quarter Racing Owners of Ontario Inc. (QROOI), signed by the Regional Chair, and provided to the Durham Agricultural Advisory Committee (DAAC), for its information.

The recommendations contained in Items 18 to 22 inclusive of the Planning & Economic Development Section of the Sixth Report of the Committee of the Whole were adopted through motion (115).

### **Motion**

Moved by Councillor Joe Neal, Seconded by Councillor John Neal,  
(116) That the rules of procedure be suspended in order to introduce a motion.

CARRIED on a 2/3<sup>rds</sup> Vote

Moved by Councillor Joe Neal, Seconded by Councillor John Neal,  
(117) That staff report back to Committee of the Whole in September 2018 on the legal and practical implications of banning certain single use plastics.

CARRIED

### Other Business

1. Public Meetings Regarding Proposed Amendments to Regional Transit Development Charge By-law #81-2017 and GO Transit Development Charge By-law #86-2001 (2018-COW-97)

---

- A) That Report #2018-COW-97 be received for information; and
- B) That all submissions received by Regional Council and the written submissions received by the Regional Clerk by 5:00 p.m. on May 21, 2018, including those opinions expressed verbally at the May 9, 2018 public meetings, be received and referred to Regional staff for consideration in the preparation of the final development charge recommendations and amending by-laws scheduled to be presented to Regional Council for approval on June 13, 2018.

Moved by Councillor Aker, Seconded by Councillor Pidwerbecki,  
(118) That the recommendations contained in Item 1 of Other Business be adopted.

CARRIED

2. Election of Chair of the Finance & Administration Committee

- A) That Councillor Collier be appointed as Committee Chair for the Finance & Administration Committee pursuant to Section 7.1 of the Council Rules of Procedure;
- B) That the Chair of the Finance & Administration Committee be appointed to the following boards and committees:
  - Development Charges Complaint Committee
  - Durham Region Non-Profit Housing Corporation; and
- C) That Councillor Foster be appointed as Committee Vice-Chair for the Finance & Administration Committee.

Moved by Councillor Ashe, Seconded by Councillor Parish,  
(119) That Councillor Collier be appointed as Committee Chair for the Finance & Administration Committee; and that Councillor Foster be appointed as the Vice-Chair for the Finance & Administration Committee.

CARRIED

3. Election of Chair of the Planning & Economic Development Committee

- A) That Council appoint a Committee Chair for the Planning & Economic Development Committee pursuant to Section 7.1 of the Council Rules of Procedure; and
- B) That the Chair of the Planning & Economic Development Committee be appointed to the following boards and committees:
- Development Charges Complaint Committee
  - Durham Region Non-Profit Housing Corporation; and
- C) That Councillor Aker be appointed as the Vice-Chair of the Planning & Economic Development Committee.

Moved by Councillor Ashe, Seconded by Councillor Henry,

- (120) That Councillor Ryan be appointed as Committee Chair for the Planning & Economic Development Committee.

CARRIED

Moved by Councillor Ballinger, Seconded by Councillor Henry,

- (121) That Councillor Aker be appointed as the Vice-Chair for the Planning & Economic Development Committee.

CARRIED

4. Committee Appointments

That the appointment of Regional Council members to the following boards and committees be approved:

| Committees |  | Appointment Details  |
|------------|--|--|
| a)         | <b>9-1-1 Management Board</b>            | One member of Committee of the Whole, appointed for the term of Council. |
|            | Committee of the Whole member            | <u>Councillor Woo</u>  |
| b)         | <b>East Duffins Headwaters Committee</b> | One member of Committee of the Whole, appointed for the term of Council. |
|            | Committee of the Whole member            | <u>Councillor Collier</u>  |

Moved by Councillor Henry, Seconded by Councillor Foster,  
(122) That Councillor Woo be appointed as Regional Council member to the 9-1-1 Management Board; and Councillor Collier be appointed as Regional Council member to the East Duffins Headwaters Committee.

CARRIED

5. Appointment of Regional Chair to Committees and Boards

That Regional Chair O'Connor be appointed to the following boards and committees, in accordance with Report #2018-COW-71 of the Commissioner of Corporate Services:

- Development Charges Complaint Committee
- Durham Regional Local Housing Corporation
- Durham Region Non-Profit Housing Corporation
- Durham Region Roundtable on Climate Change
- Durham Agricultural Advisory Committee

Moved by Councillor Aker, Seconded by Councillor Parish,  
(123) That Regional Chair O'Connor be appointed to the following boards and committees: Development Charges Complaint Committee; Durham Regional Local Housing Corporation; Durham Region Non-Profit Housing Corporation; Durham Region Roundtable on Climate Change; and the Durham Agricultural Advisory Committee.

CARRIED

6. Regional Staff Appointments

That Mary Simpson, Acting Commissioner of Finance and Treasurer, be appointed to the 9-1-1 Management Board, as the Finance Department staff member.

Moved by Councillor Parish, Seconded by Councillor Carter,  
(124) That Mary Simpson, Acting Commissioner of Finance and Treasurer be appointed to the 9-1-1 Management Board as the Finance Department staff member.

CARRIED

7. Central Lake Ontario Conservation Authority Appointment

That Uxbridge Councillor Dave Barton be appointed to the Central Lake Ontario Conservation Authority for the Township of Uxbridge.

Moved by Councillor Parish, Seconded by Councillor Henry,  
(125) That Uxbridge Councillor Dave Barton be appointed to the Central Lake Ontario Conservation Authority for the Township of Uxbridge.

CARRIED

## **By-laws**

There were no by-laws.

## **Confirming By-law**

**19-2018** Being a by-law to confirm the proceedings of Regional Council at their meeting held on May 9, 2018.

Moved by Councillor Aker, Seconded by Councillor Ashe,  
(126) That By-law Number 19-2018 being a by-law to confirm the proceedings of the Council of the Regional Municipality of Durham at their meeting held on February 14, 2018 be passed.

CARRIED

## **Adjournment**

Moved by Councillor Henry, Seconded by Councillor Aker,  
(127) That the meeting be adjourned.

CARRIED

The meeting adjourned at 11:33 AM

---

Gerri Lynn O'Connor, Regional Chair & CEO

---

Ralph Walton, Regional Clerk

## **SECTION 1**

### **MINUTES**

#### **THE REGIONAL COUNCIL OF DURHAM**

**Wednesday, May 23, 2018**

The Council of The Regional Municipality of Durham met in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 9:00 AM

**Roll Call:** All members of Council were present with the exception of Councillor Drumm, McLean, McQuaid-England, Rowett, Roy, Ryan  
Councillor Foster left the meeting at 11:38 AM  
Councillor Henry left the meeting at 10:55 AM  
Councillor McQuaid-England attended the meeting at 9:10 AM and left the meeting at 11:48 AM  
Councillor Parish left the meeting at 11:32 AM  
Councillor Pickles left the meeting at 10:00 AM on municipal business  
Councillor Pidwerbecki left the meeting at 11:50 AM  
Councillor Rowett attended the meeting at 9:08 AM  
Councillor Ryan was absent on municipal business and attended the meeting at 10:05 AM

Chair O'Connor introduced Pat Molloy, Mayor of Uxbridge and welcomed him onto Regional Council.

#### **Declarations of Interest**

There were no Declarations of Interest.

#### **Education/Training Presentations**

##### **Opening Remarks**

G. Cubitt, Chief Administrative Officer provided opening remarks outlining the purpose of the education and training presentations to be provided by staff.

##### **Review of Agenda**

M. Januszkiewicz, Director, Waste Management provided a review of the agenda and the topics to be discussed.

#### **Session 1 – Introduction to Organics Management Technologies**

G. Anello, Manager, Waste Planning and Technical Services; C. Bartlett, Manager, Waste Management; and M. Januszkiewicz, Director of Waste Management, provided a PowerPoint presentation with regards to an Introduction to Organics Management Technologies.



Highlights of the presentation included:

- Anaerobic Digestion (Complex)
- Anaerobic Digestion (Simple)
- In-Vessel (Aerobic)
- In-Vessel Process
- Illustration of the Pickering EBARA In-Vessel Aerobic Composting Facility
- Anaerobic Digestion (AD)
- Anaerobic Digestion Wet
- Anaerobic Digestion Dry
- Surrey British Columbia Biofuel Plant
- Comparison of Anaerobic Digestion vs Composting
- Technology Comparison
- Summary: Technology

Staff responded to questions with respect to the following:

- Was there a consortium as part of the partnership in Surrey, British Columbia; if it is working as expected; and if pet waste and diapers are accepted at the facility
- If the Region does not move to some type of Organics Management system, will lead to an expansion of the Durham York Energy Centre
- Odour control management plans and if a similar technology would be used as that at the odour control facility in Markham
- If a dry or wet system is more effective
- If the capacity at the facility in British Columbia is similar to one we would be looking at
- If bio-gas is used to fuel the fleet and if the fuel is bought back
- If the Region would be considering an odour control system similar to that used in Barcelona, Spain
- If issues with respect to anaerobic digestive foaming and acidification or over-acidification will be addressed through the technology
- If there is a low methane yield, will this impact operations?
- The difference between natural gas and bio-gas
- Safety issues with respect to methane gas and if this will be considered when determining a site for the facility
- Outputs of greenhouse gas emissions
- A pre-sort of waste being done to take organics out of waste stream and if a pre-sort facility would also be looked at
- How much additional food waste would be collected with a pre-sort

Moved by Councillor Parish, Seconded by Councillor Mitchell,  
(128) That all questions from Council be held until after the staff presentations.

CARRIED

## **Session 2 – Where Are We Now: Current System**

C. Bartlett, Manager, Waste Management; G. Anello, Manager, Waste Planning and Technical Services; and, M. Januszkiewicz, Director of Waste Management, provided a PowerPoint Presentation with regards to the Region's current collection and processing systems.

Highlights of the presentation included:

- Where We Are Now – Integrated Waste Management Systems (IWMS)
- Durham's IWMS – Collections
- Current IWMS – Standardized Services
- Durham's IWMS – Curbside Collection Diversion Programs
- Durham's IWMS – Processing (Infrastructure)
- Durham's IWMS – Processing (Waste Management Facilities)
- Durham York Energy Centre (DYEC) Waste Disposal
- Disposal at the DYEC 2017
- Summary: Current System

## **Session 3 – Technology Drivers**

M. Januszkiewicz, Director, Waste Management; G. Anello, Manager, Waste Planning and Technical Services; and, C. Bartlett, Manager, Waste Management provided a PowerPoint Presentation with regards to Technology Drivers.

Highlights of the presentation included:

- Diversion
- Durham's Residential Waste – 2017
- Diversion Challenges
- Population Growth
- Growth
- DYEC Capacity
- DYEC Capacity Planning
- DYEC Capacity Updated
- DYEC Expansion
- Waste Free Ontario Act , 2016
- Strategy for a Waste-Free Ontario
- Food and Organic Waste Framework
- Circular Economy – 2018 and Beyond
- Summary: Drivers

## **Session 4 – Proposed Solution**

C. Bartlett, Manager, Waste Management; G. Anello, Manager, Waste Planning and Technical Services; and, M. Januszkiewicz, Director of Waste Management, provided a PowerPoint Presentation with regards to a Proposed Solution.

Highlights of the presentation included:

- Mixed Waste Transfer and Pre-Sort Facility
- Mass Balance Recyclables
- Mass Balance Organics
- AD as Viable and Proven Technology
- Anaerobic Digestion Solution
- Merchant Capacity
- Organics Management, Drivers Analysis
- Summary: Proposed Solution

### **Session 5 - Business Partnership/Relationship**

J. Hunt, Director of Legal Services, provided a PowerPoint presentation regarding the business partnership and relations for a Joint Venture.

Highlights of the presentation included:

- Joint Venture Overview
- Selecting a Joint Venture
- Process for Selecting a Joint Venture

### **Closing Remarks**

M. Januszkiewicz, Director, Waste Management, provided closing remarks. She stated the Region of Durham has outgrown its current system, therefore staff will be recommending creating a “Made in Durham” solution which will:

- Achieve at least 70% diversion
- Address climate change
- Meet the needs of our growing population
- Meet or exceed the legislative requirements
- Optimize partnership and revenue sharing opportunities

Staff advised that a report will be forthcoming at the next Committee of the Whole meeting scheduled for June 6, 2018.

### **Questions & Answers**

Council was given the opportunity to ask questions of staff. Staff responded to questions with respect to the following:

- Clarification on the total waste generated from Durham Region and if this is waste that has been collected and requires disposal
- If the Region's Advisory Committee's will have the opportunity to provide input on the organics management plan
- Streamlining the process at the Region's waste transfer facilities

- If the Industrial/Commercial/Institutional sector will be part of a potential partnership
- How does cap and trade fit into this as it relates to AD
- How long before the Durham York Energy Centre would have to be expanded
- The status of the business case for AD
- If there will be an analysis of the heat generated and how to utilize the energy created through AD
- If other models are being explored by the Region and if efficiency metrics be provided
- Clarification on the processing infrastructure and service delivery model
- Clarification on the food and organic waste framework and the fines being levied as part of the enforcement component of the new Waste Act
- The potential for a system where food waste that is not spoiled can be distributed to those who need it
- Clarification on the new legislation as it relates to banning food waste, and what it would mean if there is a change in Provincial government
- Clarification on diversion targets set for the IC&I sector which is enforceable
- What the Region's diversion targets would be if there was a pre-sort with AD
- What information will be coming back to Council in January 2019 and if staff is planning on doing an Information Session with the new Council
- If the local area municipalities will be consulted for their feedback
- How the Region will stay on track to ensure all legislative requirements are being met
- How AD would be funded
- If there is a plan going forward on how waste would be captured from facilities that are not owned by the Region
- If an increase in energy revenues as a result of an expansion of the DYEC is dependent on the Power Purchase Agreement
- The number of skilled jobs that would be created with an AD facility
- If municipalities currently operating a landfill will be able to sustain them with the new legislation

### **Confirming By-law**

**20-2018** Being a by-law to confirm the proceedings of Regional Council at their meeting held on May 23, 2018.

Moved by Councillor Aker, Seconded by Councillor Ashe,  
(129) That By-law Number 20-2018 being a by-law to confirm the proceedings of the Council of the Regional Municipality of Durham at their meeting held on May 23 2018, be passed.

CARRIED

**Adjournment**

Moved by Councillor Collier, Seconded by Councillor Carter,  
(130) That the meeting be adjourned.

CARRIED

The meeting adjourned at 12:02 PM

---

Gerri Lynn O'Connor, Regional Chair & CEO

---

Ralph Walton, Regional Clerk

**SUMMARY OF CORRESPONDENCE**

**June 13, 2018**

Motion for Direction

CC 12      Ms. Anita Longo, Executive Assistant, Durham Regional Police Services Board, advising that two amended agreements between the Minister of Community Safety and Correctional Services, the Regional Municipality of Durham and the Durham Regional Police Services board for provincial grant funding for the Community Policing Partnership (CPP) Program and Safer Community 1,000 Officers Partnership Program-Grants have been received. Ms. Longo writes that "These are renewed one year contractual agreements effective April 1, 2018 to March 31, 2019 and replace existing ones which expired on March 31, 2018. Pursuant to the terms of the new agreements, a resolution from Regional Council authorizing the municipality to enter into the agreement is required."(Our File: F16)

Recommendation: Motion to Authorize Entering into the CPP Program Funding Agreement and Safer Community-1,000 Officers Partnership Program Funding Agreement with the Province, execution by the Regional Chair and Clerk, subject to approval of the Director of Legal Services.

Receive for Information

**DELEGATIONS, MOTIONS, NOTICE OF MOTIONS**

**June 13, 2018**

Delegations

1. Mr. Mike Walters, Chief Administrative Officer, Lake Simcoe Region Conservation Authority, regarding LSRCA's Annual Operating Plan.
2. Mr. Greg Milosh, Oshawa Resident, regarding the job description and salary range for the Regional Chair and Chief Administrative Officer positions. (Report #2018-COW-136).
3. Ms. Linda Gasser, Whitby Resident, regarding Report #2018-COW-146: Request for Information #RFI-1158-2017 for Mixed Waste Transfer and Pre-sorting, Organics Processing, and Beneficial Use of By-Products/End Products.
4. Ms. Linda Gasser, Whitby Resident, regarding Report #2018-COW-136: Recruiting and Selection Process to Appoint a Successor to the Chief Administrative Officer.

Motions

1. Regional Bonus to the Ontario Film and Television Tax Credit

Councillors Henry and Ryan gave Notice that the following motion will be presented at the June 13, 2018 meeting, or subsequent meeting of Regional Council:

Whereas, the film, television and digital media sector is a multi-billion dollar industry in North America; and

Whereas, the Greater Toronto Area (GTA) is a centre of Canadian film and television production; and

Whereas, Durham Region plays an important role in all aspects of Ontario's film, television and digital media industry (television, feature films, music videos, commercials, etc.); and

Whereas, there is a growing shortage of studio production studio space in the City of Toronto to accommodate this thriving industry; and

Whereas, Durham is well positioned to accommodate new studio production space to allow for more film, television and digital media productions in Ontario; and

Whereas, Durham's workforce and sites provide services, suppliers, talent, crew, facilities and locations to this growing creative industry given its proximity to the City of Toronto; and

Whereas, from 2012 to 2017, film production activity in Durham Region increased by 84 percent, with an estimated \$135 million generated from 328 projects during this

period; and

Whereas, total film, television, music video and commercial production activity in Durham in 2017 was over \$36 million from 82 projects, an increase of 122% in the number of projects from 2012. Major productions included: The Strain; Schitt's Creek; 12 Monkeys; American Gods; Anne; The Kennedy's; The Expanse; Falling Water; Taken; Indian Detective; Mary Kills People; and Condor, as well as The Handmaid's Tale, an Emmy and Golden Globe winner for Best Drama Series; and

Whereas, due to the growing need for diverse settings as well as a decreasing availability of film locations in the City of Toronto, Durham Region has unique assets to provide location managers with ideal sites for filming; and

Whereas, the Ontario Film and Television Tax Credit (OFTTC), jointly administered by the Ontario Media Development Corporation (OMDC), an agency of the Ministry of Tourism, Culture and Sport, and the Canada Revenue Agency, provides a 35 to 40 percent tax credit of the eligible Ontario labour expenditures incurred by a qualifying production company with respect to an eligible Ontario production; and

Whereas, a 10 percent Regional Bonus to the OFTTC is available for all Ontario labour expenditures, but only for productions shot outside the GTA; and

Whereas, the term "outside the GTA" refers to outside the geographical boundaries of Durham, York, Peel and Halton Regions; and

Whereas, productions in the City of Hamilton, less than 70 km from film studios in the City of Toronto, qualify for the Regional Bonus to the OFTTC as it is outside the GTA; and

Whereas, much of Durham Region is a similar distance from Toronto film studios as Hamilton; and

Whereas, Durham is not on an equal playing field in terms of its eligibility for the Regional Bonus to the OFTTC;

Therefore, be it resolved that Durham Regional Council request the Province to make the OFTTC Regional Bonus available to all film production activity in Durham Region; and

That this resolution be distributed to the Ontario Media Development Corporation; Ministry of Tourism, Culture and Sport; Durham MPs and MPPs; Durham's Area Municipalities.

2. Upholding Maximum Sentences for Firearm Offences under the Criminal Code

Councillors Henry and Ryan gave Notice that the following motion will be presented at the June 13, 2018 meeting, or subsequent meeting of Regional Council:

Whereas, there are ongoing concerns related to the prevalence and proliferation of



firearm-related offences throughout the Province of Ontario; and

Whereas, our residents do not accept this as the new normal; and

Whereas, the recent shootings this past weekend and the rise in shooting deaths across the GTA which as a result, the Toronto Star has now termed this year as the new “Year of the Gun” demonstrate that these shootings must stop;

Now therefore be it resolved:

That the Regional Municipality of Durham work together in collective partnership with the Association of Municipalities of Ontario, the Federation of Canadian Municipalities and The Canadian Association of Chiefs of Police; and

That the Regional Municipality of Durham write to the Attorney General of Canada and the Attorney General of Ontario to request they re-examine and re-assess all firearm legislation and ask the judicial system to provide reassurances that the maximum sentences with respect to firearm offences under the Criminal Code of Canada are being upheld; and

That the programs necessary to stop the importation and removal of street level guns be adequately resourced and funded; and

That the Attorney Generals within both levels of government create a public information program that explains the consequences of using a gun in the process of a crime; and furthermore

That a copy of this resolution be sent to:

- Prime Minister
- All Durham Municipalities
- All Durham Region MPs and MPPs
- Attorney Generals of Canada and Ontario
- Minister of Public Safety and Emergency Preparedness
- Minister of Municipal Affairs
- Premier of Ontario
- Federation of Canadian Municipalities
- Large Urban Mayor’s Caucus of Ontario
- Association of Municipalities of Ontario
- The Canadian Association of Chiefs of Police
- Regions of York, Peel, Halton
- City of Toronto

**The Regional Municipality of Durham**  
**Report #7 of the Committee of the Whole**

for consideration by Regional Council

June 13, 2018

The Committee of the Whole recommends approval of the following:

**Planning & Economic Development**

1. Town of Ajax re: Resolution passed at their Council meeting held on April 23, 2018, regarding Lake Ontario Flooding and request to the provincial and federal governments to strike a committee to review mitigation and safety plans for the communicates fronting the Great Lakes and St. Lawrence Seaway

That the following resolution from the Town of Ajax be endorsed:

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

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

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

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

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

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

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

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

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

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

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

2. Proposed Regional Official Plan Amendment – Implementation of Key Transportation Network Changes Recommended in the Transportation Master Plan, File: OPA 2018-002 (2018-COW-120)

- A) That Amendment #171 to the Durham Regional Official Plan; to implement key transportation network changes recommended in the Transportation Master Plan, be adopted as contained in Attachment #1 to Report #2018-COW-120 of the Commissioner of Planning and Economic Development; and
- B) That “Notice of Adoption” be sent to the area municipalities, the Ministry of Municipal Affairs, Ministry of Transportation, Metrolinx, Parks Canada, conservation authorities, neighbouring municipalities, and to all persons or public bodies who made a submission or requested notification of the decision.

3. Planning Application Processing Fees (2018-COW-122)

- A) That the Region’s Planning Application Fee By-law be updated in accordance with the proposed fee schedule within Attachment 1 to Report #2018-COW-122;
- B) That the Regional Solicitor be authorized to prepare the necessary by-law to incorporate amendments to the Planning Application Fee By-law;
- C) That the new Planning Application Fee By-law come into effect on July 1, 2018; and
- D) That a copy of Report #2018-COW-122 of the Commissioner of Planning and Economic Development be forwarded to the Area Municipalities, the Conservation Authorities, and the Building Industry and Land Development Association (BILD), for their information.

4. Durham Trail Coordinating Committee (DTCC) Membership Appointment (2018-COW-123)

---

- A) That the appointment of Mr. Ron Lalonde, as Area Municipal Citizen Volunteer from the Town of Whitby, be confirmed;
- B) That Mr. Lalonde be advised of his appointment; and
- C) That a copy of Report #2018-COW-123 of the Commissioner of Planning and Economic Development be forwarded to the Town of Whitby and Durham Trail Coordinating Committee.

5. Durham Trail Coordinating Committee 2018 Regional Trail Network (RTN) Map Update (2018-COW-125)

---

- A) That the 2018 Regional Trail Network Map be approved as shown in Attachment #1 to Report #2018-COW-125 of the Commissioner of Planning and Economic Development; and
- B) That a copy of Report #2018-COW-125 be forwarded to the Area Municipalities, Conservation Authorities and other primary trail providers.

6. Durham Region's Response to the Province's Draft Agricultural Impact Assessment Guidance Document (2018-COW-126)

---

- A) That Report #2018-COW-126 of the Commissioner of Planning and Economic Development be endorsed and submitted to the Ministry of Agriculture, Food and Rural Affairs as Durham Region's response to Environmental Bill of Rights Registry #013-2454 regarding Agricultural Impact Assessment (AIA) Guidance, including the following key comments and recommendations:

That the Province:

- i) Include a section in the guidance document clarifying the role of the Province, municipalities, other planning authorities, and key stakeholders involved in Agricultural Impact Assessments, similar to other provincial guidance documents;
- ii) Provide further information and examples of instances where an Agricultural Impact Assessment is not required but should be considered, such as for excess soil applications, and further details and examples of AIA requirements specific to non-agricultural uses in prime agricultural areas;

- iii) Better align and provide cross-references, as appropriate, to other relevant guidance documents as well as amend other guidance documents, where feasible, to reference the AIA Guidance Document and ensure consistent messaging across provincial planning guidance documents;
- iv) Provide further direction on appropriate scale and scope of AIAs and consultation requirements, in particular, distinguishing between requirements for large scale projects versus smaller, site specific projects;
- v) Provide further explanation on how AIAs can be streamlined with other processes and studies and provide greater detail and examples of instances where this would be logical and/or desirable;
- vi) Better articulate the level of consultation and engagement with the agricultural community that is appropriate to the scope of the proposal and does not duplicate mandatory consultation requirements;
- vii) Encourage the establishment of Agricultural Advisory Committees by municipalities with prime agricultural lands where they don't exist as appropriate representative bodies to provide input on AIAs;
- viii) Provide further details regarding how the recommendations of an AIA are to be implemented and better distinguish the recommended measures in AIAs by project type, scope and identify the implementing agency for each measure; and

B) That Report #2018-COW-126 of the Commissioner of Planning and Economic Development be forwarded to the Ontario Ministry of Agriculture, Food and Rural Affairs, Durham area municipalities and the Durham Agricultural Advisory Committee for information.

7. Durham Trail Coordinating Committee resolution regarding a new Trail on Lake Ridge Road

---

That the request of the Durham Mountain Biking Association regarding a letter of support for a new Trail on Lake Ridge Road along with parking on the side of the road allowance of an unopened municipal boundary road, at zero cost to Durham Region, be endorsed, as this reflects the goals of the Region of Durham for active transportation.

8. Durham Region's Supply of "Market Ready" Employment Land ([2018-COW-141](#))

That Report #2018-COW-141 of the Commissioner of Planning and Economic Development be received for information.

## Works

9. Information Report #2018-INFO-75: Update on the Status of the Transition to Full Extended Producer Responsibility for the Blue Box Program and Impacts of China's National Sword Campaign on the Blue Box Program

That, despite the ongoing end market challenges with commodities collected through the Region's waste diversion programs, and the reduced revenues from these commodities, in recognition that similar market downturns have occurred in the past, and to preserve the integrity and success of the Region's diversion programs, Regional staff be directed to continue to make every effort to ensure all commodities collected for diversion continue to be sent to end markets for reuse and that no materials collected for diversion be sent to landfill unless there are no other end market options for the material.

10. Blue Box Litter Issues ([2018-COW-143](#))

That staff be authorized to initiate a pilot project to investigate the impact of combining an education program on reducing Blue Box related litter with the provision of additional Blue Boxes and to report back to Regional Council on the results; and that staff find funding in the 2018 budget to initiate the pilot project earlier.

11. Service Delivery Options for New Developments Accessed by Private Roads that do not Meet Design Standards for Municipal Waste Management Services ([2018-COW-144](#))

- A) That staff be authorized to consult with area municipalities, developers and service providers to evaluate options available for new developments to meet the standards in By-Law #46-2011, a By-Law to regulate the Provision of Waste Management Services under the jurisdiction of the Regional Municipality of Durham, for the provision of municipal solid waste collection services for new residential developments on private roads; and
- B) That staff be directed to investigate options, including alternative collection service arrangements and associated financial implications following consultation with affected stakeholders, to address residential developments on private roads that do not meet the current guidelines for municipal collection, and report back to Council.

12. Request for Information #RFI-1158-2017 for Mixed Waste Transfer and Pre-sorting, Organics Processing, and Beneficial Use of By-Products/End Products ([2018-COW-146](#))
- 

**The following recommendations are submitted for Council's consideration without recommendation:**

- A) That anaerobic digestion with a mixed waste transfer and pre-sort facility be approved as the preferred technologies for the Regional Municipality of Durham's long-term organics management strategy;
- B) That the development of a Phased Project Implementation Plan be authorized in order to consider the merits of a first phase with a transfer station capable of accommodating pre-sort capabilities;
- C) That future business analysis of a mixed waste pre-sort, and organics processing service delivery approach for a potential long-term organics management solution, be limited to either i) a private sector service contract or ii) a design-build-operate and maintain public-private partnership (P3) contract;
- D) That staff be directed to explore options, including confidential non-binding and procedurally fair discussions with interested partners including Request for Information Respondents, regarding partnerships, joint ventures, public-private partnership, co-ownership, or other forms of participation in order to bring available market and other financial information forward for consideration by Regional Council regarding a potential relationship as part of the long term Organics Management Strategy, and more specifically an anaerobic digestion facility;
- E) That an investigation of the benefits from Regional use of the potential energy and other by-products and environmental attributes be undertaken and compared to those benefits that may be realized through potential business partnerships;
- F) That the following additional technical and financial consulting, assistance and advisory services be retained to assist with continuing due diligence efforts, organics management project scope and characterization, and Regional Council reporting/recommendations with funding from the previously approved Organics Management Project funding:
  - i) The award of the next phase of the GHD contract, at a cost not to exceed \$100,000;
  - ii) Financial and business advisory services at a cost not to exceed \$75,000;

- iii) External legal advice at a cost not to exceed \$65,000;
  - G) That staff proceed with the procurement of an interim five-year solution to ensure continuous organics processing services for the Regional Municipality of Durham, with contract extensions and/or processing service expansion options which will ensure adequate flexibility for the transition to a new long-term Organics Management Strategy; and
  - H) That staff be authorized to apply for the maximum available additional funding under the Green Municipal Fund Program (\$175,000 was received to date to offset study costs) in order to offset costs of recommended additional consulting study noted in Recommendation E), and, to continue to explore other grant funding opportunities.
13. Information Report #2018-INFO-79: Status Report on Water Quality in Private Wells in the Range Road/Ontoro Boulevard Area, in the Town of Ajax
- A) That Information Report #2018-INFO-79 of the Commissioner of Works be received for information; and further
  - B) That Regional Council declare that the water quality on Ontoro Boulevard and Range Road constitutes a health issue.
  - C) That staff be directed to start the petition process for water supply on Range Road and Ontoro Boulevard;
  - D) That concurrence be obtained from the Town of Ajax related to the extension of the watermain located on the Town's right-of-way;
  - E) That staff be directed to organize an information session with residents to explain the process for the watermain extension and petition;
  - F) That staff be directed to explore any potential grants and financing options for the project; and
  - G) That a copy of Information Report #2018-INFO-79 and this resolution be forwarded to the Town of Ajax.
14. Declaration of Lands as Surplus Located in the Right of Way at Dundas Street West (Highway 2) and future Desmond Newman Boulevard (formerly Coronation Road) in the Town of Whitby and Approval to Transfer the Surplus Land to the Town of Whitby (2018-COW-99)
- A) That property, identified as Part 4 on Plan 40R-29934 in the Regional Municipality of Durham, Town of Whitby, be declared surplus to Regional needs;



- B) That Regional staff be granted authority to transfer the lands described in Recommendation A) to the Town of Whitby for a nominal sum subject to any easements required; and
  - C) That authority be granted to the Regional Clerk and Regional Chair to execute any documents necessary to complete the conveyance to the Town of Whitby.
15. Clean Water Act, 2006 Section 34 Proposed Revisions to Policies in the Credit Valley, Toronto and Region, Central Lake Ontario Source Protection Plan and updates to the Toronto and Region Assessment Report (2018-COW-100)
- A) That the proposed mapping and text revisions to the Toronto and Region Assessment Report and policy revisions in the Credit Valley, Toronto and Region, Central Lake Ontario Source Protection Plan, prepared by the Credit Valley, Toronto and Region, Central Lake Ontario Source Protection Committee be endorsed;
  - B) That the Clean Water Act, 2006, Section 34 Amendment which includes proposed revisions to the Transition Provision, as well as Policies T-8, GEN-1, SWG-3, SNO-1, SAL-10, SAL-12, SAL-13, and REC-1 in the Credit Valley, Toronto and Region, Central Lake Ontario Source Protection Plan and the associated explanatory text prepared by the Credit Valley, Toronto and Region, Central Lake Ontario Source Protection Committee be endorsed; and
  - C) That a letter be submitted to the Credit Valley, Toronto and Region, Central Lake Ontario Source Protection Committee indicating that the Regional Municipality of Durham endorses the proposed revisions in Toronto and Region Assessment Report and the Credit Valley, Toronto and Region, Central Lake Ontario Source Protection Plan.
16. Expropriation of Lands Required for the Proposed Bus Rapid Transit Project along Hwy 2 (Kingston Road), in the City of Pickering and Town of Ajax (2018-COW-101)
- A) That authority be granted to Regional Municipality of Durham staff to initiate expropriation proceedings, if necessary, where negotiations are unsuccessful with respect to the property requirements for the proposed Bus Rapid Transit Project (Project) along Highway 2 (Kingston Road), in the City of Pickering and the Town of Ajax from Regional Road 38 (Whites Road) to Regional Road 23 (Lake Ridge Road) as are generally depicted in Attachment #1 to Report #2018-COW-101 of the Commissioner of Works, Part 1, 2 and 3 and as such other property requirements as may be determined and identified by Regional Municipality of Durham staff required for the Project;

- B) That authority be granted to the Regional Clerk and Regional Chair to execute any notices and forms as may be statutorily mandated by the Expropriations Act R.S.O. 1990, c. E.26 to give effect to Recommendation C) of Report #2018-COW-101, including the Notices of Application of Approval to Expropriate;
  - C) That authority be granted to Regional Municipality of Durham staff to serve and publish Notices of Application for Approval to Expropriate the property requirement as described in Recommendation A) of Report #2018-COW-101, and to forward to the Chief Inquiry Officer any requests for hearing that are received, to attend the hearings to present the Regional Municipality of Durham's position, and to report the Inquiry Officer's recommendations to Regional Council for its consideration; and
  - D) That all agreements and reports required for amicable property acquisitions and all agreements and reports required for settlements pursuant to the Expropriations Act R.S.O. 1990, c. E.26 related to the Bus Rapid Transit project for Council approval, remain confidential in accordance with Section 239 (2)(c) of the Municipal Act as it relates to a proposed or pending acquisition or disposition of land for Regional Corporation purposes, and only be released publically by the Commissioner of Works once all claims for compensation have been resolved on a complete and full and final basis for the Bus Rapid Transit Project where appropriate from this date forward.
17. Amendment to Regional Policy to Permit In-House Appraisals for Land Acquisitions Exceeding \$100,000 at the Discretion of the Commissioner of Works ([2018-COW-102](#))
- A) That the requirement to obtain a third-party appraisal for the purchase of property for Regional projects where the value exceeds \$100,000 as established in Works Committee Report #95-W-73 be amended to permit the preparation of such appraisal reports by internal or external sources at the discretion of the Commissioner of Works and the Chief Administrative Officer or their designates; and
  - B) That the preparation of all appraisals be completed by Appraisers who hold the Accredited Appraiser Canadian Institute (AACI) or Certified Residential Appraiser (CRA) designations in good standing with the Appraisal Institute of Canada.
18. Declaration of Lands as Surplus and Approval to Transfer to the City of Oshawa as Part of a Land Exchange for Lands Required for the Oshawa Landfill Buffer Project ([2018-COW-107](#))
- A) That the property, legally described as Parts 9, 10, and 11 on Plan 40R-28294 in the Regional Municipality of Durham, City of Oshawa be declared surplus;

- B) That the lands described above be conveyed to the City of Oshawa for a nominal sum in exchange for land required by the Regional Municipality of Durham for the Oshawa Landfill Buffer project; and
  - C) That authority be granted to the Regional Clerk and Regional Chair to execute all documents that may be necessary with this conveyance.
19. Standardization of Office Workstation Furniture System for Regional Municipality of Durham Facilities (2018-COW-113)
- 
- A) That Teknion Leverage Workstation System furniture be adopted as the standard for modular workstation furniture installations within the Regional Municipality of Durham's facilities where Teknion modular furniture has already been installed, and for all new construction projects requiring modular workstation furniture for a five year term beginning July 1, 2018 and ending June 30, 2023;
  - B) That all future furniture requirements specifying Teknion Leverage Workstation System furniture be obtained through a competitive process, specifying distributors authorized to supply Teknion Leverage Workstation System furniture; and
  - C) That all other forms of modular furniture which require performance based specifications be obtained via a competitive bidding process in accordance with Purchasing By-Law #68-2000 (Amended).
20. Servicing Agreement with Suncor Energy Inc. to Reconstruct the Existing Gas Bar at 925 Simcoe Street North (Regional Road No. 2), in the City of Oshawa (2018-COW-114)
- 
- A) That the Regional Municipality of Durham be authorized to enter into a Servicing Agreement with Suncor Energy Inc. to reconstruct the existing gas bar at 925 Simcoe Street North (Regional Road No. 2) in the City of Oshawa; and
  - B) That the Regional Chair and Clerk be authorized to execute the Servicing Agreement.
21. Award of Request for Proposal #1005-2018 for Engineering Services to Undertake a Class Environmental Assessment to Plan for Zone 4 Water Storage and Pumping Facilities to Service North Whitby and North Oshawa (2018-COW-115)
-

- A) That Request for Proposal #1005-2018 be awarded to CIMA Canada Inc. to provide engineering services to undertake a Class Environmental Assessment to plan for Zone 4 Water Storage and Pumping Facilities to service North Whitby and North Oshawa, at an upset limit not to exceed \$376,810\* to be funded from the approved project budget of \$2,100,000; and
- B) That the Commissioner of Finance be authorized to execute the engineering services agreement.  
\*(including disbursements and before applicable taxes)

22. Approval for Sole Source Procurement for the Supply of Equipment and Materials to be Specified within Proposed Regional Municipality of Durham Contract D2018-029, for the Sludge Blending Tank Restoration and Reconnection to the Digester Gas System at the Duffin Creek Water Pollution Control Plant, in the City of Pickering (2018-COW-116)

- A) That approval be granted to specify Varec Biogas as the sole manufacturer of digester gas safety valves, equipment and materials within Regional Municipality of Durham Contract D2018-029 for the sludge blending tank restoration and reconnection to digester gas collection system at an estimated cost of \$290,000\* (The Regional Municipality of Durham's share is 25 per cent and the Regional Municipality of York's share is 75 per cent with financing for the Regional Municipality of Durham's share provided from the approved 2018 Sanitary Sewerage Budget); and
- B) That approval be granted to specify Vaughan Chopper Pumps as the sole manufacturer of sludge blending tank hydraulic mixing equipment and materials within Regional Municipality of Durham Contract D2018-029 for the sludge blending tank restoration and reconnection to the digester gas collection system at an estimated cost of \$500,000\* (The Regional Municipality of Durham's share is 25 per cent and the Regional Municipality of York's share is 75 per cent with financing for the Regional Municipality of Durham's share provided from the approved 2018 Sanitary Sewerage Budget).  
\*(includes disbursements and before applicable taxes)

23. Proposed Road Occupancy By-law (2018-COW-117)

- A) That a by-law governing road occupancy and weight restrictions on Regional Roads, generally in the form included as Attachment #1 to Report #2018-COW-117 of the Commissioner of Works, be approved; and

- B) That By-law #38-99 (Attachment #2 to Report #2018-COW-117), being a by-law to restrict the weight upon the axles of commercial vehicles or trailers on the Regional road system, be repealed and replaced with the proposed by-law as per Attachment #1 to Report #2018-COW-117.
24. Proposed Consolidation of The Regional Municipality of Durham's Roads By-law (2018-COW-118)
- A) That the Regional Municipality of Durham's Roads By-law #181-83 be repealed and a new by-law generally in the form included as Attachment #1 to Report #2018-COW-118 of the Commissioner of Works be passed; and
  - B) That a copy of Report #2018-COW-118 be forwarded to the Area Municipalities for information.
25. Approval to Execute Two Licence Agreements for the Waterfront Trails Located at the Courtice Water Pollution Control Plant and Newcastle Water Supply Plant, in the Municipality of Clarington (2018-COW-129)
- A) That the Regional Municipality of Durham be authorized to enter into a Licence Agreement with the Municipality of Clarington for the portion of the current Waterfront Trail segments located on the property of the Courtice Water Pollution Control Plant and the Newcastle Water Supply Plant, with costs and liability for trail use and maintenance to be the sole responsibility of the Municipality of Clarington; and
  - B) That the Regional Chair and Clerk be authorized to execute the Licence Agreement.
26. Report on Tenders and Additional Financing for Regional Municipality of Durham Contract T-1001-2018 for the Replacement of the Parking Garage Waterproofing System at Regional Headquarters located in the Town of Whitby (2018-COW-130)
- A) That Regional Municipality of Durham Tender T-1001-2018 be awarded to Complete Concrete Restoration Ltd. in the amount of \$3,298,831\*; the lowest compliant bidder, for the replacement of the parking garage waterproofing system at Regional Headquarters located in the Town of Whitby;
  - B) That the previously approved project budget of \$3,000,000 be increased by \$637,000 to a revised total project budget of \$3,637,000; and
  - C) That the additional financing in the amount of \$637,000, be provided at the discretion of the Acting Commissioner of Finance.  
\*(before applicable taxes)

27. Amendment to Temporary Sign By-law #76-2017 ([2018-COW-142](#))
- A) That the Director of Legal Services be directed to prepare an amending by-law to amend Temporary Sign By-law #76-2017, generally in the form included as Attachment #1 Report #2018-COW-142 of the Commissioner of Works; and
  - B) That a copy of Report #2018-COW-142 be forwarded to the Area Municipalities for information.
28. Regional Water Supply System – Backflow Prevention Program and Backflow Prevention By-law ([2018-COW-145](#))
- A) That the proposed Backflow Prevention By-law be approved (Attachment #1 to Report #2018-COW-145 of the Commissioner of Works);
  - B) That a copy of the Backflow Prevention By-law be provided to the area municipalities in the Regional Municipality of Durham for their information;
  - C) That Regional staff be authorized to investigate web-based solutions for implementation of the Backflow Prevention Program and report back for approval at a future date; and
  - D) That Regional staff be authorized to take all steps required and necessary to give effect to the proposed By-law.

### **Finance & Administration**

29. Final Recommendations Regarding Regional Residential, Commercial, Institutional and Industrial Development Charges ([2018-COW-108](#))
- A) That Pursuant to Section 10(1) of the Development Charges Act, 1997, the Regional Development Charges Background Study dated March 27, 2018 be adopted (including the forecasts of anticipated development, the underlying capital forecasts, the development charges calculations and policies contained in the Background Study) and further, that the approval of the capital forecasts in the Background Study indicate Regional Council's intention to ensure that such an increase in need for services will be met as required under paragraph 3 of Section 5(1) of the Development Charges Act, 1997 and Section 3 of Ontario Regulation 82/98;

### **Residential, Commercial, Industrial & Institutional Development Charge Rates**

- B) That the Regional Residential Development Charges for each service and unit type as indicated in Table 1 below be imposed on a uniform Region-wide basis effective July 1, 2018 (which includes a new category for Housing Services):

**Table 1**

| Region of Durham<br>Recommended Residential Development Charges<br>Effective July 1, 2018<br>\$ per Dwelling Unit  |                                      |                                      |   |  |
|--|--------------------------------------|--------------------------------------|---|--|
|  | Single<br>and Semi<br>Detached<br>\$ | Medium<br>Density<br>Multiples<br>\$ | 2 Bedroom<br>Apartments<br>and Larger<br>\$ | 1 Bedroom<br>Apartments<br>and Smaller<br>\$ |
| Water Supply <sup>(1)(2)</sup>   | 9,420                                | 7,569                                | 5,472                                       | 3,566  |
| Sanitary Sewerage <sup>(1)(2)</sup>  | 9,170                                | 7,368                                | 5,327                                       | 3,472  |
| Regional Roads   | 9,250                                | 7,432                                | 5,373                                       | 3,502  |
| Regional Police Services   | 715                                  | 575                                  | 416   | 271  |
| Long Term Care   | 19                                   | 15                                   | 11  | 7  |
| Paramedic Services   | 170                                  | 137                                  | 99  | 64   |
| Health and Social Services   | 123                                  | 99                                   | 72  | 47   |
| Housing Services   | 387                                  | 311                                  | 225   | 147  |
| Development Related Studies  | 19                                   | 15                                   | 11  | 7  |
| <b>Total – Recommended By-Law<sup>(3)</sup></b>  | <b><u>29,273</u></b>                 | <b><u>23,521</u></b>                 | <b><u>17,006</u></b>                        | <b><u>11,083</u></b>                         |
| <b>Note:</b><br><br>(1) These charges are payable only in areas where the services are, or will be, available in an area designated for the particular service in the Region's Official Plan.<br><br>(2) Not applicable to the Seaton Area as defined in Appendix A of the Background Study and Schedule F of the proposed By-law.<br><br>(3) Additional Regional development charges exist for GO Transit and Regional Transit under By-law 86-2001 and 81-2017 respectively. |                                      |                                      |   |  |

- C) That the Regional Commercial Development Charges for each service as indicated in Table 2 below be imposed on a uniform Region-wide basis effective July 1, 2018:

**Table 2**

| Region of Durham<br>Recommended Commercial Development Charges<br>Effective July 1, 2018<br>\$ per Square Foot of Gross Floor Area  |                      |
|---|----------------------|
| <b>Service Component</b>  | <b>\$/sq.ft. GFA</b> |
| Water Supply <sup>(1) (2)</sup>   | 3.51                 |
| Sanitary Sewerage <sup>(1) (2)</sup>  | 5.88                 |
| Regional Roads  | 8.54                 |
| <b>Recommended Total<sup>(3)</sup></b>  | <b><u>17.93</u></b>  |
| <b>Notes:</b><br><br>(1) These charges are payable only in areas where the services are, or will be, available in an area designated for the particular service in the Region's Official Plan.<br><br>(2) Not applicable in the Seaton area as defined in Appendix A of the Background Study and Schedule F of the proposed by-law.<br><br>(3) Additional Regional Development Charges exist for Regional Transit under By-law No. 81-2017. |                      |

- D) That the Regional Institutional Development Charges for each service as indicated in Table 3 below be imposed on a uniform Region-wide basis effective July 1, 2018:

**Table 3**

| Region of Durham<br>Recommended Institutional Development Charges<br>Effective July 1, 2018<br>\$ per Square Foot of Gross Floor Area   |                      |
|---|----------------------|
| <b>Service Component</b>  | <b>\$/sq.ft. GFA</b> |
| Water Supply <sup>(1) (2)</sup>   | 0.86                 |
| Sanitary Sewerage <sup>(1) (2)</sup>  | 1.05                 |
| Regional Roads  | 7.18                 |
| <b>Recommended Total<sup>(3)</sup></b>  | <b><u>9.09</u></b>   |
| <b>Notes:</b><br><br>(1) These charges are payable only in areas where the services are, or will be, available in an area designated for the particular service in the Region's Official Plan.<br><br>(2) Not applicable in the Seaton area as defined in Appendix A of the Background Study and Schedule F of the proposed by-law.<br><br>(3) Additional Regional Development Charges exist for Regional Transit under By-law No. 81-2017. |                      |

- E) That the Regional Industrial Development Charges for each service as indicated in Table 4 below be imposed on a uniform Region-wide basis effective July 1, 2018:



**Table 4**

| Region of Durham<br>Recommended Industrial Development Charges<br>Effective July 1, 2018<br>\$ per Square Foot of Gross Floor Area   |                      |
|--|----------------------|
| <b>Service Component</b>   | <b>\$/sq.ft. GFA</b> |
| Water Supply <sup>(1) (2)</sup>  | 2.80                 |
| Sanitary Sewerage <sup>(1) (2)</sup>   | 3.38                 |
| Regional Roads   | 3.24                 |
| <b>Recommended Total<sup>(3)</sup></b>   | <b><u>9.42</u></b>   |
| <b>Notes:</b><br><br>(1) These charges are payable only in areas where the services are, or will be, available in an area designated for the particular service in the Region's Official Plan.<br><br>(2) Not applicable in the Seaton area as defined in Appendix A of the Background Study and Schedule F of the proposed by-law.<br><br>(3) Additional Regional Development Charges exist for Regional Transit under By-law #81-2017. |                      |

### **Exemptions, Discounts and Redevelopment**

- F) That the exemption provided in the Development Charges Act, 1997 of up to two additional residential units within an existing residential unit, be broadened to include units that are not attached to the primary residence, but are on the same site, so as to encourage innovative affordable housing options as suggested in the Affordable and Seniors' Housing Task Force recommendations;
- G) That the exemption provided in the Development Charges Act, 1997 for industrial expansions of up to 50% of the existing floor space be applied regardless of whether the expansion is attached or detached from the existing facility and that the existing floor space be defined as of July 1, 2018 in order to support the existing industrial sector in Durham;
- H) That exemptions for agriculture (i.e. bona fide farming), schools, municipal facilities, places of worship, public hospitals, gas canopies and roof-like structures and parking structures from Regional Development Charges (as defined in the by-law) be continued;
- I) That with regard to temporary dwelling units, such as mobile homes and garden suites, the Regional Development Charges continue to be fully refunded to the property owner, upon request, if the structure is removed or demolished within ten years of the date of issuance of a building permit and satisfactory proof of the same is provided;

- J) That a redevelopment credit equivalent to the prevailing development charge by unit type for residential development and square footage of gross floor area for non-residential development be provided for either or both residential or non-residential development, if such demolition has occurred within ten years prior to the date of issuance of a new building permit as evidenced by a demolition permit, and satisfactory proof of same is provided;
- K) That the redevelopment credit apply to the demolition and redevelopment of exempt facilities (i.e. public schools, places of worship, government buildings) at the institutional development charge rate;

### **Collection Policy**

- L) (a) That Regional Water Supply, Sanitary Sewerage and Regional Roads Residential Development Charges for residential plans of subdivision be payable by cash or certified cheque at the rates in effect at the time of payment and due as follows:
- in full upon signing of a subdivision agreement;  
or at the option of the developer
  - 50% upon the execution of the subdivision agreement with payment to be secured by a letter of credit upon execution of the subdivision agreement, in a form acceptable to the Region in the amount of 55% of the estimated total Regional Development Charges payable, except for apartment and condominium blocks; with
  - 50% upon the first anniversary date of the execution of the subdivision agreement, or at building permit, whichever is sooner;
- and
- (b) That Regional Residential Development Charges for Long Term Care, Regional Police Services, Paramedic Services, Health and Social Services, Housing Services and Development Related Studies to be payable upon issuance of building permit by cash or certified cheque at the rates in effect at the time of payment;
- M) That the Regional Development Charge for high density blocks (apartments and condominium development) in plans of residential subdivision be payable upon issuance of building permit at the rates in effect at the time of payment, by cash or certified cheque;

- N) That all Regional Residential Development Charges for all residential development other than plans of residential subdivision be payable, at the rates in effect at the time of payment, upon issuance of building permit, by cash or certified cheque;
- O) That all Regional Development Charges for all non-residential development be payable, at the rates in effect at the time of payment, upon issuance of building permit, by cash or certified cheque;
- P) That Regional Development Charges for Social Housing and Government-Assisted Affordable Housing units be payable up to 18 months (at the discretion of the Commissioner of Finance) after issuance of the first building permit, at the rate in effect at time of building permit issuance;
- Q) That provision be made to allow Regional Council by agreement, to consider the payment of a development charge before or after it would otherwise be payable as permitted under s.27(1) of the Development Charges Act, 1997;
- R) That provision be made to permit the consideration of credits towards a development charge in exchange for performance of work by a developer, subject to approval of the Committee of the Whole and Regional Council;
- S) That the Regional Residential and Non-residential Development Charges be indexed annually as of July 1<sup>st</sup> of each year for the most recently available annual period ending March 31 in accordance with the prescribed index, defined in O.Reg. 82/98 s.7 as “The Statistics Canada Quarterly, Construction Price Statistics, catalogue number 62-007”, with the first indexing to occur on July 1, 2019;
- T) That the Regional GO Transit Development Charge By-law #86-2001 and the Seaton Water Supply and Sanitary Sewerage Area Specific Development Charge By-law #19-2013 be indexed on July 1, 2018 to reflect the annual increase in the 12 month period ending March 31, 2018 using the prescribed index, defined in O.Reg. 82/98 s.7 as “The Statistics Canada Quarterly, Construction Price Statistics, catalogue number 62-007”;

### **Intensification Servicing Policy**

- U) That the revised Intensification Servicing Policy to provide an allowance in the sanitary sewerage development charge capital program to support future intensification projects as provided in Appendix #2 to Report #2018-COW-108 be adopted effective July 1, 2018;

### **Region Share Policy for Residential and Non-residential Development**

- V) That the Region Share Policy for Residential Development as provided in Appendix #3 to Report #2018-COW-108 with the exception of Sanitary Sewerage and Water Supply services in Seaton, be adopted effective July 1, 2018;

### **Well Interference Policy**

- W) That the revised Well Interference Policy as provided in Appendix #4 to Report #2018-COW-108 be adopted effective July 1, 2018;

### **Transitional Policies**

- X) That any complete submission for the preparation of a subdivision agreement received by the Development Approvals Division of the Regional Works Department on or by June 30, 2018 be given the option of being processed under the policies and rates of the current Development Charges By-Law #16-2013 or the proposed replacement by-law, where a complete submission requires all of the following to have been submitted to the Development Approvals Division in a form satisfactory to the Region:
  - i) Ministry of the Environment and Climate Change approval is received;
  - ii) Detailed cost estimate received;
  - iii) Three (3) copies of the proposed Final Plan (M-Plan) received;
  - iv) Regional Planning approval of the Final Plan received;
  - v) Three(3) copies of all proposed Reference Plans (R-Plans) received;
  - vi) Three (3) copies of approved General Plan of Services received (signed by the Local Municipality and the Region); and
  - vii) Regional Subdivision Agreement Information Checklist.

Subdivision agreements which have been processed according to By-Law #16-2013 must be executed within three months following the termination of By-Law #16-2013, otherwise they shall be deemed cancelled and will be replaced with a subdivision agreement processed according to the replacement by-law, where execution requires all of the following to have been submitted to the Regional Legal Department in a form satisfactory to the Region:

- i) signed Subdivision Agreement received, including all schedules;

- ii) payments of fees identified in the agreement received;
- iii) securities identified in the agreement received;
- iv) prepayment of Development Charges for Sanitary Sewerage, Water Supply and Regional Roads received, and
- v) Insurance Certificate received.

### **Front Ending Agreements**

- Y) That with regard to front-ending agreements, any credit or payment provided be applied only against the applicable service component(s) of the Regional development charges with any further details of a front ending agreement subject to Council approval;

### **General**

- Z) That the existing complaint procedure as provided in Regional By-law #52-2014 continue for the purposes of conducting hearings regarding complaints made under Section 20 of the Development Charges Act, 1997;
- AA) That Section 12(3) of the Development Charges Act, 1997 which requires Regional Council to determine whether a further public meeting is necessary when changes are made to a proposed development charges by-law following a public meeting and whereas limited changes were made to the Region's proposed development charges by-law following the public meeting on April 11, 2018, it is recommended that Regional Council resolve that a further public meeting is not necessary and therefore Council indicate that a second public meeting is not required prior to the passage of the recommended Regional Development Charges By-law;
- BB) That the Director of Legal Services be instructed to finalize the proposed Development Charge By-law for presentation to Regional Council and passage;
- CC) That the Director of Legal Services be instructed to revise future development agreements and any by-law(s) relating thereto to reflect any changes required to implement the foregoing recommendations and that such revised by-law(s) be presented to Council for passage;
- DD) That the Regional Clerk be instructed to follow the notification provisions pursuant to the Development Charges Act, 1997;
- EE) That the Acting Treasurer be instructed to prepare the requisite development charge pamphlet pursuant to the Development Charges Act, 1997 and related materials; and

- FF) That a copy of Report #2018-COW-108 of the Acting Commissioner of Finance be forwarded to the area municipalities.

**And further, Committee of the Whole referred back to staff the following amending motion of Councillors Joe Neal and Collier for staff to provide a report at the June 13, 2018 Council meeting:**

- L) c) That for industrial lands where the land is not serviced by water and sewer, 50% of the development charge be deferred until the land has those services available.**

30. Final Recommendations Regarding Carruthers Creek Sanitary Sewerage Service Area Specific Development Charge (2018-COW-109)

- A) That Pursuant to Section 10(1) of the Development Charges Act, 1997, the Carruthers Creek Sanitary Sewerage Service Area Specific Development Charge Background Study dated March 27, 2018 be adopted including the forecast of anticipated development, the underlying capital forecast and the calculations contained in the Background Study and that the approval of the capital forecast in the Background Study indicate Regional Council's intention to ensure that such an increase in need for service will be met as required under paragraph 3 of Section 5(1) of the Development Charges Act, 1997 and Section 3 of Ontario Regulation 82/98;
- B) That a Carruthers Creek Sanitary Sewerage Service Area Specific Development Charge in the amount of \$15,903 per net hectare for both residential and non-residential uses be imposed effective July 1, 2018;
- C) That the Development Charge policies for the Carruthers Creek Sanitary Sewerage Service Area Specific Development Charge as contained in the proposed by-law included in the Background Study (Attachment #2 to Report #2018-COW-109) be approved;
- D) That the Director of Legal Services be instructed to prepare the requisite Development Charge By-law for presentation to Regional Council and passage;
- E) That the Director of Legal Services be instructed to revise future development agreements and any by-law(s) relating thereto to reflect any changes required to implement the foregoing recommendations and that any such revised by-law(s) be presented to Council for passage;
- F) That the Acting Treasurer be instructed to prepare the requisite development charge pamphlet pursuant to the Development Charges Act, 1997 and related materials; and

- G) That the Regional Clerk be instructed to follow the notification provisions pursuant to the Development Charges Act, 1997.

31. Final Recommendations Regarding Amendments to Regional Transit Development Charges By-law #81-2017 (2018-COW-110)

---

- A) That Pursuant to Section 10(1) of the Development Charges Act, 1997, the Regional Development Charges Background Study dated April 13, 2018 be adopted;
- B) That effective July 1, 2018, Regional Transit Development Charge By-law #81-2017 be amended, in order to ensure that various policy and implementation matters are consistent with the proposed Region-wide development charge by-law (which is being recommended concurrently in Report #2018-COW-108 of the Acting Commissioner of Finance), as set out in the amending by-law (Attachment #1 to Report #2018-COW-110);
- C) That the Director of Legal Services be instructed to prepare the requisite Development Charge By-law for presentation to Regional Council and passage;
- D) That the Director of Legal Services be instructed to revise future development agreements and any by-law(s) relating thereto to reflect any changes required to implement the foregoing recommendations and that any such revised by-law(s) be presented to Council for passage;
- E) That the Acting Treasurer be instructed to prepare the requisite development charge pamphlet pursuant to the Development Charges Act, 1997 and related materials; and
- F) That the Regional Clerk be instructed to follow the notification provisions pursuant to the Development Charges Act, 1997.

32. Final Recommendations Regarding Amendments to GO Transit Development Charges By-law #86-2001 (2018-COW-111)

---

- A) That Pursuant to Section 10(1) of the Development Charges Act, 1997, the Regional Development Charges Background Study dated April 13, 2018 be adopted;
- B) That effective July 1, 2018, GO Transit Development Charge By-law #86-2001 be amended, in order to ensure that various policy and implementation matters are consistent with the proposed Region-wide development charge by-law (which is being recommended concurrently in Report #2018-COW-108 of the Acting Commissioner of Finance), as set out in the amending by-law (Attachment #1 to Report #2018-COW-111);

- C) That the Director of Legal Services be instructed to prepare the requisite Development Charge By-law for presentation to Regional Council and passage;
- D) That the Director of Legal Services be instructed to revise future development agreements and any by-law(s) relating thereto to reflect any changes required to implement the foregoing recommendations and that any such by-law(s) be presented to Council for passage;
- E) That the Acting Treasurer be instructed to prepare the requisite development charge pamphlet pursuant to the Development Charges Act, 1997 and related materials; and
- F) That the Regional Clerk be instructed to follow the notification provisions pursuant to the Development Charges Act, 1997.

33. 2018 Provincially Mandated Business Protection Program (Capping Program) (2018-COW-112)

---

- A) That for the 2018 mandated Provincial Business Protection Program (Capping Program), the Region of Durham adopt the following municipal capping options in an effort to expedite the achievement of full Current Value Assessment (CVA) level taxation in the non-residential property classes:
  - i) Set the minimum annual increase at 10 per cent of total CVA level property taxation for properties that are provided protection;
  - ii) Set the maximum percentage increase in property taxation due to reassessment at 10 per cent of the previous year's taxes;
  - iii) Set the "billing" increase threshold at \$500, such that any capped property components whose taxation amount under the mandated Provincial Business Protection Program is within \$500 of its CVA level taxation be required to pay its full CVA property taxation amount;
  - iv) Permanently exclude any property components from the Capping Program if the property component was at CVA level taxation in 2017 or 2018 or moves from a "clawback" to a "capped" property in 2018;
  - v) Exclude the 2016 reassessment related increases from the capping calculations;



- vi) Phase-out the Capping Program over four years (2018-2021) for the broad commercial and industrial property tax classes such that all properties within these property tax classes will achieve full CVA level taxation by 2021;
  - B) That the cost of capping reassessment property tax increases in the multi-residential, commercial and industrial broad property classes, pursuant to the 2018 mandated Provincial Business Protection Program, be financed by withholding a portion of the reassessment related decreases owing to other properties within the corresponding broad property tax class; and
  - C) That approval be granted for the requisite by-laws for the 2018 Provincial Business Protection Program.
34. Contract Amendments Funded Within Approved Capital Project Budgets and Emergency Expenditures for Period Ending April 30, 2018 (2018-COW-119)
- That Report #2018-COW-119 of the Acting Commissioner of Finance be received for information.
35. Annual Development Charges Reserve Fund Statement (2018-COW-131)
- That Report #2018-COW-131 of the Acting Commissioner of Finance be received for information.
36. 2018/2019 Annual Risk Management and Insurance Report (2018-COW-132)
- A) That the Acting Commissioner of Finance be authorized, on behalf of the Region of Durham, to enter into a contract of insurance in conjunction with the other member municipalities of the Durham Municipal Insurance Pool with the Frank Cowan Company for the period July 1, 2018 to June 30, 2019;
  - B) That the Acting Commissioner of Finance be authorized, on behalf of the Region of Durham, to enter into the contract of insurance with the Frank Cowan Company for insurance coverage specific to Durham Region for the period July 1, 2018 to June 30, 2019 at an estimated cost of \$219,534 plus applicable taxes;
  - C) That the Acting Commissioner of Finance be authorized on behalf of the Region of Durham to enter into a contract of insurance with the Frank Cowan Company for insurance coverages related to the Durham Region Transit for the period July 1, 2018 to June 30, 2019 at an estimated cost of \$1,305,733 plus applicable taxes;

- D) That the Acting Commissioner of Finance be authorized to retain consulting services for the continued implementation of a fulsome Enterprise Risk Management Framework at the Region of Durham at a cost not to exceed \$75,000 to be funded from the Region's Insurance Reserve Fund;
- E) That the fundamentals of the Region's Risk Management Program continue to be supported in principle to ensure that the Region's assets are adequately protected and to ensure the financial stability of the Region; and
- F) That staff be directed to review the insurance market to see if there are other providers that can provide the same service and whether a Request for Proposal process would be appropriate.

37. The Issuance of Debentures on Behalf of the City of Pickering, the Town of Ajax, the Town of Whitby and the Municipality of Clarington (2018-COW-133)

- A) That in the event that a determination is made under subsection 275(1) of the *Municipal Act, 2001*, S.O. 2001 c 25, as amended (the "Act") based on which the Council is prohibited from taking any action described in subsection 275(3) of the Act, at any time after July 27, 2018 being the first day during the election for a new Council and before the new Council takes office following the election (the "Period"), the outgoing Council is authorized to pass a by-law or by-laws to authorize long-term borrowing through one or more issues of debentures in respect of any one or more of the Capital Works, in a total principal amount not to exceed \$27,074,000 on behalf of the City of Pickering, the Town of Ajax, the Town of Whitby and the Municipality of Clarington over the various terms as set out below with such terms not to exceed 20 years and at an average net yield not to exceed 5.00 per cent relating to the financing requirements as indicated below:

|   | <b><u>Amount</u></b><br><b>(Not to Exceed)</b> | <b><u>Term</u></b><br><b>(Not to Exceed)</b> |
|---|--|--|
| <b><u>City of Pickering</u></b>   |  |  |
| Don Beer Arena – Ice Rink 2 Renovations<br>(Refinancing Debentures)                               | \$263,000                                      | 5 Years                                      |
| Pickering Recreation Complex Doubles Squash Court and<br>Aerobics Studio (Refinancing Debentures) | 833,000  | 5 Years                                      |
| Sheppard Avenue, Reinforced Soil System<br>(Refinancing Debentures)                               | 367,000  | 5 Years                                      |
| Supply and Delivery of One New Latest Model Year Articulating<br>Front Loader                     | 200,000  | 5 Years                                      |
| Supply and Delivery of One Fire Pumper Tanker   | 750,000  | 10 Years                                     |
| Westney Road – Road Reconstruction  | 300,000  | 10 Years                                     |
| Abbott Crescent Stormwater Management Pond -<br>Reconstruction                                    | 342,000  | 15 Years                                     |
| Conservation Barn Reconstruction at the Pickering Museum<br>Village                               | 850,000  | 20 Years                                     |
| Altona Bridge Replacement   | <u>488,000</u>                                 | 20 Years                                     |
| Sub Total – City of Pickering   | <u>\$4,393,000</u>                             |  |
| <b><u>Town of Ajax</u></b>  |  |  |
| Fire Headquarters (Refinancing Debenture)   | \$1,671,000                                    | 5 Years                                      |
| Audley Recreation Centre – Phase 2  | <u>12,000,000</u>                              | 15 Years                                     |
| Sub Total – Town of Ajax  | <u>\$13,671,000</u>                            |  |
| <b><u>Town of Whitby</u></b>  |  |  |
| Soccer Dome   | <u>\$4,000,000</u>                             | 20 Years                                     |
| <b><u>Municipality of Clarington</u></b>  |  |  |
| Major Parking Lot Rehabilitation  | \$2,000,000                                    | 15 Years                                     |
| LED Streetlight Conversion Project  | <u>3,010,000</u>                               | 15 Years                                     |
| Sub Total – Municipality of Clarington  | <u>\$5,010,000</u>                             |  |
| <b>TOTAL DEBENTURE REQUIREMENTS</b>   | <b><u>\$27,074,000</u></b>                     |  |

- B) That in the event that a determination is made under subsection 275(1) of the Act based on which the Council is prohibited from taking any action described in subsection 275 (3) of the Act, at any time during the Period, any one or more of the Regional Chair and the Acting Treasurer are hereby authorized to cause the Debentures to be issued, the Clerk and the Acting Treasurer are hereby individually or jointly authorized to generally do all things and to execute all other documents and papers in the name of The Regional Municipality of Durham in order to carry out the issuance of the Debentures, and the Acting Treasurer is authorized to affix The Regional Municipality of Durham's municipal seal to any such documents and papers;

- C) That authorization be given to issue any of the above debentures, as requested by a lower-tier municipality, as internal debentures on behalf of the lower-tier municipality on the basis that the lower-tier municipality will purchase the internal debenture using reserve funds of the lower-tier municipality;
- D) That the Acting Commissioner of Finance be authorized to amend the proposed terms and conditions of the debenture issue as deemed necessary by the Fiscal Agents in order to successfully market the issue to prospective investors on the basis that the Region may purchase all or part of the debentures;
- E) That the Region of Durham be authorized to issue the external debentures through CDS Clearing and Depository Services Inc.'s "Book Entry Only" system; and
- F) That approval be granted for the requisite by-law.

38. VON Durham Community Corporation and Durham Hospice Request for Funding ([2018-COW-134](#))

- A) That the funding request from VON Durham Community Corporation for the construction of a ten bed hospice in the Town of Whitby be approved at a maximum of \$569,250 in accordance with the established funding guidelines, with the required financing to be provided from the Region's Hospital Reserve Fund, and further, that funds be released to the VON Durham Community Corporation at the discretion of the Acting Commissioner of Finance for the approved capital project subject to the accountability of final capital costs reported upon completion; and
- B) That the funding request from Durham Hospice for the construction of a five bed hospice in the Municipality of Clarington be approved at a maximum of \$265,650 in accordance with the established funding guidelines, with the required financing to be provided from the Region's Hospital Reserve Fund, and further, that funds be released to Durham Hospice at the discretion of the Acting Commissioner of Finance for the approved capital project subject to the accountability of final capital costs reported upon completion.

39. Electronic Voting in Council and Committee of the Whole ([2018-COW-103](#))

- A) That Council approve the use of electronic voting only for the purposes of a recorded vote, at meetings held in the Regional Council Chambers;
- B) That Council **adopt Option ii)** from the following two options for the display of the votes:
  - i) Votes are displayed as they are cast; or

- ii) **Votes are displayed once voting has closed;**
- C) That Council **adopt Option i)** from the following two options for the timing of the votes:
  - i) **Votes must be cast during a pre-set time limit, which will be adjusted at the direction of the Regional Chair as experience is gained; or**
  - ii) Votes may be cast until the Chair calls for the close of voting and the Clerk manually stops the vote;
- D) That the Regional Clerk, or designate, be authorized to take any administrative and operational steps necessary to implement the use of electronic voting;
- E) That the Procedural By-law be updated accordingly; and
- F) That staff continue to investigate the potential for a Request to Speak function and bring back a further report in this regard.

40. Community Member Appointment to the Durham Regional Police Services Board ([2018-COW-104](#))

---

- A) That the following process for the appointment of a new community member to the Durham Regional Police Services Board be adopted, which includes
  - i) Corporate Services –Legislative Services placing advertisements for interested community members in the local newspaper(s);
  - ii) The review of all applicants by a Selection Committee comprised of the Regional Chair and the Chairs of the Standing Committees, or Vice-Chair in the absence of the Standing Committee Chair, as selected on December 5, 2018 at the first meeting of Council;
  - iii) Interviews of qualified applicants by the Selection Committee; and
  - iv) A recommendation by the Selection Committee for the consideration of Regional Council in early 2019;
- B) That the Corporate Services – Legislative Services division be authorized to take all administrative steps necessary to give effect to this process; and
- C) That the term of appointment for the current community member on the Durham Regional Police Services Board be extended to no later than the date that a new community member is appointed by Regional Council.

41. Renewal of Microsoft Unified Support (formerly known as Microsoft Premier Support) Services Agreement with Microsoft Canada Inc. (2018-COW-105)
- A) That the Microsoft Unified Support Services Agreement with Microsoft Canada Inc. be renewed, leveraging the Master Business Agreement between the Province and Microsoft with a term commencing June 29, 2018 expiring June 28, 2019 at a cost of \$186,778 (with a potential discount of \$56,012) to be funded from the 2018 approved Corporate Services-Information Technology operating budget; and
  - B) That the Regional Chair and Regional Clerk be authorized to execute the renewal with Microsoft Canada Incorporated subject to review by the Director of Legal Services and the Acting Commissioner of Finance.
42. Recruiting and Selection Process to Appoint a Successor to the Chief Administrative Officer (2018-COW-136)
- A) That an Ad-Hoc Committee lead by the Regional Chair be established to recruit, select and appoint by by-law the Chief Administrative Officer;
  - B) That the Ad-Hoc Committee be delegated all the necessary powers to negotiate the terms and make such offers of employment as are deemed necessary to carry out the appointment of the Chief Administrative Officer;
  - C) That the recruiting, selection and appointment of the Chief Administrative Officer begin June 11, 2018 and the Ad-Hoc Committee shall report back to Regional Council to advise of the appointment of the Chief Administrative Officer.
  - D) That the Ad-Hoc Committee be supported by the Manager, Talent Acquisition and Development and the Regional Clerk to facilitate compliance with the Municipal Act; and
  - E) That the Regional Clerk be authorized to prepare the necessary by-law to appoint the candidate selected as the Chief Administrative Officer and that the Ad-Hoc Committee be delegated the authority to enact said appointment by-law.
43. Routine Disclosure and Active Dissemination By-law and Policy (2018-COW-139)
- That Report #2018-COW-139 of the Commissioner of Corporate Services be referred to consideration to the Special Council meeting to be held on Wednesday, July 4, 2018.**

## Health & Social Services

44. Award of the Request for Proposal (RFP-458-2018) for the Provision of Nursing Staff for Immunization Clinics (2018-COW-147)
- A) That the Request for Proposal (RFP-458-2018) be awarded to Saint Elizabeth Health Care to provide nursing staff for immunization clinics for a four (4) year term from July 1, 2018, with the option to extend the contract for up to one (1) additional year term, in accordance with the terms and conditions set forth in RFP-458-2018;
  - B) That the RFP-458-2018 be awarded to Saint Elizabeth Health Care for a total cost of \$243,000 in the first year, with subsequent year term increases to apply based on Statistics Canada Consumer Price Index (CPI) rate increases, in accordance with the terms and conditions set forth in RFP-458-2018; and
  - C) That the Acting Commissioner of Finance be authorized to execute any applicable agreement(s), including any extensions.
45. Additional funding for the 2018-19 funding year to support the provision of public health programs and services (2018-COW-148)
- A) That additional unbudgeted funding from the Ontario Ministry of Health and Long-Term Care (MOHLTC) in the amount of \$793,100 in additional base funding and \$284,900 in one-time funding be received as supplementary to the 2018 Health Department – Public Health Business Plan and Budget and be allocated as outlined in Section 4 of Report #2018-COW-148 of the Commissioner and Medical Officer of Health; and
  - B) That approval be granted to increase the Health Department's staffing complement by 5.8 new permanent positions at an estimated annual cost of \$744,600 to be funded entirely from the additional Provincial funding allocation as follows:
    - i) One (1) full-time Assistant Manager, Health Equity at an annual estimated cost of \$151,300;
    - ii) Three (3) full-time Public Health Nurses at an annual estimated cost of \$347,900;
    - iii) One (1) part-time Public Health Nurse (0.3 FTE) at an annual estimated cost of \$32,200;
    - iv) One (1) full-time Manager, Health Analytics and Research at an estimated annual cost of \$151,300; and
    - v) The conversion of one (1) part-time Epidemiologist to one (1) full-time position at an estimated annual incremental cost of \$61,900.



46. A Primary Care Outreach Pilot ([2018-COW-149](#))

---

- A) That the first eight (8) months of a Primary Care Outreach Pilot (PCOP), ending on February 28, 2019, be implemented at an upset cost not to exceed \$290,000;
- B) That the estimated 2018 cost of this pilot of \$161,250 be funded from within the approved 2018 Health Department Business Plans and Budget and the estimated 2018 cost of \$57,000 be funded within the Social Services Department Business Plans and Budget or any other surplus funds as determined by the Acting Commissioner of Finance;
- C) That the estimated 2019 cost of the pilot of \$52,750 be included for consideration in the 2019 Health Department Business Plans and Budget and the estimated 2019 cost of \$19,000 be included for consideration in the Social Services Department Business Plans and Budget;
- D) That authorization be granted to retain one Rapid Response Vehicle (RRV), slated to be decommissioned, to be used for PCOP services to transport supplies and park at various sites to serve priority populations for the course of the pilot;
- E) That Regional staff be authorized to negotiate a contract for the necessary part-time nurse practitioner services for PCOP;
- F) That the Region of Durham continue to work with the provincial government and the Central East Local Health Integration Network (CELHIN) to obtain provincial funding for the PCOP; and
- G) That continuation of the PCOP beyond February 28, 2019 be subject to 2019 Health Department and Social Services Department Budget deliberations and be informed by an evaluation of the first eight (8) months of the pilot.

47. Green Ontario Fund (GreenON) – Social Housing Program ([2018-COW-106](#))

- A) That the Regional Chair and Regional Clerk be authorized to execute the Transfer Payment Agreement (TPA) with the Housing Services Corporation (HSC) to participate in the Green Ontario Fund (GreenON) Social Housing Program and secure total available Provincial program funding in the amount of \$630,578 to be applied towards retrofit activities that reduce greenhouse gas (GHG) emissions;
- B) That no Regionally-incurred administrative costs related to delivery of Program initiatives be recovered from the Region's allocation of GreenON Social Housing Program funding in order to maximize the funding available for GHG-reducing retrofit activities;



- C) That in order to secure all available provincial GreenON Social Housing Program funding it is recommended that, subject to the approval of the Acting Commissioner of Finance and the Commissioner of Social Services, that staff be authorized to allocate funding to ranked projects and redirect unspent GreenON Social Housing Program funds to ranked projects that require additional funding, where applicable; and
- D) That the Regional Chair and Regional Clerk be authorized to execute any necessary agreements with the housing provider for the use of the funds.

48. Portable Housing Benefit – Special Priority Policy (PHB-SPP) ([2018-COW-124](#))

That the Regional Chair and Clerk be authorized to enter into a Transfer Payment Agreement with the Ministry of Housing to participate in the Portable Housing Benefit-Special Priority Policy (PHB-SPP) program.

49. Affordable and Seniors' Housing Task Force Progress Report ([2018-COW-127](#))

That Report #2018-COW-127 of the Commissioner of Social Services, the Acting Commissioner of Finance, the Commissioner of Planning and Economic Development, and the Commissioner of Works be received for information.

50. Social Housing Apartment Improvement Program (SHAIP) ([2018-COW-128](#))

- A) That in order to secure all available provincial Social Housing Apartment Improvement Program (SHAIP) funding it is recommended that, subject to the approval of the Acting Commissioner of Finance and the Commissioner of Social Services, staff be authorized to allocate funding to ranked projects and redirect unspent SHAIP funds to ranked projects that require additional funding; and
- B) That the Regional Chair and Regional Clerk be authorized to execute any necessary agreements with the housing providers for the use of the SHAIP funds.

51. *At Home in Durham*, the Durham Housing Plan 2014-2024 Annual Report ([2018-COW-135](#))

- A) That Report #2018-COW-135 of the Commissioner of Social Services, the Acting Commissioner of Finance, and the Commissioner of Planning and Economic Development be received for information.

52. Additional Provincial Funding from the 2018 Final Child Care Allocation ([2018-COW-137](#))

- A) That an additional 100 per cent unbudgeted Provincial funding for child care services from the Ministry of Education in the amount of \$5,139,692 for the Regional Municipality of Durham Children's Services Division be received as supplementary to the 2018 Business Plans and Budgets and allocated as follows:

| <b>Program</b>                                     | <b>Expenditure</b> | <b>Amount<br/>\$</b> |
|--|--------------------|----------------------|
| Special Purpose Projects                           | Provider Payments  | 405,601              |
| Wage Enhancement                                   | Provider Payments  | 1,976,485            |
| Childcare Expansion Plan                           | Fee Subsidy        | 1,218,243            |
| Childcare Expansion Plan                           | Provider Payments  | 1,115,013            |
| Childcare Expansion Plan – Licensed Home Childcare | Provider Payments  | 424,350              |
| <b>Total</b>                                       |                    | <b>5,139,692</b>     |

- B) That the Regional Chair and Regional Clerk be authorized to execute the Amended Ontario Transfer Payment Agreement.

53. Supply and Service of Lift Equipment for the Region of Durham's four (4) Long-Term Care Homes (2018-COW-138)

- A) That a sole source contract with Handicare Canada Ltd. be negotiated at a total estimated cost not to exceed \$1,607,100 for the procurement of ceiling lift equipment at a total estimated cost not to exceed \$818,600 and the ongoing maintenance, service, annual lift inspection and load testing of lift equipment at a total estimated cost not to exceed \$788,500 for a period of five (5) years commencing December 1, 2018 at the Region of Durham's four (4) Long-Term Care Homes subject to financing being approved in the annual Long Term Care Homes Annual Business Plans and Budgets; and
- B) That the Acting Commissioner of Finance be authorized to execute the contract.

**Confidential Matters**

54. Confidential Memorandum from J. Hunt, Director of Legal Services, re: Oshawa Transit – Legal Fees

That Council waive privilege and direct staff to release the final amounts paid by the Region to external counsel Aird & Berlis on the Durham Region Transit unfunded liabilities matter.

Respectfully submitted,  
Gerri-Lynn O'Connor, Regional Chair and CEO

UNFINISHED BUSINESS, OTHER BUSINESS & BY-LAWS

June 13, 2018

Unfinished Business

Other Business

1. 2018 Durham Regional Local Housing Corporation Annual Shareholder Meeting

At the Durham Regional Local Housing Corporation meeting held on May 9, 2018, the Board of Directors approved the audited financial statements of the Corporation for the fiscal year ended December 31, 2017, for submission to the Shareholder.

It is recommended that, pursuant to the *Business Corporations Act*, the Council of The Regional Municipality of Durham, in its capacity as the sole shareholder of the Durham Regional Local Housing Corporation, resolve that:

- a) The financial statements of the Corporation which comprise the Statement of Financial Position as at December 31, 2017, and the Statements of Operations and Accumulated Surplus, Change in Net Financial Assets and Cash Flows for the year ended December 31, 2017 and the Independent Auditors' Report thereon, all as submitted to the Shareholder by the Board of Directors, be received;
- b) The Shareholder hereby waives its right to receive general or special notice of an annual meeting of the shareholder of the Corporation;
- c) The Shareholder hereby waives its right to receive an advance copy of the Corporation's 2017 financial statements and independent auditors' report;
- d) All by-laws, resolutions, contracts, acts and proceedings of the Board of Directors of the Corporation enacted, passed, made, done or taken since the last annual meeting of shareholders of the Corporation as set forth or referred to in the minutes of the meetings and resolutions of the Board of Directors in the minute and record book of the Corporation or in the financial statements of the Corporation are hereby approved, ratified and confirmed; and,
- e) The Regional Chair and Clerk be authorized to sign the shareholder's resolution evidencing the approval of the aforementioned matters.

(A copy of this report is included in Section 5, see pages 505-523).

2. Amendment to Durham Region Transit Commission By-law #27-2007  
(2018-DRT-14)

---

Recommendations to Council:

- A) That By-law #27-2007 be amended to change the meeting schedule for the Durham Region Transit Executive Committee to a monthly meeting schedule effective January 1, 2019; and
- B) That Corporate Services – Legal Services be directed to prepare an amending by-law to By-law #27-2007, generally in the form included as Attachment #1 to Report #2018-DRT-14, for presentation to Regional Council for passage.

By-laws

- 21-2018 Being a by-law to amend By-law #76-2017 being a by-law to regulate temporary signs and banners and devices on or adjacent to Regional roads.  
This by-law implements the recommendations contained in Item #27 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.
- 22-2018 Being a by-law to consolidate all by-laws with respect to Roads included in the Regional Road System.  
This by-law implements the recommendations contained in Item #24 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.
- 23-2018 Being a by-law to amend By-law #27-2007, being a by-law to establish the Durham Region Transit Commission for the purpose of operating the regional transit system known as Durham Region Transit ("DRT").  
This by-law implements the recommendations contained in Section 5 Item #2 of Other Business.
- 24-2018 Being a By-law to implement a backflow prevention program for premise isolation in the Regional Municipality of Durham.  
This by-law implements the recommendations contained in Item #28 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.
- 25-2018 Being a by-law to establish a tariff of fees for the processing of applications made in respect of planning matters.  
This by-law implements the recommendations contained in Item #3 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.

- 26-2018 Being a by-law to delegate authority for the temporary closure or occupancy of highways under the jurisdiction of the Regional Municipality of Durham for construction or maintenance purposes, including establishing a licensing system, and for the movement of heavy or oversize vehicles and loads.
- This by-law implements the recommendations contained in Item #23 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.
- 27-2018 Being a by-law to adopt Amendment #171 to the Durham Regional Official Plan.
- This by-law implements the recommendations contained in Item #2 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.
- 28-2018 Being a by-law regarding the imposition of development charges.
- This by-law implements the recommendations contained in Item #29 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.
- 29-2018 Being a new area specific by-law regarding development charges for sanitary sewerage works for the Carruthers Creek Development Area.
- This by-law implements the recommendations contained in Item #30 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.
- 30-2018 Being a by-law to amend Regional Transit Development Charges By-law #81-2017.
- This by-law implements the recommendations contained in Item #31 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.
- 31-2018 Being a by-law to amend GO Transit Development Charges By-law #86-2001.
- This by-law implements the recommendations contained in Item #32 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.
- 32-2018 Being a by-law to implement the 2018 options for the Mandated Provincial Business Protection Program ("capping").
- This by-law implements the recommendations contained in Item #33 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.
- 33-2018 Being a by-law to delegate authority to the outgoing Council to pass by-law(s) to authorize the issue of debentures for capital works of The Corporation of The City of Pickering, The Corporation of The Town of Ajax, The Corporation of The Town of Whitby and The Corporation of The Municipality of Clarington.
- This by-law implements the recommendations contained in Item #37 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.

- 34-2018 Being a by-law to authorize the Regional Chair and Regional Clerk to execute subdivision agreements within the approved boundaries of the community of Seaton.

This by-law implements the recommendations contained in Item #29 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.

- 35-2018 Being a by-law to authorize the Regional Chair and the Clerk to execute subdivision agreements.

This by-law implements the recommendations contained in Item #29 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.

- 36-2018 Being a by-law to authorize the Regional Chair and the Clerk to execute servicing agreements for non-subdivision related developments.

This by-law implements the recommendations contained in Item #29 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.

- 37-2018 Being a by-law to authorize the Regional Chair and the Clerk to execute estate residential subdivision agreements.

This by-law implements the recommendations contained in Item #29 of the 7<sup>th</sup> Report of the Committee of the Whole presented to Regional Council on June 13, 2018.

#### Confirming By-law

- 38-2018 Being a by-law to confirm the proceedings of Regional Council at their meeting held on June 13, 2018.



## The Regional Municipality of Durham Report

---

To: The Shareholder of the Durham Regional Local Housing Corporation  
From: G.H. Cubitt, Chief Executive Officer, Durham Regional Local Housing Corporation  
M.E. Simpson, Treasurer, Durham Regional Local Housing Corporation  
Date: June 13, 2018

---

**Subject:**

2018 Durham Regional Local Housing Corporation Annual Shareholder Meeting

---

**Recommendations:**

It is recommended that, pursuant to the *Business Corporations Act*, the Council of The Regional Municipality of Durham, in its capacity as the sole shareholder of the Durham Regional Local Housing Corporation, resolve that:

- A) The financial statements of the Corporation which comprise the Statement of Financial Position as at December 31, 2017, and the Statements of Operations and Accumulated Surplus, Change in Net Financial Assets and Cash Flows for the year ended December 31, 2017 and the Independent Auditors' Report thereon, all as submitted to the Shareholder by the Board of Directors, be received;
  - B) The Shareholder hereby waives its right to receive general or special notice of an annual meeting of the shareholder of the Corporation;
  - C) The Shareholder hereby waives its right to receive an advance copy of the Corporation's 2017 financial statements and independent auditors' report;
  - D) All by-laws, resolutions, contracts, acts and proceedings of the Board of Directors of the Corporation enacted, passed, made, done or taken since the last annual meeting of shareholders of the Corporation as set forth or referred to in the minutes of the meetings and resolutions of the Board of Directors in the minute and record book of the Corporation or in the financial statements of the Corporation are hereby approved, ratified and confirmed; and,
  - E) The Regional Chair and Clerk be authorized to sign the shareholder's resolution evidencing the approval of the aforementioned matters.
-

**Report:****1. Purpose**

- 1.1 This report is submitted to the Regional Municipality of Durham, the sole shareholder of the Durham Regional Local Housing Corporation, for the purpose of conducting the statutory annual meeting as required pursuant to the provisions of the Ontario *Business Corporations Act, RSO 1990* (the “OBCA”).

**2. Background and OBCA Requirements**

- 2.1 The Durham Regional Local Housing Corporation (DRLHC) is incorporated pursuant to the provisions of the OBCA.
- 2.2 The OBCA requires that financial statements be prepared as prescribed by legislation and present the financial position of the Corporation in accordance with generally accepted accounting principles. The 2017 financial statements for the DRLHC have been prepared using public sector accounting standards appropriate for a government not-for-profit organization. Deloitte LLP are the current auditors of the Corporation and have completed the audit of the financial statements of the DRLHC, which comprise the Statement of Financial Position as at December 31, 2017 and the Statements of Operations and Accumulated Surplus, Change in Net Financial Assets and Cash Flows for the year ended December 31, 2017.
- 2.3 The OBCA requires that the Corporation’s financial statements be received before an annual meeting of shareholders within six months of the financial year end referred to in the financial statements. Enclosed herewith as Attachment “A” are the audited financial statements for the year ended December 31, 2017, which were approved by the Board of Directors on May 9, 2018.
- 2.4 The OBCA provides that a resolution in writing signed by all the shareholders entitled to vote on that resolution at a meeting of shareholders is as valid as if it had been passed at a meeting of the shareholders. Given that the Regional Municipality of Durham is the sole shareholder of the Corporation it is possible to dispense with the formality of convening an annual shareholders meeting by having Regional Council approve and authorize the execution of a written shareholder’s resolution. This method of proceeding has been used previously for annual shareholder meetings of the Corporation and continues to be recommended in the present circumstance.
- 2.5 The OBCA sets out a number of requirements regarding notice of the shareholders meeting and provision of copies of the audited financial statements that are applicable to public corporations but are not typically useful for a corporation with only one shareholder. As such, it is permitted for the sole shareholder of such a corporation to waive strict compliance with those notice requirements. Such a waiver of this corporate requirement is recommended in the present circumstance.
- 2.6 Finally, it is requested that the Shareholder of the Corporation ratify the actions of the Board of Directors since the preceding annual shareholder’s meeting. While the Corporation holds title to its assets, the business of operating the housing stock is



conducted by Region of Durham staff under the terms of a service contract with the Corporation. Regional Council has established business and financial reporting practices for all regionally delivered services through its existing committee structure. Any decisions made by the Board of Directors for the DRLHC would be brought for the approval of Regional Council through the reports to the applicable Committee. Therefore, the ratification of the DRLHC Board of Directors' actions at the annual shareholder's meeting is strictly a corporate formality.

### **3. Conclusion**

- 3.1 Given that the Regional Municipality of Durham is the sole shareholder of the Corporation, it is recommended that the Shareholder dispense with the formality of convening an annual shareholder's meeting and have Regional Council approve and authorize the execution of a written shareholder's resolution.
- 3.2 It is recommended that all by-laws, resolutions, contracts, acts and proceedings of the Board of Directors of the Corporation enacted, passed, made, done or taken since the last annual meeting of shareholders of the Corporation as set forth or referred to in the minutes of the meetings and resolutions of the Board of Directors in the minute and record book of the Corporation or in the financial statements of the Corporation be hereby approved, ratified and confirmed.
- 3.3 Attached hereto as Attachment "B" is a written shareholder's resolution for use with respect to the aforementioned resolutions.

### **4. Attachments**

- Attachment A: Durham Regional Local Housing Corporation Audited Financial Statements as at December 31, 2017
- Attachment B: Resolutions of the Sole Shareholder of the Durham Regional Local Housing Corporation

---

G.H. Cubitt, MSW  
Chief Executive Officer  
Durham Regional Local Housing Corporation

---

M.E. Simpson, CPA, CMA, MA  
Treasurer  
Durham Regional Local Housing Corporation

Financial statements of

**Durham Regional Local Housing  
Corporation**

December 31, 2017

## Independent Auditor's Report

To the Board of Directors of  
Durham Regional Local Housing Corporation

We have audited the accompanying financial statements of Durham Regional Local Housing Corporation, which comprise the statement of financial position as at December 31, 2017, and the statements of operations and accumulated surplus, change in net financial assets and cash flows for the year ended December 31, 2017 and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

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

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

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

### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Durham Regional Local Housing Corporation as at December 31, 2017 and the results of its operations, change in net financial assets, and its cash flows for the year ended December 31, 2017 in accordance with Canadian public sector accounting standards.



Chartered Professional Accountants  
Licensed Public Accountants  
May 9, 2018

# Durham Regional Local Housing Corporation

## Statement of Financial Position

As at December 31, 2017

|  | 2017              | 2016              |
|--|-------------------|-------------------|
|  | \$                | \$                |
| <b>FINANCIAL ASSETS</b>                  |                   |                   |
| Cash                                     | 2,709,797         | 2,617,674         |
| Accounts receivable                      | 679,723           | 437,735           |
| Region of Durham subsidy receivable      | 754,927           | -                 |
|  | <b>4,144,447</b>  | <b>3,055,409</b>  |
| <b>FINANCIAL LIABILITIES</b>             |                   |                   |
| Accounts payable and accrued liabilities | 1,453,903         | 917,546           |
| Region of Durham subsidy payable         | -                 | 135,370           |
| Deferred grant (Note 5)                  | 1,323,814         | 1,353,522         |
| Rent received in advance                 | 84,154            | 77,454            |
|  | <b>2,861,871</b>  | <b>2,483,892</b>  |
| <b>NET FINANCIAL ASSETS</b>              | <b>1,282,576</b>  | <b>571,517</b>    |
| <b>NON-FINANCIAL ASSETS</b>              |                   |                   |
| Tangible capital assets (Note 3)         | 10,129,066        | 10,316,387        |
| <b>ACCUMULATED SURPLUS (Note 4)</b>      | <b>11,411,642</b> | <b>10,887,904</b> |

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

# Durham Regional Local Housing Corporation

## Statement of Operations and Accumulated Surplus

Year ended December 31, 2017

|   | 2017              |                   | 2016              |
|---|-------------------|-------------------|-------------------|
|   | Budget            | Actual            | Actual            |
|   | \$                | \$                | \$                |
| <b>REVENUES</b>                               |                   |                   |                   |
| Rent  | 6,916,618         | 7,050,229         | 6,820,371         |
| Region of Durham subsidy                      | 5,265,856         | 6,297,031         | 5,132,060         |
| Other   | 170,000           | 167,149           | 200,917           |
| Federal grant (Note 5)                        | -                 | 14,854            | 22,489            |
| Provincial grant (Note 5)                     | -                 | 23,354            | 22,489            |
|   | <b>12,352,474</b> | <b>13,552,617</b> | <b>12,198,326</b> |
| <b>EXPENSES</b>                               |                   |                   |                   |
| Purchased services                            | 3,133,939         | 3,054,225         | 3,003,252         |
| Property taxes                                | 2,325,331         | 2,384,849         | 2,295,257         |
| Utilities                                     | 2,148,395         | 2,239,614         | 2,226,853         |
| Property maintenance, materials and supplies  | 1,757,301         | 3,696,442         | 3,335,090         |
| Renovations and replacements                  | 1,059,750         | 556,277           | 580,201           |
| Amortization                                  | 670,000           | 712,851           | 670,928           |
| Insurance                                     | 210,120           | 210,000           | 204,000           |
| Administration                                | 157,777           | 132,638           | 142,489           |
| Rental write-offs                             | 40,000            | 41,983            | 28,026            |
|   | <b>11,502,613</b> | <b>13,028,879</b> | <b>12,486,096</b> |
| <b>ANNUAL SURPLUS (DEFICIT)</b>               | <b>849,861</b>    | <b>523,738</b>    | <b>(287,770)</b>  |
| <b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b> | <b>10,887,904</b> | <b>10,887,904</b> | <b>11,175,674</b> |
| <b>ACCUMULATED SURPLUS, END OF YEAR</b>       | <b>11,737,765</b> | <b>11,411,642</b> | <b>10,887,904</b> |

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



# Durham Regional Local Housing Corporation

## Statement of Change in Net Financial Assets

Year ended December 31, 2017

|  | 2017      | 2016      |
|--|-----------|-----------|
|  | \$        | \$        |
| <b>OPERATING</b>                               |           |           |
| Annual surplus (deficit)                       | 523,738   | (287,770) |
| Acquisition of tangible capital assets         | (525,530) | (448,597) |
| Amortization of tangible capital assets        | 712,851   | 670,928   |
| Increase (Decrease) in Net Financial Assets    | 711,059   | (65,439)  |
| <b>NET FINANCIAL ASSETS, BEGINNING OF YEAR</b> | 571,517   | 636,956   |
| <b>NET FINANCIAL ASSETS, END OF YEAR</b>       | 1,282,576 | 571,517   |

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

# Durham Regional Local Housing Corporation

## Statement of Cash Flows

Year ended December 31, 2017

|  | 2017             | 2016             |
|--|------------------|------------------|
|  | \$               | \$               |
| <b>OPERATING ACTIVITIES</b>                    |                  |                  |
| Annual surplus (deficit)                       | 523,738          | (287,770)        |
| Amortization of tangible capital assets        | 712,851          | 670,928          |
| Changes in non-cash assets and liabilities     |                  |                  |
| Accounts receivable                            | (241,988)        | 130,740          |
| Region of Durham subsidy receivable            | (754,927)        | 572,572          |
| Accounts payable and accrued liabilities       | 536,357          | 16,971           |
| Region of Durham subsidy payable               | (135,370)        | 135,370          |
| Deferred grant                                 | (29,708)         | 1,353,522        |
| Rent received in advance                       | 6,700            | 10,595           |
| Net increase in cash from operating activities | 617,653          | 2,602,928        |
| <b>CAPITAL ACTIVITY</b>                        |                  |                  |
| Acquisition of tangible capital assets         | (525,530)        | (448,597)        |
| <b>NET INCREASE IN CASH</b>                    | <b>92,123</b>    | <b>2,154,331</b> |
| <b>CASH, BEGINNING OF YEAR</b>                 | <b>2,617,674</b> | <b>463,343</b>   |
| <b>CASH, END OF YEAR</b>                       | <b>2,709,797</b> | <b>2,617,674</b> |

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

# Durham Regional Local Housing Corporation

## Notes to the Financial Statements

December 31, 2017

---

### 1. Incorporation

As part of the provincial local services realignment program, the Regional Municipality of Durham (the "Region") acts as service manager for social housing located in the municipality. To facilitate the transfer of social housing units of the Ontario Housing Corporation ("OHC") located in the Region, on January 1, 2001, the Durham Regional Local Housing Corporation ("LHC") was established under the provisions of the Ontario Business Corporations Act, with the Region as its sole shareholder. Nominal consideration was given for the 100 common shares issued upon incorporation.

Under the provisions of a transfer order prepared under authority of the Social Housing Reform Act, 2000, the LHC was the recipient on January 1, 2001 of assets, liabilities, rights and obligations previously owned by the OHC. Effective on the date of the transfer, the Region, as service manager, and the LHC are responsible for the management and operation of the housing projects transferred and are bound by the requirements set out in the legislation.

Income-producing properties acquired as a result of the transfer were originally financed by the Province of Ontario (the "Province") through general obligation provincial debentures. At the time of the transfer of ownership of the assets from the OHC to the LHC, the Province did not transfer the responsibility for the repayment of the debentures. Accordingly, the value of the related provincial debentures was not recorded in the LHC's financial statements.

### 2. Significant Accounting Policies

The financial statements of the LHC are representations of management prepared in accordance with generally accepted accounting principles for government not-for-profit organizations as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada.

The focus of PSAB financial statements is on the financial position of the LHC and changes thereto. The Statement of Financial Position reports financial assets and liabilities, and the non-financial assets of the LHC. Financial assets are available to provide resources to discharge existing liabilities or finance future operations. Accumulated surplus represents the financial position of the LHC and is the difference between assets and liabilities.

#### (a) Basis of accounting

##### i. Accrual basis of accounting

Revenues and expenses are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues in the period in which transactions or events occurred that gave rise to the revenues; expenses are recognized in the period the goods and services are acquired and a liability is incurred or transfers are due.

##### ii. Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations.



# Durham Regional Local Housing Corporation

## Notes to the Financial Statements

December 31, 2017

---

### 2. Significant Accounting Policies (continued)

#### (a) Tangible capital assets

Tangible capital assets are recorded at cost, which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of tangible capital assets, excluding land, is amortized on a straight line basis over their estimated useful lives as follows:

|                                     | Useful life -<br>years |
|-------------------------------------|------------------------|
| Land improvements                   | 20                     |
| Buildings and building improvements | 15 - 55                |
| Vehicles                            | 5                      |
| Machinery and equipment             | 10                     |

Annual amortization is charged in the year of acquisition and in the year of disposal. Tangible capital assets under construction are not amortized until the tangible capital assets are in service.

#### iii. Government transfers

Government transfers are recognized in the period during which the transfers are authorized and any eligibility criteria are met. Government transfers are deferred if they are restricted through stipulations that require specific actions to be carried out in order to recognize the transfer. For such transfers, revenue is recognized when the stipulation has been met.

#### iv. Use of estimates

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

#### v. Segment disclosure

Revenues and expenses of the segments identified below include amounts that are directly attributable to the segment and amounts that can be allocated on a reasonable basis. The accounting policies used in these segments are consistent with the accounting policies noted above.

##### (a) Social housing

Represents the property management and operating costs pertaining to the 1,276 social housing units transferred to the LHC under the Social Housing Reform Act, 2000.

# Durham Regional Local Housing Corporation

## Notes to the Financial Statements

December 31, 2017

### 2. Significant Accounting Policies (continued)

#### (b) Affordable housing

The LHC received funding under the "Canada-Ontario Affordable Housing Program ("AHP"): Rental and Supportive Component" for the development and construction of 12 one bedroom units at the Lakeview Harbourside site in the City of Oshawa, and 5 one bedroom units at the Perry Street site in the Township of Uxbridge. Property management and operating costs charged to this segment are recovered from tenant rents and rent supplements.

### 3. Tangible Capital Assets

The net book value of tangible capital assets is comprised of the following:

|                                    | 2017       | 2016       |
|------------------------------------|------------|------------|
|                                    | \$         | \$         |
| Land                               | 46         | 46         |
| Land improvements                  | 563,457    | 600,985    |
| Building and building improvements | 9,104,839  | 9,184,530  |
| Vehicles                           | 46,016     | 61,065     |
| Machinery and equipment            | 181,491    | 191,332    |
|                                    | 9,895,849  | 10,037,958 |
| Work in progress                   | 233,217    | 278,429    |
|                                    | 10,129,066 | 10,316,387 |

The Schedule of Tangible Capital Assets (Schedule 1) discloses the changes in cost and accumulated amortization by category.

#### (a) Work in progress

Work in progress, having a carrying value of \$233,217 (2016 - \$278,429), has not been amortized. Amortization of these assets will commence when the assets are put in service.

#### (b) Tangible capital assets recognized at nominal value

Land has been assigned a nominal value due to the difficulty in determining a tenable valuation on these assets.

#### (c) Works of art or historical treasures

No works of art or historical treasures are held by the LHC.

#### (d) Other

During the year there were no write-downs of assets (2016 - \$Nil), no interest was capitalized (2016 - \$Nil), and there are no capital lease obligations (2016 - \$Nil).

# Durham Regional Local Housing Corporation

## Notes to the Financial Statements

December 31, 2017

### 4. Accumulated Surplus

The accumulated surplus consists of the following:

|  | 2017       | 2016       |
|--|------------|------------|
|  | \$         | \$         |
| Tangible capital assets                                      | 10,129,066 | 10,316,387 |
| Affordable housing capital reserve                           | 47,695     | 40,333     |
| Unexpended capital financing for future capital expenditures | 1,234,881  | 531,184    |
| Accumulated surplus  | 11,411,642 | 10,887,904 |

### 5. Government Transfers

The LHC received approval for one time federal and provincial grant funding for the repair of the social housing units through the 2016 Social Infrastructure Fund, Social Housing Improvement Program ("SHIP"), under the Agreement for Investment in Affordable Housing ("IAH"). The grant funding can only be spent on approved projects and the housing units funded must remain affordable for a ten-year period after the completion of the repair/retrofit activity. Grant revenue is recognized as project expenditures are incurred. Grant funding deferred is \$1,323,814 (2016 – \$1,353,522).

The LHC received approval for one time provincial grant funding for the repair and retrofit to social housing units to improve living conditions and fight climate change through Ontario's Climate Action Change Plan, Social Housing Apartment Improvement Program ("SHAIP"). The grant funding can only be spent on approved projects and the housing units funded must remain affordable for a ten-year period after the completion of the repair/retrofit activity. Grant funding is recognized as expenditures are incurred.

The following summarizes the eligible costs incurred for approved projects and the grant funding recognized:

|  | 2017   | 2016   |
|--|--------|--------|
|  | \$     | \$     |
| Program costs  |        |        |
| SHIP   |        |        |
| Balcony repair at 315 Colborne St., Whitby             | 8,520  | 23,238 |
| Balcony repair at 155 King St., Oshawa                 | 21,188 | 21,740 |
| SHAIP  |        |        |
| Building envelope replacements at 155 King St., Oshawa | 8,500  | -      |
| Total  | 38,208 | 44,977 |
| Program funding  |        |        |
| Federal grant  | 14,854 | 22,489 |
| Provincial grant                                       | 23,354 | 22,489 |
| Total  | 38,208 | 44,978 |



# Durham Regional Local Housing Corporation

## Schedule of Tangible Capital Assets

Year ended December 31, 2017

Schedule 1

|                                    | Land | Land improvements | Buildings and building improvements | Vehicles | Machinery and equipment | Work in progress | 2017 Total |
|------------------------------------|------|-------------------|-------------------------------------|----------|-------------------------|------------------|------------|
|                                    | \$   | \$                | \$                                  | \$       | \$                      | \$               | \$         |
| <b>COST</b>                        |      |                   |                                     |          |                         |                  |            |
| Balance, beginning of year         | 46   | 1,218,269         | 30,728,051                          | 324,074  | 342,638                 | 278,429          | 32,891,507 |
| Additions                          | -    | -                 | 570,742                             | -        | -                       | 525,530          | 1,096,272  |
| Work in process completed          | -    | -                 | -                                   | -        | -                       | (570,742)        | (570,742)  |
| <b>BALANCE, END OF YEAR</b>        | 46   | 1,218,269         | 31,298,793                          | 324,074  | 342,638                 | 233,217          | 33,417,037 |
| <b>ACCUMULATED AMORTIZATION</b>    |      |                   |                                     |          |                         |                  |            |
| Balance, beginning of year         | -    | 617,284           | 21,543,521                          | 263,009  | 151,306                 | -                | 22,575,120 |
| Amortization                       | -    | 37,528            | 650,433                             | 15,049   | 9,841                   | -                | 712,851    |
| <b>BALANCE, END OF YEAR</b>        | -    | 654,812           | 22,193,954                          | 278,058  | 161,147                 | -                | 23,287,971 |
| <b>NET BOOK VALUE, END OF YEAR</b> | 46   | 563,457           | 9,104,839                           | 46,016   | 181,491                 | 233,217          | 10,129,066 |

# Durham Regional Local Housing Corporation

## Schedule of Tangible Capital Assets

Year ended December 31, 2016

Schedule 1 - Continued

|                                    | Land      | Land improvements | Buildings and building improvements | Vehicles       | Machinery and equipment | Work in progress | 2016 Total        |
|------------------------------------|-----------|-------------------|-------------------------------------|----------------|-------------------------|------------------|-------------------|
|                                    | \$        | \$                | \$                                  | \$             | \$                      | \$               | \$                |
| <b>COST</b>                        |           |                   |                                     |                |                         |                  |                   |
| Balance, beginning of year         | 46        | 1,218,269         | 30,243,239                          | 290,309        | 342,638                 | 348,409          | 32,442,910        |
| Additions                          | -         | -                 | 484,812                             | 33,765         | -                       | 448,597          | 967,174           |
| Work in process completed          | -         | -                 | -                                   | -              | -                       | (518,577)        | (518,577)         |
| <b>BALANCE, END OF YEAR</b>        | <b>46</b> | <b>1,218,269</b>  | <b>30,728,051</b>                   | <b>324,074</b> | <b>342,638</b>          | <b>278,429</b>   | <b>32,891,507</b> |
| <b>ACCUMULATED AMORTIZATION</b>    |           |                   |                                     |                |                         |                  |                   |
| Balance, beginning of year         | -         | 579,756           | 20,933,889                          | 249,081        | 141,466                 | -                | 21,904,192        |
| Amortization                       | -         | 37,528            | 609,632                             | 13,928         | 9,840                   | -                | 670,928           |
| <b>BALANCE, END OF YEAR</b>        | <b>-</b>  | <b>617,284</b>    | <b>21,543,521</b>                   | <b>263,009</b> | <b>151,306</b>          | <b>-</b>         | <b>22,575,120</b> |
| <b>NET BOOK VALUE, END OF YEAR</b> | <b>46</b> | <b>600,985</b>    | <b>9,184,530</b>                    | <b>61,065</b>  | <b>191,332</b>          | <b>278,429</b>   | <b>10,316,387</b> |

# Durham Regional Local Housing Corporation

Schedule of Segment Disclosure  
Year ended December 31, 2017

Schedule 2

|   | Social Housing | Affordable<br>Housing | 2017 Total |
|---|----------------|-----------------------|------------|
|   | \$             | \$                    | \$         |
| <b>REVENUES</b>                               |                |                       |            |
| Rent  | 6,868,964      | 181,265               | 7,050,229  |
| Region of Durham subsidy                      | 6,297,031      | -                     | 6,297,031  |
| Other   | 165,499        | 1,650                 | 167,149    |
| Federal grant funding                         | 14,854         | -                     | 14,854     |
| Provincial grant funding                      | 23,354         | -                     | 23,354     |
|   | 13,369,702     | 182,915               | 13,552,617 |
| <b>EXPENSES</b>                               |                |                       |            |
| Purchased services                            | 3,013,002      | 41,223                | 3,054,225  |
| Property taxes                                | 2,360,808      | 24,041                | 2,384,849  |
| Utilities                                     | 2,210,401      | 29,213                | 2,239,614  |
| Property maintenance, materials and supplies  | 3,625,224      | 71,218                | 3,696,442  |
| Renovations and replacements                  | 556,277        | -                     | 556,277    |
| Amortization                                  | 593,149        | 119,702               | 712,851    |
| Insurance                                     | 207,188        | 2,812                 | 210,000    |
| Administration                                | 131,311        | 1,327                 | 132,638    |
| Rental write-offs                             | 41,983         | -                     | 41,983     |
|   | 12,739,343     | 289,536               | 13,028,879 |
| <b>ANNUAL SURPLUS/(DEFICIT)</b>               |                |                       |            |
|   | 630,359        | (106,621)             | 523,738    |
| <b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b> | 7,697,179      | 3,190,725             | 10,887,904 |
| <b>ACCUMULATED SURPLUS, END OF YEAR</b>       | 8,327,538      | 3,084,104             | 11,411,642 |

# Durham Regional Local Housing Corporation

Schedule of Segment Disclosure  
Year Ended December 31, 2016

Schedule 2 - Continued

|   | Social Housing | Affordable Housing | 2016 Total |
|---|----------------|--------------------|------------|
|   | \$             | \$                 | \$         |
| <b>REVENUES</b>                               |                |                    |            |
| Rent  | 6,646,946      | 173,425            | 6,820,371  |
| Region of Durham subsidy                      | 5,132,060      | -                  | 5,132,060  |
| Other   | 193,737        | 7,180              | 200,917    |
| Federal grant funding                         | 22,489         | -                  | 22,489     |
| Provincial grant funding                      | 22,489         | -                  | 22,489     |
|   | 12,017,721     | 180,605            | 12,198,326 |
| <b>EXPENSES</b>                               |                |                    |            |
| Purchased services                            | 2,963,447      | 39,805             | 3,003,252  |
| Property taxes                                | 2,264,277      | 30,980             | 2,295,257  |
| Utilities                                     | 2,199,475      | 27,378             | 2,226,853  |
| Property maintenance, materials and supplies  | 3,257,192      | 77,898             | 3,335,090  |
| Renovations and replacements                  | 580,201        | -                  | 580,201    |
| Amortization                                  | 551,226        | 119,702            | 670,928    |
| Insurance                                     | 201,101        | 2,899              | 204,000    |
| Administration                                | 140,534        | 1,955              | 142,489    |
| Rental write-offs                             | 27,106         | 920                | 28,026     |
|   | 12,184,559     | 301,537            | 12,486,096 |
| <b>ANNUAL (DEFICIT)</b>                       |                |                    |            |
| <b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b> | (166,838)      | (120,932)          | (287,770)  |
|   | 7,864,017      | 3,311,657          | 11,175,674 |
| <b>ACCUMULATED SURPLUS, END OF YEAR</b>       | 7,697,179      | 3,190,725          | 10,887,904 |

RESOLUTIONS OF THE SOLE SHAREHOLDER  
OF  
DURHAM REGIONAL LOCAL HOUSING CORPORATION

WHEREAS:

1. The Ontario Business Corporations Act requires that the Board of Directors of the Durham Regional Local Housing Corporation (the "Corporation") call an annual shareholder's meeting;
2. The standard business to be conducted at a shareholder's meeting includes the consideration of the Corporation's financial statements and Independent Auditors' Report, the approval of the minutes of any prior shareholder's meetings, the election of directors, and the appointment of an auditor;
3. It is required that any by-laws passed by the Board of Directors be submitted to the shareholders for confirmation;
4. The Regional Municipality of Durham constitutes the sole shareholder of the Corporation (the "Shareholder");
5. The Shareholder may deal with all matters required to be dealt with at a meeting of shareholders by executing a written shareholder's resolution;
6. The Shareholder may in writing waive its right to notice of a meeting of the shareholders, and its right to receive the financial statements and independent auditors' report more than ten days in advance of the meeting of the shareholders;
7. At its meeting held May 9, 2018, the Board of Directors of the Corporation approved the audited annual financial statements to be considered by the Shareholder;
8. At its meeting held May 9, 2018, the Board of Directors of the Corporation approved the appointment of Alan Robins as the Corporation's secretary;
9. At its meeting held May 9, 2018, the Board of Directors of the Corporation approved the appointment of Mary Simpson as the Corporation's treasurer; and,
10. By prior resolutions dated December 17, 2014, March 9, 2016, and May 9, 2018, the Shareholder appointed the present Board of Directors for the Corporation for a term to coincide with their current term as Regional Councillors.



The undersigned, being the sole shareholder of the Durham Regional Local Housing Corporation, by its execution hereof consents, pursuant to the provisions of the Ontario Business Corporations Act to the following Resolutions in lieu of an annual meeting of the Shareholder.

**BE IT RESOLVED THAT:**

1. The financial statements of the Corporation which comprise the statement of financial position as at December 31, 2017 and the statements of operations and accumulated surplus, change in net financial assets and cash flows for the year ended December 31, 2017 and the independent auditors' report thereon, all as submitted to the Shareholder by the Board of Directors, be and the same are hereby received.
2. The Shareholder hereby waives its right to receive general or special notice of an annual meeting of the shareholder of the Corporation.
3. The Shareholder hereby waives its right to receive an advance copy of the Corporation's 2017 financial statements and independent auditors' report.
4. All by-laws, resolutions, contracts, acts and proceedings of the board of directors of the Corporation enacted, passed, made, done or taken since the last annual meeting of shareholders of the Corporation as set forth or referred to in the minutes of the meetings and resolutions of the board of directors in the minute and record book of the Corporation or in the financial statements of the Corporation are hereby approved, ratified and confirmed.
5. The Regional Chair and Clerk be authorized to sign the shareholder's resolution evidencing the approval of the aforementioned matters.

Each of the foregoing resolutions is hereby consented to by the Shareholder of the Durham Regional Local Housing Corporation pursuant to the Business Corporations Act this 9th day of May, 2018.

Gerri Lynn O'Connor, Regional Chair and CEO

Ralph Walton, Regional Clerk