



THE TORONTO AND REGION CONSERVATION AUTHORITY

Authority Meeting Annual #1/08

Chair: Gerri Lynn O'Connor
Vice Chair: Maria Augimeri
Members:

**February 29, 2008
10:30 A.M.
THEATRES, BLACK CREEK PIONEER VILLAGE**

AGENDA

	<u>Pages</u>
<u>ANNUAL/INAUGURAL MEETING</u>	
1. MINUTES OF MEETING #11/07, HELD ON JANUARY 25, 2008 (Enclosed herewith on White)	
2. BUSINESS ARISING FROM THE MINUTES	
3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF	
4. DELEGATIONS	
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7.2 NATURAL ENVIRONMENT AND STAND ALONE PROJECT IMPLEMENTATION 2007 - 2008 Sole Source Agreement, City of Toronto	33-35

8. SECTION IV - ITEMS FOR THE INFORMATION OF THE BOARD

8.1 GOOD NEWS STORIES

Highlights of Toronto and Region Conservation Authority's Work 36-37

**9. CONSIDERATION OF REPORTS OF THE EXECUTIVE COMMITTEE MEETING
#12/07, HELD ON FEBRUARY 1, 2008**

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

**10. CONSIDERATION OF REPORTS OF THE WATERSHED MANAGEMENT ADVISORY
BOARD MEETING #5/07, HELD ON FEBRUARY 8, 2008**

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

11. NEW BUSINESS

NEXT MEETING OF THE AUTHORITY #2/08, TO BE HELD ON MARCH 28, 2008,
AT 9:30 A.M. IN THE SOUTH THEATRE, BLACK CREEK PIONEER VILLAGE

Brian Denney
Chief Administrative Officer

/ks

**9. CONSIDERATION OF REPORTS OF THE EXECUTIVE COMMITTEE MEETING
#12/07, HELD ON FEBRUARY 1, 2008**

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

SECTION I - ITEMS FOR AUTHORITY ACTION

- 9.1 GREENLANDS ACQUISITION PROJECT FOR 2006-2010**
Flood Plain and Conservation Component, Humber River Watershed
City of Toronto
CFN 37667 1238-1242
- 9.2 GREENLANDS ACQUISITION PROJECT FOR 2006-2010**
Flood Plain and Conservation Component, Don River Watershed
North Bathurst Developments Ltd.
CFN 40346 1243-1245
- 9.3 GREENLANDS ACQUISITION PROJECT FOR 2006-2010**
Flood Plain and Conservation Component, Don River Watershed
Thornhill Ravines Development Corporation
CFN 40360 1246-1248
- 9.4 SHERWOOD PARK TRAIL IMPROVEMENTS** 1249-1250
- 9.5 FIELD CENTRE FOOD SUPPLIER** 1250-1252
- 9.6 ALBION HILLS FIELD CENTRE RETROFIT**
Award of Contract for Detailed Design 1252-1254

SECTION II - ITEMS FOR AUTHORITY INFORMATION

- 8.7 APPLICATIONS FOR PERMITS PURSUANT TO ONTARIO REGULATION
166/06**
Development, Interference with Wetlands and Alterations to Shorelines and
Watercourses

CITY OF BRAMPTON

- 9.7.1 CANADIAN MINI-WAREHOUSE PROPERTIES COMPANY**
To construct, reconstruct, erect or place a building or structure on Part
Block 11, Plan M-216, (25 Advance Boulevard), in the City of Brampton,
Etobicoke Creek Watershed as located on the property owned by
Canadian Mini-Warehouse Properties Company. The purpose is to
undertake works within a TRCA Regulated Area of the Etobicoke Creek
Watershed in order to facilitate the construction of four (4) new
warehouse buildings. 1255-1256

9.7.2 CITY OF BRAMPTON

To alter a watercourse in Clark Park, City of Brampton, Etobicoke Creek Watershed, as located on property owned by the City of Brampton. The purpose is to alter a watercourse (water levels within a concrete box culvert) in Clark Park, City of Brampton, Etobicoke Creek Watershed. 1256-1257

CITY OF PICKERING

9.7.3 GRAND COMMUNITIES (ALTONA) CORP.

To construct, reconstruct, erect or place a building or structure and temporarily or permanently place, dump or remove any material, originating on the site or elsewhere on Plan 40M-1700, (1870 Altona Road), in the City of Pickering, Petticoat Creek Watershed as located on the property owned by Grand Communities (Altona) Corp.. The purpose is to construct a sales trailer within a Regulated Area of the Petticoat Creek Watershed. 1258-1259

CITY OF TORONTO (ETOBICOKE YORK COMMUNITY COUNCIL AREA)

9.7.4 8 ECHO VALLEY RIDGE

To change a building or structure so that it alters its use or potential use, increases its size or increases the number of dwelling units on Lot 11, Plan 5696, Lot 11, Plan 5696, (8 Echo Valley Ridge), in the City of Toronto (Etobicoke York Community Council Area), Mimico Creek Watershed. The purpose is to develop within a Regulated Area of the Mimico Creek Watershed in order to facilitate the construction of a single-storey addition and deck to the rear of the existing single-storey dwelling. 1259-1260

9.7.5 MTCC NO. 1053 CONDOMINIUM CORPORATION

To construct, reconstruct, erect or place a building or structure on (1 Palace Pier Court), in the City of Toronto (Etobicoke York Community Council Area), Waterfront Watershed as located on the property owned by MTCC No. 1053 Condominium Corporation. The purpose is to develop within a Regulated Area of the Waterfront Watershed in order to facilitate the construction of a waste refuse building, an accessory to the existing condominium building. 1260-1261

CITY OF TORONTO (NORTH YORK COMMUNITY COUNCIL AREA)

9.7.6 CITY OF TORONTO

To alter a watercourse on Part Lot 2, 3, Concession 2 (Bayview Avenue near Eglinton Avenue) in the City of Toronto (North York Community Council Area), Don River Watershed as located on the property owned by the City of Toronto. The purpose is to restore a section of Burke Brook to stabilize the channel, protect existing infrastructure and improve aquatic habitat. 1261-1263

9.7.7 7 TUDOR GATE

To construct, reconstruct, erect or place a building or structure on Lot 4, Plan 5998, (7 Tudor Gate), in the City of Toronto (North York Community Council Area), Don River Watershed. The purpose is to develop within a Regulated Area of the Don River Watershed to facilitate construction of a new dwelling. The existing dwelling is to be demolished. 1263-1264

9.7.8 370 KEEWATIN AVENUE

To construct, reconstruct, erect or place a building or structure and site grade on Part Lot 36, Plan M-146, (370 Keewatin Avenue), in the City of Toronto (North York Community Council Area), Don River Watershed. The purpose is to develop within a Regulated Area of the Don River Watershed to facilitate construction of a new dwelling. The existing dwelling is to be demolished. 1265-1266

9.7.9 29 DON RIVER BOULEVARD

To change a building or structure so that it alters its use or potential use, increases its size or increases the number of dwelling units on Part Lot 13, Plan 2069, (29 Don River Boulevard), in the City of Toronto (North York Community Council Area), Don River Watershed. The purpose is to develop within a Regulated Area of the Don River Watershed to facilitate construction of a entry vestibule and two-storey addition to the rear of the existing dwelling. 1266-1267

CITY OF TORONTO (SCARBOROUGH COMMUNITY COUNCIL AREA)

9.7.10 CITY OF TORONTO

To construct, reconstruct, erect or place a building or structure, site grade and temporarily or permanently place, dump or remove any material, originating on the site or elsewhere on 891 Morningside Avenue, in the City of Toronto (Scarborough Community Council Area), Highland Creek Watershed as located on the property owned by City of Toronto. The purpose is to develop within a Regulated Area of the Highland Creek Watershed to facilitate construction of a "splash pad" recreational water structure. 1267-1268

9.7.11 620 BIRCHMOUNT ROAD

To construct, reconstruct, erect or place a building or structure on Lot 31, Concession C, (620 Birchmount Road), in the City of Toronto (Scarborough Community Council Area), Don River Watershed. The purpose is to develop within a Regulated Area of the Don River Watershed to facilitate construction of a new single family dwelling. 1269-1270

CITY OF VAUGHAN

9.7.12 BIOSAFE INC.

To construct, reconstruct, erect or place a building or structure, site grade, temporarily or permanently place, dump or remove any material, originating on the site or elsewhere and alter a watercourse at 1900 Highway 7, in the City of Vaughan, Don River Watershed as located on the property owned by Biosafe Inc.. The purpose is to conduct site grading, temporarily or permanently place, dump or remove any material, construct - erect a building or structure within a Regulated Area and to alter a tributary of the Don River in order to construct an environmental engineering office/testing facility and stormwater outfall at 1900 Highway 7, in the City of Vaughan.

1270-1271

9.7.13 15 GIOTTO CRESCENT

To construct, reconstruct, erect or place a building or structure on Lot 25, Concession 4 Lot 11, Plan 65M-3479, (15 Giotto Crescent), in the City of Vaughan, Don River Watershed. The purpose is to recognize an existing deck built within a Regulated Area of Don River Watershed at 15 Giotto Crescent, in the City of Vaughan.

1272-1273

TOWN OF MARKHAM

9.7.14 349 ELSON STREET

To construct, reconstruct, erect or place a building or structure on Lot 137, Plan 65M3669, (349 Elson Street), in the Town of Markham, Rouge River Watershed. The purpose is to undertake works within a TRCA Regulated Area of the Rouge River Watershed in order to facilitate the construction of a deck and basement windows.

1273-1274

TOWN OF RICHMOND HILL

9.7.15 REGIONAL MUNICIPALITY OF YORK

To construct, reconstruct, erect or place a building or structure, temporarily or permanently place, dump or remove any material, originating on the site or elsewhere and interfere with a wetland on Lot 60-65, Concession 1 W.Y.S. (on the west side of Yonge Street from Jefferson Sideroad to Estate Garden Drive), in the Town of Richmond Hill, Humber River/Rouge River Watershed as located on the property owned by Regional Municipality of York. The purpose is to construct, permanently/temporarily place/remove fill/material in a regulated area to facilitate the construction of a watermain on the west side of Yonge Street from Jefferson Sideroad to Estate Garden Drive in the Town of Richmond Hill.

1274-1276

TOWN OF WHITCHURCH-STOUFFVILLE

9.7.16 31 BEACH ROAD

To construct, reconstruct, erect or place a building or structure and change a building or structure so that it alters its use or potential use, increases its size or increases the number of dwelling units on Lot 199, 200, Plan, (31 Beach Road), in the Town of Whitchurch-Stouffville, Rouge River Watershed. The purpose is to construct an addition on an existing home in a Regulated Area of the Rouge River Watershed.

1276-1277

THE FOLLOWING PERMIT APPLICATIONS WERE ERRATA ITEMS:

CITY OF PICKERING

9.7.17 PICKERING NUCLEAR/NUCLEAR WASTE MANAGEMENT

To construct, reconstruct, erect or place a building or structure, site grade, temporarily or permanently place, dump or remove any material, originating on the site or elsewhere and alter a shoreline on OPG Pickering (10 Brock Road South), in the City of Pickering, Waterfront, Frenchman's Bay Watershed as located on the property owned by OPG Pickering. The purpose is to construct, reconstruct, erect or place a building or structure, site grade, temporarily or permanently place, dump or remove any material, originating on the site or elsewhere and alter a shoreline to facilitate the construction of a new stormwater outfall.

1277-1278

CITY OF VAUGHAN

9.7.18 9066 KEELE STREET

To construct, reconstruct, erect or place a building or structure and site grade on 9066 Keele Street, in the City of Vaughan, Don River Watershed. The purpose is to allow development within a Regulated Area of the Don River Watershed to facilitate the installation of a sanitary sewer to service a commercial site at 9066 Keele Street in the City of Vaughan.

1279-1280

9.7.19 BLOCK 12 PROPERTIES INC.

To site grade, temporarily or permanently place, dump or remove any material, originating on the site or elsewhere and alter a watercourse on Lot 22, Concession 2, Block 12 - northeast of Major Mackenzie Drive and Dufferin Street, in the City of Vaughan, Don River Watershed as located on the property owned by Block 12 Properties Inc.. The purpose is to conduct site grading, temporarily or permanently place, dump or remove any material within a Regulated Area and to alter a tributary of the Don River, in order to construct a stormwater management pond and associated outfall (Stormwater Management Pond # 6), in Planning Block 12, in the City of Vaughan.

12801282

9.7.20 69 CLARENCE STREET

To construct, reconstruct, erect or place a building or structure, change a building or structure so that it alters its use or potential use, increases its size or increases the number of dwelling units, site grade and temporarily or permanently place, dump or remove any material, originating on the site or elsewhere on Lot 7, Concession 7, Lot 4, 5, Plan M-546, 69 Clarence Street, in the City of Vaughan, Humber River Watershed. The purpose is to conduct site grading, temporarily or permanently place, dump or remove any material, and to construct/reconstruct a building or structure within a Regulated Area and Regional Storm Flood Plain of the Humber River in order to facilitate the reconstruction and expansion of an existing single-family residence at 69 Clarence Street, in the City of Vaughan. 1282-1284

9.7.21 NOVAGAL DEVELOPMENTS INC.

To construct, reconstruct, erect or place a building or structure, site grade, temporarily or permanently place, dump or remove any material, originating on the site or elsewhere and alter a watercourse on Part Lot 17, 18, Concession 9, (Highway 27 and Rutherford Road), in the City of Vaughan, Humber River Watershed as located on the property owned by Novagal Developments Inc.. The purpose is to develop, conduct site grading, permit the temporary/permanent placement, dumping and/or removal of material within a Regulated Area of the Humber River and interfere with a watercourse, in order to facilitate the development of a sediment control pond and associated sediment control measures on Part Lots 17 and 18, Concession 9, in the City of Vaughan. 1284-1287

TOWN OF MARKHAM

9.7.22 TOWN OF MARKHAM

To construct, reconstruct, erect or place a building or structure, site grade, temporarily or permanently place, dump or remove any material, originating on the site or elsewhere and alter a watercourse (Pomona Mills Creek North of Kirk Drive), in the Town of Markham, Don River Watershed as located on the property owned by Town of Markham. The purpose is to construct, alter a watercourse, site grade, temporarily/permanently remove/place fill/material within a regulated area and Regional Storm Floodplain to implement channel restoration, sanitary sewer protection, and storm sewer outfall modifications within a section of the stream corridor and valley corridor of Pomona Mills Creek, located north of Kirk Drive, in the Town of Markham.

1287-1290

TOWN OF RICHMOND HILL

9.7.23 404 MAJOR MAC REALTY

To site grade and temporarily or permanently place, dump or remove any material, originating on the site or elsewhere on Lot 20, Concession 3 Lot 20, Plan 65R-29464, (southeast corner of Major Mackenzie Drive East and Leslie Street), in the Town of Richmond Hill, Rouge River Watershed as located on the property owned by 404 Major Mac Realty. The purpose is to site grade within a Regulated area, and construct within the Regulatory Floodplain to facilitate the construction of a sanitary sewer extension and connection.

1290-1291

9.7.24 BARKER BUSINESS PARK (PHASE II) LIMITED

To site grade and alter a watercourse on Part Lot 21, 22, Concession 3, (Leslie Street and Major Mackenzie Drive), in the Town of Richmond Hill, Rouge River Watershed as located on the property owned by Barker Business Park (Phase II) Limited. The purpose is to construct and place fill within a Regulated area, to facilitate the construction of a new stormwater management pond and associated outfall to service a new employment lands subdivision.

1292-1293

9.7.25 URBACON PROPERTIES LIMITED

To construct, reconstruct, erect or place a building or structure, temporarily or permanently place, dump or remove any material, originating on the site or elsewhere and alter a watercourse on Part Lot 21, 22, Concession 3, (Leslie Street and Major Mackenzie Drive), in the Town of Richmond Hill, Rouge River Watershed as located on the property owned by Urbacon Properties Limited. The purpose is to place and remove fill within a Regulated area, to facilitate grading and pre-servicing works on the subject property.

1294-1295

9.7.26 233 LENNOX AVENUE

To construct, reconstruct, erect or place a building or structure on Lot 192, 193, Plan 2383, (233 Lennox Avenue), in the Town of Richmond Hill, Don River Watershed. The purpose is to undertake works within a TRCA Regulated Area of the Don River Watershed in order to facilitate the construction of a replacement dwelling on a residential lot.

1295-1296

TOWNSHIP OF KING

9.7.27 1083951 ONTARIO LTD.

To construct, reconstruct, erect or place a building or structure, site grade, temporarily or permanently place, dump or remove any material, originating on the site or elsewhere and alter a watercourse on Lots 7, 8, 9, 10, Concession 8, (Noble Ridge Community), in the Township of King, Humber River Watershed as located on the property owned by 1083951 Ontario Ltd.. The purpose is to allow development and the alteration of a watercourse within a Regulated Area to facilitate topsoil stripping and grading, the installation of sediment and erosion control measures including temporary sediment control ponds, the installation of infiltration swales and a roof drain collector system, the construction of a pedestrian trail including one watercourse crossing over a tributary of the Humber River (Swale 2), and associated works for a 698-unit draft approved plan of subdivision in the northeast quadrant of Nobleton, Township of King.

1297-1299

9.7.28 1083951 ONTARIO LTD.

To construct, reconstruct, erect or place a building or structure, site grade, temporarily or permanently place, dump or remove any material, originating on the site or elsewhere and alter a watercourse on Lots 7, 8, 9, 10, Concession 8, (Noble Ridge Community), in the Township of King, Humber River Watershed as located on the property owned by 1083951 Ontario Ltd.. The purpose is to allow development and the alteration of a watercourse within a Regulated Area of the Humber River Watershed in order to facilitate the construction of a stormwater management facility (SWM Pond A) and an associated outfall to service, in part, a 698-unit draft approved plan of subdivision in the northeast quadrant of Nobleton, Township of King.

1299-1300

9.7.29 1083951 ONTARIO LTD.

To construct, reconstruct, erect or place a building or structure, site grade, temporarily or permanently place, dump or remove any material, originating on the site or elsewhere and alter a watercourse on Lots 7, 8, 9, 10, Concession 8, (Noble Ridge Community), in the Township of King, Humber River Watershed as located on the property owned by 1083951 Ontario Ltd.. The purpose is to allow development and the alteration of a watercourse within a Regulated Area of the Humber River Watershed in order to facilitate the construction of a stormwater management facility (SWM Pond B) and an associated outfall to service, in part, a 698-unit draft approved plan of subdivision in the northeast quadrant of Nobleton, Township of King.

1301-1302

9.7.30 1083951 ONTARIO LTD.

To construct, reconstruct, erect or place a building or structure, site grade, temporarily or permanently place, dump or remove any material, originating on the site or elsewhere and alter a watercourse on Lots 7, 8, 9, 10, Concession 8, (Noble Ridge Community), in the Township of King, Humber River Watershed as located on the property owned by 1083951 Ontario Ltd.. The purpose is to allow development and the alteration of a watercourse within a Regulated Area of the Humber River Watershed in order to facilitate the construction of a stormwater management facility (SWM Pond C) and an associated outfall to service, in part, a 698-unit draft approved plan of subdivision in the northeast quadrant of Nobleton, Township of King.

1303-1304

PERMIT APPLICATIONS 9.7.31 - 9.7.35 ARE MINOR WORKS LETTER OF APPROVAL:

CITY OF TORONTO (ETOBICOKE YORK COMMUNITY COUNCIL AREA)

9.7.31 VILLA MARTINS INC.

To undertake minor landscaping involving the placement, removal or regrading of material of less than 30 cubic metres (equivalent to 3 truckloads) on Part Block E, Plan 4308, (1-3 Greenbrook Drive), in the City of Toronto (Etobicoke York Community Council Area), Humber River Watershed as located on the property owned by Villa Martins Inc.

1305

CITY OF TORONTO (NORTH YORK COMMUNITY COUNCIL AREA)

9.7.32 2600 BAYVIEW AVENUE

To construct a ground floor addition up to 50 sq. m (538 sq. ft) on Lot 250, 11, Plan 3517, (2600 Bayview Avenue), in the City of Toronto (North York Community Council Area), Don River Watershed.

1305

CITY OF TORONTO (TORONTO AND EAST YORK COMMUNITY COUNCIL AREA)

9.7.33 41 MCKENZIE AVENUE

To install a swimming pool, undertake minor landscaping involving the placement, removal or regrading of material of less than 30 cubic metres (equivalent to 3 truckloads) and construct a non-habitable accessory structure up to 50 sq. m (538 sq. ft) on Lot 5, Plan 607, (41 McKenzie Avenue), in the City of Toronto (Toronto and East York Community Council Area), Don River Watershed.

1305

TOWN OF MARKHAM

9.7.34 7 PETUNIA STREET

To undertake minor landscaping involving the placement, removal or regrading of material of less than 30 cubic metres (equivalent to 3 truckloads) on Lot 148, Plan 65M3515, (7 Petunia Street), in the Town of Markham, Rouge River Watershed. 1306

TOWNSHIP OF UXBRIDGE

9.7.35 1260 CONCESSION 3

To construct a non-habitable accessory structure up to 50 sq. m (538 sq. ft) on Lot 2, Concession 3, (1260 Concession 3), in the Township of Uxbridge, Duffins Creek Watershed. 1306

CITY OF VAUGHAN

9.7.36 KLEINBURG RESIDENTIAL ESTATES LTD.

To construct, reconstruct, erect or place a building or structure, site grade and alter a watercourse on Lots 26, 27, Concession 9, (Extension of Richard Lovat Court), in the City of Vaughan, Humber River Watershed as located on the property owned by Kleinburg Residential Estates Ltd.. The purpose is to allow development and the alteration of a watercourse within a Regulated Area of the Humber River Watershed to facilitate site grading and the construction of an outfall to service a 21-unit draft approved residential plan of subdivision (19T-95098) north of Richard Lovat Court, in the City of Vaughan. 1305-1308

CITY OF TORONTO (NORTH YORK COMMUNITY COUNCIL AREA)

9.7.37 114 THREE VALLEYS DRIVE

To construct, reconstruct, erect or place a building or structure on Lot 360, Plan 5112, (114 Three Valleys Drive), in the City of Toronto (North York Community Council Area), Don River Watershed. The purpose is to develop within a Regulated Area of the Don River Watershed to facilitate construction of a one-storey addition to the side and rear of an existing dwelling. 1308-1309

9.8 ENFORCEMENT AND SECURITY 1309-1310

10. CONSIDERATION OF REPORTS OF THE WATERSHED MANAGEMENT ADVISORY BOARD MEETING #5/07, HELD ON FEBRUARY 8, 2008

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

SECTION I - ITEMS FOR AUTHORITY ACTION

10.1 FRENCHMAN'S BAY WATERSHED REHABILITATION PROJECT	
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SECTION IV - ITEMS FOR THE INFORMATION OF THE BOARD

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Minutes of Meeting #4/07, held on November 22, 2007	
10.8.2 HUMBER WATERSHED ALLIANCE	
Minutes of Meeting #1/07, held on June 19, 2007	
Minutes of Meeting #2/07, held on October 16, 2007	
10.8.3 ROUGE PARK ALLIANCE	
Minutes of Meeting #4/07, held on June 15, 2007	
Minutes of Meeting #5/07, held on October 5, 2007	
Minutes of Meeting #6/07, held on November 23, 2007	

ANNUAL MEETING

Pages

- 1. REPORT OF THE SECRETARY-TREASURER**
This is a certification that the persons listed on the page entitled Appointments to Toronto and Region Conservation Authority for 2008-2009 are duly appointed and are entitled to sit a members of Toronto and Region Conservation Authority. 38
- 2. APPOINTMENT OF SCRUTINEERS**
- 3. ELECTION OF OFFICERS**
The Secretary-Treasurer will conduct elections for the Chair, Vice Chair, the remaining members of the Executive Committee and the members of the Budget/Audit Advisory Board, and any other positions identified as being vacant, as required by the Rules of Conduct for the Authority.
 - 3.1 Chair of the Authority**
 - 3.2 Vice Chair of the Authority**
 - 3.3 Remaining Members of the Executive Committee**
 - 3.4 Budget/Audit Advisory Committee**
- 4. DESTRUCTION OF BALLOTS**

Item 7.1

TO: Chair and Members of the Authority
Meeting Annual #1/08, February 29, 2008

FROM: Brian Denney, Chief Administrative Officer

RE: **RULES OF CONDUCT 2008**

KEY ISSUE

Amendment of the Rules of Conduct as a result of the revised governance structure.

RECOMMENDATION

THAT the Rules of Conduct 2008 for Toronto and Region Conservation Authority (TRCA) as presented in Attachment 1 be approved.

BACKGROUND

At Authority Meeting #9/07, held on November 30, 2007, Resolution #A258/07 was approved, in part, as follows:

THAT the Rules of Conduct for Toronto and Region Conservation Authority (TRCA) be amended to remove all references to the Business Excellence, Sustainable Communities and Watershed Management advisory boards from the governance structure, add the Budget/Audit Advisory Board, increase the membership and adjust the responsibilities of the Executive Committee and make such changes as required as set out in the report dated October 15, 2007;

THAT staff report back at Annual Authority Meeting #1/08, to be held on February 29, 2008, with the amended Rules of Conduct for final approval;

THAT the members of the Executive Committee that were elected for a 3-year term at Annual Authority Meeting #1/07, held on February 23, 2007, continue to sit on the Executive Committee until Annual Meeting #1/10, unless any member does not wish or is unable to continue to hold their position for the remainder of the term;

THAT elections be held at Annual Authority Meeting #1/08 for the remaining Executive Committee positions outlined in the report dated October 15, 2007 to sit until Annual Meeting #1/10, and the Chair and Vice Chair of the Authority, to sit until Annual Meeting #1/09 and the Rules of Conduct be amended to make further appointments to the members at large of the Executive Committee for two year terms;...

RATIONALE

The proposed Rules of Conduct, 2008 governing TRCA meetings is outlined in Attachment 1, which incorporates the changes required from the current Rules of Conduct to give effect to the changes in the governance structure approved at Authority Meeting #9/07. It has been TRCA practice to include the various amendments to the Rules of Conduct and to identify all of the amending resolutions. With the change in governance, staff is proposing to have the "Rules of Conduct 2008" as the new base year incorporating all previous amendments.

A request was made to review the recommended reporting of the Budget/Audit Advisory Board (BAAB) to determine the feasibility of reporting through the Executive Committee to the Authority, rather than directly to the Authority. Staff has reviewed the meeting schedule and budget processes and determined that it is most efficient for BAAB to report directly to the Authority. This is necessary because of the timing of budget submissions to the municipal partners and approval of financial statements. All reports from BAAB will be available for complete discussion at Authority meetings avoiding potential duplication of effort if the same presentations and discussion take place at Executive Committee meetings.

As approved at Authority Meeting #9/07, the Executive Committee will be required to receive and consider all new and amended financial policies, making appropriate recommendations to the Authority.

Staff has reviewed TRCA's practices with respect to recording of confidential items and recommend that procedures for recording of confidential items in the minutes and agendas be established as outlined in paragraphs 33 and 35 in Attachment 1. Such procedures will ensure more public accountability of in camera discussions.

Report prepared by: Kathy Stranks, extension 5264

Email: kstranks@trca.on.ca

For Information contact: Kathy Stranks, extension 5264

Email: kstranks@trca.on.ca

Date: February 1, 2008

Attachments: 1

Attachment 1

RULES OF CONDUCT 2008

Be it resolved that:

I
Definitions

1. In these Rules:
 - 1.1 "Act" means the Conservation Authorities Act, R.S.O. 1990, Chapter 27, as amended.
 - 1.2 "TRCA" means Toronto and Region Conservation Authority.
 - 1.3 "Authority" means the membership of TRCA as defined in Section 2 of the Act.
 - 1.4 "Roll call vote" means a recorded vote.
 - 1.5 "BAAB" means Budget/Audit Advisory Board.
 - 1.6 "advisory board" means an advisory board appointed by the Authority.

II
Executive Committee

2. The Authority delegates the following powers to the Executive Committee:
 - 2.1 to enter into contracts or agreements which are not for the acquisition or disposition of land but which are either necessarily incidental to a project approved pursuant to the Act or necessarily incidental to the works approved by the Authority;
 - 2.2 to accept such tenders and to award contracts as described in subparagraph 2.1 in accordance with the specific monetary limits set by the Authority and in accordance with the policies and procedures established by the Authority;
 - 2.3 to ensure that policies and practices are in place for the authorization of payments of accounts within the approved TRCA budget in accordance with any monetary or other limits set by the Authority;
 - 2.4 to authorize the purchase of goods, equipment or services necessary for carrying on the work of TRCA within the approved TRCA budget in accordance with any monetary or other limits set by the Authority;
 - 2.5 to employ staff of TRCA as required, except for the staff referred to in Clauses 2.6.1, 2.6.2 and 2.6.3 of subparagraph 2.6 of this paragraph, subject to compliance with the limits to the number and to the salary and wage schedules established and approved by the Authority;

- 2.6 to terminate the services of the staff of TRCA except for,
 - 2.6.1 the Chief Administrative Officer,
 - 2.6.2 the Secretary-Treasurer,
 - 2.6.3 such other senior staff as the Authority may designate;
- 2.7 to direct the staff of TRCA;
- 2.8 to recommend and report to the Authority on all matters not within the jurisdiction of an advisory board or which may be assigned to it by the Authority;
- 2.9 to instruct legal counsel;
- 2.10 to exercise such additional powers, excluding those powers set out in Clause (d) of Subsection (1) of Section 30 of the Act, as may be assigned to it by the Authority during the months of July and August provided that a report be given to the Authority for receipt at the first meeting of the Authority thereafter;
- 2.11 to grant or refuse permission, and to hold hearings to which the applicant shall be a party before refusing such permission, for the doing of those things within the area under the jurisdiction of TRCA which are set out in Section 28 of the Act, all as provided for in the said Section 28 of the Act; and,
- 2.12 to authorize the investment of money not required immediately by TRCA:
 - 2.12.1 in treasury bills, bonds, debentures or other evidences of indebtedness of or guaranteed by the Government of Canada or the Province of Ontario; and
 - 2.12.2 in term deposits, investment certificates, debentures or any other evidences of indebtedness of any chartered bank, financial institution or corporation in accordance with the policies established by the Authority.
- 3. The Executive Committee may appoint sub-committees from among the members of the Authority to study, consider and report back to the Executive Committee on any subject over which the Executive Committee has jurisdiction.
- 4. Subject to paragraph 5 the Executive Committee shall consist of the following members:
 - 4.1 the Chair of the Authority;
 - 4.2 the Vice Chair of the Authority;

- 4.3 two (2) members appointed to the Authority by the Region of Durham, who may or may not be the Chair and/or Vice Chair of the Authority;
 - 4.4 two (2) members appointed to the Authority by the Region of Peel, who may or may not be the Chair and/or Vice Chair of the Authority;
 - 4.5 two (2) members appointed to the Authority by the Region of York, who may or may not be the Chair and/or Vice Chair of the Authority;
 - 4.6 six (6) members appointed to the Authority by The City of Toronto, who may or may not be the Chair and/or Vice Chair of the Authority.
5. If the member appointed to the Authority by the Township of Adjala/Tosorontio and Town of Mono is elected or appointed under paragraph 7 as Chair or Vice Chair of the Authority then:
- 5.1 such member shall be a member of the Executive Committee in addition to those members set out in paragraph 4, resulting in a thirteen member committee.
6. A quorum of the Executive Committee consists of a majority of its members.

*III
Elections and Appointments*

- 7.
- 7.1 The appointment of auditors and the election of the Chair and Vice Chair of the Authority shall be held at the Annual Meeting of the Authority in each year;
 - 7.2 The election of the remaining members of the Executive Committee shall be held every two years at the Annual Meeting;
 - 7.3 In the event any Chair, Vice Chair or Executive Committee member does not wish or is unable to continue to hold their position for the full term, they will make this known to the Secretary-Treasurer in advance of the Annual Meeting of the Authority and an election for this position shall be held.
 - 7.4 The order of procedure for the elections shall be:
 - 7.4.1 the election of the Chair;
 - 7.4.2 the election of the Vice Chair;
 - 7.4.3 the election of the remaining members of the Executive Committee;
 - 7.4.4 the election of the members of BAAB.
8. No member shall be elected to hold more than one office.

9. A candidate for election may speak for three minutes to the office for which the candidate has been nominated.
10. The Authority, in the election of the remaining members of the Executive Committee and when making appointments to the Executive Committee to fill vacancies, shall ensure that the Executive Committee has the composition set out in paragraphs 4 and 5 of these Rules.
11.
 - 11.1 The Authority shall set policies for the election of the Chair, Vice Chair, Executive Committee members and such other positions as may be established by the Authority.
 - 11.2 The Chair of the Authority, in conducting any meeting of the Authority at which elections are held or vacancies on the Executive Committee are to be filled, shall make such ruling and designate such procedures as are necessary to ensure the composition of the Executive Committee shall be as set out in paragraphs 4 and 5 of these rules.
 - 11.3 The Chair of the Authority, in conducting the election of positions as set out in subparagraph 11.1 above, shall generally follow the policy and procedures adopted by the Authority as set out in Appendix A to these Rules of Conduct and shall make such rulings and designate such procedures as are necessary and appropriate in his or her sole discretion to ensure a proper election.

*IV
Chair and Vice Chair*

12. The Vice Chair of the Authority shall act in the place and stead of the Chair of the Authority when the Chair is absent or unable to perform the Chair's duties.

*V
Advisory Boards and Special Committees*

13. There shall be one (1) advisory board as follows:
 - 13.1 Budget/Audit Advisory Board (BAAB).
14. The election of the BAAB shall be held by the Authority every two years at the Annual Meeting;
15. BAAB shall consist of:
 - 15.1 the Chair of the Authority, plus four (4) members at large consisting of the following members:

15.1.1 one (1) member appointed to the Authority by the Region of Durham;

15.1.2 one (1) member appointed to the Authority by the Region of Peel;

15.1.3 one (1) member appointed to the Authority by the Region of York;

15.1.4 one (1) member appointed to the Authority by The City of Toronto.

16. The Chair of the Authority shall act as Chair of BAAB;

16.1 Should the Chair be absent or unable to perform the Chair's duties, the members of BAAB shall elect an interim Chair from among the members of the advisory board.

17. In the event any BAAB member does not wish or is unable to continue to hold their position for the full term, they will make this known to the Secretary-Treasurer in advance of the Annual Meeting of the Authority and an election for this position shall be held.

18. A quorum of an advisory board consists of one-half of its members.

19. BAAB shall consider and make recommendations to the Authority on all matters relating to preliminary estimates, budget, financial statements and related matters. BAAB shall perform the functions of the TRCA audit committee.

20. The Authority may from time to time establish special committees to deal with particular matters specified by the Authority.

21. The matters to be dealt with by the special committee shall be stated in the resolution establishing the special committee.

22. The members of the special committee shall be appointed in the resolution establishing the special committee.

23. The Authority shall appoint at least one member of the Authority and may in addition thereto appoint other persons to the special committee.

24. A quorum of a special committee consists of one-half of its members.

VI

Chief Administrative Officer

25. The Authority shall appoint a Chief Administrative Officer who shall be the chief executive officer of TRCA who may also hold the office of the Secretary-Treasurer.

VII
Calling of Meetings

26. Meetings of the Authority:
- 26.1 the Annual Meeting held following a municipal election be in January while the Annual Meetings in the interim three (3) years between elections be moved to February;
 - 26.2 shall be held at least six (6) times a year in addition to the two (2) meetings required by the Regulation governing the procedures of the Authority and the time span between such meetings shall be not more than six (6) weeks;
 - 26.3 shall be held at such date, time and place, within a participating municipality, as the Executive Committee shall recommend and the Authority shall adopt by resolution each year;
 - 26.4 Teleconferencing shall be an option for TRCA Executive Committee and advisory board meetings only when:
 - 26.4.1 quorum cannot otherwise be reached; or
 - 26.4.2 the agenda has a moderate number of routine items and includes no delegations, presentations or hearings; or
 - 26.4.3 it is the August Executive Committee meeting scheduled to deal with Section II items only.
27. The Chair may at any time summon a special meeting of the Authority or of the Executive Committee and shall summon a special meeting of the Authority when requested to do so in writing by one-third of the members.
28. Meetings of BAAB will be held at the call of the Chair.
29. Written notice of every meeting to be held under paragraphs 26, 27 and 28 shall be given to each member entitled to notice at least eight (8) days before the time of such meeting.
30. The notice calling a special meeting of the Authority shall state the business to be considered at the special meeting and no business other than that stated in the notice shall be considered at the meeting.
31. In addition to the notice of meeting to be given under Sections 29 and 30 the Authority shall:

- 31.1 at least fourteen (14) days prior to each annual meeting forward to a newspaper or newspapers having a general circulation in TRCA's jurisdiction a press release setting out the date, time and place of the annual meeting, advise as to the agenda and indicate that the public are entitled to attend; and
- 31.2 give notice of any meeting of the Authority, Executive Committee, advisory board or any committee to any member of the public who has filed with the Secretary-Treasurer a request in writing for such notice together with a name and address for notice and the notice shall be given in the same form and manner as if the member of the public was a member entitled to notice.
- 31.3 in addition to the provisions for calling of meetings as set out in paragraphs 26 through 31.2, inclusive, at least 30 days prior to the meeting of the Authority at which the non-matching levy upon member municipalities is to be approved, the Authority shall give notice to the affected municipalities.

VIII
Minutes of Meetings

32. The minutes of all meetings shall contain the roll call and resolutions presented to the meeting and every resolution shall be numbered in the minutes.
33. Confidential minutes will be produced for all discussions which are held in private session ("in camera") where a resolution is approved. Public minutes will state the reason for confidentiality as per the provisions of the Ontario Municipal Act. At such time as the items considered in camera can be made public, the relevant resolution(s) will be included as part of a regular Authority agenda for information.

IX
Agenda for Meetings

34. The Secretary-Treasurer or designate shall prepare for the use of the members of the Authority an agenda in the following order of headings, as required: Minutes; Chair's Remarks; Greetings; Elections and/or Appointments; Delegations; Business Arising From The Minutes; Authority reports; Executive Committee reports; advisory board reports; Notice of Motions, New Business.
35. Confidential items will be listed on the agenda with the reason for confidentiality stated as per the provisions of the Ontario Municipal Act.
36. The agenda for special meetings of the Authority shall be prepared as the Chair may direct.
37. Written notice of motion may be given by any member of the Authority and shall be forthwith placed on the agenda of the next meeting.

X
Delegations

38. When the Chair of the Authority believes that a large number of delegations will request an opportunity to address the Authority or Executive Committee with respect to a particular matter or matters, the Chair may summon a special meeting of the Authority or Executive Committee to deal with the particular matter or matters and the provisions of paragraphs 29, 30 and 31 shall apply as necessary.
39. When the Chair of an advisory board believes that a large number of delegations will request an opportunity to address the advisory board with respect to a particular matter or matters, the Chair may summon a special meeting of the advisory board to deal with the particular matter or matters and the provisions of paragraphs 29, 30 and 31 shall apply as necessary.
40. Any person or organization applying for an opportunity to address the Authority, Executive Committee or any advisory board may make a request, in writing, to the Secretary-Treasurer three (3) days in advance of a scheduled meeting if such request is to be included in the agenda of that meeting. The request should comprise a brief statement of the issue or matter involved and indicate the names of the proposed speakers.
41. The Secretary-Treasurer or designate preparing any agenda shall list all requests received pursuant to paragraph 40 hereof before the closing of the agenda in a section titled "Delegations" and indicate the source of the request and a brief description of the issue or matter involved.
42. The Secretary-Treasurer or designate shall advise any person or organization applying for an opportunity to address the Authority, Executive Committee or any advisory board and not having made a written request in accordance with paragraph 40, that the applicant may appear before such meeting but will be heard only if approved by a ruling of the meeting under paragraph 46. The Secretary-Treasurer or designate shall inform the applicant of the date, time and place of meeting, and obtain a brief statement of the issue or matter involved.
43. No delegation, whether or not listed on the agenda pursuant to paragraph 40, shall be heard without a ruling by the Chair of the meeting giving leave, but such ruling may be immediately appealed by proper motion and the ruling of the meeting shall govern. A representative of a Council of a member municipality of TRCA, duly authorized by resolution of such Council and any member of the Authority shall be heard by the Authority, Executive Committee and advisory boards at the appropriate time as of right.
44. If the number of delegations present pursuant to paragraphs 40 and 42 wishing to address a particular matter or matters is such that the meeting will not be able to deal with its agenda properly, then, on proper motion, the particular matter or matters may be adjourned to a special meeting and, if the time, date and place of the special meeting is included in the motion, no further notice of such meeting will be required.

45. Delegations shall be heard only when the meeting is dealing with the item "Delegations" on the agenda except that the meeting may, at that time, by proper motion defer the hearing of any specific delegation until the meeting is considering a particular item or matter.
46. With respect to a delegation not listed on the agenda, but desiring an opportunity to be heard pursuant to paragraph 42 hereof, the procedure shall be:
 - 46.1 a motion shall be made by a member of the meeting that the delegation be added to the agenda;
 - 46.2 if such motion passes, the Chair may immediately rule that the hearing of the delegation would be unfair or prejudicial to members or other persons not present because of lack of advance notice and that the hearing of the delegation be deferred to the next meeting and listed on that agenda pursuant to paragraph 38 hereof. The Chair's ruling may be immediately appealed by proper motion and the ruling of the meeting shall then govern;
 - 46.3 if the ruling in subparagraph 44.2 hereof is not made or sustained, the procedure in paragraph 43 hereof shall be followed.
47. Except by leave of the Chair or on an appeal by the leave of the meeting:
 - 47.1 each speaker shall be limited to five (5) minutes; and
 - 47.2 each group of delegates having a common interest shall appoint one speaker to represent the group and such speaker shall be limited to five (5) minutes.

XI
Order of Business at Meetings

48. When a quorum is first present after the hour fixed for a meeting, the Chair shall take the chair and call the meeting to order.
49. When a meeting is duly constituted, the minutes of the preceding meeting shall be read by the Secretary-Treasurer or designate unless the reading thereof is dispensed with by resolution.
50. The business of the meeting shall follow the order on the agenda, with the exception of delegations or presentations which will be handled after all reports on the agenda are dealt with, unless otherwise decided by resolution.
51. No matter shall be considered unless it appears on the agenda for the meeting or leave is granted to present the matter by resolution.
52. The following matters shall have precedence over the usual order of business:
 - 52.1 a point of order;

- 52.2 a matter of privilege;
- 52.3 a matter of clarification;
- 52.4 a motion to suspend a rule of procedure or to request compliance with the rules of procedure;
- 52.5 a motion that the question be put to a vote; and
- 52.6 a motion to adjourn.

XII

Conduct of Members and Preservation of Order at Meetings

- 53. The Administration Regulation governing the procedure of the Authority and these rules shall be observed in Executive Committee, advisory board and committee meetings as far as applicable, and the words, Executive Committee, advisory board or committee, shall be substituted for the word Authority when such is applicable.
- 54. In all matters not regulated by these rules that part of the latest edition of Robert's Rules of Order shall govern.
- 55. No member at a meeting shall speak disrespectfully of the reigning Sovereign, any member of the Royal Family, the Governor General, the Lieutenant-Governor, or of any person administering the governments of Canada or Ontario, or use offensive words in or against TRCA or against any member of the Authority. No member shall speak on matters unrelated to the question in debate or reflect upon any vote of the Authority except for the purpose of moving that a question be reconsidered.
- 56. The Chair shall preserve order and decide all questions of order.
- 57. On a point of order, the member shall rise and ask leave of the Chair to raise it and after leave is granted the member shall state the point of order to the Chair, sit down and remain seated until the Chair rules. No member shall address the Chair on the point of order except for the purpose of appealing the Chair's ruling.
- 58. The ruling of the Chair shall be final except where there is an appeal the meeting shall decide without debate and such decision is final.
- 59. The Chair shall have the power to eject an offending member from a meeting and the member shall not return to the meeting unless the remaining members permit such return by resolution.
- 60. When a member is speaking no other member shall pass between the speaker and the Chair or interrupt the speaker except on a point of order.

61. Any member may require a question or motion under debate to be read at any time except while another member is speaking.

XIII
Rules of Debate

62. Before speaking every member shall address the Chair.
63. If two or more members address the Chair to speak, the Chair shall designate the member who first spoke and such member shall have the floor.
64. A motion may be in writing or stated orally.
65. A written motion shall be signed by both the mover and seconder and shall be read before debate.
66. An oral motion shall be clearly stated and seconded before debate.
67. Any matter mentioned in paragraph 52 shall take precedence over any motion or other matter. A motion to adjourn or put a question to the vote shall be put to a vote immediately without debate, except that such vote shall not be taken:
- 67.1 while a member is in possession of the floor or has previously indicated to the Chair the desire to speak on the matter before the meeting; or
- 67.2 after it has been decided to put a motion to the vote and that vote is not completed.
68. A motion that the question be put to the vote must be moved and seconded by members who have not spoken to the question and requires a two-thirds majority of those present and voting to carry.
69. Subject to paragraph 69, no member shall speak more than once to the same question without leave except in explanation of a material part of the speech and if no new matter is introduced.
70. A member who has presented a motion, other than a motion to amend or dispose of a motion, may speak in reply before the motion that the question be put to a vote is carried.
71. No member shall speak to a question or in reply for longer than five minutes without leave.
72. Any member may ask a question of the immediately previous speaker but the question must be stated clearly and relate to the speaker's remarks.

73. When a motion is under debate no other motion shall be received other than a motion to amend, to defer action, to refer the question, to take a vote, to adjourn or to extend the hour of closing of proceedings.
74. A motion to amend a motion and a motion to amend an amending motion may be presented in the same manner as a motion.
75. An amending motion shall not be presented before any other amending motion has been voted on.
76. A subamending motion shall not be presented before any other subamending motion has been voted on.

XIV
Voting

77. Interrelated motions shall be voted on in the following order:
 - 77.1 motions to refer the matter; and
 - 77.2 if no motion under subparagraph 77.1 is carried, the order for the remaining motions shall be:
 - 77.2.1 subamending motions;
 - 77.2.2 amending motions;
 - 77.2.3 the original motion.
78. Voting shall be as follows:
 - 78.1 unless a member demands a roll call vote, a vote shall be by show of hands except as set out in 78.2;
 - 78.2 At the meeting of the Authority at which the non-matching levy is to be approved, the Chair shall at the appointed time during the meeting, call the roll of members present, and having been advised by the Secretary Treasurer of the those present and the respective, eligible weighted votes, conduct the roll call vote to approve of non-matching levy by a weighted majority of the members present and eligible to vote.
79. Before a vote is taken any member may require that the vote be by roll call and it shall be taken accordingly.
80. After a vote other than by roll call any member may require that the vote be taken again by roll call if:
 - 80.1 the member disagrees with the Chair's declaration as to the results of the vote; and

- 80.2 the member states the requirement immediately following the Chair's declaration.
81. While the Chair is putting a question to the vote all members shall remain seated and not make any noise or disturbance until the result is declared.
82. If a vote results in a tie, the motion fails.
83. After a question has been decided it shall not be reconsidered except that any member who voted thereon with the majority may, subject to paragraph 84, move for a reconsideration of the question at any regular meeting of the Authority and requires a two-thirds majority of those present and voting to carry.
84. No further discussion of a decided question shall be allowed until a motion for reconsideration pursuant to paragraph 83 is carried and no question shall be reconsidered more than once at any meeting.
85. Where a question under consideration contains more than one item, a vote upon each item shall be taken separately if requested by any member.

XV
Freedom of Information

86. The Authority shall be governed at all times by the provisions of the Municipal Freedom of Information and Protection of Privacy Act.

XVI
Purchasing

87. All purchases of goods, equipment or services shall be authorized by the Authority, Executive Committee or by a designate or designates duly appointed by the Authority or Executive Committee and such appointment and authorization shall be in accordance with the procedures established by TRCA.
88. No person shall have the authority to purchase other than by the authorization and according to the procedures mentioned in these rules.
89. The Secretary-Treasurer or designate shall only permit payment to be made in respect of purchases of goods and services incurred in accordance with the procedures established by TRCA.

XVII
Banking and Borrowing

90. The borrowing of money by TRCA shall be authorized by a resolution of the Authority.

91. All stocks, bonds or other securities owned by TRCA shall be registered in the name of TRCA.
92. The Secretary-Treasurer or designate has power to:
 - 92.1 negotiate with, deposit with or transfer to such bank as the Authority designates by resolution for credit to TRCA's account all cheques and other orders for the payment of money and for that purpose may endorse the same on behalf of TRCA either in writing or by stamp;
 - 92.2 receive from the bank statements of the account of TRCA together with all relative vouchers and sign and deliver to the bank the bank's form of verification, settlement of balance and release;
 - 92.3 obtain delivery from the bank of stocks, bonds and other securities held by the bank in safekeeping or otherwise on the account of TRCA and give valid and binding receipts therefor; and
 - 92.4 invest monies not required immediately by TRCA in such securities as shall have been authorized by the Executive Committee under subparagraph 2.12.

Appendix A

POLICY AND PROCEDURES FOR THE ELECTION OF OFFICIALS

- (I) The Secretary-Treasurer shall assume the Chair for the purpose of conducting elections.
- (ii) For each office to be elected, the Chair shall call for nominations three times.
- (iii) Nominations do not need to be seconded.
- (iv) The Chair shall require of each nominee that they undertake to stand for the office for which they are nominated.
- (v) In the event that the nominee is not in attendance at the meeting, the Chair shall accept a written and signed undertaking that the nominee will stand for the office; if such undertaking is not provided, the Chair shall not accept the nomination.
- (vi) When it appears that all nominations for a given office have been made, the Chair shall ask that nominations be closed; such motion of closure to be seconded.
- (vii) In the event that there is more than one nomination, prior to the election, each nominee shall be allotted no more than 3 minutes to address the Authority.
- (viii) When the nominee has been elected, or in the event of an acclamation, the successful candidate shall be allotted up to 5 minutes to address the Authority.
- (ix) If there is more than one nominee, ballots shall be distributed and members will write the name of their choice on the ballot; fold the ballot twice and present it for collection to the scrutineers duly appointed by the Chair.
- (x) The scrutineers of which there shall be at least two, shall retire from the place of the meeting and count the collected ballots; returning to the meeting, the scrutineers shall present a written statement of the results of the balloting to the Chair.
- (xi) The Chair shall announce the results of the balloting, naming the candidates and the number of ballots cast for each candidate, as well as the number of spoiled ballots, if any.
- (xii) In the event that there are more than 2 nominees, and after the first ballot, no nominee having received a majority of the ballots cast, the Chair shall determine the nominee who has received the fewest ballots and that person shall be declared no longer a nominee; the Chair shall proceed to conduct a second ballot and such successive ballots as are necessary to declare that one nominee has been chosen by a majority of the ballots cast by those members present at the time of the election.

- (xiii) In the event that two nominees receive an equal number of the ballots cast, the Chair shall declare that there is a tie and proceed as follows:

for a ballot when there are only two nominees, in the event both nominees have an equality of ballots, the Chair shall recess the meeting for a period of 15 minutes, after which the Chair shall conduct another ballot, and if there is still an equality of ballots, the Chair shall decide by lot the successful nominee.

for a ballot when there are three or more nominees and none of whom has received a majority of the ballots cast, in the event of an equality of ballots of two or more nominees who have received the fewest ballots, the Chair shall recess the meeting for a period of 15 minutes, after which the Chair shall conduct another ballot, and if there is still an equality of votes, decide by lot the nominee(s) whose name(s) shall be left on the ballot.

in situations similar to the foregoing, but for which specific procedures are not set out, the Chair shall make such rulings as are consistent with the intent of the above to ensure a fair and proper election.

- (xiv) The method of conducting a lot shall be as set out in the Municipal Elections Act.

February 29, 2008

Item 7.2

TO: Chair and Members of the Authority
Meeting Annual #1/08, February 29, 2008

FROM: Nick Saccone, Director, Restoration Services

RE: **NATURAL ENVIRONMENT AND STAND ALONE PROJECT IMPLEMENTATION**
2007 - 2008 Sole Source Agreement, City of Toronto

KEY ISSUE

Recommending approval to proceed with project implementation of various natural environment projects within the City of Toronto.

RECOMMENDATION

THAT Toronto and Region Conservation Authority (TRCA) implement various natural environment and other projects as approved by the City of Toronto as part of the 2007 - 2008 Sole Source project list;

THAT implementation be subject to available funding from the City of Toronto;

AND FURTHER THAT staff be authorized to take such action as is necessary to implement the projects, including tendering of work, signing of contracts and execution of documents to assist the City of Toronto in the completion of the approved projects.

BACKGROUND

TRCA has partnered with the City of Toronto for many years to provide project design, coordination of approvals and implementation services in support of city-led natural environment projects throughout the city and across the Toronto waterfront.

In 2006, the city formalized the process and requested TRCA to enter into an agreement which stipulated terms and conditions for the supply and delivery of projects and services in accordance with an approved list of projects. The agreement also provided a mechanism by which TRCA could invoice the city to recover costs for the services and materials supplied.

By adoption of Report 5.2, J.27.2 of the City of Toronto's Executive Committee at the March 7, 2007 Toronto City Council meeting, the City of Toronto was authorized to enter into sole source purchase orders with TRCA for specific environmental projects addressing parkland naturalization and design to increase the habitat value and enhance the sustainability of the environment.

A list of the approved natural environment and stand alone projects and budgets is as follows:

LOCATION & FEATURE	DESCRIPTION OF WORK	APPROVED PROJECT COST (GST Included)
STAND ALONE PROJECTS		
Topham Pond (Eglinton Pond)	Landscaping, pedestrian access improvement and habitat enhancements in accordance with approved working drawings	\$200,000
Taylor Creek Wetland/Erosion Control	Wetland habitat enhancement project including conceptual plan development, detailed construction and restoration planning and approvals	\$300,000
	sub total	\$500,000
ENVIRONMENTAL PROJECTS		
Island Sand Dunes	bioengineering, habitat features, trail and access improvements	\$45,000
Don Valley Brick Works	trail rehabilitation and improvement, closure fencing, habitat protection, signage installation and replacement	\$40,000
Humber Bay Shores	fence and habitat features installation, shrub bed preparation and installation	\$30,000
Eglinton Flats	fence installation, habitat enhancements and installation of features	\$25,000
Toronto Bird Flyways Project	Various habitat enhancements at three project sites, trail rehabilitation, interpretive features installation	\$30,000
Todmorden Mills	Installation of granular pedestrian trails adjacent to wildflower preserve and historic buildings	\$100,000
Valley Trail Management and Forest Restoration	continuing efforts with TRCA to install granular trails as needed	\$300,000
	sub total	\$570,000

Allowance for other projects	Additional capital budget sub-projects which might be identified as related to TRCA as work to execute 2007 Capital Budget	\$425,000
	sub total	\$425,000
Total Request - Natural Environment & Stand Alone projects		\$1,495,000

This list represents the habitat and restoration project components identified by the city as part of a larger \$5,000,000 program that included provisions for erosion/sediment remediation and parkland pathway infrastructure work.

Staff has been working cooperatively with City of Toronto staff to facilitate project planning and approvals in preparation for implementation. Many of the projects identified are best suited to winter season implementation and are proposed to proceed almost immediately.

RATIONALE

TRCA and the City of Toronto have a long history of working together on a number of regeneration and habitat enhancement projects. Many of these projects are on TRCA-owned lands of which the city is responsible for management.

TRCA is recognized by the City of Toronto as being able to provide cost-effective management of watershed related projects due to highly specialized expertise, the ability to expedite required approvals and permits, facilitate community involvement and meet tight timelines.

FINANCIAL DETAILS

Toronto City Council authorized the General Manager of Parks, Forestry and Recreation to issue sole source purchase orders to TRCA in order to expedite these projects as part of the 2007 Sole Source Agreement between the City of Toronto and TRCA.

Tendering and purchases of goods and services will be conducted in accordance with TRCA's Purchasing Policy.

Report prepared by: Dave Rogalsky, extension 5378

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For Information contact: Dave Rogalsky, extension 5378

Email: drogalsky@trca.on.ca

Date: February 04, 2008

TO: Chair and Members of the Authority
Meeting Annual #1/08, February 29, 2008

FROM: Brian Denney, Chief Administrative Officer

RE: **GOOD NEWS STORIES**
Highlights of Toronto and Region Conservation Authority's Work

KEY ISSUE

Receipt of Good News Stories for December, 2007 and January, 2008, from all sections of Toronto and Region Conservation Authority.

RECOMMENDATION

IT IS RECOMMENDED THAT the report on "Good News Stories" for December, 2007 and January, 2008, be received.

BACKGROUND

Management Team, a committee made up of senior staff at Toronto and Region Conservation Authority (TRCA), meets monthly to discuss strategic initiatives and organizational development.

RATIONALE

Key accomplishments of each TRCA section are highlighted at each Management Team meeting. In keeping with TRCA's objective of Business Excellence, these accomplishments will be brought to the Authority for the information of the members. The following are the accomplishments cited from December, 2007 and January, 2008, and a brief description of each.

- **Peel Region Funding** - Peel Region Council approved TRCA's 2008 budget request totalling \$11.04 million, an increase of over 50%, again demonstrating Peel Region's leadership in addressing climate change issues.
- **Evergreen at the Brick Works** - Toronto Don Valley Brick Works restoration and adaptive re-use moved forward as a lease with Evergreen was signed by the City of Toronto and TRCA which, together with a conservation agreement with the Ontario Heritage Foundation, will enable \$10 million in provincial funding and \$20 million of federal funding to flow to the project.
- **Land Acquisition** - TRCA ownership of greenspace and conservation lands has grown to exceed 40,000 acres for the first time.
 - TRCA completed acquisition of the 94 acre Campbell property in Peel Region with financial support from Peel Region and the Oak Ridges Moraine Foundation.
- **Partners in Project Green** - TRCA and Greater Toronto Airports Authority held first stakeholder meeting with over 60 representatives from the business community surrounding Toronto Pearson and continue to work together to identify eco-economic initiatives of mutual benefit.
- **Health and Safety** - \$153,232.06 NEER rebate received due to safety record of TRCA staff in 2006.

- **Stewardship** - Staff organized a workshop for 70 real estate agents in Caledon East about the financial and technical assistance that can be used when "Marketing Rural Properties on the Oak Ridges Moraine".
- **Planting Program** - In 2007 planted over 254,000 trees and shrubs which represents a 24% increase over 2006 planting levels.
- **Lake Wilcox** - Began shoreline naturalization project at Lake Wilcox with Town of Richmond Hill. Over 100 people attended public meeting and have garnered a lot of public support.
- **Frenchman's Bay** - City of Pickering approved funding to assist in acquiring last piece of land to complete trail and waterfront connection around Frenchman's Bay.
- **Spills** - \$180,000 commitment from GeoConnections to develop a geographic information systems-based spills and emergency decision support system. Kegan Systems Inc. to work with TRCA to develop the pilot for Peel Region to track and monitor spills. Will expand throughout TRCA jurisdiction if the program is successful.
- **Paddle the Don** - Banrock Station agreed to sponsor Paddle the Don with \$15,000 over the next 3 years and donate 20 Bees wine for Sauriol Dinner.
- **Erosion and Sediment Control** - \$45,000 received for Erosion and Sediment Control Initiatives from City of Vaughan.

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Date: February 6, 2008

Item 1

APPOINTMENTS TO TORONTO AND REGION CONSERVATION AUTHORITY FOR 2008-2009

The Secretary-Treasurer can advise that all the persons listed below have been duly appointed and are entitled to sit as Members of this Authority for the 2008-2009 year, or until their successors are appointed.

ADJALA-TOSORONTIO/MONO

Glenn Mason

DURHAM

Colleen Jordan
Bonnie Littley
Gerri Lynn O'Connor

TORONTO

Paul Ainslie
Maria Augimeri
Bryan Bertie
Laurie Bruce
Gay Cowbourne
Glenn De Baeremaeker
Rob Ford
Lois Griffin
Suzan Hall
Reenga Mathivanan
Peter Milczyn
Ron Moeser
John Parker
Anthony Perruzza

PEEL

Eve Adams
Grant Gibson
Maja Prentice
John Sprovieri
Richard Whitehead

YORK

David Barrow
Bill Fisch
Jack Heath
Linda Pabst
Gino Rosati