



Town of Oakville Council

AGENDA

Date: Monday, September 19, 2022
Time: 6:30 p.m.
Location: Council Chamber

Town Hall is open to the public and live streaming video is available on oakville.ca/live.html or at the town's YouTube channel at <https://www.youtube.com/user/TownofOakvilleTV>. Information regarding written submissions and requests to delegate can be found at <https://www.oakville.ca/townhall/delegations-presentations.html>.

	Pages
1. O Canada	
2. Regrets	
3. Declarations of Pecuniary Interest	
4. Confirmation of Minutes of the previous Council Meeting(s)	
<i>Items 4.3 and 4.5 see addendum to be distributed.</i>	
<i>Item 4.4 see confidential addendum to be distributed.</i>	
4.1. Minutes of the Regular Session of Planning and Development Council, AUGUST 8, 2022	8 - 12
4.2. Minutes of the Regular Session of Council, AUGUST 9, 2022	13 - 22
4.3. Minutes of the Regular Session of Planning and Development Council, SEPTEMBER 6, 2022	
4.4. Confidential Minutes of the Closed Session of Planning and Development Council, SEPTEMBER 6, 2022	
4.5. Minutes of the Special Session of Planning and Development Council, SEPTEMBER 12, 2022	

5. Public Presentation(s)

There are no public presentations listed for this agenda.

6. Committee of the Whole

7. Consent Item(s)

Items 7.1, 7.3 and 7.9 see addendum to be distributed.

7.1. Staff Report – Corporate Policy Update – September 19, 2022

7.2. Application for Approval to Expropriate for the North Service Road Project – September 19, 2022, By-law 2022-090

23 - 41

Recommendation:

1. That Application be made by The Corporation of the Town of Oakville as expropriating authority to the Council of The Corporation of the Town of Oakville as approving authority for the approval to expropriate the lands identified in Appendix “A” (the “**Lands**”) required for the widening and reconstruction of a portion of North Service Road and Eighth Line, all in accordance with the *Expropriations Act*.
2. That staff serve and publish notice of the above Application in accordance with the terms of the *Expropriations Act* and all required documentation be executed by the Manager of Realty Services, Town Solicitor, CAO or any one of them.
3. That staff forward to the Ontario Land Tribunal any requests for a hearing that may be received.
4. That staff work with the affected owners to negotiate amicable agreements of purchase and sale where possible.
5. That staff be given authority to enter into amicable purchase agreements to acquire the Lands and the purchase agreements required to complete the acquisition be executed in accordance with By-Law 2013-057.
6. That the CAO be delegated authority to approve the compensation for the amicable agreements based on market value for these property interests, together with any other compensation for which the owners may be entitled to under the *Expropriations Act*, which shall not exceed \$600,000 in total per property (excluding legal and consulting costs), in accordance with the procedures set out in Appendix “B”.
7. That By-Law 2022-090, authorizing the bringing of an application to expropriate the Lands, be passed.

7.3. COVID-19 Recovery Action Plan

7.4. Renewal of Animal Control Contract with Oakville Milton Humane Society 42 - 62

Recommendation:

1. That the Animal Control Contract attached as Appendix A to the report from the Municipal Enforcement Services Department dated September 6, 2022, be approved.
2. That the contract between the Corporation of the Town of Oakville and the Oakville and Milton Humane Society be executed in accordance with By-law 2013-057.

7.5. By-law 2022-102 - A by-law to dedicate certain land as part of a public highway (Part 4, Plan 20R-21672, and Parts 4 and 5, Plan HR1780838 - Dante Court) 63 - 68

Recommendation:

That By-law 2022-102 - A by-law to dedicate certain land as part of a public highway (Part 4, Plan 20R-21672, and Parts 4 and 5, Plan HR1780838 - Dante Court) be passed.

7.6. June 30, 2022 Financial Results 69 - 94

Recommendation:

1. That the staff report dated September 6, 2022, entitled June 30, 2022 Financial Results from the Finance department, be received.
2. That the 2022 capital budget be amended to add \$504,000 to project 42102110 Accommodation Needs funded from the Capital Reserve for preliminary work required to implement a physical work environment that supports hybrid work styles.
3. That the 2022 capital budget be amended to add a new project in the amount of \$136,000 funded from the Building Maintenance reserve fund for design and consulting fees related to repairs needed at Wedgewood pool.
4. That \$448,600 for the Winter Recreation Strategy for the 2022/2023 season be approved to be funded from the Tax Stabilization reserve.

- 7.7. By-law 2022-111 - A by-law to dedicate certain land as part of public highway – (Part 10, Plan 20R-16898, and Part 11, Plan 20R-21375 – Oak Walk Drive)** 95 - 101

Recommendation:

That By-law 2022-111- A by-law to dedicate certain land as part of public highway – (Part 10, Plan 20R-16898, and Part 11, Plan 20R-21375 – Oak Walk Drive) be passed.

- 7.8. Digital Oakville 2022 Plan and Look Ahead** 102 - 118

Recommendation:

That the 2022 Digital Plan from the Strategy, Policy and Communications department, be received.

- 7.9. Capital Funding Request for Solar Photovoltaic (PV) Installation at Oakville Trafalgar Community Centre**

8. Confidential Consent Item(s)

There are no Confidential Consent Items listed for this agenda.

9. Discussion Item(s)

Item 9.4 see addendum to be distributed.

- 9.1. Community Energy Strategy Implementation Update** 119 - 134

Recommendation:

1. That the *Community Energy Strategy Implementation Update* be received.
2. That the Service Agreement (Appendix A) with Future Energy Oakville, including the commitment to add a budget request for funding in the amount of \$50,000 for the Town's financial contribution, be endorsed.

- 9.2. Downtown Cultural Hub Workplan Update 2022** 135 - 229

Recommendation:

1. That staff be directed to proceed with capital planning based on a dispersed model of new cultural facilities in the downtown area.
2. That staff be directed to include appropriate capital budget request for Council consideration in the 2023 budget process.

9.3. 2022 Oakville Municipal Development Corporation AGM, Appointment of Auditors, Directors, Approval of Financial Statements 230 - 248

Recommendation:

1. That the resolutions submitted by the Board Chair of Oakville Municipal Development Corporation in the correspondence to the Mayor and Members of Council dated August 23, 2022 attached as Appendix A, with regard to the following matters, be approved:
 - a. The appointment of auditors of the Oakville Municipal Development Corporation;
 - b. The compensation for the Directors of the Oakville Municipal Development Corporation, attached;
 - c. The financial statements of Oakville Municipal Development Corporation for the year ended December 31, 2021, attached as Appendix B.
2. That the Mayor as shareholder representative pursuant to the Shareholder Declaration, be authorized to sign the resolution for and on behalf of the Town in its capacity as the sole shareholder.

9.4. Oakville Transit Energy Infrastructure and Energy Services project update

10. Confidential Discussion Item(s)

There are no Confidential Discussion Items listed for this agenda.

11. Advisory Committee Minutes

There are no Advisory Committee Minutes listed for this agenda.

12. Rise and Report to Council

13. Information Items (Circulated Electronically)

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| 13.1. Council Information Items from July 27, 2022 - September 6, 2022 | 249 - 253 |
| 13.2. Memo - Clerk's Department RE: Municipal Clearance Regarding a Liquor Sales Licence for Opera Cafe | 254 - 254 |
| 13.3. Memo - Clerk's Department RE: Municipal Clearance Regarding a Liquor Sales Licence for Boon Burger | 255 - 255 |

- | | | |
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| 13.4. | Memo - Clerk's Department RE: Municipal Clearance Regarding a Liquor Sales Licence for Sunset Grill | 256 - 256 |
| 13.5. | Memo - Oakville Transit RE: PRESTO Open Payment | 257 - 257 |
| 13.6. | Memo - Planning Services RE: Mid-rise & Tall Building Development Proposals | 258 - 260 |
| 13.7. | Memo - Economic Development RE: Oakville named on Site Selection Magazine's Canada's Best Locations list 2022 | 261 - 261 |
| 14. | Status of Outstanding Issues | |
| 14.1. | Status of Outstanding Issues for September 2022 | 262 - 284 |
| 15. | New Business
(Notice of Motion, Emergency, Congratulatory or Condolence) | |
| 16. | Regional Reports and Question Period Regarding Town Boards and Advisory Committees | |
| 17. | Requests for Reports | |
| 18. | Consideration and Reading of By-Laws
That the following by-law(s) be passed: | |
| 18.1. | 2022-090

A by-law to authorize an application to expropriate lands along Eighth Line and North Service Road (re: Item 7.2) | |
| 18.2. | By-law 2022-101

A by-law to amend By-law 1984-1 (The Traffic By-law) | 285 - 305 |
| 18.3. | 2022-102

A by-law to dedicate certain land as part of a public highway - Dante Court (re: Item 7.5) | |

18.4. 2022-111

A by-law to dedicate certain land as part of public highway – (Part 10, Plan 20R-16898, and Part 11, Plan 20R-21375 – Oak Walk Drive) **(re: Item 7.7)**

18.5. By-law 2022-112

306 - 306

A by-law to confirm the proceedings of a meeting of Council.

19. Adjournment



Town of Oakville
Planning and Development Council
MINUTES

Date: August 8, 2022
Time: 6:30 p.m.
Location: Council Chamber

Mayor and Council:

- Mayor Burton
- Councillor Adams
- Councillor Chisholm
- Councillor Duddeck
- Councillor Elgar
- Councillor Gittings
- Councillor Grant
- Councillor Haslett-Theall
- Councillor Knoll
- Councillor Lishchyna
- Councillor Longo
- Councillor O'Meara
- Councillor Parmar
- Councillor Robertson
- Councillor Sandhu

Staff:

- J. Clohec, Chief Administrative Officer
- N. Garbe, Commissioner of Community Development
- P. Fu, Commissioner of Community Infrastructure
- G. Charles, Director of Planning Services
- N. Chandra, Assistant Town Solicitor
- S. Schappert, Heritage Planner
- V. Tytaneck, Town Clerk
- J. Marcovecchio, Council and Committee Coordinator

The Town of Oakville Council met in regular session to consider planning matters on this 8th day of August, 2022 in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, commencing at 6:30 p.m.

1. Regrets

There were no regrets.

2. Declarations of Pecuniary Interest

No declarations of pecuniary interest were declared.

3. Committee of the Whole

Moved by Councillor Lishchyna

Seconded by Councillor Elgar

That this meeting proceed into a Committee of the Whole session.

CARRIED

4. Consent Items(s)

There were no consent items.

5. Confidential Consent Item(s)

5.1 Confidential – Ontario Land Tribunal Appeal – SmartCentres (256, 260, 294 Hays Blvd and 271 Oak Park Blvd) – August 8, 2022

Moved by Councillor Knoll

1. That staff be authorized to proceed in the appeal to the Ontario Land Tribunal filed by SmartCentres, namely SmartREIT (Oakville II) Inc. and SmartREIT (Oakville) Inc., in respect of applications for Official Plan and Zoning By-law amendments applicable to 256, 260, 294 Hays Boulevard and 271 Oak Park Boulevard, in accordance with the recommendations of the confidential report from the Legal Department dated August 2, 2022.
2. That staff be authorized to recommend to the Ontario Land Tribunal that although intensification on the subject lands is supported, the hearing should be adjourned pending the Uptown Core Review to

update the policies in Livable Oakville to determine the appropriate heights for the subject lands, and the proposed applications without the public benefit of the former Section 37 (bonusing) should be refused.

3. That the Town Solicitor and the Commissioner of Community Development or designates be authorized to negotiate a settlement of the appeal if the applicant is interested in doing so in accordance with the recommendations of the confidential report from the Legal Department dated August 2, 2022.

CARRIED

6. Public Hearing Item(s)

There were no public hearing items.

7. Discussion Item(s)

7.1 Bronte Harbour and Bluffs Cultural Heritage Landscape Conservation Plan

Moved by Councillor O'Meara

That the draft cultural heritage landscape conservation plan for the cultural heritage landscape of the Bronte Harbour and Bluffs, as attached in Appendix A to the report dated July 26, 2022 from Planning Services, be approved.

CARRIED

8. Confidential Discussion Item(s)

There were no confidential discussion items.

9. Advisory Committee Minutes

9.1 Heritage Oakville Advisory Committee Minutes - July 26, 2022

Moved by Councillor Gittings

That the following recommendation pertaining to Item 4.1 of the Heritage Oakville Advisory Committee minutes from its meeting on July 26, 2022, be approved and the remainder of the minutes be received:

4.1. Heritage Permit Application HP030/22-42.20K 262 King Street – Side addition for elevator

1. That Heritage Permit Application HP030/22-42.20K for a side addition to accommodate an elevator shaft at 262 King Street, as attached in Appendix B to the report dated July 19, 2022 from Planning Services, be approved subject to the following:
 - a. That final details on the cladding materials be submitted to Heritage Planning staff for final approval; and
2. That this heritage permit expire two years from the date of final approval by Council.

CARRIED

10. Rise and Report to Council

Moved by Councillor Longo

That this committee rise and report.

CARRIED

The Mayor arose and reported that the Committee of the Whole has met and has made recommendations on Confidential Consent Item 5.1, Discussion Item 7.1, and Advisory Committee Minutes 9.1, as noted by the Clerk.

Moved by Councillor Grant

Seconded by Councillor Chisholm

That the report and recommendations of the Committee of the Whole be approved.

CARRIED

11. New Business

There was no new business.

12. Consideration and Reading of By-laws

12.1 By-law 2022-095

A by-law to designate the Former Palermo Methodist Church Parsonage at 3017 Old Bronte Road as a property of cultural heritage value or interest.

12.2 By-law 2022-097

A by-law to confirm the proceedings of a meeting of Council.

Moved by Councillor Lishchyna

Seconded by Councillor O'Meara

That the by-law(s) noted above be passed.

CARRIED

13. Delegated Authority By-laws

The following by-law was prepared under the authority of amending By-law 2022-022 - A by-law to amend By-law 2021-077, a by-law to delegate certain powers and duties under the Municipal Act, S.O. 2001 c.25, the Planning Act, R.S.O. 1990 c. P.13, and other Acts:

13.1 By-law 2022-087

A by-law to remove the H30, H31 and H33 holding symbols on Blocks 1-15, 40-48, 54, 55, 58-66, 68-76, Lots 16-39, 24T-12003/1309, Part of Lot 9, Concession 1, NDS, Mattamy (Joshua Creek) Ltd. File No. Z.1309.05.

14. Adjournment

The Mayor adjourned the meeting at 6:38 p.m.

Vicki Tytaneck, Town Clerk



Town of Oakville

Council Minutes

Date: August 9, 2022
Time: 6:30 p.m.
Location: Council Chamber

Mayor and Council: Mayor Burton
Councillor Adams
Councillor Chisholm
Councillor Duddeck
Councillor Elgar
Councillor Gittings
Councillor Grant
Councillor Haslett-Theall
Councillor Knoll
Councillor Lishchyna
Councillor Longo
Councillor O'Meara
Councillor Robertson
Councillor Sandhu

Regrets: Councillor Parmar

Staff: J. Clohec, Chief Administrative Officer
N. Sully, Commissioner of Corporate Services and Treasurer
C. Bell, Commissioner of Community Services
N. Garbe, Commissioner of Community Development
P. Fu, Commissioner of Community Infrastructure
D. Carr, Town Solicitor
J. Clarke, Director of Strategic Initiatives and Communications
V. Tytaneck, Town Clerk
J. Warren, Council and Committee Coordinator

The Town of Oakville Council met in regular session this 9th day of August, 2022 in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, Oakville commencing at 6:30 p.m.

1. O Canada

2. Regrets

As noted above.

3. Declarations of Pecuniary Interest

No declarations of pecuniary interest were declared.

4. Confirmation of Minutes of the previous Council Meeting(s)

4.1 Minutes of the Regular Session of Planning and Development Council, JULY 11, 2022

4.2 Minutes of the Regular Session of Council, JULY 12, 2022

Moved by Councillor Duddeck

Seconded by Councillor Elgar

1. That the minutes of the Planning and Development session of Council dated July 11, 2022, be approved.
2. That the minutes of the regular session of Council dated July 12, 2022, be approved.

CARRIED

5. Public Presentation(s)

There were no public presentations.

6. Committee of the Whole

Moved by Councillor Longo

Seconded by Councillor Lishchyna

That this meeting proceed into a Committee of the Whole session.

CARRIED

In accordance with Section 2(8) of the Procedure By-law, the items were considered out of order.

7. Consent Item(s)

7.1 2022-043 By-law to Invoice Payments in Lieu of Tax on Provincial Institutions

Moved by Councillor Robertson

That By-law 2022-043, a by-law to provide for the levying of payments in lieu of taxes for the year 2022 on Halton Healthcare Services Corporation and the Sheridan College Institute of Technology and Advanced Learning, as attached to the report of the Finance Department dated July 26, 2022, be passed.

CARRIED

7.5 Amendment to the Property Standards Committee Terms of Reference – By-law 2022-094

Moved by Councillor Robertson

1. That the updated Property Standards Committee Terms of Reference adopted by Council on April 25, 2022 be further amended to provide that the Councillors appointed to the Appeals Committee of Council also be appointed to serve on the Property Standards Committee and the updated Property Standards Committee Terms of Reference as so amended be adopted.
2. That the membership of the existing members of the Property Standards Committee be terminated forthwith and given thanks for their service to the Town.
3. That By-law 2022-094 to appoint Councillors Beth Robertson, Janet Haslett-Theall, Jasvinder Sandhu, Marc Grant and Natalia Lishchyna, to the Property Standards Committee to serve until the end of this Council term, be passed.
4. When filling Council appointments for the new term of Council 2022 – 2026 and also future Council appointments, five (5) members of Council be appointed to the Property Standards Committee, noting it could be the same five (5) members appointed to the Appeals Committee.

CARRIED

7.6 By-law 2022-067 – A By-law to authorize Capital Works to be funded in years beyond the term of Council

Moved by Councillor Robertson

That By-law 2022-067, a by-law authorizing Capital Works to be funded in years beyond the term of Council, be passed.

CARRIED

7.2 Region Pumping Station in Bronte Beach – August 9, 2022

Moved by Councillor O'Meara

1. That the proposed location of the Region of Halton's new West River wastewater pumping station within Bronte Beach Park be approved.
2. That staff be authorized to transfer the lands underlying the new West River wastewater pumping station to the Region at market value, if the Town acquires these lands.
3. That the Town Solicitor be authorized to execute any documentation required to give effect to these recommendations.
4. That in using a *build back better approach*, the Region be requested to cost share with the planned Town Phase 2 improvements at Bronte Beach Park that will incorporate the pumping station in a plan that benefits the residents of Oakville.
5. That staff report back to Council once discussions have been completed.

CARRIED

7.3 North Park Development – Community Centre, Library and Park Naming

Moved by Councillor Sandhu

1. That the report from the Recreation and Culture Department dated July 26, 2022 entitled *North Park Development – Community Centre, Library and Park Naming*, be received.
2. That all current and planned amenities at 3070 Neyagawa Boulevard, including but not limited to: existing arena facility and soccer fields, planned parkland and sports field development and planned community centre, be encompassed under the name of "Sixteen Mile Sports Complex".

CARRIED

7.4 Update Fishing Restrictions

Moved by Councillor Duddeck

1. That the report "Update Fishing Restrictions" be referred back to staff for further investigation and consideration of comments received by staff and Council.
2. That staff report back at the October 11, 2022 Council meeting.

CARRIED

8. Confidential Consent Item(s)

There were no Confidential Consent Items.

9. Discussion Item(s)

9.1 Community Benefits Charge Strategy

Moved by Councillor Elgar

That the staff report from the Finance department dated August 2, 2022 regarding the Town's *Community Benefits Charge Strategy* and draft Community Benefits Charge By-law, be received.

CARRIED

9.2 Parks & Open Space Strategy: Parks Plan 2031 and Draft Parkland Dedication By-law

Moved by Councillor Adams

1. That the report from the Planning Services Department, Parks & Open Space Department and Finance Department, dated August 2, 2022 regarding the Town's *Parks Plan 2031* and draft Parkland Dedication By-law, be received.
2. That staff consider if the draft Parks Plan 2031 needs additional protections on top of the protections already inherent in the Greenbelt, and the Parkway Belt West and the ANSI protections that are already in place in the terrific potential Eco Park located in Oakville north of Highway 407.

CARRIED

RECESS

The meeting recessed at 9:13 p.m. and reconvened at 9:30 p.m.

9.3 Diversity and Inclusion Current State Inclusivity Report

Moved by Councillor Adams

That the Diversity and Inclusion Current State Inclusivity Report from the Strategy, Policy and Communications department be received.

CARRIED

9.4 Halton Digital Access Strategy Implementation Plan

Moved by Councillor Adams

1. That the report entitled Halton Digital Access Strategy Implementation Plan dated July 26, 2022 be received.
2. That staff proceed with the implementation plan for a one-window approach to support the implementation of 5G technology across Halton as outlined in the Report dated July 26, 2022 and report back to Council for final approvals by early 2023.
3. That the Town Clerk forward a copy of this report to the City of Burlington, the Town of Halton Hills, the Town of Milton and Halton Region, Burlington Hydro Inc., Halton Hills Hydro Inc., Milton Hydro Distribution Inc. and Oakville Hydro Electric Distribution Inc. for their information.

CARRIED

9.5 2023 Budget Forecast and Direction

Moved by Councillor Adams

That the staff report dated July 26, 2022, entitled *2023 Budget Forecast and Direction* from the Finance department, be received.

CARRIED

9.6 Notice of Motion - Noise By-laws

Moved by Mayor Burton
Seconded by Councillor Adams

WHEREAS the *Main Street Recovery Act, 2020* ("Bill 215"), which received Royal Assent on November 30, 2020, removed powers of municipalities to prohibit or regulate noise in connection with the delivery of goods to certain businesses including retail establishments, restaurants including cafes and bars, hotels and motels and goods distribution facilities;

WHEREAS the purpose of Bill 215 was to enable 24/7 delivery of goods to protect supply chain efficiency and keep shelves stocked during the pandemic; and

WHEREAS with the waning of the pandemic there is no longer a need to prioritize the protection of supply chain efficiency over impacts to residents.

THEREFORE BE IT RESOLVED,

THAT the Mayor is authorized on behalf of the Town of Oakville to request that the province restore the powers of municipalities to prohibit and regulate noise adjacent to residential uses that had been removed through Bill 215.

CARRIED

10. Confidential Discussion Item(s)

There were no Confidential Consent Items.

11. Advisory Committee Minutes

There were no advisory committee minutes.

12. Rise and Report to Council

Moved by Councillor Elgar

That this committee rise and report.

CARRIED

The Mayor arose and reported that the Committee of the Whole has met and as made recommendations on Consent Items 7.1, 7.2, 7.3, 7.4, 7.5 and 7.6, Discussion Items 9.1, 9.2, 9.3, 9.4, 9.5 and 9.6, as noted by the Clerk.

Moved by Councillor Chisholm

Seconded by Councillor Grant

That the report and recommendations of the Committee of the Whole be approved.

CARRIED

13. Information Items (Circulated Electronically)

13.1 Memo - Recreation and Culture re: Expanded online booking period for last-minute ice rental

14. Status of Outstanding Issues

14.1 Status of Outstanding Issues for August 2022

15. New Business

Councillor Gittings offered condolences to the family of Margaret Anderson, Founder of Ian Anderson House, as she passed away on August 7, 2022.

16. Regional Reports and Question Period Regarding Town Boards and Advisory Committees

17. Requests for Reports

17.1 Potential Park Uses for McCraney Reservoir Park

Moved by Councillor Grant

Seconded by Councillor Knoll

That staff report on potential park uses of the McCraney Reservoir Park upon completion of the Region's Master Plan for the McCraney Reservoir.

CARRIED

17.2 Use of Signage for Sponsors of Local BIA's

Moved by Councillor Haslett-Theall

Seconded by Councillor Gittings

Whereas our BIAS through the Municipal Act and order of Council work to enhance the beautification and success of the commercial districts, and Partnerships with different businesses enable them to provide greater opportunities for events, experiences and support for our businesses to thrive; and

Recognizing sponsors/partners is both community building and respectful of their contribution to the life and success of our business districts and Oakville and that there are currently limitations within our Sign bylaw that impact the ways the BIAS can recognize the contribution and efforts of sponsors and partners on signage for an event or activity;
Therefore staff be requested to report back on options to allow the BIAs to recognize sponsors on signage for specific programs and activities.

CARRIED

18. Consideration and Reading of By-Laws

18.1 By-law 2022-043

A by-law to provide for the levying of payments in lieu of taxes for the year 2022 on Halton Healthcare Services Corporation and the Sheridan College Institute of Technology and Advanced Learning (re: Item 7.1)

18.2 By-law 2022-067

A by-law to authorize Capital Works to be funded in years beyond the term of Council (re: Item 7.6)

18.3 By-law 2022-094

A by-law to amend By-law 2021-146, a by-law to appoint Members of Council to various legislated committees to hold office from December 1, 2021 to November 14, 2022 (re: Item 7.5)

18.4 By-law 2022-103

A by-law to confirm the proceedings of a meeting of Council.

Moved by Councillor Longo

Seconded by Councillor Robertson

That the by-laws noted above be passed.

CARRIED

19. Adjournment

The Mayor adjourned the meeting at 10:19 p.m.

Vicki Tytaneck, Town Clerk

REPORT

Council

Meeting Date: September 19, 2022

FROM: Legal Department

DATE: September 6, 2022

SUBJECT: Application for Approval to Expropriate for the North Service Road Project – September 19, 2022, By-law 2022-090

LOCATION: Eighth Line from the Morrison Wedgewood Channel to the North Service Road intersection and North Service Road from Eighth Line to 1 km east of Invicta Drive

WARD: Ward 6

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RECOMMENDATION:

1. That Application be made by The Corporation of the Town of Oakville as expropriating authority to the Council of The Corporation of the Town of Oakville as approving authority for the approval to expropriate the lands identified in Appendix “A” (the “**Lands**”) required for the widening and reconstruction of a portion of North Service Road and Eighth Line, all in accordance with the *Expropriations Act*.
2. That staff serve and publish notice of the above Application in accordance with the terms of the *Expropriations Act* and all required documentation be executed by the Manager of Realty Services, Town Solicitor, CAO or any one of them.
3. That staff forward to the Ontario Land Tribunal any requests for a hearing that may be received.
4. That staff work with the affected owners to negotiate amicable agreements of purchase and sale where possible.
5. That staff be given authority to enter into amicable purchase agreements to acquire the Lands and the purchase agreements required to complete the acquisition be executed in accordance with By-Law 2013-057.
6. That the CAO be delegated authority to approve the compensation for the amicable agreements based on market value for these property interests, together with any other compensation for which the owners may be entitled to under the *Expropriations Act*, which shall not exceed \$600,000 in total per property (excluding legal and consulting costs), in accordance with the procedures set out in Appendix “B”.

7. That By-Law 2022-090, authorizing the bringing of an application to expropriate the Lands, be passed.

KEY FACTS:

The following are key points for consideration with respect to this report:

- The Midtown Oakville Transportation and Stormwater Municipal Class Environmental Assessment (EA) was completed and approved in 2014 and recommended the reconstruction and urbanization of North Service Road.
- The project will impact Eighth Line from the Morrison Wedgewood Channel to the North Service Road intersection including a new roundabout at Eighth Line and Iroquois Shore. The work on North Service Road runs from the Eighth Line intersection to 1km east of Invicta Drive.
- The Transportation and Engineering group undertook a detailed engineering design for the North Service Road widening project.
- The project requires acquisition of certain lands in fee simple and permanent and temporary easements from 16 different owners as identified in Appendix “A”.
- Negotiations will continue with all the affected owners throughout the expropriation process to try to come to amicable agreements before the expropriation process is finalized.
- In the event that amicable agreements cannot be reached, and to ensure a timely completion of this project, it is recommended that the expropriation process be initiated now for all the Lands.

BACKGROUND:

The Midtown Oakville Transportation and Stormwater Municipal Class Environmental Assessment (EA) study was undertaken to determine a strategy to guide the development of the transportation and municipal stormwater network required to support the planned growth in Midtown Oakville. The study was completed in 2014 and the preferred solution recommended the reconstruction and urbanization of North Service Road to three lanes throughout the corridor (two through lanes and one centre turn lane), with dedicated on-road bike lanes and a sidewalk along the north boulevard.

North Service Road is an east-west roadway adjacent to the QEW and is primarily designated for business, commercial and industrial land uses. The section of the road included in the North Service Road reconstruction project (the “Project”) is approximately 1.7 km in length running from Eighth Line to 1 km east of Invicta Drive. This section of the road is currently a two lane rural cross-section with a posted speed limit of 60 km/h. There are currently no sidewalks, active

transportation facilities, or pedestrian crossings within the Project limits. The Project will also include a realignment at Eighth Line, a roundabout at the intersection of Eighth Line and Iroquois Shore Road, and urbanization of Invicta Drive.

Parcels of land and easements are required along the Project corridor in order to complete the Project. The property requirements are set out in Appendix “A” and include property interests from 16 owners. Full size plans showing the Lands are available for review in the Clerks Department.

COMMENT/OPTIONS:

Staff want to ensure utility relocations can commence by summer of 2023 and construction can begin in the spring of 2025. Staff are recommending that the expropriation process for the required Lands be initiated now in order to maintain the integrity of the project timelines. If the Town delays the start of the expropriation in order to allow more time for amicable negotiations, there is a risk that the Project timelines will not be met.

The Town’s negotiator is in the process of reaching out to the affected owners so they are aware of the proposed timelines for the construction and the need to commence the expropriation now while amicable negotiations continue. Staff and consultants will continue to work with each of the owners to try to come to an amicable settlement before expropriation becomes necessary. The first stage of expropriation approvals requested in this report commences the expropriation process, but it does not mean an amicable settlement cannot be reached in the interim. Staff must return to Council to seek final approval before the expropriation is finalized.

This report also seeks authority to enter into amicable agreements with any owner who is willing to do so at this stage. The compensation for amicable agreements will be based on market value for the Lands, together with any other compensation for which the owners may be entitled to under the Expropriations Act, such as injurious affection and disturbance damages. Staff will follow the procedures set out in Appendix “B” to determine the reasonable compensation. If the compensation amount (excluding legal and consulting costs) for a property is greater than \$600,000, staff will return to Council with a full breakdown of the proposed compensation to obtain authority to proceed with an amicable agreement. Staff will also return to Council seeking authority to complete the expropriation process for any Lands where amicable agreements cannot be reached.

By-law 2022-090, authorizing the bringing of the application to expropriate the Lands, is attached as Appendix “C”.

CONSIDERATIONS:

(A) PUBLIC

The inclusion of this report in Council agenda will provide public notification. Additionally, all required notification to affected owners will be provided in accordance with the Expropriations Act.

(B) FINANCIAL

The Transportation and Engineering Department has provided for the anticipated expropriation costs of the land acquisition in the approved project budget.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

The Transportation and Engineering Department is in agreement with the recommendations in this report.

(D) CORPORATE STRATEGIC GOALS

This report addresses the corporate strategic goal to improve the Town's multi-modal transportation network to support effective movement of people and goods.

(E) CLIMATE CHANGE/ACTION

N/A

APPENDICES:

Appendix A: List of the Lands to be expropriated

Appendix B: Procedure for determining compensation in the expropriation context

Appendix C: By-law 2022-090

Prepared by:
Ryan Maynard
Assistant Town Solicitor
Prepared by:

Prepared by:
Jim Knighton
Realty Services Manager
Submitted by:

Submitted by:
Doug Carr
Town Solicitor

Appendix A

List of property interests required for Expropriation

“Fee Simple” means all right, title and interest to the lands

“Permanent Hydro Easement” means a free, uninterrupted and unobstructed permanent easement in gross to enter, occupy, and re-enter by the Town, its successors and assigns, contractors, agents, invitees and employees with all necessary material, including but not limited to, vehicles, machinery, supplies and equipment at all times in, on, over, through, under, above and along the said lands for the municipal purpose of facilitating the construction, installation, maintenance and repair of associated public utilities including aerial and/or subsurface hydro lines, tiebacks, poles, anchors, guywires and associated materials and equipment for the purpose of supplying or distributing hydro or related services, but reserving to the owner the right to use the surface of the said lands for any purpose which does not conflict with the Town’s rights hereunder, and specifically excluding the planting of any trees, and the erection of any building or structure.

“Permanent Hydro Aerial Easement” means a free, uninterrupted and unobstructed permanent easement in gross to allow the Town, its successors and assigns, contractors, agents, invitees and employees the right to enter, construct, maintain, inspect, alter, repair and operate overhead hydro lines for the purpose of supplying or distributing hydro or related services, but reserving to the owner the right to use the surface of the said lands for any purpose which does not conflict with the Town’s rights hereunder, respecting any required clearances according to the latest version of the CSA C22.3 No. 1 Overhead System Canadian Standard, and specifically excluding the planting of any trees, and the erection of any building or structure.

“Temporary Construction Easement” means a free, uninterrupted and unobstructed temporary easement in gross for a term of 24 months commencing on April 1, 2025 to allow the Town, its successors and assigns, contractors, agents, invitees and employees the right to enter for construction purposes to facilitate the reconstruction and improvement of the adjacent road, including, but not limited to, excavation, grading, placement and storage of soil and sod, placement of granular and asphalt for driveways and curbs, construction staging and construction and works ancillary thereto.

1) Part of Lot 1 on Plan 608

Fee Simple: Part of Lot 1 on Plan 608, Oakville, designated as Part 2 on Plan 20R-22144

Temporary Construction Easement: Part of Lot 1 on Plan 608, Oakville, designated as Part 1 on Plan 20R-22144

2) Part of 505 - 525 Iroquois Shore and 1130 - 1150 Eighth Line

Fee Simple: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Part 24 on Plan 20R-22144

Permanent Hydro Easement: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Parts 19, 20 and 26 on Plan 20R-22144

Permanent Aerial Hydro Easement: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Parts 22 and 25 on Plan 20R-22144

Temporary Construction Easement: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Parts 18, 19, 22, 23 and 25 on Plan 20R-22144

3) Part of 1099 Eighth Line

Fee Simple: Part of Lot 2 on Plan 608, Oakville, designated as Part 7 on Plan 20R-22144

Permanent Hydro Easement: Part of Lot 2 on Plan 608, Oakville, designated as Parts 4 and 6 on Plan 20R-22144

Temporary Construction Easement: Part of Lot 2 on Plan 608, Oakville, designated as Parts 3, 4 and 5 on Plan 20R-22144

4) Part of Unit 1 at 504 Iroquois Shore Road

Fee Simple: Part of Unit 1 on Halton Condominium Plan No. 180, Oakville, designated as Part 1 on Plan 20R-22130

Permanent Hydro Easement: Part of Unit 1 on Halton Condominium Plan No. 180, Oakville, designated as Parts 5 and 7 on Plan 20R-22130

Permanent Aerial Hydro Easement: Part of Unit 1 on Halton Condominium Plan No. 180, Oakville, designated as Parts 6 and 8 on Plan 20R-22130

Temporary Construction Easement: Part of Unit 1 on Halton Condominium Plan No. 180, Oakville, designated as Parts 4, 5, 6, 7 and 8 on Plan 20R-22130

5) Part of the condominium common elements at 504 Iroquois Shore Road

Fee Simple: Part of the common elements on Halton Condominium Plan No. 180, Oakville, designated as Part 2 on Plan 20R-22130

Temporary Construction Easement: Part of the common elements on Halton Condominium Plan No. 180, Oakville, designated as Part 3 on Plan 20R-22130

6) Part of 531 North Service Road

Permanent Hydro Easement: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Parts 27, 28 and 29 on Plan 20R-22144

Permanent Aerial Hydro Easement: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Parts 30 and 31 on Plan 20R-22144

Temporary Construction Easement: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Parts 29, 31 and 32 on Plan 20R-22144

7) Part of 1031-1055 North Service Road

Fee Simple: Part of Lot 3 on Plan 608, Oakville, designated as Part 16 on Plan 20R-22144

Permanent Hydro Easement: Part of Lot 3 on Plan 608, Oakville, designated as Part 15 on Plan 20R-22144

Permanent Aerial Hydro Easement: Part of Lot 3 on Plan 608, Oakville, designated as Part 17 on Plan 20R-22144

Temporary Construction Easement: Part of Lot 3 on Plan 608, Oakville, designated as Parts 15 and 17 on Plan 20R-22144

8) Part of 1101-1115 North Service Road

Fee Simple: Part of Lot 4 on Plan 608, Oakville, designated as Part 3 on Plan 20R-22126

Permanent Hydro Easement: Part of Lot 4 on Plan 608, Oakville, designated as Part 4 on Plan 20R-22126

Permanent Aerial Hydro Easement: Part of Lot 4 on Plan 608, Oakville, designated as Part 2 on Plan 20R-22126

Temporary Construction Easement: Part of Lot 4 on Plan 608, Oakville, designated as Parts 1 and 2 on Plan 20R-22126

9) Part of 1135 North Service Road

Fee Simple: Part of Lot 10 on Plan 608, Oakville, designated as Part 7 on Plan 20R-22126

Permanent Hydro Easement: Part of Lot 10 on Plan 608, Oakville, designated as Parts 6 and 10 on Plan 20R-22126

Permanent Aerial Hydro Easement: Part of Lots 9 and 10 on Plan 608, Oakville, designated as Parts 5, 8 and 9 on Plan 20R-22126

Temporary Construction Easement: Part of Lots 9 and 10 on Plan 608, Oakville, designated as Parts 5, 6, 9 and 10 on Plan 20R-22126

10) Part of 1137 North Service Road

Permanent Hydro Easement: Part of Lot 10, Plan 608, Oakville, designated as Parts 15, 17, 18 and 21 on Plan 20R-22126

Permanent Aerial Hydro Easement: Part of Lot 10, Plan 608, Oakville, designated as Parts 11, 12, 13, 14, 16, 19 and 20 on Plan 20R-22126

Temporary Construction Easement: Part of Lot 10, Plan 608, Oakville, designated as Parts 11, 12, 14, 15, 17, 18, 19, 20 and 21 on Plan 20R-22126

11) Part of 1173 North Service Road

Permanent Aerial Hydro Easement: Part of Lot 10, Plan 608, Oakville, designated as Parts 22 and 23 on Plan 20R-22126

Temporary Construction Easement: Part of Lot 10, Plan 608, Oakville, designated as Part 23 on Plan 20R-22126

12) Part of 1185 North Service Road

Fee Simple: Part of Lot 9, Concession 2 South of Dundas Street, Oakville, designated as Parts 32 and 36 on Plan 20R-22126

Permanent Hydro Easement: Part of Lot 9, Concession 2 South of Dundas Street, Oakville, designated as Parts 28, 30 and 31 on Plan 20R-22126

Permanent Aerial Hydro Easement: Part of Lot 9, Concession 2 South of Dundas Street, Oakville, designated as Parts 25, 27, 29, 33, 34 and 35 on Plan 20R-22126

Temporary Construction Easement: Part of Lot 9, Concession 2 South of Dundas Street, Oakville, designated as Parts 24, 25, 26, 27, 28, 30, 33 and 35 on Plan 20R-22126

13) Part of 1195 North Service Road

Permanent Hydro Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Part 38 on Plan 20R-22126

Permanent Aerial Hydro Easement: Part of Lots 8 and 9, Concession 2 South of Dundas Street, Oakville, designated as Part 37 on Plan 20R-22126

14) Part of 1209 North Service Road

Fee Simple: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Part 3 on Plan 20R-22117

Permanent Aerial Hydro Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 1 and 2 on Plan 20R-22117

Temporary Construction Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Part 2 on Plan 20R-22117

15) Part of 1221 North Service Road

Fee Simple: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Part 12 on Plan 20R-22117

Permanent Hydro Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 5, 7, 8, 9, 13, 14, 16, 17, 19 and 20 on Plan 20R-22117

Permanent Aerial Hydro Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 4, 6, 10, 11, 15 and 18 on Plan 20R-22117

Temporary Construction Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 6, 7, 9, 10, 11, 14, 15, 17, 18 and 20 on Plan 20R-22117

16) Part of 1273-1303 North Service Road

Fee Simple: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 26, 29 and 32 on Plan 20R-22117

Permanent Hydro Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 23, 33 and 34 on Plan 20R-22117

Permanent Aerial Hydro Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 22, 24, 25, 27, 28, 30 and 31 on Plan 20R-22117

Temporary Construction Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 21, 22, 23, 25, 28, 31, 33 and 34 on Plan 20R-22117

**Procedure for determining the compensation for Real Property Acquisitions
in the North Service Road Widening Project**

The purpose of this procedure is to outline principles to be used in determining compensation for the acquisition of real property rights in the corridor acquisition of lands for the North Service Road widening project.

This procedure has been developed to be consistent with the authorities and requirements the Town has under the *Municipal Act* and *Expropriations Act*.

The methods of acquisitions which the Town typically utilizes to acquire land for corridor acquisitions and road projects include:

- Transfers/dedications of land required through the development approval process
- Negotiation (Amicable acquisitions)
- Expropriation

The acquisition of land through the development approval process and negotiation are preferred methods of obtaining property. However, where property requirements are needed on a timely basis and negotiation is unsuccessful, or when specific title issues and encumbrances exist, expropriation may be advisable.

When negotiation (amicable acquisitions) is used, compensation is provided based upon principles and entitlements outlined in the *Expropriations Act*.

Under the *Expropriations Act*, an affected party is entitled to compensation based on:

- (a) the market value of the land;
- (b) the damages attributable to disturbance;
- (c) damages for injurious affection; and
- (d) any special difficulties in relocation.

The purpose of this procedure is to ensure that consistent, comprehensive, transparent and accountable processes are followed by the Town in determining these compensation amounts for the North Service Road and Eighth Line widening project.

1) Determining the Market Value of the Land and Injurious Affection

- Staff will obtain an appraisal from a qualified appraiser to estimate the market value of the land together with any injurious affection, where applicable.
- If the owner accepts the Town's appraisal, compensation for the market value of the land and injurious affection will be based on the Town's appraisal.
- In the event the owner disagrees with the Town's appraisal, the owner or its legal representative may provide Town staff with its own market value information which ordinarily will include an appraisal prepared under relevant terms of reference from a qualified land appraiser (AACI or CRA) in support of their estimate of the compensation. The Manager of Realty Services will review the owner's appraisal and recommend the appropriate compensation based on the two appraisals and, where warranted, seek further advice from the Town's appraiser. The final compensation amount will require the approval

of the CAO in consultation with the Realty Services Committee, subject to the monetary thresholds set out below.

2) Determining the Disturbance and Relocation Damages

- The Town will hire a qualified negotiator with government/expropriation related expertise to negotiate with the affected owners on behalf of the Town.
- The negotiator and/or the Town's appraiser will provide recommendations on the appropriate level of justified compensation for other compensable items including disturbance and relocation damages.
- If recommended by the Town negotiator or the Manager of Realty Services, or in the event the disturbance damages are considered unique to a specific area of expertise, Town staff or owners' representatives will be asked to provide quotes of costs or opinions from other qualified consultants. For example, where warranted, staff will obtain an opinion from a qualified business evaluator to determine the appropriate level of business losses.
- The Manager of Realty Services will review the recommendations provided by the Town's negotiator, appraiser and other consultants and provide a recommendation to the Realty Services Committee. The final compensation amount will require the approval of the CAO in consultation with the Realty Services Committee, subject to the monetary thresholds set out below.

3) Obtaining Final Approval for an Amicable Acquisition

- If the compensation amount (excluding legal and consulting costs) for an amicable acquisition is greater than \$600,000 or if deemed advisable by the CAO, a report will be brought to Council for consideration of the final amount.
- If the compensation amount (excluding legal and consulting costs) is less than \$600,000, the Manager of Realty Services shall provide a memo to the CAO and the Realty Services Committee summarizing the rationale for compensation.
- The memo will contain reference to consultation with the applicable Department funding the proposed acquisition including approval of the proposed acquisition and confirmation of the Council approved budget in support of the acquisition.
- The CAO will either approve the compensation amount, send it back to staff for further review and negotiation with the owner, or require a report be sent to Council for its approval.
- Once the final compensation amount has been approved by the CAO, an agreement and all the documentation required to complete the acquisition shall be prepared to the satisfaction of the Town Solicitor and executed by the CAO and Town Clerk.
- The owner's legal and consulting costs will be reimbursed as required under the *Expropriations Act* provided these costs are reasonable and approved by the CAO or the Town Solicitor.

4) Obtaining Final Approval for a Partial or Full Expropriation Settlement

- When Council approves an expropriation, the Town is obligated under Section 25 of the *Expropriations Act* to offer the registered owner the full market value of the expropriated

APPENDIX “B”

lands as determined by the Town’s appraiser (the “**Section 25 Offer**”). If the registered owner declines this offer, staff will work with the owner to come to a settlement.

- Staff may enter into partial expropriation settlements to deal with immediate concerns such as relocation of structures in the expropriated lands, or settle on some areas of compensation while waiting for other areas like business losses to become more clear.
- If the total compensation amount of a full settlement or the cumulative amount of partial settlements (excluding legal and consulting costs and the Section 25 Offer) for a specific property is greater than \$500,000 or if deemed advisable by the CAO, a report will be brought to Council for consideration of the final amount.
- If the total compensation amount of a full settlement or the cumulative amount of partial settlements (excluding legal and consulting costs and the Section 25 Offer) for a specific property is less than \$500,000, the Manager of Realty Services shall provide a memo to the CAO and the Realty Services Committee summarizing the rationale for compensation.
- The memo will contain reference to consultation with the applicable Department funding the proposed acquisition including approval of the proposed settlement and confirmation of the Council approved budget in support of the settlement.
- The CAO will either approve the compensation amount, send it back to staff for further review and negotiation with the owner, or require a report be sent to Council for its approval.
- Once the final compensation amount has been approved by the CAO, an agreement and all the documentation required to complete the settlement shall be prepared to the satisfaction of the Town Solicitor and executed by the CAO and Town Clerk.
- The owner’s legal and consulting costs will be reimbursed as required under the *Expropriations Act* provided these costs are reasonable and approved by the CAO or the Town Solicitor.



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2022-090

A by-law to authorize an application to expropriate lands along Eighth Line and North Service Road

WHEREAS the Corporation of the Town of Oakville requires certain lands as more particularly described in Schedule “A” to this by-law (the “**Lands**”), for the municipal purposes of road widening, reconstruction and improvements to North Service Road and Eighth Line and all works ancillary thereto; and

WHEREAS The Corporation of the Town of Oakville has made application to the Municipal Council of the Corporation of the Town of Oakville for approval to expropriate the required lands;

COUNCIL ENACTS AS FOLLOWS:

1. That the Council of The Corporation of the Town of Oakville hereby approves the making of an Application for Approval to Expropriate Land by The Corporation of the Town of Oakville in Form 1, attached hereto as Schedule “B”, in respect of the Lands.
2. That the Manager of Realty Services, Town Solicitor, CAO or any one of them are hereby authorized to execute, on behalf of The Corporation of the Town of Oakville, the Application for Approval to Expropriate Land in Form 1 attached hereto as Schedule “B” in respect of the Lands.
3. That the Manager of Realty Services, Town Solicitor, CAO or any one of them are hereby authorized to execute, on behalf of The Corporation of the Town of Oakville, the Notice of Application for Approval to Expropriate Land in Form 2 attached hereto as Schedule “C” and that it be served and published, as required by the *Expropriations Act*.
4. That the Corporation of the Town of Oakville forward to the Ontario Land Tribunal, any requests for a hearing that may be received in connection with the notice of this expropriation.

5. That the Manager of Realty Services, Town Solicitor, CAO or any one of them are hereby authorized and directed to do all things required arising from the authorization provided for by this by-law.
6. That this by-law comes into force on the day it is passed.

PASSED this 19th day of September, 2022

Rob Burton

Mayor

Vicki Tytaneck

Town Clerk

SCHEDULE “A”

List of property interests required for Expropriation

“Fee Simple” means all right, title and interest to the lands

“Permanent Hydro Easement” means a free, uninterrupted and unobstructed permanent easement in gross to enter, occupy, and re-enter by the Town, its successors and assigns, contractors, agents, invitees and employees with all necessary material, including but not limited to, vehicles, machinery, supplies and equipment at all times in, on, over, through, under, above and along the said lands for the municipal purpose of facilitating the construction, installation, maintenance and repair of associated public utilities including aerial and/or subsurface hydro lines, tiebacks, poles, anchors, guywires and associated materials and equipment for the purpose of supplying or distributing hydro or related services, but reserving to the owner the right to use the surface of the said lands for any purpose which does not conflict with the Town’s rights hereunder, and specifically excluding the planting of any trees, and the erection of any building or structure.

“Permanent Hydro Aerial Easement” means a free, uninterrupted and unobstructed permanent easement in gross to allow the Town, its successors and assigns, contractors, agents, invitees and employees the right to enter, construct, maintain, inspect, alter, repair and operate overhead hydro lines for the purpose of supplying or distributing hydro or related services, but reserving to the owner the right to use the surface of the said lands for any purpose which does not conflict with the Town’s rights hereunder, respecting any required clearances according to the latest version of the CSA C22.3 No. 1 Overhead System Canadian Standard, and specifically excluding the planting of any trees, and the erection of any building or structure.

“Temporary Construction Easement” means a free, uninterrupted and unobstructed temporary easement in gross for a term of 24 months commencing on April 1, 2025 to allow the Town, its successors and assigns, contractors, agents, invitees and employees the right to enter for construction purposes to facilitate the reconstruction and improvement of the adjacent road, including, but not limited to, excavation, grading, placement and storage of soil and sod, placement of granular and asphalt for driveways and curbs, construction staging and construction and works ancillary thereto.

1) Part of Lot 1 on Plan 608

Fee Simple: Part of Lot 1 on Plan 608, Oakville, designated as Part 2 on Plan 20R-22144

Temporary Construction Easement: Part of Lot 1 on Plan 608, Oakville, designated as Part 1 on Plan 20R-22144

2) Part of 505 - 525 Iroquois Shore and 1130 - 1150 Eighth Line

Fee Simple: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Part 24 on Plan 20R-22144

Permanent Hydro Easement: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Parts 19, 20 and 26 on Plan 20R-22144

Permanent Aerial Hydro Easement: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Parts 22 and 25 on Plan 20R-22144

Temporary Construction Easement: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Parts 18, 19, 22, 23 and 25 on Plan 20R-22144

3) Part of 1099 Eighth Line

Fee Simple: Part of Lot 2 on Plan 608, Oakville, designated as Part 7 on Plan 20R-22144

Permanent Hydro Easement: Part of Lot 2 on Plan 608, Oakville, designated as Parts 4 and 6 on Plan 20R-22144

Temporary Construction Easement: Part of Lot 2 on Plan 608, Oakville, designated as Parts 3, 4 and 5 on Plan 20R-22144

4) Part of Unit 1 at 504 Iroquois Shore Road

Fee Simple: Part of Unit 1 on Halton Condominium Plan No. 180, Oakville, designated as Part 1 on Plan 20R-22130

Permanent Hydro Easement: Part of Unit 1 on Halton Condominium Plan No. 180, Oakville, designated as Parts 5 and 7 on Plan 20R-22130

Permanent Aerial Hydro Easement: Part of Unit 1 on Halton Condominium Plan No. 180, Oakville, designated as Parts 6 and 8 on Plan 20R-22130

Temporary Construction Easement: Part of Unit 1 on Halton Condominium Plan No. 180, Oakville, designated as Parts 4, 5, 6, 7 and 8 on Plan 20R-22130

5) Part of the condominium common elements at 504 Iroquois Shore Road

Fee Simple: Part of the common elements on Halton Condominium Plan No. 180, Oakville, designated as Part 2 on Plan 20R-22130

Temporary Construction Easement: Part of the common elements on Halton Condominium Plan No. 180, Oakville, designated as Part 3 on Plan 20R-22130

6) Part of 531 North Service Road

Permanent Hydro Easement: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Parts 27, 28 and 29 on Plan 20R-22144

Permanent Aerial Hydro Easement: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Parts 30 and 31 on Plan 20R-22144

Temporary Construction Easement: Part of Lot 11, Concession 2 South of Dundas Street, Oakville, designated as Parts 29, 31 and 32 on Plan 20R-22144

7) Part of 1031-1055 North Service Road

Fee Simple: Part of Lot 3 on Plan 608, Oakville, designated as Part 16 on Plan 20R-22144

Permanent Hydro Easement: Part of Lot 3 on Plan 608, Oakville, designated as Part 15 on Plan 20R-22144

Permanent Aerial Hydro Easement: Part of Lot 3 on Plan 608, Oakville, designated as Part 17 on Plan 20R-22144

Temporary Construction Easement: Part of Lot 3 on Plan 608, Oakville, designated as Parts 15 and 17 on Plan 20R-22144

8) Part of 1101-1115 North Service Road

Fee Simple: Part of Lot 4 on Plan 608, Oakville, designated as Part 3 on Plan 20R-22126

Permanent Hydro Easement: Part of Lot 4 on Plan 608, Oakville, designated as Part 4 on Plan 20R-22126

Permanent Aerial Hydro Easement: Part of Lot 4 on Plan 608, Oakville, designated as Part 2 on Plan 20R-22126

Temporary Construction Easement: Part of Lot 4 on Plan 608, Oakville, designated as Parts 1 and 2 on Plan 20R-22126

9) Part of 1135 North Service Road

Fee Simple: Part of Lot 10 on Plan 608, Oakville, designated as Part 7 on Plan 20R-22126

Permanent Hydro Easement: Part of Lot 10 on Plan 608, Oakville, designated as Parts 6 and 10 on Plan 20R-22126

Permanent Aerial Hydro Easement: Part of Lots 9 and 10 on Plan 608, Oakville, designated as Parts 5, 8 and 9 on Plan 20R-22126

Temporary Construction Easement: Part of Lots 9 and 10 on Plan 608, Oakville, designated as Parts 5, 6, 9 and 10 on Plan 20R-22126

10) Part of 1137 North Service Road

Permanent Hydro Easement: Part of Lot 10, Plan 608, Oakville, designated as Parts 15, 17, 18 and 21 on Plan 20R-22126

Permanent Aerial Hydro Easement: Part of Lot 10, Plan 608, Oakville, designated as Parts 11, 12, 13, 14, 16, 19 and 20 on Plan 20R-22126

Temporary Construction Easement: Part of Lot 10, Plan 608, Oakville, designated as Parts 11, 12, 14, 15, 17, 18, 19, 20 and 21 on Plan 20R-22126

11) Part of 1173 North Service Road

Permanent Aerial Hydro Easement: Part of Lot 10, Plan 608, Oakville, designated as Parts 22 and 23 on Plan 20R-22126

Temporary Construction Easement: Part of Lot 10, Plan 608, Oakville, designated as Part 23 on Plan 20R-22126

12) Part of 1185 North Service Road

Fee Simple: Part of Lot 9, Concession 2 South of Dundas Street, Oakville, designated as Parts 32 and 36 on Plan 20R-22126

Permanent Hydro Easement: Part of Lot 9, Concession 2 South of Dundas Street, Oakville, designated as Parts 28, 30 and 31 on Plan 20R-22126

Permanent Aerial Hydro Easement: Part of Lot 9, Concession 2 South of Dundas Street, Oakville, designated as Parts 25, 27, 29, 33, 34 and 35 on Plan 20R-22126

Temporary Construction Easement: Part of Lot 9, Concession 2 South of Dundas Street, Oakville, designated as Parts 24, 25, 26, 27, 28, 30, 33 and 35 on Plan 20R-22126

13) Part of 1195 North Service Road

Permanent Hydro Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Part 38 on Plan 20R-22126

Permanent Aerial Hydro Easement: Part of Lots 8 and 9, Concession 2 South of Dundas Street, Oakville, designated as Part 37 on Plan 20R-22126

14) Part of 1209 North Service Road

Fee Simple: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Part 3 on Plan 20R-22117

Permanent Aerial Hydro Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 1 and 2 on Plan 20R-22117

Temporary Construction Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Part 2 on Plan 20R-22117

15) Part of 1221 North Service Road

Fee Simple: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Part 12 on Plan 20R-22117

Permanent Hydro Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 5, 7, 8, 9, 13, 14, 16, 17, 19 and 20 on Plan 20R-22117

Permanent Aerial Hydro Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 4, 6, 10, 11, 15 and 18 on Plan 20R-22117

Temporary Construction Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 6, 7, 9, 10, 11, 14, 15, 17, 18 and 20 on Plan 20R-22117

16) Part of 1273-1303 North Service Road

Fee Simple: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 26, 29 and 32 on Plan 20R-22117

Permanent Hydro Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 23, 33 and 34 on Plan 20R-22117

Permanent Aerial Hydro Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 22, 24, 25, 27, 28, 30 and 31 on Plan 20R-22117

Temporary Construction Easement: Part of Lot 8, Concession 2 South of Dundas Street, Oakville, designated as Parts 21, 22, 23, 25, 28, 31, 33 and 34 on Plan 20R-22117

SCHEDULE “B”

Form 1

Expropriations Act, R.S.O. 1990, Reg. 363

APPLICATION FOR APPROVAL TO EXPROPRIATE LAND

To: The Council of The Corporation of the Town of Oakville (Approving Authority) at 1225 Trafalgar Road, Oakville, Ontario, L6H 0H3

In the matter of the proposed expropriation of land in the Town Of Oakville, in the Regional Municipality of Halton as more particularly described in Schedule A attached to this by-law by The Corporation of the Town of Oakville, for the municipal purposes of road widening, reconstruction and improvements to North Service Road and Eighth Line and all works ancillary thereto.

Application is hereby made for approval to expropriate the lands described in Schedule “A” attached to this by-law.

Dated at Oakville this ____ day of _____, 2022

The Corporation of the Town of Oakville

Jim Knighton, in his capacity as Manager of Realty Services

SCHEDULE "C"

Form 2

Expropriations Act, R.S.O. 1990, Reg. 363

NOTICE OF APPLICATION FOR APPROVAL TO EXPROPRIATE LAND

In the matter of an application by The Corporation of the Town of Oakville for approval to expropriate land in the Town of Oakville, in the Regional Municipality of Halton as more particularly described in Schedule "A" attached to this by-law, for the municipal purposes of road widening, reconstruction and improvements to North Service Road and Eighth Line and all works ancillary thereto.

Notice is hereby given that application has been made for approval to expropriate the lands described in Schedule "A" attached to this by-law.

Any owner of land in respect of which notice is given who desires a hearing into whether the taking of such land is fair, sound and reasonable necessary in the achievement of the objectives of the expropriating authority shall so notify the approving authority in writing,

- a) in the case of a registered owner, served personally or by registered mail within thirty days after the registered owner is served with the notice, or, when the registered owner is served by publication, within thirty days after the first publication of the notice;
- b) in the case of an owner who is not a registered owner, within thirty days after the first publication of the notice.

The approving authority is:

The Council of The Corporation of the Town of Oakville
1225 Trafalgar Road, Oakville, Ontario L6H 0H3

The expropriating authority is:

The Corporation of the Town of Oakville
1225 Trafalgar Road, Oakville, Ontario L6H 0H3

Dated at Oakville this ____ day of _____, 2022

The Corporation of the Town of Oakville

Jim Knighton, in his capacity as Manager of Realty Services

REPORT

Council

Meeting Date: September 19, 2022

FROM: Municipal Enforcement Services Department

DATE: September 6, 2022

SUBJECT: **Renewal of Animal Control Contract with Oakville Milton Humane Society**

LOCATION: Town-wide

WARD: Town-wide

Page 1

RECOMMENDATION:

1. That the Animal Control Contract attached as Appendix A to the report from the Municipal Enforcement Services Department dated September 6, 2022, be approved.
2. That the contract between the Corporation of the Town of Oakville and the Oakville and Milton Humane Society be executed in accordance with By-law 2013-057.

KEY FACTS:

The following are key points for consideration with respect to this report:

- The town has contracted animal control services through the Oakville and Milton Humane Society (OMHS) for many years
- The most recent contract for animal control services will expire on November 30th of this year
- Town staff have worked with OMHS staff to negotiate an updated contract for Council's consideration

BACKGROUND:

The OMHS has been providing animal care services in Oakville since 1936. Animal control is a community safety service that has traditionally been outsourced to the OMHS. The current contract, which will expire on November 30th of this year, was negotiated in 2019 extending for three years. The OMHS is paid yearly for their service based on a negotiated fee for service, and the amount paid in year three of the current contract (2022) was \$869,700.

The current contract was reviewed and updated throughout this year with a focus on ensuring services provided address current and emerging issues, and public needs.

Key areas of the contract include:

- Sheltering and impounding of animals
- Seizing and impounding dogs at large
- Responding to wildlife in distress
- Assisting with community coyote concerns
- Licensing and registering animals
- Patrolling the town and responding to complaints
- Conducting enforcement and attending court
- Enforcing violations of the Dog Owner's Liability Act
- Removing and disposing of dead animals from town streets
- Maintaining appropriate records

The chart below helps to provide a high-level overview of some of the significant services provided by OMHS during 2021, the most recent full year of service. Even though 2021 was impacted by COVID-19 restrictions, OMHS continued to have a significant workload related to AMPS, orders, investigations, patrols and dogs running at large.

Animal control activity 2021	
Activity	2021
Dogs licensed	5,881
Dogs running at large	132
Pick up stray animals	346
Investigations	712
Enforcement	Charges 12 AMPs 144 Orders 96
Patrols	2,776

The management of wildlife is a topic that often comes up in connection with animal control. The animal control contract does not include provisions for removal of wildlife from private residences. If wildlife such as skunks, raccoons, fox, etc. are found on private properties it is the responsibility of the private property owner to have the wild animal humanely removed, at the property owner's expense. Animal control will only respond if wild animal is found in distress.

Coyote management is an exception to the wildlife statement above. Animal control continues to play a significant role in the town's Coyote Management Protocol, and as such the animal control contract continues to account for animal control officers' involvement in the process.

COMMENT/OPTIONS:

Municipal enforcement and OMHS staff have conducted a review and update of the animal control contract. The contract is set to expire at the end of November this year and without renewal, the town would not be able to supply animal control services to Oakville residents.

The most significant change in the updated contract is cost for service. In the 2022-year, providing animal control services cost the town \$860,700, with year-to-date dog licensing revenue of \$40,000 (25% of total yearly licensing revenue). Over the duration of the 2020-2022 animal control contract to date, the town's portion of dog licensing revenue was \$118,486.

As part of current negotiations, OMHS staff have reviewed and updated their costs, identifying the need to increase the yearly contract amount to \$1,233,042 in 2023, \$1,185,473 in 2024 and \$1,218,990 in 2025, all numbers inclusive of inflationary increases. The main cost drivers of the increase are staffing, and vehicle related and are intended to reflect the true cost of providing animal control services in Oakville. The revenue from licensing is anticipated to continue at similar levels throughout the duration of the proposed contract.

Conclusion

Appendix A of this report contains the revised proposed animal control contract for the period of 2023-2025.

Over the duration of this contract, staff will be conducting a value for money review of the animal control function to ensure that the partnership with the OMHS continues to be the most responsible way to manage animal control in the town. Outcomes of the review could include continuation of the status quo, or recommendations to insource or move to a competitive bidding process for the provision of the service.

CONSIDERATIONS:

(A) PUBLIC

The provision of quality animal control services is essential to ensure community-animal conflicts are dealt with efficiently and professionally. This contract will have little impact on the public as the OMHS is already providing quality animal control services to the town.

(B) FINANCIAL

Animal by-law related fees are included in the town's annual budget.

Detailed OMHS Animal Control Operating Budget 2023-2025			
Cost Driver	2023	2024	2025
Animal Care	23,914	24,631	25,370
Medical	7,164	7,379	7,601
Vehicles	205,000	142,250	144,568
Communications	45,200	44,806	46,150
Insurance	13,592	13,999	14,419
Office & General Shelter	63,506	65,411	67,373
Building Repair and Maintenance	37,462	38,586	39,744
Salaries and Benefits (19.86%)	748,792	771,255	794,393
Enforcement Equipment	14,330	8,089	8,332
Training & Professional Development	15,366	12,615	12,993
Management Overhead	58,716	56,451	58,047
Total*	1,233,042	1,185,473	1,218,990

*Costs are inclusive of inflationary yearly increases

The above fees will be reflected in the 2023 budget presented to Council.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

N/A

(D) CORPORATE STRATEGIC GOALS

This report addresses the corporate strategic goal(s) to:

Providing joint services with established community organizations addressed the corporate strategic goal of accountable government.

(E) CLIMATE CHANGE/ACTION

N/A

APPENDICES:

Appendix A – 2023-2025 Animal Control Contract

Prepared and submitted by:

Jim Barry, Director, Municipal Enforcement

THIS **AGREEMENT** dated as of the 1st day of December 2022.

BETWEEN:

THE CORPORATION OF THE TOWN OF OAKVILLE
(the “Town”)

- and –

THE OAKVILLE & MILTON HUMANE SOCIETY
(the “Society”)

WHEREAS:

BETWEEN:

THE CORPORATION OF THE TOWN OF OAKVILLE
(the “Town”)

- and –

THE OAKVILLE & MILTON HUMANE SOCIETY
(the “Society”)

WHEREAS the Society is a registered non-profit charitable organization who is dedicated to protecting and making life better for animals and connecting the communities that care about them in Oakville.

AND WHEREAS, the Municipal Act, 2001 and other provincial legislation contain provisions relating to animals, including provisions authorizing municipalities to pass by-laws relating to animals;

AND WHEREAS the Town has passed and will hereafter pass by-laws relating to animals;

AND WHEREAS under agreement, the Society has acted as the Town's poundkeeper and in addition has carried out services and duties related to animal control on behalf of the Town;

AND WHEREAS the Society owns land described as Lot 115 according to a plan registered in the Registry Office for the Registry Division of Halton as Plan 1009 designated as Part 1 on Plan 20R-6949 in the Town of Oakville, Regional Municipality

of Halton (PIN 24806-055(LT)), herein referred to as the "Land", and owns the animal shelter building and its fixtures and equipment (herein collectively referred to as the "Shelter") located on the Land and uses the Land and the Shelter for its operations as a Humane Society in addition to the provision of Animal Control Services under agreement with the Town;

AND WHEREAS the Society and the Town (individually a "Party" and collectively the "Parties") deem it desirable that the Society continue to provide the Animal Control Services to the Town for a fee pursuant to the terms and conditions as set out herein;

NOW THEREFORE in consideration of the mutual covenants set forth below, the Parties agree as follows:

1.0 THE INTENTION OF THE PARTIES

- 1.1 The truth and accuracy of the foregoing recitals is acknowledged and confirmed by both Parties and the recitals form part of the Agreement.
- 1.2 Both Parties are committed to working together productively in a professional, diligent and co-operative manner to carry out the obligations identified in this Agreement.
- 1.3 Both Parties agree the Society provides enforcement under Town of Oakville Animal Control By-law as amended and Town of Oakville Licensing By-law as amended as well as applicable Provincial legislation.
- 1.4 Compliance investigations may include both Town and Society staff.

2.0 DEFINITIONS

- 2.1 "Administrative penalty" means an administrative penalty established in the Global Administrative Penalties By-law, Regulatory By-laws, and any other applicable by-law or as revised in the rates and fees schedule approved by Council as part of the annual budget approval process.
- 2.2 "Animal" means any member of the domestic animal kingdom, other than a human.
- 2.3 "Animal Control Officer" means a person or class of person employed by the Society and designated by by-law of the Town to enforce Town by-laws and legislation respecting animals, as listed in Schedule "A" of this Agreement.

- 2.4 “Animal Control Services” means the services provided by the Society for the Town as set out in Part 3.0 of this Agreement.
- 2.5 “Domestic” in relation to an animal means an animal kept by a person for pleasure or companionship.
- 2.6 “Emergency” is defined as situation where a stray animal requires immediate assistance as a result of injury or disease or where the animal itself is in immediate distress or at risk of endangering human life. This may include police or emergency services requests.
- 2.7 “Nuisance wildlife” means wildlife residing in the environs of a property that is not sick or injured, but is perceived to be causing damage to the property or that is not welcome at the property.
- 2.8 “Stray period” means as defined in the *Pounds Act*, R.S.O. 1990, c. P.17.
- 2.9 “Veterinarian” means a person registered under the *Veterinarians Act*, R.S.O. 1990, c. V.3.

3.0 **ANIMAL CONTROL SERVICES OVERVIEW**

The Society shall, on a fee for service basis, provide Animal Control Services for the Town as identified in this Agreement.

- 3.1 The Society shall enforce the Acts and Town by-laws as listed in Schedule “A” (which forms part of this Agreement) respecting animals.
- 3.2 The Society shall ensure that veterinarian services are available at all times to provide necessary treatment to any impounded animal.
- 3.3 The Society shall provide wards for stray animals equipped with suitable ventilation, heating and cooling facilities to provide for the comfort of the animals in accordance with applicable legislation.
- 3.4 The Society shall provide the ability to segregate animals from the general population, as may be ordered by the Medical Officer of Health, or any other person or persons having the authority to order the quarantine of animals, for the period of time so required.
- 3.5 The Society shall provide for the adoption or final disposition of all unclaimed animals after the stray periods have expired.

- 3.6 The Society shall provide for the licensing and registering of dogs in the Town pursuant to applicable Town by-laws, collect licence fees, provide tags and maintain a licensing database that is searchable and made available to Town staff on request.
 - 3.6.1 The Society and Town agree to explore opportunities to implement a system that is accessible to both parties.
- 3.7 Without limiting the foregoing and in accordance with timelines outlined in Section 6, the Society shall ensure that an Animal Control Officer shall respond and take appropriate action with respect to all requests for services in the Town which relate to:
 - 3.7.1 All dead animals on Town lands, to be collected and disposed of in accordance with provincial legislation and regulations and any applicable Town by-laws.
 - 3.7.2 Dead animals on private property in the Town, including Regional roads, to be collected and disposed of in accordance with provincial legislation and regulations and any applicable Town by-laws and subject to a pre-paid disposal fee at the Society's discretion and as set by the Society.
- 3.8 The Society shall dispose of deceased animals and may sub-contract the disposal such animals to a third party that provides services in accordance with applicable law.

4.0 ANIMAL CONTROL OFFICER – ENFORCEMENT

- 4.1 The Society shall ensure that Animal Control Officers:
 - 4.1.1 Adhere to service standards described in section 6 of this agreement.
 - 4.1.2 Follow Town enforcement policies (including the progressive enforcement procedure) when interacting with the public.
 - 4.1.3 Be dressed in an approved uniform and carry Town supplied identification and badge.
 - 4.1.4 Patrol the Town on a daily basis, or as a result of a complaint, in a radio-equipped vehicle, appropriately maintained and identified as a vehicle providing Animal Control Services and equipped with cages

in compliance with applicable provincial and municipal laws and regulations.

- 4.1.5 Ensure that an Animal Control Officer investigates all incidents involving dog aggression in accordance with timelines set out in section 6 of this agreement and where appropriate, initiate proceedings under the *Dog Owner's Liability Act*, R.S.O. 1990, c. D.16, including the pit bull provisions of the Act and any regulations thereunder as amended from time to time, or any successor thereto.
- 4.1.6 Pursue the licensing of all dogs in the Town that come to the attention of the Society as being unlicensed.
- 4.1.7 Promote the licensing of dogs using a comprehensive community awareness and engagement strategy.
- 4.1.8 Respond to and investigate complaints, provide information, issue warnings where appropriate, obtain evidence and issue penalties (administrative penalties and *Provincial Offences Act*) based on the progressive enforcement procedure, as required.
- 4.1.9 Prepare and submit disclosure information or other required documents, notes, photos, statements or other things, in a format prescribed by the Town, within reasonable timeframes set by the Town.
- 4.1.10 Appear and give evidence in enforcement proceedings as required on behalf of the Town.

5.0 ANIMALS AT LARGE

- 5.1 The Society shall ensure that where a dog, cat or other domestic animal is found at large and apprehended, the Animal Control Officer takes appropriate action which may include:
 - 5.1.1 Making reasonable attempts to return the dog to its owner including:
 - (a) Checking for a microchip; and
 - (b) Making at least three attempts to contact the owner if the last known address/contact information is known.
 - (c) Post a notice on the door or mail a letter to the homeowner if the last known address/contact information is known

- 5.1.2 Making reasonable attempts to return a cat to its owner including:
 - (a) Checking for microchip; and
 - (b) Making at least three attempts to contact the owner if the last known address/contact information is known.
 - (c) Post a notice on the door or mail a letter to the homeowner if the last known address/contact information is known
- 5.1.3 Issuing an Administrative Monetary Penalty (AMP) notice or *Provincial Offences Act* (POA) charge as required to ensure that a licence is purchased if the dog at large is unlicensed.
- 5.1.4 Impounding the dog, cat or other animal at the Shelter.
- 5.1.5 Providing for the adoption or final disposition of all unclaimed animals after the stray periods have expired.
- 5.2 The Society shall ensure that an Animal Control Officer assesses all stray, injured domestic animals to determine whether veterinarian care is required and provide same to alleviate pain/suffering.

6.0 SERVICE STANDARDS

The Society shall employ, at a minimum, the equivalent of 9.5 full-time Animal Control Officers (exclusive of administrative staff) and provide Animal Control Services pursuant to this Agreement in accordance with the following minimum performance standards:

- 6.1.1 Provide Animal Control Services and be responsive to calls within the Town between the hours of 7:00 a.m. and 9:00 p.m., Monday to Sunday inclusive, for each and every week this Agreement is in effect.
- 6.1.2 Be responsive to telephone calls on an Emergency call basis between the hours of 9:00 p.m. and 7:00 a.m., Monday to Sunday inclusive, for every week this Agreement is in effect. An answering service shall be used during hours that the Shelter is not open and such service shall relay pertinent information to the caller in the event of an Emergency.
- 6.1.3 Respond to any Emergency call within the Town within two (2) hours of receiving the complaint.
- 6.1.4 Respond to any call of a dog running at large in the Town within two (2) hours of receiving the complaint.

6.1.5 Respond to any call regarding the *Dog Owner's Liability Act* within forty-eight (48) hours of receiving the complaint, except in Emergency situations when 6.1.3 shall apply.

6.1.6 Respond to any call regarding a deceased animal in the Town within forty-eight (48) hours of receiving the complaint.

6.1.7 Respond to all other calls regarding animals in the Town within seventy-two (72) hours of receiving the complaint.

6.1.8 Respond to diseased or injured wildlife calls within the Town within three (3) hours.

7.0 STANDARDS OF CARE FOR IMPOUNDED ANIMALS

The Society shall provide the animal care pursuant to this Agreement in accordance with the following minimum performance standards:

7.1 All impounded animals will be given general daily care, including feeding, watering and twice-daily exercising of dogs. Quarantined animals will receive the above but will not receive twice-daily exercise outside of their kennel or attached outdoor enclosure.

7.2 All kennels and cages and surrounding areas will be cleaned and disinfected daily.

7.3 All impounded animals will be provided with enclosed space that has light and is properly ventilated.

8.0 WILDLIFE

The Society will support coyote concerns in the community through joint education sessions, public meetings and one-on-one conversations on an as needed or issues specific basis and:

8.1 The Society will respond to calls regarding wildlife, including coyotes that require immediate assistance as a result of injury, disease or are in immediate distress.

8.2 The Society will not respond to wildlife nuisance calls but will refer inquirers to private wildlife control businesses.

9.0 COOPERATIVE VEHICLE PURCHASING

- 9.1 Prior to August 1st each year the Society may provide the Town with a list of vehicles to be purchased on behalf of the Society, which may be added to the fleet purchase made by the Town in keeping with the Town of Oakville Procurement By-law.
- 9.2 The Society shall be responsible for the total cost, including any applicable taxes, interest and fees, of any vehicles added to the Town's fleet purchase on their behalf.
- 9.3 The Society shall be responsible for all aspects of in-servicing vehicles purchased on their behalf as part of the Town's fleet purchase, including warranty inspection, pick-up, additional equipment installation, decaling, and any future repairs. Further, the Society will be responsible for all licensing and insurance for these vehicles.

10.0 RECORDS

- 10.1 On or before the fifteenth (15th) day following each quarter of the year, the Society shall provide the Town with a record of transactions conducted on behalf of the Town in the previous quarter (3 months). The records shall include:
 - 10.1.1 A breakdown of complaints/requests for service in the Town.
 - 10.1.2 The number of stray dogs received/picked up/impounded, returned to owners and stray cats received/picked up/impounded, returned to owners.
 - 10.1.3 The number of dog attacks and bites reported to the Society.
 - 10.1.4 The number of proceedings commenced under the *Dog Owner's Liability Act*.
 - 10.1.5 The number of other small domestic stray animals received/picked up/impounded, returned to owners.
 - 10.1.6 The number of injured and dead animals picked up.
 - 10.1.7 The number of animals placed in protective care.
 - 10.1.8 The number of requests for service after 9:00 p.m. and before 7:00 a.m.
 - 10.1.9 The number of licences/tags sold.

10.1.10 Other pertinent information regarding Animal Control Services as may be requested in writing by the Town, acting reasonably.

10.2 The Society shall retain digitized records regarding licences and Animal Control Services, including Animal Control Officer reports, pursuant to the provisions of the Town's Records Retention, as amended from time to time, or any successor thereto. The cost of digitizing records will be charged to the Animal Control Services operating budget.

11.0 FEE FOR SERVICE

11.1 The Town shall pay the Society an annual fee based on full cost recovery for the services specified in this Agreement for each year of the term of this Agreement ("Fee for Service"). The Society shall submit to the Town by July annually, its request for Fee for Service based on full cost recovery for the next fiscal year, together with supporting documentation as determined necessary by the Society's Executive Director. Payment of the Fee for Service approved by the Town shall be made in twelve equal payments per year, no later than the fifteenth of each month, provided that the information for the previous quarter required under section 8.0 has been provided to the Town by the Society.

11.2 The Society shall be entitled to keep all revenue generated from impoundment fees and 75% of revenue generated from dog licensing in order to offset operating costs of the Society. The remaining 25% from the sale of licences will be issued to the Town within 30 days following the previous quarter.

11.3 The Society shall keep and maintain all proper books, records, accounts, documents and vouchers necessary to record all financial transactions and as required by law in connection with its operations. The Society shall always comply with all reporting and other requirements by law as a registered charity.

11.4 If requested, the Society shall provide to the Town a copy of its annual audited financial statements for each fiscal year during the term of the Agreement, no later than fifteen (15) days after the Society's annual general meeting.

11.5 As an independent and arm's length corporation, the Society shall be entirely and solely responsible for any cost overruns or budget deficits it may incur regarding Society operations, other than any cost overruns or budget deficits incurred for Animal Control Services provided to the Town

pursuant to this Agreement, which shall be covered by the Town through a grant to the Society.

- 11.6 The Society shall be responsible to pay any taxes which may be levied against the Land and the Shelter pursuant to applicable legislation. Any additional taxes that are a result of the Animal Control Services provided to the Town pursuant to this Agreement will be passed on to and be the responsibility of the Town.
- 11.7 The Town agrees that the Society will be entitled to full cost recovery for the Animal Control Services provided to the Town pursuant to this Agreement, including but not limited to, all costs associated with salaries, officer training, building and occupancy costs, and value for goods in kind used in the provision of Animal Control Services.
- 11.8 Attached as Schedule “B” and forming part of this Agreement is a schedule of expenses projected by the Society to be incurred for the provision of Animal Control Services for the Town in 2020. The Society agrees to provide such information to the Town by July annually for each and every year during the term of this Agreement.

12.0 INSURANCE AND INDEMNIFICATION

- 12.1 The Society shall maintain throughout the term of this Agreement comprehensive liability and property insurance in a form and amount satisfactory to the Town, in which the Town shall be named as an additional insured with respect to the Society’s operations and all obligations assumed under this Agreement, including insurance against loss or damage resulting from bodily injury, including death, to one or more persons and loss of or damage to property arising from the performance of this Agreement by the Society, its employees and agents. The Society shall also maintain throughout the term of this Agreement its own Directors and Officers insurance policy satisfactory to the Town. The costs to the Society of maintaining its own insurance are considered operating expenses of the Society.
- 12.2 The Society shall provide to the Town a certified copy of such policy or a certificate thereof within two (2) weeks after the Society executes this Agreement and thereafter each July on an annual basis with the submission of the Society’s Fee for Service budget request to the Town.
- 12.3 The Society hereby fully indemnifies, holds harmless, and shall defend the Town, its employees, officers, agents and elected representatives, from and against any and all actions, proceedings, claims and demands of

every nature and kind whatsoever, and from all costs, charges and expenses, including legal expenses and loss, including but not limited to bodily injury, including death, to any person or persons and property loss or damage, which may be brought against or made upon the Town by any party whatsoever, or which may be incurred, sustained or paid by the Town, in consequence of the performance or non-performance by the Society of its obligations pursuant to this Agreement, unless such loss or damages are as a result of or by reason of any negligence, including gross negligence, or as a result of an action or omission, misrepresentation, misstatement, imprudence, lack of skill or error of judgment, of or by the Town or its officers, directors, agents, employees and servants. This indemnification in respect of any breach, violation, non-performance, damage to property, or injury or death occurring during the term of this Agreement, shall survive any termination of this Agreement.

13.0 TERM AND TERMINATION

- 13.1 The term of this Agreement shall be three (3) years, commencing December 1, 2022 to and including November 30, 2025. Upon the entering into of this Agreement, the agreement between the Parties dated December 1, 2019 shall terminate and be of no further force and effect.
- 13.2 The Town or the Society shall have the right to terminate this Agreement, without cause, at any time upon one year written notice (hereinafter “Early Termination”).
- 13.3 Should the Town decide to terminate the Animal Control Services Agreement with the Society, the Society will have first right of refusal to enter into a new agreement with the Town to provide service as the municipal animal shelter for the impoundment of stray animals, the confinement of observation animals as determined by Public Health, protective care animals, and holding of dogs as determined by DOLA
- 13.4 The Town shall not be liable for any costs, damages or loses sustained by the Society to its business of whatsoever sort due directly, indirectly or consequently in whole or in part, to Early Termination. The Town and the Society support a reasonable wind down service period of two months prior to termination date.
- 13.5 Where either party commits a material breach of this Agreement, the non-offending party shall, by written notice, grant the offending party ninety (90) days to rectify the breach or to otherwise take corrective action to the satisfaction of the non-offending party.

- 13.6 Where a party to this Agreement has committed a material breach, the non-offending party may, subject to section 12.5 herein, terminate the Agreement on one hundred and eighty (180) days' written notice. Where the Town committed the material breach leading to the termination of the Agreement, the Town shall provide payment to the Society in the amount equal to all costs borne by the Society for contractual obligations into which the Society entered (including, but not limited to, employment and equipment contracts) to meet the defined levels of service set out in this Agreement.
- 13.7 If during the term of this Agreement, the Society ceases to function or wishes to cease functioning as a Humane Society, or the Society wishes to sell the Land, the Society shall provide the Town with one hundred and eighty (180) days' notice by notifying the Town Clerk in writing of the Society's intention. The Town shall have the option to elect to make an offer to purchase the Land and the Shelter at fair market value, by delivering an Offer to Purchase to the Society within one hundred and eighty (180) days thereafter. Where the parties are unable to reach an agreement for the purchase by the Town of the Land and the Shelter, the Society may, at its discretion, at any time after delivery of an Offer to Purchase by the Town as aforesaid, if any, proceed to sell the Land and the Shelter to a third party. This Agreement shall terminate in the event of a sale of the Land and the Shelter to either the Town or to a third party in accordance with this section.
- 13.8 For greater clarity, s. 12.7 of this Agreement is intended solely to provide the Town an opportunity to make a first Offer to Purchase the Land in the circumstances contemplated by that section. The option granted in s. 12.7 is intended to provide the parties an opportunity to enter into a purchase and sale agreement of the Land between willing buyer and willing seller. Any such Offer to Purchase which the Town may choose to make to the Society, pursuant to s. 12.7, shall not be deemed or construed to be an act of expropriation of the Land by the Town. The Town shall not be deemed by this Agreement to be required to purchase the Land, nor shall the Society be deemed to be required to sell the Land to the Town.
- 13.9 In the event that the Town acquires the Land, and the Society is operating an animal shelter in the Town and/or is providing Animal Control Services to the Town, the Town undertakes not to use the Land for a similar or competing facility or for the provision of such services.

14.0 GENERAL

- 14.1 The Society shall not assign or transfer in any manner this Agreement without the prior written consent of the Town, acting reasonably.
- 14.2 The Society shall throughout the term of this Agreement, maintain its status as an independent registered charity.
- 14.3 Notice for the purpose of this Agreement shall be deemed effectively given to the Society, if delivered or mailed by registered mail, addressed to the Executive Director of the Oakville & Milton Humane Society at 445 Cornwall Road, Oakville, Ontario, L6J 7S8, or such other address as the Society shall have advised the Town in writing, and to the Town, if delivered or mailed by registered mail, addressed to the Town Clerk at The Corporation of the Town of Oakville, P.O. Box 310, 1225 Trafalgar Road, Oakville, Ontario, L6J 5A6, or such other address as the Town shall have advised the Society in writing.
- 14.4 Any notice or communication given by personal delivery or courier shall be deemed to have been given and received on the day of actual delivery thereof. Any notice or communication given by facsimile transmission or email shall be deemed to have been given and received on the next business day following the day on which it was successfully sent. Any notice or communication given by registered mail shall be deemed to have been given and received on the fifth (5th) business day following the date of mailing.
- 14.5 No condoning or overlooking by the Town or the Society of any default, breach or non-observance by the other shall operate as a waiver of such party's rights hereunder in respect of any continuing or subsequent default or breach. All rights and remedies herein are cumulative and alternative.
- 14.6 Time shall be the essence of this Agreement.
- 14.7 This Agreement constitutes the entire agreement between the parties hereto and supersedes all prior agreements and understandings whatsoever with respect to its subject matter, and may not be amended except by an instrument, in writing, duly approved and executed by the Town and the Society. Specifically, the parties agree that by execution of this Agreement, any former agreement between the parties is hereby terminated.
- 14.8 There are no conditions, warranties, representations or other agreements in connection with this Agreement except as specifically set out herein.

- 14.9 If any part of this Agreement shall be declared illegal or unenforceable by a court of competent jurisdiction, it shall be severed from and deemed never to have formed a part of this Agreement, and the remainder of this Agreement shall remain in full force and effect and enforceable in accordance with its terms.
- 14.10 This Agreement shall be construed and governed by the laws of the Province of Ontario.
- 14.11 All references shall be read with such changes in number and gender as may be appropriate according to whether the reference is to a male or female person or a corporation or partnership.
- 14.12 The insertion of headings is for convenience of reference only and shall not be construed so as to affect the interpretation or construction of this Agreement.
- 14.13 The preparation of this Agreement shall not be deemed to be an offer to the Society, and no agreement or contract between the parties hereto shall arise or exist except through the execution of the Agreement by the Society and by the Town after same has been authorized by Town Council.
- 14.14 This Agreement shall extend to, ensure to the benefit of, and be binding upon, the parties hereto and their respective successors and permitted assigns.
- 14.15 The parties consent to the registration of this Agreement against title to the Land.
- 14.16 Reference to any by-law or provincial legislation means as may be amended or replaced from time to time.

IN WITNESS WHEREOF the parties have cause this Agreement to be executed by their respective officers who are duly authorized to do so.

DATED AND SIGNED at the Town of Oakville this day of .

THE OAKVILLE & MILTON HUMANE SOCIETY

We have authority to bind the corporation.

THE CORPORATION OF THE TOWN OF OAKVILLE

Mayor

Clerk

We have authority to bind the corporation.

Schedule “A”

Town of Oakville Licensing By-law (Pet Shop/Kennel Schedule) as amended

Town of Oakville Animal Control By-law as amended

Dog Owner’s Liability Act, R.S.O. 1990, c. D.16

Livestock, Poultry and Honeybee Protection Act, R.S.O. 1990, c. L.24

Schedule “B”

Animal Control Expenses

Town of Oakville

Detailed OMHS Animal Control Operating Budget 2023-2025			
Cost Driver	2023	2024	2025
Animal Care	23,914	24,631	25,370
Medical	7,164	7,379	7,601
Vehicles	205,000	142,250	144,568
Communications	45,200	44,806	46,150
Insurance	13,592	13,999	14,419
Office & General Shelter	63,506	65,411	67,373
Building Repair and Maintenance	37,462	38,586	39,744
Salaries and Benefits (19.86%)	748,792	771,255	794,393
Enforcement Equipment	14,330	8,089	8,332
Training & Professional Development	15,366	12,615	12,993
Management Overhead	58,716	56,451	58,047
Total*	1,233,042	1,185,473	1,218,990

*Inclusive of inflationary increases

REPORT

Council

Meeting Date: September 19, 2022

FROM: Legal Department

DATE: September 6, 2022

SUBJECT: By-law 2022-102 - A by-law to dedicate certain land as part of a public highway (Part 4, Plan 20R-21672, and Parts 4 and 5, Plan HR1780838 - Dante Court)

LOCATION: Cul de sac off Wyecroft Road for access to 700 and 656 Kerr Street

WARD: Ward 2

Page 1

RECOMMENDATION:

That By-law 2022-102 - A by-law to dedicate certain land as part of a public highway (Part 4, Plan 20R-21672, and Parts 4 and 5, Plan HR1780838 - Dante Court) be passed.

KEY FACTS:

The following are key points for consideration with respect to this report:

- Part 4 on Plan 20R-21672 and Part 6 on Plan 20R-21340 (collectively the “Lands”) were acquired as part of the Kerr Street Grade Separation project to provide a secondary access from Wyecroft Road to 656 and 700 Kerr Street.
- A secondary access was identified as the preferred planning alternative in the Addendum study to the 2009 Kerr Street at Lakeshore Rail Corridor Grade Separation Environmental Study Report.
- A by-law is required to dedicate the Lands as a public highway identified as Dante Court.

BACKGROUND:

In 2018, an addendum study (the “ESR Addendum”) to the 2009 Kerr Street at Lakeshore Rail Corridor Grade Separation Environmental Study Report was undertaken to review access requirements to 656 and 700 Kerr Street. The ESR Addendum recommended providing a new municipal right of way access to 656 and 700 Kerr Street from Wyecroft Road. This secondary access will provide an opportunity to reduce conflict points at Kerr Street and would separate truck and

personal traffic. The results of the ESR Addendum were presented to Council on January 27, 2019 in a report from the Engineering and Construction Department titled "*Kerr Street at Lakeshore Rail Corridor - Grade Separation Addendum to the 2009 Environmental Study Report*".

Part 4 on Plan 20R-21672 and Part 6 on Plan 20R-21340 were acquired from the owners of 656 and 700 Kerr Street for the purpose of creating this recommended secondary access from Wyecroft Road.

A by-law is required to dedicate the Lands as a public highway identified as Dante Court.

COMMENT/OPTIONS:

The Transportation and Engineering Department has no objection to the passing of By-law 2022-102 dedicating these Lands as a public highway.

The Legal Department does not consider there to be any exposure to the Town in passing this by-law.

CONSIDERATIONS:

(A) PUBLIC

The dedication of these lands will provide a secondary legal access to 656 and 700 Kerr Street.

(B) FINANCIAL

There are no financial considerations in dedicating these lands other than ongoing maintenance of the roadway.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

The Roads and Works Operations Department will be required to continue maintaining the roadway.

(D) CORPORATE STRATEGIC GOALS

This report addresses the corporate strategic goal to improve the Town's multi-modal transportation network to support effective movement of people and goods.

(E) CLIMATE CHANGE/ACTION

N/A

APPENDICES:

Appendix A – Location Map

Appendix B – By-law 2022-102

Prepared by:

Ryan Maynard

Assistant Town Solicitor

Prepared by:

Submitted by:

Doug Carr

Town Solicitor

QUEEN ELIZABETH WAY

APPENDIX A

SINCLAIR ROAD

WYECROFT ROAD

DANTE COURT

KERR STREET

LOCATION MAP

Appendix 'A'

DANTE COURT

PART 4 PLAN 20R-21672 AND PART 6 PLAN 20R-21340



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2022-102

A by-law to dedicate certain land as part of a public highway - Dante Court

COUNCIL ENACTS AS FOLLOWS:

1. That certain parcel of land more particularly describes in Schedule “A” attached hereto is hereby declared to be part of a public highway, namely Dante Court.
2. Schedule “A” forms part of this by-law.

PASSED this 19th day of September, 2022

MAYOR

CLERK

SCHEDULE “A”

1. Part of Lot 16, Concession 3 Trafalgar SDS, designated as Part 4 on Plan 20R-21672, Oakville
2. Part of Lot 16, Concession 3 Trafalgar SDS, and Part of Block A, Plan 949, designated as Part 6 on Plan 20R-21340, Oakville

REPORT

Council

Meeting Date: September 19, 2022

FROM: Finance Department

DATE: September 6, 2022

SUBJECT: June 30, 2022 Financial Results

LOCATION: Town-wide

WARD: Town-wide

Page 1

RECOMMENDATION:

1. That the staff report dated September 6, 2022, entitled *June 30, 2022 Financial Results* from the Finance department, be received.
2. That the 2022 capital budget be amended to add \$504,000 to project 42102110 Accommodation Needs funded from the Capital Reserve for preliminary work required to implement a physical work environment that supports hybrid work styles.
3. That the 2022 capital budget be amended to add a new project in the amount of \$136,000 funded from the Building Maintenance reserve fund for design and consulting fees related to repairs needed at Wedgewood pool.
4. That \$448,600 for the Winter Recreation Strategy for the 2022/2023 season be approved to be funded from the Tax Stabilization reserve.

KEY FACTS:

The following are key points for consideration with respect to this report:

- The Financial Results report presents the town's financial activities from January 1, 2022 to June 30, 2022.
- The total projected town variance after reserve transfers is \$0.80 million unfavourable or 0.4% of the tax levy.
- The projection does not include the \$5.69 million in Government support budgeted as an interim measure to offset COVID-19 impacts as an announcement has not been made as of the date of this report.
- The projection includes an unfavourable variance of \$1.51 million for fuel and an unfavourable variance of \$1.33 million for winter control. Town policy is to fund unfavourable variances for these items from reserves if required.

- Total capital expenditures of \$92.0 million have been incurred in this period.
- A total of 20 capital projects have been identified for closure this period resulting in \$1.45 million being returned to reserves and reserve funds.
- A total of 15 tendered contracts and 3 single source awards in excess of \$100,000 were awarded during this period.
- In June, the annual headline inflation rate hit 8.1% year over year, marking the fastest pace since 1983. In the BOC's July Monetary Policy Report, inflation forecasts have been revised up by almost 2 percentage points to 7.2% in 2022, by 1.8 percentage points to 4.6% in 2023, and by 0.2 percentage points to 2.3% in 2024. Some relief came with the July inflation reading dropping to 7.6% year over year, which was the first pull-back in the annual inflation rate in just over a year.

BACKGROUND:

This report provides an update regarding the town's financial activities from January 1, 2022 to June 30, 2022 and covers all financial matters including operating budget, capital budget, reserve and reserve fund balances, investment and trust funds, and purchasing activities.

COMMENT/OPTIONS:**OPERATING BUDGET**

Based on the results for this period, the total projected town variance after policy related and recommended transfers to reserves is \$0.80 million unfavourable or 0.4% of the tax levy.

\$ Millions	2022	2022	2022	2022
	Annual Budget	Q2 Actuals+ Commitments	Q2 Year-end Projection	Variance to Budget
Emergency Services	41.96	21.14	42.44	(0.49)
Road Network	27.79	18.00	27.68	0.11
Oakville Transit	29.29	14.95	28.02	1.27
Recreation and Culture	19.68	12.66	19.91	(0.23)
Parks and Open Spaces (incl. Cemetery and Harbours)	20.30	9.33	19.27	1.03
Oakville Public Library	11.07	5.77	10.76	0.32
Community Development	3.90	1.63	1.56	2.33
Political Governance	3.90	1.11	3.74	0.16
Municipal Enforcement (incl. Parking)	1.94	1.34	2.92	(0.98)
Corporate Support Services	34.75	14.86	32.97	1.78
Total Program Variance	\$ 194.57	\$ 100.78	\$ 189.27	\$ 5.30
Corporate Hearings & Litigation	0.50	0.11	0.50	0.00
Corporate Revenue & Expenses	(195.07)	(180.53)	(190.01)	(5.06)
Town Variance before transfers	\$ -	\$ (79.63)	\$ (0.24)	\$ 0.24
Policy Related and Recommended Transfers for Programs:				
Transfer (to)/from Building Enterprise Reserve				(0.35)
Transfer (to)/from Cemetery Reserve				(0.10)
Transfer (to)/from Harbours Reserve fund				(0.59)
Transfer (to)/from Parking Reserve fund				not recommended
Total Town Variance after transfers				\$ (0.80)

As shown above, the total projected Program variance is \$5.30 million favourable. Corporate Revenue & Expenses includes additional supplementary taxes of \$1.83 million in the year-end projection. Support from other levels of government in the amount of \$5.69 million was budgeted in Corporate Revenue & Expenses as an interim measure to offset COVID-19 impacts. A funding announcement has not been made as of the date of this report and is not included in the year-end projections thus resulting in an overall unfavourable variance of \$5.06 million in Corporate Revenue & Expenses. The total Program variance combined with Corporate Hearings & Litigations and Corporate Revenues & Expenses shows a total town variance before transfers of \$0.24 million favourable.

Legislation requires any surplus/shortfall generated from building permit revenues to be transferred to/from the Building Enterprise Reserve. A transfer of \$0.35 million to the Building Enterprise Reserve is projected. Town policy is to balance any surplus/deficit for Cemeteries, Harbours, Parking, and Election to their own program specific reserves. Cemeteries and Harbours are projecting surpluses which town staff will recommend to be transferred to their respective reserves and reserve funds as normal at year-end. Election is projecting to be on budget. Parking continues to be impacted by the COVID-19 pandemic and is projecting a deficit. In 2020 and 2021, the town did not transfer from the Parking reserve fund to cover the shortfall given the impact of the pandemic and it is expected that a similar approach will be recommended this year.

After all policy related and recommended transfers, the total projected town variance after transfers is \$0.80 million unfavourable representing 0.4% of the tax levy. This also includes a projected unfavourable variance of \$1.51 million for fuel given the

significant increase in fuel rates and a projected unfavourable variance of \$1.33 million for winter control given several significant snow storm events at the beginning of 2022. According to town procedure, unfavourable variances in fuel costs due to significant changes in rates can be offset by a transfer from the Tax Stabilization reserve at year end. Also, unfavourable variances in winter control can be offset by a transfer from the Storm Event reserve at year end if required. Staff will continue to monitor these impacts and report back in the next quarterly report.

COVID-19 Impact

COVID-19 impacts of \$5.69 million were included in the 2022 budget along with \$5.69 million in Government support, yet to be announced, to offset these COVID-19 impacts. In addition to the budgeted COVID-19 impacts, a further \$5.72 million is projected to year-end. As shown below, \$5.60 million is attributed to revenue loss, primarily in Recreation and Culture, given the closure of various facilities and reduced programming at the beginning of 2022 and \$0.12 million is attributed for additional cleaning, safety supplies and other pandemic related costs.

COVID-19 Impact (\$ Millions)	2022 Variance to Budget
Revenue Loss	
Recreation and Culture	(4.42)
Parking	(0.67)
Transit	(0.45)
Other Programs	(0.06)
Total Revenue Loss	\$ (5.60)
Additional Costs	
Materials and Supplies	(0.03)
Purchased Services	(0.09)
Total Additional Costs	\$ (0.12)
Total estimated COVID-19 Impact at year-end	\$ (5.72)

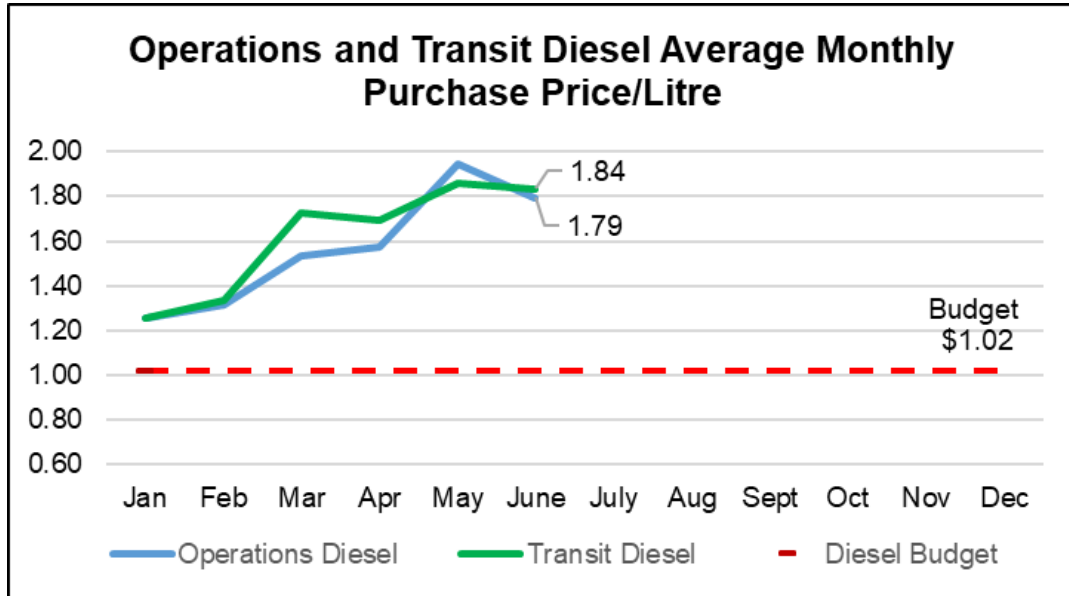
Program Variance

Despite the projected COVID-19 impact, higher fuel rates and additional winter control costs, the total projected program variance is \$5.30 million favourable as shown below. The most significant variances to budget by expense and revenue type are discussed below.

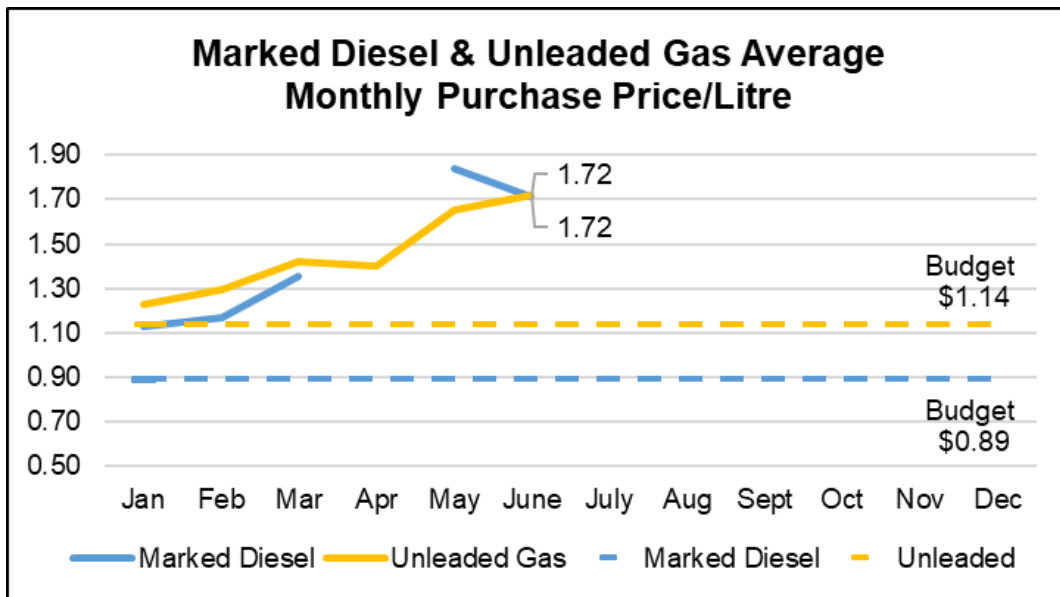
	2022	2022	2022	2022
\$ Millions	Annual	Q2	Q2 Year-	Variance to
	Budget	Commitm	Projectio	Budget
EXPENSES				
Personnel Services & Benefits	176.71	75.96	165.83	10.88
Materials & Supplies	23.80	12.16	24.70	(0.90)
Capital out of Operations	0.50	0.19	0.50	(0.01)
Purchased Services	40.27	22.82	41.05	(0.78)
Payments & Grants	5.93	3.14	5.61	0.32
Internal Expenses & Transfers	39.34	27.95	39.12	0.22
Total EXPENSES	\$ 286.54	\$ 142.23	\$ 276.82	\$ 9.72
REVENUES				
External Revenues	(67.68)	(28.58)	(63.80)	(3.89)
Internal Recovery & Fund Transfers	(24.29)	(12.86)	(23.76)	(0.53)
Total REVENUES	\$ (91.97)	\$ (41.44)	\$ (87.55)	\$ (4.42)
Total Programs	\$ 194.57	\$ 100.78	\$ 189.27	\$ 5.30

Personnel Services & Benefits - \$10.88 million favourable. These savings are higher than normal primarily due to reduced programming and services at the beginning of 2022 in Recreation & Culture and Transit and for various vacancies in other programs as the town continues to look to fill vacant positions.

Materials & Supplies - \$0.90 million unfavourable. This is primarily attributed to fuel costs which are projected to be \$1.51 million over budget given the significant increase in fuel rates. Staff have been monitoring the rise in fuel rates very closely, particularly diesel which is the primary fuel used by town vehicles. As shown below, the average monthly cost per litre is \$1.79 for Operations diesel and \$1.84 for Transit diesel, which are significantly higher than the budgeted rate of \$1.02 per litre. Note – the different rates between the two departments is due to changes in the rates based on the timing of the fuel purchases.



The rates for marked diesel and unleaded gas also continue to be higher than the budgeted rates as shown below.



Note: The gaps in the graph for market diesel are due to no purchases during those months

Staff will continue to monitor fuel rates and report back in the next quarterly report. According to town procedure, fluctuations in fuel costs due to significant changes in rates can be offset by a transfer from the Tax Stabilization reserve at year end.

Purchased Services - \$0.78 million unfavourable.

This is primarily attributed to a projected unfavourable variance of \$1.33 million for winter control given several significant snow storm events at the beginning of 2022. The town has established a reserve to assist in balancing the fluctuations in winter control (Storm Event reserve) and therefore an unfavourable variance in winter control can be offset with a transfer from this reserve. Staff will monitor this impact and, if required, will recommend a transfer from the reserve at year-end.

External Revenue - \$3.89 million unfavourable.

This is primarily attributed to revenue loss due to the COVID-19 pandemic for Recreation & Culture registration fees, memberships and ice/facility rentals, Parking fees and Transit fares.

The most significant variances to budget by program area are discussed below. Appendix A provides more detail of the projected variance by program area.

Municipal Enforcement (including Parking) - \$0.98 million unfavourable

The projected variance shown below is primarily due to projected Parking revenue loss which is partially offset by personnel savings for various vacancies.

\$ Millions	2022 Annual Budget	2022 Q2 Actuals+ Commitments	2022 Q2 Year-end Projection	2022 Variance to Budget
EXPENSES				
Personnel Services & Benefits	4.63	2.01	4.35	0.28
Materials & Supplies	0.32	0.09	0.20	0.12
Capital out of Operations	0.02	-	0.00	0.02
Purchased Services	1.52	0.78	1.66	(0.13)
Payments & Grants	0.57	0.35	0.48	0.09
Internal Expenses & Transfers	1.95	1.08	1.96	(0.01)
Total EXPENSES	\$ 9.01	\$ 4.30	\$ 8.65	\$ 0.36
REVENUES				
External Revenues	(5.86)	(2.21)	(4.42)	(1.44)
Internal Recovery & Fund Transfers	(1.20)	(0.75)	(1.30)	0.10
Total REVENUES	\$ (7.07)	\$ (2.96)	\$ (5.73)	\$ (1.34)
Total Municipal Enforcement (incl. Parking)	\$ 1.94	\$ 1.34	\$ 2.92	\$ (0.98)

Emergency Services - \$0.49 million unfavourable

The projected variance shown below is primarily due to personnel services to backfill various sick leaves.

\$ Millions	2022 Annual Budget	2022 Q2 Actuals+ Commitments	2022 Q2 Year-end Projection	2022 Variance to Budget
EXPENSES				
Personnel Services & Benefits	37.65	18.29	37.96	(0.31)
Materials & Supplies	0.78	0.51	0.90	(0.12)
Capital out of Operations	0.01	0.02	0.02	(0.01)
Purchased Services	1.85	0.60	1.89	(0.05)
Payments & Grants	0.05	0.04	0.04	0.01
Internal Expenses & Transfers	2.21	2.01	2.22	(0.01)
Total EXPENSES	\$ 42.54	\$ 21.47	\$ 43.03	\$ (0.49)
REVENUES				
External Revenues	(0.55)	(0.32)	(0.56)	0.00
Internal Recovery & Fund Transfers	(0.03)	(0.02)	(0.03)	0.00
Total REVENUES	\$ (0.58)	\$ (0.33)	\$ (0.59)	\$ 0.01
Total Emergency Services	\$ 41.96	\$ 21.14	\$ 42.44	\$ (0.49)

Recreation and Culture - \$0.23 million unfavourable

The projected variance shown below is primarily due to projected revenue loss of \$3.85 million given the closure of various facilities and reduced programming at the beginning of 2022 partially offset by savings of \$2.63 million in personnel for various vacancies. Savings are also projected in materials and supplies (\$0.77 million) primarily for utilities given the closure of various facilities and reduced programming at the beginning of 2022.

\$ Millions	2022 Annual Budget	2022 Q2 Actuals+ Commitments	2022 Q2 Year-end Projection	2022 Variance to Budget
EXPENSES				
Personnel Services & Benefits	24.45	9.08	21.82	2.63
Materials & Supplies	5.39	1.94	4.62	0.77
Capital out of Operations	0.09	0.05	0.09	(0.01)
Purchased Services	5.10	1.93	5.03	0.07
Payments & Grants	1.41	0.53	1.25	0.16
Internal Expenses & Transfers	5.00	3.73	4.99	0.00
Total EXPENSES	\$ 41.42	\$ 17.27	\$ 37.80	\$ 3.62
REVENUES				
External Revenues	(21.10)	(4.46)	(17.25)	(3.85)
Internal Recovery & Fund Transfers	(0.64)	(0.15)	(0.65)	0.00
Total REVENUES	\$ (21.74)	\$ (4.61)	\$ (17.90)	\$ (3.85)
Total Recreation and Culture	\$ 19.68	\$ 12.66	\$ 19.91	\$ (0.23)

Oakville Transit - \$1.27 million favourable

The projected variance shown below is primarily due to savings on personnel services and taxi usage for specialized transit trips which are partially offset by

higher fuel costs and revenue loss. Higher fuel rates, as discussed in the Program Variance section of the report, have resulted in a projected unfavourable variance of \$1.04 million for fuel captured under materials & supplies in the table below.

Ridership has continued to be impacted by the pandemic with projected revenue loss of \$0.84 million partially offset by a \$0.24 million supplementary Transit Safe Restart Agreement (SRA) grant received from the Provincial government to support with COVID-19 municipal transit pressures based on eligible expenditures incurred in January 2022.

\$ Millions	2022 Annual Budget	2022 Q2 Actuals+ Commitments	2022 Q2 Year-end Projection	2022 Variance to Budget
EXPENSES				
Personnel Services & Benefits	22.33	9.04	19.70	2.63
Materials & Supplies	4.79	2.80	5.88	(1.09)
Capital out of Operations	0.01	0.00	0.01	0.00
Purchased Services	4.04	1.97	3.77	0.27
Payments & Grants	1.00	0.73	0.94	0.06
Internal Expenses & Transfers	4.66	4.64	4.65	0.01
Total EXPENSES	\$ 36.82	\$ 19.19	\$ 34.94	\$ 1.88
REVENUES				
External Revenues	(5.54)	(2.28)	(4.93)	(0.60)
Internal Recovery & Fund Transfers	(2.00)	(1.96)	(1.99)	(0.01)
Total REVENUES	\$ (7.53)	\$ (4.24)	\$ (6.92)	\$ (0.62)
Total Oakville Transit	\$ 29.29	\$ 14.95	\$ 28.02	\$ 1.27

Corporate Support Services - \$1.78 million favourable

The projected variance shown below is primarily due to \$1.71 million in personnel savings for various vacancies as the town continues to look to fill vacant positions.

\$ Millions	2022 Annual Budget	2022 Q2 Actuals+ Commitments	2022 Q2 Year-end Projection	2022 Variance to Budget
EXPENSES				
Personnel Services & Benefits	29.34	12.47	27.64	1.71
Materials & Supplies	1.13	0.67	1.07	0.06
Capital out of Operations	0.04	0.02	0.04	(0.00)
Purchased Services	9.17	4.18	9.14	0.03
Payments & Grants	0.69	0.38	0.68	0.01
Internal Expenses & Transfers	0.60	0.29	0.60	0.00
Total EXPENSES	\$ 40.98	\$ 18.01	\$ 39.17	\$ 1.81
REVENUES				
External Revenues	(2.43)	(1.11)	(2.48)	0.05
Internal Recovery & Fund Transfers	(3.81)	(2.04)	(3.72)	(0.08)
Total REVENUES	\$ (6.23)	\$ (3.15)	\$ (6.20)	\$ (0.03)
Total Corporate Support Services	\$ 34.75	\$ 14.86	\$ 32.97	\$ 1.78

Community Development - \$2.33 million favourable

The projected variance shown below is primarily due to \$1.42 million in personnel savings for various vacancies as the town continues to look to fill vacant positions and \$1.22 million in additional revenue primarily related to Planning deferred revenue being earned as planning applications meet various milestones.

\$ Millions	2022	2022	2022	2022
	Annual Budget	Q2 Actuals+ Commitments	Q2 Year-end Projection	Variance to Budget
EXPENSES				
Personnel Services & Benefits	14.58	5.73	13.16	1.42
Materials & Supplies	0.08	0.02	0.05	0.03
Capital out of Operations	0.01	0.00	0.00	0.01
Purchased Services	0.65	0.28	0.70	(0.05)
Payments & Grants	0.14	0.06	0.14	0.01
Internal Expenses & Transfers	10.76	6.95	10.72	0.03
Total EXPENSES	\$ 26.23	\$ 13.05	\$ 24.78	\$ 1.45
REVENUES				
External Revenues	(19.69)	(10.21)	(20.91)	1.22
Internal Recovery & Fund Transfers	(2.64)	(1.21)	(2.30)	(0.34)
Total REVENUES	\$ (22.33)	\$ (11.42)	\$ (23.21)	\$ 0.88
Total Community Development	\$ 3.90	\$ 1.63	\$ 1.56	\$ 2.33

2022 Update on Minimum Wage

As previously discussed in the 2021 Financial Results and Surplus Disposition report dated April 12, 2022, the Provincial Government announced that minimum wage would increase from \$14.25 to \$15.00 per hour effective January 1, 2022. In order to maintain the integrity of our part-time wage grid, mitigate compression and ensure that we remain competitive in attracting candidates, a 3.8% adjustment (or \$375,400 total cost) was applied to the part-time wage grid for 2022. The lowest rate on the part-time wage grid is \$15.27 per hour. Given the timing of the province's announcement and town's budget process, the total cost was not reflected in the 2022 budget resulting in an estimated 2022 impact of \$265,600. Staff will monitor this impact alongside the ongoing effects and mitigation efforts due to the COVID-19 pandemic. The 2023 budget will be adjusted to reflect this impact.

Operating Budget Request

The Winter Recreation Strategy was originally developed in 2020 to offer safe recreational options during the early days of the pandemic. Staff are recommending that the strategy continue for the 2022/23 season. The offerings will include the festive light installation in Coronation Park, town operated outdoor skating rinks, cross country skiing and snowshoeing options on select trails, winter pickleball/tennis/cycling and ball hockey as well as access to select public washrooms. It is recommended that the one-time cost for the 2022/2023 season in the amount of \$448,600 be funded from the Tax Stabilization reserve. The longer

term approach will be reviewed as part of the 2023 Parks, Recreation and Library Master Plan work that will begin this fall.

CAPITAL BUDGET

The total cumulative approved capital budget for active projects is \$684.1 million. During this period, total expenditures of \$92.0 million have been incurred, bringing the total life-to-date or cumulative spending in active projects to \$351.7 million. Appendix B shows more information on total approved budget and expenditures by program. Some of the major projects underway with spending this year are shown below.

Capital Project	LTD Approved Budget	2022 Expenditures and Commitments	Total LTD Expenditures (incl. Prior Years)
46602104 North Park - Community Centre and Library	80,574,000	17,059,919	17,373,781
52212102 North Park Sports Park - South Parcel	15,606,000	12,973,781	13,166,916
53332101 Road Resurfacing and Preservation Program	14,545,000	10,778,043	14,349,016
53311006 Sixth Line Urbanization and Widening w/AT - North Park to William Halton Parkway	35,309,200	6,879,715	12,090,011
53311410 Speers Rd - GO Station W of 3rd Line to 4th Line	30,744,000	1,957,423	29,223,739
71102205 Sixteen Mile Library Portable Relocation	2,527,500	1,884,634	1,884,634
52212010 Bronte Green (Merton) Parks and NHS Trails	2,991,500	1,870,509	2,917,272
36101915 Amanda Tax System Replacement	4,072,400	1,483,979	1,590,226
36102209 Hardware - Endpoints	2,735,700	1,155,082	1,155,082
Total	\$ 189,105,300	\$ 56,043,086	\$ 93,750,677

Capital Budget Transfers and Closures

In accordance with the Financial Control Policy, Commissioners are authorized to approve the transfer of funds between projects for any project where the costs exceed budget by the lesser of 10% or \$200,000. There were no transfers between projects approved by Commissioners during this period.

In addition, the CAO has authority to authorize funds from reserves, reserve funds or other appropriate sources up to \$350,000 provided the expenditures are within the original scope of the project. The following required funding was approved by the CAO in this period.

Project No.	Project Title	Total Approved	Reserve, Reserve Fund or Other Financing Source	Note
52252112	Shipyard Park Stairs Rehab	\$ 72,000	Capital Reserve	Additional funds to cover costs to satisfy the Region's offsetting request (due to watermain location), the entire footing system of the staircase was required to be offset by more than 1.0m from the design location, which also required additional structural steel for the supporting frame.
54412002	Electric Bus Needs Assessment	\$ 30,000	Ontario Gas Tax Reserve	Additional funds to cover more consultant involvement than originally anticipated for the electrification of Transit fleet.
54412101	Supervisory Vehicle Replacement	\$ 16,000	Transit Equipment Reserve	Additional funds to cover extra cost of a supervisor support vehicle. Due to supply chain shortages and global pricing increases for automotive components coupled with labor shortages have resulted in higher vehicle prices. Kennedy Ford sales was the only compliant bidder that responded to RFQ-8-2022.

As part of our ongoing capital project management, staff review the status of all active projects each quarter to ensure that as projects are completed and an asset goes into service that the projects are closed. As a result of the review this period, a total of 20 projects will be closed. These closures represent a net surplus of \$1.45 million that will be returned to reserves and reserve funds. Appendix C provides more details of the project closures by program.

	Project Budget vs Actual			Impact on Reserves (in \$1,000s) (Positive = surplus, negative = add'l funds required/received)		
	TOTAL APPROVED BUDGET	TOTAL ACTUAL EXPENSES	PROJECT LIFE VARIANCE	Town Capital & Equipment Reserves	Dev. Charge & Prog. Specific Reserve Funds	Total to/(from) Reserves
Net Impact	\$ 6,399.7	\$ 4,951.0	\$ 1,448.6	\$ 815.1	\$ 633.5	\$ 1,448.6

Capital Budget Request

42102110 Accommodation Needs

Over the past couple of years, hybrid work environments have become acceptable in government organizations (Toronto, Mississauga, Calgary, Ottawa, etc). Many private companies have been working hybrid for years but, more recently due to the pandemic, government organizations have adopted this style of hybrid work. A hybrid work environment allows staff increased flexibility to work remotely and has become the norm for the work environment. In Oakville, a Hybrid Office Project team will implement a corporate master accommodation plan for a new physical office model including opportunities and challenges, standards of space assignment, redefinition of public vs private space, financial impact, potential cost savings, phased in approach, and a change management plan. This is a multiple year project anticipate for implementation in 2023 to 2026.

In March 2020, all Oakville workplace retrofits were temporarily paused as the organization had just implemented a remote work policy and did not yet have impact information that would inform future accommodation decisions. As a result, there have been no significant internal retrofits over the past two years. While the town has been operating a hybrid office model prototype, the physical environment has not been adjusted so there are significant areas of office space that have minimum or no occupancy for the majority of the business week. Staff have now successfully transitioned to the new hybrid model and have established their in-office schedules thus implementing a physical work environment that supports hybrid work styles should happen as well.

Staff are recommending that the 2022 capital budget be amended to add \$504,000 to project 42102110 Accommodation Needs funded from the Capital Reserve to start consulting work in 2022 and some preliminary construction at town hall to make way for implementation of the Master Accommodation Plan in 2023 to 2026. The balance of the funding needed will be considered as part of the 2023 budget process.

New project request – Wedgewood pool

Significant repairs are required for Wedgewood pool in 2023 including replacing the pool liner and skimmer lines. Our trusted pool contractor has confirmed that the pool cannot operate another season in its current condition. Due to the increased demand for our outdoor pools since the start of the pandemic, staff would prefer not to complete the work over the summer months which would require the pool to be closed. The overall project would also address the accessibility items related to improving the paths of travel and other barrier removals coupled with exterior façade improvements and roof replacement. The preferred timeline would be to complete the work during April 1 to June 1, 2023. In order to accommodate this advanced schedule, all of the design, specification of work and tender documents would need to be completed before the end of 2022.

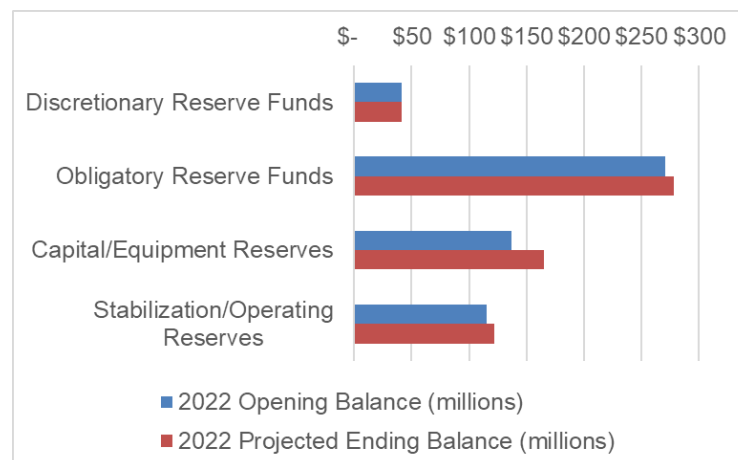
Staff are recommending that the 2022 capital budget be amended to add a new project in the amount of \$136,000 funded from the Building Maintenance reserve fund for design and consulting fees related to repairs needed at Wedgewood pool. The balance of the funding needed for the repairs will be included in the 2023 capital forecast.

RESERVES, RESERVE FUNDS AND TRUST FUNDS

Reserve and reserve funds are an integral part of the municipal budget planning process and long term financing plan that contributes to the municipality's sound financial position. Reserve Funds are established by Council for a specific purpose, and include funds that have been set aside in accordance with legislative requirements or at the discretion of Council. As such, the town has both obligatory

reserve funds and discretionary reserve funds. Capital and Equipment reserves form an important component of the town's long-term capital financing plan and are used to finance maintenance and replacement of existing infrastructure to maintain assets in a state of good repair, provide for community enhancements as well as fund the town's share of new infrastructure to service the growing community. Stabilization and Operating reserves are used to offset extraordinary and unforeseen expenditure requirements, one-time expenditures, cyclical expenses, revenue shortfalls and help to minimize fluctuations in the tax levy. Trust funds are held by the town for the benefit of other agencies or entities in accordance with specific statutes or trust indenture.

The 2021 ending balances and 2022 projected ending balances are shown below with further details of individual reserve and reserve funds in Appendix D.



*Note: Obligatory reserve balances do not include approved funding for capital projects not transferred yet as funds can only be transferred to projects as spending occurs.

Reserves

Stabilization and Operating reserves are healthy and expected to remain relatively stable over the course of the year. Capital related reserves have increased during the year, as a result of the sale of residential subdivision lands at the old Oakville Trafalgar Memorial Hospital site and the transfer of lands for the North Park Community Centre and Library. Equipment reserves will decrease slightly, as transfers to these reserves is less than the capital outlay anticipated.

Reserve Funds

Obligatory Reserve Funds, which include Development Charges, cash in lieu of Parkland, provincial Gas Tax and the Canada Community-Building Fund (formerly known as the Federal Gas Tax), are expected to increase from \$270 million to \$278 million, as expected revenue exceeds current year capital needs. Legislation for these reserve funds requires that funding only be transferred to capital projects once

spending has been incurred; therefore, it is important to note that the fully committed balance, when considering all approved funding, is projected to be \$137 million at year end. Discretionary Reserve funds are expected to remain stable throughout the year.

Trust Funds

Funds segregated and held in trust in accordance with the specific terms of a statute or trust indenture total \$6.7 million at June 30, 2022 as detailed in the following table. Interest and investment earnings are allocated based on proportionate balance at year end in accordance with policy and procedures.

2022 Trust Funds (\$ Thousands)				
Trust Fund	2021 Ending Balance	2022 Activity		Balance at 6/30/2022
		Contributions	Transfers	
Cemetery Marker Care	366.3	5.3	-	371.6
Cemetery Perpetual Care	6,028.4	61.3	-	6,089.7
Library - Halton Information Providers	115.2	29.8	-	145.1
Burloak Canoe Club	36.5	-	-	36.5
Bronte Harbour Yacht Club	23.7	-	-	23.7
Oakville Power Boat Club	13.0	2.0	-	15.0
Bronte Community Tennis Club	24.0	-	-	24.0
Oakville Rugby Club	9.4	3.0	-	12.4
Oakville Yacht Squadron	6.3	2.0	-	8.3
Total	6,622.9	103.4	-	6,726.3

PURCHASING

In accordance with the town's Purchasing By-law 2017-095, a summary of the competitive bids, contract renewals and sole source awards in excess of \$100,000 are reported to Council quarterly. Appendix E provides details of the awards and contract renewals in excess of \$100,000 for this quarter.

CASH MANAGEMENT and INVESTMENTS

Cash flows are managed to ensure the funding requirements of the town are met while providing for a reasonable rate of return on invested funds not needed in current operations. The investment strategy follows a conservative approach in order to mitigate term and interest rate risk by maintaining a portfolio structure of high-quality, medium-term investments. For the period ended June 30, 2022, gross investment revenue from realized interest income and capital gains/losses, net of amortized premiums/discounts, was \$7.1 million, on a portfolio of cash and investments totaling \$825.3 million (book value). The annualized rate of return based on average cash and investment holdings was 1.86%, with an average maturity of 5.6 years.

Bank interest and investment earnings have faced significant pressure over the past two years; however, they are on an upward trend in 2022. The Bank of Canada (BOC) is aggressively tightening monetary policy in response to increased economic activity and heightened inflation. The BOC has increased the key interest rate by 3% over the course of 2022, from the effective lower bound of 0.25%. Following a full percentage point increase at its July meeting, the Bank of Canada raised the rate an additional 0.75% in September with the hopes of taming inflation. Along with a corresponding increase to the town's bank rate, fixed income yields have risen as a result of inflationary expectations. Appendix F provides details on the components of the town's investment portfolio.

Inflation Outlook

As previously discussed in the 2023 Budget Forecast and Direction report dated July 26, 2022, inflation accelerated in Canada and around the world in the second half of 2021 and the beginning of 2022 with consumer and construction prices increasing at levels not seen in decades. In June, the annual headline inflation rate hit 8.1% year over year, marking the fastest pace since 1983. In the BOC's July Monetary Policy Report, inflation forecasts have been revised up by almost 2 percentage points to 7.2% in 2022, by 1.8 percentage points to 4.6% in 2023, and by 0.2 percentage points to 2.3% in 2024. Some relief came with the July inflation reading dropping to 7.6% year over year, which was the first pull-back in the annual inflation rate in just over a year. There remains significant volatility in many areas, as a drop in gasoline prices drove the decline, but other areas such as natural gas and services increased. The elevated inflationary environment is likely to remain and have an impact on both operational and capital costs for the town.

Debt

Debt financing complements the funding of capital works and is generally used for specific initiatives. Issuance of town debt is through Halton Region in compliance with provincial legislation. Through the 2022 Capital Budget and the North Park Development Update in June, \$36 million in development charge (DC) supported debt has been approved for the North Park Community Centre and Library. The Region completed a debt issuance in June, for which \$10 million was issued on behalf of the town for this project. Total principal outstanding at the beginning of the year was \$98.3 million, and will rise to \$103.9 million at year end. The town is in a strong financial position with total debt charges for the year at 2.9% of net own source revenue, which is well within town policy of 12% and the Ministry limit of 25%. Further details are provided in Appendix G.

Development Related Securities

Securities are required to ensure performance to town standards of development related work done by third parties. Staff monitor the progress of the various projects

to ensure that adequate security is held by the town relative to the value of the outstanding work, and releases of securities are contingent on satisfactory inspection. Securities are generally held for site plan and subdivision related residential and non-residential development as well as specific property related works. As of June 30, the town held \$178 million in securities, \$138 million (78%) of which is secured by letters of credit (the remainder are cash).

CONSIDERATIONS:

(A) PUBLIC

This report provides information to the public regarding the town's financial performance. No specific groups have been notified directly regarding this report.

(B) FINANCIAL

This report and the information contained therein are in compliance with the town's financial policies.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

Financial results have been estimated and reflected in consultation with the other departments

(D) CORPORATE STRATEGIC GOALS

This report addresses the corporate strategic goal(s) to:

- Reporting on the town's financial results is a key component of being an Accountable Government

(E) CLIMATE CHANGE/ACTION

N/A

APPENDICES:

Appendix A – Operating Budget Variance Results

Appendix B – Capital Project Summary by Commission and Department

Appendix C – Summary of Capital Closures

Appendix D – Reserves and Reserve Funds

Appendix E – Purchasing Awards in excess of \$100,000

Appendix F – Investment Portfolio

Appendix G – Outstanding Debt

Appendix H – Municipal Act Reporting Requirements Report

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APPENDIX A

	2022	2022	2022	2022
\$ Millions	Annual	Q2 Actuals+	Q2 Year-end	Variance to
	Budget	Commitments	Projection	Budget
Political Governance	3.90	1.11	3.74	0.16
Administrative Executive Management	1.85	1.03	1.78	0.07
Economic Development	0.79	0.35	0.77	0.02
Strategy, Policy and Communications	3.79	1.57	3.65	0.15
Corporate Asset Management	1.64	0.52	1.49	0.15
Financial Services	5.02	1.95	4.79	0.22
Human Resources	3.44	1.60	3.31	0.13
Information Technology Solutions	12.60	5.42	11.70	0.90
Regulatory Services	0.37	0.19	0.37	0.01
Legal Services	1.88	0.94	1.96	(0.08)
Facilities & Construction Management	3.36	1.30	3.16	0.20
Emergency Services	41.96	21.14	42.44	(0.49)
Recreation and Culture	19.68	12.66	19.91	(0.23)
Oakville Public Library	11.07	5.77	10.76	0.32
Parks & Open Space	20.13	10.46	19.79	0.34
Cemeteries	0.17	0.10	0.08	0.10
Harbours	-	(1.23)	(0.59)	0.59
Infrastructure Maintenance	24.31	16.72	24.65	(0.34)
Oakville Transit	29.29	14.95	28.02	1.27
Infrastructure Planning & Improvements	3.48	1.28	3.03	0.45
Parking	-	0.42	0.92	(0.92)
Municipal Enforcement	1.94	0.92	2.00	(0.06)
Building Services	0.25	1.75	(0.09)	0.33
Planning Services	3.00	(0.00)	1.32	1.68
Development Services	0.32	(0.22)	0.00	0.32
Strategic Business Services	0.33	0.10	0.33	0.00
Total Program Variance	\$ 194.57	\$ 100.78	\$ 189.27	\$ 5.30
Corporate Hearings and Litigation	0.50	0.11	0.50	0.00
Corporate Revenue & Expenses	(195.07)	(180.53)	(190.01)	(5.06)
Town Variance before transfers	\$ -	\$ (79.63)	\$ (0.24)	\$ 0.24
Policy Related and Recommended Transfers for Programs:				
Transfer (to)/from Building Enterprise Reserve				(0.35)
Transfer (to)/from Cemetery Reserve				(0.10)
Transfer (to)/from Harbours Reserve fund				(0.59)
Transfer (to)/from Parking Reserve fund				not recommended
Total Town Variance after transfers				\$ (0.80)

APPENDIX B

CAPITAL PROJECT SUMMARY BY COMMISSION AND DEPARTMENT (in \$'000s)

Commission/Department	Total Approved Budget	Prior Years Expenditures	2022 Expenditures	Total LTD Expenditures	Total Funds Remaining
Corporate Initiatives					
Corporate Initiatives	\$9,771	\$5,486	\$1,373	\$6,859	\$2,912
Total Corporate Initiatives	\$9,771	\$5,486	\$1,373	\$6,859	\$2,912
Corporate Services					
Clerks	\$528	\$385	\$4	\$388	\$139
Finance	\$712	\$86	\$123	\$209	\$503
Legal	\$12,700	\$11,180	\$0	\$11,180	\$1,520
Information Technology Solutions	\$22,970	\$3,896	\$5,987	\$9,884	\$13,087
Total Corporate Services	\$36,910	\$15,547	\$6,114	\$21,661	\$15,249
Community Services					
Facilities and Construction Management	\$17,366	\$3,974	\$4,494	\$8,468	\$8,899
Parks and Open Space	\$70,791	\$26,134	\$21,996	\$48,130	\$22,661
Cemeteries	\$247	\$11	\$10	\$21	\$226
Harbours	\$14,307	\$9,206	\$1,100	\$10,306	\$4,002
Fire Services	\$20,586	\$14,317	\$1,992	\$16,309	\$4,277
Recreation and Culture (including Galleries)	\$146,962	\$56,435	\$19,126	\$75,561	\$71,401
Oakville Public Library	\$12,400	\$1,206	\$2,110	\$3,316	\$9,084
Total Community Services	\$282,660	\$111,283	\$50,829	\$162,112	\$120,548
Community Development					
Parking Services	\$3,074	\$1,126	\$764	\$1,890	\$1,184
Municipal Enforcement	\$1,003	\$139	\$224	\$363	\$639
Building Services	\$3,251	\$651	\$394	\$1,045	\$2,206
Planning Services	\$9,217	\$2,219	\$177	\$2,396	\$6,820
Strategic Business Services	\$754	\$509	\$205	\$714	\$39
Total Community Development	\$17,298	\$4,644	\$1,765	\$6,409	\$10,889
Community Infrastructure					
Roads and Works	\$8,541	\$4,691	\$945	\$5,636	\$2,905
Transportation, Engineering and Development	\$258,950	\$113,226	\$29,245	\$142,471	\$116,479
Oakville Transit	\$64,422	\$3,515	\$1,402	\$4,917	\$59,505
Asset Management	\$5,505	\$1,341	\$302	\$1,643	\$3,863
Total Community Infrastructure	\$337,419	\$122,773	\$31,894	\$154,667	\$182,752
TOTAL ACTIVE PROJECTS	\$684,058	\$259,733	\$91,974	\$351,707	\$332,350

Note: Projects recommended for closure this period are included in the table above to illustrate total spending.

APPENDIX C

Summary of Capital Closures Net Impact on Reserves & Reserve Funds

DEPARTMENT	Project Budget vs Actual			TOTAL NUMBER OF PROJECTS CLOSED	Impact on Reserves (Positive = surplus, negative = add'l funds required)					External Revenues
	TOTAL APPROVED BUDGET	TOTAL ACTUAL EXPENSES	PROJECT LIFE VARIANCE		Capital Reserves	Equipment Reserves	Specific Reserve Funds & Gas Tax	Dev. Charge Reserve Funds	Total to/(from) Reserves/ Reserve Funds	
Information Technology Solutions	151,000	1,000	150,000	1	150,000	-	-	-	150,000	-
Facilities and Construction Management	88,000	47,142	40,858	3	30,858	-	10,000	-	40,858	-
Parks and Open Space	419,951	194,951	225,000	2	225,000	-	-	-	225,000	-
Recreation and Culture	338,300	360,406	(22,106)	4	8,850	17,078	24,416	-	50,344	(72,450)
Oakville Public Library	81,000	82,810	(1,810)	1	(1,810)	-	-	-	(1,810)	-
Planning and Development	200,000	185,094	14,906	1	13,598	-	-	3,948	17,546	(2,640)
Roads and Works	1,428,000	1,299,144	128,856	1	-	128,856	-	-	128,856	-
Transportation, Engineering and Development	3,163,400	2,429,324	734,076	4	138,942	-	-	595,134	734,076	-
Oakville Transit	530,000	419,427	110,573	3	27,772	76,000	-	-	103,772	6,801
Net Impact	\$ 6,399,651	\$ 5,019,298	\$ 1,380,353	20	\$ 593,211	\$ 221,934	\$ 34,416	\$ 599,081	\$ 1,448,642	\$ (68,289)

**2022 Reserve and Reserve Fund Balances
(\$ Millions)**

Reserve/Reserve Fund	2022 Opening Balance (millions)	2022 Projected Activity				Interest/ Capital Gains- Loss	2022 Projected Ending Balance (millions)	2022 Projected Fully Committed Ending Balance ¹ (millions)
		Operating Transfers to/(from) Reserve	Capital Funding Transfers	Development Charges/ Other Revenues	Total			
Obligatory Reserve Funds:								
Development Charges	158.6	-	(47.4)	56.6	167.8	3.1	170.9	56.6
Parkland	78.2	-	(10.7)	10.0	77.5	1.4	78.9	74.9
CCBF ² /Ontario Gas Tax	33.1	(1.9)	(12.9)	9.0	27.4	0.6	28.0	5.0
Ont. Municipal Commuter Cycling	0.5	0.0	(0.5)	0.0	0.0	0.0	0.0	0.0
sub-total	270.4	(1.9)	(71.0)	75.6	273.1	5.1	277.8	136.5
Discretionary Reserve Funds:								
Building Maintenance	18.4	4.2	(6.5)	-	16.1	0.3	16.4	16.4
Parking	1.7	(0.3)	(0.4)	-	0.9	0.0	1.0	1.0
Harbours ³	(5.8)	0.7	(1.3)	-	(6.4)	(0.1)	(6.5)	(6.5)
Employment Liability	23.9	0.7	-	-	24.5	0.4	25.0	25.0
Bonus Zoning	2.9	-	-	2.6	5.5	0.1	5.6	5.6
Other	0.3	(0.1)	(0.0)	-	0.1	0.0	0.1	0.1
sub-total	41.3	5.2	(8.3)	2.6	40.8	0.8	41.6	41.6
Total Reserve Funds	311.8	3.2	(79.2)	78.2	314.0	5.9	319.4	178.1
Reserves:								
Operational Reserves ³	36.3	2.5	(0.9)	0.0	38.0	-	38.0	38.0
Equipment Reserves	21.8	8.5	(10.3)	0.0	20.0	0.4	20.4	20.4
Capital Reserves ³	115.1	14.6	(30.4)	43.1	142.4	2.2	144.6	144.6
Stabilization Reserves ³	79.1	4.8	-	-	83.9	-	83.9	83.9
Total Reserves	252.3	30.4	(41.6)	43.2	284.3	2.6	286.8	286.8
Total Reserves, Reserve Funds	564.1	33.6	(120.9)	121.4	598.2	8.4	606.2	464.9

* Note: Schedule may not add due to rounding

1) Balances for Development Charges, Parkland and CCBF/Gas Tax reflect commitments for funds approved for capital in 2022 and prior years that has not yet been transferred. Funds can only be transferred to the project as spending occurs.

2) Canada Community-Building Fund (CCBF), formerly known as Federal Gas Tax

3) Reserves and reserve fund balances include policy transactions mentioned in the report but does not include recommended transfers.

APPENDIX E

Q2 2022 Purchasing Awards in excess of \$100,000

Competitive Bids Awarded			
Bid #	Description	Awarded To	Total Amount Awarded (\$)
RFP-3-2022	Canada Day Fireworks	Concept Fiatlux Inc. O/A Groupe Fiatlux Ampleman GFA PYRO	\$161,925.00
RFT-9-2022	Commvault License Renewal	Computacenter Teramach Inc.	\$247,156.20
RFP-21-2022	Corporate Security and Safety Consultant	Federal Dynamics Corporation	\$211,198.02
RFT-12-2022	Town Wide Accessibility Improvements 2022	Canada Construction Limited	\$109,468.00
RFT-16-2022	North Park Community Park Phase 2	Gateman-Milloy Inc.	\$12,479,818.00
HCPG-1-2022	Supply & Delivery of Traffic Signs, Sheeting, Posts and Hardware for the HCPG(Part A)	Stinson Equipment Limited	\$169,327.45
RFP-43-2022	B2B System Administrator	PlanIT Search Inc.	\$221,850.00
RFT-22-2022	Supply & Delivery of Theatrical Lighting for main Auditorium	Solotech	\$120,960.00
RFP-45-2022	Solution Architect Consultant	Calian Ltd.	\$300,600.00
RFP-48-2022	Project Manager Consultant	Calian Ltd.	\$364,500.00
RFP-53-2022	Telephony Support and Maintenance	Introtel Communications Inc	\$310,420.27
RFP-55-2022	BIM Model Consultant	AECO Innovation Lab Inc.	\$150,000.00
RFT-28-2022	George Savage Park Basketball Court	39 Seven Inc.	\$284,190.00
RFT-23-2022	Supply & Delivery Cab & Chassis for Flusher Unit (rebid 3rd time)	Altruck International Truck Sales	\$168,596.00
RFT-29-2022	Concrete Sidewalks and Curb Repair	Safa Builders & Contractors	\$155,250.00
Contract Renewals - where provision for such renewal formed part of the original bid document.			
Original Bid #	Description	Awarded To	Total Amount Awarded
RFT-14-2021	Winter Roadway Tractor Plowing Units	Winfield and Ashland	\$440,823.60
RFP-11-2020	Road Allowance Maintenance Program	Kirby Co. General	\$264,632.52
RFP-10-2019	Supply and Delivery of a Corporate Uniform Program RFP-10-2019 for all CUPE 136 staff	DNB Media Group Inc	\$145,300.00
RFP-21-037	Supply and Delivery of Safety Supplies -HCPG	Weber Supply Company Inc	\$100,000.00
RFT-41-2021	Catchbasin Cleaning	P.A. Catch Basin Cleaning Services	\$144,450.00
RFT-18-2020	Pavement Markings	Guild Electric	\$393,508.03
RFT-19-2015	Winter Sidewalk Snow Plowing and Sanding Renewal and 2 Year Contract	CSL Group	\$1,093,707.00
RFT- 15-2020	Supply of Asphalt Materials	Associated Paving & Materials	\$121,500.00
RFT-13-2020	Trend Micro Renewal	Access 2 Networks	\$124,579.64
RFT-19-2021	Supply and Delivery of Traffic Signal Heads and LED Modules	Econolite Canada	\$274,974.82
RFT-24-2019	Traffic Hardware	Traffic Hardware (Streetlight/Traffic Signal Pole)	\$147,213.70
Additional Funds			
Original Bid #	Description	Awarded To	Total Amount Awarded
10765 OP	Original Single Source Additional Hours Required for the existing Microsoft Unified Support agreement	Microsoft Canada Inc.	\$283,376.00
Single Source Procurement			
Department	Description	Awarded To	Total Amount Awarded
Facilities & Construction Management	BAS-Metasyt Upgrade N2 to BACNET-GACC 9	Johnson Controls	\$381,101.00
Facilities & Construction Management	Relocation of a Single Storey Modular Building 84' x 60" Modular Library Complex - Relocation Oakville, Ontario	Nomodic Modular Structures Inc.	\$798,504.28
Transportation & Engineering	Request for Additional Funding for Widening and Reconstruction of Speers Road from Third Line to Fourth Line, Bell Infrastructure Relocation	Bell	\$133,230.00

TABLE 1
2022 PORTFOLIO COMPOSITION
YEAR OVER YEAR COMPARISON
(Millions)

Security Type	Book Value	% of Portfolio	Book Value	% of Portfolio
Cash	253.55	30.7%	214.66	32.5%
Federal Bond	38.81	4.7%	33.92	5.1%
Provincial Bond	203.96	24.7%	167.38	25.4%
Municipal Bond	140.35	17.0%	132.43	20.1%
Eligible Financial Institutions	188.57	22.9%	111.32	16.9%
Total	825.25	100.0%	659.72	100.0%
	As of June 30, 2022		As of June 30, 2021	

TABLE 2
2022 PORTFOLIO COMPOSITION BY TERM
YEAR OVER YEAR COMPARISON
(Millions)

Maturity Distribution	Book Value	% of Portfolio	Book Value	% of Portfolio
Cash and cash equivalents	401.30	48.6%	287.00	43.5%
1 - 3 years	67.18	8.1%	56.70	8.6%
3 - 5 years	145.73	17.7%	96.91	14.7%
5 - 10 years	205.04	24.8%	217.43	33.0%
10 years and over	6.00	0.7%	1.68	0.3%
Total	825.25	100.0%	659.72	100.0%
	As of June 30, 2022		As of June 30, 2021	

2022 Outstanding Debt Principal (\$ '000s)

(\$ 000's)

	2022 Opening Balance	2022 New Debt issued	2022 Debt Principal Payment	2022 Projected Year End Balance
Tax Levy Supported Debt:				
Municipal Buildings	-	-	-	-
Roads & Storm Sewers	4,710	-	499	4,211
LED Streetlighting	7,440	-	1,058	6,382
Transit	371	-	183	188
Fire Protection	-	-	-	-
Recreation Facilities	-	-	-	-
Parks and Pier Rehab	175	-	86	88
sub-total	\$ 12,695	\$ -	\$ 1,827	\$ 10,869
Self Supported Debt:				
Development (North Park)	-	10,000	-	10,000
Harbours	2,248	-	286	1,962
Pine Glen Soccer Club	5,171	-	506	4,665
sub-total	\$ 7,419	\$ 10,000	\$ 792	\$ 16,627
Hospital Debt:				
Oakville Trafalgar Memorial Hospital ¹	78,177	-	1,816	76,361
TOTAL	\$ 98,292	\$ 10,000	\$ 4,435	\$ 103,857

1) Debt Principal Payment for Oakville Trafalgar Memorial Hospital reflects the contribution to the sinking fund.

MUNICIPAL ACT INVESTMENT REPORTING REQUIREMENTS

Statement of Performance;

The Town of Oakville earned an annualized rate of return of 1.86% for the period ended June 30, 2022 on its cash management and investment program.

Investment in Own Securities;

As the Town of Oakville is a lower tier municipality, for which debt requirements must be issued through the Region of Halton by legislation, none of its investments would be invested in its own long-term or short-term securities.

Statement of Treasurer regarding Investment Quality;

I, Nancy Sully, Commissioner-Corporate Services and Treasurer of the Town of Oakville hereby state that:

All investments made by the town for the period ending June 30, 2022, have met the quality standards outlined in the town's Investment Policy.

Statement of Treasurer regarding Compliance with Investment Policy;

I, Nancy Sully, Commissioner-Corporate Services and Treasurer of the Town of Oakville hereby state that:

All investments made by the town for the period ending June 30, 2022, have complied with the investment policy with the Town of Oakville.

**Nancy Sully, CPA, CMA
Commissioner-Corporate Services and Treasurer**

August 12, 2022

REPORT

Council

Meeting Date: September 19, 2022

FROM: Legal Department

DATE: September 6, 2022

SUBJECT: By-law 2022-111 - A by-law to dedicate certain land as part of public highway – (Part 10, Plan 20R-16898, and Part 11, Plan 20R-21375 – Oak Walk Drive)

LOCATION: Oak Walk Drive between Taunton Road and Trafalgar Road

WARD: Ward 5 Page 1

RECOMMENDATION:

That By-law 2022-111- A by-law to dedicate certain land as part of public highway – (Part 10, Plan 20R-16898, and Part 11, Plan 20R-21375 – Oak Walk Drive) be passed.

KEY FACTS:

The following are key points for consideration with respect to this report:

- Part 10 on Plan 20R-16898 is a reserve that was put in place when a section of Oak Walk Drive adjacent to the Town's transit facility at 271 Oak Walk Drive was opened as a public road.
- Part 11 on Plan 20R-21375 is the section of Oak Walk Drive from the Town's transit facility to Trafalgar Road.
- The development at 278 Dundas Street East requires this section of Oak Walk Drive (Part 11) for legal access.
- The developer still has some work to compete on the intersection at Trafalgar Road and Oak Walk Drive, so access to this intersection will be temporarily closed until the work is complete to the satisfaction of the Region of Halton.

BACKGROUND:

Part 10 on Plan 20R-16898 is a one foot reserve designed to prevent access to Oak Walk Drive from the lands at 278 Dundas Street East. This was put in place in 2011 when a portion of Oak Walk Drive adjacent to the Town's transit facility at 271 Oak Walk Drive was opened as a public road.

Part 11 on Plan 20R-21375 was transferred to the Town in 2020 by the owner of 278 Dundas Street East as part of the site plan process. This part will extend Oak Walk Drive from the transit facility to Trafalgar Road.

The full build out of 278 Dundas Street East includes four residential towers, two podiums, 750 residential units, commercial/offices uses, outdoor amenity space, and underground parking for all users including visitor parking. One of the residential towers is complete and residents have moved in and are currently using this section of Oak Walk Drive for access. A by-law is required to dedicate this section of Oak Walk Drive as a public highway.

COMMENT/OPTIONS:

The Transportation and Engineering Department has no objection to the passing of By-law 2022-111 dedicating these lands as a public highway. The Legal Department does not consider there to be any exposure to the Town in passing this by-law. There is still some work to be done on this section of Oak Walk Drive before the Town will assume the road, but the road is in a condition suitable for public use. Assumption of the road would be considered at a later date once the works have been completed, inspected and passed any warranty period.

The intersection of Oak Walk Drive at Trafalgar Road will be restricted to right-in/right-out movements. The developer still has some work to do on the intersection before the Region of Halton will allow it to be open to Trafalgar Road. The intersection is currently being used by the public, but Region staff have indicated it needs to be closed until this work is complete. Staff will temporarily close access to this intersection and block it off with temporary bollards until the Region has approved opening the intersection. Temporary bollards will signify to drivers that the intersection is closed to vehicular access but would allow Fire, EMS or police to access the area in the event of an emergency. Authority to temporarily close town roads, including this intersection, has been previously delegated to the Director, Transportation and Engineering. Traffic from 278 Dundas Street East will take Oak Walk Drive to Taunton Road (southbound) to access the broader road network until this intersection is complete and opened to the public.

CONSIDERATIONS:

(A) PUBLIC

The dedication of these lands will provide legal access to the lands at 278 Dundas Street East.

(B) FINANCIAL

There are no financial considerations in dedicating these lands other than ongoing maintenance of the roadway once it has been assumed.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

The Roads and Works Operations Department will be required to maintain the roadway once work is complete and the road is assumed.

(D) CORPORATE STRATEGIC GOALS

This report addresses the corporate strategic goal to improve the Town's multi-modal transportation network to support effective movement of people and goods.

(E) CLIMATE CHANGE/ACTION

N/A

APPENDICES:

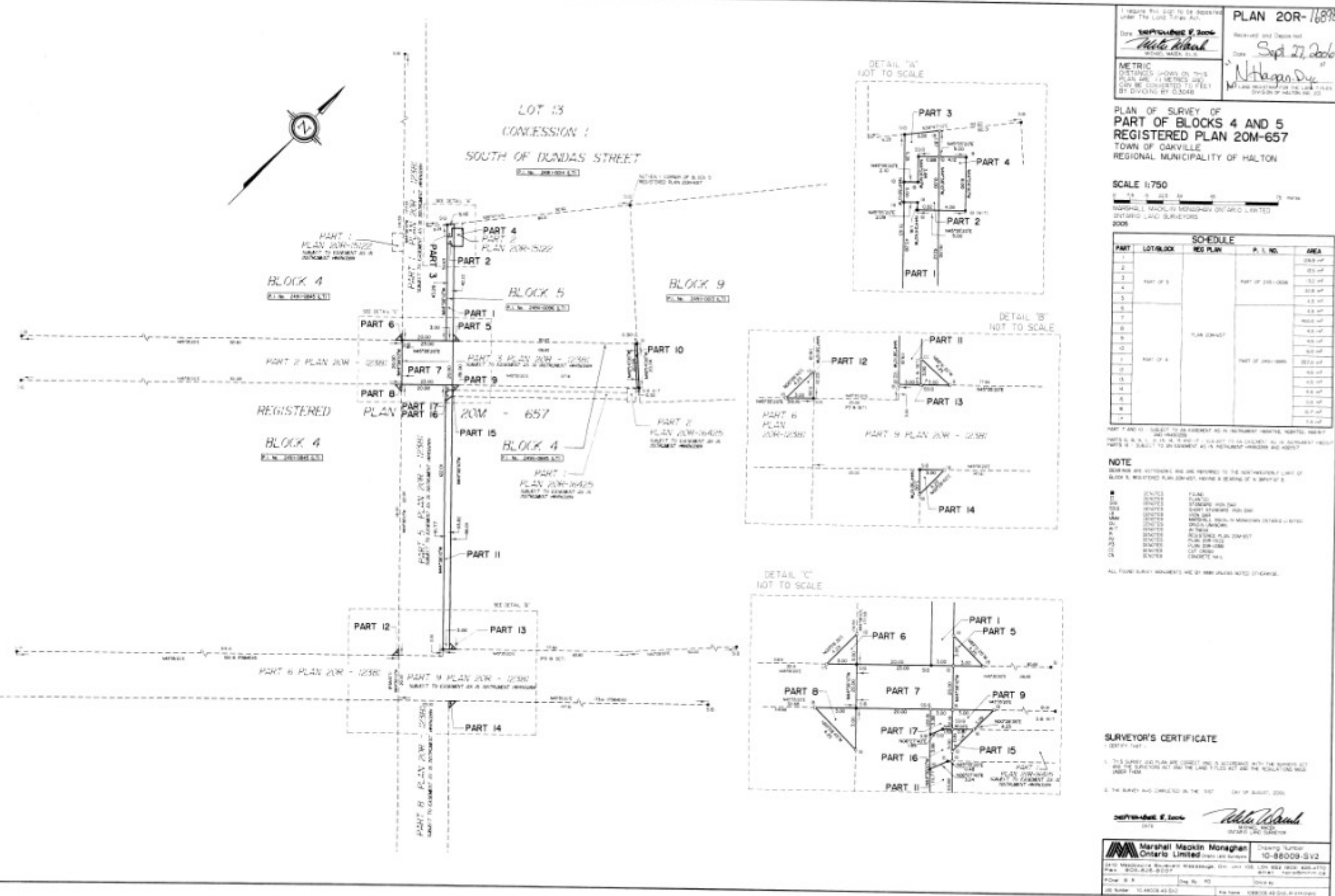
Appendix A – Plan 20R-16898

Appendix B – Plan 20R-21375

Appendix C – By-law 2022-111

Prepared by:
Ryan Maynard
Assistant Town Solicitor

Submitted by:
Doug Carr
Town Solicitor



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2022-111

A by-law to dedicate certain land as part of public highway – (Part 10, Plan 20R-16898, and Part 11, Plan 20R-21375 – Oak Walk Drive)

COUNCIL ENACTS AS FOLLOWS:

1. That certain parcel of land more particularly described in Schedule “A” attached hereto is hereby declared to be part of a public highway, namely Oak Walk Drive.
2. Schedule “A” forms part of this by-law.

PASSED this 19th day of September, 2022

MAYOR

CLERK

SCHEDULE “A”

Part of Lot 13, Concession 1, South of Dundas Street, designated as Part 10 on Plan 20R-16898, and Part 11, Plan 20R-21375, Oakville

REPORT

Council

Meeting Date: September 19, 2022

FROM: Strategy, Policy and Communications Department

DATE: September 6, 2022

SUBJECT: Digital Oakville 2022 Plan and Look Ahead

LOCATION: Town-wide

WARD: Town-wide

Page 1

RECOMMENDATION:

That the 2022 Digital Plan from the Strategy, Policy and Communications department, be received.

KEY FACTS:

The following are key points for consideration with respect to this report:

- Oakville's Digital Strategy was approved by Council in 2017 and aims to make Oakville the GTA's most connected community.
- The 2022 Citizen Survey returned a 93 per cent satisfaction rating for town services with 79 per cent satisfied with the availability of online services. Of those who have used the town's website, nine in 10 (89 per cent) were satisfied.
- The COVID-19 pandemic accelerated demand for online services and increased expectations to operate in a safe, responsible and resilient way. The town continues to be impacted by pandemic challenges including supply chain delays, resource capacity, staff recruitment, and staff turnover.
- Technology continues to rapidly evolve and the town has adopted a build-measure-learn approach to development and improvements that can be tested and modified based on user feedback.
- Looking ahead, the town will focus on key foundational initiatives in the digital plan to establish direction, guidance, and standards for staff and residents that will enhance the customer experience and position the town for success in the next phase of digital transformation.

BACKGROUND:

In 2017, Council approved a Digital Strategy to guide the digital transformation of the town. The strategy focused on making Oakville the most connected community in the Greater Toronto Area (GTA) by achieving a digitally connected community in the areas of online services; partnerships and data management; and digital infrastructure, along with ongoing continuous improvement. In preparing the 2022 Digital Plan progress report, the town continues to build on the planned investments made to date. This has resulted in well-established digital infrastructure on which the town will continue to grow.

COMMENT/OPTIONS:

The 2022 Digital Oakville Plan is a comprehensive progress report that summarizes the achievements and ongoing work taking place across the organization as it works towards being the most connected community.

1. Connected community through online services.
The town has continued its focus on driving services online in the areas of applications, permits and licenses, registrations and bookings, and parking services. Looking ahead, the town will prioritize key foundational initiatives that measure the quality of online services, staff experiences and internal processes, optimize productivity through standards and technology and anticipate customer needs to create better experiences.
2. Connected community through partnership and data management.
The success of this next phase of digital transformation is only possible with data. Everything from services, programs and back office support is becoming smart, autonomous and interconnected and all of it depends on quality data, not only to operate, but also to spot trends and new opportunities. The town is developing a data management strategy that will establish standards across the organization focused on data availability, privacy, retention and access. The town will also seek out opportunities to engage with the community and partners.
3. Connected community through digital infrastructure.
Digital infrastructure transformation is exposing how analogue municipalities are in processes, policies, and technologies and the need to embed digital approaches into everything the organization does. A centralized governance policy and guiding principles will help to identify town-wide standards, mandatory technology requirements, and business priorities that will ensure the right digital infrastructure elements are implemented to deliver services, encourage engagement, drive efficiencies, and inform decisions.

4. Connected community through continuous improvement.
With the initial phase of digital transformation underway, the town is taking a fresh look at its online services, staff experiences, and internal processes and how the next phase of transformation, data management, and smart technologies will be applied to continuous improvement. The goal is to optimize productivity, performance, and resource allocation through better utilization of data and connected technologies while continuing to enhance the customer experience and internal efficiencies.

CONSIDERATIONS:

The town's commitment to a connected community through digital service delivery and underlying infrastructure, along with ensuring an engaged community, data management and ongoing continuous improvement, well positions the town to take advantage of economic, social and environmental opportunities. In doing so, these initiatives directly support the town's vision of being the most livable town in Canada.

(A) PUBLIC

The public and business community will be consulted on an ongoing basis through user focus groups and feedback channels built in to new solutions that are implemented.

(B) FINANCIAL

All major, work underway and look ahead initiatives are reviewed as part of Oakville's capital plan and budget process.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

Departments are responsible for leading digital initiatives in their respective areas in support of the Digital Strategy.

(D) CORPORATE STRATEGIC GOALS

This report addresses all five of the corporate strategic goal(s). Digital Oakville improves:

- * Livability through economic development opportunities generated from digital availability and services that are available anytime/anywhere.

- * An engaged community through program offerings, data availability and opportunities to influence solution development and improvement.

- * Accountable government through a thoughtful and planned approach to digital investments.

- * Mobility through a connected transportation and pedestrian network and a responsive transit system.

* Environment through decreased energy consumption in town facilities and traffic management solutions to reduce congestion.

(E) CLIMATE CHANGE/ACTION

Supports the Community Energy Strategy through the use of digital infrastructure in reducing energy consumption in town facilities. Moving to greater online services will reduce the town's reliance on paper-based and in-person service requirements.

APPENDICES:

Appendix A – 2022 Digital Oakville Plan and Look Ahead

Prepared by:

Kim Leite, Manager, Strategic Initiatives

Recommended by:

Julie Clarke, Director, Strategy, Policy and Communications

Submitted by:

Julie Clarke, Director, Strategy, Policy and Communications



OAKVILLE

2022 Digital Plan

Progress Report
and Look Ahead

Background

In 2017, Council approved a digital strategy to guide the digital transformation of the town. The strategy focused on making Oakville the most connected community in the Greater Toronto Area (GTA) by achieving a digitally connected community in the areas of online services; partnerships and data management; and digital infrastructure, along with ongoing continuous improvement.

In preparing the 2022 Digital Plan progress report, the town continues to build on the planned investments made to date. This has resulted in well-established digital infrastructure on which the town will continue to grow.

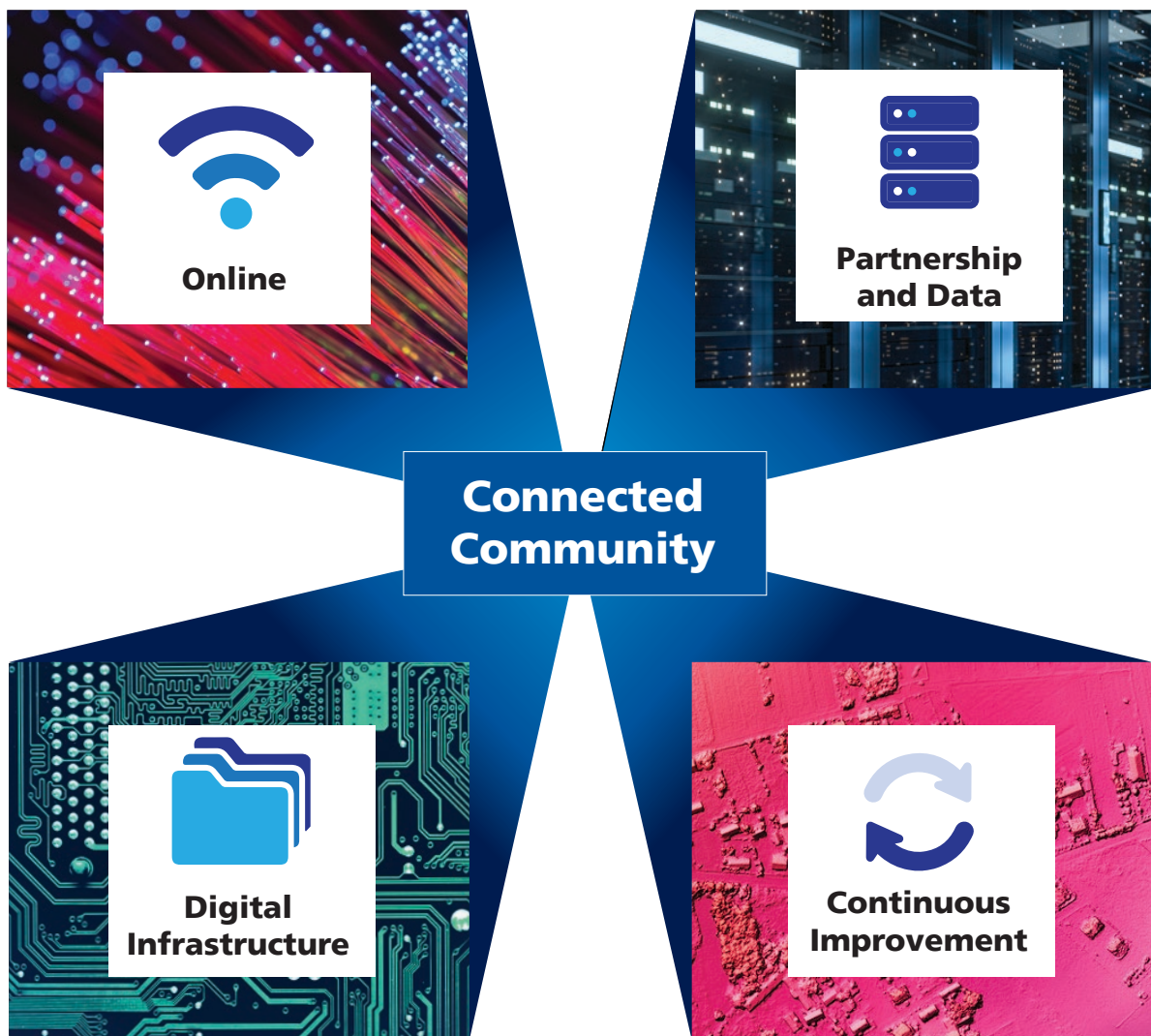
Context

The following are key points for consideration with respect to this report:

- Oakville's digital strategy was approved by Council in 2017 and aims to make Oakville the GTA's most connected community
- The 2022 Citizen Survey returned a 93 per cent satisfaction rating for town services with 79 per cent satisfied with the availability of online services. Of those who have used the town's website, nine in 10 (89 per cent) were satisfied with it.
- The COVID-19 pandemic accelerated demand for online services and increased expectations to operate in a safe, responsible and resilient way. The town continues to be impacted by pandemic challenges including supply chain delays, resource capacity, staff recruitment, and staff turnover.
- Technology continues to rapidly evolve and the town has adopted a build-measure-learn approach to development and improvements that can be tested and modified based on user feedback
- Looking ahead, the town will focus on key foundational initiatives in the digital plan to establish direction, guidance, and standards for staff and residents that will enhance the customer experience and position the town for success in the next phase of digital transformation

The plan

The 2022 Digital Oakville Plan is a comprehensive progress report that summarizes the achievements and ongoing work taking place across the organization as it works towards being the most connected community. Outcomes are focused on the areas outlined below.



Key facts

Connected community through online services

Applications, permits and licenses

- 1366 (100%) business licensing applications received online January-August 2022
- 83% of all building permit requests submitted online
- 100% Zoning Certificates of Occupancy submitted online
- 60% building inspections requests made online
- 95% building permits paid online

Registrations and bookings

- 92% of program registrations completed online (since August 2021)
- 73% of drop-in program registration completed online (since August 2021)
- 2,748 downloads of the Oakville Transit app in 2021

Online parking services

- 4,210 paid residential parking permits were issued online
- 85,489 courtesy temporary on street parking permits issued
- 26,720 online parking ticket payments in 2021*
- 72,257 Honk Mobile street parking transactions*
- Real-time parking availability map for downtown Oakville available online
- 100% parking and by-law ticket screenings and hearings conducted virtually

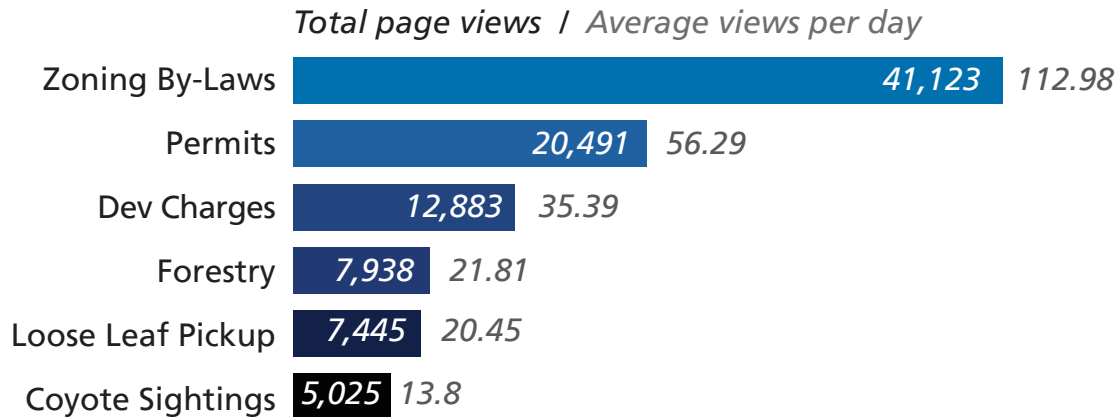
Connected community through partnership and data management

Open Data

- 117 total datasets published in 2021
- 565 total downloads, including 65 address points, 56 road network, 30 contours, 29 active building permits, 28 trees
- Most popular open data page views include road network and active building permits

**volumes for 2021 were lower as a result of the impacts of the COVID-19 pandemic.*

GIS most popular sites in 2021



Connected community through digital infrastructure

- 23 electric vehicle (EV) charging stations installed on streets and in town facilities, allowing for 46 charging stalls
- 1,038 parking sensors installed on streets and in parking lots in supporting downtown digital strategy, along with two digital signs promoting available parking
- 24.7% reduction in energy use compared to 2014
- 23.5% reduction in carbon emissions compared to 2014
- 294 public Wi-Fi access points

Facilities

- 17 facilities connected to Building Automation System technology representing 65% of the total square footage of corporate facilities.
- Sub-metering installed at 12 facilities covering 85% different utility points (electricity, water and natural gas)

Connected community through online services



Key objectives

- Improve the ease, speed, and experience for residents to access information, programs, and services, safely and securely
- Adopt a customer-centric approach to designing digital tools and services

2021/2022 major initiatives completed

- Launched new recreation software in August 2021 with expanded online services including membership sales and select facility rentals. New offerings include last minute ice bookings (launched February 2022) and picnic bookings (launched April 2022)
- Launched online marriage license application
- Increased online property and development permits options including residential rebuilds, pool installations, and driveway upgrades
- Launched sign and noise exemption permits
- Launched online business license application submission
- Integrated the existing online property survey request and the certified tax statement into the town's offerings of online services
- Enhanced map viewer for active development applications
- Expanded online bookings for photography
- Launched Town of Oakville 3D GIS map
- Established a town-wide service inventory to assist with service transformation prioritization
- Procured vendor and beginning the rebuild of oakville.ca with a new content management system (CMS) and search engine optimization (SEO)

Work underway

- Develop a public identity and access management strategy
- Upgrade and modernize Service Oakville's customer relationship management (CRM) platform
- Launch online viewing of tax bills and balance information
- Launch the Digitized Election Rebate Program Application Process
- Provide residents with the option to submit pre-authorization tax applications and rebate information
- Deploy PRESTO Open Payment "tap-on" functionality
- Implement electronic plan review recommendations to improve permits and applications status tracking and transparency

Connected community through online services

- Launch online planning applications with improved web content on oakville.ca for better navigation of development processes
- Digitally connect applicant with Building Services (portal and citizen information virtual assistant), designer with examiner (e-document management system) and constructor with inspector (mobile builder and inspector app)
- Accept and review a building permit application submitted using Building Information Modeling (BIM) making Oakville the first municipality in Ontario to adopt the technology
- Implement new online options for road corridor permits

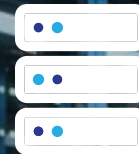
Look ahead in online services*

The town has continued its focus on driving services online in the areas of applications, permits and licenses, registrations and bookings, and parking services. Looking ahead, the town will prioritize key foundational initiatives that measure the quality of online services, staff experiences, and internal processes; optimize productivity through standards and technology; and anticipate customer needs and create better experiences. Initiatives may include:

- Managing Oakville's public facing services through a service inventory tool that provides data on the number of services available online end-to-end and a future prioritization roadmap.
- Lean process reviews of key internal processes that need to be optimized for improved service delivery
- Implementation and/or upgrades of foundational technologies that will provide a more cohesive customer experience and prepare Oakville for the next phase in online digital transformation that may include artificial intelligence (AI) and virtual assistants. Service delivery foundational technology includes; CMS, customer relationship management system and Azure search tool
- Establishing strategies and standards that will guide and enhance Oakville's customer experience including Customer Experience Framework, Public Identity & Access Management Plan and Enterprise Payment Plan

**All look ahead initiatives are pending budget approval and project plan development.*

Connected community through partnership and data management



Key objectives

- Make better use of data and analytics to drive evidence-based decisions
- Establish partnerships with private, public and academic leaders

2021/2022 major initiatives

- Develop a comprehensive town-wide data management strategy
- Implement mobile GIS solutions for data collection
- Establish a corporate-wide payment strategy
- Conduct a pilot with Sheridan College and Inovex Inc. to determine what additional services or infrastructure is required to enhance mobility of residents travelling to and from the Oakville GO Station

Work underway

- Action the data publication and learnings with partners on town sub-metering programs (electricity, water and natural gas usage)

Look ahead in partnership and data management*

The success of this next phase of digital transformation is only possible with data. Everything from services, programs, and back office support is becoming smart, autonomous, and interconnected and all of it depends on quality data, not only to operate, but also to spot trends and new opportunities. The town will focus on the following priorities over the next several years:

- Implementation of a town-wide data management approach including community engagement opportunities, public education, and ongoing discussions
- Data management governance and standards that focuses on privacy, security, maturity, and sharing across the organization
- Establishment of a partnership model and decision making framework that provides the organization with guidance on public and/or private partnership opportunities and key considerations
- Building on a culture of evidence-based decision making that ensures an understanding of both department and corporate-wide requirements and data availability and accessibility

**All look ahead initiatives are pending budget approval and project plan development.*

Connected community through digital infrastructure



Key objectives

- Create pilot projects to test out smart technologies
- Engage partners to help find new applications and benefits of smart technologies
- Continue investing in the town's digital infrastructure to support livability and economic development and change how complicated urban challenges like transit, emissions, traffic safety, and energy management are solved

2021/2022 major initiatives

- Launched free public Wi-Fi, digital information kiosks, pedestrian counters, and real-time parking information in downtown Oakville
- Expanded electric vehicle charging stations across the town
- Launched a real time parking availability map on oakville.ca
- Installed 1,038 parking sensors on streets and lots supporting the downtown digital strategy, along with digital signs promoting available parking
- Installed automated cameras to detect "walk" signals at select intersections.
- Council advocated for several key digital infrastructure items through intergovernmental requests
- Installed 23 dual-level EV charging stations (allowing for 46 charging spaces) on street and in town facilities

Work underway

- Review results and lessons learned from the downtown smart city technology implementations and consider expansion in consultation with BIA districts.
- Introduce first fleet of battery electric buses into service
- Initialize digital parking management implementation at 300 Church St. parking garage including smart city components
- Continue expanding free public Wi-Fi to Oakville Transit fleet
- Initiate Transit Ride Hailing app pilot
- Collaborate with the Greater Toronto and Hamilton Area Recovery and Prosperity Alliance
- Participate in Halton Digital Access Strategy 5G deployment working group
- Implement additional electricity and water sub-metering at town facilities
- Introduce Automated Speed Enforcement in Community Safety Zones around town
- Implement corporate payment standards and recommendations

Connected community through digital infrastructure

Look ahead in digital infrastructure*

Digital infrastructure transformation is exposing how analogue municipalities are in processes, policies, and technologies and the need to embed digital approaches into everything the organization does. A centralized governance policy and guiding principles will help to identify town-wide standards, mandatory technology requirements, and business priorities that will ensure the right digital infrastructure elements are implemented to deliver services, encourage engagement, drive efficiencies, and inform decisions. Looking ahead the town will:

- Focus on centralized governance and long term planning, including embedding digital infrastructure into the framework development process
- Draft a comprehensive digital infrastructure roadmap that includes policy standards and decision making framework for future investments, pilots, and partnership opportunities
- Conduct lessons learned from other smart connected communities and Oakville's downtown smart city implementation
- Prepare for rapid change in this area including partnership opportunities, federal and provincial regulations, and community engagement
- Implement Traffic Data Collection Program including automated data traffic control, speed survey data, and pedestrian/bicycle counters

**All look ahead initiatives are pending budget approval and project plan development.*

Connected community through **continuous improvement**



Key objectives

- Encourage a “build-measure-learn” approach to service and process design
- Build a continuous improvement culture
- Seek opportunities to enhance services, streamline internal processes, build efficiencies, and continuously improve the quality of service delivered

2021/2022 major Initiatives

- Launched the online loose leaf service tracker that allows residents to track the progress of the loose leaf service program and coordinate their yard work with this service
- Equipped on-road transit supervisor vehicles with tablets to drive efficiencies in work processes
- Implement online courtesy temporary permits and paid overnight parking in downtown Oakville

Work underway

- Modernize and standardize field staff’s communication devices to increase operational range, increase productivity, reduce costs, and reduce the operational footprint
- Review key Human Resources processes and systems, including performance management, learning management, and hiring and onboarding to identify improvements and digital efficiencies
- Develop a five-year digital plan for property development services to guide future efforts and investments
- Optimize Information Technology Systems infrastructure to increase network reliability, improve security, and reduce risk, including the development of standards, future-state architecture, and transition roadmaps
- Digitize records and files to decrease retrieval time, increase security, and make it more accessible
- Deploy Microsoft 365 productivity and collaboration technologies across the town

Connected community through **continuous improvement**

Look ahead for continuous improvement*

With the initial phase of digital transformation underway, the town is taking a fresh look at its online services, staff experiences, and internal processes and how the next phase of transformation, data management, and smart technologies will be applied to continuous improvement. The goal is to optimize productivity, performance, and resource allocation through better utilization of data and connected technologies while continuing to enhance the customer experience and internal efficiencies. Some examples include:

- Implementation of a Long-term Infrastructure Planning solution that will leverage the asset data within multiple systems to enable predictive modeling, forecasting, analysis, and reporting across all service areas and optimize asset management life cycle investment decisions
- Establish a community street sweeping app that the community can use to track this public service similar to how the PlowOakville interactive map provides real-time updates – adding transparency to this operation
- Launch of a sidewalk plow tracking app to enhance public visibility of winter service operations

**All look ahead initiatives are pending budget approval and project plan development.*

Town of Oakville

1225 Trafalgar Road,
Oakville, Ontario L6H 0H3
905-845-6601 | oakville.ca



REPORT

Council

Meeting Date: September 19, 2022

FROM: Strategy, Policy and Communications Department

DATE: September 6, 2022

SUBJECT: Community Energy Strategy Implementation Update

LOCATION: Town-wide

WARD: Town-wide

Page 1

RECOMMENDATION:

1. That the *Community Energy Strategy Implementation Update* be received.
2. That the Service Agreement (Appendix A) with Future Energy Oakville, including the commitment to add a budget request for funding in the amount of \$50,000 for the Town's financial contribution, be endorsed.

KEY FACTS:

The following are key points for consideration with respect to this report:

- In February 2020, Council unanimously endorsed Oakville's Community Energy Strategy (CES) presented by the community-based Oakville Energy Task Force (OETF), which set community goals for improving energy efficiency, reducing greenhouse gas (GHG) emissions, and enhancing the local economy.
- The CES established a plan to mitigate community GHG emissions, in support of the climate emergency declaration unanimously made by Council in June 2019.
- Along with the endorsement of the CES, Council committed to providing financial and in-kind support for the OETF to develop and establish Future Energy Oakville (FEO) over a five-year period.
 - FEO was incorporated on January 27, 2021
 - To date, Council has approved funding of \$250,000. A Service Agreement (attached as Appendix A), executed in June 2021, formalized the expectations of and support for FEO by the Town through 2022.

- The Town continues to be a key stakeholder in implementing the CES, through multiple Town departments, who are leading initiatives that directly support several CES 2020-2025 priority projects.
- The purpose of this report is to provide an update on the implementation of the CES over the last year and propose an extension (until the end of March 2023) to the Service Agreement with FEO for Council's endorsement.

BACKGROUND:

Oakville Town Council unanimously endorsed the CES, presented by the OETF, on February 25, 2020, developed in collaboration between the Town, Sheridan College, and the OETF. The CES established a common community vision for innovation and collaboration to achieve a sustainable energy future and set 2041 community-wide goals for improving energy efficiency, reducing GHG emissions, and enhancing the local economy.

The OETF is a cross-sectoral group of local energy and community leaders that leverages community relationships and perspectives to advise on and advocate for the successful development and implementation of the CES. The CES, along with the continued collaboration between the Town, Sheridan College, the OETF, and others, represents a significant part of the community's response to Oakville's climate emergency, as declared unanimously by Council on June 24, 2019.

In April 2021, Council received the 2021 Community Energy Strategy Implementation Update Report, which provided a progress update on CES implementation, and which this Report builds on.

Community Energy Strategy Implementation Framework and Priority Projects

The CES's implementation framework is designed to promote collaborative action across Oakville. It recognizes the Town as a key stakeholder in implementation but not the sole actor, reflecting the broad and transformative nature of the strategy's 2041 goals and objectives. The implementation framework has two key components:

1. Implementation Governance

Recommends the development of a community-based Implementation Management Office, now known as Future Energy Oakville (FEO). This concept leverages community perspectives, knowledge, networks, resources, and momentum through its position as an independent non-profit to champion and coordinate community-wide implementation of the CES.

2. 2020 - 2025 Priority Projects

The CES established 12 priority projects to be completed by 2025 to put the community of Oakville on the right track for achieving the strategy's 2041 goals. Each priority project serves a long-term strategic objective and has milestones, delivery partners and proposed budgets where possible.

Town's Role and Commitments under the Community Energy Strategy

Along with a call for community-wide action, the CES defines where the Town can best play a role as one of many key stakeholders. These roles include:

1. Convener and Facilitator: The Town is uniquely positioned to convene and facilitate stakeholders to develop plans, strategies, etc.
2. Policy Maker: The Town has an important role to continually ensure that policies, procedures, and by-laws are aligned with the CES vision and goals to, among other things, enable local stakeholders and others to act in the transitioning energy market.
3. Leading by example: The Town must demonstrate corporate leadership in the community.
4. Economic Development Supporter: The Town plays a key role in retaining and attracting businesses through the value-added opportunities of achieving the vision and goals of the CES.
5. Promoting Energy Literacy and Climate Action: The Town has many opportunities to engage with residents and business owners to promote the benefits of implementing the strategy.

COMMENT/OPTIONS:

While this report highlights the progress made since 2021 to implement the CES, it must be taken in the context of the COVID pandemic that emerged less than a month after the initial endorsement of the CES by Council. The unforeseen and rapidly evolving constraints, pressures and challenges caused by the pandemic required the Town, Sheridan College, and the OETF to rapidly adapt implementation timelines and approaches. As such, this report outlines the ongoing commitment by the Town and the community to implement the CES.

Future Energy Oakville and Service Agreement Update

The Town has approved \$250,000 to date to support the start-up costs for FEO. A Service Agreement (Appendix A) was developed to establish the terms and expectations between the Town and FEO. The Service Agreement speaks to the core and operating activities of FEO and reflects:

- The emerging and evolving nature of FEO in its first year of operation and therefore was valid for 14 months (from June 2021). At the time, future

funding requests from FEO were anticipated and would be subject to future service agreements (outlined in this Staff Report).

- FEO's ongoing role in championing and coordinating an energy transformation as defined by the CES.
- The Town's financial and in-kind contribution commitments established in the Report to Council on February 25, 2020.

2020 – 2025 Priority Projects: Town Implementation Update

The table below highlights the Town initiatives in support of the CES priority projects, along with status updates where applicable. Multiple Town departments are leading these initiatives including Strategy, Policy, and Communications, Facilities and Construction Management, Municipal Enforcement Services, Oakville Transit, Planning Services, and Transportation and Engineering.

The CES and the Town's work on various projects of the CES have also been showcased in several forums. Staff from Climate Action have been invited to present and highlight Oakville's efforts at the following:

- State of Green and the Danish Trade Council's clean energy panel
- Clean Air Partnership Electric Vehicle Charging webinar
- Durham Region Community Energy Planning Research report
- QUEST's Community Energy Plan Implementation Network meeting
- International District Energy Association (IDEA 2022) Conference

The table below represents only Town led or facilitated initiatives. Coordinating across community stakeholders and reporting holistically on the progress and impacts of all priority projects is part of the role of Future Energy Oakville. Once staffed, Future Energy Oakville will also accelerate the implementation of 2020 – 2025 priority projects not currently underway and support the Town and other stakeholders to explore opportunities to collaborate on and scale projects.

Alignment with Priority Project from the Strategy	Town Initiative & Status Update	Role of the Town
<p>1.1) Complete a business case for establishing a company to deliver energy retrofits for homes and buildings in Oakville.</p> <p>1.2) Incorporate a company to deliver standardized retrofits based on the results of the business case</p>	<p>Collaboration with Oakville Enterprises Corporation to complete a business case/feasibility study, beginning in October 2020 with a successful funding application to the Federation of Canadian Municipalities' (FCM) Community Efficiency Financing program.</p> <p>The Business Case Report, completed in July 2022, finds that a business case exists to support further development of a program that encourages deep energy retrofits, including completing due diligence, establishing key program design and loan offer criteria, and determining the municipal role and finalizing administration processes and set-up associated with a third-party delivery company.</p> <p>Next steps include confirming funding for the next stage (capital request for 2023 and FCM grant funding) and working to establish a third-party company to deliver the potential program. The third-party company must be set-up sustainably and with the right governance structures, so that it can succeed long-term. The potential program will integrate community feedback and target comprehensive, deep energy retrofits (extensive and holistic overhaul of a building's systems, as a step towards net-zero emissions), needed to help achieve the targets of the CES.</p> <p>For more information, see the August 4, 2020 Report to Council: Retrofit Business Case Collaboration.</p>	<p>Convener and Facilitator</p>
<p>3) Implement the Town of Oakville's Corporate Energy Conservation and Demand Management Plan.</p>	<p>GHG emissions reduction of corporate facilities is ahead of schedule to meeting the 2024 target established in the 2020 Corporate Energy Conservation and Demand Management Plan. This has been a result of lighting retrofits, energy conservation projects, retro-commissioning at various facilities and an overall increase in staff engagement on energy management initiatives.</p> <p>Starting in 2022, the Town is working on the development of Deep Energy Retrofit Studies, which will help understand resources and efforts needed for facilities to reach Net-Zero Carbon and low energy use standards.</p>	<p>Leading by Example</p>

<p>Supports community to implement 6.1) Complete a business case for establishing a company to distribute thermal energy to homes and buildings</p> <p>9) Continue to integrate Local Energy Supply and Distribution targets into municipal policy, regulations, and processes.</p>	<p>Collaboration with the Consulate of Denmark in Toronto to study the opportunities for district energy in Oakville through feasibility studies. For more information see the January 25, 2021 Report to Council: District Energy Studies Collaboration.</p> <p>In February 2022, the Pre-Feasibility Study, which evaluated opportunities for district energy in two study areas (the Hospital District and Downtown & Kerr) was completed. Staff have begun work for the next step, to pursue a more detailed feasibility study for one of the study sites (Hospital District), with a grant funding application to FCM.</p>	<p>Policy Maker</p> <p>Convener and Facilitator</p>
<p>9) Continue to integrate Local Energy Supply and Distribution targets into municipal policy, regulations and processes.</p> <p>10) Continue to integrate Transportation Efficiency targets and emissions lens into municipal planning tools and processes as well as master plans.</p>	<p>Integration of Community Energy Strategy goals in the planning process, through the following initiatives/working groups:</p> <ul style="list-style-type: none"> - North Oakville Working Group - North Oakville East and West Secondary Plan Review - Official Plan Review - Midtown Oakville Growth Area Review <p>GHG emissions lens integrated in Urban Mobility and Transportation Strategy, and Community Energy Strategy goals to be considered in the Transportation Master Plan update, to kick-off in 2022. The Town-wide parking management strategy, to be completed in 2023, also included Community Energy Strategy considerations.</p>	<p>Policy Maker</p>
<p>11) Increase public electric vehicle charging stations at municipal owned sites.</p>	<p>Through a collaboration with NRCan, 46 Level 2 electric vehicle charging stations were installed from 2021-2022 and are available for public use across Oakville.</p> <p>Staff have submitted a second funding application to NRCan in August 2022 to support an additional 24 charging stations for Town fleet vehicles.</p>	<p>Leading by Example</p>

12) Pursue opportunities to electrify local transit and corporate fleets.	<p>Collaboration with the Province of Ontario and Government of Canada to begin the transition and expansion of Oakville's local public transit fleet with fully battery-electric buses. On track to have the first e-buses by the end of the year, which will be used specifically for care-A-van services. Delivery of e-buses for conventional services are planned for the end of 2023/early 2024. Over the next five years approximately 50% of Oakville Transit's fleet will be converted from diesel to battery electric power.</p> <p>For more information see the October 22, 2019 Report to Council: Investing in Canada Infrastructure Program – Transit.</p>	Leading by Example
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CONSIDERATIONS:**(A) PUBLIC**

Community stakeholders have committed significant hours over 2021 and 2022 to support set-up of and establish Future Energy Oakville. The Oakville Energy Task Force also continues to respond to public inquiries regarding progress on implementation

(B) FINANCIAL

The Service Agreement (Appendix A) builds on the Town's commitments from the unanimously endorsed February 25, 2020 Town Council report and original Service Agreement executed in June 2021. The Service Agreement outlines the terms of a financial contribution of \$50,000, to be approved as part of the 2023 budget, from the Town to Future Energy Oakville as well as in-kind support to the Board as the organization works towards hiring and onboarding staff through to the end of 2022.

To-date, the Town, through the capital budget, has approved \$250,000 for FEO to support start-up costs. The Town transferred the balance owing to FEO earlier this year, based on the below breakdown:

2020: \$100,000

2021: \$100,000

2022: \$50,000

2023 (pending approval): \$50,000

(C) IMPACT ON OTHER DEPARTMENTS & USERS

The energy initiatives led by the Town that directly support implementation of the Community Energy Strategy's 2020-2025 priority projects are being spearheaded and supported by several departments including Strategy, Policy, and Communications, Facilities and Construction Management, Finance, Legal

Services, Municipal Enforcement Services, Oakville Transit, Planning Services and Transportation and Engineering.

With respect to the Home Energy Retrofit Feasibility Study and its next phases, resourcing support for the Finance Department will be brought forward as a part of the 2023 budget process.

(D) CORPORATE STRATEGIC GOALS

This report addresses the corporate strategic goal(s) to:

Environment - Protect greenspace and promote environmentally sustainable practices by supporting community to lead a transition to a low-carbon future.

Mobility - Improve Town's multi-modal transportation network to support effective movement of people and goods by investing in low-carbon transportation options.

Livability - To be the most livable Town in Canada by supporting an energy transformation that maintain a resilient local economy.

(E) CLIMATE CHANGE/ACTION

Future Energy Oakville and the progress on Priority Projects outlined in this report is fundamental to mitigating our community's impact to climate change. The Community Energy Strategy provides the pathway to achieving an ambitious greenhouse gas reduction goal. Future Energy Oakville provides the mechanism for realizing the goals of the Strategy by championing a livable, sustainable, and resilient energy future for Oakville.

APPENDICES:

Appendix A – Service Agreement Extension

Prepared by:

Rija Rasul, Senior Climate Officer

Recommended by:

Swaraj Mann, Manager, Corporate Strategy

Submitted by:

Julie Clarke, Director, Strategy, Policy, and Communications



September 19, 2022

RE: Minor amendment and extension of Service Agreement between the Corporation of the Town of Oakville and Future Energy Oakville Centre dated June 6, 2021.

Set below are the terms which we understand to be mutually agreeable for the amendment and extension of the Service Agreement.

Please have the appropriate individuals sign back this letter and this shall be an effective extension of the Service Agreement as agreed for the remaining term.

1. All applicable terms and conditions of the Service Agreement dated June 6, 2021, remain in force and effective until March 31, 2023, with the following amendments:
 - a. Paragraph D to be replaced with: Town Council directed staff to prepare a Services Agreement between the Town and FEO, and the Town approved \$100,000 of funding to FEO in 2020, \$100,000 in 2021 through the 2021 budget process, and \$50,000 in 2022 through the 2022 budget process.
 - b. Section 5 to replace the Town's Economic Development and Corporate Strategy department with the Strategy, Policy, and Communications department.
 - c. Section 6 to be replaced with: The Town shall contribute to FEO funding of \$100,000 in 2021, in accordance with the terms of this Agreement, as approved by Council in the 2021 budget within 90 calendar days following the Effective Date of this Agreement. Future funding from the Town to FEO will be subject to separate Service Agreements or an amendment of this Agreement to reflect the same. To-date, the Town has contributed:
 2020: \$100,000
 2021: \$100,000
 2022: \$50,000
 - d. Section 10.c) ii) to replace the Town's main contact with Julie Clarke, Director, Strategy, Policy, and Communications (julie.clarke@oakville.ca)
2. The following new terms to be added:

- a. The Town of Oakville will commit to adding a capital budget request of \$50,000 to Future Energy Oakville (as part of the 2023 budget process) and a capital request of \$50,000 in 2024 (as part of the 2024 budget process).
- b. Future Energy Oakville will provide a presentation to Council by the end of Q3 2023 with financial, analytic, and operational data to show its progress on the items listed in Section 2 of the Agreement.

FOR FUTURE ENERGY OAKVILLE CENTRE

John Matthiesen, President and Board Chair

Date

FOR THE CORPORATION OF THE TOWN OF OAKVILLE:

Jane Clohecy, CAO

Date

Town of Oakville

1225 Trafalgar Road, Oakville L6H 0H3

905-845-6601 | enter email here @oakville.ca | oakville.ca

SERVICES AGREEMENT

THIS AGREEMENT dated as of the 6th day of June, 2021 ("Effective Date")

B E T W E E N:

THE CORPORATION OF THE TOWN OF OAKVILLE

a municipal corporation in the Province of Ontario
(the "Town")

-and-

FUTURE ENERGY OAKVILLE CENTRE

a corporation incorporated under the laws of the Province of Ontario, operating
as Future Energy Oakville
("FEO")

WHEREAS:

- A. A sustainable energy transformation is critical to addressing the climate emergency and achieving a community energy vision that is clean, affordable, and resilient in the Town of Oakville.
- B. FEO is a corporation without share capital under the *Corporations Act*, R.S.O. 1990, c. C-38, as amended.
- C. The Town is a municipal corporation.
- D. The Town approved \$100,000 of funding to FEO in 2020 and an additional \$100,000 of funding from the Town was approved through the Town's 2021 budget process. Town Council directed staff to prepare a Services Agreement between the Town and FEO.
- E. The Community Energy Strategy ("CES") has been described in the staff report to the February 25, 2020 Special Council Meeting ("SCM") under the discussion item entitled *Oakville's Community Energy Plan*. A Services Agreement model to accelerate the implementation of the CES, was endorsed in principle by Town Council through the

unanimous endorsement of the CES by Town Council within by-law 2020-032 enacted in the SCM.

NOW THEREFORE for good and valuable consideration, the receipt and adequacy of which are hereby confirmed, the parties hereto covenant and agree as follows:

1. THE INTENTION OF THE PARTIES

- a) The truth and accuracy of the foregoing recitals are acknowledged and confirmed by all the parties and the recitals form part of this Agreement.
- b) All the parties are committed to working together productively in a professional, diligent, and co-operative manner to carry out the obligations created by this Agreement.

2. IMPLEMENT THE COMMUNITY ENERGY STRATEGY

FEO agrees to provide the following services to accelerate and coordinate implementation of the Community Energy Strategy in Oakville:

- a) Develop a business plan for FEO approved by its Board to determine business objectives and performance metrics.
- b) Respond to inquiries from the public and private sector on community energy related issues and opportunities.
- c) Develop and maintain a virtual presence including a FEO website.
- d) Develop a framework to report on progress to the public, investors, funders, and the Oakville Energy Task Force.
- e) Work with the Oakville Energy Task Force through a separate Memorandum of Understanding between FEO and the Oakville Energy Task Force.
- f) Seek opportunities through grants, partnerships, private-sector investment, and other funding organizations for FEO's operational funding.
- g) Plan and coordinate Community Energy Strategy's priority projects with partners, including, but not limited to, the Town.
- h) Ensure program governance, funding and resourcing align with the strategic objectives of FEO.

- i) Provide strategic oversight and technical advisory services for effective and efficient delivery of the Community Energy Strategy priority projects.

3. **ADMINISTRATION**

Throughout the term of this Agreement, the Town agrees to provide administrative support, including, but not limited to:

- a) coordinating the Oakville Energy Task Force and its subcommittees;
- b) providing administrative support to FEO's Board of Director and Member meetings;
- c) compiling informational and summary reports where required for business continuity;
- d) documenting and knowledge sharing to facilitate staff training and onboarding;
- e) allowing FEO to use 1225 Trafalgar Road, Oakville, ON L6H 0H3 as a mailing address until such time FEO provides another mailing address;
- f) providing administrative support for the Oakville Energy Task Force as outlined in the Oakville Energy Task Force charter;
- g) providing support to FEO for pursuing core funding opportunities; and
- h) supporting FEO's engagement and communications efforts.

4. **GOVERNANCE**

FEO agrees to do the following:

- a) ensure that at least one staff member is onboarded to FEO during the term of this Agreement;
- b) keep all proper books and records as required by law; and
- c) provide a presentation to Town Council by June 30, 2022 with financial, analytic, and operational data to show its progress in the items listed in Section 2 of this Agreement.

5. **OVERSIGHT**

The Town's Economic Development and Corporate Strategy department will be the department within the Town responsible for coordinating the Town's obligations under this Agreement.

6. **FUNDING**

The Town shall contribute to FEO funding of \$100,000 in 2021, in accordance the terms of this Agreement, as approved by Council in the 2021 budget within 90 calendar days following the Effective Date of this Agreement. Future funding from the Town to FEO will be subject to separate Service Agreements or an amendment of this Agreement to reflect same.

7. INSURANCE AND INDEMNIFICATION

- a) Unless caused by or to the extent contributed to by the negligent act or omission of FEO or anyone for whom it is at law responsible for, the Town hereby fully indemnifies, holds harmless, and shall defend FEO from and against any and all actions, suits, claims, and demands, and from all loss, costs, charges, and expenses, including legal expenses, which may be brought against or made upon FEO by any party whatsoever, or which may be incurred, sustained, or paid by FEO in consequence of the breach, violation or non-performance by the Town of any of the Town's obligations pursuant to this Agreement. This indemnification shall survive any termination of this Agreement.
- b) FEO shall maintain its own Directors and Officers insurance policy satisfactory to the Town. The costs to FEO of maintaining its own insurance are considered operating expenses of FEO.
- c) Unless caused by or to the extent contributed to by the negligent act or omission of the Town or anyone for whom it is at law responsible for, FEO hereby fully indemnifies, holds harmless, and shall defend the Town from and against any and all actions, suits, claims, and demands, and from all loss, costs, charges, and expenses, including legal expenses, which may be brought against or made upon the Town by any party whatsoever, or which may be incurred, sustained, or paid by the Town, in consequence of the breach, violation or non-performance by FEO of any of FEO obligations pursuant to this Agreement. This indemnification shall survive any termination of this Agreement.

8. TERM

The term of this Agreement (the "Term") shall be 14 months commencing on the Effective Date, unless extended by the parties in writing.

9. TERMINATION

- a) Notwithstanding anything herein contained, if, in the reasonable opinion of the Town, FEO is in material breach of this Agreement, the Town shall provide FEO with written notice specifying in reasonable detail the nature of such breach. If the breach has not been cured within 10 days after delivery of that notice (or such additional reasonable time as the circumstances may warrant provided FEO undertakes diligent, good faith efforts to cure the default within such 10-day period and continues such efforts thereafter), then the Town may terminate this Agreement.
- b) In the event of early termination by reason of material breach of the Agreement by FEO under clause 9a above, the Town shall not be liable to FEO for any costs or losses directly or indirectly, in whole or in part, sustained by FEO as a result thereof.
- c) This Agreement will be terminated without notice in the event that FEO becomes insolvent or bankrupt, has a receiver appointed, or makes an assignment for the benefit of its creditors.

10. GENERAL

- a) Neither party shall assign or transfer in any manner this Agreement without the prior written consent of the other, acting reasonably.
- b) FEO shall throughout the Term of this Agreement maintain its status as a corporation without share capital under the laws of Ontario.
- c) Notice for the purpose of this Agreement shall be deemed effectively given if:
 - a. Delivered in person to the representative noted below;
 - b. Except during a period of actual or imminent interruption of postal service due to strike, lockout, pandemic, or other cause, sent by prepaid mail to the attention of and at the address coordinates noted below; or
 - c. Sent by electronic email transmission to the email coordinate noted below;
 - i. In the case of notice to FEO: to the address that FEO shall have advised the Town in writing of within 48 hours of such a request. Email: to the email that FEO shall have advised the Town in writing within 48 hours of such a request
 - ii. In the case of notice to the Town: Director of Economic Development and Corporate Strategy, 1225 Trafalgar Road, Oakville, ON L6H 0H3 Email: dorothy.stgeorge@oakville.ca with a copy to: Town Solicitor, 1225 Trafalgar Road, Oakville, ON L6H 0H3 Email: david.huctwith@oakville.ca
 - d. Any notice so given shall be deemed to have been given and to have been received on the day of delivery, if so delivered; on the fifth day (excluding each day during which there exists any interruption of postal services due to strike, lockout, pandemic or other cause) following the mailing thereof, if so mailed; and on the day that notice was sent by email transmission, provided such day is not a weekend or statutory holiday observed in the Province of Ontario. Representatives and coordinates for notice may be changed at any time and from time to time by giving notice in accordance with this Section.
- d) No condoning or overlooking by a party of any default, breach, or non-observance by the other party shall operate as a waiver of such party's rights hereunder in respect of any continuing or subsequent default or breach. All rights and remedies herein are cumulative and alternative.
- e) Time shall be the essence of this Agreement.
- f) This Agreement constitutes the entire agreement between the parties hereto and supersedes all prior discussions, agreements and understandings whatsoever with respect to its subject matter, and may not be amended except by an instrument in writing duly approved and executed by the Town and FEO. There are no conditions, warranties, representations, or other agreements in connection with this Agreement except as specifically set out herein.

- g) If any part of this Agreement shall be declared illegal or unenforceable by a court of competent jurisdiction, it shall be severed from and deemed never to have formed a part of this Agreement, and the remainder of this Agreement shall remain in full force and effect and enforceable in accordance with its terms.
- h) This Agreement shall be construed and governed by the laws of the Province of Ontario.
- i) The insertion of headings is for convenience of reference only and shall not be construed so as to affect the interpretation or construction of this Agreement.
- j) This Agreement shall extend to, ensure to the benefit of, and be binding upon, the parties hereto and their respective successors and permitted assigns.

IN WITNESS WHEREOF the parties have caused this Agreement to be executed by their respective officers who are duly authorized to do so.

FUTURE ENERGY OAKVILLE CENTRE


Per: 

Name: John Matthiesen

Title: President & Board Chair

I have authority to bind the corporation.

THE CORPORATION OF THE TOWN OF OAKVILLE

Per: 

Name: Jane Cloherty

Title: CAO

I/We have authority to bind the corporation.

Per: 

Name: Vicki Tylaneck
Town Clerk

I/We have authority to bind the corporation.

REPORT

Council

Meeting Date: September 19, 2022

FROM: Community Development Commission

DATE: September 6, 2022

SUBJECT: Downtown Cultural Hub Workplan Update 2022

LOCATION:

WARD: Ward 3

Page 1

RECOMMENDATION:

1. That staff be directed to proceed with capital planning based on a dispersed model of new cultural facilities in the downtown area.
2. That staff be directed to include appropriate capital budget request for Council consideration in the 2023 budget process.

KEY FACTS:

The following are key points for consideration with respect to this report:

- The Downtown Cultural Hub Master Plan is one of two implementing strategies to achieve the vision and objectives articulated in the Downtown Plan. The second is the Downtown Transportation Plan.
- Planning for a Downtown Cultural Hub builds on the vision and objectives for the Downtown Plan.
- Council considered a plan for the Downtown Cultural hub that recommended approval of a dispersed model for facility planning with phased implementation of facilities and infrastructure.
- Key components of the plan include a new central library, new home for Oakville Galleries, a new performing arts centre, revised and renewed open spaces and comprehensive review of parking needs and structures.
- Staff are intending to initiate the detailed studies to address both the location and timing of cultural assets in 2023 subject to budget approval.
- Approval of the capital funding would allow the early completion of some cultural facilities by 2027.

BACKGROUND:

The Downtown Cultural Hub was birthed out of the Downtown Plan in order to move the Town closer to the vision articulated in the Downtown Plan. The vision described in the Downtown plan is:

“to create an attractive, active, animated and vibrant downtown where people come together to live, work, shop, meet and engage. It will be the cultural, social and economic heart of our community where citizens and visitors can celebrate and experience the natural setting, heritage, culture and the arts.”

The Plan set out five objectives to achieve this vision.

1. To contribute to a successful economically vibrant downtown
2. To create a cultural focus for the town in the downtown area
3. To provide facilities and infrastructure that meet existing and future needs
4. To protect and enhance the natural environmental and cultural heritage of downtown
5. To develop solutions that are financially sustainable

There were two components to implement the vision and objectives of the Downtown Plan. These were the Downtown Transportation Study and the Downtown Cultural Hub Master Plan. Each of these components require separate capital planning but contribute to the success of the Downtown Plan.

The Downtown Cultural Hub is intended to address the cultural focus objective directly and contribute in significant ways to achieving an economically vibrant downtown and the other stated objectives of the Downtown Plan.

In October 2015 the Master Plan for the Downtown Cultural Hub presented three options to Council for implementation of the Cultural Hub (see Appendix A). Options one and two involved renewing existing facilities. Option Three, however, offered the best opportunity to advance the vision and meet the objectives of the Downtown Plan.

Option Three – New Facilities on Centennial Square and Post Office Sites, involves the complete redevelopment of Centennial Square site and is based on a dispersed development model. This option has been the basis of capital planning to date.

In all options, Centennial Poll would be demolished.

Major open space areas identified in the Plan include a Navy Street Plaza and a new Riverfront Park on Centennial Square.

COMMENT/OPTIONS:

It is recommended that capital planning be initiated in 2023, subject to Council approval of the capital budget. Capital planning will establish the staging, content and location of the facilities in the Master Plan.

In order to initiate the capital planning, Council is requested to approve a dispersed model of cultural facilities.

The dispersed model of facilities offers a better opportunity to attract to residential and commercial opportunities by spreading the benefit of the substantial investment throughout the Downtown area. Dispersing activity throughout the area allows a broader area (and business) to benefit from that activity. It has the potential to draw the largest number of patrons to the broadest possible area and establish the character of Downtown as, among other attributes, a place of culture.

The dispersed model also facilitates opportunities to utilize existing, municipally-owned assets more efficiently, thus providing more opportunity to mitigate significant cost pressure.

A dispersed model is also beneficial as a tool to help manage the staging of construction across a broader area, minimizing construction disruption to the greatest extent possible.

The implementation of the Downtown Cultural Hub is now at the capital planning and delivery stage. The specific location, timing, funding and staging plans will be launched as the next phase of the DCH implementation in 2023, subject to Council's consideration of the capital request in the 2023 budget process. A detailed parking needs study will also be required at an early stage to determine future parking needs with the intent of rationalizing downtown parking and aligning parking function, location and need by looking at all municipally-owned parking facilities.

It is recommended that staff proceed with capital planning of cultural infrastructure using a dispersed model. Staff are preparing a capital plan request for Council consideration as part of the 2023 budget.

CONSIDERATIONS:

(A) PUBLIC

Extensive public engagement has gone into the development of the Downtown Cultural Hub Master Plan. The next phase of capital planning will engage key stakeholders in the facility design processes.

(B) FINANCIAL

Requirements to fund the planning and delivery of the DCH facilities will be considered through the annual Capital Budget process.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

N/A

(D) CORPORATE STRATEGIC GOALS

This report addresses the corporate strategic goal(s) to:

- Be the most livable town in Canada;
- Foster a community environment that engages residents of all ages, abilities and backgrounds; and
- Protects greenspace and promotes environmentally sustainable practices.

(E) CLIMATE CHANGE/ACTION

N/A

APPENDICES:

Appendix A. Downtown Cultural Hub Master Plan, Report to Council, October 5, 2015

Submitted by:

Neil Garbe, Commissioner, Community Development

Colleen Bell, Commissioner, Community Services

REPORT

APPENDIX A

PLANNING AND DEVELOPMENT COUNCIL MEETING

MEETING DATE: OCTOBER 5, 2015

FROM: Commissioner of Community Development and
Commissioner of Community Services

DATE: September 24, 2015

SUBJECT: Downtown Cultural Hub Master Plan

LOCATION: Downtown Commercial District

WARD: 3

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RECOMMENDATION:

1. That Council receive the report entitled "*Downtown Cultural Hub Master Plan*" dated September 24, 2015; and
2. That Council approve the following key elements:
 - A phased implementation plan for a dispersed model in the downtown.
 - A Performing Arts Centre including a 750 seat main theatre and a 325 seat secondary theatre. Confirmation of the theatre types and sizes will be undertaken prior to the implementation to ensure that we have the most current information on demand. Located on the Centennial Square site.
 - New Library of approximately 40,000 sq. ft. that will reflect the strategic plan now being undertaken by the Library Board which will likely include a blend of traditional and digital services. Located centrally to the Downtown along George Street. Post Office offers a good location, however Lot 2 may also provide some opportunities.
 - Oakville Galleries accommodated in up to 30,000 sq. ft. space consolidating their facilities currently located at the existing downtown library and Gairloch Gardens. Located at the former Post Office in synergy with the Library would be positive, however for the most part the Galleries are self-funded and may need alternatives which could be lot 2 or even as part of a residential development on the Fire Hall site.
 - Cultural Program Space with a preference that it is co-located with the performing arts centre.
 - A new flexible performance and events space in front of the new performing arts centre, incorporating Navy Street which can be closed to accommodate large gatherings. Design of the space will be coordinated with planned amenities at Towne Square.

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- Riverfront Park between the Centennial Square facilities and Sixteen Mile Creek.
- Introduction of new residential and commercial uses within the Downtown on potential town sites such as the Fire Hall site, former post office site, Lot 2 located south of the former post office site.
- Introduction of new residential and commercial uses within the Downtown on Centennial Square site provided that the ground floor is publicly accessible.

KEY FACTS:

The following are key points for consideration with respect to this report:

- In June 2012, Council received a report from the CAO indicating that staff was initiating a Downtown Cultural Hub Study in order to define a redevelopment plan for the Centennial Square site, the former post office site and other assets of town owned properties in the downtown. It was expected that the outcomes of the study would provide the town with a preferred redevelopment strategy to be considered in the context of the objectives of the Cultural Plan, the Downtown Strategic Plan and Livable Oakville. The timing of the study was also important in order to provide the opportunity to take advantage of any potential funding from the federal government to celebrate the upcoming sesquicentennial in 2017.
- In October 2013 Council endorsed the initiation of Phase 2 of the Downtown Cultural Hub to begin to outline detailed program requirements, market and financial implications and procurement strategies as well as a community engagement program.
- Needs assessments were completed in 2014 for the Cultural and Performing Arts Centre spaces, Oakville Public Library and Oakville Galleries and those assessments have informed this report.
- Three interim reports were endorsed by Council at the July 7, 2014 Planning and Development Council; the overarching Downtown Plan Report; and two companion reports, the Downtown Cultural Hub and the Downtown Transportation and Streetscape Study.
- A progress report Downtown Cultural Hub Update was received by council at the March 9, 2015 Planning and Development Council meeting.
- For council's consideration there is a Downtown Plan implementation report with three companion reports being presented at this meeting. The three companion reports are; The Downtown Parking Strategy, The Retail Strategy and this report The Downtown Cultural Hub Master Plan.
- Council endorsement of the recommendation in this report will conclude the Master Plan which will be used as a background document in the implementation of the Downtown Cultural Hub.

From: Commissioner of Community Development and
Commissioner of Community Services

Date: September 24, 2015

Subject: Downtown Cultural Hub Master Plan

BACKGROUND:

In June 2012, Council received a CAO report indicating that staff was initiating a Downtown Cultural Hub Study (DCH) in order to define a redevelopment plan for the Centennial Square site, the former post office site and other assets of town owned properties in the downtown. It was being undertaken in response to several recommendations from a number of recent planning documents including the Downtown Oakville Action Plan, Parks, Recreation, Culture and Library Master Plan, the Cultural Plan, and the Oakville Centre for the Performing Arts Strategic Business Plan. All of these plans spoke to the significant role that culture plays in creating and supporting a strong, vibrant and viable community and specifically to the importance and value of culture to Oakville.

The vision of the Downtown Plan is “to create an attractive, active, animated and vibrant downtown where people come together to live, work, shop, stay, meet and engage. It will be the cultural, social and economic heart of our community where citizens and visitors can celebrate and experience the natural setting, heritage, culture and the arts”.

The Downtown Plan sets out five objectives to achieve this vision.

1. To contribute to a successful economically vibrant downtown
2. To create a cultural focus for the Town and the Downtown the downtown area
3. To provide facilities that meet existing and future needs
4. To protect and enhance the natural environmental and historic importance of the downtown
5. To develop solutions that are financially sustainable

The intent of the Downtown Cultural Hub initiative is to identify potential cultural opportunities and investments that could contribute to the realization of the Downtown Plan’s vision and objectives. In October 2013 Council endorsed the initiation of the next phase of the Downtown Cultural Hub to begin to outline detailed program requirements, market and financial implications and procurement strategies as well as a community engagement program.

In 2014 staff worked with consultants to conduct needs assessments for each of the elements of the Cultural Hub. The following needs assessments were completed and are attached as appendices to the Downtown Cultural Hub Master Plan;

- Cultural and Performing Arts Centre Needs Assessment prepared by Webb Management Services Inc.
- Oakville Library Needs Assessment prepared by Ward 99 Architects
- Oakville Galleries Needs Assessment prepared by Ward 99 Architects

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Commissioner of Community Services

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Council endorsed the further analysis of four themes for the Downtown Cultural Hub at the July 7, 2014 Planning and Development Council. A further interim report Downtown Cultural Hub Update was received by council at the March 9, 2015 Planning and Development Council meeting.

For council's consideration there is a Downtown Plan implementation report with three companion reports being presented at this meeting. The three companion reports are; The Downtown Parking Strategy, The Retail Strategy and this report The Downtown Cultural Hub Master Plan.

COMMENT/OPTIONS:

Downtown Cultural Hub Master Plan

Based on the objectives outlined for the Cultural Hub the study team evaluated the themes based on the five objectives endorsed by Council. While the dispersed theme which distributed the Library and Galleries to the former post office site best meets the objectives, staff continued with the following three options for evaluation:

Option One - Adapt Existing Facilities

This option identifies minimal improvements to the Oakville Library and OCPA buildings. Only the back of house deficiencies and accessibility issues are addressed at the theatre. A new studio theatre is built to the south of the OCPA sharing a new lobby space on Navy Street frontage. The existing library is expanded at the north end to provide additional program space on the main level. The additional space is shared between the library and Oakville Galleries. In this option, both the Post Office and Fire Hall site are sold for private development.

Option Two - Major Renovation of Existing Facilities

This option includes a major renovation of the OCPA- the existing theatre to be redeveloped as a 325 seat studio theatre, and a new 750 seat main theatre to be added to the south end of the building. The two theatres would share a new lobby space on Navy Street frontage. The existing library is expanded at the north end to provide additional program space on the main level. The additional space is shared between the library and Oakville Galleries. As in the first option, both the Post Office and Fire Hall site are sold for private development.

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Option Three - New Facilities on Centennial Square and Post Office Sites

This option considers a complete redevelopment of the Centennial Square site and the preferred dispersed development model identified through our public consultation process. The existing OCPA and Oakville Public Library will be demolished and replaced with new development. The OCPA will be located on the southern end of the site and will feature a new 750 seat main hall, a 325 seat studio theatre, a new large lobby, meeting rooms and flexible cultural space. The Oakville Public Library and Galleries will relocate to a new Downtown location along George Street. For Option Three, the Library was assumed to be relocated to the Post Office site. Key heritage elements are retained along Church Street frontage and a significant northern exposure of the existing building is expanded. A new mixed use building is introduced on Centennial site.

In all options, Centennial Pool will be demolished and relocated to the future South Central Community Centre on the Oakville-Trafalgar Memorial Hospital Lands. Fire Services will be relocated to the Trafalgar Park site at Rebecca and Kerr Street by 2017.

Park and Open Space

Two major open space areas are contemplated in all three options: a Navy Street Plaza and a new Riverfront Park on Centennial Square. These elements were identified through the Needs Assessment Space Study for the cultural buildings, the Use of Space Study completed by the town and extensive public feedback. These two elements were widely supported during the public consultation. The redevelopment of the Navy Street Plaza will provide the downtown with a centralized, outdoor community gathering area and purpose built event space. It would be designed to support a range of activities, including cultural festivals, open-air markets and community gatherings. The design of this plaza will complement the future revitalization of Towne Square.

The Riverfront Park is proposed for the area west of the Centennial Square facilities and east of the creek along Water Street. It will connect to the Navy Street Plaza. The intent is to provide greater public access to the riverfront with the intent to showcase the natural beauty of the space and the river, and enable a range of cultural experiences. It will provide new opportunities to display public art in open space and support performances in an outdoor amphitheater. The design of the park will be a flexible, innovative cultural space for Oakville. This element of the plan was one of the most popular among public consultation attendees.

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Option Assessment Summary

All options were analyzed against five key objectives. Option 3 performed the best throughout the analysis.

To contribute to a successful economically vibrant downtown

Option Three will attract the largest and most diverse visitation and distributes its activity throughout the downtown. It has the potential to draw the largest number of patrons due to the expanded capacity of the theatre, new residential and commercial opportunities. Locating a modern digital library and a consolidated Oakville Galleries centrally in downtown will create multiple cultural destinations. Option One is essentially a minor renovation and small addition to existing theatre space and will not be impactful. Limited improvements will be made to the galleries and library and will not greatly increase visitors to the downtown. Option Two does expand audience capacity for the theatre potentially increasing visits to the downtown, however does not expand the residential or commercial potential.

To create a cultural focus for the town in the downtown

Option Three provides the quality and scale of indoor and outdoor performance and event space that will make it competitive with other GTA facilities. Option One will not raise the current theatre complex to the same competitive/quality level as other municipal theatres in the western part of the GTA. Option Two does increase the capacity and competitiveness of the theatre complex but centralizes the cultural focus on a westerly site. It will not enable the development of a cultural district with multiple opportunities for artistic destinations. Adapting or renovating the current library space to accommodate digital services and a consolidated Oakville Galleries may not result in optimal cultural facilities that best meet their needs.

To provide facilities and infrastructure that meet existing and future needs

Option Three offers performance space that meets contemporary requirements of existing culture users and enables longer term competitiveness with other GTA cultural facilities. The sequencing plan for this option ensures flexibility to sequence individual projects within the larger plan which enables “shovel ready” projects to compete for federal and provincial dollars as they become available. Option One facilities will not meet future needs, particularly the theatre. Option Two will deliver improved facilities to meet current needs but has no opportunity for future flexibility and will not meet other key criteria.

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To protect and enhance the natural environment and cultural heritage of downtown

Option Three makes the best use of the heritage Post Office building, disperses activity closest to other heritage structures and districts and connects most effectively to the surrounding river landscape. This option maximizes public access to the natural beauty of two sites: the riverfront backing onto the Centennial Square site and breathtaking views of Sixteen Mile Creek and marshland from the former Post Office site. Option One and Option Two only showcase the Centennial Square riverfront.

To develop solutions that are financially sustainable

Option Three has the highest cost of the three options presented, but provides the greatest benefit in terms of direct services and amenities to the Town and residents, and also offers the highest indirect economic benefits to the downtown core and town. Because this option requires sequencing of construction in order to complete the plan, it also gives the town the flexibility to move forward on different components of the plan when it can afford to do so. It also enables “shovel ready” components to be eligible for federal/provincial funding without the constraints of being smaller elements in one large project. Option One costs the least; however future investment will be required within ten-fifteen years as it will continue to lose competitiveness with other cultural institutions, particularly the theatre. Option Two is less expensive than Option Three but does not meet other key criteria as the flexibility to sequence projects in an affordable schedule.

Public Consultation

The Downtown Plan is one of the town’s largest planning, development and public engagement projects to date. Public participation was critical to ensure we captured the needs and wants of the community, user groups, business owners and visitors. The Downtown Plan uniquely brought together the Downtown Cultural Hub and the Downtown Transportation and Streetscape Study to ensure that participation incorporated all elements of the downtown.

The Downtown Plan project was publicly launched in December 2013. Following the launch a number of engagement opportunities were employed to allow the public to provide input on the Downtown Cultural Hub study. These engagement events have included community open houses, targeted stakeholder workshops, an online discussion forum, surveys and monthly e-newsletters. A dedicated project website was also developed to house project materials and to allow the public to stay up-to-date on the events and activities associated with the project. The website served to complement the in-person open houses/workshops by providing an online portal for the public to submit their ideas and feedback on the work completed. Over 1,500

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residents and business owners actively participated in meetings, open houses, and workshops and over 1,800 individuals subscribed to the e-newsletter. Further, the DCH study benefited from the input received from a project Focus Group which included a diverse range of members from cultural groups, patrons, businesses and resident associations. The following is a brief summary of the major inputs received from consultation participants throughout the development of the Master Plan.

Attracting Visitors to the Downtown

Residents are tremendously proud of the unique places of interest already available in downtown Oakville. However, many residents have expressed a need for a more diverse range of activities and facilities that attract a greater number of visitors from outside the core.

Connecting the Downtown to its Surroundings

Downtown's beauty is reflected in its proximity to Lake Ontario and Sixteen Mile Creek, and in its historical character. Consultation participants outlined a need to consider linkages to the waterfront and the heritage district. High quality open spaces that connect to Sixteen Mile Creek, while supporting active and passive uses were identified as an important element of the proposed new cultural hub. Participants also commented on the need to provide connections to popular shopping destinations within the downtown but also on the adjacent side of the Sixteen Mile creek towards the Kerr Village.

Improved Cultural Facilities

The existing cultural facilities in the downtown are highly valued but they must be renewed and reinvented to serve the needs of existing and future users. In particular, flexible spaces that accommodate a range of different uses were highlighted as an important feature that should be considered for modernized or new cultural buildings in the downtown.

Supporting Uses

New cultural spaces in the downtown should be supported by a range of complementary uses. Participants agreed that the establishment of the cultural hub will provide an opportunity to introduce new housing and office uses in the downtown to help support the existing restaurant and retail offering.

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Urban Design

A number of participants expressed a desire for compelling new buildings that contribute positively to the image and activity of surrounding streets. Potential new facilities introduced at the hub should be at the forefront of design quality and should maximize the locational advantage to the waterfront.

The three DCH options as outlined in the Master Plan were presented at a Public Meeting on June 24, 2015 at the Oakville Centre for the Performing Arts. Following the meeting the options were made available on the town website. The following is a summary of additional feedback received at the public meeting and through 50 submissions received to date.

Timelines/Cost

There was discussion around what facilities do we need now, how long do we have to wait for new facilities and how are we going to pay for it. Some individuals and groups wanted an accelerated schedule to see a new theatre built sooner than later; others were focused on the costs, benefits and needs. Some individuals were concerned about postponing other projects in the capital forecast in order to build the Cultural Hub. Others were concerned about construction disruption especially the downtown merchants, business owners and residents. There was additional discussion if it was better to phase projects over a long period of time or complete them as quickly as possible.

To ensure the development of an affordable implementation plan projects have been sequenced in phases. It allows key elements to be considered as individual projects potentially eligible for provincial and federal funding, sponsorship and naming opportunities and enables the potential for public private partnerships. A sequenced implementation schedule ensures the downtown is not overloaded with multiple construction projects at the same time. It also ensures affordability. The Downtown Plan Implementation report on the same agenda identifies a financial strategy that would allow for the plan to move forward. Staff are recommending that the town not be the sole funder for this initiative.

Sale of Public Lands

Since the release of the options, this has been a controversial topic. Should the town sell off public lands to development? Some say do not sell any public lands on Centennial Square as it is a unique and desired location along the riverfront that should be kept in the public domain for the good of all the community. Others are in favour of selling town assets to help off-set the costs of a new cultural hub. Density was also a discussion item; build residential and business to bring new people in to

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the downtown core both during the day and evening; others think there is too much congestion already and do not want any high density. If development was to occur, residents wanted to ensure public access to the riverfront and/or include commercial/office/cultural facilities on the main/second floor of these developments.

Staff are recommending that the opportunity for additional residential and commercial be a key element of the downtown plan in order to encourage greater activity to support the downtown. Also the sale of the public lands will help the town finance the Downtown Plan. Staff do recognize that the potential sale of some of the public lands on the Centennial site is a significant concern. Accordingly in any redevelopment of the Centennial Square site public accessibility through the ground floor of the site should be mandatory.

Current Economic Situation

Several people asked will this cultural hub improve the current economic situation downtown; need to improve downtown business conditions before developing cultural hub – other say build the cultural hub to improve downtown conditions.

As part of the Downtown Plan staff have completed an economic study of the downtown which concluded that the cultural facilities would be a positive contribution to the long term viability of the downtown. Staff have undertaken in partnership with the BIA a retail Action Plan also on this agenda which sets out actions to be implemented by the downtown businesses' coordinate through the BIA.

Library

People were split on not only where these facilities should go but also about the programming. There seemed to be a fear that a digital library meant losing books. Many could see the need to modernize and increase the library offerings including digital, but others just wanted to ensure the library retained a sense of belonging for all ages. The vision of moving the library from Centennial Square to the former post office site was very difficult for many people. They felt moving the library would mean losing the view to the riverfront. Others could clearly see that with the right design, residents would gain not only more resources in a digital library but take advantage of a new riverfront view with new opportunities for outdoor space. Whether the library should be moved to another location downtown or even outside of the downtown core to the old OTMH site was also discussed.

The nature of the future facility and programming for the new library will be addressed through the library board's new strategic plan and the upcoming refresh of the Parks, Recreation, Culture and Library Master Plan.

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Theatre

From the patrons, community groups and users of the theatre most acknowledge the current inadequacies of the facility and consistently see the benefits of a new performing arts centre before the current building becomes obsolete. Some current user groups of the theatre were strong advocates for the need for improvements to the theatre. A few others do not see the need for theatre redevelopment. Some are more concerned with the programming and ticket prices and would like to see “better” acts. Everyone agreed that accessible amenities were necessary.

The analysis outlined in the Cultural and Performing Arts needs Assessment clearly outlines the need for the theatre facilities as outlined in the Master Plan.

Hotel and residential

Hotel would bring visitors and business rather than just people who are there mostly in the evening. Some do not want more visitors or traffic which causes more traffic congestion.

Hotel uses are currently permitted in the downtown and the Master Plan would allow for those uses to occur as part of redevelopment. Representatives of the hotel industry have indicated that a hotel within the four story height limits is not viable; but with increased height they could see an interest in developing a hotel downtown.

In addition the consultant has undertaken a traffic assessment which determined that the implementation of the Master Plan would not result in traffic congestion downtown.

Parking

It was pretty unanimous that providing enough parking for the new facilities was a must.

Parking for the cultural facilities will be provided. On the same agenda a Parking Strategy also recommends an additional 150 – 200 parking spaces to support the downtown.

For more detailed information on the public consultation plans please see Appendix B1 Downtown Plan Public Participation Plan December 2013–July 2014 and Appendix B2 Downtown Plan Public Consultation July 2014–October 5, 2015.

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Parking Strategy Impacts

While the Downtown Cultural Hub study was underway, the town requested that staff review the feasibility of a parking garage in the downtown. The conclusions of the Parking Strategy were received by staff in August 2015. While the assumption had been made early in the DCH study that parking lots would not be considered for cultural facility locations, the conclusion of the parking strategy study requires a reconsideration of that assumption. As the analysis shows that the construction of a parking garage on Lot 2 is not fiscally responsible and therefore Lot 2 should be considered as a possible site for DCH facilities

As a result, Option Three with the Library and Galleries on the Post Office site is now not the only configuration that would support for the dispersed theme. Either the library or galleries could be located on Lot 2 or another location along George Street, and achieve the same objectives.

Key Elements

In June we presented Option Three as a preferred option to the public however in light of information received from the public and through the Parking Strategy received in August, staff are recommending that council approve key elements as outlined in this report.

Staff are recommending that council approve the following key elements;

- A phased implementation plan for a dispersed model in the downtown:
- A Performing Arts Centre including a 750 seat main theatre and a 325 seat secondary theatre. Confirmation of the theatre types and sizes will be undertaken prior the implementation to ensure that we have the most current information on demand. Located on the Centennial Square site.
- New Library of approximately 40,000 sq. ft. that will reflect the strategic plan now being undertaken by the Library Board which will likely include a blend of traditional and digital services. Located centrally to the Downtown along George Street. Post Office offers a good location, however Lot 2 may also provide some opportunities.
- Oakville Galleries accommodated in up to 30,000 sq. ft. space consolidating their facilities currently located at the existing downtown library and Gariloch Gardens. Located at the former Post Office in synergy with the Library would be positive, however for the most part the Galleries are self-funded and may need alternatives which could be lot 2 or even as part of a residential development on the Fire Hall site
- Cultural Program Space with a preference that it is co-located with the performing arts centre.

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- A new flexible performance and events space in front of the new performing arts centre, incorporating Navy Street which can be closed to accommodate large gatherings. Design of the space will be coordinated with planned amenities at Towne Square.
- Riverfront Park between the Centennial Square facilities and Sixteen Mile Creek.
- Introduction of new residential and commercial uses within the Downtown on potential town sites such as the Fire Hall site, former post office site, Lot 2 located south of the former post office site.
- Introduction of new residential and commercial uses within the Downtown on Centennial Square site provided that the ground floor is publicly accessible.

CONSIDERATIONS:

(A) PUBLIC

The community has been extensively involved in the preparation of each of the Master Plans, strategies and action plans. Staff have consulted with the Downtown Focus group in the preparation of Downtown Cultural Hub report. Appendix B1 and B2 attached to this report outline the details of the public consultation. Notification has been provided to the Downtown Plan contact list of approximately 1800 and in the Oakville Beaver.

(B) FINANCIAL

The Downtown Plan represents a significant capital investment. The town's current annual capital funding envelope for non-growth related capital projects is in the \$50 to \$60 million range. An investment of the magnitude required to implement the plan will require a unique funding solution. As a result the 10 year capital forecast includes funding to explore the market interest in implementing Phase one as identified in the Downtown Plan Implementation Report.

The Town's 10 year Capital Forecast will be presented to the Budget Committee on the morning of October 5, 2015, and will be on the Town's website shortly thereafter.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

Departments within each of the three commissions have been consulted throughout the preparation of the various studies

From: Commissioner of Community Development and
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(D) CORPORATE AND/OR DEPARTMENT STRATEGIC GOALS

This report addresses the corporate strategic goal to:

- enhance our cultural environment
- be the most livable town in Canada

(E) COMMUNITY SUSTAINABILITY

The recommendations of this report and those of the major studies informing the implementation strategy address each of the 4 pillars of sustainability – social, economic, environment, and cultural.

APPENDICES:

Appendix A Downtown Cultural Hub Master Plan

Appendix B1 Downtown Plan Public Participation Plan, December 2013–July 2014

Appendix B2 Downtown Plan Public Consultation, July 2014–October 5, 2015.

Submitted by:

Jane Clohecy, Commissioner Community Development

Colleen Bell, Commissioner Community Services

TOWN OF OAKVILLE

DOWNTOWN CULTURAL HUB MASTER PLAN

September 2015



STUDY TEAM

The development options discussed in this document have been designed by Urban Strategies and N. Barry Lyons Consultants Ltd with input from MHPM Project Managers (MHPM), P3 Advisors, Ward99 Architects (Ward99), Webb Management Services Inc.(Webb), the Oakville Galleries, Diamond Schmitt Architects Inc. (DSAI), Hatch Mott MacDonald (Hatch), Strybos Barron King Landscape Architects (SBK), and Oakville Town Staff. The development options also reflect feedback from the focus group, key community stakeholders and Oakville residents.

Focus Group

Loren Francis, Julia Hanna, Leon Hawes, Matthew Hyland, David Mallen, Doug McKirgen, Charlotte Meissner, Esther Merikanskas, Don Pangman, Sharlene Plewman, Gillian Santangeli, Bill Smith, Boyd Waites

Prepared For

Town of Oakville

Prepared By:

Urban Strategies Inc. & N. Barry Lyons Consultants Ltd.

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EXECUTIVE SUMMARY

The Town of Oakville has a reputation as a distinct cultural venue, with flourishing performing arts groups and a broad and engaged audience. That cultural presence has been an important and defining part of the life of the town. Since the downtown cultural buildings were built fifty years ago the town has grown almost four-fold in population and the range and depth of its cultural offering has grown alongside. The centennial-era Oakville Centre for Performing Arts, downtown Library and Galleries are however in need of renewal. They do not fit the needs of the broad and growing range of arts users for contemporary performance and exhibition and they are substandard with respect to accessibility and other requirements.

Decisions about the future character, location and specification of Oakville's principal cultural hub must also be taken within the larger context of the downtown, riverfront and lakefront. The Town's Livable Oakville plan sets clear aspirations for this most important district with respect to its retail and economic health and the way it sits within its distinctive historical and open space context.

This report represents the culmination of two years of extensive analysis of the Town's cultural facilities and recommends an exciting and achievable Master Plan for their comprehensive renewal in a way that optimises benefits for the Downtown and wider Oakville community and best celebrates its unique heritage and setting. The conclusions of the report have benefited not only from detailed technical market, costing, functional and design analysis, but from the active involvement of Oakville's cultural community, the users and patrons of the facilities, local businesses and residents.

The recommend Master Plan and the study are described in detail in the body of the report. The Key Elements of the Plan can however be summarised as follows:

- Dispersal of the cultural facilities within the downtown;
- A new Performing Arts Centre, consisting of a 750 seat main stage and a 325 seat studio theatre, large event sized lobby, meeting rooms and flexible cultural space should be constructed on the southern end of the Centennial Square site;
- A new Oakville Library with enhanced digital capacity should be constructed in a more central location in the downtown. The former Post Office site is a good central location for this use provided that renovations to the building to accommodate the new Oakville Library maintains the building's heritage façade;
- A new Oakville Galleries possibly coupled with the new Oakville Library should be constructed in a central location in the downtown;
- A new Navy Square Plaza that provides flexible event and performance space in front of the new Performing Arts Centre incorporating a re-designed Navy Street which can be closed to accommodate large gatherings;
- A new River Park including a new amphitheatre and park area on the Sixteen Mile Creek frontage of the Performing Arts Centre;

- Streetscape improvements along Church and George Street linking to Towne Square;

- A new purpose-built cultural innovation space should be developed as a component of the theatre, library or other cultural buildings to increase the Town's inventory of flexible, multi-purpose space. This space should serve as an ideal location for a wide variety of activities ranging from registered programs and camps, cultural workshops, art exhibits, meeting space, classroom space, pop-up events, cultural performances (dance, theatre, music), indoor festivals and special events; and

- Ancillary development of appropriate scale, urban design and use would be encouraged on the site of the existing Fire Hall and the northern part of the Centennial Square site.

This Master Plan recommends a dispersed approach with new facilities on Centennial Square, the Post Office and possibly on other downtown sites. It is intended to provide Council and the citizens of Oakville with direction on the future investment, location and design of its revitalised cultural hub and the wider downtown. The plan has been designed to allow flexibility to respond to changing circumstances and future community needs, and allows for a phased development approach that best supports the existing facilities. Much additional detailed work will be required to achieve successful implementation of the Master Plan but the recommended way forward will provide the Town with an agreed goal that is within the Town's resources and respects and celebrates its unique aspirations, character and setting.

01/INTRODUCTION

1.1 Project Overview

For many decades, Downtown Oakville has been the centre for cultural activities, performance and event venues and creative industries. The presence of a vibrant performing arts centre, gallery, library and cafes, along with active public spaces have contributed to the creation of a 'Cultural Hub' in the downtown. Centennial Square, the home of many of these facilities, represents a core component of that hub. The depth of the cultural offerings provided in the downtown has expanded alongside the town's growing population. However, the centennial-era facilities have now reached the end of their functional lifespan and are in need of major renewal or replacement to support the broad and growing range of arts users in the town.

In 2013, Urban Strategies Inc. (USI) and N. Barry Lyon Consultants Limited (NBLC) were retained by the Town of Oakville to undertake a Downtown Cultural Hub (DCH) study that would explore the optimal mix and make-up of new or redeveloped cultural facilities to best serve Oakville for the next fifty years or more.

The first phase of the study outlined, at a high level, the range of opportunities related to the development of a renewed cultural hub in the downtown and defined a redevelopment plan for the downtown that was consistent with the objectives of the Town's Cultural Master Plan, the Downtown Strategic Action Plan and that could support the vision for the downtown outlined in the Livable Oakville Plan.

The first phase of the study presented a range of opportunities for a Cultural Hub in Downtown Oakville. To better understand the feasibility of developing this hub, Town Council endorsed the initiation of a more detailed second phase that defined the full program in greater detail, assessed the implication of the development sites, and outlined capital and operating costs for new cultural facilities. Through this work several themes and options for the cultural hub were examined, combining different types of cultural facilities and utilizing different downtown locations. These themes and options were then assessed in terms of their provision of required cultural spaces and their fit in the downtown.

The development of this Master Plan represents a long term vision for the types of facilities that the Town should plan for to ensure a cultural hub of activity that serves the town as a whole. The Plan sets a direction for the preferred location for these facilities in order to achieve the goals and objectives of the Plan. It is intended to give direction and overall structure to the design of the cultural hub and outlines the role of the hub in the downtown. The Plan evaluates three development options that represent the full spectrum of opportunities available to the Town. These options range from modest upgrades of existing facilities to a complete redevelopment that allows for a greater mix of uses and more significant development opportunities in the downtown.

These options also consider the potential to cluster the program elements on the Centennial Square site and/or a more dispersed combination of locations including Centennial Square, the Post Office site and other available sites within the downtown. This Master Plan concludes with an evaluation of each option against the objectives for the DCH and identifies a preferred theme that will provide a set of directions for the implementation phase of work.

1.2 Vision and Objectives for the Downtown Cultural Hub

On July 7, 2014, Council endorsed a vision, objectives and an evaluation framework for the DCH and the Downtown Transportation and Streetscape Study (DTS), which together form the 'Downtown Plan'. The Downtown Plan vision is to create an attractive, active, animated and vibrant downtown where people come together to live, meet, work, shop, stay, interact and engage. It will be the cultural and social heart of the community where citizens and visitors can celebrate and experience the natural setting, heritage, culture and the arts.

Accompanying this vision are five objectives that are to be achieved with the implementation of the DCH.

The objectives are:

- To contribute to a successful economically vibrant downtown;
- To create a cultural focus for the town in the downtown;
- To provide facilities and infrastructure that meet existing and future needs;
- To protect and enhance the natural environment and cultural heritage of downtown; and
- To develop solutions that are financially sustainable.

Based on these objectives the study team prepared a number of due diligence reports that explored various themes and options for a renewed cultural hub. These investigations assessed the benefits of establishing new or redeveloped cultural facilities on the Centennial Square site or dispersing the cultural facilities throughout the downtown. Each approach carried a variety of design considerations and construction cost implications.

The findings of this work was initially used to develop five detailed development themes that were presented to Council in 2014. The themes were broadly organized based on a 'renovate' and 'new build' model. The 'renovate' themes included a status quo option that proposed to modernize the existing facilities as best as possible for accessibility, and an 'adapt existing' theme that included additions to the existing facilities to create enhanced program spaces. These modest upgrades would remediate the most immediate accessibility shortcomings and would provide some improvements to existing program functions.

The 'new build' theme considered complete redevelopment to accommodate new facilities that could either be centralized on the Centennial Square site, dispersed throughout the downtown, or partially relocated outside of the downtown. This would require a more significant investment but would better support the Town's cultural needs.

Following the endorsement by Council, Town Staff along with the DCH consulting team conducted an assessment to identify the preferred themes that best meet the intent of the DCH and align with the objectives and vision of the Downtown Plan. After the evaluation of each theme, the dispersed theme, that promoted distributing elements of the Town's cultural offerings throughout the downtown, ranked highest within the 'new build' model and the adapt existing theme within the renovation model.

Following this evaluation, three sets of options were developed and carried forward into the analysis undertaken in the final stage of the Master Plan: one under the 'new build' model and two under the 'renovate' model. These options are detailed in this report.

1.3 From a Vision to a Master Plan

The DCH study was publicly launched in December 2013. Following the launch a number of engagement opportunities were employed to allow the public to provide input on the DCH study. These engagement events have included community open houses, targeted stakeholder workshops, an online discussion forum, surveys and monthly e-newsletters. A dedicated DCH study website was also developed to house DCH materials and to allow the public to stay up-to-date on the events and activities associated with the DCH study. This website served to complement the in-person open houses/workshops by providing an online portal for the public to submit their ideas and feedback on the work completed. To date, over 1,500 residents and business owners have actively participated in meetings, open houses, and workshops and over 1,800 individuals have subscribed to the e-newsletter.

Further, the DCH study benefited from the input received from a Focus Group which included a diverse range of members from cultural groups, patrons, businesses and resident associations.

The following is a brief summary of the major inputs received from consultation participants.

Attracting Visitors to the Downtown:

Downtown residents have showed to be tremendously proud of the unique places of interest already available in downtown Oakville. However, many residents have expressed a need for a more diverse range of activities and facilities that attract a greater number of visitors from outside the core.

Connecting the Downtown to its Surroundings:

Downtown's beauty is reflected in its proximity to Lake Ontario and Sixteen Mile Creek, and in its historical character. Consultation participants outlined a need to consider linkages to the waterfront and the heritage district. High quality open spaces that connect to Sixteen Mile Creek, while supporting active and passive uses were identified as an important element of the proposed new cultural hub. Participants also commented on the need to provide connections to popular shopping destinations within the downtown but also on the adjacent side of the Sixteen Mile creek towards the Kerr Village.

Improved Cultural Facilities:

The existing cultural facilities in the downtown are highly valued but they must be renewed and reinvented to serve the needs of existing and future users. In particular, flexible spaces that accommodate a range of different uses were highlighted as an important feature that should be considered for modernized or new cultural buildings in the downtown.

Supporting Uses:

New cultural spaces in the downtown should be supported by a range of complementary uses. Participants agreed that the establishment of the cultural hub will provide an opportunity to introduce new housing and office uses in the downtown to help support the existing restaurant and retail offering.

Urban Design:

A number of participants expressed a desire for compelling new buildings that contribute positively to the image and activity of surrounding streets. Potential new facilities introduced at the hub should be at the forefront of design quality and should maximize the locational advantage to the waterfront.

This feedback has served to enhance our understanding of the downtown and the needs of various cultural groups.

02/THE CULTURAL HUB IN DOWNTOWN OAKVILLE

2.1 Overall Ambitions for the Downtown

This DCH Master Plan was conducted as part of the Downtown Plan study which includes the DCH Study and the Downtown Transportation and Streetscape (DTS) Study. The DTS study was completed in the spring of 2015 and is comprised of a Streetscape Master Plan including a Transportation Study for all downtown streets including a redesign for Lakeshore Road from Allen to Navy Street.

Together, the DCH and DTS studies provide a comprehensive plan for revitalization in the downtown core. These studies will ensure the downtown remains active and vibrant by encouraging a greater mix of uses, increasing the cultural character, creating important linkages to key destinations and improving road and parking access and conditions. As the new cultural facilities form a cultural hub within the downtown, the planned streetscaping and other open space improvements proposed as part of the DTS

study will become the spokes connecting that hub to the downtown's retail and business activity, its adjacent residential communities, its public spaces, the creek and the lake.

It is anticipated that the recommendations proposed in the DTS study will proceed in concert with the implementation of the DCH and associated open spaces, and will thus set the context for specific urban and architectural design of new buildings and places.

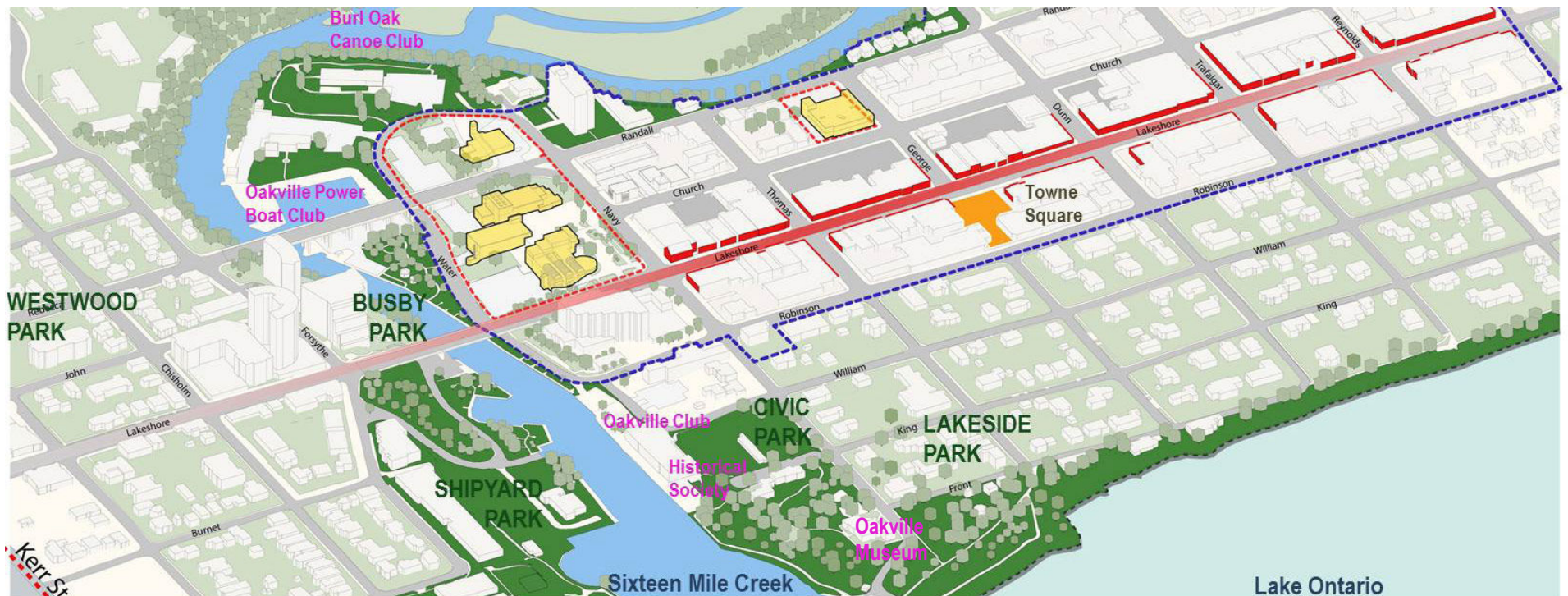


FIGURE 1: THE CREEK AND LAKESHORE

2.2 Available Buildings and Sites in the Wider Downtown Oakville Context

While the Town's cultural facilities are now all located on Centennial Square, other locations were also considered as potential homes for cultural components or as opportunities for co-development. A summary of the sites reviewed as part of this study is provided below.

2.2.1 Post Office Site

The former Canada Post office building, a property with heritage elements, has the potential to be repurposed for new cultural program uses. This corner site has the advantage of direct access to and frontage on three different streets (Randall, George and Church) and offers excellent ravine views of Sixteen Mile Creek to the north of Randall.

2.2.2 Fire Hall Site

The site currently occupied by Oakville Fire Station #3 is located immediately north of Centennial Square, at the top of a sloping terrain which allows for unimpeded views of Sixteen Mile Creek on most of the north, south and west sides and thus has considerable private development potential. For the purpose of this study we have assumed that the Fire Station function could be relocated to the Oakville Arena site at Rebecca and Kerr Street, which would continue to provide required fire service to the downtown.

2.2.3 Surface Parking Lots

Surface parking lots in close proximity to the Centennial Square site were also reviewed as part of this study to determine how these lands could best support the development of the cultural hub. Parking Lot 10 and 11A currently service the Performing Arts Centre and the Oakville Library and provide short-term parking (2-3 hours max) for patrons. Parking Lot 11B and the on-street parking west/north of Water Street are designated as long term parking (9hrs max). Given the proximity of these lots to Sixteen Mile Creek they are desirable lands for new open space areas that will increase the recreational opportunities in the downtown and support outdoor cultural events and programs. Parking Lot 6 and 6A were also considered as potential sites that would support the expansion of the Post Office to accommodate new cultural facilities.

As publicly owned lands these sites will play an important role in revitalizing the downtown, particularly along Church Street. The introduction of new uses on these sites will serve to enhance the vibrancy and attractiveness of the downtown, by providing additional housing options for Oakville residents, and by supporting the downtown restaurant and retail base.

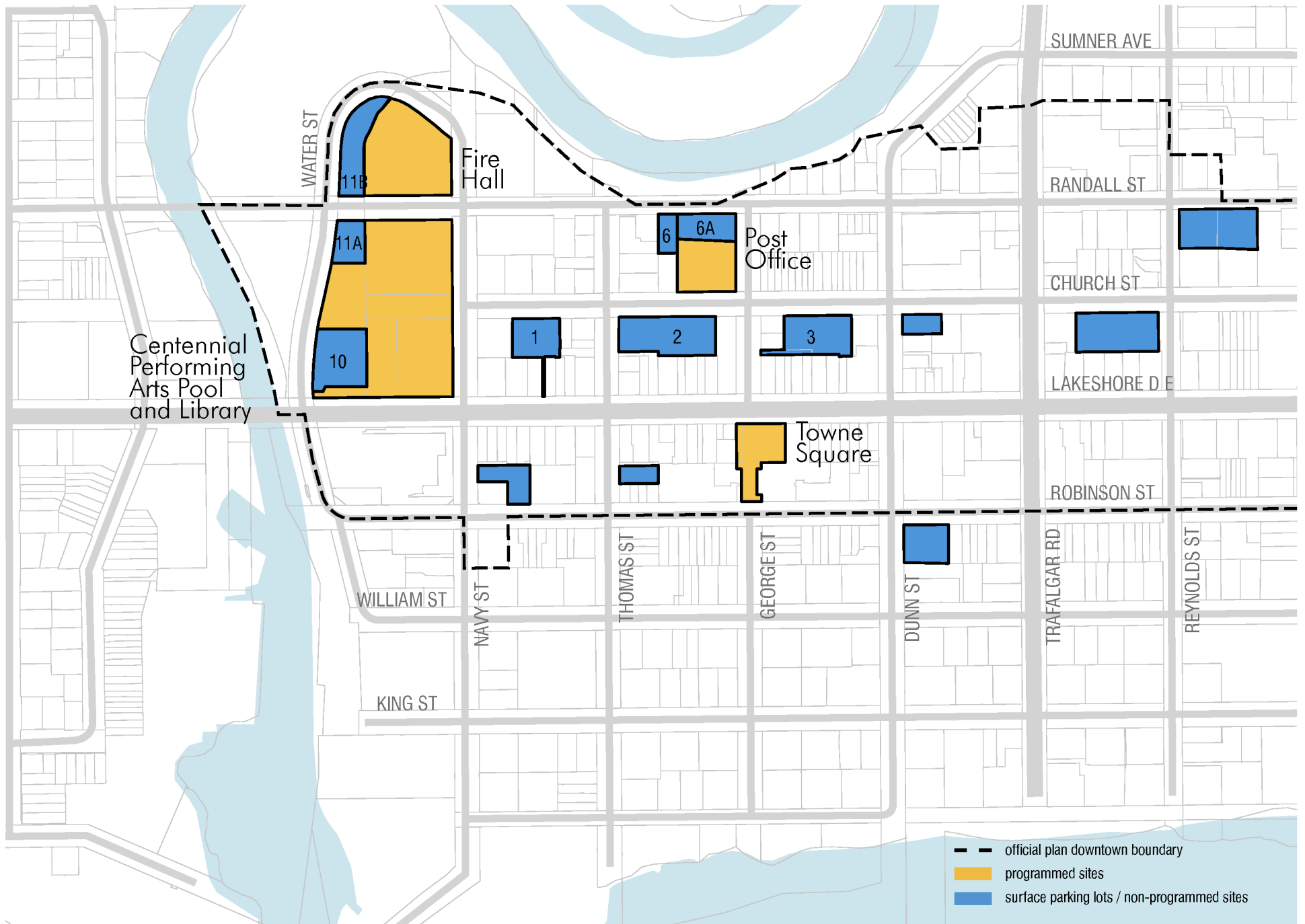


FIGURE 2: TOWN OWNED PROPERTIES IN DCH STUDY

2.3 Ambitions for the Cultural Elements

This Master Plan has been informed by three complementary Needs Assessment Studies for each of the primary cultural hub components: the Oakville Centre for the Performing Arts (OCPA), the Oakville Public Library, and the Oakville Galleries, which are appended to this report. A summary of the major findings and conclusions from each study is provided below.

To better understand the demand for cultural offerings and spaces within downtown Oakville, a number of key stakeholder interviews and group meetings with facility staff were organized, and two public surveys were issued. A series of important themes emerged from the meetings and interviews including the following; the majority of constituents are enthusiastic about the idea of culture in the downtown; there is consensus that current outdoor facilities in the downtown area are insufficient; there is a desire to take advantage of the landscape and river to create better outdoor performance facilities; and there is an opportunity to develop downtown Oakville as a visitor destination.

2.3.1 Oakville Centre for Performing Arts

The Needs Assessment for the performing arts centre included a review of the current operations and audiences in the existing OCPA, an assessment of the adequacy of the existing building, an extensive analysis of the market for performing arts events, and other potential meeting space demand both locally and regionally. This work also examined the size, facilities, and performance of competitive centres across the region.

This research found that there is a strong demand across the Greater Toronto Area for cultural programming that serves all population segments. In 2010, nearly all Ontarians aged 15 or older (99.7 per cent) participated in at least one arts, culture, or heritage activity; 39.4 per cent attended a popular musical performance such as pop/rock, jazz, blues, folk, country and Western; and 12.6 per cent attended a symphonic or classical music performance. Survey results from the 2011 Ontario Arts Engagement study also highlighted that 60 per cent of Ontarians attend professional music concerts at least once a year; 55 per cent attend professional plays or musicals; and 51 per cent visit art museums or galleries.

According to the findings of the report cultural consumers are seeking more stimulation, more convenience and more opportunities for an interpretation-rich experience. They are also more motivated by the social experience around the performance, as much as the performance itself. To meet these growing demands for cultural events and activities, and to respond to changing consumer behaviours, cultural facilities must provide spaces and services that are able to enhance the social experiences for audiences. They must also be flexible enough to provide options for audiences to engage with performances, and for the community to actively participate in activities that help express their own creativity. Further, facilities must be physically appropriate for a wider range of programming and their audiences and must meet all accessibility requirements.

The Assessment also highlighted gaps in existing services. The OCPA is limited in terms of how it can accommodate audiences, participants, users and touring programs. Though the facility is one of the most active regional venues, it has the smallest main theater which is currently not suitable for unamplified live music.

The facility is in need of upgrades to enhance accessibility and to remediate front and back of house deficiencies, and current users have expressed that the facility lacks adequate dressing rooms, lobby space, and the existing Studio Theatre is compromised in that it cannot be used simultaneously with the main theater.

The Assessment concluded that there is a need for new and higher quality performance spaces to augment the existing OCPA and Queen Elizabeth Park Community and Cultural Centre (QEPCCC), providing local and regional arts groups with access to larger capacity, better technology and different physical resources that allow for them to develop and expand their artistic endeavors.

A number of development options regarding performing arts facilities were outlined as part of this research. While the options differed in the type and configuration of the spaces, the study indicated that a new facility should have a large hall of between 600-800 seats and a secondary hall of 200-350 seats.

In view of these findings this Master Plan proposes three development options for the provision of future performing arts space in downtown Oakville. It carries forward a 750 seat arrangement for the large hall and 325 seat arrangements for the secondary hall. A further detailed study will be needed closer to construction to determine the exact size and type of facilities. The development options for the performing arts facilities include the following:

- A modification of the existing performing arts centre building, to remedy its accessibility deficiencies and poor back-of-house facilities and other shortcomings. This would consist of an absolute minimum improvement program. In addition, this development option would introduce a modest 325 seat studio theatre at the main floor level, and add to the existing building to incorporate a large event lobby;
- A more major renovation of the existing main theatre to become a 325 seat studio theatre and a new state-of-the-art 750 seat main hall developed adjacent to the redeveloped studio theatre. Both theatres would benefit from access to a new large event lobby. This concept best utilizes the existing facilities while providing enhanced theatre spaces; and
- A complete 'new build' that would comprise a 750 seat main hall, a 325 seat studio theatre, a large event lobby, as well as meeting and conference rooms. This concept would provide the greatest ability to create facilities that respond to existing and future cultural programming needs in the town.

Required gross floor areas, functional requirements and capital costs were prepared for each of the options. Each also has very different operating costs, market risk and performer and audience satisfaction characteristics.



VIEW OF OAKVILLE CENTRE FOR THE PERFORMING ARTS
LOOKING WEST

2.3.2 Oakville Public Library

A detailed needs assessment of the central branch of the Oakville Public Library (OPL) was also undertaken. This analysis involved an assessment of the current library building, a review of the state of contemporary library facilities design, and an understanding of the role a new central library might play within the overall Oakville Public Library system.

Stakeholder interviews and group meetings were conducted with Oakville Public Library staff as part of the Needs Assessment Study. Staff discussions focused on the existing conditions of the Oakville Public Library, the state of the existing library system, library programming and their ideas and vision regarding a revitalized downtown library building. Through these discussions staff noted the following issues; the central branch building is an obstacle to promoting library services and programs and is a place that has accessibility challenges; the building does not encourage creativity; the exterior main entrance is not inviting, it is hidden and not obviously identifiable from the exterior, the building is not a welcoming community space where the public can catch up on the latest events (local and global); and the auditorium is described as too small to provide the majority of library programs.



VIEW OF OAKVILLE PUBLIC LIBRARY LOOKING WEST

Staff expressed a need for the Oakville Library to provide for a digital learning environment that is fully integrated within the main library spaces and that can support and provide space for cultural innovation and creative programs. Further, staff noted a desire for outdoor green space to provide for additional lounge and programming space for its users.

In addition to the staff meetings a public survey was developed to understand the public's satisfaction with the Oakville Public Library building, services and programs.

Thirty-five percent of survey respondents indicated physical and visual accessibility is a problem inside and outside of the library and that the existing configuration of the stairs was problematic.

Over 40 per cent of respondents indicated that the existing building is dated, dark, uninteresting, uninviting and requires maintenance and upgrading. Nearly 30 per cent indicated that the interior layout is poor, cluttered, cramped, disorganized, inefficient and confusing. The existing library building was described as too small and the variety of spaces poor.

This analysis concluded that a larger library would be needed to provide a full range of library facilities serving all user groups.

If the current building were to be retained and redeveloped, a significant expansion on the main level would be required. If a new building were to be developed on Centennial Square or elsewhere in the downtown, space for an approximately 40,000 square foot building would be needed.

The proposed new or redeveloped Oakville Library is intended to serve as a 'Digital Creation Hub' for the downtown community and the entire Town of Oakville. While the Oakville Library will still provide traditional services, it will have a digital focus that will transform the library into a centre of collaboration by providing library spaces that are specifically designed for the people. This translates into providing opportunities for people of all ages and introducing spaces that offer equipment for use and loan (computers, laptops, e-readers, tablets), access to special programs (software training, recording and editing of music and videos, creation, design and production of art, objects or books) and physical spaces for social interaction, business, study and research that allow for the interaction of digital interfaces (touch screens, simulation rooms, interacting with virtual environments, etc).

These enhanced digital services will allow the Oakville Library to meet existing and future demand for technological supports and services.

2.3.3 Oakville Galleries

The Oakville Galleries prepared a Needs Assessment and Business Plan for the Gairloch Gallery (located in Gairloch Gardens) and the Centennial Gallery (located in the Central Branch of the Oakville Public Library). To complement this research a more recent assessment of the Oakville Galleries was prepared as part of the DCH study.

Both assessments found that the Galleries' potential and future growth was limited by the size and nature of its current facilities and that there is a strong need for the Oakville Galleries to co-locate its storage, exhibition, administrative and programmatic space under one roof. The findings of this work concluded that a new, separately identifiable gallery including visitor services, exhibition space, teaching/education space, and other required elements were needed in downtown Oakville.

Similar to the Oakville Public Library, the required program needs could be accommodated in a redeveloped and expanded facility at Centennial Square or in a new building in the downtown. Approximately 30,000 square feet would be needed to support existing and future needs.

2.3.4 Other Cultural Hub Opportunities

In addition to the improvements needed to the cultural facilities, the Needs Assessment Studies recommended the creation of flexible Cultural Program Space that could accommodate a range of uses. The establishment of a purpose-built cultural innovation space as a component of the theatre, library or other cultural buildings would increase the town's inventory of flexible, multi-purpose space. It is expected that this space will serve as an ideal location for a wide variety of activities ranging from registered programs and camps, cultural workshops, art exhibits, meeting space, classroom space, pop-up events, cultural performances (dance, theatre, music), indoor festivals and special events. The inclusion of this space within the DCH, and its close proximity to the key cultural establishments of downtown Oakville (Galleries, Oakville Library, OCPA and the Oakville Museum) will allow these entities to share in the access to and animation of this space.

There is also an opportunity to introduce ancillary uses such as a new restaurant, retail, offices, or other uses to support the cultural hub and expand the existing offerings in the downtown.



VIEW OF OAKVILLE GALLERIES LOOKING WEST

2.4 Ambitions for Open Space Elements

High quality open spaces that connect to Sixteen Mile Creek and the lakefront, while supporting active and passive uses were identified as an important element of the proposed new cultural hub. To determine the best function of new or enhanced open spaces the Town completed a Use of Space Visioning Study. This study, in conjunction with the DTS and previous phases of the DCH study, identified the following system of downtown open spaces that could be used for various kinds of cultural and community programming.

2.4.1 Centennial Square Plaza

In its current design, the Centennial Square is an awkward space with poor visibility and connection to the rest of the downtown. Through the redevelopment of the cultural hub and the streetscape improvements the Square could be transformed into a more attractive location for outdoor events which could be properly serviced and programmed for a range of performances and activities.

2.4.2 Navy Street

Navy Street fronts onto Centennial Square and could be redesigned to support the Square. Temporary closure of the street from Church to Lakeshore will provide for a significant expansion of outdoor activities on Centennial Square. This space could accommodate more frequent events such as farmers markets, festivals and celebrations that complement the existing events in the downtown.

2.4.3 George Street

George Street is a particularly important street, as it connects the former Post Office building and Towne Square into the heart of the downtown. The DTS study proposed the conversion of George Street into a flexible street to better support pedestrians in the downtown and to provide additional program space for events and activities. The study also encouraged enhanced streetscape amenities on George Street including a double row of street trees and an extra wide boulevard to strengthen the public realm connection between Towne Square and the Post Office site.

2.4.4 Riverfront Park

The area west of the existing cultural facilities leading down to the creek level is currently dominated by large parking lots. Poor landscaping and limited water's edge access has made the area undesirable/unattractive. The redevelopment of the Centennial Square site offers a major opportunity to connect the downtown and new cultural buildings with the lake and the river valley while providing much needed access to underused green and water spaces. A new riverfront park would link the riverfront with the new cultural facilities on Centennial Square. Planning for the cultural hub has assumed that the park could accommodate both passive and active uses and house a large open air amphitheater for performances and special events.

2.4.5 Connections/Open Space Linkages



















To the immediate west of Centennial Square is the Sixteen Mile Creek valley, an attractive green corridor animated with many water activities. However, visual and pedestrian connections to the creek are not obvious or well connected. The redevelopment of the Centennial Square site provides an opportunity to create new pedestrian linkages from Navy Street down to the water's edge.



WATER STREET LOOKING NORTH



CENTENNIAL SQUARE SITE PARKING LOT LOOKING WEST

DESCRIPTION	SIZE (SQ.F)
 Navy Street/Centennial Square	3,230
 Multi-use Surface (Gathering Space/Booths/Market)	1,200
 Stage	
 Digital Display Screen	
 Removable Bollards	
 Heritage Trees	
 Drop-off Area (Taxi, Service Vehicles, etc)	
 Riverfront Park Connection/Access	225
 Restaurant/Lounge	
 Riverfront Open Space	5,350
 Multi-Purpose Activity Surface	765
 Sculpture Garden	1,100
 Parking/Loading Area (Parking space could be expanded to the east)	570
 Amphitheatre Area 1-Fixed/Step seating Area 2-Movable/Flat seating Area 3-Stage (Stage and flat area could be shifted depending on number of people or could be removed for other activity purposed)	600 1,070
 Promenade (Pedestrian/Cycling Route)	935
 Service Route/New Water St.	1,680
 Playground Option1-South of Children's Library Option2-Within Riverfront Open Space	550 470
 Hard Surface Area (Public art display, Interactive Playground, etc)	

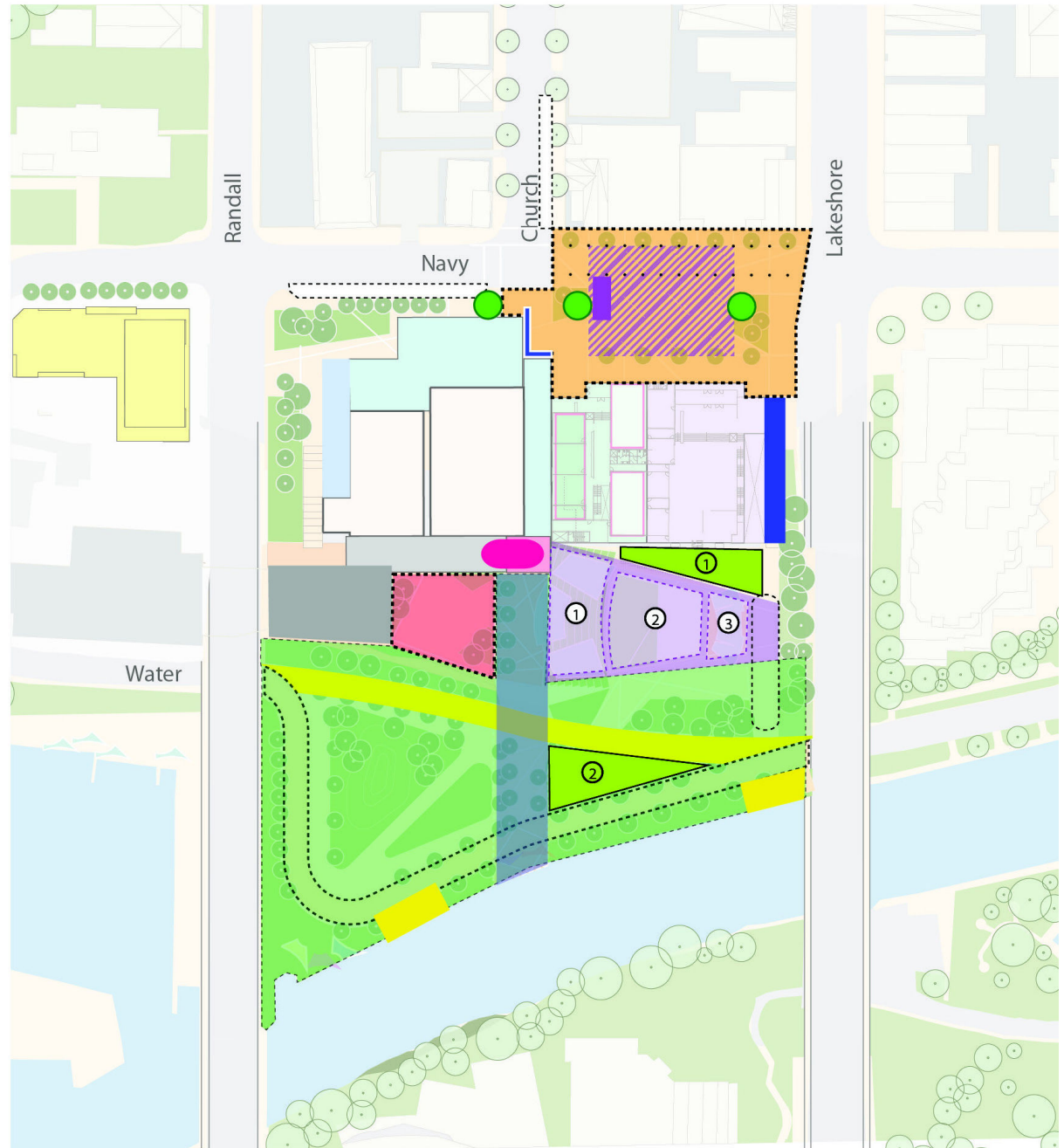


FIGURE 3: A CONCEPTUAL ILLUSTRATION OF THE FUNCTIONS AND POSSIBLE LAYOUT OF THE NEW RIVERFRONT PARK SYSTEM

03/THE CULTURAL HUB DEVELOPMENT OPTIONS

3.1 Approach & Inputs

Following the theme assessment and using the results of the Needs Assessment Studies along with feedback received from stakeholders, the public and Town staff, three development options under two development approaches ('renovate' and 'new build') were created. In addition to the primary cultural uses identified, opportunities for residential, office, restaurant and retail uses have been added to the use mix for each option.

In developing these options, environmental, heritage, geotechnical and planning issues were considered at each development site. Development on each site was assumed to be constrained within the guidelines established by Conservation Halton. With respect to the height of buildings, development was proposed within a framework that is appropriate for the site, but with some elements that are above the permitted height limit. A maximum height for new development of 4 storeys is currently proposed on the Post Office site, 6 storeys on the Lakeshore frontage of Centennial Square and 8 storeys on its Randall frontage, and 12 storeys on the Fire Hall site. The ultimate height of new development on each site will be determined through the Official Plan review process after an assessment of their adequacy to meet broader downtown revitalization objectives.

The pool will be demolished and relocated to the future South Central Community Centre to be located on the Oakville-Trafalgar Memorial Hospital Lands and the Fire Services are assumed to be relocated outside of the downtown to the Oakville Arena site at Rebecca and Kerr Street.

A summary of what each option delivers it provided below.

	Option 1: Adapt Existing Facilities	Option 2: Major Renovation of Existing Facilities	Option 3: New Facilities on Centennial Square and Post Office Sites
Performing Arts Centre	<ul style="list-style-type: none"> Renovated 495 seat main theatre New 325 seat secondary theatre New lobby New restaurant/lounge 	<ul style="list-style-type: none"> New 750 seat main theatre Renovated 325 seat secondary theatre New lobby New restaurant/lounge 	<ul style="list-style-type: none"> New 750 seat main theatre New 325 seat secondary theatre New lobby New restaurant/lounge New space for meetings/conferences
Oakville Library	<ul style="list-style-type: none"> Renovated and expanded digital library to meet all program needs 30,000 sf of program space required (does not include Administration and Bibliographic/Technical Services) 	<ul style="list-style-type: none"> Renovated and expanded digital library to meet all program needs 30,000 sf of program space required (does not include Administration and Bibliographic/Technical Services) 	<ul style="list-style-type: none"> Digital library program delivered on the post office site 40,000 sf of program space required (includes Oakville Public Library Administration and Bibliographic/Technical Services)
Oakville Galleries	<ul style="list-style-type: none"> Renovated and expanded gallery to meet all program needs 30,000 sf of program space required 	<ul style="list-style-type: none"> Renovated and expanded gallery to meet all program needs 30,000 sf of program space required 	<ul style="list-style-type: none"> Digital gallery program delivered on the post office site 30,000 sf of program space required
Cultural Innovation Space			<ul style="list-style-type: none"> 10,000 sf of cultural innovation space
Non Cultural Elements	<ul style="list-style-type: none"> Opportunities for new private development on the Post Office and Fire Hall sites 	<ul style="list-style-type: none"> Opportunities for new private development on the Post Office and Fire Hall sites 	<ul style="list-style-type: none"> Opportunities for new private development on the Fire Hall site A mixed-use building on the Centennial Square site consisting of a six storey podium with mixed-used opportunities at the base, and an eight storeys residential development

3.2 Option One: Adapt Existing Facilities

Option One involves minimal improvements to the existing Oakville Public Library and OPCA buildings to fix the most immediate accessibility shortcomings of the existing facilities. In this option the existing main stage of the OPCA is retained at 495 seats and its accessibility and back of house deficiencies are remedied. A new studio theatre is built to the south of the remodeled OPCA sharing a new lobby space on the Navy Street frontage.

At the Oakville Library site, the existing building is expanded at the north end to provide additional square feet of program space on the main level. This additional space is shared between the Oakville Galleries and Library.

To support the long-term maintenance of the existing cultural facilities and to enable other improvements within the downtown, the Post Office and Fire Hall sites are considered to be sold in this option. At the Fire Hall site a mid-rise residential building fronting Randall and Navy Street is anticipated. The building would include a six storey podium and an additional six storeys of residential above, for a total building height of 12 storeys.

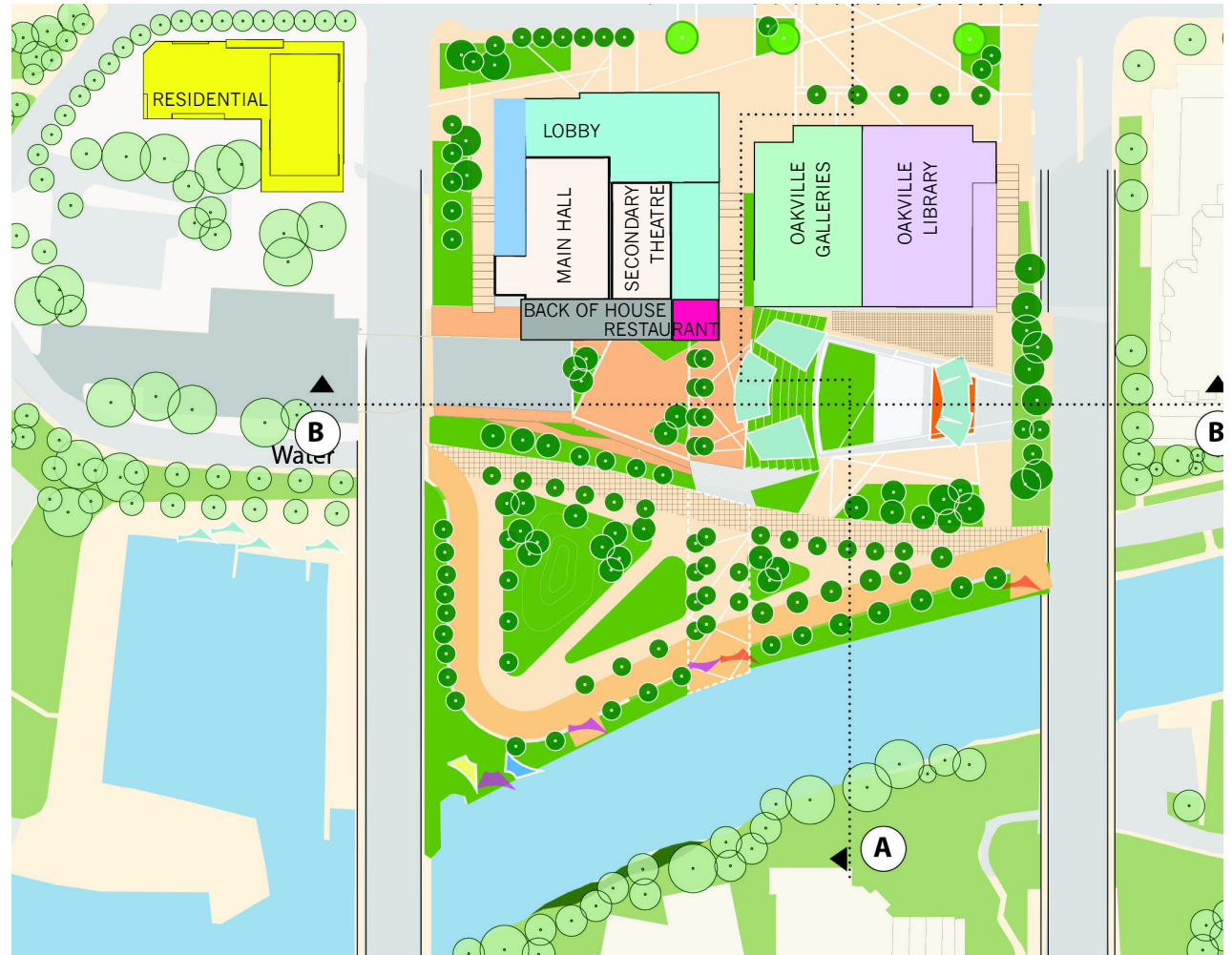


FIGURE 4: ADAPT EXISTING FACILITIES



FIGURE 5: ADAPT EXISTING FACILITIES LOOKING NORTH WEST



FIGURE 6: ADAPT EXISTING FACILITIES LOOKING NORTH EAST

3.3 Option Two: Major Renovation of Existing Facilities

Option Two considers a major renovation of the existing OCPA. The existing main theatre is redeveloped to become a 325 seat studio theatre, and a new 750 seat main theatre is built to the south of the existing building. The redeveloped studio theatre and new main theatre share a new lobby space on the Navy Street frontage.

As with Option One, this option assumes the existing Oakville Library building is expanded at the north end to provide additional square feet of program space on the main level. This additional space is shared between the Oakville Galleries and Library.

To support the long-term maintenance of the existing cultural facilities and to enable other improvements within the downtown, the Post Office and Fire Hall sites are considered to be sold in this option. At the Fire Hall site a mid-rise residential building fronting Randall and Navy Street is anticipated. The building would include a six storey podium and an additional six storeys of residential above, for a total building height of 12 storeys.

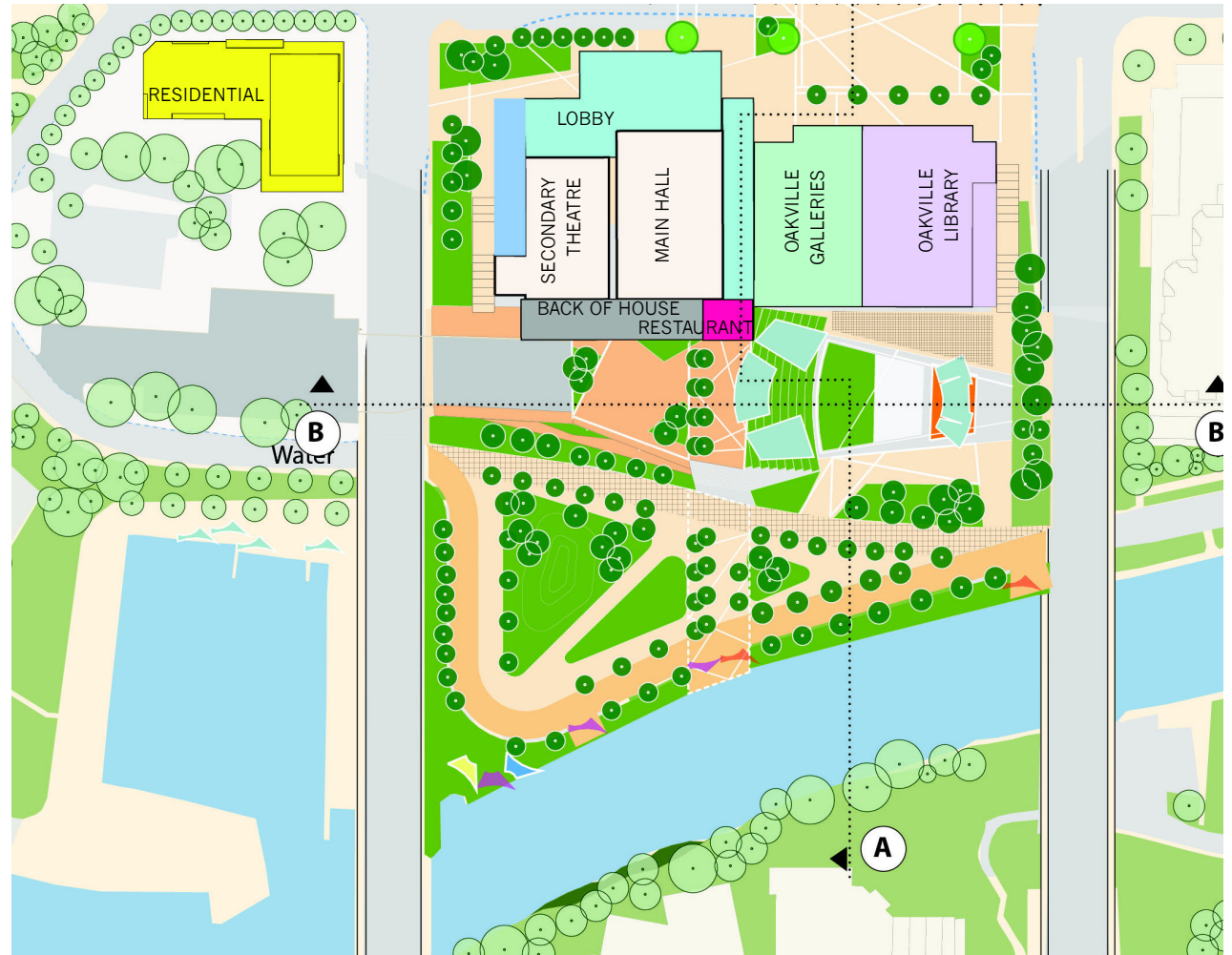


FIGURE 7: MAJOR RENOVATION OF EXISTING FACILITIES



FIGURE 8: MAJOR RENOVATION OF EXISTING FACILITIES LOOKING NORTH WEST



FIGURE 9: MAJOR RENOVATION OF EXISTING FACILITIES LOOKING NORTH EAST

3.4 Option Three: New Facilities on Centennial Square, Post Office and Other Downtown Sites

Option Three considers a complete redevelopment of the Centennial Square site and a dispersed cultural development model. The existing OCPA and Oakville Public Library will be demolished and replaced with new development. The OCPA will be located on the southern end of the site and will feature a new 750 seat main hall, a 325 seat studio theatre, a new large lobby, meetings rooms and flexible cultural space.

The Oakville Library and Galleries could be relocated to the former Post Office site. The re-use of the Post Office site would assume the retention of the heritage elements along the Church Street frontage and a significant northern expansion of the existing building. An additional lot to the northwest of the site owned by the Town is proposed to be included in this concept to accommodate the required gross floor area requirements of the both the Oakville Library and Galleries.

At the north end of Centennial Square, a new mixed-use building is introduced. The building includes a six storey podium with mixed-use opportunities at the base, and eight storeys residential development. At the Fire Hall site a mid-rise residential building fronting Randall and Navy Street is anticipated. The building would include a six storey podium and an additional six storeys of residential above, for a total building height of 12 storeys.

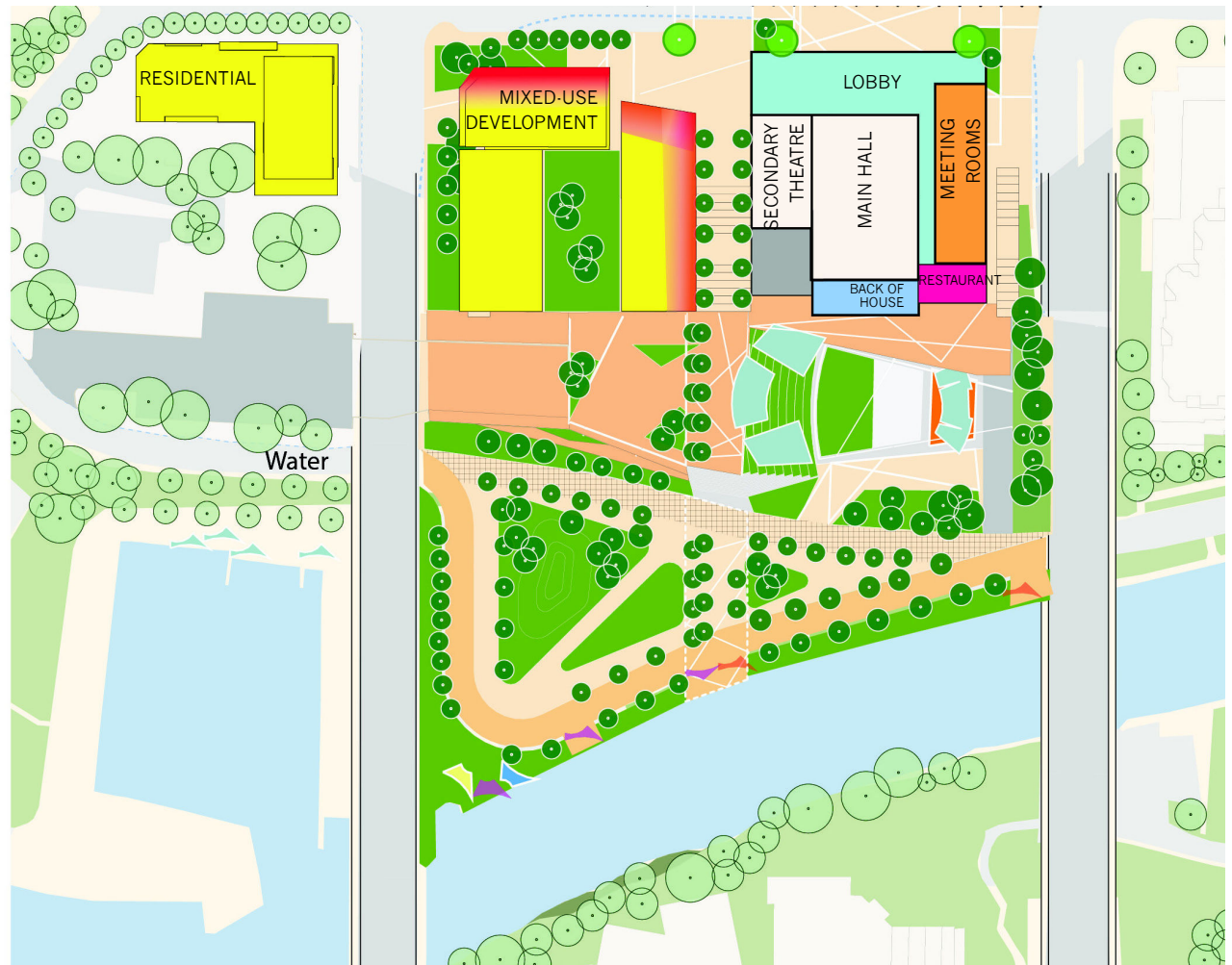


FIGURE 10: NEW FACILITIES ON CENTENNIAL SQUARE



FIGURE 11: NEW FACILITIES ON CENTENNIAL SQUARE LOOKING NORTH EAST



FIGURE 12: NEW FACILITIES ON CENTENNIAL SQUARE LOOKING NORTH WEST

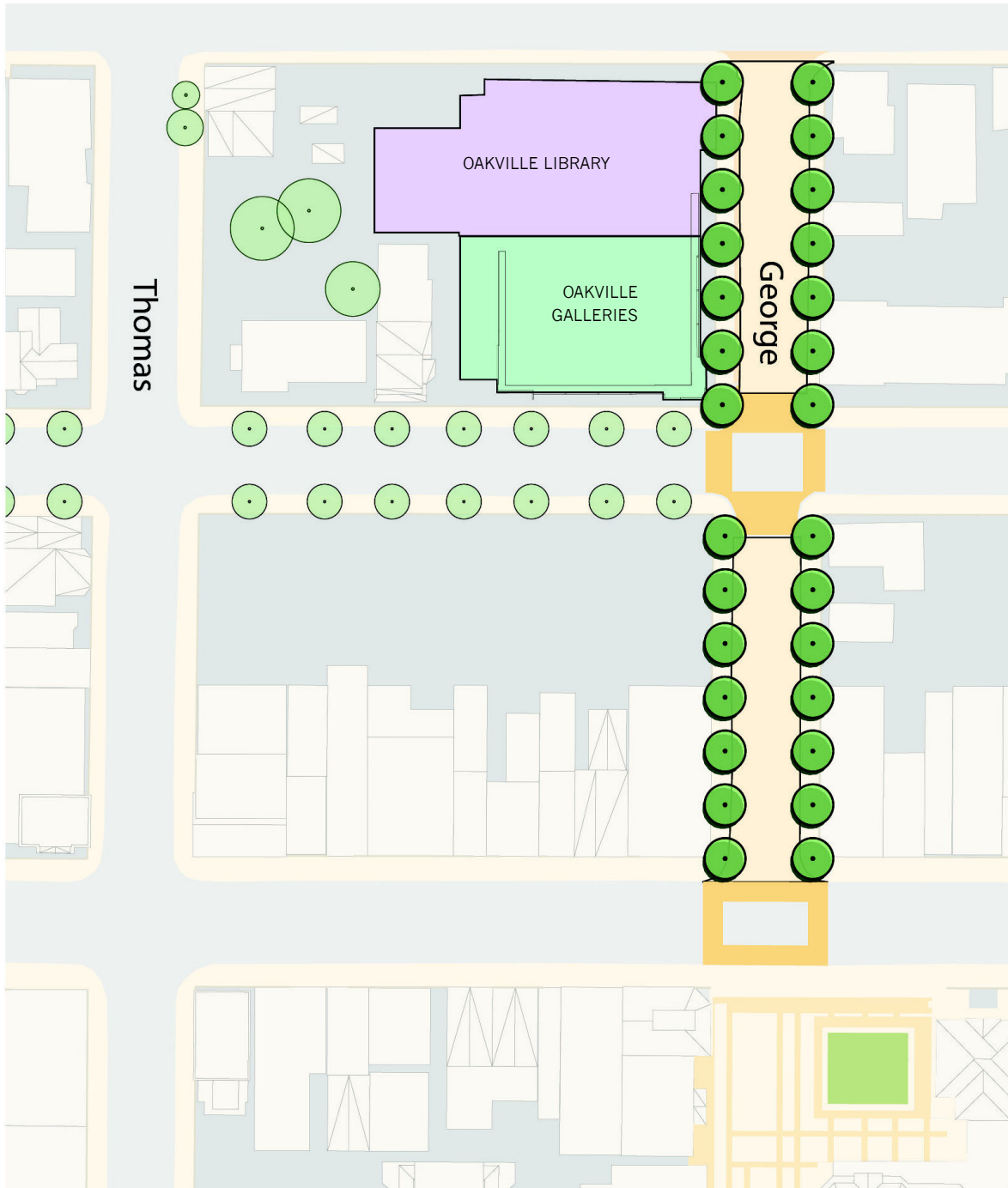


FIGURE 13: NEW FACILITIES AT POST OFFICE



FIGURE 14: NEW FACILITIES AT POST OFFICE

3.5 Open Space

The Open Space elements are largely identical in all development options and are based on the Needs Assessment Studies for the cultural buildings, the Use of Space Study completed by the Town, and public feedback. Two major open spaces areas are contemplated that will serve to support the new cultural offerings in the downtown.

3.5.1 Navy Street Plaza

The redevelopment of the Navy Street Plaza will provide downtown Oakville with a centralized outdoor community gathering area and purpose-designed event space. The flexibility of the design of this space will allow for the hosting of short-term and one-off events, as well as longer-term, on-going and larger-scale community events and activities (including cultural festivals, open-air markets, and community gatherings), for which suitable space does not currently exist. The positioning of this space at Lakeshore Road and Navy Street will allow for the creation of a community gateway that connects the animation of downtown to the parkland and riverfront adjacent to Water Street.

The design of the Navy Street plaza will be developed to complement and balance the future plans for the revitalization of Towne Square. Where future plans recommend that Towne Square be programmed with smaller performances and seasonal animations that augment the business and

retail environment of the square, the proposed Navy Street plaza will more adequately provide flexible event space and amenities, including the ability to expand the surface area of the space through temporarily closing Navy Street, between Church and Lakeshore for hosting larger events.

This space will be programmed by Town departments, community organizations, and individuals wishing to host events and activities meeting the mandate of the space. When not programmed with animations or community events, the Navy Street Plaza will adapt for use as casual congregation and community space. Intended to attract engagement and establish a sense of place, this space may include moveable tables and chairs, planters, sunshade, and passive activity options including chess boards, reading areas, and a water feature.

3.5.2 Riverfront Park

A new Riverfront Park is proposed for the area west of the Centennial Square facilities and east of the creek along Water Street and will connect to the public square area proposed for the corner of Lakeshore Road and Navy Street.

The Riverfront Park is envisioned to use landscape design principles to immerse visitors of all ages in the physical, cognitive, social and emotional elements of cultural learning and experience. While this vision is a departure from the

existing purposes of the Town's established parks and green space, the design of the Riverfront Park is intended to draw on how physical space and the natural environment can stimulate cultural experiences.

It is expected that this space will serve as an ideal space for a wide variety of planned and organic, active and passive activities. The amenities of this space are envisioned to accommodate new and emerging cultural interactions, including displays (public art, sculpture, outdoor exhibits), an interactive playground, provisional recreation space as well as opportunities to engage in the riverside ecology of the area, and showcase the history of the region.

Riverfront Park is intended to become an innovative outdoor venue that will support and showcase the cultural talent and creativity of the Oakville community on both large and small scales.

A major feature of the park will be an outdoor amphitheatre that can accommodate over 1,600 people over three levels but, that can also be transformed into a more intimate space for smaller gatherings. The ultimate design of the park will ensure maximum flexibility and will incorporate uses that draw visitors in all seasons, day and night.



FIGURE 15: VIEW OF PROPOSED RIVERFRONT PARK LOOKING EAST

04/PARKING, TRAFFIC & ACCESS CONSIDERATIONS

A fundamental prerequisite to all parking solutions is to ensure any improvements created by new facilities, public realm and street investments are not adversely impacted by any parking solution.

In order to assess the parking requirements for the DCH proposed development options, a comparison of the required parking rates was conducted using the Parking Generation Manual, 3rd Edition published by the Institute of Transportation Engineers (ITE), as well as the Town of Oakville, City of Toronto and Mississauga parking bylaws for the PM peak hour.

Town of Oakville Zoning By-law 2014-014 does not contain requirements for theatre uses. A first-principle methodology was used to estimate the parking requirements for this type of land use.

Parking requirements for the Oakville Library and Galleries uses are slightly higher than the rates published by ITE, while the requirements for residential condominium uses with units greater than 807 square feet are slightly lower than the ITE rates.

For the DCH Centennial Square site, the existing Oakville Library is approximately 45,700 sq ft and the Galleries is approximately 3,300 sq ft. The By-law required parking for these two uses is higher than the estimates using the ITE parking rates. Given the potential for shared parking between the uses proposed for the Centennial Square site, this analysis has been based on the lower ITE parking rates that differentiate between the library and museum/gallery parking rates.

For all options there is a consistent approach to parking for the primary sites. All development options are proposing removal of Parking Lot 10 and retention of Lots 11A and 11B. In addition, all options assume that Water Street between Randall Street and Lakeshore Road will be converted into a flexible street with pedestrian priority.

Centennial Square will maximize the underground parking provided and replace any lost parking due to the proposed riverfront park. The Fire Hall site will deliver all its required residential parking with two to three levels of underground parking.

A parking review of the Centennial Square site and surrounding area has shown that there are approximately 53 parking spaces being used by others that are not associated with the existing Centennial Square site. The DCH parking estimates assume that these spaces must be replaced within or in the proximity of the redevelopment site.

The following section describes the particular parking differences for each option:

4.1 Option One: Adapt Existing

Working within the constraints of maintaining and expanding the existing facilities, an underground parking facility is proposed below the new studio theatre and the expansion area of the Oakville Public Library. Development proposed on the Fire Hall site would need to meet the Town's requirements. No development is proposed for the Post Office site.

It is estimated that this option will require a minimum of 305 parking spaces. The proposed underground parking facility can accommodate approximately 128 spaces over two levels. The shortfall of 177 spaces will need to be provided elsewhere in the downtown.

4.2 Option Two: Major Renovation of Existing Facilities

As with Option One, this option can accommodate underground parking below the new main hall and the expansion area of the Oakville Public Library. Development proposed on the Fire Hall site would need to meet the Town's requirements. No development is proposed for the Post Office site.

It is estimated that this option will require a minimum of 356 parking spaces. The proposed underground parking facility can accommodate approximately 128 spaces over two levels. The shortfall of 228 spaces will need to be provided elsewhere in the downtown.

4.3 Option Three: New Facilities on Centennial Square, Post Office and Other Downtown Sites

In this option the entire Centennial Square site is being converted to cultural and residential uses and therefore utilized for underground parking. Development proposed on the Fire Hall site would need to meet the Town's requirements.

A new Oakville Library and Oakville Galleries are proposed for the Post Office or other downtown sites.

It is estimated that this option will require a minimum of 422 parking spaces. It is possible to accommodate the required spaces within the proposed underground parking facility on the Centennial Square and Post Office sites.



4.4. Considerations for Parking Entries, Servicing and Circulation

All options will need to deliver a clear and efficient drop-off, and parking and servicing strategy for the cultural components while also managing the variety of land uses on the Centennial Square site.

4.4.1 Centennial Square Access Locations

Centennial Square is anticipated to generate a total of 94 net new inbound trips and 24 outbound trips in the weekday PM peak hour based on the development options. For a single entry lane ramp equipped with push button entry control, generally a capacity of 400 vehicles per hour is considered appropriate. Based on the peak inbound vehicular volumes, it is anticipated that a single lane entry ramp would serve the expected demand adequately. However, a secondary access in addition to a primary access should be provided to deal with emergency situations. Four potential locations have been identified for the primary access:

- Randall Street – At-grade access from Randall Street west of Navy Street intersection;
- Navy Street – West of the Navy/Church Street intersection by providing a west leg to form a 4-leg intersection;
- Lakeshore Road – From Lakeshore Road west of the Navy Street intersection; and
- Water Street – From north and south under the Randall Street and Lakeshore Road bridges, respectively.

A primary all-turns access from Randall Street west of Navy is not feasible given the proximity of the Sixteen Mile Creek structure and requirements for corner clearance from Navy Street. A primary access from the Navy/Church Street intersection and Lakeshore Road, in conjunction with the closure of the section of Navy Street between Lakeshore Road and Church Street, and conversion of Navy, Randall and Church streets to two-way traffic flow would increase vehicular traffic on the Navy Street, Randall Street and Church Street corridors, and increase conflicts with pedestrians in the Navy Street – Church Street area. A primary access from the south via Water Street under the Lakeshore Road bridge to access the Library area may be possible but would need to be buffered from the pedestrian areas and amphitheater proposed in the southwest area of the site.

The existing parking Lot 11A is to be retained and access from the south for visitor and commercial vehicles that passes through the lot to an entrance to underground parking below the new building proposed between the Performing Arts Centre and the Library may also be possible. However, both of these accesses would be located within the flood plain area of Sixteen Mile Creek and will require the entrance to the underground parking to be set above the flood line.

A secondary access from the Navy and Church Street intersection into the underground parking could be considered as an alternate access that is located outside of the flood line and hazard lands. However, this would have potentially negative impacts on the public realm character and flexibility from Lakeshore to Randall.



FIGURE 17: POTENTIAL ACCESS LOCATIONS

05/COST AND OPTION ASSESSMENT

5.1 Cost Considerations

An objective of the Downtown Plan is to develop solutions that are financially sustainable considering three main financial components – operating costs, capital investment and risk management. Following is a description of the methodology and results of an order-of-magnitude assessment of costs and revenue opportunities relating to each of the DCH development options. Project capital, operation and maintenance costs are calculated. For the purposes of this analysis, an implementation contingency (assumed to be 15% of capital costs) is included in consideration of additional project costs relating to accessibility standards, possible facility and program relocations, phasing, financing and project risk. These costs will be further refined in later phases of work through business plan analyses for the DCH components.

5.2 Capital Cost Assessment

Order of magnitude estimates of net costs relating to each of the potential DCH options has been developed through input from the Town, public stakeholder groups and other consultants including MHPM Project Managers (MHPM), Ward99 Architects (Ward99), Webb Management Services Incorporate (Webb), Diamond Schmitt Architects Incorporated (DSAI), Hatch Mott MacDonald (Hatch) and Strybos Barron King Landscape Architects (SBK). This cost assessment relies on cost information and precedent research provided by the study team consultants and Town staff in order to synthesize the order of magnitude capital costs in each theme.

It should be noted that the capital cost of each facility has been updated from previous phases of work and is based on refinements to programming requirement estimates developed by the Town and its consultants with construction cost experience from similar projects.

A number of key assumptions have been incorporated in the capital cost estimates for each DCH option. These assumptions are outlined in Appendix D.

Note that these capital cost estimates include the cost of the Oakville Galleries space which would be funded independently.

The following are the range of expected gross cost estimates for each of the three DCH options:

- The costs of adapting the existing cultural facilities in Option One ranges between \$95 and \$107 million;
- Option Two's major renovation and expansion of existing facilities is estimated to cost between \$112 and \$146 million; and,
- Option Three's dispersed cultural hub with new cultural facilities is estimated at between \$158 and \$207 million.

5.3 Potential Revenue From the Sale of Land

For the purposes of this study, three of the Town-owned sites are considered available for potential sale or use as part of the near-term redevelopment of the DCH. This includes the Centennial Square site itself, the existing Fire Hall site, and the former Post Office site. The revenues associated with the sale of redevelopment rights or the outright sale of parcels would be subject to the determination of height and density through planning policy, as well as prevailing market conditions at the time of sale. It is understood that there may be an opportunity in the near future to reconsider the appropriate height and density for important locations in the downtown.

Based upon the gross floor area estimates developed for the three parcels in each of the varying DCH options, this assessment has produced a land value analysis for the redevelopment sites. The analysis seeks to establish the estimated land value (RLV) based on what a developer building out the site and requiring a 15% profit on gross revenue, might be willing to pay for the land.

The basic methodology of the RLV analysis determines the revenue attributed to the project, less the hard and soft costs of developing the project, resulting in a calculated “Residual Land Value and Profit”. The profit value is then subtracted

from this amount to determine the residual land value, or the value attributed to the site once all revenues and costs associated with the proposed development are accounted for. This value is then discounted to the present day to give the RLV, or land value of the site, in present dollars.

Market inputs for each RLV analysis have been developed through a review of actively marketing condominium apartment projects and a review of recent commercial lease activity in downtown. A number of key assumptions have been incorporated in the pro forma analyses used to estimate potential land sale revenue for each DCH option. These assumptions are outlined in Appendix D.

For the purposes of this analysis, the estimated revenue potential from the subject sites if sold today could range from \$21.9 to \$29.7 million in present dollars, depending on the DCH option, associated building heights and the pro forma assumptions herein. The summary tables at the end of this section summarize the range of potential revenue estimates in each option.

5.4 Capital Cost Recovery

In each of the DCH options, it is assumed that the costs associated with the construction of Oakville Galleries facilities would be funded independently and are recoverable by the Town. Full cost recovery is assumed. Based on the options assessed in this analysis the value of the Oakville Galleries spaces are estimated to range between approximately \$11.5 and \$18.2 million.

5.5 Other Revenue Sources

Other opportunities for revenue generation are also important to note. While the following potential revenue sources have not been included within the financial models at this stage of the analysis, cultural facilities typically attract significant amounts of public and private funding. It is anticipated that a program to solicit donations would be part of any capital funding strategy. Provincial and federal funding programs have, in the past, provided funding for similar facilities. However, for the purposes of this analysis, we have not assumed any funding from these sources.

Among others, potential revenue sources that should continue to be considered as the DCH study progresses include:

- Deferred capital maintenance costs;
- Opportunities for the sale of naming rights or sponsorships;
- Fundraising and endowments from philanthropic sources; and,
- Contributions from senior levels of government.

5.6 Summary of Potential Investments

To the extent possible, the cost estimates for each item in the DCH options are illustrated in Tables 2-4 as modules which account for itemized capital project costs. That is, hard building construction costs, parking costs, furniture fixture equipment and soft costs are itemized independently.

While the inclusion of space for the Oakville Galleries forms an important cultural component of the DCH options, the capital cost of this facility is beyond the purview of the Town. The cost for new space for the Oakville Galleries as part of a DCH redevelopment would have to be funded independently and would not be incurred as a Town cost. For the purposes of this study, the Oakville Galleries costs are illustrated separately from Town facilities.

Tables 2-4 summarize the order of magnitude capital costs and revenues for each DCH option. Project costs and potential land revenues are illustrated as order of magnitude estimates in present dollars. We note that these costs should be considered estimates at an order of magnitude level as detailed architectural plans or quantity survey analyses have not been undertaken. Moreover, these costs represent a snapshot of one-time costs and exclude any detailed accounting of financing costs, operating and maintenance costs, construction escalation, as well as costs relating to project risk.

When considering capital recovery and land sale revenue, the Town's potential capital investment for each option would be as follows:

- Option One is estimated to range between about \$61 and \$67 million.
- In Option Two, the Town's capital investment is estimated to range between \$79 and \$106 million; and,
- In Option Three, the Town's potential capital investment might be in the order of \$120 to \$159 million.

We note that there could also be opportunities to include Oakville Galleries facilities at the base of private development on Centennial Square in Option Three. Compelling a developer partner to provide this space could reduce the site's potential land sale revenue, but may also provide greater flexibility to the Town in terms of phasing and delivery, while animating the north half of the site with publicly accessible cultural spaces.

TABLE 2: COST SUMMARY OPTION ONE - ADAPT EXISTING FACILITIES

Option 1 - Adapt Existing Facilities						
Estimate of Project Costs						
Item		Est. GFA Sq. Ft.	Est. Cost \$PSF (-/+ 12.5%)			Est. Total Cost (-/+ 12.5%)
1	CPA - 495 Seat Main Theatre Renovation	27,000	\$370	-	\$475	\$9,990,000 - \$12,825,000
	CPA - New 325 Seat Secondary Theatre	23,000	\$395	-	\$506	\$9,085,000 - \$11,644,000
	CPA - FF&E					\$2,100,000 - \$2,700,000
2	Exterior Space - Amphitheatre	17,000	\$30	-	\$35	\$510,000 - \$595,000
	Exterior Space - Navy Square	35,000	\$55	-	\$70	\$1,925,000 - \$2,450,000
	Exterior Space - New Riverfront Park Area	110,000	\$40	-	\$50	\$4,400,000 - \$5,500,000
3	Oakville Library - Renovation (Full Digital Facility)	23,000	\$200	-	\$260	\$4,600,000 - \$5,980,000
	Oakville Galleries - Renovation	24,000	\$265	-	\$345	\$6,360,000 - \$8,280,000
	Oakville Library - Expansion	7,000	\$375	-	\$485	\$2,625,000 - \$3,395,000
	Oakville Galleries - Expansion	6,000	\$375	-	\$485	\$2,250,000 - \$2,910,000
	Oakville Library - FF&E	30,000	\$30	-	\$35	\$900,000 - \$1,050,000
4	Public Parking - 305 Stalls	105,000	\$135	-	\$170	\$14,175,000 - \$17,850,000
Subtotal - Cost Estimate			\$215	-	\$275	\$58,920,000 - \$75,179,000
Soft Cost Estimate		272,000	22%	-	28%	\$12,889,000 - \$21,144,000
Parking Reserve Fund Repayment						\$10,500,000 - \$10,500,000
Implementation Contingency			15%			\$12,346,000 - \$16,023,000
Cost Estimate			\$350	-	\$395	\$94,655,000 - \$106,823,000
Estimate of Revenue Opportunities						
Capital Cost Recovery - Oakville Galleries (Including Parking)					\$11,544,000	- \$14,885,000
Sale of Land - Fire Hall Site					\$10,600,000	- \$13,700,000
Sale of Land - Post Office Site					\$11,300,000	- \$11,300,000
Philanthropy/ Sponsorship					TBD	- TBD
Revenue Estimate					\$33,444,000	- \$39,885,000
Net Cost Estimate					\$61,211,000	- \$66,938,000

Note: Costs & revenues are in 2015 dollars and exclude inflation & taxes.

TABLE 3: COST SUMMARY OPTION TWO - MAJOR RENOVATION OF EXISTING FACILITIES

Option 2 - Major Renovation of Existing Facilities							
Estimate of Project Costs							
Item		Est. GFA Sq. Ft.	Est. Cost \$PSF (-/+ 12.5%)			Est. Total Cost (-/+ 12.5%)	
1	CPA - 325 Seat Main Theatre Renovation	22,000	\$370	-	\$475	\$8,140,000	- \$10,450,000
	CPA - New 750 Seat Secondary Theatre	45,000	\$460	-	\$590	\$20,700,000	- \$26,550,000
	CPA - FF&E					\$2,363,000	- \$3,038,000
2	Exterior Space - Amphitheatre	17,000	\$30	-	\$35	\$510,000	- \$595,000
	Exterior Space - Navy Square	35,000	\$55	-	\$70	\$1,925,000	- \$2,450,000
	Exterior Space - New Riverfront Park Area	110,000	\$40	-	\$50	\$4,400,000	- \$5,500,000
3	Oakville Library - Renovation (Full Digital Facility)	23,000	\$200	-	\$260	\$4,600,000	- \$5,980,000
	Oakville Galleries - Renovation	24,000	\$265	-	\$345	\$6,360,000	- \$8,280,000
	Oakville Library - Expansion	7,000	\$375	-	\$485	\$2,625,000	- \$3,395,000
	Oakville Galleries - Expansion	6,000	\$375	-	\$485	\$2,250,000	- \$2,910,000
	Oakville Library - FF&E	30,000	\$30	-	\$35	\$900,000	- \$1,050,000
4	Public Parking - 356 Stalls	123,000	\$135	-	\$170	\$16,605,000	- \$20,910,000
Subtotal - Cost Estimate			\$245	-	\$315	\$71,378,000	- \$91,108,000
Soft Cost Estimate		289,000	22%	-	28%	\$15,614,000	- \$25,624,000
Parking Reserve Fund Repayment						\$10,500,000	- \$10,500,000
Implementation Contingency			15%			\$14,624,000	- \$19,085,000
Total Cost Estimate			\$390	-	\$505	\$112,116,000	- \$146,317,000
Estimate of Revenue Opportunities							
Capital Cost Recovery - Oakville Galleries (Including Parking)						\$11,544,000	- \$14,885,000
Sale of Land - Fire Hall Site						\$10,600,000	- \$13,700,000
Sale of Land - Post Office Site						\$11,300,000	- \$11,300,000
Philanthropy/ Sponsorship						TBD	- TBD
Revenue Estimate						\$33,444,000	- \$39,885,000
Net Cost Estimate						\$78,672,000	- \$106,432,000

Note: Costs & revenues are in 2015 dollars and exclude inflation & taxes.

TABLE 4: COST SUMMARY OPTION 3 - NEW FACILITIES ON CENTENNIAL SQUARE & POST OFFICE

Option 3 - New Facilities on Centennial Square & Post Office Sites							
Estimate of Project Costs							
Item		Est. GFA Sq. Ft.	Est. Cost \$PSF (-/+ 12.5%)			Est. Total Cost (-/+ 12.5%)	
1	CPA - New 750 Seat Main Theatre & 325 Seat Secondary Theatre & Cultural Innovation Space	105,000	\$440	-	\$565	\$46,200,000	- \$59,325,000
	CPA - FF&E					\$2,100,000	- \$2,700,000
2	Exterior Space - Amphitheatre	17,000	\$30	-	\$35	\$510,000	- \$595,000
	Exterior Space - Navy Square	35,000	\$55	-	\$70	\$1,925,000	- \$2,450,000
	Exterior Space - New Riverfront Park Area	110,000	\$40	-	\$50	\$4,400,000	- \$5,500,000
3	Oakville Library - Full Digital Facility at Post Office	40,000	\$375	-	\$485	\$15,000,000	- \$19,400,000
	Oakville Library - FF&E		\$30	-	\$35	\$1,200,000	- \$1,400,000
	Oakville Galleries - Located at Post Office	30,000	\$375	-	\$485	\$11,250,000	- \$14,550,000
4	Public Parking - 422 Stalls	146,000	\$135	-	\$170	\$19,710,000	- \$24,820,000
5	Demolition on Centennial Square & Post Office	106,000	\$15	-	\$15	\$1,590,000	- \$1,590,000
Subtotal - Cost Estimate		337,000	\$310	-	\$395	\$103,885,000	- \$132,330,000
Soft Cost Estimate			22%	-	28%	\$22,725,000	- \$37,218,000
Parking Reserve Fund Repayment						\$10,500,000	- \$10,500,000
Implementation Contingency			15%			\$20,567,000	- \$27,007,000
Total Cost Estimate			\$470	-	\$615	\$157,677,000	- \$207,055,000
Estimate of Revenue Opportunities							
Capital Cost Recovery - Oakville Galleries (Including Parking)						\$14,184,000	- \$18,245,000
Sale of Land - Fire Hall Site						\$10,600,000	- \$13,700,000
Sale of Land - Centennial Square Site						\$12,400,000	- \$16,000,000
Philanthropy/ Sponsorship						TBD	- TBD
Revenue Estimate						\$37,184,000	- \$47,945,000
Net Cost Estimate						\$120,493,000	- \$159,110,000

Note: Costs & revenues are in 2015 dollars and exclude inflation & taxes. It is anticipated that library admin space is captured within contingency costing.

5.7 Areas for Further Analysis

As the DCH process advances and phasing, plans and programming spaces become refined, key areas that will require more detailed research with respect to costing will include:

- Renovation costs – in any option involving a renovation, deep retrofit or addition to an existing building, further building condition assessment and specific costing analysis should be undertaken to confirm both the technical and financial implications of the project. This would apply to Options One and Two, and the component of all concepts which envision the reuse of the Post Office structure (which also has heritage implications).
- Geotechnical and environmental costs – a significant amount of engineering work has already been completed on the subject sites and the proposed DCH options appear to be viable. However, it will be important for continued analysis to occur in order to refine and establish an appropriate build-to line along the Sixteen Mile Creek valley lands as well as to identify any potential cost implications relating to slope stability or environmental contamination.

- Parking – some further detailed analysis of parking considerations, primarily on the Centennial Square site, should be undertaken to confirm the technical feasibility and capacity of the site, as well as opportunities for phasing. It will also be important to ensure that the amount and types of parking provided contemplated within a parking strategy associated with a preferred DCH theme supports the economic function of the downtown as a whole.
- Streetscape and open spaces – further detailed design will help refine the estimated cost of the Navy Streetscape and open spaces along the valley lands
- Oakville Galleries costs – costs assumptions in this analysis are based on precedent research. Further design and costing analysis should be conducted, particularly in order to better define the Oakville Galleries specific space requirements.

5.8 Operating Environment

The business plan process, which is to be undertaken in a later stage of the DCH study process, will evaluate operating costs in greater detail. Initial conclusions of the relative viability of the DCH options are as follows:

- Maintaining only one relatively small performance space in the town limits the operating revenue potential and capacity for growth among local cultural user groups, it restricts the theatres viability to enhance the offering and present high quality performances to the community at an affordable ticket price, and limits the viability of the theatre as a whole. It has been demonstrated that the offering of two theatres are likely required to sustain the town's local arts groups.
- As noted in the Performing Arts Centre Needs Assessment the current theatre is one of the most active regional venues, and availability of booking dates are extremely limited. In order to continue to serve the growing community two theatres of varying sizes are needed.

Increasing the potential for new or expanded programming options could create an opportunity to attract additional revenue sources. However, there are likely to be risks in attracting these revenues. Risks may increase proportionately with the intensity and specialized nature of varying cultural options.

Table 5 illustrates a preliminary estimate of the range of potential annual Town operating subsidy requirements for each of the DCH options. This information has been compiled with information from the Town, Webb and Ward99 and is intended to illustrate the magnitude of potential operating costs versus the existing Town costs with respect to downtown cultural facilities.

In addition, the tables also include a building maintenance and reserve fund/ lifecycle cost allocation. This annual cost allocation is required as a Town policy which ensures that new capital facilities remain well maintained throughout their lifecycle and that capital funding is available for replacing facilities at the end of their lifecycle. The formula for this cost allocation was provided by the Town of Oakville. In Option One, the formula assumes a 40-year lifecycle. In Options Two and Three, a 50-year lifecycle is calculated.

The estimates illustrate that overall annual Town operating subsidy requirements are likely to remain generally consistent in Options One and Two, as the scale of facilities and revenue opportunities are generally consistent. Option Three is the most expensive due to the scale of its facilities, however the revenue opportunities for performing arts facilities are also greater.

When examining the estimated Town operating subsidy requirements on a per square foot basis, each of the new DCH developments appear to be more efficient in comparison to the maintenance of existing facilities. The current facilities are estimated to require an annual operating subsidy in the order of \$18 per square foot, whereas a new DCH development might result in an annual operating subsidy requirement of between \$9 and \$10 per square foot, depending on the option. When lifecycle and maintenance costs are also included, total annual operating and maintenance subsidies are estimated to be in the order of \$21 to \$23 per square foot.

5.9 Risk Assessment

An important consideration for the Town is the ability to implement the DCH study in a way that minimises project risks. In addition to the options assessment, a risk assessment was undertaken to determine the potential project risks associated with each option.

- Option One includes only a modest expansion of the existing facilities. As a result, it will have significant limitations related to the adaptability of infrastructure to meet the needs of the cultural space users. In addition, it is likely that the estimated operations and capital costs (design, construction) will be higher for this option due to unforeseen conditions associated with the existing facility. The ongoing lifecycle expenses for these older facilities will also be more challenging to support over the longer term.
- Option Two contemplates a more major renovation of the existing Centennial Square facilities. While this expansion will allow for some enhancements to program space, this option also contains limitations related to the adaptability of infrastructure to meet functional requirements. Given that this option will require modification to an existing facility which will interface with a new facility, there is also a potential risk that unknown situations will be encountered during construction, resulting in potential delays and/or extra costs.

- Option Three considers the development of new facilities on both the Centennial Square and Post Office sites. The development of new facilities will reduce the risk associated with maintaining older facilities that are less adaptable. However, in this option there is still a moderate risk that as a result of potential schedule slippage during the construction of new facilities, the ongoing programming cost could be higher.

TABLE 5: ESTIMATED ANNUAL OPERATING SUBSIDY

Est. Annual Town Operating Subsidy			
DCH Option	Facility	Town Op. Cost.	GFA & Est. Op. Cost PSF
Existing Facilities	OPCA*	\$891,000	127,000 sf
	Library	\$1,053,000	
	Gallery**	\$334,000	
Est. Annual Operating Subsidy		\$2,278,000	\$17.90
Option 1 - Adapt Existing Facilities	OPCA*	\$1,271,000	272,000 sf
	Library	\$1,053,000	
	Gallery**	\$334,000	
	Park Spaces	\$194,000	
	Parking Facilities	-\$243,200	
Est. Annual Operating Subsidy		\$2,852,000	\$10.50
<i>Building Maint. Reserve Fund/ Lifecycle Allocation ***</i>		<i>\$3,224,000</i>	<i>\$11.90</i>
Est. Annual Subsidy including Lifecycle		\$6,076,000	\$22.30
Option 2 - Major Renovation of Existing Facilities	OPCA*	\$1,257,000	289,000 sf
	Library	\$1,053,000	
	Gallery**	\$334,000	
	Park Spaces	\$194,000	
	Parking Facilities	-\$243,200	
Est. Annual Operating Subsidy		\$2,838,000	\$9.80
<i>Building Maint. Reserve Fund/ Lifecycle Allocation ***</i>		<i>\$3,308,000</i>	<i>\$11.40</i>
Est. Annual Subsidy including Lifecycle		\$6,146,000	\$21.30
Option 3 - New Facilities on Centennial Square & Post Office Sites	OPCA*	\$1,573,000	337,000 sf
	Library	\$1,053,000	
	Gallery**	\$334,000	
	Park Spaces	\$194,000	
	Parking Facilities	-\$771,400	
Est. Annual Operating Subsidy		\$3,154,000	\$9.40
<i>Building Maint. Reserve Fund/ Lifecycle Allocation ***</i>		<i>\$4,669,000</i>	<i>\$13.90</i>
Est. Annual Subsidy including Lifecycle		\$7,823,000	\$23.20

Compiled with information from the Town, Webb, Ward 99 and Oakville Galleries. Options assumes one year of full operation and represent net Town costs. Figures exclude financing costs and maintenance costs, as well as costs relating to project risk.

* Includes the staffing requirements to program the amphitheatre and outdoor space

** Municipal contribution to Oakville Galleries operating costs.

*** Per Town formula based on project capital costs.

5.10 Regeneration Benefit to Downtown Oakville

The analysis also reviewed the relative contribution of each of the options with respect to the economic health of the downtown’s wider retail, cultural and event management role. The parallel DTS study has proposed an extensive series of streetscape improvements to the downtown’s major streets – principally Lakeshore, Church and George Streets – intended to stimulate retail activity by providing a pleasant and convenient environment for pedestrians and patrons.

There are clear differences in the extent to which each of the options analysed supports this ambition, differences that are summarised in the ‘heat maps’ associated with each option.

In Option One the relatively low level of investment in the performing arts facilities suggests that any improvements in pedestrian activity will largely be focused around the

existing Oakville Library and Galleries building which is to be renovated and the public space in front to be improved. Beneficial impacts to surrounding businesses are thus limited to the west end of Lakeshore and the south end of Navy Street

The ‘heat map’ for Option Two reflects the greater regeneration benefits for the northern end of Navy Street resulting from the greater investment in the improvement of the performing arts buildings. The greater critical mass of this option suggests a deeper benefit to retail/restaurant and related activity running east along Lakeshore.

Option Three, by virtue of dispersing cultural facilities through the downtown, will achieve the highest level and extent of beneficial improvement to the downtown, as

illustrated in the Option Three ‘heat map’. Most significantly the location of the Oakville Library and Galleries in or adjacent to the former Post Office site can be expected to stimulate retail, restaurant and other business activity on George and Church Streets because of their greater pedestrian traffic and visibility. Randall Street, now something of a through traffic route, can also be expected to benefit from the active frontage of the library.



FIGURE 16: REGENERATION BENEFITS TO DOWNTOWN OAKVILLE

5.11 Sequencing Plan

A preliminary sequencing strategy for each concept has been considered to ensure continuity of the downtown's cultural offer. The sequencing plan is intended to minimize periods of temporary closure or shut down of all or some operations. It assumes that in all options the existing centennial pool is demolished and a new park/open space network is created to the west of the Centennial Square facilities. Residential development contemplated for the Fire Hall site could begin at any time.

Option One:

The development of the expanded Oakville Library and Oakville Galleries building can commence at any time. A temporary location for the cultural facilities would be established in the downtown. Once the expansion was completed, the cultural facilities would return to the Centennial Square site. The second phase of work for this option includes the creation of a new secondary theatre alongside the existing main hall at the OCPA. This would also see the development of the underground parking structure. The final phase of work would involve upgrading the main hall to meet accessibility requirements. While this work is undertaken, the secondary theatre may be used to support program needs, but it is likely that the main theatre will close temporarily to allow for upgrades to the facility.

Option Two:

Option Two can be delivered under a similar sequencing plan as Option One. The Oakville Library and Oakville Galleries occurs first, and a new larger main theatre is delivered in the second phase of work. Finally, the former main theatre is renovated to become a more flexible secondary theatre. Construction of a new theatre and conversion of the main theatre to a secondary theatre may result in temporary closure of the facility operations.

Option Three:

In Option Three the new Oakville Library and Oakville Galleries building are first developed at the post office site. The former Oakville Library and Oakville Galleries building is demolished and a new high quality performing arts centre is developed at the former site while maintaining the existing OCPA operations. Once the new centre is completed the former facility is demolished and new residential buildings are developed on the site. Construction phasing of the new facilities will help reduce the need for periods of temporary closure.

More detailed program and design work will allow for the development of a comprehensive phasing strategy.

5.12 Evaluation Process

In order to determine which of the proposed options was preferred, the DCH study team undertook a detailed options assessment of the options based on the evaluation objectives outlined in Section 1.2. Each option has varying potential to meet the requirements of the evaluation objectives. The DCH team commenced with a review of the options and compared them in their effectiveness in meeting the requirements and evaluation objectives relative to each other.

At an aggregate level, Table 1 depicts how each of the options rank relative to each other. The option to disperse the new facilities on the Centennial Square, Post Office and/or other central locations in the downtown emerged as the strongest option and is recommended for further consideration. Detailed analysis of the other potential downtown sites for the Oakville Library and Galleries was not undertaken at this stage.

The options were ranked based on a scale of 1 to 3 as follows:

- 1 – High potential to meet requirements/objectives; relative to other options
- 2 – Medium potential to meet requirements/objectives; relative to other options
- 3 – Low potential to meet requirements/objectives; relative to other options

Criteria	Adapt Existing Facilities	Major Renovation of Existing Facilities	New Facilities on Centennial Square and Post Office Sites
Economic Vibrancy	3	2	1
Cultural Focus	3	2	1
Infrastructure Needs	2	3	2
Natural and Historic Protection	2	2	1
Financially Viable and Sustainable	2	2	2

TABLE 1: OPTIONS ASSESSMENT

06/THE DISPERSED NEW BUILD

To finalize recommendations on the optimal Master Plan, three development approaches were explored. Each approach carries a variety of design issues and construction cost implications which were examined in detail. Based on this analysis a dispersed theme with new facilities on Centennial Square and the centrally located former Post Office site represents the best go-forward strategy for the Town. Option Three described in this Master Plan demonstrates how this approach could be achieved in practice. This option adequately meets the requirements for the contemporary and fully functional cultural facility demands identified through the study process and delivers the full suite of desired cultural facilities at the size and quality identified in the study.

The Key Elements of the Plan can be summarised as follows:

- Dispersal of the cultural facilities within the downtown;
- A new Performing Arts Centre, consisting of a new 750 seat main stage and a 325 seat studio theatre, large event sized lobby, meeting rooms and flexible cultural space should be constructed on the southern end of the Centennial Square site;
- A new Oakville Library with enhanced digital capacity should be constructed in a more central location in the downtown. The former Post Office site is a good central location for this use provided that renovations to the building to accommodate the new Oakville Library maintains the building's heritage façade;
- A new Oakville Galleries possibly coupled with the new Oakville Library should be constructed in a central location in the downtown;
- A new Navy Square Plaza that provides flexible event and performance space in front of the new Performing Arts Centre incorporating a re-designed Navy Street which can be closed to accommodate large gatherings;
- A new River Park including a new amphitheatre and park area on the Sixteen Mile Creek frontage of the Performing Arts Centre;
- Streetscape improvements along Church and George Street linking to Towne Square;
- A new purpose-built cultural innovation space should be developed as a component of the theatre, library or other cultural buildings to increase the Town's inventory of flexible, multi-purpose space. This space should serve as an ideal location for a wide variety of activities ranging from registered programs and camps, cultural workshops, art exhibits, meeting space, classroom space, pop-up events, cultural performances (dance, theatre, music), indoor festivals and special events; and
- Ancillary development of appropriate scale, urban design and use would be encouraged on the site of the existing Fire Hall and the northern part of the Centennial Square site. The reasons for advancing the dispersed theme are best explained when it is set in the context of the Town's original objectives for the cultural hub.

Those objectives were:

To contribute to a successful economically vibrant downtown

A dispersed 'new build' will attract the largest and most diverse visitation to various areas of the downtown. While the capital and operating costs for this approach may be higher, it best delivers the desired program needs and will involve substantially larger floor area of building. It also provides the greatest flexibility and efficiency of parking provision. Larger scale excavation is possible on the Centennial Square site, permitting cost efficiency, and this option opens up the possibility for underground parking provision in and around the Post Office site, thus dispersing parking provision through the downtown.

To create a cultural focus for the town in the downtown

New cultural facilities will provide the quality and scale of indoor and outdoor performance and event space that will make downtown Oakville competitive with other GTA facilities. Although all options involved a similar open space plan, with a major event space on Navy Street, an outdoor amphitheatre and park alongside Sixteen Mile Creek and improved connections to the river and lake, dispersing the cultural facilities best capitalises on this open space system by promoting the greatest level of cultural activity and dispersing it through the downtown.

To provide facilities and infrastructure that meet existing and future needs

New cultural facilities will offer performance space that meets contemporary requirements of existing cultural users and the sequencing plan for a 'new build' approach ensures flexibility to respond to emerging new directions and future needs

To protect and enhance the natural environment and cultural heritage of downtown

A dispersed 'new build' makes best use of the heritage Post Office building, disperses activity closest to other heritage structures and districts and connects most effectively to the surrounding lake and river landscapes

To develop solutions that are financially sustainable

A dispersed 'new build' may have a higher cost but provides the greatest benefit in terms of direct services and amenities to the Town and its residents, and also offers the highest indirect economic benefits to the downtown core and town. A dispersed 'new build' approach offers the best opportunities for ancillary private development. It proposes a viable and appropriate re-purposing of the Post Office building, frees up an attractive and valuable residential/ mixed-use site on the Randall/Navy corner of the Centennial Square site, and offers enough flexibility to consider locating new cultural facilities on alternative sites in the downtown.

For these reasons the consultant team has concluded that a dispersed 'new build' should be carried forward by the Town of Oakville as its recommended cultural Master Plan.



VIEW OF CHURCH STREET LOOKING WEST

While additional work will be needed to ensure implementation of the dispersed approach, the details provided in this Master Plan will provide the Town with a framework for future decision making that supports and enhances the vision for the downtown. Once this recommended direction for the DCH is endorsed by Town Council, a number of key next steps can be undertaken. These include:

- Preparation of a detailed phasing and implementation plan that identifies the optimal sequencing for the construction of each of the elements of the cultural hub and the related streetscape improvement program;
- Preparation of a detailed financing and funding program, examining the potential for senior government funding and of potential philanthropic sources as well as the most prudent use of Town financial capacity;
- Preparation of a program and project management strategy for the procurement and delivery of all the elements of the cultural hub and streetscape projects, examining the optimal use of public and private sector resources for each of these elements;

- Identification and resolution of any remaining technical issues, such as the optimal downtown parking strategy, environmental and flood protection and other issues; and
- Review the potential urban design, heights and uses of lands for non-cultural hub functions on Centennial Square.

The overall intent of the DCH study has been to find the optimal mix and make-up of new cultural facilities that will best serve Oakville for the next fifty years and more. This Master Plan has recommended dispersal of the cultural facilities within the downtown and the introduction of a range of new open space areas to accommodate cultural programming and recreational activities. The directions for cultural renewal described in this report provide a framework to re-establish the downtown as one of the most interesting, diverse and culturally vibrant places in the Greater Toronto Area.



Downtown Plan

Public Participation Plan

December 2013–July 2014

Background

The Downtown Plan

The Downtown Plan is comprised of two studies — the Downtown Cultural Hub (DCH), and the Downtown Transportation and Streetscape (DTS).

The Downtown Cultural Hub Study will explore opportunities to create a downtown cultural and performing arts space including: a performing arts centre, art gallery, library, outdoor program space, and indoor cultural space or digital hub that will become the cultural, social, and economic heart of our community.

The Downtown Transportation and Streetscape Study will assess the current traffic and roadway conditions in downtown Oakville and create recommendations to enhance the roadways, beautify streets, improve pedestrian/cycle ways and revitalize the Towne Square, by introducing design standards as well as increasing connectivity, mobility and accessibility.

Why this project and why now?

We have aging cultural facilities in the downtown area that do not meet accessibility and technical needs, and Lakeshore Road is at or near the end of its service life and needs to be reconstructed in the very near future. This is our chance to see how to best revamp or rebuild these buildings and create streets that not only sustain transportation, but create a sense of place.

Why public participation?

The Downtown Plan is one of the Town of Oakville's largest planning, development and public engagement projects to date.

Public participation is critical to ensure we capture the needs and wants of the community, user groups, business owners and visitors. We've reached out to residents and business owners across the town to get their ideas and opinions. The feedback we've collected has been extremely valuable in preparing options for the Downtown Transportation and Streetscape Study and themes for the Downtown Cultural Hub Study.

This plan lays out the public participation process and event results for both studies.

Why stop now?

Public participation will continue throughout 2014 to reach a preferred option for the Downtown Transportation and Streetscape Study including the Towne Square.

For the Downtown Cultural Hub Study, the public will be involved in early 2015 as we start to define the options.

Strategy



Public Participation

The objective of the public participation plan is to: **inform, consult and collaborate with stakeholders and the public throughout 2014 to establish options for the Downtown Transportation and Streetscape Study and to capture ideas for a new cultural hub.**

The public participation strategy ensured two things:

1. Branded the project as one entity

The two studies — the DCH and the DTS — were independent studies with their own set of goals and procedures, but both contributed to the over all Downtown Plan objectives. The Downtown Plan brand was created to help the public identify this massive project and to confirm that the town would ensure that neither project would be completed in isolation of one another. There was a great deal of overlap between the two studies and by bringing the work, the consultants and town staff together, we could better communicate the progress of each study to the public.

The Downtown Plan uniquely brought together six independent consulting firms that met and worked together, and with staff, to present the project to the public as a united front.

Consulting firms included:

Urban Strategies Inc. — Downtown Cultural Hub Study
 Webb Management Services Inc. — Cultural, Performing Arts Study
 BrookMcIlroy & Hatch Mott MacDonald — Downtown Transportation and Streetscape Study
 ward99 architects — Library Study
 J.C. Williams Group — Economic Analysis
 MHPM Project Managers Inc. — Downtown Plan project management

2. Avoided audience fatigue

In examining the audiences for each study, it quickly became apparent that they shared many of the same target audiences. To maximize the opportunity to reach out to as many residents business owners, and agencies as possible without duplicating efforts and causing the target audiences to be over-used, we created joint stakeholder, public meetings workshops and communication pieces for both studies under the Downtown Plan umbrella.

Target Audiences



Process



Public Participation Techniques

The techniques used to engage the public focused on what we needed to receive from each group or individual. We used the best vehicles, both online and face-to-face, to allow the participants to freely share their needs and ideas, and discuss their concerns. The techniques used included:

Online Discussion Forum

This online technique invited the public to post their ideas and comments in an open forum where other residents or business owners can comment or vote on the postings.

Surveys

In consulting with the public and business owners, surveys were used to ask specific questions of targeted groups. The online surveys made it simple for people to voice their opinion and contribute by providing important information.

Community Meetings

It was important to set up community meetings where anyone could attend to learn about the Downtown Plan. These meetings were set up at milestone intervals throughout the project. Two meetings were set up to inform the public while two were more collaborative engagement in the form of workshops. All consultants were present at each meeting.

Presentations and Workshops

The hands-on technique of the workshops allowed residents and business owners to get a better understanding of the study details and allowed them to express their unique needs and wants. In addition to the public workshops, smaller workshops were introduced for the downtown BIA to better understand their specific needs.

Stakeholder Meetings

The Downtown Plan has a number of vested stakeholder groups from users of the theatre and Downtown BIA merchants and property owners, to utility and environmental agencies to town staff. These meetings were conducted by the consultants either on their own or together if the stakeholder group was relevant to both studies.

Community Leaders' Meetings

There was also a series of meetings with community leaders to discuss their group's specific needs or wants. These community groups included: the Oakville Chamber of Commerce, residents associations, Mayor's Roundtable, Downtown BIA executives, Heritage Committee, and Accessibility Committee.

Focus Group

Public participation is about obtaining the public's view point. In order to discover the pulse of the community. A focus group was formed to act as a sounding board for the project team. The focus group was comprised of residential, cultural and business leaders in the sectors of performing arts, cycling, residents associations, the arts, library, galleries and business. The Focus Group assisted in both gaging the public's perspective of the project initiatives and sharing project information with their groups.

Process

Communications

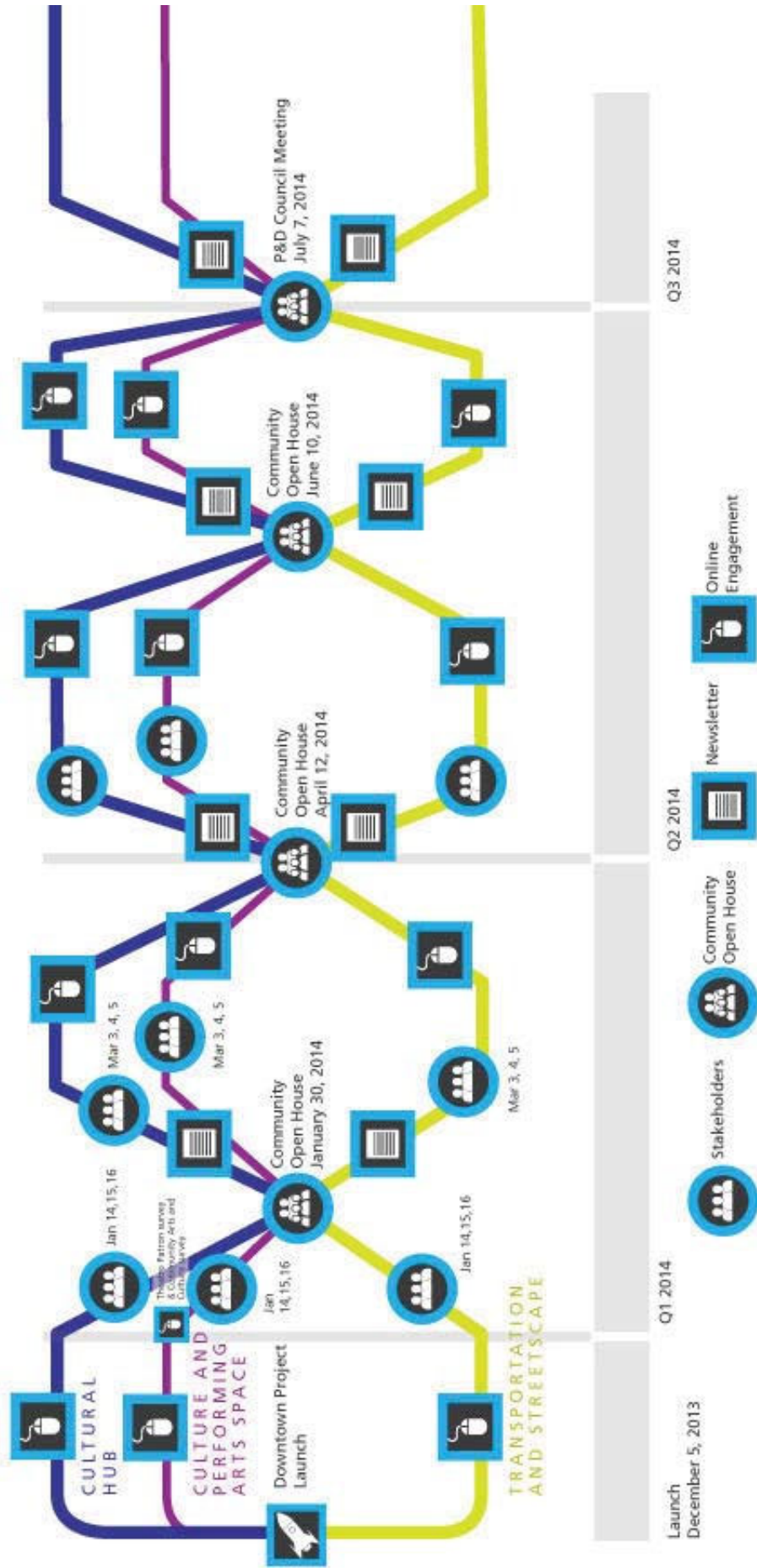
Several vehicles were used to communicate with and collect information from the public and business owners including: the town's website, e-newsletters, email invites, flyer distribution, newspaper stories and advertisements, news releases, and social media.

Online Engagement

Item	Description
Website - oakville.ca	The town's website is a resource for all things Downtown Plan; from videos of all the community meetings for those who could not attend, and surveys, to newsletter sign-ups and contact information.
E-Newsletter / E-vites	An electronic newsletter was created to keep subscribers up-to-date on the Downtown Plan and to receive notices of upcoming meetings and engagement opportunities. The electronic invites made it easy for people to click and RSVP. Twelve e-newsletters were sent between November 20, 2013 and June 27, 2014 to almost 1,600 people who have subscribed to the e-newsletter to date.
Discussion Forum	An open discussion forum was hosted on the town's website, inviting residents to post their ideas and comments or vote in support of someone else's ideas or comments. The top two comments garnering the most votes were: Make the streets more pedestrian-friendly; and Give people better access to the waterfront/creek area.
Surveys	<p>We had two kinds of surveys posted online: 1) public posting that was open to the general public and 2) private posting for a targeted audience. All surveys produced information that gave insight into the public's opinion on specific subjects pertaining to the Downtown Plan.</p> <p>Surveys: Oakville Centre for the Performing Arts Audience Survey — Private, 463 respondents Arts and Culture Community Survey — Public, 213 respondents Oakville Public Library Survey — Private, 2,123 respondents Stakholder Surveys — Private, 20 groups responded Downtown Merchant and Landlord Survey — 69 respondents</p>
Engagement Map	A public engagement map was posted to the website which allowed the public to click on the icons to get information on past, current or future engagement opportunities. See image on page 7.



Public Engagement Opportunities



Face-to-Face Engagement

Date	Event	Item/Description
July 17, September 12, October 18, November 22, 2013	Focus Group Meeting	initiated Focus Group meetings prior to launch.
December 5, 2013	Community Meeting Project Launch	The public launch of the project introduced Oakville residents and business owners to the two studies. Close to 400 people attended the presentation in the main theatre at the Oakville Centre for the Performing Arts. A presentation was followed by an audience Q&A to a panel of study consultants and invited guests.
January 14, 15, 16, 2014	Stakeholder Meetings	Stakeholders identified in the target audiences were invited to meet with the consultants, in small groups, to discuss the needs and wants of their specific groups in creating a cultural hub and/or for the streetscape. The discussions ran over three days and several cultural and business groups were invited. See list of Stakeholders on page 11.
January 15, 2014	Sheridan College Meeting	Met with Sheridan College to discuss possible opportunities with Downtown Plan
January 15, 2014	Resident Association Meeting	Invited all resident associations to meet and share information on the Downtown Plan
January 24, 2014	Focus Group Meeting	Met with Focus Group to review presentation for January community workshop.
January 30, 2014	Community Workshop	The first community workshop was held to update the public on the Performing Arts Spaces Study findings, study outline for both DTS and DCH, and to ask them about their needs and wants for the cultural hub and streetscape. This workshop also shared what the consultants heard from the January stakeholder meetings. Close to 150 people participated.
February 20, 2014	Oakville Public Library Board Meeting	Attended the board meeting to update on the Downtown Plan
February 26, 2014	Downtown Business Owners Meeting	Coming out of the January workshop, it was clear that the business community and the general public had different needs. To better understand the business community's perspective, we held a downtown business owners' meeting. Almost 50 merchants and landowners attended to voice their concerns and ideas.
February 28, 2014	Focus Group Meeting	Met with Focus Group prior to the Stakeholder meetings.
March 3,4,6, 2014	Stakeholder Meetings	The second round of stakeholder meetings were with selected groups of stakeholders* to get more details about their needs.
March 4, 2014	Citizen Group	Met with a citizen's group proposing digital hub/incubation space.
March 25, 2014	BIA Annual General Meeting	The Downtown Plan project team was invited to speak at the BIA AGM.
March 25, 2014	JCRA Annual General Meeting	We met with the Joshuas Creek Residents Association to present the Downtown Plan at their Annual General Meeting.
March 28, 2014	Focus Group Meeting	Met with the Focus Group* to outline the April workshop.
April 1, 2014	Resident Association Meeting	Held a meeting with resident associations to present an update on the Downtown Plan.

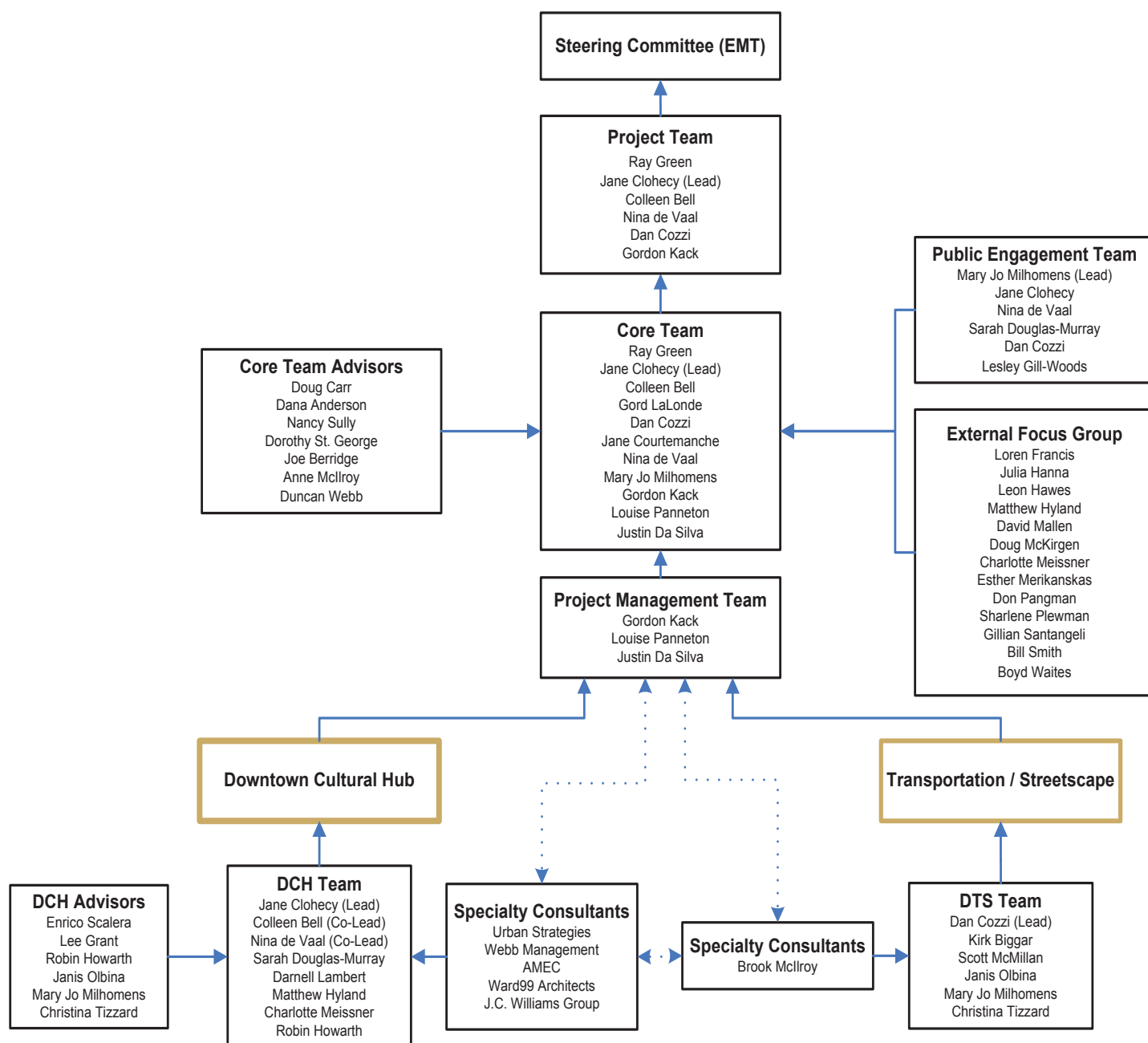
April 1, 2014	Heritage Committee Meeting	Updated the Heritage Committee on the Downtown Plan	
April 3, 2014	Oakville Public Library Board Meeting	Met with board members to update them on the Downtown Plan	
April 9, 2014	Downtown BIA/Business Workshop	Created a workshop specifically for businesses. About 50 business owners attended.	
April 10, 2014	Oakville Chamber of Commerce	Met with the Government Relations/Advocacy Committee to update them on the Downtown Plan	
April 12, 2014	Community Workshop	The second community workshop was a hands-on event with over 160 people in attendance. Residents had an opportunity to participate in both a DCH and DTS workshop.	
April 25, 2014	Focus Group Meeting	Met with Focus Group to follow up on April community workshop.	
May 12, 2014	Oakville Hydro	Met with Oakville Hydro senior management to present DCH and DTs and discuss opportunity for energy conservation	
May 22, 2014	Conservation Halton Board	Met with the board to present an update on the Downtown Plan	
May 22, 2014	OLRA Annual General Meeting	Met with the Oakville Lakeside Residents Association at their AGM to share an update on the Downtown Plan and next steps	
May 29, 2014	Oakville Public Library Board Meeting	At this meeting, we shared the Downtown Plan vision, objectives and evaluation framework as well as the cultural hub components in preparation for the June community meeting.	
May 30, 2014	Focus Group Meeting	This meeting was a preview of the June 10 community meeting.	
June 2, 2014	Galleries Board Meeting	This meeting was a preview of the June 10 community meeting.	
June 3, 2014	Downtown BIA Meeting	This meeting was a preview of the June 10 community meeting.	
June 10, 2014	Oakville Chamber of Commerce	Met with the Government Relations/Advocacy Committee and other committee members to update them on the Downtown Plan	
June 10, 2014	Community Meeting	The final community meeting for this phase of the project introduced the three options for the Transportation and Streetscape Study, as well as a detailed look at the themes for the Cultural Hub Study. It also laid out the critical next steps for the project. Just over 300 people attended the presentation set in the main theatre at the Oakville Centre for the Performing Arts. The presentation was followed by an audience Q&A with over 50 questions submitted.	
June 20, 2014	Focus Group Meeting	The final meeting for the focus group for this phase. The group decided it was beneficial to continue and will reconvene in September 2014.	
June 20, 2014	Citizen Culture Group	Met with a citizen's group proposing digital hub/incubation space.	
June 25, 2014	Mayor's Roundtable Meeting	The meeting provided an update to this group on the June 10 meeting and next steps for the project.	
July 7, 2014	Council	Council will be asked to receive the Downtown Plan, DCH and DTS staff reports and to endorse next steps to move the studies into the next phase.	
July 9, July 23, December 3, 2013	Conservation Halton	Staff met with Conservation Halton staff early on in the project to introduce the DCH project, followed by meetings to identify any major issues/concerns and presented AMEC's geotechnical work plan for review and discussion.	

Internal Engagement

Staff Participation

Staff participation and coordination in the Downtown Plan is vital to the ongoing progress of this project. Staff members from across the corporation are involved on a number of teams. The following organizational chart for the Downtown Plan demonstrates the extent to which this project reached across departments. A total of 24 staff members form the Downtown Plan teams with additional staff as support.

Meetings were held in person or by phone to maximize efficiencies and time.



Stakeholders

Stakeholder
Groups

Focus Group

- Arts Council
- Oakville Symphony Orchestra
- Cycling
- Arts
- Business
- Resident Associations
- Galleries
- Library
- Oakville Centre for the Performing Arts

Council & Committees

- Heritage Advisory Committee
- Accessibility Committee
- Community Roundtable
- Resident Associations

Town Staff Groups

- Mayor and Town Council Members
- Parks and Open Space
- Economic Development
- Oakville Centre for the Performing Arts
- Roads and Works
- Engineering and Construction
- Recreation and Culture
- Planning Services
- Oakville Museum
- Queen Elizabeth Park Community and Cultural Centre
- Oakville Transit
- Parking Services
- Oakville Public Library Board
- Oakville Galleries Board

Regional and Agency Groups

- Emergency Services
- Halton Region
- Conservation Halton
- Utility Groups

Business Groups

- Downtown BIA Executive
- Downtown BIA members
- Oakville Chamber of Commerce
- Sheridan College
- Oakville Toursim
- Appleby College

Resident Associations

- 19 groups + Water Street Stakeholders

Community Theatre Groups

- 3 groups

Musical Groups

- 15 groups

Dance School Groups

- 9 groups

Art Groups

- 28 groups

Appendix B2



Downtown Plan

Public Consultation

July 2014–October 5, 2015

Background

The Downtown Plan

The Downtown Plan will shape the future of Oakville's residential and commercial downtown area. Consisting of two major studies, The Downtown Cultural Hub Study (DCH) and The Downtown Transportation and Streetscape Study (DTS), Phase 1 of this project was launched on December 5, 2013.

The vision for the Downtown Plan is to create an attractive, active, animated and vibrant downtown where people come together to live, meet, work, interact, engage and stay. It will be the cultural, social and economic heart of the community



Phase 1 Communications

The goal of this phase was to engage the public and business owners and get their ideas and dreams for a cultural hub, transportation solutions and streetscape. Public consultation was critical and extensive from December 2013-June 2014.

Over 35 face-to-face public engagement opportunities, including community and stakeholder meetings, workshops, presentations, and project webpages were designed to both give and receive information.

Outcomes

A variety of media picked up stories throughout this phase with Oakville Beaver newspaper running 12 articles, as well articles in the Toronto Star and Novae Res Urbis (Planning trade publication). A four series program on CogecoTV with the Mayor and residents updated viewers on the Downtown Plan. All carried project messages.

Twelve e-newsletters were distributed to 1,600 Downtown Plan subscribers with an average click-through of 14 per cent, and on average, 54 per cent of the newsletters were opened. Our online discussion page, Idea Forum, generated 38 ideas and 207 comments by the public.



2014 Feedback

What we heard

Attract shoppers and visitors to the downtown

Downtown residents and business owners are tremendously proud of the unique places of interest already available in downtown Oakville. However, there is a need for a more diverse range of activities and facilities that attract a greater number of shoppers and visitors from outside the core.

Connect the downtown to its surroundings

Downtown Oakville's beauty is reflected in its proximity to Lake Ontario and Sixteen Mile Creek, and in its historical character. Many participants identified these linkages to the waterfront, riverfront and the heritage. High quality open spaces that connect to Sixteen Mile Creek, while supporting active and passive uses were identified as an important element of the proposed new cultural hub. Participants also commented on the need to provide connections to popular shopping destinations within the downtown but also on the adjacent side of the Sixteen Mile creek towards the Kerr Village.

Cultural facilities

The existing cultural facilities in the downtown are highly valued but they must be renewed and reinvented to serve the needs of existing and future users. In particular flexible spaces that accommodate a range of different uses were highlighted as an important feature that should be considered for new cultural buildings in the downtown.

Supporting Uses

New cultural spaces in the downtown should be supported by a range of complementary facilities.

Urban design

The new cultural hub should include compelling new buildings that are highly articulated at the street edge. New facilities introduced at the hub should be at the forefront of design quality and should maximize the locational advantage to the waterfront.

Phase 2 Communications

In 2014 staff and consultants dedicated to working on technical studies and analyzing the public comments from Phase 1 to review themes and develop and evaluate options.

Stakeholder meetings were held in April, where 34 cultural and theatre user groups, 19 resident associations and downtown business owners/ retailers were invited to review and share their opinions on the three DCH options. An online comment form that asked for the public's views on each option was also available. The Downtown Plan database, now reaching over 1,800 subscribers, was also utilized to reach out and ask for the public's feedback on the options.

Comments gather through the stakeholder meetings were taken into consideration in the finalization of the consultants recommended Master Plan.

Outcomes

Through emails and the online DCH options form, over 50 submission were received to date. The in-person stakeholder meetings also generated much discussion and opinions on the three options. From everything that was heard, the over-arching themes that emerged primarily since the June 2015 public meeting, were:

- Timelines and costs
- Sale of public lands
- Current downtown economic situation
- Future Library
- Theatre
- Hotel and residential
- Parking

2015 Feedback

What we heard

Timelines/Cost

A lot of the conversations circled around what do we need now, how long do we have to wait for new facilities and how are we going to pay for it.

Some groups wanted an accelerated schedule to see a new theatre build sooner rather than later to ensure they can continue at this theatre; others were focused on the cost vs. what will we really get for our money. Others also asked what the community will have to sacrifice to build this new cultural hub; how much disruption to the community, especially the downtown merchants, business owners and residents, is willing to bear — over a long period of time or as quickly as possible.

Sale of public lands

Since the release of the options, this has been a controversial topic. Should the town sell off public lands to development? Some say do not sell any public lands on Centennial Square as it is a unique and desired location along the riverfront that should be kept in the public domain for the good of all the community. Others are in favour of selling town assets to help off-set the costs of a new cultural hub. Density was also a discussion item; build residential and business to bring new people in to the downtown core both during the day and evening; others think there is too much congestion already and do not want any high density. If development was to occur, residents wanted to ensure public access to the riverfront and/or include commercial/office/cultural facilities on the main/second floor of these developments.

Current Economic situation

Several people asked will this cultural hub improve the current economic situation downtown; need to improve downtown business conditions before developing cultural hub-others say build the cultural hub to improve the downtown conditions.

Library

People were split on not only where these facilities should go but also about the programming. There seemed to be a fear that a digital library meant losing books. Many could see the need to modernize and increase the library offerings including digital, but others just wanted to ensure the library retained a sense of belonging for all ages. The vision of moving the library from Centennial Square to the former post office site was very difficult for many people. They felt moving the library would mean losing the view to the riverfront. Others could clearly see that with the right design, residents would gain not only more resources in a digital library but take advantage of a new riverfront view with new opportunities for outdoor space. Whether the library should be moved to another location downtown or even outside of the downtown core to the old OTMH site was also discussed.

Theatre facilities

From the patrons, community groups and users of the theatre most acknowledge the current inadequacies of the facility and consistently see the benefits of a new performing arts centre before the current building becomes obsolete. Some current user groups of the theatre were strong advocates for the need for improvements to the theatre. A few others do not see the need for theatre redevelopment. Some are more concerned with the programming and ticket prices and would like to see “better” acts. Everyone agreed that accessible amenities were necessary.

Hotel and residential

Hotel would bring visitors and business rather than just people who are there mostly in the evening. Some do not want more visitors or traffic which causes more traffic congestion.

Parking

Pretty unanimous that providing enough parking for the new facilities was a must.

Face-to-Face Engagement

Date	Event	Item/Description
July 17, September 12, October 18, November 22, 2013	Focus Group Meeting	Initiated Focus Group meetings prior to launch.
December 5, 2013	Community Meeting Project Launch	The public launch of the project introduced Oakville residents and business owners to the two studies. Close to 400 people attended the presentation in the main theatre at the Oakville Centre for the Performing Arts. A presentation was followed by an audience Q&A to a panel of study consultants and invited guests.
January 14, 15, 16, 2014	Stakeholder Meetings	Stakeholders identified in the target audiences were invited to meet with the consultants, in small groups, to discuss the needs and wants of their specific groups in creating a cultural hub and/or for the streetscape. The discussions ran over three days and several cultural and business groups were invited. See list of Stakeholders on page 11.
January 15, 2014	Sheridan College Meeting	Met with Sheridan College to discuss possible opportunities with Downtown Plan
January 15, 2014	Resident Association Meeting	Invited all resident associations to meet and share information on the Downtown Plan
January 24, 2014	Focus Group Meeting	Met with Focus Group to review presentation for January community workshop.
January 30, 2014	Community Workshop	The first community workshop was held to update the public on the Performing Arts Spaces Study findings, study outline for both DTS and DCH, and to ask them about their needs and wants for the cultural hub and streetscape. This workshop also shared what the consultants heard from the January stakeholder meetings. Close to 150 people participated.
February 20, 2014	Oakville Public Library Board Meeting	Attended the board meeting to update on the Downtown Plan
February 26, 2014	Downtown Business Owners Meeting	Coming out of the January workshop, it was clear that the business community and the general public had different needs. To better understand the business community's perspective, we held a downtown business owners' meeting. Almost 50 merchants and landowners attended to voice their concerns and ideas.
February 28, 2014	Focus Group Meeting	Met with Focus Group prior to the Stakeholder meetings.
March 3,4,6, 2014	Stakeholder Meetings	The second round of stakeholder meetings were with selected groups of stakeholders* to get more details about their needs.
March 4, 2014	Citizen Group	Met with a citizen's group proposing digital hub/incubation space.
March 25, 2014	BIA Annual General Meeting	The Downtown Plan project team was invited to speak at the BIA AGM.
March 25, 2014	JCRA Annual General Meeting	We met with the Joshuas Creek Residents Association to present the Downtown Plan at their Annual General Meeting.
March 28, 2014	Focus Group Meeting	Met with the Focus Group* to outline the April workshop.
April 1, 2014	Resident Association Meeting	Held a meeting with resident associations to present an update on the Downtown Plan.

April 1, 2014	Heritage Committee Meeting	Updated the Heritage Committee on the Downtown Plan
April 3, 2014	Oakville Public Library Board Meeting	Met with board members to update them on the Downtown Plan
April 9, 2014	Downtown BIA/Business Workshop	Created a workshop specifically for businesses. About 50 business owners attended.
April 10, 2014	Oakville Chamber of Commerce	Met with the Government Relations/Advocacy Committee to update them on the Downtown Plan
April 12, 2014	Community Workshop	The second community workshop was a hands-on event with over 160 people in attendance. Residents had an opportunity to participate in both a DCH and DTS workshop.
April 25, 2014	Focus Group Meeting	Met with Focus Group to follow up on April community workshop.
May 12, 2014	Oakville Hydro	Met with Oakville Hydro senior management to present DCH and DTS and discuss opportunity for energy conservation
May 22, 2014	Conservation Halton Board	Met with the board to present an update on the Downtown Plan
May 22, 2014	OLRA Annual General Meeting	Met with the Oakville Lakeside Residents Association at their AGM to share an update on the Downtown Plan and next steps
May 29, 2014	Oakville Public Library Board Meeting	At this meeting, we shared the Downtown Plan vision, objectives and evaluation framework as well as the cultural hub components in preparation for the June community meeting.
May 30, 2014	Focus Group Meeting	This meeting was a preview of the June 10 community meeting.
June 2, 2014	Galleries Board Meeting	This meeting was a preview of the June 10 community meeting.
June 3, 2014	Downtown BIA Meeting	This meeting was a preview of the June 10 community meeting.
June 10, 2014	Oakville Chamber of Commerce	Met with the Government Relations/Advocacy Committee and other committee members to update them on the Downtown Plan
June 10, 2014	Community Meeting	The final community meeting for this phase of the project introduced the three options for the Transportation and Streetscape Study, as well as a detailed look at the themes for the Cultural Hub Study. It also laid out the critical next steps for the project. Just over 300 people attended the presentation set in the main theatre at the Oakville Centre for the Performing Arts. The presentation was followed by an audience Q&A with over 50 questions submitted.
June 20, 2014	Focus Group Meeting	The final meeting for the focus group for this phase. The group decided it was beneficial to continue and will reconvene in September 2014.
June 20, 2014	Citizen Culture Group	Met with a citizen's group proposing digital hub/incubation space.
June 25, 2014	Mayor's Roundtable Meeting	The meeting provided an update to this group on the June 10 meeting and next steps for the project.
July 7, 2014	Council	Council will be asked to receive the Downtown Plan, DCH and DTS staff reports and to endorse next steps to move the studies into the next phase.
July 9, July 23, December 3, 2013	Conservation Halton	Staff met with Conservation Halton staff early on in the project to introduce the DCH project, followed by meetings to identify any major issues/concerns and presented AMEC's geotechnical work plan for review and discussion.

July 2014-October 2015 Public Consultation

Date	Event	Item/Description
2014		
September 26, October 24, November 7, December 5	Focus Group Meetings	
2015		
February 6 & March 6	Focus Group Meetings	
April 13	Planning and Development Council Meeting	Presented the DTS final report and DCH update report to Council.
April 17	Focus Group Meeting	Present DCH update
May 8	Focus Group Meeting	Met with Focus Group prior to stakeholder meetings to present DCH themes and options
May 8	Town staff meeting	Met with the staff groups we previously met with in 2014 to present DCH themes and options.
May 11, 12 & 13	Stakeholder Meetings	Stakeholders identified in the target audiences were invited to meetings where town staff presented the themes and three options for the possible location of DCH facilities. Meetings were held for each stakeholder group as follows: <ul style="list-style-type: none"> • Business groups - May 11 • Resident Associations, 19 associations - May 12 • Cultural & Theatre user groups, 34 groups were invited - May 11 & May 13.
May 26	Heritage Oakville Committee	Presented an update on the DCH to this committee
May 27	Oakville Galleries Board	Met with gallery board members to present and review the three DCH options
May 28	Oakville Library Board	Met with library board members to present and review the three DCH options
June 19	Focus Group Meeting	
June 24	Community Meeting	The final community meeting for this phase of the project introduced the three options for the Downtown Cultural Hub. It also laid out the critical next steps for the project. About 300 people attended the presentation set in the main theatre at the Oakville Centre for the Performing Arts. The presentation was followed by an audience Q&A.
September 18	Focus Group Meeting	Review staff reports for October 5 P&D Council meeting.
September 24	Oakville Public Library Board	Review staff reports for October 5
September 25	Mayor's Roundtable	Meet with members to review staff reports for October 5.
September 28	Oakville Galleries - Strategic Plan Committee	Review staff reports for October 5
September 29	Downtown Oakville BIA Executive	Meet to review October 5 presentation to P&D Council
October 5	Planning and Development Council	Present Downtown Plan reports to P&D Council.

Audiences

Focus Group

Arts Council
Oakville Symphony Orchestra
Cycling
Arts
Business
Resident Associations
Galleries
Library
Oakville Centre for the Performing Arts

Council & Committees

Heritage Advisory Committee
Accessibility Committee
Community Roundtable
Resident Associations

Town Staff Groups

Mayor and Town Council Members
Parks and Open Space
Economic Development
Oakville Centre for the Performing Arts
Roads and Works
Engineering and Construction
Recreation and Culture
Planning Services
Oakville Museum
Queen Elizabeth Park Community
and Cultural Centre
Oakville Transit
Parking Services
Oakville Public Library Board
Oakville Galleries Board

Regional and Agency Groups

Emergency Services
Halton Region
Conservation Halton
Utility Groups

Business Groups

Downtown BIA Executive
Downtown BIA members
Oakville Chamber of Commerce
Sheridan College
Oakville Tourism
Appleby College

Resident Associations

19 groups

Community Theatre Groups

3 groups

Musical Groups

15 groups

Dance School Groups

9 groups

Art Groups

28 groups

REPORT

Council

Meeting Date: September 19, 2022

FROM: Corporate Services Commission

DATE: September 6, 2022

SUBJECT: 2022 Oakville Municipal Development Corporation AGM,
Appointment of Auditors, Directors, Approval of Financial Statements

LOCATION:

WARD: Town-wide Page 1

RECOMMENDATION:

1. That the resolutions submitted by the Board Chair of Oakville Municipal Development Corporation in the correspondence to the Mayor and Members of Council dated August 23, 2022 attached as Appendix A, with regard to the following matters, be approved:
 - a) The appointment of auditors of the Oakville Municipal Development Corporation;
 - b) The compensation for the Directors of the Oakville Municipal Development Corporation, attached;
 - c) The financial statements of Oakville Municipal Development Corporation for the year ended December 31, 2021, attached as Appendix B.
2. That the Mayor as shareholder representative pursuant to the Shareholder Declaration, be authorized to sign the resolution for and on behalf of the Town in its capacity as the sole shareholder.

KEY FACTS:

The following are key points for consideration with respect to this report:

- On a periodic basis, Council is provided with progress reports from Oakville Municipal Development Corporation.
- KPMG LLP has been recommended for appointment as the auditor of the Oakville Municipal Development Corporation.

BACKGROUND:

The Corporation of the Town of Oakville (“the Town”) is the sole shareholder of Oakville Municipal Development Corporation (OakvilleMDC). The unanimous shareholder agreement requires OakvilleMDC to make periodic reports to Council.

In accordance with the Shareholder Direction, Oakville Municipal Development Corporation is seeking Council approval of its audited financial statements, appointment of auditors for the OakvilleMDC, and director compensation.

COMMENT/OPTIONS:

The resolution regarding the audited 2021 financial statements, compensation to be paid to directors and appointment of Auditors and financial statements in the submission from the Board Chair of OakvilleMDC to the Mayor and Members of Council dated August 23, 2022, is attached as Appendix A.

The 2021 audited financial statements of the Oakville Municipal Development Corporation, attached as Appendix B.

CONSIDERATIONS:

(A) PUBLIC

There are no public considerations to this report.

(B) FINANCIAL

There are no financial concerns related to this report.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

Oakville Municipal Development Corporation is an important asset of the Town of Oakville.

(D) CORPORATE STRATEGIC GOALS

This report addresses the corporate strategic goal(s) to:

- be accountable in everything we do
- be fiscally sustainable

(E) CLIMATE CHANGE/ACTION

This matter does not impact climate change.

APPENDICES:

Appendix A – Letter re Financial Statements, Board Compensation and Appointment of Auditors

Appendix B –Oakville Municipal Development Corporation Financial Statements for the year ended December 31, 2021

Submitted by:
Nancy Sully,
Commissioner, Corporate Services



September 1, 2022

Mayor and Members of Council
The Corporation of the Town of Oakville
1225 Trafalgar Road
Oakville, Ontario
L6H 0H3

Mayor and Members of Council:

Re: Financial Statements, Board Compensation and Appointment of Auditors

The Final Shareholder Declaration and Unanimous Shareholder Declaration, as well as the other incorporating documents of the Oakville Municipal Development Corporation (the "OakvilleMDC"), requires that an Annual Shareholder Meeting occur, that Council receive the consolidated Financial Statements of the OakvilleMDC for the last completed fiscal year end (December 31, 2021), that an amount for compensation for Directors be established and that the appointment of auditors for the OakvilleMDC for the next fiscal year be considered.

The Mayor, as the Shareholder representative shall receive from OakvilleMDC for execution, resolutions in writing respecting the normal annual proceedings of a Shareholder of Oakville Municipal Development Corporation. These resolutions are attached to this letter. In accordance with the Final Shareholder Declaration and Unanimous Shareholder Declaration, Council is requested to authorize the Mayor to execute these resolutions.

Sincerely,

A handwritten signature in black ink, appearing to be "Robert Burton", written in a cursive style.

Robert Burton,

Board Chair

1225 Trafalgar Road, Oakville, Ontario L6H 0H3 905-338-4718
info@oakvillemdc.ca | oakvillemdc.ca

**Resolutions of the Shareholder of
Oakville Municipal Development Corporation**

Financial Statements

RESOLVED THAT the consolidated Financial Statements of Oakville Municipal Development Corporation for the year ended December 31, 2021 as approved by the Directors, be accepted.

Director Compensation

RESOLVED THAT no compensation be paid to the Directors of Oakville Municipal Development Corporation.

Appointment of Auditors

RESOLVED THAT the firm of KPMG LLP, Chartered Accountants be appointed as auditors of the Oakville Municipal Development Corporation for the 2022 fiscal year and to hold office until the next annual meeting or until a successor is appointed.

FURTHER RESOLVED THAT the Directors instruct KPMG LLP to audit the consolidated Financial Statements of the Corporation for the financial year ending December 31, 2022.

THE FOREGOING RESOLUTIONS in writing are consented to and approved by the sole shareholder of Oakville Municipal Development Corporation pursuant to the Business Corporations Act (Ontario), as evidenced by the execution hereof.

Dated September 19, 2022 THE CORPORATION OF THE TOWN OF OAKVILLE

By _____

Robert Burton, Mayor

Financial Statements of

**OAKVILLE MUNICIPAL
DEVELOPMENT CORPORATION**

Year ended December 31, 2021



KPMG LLP
Commerce Place
21 King Street West, Suite 700
Hamilton ON L8P 4W7
Canada
Tel 905-523-8200
Fax 905-523-2222

INDEPENDENT AUDITORS' REPORT

To the Shareholder of Oakville Municipal Development Corporation

Opinion

We have audited the accompanying financial statements of Oakville Municipal Development Corporation (the "Entity"), which comprise:

- the statement of financial position as at December 31, 2021
- the statement of comprehensive loss for the years then ended
- the statement of changes in equity for the years then ended
- the statement of cash flows for the years then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2021, and its financial performance and its cash flows for the years then ended in accordance with International Financial Reporting Standards (IFRS).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "*Auditors' Responsibilities for the Audit of the Financial Statements*" section of our auditors' report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other responsibilities in accordance with these requirements.

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



Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with International Financial Reporting Standards (IFRS), and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.



Page 3

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusion is based on the audit evidence obtained up to the date of our auditors report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants, Licensed Public Accountants

Hamilton, Ontario

DATE, 2022

OAKVILLE MUNICIPAL DEVELOPMENT CORPORATION

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OAKVILLE MUNICIPAL DEVELOPMENT CORPORATION

Statement of Financial Position

December 31, 2021, with comparative information for 2020

	2021	2020
Assets		
Current assets:		
Cash	\$ 445,311	\$ 66,312
Accounts receivable	—	7,092
Due from shareholder (note 3)	441,638	—
	<u>\$ 886,949</u>	<u>\$ 73,404</u>

Liabilities and Shareholder's Deficiency

Current liabilities:		
Accounts payable	\$ 58,587	\$ 20,964
Due to shareholder (note 3)	—	304,928
Shareholder loan (note 3)	1,917,100	700,000
	<u>1,975,687</u>	<u>1,025,892</u>
Shareholder's deficiency:		
Share capital (note 4)	1	1
Deficit	(1,088,739)	(952,489)
	<u>(1,088,738)</u>	<u>(952,488)</u>
	<u>\$ 886,949</u>	<u>\$ 73,404</u>

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

On behalf of the Board:

Director

Director

OAKVILLE MUNICIPAL DEVELOPMENT CORPORATION

Statement of Comprehensive Loss

Year ended December 31, 2021, with comparative information for 2020

	2021	2020
Revenue	\$ 391,310	\$ —
Expenses:		
Salaries and wages	\$ 257,469	\$ 263,320
Consulting fees	66,830	35,175
Commissions	147,000	—
Office expenses	39,161	30,400
Interest expense on shareholder loan	17,100	—
Net loss and comprehensive loss for the year	\$ (136,250)	\$ (328,895)

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

OAKVILLE MUNICIPAL DEVELOPMENT CORPORATION

Statement of Changes in Equity

Year ended December 31, 2021, with comparative information for 2020

	Share capital (Note 4)	Deficit	Total
Balance at January 1, 2020	\$ 1	\$ (623,594)	\$ (623,593)
Net loss for the year	-	(328,895)	(328,895)
Balance at December 31, 2020	\$ 1	\$ (952,489)	\$ (952,488)
Net loss for the year	-	(136,250)	(136,250)
Balance at December 31, 2021	\$ 1	\$ (1,088,739)	\$ (1,088,738)

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

OAKVILLE MUNICIPAL DEVELOPMENT CORPORATION

Statement of Cash Flows

Year ended December 31, 2021, with comparative information for 2020

	2021	2020
Operating activities:		
Net loss for the year	\$ (136,250)	\$ (328,895)
Changes in operating assets and liabilities:		
Accounts receivable	7,092	10,853
Due from shareholder	(441,638)	—
Prepaid expenses	—	12,740
Accounts payable	37,623	6,712
Due to shareholder	(304,928)	140,134
Interest on shareholder loan	17,100	—
Net change in cash from operating activities	(821,001)	(158,456)
Financing activities:		
Proceeds from shareholder loan	1,200,000	164,351
Increase in cash	378,999	5,895
Cash, beginning of year	66,312	60,417
Cash, end of year	\$ 445,311	\$ 66,312

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

OAKVILLE MUNICIPAL DEVELOPMENT CORPORATION

Notes to Financial Statements

Year ended December 31, 2021

1. Purpose of the organization:

The Oakville Municipal Development Corporation ("OMDC") is owned and controlled by The Corporation of the Town of Oakville ("Town of Oakville") and operates from Oakville, Ontario. OMDC serves to acquire, develop and sell properties within the boundaries of the Town of Oakville. The OMDC was incorporated on January 1, 2018.

2. Significant accounting policies:

a) Basis of presentation:

These financial statements have been prepared in accordance with International Financial Reporting Standards ("IFRS") as issued by the International Accounting Standards Board ("IASB").

b) Functional and presentation currency:

These financial statements are presented in Canadian dollars, which is the Entity's functional currency.

c) Equity:

Share capital represents the nominal value of shares that have been issued. Retained earnings (deficiency) include all current and prior period retained profits and losses.

d) Revenue:

Revenue is recognized when the significant risks and rewards of ownership have been transferred to the customer, recovery of the consideration is probable, the associated costs can be estimated reliably, the transaction has been approved by the relevant authorities and the amount of revenue can be estimated reliably.

The timing of transfer of risks and rewards is contingent on the terms of the transaction as approved by The Corporation of the Town of Oakville Council.

e) Expenses:

Expenses are reported on the accrual basis of accounting which recognizes expenses as they are incurred and measurable as a result of a receipt of goods or services and the creation of a legal obligation to pay.

f) Impairment:

A loss allowance for expected credit losses on financial assets measured at amortized cost is recognized at the reporting date. The loss allowance is measured at an amount equal to the expected lifetime credit losses for the asset.

OAKVILLE MUNICIPAL DEVELOPMENT CORPORATION

Notes to Financial Statements

Year ended December 31, 2021

2. Significant accounting policies (continued):

g) Provisions:

A provision is recognized if, as a result of past events, the Entity has a present or constructive legal obligation that can be estimated reliably, and it is probable that an outflow of economic resources will be required to settle the obligation.

h) Financial instruments:

All financial instruments are recognized on the balance sheet when the Entity becomes a party to the contractual provision of the financial instrument and are measured initially at fair value adjusted by transactions costs, except for those carried at fair value through profit or loss which are measured initially at fair value. Subsequent measurement of all financial assets and liabilities, except those held-for-trading and available for sale, are measured at amortized cost determined using the effective interest rate method.

All financial assets and financial liabilities are classified as amortized cost. These financial instruments are recognized initially at fair value plus any directly attributable transaction costs. Subsequently, they are measured at amortized cost using the effective interest method less any impairment for the financial assets. The Entity does not enter into derivative instruments.

i) Use of estimates and judgments:

The preparation of the financial statements in conformity with IFRS requires management to make judgments, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimates are revised and in any future periods affected.

OAKVILLE MUNICIPAL DEVELOPMENT CORPORATION

Notes to Financial Statements

Year ended December 31, 2021

3. Related party transactions:

Throughout the normal course of operations, certain related party transactions occur between the OMDC and the Town of Oakville (Shareholder). Related party transactions are accounted for at the exchange amount agreed upon between the two parties. The following transactions occurred between the Town of Oakville (Shareholder) and OMDC:

	2021	2020
Expenses paid to Town of Oakville:		
Office expenses	\$ 12,113	\$ 12,009
Revenue received from Town of Oakville:		
Revenue	391,310	—
Expenses paid by the Town of Oakville on behalf of OMDC and subsequently reimbursed to the Town:		
Consulting Fees	—	19,402
Insurance policy Renewal	10,972	—
Due to (from) shareholder:		
Cash advances provided by the Town of Oakville	—	300,000
Expenses not reimbursed	534	4,028

The amount due to shareholder is non-interest bearing and carries no fixed terms of repayment.

Loan from shareholder:

	2021	2020
Opening balance	\$ 700,000	\$ 535,649
Amounts advanced during the year	1,200,000	164,351
Interest expense	17,100	—
Closing balance	\$ 1,917,100	\$ 700,000

The shareholder loan is bears interest at a rate of 1.8% of the outstanding principal amount per year, compounded monthly beginning July 1, 2021. There are no fixed terms of repayment and the amount is due upon demand.

OAKVILLE MUNICIPAL DEVELOPMENT CORPORATION

Notes to Financial Statements

Year ended December 31, 2021

4. Share capital:

The Entity is authorized to issue an unlimited number of common shares. The common shareholders are entitled to one vote per common share.

	2021	2020
Issued:		
1 common share	\$ 1	\$ 1

The common share is held by the Town of Oakville.

5. Economic dependence:

The Entity is dependent on financial support from its Shareholder, the Town of Oakville, to fund operating expenses until such a point in time when operating activities begin, including acquisition, development and subsequent sales of assets.

6. Financial instruments:

Fair value

The carrying value of the Entity's financial instruments as at December 31, 2021, including shareholder loans approximate fair value due to the short term nature of the repayment terms.

Financial risk management

The types of financial risk exposure and the way in which such exposure is managed by the Entity are as follows:

Credit risk

The Entity's exposure to credit risk is influenced mainly by the individual characteristics of each customer. At the end of the current fiscal year, 100% of the Entity's receivables related to government remittances receivable, as such there is limited collection risk at this time. The Entity's exposure to credit risk and management of this risk has not changed from the previous year. Management believes that the exposure is minimal as all amount's receivable are from government sources.

OAKVILLE MUNICIPAL DEVELOPMENT CORPORATION

Notes to Financial Statements

Year ended December 31, 2021

6. Financial instruments (continued):

Liquidity risk

Liquidity risk is the risk that the Entity will be unable to meet its financial obligations as they become due. The Entity manages liquidity risk by ensuring that it has sufficient cash available to meet its obligations. The Entity forecasts cash flows for a period of 12 months to identify financial requirements. These requirements are met through cash flows from operations. Management believes that the Entity's exposure to liquidity risk and management of this risk has not changed from the previous year.

At December 31, 2021, the Entity's current liabilities consisted of accounts payable and accrued liabilities, HST payable, and amounts due to a related party. The Entity's cash and cash equivalents together with projected cash flows over the next 12 months is sufficient to pay these current liabilities.

DATE OF ITEM	July 27 – August 02, 2022	DATE RECEIVED	PAGE
	COUNCIL INFORMATION INDEX CONTENT		
July 21, 2022	INTERNAL MEMO – Clerk’s Department RE: Municipal Clearance Regarding a Liquor Sales Licence for Opera Cafe	July 27, 2022	1
July 22, 2022	INTERNAL MEMO – Clerk’s Department RE: Municipal Clearance Regarding a Liquor Sales Licence for Boon Burger	July 27, 2022	2
July 26, 2022	EMAIL – INTERNAL – Office of the Mayor RE: Municipal Updates July 26, 2022	July 27, 2022	3
July 26, 2022	INTERNAL MEMO – Clerk’s Department RE: Municipal Clearance Regarding a Liquor Sales Licence for Sunset Grill	July 27, 2022	5
July 27, 2022	INTERNAL – Office of the Mayor RE: Novae Res Urbis Vol. 25 No. 30	July 27, 2022	6
July 27, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates July 27, 2022	July 27, 2022	21
July 28, 2022	EMAIL – AMO Communications RE: AMO Watchfile - July 28, 2022	July 28, 2022	23
July 28, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates July 28, 2022	July 28, 2022	25
July 29, 2022	EMAIL – City of Brantford RE: Potential Threat to residential home ownership	July 29, 2022	27
July 29, 2022	EMAIL – City of Brantford RE: Seeking Prosperity and Partnership with Indigenous Nations and a Timely Resolution of Haldimand Tract Land Dispute	July 29, 2022	29
July 29, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates July 29, 2022	August 02, 2022	33

DATE OF ITEM	August 03 - 09, 2022	DATE RECEIVED	PAGE
	COUNCIL INFORMATION INDEX CONTENT		
August 02, 2022	INTERNAL- Office of the Mayor RE: Municipal Updates August 02, 2022	August 03, 2022	1
August 03, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 03, 2022	August 03, 2022	3

DATE OF ITEM	August 03 - 09, 2022	DATE RECEIVED	PAGE
	COUNCIL INFORMATION INDEX CONTENT		
August 03, 2022	EMAIL – AMO Communications RE: MO Policy Update - Mental Health and Addictions Submission, Automated Camera-Based Enforcement Guidance Released	August 03, 2022	5
July 27, 2022	INTERNAL MEMO – Oakville Transit RE: PRESTO Open Payment	August 04, 2022	6
August 04, 2022	EMAIL – AMO Communications RE: AMO Watchfile - August 04, 2022	August 04, 2022	7
August 04, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 04, 2022	August 04, 2022	9
August 04, 2022	EMAIL – Jacobs/Halton Region RE: Halton Region Biosolids Composting Facility MCEA Study - Notice of Study Commencement	August 04, 2022	11
August 04, 2022	EMAIL – AMO Communications RE: AMO Policy Update - High-Speed Internet Access Announcement	August 04, 2022	13
August 04, 2022	EMAIL – Town of Aylmer RE: Warming and Cooling Centers	August 05, 2022	14
August 05, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 5, 2022	August 05, 2022	16
August 08, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 08, 2022	August 08, 2022	18
August 05, 2022	EMAIL – Conservation Halton RE: UPDATED - Conservation Halton's Programs & Services Inventory (August 2022)	August 08, 2022	20
August 08, 2022	EMAIL – AMO Communications RE: AMO's 2021 Annual Report	August 09, 2022	44

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	COUNCIL INFORMATION INDEX CONTENT		
August 09, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 09, 2022	August 09, 2022	1
August 09, 2022	EMAIL – AMO Communications RE: AMO Policy Update - Throne Speech and Budget	August 10, 2022	3
August 10, 2022	INTERNAL – Office of the Mayor RE: Novae Res Urbis Vol. 25 No. 31	August 10, 2022	5

DATE OF ITEM	August 10 - 16, 2022	DATE RECEIVED	PAGE
	COUNCIL INFORMATION INDEX CONTENT		
August 10, 2022	EMAIL – Masonry Works Council of Ontario RE: Masonry Works Reception August 16 at AMO Conference - RSVP now	August 10, 2022	24
August 10, 2022	EMAIL – AMO Communications RE: AMO Policy Update - Strong Mayors, Building Homes Act	August 10, 2022	27
August 11, 2022	EMAIL – AMO Communications RE: AMO Watchfile - August 11, 2022	August 11, 2022	28
August 12, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 12, 2022	August 12, 2022	31
August 15, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 15, 2022	August 15, 2022	33
August 08, 2022	INTERNAL – Economic Development RE: AGENDA: Recovery and Resiliency Monday, August 08, 2022	August 11, 2022	35

DATE OF ITEM	August 17 - 23, 2022	DATE RECEIVED	PAGE
	COUNCIL INFORMATION INDEX CONTENT		
August 16, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 16, 2022	August 16, 2022	1
August 16, 2022	INTERNAL MEMO – Planning Services RE: Mid-rise & Tall Building Development Proposals	August 17, 2022	3
August 17, 2022	INTERNAL – Office of the Mayor RE: Novae Res Urbis Vol. 25 No. 32	August 17, 2022	6
August 17, 2022	INTERNAL -Office of the Mayor RE: Municipal Updates August 17, 2022	August 18, 2022	18
August 17, 2022	EMAIL – Halton Region RE: LPS63-22 - 2021 Census Population & Dwelling Counts for Halton	August 18, 2022	20
August 18, 2022	EMAIL - AMO Communications RE: AMO Watchfile - August 18, 2022	August 18, 2022	29
August 18, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 18, 2022	August 18, 2022	31
August 19, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 19, 2022	August 22, 2022	33

DATE OF ITEM	August 17 - 23, 2022	DATE RECEIVED	PAGE
	COUNCIL INFORMATION INDEX CONTENT		
August 19, 2022	EMAIL – AMO Communications RE: AMO Policy Update - Provincial Health News from a Municipal Lens, Canada Child Care Plan Update, Flood Hazard Identification and Mapping Program	August 22, 2022	35
August 22, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 22, 2022	August 23, 2022	38

DATE OF ITEM	August 24 - 30, 2022	DATE RECEIVED	PAGE
	COUNCIL INFORMATION INDEX CONTENT		
August 23, 2022	EMAIL – FedDev Ontario RE: Government of Canada to announce support for community infrastructure and tourism in Whitchurch-Stouffville	August 23, 2022	1
August 23, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 23, 2022	August 23, 2022	3
August 19, 2022	EMAIL – Town of Wasaga Beach RE: Strong Mayors, Building Homes Act	August 24, 2022	5
August 24, 2022	INTERNAL – Office of the Mayor RE: Novae Res Urbis Vol. 25 No. 33	August 24, 2022	6
August 24, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 24, 2022	August 24, 2022	17
August 25, 2022	EMAIL – AMO Communications RE: AMO Watchfile - August 25, 2022	August 25, 2022	19
August 25, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 25, 2022	August 26, 2022	21
August 26, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 26, 2022	August 29, 2022	23
August 29, 2022	INTERNAL – Office of the Mayor Re: Municipal Updates August 29, 2022	August 29, 2022	25
August 29, 2022	INTERNAL MEMO – Economic Development RE: Oakville named on Site Selection Magazine's Canada's Best Locations list 2022	August 29, 2022	27

DATE OF ITEM	August 24 - 30, 2022	DATE RECEIVED	PAGE
	COUNCIL INFORMATION INDEX CONTENT		
August 29, 2022	EMAIL – AMO RE: AMO Policy Update - Remarks to Standing Committee on Bill 3, Strengthening Public Health, Increasing and Preserving Purpose-Built Rental Housing Strategy	August 30, 2022	28

DATE OF ITEM	August 31 – September 06, 2022	DATE RECEIVED	PAGE
	COUNCIL INFORMATION INDEX CONTENT		
August 30, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 30, 2022	August 31, 2022	1
August 30, 2022	EMAIL- LEA Consulting Ltd. RE: MTO DB Contract 2021-2025 - Notice of Study Commencement - Travel Time System	August 31, 2022	3
August 31, 2022	INTERNAL – Office of the Mayor RE: Novae Res Urbis Vol. 25 No.34	August 31, 2022	6
August 31, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates August 31, 2022	August 31, 2022	15
Sept. 01, 2022	EMAIL – AMO Communications RE: AMO Watchfile - September 01, 2022	Sept. 01, 2022	17
Sept. 01, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates September 01, 2022	Sept. 02, 2022	19
Sept. 01, 2022	EMAIL – Town of Kingsville RE: Resolution # 336-08292022 in opposition to Bill 3, Strong Mayors, Building Homes Act, 2022	Sept. 02, 2022	22
Sept. 02, 2022	INTERNAL – Office of the Mayor RE: Municipal Updates September 02, 2022	Sept. 02, 2022	25
Sept. 02, 2022	EMAIL – Township of Ashfield-Colborne-Wawanosh RE: Resolution - Administration Fees for the Ontario Wildlife Damage Compensation Program	Sept. 02, 2022	27

Memo

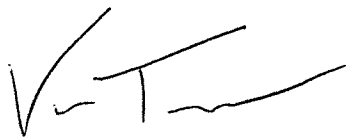
To: Mayor Burton and Members of Council
From: Vicki Tytaneck, Town Clerk
CC: Jane Clohecy, CAO
Nancy Sully, Commissioner, Corporate Services & Treasurer
Date: July 21, 2022
Subject: Municipal Clearance for Liquor Sales Licence

The Clerk's Department has received a request for Municipal Clearance regarding a liquor sales licence for:

Opera Cafe

700 Dorval Drive #100

The Municipal Information form and drawing have been circulated to the Ward Councillors and staff for comment.



Vicki Tytaneck

Town Clerk

Memo

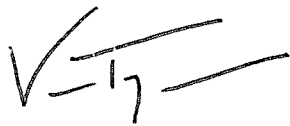
To: Mayor Burton and Members of Council
From: Vicki Tytaneck, Town Clerk
CC: Jane Clohecy, CAO
Nancy Sully, Commissioner, Corporate Services & Treasurer
Date: July 22, 2022
Subject: Municipal Clearance for Liquor Sales Licence

The Clerk's Department has received a request for Municipal Clearance regarding a liquor sales licence for:

Boon Burger Cafe

497 Dundas Street West Unit 1

The Municipal Information form and drawing have been circulated to the Ward Councillors and staff for comment.



Vicki Tytaneck

Town Clerk

Memo

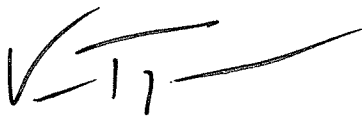
To: Mayor Burton and Members of Council
From: Vicki Tytaneck, Town Clerk
CC: Jane Clohecy, CAO
Nancy Sully, Commissioner, Corporate Services & Treasurer
Date: July 26, 2022
Subject: Municipal Clearance for Liquor Sales Licence

The Clerk's Department has received a request for Municipal Clearance regarding a liquor sales licence for:

Sunset Grill

4-266 Hays Blvd

The Municipal Information form and drawing have been circulated to the Ward Councillors and staff for comment.



Vicki Tytaneck

Town Clerk

Memo

To: Mayor, Members of Council
From: Adrian Kawun, Director, Oakville Transit
Date: July 27, 2022
Subject: PRESTO Open Payment

Oakville Transit along with Mississauga and Brampton Transit will be participating in a pilot launch of the PRESTO Open Payment system planned to launch on August 11, 2022 as a modernization initiative of the fare card system.

Open Payment is a contactless payment system that provides customers another way to pay for transit fares using their credit or debit cards. The pilot launch of Open Payment on August 11, 2022 will offer conventional transit customers the option for paying fares using a credit card when boarding Oakville Transit vehicles. Debit cards will be accepted at a later date as further testing of the system is completed. Open Payment functionality for specialized transit will be also be available in late 2022.

When Open Payment is activated across transit agencies using PRESTO in the GTHA, the same credit or (debit card (future)) can be tapped when transferring to a connecting transit service with no additional fee charged within a two-hour transfer window. The fare for open payment transactions will be equivalent to Oakville Transit's standard cash fare (i.e. \$4.00) providing another option for customers who do not have a PRESTO card, access to the PRESTO E-Ticket smartphone app, or exact change for fares.

PRESTO piloted the program with UP Express in March 2021, and is now prepared to launch the program broadly across the GTHA in phases. The first phase, which is considered the pilot, is planned to launch on August 11, 2022, and the second phase will follow in November 2022, for all other transit agencies using the PRESTO fare card.

PRESTO has been working with Oakville, Mississauga, and Brampton Transit to prepare marketing and communications materials for customers. The Town's Corporate Communication team was advised and advertising will begin immediately following the launch in August. Should you have any questions, please feel free to contact Adrian Kawun, Director of Transit, Oakville Transit at adrian.kawun@oakville.ca.

Memo

To: Mayor Burton & Members of Council

From: Planning Services Department

CC: Neil Garbe, Commissioner, Community Development

Date: 16 August, 2022

Subject: Mid-rise & Tall Building Development Proposals

This memo, and attachment, provides information from the Planning Department regarding Mid-rise and Tall Building development proposals throughout Oakville.

The attached spreadsheet provides details by Ward with active development, and site plan, applications. Mid-rise buildings are those which are between 6 and 12 storeys, while Tall buildings are greater than 12 storeys.

If you have any questions on the attached, please feel free to speak with me.



Gabe Charles, MCIP, RPP
Director of Planning

Mid-rise & Tall Buildings - August 2022

Ward	Applicant/Builder	Type	Address	# of Units	Height (metres), incl. mech.	Height (storeys)	Status: under review / approved / under construction	Link
1	2266 Lakeshore LP	Tall Building	2262-2266 LR West, 83 East Street	245	53	15	Z.1728.66 - appealed	https://www.oakville.ca/business/da-38994.html
1	JM Lakeshore-Bronte Inc.	Mid-rise	2432-2452 Lakeshore Rd W and 87-99 Bronte Rd	188	25	6	SP.1729.073/01 - Under Review	https://www.oakville.ca/business/sp-37908.html
1	Graywood Developments	Mid-rise	2365-2377 Lakeshore Rd W	180	33.4	9	OPA and Z.1729.61 - appealed	https://www.oakville.ca/business/da-41245.html
2	April Investments Limited, 527079 Ontario Limited, Trans County Development Corporation Limited, and Oakville Developments (2010) Inc.,	Both	560-584, 550, 530 Kerr Street and 131, 171 Speers	1,847	up to 105	8 to 28	OPA. 1616.56 - under review	https://www.oakville.ca/business/da-39836.html
3	70 Old Mill Road	Mid-rise	70 Old Mill Road	154	46	12	OPA and Z.1614.77 - under review	https://www.oakville.ca/business/da-39703.html
3	627 Lyons Lane	Tall Building	627 Lyons Lane	296	up to 90	26	Z.1614.76 - under review	https://www.oakville.ca/business/da-39832.html
3	599 Lyons Lane	Tall Building	599 Lyons Lane	480	85	26, 26	Z.1614.75H H Removal under review	N/A
3	FCHT Holdings (Beertown)	Tall Building	271 Cornwall Road/485 Trafalgar Road	292	54, 69	14, 19	OPA and Z.1612.14 - under review	https://www.oakville.ca/business/da-34287.html
3	Oakville Argus Cross LP	Tall Building	207, 217 and 227 Cross Avenue and 571, 581 and 587-595 Arugs Road	1748	136. 153, 180	44, 49, 58	OPA and Z. 1614.78 and 24T-22005/1614	https://www.oakville.ca/business/da-41551.html
3	Distrikt Development	Tall Building	166 South Service Road E	1606	152, 170, 194	44, 50, 58	Z.1614.79 and 24T-22006/1614	https://www.oakville.ca/business/da-41727.html
4	Bronte Maplelands	Mid-rise	2418 Khalsa Gate	312	39	10	SP.1431.004/02 - under review	https://www.oakville.ca/business/da-29008.html
4	Delmanor West Oak Inc.	Mid-rise	1280 Dundas Street West	315	33	8	Z.1423.07 - appealed	https://www.oakville.ca/business/da-37142.html
4	Ovation at Encore Inc. (New Horizon)	Mid-rise	2500 Saw Whet Blvd.	364	22	6	1530.014/01 under review	https://www.oakville.ca/business/dp-38072.html
5	Oak Park III	Mid-rise	90 Oak Park Boulevard	229	48	12	SP.1413.030/01 - under review	https://www.oakville.ca/business/sp-36766.html
5	Smart Centres	Tall Building	256 Hays	585	104	30, 27	OPA and Z.1413.34, SP.1413.053/01 - under review	https://www.oakville.ca/business/da-37956.html
5	McCraney	Mid-rise	1105 McCraney Street	221	31	9	SP.1514.021/01 - under review	https://www.oakville.ca/business/sp-28796.html
5	Bara Group (River Oak) Inc.	Mid-rise	2163 and 2169 Sixth Line	247	32.8	9	Z.1415.14 - under review	https://www.oakville.ca/business/da-42164.html
6	Kamato Holdings Limited	Tall Building	1226-1230 White Oaks/350 Lynwood	203	70	20	SP.1512.041/01 - under review - rental	https://www.oakville.ca/business/sp-39178.html
6	Mattamy (Joshua Creek) /Bressa	Mid-rise	1415 Dundas Street E/3006 William Cutmore Blvd.	329	48, 49	12, 12	SP.1307.002/02 - under review	https://www.oakville.ca/business/sp-35593.html
6	1005 Dundas	Mid-rise	1005 Dundas and 3033 Eighth Line	380	33	8	SP.1310.001/01 - under review	https://www.oakville.ca/business/sp-36407.html
7	Emshih	Tall Building	351 Dundas	323	69, 28	20, 7	SP.1312.009/01 - conditional site plan approval extended to July 2022	https://www.oakville.ca/business/sp-29034.html
7	Daniels-Emshih	Tall Building	377 , 387, 411 Dundas Street East	697	56, 56, 55	17, 15, 15	SP.1312.013/01 - under review	https://www.oakville.ca/business/sp-37755.html
7	Minto Phase 4A and B	Tall Building	3071 and 3079 Trafalgar Road	378	69, 57	20, 16	SP.1312.012/02 - under review	https://www.oakville.ca/business/sp-39595.html
7	Minto Phase 4C	Tall Building	3075 Trafalgar (Block 7 and 8) - new address not assigned	243	68	20	SP.1312.012/03 - under review	https://www.oakville.ca/business/sp-39931.html
7	BEC Trafalgar Block 14	Tall Building	3240 William Coltonson	351	65	19	SP.1312.010/03 - under review	https://www.oakville.ca/business/sp-40025.html
7	Distrikt	Tall Building	3064 Trafalgar Road	698	up to 100	30, 30	SP.1313.006/01 - under review	https://www.oakville.ca/business/sp-38967.html
7	Argo West Morrison	Mid-rise	3270 Sixth Line	121	34	8	OPA 1316.07 - under review, part of OPA, ZBA and Draft Plan	https://www.oakville.ca/business/da-34793.html
7	Digram Developments	Mid-rise	3380 Sixth Line	360	20 +/-	6	Z.1316.08 - under review	https://www.oakville.ca/business/da-35086.html
7	Docasa	Mid-rise	160 Burnhamthorpe Road West	128	20 +/-	6	Z.1317.06 - under review	https://www.oakville.ca/business/da-38428.html
7	Sherborne Lodge	Mid-rise	382 Burnhamthorpe Road West	296	TBD	4 to 8	Z. 1319.10 - under review	https://www.oakville.ca/business/da-39970.html
7	Distrikt	Mid-rise	393 Dundas Street West	349	40	10	SP 1319.02/01 - approved	https://www.oakville.ca/business/sp-34783.html
7	Distrikt	Mid-rise	407 Dundas Street West	262	40	10	SP 1319.01/01 - approved	https://www.oakville.ca/business/sp-34483.html

7	Eno Investments / Ankara Realty	Mid-rise	210 and 374 Burnhamthorpe Road West	~850	TBD	12	Z.1317.07, OPA 1317.07, 24T-21007.1317 - under review	https://www.oakville.ca/business/da-40016.html
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Memo

To: Mayor Rob Burton and Members of Council
From: Milan Bowie, Senior Economic Development Officer, Economic Development
CC: Rebekah Diec Stormes, Director, Economic Development
Date: Thursday, August 25, 2022
Subject: Oakville named on Site Selection Magazine's Canada's Best Locations list 2022

Comments

On behalf of the Economic Development department, I am pleased to share that for the fourth year in a row, Site Selection Magazine, an international business publication covering corporate real estate and economic development, listed the Town of Oakville among the top 20 of Canada's Best Locations to Invest.

Oakville is celebrated as a top choice for site selection based on a healthy number of investments, resulting in new company arrivals, facility expansions at existing companies, and new jobs created.

This information is embargoed until Thursday, September 1, 2022, at which time, a news release will be published. If you have any questions, please contact Milan Bowie at milan.bowie@oakville.ca.

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
MAYOR AND MEMBERS OF COUNCIL						
				No Items		

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
CAO						
1.0 CAO's Office						
				No Items		
1.1 Strategy, Policy and Communications Department						
				No Items		

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
COMMUNITY SERVICES COMMISSION						
2.0 Commissioner of Community Services						
				No items		
2.1 Oakville Fire Department						
1	<u>Request for Report</u> Immobility Fire Emergency Escape Plans	Council 01/27/2020	Fire Department	That staff report back on the creation of a safety protocol for home owners/tenants in private residences where they are unable to self-evacuate. That the report include, but is not limited to, a communication strategy developed in partnership with community agencies serving vulnerable populations on how to develop a personal fire emergency escape plan, information on current subsidies available for renovations, creation of a registry for dwellings that have residents with mobility issues.	1 st quarter 2023	
2	<u>Request for Report</u> Options for Enhanced Fire Station Signage	Council May 25, 2022	Oakville Fire Department	That staff report provide options for enhanced signage in front of our fire stations to indicate stopping is prohibited for safe egress of the fire vehicles.	1st quarter 2023	
2.2 Oakville Public Library						
				No items		

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
2.3 Parks & Open Space Department						
1	Urban Forest Strategic Management Plan	P and D 05/22/2012	Parks and Open Space	7. That staff report back to Council within 12 months of the approval of the North Oakville Urban Forest Strategic Management Plan, for the purpose of advising Council of the successes, challenges and modifications implemented in meeting the objectives of the plan.	1 st quarter 2023	The NOUFSMP is being reviewed through the Urban Forest Strategic Management Plan which is currently underway. The update will examine the successes and challenges of the north plan and the merit for any necessary modifications as we look to adopt its approach for the lands south of Dundas Street. As such, staff will provide Council an update on the NOUFSMP through the UFSMP update. This work is underway and will be brought to Council upon conclusion.
2	Marina Facility at Bronte Harbour - Oakville Harbours Section	CSC 06/12/2012	Parks & Open Space Dept.	1. That the report from the Parks and Open Space department, dated May 22, 2012, entitled Marina Facility at Bronte Harbour - Oakville Harbours Section, be received; 2. That the continued operation of the Marina Facility at Bronte Harbour be approved as identified in Option 1 of the staff report; and 3. That staff be requested to conduct a further analysis of the marina facility in Bronte Harbour in five (5) years and at that time, provide recommendations for the continued operation of the marina facility.	1 st quarter 2023	Parks will report back as part of the Harbours Master Plan.
3	Modifications to Leash Free Area in Post Park	CSC 11/09/2015	Parks and Open Space	8. That staff undertake a review on the hours of use for leash free areas and return to Council no later than 2nd quarter 2016; and	4 th quarter 2022	In progress. Memo to Council Information is coming forward.

Status of Outstanding Issues – SEPTEMBER 2022

Page 5

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
4	Updated Private Tree Protection By-law 2017-038	CSC 04/24/2017	Parks and Open Space	5. That staff report back to Council in 12-18 months and provide an update on the implementation and metrics regarding By-law 2017-038.	TBD	In progress.
5	Five Year Review of the 2012 Parks, Recreation and Library Facilities Master Plan	Special Council 05/02/2017	Parks and Open Space	3. That staff develop and report back on a Parks and Open Space Strategy.	2 nd quarter 2023	In progress.
6	Oakville Yacht Squadron License at 97 Forsythe Street	ASC 02/20/2018	Parks and Open Space	That staff review and discuss options for the creation and operation of a waterfront attraction or destination or feature with the Oakville Yacht Squadron and potentially other third parties and that the proposal be a recommendation under the forthcoming Harbours Master Plan.	TBD	Parks will report back as part of the Harbours Master Plan.
7	<u>Request for Report</u> Maintenance and Design Standards for New and Existing Walkways	Council 09/23/2019	Engineering and Construction; Roads and Works Operations; Parks and Open Space	That staff report on the maintenance and design standards for new and existing walkways including standards for widths, construction, fencing, lighting, safety and security, plantings and landscaping, winter and summer seasonal maintenance and the process for interacting with abutting landowners when changes to walkways occur.	1 st quarter 2023	Realllocated this item to the Community Services Commission- Parks and Open Space from Community Infrastructure Commission.
8	<u>Request for Report</u> Relocation of TOWARF Headquarters	Council 04/26/21	Parks and Open Space	That staff report back to Council on the relocation of TOWARF Headquarters and operations.	TBD	Currently on hold

Status of Outstanding Issues – SEPTEMBER 2022

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#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
9	<u>Request for Report</u> Sunningdale Tennis Court	Council May 25, 2022	Parks and Open Space	That staff report back on the feasibility and options for the acquisition, leasing, or other forms of acquisition or for entering into an agreement for the management of the Sunningdale Tennis Court located at Sunningdale Public School as a town facility from the Halton District School Board with the goal of keeping it open to the public and repairing and maintaining it in accordance with the standards offered at other Town owned and operated tennis courts.	2 nd quarter 2023	
10	Update Fishing Restrictions	Council 8/9/2022	Parks and Open Space	1. That the report "Update Fishing Restrictions" be referred back to staff for further investigation and consideration of comments received by staff and Council. 2. That staff report back at the October 11, 2022 Council meeting.	2 nd quarter 2023	
11	<u>Request for Report</u> Potential Park Uses for McCraney Reservoir Park	Council 8/9/2022	Parks and Open Space	That staff report on potential park uses of the McCraney Reservoir Park upon completion of the Region's Master Plan for the McCraney Reservoir.	3 rd quarter 2023	

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
12	Region Pumping Station in Bronte Beach – August 9, 2022	Council 8/9/2022	Legal Department	4. That in using a <i>build back better</i> approach, the Region be requested to cost share with the planned Town Phase 2 improvements at Bronte Beach Park that will incorporate the pumping station in a plan that benefits the residents of Oakville. 5. That staff report back to Council once discussions have been completed.	3 rd quarter 2023	
2.4 Recreation & Culture Department						
1	Canada Day Transportation Plan	Council 04/23/20	Recreation and Culture	That the report Canada Day 2020 be deferred and brought forward to Council in late 2020 or early 2021.	1 st quarter 2023	Memo will be coming forward to Council Information Package in 1 st quarter of 2023.
2	<u>Request for Report</u> Recovery of Sport in Oakville	Council 05/25/2021	Recreation and Culture	To support the recovery of sport in Oakville and maximize the use of indoor and outdoor sport facilities, Council requests that staff conduct a review of the Town's Facility Allocation Policy in consultation with community sports organizations; and report back to Council on recommended policy updates including municipal policy comparator information, summary of consultation results with community sport organizations, identification of any impacts to sports organization access to town assets and alignment with the town's Recovery Framework by the end of 2021.	1 st quarter 2023	
2.5 Facilities and Construction Management Department						
				No Items		

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
CORPORATE SERVICES COMMISSION						
3.0 Commissioner of Corporate Services						
				No Items		
3.1 Clerk's Department						
				No Items		
3.2 Finance Department						
1	<u>Request for Report</u> Tax Rebate Program for Part 1V Designated Properties	Council May 25, 2022	Finance Department	That staff report back on the financial implications of introducing a tax rebate program for Part 1V designated properties in Oakville and that this be brought back for council's consideration during the 2023 Budget process.	1 st quarter 2023	2023 Budget Committee
3.3 Human Resources Department						
				No Items		
3.4 Information Technology Systems						
				No Items		
3.5 Legal Department						
1	Deerfield Golf Course Update	Council 9/21/2020	Legal Department	That staff delay the release of the public tender/RFP for lease proposals for the Deerfield Golf Course until the short term extension with the current tenant expires, and report back to Council with the results of the tender.	4 th quarter 2025	

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
COMMUNITY DEVELOPMENT COMMISSION						
4.0 Commissioner of Community Development						
1.	Halton Digital Access Strategy Implementation Plan	Council 8/9/2022	Planning Commission	2. That staff proceed with the implementation plan for a one-window approach to support the implementation of 5G technology across Halton as outlined in the Report dated July 26, 2022 and report back to Council for final approvals by early 2023.	1 st quarter 2023	
4.1 Building Services Department						
				No Items		
4.2 Economic Development Department						
				No Items		
4.3 Municipal Enforcement Services Department						

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
1	Notice of Motion Keeping of an Apiary at 3136 Dundas Street West	Council 04/30/2018	Municipal Enforcement and Planning Services	<p>THAT staff be directed to report on possible amendments to the property standards by-law and lot maintenance by-law, that would allow for the keeping of an apiary at 3136 Dundas Street West; and</p> <p>THAT the owners of 3136 Dundas Street West be required to apply for relief from zoning requirements related to the keeping of an apiary at 3136 Dundas Street West, within 1 month of this Council date (April 30, 2018); and</p> <p>THAT the applicant confirm that the location of the apiary complies with requirements of the Ontario Bee Act, by obtaining approval from OMAFRA Apiary Inspectors, by the time any application for zoning by-law relief is made; and further that</p> <p>As is normal practice, property standards, lot maintenance and zoning enforcement will not take place at this location, with respect to the keeping of an apiary, while these applications are in progress.</p>	TBD	<p>When owners of 3136 Dundas St. West complete the required steps and initiate their pilot project, staff will conduct a review of the lot maintenance/property standards regulations to consider impacts on future apiary locations. The review will consider the town's biodiversity strategy, zoning regulations, municipal best practices, resident impacts and general health and safety. Once initiated, the review is anticipated to take two to three months.</p> <p>As of May 2019, owners of 3136 Dundas Street West have not applied for relief from zoning requirements or confirmed that an apiary would comply with requirements of the Ontario Bee Act – as such, a lot maintenance/property standards review has not been triggered.</p> <p>Require a memo to council to close this item due to inaction on the part of the applicant</p>

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
2	<u>Notice of Motion</u> Regulating the Display and Distribution of Objectionable Images	P and D 8/7/2018	Municipal Enforcement	THEREFORE, BE IT RESOLVED that Council direct the Director of Municipal Enforcement, in consultation with the Town Solicitor, to assess options to: a. regulate the display of banners/signs in public places as well as the distribution of print materials to private residences that contain extremely graphic images intended to shock, alarm, or cause dismay, including the potential for the prohibiting of the public display and distribution of such print materials for the purposes of addressing the potential of such displays to cause harm to members of the public, especially children; and b. report back to Council in 2019.	2 nd quarter 2023	
3	<u>Request for Report</u> Regulating Pay Day Loan Businesses	Council 9/23/2019	Municipal Enforcement Services	THEREFORE, staff are requested to review opportunities to regulate the number and location of Pay Day Loan businesses as well as determine what other regulatory authority the Town might have to protect consumers from potentially usurious rates and predatory practices and to report back to Council with information and potential methods to regulate these businesses in the interest of consumer protection.	Update report in January 2022 Final report 1 st quarter 2023	Resource constraints. To be reviewed as part of licensing by-law update in 2021.
4	<u>Request for Report</u> Camera Surveillance on Private Property	Council 10/22/2019	Municipal Enforcement Services	That staff prepare a report to Council regarding the regulation of video camera surveillance on private property.	1 st quarter 2023	On hold at this time due to workload constraints. Workload constraints (combine with Video Surveillance and Fortification of Land). Date change based on report to Council re: postponing reports.

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
5	Expanded Parking Options in Downtown Oakville	CSC 11/11/2019	Municipal Enforcement Services	3. That staff report to Council in the fourth quarter of 2021 on the outcomes of the pilot overnight parking program in downtown Oakville and next steps.	2 nd quarter 2023	Program is being launched Q2 2022, so no data available for report.
6	<u>Request for Report</u> Division Fences	Council 08/04/2020	Municipal Enforcement Services	That staff provide a report to Council summarizing a review of By-law 1991-084, a by-law to apportion the costs of division fences, as amended, including the apportioning of costs, current fencing requirements and recommendations to make the by-law more user-friendly, to be effective prior to the 2021 construction season.	1 st quarter 2023	Workload constraints. Date change based on report to Council re: postponing reports.
7	<u>Request for Report</u> Nuisance Noise	Council 9/21/2020	Municipal Enforcement Services	That staff report on options to enhance our noise by-law to better protect Oakville residents from the nuisance noise associated with modified vehicles such as those with modified mufflers or emission control systems including a review of recent work by the City of Mississauga, as part of the 2021 noise by-law review.	1 st quarter 2023	Will be reported as part of Noise By-law review.
8	<u>Request for Report</u> Video Surveillance and Fortification of Land	Council 10/19/2020	Municipal Enforcement Services	That staff report back to Council on the options available similar to those in neighbouring municipalities to address concerns raised regarding video surveillance.	1 st quarter 2023	Workload constraints. This will be reported in conjunction with Camera Surveillance on Private Property. Date change based on report to Council re: postponing reports.
9	<u>Request for Report</u> The Use of Fighting Kites on Private and Public Property in the Town of Oakville	Council 11/16/2020	Municipal Enforcement Services	That staff report back in 2021 with options to address safety and environmental concerns arising from the use of fighting kites on private and public property.	1 st quarter 2023	Resource constraints.

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
10	<u>Request for Report</u> EV Charging Stations Installed on Lakeshore Road East (Downtown Oakville)	Council 07/05/2021	Municipal Enforcement Services	That staff report on the feasibility, costs, implications and timing of switching out level 1 EV charging stations installed on Lakeshore Road East (Downtown Oakville) with level 3 fast charging stations. And that staff review the implications and considerations of some or all of the costs of installing level 3 chargers being off-set by sponsors.	4 th quarter 2022	Resource constraints and municipal election
11	Bronte Paid Parking Pilot Program	Council 11/15/2021		<p>1. That the report from Municipal Enforcement Services, titled Bronte Paid Parking Pilot Program, dated November 2, 2021 be received;</p> <p>2. That the pilot commercial parking program in the Bronte Village continue; and</p> <p>3. That staff report to Council in the first quarter 2023 on the Bronte Village commercial parking pilot program outcomes and next steps.</p>	1 st quarter 2023	Complete and dates have been adjusted as a result of a follow-up Council report and future response will be included as part of the report regarding the Parking Management Strategy. Memo dated June 21, 2022 , has been provided to the Council meeting of July 12, 2022 with further information.
	Bronte Village District Commercial Parking Program	CSC 02/19/2019		That staff report to Council in the fourth quarter of 2021 on the Bronte Village commercial parking pilot program outcomes and next steps.	1 st quarter 2023	

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
12	Business Licensing By-law Review Update	Council 01/31/2022	Municipal Enforcement Services	<p>3.That the Director of Municipal Enforcement Services be authorized to continue by-law preparations in accordance with the direction set out within this report, considering any comments received and report back with a new licensing by-law at a future Council meeting.</p> <p>4.That Municipal Enforcement undertake a full food truck licensing review, including consultation with the industry, residents and BIAs, to develop a strategy framework for future licensing opportunities and report back to Council at a later date, maintaining the priority of the property standards and noise by-law review.</p>	1 st quarter 2023	

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
13	<u>Request for Report</u> Use of Signage for Sponsors of Local BIA's	Council 8/9/2022	Municipal Enforcement Services	<p>Whereas our BIAS through the Municipal Act and order of Council work to enhance the beautification and success of the commercial districts, and</p> <p>Partnerships with different businesses enable them to provide greater opportunities for events, experiences and support for our businesses to thrive; and</p> <p>Recognizing sponsors/partners is both community building and respectful of their contribution to the life and success of our business districts and Oakville and that there are currently limitations within our Sign bylaw that impact the ways the BIAS can recognize the contribution and efforts of sponsors and partners on signage for an event or activity;</p> <p>Therefore staff be requested to report back on options to allow the BIAs to recognize sponsors on signage for specific programs and activities.</p>	2 nd quarter 2023	Resource constraints.
4.4 Planning Services Department						
1	Midtown Oakville Strategy 2014 and Public Meeting Report, Official Plan Amendment (Livable Oakville) and Zoning By-law Amendment	Special P and D 5/27/2014	Planning Services	3. That Planning Services be directed to report back on the implementation initiatives and incentives for Midtown as outlined in the report dated May 13, 2014 (PD-009-14), which includes a Community Improvement Plan, a municipal parking strategy and alternative parkland dedication requirements.	TBD	Report to be completed upon conclusion of OP review.

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
2	<u>Request for Report</u> Bronte Village Community Improvement Plan	Council 01/26/2015	Planning Services	That staff be requested to report back to Council on the timing and type of Community Improvement Plan, and funding sources, that may be appropriate for Bronte Village following the conclusion of the growth area review and Livable Oakville Plan policy update for Bronte Village.	4th quarter 2023	Report to be completed upon conclusion of OP review.
3	<u>Request for Report</u> Best Practises for Locating Seniors Residential Developments	Council 04/30/2018	Planning Services Department	That staff report back to Council on best practice for locating senior's residential developments in the Town of Oakville. That staff also define the uses occurring within these developments and what additional infrastructure needs may be required to accommodate the needs of the residents.	4 th quarter 2023	As part of the residential policy review in the Official Plan.
4	<u>Notice of Motion</u> Zoning By-law Review - Warehousing and Distribution Industries	Council 05/25/2021	Planning Department	WHEREAS the shift to online retail has transformed the warehousing and distribution industries; WHEREAS concerns have been raised that the current zoning definition of "warehouse" does not adequately reflect the current practices of the industry; WHEREAS a review of the Comprehensive Zoning By-law is required following an Official Plan Review; and WHEREAS the Town of Oakville is currently reviewing its Official Plan; THEREFORE BE IT RESOLVED that staff undertake a review of the employment and industrial uses, such as warehousing and distribution industries, with the Zoning By-law review following the completion of the Official Plan Review.	1 st quarter 2023	A staff report will clarify definitions for "warehouse" uses in line with Official Plan land use permissions in Q1 2023. A follow-up study and staff report on employment uses will be provided through the comprehensive Zoning By-law Review which will follow the completion of the OP Review.

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
5	Public Meeting and Recommendation Report – Deferred Items from OPA 34, North West Area and Palermo Village – OPA 37 and OPA 38 – By-law 2021-096 and By-law 2021-097 – July 5, 2021	P and D Council 07/05/2021	Planning Services	4. That Planning staff report back on potential official plan policy updates with respect to parking for the Palermo Village growth area upon completion of the town-wide Parking Strategy.	TBD	
6	Oakville Urban Mobility and Transportation Strategy	Special Planning and Development Council 02/15/2022	Planning Services	<p>1. That the report entitled Oakville Urban Mobility and Transportation Strategy dated February 1, 2022 from the Planning Services and Transportation and Engineering departments be received.</p> <p>2. That Council refer the report back to staff to conduct public consultation on this complex and significant strategy, and then report back to Council for further discussion prior to endorsing.</p>	TBD	
7	Ontario Land Tribunal Appeal – OLT-22-002119, 2262-2266 Lakeshore Road and 83 East Street (Z.1728.66)	P and D Council May 2, 2022	Planning Department	That the site plan for this application be brought to Council for final approval.	TBD	Preconsultation meeting held June 22, 2022

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
8	Recommendation Report FCHT Holdings (Ontario) Corporation Z.1612.14 and OPA 1612.14 - 271 Cornwall Road and 485 Trafalgar Road – By-laws 2022-051 and 2022-052	P and D May 16, 2022		That the site plan for this application be brought to Council for final approval.	TBD	The site plan has not been submitted.
9	North Oakville Driveway Extensions Report for Information	P and D Council – June 7, 2022	Planning Department	That the report titled North Oakville Driveway Extensions Report for Information be received and staff report back in 2023 with any recommended changes to the Zoning By-law or process.	4 th quarter 2023	
10	Council Workshop regarding Implementation of Bill 109 – Amendments to Site Plan Control By-law 2019-114	P and D Council – July 11, 2022	Planning Department	That staff arrange for a Council workshop regarding this issue. (Staff Direction)	4 th quarter 2022	

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
COMMUNITY INFRASTRUCTURE COMMISSION						
5.0 Commissioner of Community Infrastructure						
				No Items		
5.1 Transportation and Engineering Department						
1	Traffic Calming and Speed Limit Review	CSC 06/17/2019	Engineering and Construction	8. That staff report to a future Community Services Committee meeting on the advisability of encouraging use of the Local Improvements tool for traffic calming where the warrants are not met but residents still desire traffic calming.	1 st quarter 2023	Will be included in annual Neighbourhood Traffic Safety report in Q1 2023

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
2	<u>Request for Report</u> Stormwater Management Standards for Ditches and Culverts	Council 5/25/2020	Transportation, Engineering and Development; Strategy, Policy and Communications	<ol style="list-style-type: none"> 1. That staff report on what the stormwater management standards are for ditches and culverts in residential areas including the design standards for depth, width and slope of ditches, the accepted materials in ditches such as plantings, stones or retaining walls, the process for property owners to make any changes to adjacent ditches as well as water retention and conveyance standards for ditches. 2. That staff update the Town of Oakville web site to include this information in a user friendly and accessible format. 3. That staff report on options, such as the use of a standard leaflet distributed to property owners, to improve proactive communications about the Town's standards, maintenance plans and upcoming works for stormwater ditches and culverts particularly on residential streets including for regular inspections. 	2 nd quarter 2023	To be included in the Rainwater Management Strategy Report

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
3	Neighbourhood Traffic Safety Program	Council 10/18/2021	Transportation and Engineering	<p>a. Council defers approval of the implementation plan contained in this report for the 40km/h speed limit including changing the town wide default speed limit from 50km/h to 40km/h until the work described below in (b.) is completed and reported to Council.</p> <p>b. That staff continue monitoring the traffic patterns and speeds in the existing West River and Heritage Way 40 km/h pilot areas, and add Lakeshore Woods as an additional pilot area, to collect four full seasons of data beginning this spring to explore and account for potential changes to traffic patterns due to the pandemic.</p> <p>4. Council directs that a copy of this report be provided to Halton Region Police Service for information and that staff engage with the Halton Region Police Service to obtain feedback on enforcement for presentation to and consideration of Council, when this matter is reported back to Council.</p>	<p>3rd quarter 2023</p> <p>3rd quarter 2023</p> <p>3rd quarter 2023</p>	<p>Staff will engage with HRPS when preparing for the Q3 2023 report back on Neighbourhood Traffic Safety Program.</p> <p>Four seasons of data required in order to report back to Council. Data collection begins in Q2 2022, therefore we will report back in Q3 2023.</p>

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
4.	<u>Notice of Motion re: Streetscaping in Kerr Village Area</u>	Council 04/25/2022	Transportation and Engineering Department	<p>THAT staff report back to Council part of the 2023 Capital Budget process, with a proposed timeline and preliminary budget recommendations to complete streetscaping projects – including the required studies, consultation, infrastructure assessments, design, and construction – on both Lakeshore Road West and Kerr Street in the Kerr Village area.</p> <p>AND THAT the report also includes proposed timelines and budget requirements for Bronte Road and Lakeshore Road West in Bronte Village and for the remaining streets included in the Downtown Transportation and Streetscape Study.</p> <p>AND THAT staff outline short-term and long-term options relating to timing for streetscape designs for Kerr Street, Bronte Road and the remaining Downtown streets and the staging of capital infrastructure projects to implement the preferred streetscape designs.</p>	1 st quarter 2023 2023 Budget Committee	We will report back during the budget process. T&E, AM, Planning and Finance will all contribute to this report.
5.2 Roads and Works Operations Department						
				No Items		
5.3 Oakville Transit						
1	<u>Request for Report</u> Real Time Ride Hailing for Transit	Council 12/16/2019	Transit	That staff report back on options to improve transit service through the use of real time ride hailing including options to pilot the technology in low ridership areas in a financially efficient way in time to allow financial implications to be considered for the 2021 budget.	4th quarter 2022	Memo to council to be prepared for August 2022 indicating pilot launch in North and South East Oakville.

#	Item	Date of Meeting	Dept. Responsible.	Outstanding	Expected Report Back Date	Status / Explanation
5.4 Asset Management						
				No Items		

THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2022-101

A by-law to amend By-law 1984-1 (The Traffic By-law)

WHEREAS is it desirable to amend By-law 1984-001 by:

- a) Introducing a 40 km/h Rate of Speed on ADMIRAL DRIVE from NAUTICAL BOULEVARD to TURNING LEAF ROAD; and
- b) Introducing a 40 km/h Rate of Speed on ALISON CRESCENT from NAUTICAL BOULEVARD to NAUTICAL BOULEVARD; and
- c) Introducing a 40 km/h Rate of Speed on BEECHTREE CRESCENT from GREAT LAKES BOULEVARD to GREAT LAKES BOULEVARD; and
- d) Introducing a 40 km/h Rate of Speed on BRONTE ROAD from ONTARIO STREET to MARINE DRIVE; and
- e) Introducing a 40 km/h Rate of Speed on BUENA VISTA COURT from GREAT LAKES BOULEVARD to GREAT LAKES BOULEVARD; and
- f) Introducing a 40 km/h Rate of Speed on BUTTERFLY LANE from TIMELESS DRIVE to NAUTICAL BOULEVARD; and
- g) Introducing a 40 km/h Rate of Speed on COTTONTAIL COURT from CREEK PATH AVENUE to CREEK PATH AVENUE; and
- h) Introducing a 40 km/h Rate of Speed on CREEK PATH AVENUE from GREAT LAKES BOULEVARD to GREAT LAKES BOULEVARD; and
- i) Introducing a 40 km/h Rate of Speed on DUSKYWING WAY from CREEK PATH AVENUE to CREEK PATH AVENUE; and
- j) Introducing a 40 km/h Rate of Speed on FRITILLARY STREET from TIMELESS DRIVE to NAUTICAL BOULEVARD; and
- k) Introducing a 40 km/h Rate of Speed on GRAYLING DRIVE from DUSKYWING WAY to DUSKYWING WAY; and
- l) Introducing a 40 km/h Rate of Speed on GREAT LAKES BOULEVARD from LAKESHORE ROAD WEST to REBECCA STREET; and
- m) Introducing a 40 km/h Rate of Speed on HAYHURST CRESCENT from CREEK PATH AVENUE to CREEK PATH AVENUE; and
- n) Introducing a 40 km/h Rate of Speed on INNVILLE CRESCENT from NAUTICAL BOULEVARD to NAUTICAL BOULEVARD; and
- o) Introducing a 40 km/h Rate of Speed on KINGLET COURT from CREEK PATH AVENUE to CREEK PATH AVENUE; and
- p) Introducing a 40 km/h Rate of Speed on MILKWEED WAY from GREAT LAKES BOULEVARD to NAUTICAL BOULEVARD; and

- q) Introducing a 40 km/h Rate of Speed on MISTWELL CRESCENT from GREAT LAKES BOULEVARD to GREAT LAKES BOULEVARD; and
- r) Introducing a 40 km/h Rate of Speed on NAUTICAL BOULEVARD from GREAT LAKES BOULEVARD to GREAT LAKES BOULEVARD; and
- s) Introducing a 40 km/h Rate of Speed on PETRIE WAY from SPRING AZURE CRESCENT to GREAT LAKES BOULEVARD; and
- t) Introducing a 40 km/h Rate of Speed on RASPBERRY BUSH TRAIL from NAUTICAL BOULEVARD to GREAT LAKES BOULEVARD; and
- u) Introducing a 40 km/h Rate of Speed on ROBIN HILL CIRCLE from CREEK PATH AVENUE to CREEK PATH AVENUE; and
- v) Introducing a 40 km/h Rate of Speed on SPRING AZURE CRESCENT from GREAT LAKES BOULEVARD to GREAT LAKES BOULEVARD; and
- w) Introducing a 40 km/h Rate of Speed on SPRINGFLOWER WAY from NAUTICAL BOULEVARD to GREAT LAKES BOULEVARD; and
- x) Introducing a 40 km/h Rate of Speed on STEDFORD ROAD from STEVENSON ROAD to BURLOAK DRIVE; and
- y) Introducing a 40 km/h Rate of Speed on STEVENSON ROAD from LAKESHORE ROAD WEST to BURLOAK DRIVE; and
- z) Introducing a 40 km/h Rate of Speed on SUMMERSET COURT from GREAT LAKES BOULEVARD to GREAT LAKES BOULEVARD; and
- aa) Introducing a 40 km/h Rate of Speed on TAWNY CRESCENT from CREEK PATH AVENUE to CREEK PATH AVENUE; and
- bb) Introducing a 40 km/h Rate of Speed on TIMELESS DRIVE from TURNING LEAF ROAD to GREAT LAKES BOULEVARD; and
- cc) Introducing a 40 km/h Rate of Speed on TURNING LEAF ROAD from NAUTICAL BOULEVARD to FRITILLARY STREET; and
- dd) Introducing a 40 km/h Rate of Speed on VOGAN PLACE from STEVENSON ROAD to STEVENSON ROAD; and
- ee) Introducing a 40 km/h Rate of Speed on WALDIE ROAD from STEDFORD ROAD to STEVENSON ROAD; and
- ff) Introducing a 40 km/h Rate of Speed on WARNER DRIVE from WALDIE ROAD to STEVENSON ROAD; and
- gg) Introducing a 40 km/h Rate of Speed on WASS CRESCENT from STEDFORD ROAD to STEDFORD ROAD; and
- hh) Introducing a 40 km/h Rate of Speed on WAVECREST STREET from CREEK PATH AVENUE to BURLOAK DRIVE; and
- ii) Introducing a 40 km/h Rate of Speed on WHILABOUT TERRACE from CREEK PATH AVENUE to CREEK PATH AVENUE; and
- jj) Introducing a 40 km/h Rate of Speed on WILMONT CRESCENT from STEVENSON ROAD to STEVENSON ROAD;

WHEREAS it is necessary to amend the Traffic By-law to enact these provisions with the appropriate schedules attached.

COUNCIL ENACTS AS FOLLOWS:

The Traffic By-law is amended by deleting the following pages:

- a) Deleting page 342 and substituting page 342 as set out in Schedule “23” of this bylaw; and
- b) Deleting page 343 and substituting page 343 as set out in Schedule “23” of this bylaw; and
- c) Deleting page 344 and substituting page 344 as set out in Schedule “23” of this bylaw; and
- d) Deleting page 345 and substituting page 345 as set out in Schedule “23” of this bylaw; and
- e) Deleting page 346 and substituting page 346 as set out in Schedule “23” of this bylaw; and
- f) Deleting page 347 and substituting page 347 as set out in Schedule “23” of this bylaw; and
- g) Deleting page 349 and substituting page 349 as set out in Schedule “23” of this bylaw; and
- h) Deleting page 350A and substituting page 350A as set out in Schedule “23” of this bylaw; and
- i) Deleting page 351 and substituting page 351 as set out in Schedule “23” of this bylaw; and
- j) Deleting page 353 and substituting page 353 as set out in Schedule “23” of this bylaw; and
- k) Deleting page 354 and substituting page 354 as set out in Schedule “23” of this bylaw; and
- l) Deleting page 355 and substituting page 355 as set out in Schedule “23” of this bylaw; and
- m) Deleting page 356 and substituting page 356 as set out in Schedule “23” of this bylaw; and
- n) Deleting page 403 and substituting page 403 as set out in Schedule “31” of this bylaw; and
- o) Deleting page 403A and substituting page 403A as set out in Schedule “31” of this bylaw; and
- p) Deleting page 403B and substituting page 403B as set out in Schedule “31” of this bylaw; and
- q) Deleting page 403C and substituting page 403C as set out in Schedule “31” of this bylaw

PASSED this 19th day of September, 2022

MAYOR

CLERK

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**SCHEDULE "23"
SECTION 12(1) (cont'd)
RATES OF SPEED - SIGNS ON DISPLAY**

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Speed Limit</u> <u>Km/H</u>
Admiral Drive	Nautical Boulevard	Turning Leaf Road	40
Allan Street	Sheddon Avenue	Macdonald Road	40
Alison Crescent	Nautical Boulevard	Nautical Boulevard	40
Arrowhead Road	Rideau Drive	Meadowridge Drive	40
Aspen Forest Drive	Cairns Valley Court	Deer Run Avenue	40
Balsam Drive	Lakeshore Road East	A Point 310 metres North of Lakeshore Road East	40
Bartos Drive	Stewart Street	Its Northerly Limits	40
Bayshire Drive	Property Line between Lots	Shaftesbury Court	40
Beechtree Crescent	Great Lakes Boulevard	Great Lakes Boulevard	40
Belyea Street	A point 90 m east of Nelson Street	Its Easterly Limits	40
Blacksmith Lane	Heritage Way	Kings College Drive	40
Bond Street	Forsythe Street	Kerr Street	40
Bowman Drive	Brays Lane	Brays Lane	40
Braeside Drive	Cairncroft Road	A Point 230 metres West of Cairncroft Road	40

Amended by By-law: 1993-123; 1997-106; 2005-214; 2011-143; 2013-039; 2017-042; 2018-147; 2020-021; 2021-150; 2022-101;
Aug. 1993; June 1997; Dec. 2005; Dec. 2011; May 2013; May 2017; Dec. 2018; Feb. 2020; Dec. 2021; Sept. 2022;

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SCHEDULE "23"
SECTION 12(1) (Cont'd)
RATES OF SPEED - SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Speed Limit</u> Km/H
Brays Lane	Giles Gate	Heritage Way	40
Bridge Road	Third Line	Fourth Line	40
Bridge Road	Tipperton Crescent	Urwin Crescent	40
Bridge Road	A point 250m east of Bronte Road	Bronte Road	40
Bronte Road	Speers Road	The Queen Elizabeth Way	60
Bronte Road	Ontario Street	Marine Drive	40
Buena Vista Court	Great Lakes Boulevard	Great Lakes Boulevard	40
Bur Oak Road	Rebecca Street	Upper Middle Road	60
Burnhamthorpe Road (East and West)	William Halton Parkway	A point 300 metres south of Halton William Parkway	40
Burnhamthorpe Road (East and West)	A point 300 metres south of Halton William Parkway	Its Westerly Limits	60
Butterfly Lane	Timeless Drive	Nautical Boulevard	40

Amended by By-law: 1990-201; 1995-136; 1999-132; 2020-021; 2021-150; 2022-101;
Sept. 1990; Aug 1999; Aug 1999; Feb. 2020; Dec. 2021; Sept. 2022;

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SCHEDULE "23"
SECTION 12(1)
RATES OF SPEED - SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Speed Limit</u> <u>Km/H</u>
Cairncroft Road	Lakeshore Road East	Drummond Road	40
Caldwell Drive	Grand Ravine Drive	Glenashion Drive	40
Carolyn Drive	River Side Drive	S Forster Park Drive	40
Carpenters Circle		Entire Length	40
Charmwood Drive	All Saints Crescent	Elmhurst Avenue	40
Chisholm Street	Rebecca Street	Bond Street	40
Cobbler Lane	Silversmith Drive	Heritage Way	40
Colonel William Parkway	Richview Boulevard/Stocksbridge Way	Dewsbury Drive	40
Cornwall Road	Cross Avenue	Its Easterly Limits	60
Cottontail Court	Creek Path Avenue	Creek Path Avenue	40
Creek Path Avenue	Great Lakes Boulevard	Great Lakes Boulevard	40
Crescent Road	Highland Road	Queen Mary Drive	40
Deane Avenue	Kerr Street	Felan Avenue	40
Devon Road	Bentley Road	Wedgewood Drive	40
Devon Road	Ford Drive	Adair Crescent (easterly intersection)	40
Dorval Drive	Lakeshore Road West	Deane Avenue (Extended)	40

Amended by By-law: 1990-201; 1991-270; 1994-115; 2000-180; 2001-209; 2003-179; 2012-082; 2017-042; 2018-030; 2018-147; 2019-088; 2020-021; 2021-150; 2022-101; Sept. 1990; Nov. 1991; Aug. 1994; Sept. 2000; Nov. 2001; Sept. 2003; Sept. 2012; May 2017; March 2018; Dec. 2018; Sept. 2019; Feb. 2020; Dec. 2021; Sept. 2022;

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SCHEDULE "23"
SECTION 12(1) (Cont'd)
RATES OF SPEED - SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Speed Limit</u> <u>Km/H</u>
Dorval Drive	Deane Avenue (Extended)	Upper Middle Road West	60
Dundas Street East	Highway Number 403	Winston Churchill Boulevard	60
Duskywing Way	Creek Path Avenue	Creek Path Avenue	40
East Street	Sovereign Street	Its Northerly Limits	40
Felan Avenue	Rebecca Street	Deane Avenue	40
Florence Drive	Its Easterly Limits	Kerr Street	40
Ford Drive	Royal Windsor Drive	Sheridan Garden Drive	60
Ford Drive	Sheridan Garden Drive	Upper Middle Road East	70
Forster Park Drive	N Forster Park Drive/S Forster Park Drive	Queen Mary Drive	40
Fourth Line	Bridge Road	Wildwood Drive	40
Fourth Line	Glen Valley Road	Westview Terrace	40
Fourth Line	Speers Road	North Service Road West	60
Fourth Line	Burnhamthorpe Road West	A point 430 metres Northerly	60
Fourth Line	A point 915 metres southerly of Lower Base Line	Lower Base Line	60
Fox Run Circle	Great Lakes Boulevard	Great Lakes Boulevard	40
Fritillary Street	Timeless Drive	Nautical Boulevard	40
Front Street	Navy Street	Dunn Street	40

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Amended by By-law: 1992-99; 1994-77; 1995-115; 2002-032; 2020-021; 2021-150; 2022-101;
May 1992; May 1994; Aug. 1994; Apr. 2002; Feb. 2020; Dec. 2021; Sept. 2022;

SCHEDULE "23"
SECTION 12(1) - (Cont'd)
RATES OF SPEED - SIGNS ON DISPLAY

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Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Speed Limit Km/H
Gainsborough Drive	Grosvenor Street	Falgarwood Drive	40
George Savage Avenue	Hibiscus Gardens/Timberland Gate	North Park Boulevard	40
Giles Gate	Brays Lane	Kings College Drive	40
Glen Abbey Gate	A point 14 metres west of Pilgrims Way	A point 25 metres east of Third Line	40 between the hours of 7:40 a.m. to 8:45 a.m.; 10:50 a.m. to 1:30 p.m.; 2:40 p.m. to 3:15 p.m.; on each weekday that Abbey Park High School is open to students
Glenashton Drive	A point 40 metres east of Eighth Line	A point 15 metres west of Cashey Drive	40 between the hours of 8:00 a.m. to 8:35 a.m.; 11:05 a.m. to 12:15 p.m.; 2:40 p.m. to 3:15 p.m.; each weekday that Iroquois Ridge High School is open to students
Glenmanor Drive	N Forster Park Drive	Queen Mary Drive	40
Goldsmith Gate	Heritage Way	Saddler Circle	40
Grainer Court	Blacksmith Lane	Its Northerly Limits	40
Grand Boulevard	Holton Heights Drive	Forest Glade Road	40
Grand Oak Trail	Hemford Drive/Lionstone Drive	Westoak Trails Boulevard	40
Grayling Drive	Duskywing Way	Duskywing Way	40
Great Lakes Boulevard	Rebecca Street	Burloak Drive	60
Great Lakes Boulevard	Lakeshore Road West	Rebecca Street	40
Grosvenor Street	A point 100 metres southerly from Grange Road	Upper Middle Road East	40
Hayhurst Crescent	Creek Path Avenue	Creek Path Avenue	40

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**SCHEDULE "23"
SECTION 12(1) (Cont'd)
RATES OF SPEED - SIGNS ON DISPLAY**

Column 1 <u>Highway</u>	Column 2 <u>Location From</u>	Column 3 <u>Location To</u>	Column 4 <u>Speed Limit Km/H</u>
Kingsway Drive	Huntingdon Trail	Harewood Court	40
Kingswood Road	N Forster Park Drive	Queen Mary Drive	40
Head Street	Forsythe Street	Wilson Street	40
Heritage Way	Entire Length		40
Highland Road	Carolyn Drive	Queen Mary Drive	40
Hilton Lane	Playter Place	Its Easterly Limits	40
Hixon Street	Willowdown Road	Walby Drive/Seagram Avenue	40
Hixon Street	Sabel Street	Southwood Court	40
Holton Heights Drive	A point 120m south of Grand Boulevard	Grand Boulevard	40
Hurley Drive	Bowman Drive	Brays Lane	40
Innkeeper Court	Heritage Way	Its Westerly Limits	40
Inville Crescent	Nautical Boulevard	Nautical Boulevard	40
Isaac Avenue	Kaiting Trail	Sixteen Mile Drive	40
Jonathan Drive	Fonhill Drive	Redbud Avenue	40
Joshuas Creek Drive	North Service Road East	Upper Middle Road East	60
Kerr Street	Rebecca Street	Herald Avenue	40
Kinglet Court	Creek Path Avenue	Creek Path Avenue	40

Amended by By-law: 1992-184; 1993-123; 1994-115; 1997-106; 2000-050; 2005-214; 2006-179; 2009-113; 2010-101; 2010-138; 2017-042; 2018-030; 2019-088; Schedule "23" - 347 -
 Aug. 1992; Aug. 1993; Aug. 1994; June 1997; May 2000; Dec. 2005; Oct. 2006; July 2009; May 2010; Aug. 2010; May 2017; March 2018; Sept. 2019;
 2020-021; 2021-150; 2022-101;
 Feb. 2020; Dec. 2021; Sept. 2022;

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SECTION 12(1) - (Cont'd)
RATES OF SPEED - SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Speed Limit</u> <u>Km/h</u>
MacDonald Road	Balsam Drive	Chartwell Road	40
Maple Grove Drive	Oakhill Drive	A point 224 metres south of Devon Road	40 between the hours of 8:00 a.m. to 9:15 a.m.; 11:30 a.m. to 1:00 p.m.; 3:15 p.m. to 4:30 p.m.; on each weekday that Maple Grove Public School is open to students
Maurice Drive	Elmwood Drive	A point 80 metres south of Stewart Street	40
Mayfield Drive	Oxford Avenue	Pembroke Drive	40
Mayors Manor	Heritage Way	Shipwright Road	40
McCrane Street East	Sixth Line	Montclair Drive	40
Merchants Gate	Third Line	Heritage Way	40
Milkweed Way	Great Lakes Boulevard	Nautical Boulevard	40
Milbank Drive	Grand Ravine Drive	Glenashion Drive	40
Mistwell Crescent	Great Lakes Boulevard	Great Lakes Boulevard	40
Montclair Drive	Sewell Drive	McCrane Street East	40
Morden Road	Rebecca Street	Mary Street	40
Morrison Road	Lakeshore Road East	Its northerly limit	40
Munn's Avenue West	River Oaks Boulevard West	Rimington Drive	40
Nautical Boulevard	Great Lakes Boulevard	Great Lakes Boulevard	40
Neyagawa Boulevard	Upper Middle Road West	(Dundas Street West)	60

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Amended by By-law: 1987-100; 1985-231; 1997-106; 2002-174; 2009-113; 2017-083; 2019-088; 2020-021; 2020-088; 2021-150; 2022-101;
Mar. 1987; Dec. 1995; June 1997; Aug. 2002; July 2009; Sept. 2017; Sept. 2019; Feb. 2020; June 2020; Dec. 2021; Sept. 2022;

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SCHEDULE "23"
"NON-CONNECTING LINK (CONT'D) SECTION 12(1)"
RATES OF SPEED - SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Speed Limit
Palmer Avenue	Reynolds Street	Watson Avenue	40
Parish Lane	Heritage Way	Reeves Gate	40
Pembroke Drive	Miller Road	Russell Drive	40
Patrie Way	Spring Azure Crescent	Great Lakes Boulevard	40
Playter Place	Kings College Drive	Its Southerly Limits	40
Pilgrims Way	Blackburn Drive	Pineway Court/ Mapleridge Crescent	40
Pine Glen Road	Whistling Springs Crescent	Postmaster Drive	40
Pine Glen Road	Dashwood Drive/Oakhaven Drive	Newcastle Crescent	40
Pinery Crescent	Rockingham Drive	Arrowhead Road	40
Post Road	Fowley Drive	Threshing Mill Boulevard	40
Postmaster Drive	Heritage Way	Upper Middle Road W	40
Prince Charles Drive	Bartos Street	Its Westerly Limits	40
Queen Mary Drive	Rebecca Street	Speers Road	40
Raspberry Bush Trail	Nautical Boulevard	Great Lakes Boulevard	40
Ravine Gate	Stationmaster Lane	Ravine Gate	40
Rebecca Street	Mississauga Street	Bur Oak Road	60

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Amended by By-law: 187-100; 1990-201; 1992-99; 1993-123; 2004-159; 2019-088; 2021-150; 2022-101;
Mar. 1987; Sept. 1990; May 1992; Aug. 1993; Dec. 2004; Sept. 2019; Dec. 2021; Sept. 2022;

**SCHEDULE "23"
SECTION 12(1)
RATES OF SPEED - SIGNS ON DISPLAY**

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Speed Limit Km/H
River Glen Boulevard	Towne Boulevard	Marlatt Drive	40
River Side Drive	Queen Mary Drive (southerly intersection)	Queen Mary Drive (northerly intersection)	40
Royal Windsor Drive	Queen Elizabeth Way	A point 500 metres east of The Old Maple Grove Drive Intersection	80
Robin Hill Circle	Creek Path Avenue	Creek Path Avenue	40
Royal Windsor Drive	A point 500 metres east of the Old Maple Grove Drive Inter- Section	Winston Churchill Boulevard	60
S Forster Park Drive	River Side Drive	Forster Park Drive	40
Saddler Circle	Entire Length		40
Samway Road	Sandlewood Road	Stanfield Drive	40
Schoolmaster Circle	Entire Length		40
Seabrook Drive	Swann Drive	Saxon Road (north intersection)	40
Sedgewick Crescent	Sandwell Drive	Woodside Drive	40
Sewell Drive	Napier Crescent/Newton Road	A point 122 metres east of Queens Avenue	40
Sheridan Garden Drive	Ford Drive	Its Westerly Limits	40

Amended by By-law: 1998-264; 2001-209; 2005-214; 2017-042; 2017-083; 2018-147; 2019-088; 2019-113; 2020-021; 2021-087; 2021-150; 2022-101;
 Nov. 2001; Dec. 2005; May 2017; Sept. 2017; Dec. 2018; Sept. 2019; Nov. 2019; Feb. 2020; June 2021; Dec. 2021; Sept. 2022;
 Dec. 1998;

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SCHEDULE "23"
SECTION 12(1) - Continued
RATES OF SPEEDS - SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Speed Limit</u> <u>Km/h</u>
South Sheridan Way	Sherwood Heights Drive	Sherwood Heights Drive	60
Speers Road	Its easterly limits	Its westerly limits	60
Spring Azure Crescent	Great Lakes Boulevard	Great Lakes Boulevard	40
Springflower Way	Nautical Boulevard	Great Lakes Boulevard	40
Stanfield Drive	Sandlewood Road (South)	Southland Crescent	40
Stationmaster Lane	Mayors Manor	Shipwright Road	40
Stedford Road	Stevenson Road	Burloak Drive	40
Stevenson Road	Lakeshore Road West	Burloak Drive	40
Stewart Street	Queen Mary Drive	Kerr Street	40
Stonecutter Drive	Heritage Way	Carpenters Circle	40
Summerset Court	Great Lakes Boulevard	Great Lakes Boulevard	40
Tanner Court	Its Northerly Limits	Postmaster Drive	40

1998-264; 2021-150; 2022-101;
Dec 1998; Dec. 2021; Sept. 2022;

Amended by By-law :

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SCHEDULE "23"
SECTION 12(1) (CONT'D)
RATES OF SPEEDS - SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Speed Limit</u> <u>Km/h</u>
Tansley Drive	Sherin Drive	A point 90m east of Third Line	40
Tawny Crescent	Creek Path Avenue	Creek Path Avenue	40
Third Line	Speers Road	Liverpool Street	60
Third Line	Salvator Boulevard	Lakeshore Road West	40
Timeless Drive	Turning Leaf Road	Great Lakes Boulevard	40
Tinsmith Lane	Carpenters Circle	Stonecutter Drive	40
Thornlea Drive	A point 110 m south of Salmon Road	Salvator Boulevard	40
Trafalgar Road	Lawson Street	MacDonald Road	40
Turning Leaf Road	Nautical Boulevard	Fritillary Street	40

Amended by By-law: 1988-56; 1989-84; 1996-284; 2000-180; 2001-209; 2002-032; 2020-021; 2021-150; 2022-101;
Feb. 1988; May 1989; Dec. 1996; Sept. 2000; Nov. 2001; Apr. 2002; Feb. 2020; Dec. 2021; Sept. 2022;

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SCHEDULE "23"
SECTION 12(1) (Cont'd)
RATES OF SPEEDS - SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Speed Limit</u> <u>Km/h</u>
Upper Middle Road East	Trafalgar Road	Sixth Line	60
Upper Middle Road West	Sixth Line	Bronte Road	60
Valleyridge Drive	Highbourne Crescent	Dundas Street West	40
Vogan Place	Stevenson Road	Stevenson Road	40
Waldie Road	Stedford Road	Stevenson Road	40
Warner Drive	Waldie Road	Stevenson Road	40
Washington Avenue	Queen Mary Drive	Kerr Street	40
Wass Crescent	Stedford Road	Stedford Road	40
Warminster Drive	Rebecca Street	Bridge Road	40
Wavecrest Street	Creek Path Avenue	Burloak Drive	40
Westoak Trails Boulevard	Arbourview Drive/Brookhaven Crescent	Grand Oak Trail	40
Westview Terrace	Westoak Trails Boulevard	Fourth Line	40

Amended by By-law: 1988-173; 1989-84; 1990-224; 1993-123; 1999-132; 2002-174; 2003-179; 2007-105; 2007-184;
June 1988; May 1989; Oct. 1990; Aug. 1993; Aug. 1999; Aug. 2002; Sept. 2003; June 2007; Nov. 2007;
2008-075; 2009-016; 2010-101; 2010-138; 2017-042; 2018-147; 2020-021; 2020-104; 2021-150; 2022-101;
Apr 2008; Feb. 2009; May 2010; Aug. 2010; May 2017; Dec. 2018; Feb. 2020; Oct. 2020; Dec. 2021; Sept. 2022;

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**SCHEDULE "23"
CONNECTING LINK (Cont'd.)
SECTION 12(1)
RATES OF SPEEDS - SIGNS ON DISPLAY**

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Speed Limit</u> <u>Km/h</u>
Wheelwright Road	Lumberman Lane	Postmaster Drive	40
Whilabout Terrace	Creek Path Avenue	Creek Path Avenue	40
White Lane	Its Southerly Limits	Heritage Way	40
Wilmont Crescent	Stevenson Road	Stevenson Road	40
Wilson Street	Rebecca Street	Bond Street	40
Windrush Drive	Springwood Crescent	Heathfield Crescent (south)	40
Winston Park Drive	Dundas Street East	A point 100 metres north of Portland Drive	40
Woodside Drive	Sedgewick Crescent	Rebecca Street	40
Woodside Drive	Rebecca Street	50 m South of the Southern Library Parking Lot Entrance	40
Wyatt Street	Bridge Road	Bronte Road	40
Wynten Way	Kingsway Drive	Kingsway Drive	40
Yolanda Drive	Bridge Road	Sunset Drive	40

Amended by By-law;

1988-173; 1989-84; 1990-224; 1993-123; 1999-132; 2002-174; 2003-179; 2007-105; 2007-184;
June 1988; May 1989; Oct 1990; Aug 1993; Aug 1999; Aug 2002; Sept 2003; June 2007; Nov 2007;
2008-075; 2009-016; 2010-101; 2010-138; 2017-042; 2018-147; 2020-021; 2020-104; 2020-104; 2022-101;
Apr 2008; Feb. 2009; May 2010; Aug. 2010; May 2017; Dec. 2018; Feb. 2020; Oct. 2020; Sept. 2022;

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SCHEDULE "31"
SECTION 11A
COMMUNITY SAFETY ZONES - SIGNS ON DISPLAY

<u>Column 1</u> <u>Location</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Months of Year</u>	<u>Column 5</u> <u>Day(s)</u>	<u>Column 6</u> <u>Time(s)</u>
Colonel William Parkway	Stockbridge Avenue/ Richview Boulevard	Watercliffe Court	January to December inclusive	Monday to Sunday inclusive	24 Hours
Central Park Drive	Glenaston Drive	Oak Park Boulevard	January to December inclusive	Monday to Sunday inclusive	24 Hours
Devon Road	Morrison Road	Elmhurst Avenue	January to December inclusive	Monday to Sunday inclusive	24 Hours
Felan Avenue	Rebecca Street	Stewart Street	January to December inclusive	Monday to Sunday inclusive	24 Hours
Fourth Line	Bridge Road	Wildwood Drive	January to December inclusive	Monday to Sunday inclusive	24 Hours
Fourth Line	Glen Valley Road	Westview Terrace/ Brillinger Street	January to December inclusive	Monday to Sunday inclusive	24 Hours
Glenaston Drive	Eighth Line	Grand Boulevard	January to December inclusive	Monday to Sunday inclusive	24 Hours
Grand Oak Trail	Henniford Drive/ Lionstone Drive	Westoak Trails Boulevard	January to December inclusive	Monday to Sunday inclusive	24 Hours

Introduced by By-law : 1999-077
April 1999;
Amended by By-law: 2000-050; 2020-068; 2022-101;
May 2000; June 2020; Sept. 2022;

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SCHEDULE "31" SECTION 11A COMMUNITY SAFETY ZONES - SIGNS ON DISPLAY					
Column 1 Location	Column 2 Location From	Column 3 Location To	Column 4 Months of Year	Column 5 Days	Column 6 Time(s)
Heritage Way	Brays Lane	Postmaster Drive	January to December inclusive	Monday to Sunday inclusive	24 Hours
Kingsway Drive	Wynten Way/ Winterbourne Drive	Prince John Circle/ Sir David Drive	January to December inclusive	Monday to Sunday inclusive	24 Hours
Lakeshore Road East	Douglas Avenue	Morrison Road	January to December inclusive	Monday to Sunday inclusive	24 Hours
Maple Grove Drive	Devon Road	Lakeshore Road East	January to December inclusive	Monday to Sunday inclusive	24 Hours
Morrison Road	Lakeshore Road East	Devon Road	January to December inclusive	Monday to Sunday inclusive	24 Hours
Nottingham Gate	Runnymede Crescent (easterly intersection)	Beechgrove Crescent	January to December inclusive	Monday to Sunday inclusive	24 Hours
Old Abbey Lane	Montrose Abbey Drive	Milton Road/ Northwood Drive	January to December inclusive	Monday to Sunday inclusive	24 Hours
Ontario Street	Marine Drive	East Street	January to December inclusive	Monday to Sunday inclusive	24 Hours

Introduced by By-law : 2020-068; 2020-104; 2022-101;
June 2020; Oct. 2020; Sept. 2022;

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SCHEDULE "31"
SECTION 11A
COMMUNITY SAFETY ZONES - SIGNS ON DISPLAY

<u>Column 1</u> <u>Location</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Months of Year</u>	<u>Column 5</u> <u>Day(s)</u>	<u>Column 6</u> <u>Time(s)</u>
Oxford Avenue	McCraney Street West	Ringwood Road / Mansfield Drive	January to December inclusive	Monday to Sunday inclusive	24 Hours
Pilgrims Way	Blackburn Drive	Mapleridge Crescent / Pineway Court	January to December inclusive	Monday to Sunday inclusive	24 Hours
Pine Glen Road	Newcastle Crescent (westerly intersection)	Oakhaven Drive	January to December inclusive	Monday to Sunday inclusive	24 Hours
Pine Glen Road	Whistling Springs Crescent	Postmaster Drive	January to December inclusive	Monday to Sunday inclusive	24 Hours
Post Road	Dundas Street East	Threshing Mill Boulevard	January to December inclusive	Monday to Sunday inclusive	24 Hours
River Glen Boulevard	Towne Boulevard	Mowat Avenue	January to December inclusive	Monday to Sunday inclusive	24 Hours
Rebecca Street	Sussex Street	Bronte Road	January to December inclusive	Monday to Sunday inclusive	24 Hours
Rebecca Street	Garden Drive	Sybella Drive	January to December inclusive	Monday to Sunday inclusive	24 Hours

Introduced by By-law : 2020-068; 2022-101;
June 2020; Sept. 2022;

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SCHEDULE "31"
SECTION 11A
COMMUNITY SAFETY ZONES - SIGNS ON DISPLAY

<u>Column 1</u> <u>Location</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Months of Year</u>	<u>Column 5</u> <u>Day(s)</u>	<u>Column 6</u> <u>Time(s)</u>
Reynolds Street	Chartwell Road	Summer Avenue	January to December inclusive	Monday to Sunday inclusive	24 Hours
Sixteen Mile Drive	Trailside Drive	Gardenia Gate/Carding Mill Trail	January to December inclusive	Monday to Sunday inclusive	24 Hours
Sixteen Mile Drive	Preserve Drive	Larry Crescent/ Isaac Avenue	January to December inclusive	Monday to Sunday inclusive	24 Hours
Sixth Line	Elm Road	Upper Middle Road	January to December inclusive	Monday to Sunday inclusive	24 Hours
Trafalgar Road	Lawson Street	Macdonald Road	January to December inclusive	Monday to Sunday inclusive	24 Hours
Trevor Drive	Waterford Street	Bridge Road	January to December inclusive	Monday to Sunday inclusive	24 Hours
Valleyridge Drive	Highbourne Crescent (southerly intersection)	Dundas Street West	January to December inclusive	Monday to Sunday inclusive	24 Hours
Westoak Trails Boulevard	Brookhaven Crescent/ Arbournview Drive	Colbeck Street/ Ambergien Court	January to December inclusive	Monday to Sunday inclusive	24 Hours

Introduced by By-law : 2022-101;
Sept. 2022;

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THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2022-112

A by-law to confirm the proceedings of a meeting of Council.

COUNCIL ENACTS AS FOLLOWS:

1. Subject to Section 3 of this by-law, every decision of Council taken at the meeting at which this by-law is passed and every resolution passed at that meeting shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.
2. The execution and delivery of all such documents as are required to give effect to the decisions taken at the meeting at which this by-law is passed and the resolutions passed at that meeting are hereby authorized.
3. Nothing in this by-law has the effect of giving to any decision or resolution the status of a by-law where any legal prerequisite to the enactment of a specific by-law has not been satisfied.

PASSED this 19th day of September, 2022

Rob Burton

Mayor

Vicki Tytaneck

Town Clerk