



THE TORONTO AND REGION CONSERVATION AUTHORITY
5 Sheppard Ave. E., Toronto, Ontario M3J 1S4 Tel: 661-6600 Fax: 661-5805 <http://www.trca.on.ca>

Dick O'Brien
Chair

Brian Denney
Chief Administrative Officer

NOTICE OF MEETING

AUTHORITY # 7/03

The next Authority Meeting of The Toronto and Region Conservation Authority will be held on Friday, September 26, 2003 in the South Theatre, Black Creek Pioneer Village, at 10:00 a.m.

Enclosed please find the Agenda, Minutes of the various Boards and Committees, copies of communications, etc., that will be considered at the meeting.

Authority Members, concerned citizens, and all others receiving a copy of the Agenda and accompanying material are requested to bring them to the meeting, as additional copies will not be available.

If you are missing any attachments or copies or if you require further information regarding this Agenda, please contact Kathy Stranks, at 416-661-6600 ext. 5264 or e-mail at kstranks@trca.on.ca. Please also confirm attendance at the meeting.



THE TORONTO AND REGION CONSERVATION AUTHORITY

Authority Meeting #7/03

Chair: Dick O'Brien
Vice Chair: Jim McMaster
Members:

**September 26, 2003
10:00 A.M.**

SOUTH THEATRE, BLACK CREEK PIONEER VILLAGE

AGENDA

- 1. MINUTES OF MEETING #6/03**
(Enclosed herewith on White)
- 2. BUSINESS ARISING FROM THE MINUTES**
- 3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
- 4. DELEGATIONS**
- 5. PRESENTATIONS**
 - 5.1** A presentation by Doug Dodge, Chair, Aquatic Habitat Restoration Strategy Advisory Panel, and John Hartig, Detroit River Navigator, American Heritage Rivers, on item 10.1 - Natural Heritage Management Program.
 - 5.2** A presentation by a representative from the Canadian Food Inspection Agency, in regards to the asian longhorned beetle.
 - 5.3** A presentation by Brian Denney, CAO, TRCA, in regards to the Terms of Reference for the 3 Advisory Boards of TRCA.
 - 5.4** A presentation by Brian Denney, CAO, TRCA, in regards to City Budget discussions.
- 6. CORRESPONDENCE**

7. CONSIDERATION OF REPORTS TO THE AUTHORITY

7.1 TERMS OF REFERENCE FOR THE ADVISORY BOARDS 14-23

**7.2 CONSULTANT TEAM SELECTION FOR THE LOWER DON RIVER WEST
REMEDIAL FLOOD PROTECTION PROJECT** 24-28

**8. CONSIDERATION OF REPORTS OF THE EXECUTIVE COMMITTEE MEETING
#8/03, HELD ON SEPTEMBER 5, 2003**

(Refer to pages printed on PINK)

**9. CONSIDERATION OF REPORTS OF THE BUSINESS EXCELLENCE ADVISORY
BOARD MEETING #5/03, HELD ON SEPTEMBER 5, 2003**

(Refer to pages printed on YELLOW)

**10. CONSIDERATION OF REPORTS OF THE WATERSHED MANAGEMENT ADVISORY
BOARD MEETING #4/03, HELD ON SEPTEMBER 12, 2003**

(Refer to pages printed on BLUE)

11. NEW BUSINESS

NEXT MEETING OF THE AUTHORITY #8/03, TO BE HELD ON OCTOBER 31, 2003,
IN THE SOUTH THEATRE, BLACK CREEK PIONEER VILLAGE

Brian Denney
Chief Administrative Officer

/ks

**8. CONSIDERATION OF REPORTS OF THE EXECUTIVE COMMITTEE MEETING
#8/03, HELD ON SEPTEMBER 5, 2003**

(Refer to pages printed on **PINK**)

SECTION I - ITEMS FOR AUTHORITY ACTION

- 8.1 NATURAL HERITAGE LANDS PROTECTION AND ACQUISITION PROJECT
2001-2005**
Flood Plain and Conservation Component / Duffins Creek Watershed
Tensilkote Limited (Pleasure Valley) and the Estate of Robert Kendall McConnell
CFN 32424 462-466
- 8.2 THE TORONTO BOARD OF TRADE**
Renewal of Lease
CFN 23026.B 467-469
- 8.3 FIVE YEAR LICENCE AGREEMENT**
Pickering Naturalists
CFN 34389 470-473
- 8.4 THE REGIONAL MUNICIPALITY OF PEEL**
Conveyance of Land for the Widening and Reconstruction of Mayfield Road
between Summer Valley Drive and Colonel Bertram Road, City of Brampton
Etobicoke Creek Watershed
CFN 34050 474-477
- 8.5 BELL CANADA**
Conveyance of Land for the Construction of a Telecommunications Cabinet,
Humber River Watershed, City of Vaughan, Regional Municipality of York
CFN 34273 478-480
- 8.6 CITY OF TORONTO**
Request for an additional Permanent Easement for the installation of a hydro
cable to supply power to a flowmeter on an existing forcemain and access
Rouge River Watershed, City of Toronto (East Community)
CFN 32967 481-484
- 8.7 CITY OF TORONTO**
Request for a Permanent Easement for a 300mm Diameter Watermain, Humber
River Watershed, City of Toronto
CFN 34530 485-487
- 8.8 EMERGENCY MAINTENANCE DREDGING, ASHBRIDGE'S BAY
PARK, COATSWORTH CUT** 488-489
- 8.9 URBAN AGRICULTURE PROJECT** 489-491

8.10 REVISED PROJECT FOR THE ETOBICOKE MOTEL STRIP WATERFRONT PARK

(March, 1993)

Status Report on Outstanding Expropriations and Other Litigation Matters

CFN 23218

491

SECTION II - ITEMS FOR EXECUTIVE ACTION

8.11 APPLICATIONS FOR PERMITS PURSUANT TO ONTARIO REGULATION 158

Fill, Construction & Alteration to Waterway.

CITY OF BRAMPTON

8.11.1 BALJIT GOSAL

To place fill within a regulated area on Part Lot 13, Concession 9 Lot 7, Plan M-1521, (25 Ryckman Lane), in the City of Brampton, Humber River Watershed as located on the property owned by Baljit Gosal. 492-493

CITY OF TORONTO (ETOBICOKE COMMUNITY)

8.11.2 ALLISON YU CHEN

To place fill within a regulated area on, (40 Ravenscrest Drive), in the City of Toronto (Etobicoke Community Council Area), Mimico Creek Watershed as located on the property owned by Allison Yu Chen. 493-494

CITY OF TORONTO (MIDTOWN COMMUNITY)

8.11.3 DONALDA CLUB

To place fill within a regulated area on, (12 Bushbury Drive), in the City of Toronto (Midtown Community Council Area), Don River Watershed as located on the property owned by Donalda Club. 495-496

8.11.4 MICHELLE MONDVILLE

To construct in a flood plain on Lot 35, Plan 2405, (86 Donwoods Drive), in the City of Toronto (Midtown Community Council Area), Don River Watershed as located on the property owned by Michelle Mondville.

496-497

8.11.5 SHEILA LIBFELD

To place fill within a regulated area on (84 Arjay Crescent), in the City of Toronto (Midtown Community Council Area), Don River Watershed as located on the property owned by Sheila Libfeld.

497-498

CITY OF TORONTO (TORONTO EAST YORK COMMUNITY)

8.11.6 JAMES STEWART

To place fill within a regulated area on Lot 95, Plan 344-E, 194 Roxborough Drive, in the City of Toronto (Toronto East York Community Council Area), Don River Watershed as located on the property owned by James Stewart.
498-499

8.11.7 BILL AND ANASTASIA MICHELIS

To place fill within a regulated area on, (2569 St. Clair Avenue), in the City of Toronto (Toronto East York Community Council Area), Don River Watershed as located on the property owned by Bill and Anastasia Michelis.
500-501

8.11.8 WILLIAM TAYLOR

To place fill within a regulated area on (9 Notley Place), in the City of Toronto (Toronto East York Community Council Area), Don River Watershed as located on the property owned by William Taylor. 501-502

CITY OF VAUGHAN

8.11.9 CLD INVESTMENTS CORP.

To alter a waterway on (400 Connie Crescent), in the City of Vaughan, Don River Watershed as located on the property owned by CLD Investments Corp.
502-503

8.11.10 ENBRIDGE GAS DISTRIBUTION INC.

To place fill within a regulated area on (Islington Avenue , north of Thistlewood Avenue), in the City of Vaughan, Humber River Watershed as located on the property owned by Enbridge Gas Distribution Inc. 503-504

8.11.11 JOE GUERRIERI

To place fill within a regulated area on Lot 7, Plan 65M-3159, (34 Panorama Crescent), in the City of Vaughan, Humber River Watershed as located on the property owned by Joe Guerrieri.
504-505

8.11.12 ROBERT ANTONEL

To place fill within a regulated area on (282 Fletcher Drive), in the City of Vaughan, Don River Watershed as located on the property owned by Robert Antonel.
505-506

TOWN OF CALEDON

8.11.13 LISA MARIE SINGH

To place fill within a regulated area on Lot 81, Plan 43M-651, (6 Doepath Way), in the Town of Caledon, Humber River Watershed as located on the property owned by Lisa Marie Singh.
507-508

TOWN OF MARKHAM

8.11.14 MARY ALEXANDRIS

To construct in a flood plain, place fill within a regulated area on Part Lot 10, Concession 6, Lot 10, Plan 3684, 28 Riverbend Road, in the Town of Markham, Rouge River Watershed as located on the property owned by Mary Alexandris. 508-509

8.11.15 THE CORPORATION OF THE TOWN OF MARKHAM

To construct in a flood plain, place fill within a regulated area on Elgin Mills Road East and Kennedy Road, in the Town of Markham, Rouge River Watershed as located on the property owned by The Corporation of the Town of Markham. 509-510

TOWN OF RICHMOND HILL

8.11.16 DAWAT-E-HADIYAH

To place fill within a regulated area on Part Lot 13, Concession 2 EYS, Plan 65R-10325, 8929 Bayview Avenue, in the Town of Richmond Hill, Don River Watershed as located on the property owned by Dawat-e-Hadiyah. 511-512

8.11.17 YORK CENTRAL HOSPITAL

To place fill within a regulated area on 10 Trench Street, in the Town of Richmond Hill, Don River Watershed as located on the property owned by York Central Hospital. 512-513

TOWN OF WHITCHURCH-STOUFFVILLE

8.11.18 DAVID MCFARLAND

To place fill within a regulated area on (36 Market Street), in the Town of Whitchurch-Stouffville, Duffins Creek Watershed as located on the property owned by David McFarland. 513-514

THE FOLLOWING PERMIT APPLICATIONS WERE ERRATA ITEMS:

CITY OF BRAMPTON

8.11.19 BELL CANADA

To place fill within a regulated area on (Mayfield Road), in the City of Brampton, Etobicoke Creek Watershed as located on the property owned by Bell Canada. 515-516

8.11.20 CITY OF BRAMPTON

To alter a waterway, construct in a flood plain on (Clark Boulevard between Highway 410 and West Drive), in the City of Brampton, Etobicoke Creek Watershed as located on the property owned by City of Brampton. 516-517

8.11.21 ENBRIDGE GAS DISTRIBUTION

To place fill within a regulated area on (Goreway Drive south of Carberry Drive), in the City of Brampton, Humber River Watershed as located on the property owned by City of Brampton. 517-518

8.11.22 ENBRIDGE GAS DISTRIBUTION INC.

To place fill within a regulated area on (Mayfield Road - east of Valley View Road and west of Kennedy Road), in the City of Brampton, Etobicoke Creek Watershed as located on the property owned by Toronto and Region Conservation Authority. 519-520

8.11.23 REGION OF PEEL

To alter a waterway, construct in a flood plain on (Easement adjacent to Clark Boulevard between Highway 410 and West Drive), in the City of Brampton, Etobicoke Creek Watershed as located on the property owned by Region of Peel. 520-521

CITY OF PICKERING

8.11.24 CITY OF PICKERING

To construct in a flood plain, place fill within a regulated area on Valley Farm Road to Brockridge Park, in the City of Pickering, Duffins Creek Watershed as located on the property owned by the City of Pickering. 521-522

CITY OF TORONTO (ETOBICOKE COMMUNITY)

8.11.25 CITY OF TORONTO

To alter a waterway, place fill within a regulated area on Lot 6, Plan 3772, Mimico Creek between Woodford Park and Berry Road Park, in the City of Toronto (Etobicoke Community Council Area), Mimico Creek Watershed as located on the property owned by Hydro One. 523-524

8.11.26 JAMIE CORNELIUS

To construct in a flood plain on (53 Sedgebrooke Crescent), in the City of Toronto (Etobicoke Community Council Area), Mimico Creek Watershed as located on the property owned by Jamie Cornelius. 524-525

WITHDRAWN

8.11.27 MARIO RADIN

To place fill within a regulated area on Lot 10, 11, Plan 3347, (39 Riverview Heights), in the City of Toronto (Etobicoke Community Council Area), Humber River Watershed as located on the property owned by Mario Radin. 527

CITY OF TORONTO (HUMBER YORK COMMUNITY)

8.11.28 SYDNEY REIMER

To place fill within a regulated area on, (250 Riverside Drive), in the City of Toronto (Humber York Community Council Area), Humber River Watershed as located on the property owned by Sydney Reimer. 525-526

CITY OF TORONTO (SCARBOROUGH COMMUNITY)

WITHDRAWN

8.11.29 LOU AND CARMEL RICCI

To place fill within a regulated area on Lot 55, Plan 4351, (111 Sylvan Avenue), in the City of Toronto (Scarborough Community Council Area), Waterfront Watershed as located on the property owned by Lou and Carmel Ricci. 527

CITY OF VAUGHAN

8.11.30 CITY OF VAUGHAN

To construct in a flood plain on (Clarence Street, north of Woodbridge Avenue), in the City of Vaughan, Humber River Watershed as located on the property owned by City of Vaughan. 527-528

8.11.31 REGION OF YORK

To place fill within a regulated area on Lot 12, Concession 7, (west of Pine Valley Drive, north of Langstaff Road), in the City of Vaughan, Humber River Watershed as located on the property owned by City of Vaughan. 528-529

8.11.32 VELLORE VILLAGE ESTATES INC.

To alter a waterway on Lot 16, 17, Concession 6, (east of Pine Valley Drive, north of Rutherford Road), in the City of Vaughan, Humber River Watershed as located on the property owned by Vellore Village Estates Inc. 529-530

TOWN OF CALEDON

WITHDRAWN

8.11.33 ERIC HOEPP

To construct in a flood plain, place fill within a regulated area on Part Lot 16, 17, 18, Concession BOL-2, (56 David Street), in the Town of Caledon, Humber River Watershed as located on the property owned by Eric Hoepp. 531

8.11.34 MARCO AND LORRAINE MARCHIONE

To place fill within a regulated area on (16 Blueberry Hill Court), in the Town of Caledon, Humber River Watershed as located on the property owned by Marco and Lorraine Marchione. 531-532

8.11.35 MARGARET BONITATIBUS

To construct in a flood plain, place fill within a regulated area on (500 Glasgow Road), in the Town of Caledon, Humber River Watershed as located on the property owned by Margaret Bonitatibus. 532-533

8.11.36 PATRICIA FIGLIOMENI

To construct in a flood plain, place fill within a regulated area on (8 Blueberry Hill Court), in the Town of Caledon, Humber River Watershed as located on the property owned by Patricia Figliomeni. 533-534

8.11.37 ROBERT MATE

To place fill within a regulated area on Lot 42, Plan 43M-1374, (40 English Rose Lane), in the Town of Caledon, Humber River Watershed as located on the property owned by Robert Mate. 534-536

8.11.38 TOMAS R. DACOSTA

To construct in a flood plain, place fill within a regulated area on Lot 158, Block 1, BOL 7, Plan, (204 King Street East), in the Town of Caledon, Humber River Watershed as located on the property owned by Tomas R. DaCosta. 536-537

TOWN OF MARKHAM

8.11.39 SIXTEENTH-WARDEN LTD. (C/O METRUS MANAGEMENT)

To alter a waterway, construct in a flood plain on Lot 17, 18, Concession 4, (east of Warden Avenue, north of 16th Avenue), in the Town of Markham, Rouge River Watershed as located on the property owned by Sixteenth-Warden Ltd. (c/o Metrus Management). 537-538

TOWN OF RICHMOND HILL

8.11.40 LANDSBERG/LEWIS HOUSING CO-OPERATIVE INC.

To place fill within a regulated area on Lot 130, Lot 129, Plan 65M-2847, (2 to 14, 18, 22 and 46 Berwick Crescent), in the Town of Richmond Hill, Don River Watershed as located on the property owned by Landsberg/Lewis Housing Co-Operative Inc. 538-540

8.11.41 TOWN OF RICHMOND HILL

To construct in a flood plain south of Gamble Road between Bathurst Street and Yonge Street, in the Town of Richmond Hill, Don River and Rouge River Watersheds, as located on the property owned by Town of Richmond Hill. 540-542

TOWN OF WHITCHURCH-STOUFFVILLE

8.11.42 CASTLEDENE INVESTMENTS INC.

To alter a waterway, construct in a flood plain on Lot 3, Part Block 16, Plan 65M-2674, (54 Ringwood Drive), in the Town of Whitchurch-Stouffville, Rouge River Watershed as located on the property owned by Castledene Investments Inc.. 542-543

8.11.43 THE REGIONAL MUNICIPALITY OF YORK

To alter a waterway on (Woodbine Avenue, north of 19th Avenue), in the Town of Whitchurch-Stouffville, Rouge River Watershed as located on the property owned by The Regional Municipality of York. 544-545

8.11.44 1553315 ONTARIO INC.

To alter a waterway, construct in a flood plain, place fill within a regulated area on Lot 10, 11, Concession 5 ALBION Block 4, Plan 43M-1007, (4 Betomat Court), in the Town of Caledon, Humber River Watershed as located on the property owned by 1553315 Ontario Inc. 545-546

8.12 REQUEST FOR DISPOSAL OF AUTHORITY-OWNED LAND

Adjacent to 60 Esther Lorrie Drive
CFN 34119 546-548

8.13 HYDRAULIC MODELING, COORDINATED CLASS - CEEA ENVIRONMENTAL ASSESSMENT FOR THE LOWER DON RIVER WEST REMEDIAL FLOOD PROTECTION PROJECT 549-550

8.14 HIGHLAND CREEK WATERSHED HYDROLOGY UPDATE 550-551

8.15 SHOREPLAN ENGINEERING LIMITED - CONTRACT EXTENSION 551-552

8.16 OBLIQUE LOW LEVEL AERIAL PHOTOGRAPHY OF THE HUMBER RIVER, ETOBICOKE CREEK AND MIMICO CREEK 552-553

8.17 DEVELOPMENT OF A WEB MAP BROWSER FOR DISPLAYING LOW LEVEL OBLIQUE PHOTOGRAPHY OF TRCA's WATERSHEDS AND WATERFRONT 553-556

8.18 COLD CREEK CONSERVATION AREA - PHASE II ENVIRONMENTAL SITE ASSESSMENT 556-557

8.19 TENDER OPENING SUB-COMMITTEE, TENDER ES03-08 Tender for the supply and delivery of armourstone for the Fishleigh Drive Regeneration Project, City of Toronto. 558

8.20 TENDER OPENING SUB-COMMITTEE, TENDER ES03-09 Tender for the supply and delivery of fieldstone for the Fishleigh Drive Regeneration Project, City of Toronto. 559

| | | |
|-------------|---|----------------|
| 8.21 | MAPLE SYRUP TENDERS CA 03-001, CA 03-002 AND CA 03-003 | 560 |
| 8.22 | CONTRACT FOR PURCHASE OF GREEN ELECTRICITY | 561-564 |

9. CONSIDERATION OF REPORTS OF THE BUSINESS EXCELLENCE ADVISORY BOARD MEETING #5/03, HELD ON SEPTEMBER 5, 2003

(Refer to pages printed on **YELLOW**)

SECTION I - ITEMS FOR AUTHORITY ACTION

| | | |
|------------|-------------------------------------|-------|
| 9.1 | REVIEW OF TERMS OF REFERENCE | 23-25 |
| 9.2 | SMOG ALERT RESPONSE POLICY | 25-30 |
| 9.3 | CORPORATE PESTICIDE POLICY | 31-37 |

SECTION IV - ITEMS FOR THE INFORMATION OF ANOTHER BOARD

| | | |
|------------|---|-------|
| 9.4 | FINANCIAL PROGRESS REPORT For the Period Ending July 31, 2003 | 38-41 |
| 9.5 | ACCOUNTS RECEIVABLE STATUS REPORT August 24, 2003 | 42-44 |

10. CONSIDERATION OF REPORTS OF THE WATERSHED MANAGEMENT ADVISORY BOARD MEETING #4/03, HELD ON SEPTEMBER 12, 2003

(Refer to pages printed on **BLUE**)

SECTION I - ITEMS FOR AUTHORITY ACTION

| | | |
|--------------|--|---------|
| 10.1 | CORRESPONDENCE | |
| | Rouge Park Week | 172 |
| 10.2 | NATURAL HERITAGE MANAGEMENT PROGRAM | |
| | Toronto Waterfront Aquatic Habitat Restoration Strategy (TWAHRS) | 174-180 |
| 10.3 | WORKPLAN TO FULFILL THE WATERSHED PLANNING REQUIREMENTS OF THE OAK RIDGES MORAINÉ CONSERVATION PLAN (ORMCP) | 180-197 |
| 10.4 | CONSERVATION ONTARIO'S WATERSHED-BASED DEMONSTRATION PROJECTS | 198-201 |
| 10.5 | ENVIRONMENTAL ASSESSMENT FOR THE NATURALIZATION AND FLOOD PROTECTION OF THE LOWER DON RIVER | |
| | Lower Don River West Remedial Flood Protection Project | 202-205 |
| 10.6 | GTA TASK FORCE ON THE FUTURE OF THE ONTARIO MUNICIPAL BOARD | 206-210 |
| 10.7 | GENERAL IMPACTS OF CLIMATE CHANGE ON FLOOD RISK IN THE GREAT LAKES BASIN, AND TRCA WATERSHEDS | 211-213 |
| 10.8 | 2003 - 2006 SNELGROVE REACH HABITAT REGENERATION PLAN | |
| | Etobicoke Creek | 213-220 |
| 10.9 | ONTARIO'S LIVING LEGACY FUNDING | 221-222 |
| 10.10 | DON VALLEY BRICK WORKS | 222-224 |
| 10.11 | ETOBICOKE-MIMICO WATERSHEDS COALITION | |
| | Minutes of Meeting #3/03 and #4/03 | 224 |
| 10.12 | HUMBER WATERSHED ALLIANCE | |
| | Minutes of Meetings #3/03 and #4/03 | 225 |

SECTION IV - ITEMS FOR THE INFORMATION OF ANOTHER BOARD

| | | |
|--------------|---|---------|
| 10.13 | REGIONAL REPORT CARD PROGRESS AND 2001 REGIONAL MONITORING PROGRAM STATUS REPORT | 225-227 |
|--------------|---|---------|

TO: Chair and Members of the Authority
Meeting #7/03, September 26, 2003

FROM: Brian Denney, Chief Administrative Officer

RE: TERMS OF REFERENCE FOR THE ADVISORY BOARDS

KEY ISSUE

Approval of the Terms of Reference for the Business Excellence Advisory Board, the Sustainable Communities Board and the Watershed Management Advisory Board.

RECOMMENDATION

THAT the Terms of Reference for the Business Excellence Advisory Board as outlined in Business Excellence Advisory Minutes #5/03 be received;

AND FURTHER THAT the Terms of Reference for the Business Excellence Advisory Board, the Sustainable Communities Board and the Watershed Management Advisory Board outlined in the staff report be approved.

BACKGROUND

At Authority Meeting #4/03, held on May 16, 2003, Res.#A103/03 was approved as follows:

THAT the staff be directed to complete the Strategic Plan in accordance with the following outline and present it to the Authority for approval in the fall of 2003;

AND FURTHER THAT effective for the Advisory Board meetings commencing in September, 2003 that the "Finance and Business Development Advisory Board" be renamed the "Business Excellence Advisory Board" and the "Public Use Advisory Board" be renamed the "Sustainable Communities Advisory Board" and that the scope and nature of staff reports to the respective boards be adjusted accordingly.

RATIONALE

Staff have revised the Terms of Reference for the three Advisory Boards to address the scope and nature of the functions of the Boards in conjunction with the strategic direction of the Toronto and Region Conservation Authority (TRCA) towards its vision for The Living City. Accordingly, staff are recommending that the Terms of Reference for the Business Excellence Advisory Board (BEAB), Sustainable Communities Board (SCB) and the Watershed Management Advisory Board (WMAB) as outlined in Attachment 2 be approved, while the Authority and Executive Committee remain unchanged. The current and proposed Terms of Reference for the three Advisory Boards are appended to the staff report.

At Business Excellence Advisory Board Meeting #5/03, held on September 5, 2003, Res.#C11/03 was approved as follows:

THE BOARD RECOMMENDS TO THE AUTHORITY THAT the amended Terms of Reference of the Business Excellence Advisory Board be approved as described in this report dated August 27, 2003.

The Terms of Reference discussed at BEAB Minutes #5/03 are enclosed in item 9.1 of this agenda. However, given discussions at BEAB Meeting #5/03, and further examination of the roles of the Advisory Boards, staff have revisited the Terms of Reference for the BEAB and are recommending the revised Terms of Reference in Attachment 2, for approval.

The intention is to more clearly define the role of BEAB, which is to initiate, study, report on and recommend a comprehensive program of internal organizational development and corporate policies relating to essential services, land management of TRCA lands and facilities and administrative management for the TRCA, the outcomes of which will enable TRCA to meet the objectives of The Living City. Essentially, most items dealing with how TRCA operates and conducts business will be brought to the BEAB, a number of which were previously considered at the Finance and Business Development, Public Use and Watershed Management Advisory Boards.

The role of the Sustainable Communities Board will be to initiate, study, report on and recommend a comprehensive program of community outreach and leadership development towards the sustainable communities objective of The Living City. The Board will provide a venue for innovative, leading edge and community-based partnerships, model examples and new programs to create more sustainable communities. The recommended Terms of Reference are outlined in Attachment 2.

Generally, the SCB will have an external focus to deal with issues related to new sustainability initiatives and sustainable communities, such external policies, initiatives, models, and planning and transportation issues. As indicated, the internal issues will be reported to either the Business Excellence or Watershed Management Advisory Boards. The exception lies with the Living City Centre where issues pertaining to the planning, development and implementation of the Centre will be considered at the SCB. The rationale for this relates to the scale of this project in delivering The Living City vision and the sustainable communities objective in particular.

With this new structure, the SCB will help facilitate broader change in the community towards sustainability, ultimately striving for TRCA's vision for The Living City. To this end, the SCB will review communications from outside partners of the TRCA sustainability network, provided that the relationship to The Living City program and the nature of the partnership is explicit. Partnerships are core to the TRCA's involvement in emerging issues such as air quality, environmental health, sustainable urban design and climate change, therefore new partnership delivery models will be a regular element at the SCB.

The SCB will also provide an opportunity to demonstrate and raise awareness and the profile of best practices. Items may be reviewed that showcase new infrastructure, technologies, frameworks, tools or programs and the lessons-learned in order to increase their feasibility and replicability across the Greater Toronto Area.

Some of the outcomes expected from the SCB process were identified in the report to the Authority of May 16th and include a number of very exciting initiatives to be considered in the upcoming months. These include items such as new Living City Centre plans and programs including the Mayors Megawatt Challenge and Greening the Urban Village, a clean air partnership.

The WMAB's focus will remain on with issues related to the science of watershed and waterfront management, and specifically to initiate, study, report and recommend a comprehensive program of watershed and waterfront management for the region under the jurisdiction of the TRCA. The recommended Terms of Reference are outlined in Attachment 2.

DETAILS OF WORK TO BE DONE

At Business Excellence Advisory Board Meeting #5/03, the Board requested that staff report back on the governance of the TRCA and the establishment of a regular review of the governance model. Recommendations for a regular review of the governance model will be contained in a subsequent report. Staff will also be reviewing the structure of Board reports to ensure information is clearly and efficiently presented, while the content continues to move TRCA towards The Living City.

Report prepared by: Lisa King, extension 5386 & Kathy Stranks, extension 5264

For Information contact: Brian Denney, 416-667-6292

Date: September 10, 2003

Attachments: 2

Attachment 1

**Terms of Reference For The Finance And Business Development
Advisory Board**

(Adopted by Authority Resolution #A287/96, and #A233/97, November 28, 1997)

To initiate, study, report on, and recommend a comprehensive program of financial, personnel and administrative management for the Authority, and, without restricting the foregoing, the specific Terms of Reference shall include:

- budget policy, guidelines and annual recommendations
- banking and insurance policy
- purchasing policy
- audit and legal
- business development
- marketing and fundraising

Terms of Reference For The Public Use Advisory Board
(As Adopted by Authority Resolution #A81/97, April 25, 1997)

To initiate, study, report and recommend a comprehensive program for public use and land management of Authority lands and facilities in the region under the jurisdiction of the Authority, and without restricting the foregoing, the specific Terms of Reference shall include:

- developing and implementing strategies for public use of Authority lands which balance the protection of natural and cultural features, with public use programs for enjoyment and life long learning;
- policy, program and project development in the areas of outdoor recreation, environmental education and heritage conservation;
- development, operations and maintenance of Black Creek Pioneer Village, Education Centres, Conservation Areas and Kortright Centre for Conservation to provide valuable experiences in attractive and safe environments and in the case of Black Creek Pioneer Village to adhere to museum standards;
- inspire and support community involvement in program development, sponsorship, security and resource protection at all Authority facilities;
- investigation of trends in outdoor recreation, monitoring of program participation and development of facilities, activities and events which will generate sufficient user fees to offset operating costs;
- provision of environmental education facilities and programs which illustrate the importance of environmental management on a watershed basis, while meeting education curriculum requirements;
- planning and development of inter-regional recreational facilities such as trails;
- recommendation and administration of regulations to control public use of Authority lands and facilities

**Terms of Reference For The Watershed Management
Advisory Board**

(Adopted by Authority Resolution #A75/97, April 25, 1997)

To initiate, study, report and recommend a comprehensive program of watershed management for the region under the jurisdiction of the Authority, and without restricting the foregoing, the specific Terms of Reference shall include:

- development and implementation of watershed management strategies and shoreline management strategies, based on ecosystem planning approaches, which integrate environment, society and economy and are widely supported by municipalities, landowners and communities;
- policy, program and project development in the areas of environmental management of urban growth; protection and enhancement of “green infrastructure”; ecologically sound agricultural practices; protection and restoration of headwaters, marshes and other terrestrial and aquatic features.
- research and monitoring to understand and track watershed health;
- planning land acquisition including identification of critical properties for public ownership to protect significant features and environmental functions such as habitat linkages;
- inspire and support community involvement in all aspects of environmental management on a watershed basis;
- operation and maintenance of all Authority water management structures;
- location and phasing of remedial flood and erosion control projects and environmental regeneration activities;
- development and operation of the flood warning and forecasting system;
- planning and development of waterfront recreational projects and environmental regeneration activities;
- recommendation and administration of regulations for fill, construction and alteration to waterways applicable to valley and waterfront lands, and the means of their enforcement;
- management agreements for Authority lands to be maintained by other agencies or enabling the Authority to care for the lands of other owners.

Attachment 2

Proposed Terms of Reference for the Business Excellence Advisory Board

To initiate, study, report on and recommend a comprehensive program of internal organizational development and corporate policies relating to essential services, land management of TRCA lands and facilities and administrative management for the TRCA, the outcomes of which will enable TRCA to meet the objectives of The Living City.

Without restricting the foregoing, the specific Terms of Reference shall include:

- Strategic and Business plans;
- Budget, guidelines and annual budget recommendations;
- Liaison with The Conservation Foundation of Greater Toronto and its fundraising initiatives;
- Banking, Audit and Legal services;
- Risk management;
- Business development and revenue generation;
- Governance and decision-making;
- Marketing, communications and fundraising;
- Financial procedures;
- Leases and other implementation tools for recreational and public use opportunities on TRCA lands;
- Strategic partnerships and collaboration agreements;
- Business case and financial implications surrounding the implementation of projects, programs and facilities;
- Management agreements for TRCA lands to be maintained by other agencies or enabling TRCA to care for the lands of other owners;
- Implementation of education, recreation, and public use opportunities on TRCA lands, including Black Creek Pioneer Village, conservation areas, education field centres and management plans;
- TRCA policy documents relating to, but not limited to:
 - Human Resources
 - Information Systems Technology and Management
 - Banking and Audit
 - Risk Management
 - Purchasing & Disposal of Equipment and Services

- Environmental Management Systems Targets
- Marketing/communications
- Land Management
- Education and Public Use Facilities.

Proposed Terms of Reference for the Sustainable Communities Board

To initiate, study, report on and recommend a comprehensive program of community outreach and leadership development towards the sustainable communities objective of The Living City.

Without restricting the foregoing, the specific Terms of Reference shall include:

- Program and project development in the areas of sustainable urban development and growth management;
- The development, testing, protection and enhancement of “green infrastructure” and ecological design practices in city-building;
- Emerging issues, implementation approaches and roles to achieve sustainable communities in the areas of energy, air, climate change, urban agriculture and environmental/human health;
- Innovative pilot projects, program models and partnerships;
- Ecologically sound agricultural practices;
- Formal and non-formal learning programs to address sustainable living;
- New community outreach program models;
- Sustainability monitoring and reporting initiatives;
- Planning and development of the Living City Centre at Kortright;
- Best Practices and demonstration opportunities in any of the above.

Proposed Terms of Reference For The Watershed Management Advisory Board

To initiate, study, report and recommend a comprehensive program of watershed and waterfront management for the region under the jurisdiction of the TRCA.

Without restricting the foregoing, the specific Terms of Reference shall include:

- Development and implementation of watershed management strategies and shoreline management strategies, based on ecosystem planning approaches, which integrate environment, society and economy and are widely supported by municipalities, landowners and communities;
- Policy, program and project development in the areas of environmental management of urban growth; protection and restoration of headwaters, marshes and other terrestrial and aquatic features;
- Research and monitoring to understand and track watershed health;
- Planning land acquisition including identification of critical properties for public ownership to protect significant features and environmental functions;
- Inspire and support community involvement in all aspects of environmental management on a watershed basis;
- Location and phasing of remedial flood and erosion control projects and environmental regeneration activities;
- Operation and maintenance of all TRCA water management structures;
- Development and operation of the flood warning and forecasting system;
- Planning and development of waterfront recreational projects and environmental regeneration activities;
- Recommendation and administration of regulations for fill, construction and alteration to waterways applicable to valley and waterfront lands, and the means of their enforcement;
- Watershed based source protection planning and implementation;
- Management of groundwater resource including it's interaction with surface water.

TO: Chair and Members of the Authority
Meeting #7/03, September 26, 2003

FROM: Adele Freeman, Acting Director, Watershed Management Division

**RE: CONSULTANT TEAM SELECTION FOR THE LOWER DON RIVER WEST
REMEDIAL FLOOD PROTECTION PROJECT**

KEY ISSUE

The selection of a Consultant Team to develop a functional design for the Lower Don River West Remedial Flood Protection Project.

RECOMMENDATION

THAT the Consultant Team led by Dillon Consulting Limited be retained to work with the Toronto and Region Conservation Authority (TRCA) staff to develop a functional design for the Lower Don River West Remedial Flood Protection Project through a coordinated approach to address the provincial and federal Environmental Assessment requirements using a Conservation Authority Class Environmental Assessment and an Environmental Screening Report, respectively, at an upset cost of \$421,520.00, excluding GST;

THAT staff be authorized to establish a 15% contingency fund to address any additional work required for the purpose of this study;

THAT staff be directed to arrange for the soil and groundwater characterization study related to this project in the event the Toronto Waterfront Revitalization Corporation (TWRC) or its designates are unable to provide the required data, and this be considered as an addition to this contract;

THAT the TWRC be requested to approve the award of this contract to the Dillon team;

AND FURTHER THAT staff be directed to enter into all required legal agreements.

BACKGROUND

The Lower Don River West Remedial Flood Protection Project is the first of two projects to proceed as part of the Naturalization and Flood Protection for the Lower Don River Delivery Agreement signed on December 6, 2002 between the TWRC and TRCA.

The objective of the project is to provide a permanent flood protection solution that will remove 210 hectares of Toronto from the regulatory floodplain, west of the Don River.

Notices of Intent announcing the commencement of the Lower Don River West Remedial Flood Protection Project were published in the Toronto Star on March 29, 2003, in the Beaches Mirror on April 4, 2003 and March 28, 2003 and in the St. Lawrence & Downtown Community Bulletin May 2003.

On April 8, 2003, the 1st Technical Advisory Committee (TAC) meeting for the Naturalization and Flood Protection for the Lower Don River was held at St. Lawrence Hall. Thirty-five representatives from twenty-six agencies and stakeholder groups attended this meeting. TAC members were invited to review the draft Request for Proposal for this work and their comments were included in the final call for proposals.

On April 17, 2003, a Request for Expressions of Interest for the Lower Don River West Remedial Flood Protection Project was submitted to thirty consulting firms who had previously expressed interest in the two Lower Don River Projects, and to the BidNavigator Website. A Notice for Requests for Expressions of Interest was also advertised in the April 17, 2003 Toronto Star.

On May 5, 2003, five consulting teams submitted Expressions of Interest. These consulting teams were headed by the following:

1. XCG Consultants Limited
2. Golder Associates Limited
3. Totten Simms Hubicki Associates (1997) Limited
4. Dillon Consulting Limited
5. Earth Tech Canada Inc.

Following a detailed evaluation of the Expressions of Interest, the TRCA with the agreement of TWRC, invited three of the five consulting teams to submit a proposal for the Lower Don River West Remedial Flood Protection Project on July 23, 2003.

Consultant teams were asked to prepare a proposal to undertake the following activities as part of this project:

1. Review existing information to identify information gaps
2. Develop detailed work plan, schedule, budget, and delivery plan
3. Conduct a socioeconomic study of the area
4. Integrate baseline studies being conducted by others:
 - Aquatic Habitat Study (TRCA)
 - Terrestrial Habitat Study (TRCA)
 - Cultural Heritage Study (TRCA)
 - Hydraulic Modeling Study (MMM)
 - Soils and Groundwater Characterization Study (TWRC through ORC)
5. Rail Corridor Impact Assessment
6. Risk Assessment for West Nile Virus
7. Participate in Public and Stakeholder Communications
 - Technical Advisory Committee
 - Community Liaison Committee
 - Public Consultation Forums
 - Project Update Meetings
 - Stakeholder Meetings
8. Undertake all other required activities for the preparation and submission of the Class EA document including production of alternative designs
9. Undertake all other required activities for the preparation and submission of the CEAA Document

10. Project Administration

The following three teams submitted proposals on August 27, 2003:

1. Golder Associates Limited
2. Earth Tech Canada Inc.
3. Dillon Consulting Limited

A budget breakdown of the three proposals is as follows:

| Budget Item | Golder | Earth Tech | Dillon |
|---|---------------|-------------------|----------------------|
| Project Costs to Develop Coordinated EA | 598,000.00 | 441,436.00 | 390,520.00 |
| Extra Costs | | | |
| Soil/Groundwater Characterization Study (South of CN Railway) | 50,100.00 | 10,900.00 | 31,000.00 |
| Potential Part II Order Resolution | 25,000.00 | 8,000.00 | Note #2 |
| Potential Issues Resolution (CEAA) | 25,000.00 | 2,000.00 | Note #2 |
| Blue Ribbon Panel | 30,000.00 | Not Suggested | Not Suggested |
| Additional Meetings | 40,000.00 | 4,200.00 | 2,500.00 per meeting |
| Address Gaps in Baseline Studies | Note #3 | 20,000.00 | Note #4 |

Notes:

1. All fees are exclusive of GST.
2. Dillon's fees include \$7,245.00 to resolve potential Part II Order Requests. Agency and stakeholder concerns will be addressed on an ongoing basis through the EA process.
3. Golder's fees include the resolution of gaps in Baseline Studies.
4. Given a review of the supplied Baseline Study work plans and from knowledge of the area, Dillon did not indicate the need for additional resources to address gaps in Baseline Studies.

PROPOSAL REVIEW PROCESS

Proposal Presentation

The three consulting teams presented their proposals to the TAC at meeting #2/03, held on August 29, 2003. TAC members were given the opportunity to request clarification following each presentation from the consulting team. After all three presentations were completed, TAC members discussed, in general terms, the presentations and highlighted key issues that should receive special attention during the detailed proposal review.

Proposal Evaluations

TRCA staff and the TAC Proposal Review Sub-Committee each received detailed evaluation sheets and copies of the three proposals on August 27, 2003.

The proposals were evaluated based on the following criteria:

- Relevant experience and expertise;
- Delivery approach;
- Ability to meet timelines;
- Conformity to administrative and delivery agreement requirements; and
- Innovation.

TRCA Staff Evaluation

Initially, TRCA staff associated with the Baseline Study components met with project managers to provide comments regarding how the consultant teams proposed to integrate the Baseline Studies into the EA process. Evaluations were received from staff involved with the Aquatic Habitat; Terrestrial Habitat and Cultural Heritage Studies.

Following this staff met to review the entire proposal. It was concluded that all consultant teams would be capable of completing the project, with either Earth Tech or Dillon being the preferred consultant team. Staff found that the Earth Tech and Dillon teams provided all necessary requirements at costs significantly less than the Golder Team.

TAC Proposal Review Sub-Committee

The TAC Proposal Review Sub-Committee met with TRCA staff on September 9, 2003 to provide their evaluation and comments on the proposals. The TAC Sub-Committee consisted of representatives from the following agencies and stakeholders:

- City of Toronto;
- Ministry of Natural Resources;
- Ontario Realty Corporation;
- West Don Lands Committee; and
- Toronto Waterfront Revitalization Corporation.

Comments were also received from representatives of GO Transit and CN pertaining to railway operations and infrastructure, prior to the Sub-Committee meeting. A representative from Transport Canada was invited to sit on the Sub-Committee, however their issues were deemed to have been adequately addressed following the inclusion of their comments into the Request for Proposals, prior to submission to the consulting teams.

The TAC Sub-Committee concluded that either Earth Tech or Dillon would be well suited to carry out this project. While the proposal from the Golder Associates team had many excellent elements, the higher cost could not be justified.

The TAC Sub-Committee recommended that a follow-up meeting be held with both Earth Tech and Dillon to resolve outstanding questions and concerns arising from their proposals.

The proposal submitted by Golder Associates Limited was excessive in its scope of services and budgeting given the scale of the project and availability of existing information, and was consequently eliminated from competition at the advice of the TAC Sub-Committee, prior to the follow-up meetings.

Follow-up Meetings with the Consultant Teams

Follow-up meetings were held on September 17, 2003 with the two consulting teams to address specific issues raised during the review process. Each consulting team was asked to respond to a number of questions regarding their proposal.

As a result of these additional meetings, it was unanimously concluded by TRCA staff that the proposal submitted by Dillon Consulting Limited provided the best combination of value, service, delivery approach, expertise and demonstrated a good understanding of the project.

The proposal submitted by Earth Tech Canada Inc. was deemed to be a close second, based on expertise and understanding of the project.

DETAILS OF WORK TO BE DONE

On TRCA and TWRC approval, Dillon Consulting Limited will immediately commence the authorized activities.

The project schedule calls for the completion of the Functional Design and the Class EA and CEEA Screening Report on or before October 15, 2004, coinciding with the 50th anniversary of Hurricane Hazel.

Staff will provide status reports to the TRCA upon the completion of key project milestones.

The TWRC, through the Portlands preparation priority project have been working with Ontario Realty Corporation to develop a delivery agreement that would include characterization of groundwater and soil contamination which is important to this project. At this point no agreement for this work has been finalized. If this work is not completed shortly TRCA may be required to carry out this work as an amendment to this contract with Dillon.

FINANCIAL DETAILS

Funds for the consulting team will be invoiced through the Toronto Waterfront Revitalization Corporation on a monthly basis, through account number 190-01.

Report prepared by: Ken Dion, extension 5230
For Information contact: Ken Dion, extension 5230
Date: August 22, 2003