

BOARD OF DIRECTORS MEETING

Friday, June 10, 2022

9:30 am

CVC Administration Office
1255 Old Derry Road, Mississauga, ON

MEMBERS

T. (Tom) Adams (Chair)
J. (Johanna) Downey (Vice Chair)
J. (John) Brennan
S. (Stephen) Dasko
A. (Ann) Lawlor
M. (Matt) Mahoney
M. (Martin) Medeiros
P. (Pat) Mullin
M. (Michael) Palleschi
G. (Grant) Peters
R. (Ron) Starr
J. (John) Stirk

Pages

1. APPROVAL OF AGENDA

Recommended Resolution:

RESOLVED THAT the agenda be approved as distributed.

2. DECLARATION OF CONFLICT OF INTEREST

3. MINUTES OF PREVIOUS MEETING

Recommended Resolution:

RESOLVED THAT the minutes of the 569th meeting of Credit Valley Conservation Authority held May 13, 2022 be approved.

4. PRESENTATION / DELEGATION

4.1. PRESENTATION: PEEL CLIMATE CHANGE PARTNERSHIP - GREEN
NATURAL INFRASTRUCTURE STRATEGY UPDATE

Yvette Roy, Sr. Specialist, Landscape Science will give a presentation to

members on the above-mentioned subject.

Recommended Resolution:

RESOLVED THAT the presentation entitled "Peel Climate Change Partnership: Green Natural Infrastructure Strategy Update" presented by Yvette Roy, Sr. Specialist, Landscape Science be received.

4.2. PRESENTATION: PEEL CLIMATE CHANGE PARTNERSHIP - BUILDING RESILIENT COMMUNITIES THROUGH COLLECTIVE ACTION

Christine Zimmer, Chief Specialist, Watershed and Climate Change Risk Science will give a presentation to members on the above-mentioned subject.

Recommended Resolution:

RESOLVED THAT the presentation entitled "Peel Climate Change Partnership: Building Resilient Communities through Collective Action" presented by Christine Zimmer, Chief Specialist, Watershed and Climate Change Risk Science be received.

5. BUSINESS ARISING FROM MINUTES

6. NEW BUSINESS STAFF REPORTS

6.1. DEVELOPMENT, INTERFERENCE WITH WETLANDS, AND ALTERATIONS TO SHORELINES & WATERCOURSE APPLICATIONS

4

Attached as Schedule 'A' are Development, Interference with Wetlands, and Alterations to Shorelines and Watercourse applications, pursuant to Ontario Regulation 160/06, as approved by staff and presented for members' information.

Recommended Resolution:

RESOLVED THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourse applications, pursuant to Ontario Regulation 160/06, as approved by staff, be received and appended to the minutes of this meeting as Schedule 'A'; and further

THAT the staff approvals for each be endorsed.

6.2. CVC PROVINCIAL OFFENCES OFFICER DESIGNATION

9

A report on the above-mentioned subject as submitted by David Orr, Sr. Specialist, Enforcement; and Terri LeRoux, Director, PARCS is included in the agenda package as Schedule 'B'.

Recommended Resolution:

RESOLVED THAT the report entitled "CVC Provincial Offences Officer Designation" be received and appended to the minutes of this meeting as Schedule 'B'; and further

THAT Carter Zelem be designated as a CVC Provincial Offences Officer permitted to enforce Section 29 under the Conservation Authorities Act, Provincial Offences Act and the Trespass to Property Act.

6.3. CONTRACT AWARD OVER \$100,000 FOR UPPER CREDIT CONSERVATION AREA PEDESTRIAN BRIDGE CONSTRUCTION

13

A report on the above-mentioned subject as submitted by Scott Cafarella, Landscape Architect; Jesse de Jager, Manager, Capital Projects; and Terri Le Roux, Director, PARCS is included in the agenda package as Schedule 'C'.

Recommended Resolution:

THEREFORE BE IT RESOLVED THAT the report entitled “Contract Award Over \$100,000 for Upper Credit Conservation Area Pedestrian Bridge Construction” be received and appended to the minutes of this meeting as Schedule ‘C’; and

THAT the Board of Directors award the contract for construction of the Upper Credit Conservation Area pedestrian bridge to R&M Construction in the amount of \$274,335.37 (exclusive of applicable taxes); and further

THAT an internal contingency of 15% be added to the purchase requisition to allow CVC staff to administer contract matters.

7. CORRESPONDENCE/INFORMATION ITEMS DISTRIBUTED TO MEMBERS

7.1. CORRESPONDENCE: CONSERVATION AUTHORITIES ACT TRANSITION PERIOD UPDATE

18

Briefing note to the CVC Board of Directors from Quentin Hanchard, CAO regarding the Conservation Authorities Act Transition Period.

Recommended Resolution:

RESOLVED THAT the information items presented at the 570th meeting of the Credit Valley Conservation Authority held June 10, 2022 be received.

8. NOTICE OF MOTION

9. QUESTION PERIOD

10. OTHER BUSINESS

11. MEETING ADJOURNED

Schedule 'A' 4

DEVELOPMENT, INTERFERENCE WITH WETLANDS, AND ALTERATIONS TO SHORELINES
WATERCOURSES APPLICATIONS (STAFF APPROVED, FOR BOARD OF DIRECTORS' ENDORSEMENT) 2022-06-10

Permit No.	Owner	Agent	Address	Proposed Works	Complete Application Date	Permit Issued Date	Ward No.
Brampton							
21/029 revised			9362 Heritage Road Part Lot 7, Concession 6 WHS	Development in the Regulated Area for the purpose of the construction of a single family dwelling, septic system, pool, cabana and site grading.	N/A	2022-05-06	6
21/448 revised		SAI ITPM Consulting Inc.	75 Woodvalley Drive Part Lot 13, Concession 2 WHS	Development in the Regulated Area for the purpose of constructing a secondary dwelling unit with a below grade entrance.	N/A	2022-04-26	6
22/114		Alpin Homes	68 River Rock Crescent Part Lot 14, Concession 2 WHS	Development in the Regulated Area for the purpose of constructing a secondary dwelling unit with an above grade stair entrance.	2022-05-02	2022-05-04	6
22/132			20 Tysonville Circle Part Lot 13, Concession 4 WHS	Development in the Regulated Area for the purpose of constructing a secondary dwelling unit and a rear yard deck.	2022-05-10	2022-05-14	6
22/135		Atelier DPC Inc.	8921 Mississauga Road Part Lot 5, Concession 4 WHS	Development in the Regulated Area for the purpose of construction a dwelling, septic system, greenhouse, gazebo and associated grading.	2022-05-12	2022-05-16	4
22/138		Rely Solution Inc.	92 Elmcrest Drive Part Lot 4, Concession 3 WHS	Development in the Regulated Area for the purpose of constructing a secondary dwelling unit and below grade entrance.	2022-05-10	2022-05-14	4
22/140		MEM Engineering Inc.	1264 Wanless Drive Part Lot 16, Concession 3 WHS	Development in the Regulated Area for the purpose of constructing a new septic system.	2022-05-12	2022-05-14	6

Schedule 'A' 5

DEVELOPMENT, INTERFERENCE WITH WETLANDS, AND ALTERATIONS TO SHORELINES
WATERCOURSES APPLICATIONS (STAFF APPROVED, FOR BOARD OF DIRECTORS' ENDORSEMENT) 2022-06-10

Permit No.	Owner	Agent	Address	Proposed Works	Complete Application Date	Permit Issued Date	Ward No.
22/147	Daniels HR Corporation		Bovaird Drive West (North side) across from Elbern Markell Drive Part Lot 11, Concession 4 WHS	Development in the Regulated Area to facilitate the construction of a residential subdivision (21T-19017B), including site grading, construction of two storm outfalls, and restoration works.	2022-05-27	2022-05-31	6
22/152		Archi-Genius Inc.	20 Benjamin Thorne Road Part Lot 17, Concession 3 WHS	Development in the Regulated Area for the purpose of constructing a rear yard deck.	2022-05-18	2022-05-18	6
22/157	City of Brampton		Creditview Road (430m North of Steeles Avenue West) Part Lot 1, Concessions 3 & 4 WHS	Alteration to a watercourse and development in a regulated area to facilitate installation of a new culvert on a tributary of the Credit River.	2022-05-20	2022-05-27	4
Caledon							
22/099			18607 Willoughby Road Part Lot 17, Concession 1 WHS	Development in the Regulated Area for the purpose of constructing a two-storey detached garage.	2022-04-13	2022-05-30	1
22/121	Cressview Corp.		Lot 49 -785 Caledon-East Garafraxa Townline Part Lot 31, Concession 5 WHS	Development in the Regulated Area for the purpose of constructing a deck, space and driveways.	2022-05-17	2022-05-17	1
22/141			22 Budak Trail Part Lot 32, Concession 3 WHS (Chinguacousy TWP)	Development in the Regulated Area for the purpose of constructing a shaded veranda.	2022-05-12	2022-05-14	2
22/150		Post Farm Structures Inc.	16245 Winston Churchill Boulevard Part Lot 5, Concession 6 WHS	Development in the Regulated Area for the purpose of reconstructing a stable.	2022-05-19	2022-05-19	1
22/154			68 Maple Avenue Part Lot 1, Concession 1 WHS	Development in the Regulated Area for the purpose of constructing a water line.	2022-05-19	2022-05-19	1

DEVELOPMENT, INTERFERENCE WITH WETLANDS, AND ALTERATIONS TO SHORELINES Schedule 'A'
WATERCOURSES APPLICATIONS (STAFF APPROVED, FOR BOARD OF DIRECTORS' ENDORSEMENT) 2022-06-10

Permit No.	Owner	Agent	Address	Proposed Works	Complete Application Date	Permit Issued Date	Ward No.
East Garafraxa							
22/065		Jay's Custom Sheds	64 Brookhaven Crescent Part Lot 1, Concession B	Development in the Regulated Area for the purpose of constructing a 10' x 16' shed.	2022-04-28	2022-05-09	N/A
Erin							
22/067	Nubuild/ Rogers Cable		5500 Tenth Line Part Lot 15, Concession 10	Development in the Regulated Area for the purpose of installing 87m of conduit and telecommunications cable.	2022-04-26	2022-04-26	N/A
22/109			9772 Wellington Road 52 Part Lot 13, Concession 11	Development in the Regulated Area for the purpose of constructing a 20' x 32' pool gazebo.	2022-04-13	2022-04-21	N/A
22/130	Enbridge Gas Inc.		62 Trafalgar Road Part Lot 24, Concession 7	Development in the Regulated Area for the purpose of installing 34m of gas service line to the dwelling.	2022-05-03	2022-05-10	N/A
22/131			9707 Dundas Street East (North of Tenth Line) Part Lot 15, Concession 11	Development in the Regulated Area for the purpose of constructing a dwelling, attached garage, driveway, septic system, pool, patio and covered deck.	2022-05-10	2022-05-17	N/A
22/159	National Properties Inc. & Equity Venture Group Corp.	Schaeffers Consulting Engineers	5507 Tenth Line Part Lots 16 & 17, Concessions 10 & 11	Topsoil stripping in a Regulated Area.	2022-05-26	2022-05-26	N/A
Halton Hills							
22/014			10184 Old Pinecrest Road Part Lot 12, Concession 11	Development in the Regulated Area for the purpose of constructing a 16' x 32' inground pool and patio.	2022-05-02	2022-05-02	2

Schedule 'A' 7
DEVELOPMENT, INTERFERENCE WITH WETLANDS, AND ALTERATIONS TO SHORELINES
WATERCOURSES APPLICATIONS (STAFF APPROVED, FOR BOARD OF DIRECTORS' ENDORSEMENT) 2022-06-10

Permit No.	Owner	Agent	Address	Proposed Works	Complete Application Date	Permit Issued Date	Ward No.
22/115		Matthews Design & Drafting Services Inc.	508 Guelph Street Part Lot 11, Concession 11	Development in the Regulated Area for the purpose of relocating the existing garage and replacing the septic system.	2022-04-25	2022-04-27	2
22/117		Pioneer Pools	29 Upper Canada Court Part Lot 13, Concession 11	Development in the Regulated Area for the purpose of constructing an inground pool, patio and pool equipment.	2022-04-27	2022-05-10	2
22/143		Unique Hardscapes Inc.	43 Barraclough Boulevard Part Lot 20, Concession 10	Development in the Regulated Area for the purpose of constructing a 15' x 30' inground pool and patio.	2022-05-17	2022-05-17	2
Mississauga							
22/039 revised		Fine Lines Design	3576 Gallager Drive Part Lot 5, Range 3 NDS	Development in the Regulated Area to facilitate the construction of a second story addition.	N/A	2022-05-09	6
22/106	Enbridge Gas Inc.		Webb Drive Part Lot 19, Concession 1 NDS	Development in the Regulated Area for the purpose of installing a gas main crossing Mary Fix Creek.	2022-04-11	2022-04-26	7
22/113		Markstone Landscaping	1648 Crediton Parkway Part Lot 13, Concession 3 SDS	Development in the Regulated Area for the purpose of constructing an inground pool in the rear yard.	2022-05-11	2022-05-11	1
22/129		Johnsson Studio	617 Mississauga Crescent Part Lot 8, Range 2 CIR	Development in the Regulated Area for the purpose of constructing a new dwelling, patio and associated grading.	2022-05-03	2022-05-17	8
22/139		Permitguys.ca	57 Harborn Road Part Lot 1, Range 3 CIR	Development in the Regulated Area for the purpose of constructing a gazebo.	2022-05-11	2022-05-11	7

Schedule 'A' 8

DEVELOPMENT, INTERFERENCE WITH WETLANDS, AND ALTERATIONS TO SHORELINES
WATERCOURSES APPLICATIONS (STAFF APPROVED, FOR BOARD OF DIRECTORS' ENDORSEMENT) 2022-06-10

Permit No.	Owner	Agent	Address	Proposed Works	Complete Application Date	Permit Issued Date	Ward No.
22/142			174 Antigua Road Part Lot 15, Range 2 SDS	Development in the Regulated Area for the purpose of constructing a pool, shed and associated landscaping.	2022-05-13	2022-05-13	7
22/146		Simon West Architecture + Design	1562 Pinetree Crescent Part Lots 5 & 8, Range 2 CIR	Development in the Regulated Area for the purpose of a new balcony, deck and second story addition.	2022-05-16	2022-05-16	1
22/156		Permitguys.ca	1697 Missenden Crescent Part Lot 28, Concession 3 SDS	Development in the Regulated Area for the purpose of constructing two rear decks.	2022-05-31	2022-05-31	2
22/162		Martins Build	1345 Gatehouse Drive Part Lot 25, Concession 3 SDS	Development in the Regulated Area for the purpose of constructing a 1-storey addition and terrace.	2022-05-31	2022-05-31	2
Mono							
22/059		Cedarcroft Landscape & Design	42 Blue Heron Drive Part Lots 2 & 3, Concession 1 EHS	Development in the Regulated Area for the purpose of constructing a 4.87m x 10.97m inground pool, 4.26m x 10.97m cabana and patio.	2022-04-08	2022-04-25	N/A
22/105		Cedarcroft Landscape & Design	29 Blue Heron Drive Part Lot 3, Concession 1 EHS	Development in the Regulated Area for the purpose of constructing a 8.83m x 6.09m detached garage.	2022-05-16	2022-05-16	N/A
22/145		Alto Construction Services Ltd.	19 Bayberry Road Part Lot 6, Concession 2 WHS	Development in the Regulated Area for the purpose of replacing a septic system.	2022-05-17	2022-05-18	N/A

TO: The Chair and Members
of the Board of Directors,
Credit Valley Conservation

SUBJECT: CVC PROVINCIAL OFFENCES OFFICER DESIGNATION

PURPOSE: To request approval by the Board of Directors to designate a new CVC staff member as a Provincial Offences Officer

BACKGROUND:

The practice at CVC is to annually present a list of qualified names to serve as Provincial Offences Officers (the roster) for Board approval. This process ensures transparency to the public, confirms that the internal processes are followed and requirements for appointment are met.

On March 11, 2022, Resolution #28/22, the CVC Board approved the 2022 roster of CVC Provincial Offences Officers. Since that approval one additional staff member has been trained as a Provincial Offences Officer (May 2022). This staff member is required to be designated as a CVC Provincial Offences Officer and be added to the roster.

Section 1(3) of the *Provincial Offences Act* establishes all classes of employees of CVC as potential Provincial Offences Officers for the purpose of enforcing the *Conservation Authorities Act, R.S.O. 1990, c. C.27*, as amended, the *Trespass to Property Act, R.S.O. 1990, c. T.21*, as amended, and the *Highway Traffic Act, R.S.O. 1990, c. H.8*, as amended (other acts may apply). The Boards of individual authorities, at their discretion, may designate staff to enforce these acts. To assist the CVC Board in this process, criteria were established to guide them in their recommendations. In 2002, a policy was approved by the Board of Directors concerning the designation of Provincial Offences Officers at Credit Valley Conservation. The CVC policy outlines the qualifications for designation and is aligned with the Conservation Ontario requirements.

On February 19, 2010 the Conservation Ontario Council - Committee of the Whole received a report entitled "Regulatory Compliance Committee - Status Report and Protocol for Conservation Authority Designation of Provincial Offences Officers". In this report it identified that:

"Conservation Ontario Council endorsed the formation of a Conservation Ontario Regulatory Compliance Committee (RCC) in October 2008 to provide a forum for developing the tools for and capacity of our front-line staff to ensure the highest standards of professionalism in dealing with the public and our regulatory authority."

Within this same report it noted the Regulatory Compliance Committee (RCC) had made the following recommendations, which were subsequently approved by the Conservation Ontario Council, as follows:

“Essential Requirements for Officer Candidates:

The following criteria shall be satisfied when appointing an employee as an “officer” for enforcing Section 28 and / or Section 29 of the Conservation Authorities Act:

- 1. The officer shall provide proof of a clean criminal background check, Vulnerable Sector check (immediately prior to their appointment)*
- 2. The officer shall be adequately trained* in the legislation they are to enforce (i.e. Conservation Authorities Act, Provincial Offences Act, Trespass to Property Act).*

**Provincial Regulatory Compliance Foundations Training (or equivalent training) is the most familiar option that has been utilized by Conservation Authorities.*

In order to be designated as an Officer at CVC, candidates must have completed and/or graduated from at least one of the following courses:

- Graduate diploma / degree in Conservation and Environmental Law Enforcement;
- Conservation Ontario Regulatory Compliance Committee Level 1 Foundation Course;
- Federal or Provincial Park Warden training course, or;
- Conservation Officer training course.

CVC further recommends and supports staff in achieving additional training courses that help them become more proficient as an Officer, such as:

- Conservation Ontario Regulatory Compliance Committee Level 2 Foundation Course
- Use of Force and Disengagement Course

The earlier reference to other Acts relates to circumstances where CVC designated staff may from time-to-time, or on an ongoing basis, be identified to carry out activities under an authority that is not specifically assigned to conservation authorities. For example, CVC Provincial Offences Officers may be designated by a municipality to issue infraction notices or tickets related to parking violations on behalf of the municipality or with the approval of the municipality.

ANALYSIS:

This report identifies one new CVC staff member who meets the essential requirements to be designated as Provincial Offences Officer.

SCHEDULE 'B'
PAGE -3-
2022-06-10

	Section 28	Section 29
Designations	n/a	Carter Zelem

Carter Zelem has been employed by Credit Valley Conservation since 2015 in a seasonal capacity working with Conservation Parks. Carter was recently hired to the contract position of Lead Hand, Conservation Parks in September 2021. Carter participated in successfully completed the Provincial Offences Officer Level 1 Foundation Course administered by Conservation Ontario in May of this year.

COMMUNICATIONS PLAN:

There are no communications implications resulting from this program.

FINANCIAL IMPLICATIONS:

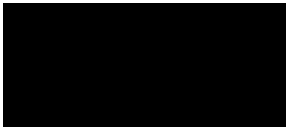
Costs associated with training Provincial Offences Officers and the operation of CVC's conservation parks enforcement program are contained in account codes 401-406 and 401-462.

RECOMMENDED RESOLUTION:

RESOLVED THAT the report entitled "CVC Provincial Offences Officer Designation" be received and appended to the minutes of this meeting as Schedule 'B'; and further

THAT Carter Zelem be designated as a CVC Provincial Offences Officer permitted to enforce Section 29 under the Conservation Authorities Act, Provincial Offences Act and the Trespass to Property Act.

Submitted by:



David Orr,
Senior Specialist, Enforcement



Terril LeRous
Director, PARCS,

Recommended by:



Quintin Hanchard
Chief Administrative Officer

TO: The Chair and Members
of the Board of Directors,
Credit Valley Conservation

SUBJECT: **CONTRACT AWARD OVER \$100,000 FOR UPPER
CREDIT CONSERVATION AREA PEDESTRIAN BRIDGE
CONSTRUCTION**

PURPOSE: **To request approval by the Board of Directors of CVC to award
a contract over \$100,000 for the construction of a pedestrian
bridge at Upper Credit Conservation Area.**

BACKGROUND:

Upper Credit Conservation Area (UCCA) is located within the Town of Caledon and is comprised of seven (7) unique parcels that were acquired by CVC between 2005 and 2011. Spanning 162 ha (400 acres), UCCA contains 3.5 km of the Credit River and a diverse rural landscape of meadow, forest and wetland habitats. The property's existing trail system includes sections of the Credit Valley Trail (CVT) and provides opportunities for visitors to hike, view wildlife, fish the Credit River and appreciate nature. A management plan for the property was completed in 2016 and approved by CVC's Board of Directors (Res. #45/16). The existing pedestrian bridge on UCCA's Safari Parcel (Alton) is an old farm bridge that has reached the end of its usable lifespan and requires replacement to meet CVC's technical guidelines for water crossings and to support safe operational and visitor access. The replacement of this pedestrian bridge was identified as a capital project priority in the Upper Credit Management Plan (2016), and CVC staff were directed to pursue grants and fundraising to support the implementation of the management plan. CVC staff began preliminary design work on the bridge in 2018 with RJ Burnside providing professional engineering services.

In November 2019, CVC submitted an application for funding under the Investing in Canada Infrastructure (ICIP) Community, Culture and Recreation Infrastructure stream, 'Rehabilitation and Renovation Category,' which included a total of nine (9) trail projects across the watershed including the Upper Credit Pedestrian Bridge project. CVC's ICIP funding request was for \$3.24 million of a \$4.42 million total project cost. Under the terms of ICIP, eligible projects will be funded at a funding ratio of 73.33% (40% Federal, 33.33% Provincial) and a 26.67% recipient share (CVC).

In February 2021, the CVC Board of Directors received an in-camera report on the status of the funding application and on August 13th, 2021, the Province of Ontario formally and publicly announced the award of ICIP funding to CVC for the bundle of nine trail, bridge and boardwalk projects. On October 12th, 2021, the Transfer Payment Agreement (TPA) was formally executed between CVC and the Province of Ontario, and

it confirmed a cashflow schedule that includes the Upper Credit Pedestrian Bridge as a priority project for implementation in 2022.

ANALYSIS:

The Upper Credit Pedestrian Bridge project scope includes the removal of the existing pedestrian bridge and its abutments, restoration of the channel profile, construction of new pedestrian bridge abutments, and the installation of a new 15.4m span steel bridge. The bridge will be a weathering steel truss design, with timber decking and stainless-steel handrail for accessibility. The bridge will have a minimum 3-metre width to facilitate maintenance vehicle use and bi-directional pedestrian traffic. Site staging areas and trails used for construction access will be restored to existing or better condition. CVC Restoration staff will replant disturbed areas after the bridge is installed and will also complete any fish rescue during in-water work periods. CVC Natural Heritage, Fluvial Geomorphology, and Engineering staff have completed a thorough internal review of the project, and a CVC Regulatory Permit will be issued pending final construction methods submission from the Contractor. In-water construction activities will be limited to the June 15 to September 15 timing window to protect cold water fisheries.

The anticipated work commencement date is Monday, July 18th, 2022 and the work period is limited to forty (40) working days. The anticipated substantial completion date for the project is expected to be no later than Thursday, September 15th, 2022 in accordance with the in-water fisheries timing window. A complete closure to the public of the Upper Credit Conservation Area (Safari Parcel) will be required during the 40 working day construction period. This closure is necessary to reduce health and safety risks to the public as there are no possible alternative ways to access the property. This closure will also limit liability to CVC and the contractor.

Project design and contract documents were prepared by RJ Burnside. RJ Burnside will also be providing limited construction administration services as required by their professional due diligence and under an existing professional services contract with CVC.

In accordance with CVC's purchasing procedure, staff issued a public Request for Prequalification (RFPQ) on April 13th, using the electronic bidding platform cvc.bidsandtenders.ca. The RFPQ opportunity closed on April 25th, and a total of ten (10) firms submitted their qualifications statements. An evaluation committee of CVC staff and the engineering consultant reviewed the submissions and prequalified seven (7) firms. A limited public Request for Tender (RFT) was issued on May 11th to prequalified firms. A mandatory site meeting with prospective bidders was held on May 18th and CVC received seven (7) compliant bids as of the closure date and time at 4:00PM on Friday, May 27th.

Table 1 below summarizes the final pricing of the lowest three (3) bids:

Table 1

Bidder	Total Bid (excl. HST)	Price Rank
560789 Ontario Limited o/a R&M Construction	\$274,335.37	1
Dynex Construction Inc.	\$298,559.00	2
Canada Construction Limited	\$348,596.50	3

Based on the final bid evaluation, staff are recommending a contract award to R&M Construction as representing greatest overall value for CVC. The best three (3) bids are within a comparable range of cost and within the pre-tender estimated project cost, giving CVC confidence that the contract award represents fair market value for the project. The successful bidder has also confirmed that they can achieve CVC's desired project schedule.

An award of contract to R&M Construction for \$274,335.37 plus HST for the Upper Credit pedestrian bridge construction is recommended by CVC staff. The internal purchase order for the contract is recommended to contain a 15% contingency to allow for the management of unforeseen conditions, site issues, and general contract administration matters.

Under the ICIP funding for the project 73.33% of the contract costs are reimbursable, with CVC being responsible for the remaining 26.67%. While the total contract value is above \$100,000, the final CVC levy amounts for this project represent \$73,165.24 and small a portion of non-recoverable HST. CVC is expected to front all project costs but may submit claims for reimbursement under the ICIP Transfer Payment Agreement at regular progress intervals.

COMMUNICATIONS PLAN:

CVC staff will implement a communications plan for the construction of the Upper Credit pedestrian bridge which will include notice of coming works and property closures via in-park signage and notices on kiosks, and web-based and social media postings about the project.

FINANCIAL IMPLICATIONS:

Total contract award represents an upfront expenditure of \$274,335.37 plus HST. Through the ICIP funding agreement, CVC will be reimbursed \$201,170.13 (i.e. 73.33% of project costs), representing a total levy expenditure of \$73,165.24 and small a portion of non-recoverable HST. Funds are available in account code 401-461 (Peel Special Benefitting Levy – Recreation Infrastructure) to cover all upfront expenditures until CVC receives partial reimbursement through the ICIP funding.

CONCLUSION:

The pedestrian bridge at Upper Credit Conservation Area's Safari Parcel (Alton) is at the end of its lifecycle and requires replacement as well as service capacity enhancement. CVC has been successful in obtaining Investing in Canada Infrastructure (ICIP) funding to cover seventy three percent (73%) of the costs for this project. CVC staff issued a Request for Tender to obtain bids from pre-qualified contractors for construction services to undertake the work. The bid submitted by R&M Construction represents the best value to CVC for this project. CVC staff recommend awarding a contract in the amount of \$274,335.37 (exclusive of applicable taxes) to R&M Construction to begin construction starting July 18, 2022. CVC will be reimbursed \$201,170.13 of project costs under the ICIP Transfer Payment Agreement.

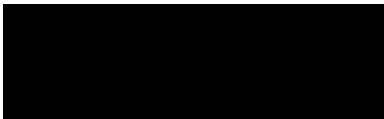
RECOMMENDED RESOLUTION:

THEREFORE BE IT RESOLVED THAT the report entitled "Contract Award Over \$100,000 for Upper Credit Conservation Area Pedestrian Bridge Construction" be received and appended to the minutes of this meeting as Schedule 'C'; and

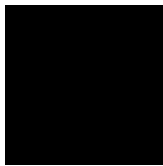
THAT the Board of Directors award the contract for construction of the Upper Credit Conservation Area pedestrian bridge to R&M Construction in the amount of \$274,335.37 (exclusive of applicable taxes); and further

THAT an internal contingency of 15% be added to the purchase requisition to allow CVC staff to administer contract matters.

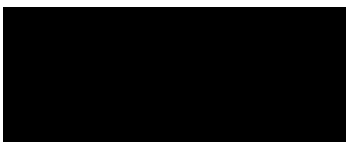
Submitted by:



Scott Cafarella
Landscape Architect



Jesse de Jager
Manager, Capital Projects



Terri LeRoux
Director, PARCS (Property, Assets, Recreation and Conservation Area Services)

Recommended by:



Quentin Hanchard
Chief Administrative Officer

BRIEFING NOTE



CREDIT VALLEY CONSERVATION
1255 Old Derry Road, Mississauga, Ontario L5N 6R4
Tel: (905) 670-1615 Fax: (905) 670-2210 1-800-668-5557

June 1, 2022

To:	CVC Board of Directors		
From:	Quentin Hanchard, CAO		
cc			
Re:	Conservation Authorities Act Transition Period Update		

Chair Adams and members of CVC Board of Directors:

This briefing note is being provided as an update for the Board of Directors on the Conservation Authorities Act phase two regulations and policy, and CVC's first transition period quarterly progress report as required by Regulation.

Conservation Authorities Act Phase Two Regulations and Policy

At the February 18, 2022 Board of Directors meeting, staff provided two reports to the Board with updates on the two-stage process to bring the remaining portions of the Conservation Authorities Act changes into force ([eSCRIBE Agenda Package \(cvc.ca\)](#)). As a brief reminder, the phase one regulations (approved October 1, 2021) included three parts that identified mandatory programs and services, the requirement for transition plans and agreements for programs and services, and rules of conduct in conservation areas.

The province filed the phase two regulations and policy on April 20, 2022, following a consultation period as outlined to the Board on February 18, 2022 (Resolution 19/22, Schedule G), which are new. The phase two regulations and policy are:

Budget and Apportionment

The budget and apportionment regulation includes detailed requirements for the CA budget and apportionment process. As per the legislation, CAs can apportion costs for all category 1 (mandatory) programs and services and can apportion costs for category 2 and 3 programs and services with agreements in place with participating municipalities. Requirements related to budget and municipal levy apportionment processes must be in place by July 1, 2023 to align timing with 2024 budgets.

Determination of Amounts Under Subsection 27.2 (2) of The Act

The regulation for determining amounts enables CAs that have 'specified' municipalities designated under the Clean Water Act (CWA) and/or the Lake Simcoe Protection Act (LSPA) to determine amounts owed by those 'specified' municipalities. This regulation does not apply to CVC as we do not have any specified municipalities under the CWA/LSPA.

Information Requirements

The information requirements regulation requires CAs to maintain a "Governance" webpage that must include several specific documents, including CA membership (i.e., individual's name, contact information and the appointing participating municipality), annual meeting schedule, full meeting minutes and agendas, category 2 (municipal) agreements and category 3 (other) cost apportioning agreements between the CA and municipalities, bylaws, annual auditor's report, and any other documents the CA considers appropriate. Requirements must be met by January 1, 2023 and CVC's work to post this information on our website is well underway.

Transition Plans and Agreements for Programs and Services

This regulation amends the phase regulation to enable fees for category 3 (other) programs and services that are delivered under a cost apportioning agreement.

Policy: Minister's List of Classes of Programs and services for which CAs may charge a Fee The list is organized according to all three types of programs and services a CA can deliver and enables a fee to be charged where the user fee principle is appropriate. The regulation requires CAs to create a fee policy and fee schedule.

Overall, the phase two regulations are favourable and staff are liaising with other CAs and Conservation Ontario to ensure consistent interpretation of the regulations and working to ensure CVC's full compliance with the new requirements.

Transition Period Quarterly Progress Reports

As prescribed by Regulation, through this transition period CAs are required to submit six quarterly progress reports to the Ministry beginning on July 1, 2022. The reports are required to include:

- (a) any comments or other feedback submitted by a municipality regarding the inventory;
- (b) a summary of any changes that the authority has made to the inventory to address comments or other feedback referred to in clause (a);
- (c) an update on the progress of negotiations of cost apportioning agreements with the participating municipalities; and
- (d) an outline of any difficulties that the authority is experiencing that might affect the ability of the authority to conclude any cost apportioning agreements with one or more participating municipalities by the transition date.

Staff are currently drafting CVC first quarterly report, structured based on the four requirements above, in consultation with neighbouring CAs. These progress reports will be shared for information with the Board going forward as either a briefing note or Board Report depending on the extent of the progress to be reported on.

To date, since finalizing the inventory of programs and services in February, CVC staff have met with staff from most participating municipalities to discuss the transition period, regulatory requirements, and CVC's inventory:

- Peel – March 16 & April 27 (Update with Kealy Dedman)
- Halton – March 28
- East Garafraxa – April 25

- Amaranth – April 26
- Mono – May 3
- Orangeville – May 30

The meeting with the Town of Erin staff is scheduled for June 27.

Informal feedback from participating municipal staff has been supportive and staff do not plan to make any changes to our inventory of programs and services at this time.

CVC staff will keep the Board informed of any updates on this matter and provide a copy of CVC's first progress report at the July Board meeting and quarterly going forward.