



Council Meeting Minutes  
Tuesday, January 17, 2012  
9:30 a.m.  
Council Chambers, Town Hall

Mayor M. Morrison  
D. Beffort (left at 2:24 p.m.)  
N. deBoer (Arrived at 10:38 a.m., left at 1:50 p.m.)  
P. Foley  
G. McClure (Arrived at 11:58 a.m., left at 2:28 p.m.)  
R. Mezzapelli  
R. Paterak  
A. Thompson  
R. Whitehead

Chief Administrative Officer: D. Barnes  
Director of Public Works: C. Campbell  
Director of Development Approval & Planning Policy: M. Hall  
Council/Committee Co-ordinator: B. Karrandjas  
Director/Chief Financial Officer/Deputy CAO: R. Kaufman  
Director of Administration/Town Clerk: K. Landry  
Director of Human Resources: J. Porter  
Director of Parks & Recreation: K. Scott

Other Staff Present Specific Items Only

Project Manager: S. Brake  
Manager of Civic Properties: S. Doherty  
Economic Development Officer: S. Dolson  
Manager of Development: S. Kirkwood  
Planning Student: K. Li  
Capital Asset Coordinator: K. Lichti  
Senior Policy Planner: T. Manley  
Energy and Environmental Coordinator: J. Schembri  
Project Manager: D. Slopek  
Senior Manager, Capital Projects & Property Management: R. Trudeau

1. **CALL TO ORDER**

Mayor Morrison called the meeting to order at 9:36 a.m.

2. **APPROVAL OF AGENDA**

Moved by D. Beffort - Seconded by A. Thompson 2012-017

That the agenda for the January 17, 2012 Regular Council Meeting, be approved. Carried.

3. **DISCLOSURE OF PECUNIARY INTEREST** – None stated.

4. **PRAYER AND O CANADA**

Councillor Foley opened the meeting with a prayer.

5. **SUMMARY OF ADDENDUM ITEMS** – None.

6. **COUNCIL WORKSHOP**

Moved by A. Thompson - Seconded by D. Beffort 2012-018

That Council convene into Council Workshop. Carried.

1. Corporate Green Building Standard.

Jeremy Schembri, Energy and Environmental Coordinator distributed a LEED Canada-NC 2009 Project Checklist and Caledon Priority Tracking Sheet for Council to complete while the workshop was taking place.

Mr. Schembri then provided the following information:

#### Project Recap

##### What?

- Green Building Standard for all new Town facilities and major renovations as appropriate

##### Why?

- Reduce total costs and environmental impact of facilities
- Reduce overall impact of built environment on human health and increase productivity
- Assist Town in meeting strategic goals and objectives (Peel Climate Change Strategy; Corporate Energy Management Plan; Community Based Strategic Plan)
- Builds on Green Development Program for private sector
- Provides guidance to staff
- Be a leader in our community

#### Progress to Date

- Retained Light House Consulting
  - Conducted staff interviews
  - Completed municipal case study analysis
- October 18 Council Workshop Feedback
  - Working session
  - Cost difference between LEED® Certification and made in Caledon
  - Feasibility of Town staff to certify work
    - Existing staff resources with education and credentials in Capital Projects and Project Management and Energy and Environment
  - Wellington County Standard

#### Green Building Costs

- Difficult to address cost difference between a Leadership in Energy and Environmental Design (LEED) compliant standard and “made in Caledon” standard
- *Greening Built World Study* indicated average 2% premium over conventional buildings
- Town of Halton Hills Report estimated:
  - LEED Certified: 2% or \$5 per square foot
  - LEED Silver: 4-5% or \$10 per square foot
  - LEED Gold: 9-12% or \$27 per square foot

#### Green Building Savings

- *Greening Built World Study* found:
  - Cost benefits of green buildings are ten times the cost premium over a 20 year period
  - On average green buildings use 35% less energy (Ajax LEED Fire Building estimated 35% energy savings)
  - Staff productivity gain of 2-10% when moving from average building to green building (1% productivity increase equals 5 minutes per day)
  - Green buildings are less risky. Traditional building risks: indoor air quality issues; use of finite resources and escalating costs; and average buildings are less attractive, more costly and may become obsolete

Joanne Sawatzky, Light House Consulting provided the following information:

- Using primarily the LEED Checklist, Light House is seeking input on credits and sustainable building elements that are of importance for the Town

#### Sustainable Sites

Why is this important?

Site selection and design impacts:

- Destructive to local ecology (erosion, loss of habitat, pollution, etc)
- Encroachment on productive agricultural land
- Reduces recreational open space
- Ambient temperatures (heat island)

Stormwater impacts:

- Reduces water quality
- Disrupts aquatic life

Intent:

- Reduce impact of a new building on the selected site and surrounding area

LEED Prerequisite:

- Sediment and erosion control site plan

What would this include?

- Site Selection
- Maximize open space
- Density
- Alternative transportation
- Parking and preferred parking
- Stormwater management
- Heat island
- Light pollution
- Erosion and sedimentation control
- Design for passive solar orientation

Site Selection

Avoid	Requirements
Parkland	Land of equal or greater value can be accepted as trade-off public parkland
Agricultural Land Reserve	Officially designated areas protecting agricultural land are not built on.
Green Belt	Land that is protected as a habitat corridor.
Floodplains	A lowland area, whether dyked, flood-proofed or unprotected which is at an elevation susceptible to flooding
Ecologically sensitive land	Land that includes rare or fragile ecosystems, places of significant and recognized biodiversity or habitat for rare and endangered species
Wetlands	Area that is inundated or saturated by surface or ground water (swamps, marshes, bogs)

Stormwater Management

LEED Credit Options

Implement stormwater management plan that:

- prevents post development peak discharge rate/quantity from exceeding the pre-development rate and quantity for 1 and 2 year- 24 hour storms
- protects receiving waterways (rivers, streams) from excessive erosion
- treats stormwater runoff

Methods to Reduce Run-Off

- Reduce impervious surfaces
  - Pervious paving
  - Underground parking
- Reduce building footprint
- Green roofs
- Storage and retention systems
  - Constructed wetlands
  - Grassy swales
  - Bio-retention ponds
- Stormwater harvesting
  - Cisterns/Storage tanks

#### Alternative Transportation

- Bicycle storage and changing room, bike storage and showers for 5% of occupants; residential buildings Bike storage for 15% of occupants
- Alternative fuel vehicles - hybrid or alternative fuel vehicles for 3% of occupants and preferred parking or refuelling stations for 3% of total parking capacity
- Parking capacity - do not exceed minimum local parking requirements or add no new parking for rehabilitation and preferred parking for carpools/car coops for 10% of occupants

#### Water Efficiency

Why is this important?

- Peel Residents consume 289L/day
- Reduce clean water demands
- Reduce water treatment
- Reduce sewage treatment
- Save energy
- Infrastructure is expensive

Intent:

- Reduce potable water consumption

LEED Prerequisite:

- 20% reduction in potable water

What would this include?

- Potable water reduction
- Water-efficient landscaping
- Treat wastewater on-site
- Increase local aquifer recharge
- Greywater reuse

#### Energy and Atmosphere

Why is this important?

- Meet the energy conservation targets within the Green Energy and Green Economy Act
- Reduce harmful emissions in atmosphere
- Reduce operating costs
- Ensures building is working as designed

Intent:

- Reduce a buildings energy consumption and greenhouse gas emissions

LEED Prerequisites:

- Specific energy reduction
- Commissioning energy systems
- No CFC's

What would this include?

- Energy efficiency
- On-site renewables
- Green power purchasing
- On going Measurement and Verification
- Commissioning
- Carbon emission reductions
- Phase out HCFC's

#### Energy Efficiency

- Site, sun, wind and light
- Consider heating, lighting, ventilation and energy performance
- Optimizing building performance is a highly sophisticated exercise in trade-offs – computer modelling and simulations play an important role

- Optimize building envelope - increase insulation/reduce thermal bridging, keep window to wall ratio below 50%
- Integrated design charrette (IDP)

#### On-site Renewable Energy

##### Eligible systems:

- Photovoltaic (PV)
- Solar thermal
- Bio-fuel based energy
- Geothermal (heat and electricity generation)
- Low-impact hydro
- Wind turbines
  - PV projects in Caledon
  - FIT program opportunities
  - Solar ready (roof pitch, shaft, conduit, mechanical room)

#### Commissioning

- Ensure building elements and systems are designed, installed and calibrated to operate as intended
- Commissioning maximizes energy efficiency - often increases by 5% - 10%
- Commissioning reduces costs associated with change orders and repairs

#### Materials and Resources

##### Why is this important?

- Construction waste is the largest contributor to landfill
- Use local materials to reduce carbon emissions for transportation
- Help local economy grow
- Reduce virgin material extraction
- Encourage reuse and recycling

##### Intent:

- Use low impact materials, and reduce waste

##### LEED Prerequisite:

- Space for collection, separation and recycling of materials

##### What would this include?

- Local materials (purchasing by-law implications)
- Materials containing: recycled, reclaimed, rapidly renewable
- Certified wood
- Building reuse
- Construction waste diversion
- Storage and collection of waste, recycling

#### Indoor Environmental Quality

##### Why is this important?

- Building materials contain many harmful chemicals
- Improve health of staff, visitors, contractors
- Increase productivity, reduce sick days

##### Intent:

- To provide healthy and comfortable working environments

##### LEED Prerequisites:

- Meets standard for acceptable indoor air quality
- No smoking in buildings

What would this include?

- Indoor Air quality (IAQ)
- Thermal comfort
- Non-smoking buildings
- IAQ during construction
- IAQ before occupancy
- Low emitting materials (VOC)
- Daylighting and views
- Control chemical and pollutant source control

Innovation in Design and Regional Priorities

Why is this important?

- Push the envelope
- Allow for thinking outside the box
- Align with geographic regional priorities

Intent:

- Allow room for innovation, exemplary out of the box thinking, going above and beyond
- Contribute to local concerns and issues

What would this include?

Innovation

- Exceed minimum LEED credit requirements
- Green Cleaning Policy
- Green Landscape Plan (no pesticides)
- Low Mercury Lighting
- Building Envelope Commissioning
- Ideas are welcome!!

Regional

- Durable Building Plan
- Landfill constraints
- Water infrastructure constraint
- Low impact development (LID)
- Smart Commute

Jeremy Schembri, Energy and Environmental Coordinator provided the following information:

Based on feedback, staff and the consulting team will:

- Recommend and Develop Standard
- Estimate costs and benefits
- Procurement specifications and scope of work language (alignment with Green Procurement policy)
- Reporting protocol
- Implementation guidelines

NOTE: Council requested that a workshop be held regarding LEED certification and new development in Caledon.

2. Bolton Downtown Parking Study Update.

Craig Campbell, Director of Public Works provided the following information:

Terms of Reference, Bolton Downtown Parking Study Update

In 2010, Council approved the terms of reference for the Update of the 2004 Bolton Downtown Parking Study

- Research and inventory the parking changes in the Core Area
- Summarize the changes and the net affect of parking availability
- Create a map of the Core Area parking inventory
- Perform a peak parking demand utilization study
- Measure the weekday parking duration

- Determine the impacts of the Mayfield Rd Transit Hub Parking Facility
- Determine the impacts on parking with the completion of the BAR
- Determine the impacts on parking with the intensification of the Core Area
- Identify parking space deficiencies
- Identify potential solutions to parking deficiencies with costs
- Review the Cash in Lieu of Parking Program (CLPP)
- Review the Towns zoning bylaw parking standards
- Review potential passive transportation solutions for the Core Area

#### 2011 Study Findings

Paradigm Transportation Solutions Ltd. was retained to update the 2004 parking study which included, in addition to terms of reference tasks, a survey of accumulation and turnover of all parking stalls in the Core Area and a parking user survey and a business survey. The following are the highlights of their study:

- The number of parked cars (parking demand) during peak periods has stayed relatively the same while the number of parking stalls has increased by 158 since the 2004 report
- The Core Area parking is used up to 70% Weekdays and 60% Saturdays. This indicates a surplus of 30% to 40% of the parking supply
- A parking surplus of about 180 (Friday Survey) and 280 (Saturday Survey) stalls compared to the practical capacity of 560 stalls
- The peak parking demand was a total of about 380 vehicles compared to a parking supply of about 560 stalls
- Only 14% of the parking durations were long-term parking (greater than 4 hrs), representing about 50 stalls during the peak Friday parking demand. Only 2% parked for more than 10 hrs (Concluding no commuter parking problem)
- In almost all areas of the Core, the total parking demand is significantly less than the capacity of the parking supply
- There is no justification to increase parking supply or any changes to the operation, except for possibly the zoning requirements

#### Highlights from the Parking Survey

##### Primary Purpose to Visit Core Area

- 59% of visits to the core were for personal service / errands;
- 17% of surveyed visitors were in the core to dine;
- 16% of surveyed visitors work in the core;
- 5% of surveyed visitors were in the core for the GO bus; and
- 3% of surveyed visitors were shopping in the core

##### Trip Origin

- 48% of the surveyed patrons came to the downtown core from locations within Bolton;
- 9% of surveyed patrons came to the downtown core from locations in Caledon;
- 6% of the surveyed patrons came to the downtown core from locations in Brampton and Toronto
- All other locations account for 3% or less each of all prior locations

##### Perception of Parking Supply

- About 25% of respondents indicated that they have left the core area due to a lack of parking on occasion
- However, when asked whether it was difficult to find parking, 98% of respondents indicated "No"
- Patrons were asked if they felt parking in the core was adequate. The results indicated that 66% of patrons felt parking was adequate

##### Previous Parking Supply Improvements

- The Town has spent a total of \$450,000 on parking improvements within the Core Area, creating 98 new parking spots for a cost of \$4590/space.
- Some spaces included on street parking designation which was at low cost.
- The cost to create the additional parking spaces in the west side municipal lot was, \$418,000 for 61 spaces = \$6850/space.
- The Region spent an estimated \$110,000 in the removal of the old well and creating 8 new spaces on the Towns lands, east side of Chapel St.
- The remainder of the spaces were created through redevelopment and reconfiguration of parking spaces on private property for a total of 158 new spaces.

West Side *	Construction	\$418,000	Property, Expansion and upgrades of existing Municipal Lot
East Side	Demolition	\$30,000 (Estimated)	Demolition of Storage Building (Private Property Works)
	Construction	\$110,000 (Region Costs)	Chapel St Parking Expansion & Improvements
	Lighting Improvements	\$10,000	Improved Security
On Street	Pavement Markings & signs	\$2,000	Designation of On Street Permit Parking Spaces
	Lighting	\$20,000	Improved Security
		\$590,000	This represents an estimate on what was spent in total to create parking spaces in the Core Area, not including the redevelopment of sites, like Tim Hortons, etc

\*Council has approved \$365,000 in 2012 for Phase 2 of the upgrades of the west side municipal parking lot.

Next Steps

- o Provide and consult with the BIA on the findings of the Bolton Core Area Parking Study Update
- o Consider the timing and budget needs for the future review of the parking standards in the zoning bylaw

NOTE: Council requested staff to look into larger directional signs to identify municipal parking lots.

NOTE: Council requested staff to look into installing bicycle racks on municipal lots.

NOTE: Staff were directed to report back to Council regarding the various development funding incentives and requirements.

3. EcoMedia Direct Recycling Units.

Kim Lichti, Capital Asset Coordinator provided the following information:

Agreement Background

Agreement signed August 2010 for three year period allowing the following number of units within Caledon

- o 20 units located along Regional Road 50 in Bolton
- o 1 unit located at Town Hall (Town of Caledon advertising only)

Units added beyond those specified in the Lease:

- o 2 units were placed in Bolton
- o 3 units were placed in South Fields Community (in the fall one unit was removed due to unsafe vehicular sight line issues)

EcoMedia – Fee Schedule

Year 1

\$400 x 4 = \$1,600/24 units = \$66.67 per unit per year

Year 2

\$450 x 4 = \$1,800/24 units = \$75.00 per unit per year

Year 3

\$500 x 4 = \$2,000/24 units = \$83.33 per unit per year

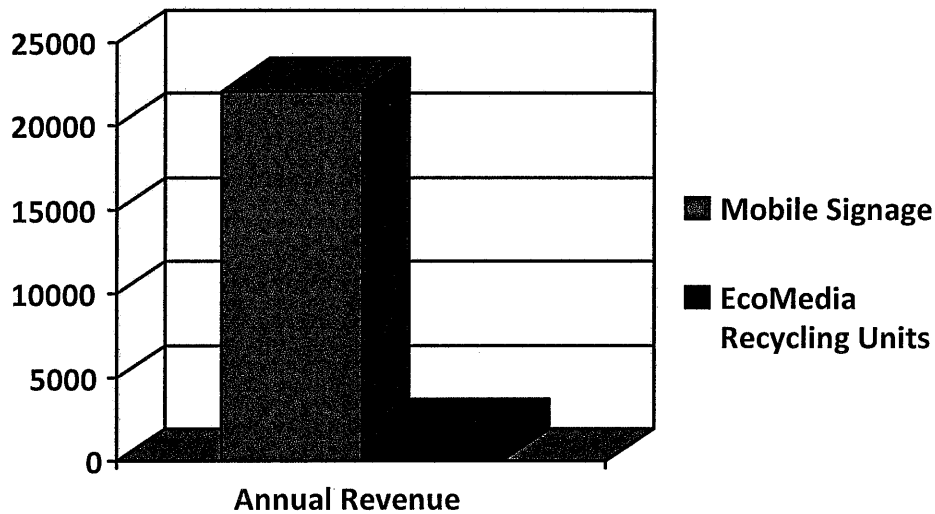


Fee schedule is not incremental to the number of units located within the Town.

#### Other Town Advertising Revenue

- In 2011, \$22,076 was received for mobile sign permits for a total of 171 mobile sign permits.
- A mobile sign permit fee is \$60.00 for a 30 day period.
- The permit may be renewed for an additional 2 periods of 30 days at a cost of \$60.00 per period.

#### Revenue Comparison



#### Town of Caledon Advertising

- The Town is permitted to advertise on 10% of all advertising space located on the units, location and duration of advertising is at the discretion of EcoMedia.
- Currently the Town is advertising on 4 sides of the total 48 rental sides available. (8.3% of available sides)

#### Recycling and Waste Effectiveness

- The units are designed to collect waste and recyclable material in three compartments; paper, plastics and waste.
- A six month assessment by the Region of Peel has shown that the contents are mostly waste (including pet waste) in all three compartment.

Of the 24 existing recycling units the Region indicated the following are effective and warrant a weekly pick up:

- Entrance to Albion Bolton Community Centre
- North East corner of Ellwood Drive and Regional Road 50
- South East corner of Queensgate Blvd and Regional Road 50
- South West corner of Queensgate Blvd and Regional Road 50

Since the recycling material is contaminated by the waste being placed in the units, it cannot be included into the Region's recycling program.

#### Location Objectives

- The accessibility of the unit to the public for recycling purposes
- The convenience and safety of pedestrians
- The safety of vehicular traffic
- The potential exposure and visibility available for advertising on the recycling units

#### Bin Relocation - Bolton

- During the January 11, 2011 Council Meeting it was noted that EcoMedia will work with Councillors on locations in each ward and with staff to update the contract regarding the increase the number of recycling units.
- Upon review of the number and location of the units along Regional Road 50 within Bolton, it was agreed that five bins would be relocated to other locations within Bolton.
- Four units have been relocated, while one unit remains as the advertising contract between EcoMedia and their client has been extended to the end of August 2013.

#### South Fields Community

- All units in South Fields were identified as having sight line issues and were not installed to the StreetScaping Guidelines of the Community. Janet Sperling – Landscape Project Coordinator, Brian Baird – Manager of Parks/Landscape Architect advised the recycling units to be on concrete pads
- Two units along Kennedy Road were relocated to the opposite side of the sidewalk, addressing the sight line issues, however they were not installed on concrete pads.
- The unit located on Abbotside Way was removed as there was no suitable location.

#### Location Objective #1

The accessibility of the unit to the public for recycling purposes:

- Approximately 25% of the recycling units in Bolton are not located adjacent to sidewalks. Two recycling units are located in an industrial section with limited pedestrian traffic.
- Pending a review by the Accessibility, Election & Special Projects Manager, the recycling units may not be fully accessible to the public.
- In order to achieve this objective the recycling units should be placed in high pedestrian traffic areas (including adjacent to sidewalks, parks, community centres and sports fields).

#### Location Objective #2

The convenience and safety of pedestrians:

- Of the 24 recycling units located within Caledon, only 4 units are located in high pedestrian travelled areas and are collected on a weekly basis.
- The recycling units located south of Healey Road are not used.
- In order to achieve this goal the units should be located in high pedestrian travelled areas rather than high vehicular travelled areas.

#### Location Objective #3

The safety of vehicular traffic:

- Three recycling units located in South Fields were relocated due to sight line safety issues.
- Currently no procedure for Town and Region of Peel staff to review locations to ensure safe sight lines.
- Currently no procedure for Town Staff to sign off on the placement of all recycling units located on all Town of Caledon lands.
- In order to achieve this goal Town staff in coordination with Region of Peel and EcoMedia should establish policies and procedures to advise and approve the placement of the recycling units.

#### Location Objective #4

The potential exposure and visibility available for advertising on the recycling units:

- All advertising material shall be in accordance with the regulations and standards set by the Canadian Advertising Council and shall comply with all municipal by-laws and policies, including Caledon's advertising policy.
- Advertising on the recycling units is sold and installed by EcoMedia and is not subject to municipal review prior to installation.
- All units are located adjacent to roadways, therefore receive exposure for vehicular traffic, however when not adjacent to sidewalks there is limited pedestrian exposure.
- In order to achieve this goal the units need to be placed in high pedestrian traffic areas and at intersections with traffic lights.

#### Summary

##### Recycling/Waste Collection

- Only 4 of the 24 units are utilized for waste collection and warrant a weekly pickup
- Recycling material is contaminated by the waste being placed in all three compartments and therefore cannot be placed into the Region's recycling program

Revenue

- Mobile Sign revenue for 2011 was \$22,076.
- Revenue from EcoMedia units in 2011 was \$1,600

Unit Placement

- Town Staff and Region of Peel work together with EcoMedia to identify locations which based on historical data would warrant a recycling waste collection unit
- Only the units placed in high pedestrian traffic area are effective for waste collection

Focus for Improvement

Update Agreement between EcoMedia and the Town to reflect:

- The current location and the number of units within Caledon
- Procedures for future amendments to the Agreement in terms of additions, deletions or relocation of units within Caledon
- The terms of the Agreement with respect to:
  - revenues received by the Town
  - approval of advertising and advertising agreements
  - review and approval of sight lines
  - sign off for placement of recycling units
  - guidelines regarding StreetScaping and accessibility
  - Town named as insured in EcoMedia's insurance policy
- Guidelines for determining the effectiveness of the units and execute a review on an annual basis

Moved by R. Paterak – Seconded by P. Foley

2012-019

That Council rise out of Council Workshop.

Carried.

**7. PUBLIC QUESTION PERIOD**

Gary Dolson, Director of Business Development for EcoMedia, reviewed some of the issues faced by EcoMedia and advised that they wish to work with both the Town of Caledon and Region of Peel staff to make this a successful program.

**8. BY-LAWS**

Moved by R. Paterak – Seconded by R. Mezzapelli

2012-020


That the following by-law be taken as read three times and finally passed in open council:


2012-003 To confirm the proceedings of the January 17, 2012 Council Meeting.

Carried.

**9. ADJOURNMENT**

On verbal motion moved by Councillor Foley and seconded by Councillor Mezzapelli, Council adjourned at 2:44 p.m.

  
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Marcelyn Morrison, Mayor

  
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Karen Landry, Clerk

