



The Regional Municipality of Durham

Revised Works Committee Agenda

Council Chambers
Regional Headquarters Building
605 Rossland Road East, Whitby

Wednesday, December 8, 2021

9:30 AM

Please note: In an effort to help mitigate the spread of COVID-19, and to generally comply with the directions from the Government of Ontario, it is requested in the strongest terms that Members participate in the meeting electronically. Regional Headquarters is closed to the public, all members of the public may [view the Committee meeting](#) via live streaming, instead of attending the meeting in person. If you wish to register as a delegate regarding an agenda item, you may register in advance of the meeting by noon on the day prior to the meeting by emailing delegations@durham.ca and will be provided with the details to delegate electronically.

1. Roll Call

2. Declarations of Interest

3. Adoption of Minutes

A) Works Committee meeting – November 3, 2021

Pages 5 - 17

4. Statutory Public Meetings

There are no statutory public meetings

5. Delegations

- 5.1 Greg Gordon, Energy from Waste-Waste Management Advisory Committee (EFW-WMAC) Chair, and Phil Haylock, Energy from Waste-Waste Management Advisory Committee (EFW-WMAC) Vice-Chair, re: EFW-WMAC Annual Report **and 2021-2022 Workplan [Item 7.2 A)]**

- 5.2 Wendy Bracken, Durham Resident, re: Memorandum from Susan Siopis dated December 8, 2021 regarding the Motion Related to AMESA Q2 Quarterly Report [Item 7.1 B)]
- 5.3 Linda Gasser, Whitby Resident, re: Memorandum from Susan Siopis dated December 8, 2021 regarding the Motion Related to AMESA Q2 Quarterly Report [Item 7.1 B)]

6. Presentations

- 6.1 John Presta, Director, Environmental Services, re: 2022 Water Supply and Sanitary Sewerage Systems Business Plans and Budgets (2021-W-51) [Item 8.2 F)]

7. Waste

7.1 Correspondence

- A) Correspondence received from the Town of Ajax, dated November 24, 2021, re: Reducing Litter at “Super” Community Mailboxes

18 - 19

Recommendation: Refer to staff for response

- B) Memorandum from Susan Siopis, Commissioner of Works, dated December 8, 2021, re: Motion Related to AMESA Q2 Quarterly Report

20 - 31

Recommendation: Receive for information

7.2 Reports

- A) Energy from Waste-Waste Management Advisory Committee 2021 – 2022 Workplan (2021-WR-11)

32 - 40

8. Works

8.1 Correspondence

- A) Correspondence received from the City of Oshawa, dated November 25, 2021, re: Durham Region’s Proposed Study of the Current Policy/Practice for Streetlighting on Regional Roads

41

Recommendation: Receive for information

8.2 Reports

- | | |
|--|---------|
| A) Expropriation of Lands Required for the Proposed Manning-Adelaide Connection Project, in the Town of Whitby/City of Oshawa (2021-W-46) | 42 - 48 |
| B) Extension of Lease Agreement with 447110 Ontario Limited for premises occupied by Social Services Department, Income and Employment Support Division at 126, 138, and 140 Commercial Avenue, in the Town of Ajax (2021-W-47) | 49 - 52 |
| C) Amendment and Extension of Lease Agreement with 2381502 Ontario Inc., Operating as Midtown Centre for Premises occupied by Social Services Department, Income & Employment Support Division, located at 200 John Street in the City of Oshawa (2021-W-48) | 53 - 56 |
| D) Approval of Lease Agreement with Whitby Professional Centre for use by the Health Department, Located at 10 Sunray Street, Unit 23, in the Town of Whitby (2021-W-49) | 57 - 61 |
| E) Unbudgeted Capital Acquisition of Vehicle and Equipment Training Simulators (2021-W-50) | 62 - 66 |
| F) Works Department – 2022 Water Supply and Sanitary Sewerage Systems Business Plans and Budgets (2021-W-51) | 67 - 78 |

[Link to the 2022 Works Department – Business Plans and Budgets for Water Supply and Sanitary Sewerage](#)

9. Advisory Committee Resolutions

There are no advisory committee resolutions to be considered

10. Confidential Matters

There are no confidential matters to be considered

11. Other Business

12. Date of Next Meeting

Wednesday, January 12, 2022 at 9:30 AM

13. Adjournment

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The Regional Municipality of Durham

MINUTES

WORKS COMMITTEE

Wednesday, November 3, 2021

A regular meeting of the Works Committee was held on Wednesday, November 3, 2021 in Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 9:30 AM. Electronic participation was offered for this meeting.

1. Roll Call

Present: Councillor Mitchell, Chair
Councillor Marimpietri, Vice-Chair
Councillor Barton
Councillor Crawford
Councillor McLean
Councillor John Neal
Councillor Smith
Regional Chair Henry

Also

Present: Councillor Pickles
Councillor Wotten left the meeting at 11:02 AM

Absent: None

Staff

Present: E. Baxter-Trahair, Chief Administrative Officer
G. Anello, Director of Waste Management
J. Demanuele, Director of Business Services, Works Department
B. Holmes, General Manager, Durham Region Transit
J. Hunt, Regional Solicitor/Director of Legal Services, Corporate Services – Legal Services
R. Jagannathan, Director of Transportation and Field Services
J. Paquette, Manager (Works), Corporate Communications
J. Presta, Director of Environmental Services
R. Inacio, Systems Support Specialist, Corporate Services – IT
S. Siopis, Commissioner of Works
N. Taylor, Commissioner of Finance
N. Prasad, Assistant Secretary to Council, Corporate Services – Legislative Services
S. Glover, Committee Clerk, Corporate Services – Legislative Services

2. Declarations of Interest

There were no declarations of interest.

3. Adoption of Minutes

Moved by Councillor Barton, Seconded by Councillor Smith,
(96) That the minutes of the regular Works Committee meeting held on
Wednesday, October 6, 2021, be adopted.

CARRIED

4. Statutory Public Meetings

There were no statutory public meetings.

5. Delegations

5.1 Wendy Bracken, Durham Resident, re: Memorandum and Quarterly Technical Report dated September 17, 2021 from S. Siopis, Commissioner of Works, re: Durham York Energy Centre Quarterly (Q2) Long-Term Sampling System Report

Wendy Bracken, Durham Resident appeared before the Committee regarding the Memorandum and Quarterly Technical Report dated September 17, 2021 from S. Siopis, Commissioner of Works, re: Durham York Energy Centre Quarterly (Q2) Long-Term Sampling System Report.

W. Bracken expressed her concerns that the AMESA reporting is missing the raw data, the laboratory report, the sampling report, accountability with respect to signatures by people with appropriate credentials, a necessary explanation and context, and units for some data.

W. Bracken raised further concerns that the characterization of the purpose of AMESA stated in the Durham York Energy Centre Quarterly (Q2) Long-Term Sampling System Report was incorrect, that there was no statement in the report that stated that the Ministry of the Environment, Conservation and Parks (MECP) had reviewed the report, and that the charts referenced in the Q2 report did not have an adequate description.

W. Bracken requested that staff be directed to:

- Provide all raw data and all underlying reports needed to make this
- Provide complete description of sampling methodology and whether results include all materials in all parts of the AMESA sampling system including probe and nozzle
- Ensure the report and underlying reports are signed and that everything is in writing; and
- Post the missing AMESA data for years 2015 to 2019

W. Bracken responded to questions from the Committee.

Staff responded to questions regarding whether the Region of Durham has any input with respect to the emissions from stacks at St. Marys Cement; and where the air monitoring systems are located in Durham Region.

Detailed discussion ensued regarding what information is already provided to the public in the annual AMESA reports. Staff clarified that the purpose of the quarterly reports is to act as a progress report in between the annual reports as requested by Committee, and to provide any additional information possible.

Moved by Councillor John Neal, Seconded by Smith,

- (97) A) That staff provide all raw data and all underlying reports as a link to the annual report;
- B) That staff provide a complete description of sampling methodology and whether results include all materials in all parts of the AMESA sampling system including probe and nozzle as a link to the annual report; and
- C) That staff be directed to post the missing AMESA data for years 2015 to 2019.

PARTS A) AND B) REFERRED BACK TO
STAFF LATER IN THE MEETING (See
Following Motions)

Moved by Councillor Barton, Seconded by Councillor John Neal,

- (98) That the main motion (97) of Councillor John Neal and Councillor Smith be amended to strike out Part C) in its entirety.

NOT VOTED ON

Moved by Regional Chair Henry, Seconded by Councillor McLean,

- (99) That the main motion (97) of Councillor John Neal and Councillor Smith be referred back to staff, save and except Part C).

CARRIED

Part C) of the main motion (97) of Councillors John Neal and Smith was not dealt with by the Committee.

6. Presentations

There were no presentations heard.

7. Waste

7.1 Correspondence

There were no items of communication to be considered.

7.2 Reports

There were no Waste Reports to be considered.

8. **Works**

8.1 Correspondence

- A) Correspondence received from Kayla Mathieu, Oshawa Resident, dated September 13, 2021 re: Lack of Speed Enforcement on Simcoe Road North, specifically between Coates Road and Howden Road, in the City of Oshawa

Moved by Councillor John Neal, Seconded by Councillor Smith,

(100) That Correspondence received from Kayla Mathieu, Oshawa Resident, dated September 13, 2021 re: Lack of Speed Enforcement on Simcoe Road North, specifically between Coates Road and Howden Road, in the City of Oshawa be referred to staff for a response.

CARRIED ON THE FOLLOWING
RECORDED VOTE:

Yes

No

Councillor Barton
Councillor Crawford
Regional Chair Henry
Councillor Marimpietri
Councillor McLean
Councillor John Neal
Councillor Smith
Councillor Mitchell, Chair

None

Members Absent: None

Declarations of Interest: None

- B) Correspondence received from Dave Burton, President, Good Roads, dated October 19, 2021 re: Correspondence to the Ministry of Transportation with respect to discussion at a recent Board of Directors meeting regarding Modified Exhausts and Noisemakers

Detailed discussion ensued regarding the endorsement of the correspondence received from Dave Burton, President, Good Roads.

Discussion also ensued regarding the Works Committee putting forward a Durham Region resolution with respect to modified exhausts and noisemakers.

Councillor Crawford advised that the Town of Ajax recently passed a similar motion and that she would share the motion with staff. Staff advised that they would work with the legal department to prepare a motion and determine the best way to take this forward.

Moved by Councillor Crawford, Seconded by Councillor John Neal,
(101) That we recommend to Council:

That Correspondence received from Dave Burton, President, Good Roads, dated October 19, 2021 re: Correspondence to the Ministry of Transportation with respect to discussion at a recent Board of Directors meeting regarding Modified Exhausts and Noisemakers be endorsed.

CARRIED ON THE FOLLOWING
RECORDED VOTE:

Yes

No

Councillor Barton
Councillor Crawford
Regional Chair Henry
Councillor Marimpietri
Councillor McLean
Councillor John Neal
Councillor Smith
Councillor Mitchell, Chair

None

Members Absent: None

Declarations of Interest: None

8.2 Reports

- A) Renewal of Lease Agreement with Campbell Drive Professional Building Inc. for the Regional Municipality of Durham Social Services Department, Located at 2 Campbell Drive, Suites 301 – 305, in the Township of Uxbridge (2021-W-38)

Report #2021-W-38 from S. Siopis, Commissioner of Works, was received.

Moved by Councillor Barton, Seconded by Councillor Marimpietri,
(102) That we recommend to Council:

- A) That the renewal of Lease Agreement with Campbell Drive Professional Building Inc., for the premises located at 2 Campbell Drive, Suites 301– 305, in the Township of Uxbridge, and containing approximately 446.86 square metres (4,810 square feet) of office space be approved on the following terms and conditions:

- i) The term is for a period of two years commencing November 1, 2021 and ending October 31, 2023;
- ii) The annual rental rate for the term of the lease will be \$64,935.00* based on the rate of \$145.31* per square metre (\$13.50* per square foot) per annum;
- iii) The additional rental rate for the term of the lease will be \$70,947.50* based on the rate of \$158.77* per square metre (\$14.75* per square foot) per annum to cover operating costs for the building, common areas and the leased premises. The per square foot dollar amount of additional rent is to be adjusted annually based on actual costs;
- iv) The Regional Municipality of Durham will be invoiced \$600.00* annually by the Landlord for pylon sign rental;
- v) The Regional Municipality of Durham shall have the option to extend the lease for an additional two years subject to the same terms and conditions; and
- vi) That the Regional Chair and Clerk be authorized to execute all documents associated with this Lease Agreement.
(*) before applicable taxes

CARRIED

B) Renewal of Lease Agreement with Port Perry Annex Corporation for Premises occupied by the Durham Region Health Department, Located at 181 Perry Street, in the Township of Scugog, in Port Perry (2021-W-39)

Report #2021-W-39 from S. Siopis, Commissioner of Works, was received.

Moved by Councillor Barton, Seconded by Councillor Marimpietri,
(103) That we recommend to Council:

- A) That the renewal of the Lease Agreement with Port Perry Annex Corporation, for premises located at 181 Perry Street, in the Township of Scugog, in Port Perry, containing approximately 362 square metres (3,897 square feet) of office space be approved with the following terms and conditions:
 - i) The term is for a period of five years commencing October 1, 2021 and ending September 30, 2026;
 - ii) The annual rental rate for the five-year period is \$70,146* based on a rate of \$193.75* per square metre (\$18.00* per square foot) per annum;
 - iii) The Regional Municipality of Durham is responsible for a share of operating costs for the building, common areas and the leased premises

including janitorial and utilities totaling approximately \$1,792.62* per month and its proportionate share of property taxes of approximately \$10,575 per annum;

- iv) The Regional Municipality of Durham has the option to extend the lease for an additional five years subject to the same terms and conditions save and except the rental rate to be negotiated, upon providing four months prior written notice; and

- B) That the Regional Chair and Clerk be authorized to execute all documents associated with this Lease Agreement.

(*) before applicable taxes

CARRIED

- C) Amendment and Extension of Lease Agreement with 513072 Ontario Inc. for Premises occupied by Social Services, Family Services Division located at 234 King Street East, in the Municipality of Clarington (2021-W-40)

Report #2021-W-40 from S. Siopis, Commissioner of Works, was received.

Moved by Councillor Barton, Seconded by Councillor Marimpietri,
(104) That we recommend to Council:

- A) That the Amendment and Extension of the Lease Agreement with 1513072 Ontario Inc., for premises located at 234 King Street East, in the Municipality of Clarington containing approximately 180.25 square metres (1,940.3 square feet) of office space be approved with the following terms and conditions:
 - i) The term is for a period of two years commencing December 1, 2021 and ending November 30, 2023;
 - ii) The annual rental rate for the two-year period is \$23,283.60* based on a rate of \$129.16* per square metre (\$12.00* per square foot) per annum;
 - iii) The Regional Municipality of Durham will be responsible for all operating costs for the space including utilities, janitorial and security;
 - iv) The Regional Municipality of Durham will remain responsible for a proportionate share of property taxes which is estimated to be \$8,450 per annum;
 - v) The Regional Municipality of Durham have the option to extend the lease for an additional two years, under the same terms and conditions subject to the rental rate being negotiated; and
- B) That the Regional Chair and Clerk be authorized to execute all documents associated with this Lease Agreement.

(*) before applicable taxes

CARRIED

- D) Amendment and Extension of Lease Agreement with Michael Kassabian and Dikran Kassabian for premises occupied by Durham Region Paramedic Services located at 9 St. George Street, in the Municipality of Clarington (2021-W-41)

Report #2021-W-41 from S. Siopis, Commissioner of Works, was received.

Moved by Councillor Barton, Seconded by Councillor Marimpietri,
(105) That we recommend to Council:

- A) That the Amendment and Extension of Lease Agreement with Michael Kassabian and Dikran Kassabian for premises located at 9 St. George Street in Municipality of Clarington, containing approximately 235.56 square metres (2,535.55 square feet) of space be approved with the following terms and conditions:
- i) The term is for a period of five years commencing November 1, 2021 and ending October 31, 2026;
 - ii) The annual rental rate for the five-year period is \$30,426.60* based on a rate of \$129.17* per square metre (\$12.00* per square foot) per annum;
 - iii) The Regional Municipality of Durham will be responsible for all operating costs for the building and the leased premises including utilities, janitorial, security, and grounds maintenance;
 - iv) The Regional Municipality of Durham is responsible for two third (2/3) of the property taxes. The Regional Municipality of Durham's share of property taxes is estimated to be \$8,796.21 per annum;
 - v) The Regional Municipality of Durham have the option to extend the lease for an additional three years subject to the same terms and conditions save and except the rental rate to be negotiated, upon providing six months prior written notice; and
- B) That the Regional Chair and Clerk be authorized to execute all documents associated with this Lease Agreement.
(*) before applicable taxes

CARRIED

- E) Approval of Capital Works and Financing to be Incorporated into a Servicing Agreement with the Brooklin Centre Town Landowners Group, and in a Subdivision Agreement with Winash Partnership Limited and Brooklin Commercial Developments Limited, Including Cost Sharing in Accordance with

the Region Share Policy, for the Extension and Oversizing of a Trunk Sanitary Sewer, in the Town of Whitby (2021-W-43)

Report #2021-W-43 from S. Siopis, Commissioner of Works, was received.

Moved by Councillor Barton, Seconded by Councillor Marimpietri,
(106) That we recommend to Council:

- A) That capital works and financing estimated at \$6,945,700 for the Region share of a \$13,167,400 total cost trunk sanitary sewer in Brooklin in the Town of Whitby, be approved;
- B) That the Regional Municipality of Durham be authorized to enter into a Servicing Agreement with a Region Share payment to the Brooklin Centre Town Landowners Group estimated at \$5,451,000 for the Region for the oversizing of a trunk sanitary sewer, east of Baldwin Street, in the Town of Whitby, at an estimated total project cost of \$10,437,700;
- C) That the Regional Municipality of Durham be authorized to enter into a Subdivision Agreement with a Region Share payment to Winash Partnership Limited and Brooklin Commercial Developments Limited (collectively, Fieldgate) estimated at \$1,494,700 for the of oversizing of a trunk sanitary sewer, west of Baldwin Street, in the Town of Whitby, at an estimated total project cost of \$2,729,700;
- D) That financing for the capital works, estimated at \$13,167,400, be provided from the following sources:

Developer's Share – Sanitary Sewer

| | |
|---------------------------------------|--------------------|
| Brooklin Centre Town Landowners Group | \$4,986,700 |
| Fieldgate | <u>\$1,235,000</u> |

Total Developer's Share **\$6,221,700**

Regional Costs – Sanitary Sewer

2021 Sanitary Sewerage System Capital Budget

Item 46: West Brooklin Trunk Sanitary Sewer

| | |
|---|---------------------------|
| Residential Development Charges (Project ID: D2002) | \$4,389,255 |
| Commercial Development Charges (Project ID: D2002) | 273,585 |
| User Rate (Project ID: D2002) | <u>1,284,660</u> |
| | <u>\$5,947,500</u> |

2021 Sanitary Sewerage System Capital Budget

Item 148: Allowance for Regional share for works in conjunction with residential subdivision development:

| | |
|---|------------------|
| Residential Development Charges (Project ID: M2110) | \$736,672 |
| Commercial Development Charges (Project ID: M2110) | 45,917 |
| User Rate (Project ID: M2110) | <u>215,611</u> |
| | <u>\$998,200</u> |

Total Regional Share – Sanitary Sewer **\$6,945,700**

Total Project Financing **\$13,167,400**
CARRIED

- F) Renewal of Lease Agreement with the Incorporated Synod of the Diocese of Toronto for Premises Occupied by Durham Regional Police Service, located at 1173 Cedar Street, in the City of Oshawa (2021-W-44)

Report #2021-W-44 from S. Siopis, Commissioner of Works, was received.

Moved by Councillor Barton, Seconded by Councillor Marimpietri,
(107) That we recommend to Council:

- A) That the renewal of the Lease Agreement with The Incorporated Synod of the Diocese of Toronto, for premises located at 1173 Cedar Street, in the City of Oshawa, containing a prefabricated building for use by Durham Regional Police Service be approved with the following terms and conditions:
- i) The term is for a period of five years commencing January 1, 2022 and ending December 31, 2026;
 - ii) The annual rental rate for the five-year term is \$17,650.00* per annum;
 - iii) The Regional Municipality of Durham is responsible for all operating costs for the premises including cable, utilities, grounds maintenance, and janitorial services;
 - iv) The Regional Municipality of Durham has the option to extend the lease for three additional five-year terms, under the same terms and conditions subject to rent escalation; and
- B) That the Regional Chair and Clerk be authorized to execute all documents associated with this Lease Agreement.
(* before applicable taxes

CARRIED

- G) Declaration of Lands as Surplus and Approval to Convey the Surplus Lands to the Adjacent Landowner as part of a Land Exchange for Regional Requirements (2021-W-45)

Report #2021-W-45 from S. Siopis, Commissioner of Works, was received.

Moved by Councillor Barton, Seconded by Councillor Marimpietri,
(108) That we recommend to Council:

- A) That property municipally known as 856 Arthur Street in the Municipality of Clarington, legally described as Part of Lot 27, Concession 2, Clarke, being Part 1 on 10R-833; subject to CK13490, Clarington, identified with PIN (Property Identification Number) 26653-0009 be declared surplus to Regional requirements;
- B) That Regional staff be authorized to enter into a Land Exchange Agreement with the adjacent property owner as follows:
 - i) The Regional Municipality of Durham will provide lands legally described as Part of Lot 27, Concession 2, Clarke, being Part 1 on Registered Plan 10R-833; subject to CK13490, Clarington, identified with PIN 26653-0009 and having a Fair Market Value of \$504,000 to Smooth Run Developments Inc. (operating as DG Group), once the existing Newcastle Zone 1 reservoir on the site has been fully decommissioned;
 - ii) Smooth Run Developments Inc. (operating as DG Group) will provide lands located along Arthur Street in the Municipality of Clarington, identified as Part of Lot 27, Concession 2, Clarke, further described as Parts 1, 2 and 3 on Registered Plan 40R-31380, having a Fair Market Value of \$1,930,500;
- C) That financing for the land acquisition will be provided from the approved project budget for the Newcastle Zone 1 Reservoir (Project ID: D1202); and
- D) That the Commissioner of Works be authorized to execute all documents associated with this land exchange.

CARRIED

9. Advisory Committee Resolutions

There were no advisory committee resolutions to be considered.

10. Confidential Matters

10.1 Reports

- A) Confidential Report of the Commissioner of Works – Security of the Property of the Regional Corporation as it Relates to a Lease Agreement for Durham Regional Police Services (2021-W-42)
-

Confidential Report #2021-W-42 from S. Siopis, Commissioner of Works, was received.

Moved by Councillor Marimpietri, Seconded by Councillor Barton,
(109) That we recommend to Council:

That the recommendations contained in Confidential Report #2021-W-42 of the
Commissioner of Works be adopted.

CARRIED

11. Other Business

11.1 Vision Zero Update

Councillor Crawford provided a brief update regarding Vision Zero. She advised that since her last update, there has been three fatalities across the Region that occurred on local roads in the City of Pickering and the Township of Brock. She further advised that 297 charges have been laid through the Red Light Camera (RLC) program and that the data has shown a 37% average improvement over speeds over the posted speed limits.

Councillor Crawford advised that the Kingston Road corridor through the Town of Ajax remains the highest collision and fatality location.

Detailed discussion ensued regarding the need for more flexibility in the use of Automated Speed Enforcement (ASE) cameras and the need for the province to expand enforcement possibilities; loosening the criteria for Community Safety Zone (CSZ) designations; photo radar being permitted on local roads; and the need for road design standards to change in order to improve driver behaviour.

11.2 Fencing at the Rosebank Reservoir in the City of Pickering

In response to a question from Councillor McLean regarding whether fencing is being installed at the Rosebank Reservoir in the City of Pickering to prevent tobogganing, J. Presta advised that fencing is being installed at the Rosebank Reservoir to provide security of the property, but he will follow-up with facilities staff and respond back to Councillor McLean directly with any further details.

12. Date of Next Meeting

The next regularly scheduled Works Committee meeting will be held on Wednesday, December 8, 2021 at 9:30 AM in Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

13. Adjournment

Moved by Councillor McLean, Seconded by Councillor Barton,
(110) That the meeting be adjourned.

CARRIED

The meeting adjourned at 11:11 AM

Respectfully submitted,

D. Mitchell, Chair

S. Glover, Committee Clerk



Scott Watson
Manager Government and Community Affairs
Canada Post
1200-2701 Riverside Dr.
Ottawa, ON K1A 0B1
scott.watson@canadapost.ca

Sent by Email

November 24, 2021

Re: Reducing Litter at 'Super' Community Mailboxes

The following resolution was passed by Ajax Town Council at its meeting held September 21, 2021:

WHEREAS Canada Post is responsible for approximately 1,000 neighborhood community mailboxes (CMBs) and 30 'super' CMBs in Ajax.

AND WHEREAS there have been increased complaints of litter in the vicinity of 'super' CMBs;

AND WHEREAS unwanted advertising (squeezed between mailboxes, jammed into outgoing mail slots and carelessly discarded around mailboxes) increases when a large number of community mailboxes are grouped together as in the case of the 'super' sites;

AND WHEREAS Canada Post only maintains the sites of CMBs (including picking up litter) on a complaint or as-needed basis, and have indicated that they will not provide recycling containers at the mailboxes, opting instead to encourage residents to bring unwanted mail home;

AND WHEREAS a number of municipalities (including Markham and Richmond Hill) have incurred the expense of providing recycling pick-up services at CMBs to reduce the litter created by unwanted flyers, etc.;

NOW THEREFORE BE IT RESOLVED THAT:

1. Operations & Environmental Services staff be directed to:
 - a. design a pilot recycling program for the 'super' community mailboxes in Ajax;
 - b. report to General Government Committee in January 2022 with program details (service levels, resources, etc.) and other associated costs for consideration as part of the 2022 operating budget; and
 - c. discuss the potential of the Region of Durham piloting the pickup of the recyclables as part of their weekly residential collection schedule.

2. The Mayor send a letter to Canada Post requesting that they immediately repair damaged mailboxes and work with staff to resolve increasing litter issues at CMBs;
3. Corporate Communications be directed to execute a specific anti-litter campaign for CMBs, including a dedicated webpage, educational material, and anti-litter signage at sites; and
4. A copy of this motion be shared with Canada Post, the Region of Durham, and all Durham Region MPs.

If you require further information please contact me at 905-619-2529 ext. 3342 or alexander.harras@ajax.ca.

Sincerely,



Alexander Harras
Manager of Legislative Services/Deputy Clerk

Copy: Regional Councillor S. Lee
Mayor S. Collier
Region of Durham
All Durham Region MPs



**The Regional
Municipality of
Durham**

Works Department

Memorandum

Date: December 8, 2021

To: Works Committee Members

From: Susan Siopis, P.Eng., Commissioner, Works
Giuseppe Anello, M.Eng., P.Eng., PMP, Director, Waste
Management Services

Copy: John Henry, Regional Chair and Chief Executive Officer
Elaine Baxter-Trahair, Chief Administrative Officer
Ralph Walton, Regional Clerk/Director, Legislative Services

Subject: Work Committee – November 3, 2021
Motion Related to AMESA Q2 Quarterly Report

At the Works Committee Meeting of November 3, 2021, the following motions were referred back to staff for more information to be provided at the December 8, 2021 Works Committee meeting in relation to Agenda Item 5.1, Durham York Energy Centre (DYEC) Quarterly (Q2) Long-Term Sampling System Report:

- A) That staff provide all raw data and all underlying reports as a link to the annual report; and,
- B) That staff provide a complete description of sampling methodology and whether results include all materials in all parts of the AMESA sampling system including probe and nozzle as a link to the annual report.

Background and Previous Reports

Similar questions have been raised at previous Works Committee and Regional Council meetings related to the DYEC Long-Term Sampling System (AMESA).

Report #2021-WR-5 'Durham York Energy Centre Operations – Long-Term Sampling System Update' was presented to Works Committee on March 3, 2021 as an information report and subsequently Regional

Council on March 24, 2021. This report provided an update and additional details with respect to the operations and reporting of the Long-Term Sampling System in place at the DYEC.

[A Link to Report #2021-WR-5 from the March 3, 2021 Works Committee meeting is provided.](#)

Report #2021-WR-10 'Durham York Energy Centre Operations – Long-Term Sampling System Reporting' was presented to Works Committee June 2, 2021 and subsequently Regional Council on June 23, 2021 where the following recommendations were adopted.

- A) That staff report quarterly on the Long-Term Sampling System at the Durham York Energy Centre; and
- B) That responses to all inquiries related to operations at the Durham York Energy Centre be included in the quarterly reports.

[A Link to Report #2021-WR-10 from the June 2, 2021 Works Committee meeting is provided.](#)

AMESA Methodology

AMESA sampling is conducted in accordance with the Manufacturer's (Environment S.A. Deutschland (ESAD), the European manufacturer of the AMESA system, the North American vendor ENVEA, and the AMESA Technical Manual (June 2010)) standard operating procedures and recommendations as described in Report #2021-WR-5.

Paragraph 2.2 of Report #2021-WR-5 states:

"The Adsorption Method for Sampling Dioxins and Furans (AMESA) LTSS is installed on each of the two boiler units at the DYEC and is a dioxin and furan continuous sampling system designed to meet the requirements of the ECA. The operation of the AMESA was initiated in 2015 and has been maintained in accordance with current guidance from the AMESA manufacturer, Environment S.A. Deutschland (ESAD, the European manufacturer of the AMESA system), the North American vendor ENVEA and the AMESA Technical Manual (June 2010)."

All data, Ministry of the Environment, Conservation and Parks' (MECP) comments, consultant comments and manufacturer advice obtained throughout the 2015 to 2019 development years were considered in the AMESA workplan. The workplan refined the

AMESA process to include additional crucial cleaning of AMESA components to avoid trapped residue causing erroneous readings. As a result of continued refinements to improve processing and the guidance received from ENVEA (formerly Altech), an AMESA Trap Replacement Standard Operating Procedure (SOP) was developed and implemented.

This SOP was subsequently revised to include updated guidance, an ESAD cleaning procedure in conformance with Environment Canada Report EPS 1/RM/2, addition of purges and the requirement to send the system pieces to the analytical laboratory for proofing before installation.

Works Committee Report #2021-WR-10 provided additional details on the Long-Term Sampling System Reporting and methodology, and included examples of the following:

- Attachment #1: Sample of AMESA monthly laboratory report.
- Attachment #2: Sample of AMESA flow document. This information is collected by the AMESA system and includes the gas volume and oxygen concentration during the time the sample cartridge was in-situ to assist with the conversion to a total TEQ value for Dioxins and Furans.
- Attachment #3: Sample of AMESA data conversion document.
- Attachment #4: AMESA investigation checklist.

Section 3 of Report #2021-WR-10 explained the review process of this data as follows.

“A laboratory report is sent to Covanta approximately one month after the lab received the AMESA sample. An example of the laboratory report is included as Attachment # 1. This report provides the total Dioxins and Furans measured in the AMESA cartridge.

Following receipt of the laboratory report, the AMESA operational data is reviewed to determine the gas flow that passed through the system while the sample was being collected. This allows the calculation of the quantity of Dioxins and Furans in a reference metre cube of flue gas. The AMESA data as illustrated in Attachment # 2, provides this gas quantity value for input into the calculation.

Standard temperature, pressure and oxygen correction factors must also be applied to the AMESA results to obtain a value for regulatory comparison. An example is included as Attachment #3.

The laboratory data provides values for each of the 17 dioxin and furan congeners. The respective toxic equivalency factor (TEF) for each dioxin and furan congener is applied to each value to obtain a total dioxin and furan total toxic equivalence (TEQ). The ECA [Environmental Compliance Approval] for the DYEC specifies the use of the NATO classification scheme and therefore the NATO TEF factors are applied to the TEQ calculation.

The above process demonstrates the complexity of analysis and calculation necessary to provide the monthly AMESA value. To meet the ECA directed objectives for the AMESA data, the laboratory report must be combined with the AMESA operational data and then converted utilizing the appropriate standardization calculations.”

To minimize contaminant deposition within the sampling equipment and potential carryover contamination between each cartridge replacement, the AMESA probes were tested during the AMESA development period and ultimately replaced with probes constructed of materials with improved performance. The probe and sampling components are thoroughly cleaned through a multi-step process and proofed at the laboratory prior to use as a means to improve system precision.

Regulatory Reporting versus Operational Data

The MECP requires that the results of the evaluation of the performance of the Long-Term Sampling System in determining the Dioxins and Furans emissions trends and/or fluctuations be included in the DYEC ECA Annual Report along with all other similar facility operating parameters in accordance with ECA Condition 15.

There is a clear and distinct difference between reports produced for regulatory compliance purposes and operational data used for day-to-day facility operations. All regulatory reports are posted to the project website (durhamyorkwaste.ca) and submitted to the MECP. MECP reviews these reports to ensure the facility operates within the requirements of the ECA. The DYEC day-to-day operations are subject to various levels of oversight by Durham and York Region staff, hired consultants, industry experts, and equipment is operated and maintained under manufacturers’ recommendations to ensure compliance. The attached Table includes a list of monitoring and testing that occurs at the DYEC for operational, compliance and other purposes.

How AMESA is used in day-to-day operations at DYEC

The AMESA system, as with other system and sensor readings within the facility, are used to assess ongoing performance of the facility as a whole, as well as the various subsystems.

As an example of how this system is used, in October 2020 the results for boiler 1 were elevated in comparison to the results of other recent monthly data. As a result, Covanta reviewed the operation of the boiler train, including the air pollution control (APC) system, on an individual basis and in comparison to boiler 2 using other operational data from the facility's data acquisition system. During the investigation, some variability was noted with the carbon feed system for boiler 1.

After reviewing the data and performing a manual verification of the carbon feed system coupled with a physical inspection of the unit, it was noted that an adjustment was required to a connection to the gravimetric hopper, which was restricting the required mechanical motion of the system. This restriction resulted in the observed variability of the expected gravimetric performance, which impacted the carbon feed rate supplied to boiler 1.

Following the adjustment, the gravimetric feed system performed as expected. To prevent reoccurrence, additional checks are made against a mass balance within the feed systems to validate sensor data. In this instance, the data retrieved by the operation of the AMESA system resulted in identifying a problem with a component of the APC system and allowed a timely resolution.

The elevated AMESA results prompted an investigation that led to the identification of the reduced feed rate of carbon to boiler 1 and the nature of the issue was related to carbon feed or dosage control as opposed to a full failure. As carbon is a component of treatment in the control of heavy metals and Dioxins and Furans, and has an impact on AMESA results, it served to provide detection of an operational issue, which may not have been identified until a later point in time.

The value in this instance is not tied to compliance reading, as is the case with source testing, but rather the ability of the system to assist in the establishment of emission trends and/or fluctuations and assessing the performance of the APC equipment.

Conclusion

The motion referred back to staff at the November 3, 2021 Works Committee is as follows:

- A) That staff provide all raw data and all underlying reports as a link to the annual report.
- B) That staff provide a complete description of sampling methodology and whether results include all materials in all parts of the AMESA sampling system including probe and nozzle as a link to the annual report.

A motion to provide additional information at this time is a reconsideration of Regional Council's previous decisions related to motions, which were defeated, made with respect to both Reports #2021-WR-5 and #2021-WR-10.

Based upon the information provided in Report #2021-WR-10, staff recommended and were directed to report quarterly reports on AMESA data in order to provide more regular information publicly related to Dioxins and Furans. The quarterly reports provided since then along with the DYEC ECA Annual Report, serve both the purpose of more regular and detailed information. [A Link to the 2020 Annual Report is provided.](#)

Further information related to Dioxin and Furan monitoring results and compliance can be found in the latest stack testing report. [A link to the 2021 Spring Stack Test Report is provided.](#)

Other monitoring activities related to air quality include quarterly and annual Ambient Air Monitoring reports which monitor air quality in the vicinity of the DYEC. [A Link to the Ambient Air Monitoring Reports is provided.](#)

Additionally, the real-time air emissions from the continuous emissions monitoring systems (CEMS) are posted to the project website and on display at the entrance of the DYEC. The page also includes the results of all previous stack testing results. [A Link to the CEMS is provided.](#)

Information was previously provided to Works Committee and Regional Council as to how the methodology was developed for the AMESA workplan and how the Dioxin and Furan concentration was calculated. As stated in Report #2021-WR-5, AMESA sampling is conducted in accordance with the Manufacturer's (Environment S.A. Deutschland (ESAD) the European manufacturer of the AMESA system, the North

American vendor ENVEA and the AMESA Technical Manual (June 2010)) standard operating procedures and recommendations.

Additionally, Report #2021-WR-10 described the process used to obtain the AMESA concentration along with several attachments as examples of what data is used to determine the Dioxin and Furan results, including a sample signed lab report, AMESA flow document system information, a spreadsheet of the data conversion document and the AMESA investigation checklist.

End of Memo

Attachment #1: Durham York Energy Centre Monitoring, Frequency, and Reporting

Durham York Energy Centre (DYEC) Monitoring, Frequency and Reporting

Attachment #1

| Environmental Compliance Approval (ECA) Compliance Monitoring: | Testing Parameters | Testing Frequency | Reporting |
|--|---|--|---|
| Annual Stack Testing | <ul style="list-style-type: none"> Full suite of metals (including: Cadmium, Lead, Mercury, Chromium) Volatile organic carbons Polycyclic organic compounds Particulate Matter (PM – Total, PM10, PM 2.5, Filterable, Condensable) Polychlorinated biphenyls Dioxins and Furans Chlorobenzenes and Chlorophenols compounds | 2 times per year: 1 – ECA Compliance 1 – Durham Region Council Directive | Stack Test report is submitted to the Ministry of the Environment, Conservation and Parks (MECP) and posted to the website: Stack Test Reports |
| Ambient Air Monitoring | <ul style="list-style-type: none"> Sulphur dioxide, Nitrogen Oxides, Particulate Matter Metals Dioxins and Furans Polycyclic aromatic hydrocarbons | Continuously monitored Every 6 days Every 24 days Every 12 days | Quarterly and Annual reports are submitted to the MECP and posted to the website: Ambient Air Reports |
| Continuous Emissions Monitoring (CEMS) | <ul style="list-style-type: none"> Carbon Monoxide Opacity (10% & 5%) Nitrogen Oxides Sulphur Dioxide Hydrochloric Acid Total Hydrocarbons | Continuously Continuously Continuously – data every 15 minutes (min.) for 24 hour (hr.) averages (avgs.) Continuously – data every 15 min. for 24 hr. avgs. Continuously – data every 15 min. for 24 hr. avgs. Continuously | Continuous emissions monitoring (CEMS) data is posted to the DYEC website via live stream: CEMS |
| Annual Report | Includes details on operations including waste, unacceptable waste, residuals (bottom ash, fly ash, metals), CEMS details, AMESA Details, and summaries of air, noise, water and soil testing, complaint summaries and emergency situations. | Not applicable - reported annually | Annual Reports are submitted to the MECP and posted to the website: Annual Report |

Durham York Energy Centre (DYEC) Monitoring, Frequency and Reporting

Attachment #1

| Environmental Compliance Approval (ECA) Compliance Monitoring: | Testing Parameters | Testing Frequency | Reporting |
|--|---|-------------------|--|
| Annual Compliance Report | Details how Durham and York Regions comply with the Environmental Assessment (EA) Notice of Approval conditions and other commitments made in the EA | Annually | Annual Compliance Reports are submitted to the MECP and posted to website: Compliance Reports |
| Groundwater and Surface Water Monitoring | Field measurements, metals, major anions, major cations, pH, turbidity, and conductivity | Annually | Annual Groundwater and Surface Water Reports are submitted to the MECP and posted to the website: Groundwater and Surface Water Reports |
| Odour Monitoring | Not applicable | Annually | Annual Odour Monitoring Reports are submitted to the MECP and posted to the website: Odour Reports |
| Soil Monitoring | Metals, polycyclic aromatic Hydrocarbons, and Dioxins and Furans | Every 3 years | Soil Monitoring Reports are submitted to the MECP and posted to the website: Soil Reports |
| Third Party Independent Audits | <p>The role of the independent auditor is to provide an evaluation of the facility operation to confirm:</p> <ul style="list-style-type: none"> Activities are conforming to legislative requirements Requirements of approvals and permits are being met Commitments made in the Environmental Assessment (EA) Notice of Approval are being implemented Applicable records required to be kept are on site | Annually | Third Party Audit reports are submitted to the MECP and posted to the website: Third Party Audit Reports |
| Waste Diversion Reports | Reports include details of at-source diversion programs and policies showing the progress and diversion rates and targets. | Annually | Waste Diversion reports are submitted to the MECP and posted to the website: Waste Diversion Reports |

Durham York Energy Centre (DYEC) Monitoring, Frequency and Reporting

Attachment #1

| Operational Monitoring: | Testing Parameters | Testing Frequency | Reporting |
|---|--|--|---|
| AMESA – Dioxins and Furans Monitoring | <ul style="list-style-type: none"> Dioxins and Furans | Integrated continuous long-term sampling (AMESA) | <p>AMESA monitoring results are submitted to the MECP within the Annual Report and posted to the website.</p> <p>Annual Report</p> <p>ECA 15(1)(j) - results of the evaluation of the performance of the long-term sampling system in determining the Dioxins and Furans emission trends and/or fluctuations for the year reported on as well as demonstrating the ongoing performance of the APC Equipment associated with the Boilers</p> |
| Continuous Emissions Monitoring (CEMS) | <ul style="list-style-type: none"> Temperature Ammonia Hydrogen Fluoride Oxygen Moisture | Continuously | <p>Operational continuous emissions monitoring (CEMS) data is posted to the DYEC website via live stream:</p> <p>CEMS</p> |
| Residual Waste Monitoring | <ul style="list-style-type: none"> Bottom ash contains (by weight) less than 10% of combustible materials following ASTM D5468 Standard Test Method for Gross Calorific and Ash Value of Waste Materials. Quarterly sampling to ensure consistent bottom ash quality between the conduct of the subsequent Ash Testing Program On a quarterly basis, to comply with the requirements of the National Pollutant Release Inventory (NPRI), samples are collected to determine pollutant releases to land. Fly ash sent for disposal is not leachate toxic after conditioning using the Toxicity Characteristic Leaching Procedure (TCLP), as defined | Every 3 years | <p>Residual waste results are submitted to the MECP within the Annual Reports and posted to the website.</p> <p>Annual Report</p> <p>ECA 15(1)(b) - a summary of the quality and the quantity of the Residual Waste shipped from the Site, including the analytical data required to characterize the Residual Waste, the off-Site destinations for the Residual Waste and its subsequent use, if known</p> |

Durham York Energy Centre (DYEC) Monitoring, Frequency and Reporting

Attachment #1

| Operational Monitoring: | Testing Parameters | Testing Frequency | Reporting |
|--|--|-------------------|--|
| | <p>in Regulation 347 and the EPA Method 1311.</p> <ul style="list-style-type: none"> On a quarterly basis, to comply with the requirements of the National Pollutant Release Inventory (NPRI), samples are collected to determine pollutant releases to land. | | |
| Sewage Works Inspections | Clean and maintain the Works to prevent the excessive build-up of sediments and/or vegetation. | Annually | <p>Sewage “works” inspection details are submitted to the MECP within the Annual Reports and posted to the website.</p> <p>Annual Report</p> |
| Containment Testing | Containment of the grizzly and residue buildings as well as offloading of the reagent deliveries. | Quarterly | <p>Containment testing details are submitted to the MECP within the Annual Reports and posted to the website.</p> <p>Annual Report</p> |
| Cylinder and Gas Audits | - | Quarterly | Not applicable |
| Greenhouse Gases | - | Quarterly | Not applicable |
| Truck Scale Certification | - | Quarterly | <p>Truck scale and hauler details are submitted to the MECP within the Annual Reports and posted to the website.</p> <p>Annual Report</p> |
| Radiation Detection Calibration | - | Annually | <p>Radiation detection details are submitted to the MECP within the Annual Reports and posted to the website.</p> <p>Annual Report</p> |
| Negative Pressure | <ul style="list-style-type: none"> Tipping Building | - | <p>Negative pressure details are submitted to the MECP within the Annual Reports and posted to the website.</p> <p>Annual Report</p> |

Durham York Energy Centre (DYEC) Monitoring, Frequency and Reporting

Attachment #1

| Other Monitoring: | Testing Parameters | Testing Frequency | Reporting |
|---|--|--|---|
| MECP TAGA (Trace Atmospheric Gas Analyzer) and Other Monitoring – MECP periodically conducts own monitoring. | Not applicable | Not applicable | Not applicable |
| AMESA Reports – Durham Region Council | Dioxin and Furans | Continuously | AMESA reports are submitted to Durham Regional Council quarterly as requested and posted to the website. AMESA Reports |
| National Pollutant Release Inventory (NPRI) Federal | The NPRI is Canada's inventory of pollutants released to the air, water and land. | Not applicable | Annually NPRI |
| Greenhouse Gas Reporting Program Federal | The Greenhouse Gas Reporting Program collects information on greenhouse gas emissions from facilities across Canada. It is a mandatory program for those who meet the requirements. The information is collected under section 46 of the Canadian Environmental Protection Act. | Not applicable | Annually Canada Greenhouse Gas Inventory |
| Greenhouse Gas Reporting Program Provincial | The Greenhouse Gas Emissions: Quantification, Reporting and Verification Regulation (Ontario Regulation 390/18) under the Canadian Environmental Protection Act requires certain facilities to report annual GHG emissions to the MECP. | Not applicable | Annually Ontario Greenhouse Gas Emissions |
| Technical Standards and Safety Authority (TSSA) | Boiler certifications | Operating – annually and during facility outages with repair work required | Not applicable |
| International Organization for Standardization (ISO) ISO 14001 | Not applicable | Annually | Not applicable |

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 3540.



The Regional Municipality of Durham Report

To: Works Committee
From: Commissioner of Works
Report: #2021-WR-11
Date: December 8, 2021

Subject:

Energy from Waste-Waste Management Advisory Committee 2021 – 2022 Workplan

Recommendations:

That the Works Committee recommends to Regional Council:

- A) That the Energy from Waste-Waste Management Advisory Committee's 2021 – 2022 Workplan, as outlined in Attachment #1, be approved; and
 - B) That a copy of this report be forwarded to the Municipality of Clarington for information.
-

Report:

1. Purpose

- 1.1 The Energy from Waste-Waste Management Advisory Committee (EFW-WMAC) has developed a proposed Workplan (Attachment #1) to guide EFW-WMAC activities for the remainder of 2021 and 2022. Details of the proposed workplan are provided herein for approval by Works Committee and Regional Council.

2. Background

- 2.1 The EFW-WMAC was formed in response to a condition within the Host Community Agreement between the Regional Municipality of Durham (Durham Region) and the Municipality of Clarington (Clarington) and in accordance with Regional Council directives. The Terms of Reference for this committee was approved by both Durham Region and Clarington Councils.

2.2 The Terms of Reference includes the following mandate for the committee:

- a. The EFW-WMAC will act in an advisory role to the Durham Works Committee on issues or concerns which arise with waste diversion, waste management, environmental performance and monitoring of the EFW facility, including the construction and operational phases.
- b. The EFW-WMAC will be comprised of volunteers from Durham Region appointed by Durham Regional Council and Clarington Council in accordance with these Terms of Reference.

3. Previous Reports and Decisions

- 3.1 Report #2021-WR-2 recommended that five applicants selected by the Works Committee be appointed for a two-year term on the Energy from Waste – Waste Management Advisory Committee. The remaining four Advisory Committee members were appointed by the Municipality of Clarington. This report was approved by Regional Council on February 24, 2021.
- 3.2 Report #2021-WR-4 recommended that the Terms of Reference for the Energy from Waste-Waste Management Advisory Committee remain unchanged with recommendations from the Advisory Committee continuing to go to the Durham Region Works Committee. The report was approved by Regional Council on March 24, 2021.

4. 2021 - 2022 Workplan

- 4.1 The purpose of the EFW-WMAC Workplan is to focus on tasks that will assist with implementation of Waste to Energy and Waste Diversion initiatives and to provide input on innovative approaches to waste reduction.
- 4.2 The key elements of the Workplan are consistent with the Guiding Principles endorsed by Regional Council for the development of the Long-term Waste Management Plan 2021-2040. EFW-WMAC Workplan elements are:
 - a. Emphasize rethink, reduce, and reuse principles as the first steps in reducing waste generation.
 - b. Deliver cost effective waste management services to a rapidly growing and diverse population.

- c. Reinforce that producers and importers of designated products and packaging are to implement Extended Producer Responsibility (EPR). This will require adjustment to Durham Region waste programs.
 - d. Apply innovative approaches to Durham Region waste streams to manage them as resources in a circular economy.
- 4.3 The proposed 2021 – 2022 EFW-WMAC Workplan (Attachment #1) identifies key tasks to be addressed during the current term including:
- Research and increase knowledge on Anaerobic Digestion (AD) technologies. Advise on other AD materials and organic wastes that are not currently diverted from disposal
 - Increase Green Bin usage through promotion of a composting action plan.
 - Research, review and recommend additional waste/hazardous waste recycling efforts that have value for Durham Region such as propane containers, batteries, spent printer cartridges and other innovative reduce/re-use options.
 - Increase knowledge on waste pre-sorting including methods, environmental controls and technological advances. Use this knowledge to conduct community outreach for home-based pre-sorting.
 - Assist with communication on what Extended Producer Responsibility is, what will occur when implemented and why.
 - Assess optimization of Brock and Scugog/Uxbridge Township waste diversion programs. Transfer stations servicing these townships are examples of optimization opportunities.
 - Increase EFW-WMAC team member knowledge of the Durham York Energy Centre including current facility status, emissions control and processing capability.
- 4.4 The EFW-WMAC will also take a supporting role in participating in community outreach programs that support waste reduction and energy from waste awareness in Durham Region.
- 4.5 The EFW-WMAC will also consider the implementation of a Waste Reduction Achievement Award to be presented to the community on an aspect of recycling, Waste to Energy or waste diversion.

5. Relationship to Strategic Plan

5.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:

a. Environmental Sustainability

- Goal #1.2 –Increase waste diversion and resource recovery
- Goal #1.3 –Protect, preserve and restore the natural environment including greenspaces, waterways, parks, trails, and farmlands.
- Goal #1.4 –Demonstrate leadership in sustainability and addressing climate change.

b. Service Excellence

- Goal #5.3 –Demonstrate commitment to continuous quality improvement and communicating results.

6. Conclusion

6.1 The Energy from Waste-Waste Management Advisory Committee workplan includes tasks to support waste diversion and community education in the Regional Municipality of Durham. These tasks are complementary to the Regional Municipality of Durham's approved objectives in the Long-term Waste Management Plan (Waste Plan) and will support implementation of the Waste Plan and Five-Year Action Plan.

6.2 For additional information, please contact Gioseph Anello, Director, Waste Management Services, at 905-668-7711, extension 3445.

7. Attachments

Attachment #1: EFW-WMAC Workplan (2021-2022)

Respectfully submitted,

Original signed by:

Susan Siopis, P.Eng.
Commissioner of Works

Recommended for Presentation to Committee

Original signed by:

Elaine Baxter-Trahair
Chief Administrative Officer



Energy from Waste-Waste Management Advisory Committee (EFW-WMAC) Workplan (2021-2022)

1. Purpose

- 1.1 The Regional Municipality of Durham's (Region) Energy from Waste-Waste Management Advisory Committee (EFW-WMAC) requires preparation of a Workplan for the coming year (2021-2022).
- 1.2 The purpose of EFW-WMAC Workplan is to focus on tasks that will assist with cost effective implementation of Waste to Energy and Waste Diversion initiatives and advise on innovative approaches for waste reduction.

2. Vision

- 2.1 Reduce the amount of waste created in Durham region and manage the generated waste as a resource. Build an innovative waste to energy and waste diversion system, balancing financial needs and environmental sustainability.

3. Previous EFW-WMAC Workplan and Waste Diversion Background

- 3.1 There was no previous EFW-WMAC Workplan.

Background

- 3.2 The Region provides service to over 237,000 households, 212,000 single-family households, and 25,000 multi-family households according to 2019 records. Durham region is one of the fastest growing regions in Canada. By 2041, Durham region's population is expected to almost double, increasing to approximately 1.2 million people. This also means there will be a need for increased Green Bin and waste collection by 2041.
- 3.3 To meet the Province of Ontario's organics diversion targets of 70 per cent and 50 per cent respectively, for single family homes and multi residential buildings, a planned Mixed Waste Pre-sort and Anaerobic Digester facility has been approved by Council.

- 3.4 There has been a clear shift towards more medium (townhouse)- and high-density (apartment buildings) forms of housing in recent years.
- 3.5 Management of Greenhouse Gas (GHG) emissions from legacy closed landfills through innovative approaches is also part of the Waste Management and Waste to Energy Programs. An important prior decision by Region Council is that no new landfills will be created. This prior decision was one of the reasons for establishing the Durham York Energy Centre.
- 3.6 Also, Extended Producer Responsibility (EPR) continues to be implemented via the Resource Recovery and Circular Economy Act (RRCEA), 2016. The Act, and its regulations are in force to ensure Producers of products become more responsible for managing recycling and minimize product packaging. The Region's transition date for the Blue Box Program to Producers will be July 1, 2024.
- 3.7 The Hazardous and Special Products (HSP) regulations were released in February 2021 are in effect on October 1, 2021. At that time, most materials (not including refillable propane cylinders and fertilizers) managed in the existing program will be transitioned to the new producer responsibility regime.

4. Workplan Elements

- Emphasize rethink, reduce, and reuse principles as the first steps in reducing waste generation.
- Deliver cost effective waste management services to a rapidly growing and diverse population.
- Reinforce that producers and importers of designated products and packaging are to implement Extended Producer Responsibility (EPR). This will then cause adjustment to Region waste programs as required.
- Apply innovative approaches to Region waste streams to manage them as resources in a circular economy.

5. EFW-WMAC Workplan 2021-2022

Workplan Overview

- 5.1 Given the EFW-WMAC committee resources and one year time horizon for the Workplan, tasks are defined below.

Workplan Tasks

1. Anaerobic Digestion (AD):
 - i. Research and increase knowledge on AD technologies. Advise on other AD materials and organic wastes that are not currently diverted from landfill (examples: pet waste and diapers, which constitute significant volume in mixed waste garbage).
2. Increased Organics Diversion:
 - i. Increase Green Bin usage - Green Bin usage is currently only 60 per cent, and garbage going to DYEC is approximately 40 to 50 per cent organic material that could go into the Green Bins.
 - ii. Consider promotion of a composting action plan.
3. Research, review and recommend additional waste/hazardous waste recycling efforts that have value for Durham region:
 - i. Small propane bottle (sent to landfill).
 - ii. Larger propane bottle recycling, 10-and 20-pound bottles
 - iii. Batteries (currently two curbside events per year)
 - iv. Spent printer cartridges (value for recycling)
 - v. Other innovative reduce/re-use options (brainstorming)
4. Waste pre-sorting:
 - i. Increase knowledge on waste pre-sorting including methods, environmental controls, and technological advances.
 - ii. Communication outreach for home-based pre-sorting
5. Extended Producer Responsibility (EPR):
 - i. Assist with a communication of what EPR is, what will occur, and why.
6. Assess optimization of Brock and Scugog/Uxbridge township waste diversion programs (these areas of Durham region will grow along with Oshawa/Whitby/Ajax/Pickering. There is existing infrastructure for this. Transfer stations are an example of optimization.)

7. Durham York Energy Centre (DYEC) – EFW-WMAC team to increase knowledge of DYEC, complete a walkthrough detailing current facility status, emissions control, process capability (uptime).

6. EFW-WMAC Supporting Activities

- 6.1 The Committee also has a role in participating in community outreach programs that support waste reduction and energy from waste awareness and appreciation in Durham region. Consideration of future planned activities is recommended once COVID-19 protocols allow them. Examples are in-person events, education and outreach, combine EFW-WMAC community activities at the same time as other Regional events.
- 6.2 Expanding knowledge of waste management and waste diversion technologies and principles by reviewing presentations and engaging in discussion on Regional Waste Management Strategies.

7. Community Outreach and Stewardship (potential actions)

Promote a Waste Reduction Achievement Award

- Presentation to community on some aspect of recycling, Waste to Energy, Waste diversion. (example: the source of microplastics and their effect on the environment).
- For example - composting, organics diversion, with a requirement to notify Works staff beforehand

November 25, 2021

DELIVERED BY E-MAIL
[\(\[Sarah.Glover@durham.ca\]\(mailto:Sarah.Glover@durham.ca\)\)](mailto:Sarah.Glover@durham.ca)

The Regional Municipality of Durham

Re: Durham Region's Proposed Study of the Current Policy/Practice for Streetlighting on
Regional Roads

This is in response to your correspondence of October 27, 2021 to the Community Services Committee concerning the above-referenced matter.

Oshawa City Council considered the matter at its meeting of November 22, 2021 and adopted the following recommendation of the Community Services Committee:

“That Correspondence CS-21-120, concerning the Durham Region's Proposed Study of the Current Policy/Practice for Streetlighting on Regional Roads be referred to staff for a report.”

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



Mary Medeiros
City Clerk

/rr

c. Community Services Department

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 3540.



The Regional Municipality of Durham Report

To: Works Committee
From: Commissioner of Works
Report: #2021-W-46
Date: December 8, 2021

Subject:

Expropriation of Lands Required for the Proposed Manning-Adelaide Connection Project, in the Town of Whitby/City of Oshawa

Recommendation:

That the Works Committee recommends to Regional Council:

- A) That authority be granted to Regional Municipality of Durham staff to initiate expropriation proceedings where necessary for the property requirements related to the proposed Manning Road-Adelaide Avenue (Regional Road 58) Connection project (Project) in the Town of Whitby and the City of Oshawa as depicted in Attachment #1, Attachment #2, and Attachment #3 and as such other property requirements as may be determined and identified by Regional Municipality of Durham staff 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 this report, 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 requirements as described in Recommendation A in this Report, and to forward to the Chief Inquiry Officer/Ontario Land Tribunal any requests for hearing that is received, to attend the hearings to present the Regional Municipality of Durham's position, and to present the Inquiry Officer's recommendations to Regional Council for consideration; and

- D) That despite seeking approval to commence expropriation pursuant to the recommendations in this report, that should amicable agreements be reached for any required property acquisitions that such agreements and reports required for settlements pursuant to the *Expropriations Act RSO 1990, c. E.26* related to the Manning Road-Adelaide Avenue (Regional Road 58) Connection Project that are approved in accordance with the Delegation of Authority By-Law 29-2020, that they remain confidential in accordance to *Section 239 (2)(c) of the Municipal Act, 2001* as it relates to a proposed or pending acquisition or disposition of land for Regional Corporate purposes and only be released publicly by the Commissioner of Works once all compensation claims have been resolved on a full and final basis, for the Manning Road-Adelaide Avenue (Regional Road 58) Connection Project where appropriate.
-

Report:**1. Purpose**

- 1.1 The purpose of this report is to obtain approval to expropriate property requirements needed for the Manning Road-Adelaide Avenue (Regional Road 58) Connection Project if the Regional Municipality of Durham (Region) is unable to obtain an amicable agreement through negotiations with property owners.

2. Background

- 2.1 The Region is proposing the construction of a new road connection of a length of approximately 500 metres between Garrard Road in the Town of Whitby (Whitby) and Thornton Road (Regional Road 52) in the City of Oshawa (Oshawa). Along with a new crossing at East Corbett Creek, the project will provide for a continuous Regional east/west arterial road between Brock Street in Whitby and Townline Road (Regional Road 55) in Oshawa.
- 2.2 The road connection will support enhanced transportation, a cycling network, improved emergency services functions and municipal connections as outlined in the Transportation Master Plan.

3. Property Acquisitions

- 3.1 Regional staff have identified land requirements from ten (10) properties that will be affected by the proposed works. The Region will need to acquire a portion of each property to facilitate the works.

- 3.2 While the Region attempts to obtain land requirements through amicable negotiations, there are situations where negotiations become lengthy, or an agreement cannot be reached with the property owners. Where lengthy negotiations are not an option due to project timelines or an agreement cannot be reached with the landowners, Regional staff may need to consider the option to commence the expropriation process to complete the project in a timely manner.

4. Relationship to Strategic Plan

- 4.1 This project aligns with the following strategic goals and priorities in the Durham Region Strategic Plan:
- a. Community Vitality
Goal 2.2: Enhance community safety and well-being.
 - b. Economic Prosperity
Goal 3.3: Enhance communication and transportation networks to better connect people and move goods more effectively.

5. Conclusion

- 5.1 Regional Municipality of Durham staff will negotiate with the property owners to acquire the necessary land requirements. Should these negotiations fail, this approval will permit staff to commence expropriation proceedings to ensure that the timelines are met allowing this project to proceed to construction.
- 5.2 If Regional Municipality of Durham staff exercises the option of commencing expropriation pursuant to the authority being sought through this report, staff will seek further authority from Regional Council to expropriate the property requirements and proceed to serve the next set of notices on affected property owners as mandated by the *Expropriations Act R.S.O. 1990, c. E.26*.
- 5.3 This report has been reviewed by the Legal Department.
- 5.4 For additional information, contact: Jenni Demanuele, Director, Business Services, at 905-668-7711, 3456.

6. Attachments

Attachment #1: Properties of Interest, Map 1 - Manning Road-Adelaide Avenue (Regional Road 58) Project in the Town of Whitby/City of Oshawa

Attachment #2: Properties of Interest, Map 2 - Manning Road-Adelaide Avenue
(Regional Road 58) Project in the Town of Whitby/City of Oshawa

Attachment #3: Properties of Interest, Map 3 - Manning Road-Adelaide Avenue
(Regional Road 58) Project in the Town of Whitby/City of Oshawa

Respectfully submitted,

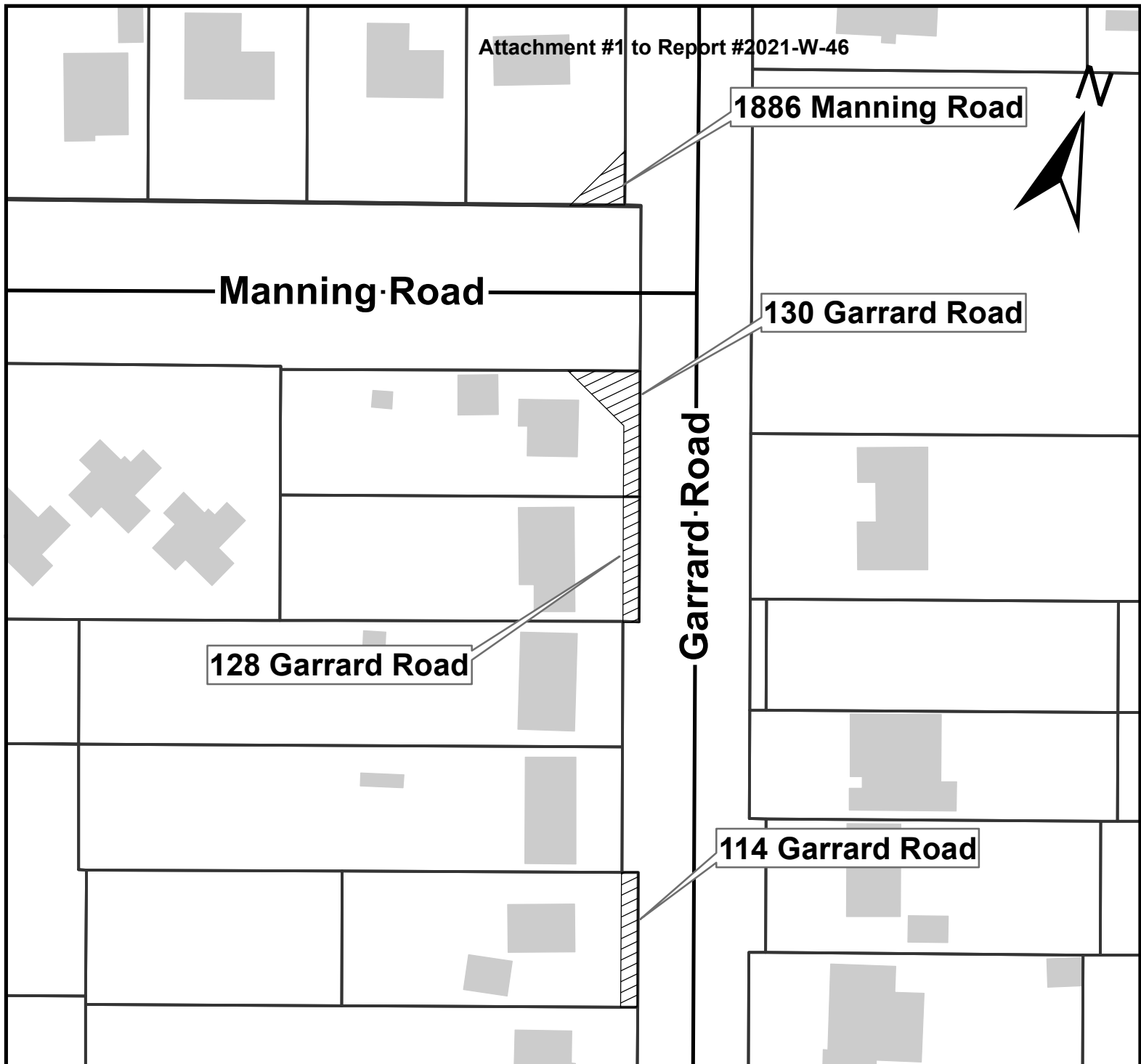
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

Susan Siopis, P.Eng.
Commissioner of Works

Recommended for Presentation to Committee

Original signed by:

Elaine C. Baxter-Trahair
Chief Administrative Officer



-  Property of Interest
-  Ownership Parcel
-  Building Footprints

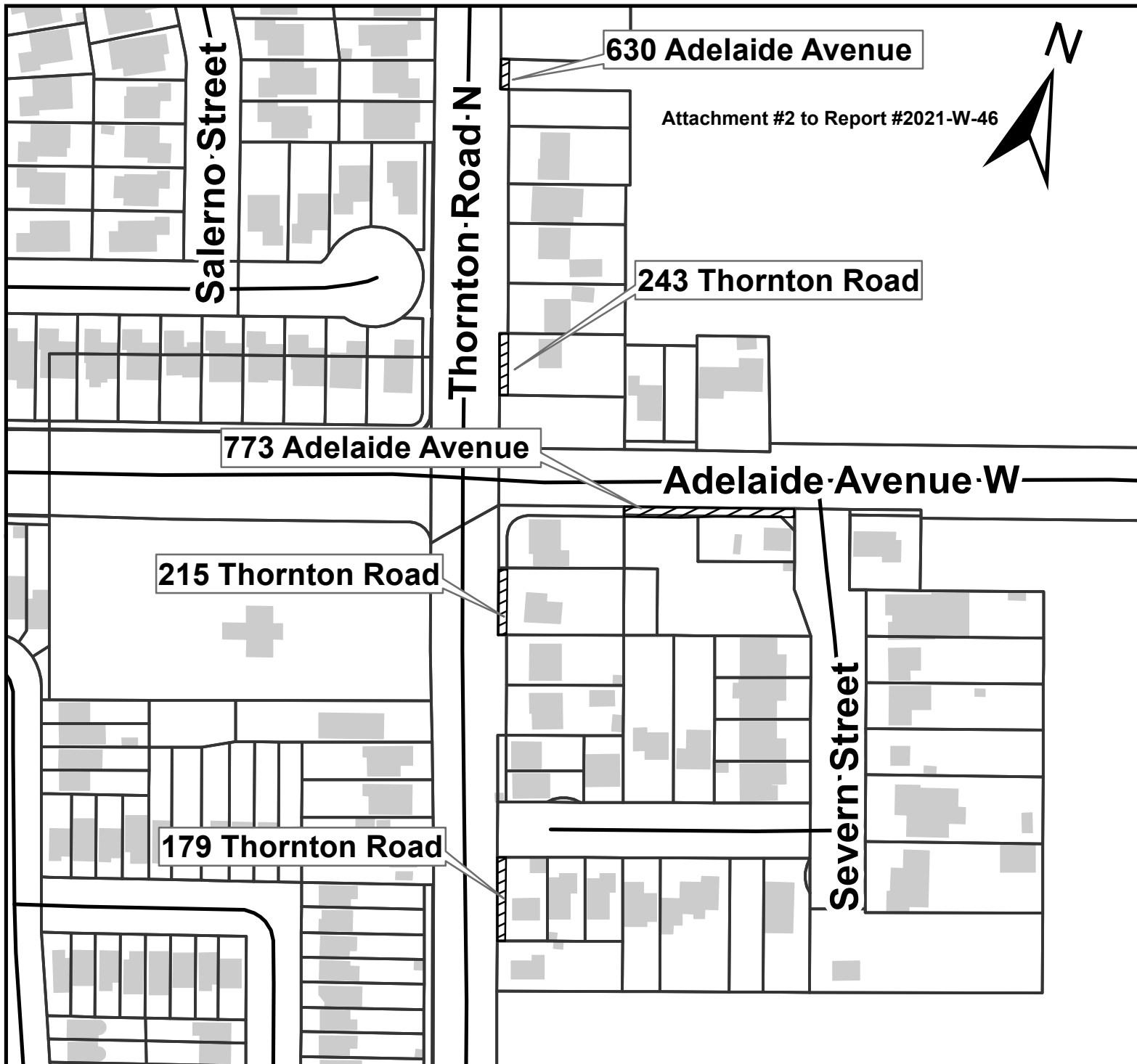
Attachment # 1: Properties of Interest, Map 1
Adelaide Avenue and Manning Street Extension
30 meters North of Manning Road to
130 meters South of Manning Road
Town of Whitby

Map 1 of 3



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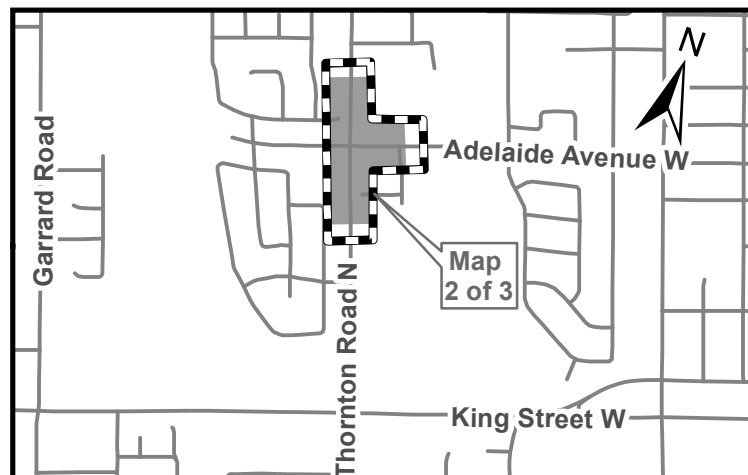
Attachment # 2: Properties of Interest, Map 2
Adelaide Avenue and Manning Street Extension
170 meters South of Adelaide Avenue to
120 meters East of Adelaide Avenue to
150 meters North of Adelaide Avenue
City of Oshawa

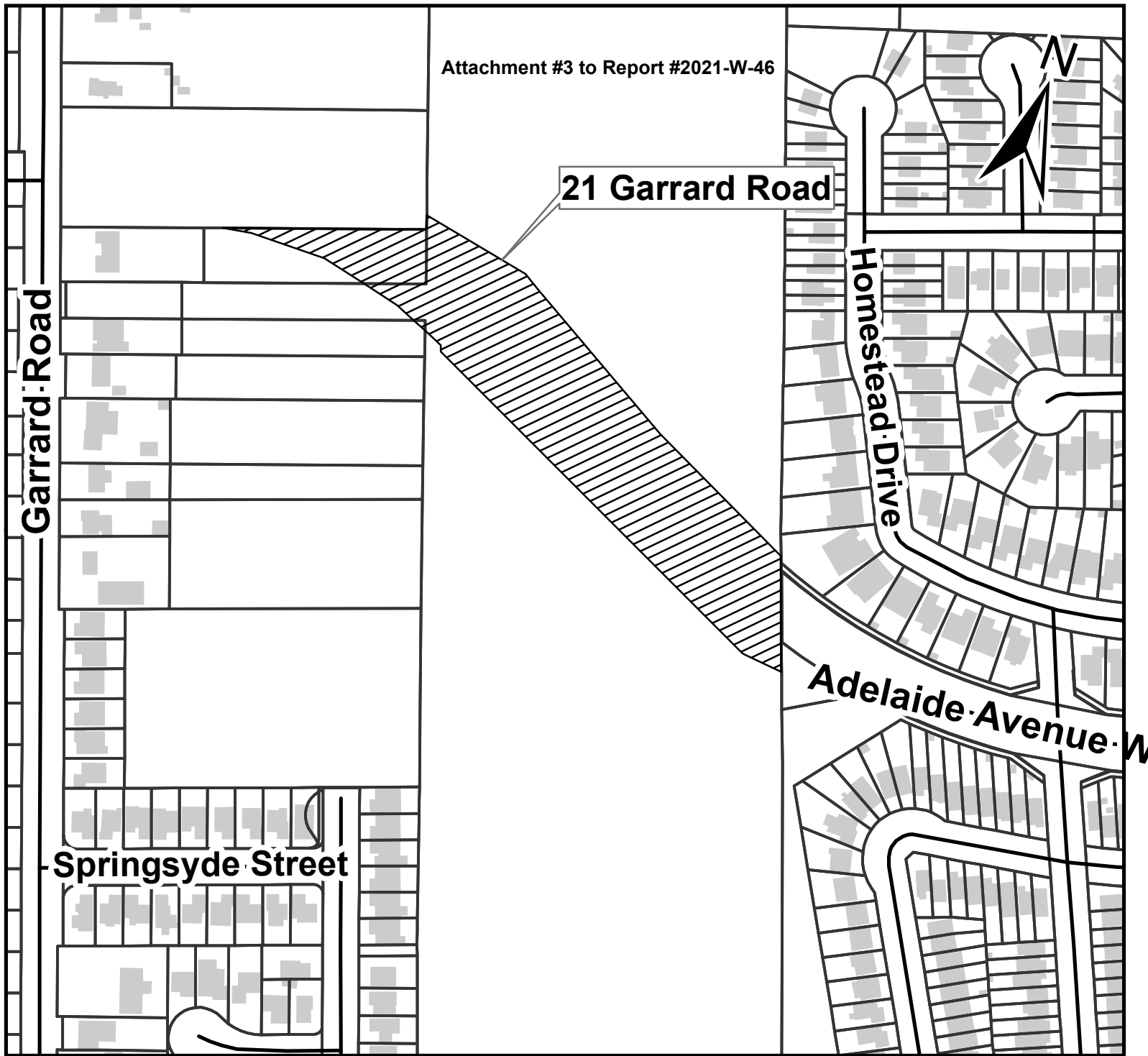
-  Property of Interest
-  Ownership Parcel
-  Building Footprints

Map 2 of 3





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Attachment # 3: Properties of Interest, Map 3
Adelaide Avenue and Manning Street Extension
Part of Lot 18, Concession 2
Parts 1 to 9
Town of Whitby

-  Property of Interest
-  Ownership Parcel
-  Building Footprints

Map 3 of 3



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The Regional Municipality of Durham Report

To: Works Committee
From: Commissioner of Works
Report: #2021-W-47
Date: December 8, 2021

Subject:

Extension of Lease Agreement with 447110 Ontario Limited for premises occupied by Social Services Department, Income and Employment Support Division at 126, 138, and 140 Commercial Avenue, in the Town of Ajax

Recommendations:

That the Works Committee recommends to Regional Council:

- A) That the extension of Lease Agreement with 447110 Ontario Limited, for premises located at 126, 138, and 140 Commercial Avenue in the Town of Ajax, containing approximately 1,660.59 square metres (17,875 square feet) of office space be approved with the following terms and conditions:
- i) The term is for a period of five years commencing January 1, 2022 and ending December 31, 2026;
 - ii) The annual rental rate for the five-year term is \$160,875.00* based on a rate of \$96.88* per square metre (\$9.00* per square foot) per annum;
 - iii) The Regional Municipality of Durham will continue to be responsible for all operating costs for the leased premises including utilities, janitorial services, security, and its proportionate share of common area maintenance costs
 - iv) The Regional Municipality of Durham will remain responsible for its proportionate share of property taxes which is estimated to be \$42,918 per annum;

- v) The Regional Municipality of Durham will have the option to extend the lease for an additional five years, under the same terms and conditions subject to the rental rate being negotiated, as well as the option to terminate the lease after three years; and
 - B) That the Regional Chair and Clerk be authorized to execute all documents associated with this Lease Agreement.
-

Report:**1. Purpose**

- 1.1 The purpose of this report is to obtain approval to extend the lease with 447110 Ontario Limited as per the terms and conditions outlined herein. Dollar amounts followed by an asterisk (*) are before applicable taxes.

2. Background

- 2.1 Social Services Department, Income and Employment Support division has leased the space at 140 Commercial Avenue, in the Town of Ajax since November 1st, 1991. Subsequent expansions have resulted in Social Services occupying 126 and 138 Commercial Avenue. The current lease expires December 31st, 2021.
- 2.2 The subject facility contains approximately 1,660.59 square metres (17,875 square feet) of office space. The rental rate for the current lease is \$9.00* per square foot.
- 2.3 The original lease was for a period of five years, from November 1st, 1991 to November 30th, 1996. Regional Municipality of Durham (Region) Council's last approved renewal of the lease at this location was for a five-year term starting January 1st, 2017 and ending December 31st, 2021.

3. Renewal of Lease

- 3.1 The proposed extension of Lease Agreement is for a term of five years commencing January 1st, 2022 and ending December 31st, 2026. The Region will have the option to extend the lease for an additional five years, under the same terms and conditions subject to the rental rate being negotiated. The Region will also have the option of early termination of the lease after three years.

- 3.2 The proposed annual rental rate for the term of the lease remains the same as the current annual rental rate of \$160,875.00* payable in monthly instalments of \$13,406.25* based on a rate of \$96.88* per square metre (\$9.00* per square foot) per annum.
- 3.3 The Region will continue to be responsible for all operating costs for the leased premises including the maintenance of the HVAC system, together with common area maintenance costs estimated at \$245,840 per annum.
- 3.4 The Region will remain responsible for its proportionate share of property taxes which is estimated to be \$42,918 per annum.

4. Financial Implications

- 4.1 Financing of this Extension of Lease Agreement will continue to be provided within the Social Services Business Plans and Budgets.
- 4.2 Since approval of this agreement requires a long-term financial obligation for which payment is required beyond the term for which Council was elected, the Regional Treasurer has updated the Region's financial debt and obligation limit. In accordance with Section 4 of the Ontario Regulation 403/02, the Region's Treasurer has calculated an updated long-term debt/financial limit and has determined that the limit has not been exceeded. Therefore, this lease extension does not require the approval of the Local Planning Appeal Tribunal.

5. Relationship to Strategic Plan

- 5.1 This report aligns with the following strategic goals and priorities in the Durham Region Strategic Plan:
- (a) Goal # 2: Community Vitality
 - 2.4 To support a high quality of life for all through human services Delivery
 - (b) Goal #4: Social Investment
 - 4.2 Build awareness and community capacity to address poverty
 - 4.4 Expand access to existing life stabilization programs
 - (c) Goal #5: Service Excellence
 - 5.1 Optimize resources and partnerships to deliver exceptional quality services and value
 - 5.2 Collaborate for a seamless service experience

6. Conclusion

- 6.1 Social Services Department has advised that they wish to renew the lease at 126, 138, and 140 Commercial Avenue in the Town of Ajax. It is recommended that the Extension of the Lease Agreement be approved based on the above noted terms and conditions.
- 6.2 This report has been reviewed by the Finance Department.
- 6.3 For additional information, contact Jenni Demanuele, Director, Business Services, at 905-668-7711, extension 3456.

Respectfully submitted,

Original signed by:

Susan Siopis, P.Eng.
Commissioner of Works

Recommended for Presentation to Committee

Original signed by:

Elaine C. Baxter-Trahair
Chief Administrative Officer

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 3540.



The Regional Municipality of Durham Report

To: Works Committee
From: Commissioner of Works
Report: #2021-W-48
Date: December 8, 2021

Subject:

Amendment and Extension of Lease Agreement with 2381502 Ontario Inc., Operating as Midtown Centre for Premises occupied by Social Services Department, Income & Employment Support Division, located at 200 John Street in the City of Oshawa

Recommendations:

That the Works Committee recommends to Regional Council:

- A) That the Amendment and Extension of Lease Agreement with 2381502 Ontario Inc, for premises located at 200 John Street in the City of Oshawa, containing approximately 1,755.21 square metres (18,893 square feet) of office space and 235.87 square metres (2,540 square feet) of storage space be approved with the following terms and conditions:
- i) The term is for a period of five years commencing January 1st, 2022 and ending December 31st, 2026;
 - ii) The annual rental rate for the five-year period is \$282,502* based on a rate of \$150.69* per square metre (\$14.00* per square foot) per annum for the office space, and \$76.21* per square metre (\$7.08* per square foot) per annum for the storage space;
 - iii) The Regional Municipality of Durham will be responsible for all operating costs for the leased space including utilities, security and its proportionate share of the common area maintenance costs;

- iv) The Regional Municipality of Durham will remain responsible for its proportionate share of property taxes which is estimated to be \$32,185 per annum.
 - v) The Regional Municipality of Durham have the option to renew the lease for an additional two years subject to the same terms and conditions save and except the rental rate to be negotiated, upon providing six months prior written notice; and
- B) That the Regional Chair and Clerk be authorized to execute all documents associated with this Lease Agreement.
-

Report:**1. Purpose**

- 1.1 The purpose of this report is to obtain approval for the Amendment and Extension of the lease with 2381502 Ontario Inc. as per the terms and conditions outlined herein. Dollar amounts followed by an asterisk (*) are before applicable taxes. Cost per square metre/square foot may not be exact due to rounding.

2. Background

- 2.1 Social Services Department, Income and Employment Support division has leased this space at 200 John Street, in the City of Oshawa since January 1st, 2017. The current lease expires December 31st, 2021.
- 2.2 The subject facility contains approximately 1,755.21 square metres (18,893 square feet) of office space and 235.87 square metres (2,540 square feet) of storage space. The rental rate for the current lease is \$14.00* per square foot for the office space and \$6.00* per square foot for the storage space.

3. Amendment and Extension of Lease

- 3.1 The proposed amendment and extension agreement is for a term of five years commencing on January 1st, 2022 and ending December 31st, 2026. The Region will have the option to extend the lease for an additional two years, under the same terms and conditions subject to the rental rate being negotiated.
- 3.2 The proposed annual rental rate for the term of the lease is \$282,502* payable in monthly installments of \$23,542* based on a rate of \$150.69* per square metre (\$14.00* per square foot) per annum for the office space and \$76.21* per square metre (\$7.08* per square foot) per annum for the storage space. There is no

change to the rental rate for the office space, however, there is an increase of \$1.08* per square foot for the storage space compared to the previous agreement. The new rate for the storage space was calculated based on a revised storage space from 3,000 square feet to 2,540 square feet. The change to the size of the storage space was at the request of the Region to remove the emergency exit stairwell from the leased area calculation and limit the Region's liability for its use. The actual storage area used by the Region did not change.

- 3.3 The Region will remain responsible for all operating costs for the leased space including utilities, security, and its proportional share of common area maintenance costs estimated at \$199,250 per annum.
- 3.4 The Region will remain responsible for its proportionate share of property taxes of approximately \$32,185 per annum.

4. Financial Implications

- 4.1 Financing of this Amendment and Extension of the Lease will continue to be provided within the annual Social Services Business Plans and Budgets.
- 4.2 Since approval of this lease renewal requires a long-term financial obligation for which payment is required beyond the term for which Council was elected, the Regional Treasurer has updated the Region's financial debt obligation and obligation limit. In accordance with Section 4 of the Ontario Regulation 403/02, the Region's Treasurer has calculated an updated long-term debt/financial limit and has determined that the limit has not been exceeded. Therefore, this lease extension does not require the approval of the Local Planning Appeal Tribunal.

5. Relationship to Strategic Plan

- 5.1 This report aligns with the following strategic goals and priorities in the Durham Region Strategic Plan:

- (a) Goal # 2: Community Vitality

- 2.4 To support a high quality of life for all through human services Delivery.

- (b) Goal #4: Social Investment

- 4.2 Build awareness and community capacity to address poverty
 - 4.4 Expand access to existing life stabilization programs

(c) Goal #5: Service Excellence

5.1 Optimize resources and partnerships to deliver exceptional quality services and value

5.2 Collaborate for a seamless service experience

6. Conclusion

- 6.1 Social Services Department has advised that they wish to renew the lease at 200 John Street, in the City of Oshawa. It is recommended that the Amendment and Extension of the Lease Agreement be approved based on the above noted terms and conditions.
- 6.2 This report has been reviewed by Finance Department.
- 6.3 For additional information, contact Jenni Demanuele, Director, Business Services, at 905-668-7711, extension 3456.

Respectfully submitted,

Original signed by:

Susan Siopis, P.Eng.
Commissioner of Works

Recommended for Presentation to Committee

Original signed by:

Elaine C. Baxter-Trahair
Chief Administrative Officer



The Regional Municipality of Durham Report

To: Works Committee
From: Commissioner of Works
Report: #2021-W-49
Date: December 8, 2021

Subject:

Approval of Lease Agreement with Whitby Professional Centre for use by the Health Department, Located at 10 Sunray Street, Unit 23, in the Town of Whitby

Recommendations:

That the Works Committee recommends to Regional Council:

- A) That the Lease Agreement with Whitby Professional Centre, for premises located at 10 Sunray Street, Unit 23, in the Town of Whitby, containing approximately 255.95 square metres (2,755 square feet) of office space be approved with the following terms and conditions:
- i) The lease term is for three years, two and a half months commencing January 15, 2022, and ending March 31, 2025.
 - ii) The annual rental rate for the lease term is \$48,000.00* based on a rate of \$4,000.00* per month.
 - iii) The lease is based on a gross rate that includes the Region's proportionate share of realty taxes, condominium fees, building insurance, utilities, and management fees if any.
 - iv) The Regional Municipality of Durham will have the option to renew the lease for an additional two years subject to the same terms and conditions save and except the rental rate to be negotiated, upon providing six months prior written notice; and,

- B) That the Regional Chair and Clerk be authorized to execute all documents associated with this Lease Agreement.
-

Report:

1. Purpose

- 1.1 The purpose of this report is to obtain approval to execute the lease with Whitby Professional Centre as per the terms and conditions outlined herein. Dollar amounts followed by an asterisk (*) are before applicable taxes.

2. Background

- 2.1 The Health Department has been using various offices and spaces at the Regional Headquarters such as a vacant courtroom, the cafeteria, large meetings rooms and hallways to store pandemic supplies since the start of the COVID 19 pandemic. With Regional employees preparing to return to work, these spaces will no longer be available to the Health Department and alternate storage space for these supplies is required.
- 2.2 The Health Department advised that they will be storing PPE and other pandemic supplies for the long term, which need to be stored in clean, temperature-controlled environments. Health Department staff have determined that it is more cost-effective for the Region to store the excess supplies in the event the pandemic lingers or there is another emergency, given that issues are being experienced globally with the supply chain for pandemic supplies. For logistics, the items need to be within close proximity to Regional Headquarters, effectively limiting the number of suitable spaces available.
- 2.3 To locate space for the storage of pandemic supplies, Real Estate staff reviewed various Regional facilities, however, nothing suitable was available to meet the Health Departments' requirements. Real Estate staff searched for commercial storage spaces, which was limited due to the size of space and storage conditions necessary. Retail space that was considered included a 3,963 sq. ft. unit at 701 Rossland Road East for \$19.00 per square foot or \$75,297 per annum/\$6,274 per month. Commercial storage units were also considered, with units as large as 412.5 sq. ft. at a cost of \$11,568 per annum/\$964 per month plus taxes considered. These units were not only unavailable, but more costly than other identified alternatives. To lease multiple storage units would not be cost effective.

- 2.4 Suitable space was identified at 10 Sunray Street, Unit 23, Whitby, that will meet the needs of the Health Department and would be a viable solution for the short and medium-term. Relocating the supplies to this location will provide a good time horizon for the Health Department to identify more suitable space and resolve the issue of having nowhere to store the PPE and pandemic supplies in the medium term.
- 2.5 The subject facility contains approximately 255.95 square metres (2,755 square feet) of space, finished with several small offices, a large boardroom, a reception area, a small lunch/kitchen area, and two bathrooms. The rental rate for the lease will be \$4,000.00* per month gross or \$187.54* per square metre (or \$17.42* per square foot) per annum.

3. Terms of Lease

- 3.1 The proposed Lease agreement is for three years, two and a half months, commencing January 15, 2022, and ending March 31, 2025. The Regional Municipality of Durham (Region) will have the option to renew the lease at the end of the term, under the same terms and conditions subject to the rental rate being negotiated.
- 3.2 The proposed annual rental rate for the term of the lease is \$48,000.00* payable in monthly instalments of \$4,000.00*, the equivalent of approximately \$187.54 per square metre (or \$17.42 per square foot) per annum gross; with the first rent being half month rent of \$2,000.00*.
- 3.3 The agreed upon lease rate is gross and includes the Region's proportionate share of realty taxes, condominium fees, building insurance, utilities, and management fees if any.

4. Financial Implications

- 4.1 Financing for this Lease Agreement and any costs related to the installation of Regional security measures (card readers, alarms, etc.) will be requested in the 2022 proposed Health Department Business Plans and Budgets, net of pandemic related subsidies from senior governments, where applicable.
- 4.2 Since the approval of this lease renewal requires a long-term financial obligation for which payment is required beyond the term for which Council was elected, the Regional Treasurer has updated the Region's financial debt and obligation limit. In accordance with Section 4 of the Ontario Regulation 403/02, the Region's Treasurer has calculated an updated long-term debt/financial limit and has

determined that the limit has not been exceeded. Therefore, this lease extension does not require the approval of the Local Planning Appeal Tribunal.

5. Relationship to Strategic Plan

5.1 This report aligns with the following strategic goals and priorities in the Durham Region Strategic Plan:

(a) Goal # 2: Community Vitality

2.2 Enhance community safety and well-being

2.4 To support a high quality of life for all through human services delivery

(b) Goal #5: Service Excellence

5.1 Optimize resources and partnerships to deliver exceptional quality services and value

5.2 Collaborate for a seamless service experience

6. Conclusion

6.1 The Health Department has advised that they wish to lease the premises at 10 Sunray Street, Unit 23, in the Town of Whitby. We recommend that the Lease Agreement be approved based on the above-noted terms and conditions.

6.2 This report has been reviewed by the Finance Department.

6.3 For additional information, contact Jenni Demanuele, Director, Business Services, at 905-668-7711, extension 3456.

Respectfully submitted,

Original signed by:

Susan Siopis, P.Eng.
Commissioner of Works

Recommended for Presentation to Committee

Original signed by:

Elaine C. Baxter-Trahair
Chief Administrative Officer

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 3540.



The Regional Municipality of Durham Report

To: Works Committee
From: Commissioner of Works
Report: #2021-W-50
Date: December 8, 2021

Subject:

Unbudgeted Capital Acquisition of Vehicle and Equipment Training Simulators

Recommendations:

That the Works Committee recommends to Regional Council:

- A) That the unbudgeted capital acquisition of two vehicle and equipment training simulators and ancillary equipment with an estimated value of \$650,000 be approved; and,
 - B) That financing for the unbudgeted capital acquisition of the vehicle and equipment training simulators and ancillary equipment be provided from surplus funds available from the provision for Technical Training within 2021 Works Department Business Plans and Budgets for Depot Operations (funded proportionally in accordance with the 2021 budget between General Tax, Water Supply and Sanitary Sewer) in the amount of \$650,000.
-

Report:

1. Purpose

- 1.1 The purpose of this report is to provide details and seek Regional Municipality of Durham (Region) Council approval to utilize unused operating funds in the 2021 Works Department Business Plans and Budgets for Technical Training in Depot

Operations to purchase two vehicle and equipment training simulators and a mobile trailer.

2. Background

- 2.1 The Works Department's Maintenance Operations Division is responsible for ensuring that drivers of all fleet vehicles are trained and competent to drive and/or operate the equipment they are assigned, in accordance with the requirements of the Highway Traffic Act. This equipment ranges from cars to pickup trucks or heavy pieces of equipment such as a snowplough or grader.
- 2.2 Training is delivered through scheduled courses and can entail an employee in the vehicle with an instructor outside providing direction or the employee driving with an instructor in the passenger seat giving instructions, such as with the snowplough training or in-cab assessments. This practical training is combined with in-class sessions to offer a comprehensive operator training program.
- 2.3 In 2020, a proposal to implement driver training using simulators was submitted to the Sparking Region Innovation program. This program is an internal initiative to encourage the exploration of creative solutions and to advance those initiatives selected by the staff committee. Although the proposal submitted for the simulator training was not ultimately selected to advance in the program, the merits of the initiative were noted, and the potential to partner with Ontario Tech University to use their simulator was suggested.
- 2.4 Staff subsequently explored a partnership opportunity with Ontario Tech University, which quoted a price of \$700 per hour for use of their simulator. When the volume of training required by the Region was considered at the quoted cost, staff concluded that the acquisition of a simulator for internal operator training would be more cost-effective.

3. Justification

- 3.1 Vehicle and equipment training simulators are capable of recording operator reaction and response times and provide after-action reviews that highlight performance improvement areas for each driver. This training approach improves the driver's critical driving skills, enhances decision-making abilities, and increases the safety of staff and the community. The use of driving simulators supports the Region's Vision Zero Road Safety objectives and provides a more

robust and timely training program for new employees and regular refresher training for long-term staff.

3.2 In addition to the training benefits, vehicle and equipment training simulators help promote environmental sustainability and program effectiveness by:

- Reducing greenhouse gases while training in a virtual environment which reduces the impacts on the environment related to the use of vehicles and equipment;
- Limiting fuel consumption for equipment and vehicles with increased hours of simulator training, reducing operating costs; and
- Reducing wear and tear on vehicles and equipment, resulting in less maintenance and longer productive life cycles. The cost of floating equipment on a flatbed trailer to training sites and other related costs are also avoided with the use of simulators.

4. Financial implications

- 4.1 Section 14.2.2 of the Region's Budget Management Policy requires the approval of the Treasurer, CAO, the applicable Standing Committee and Regional Council where unbudgeted capital expenditures in excess of \$50,000 are to be incurred.
- 4.2 The estimated total project cost to procure and install the vehicle and training simulators and ancillary equipment is approximately \$650,000. This includes the supply and installation of vehicle and equipment simulators, the costs associated with the design and installation of the simulators into a mobile trailer unit, train the trainer sessions from the vendor and one (1) year of operation and licensing.
- 4.3 Financing for the two simulators and a mobile trailer can be provided from the reallocation of funds approved for technical training in the 2021 Works Department Business Plans and Budgets for Depot Operations (funded proportionally in accordance with the 2021 budget between General Tax, Water Supply and Sanitary Sewer). Due to the ongoing COVID-19 pandemic, only mandatory training for staff to maintain their credentials required to maintain Regional infrastructure and remain compliant with legislation was undertaken.
- 4.4 The Purchasing Section of the Finance Department will follow the approved procurement process to acquire the simulators, ancillary equipment and services.

- 4.5 Financing for the ongoing support and maintenance costs to be determined through the tender process will be included in future years' Business Plans and Budgets for operations.
- 4.6 Through ownership of the simulators, there is an opportunity to rent the simulators out for use by other agencies or local municipal partners using the existing simulator programs. For other program areas within the Region such as Durham Region Police Service, packages are available and can be purchased should there be an interest in leveraging this technology for training purposes.

5. Relationship to Strategic Plan

- 5.1 This initiative aligns with the following strategic goals, values and priorities in the Durham Region Strategic Plan:

Goal 1: Environmental Sustainability

- 1.1 Accelerate the adoption of green technologies and clean energy solutions through strategic partnerships and investment
- 1.4 Demonstrate leadership in sustainability and addressing climate change

Goal 2: Community Vitality

- 2.2 Enhance community safety and well-being

Goal 3: Service Excellence

- 5.1 Optimize resources and partnerships to deliver exceptional quality services and values
- 5.2 Collaborate for a seamless service experience
- 5.3 Demonstrate commitment to continuous quality improvement and communicating results
- 5.4 Drive organizational success through innovation, a skilled workforce, and modernized services

6. Conclusion

- 6.1 Vehicle and equipment training is critical and necessary in the delivery of services in the Works Department. In-person, in vehicle training presents some risks and has cost impacts as well as negative impacts to the climate in terms of emissions.

- 6.2 By utilizing the simulators, training can be provided effectively to vehicle and equipment operators and individual performance can be evaluated more objectively. Specific training plans for each employee can be developed based on their individual needs and results, with the opportunity for self-directed training utilizing the simulators. The use of simulators provides a risk-free training environment and will result in cost savings related to operator training overall.
- 6.3 This report has been reviewed by the Finance Department.
- 6.4 For additional information, contact Eric Lamain, Manager, Maintenance Operations, at 905-668-7711, extension 3534.

Original signed by:

Susan Siopis, P.Eng.
Commissioner of Works

Recommended for Presentation to Committee

Original signed by:

Elaine C. Baxter-Trahair
Chief Administrative Officer

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 3540.



The Regional Municipality of Durham Report

To: Works Committee
From: Commissioner of Works
Report: #2021-W-51
Date: December 8, 2021

Subject:

Works Department – 2022 Water Supply and Sanitary Sewerage Systems Business Plans and Budgets

Recommendation:

That the Works Committee recommends to the Finance and Administration Committee for subsequent recommendation to Regional Council that the Works Department's portion of the 2022 Water Supply System and Sanitary Sewerage System Business Plans and Budgets be approved.

Report:

1. Purpose

- 1.1 The purpose of this report is to obtain Works Committee concurrence of the 2022 Business Plans and Budgets for the Works Department's portion of the Water Supply System and Sanitary Sewerage System. The Works Department's 2022 Business Plans and Budgets will be referred to the Finance and Administration Committee for consideration during deliberations of the 2022 Consolidated Business Plans and Budgets for the Water Supply and the Sanitary Sewerage Systems.

2. Overview

- 2.1 The Works Department's portion of the 2022 Water Supply System and Sanitary Sewerage System Business Plans and Budgets supports and advances the goals of the Regional Municipality of Durham's (Region) Strategic Plan, namely:
- Goal 1: Environmental Sustainability
 - Goal 2: Community Vitality
 - Goal 3: Economic Prosperity
 - Goal 4: Social Investment
 - Goal 5: Service Excellence
- 2.2 The recommended Works Department's portion of the 2022 Water Supply System and Sanitary Sewerage System Business Plans and Budget includes \$419.5 million in gross expenditures (Water Supply System \$179.0 million and Sanitary Sewerage System \$240.5 million) requiring \$195.9 million in user rate revenue (\$101.5 million Water Supply System and \$94.4 million Sanitary Sewerage System) with remaining funded by program fees, development charges, recovery from the Regional Municipality of York and reserve funds.
- 2.3 The recommended Works Department's portion of the 2022 Water Supply System and Sanitary Sewerage System Business Plans and Budgets provides operating and capital funding for the following items:

Water Supply:

- Maintenance Operations
 - (a) Watermain Cleaning and Repairs
 - (b) Valve and Hydrant Maintenance
 - (c) Water Connection Maintenance
 - (d) Water Meter Repair and Testing
 - (e) Depot Operations
- Water Supply Plant Operations:
 - (a) Plants East
 - (b) Plants Central
 - (c) Plants North

(d) Sunvalley Private Water System

(e) Supervisory Control and Data Acquisition (SCADA) Systems

- Engineering and Staff Support
- Facilities Management
- Administration
- Water Supply System portion of Headquarters Shared Costs

Sanitary Sewerage:

- Maintenance Operations
 - (a) Sewer Cleaning and Repairs
 - (b) Sewer Connection Maintenance
 - (c) Depot Operations
- Water Pollution Control Plant Operations:
 - (a) Plants and Pumping Stations
 - (b) Duffin Creek Water Pollution Control Plant
- Regional Environmental Laboratory
- Engineering and Staff Support
- Facilities Management
- Administration
- Sanitary Sewerage portion of Headquarters Shared Costs

3. Previous Reports and Decisions

- 3.1 Report #2020-W-53, approved by Regional Council on December 16, 2020, approved the Works Department's 2021 Water Supply and Sanitary Sewerage Business Plans and Budgets.

4. Employments Lands Servicing

- 4.1 In September 2020, Regional Council approved the initiation of several projects related to the pre-servicing of employment lands as designated in the Region's Official Plan. Since that time private sector market activity and planning activity associated with the Region's Municipal Comprehensive Review has occurred. The following provides an update on the projects related to employment lands servicing.

Northwood Business Park

- 4.2 The City of Oshawa has confirmed that they will be proceeding with the reconstruction of Thornton Road north of Conlin Road in 2023. Detailed design for the project has commenced at the City of Oshawa and the Region has also initiated the detailed design of the watermain and sanitary sewer extensions on Thornton Road.
- 4.3 In association with the Region's Zone 3 feedermain project along Conlin Road in this area, which is being constructed in 2022, the sanitary sewer is being extended on Thornton Road, south of Conlin Road to service employment lands and the active distribution centre construction at the north east corner of Garrard Road and Conlin Road in the Town of Whitby.

Bowmanville Employment Lands

- 4.4 In the spring of 2021, the Region initiated the detailed design of the Port Darlington Trunk Sanitary Sewer which will eventually provide servicing to the eastern portion of the Bowmanville urban area including employment lands. Engineering and approvals are estimated to be completed in 2023. This project involves a large diameter trunk sanitary sewer, major tunnel crossings including Highway 401 and railways. Construction funding has been included in the capital forecast and is subject to future budget approval.

West Whitby Employment Lands

- 4.5 A portion of employment lands on the north side of Dundas Street, Highway 2 and west of Highway 412 requires sanitary sewer servicing. The detailed design of a sanitary sewer crossing Highway 412 and along Highway 2 is being coordinated with the Bus Rapid Transit project being constructed along this main transportation corridor. The detailed design assignment of the transportation works and the sanitary sewer were awarded in 2021. Construction of the BRT and sanitary sewer project has been included in the capital forecast in 2024 and is subject to future budget approval.

Beaverton Concession 5 Lands

- 4.6 A private developer has initiated the engineering design of watermain and sanitary sewer on Concession Road 5 in association with the proposed development of subdivision lands adjacent to Concession Road 5. The Region will be cost sharing in the proposed watermain and sanitary sewer based on the Regional Share policy for oversizing of services as approved in the Region's Development Charges Study.

It is estimated that these services will be constructed in 2022 subject to the implementation by the developer.

Beaverton Employment Lands

- 4.7 A Terms of Reference is being developed to undertake a Class Environmental Assessment to determine a sanitary servicing strategy for employment lands which will include a new sanitary sewage pumping station and associated works. This assignment involves a Request for Proposals which is anticipated to be awarded in the spring of 2022. The Class EA and land acquisition will likely require approximately 2 years to complete. Construction will follow the completion of the detailed design, currently reflected in the capital forecast and subject to future budget approval.

Port Perry Employment Lands

- 4.8 A Terms of Reference is being developed to undertake a Class Environmental Assessment to determine a sanitary servicing strategy for employment lands which will include a new sanitary sewage pumping station and associated works. This assignment involves a Request for Proposals which is anticipated to be awarded in the spring of 2022. The Class EA and land acquisition will likely require approximately 2 years to complete. Construction will follow the completion of the detailed design, currently reflected in the capital forecast and subject to future budget approval.

Brooklin Employment Lands

- 4.9 The Town of Whitby and a developer have hired a consultant to complete the detailed design of the mid-block collector road and associated servicing.
- 4.10 In addition, a new private developer has acquired a large section of employment lands in this area, on the north side of Conlin Road. The developer is beginning the planning, design and construction process for servicing.

Ajax Downtown Employment Area

- 4.11 In consultation with staff from the Town of Ajax, detailed design for the extension of Hunt Street may commence in 2023. Construction would occur beyond 2026 subject to receipt of approvals and future budget funding. The Region has made an allowance for engineering related to the watermain and sanitary sewer extensions for Hunt Street. Construction is subject to the completion of the detailed design and future funding approval within the capital budgets for both the Region and Ajax. An

allowance has been included in the Region's capital forecast and is subject to future funding approval.

5. 2021 Accomplishments

5.1 Regional water supply and sanitary sewerage systems continue to provide safe drinking water and protect the water environment. Quality and environmental management systems support and integrate operations to meet regulatory performance requirements. The following metrics provide a demonstration of the system performance objectives in 2021:

- No Boil Water Advisory days
- 99.9 per cent compliance of drinking water test results
- No sanitary sewage by-pass events
- 100 per cent compliance of wastewater effluent results to protect water environment

5.2 The capital water supply and sanitary sewerage programs support the Region's Strategic Plan goals. The following highlights the detailed design and construction of some of the major projects commenced in 2021:

- 21 water supply and sanitary sewerage projects;
- Total project value implemented of approximately \$ 48.2 million;
- Cochrane Street Sanitary Sewage Pumping Station odour control upgrades, Whitby – construction has commenced with completion target of January 2023;
- Courtice Sanitary Trunk Sewer on Townline Rd. from Coldstream Drive to Beatrice Street, Oshawa/Clarington – construction has commenced with completion target of July 2022;
- Mullberry Lane Sanitary Sewage Pumping Station and forcemain, Pickering – construction has commenced with completion target of March 2023
- Liverpool Road Sanitary Sewage Pumping Station Generator Replacement, Pickering detailed design completed, construction commence work order January 2022 with completion target of August 2024;

- Cannington Water Supply System new well and pumphouse with standby power, Brock - detailed design completed, tender in progress and construction commencement 2022
- 5.3 The modernization of data management continues at the Duffin Creek Water Pollution Control Plant with a focus on solids management operations in 2022. A similar data management modernization continues to be phased in the Plant Operations division for water supply and sanitary sewerage service areas.
- 5.4 The implementation of the Enterprise Maintenance Management System is ongoing. Plant operations and infrastructure maintenance groups will be going live on the new system, Maximo, in the spring of 2022.

6. 2022 Priorities and Highlights

- 6.1 To maintain sustainable and compliant water supply and sanitary sewerage systems, the 2022 capital program includes items with a total estimated project value for implementation of approximately \$267.1 million such as:
- Planning, detailed design and construction of 11.1 kilometres (km) of linear pipe and six vertical facilities as identified within the Asset Management Plan;
 - Planning, detailed design and construction of 9.2 km of linear pipe in co-ordination with Regional and Municipal road programs; and
 - Phased regulatory works to continue related to Technical Standards and Safety Authority (TSSA) fuel tank replacement/upgrades in 2022-2023.
- 6.2 Works staff, in conjunction with utility finance, are initiating a three-year project starting in 2022 to retrofit existing water meters with radio frequency remote reading devices (RF) to eliminate manual meter readings. The total estimated cost of this initiative over the three period is \$10.0 million to be funded from the Water Rate Stabilization Reserve Fund and is included in the Utility Finance portion of the Consolidated Water Supply and Sanitary Sewerage Business Plans and Budget. This is a significant enhancement from a customer service perspective and has been much anticipated as the follow up step to the MyDurhamWater project.
- 6.3 A total of 16.52 new full-time equivalent employees (FTEs) are proposed in 2022. These positions represent new permanent resources to support the delivery of capital projects and operating activities. The cost of some of these positions is allocated at varying levels to capital projects or maintenance activities:

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| • Two (2) Senior Project Coordinators – Plant/Vertical Construction (costs are shared with Water Supply, Sanitary Sewerage and Works General Tax) | 1.284 FTE |
| • Project Engineer in Environmental Services Design (costs are shared with Water Supply and Sanitary Sewerage) | 1.000 FTE |
| • Project Manager – EMMS (costs are shared with Water Supply, Sanitary Sewerage, Works General Tax and Waste Management) | 0.650 FTE |
| • Business Analyst – EMMS (costs are shared with Water Supply, Sanitary Sewerage, Works General Tax and Waste Management) | 0.650 FTE |
| • Leasing Specialist – Corporate Real Estate (costs are shared with Water Supply, Sanitary Sewerage, Works General Tax and Waste Management) | 0.360 FTE |
| • Works Technician 5 in Engineering Planning and Studies | 1.000 FTE |
| • Limnologist/Hydrologist in Technical Support | 1.000 FTE |
| • Senior Project Coordinator in Facilities Design, Construction and Asset Management (costs are shared with Water Supply, Sanitary Sewerage, Works General Tax and Waste Management) | 0.657 FTE |
| • Policy Analyst in Facilities Design, Construction and Asset Management (costs are shared with Water Supply, Sanitary Sewerage, Works General Tax and Waste Management) | 0.657 FTE |
| • System Mechanic in Facilities Maintenance and Operations (costs are shared with Water Supply, Sanitary Sewerage, Works General Tax and Waste Management) | 0.657 FTE |
| • Works Technician 5 in Facilities Maintenance and Operations (costs are shared with Water Supply, Sanitary Sewerage, Works General Tax, and Waste Management) | 0.657 FTE |
| • Security Operations Technician 3 in Facilities Maintenance and Operations (costs are shared with Water Supply, Sanitary Sewerage, Works General Tax and Waste Management) | 0.657 FTE |
| • Mobile Maintenance Mechanic in Facilities Maintenance and Operations (costs are shared with Water Supply, Sanitary Sewerage, Works General Tax and Waste Management) | 0.657 FTE |

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| • Clerk 3 at the Courtice Water Pollution Control Plant | 1.000 FTE |
| • Maintenance Operator (WPCP) (Electrical) | 1.000 FTE |
| • Maintenance Operator (WSP) (Control Room) | 1.000 FTE |
| • SCADA Technologist | 3.000 FTE |
| • District Technician – Depot Operations (costs are shared with Water Supply, Sanitary Sewerage and Works General Tax) | 0.634 FTE |

7. 2022 Risks and Uncertainties

7.1 Areas of potential risks that could impact the operating and capital budgets of the Works Department include:

- Inflation and commodity price fluctuations may place increased pressure on operating programs and capital projects.
- Changes in local market demands for engineering and construction services can impact industry capacity for infrastructure projects.
- Changes related to legislation and regulations from provincial and federal approval agencies.
- Revenue/Funding pressures (e.g. provincial/federal infrastructure programs which require matching Regional investment).
- Operating Pressures, such as:
 - (a) Growth across the Region, which includes development of several new communities in Seaton, West Whitby, North Oshawa, Bowmanville and Newcastle Village, will increase the demand for services to support residents and businesses as well as the operational and maintenance requirements for Regional infrastructure;
 - (b) Ensuring sufficient staff resources to deliver a growing capital program is necessary to avoid impacts to the delivery schedules of projects or delays in response times for reactive maintenance activities; and
 - (c) Changing and unpredictable weather patterns impact treatment operations as well as preventative and reactive maintenance activities for the Regional Water Supply and Sanitary Sewerage linear infrastructure network.

8. Future Budget Pressures

8.1 Items proposed in the 2022 Works Department Water Supply System and Sanitary Sewerage System Budgets will result in impacts to the 2023 budget, including:

Annualization of new positions proposed in 2022

- Water Supply \$529,300
- Sanitary Sewerage \$412,500

8.2 Looking forward over the next four years, the following significant budget pressures include:

- Growth Requirements:
- Increased demands for infrastructure maintenance;
- Operating costs related to major facility expansions including:
 - (a) Newcastle Water Pollution Control Plant and Sanitary Sewage Pumping Station;
 - (b) Newcastle Water Supply Plant;
 - (c) Zone 4 (Seaton) Reservoir and Water Pumping Station;
 - (d) Zone 1 (Bowmanville) Reservoir and Water Pumping Station;
 - (e) New Well and Treatment in Port Perry;
 - (f) Whitby Water Supply Plant expansion;
 - (g) Zone 4 (Whitby) Reservoir and Water Pumping Station;
 - (h) New water pollution control plants in Sunderland and Cannington; and
 - (i) Zone 4 (Oshawa) Reservoir and Water Pumping Station;
 - (j) Increased equipment requirements to service and maintain growing infrastructure; and
 - (k) Increased capital infrastructure including pre-servicing of employment lands and new or expanding facilities to accommodate and service growth and development.
- The Region has been collecting development charges to help finance the growth portion of these large infrastructure expansion projects. It is projected that these reserve funds will be drawn down significantly over the next five years. Additional information on the Consolidated 2022

Capital Budget and Nine-Year Forecast for Water Supply and Sanitary, including financing plan will be included in Report 2021-F-34 being presented to Finance and Administration Committee at their December 14, 2021 meeting.

- Asset Management and Infrastructure Requirements:
- Refurbishment of existing Water Supply and Water Pollution Control Plants and Maintenance Operations Depots;
- Maintenance and replacement of building elements such as roofing, windows, etc. with enhancements to reduce energy consumption and carbon emissions; and
- Rehabilitation and replacement of linear water and sanitary sewerage infrastructure.
- Legislative and Regulatory Requirements:
 - (a) The Ministry of the Environment, Conservation and Parks (MECP) is planning to initiate a review of the Lake Simcoe Protection Plan in 2021-2022 which may require future capital or operational changes to water pollution control plants in the Lake Simcoe watershed.
 - (b) Changes in Industry Canada regulations related to radio communications and related impacts to the Region's SCADA system.
 - (c) The MECP has undertaken a modernization of the Environmental Compliance Approval process which may impact capital and operating costs for Regional facilities.
 - (d) Perfluoroalkyl (PFAS) substances are an emerging regulatory issue in Canada and the United States of America. The sources of PFAS substances can originate from fire-fighting foams, consumer products, packaging, landfills and industrial processes. The regulatory requirements for drinking water are developing and emerging as there is limited data on the substances. There is currently considerable variation in the magnitude of guidelines between regulatory agencies.
 - (e) Innovation, Science and Economic Development Canada (ISED) - Spectrum Management and Telecommunications is reviewing the potential of making adjustments to the radio frequencies that the

Region currently uses for the SCADA communications. If the proposed adjustments are made it would require modification to the Region's Wide Area Network base to a new frequency which would require significant changes to equipment at Regional facilities.

9. Conclusion

- 9.1 The recommended Works Department's portion of the 2022 Water Supply System and Sanitary Sewerage System Business Plans and Budgets can be financed from the proposed combined water and sanitary sewer user rate increase as detailed in Report #2021-F-35 – Recommended 2022 Water and Sanitary Sewer User Rates.
- 9.2 It is recommended that the Works Committee approve the Works Department's portion of the 2022 Water Supply System and Sanitary Sewerage System Business Plans and Budgets and forward this report to the Finance and Administration Committee for consideration during the budget deliberations of the 2022 Consolidated Business Plans and Budgets for the Water Supply System and the Sanitary Sewerage System.
- 9.3 This report has been reviewed by the Finance Department and the Commissioner of Finance concurs with the recommendation.
- 9.4 For additional information, contact: Jenni Demanuele, Director, Business Services, at 905-668-7711, extension 3456.

10. Attachments

- 10.1 Detailed 2022 Business Plans and Budgets for the Works Water Supply and Sanitary Sewerage Systems are available on-line through the link provided on the December 8, 2021 Works Committee agenda.

Respectfully submitted,

Original signed by:

Susan Siopis, P.Eng.
Commissioner of Works

Recommended for Presentation to Committee

Original signed by:

Elaine C. Baxter-Trahair
Chief Administrative Officer